THE CITY OF
OXFORD

MINUTES

City of Oxford

Board of Aldermen

Regular Meeting

Tuesday, June 03, 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 3, 2025 in the courtroom of Oxford City Hall when and where the following were present:

Robyn Tannehill, Mayor
Rick Addy, Alderman Ward I
Mark Huelse, Alderman Ward II
Brian Hyneman, Alderman Ward III
Kesha Howell-Atkinson, Alderman Ward IV
Preston Taylor, Alderman Ward V
Jason Bailey, Alderman Ward VI
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. Mayor's Report

1.c. Adopt the agenda for the meeting.

Agenda Attachments
1. Request Permission for Mayor to execute contracts Whirlpool Well 3.pdf

It was moved by Alderman Bailey, seconded by Alderman Crowe to adopt the agenda for the meeting with the addition of items 3d.vii, additional wording for 5.a, and 7.g. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

2. Regular Agenda: City Clerk's Office

2.a. Request permission to approve the minutes from the Regular Meeting on May 20, 2025 and the Special Meeting on May 21, 2025. (Ashley Atkinson)

Agenda Attachments
1. Draft_05202025_minutes.pdf
2. Draft_05212025_minutes.pdf

It was moved by Alderman Howell-Atkinson, seconded by Alderman Taylor to approve the minutes from the Regular Meeting on May 20, 2025 and the Special Meeting on May 21, 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 Howell-Atkinson, seconded by Alderman Crowe to approve the accounts for all city departments, including a Claims Docket showing General Fund claims numbered 136476-136669 and ACHs 261-263, Water & Sewer Fund claims numbered 40054-40083 and ACHs 240-241, Trust & Agency claims numbered 52884-52948 and ACHs 169-171, Metro Narcotics claims numbered 9194-9199 and ACHs 77-78, OPC Activity Fund claims numbered 4125-4144, and totaling $1,522,958.07. 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 Glock 19-Gen 5 with SN BGZE441 surplus in the Oxford Police Department and authorize its disposal. (Jeff McCutchen)
ii. Request permission to declare a 2020 yellow and black Titan Grip wheel lock surplus in the Oxford Police Department- Parking Division and authorize its disposal. (Jeff McCutchen)
iii. Request permission to donate a surplus 2009 Dodge charger with VIN 2B3KA43V99H567533 to the Abbeville Police Department. (Jeff McCutchen)
iv. Request permission to declare a 2017 John Deere loader with VIN 1DW544KZJHF681548 surplus in the Environmental Services Department and authorize its sale to another municipal government, per the quotes received. (Amberlyn Liles)

Agenda Attachments
1. OPD_Parking_Surplus.pdf
2. OPD_surplus.pdf
3. Permission to sell JD Loader to Panola County.pdf
4. Env_Svcs_surplus_loader.pdf

5. QuotesLoader to Panola County 5.29.25.pdf

3.b. Grants:

3.c. Human Resources:

i. Request permission to approve a salary step increase for Roderick Holmes in the Oxford Police Department. His new annual salary will be $41,863.37. (Braxton Tullos)
ii. Request permission to promote Captain Rusty Rasberry to Deputy Chief in the Oxford Police Department, effective July 1, 2025 and with a new annual salary of $97,383.14. (Braxton Tullos)
iii. Request permission to promote Officer Nicholas Bails to Corporal in the Oxford Police Department, effective June 13, 2025 and with a new annual salary of $57,823.38. (Braxton Tullos)
iv. Request permission to promote Officer Richard Smith to Corporal in the Oxford Police Department, effective June 13, 2025 and with a new annual salary of $60,622.86. (Braxton Tullos)
v. Request permission to accept the retirement of Deputy Chief Sheridan Maiden in the Oxford Police Department, effective June 30, 2025. (Braxton Tullos)
vi. Request permission to approve Violeta Segura Salazar as an unpaid intern for the Oxford Police Department for the Summer/Fall Semester. (Braxton Tullos)
vii. Request permission to accept the retirement of Thomas Bullion in the Buildings & Grounds Department, effective June 30, 2025. (Braxton Tullos)
viii. Request permission to hire Jakayla Pegues, Rob Upchurch, and Madison Grant as part-time Concessionaires in the mTrade Park Department, each with an hourly rate of $9.25. (Braxton Tullos)
ix. Request permission to promote John Barefoot to Wastewater Plant Operator II in the Oxford Utilities-Water & Sewer Division, with a new annual salary of $49,933.67. (Braxton Tullos)
x. Request permission to hire Seth Ihde as a part- time Facility Worker in the Oxford Conference Center department, at an hourly rate of $12.00. (Braxton Tullos)
xi. Request permission to hire JaQuretta Powell as a Seasonal Driver in the Environmental Services Department, at an hourly rate of $17.00. (Braxton Tullos)
xii. Request permission to approve volunteers for the Oxford ARC. (Kelli Briscoe)

3.d. Travel Requests:

i. Request permission for four employees to attend the 2025 Municipal Tax Collection Workshop on August 21, 2025 in Starkville, MS at an estimated cost of $300.00. (Ashley Atkinson)
ii. Request permission for an employee to attend the MSSAUG & Mast Meeting on June 25-27, 2025 in Pearl, MS at an estimated cost of $286.00. (Hollis Green)
iii. Request permission for an employee to attend the MSAE Member2Member Reception on June 24-25, 2025 in Ridgeland, MS at an estimated cost of $548.00. (Micah Quinn)
iv. Request permission for ten employees to attend National Lawfit in Desoto, MS on June 26-28, 2025 at an estimated cost of $4,880.00. (Jeff McCutchen)
v. Request permission for an employee to attend the 2025 MS Chief's Summer Conference in Biloxi, MS on June 16-20, 2025 at an estimated cost of $1,363.00. (Jeff McCutchen)
vi. Request permission for an employee to attend the MAPS 2025 Summer Seminar on July 17-18, 2025 in Biloxi, MS at an estimated cost of $1,540.00. (John Crawley)
vii. Request permission for an employee to attend the 2025 NFPA Convention & Expo on June 15-19, 2025 in Las Vegas, NV at an estimated cost of $2,500.00. (Joey Gardner)

3.e. Miscellaneous:

i. Request permission to approve the water and/or sewer adjustments in accordance with the Oxford Utilities Lead Adjustment Policy. (Rob Neely)
ii. Request permission to accept donations for the benefit of the Oxford ARC. (Kelli Briscoe)

Agenda Attachments
1. Water_Sewer_adjustments_06032025.pdf

4. Regular Agenda: Other Departments

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

Agenda Attachments
1. Rick_Addy_Resolution_REV.pdf

This item was removed from the agenda and will be presented at the next meeting.

4.b. Request permission to adopt a Retirement Resolution for Oxford Police Department employee, Sheridan Maiden.

Agenda Attachments
1. Maiden_resolution.pdf

It was moved by Alderman Taylor, seconded by Alderman Crowe to adopt a Retirement Resolution for Oxford Police Department employee, Sheridan Maiden. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.c. Request permission for retired Oxford Police Department employee, Sheridan Maiden, to purchase his service weapon for $1.00 as allowed by State statute. (Jeff McCutchen)

It was moved by Alderman Addy, seconded by Alderman Crowe to allow retired Oxford Police Department employee, Sheridan Maiden, to purchase his service weapon for $1.00, as allowed by State statute. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.d. Request permission to approve the Oxford Utilities-Electric Division budget for FY 2025-2026. (Rob Neely)

Agenda Attachments
1. OU_Elec_Division_budget_FY2026.pdf

It was moved by Alderman Bailey, seconded by Alderman Huelse to approve the Oxford Utilities-Electric Division budget for FY 2025-2026, as presented. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.e. Request permission to accept the annual audit for fiscal year ended September 30, 2024, as presented. (Bryon Wilemon/Ashley Atkinson)

Agenda Attachments
1. City of Oxford 2024 Draft reduced.pdf

It was moved by Alderman Bailey, seconded by Alderman Huelse to accept the annual audit for fiscal year ended September 30, 2024, as presented. 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 Juneteenth Celebration on June 14, 2025 from 2pm-8pm, including the reservation of four parking spots in the lower lot behind City Hall. (Jeff McCutchen)

Agenda Attachments
1. Juneteenth_permit.pdf

It was moved by Alderman Crowe, seconded by Alderman Bailey to approve a Parade/ Assembly permit for the Juneteenth Celebration on June 14, 2025 from 2:00pm-8:00pm, including the reservation of four parking spots in the lower lot behind City Hall. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

5.b. Request permission to petition the Mississippi Wireless Communication Commission (WCC) for the Procurement of 5G-Capable Cradlepoint Devices and Motorola APX 900 Portable Radios. (Jeff McCutchen)

It was moved by Alderman Huelse, seconded by Alderman Howell-Atkinson to petition the MS Wireless Communication Commission (WCC) for the procurement of 5G-capable cradlepoint devices and Motorola APX 900 portable radios for the Oxford Police Department. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

5.c. Request permission to approve a Parade/Assembly Permit for the Lafayette County Democrats to host a rally/march on June 14, 2025 from 10:30am-12:30pm. (Jeff McCutchen)

Agenda Attachments
1. Parade_permit_Lafayette_County_Dems.pdf

It was moved by Alderman Howell-Atkinson, seconded by Alderman Taylor to approve a Parade/Assembly Permit for the Lafayette County Democrats to host a rally/march on June 14, 2025 from 10:30am-12:30pm. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

6. Regular Agenda: Development Services-Building Department

6.a. Second reading and public hearing on a proposed Ordinance amending and/or re-locating multiple sections of Chapter 22-Buildings, of the Code of Ordinances of the City of Oxford. (Johnathan Mizell)

Agenda Attachments
1. Second Reading Code Adoption Clean Cut-1.pdf

The Mayor called for public comment and received none; however, one comment from a contractor, regarding sprinkler systems, was received by the Building Official. It was moved by Alderman Hyneman, seconded by Alderman Howell-Atkinson to approve the proposed Ordinance amending and/or re-locating multiple sections of Chapter 22-Buildings, of the Code of Ordinance of the City of Oxford. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

7. Regular Agenda: Development Services-Engineering Department

7.a. Third reading and vote on a proposed Ordinance to amend the Traffic Calming Policy. (John Crawley)

Agenda Attachments
1. MEMO - Third Reading of Proposed Changes to Traffic Calming Policy - 6.3.25.pdf

It was moved by Alderman Hyneman, seconded by Alderman Howell-Atkinson to approve the proposed Ordinance to amend the Traffic Calming Policy, to remove speed humps as an option for traffic calming. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

7.b. Second reading and Public Hearing on a proposed Ordinance amending Chapter 98-Streets, Sidewalks, Roads, and Bridges, Article VII, Section 98-153 (c) / Street Trenching & ROW Management, and Chapter 114-Utilities, Article VII, Section 114-385 (2) / Telecommunications Permit of the Code of Ordinances for the City of Oxford, MS. (John Crawley)

Agenda Attachments
1. MEMO - Second Reading of Proposed Changes to Telecommunications and ROW Ordinance - 6.3.25.pdf

After calling for public comment and receiving none, it was moved by Alderman Bailey, seconded by Alderman Addy to approve the proposed Ordinance amending Chapter 98-Streets, Sidewalks, Roads, and Bridges, Article VII, Section 98-153 (c) / Street Trenching & ROW Management, and Chapter 114-Utilities, Article VII, Section 114-385 (2) / Telecommunications Permit of the Code of Ordinances for the City of Oxford, MS. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

7.c. Request permission to advertise for bids for the 2025 Micro-Surfacing Project. (John Crawley)

Agenda Attachments
1. Memo - Request Permission to Adverstise for Bids for Micro-Surfacing 2025 - Combined.pdf

It was moved by Alderman Huelse, seconded by Alderman Crowe to advertise for bids for the 2025 Micro-Surfacing Project. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

7.d. Consider Change Order No. 6 for the SR 7 Water Improvements Project, Phase IIB. (John Crawley)

Agenda Attachments
1. Memo - Request to Approve Change Order No. 6 for SR 7 Phase II B - Combined.pdf

It was moved by Alderman Huelse, seconded by Alderman Crowe to approve Change Order No. 6 to Argo Construction, in the amount of $42,128.00, for the SR 7 Water Improvements Project, Phase IIB. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

7.e. Consider a request from Miller-Valentine for Sunday work on June 8, 2025 at the Colonnade Self-Storage Facility located at 1669 Bainbridge Street. (John Crawley)

Agenda Attachments
1. Memo - Request for Sunday Work Hours for Colonnade Self-Storage Facility - Combined.pdf

It was moved by Alderman bailey, seconded by Alderman Huelse to approve a request from Miller-Valentine for Sunday work on June 8, 2025 at the Colonnade Self-Storage Facility located at 1669 Bainbridge Street. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

7.f. Request permission to release the subdivision bonds for The Lamar, Phases 4A, B, and C. (John Crawley)

Agenda Attachments
1. Memo - Request to Release Subdivision Bonds for The Lamar, Phases 4A, B, and C - Combined.pdf

It was moved by Alderman Addy, seconded by Alderman Crowe to release the subdivision bonds for The Lamar, Phases 4A, B, and C. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

7.g. Request permission to approve and authorize the Mayor to sign a contract, in the amount of $1,728,857.00, with the Donald Smith Company for the construction of the Whirlpool Well #3 Project. (John Crawley)

Agenda Attachments
1. Request Permission for Mayor to execute contracts Whirlpool Well 3.pdf

It was moved by Alderman Bailey, seconded by Alderman Huelse to approve and authorize the Mayor to sign a contract, in the amount of $1,728,857.00, with the Donald Smith Company for the construction of the Whirlpool Well #3 Project. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

8. Regular Agenda: Closing the Meeting

8.a. Consider an executive session.

It was moved by Alderman Bailey, seconded by Alderman Crowe to consider an executive session for personnel issues and a matter of potential litigation. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

It was moved by Alderman Crowe, seconded by Alderman Howell-Atkinson to enter into an executive session for two personnel issues in the Oxford Fire Department, a personnel issue in the Oxford Police Department, and a matter of potential litigation related to property ownership along a proposed road. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

Alderman Bailey left the meeting at this time.

It was moved by Alderman Huelse, seconded by Alderman Hyneman 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 Howell-Atkinson to follow the

recommendation of the HR Director and the Department Head and suspend Oxford Fire Department employee, Trenton Bannerman, for five days without pay for violation of City Policy. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

It was moved by Alderman Addy, seconded by Alderman Howell-Atkinson to open a vacancy in the Oxford Fire Department and amend the budget as necessary. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

It was moved by Alderman Huelse, seconded by Alderman Addy to increase the pay of Part-Time Certified Communications Officers to $17.10 per hour and to amend the budget as necessary. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

8.b. Adjourn.

It was moved by Alderman Hyneman, seconded by Alderman Addy 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

CORPORATION OF OXFORD, MISSISSIPPI

THE CITY OF
OXFORD

SURPLUS FORM

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

Date of Request: 5-27-25

Department that owns Fixed Asset: OPD PACE Unit / Parking Division

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

Physical Location of Asset: Parking garage

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

Make	Model	Year
Titan Grip wheel locks	Wheel lock	2020

VIN / Serial Number	Color
Item #09	Yellow & black

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

Description of Tool (including brand): N/A

Serial Number (if none, write N/A)	Color
N/A	yellow & black

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

broken Ttian grip wheel lock / vehicle boot. Has a broken lock and bent frame.

Name of Person Submitting Surplus Request: Lt. David Sabin OPD

Date Approved by BOA: _____

107 Courthouse Square
Oxford, MS 38655

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

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: 6/3/25

Department that owns Fixed Asset: Oxford Police Department

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

Physical Location of Asset: Oxford Police Deparment

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

Glock 19 \ Gen 5 \ _____

Make Model Year

BGZE441 \ _____

VIN / Serial Number Color

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

Description of Tool (including brand): _____

_____ \ _____

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

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

retirement purchase- Sheridan Maiden

Name of Person Submitting Surplus Request: Kayla Martin

Date Approved by BOA: _____

107 Courthouse Square
Oxford, MS 38655

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

OXFORD
ENVIRONMENTAL
SERVICES

MEMORANDUM

To:	Board of Alderman
From:	Amberlyn Liles
CC:	Mayor, Board of Alderman and City Clerk
Date:	5.29.2025
Re:	John Deere Loader

Permission to sell Surplused John Deere Loader (1DW544KZJHF681548) and 3 attachments to Panola County, MS.

$45,000

See quotes attached.

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: 05.13.2025

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:

John Deere \ Loader \ 2017

Make Model Year

1DW544KZJHF681548 \ Yellow

VIN / Serial Number Color

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

Description of Tool (including brand): _____

_____ \ _____

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

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

_____

_____

_____

_____

_____

Name of Person Submitting Surplus Request: Amberlyn Liles

Date Approved by BOA: _____

107 Courthouse Square
Oxford, MS 38655

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

Thompson CAT

The estimated value of 2017 John Deere 544K, SN# 1DW544KZJHF681548 and attachments is $45,000.00

Jordan Earp

Nashville, TN
1245 Bridgestone Blvd
LaVergne, TN 37086
(615) 256-2424

Nashville, TN - Rental
1333 Foster Avenue
Nashville, TN 37210
(615) 291-5444

Memphis, TN
1291 Corporate Avenue
Memphis, TN 38132
(901) 332-3051

Memphis, TN - Rental
3324 Fontaine Road
Memphis, TN 38116
(901) 362-8883

Camden, TN
4350 Highway 641 South
Camden, TN 38320
(731) 584-2732

Clarksville, TN
541 Alfred Thun Road
Clarksville, TN 37040
(931) 552-5496

Clarksville, TN - Rental
527 Alfred Thun Road
Clarksville, TN 37040
(931) 905-3902

Cookeville, TN
667 Horace Lewis Road
Cookeville, TN 38506
(931) 646-3200

Columbus, MS
3199 S. Frontage Road
Columbus, MS 39701
(662) 327-3083

Greenwood, MS
1808 Highway 82 West
Greenwood, MS 38930
(662) 453-5233

Jackson, TN
2000 Airways Boulevard
Jackson, TN
(731) 988-4240

Manchester, TN
3565 New Tullahoma Hwy
Manchester, TN 37355
(931) 461-5000

Tupelo, MS
421 Wallace Drive
Belden, MS 38826
(662) 844-1634

QUOTATION NO. 8650

STRIBLING EQUIPMENT, LLC
HIGHWAY 49 SOUTH / POST OFFICE BOX 6038
601-939-1000 / 1-800-682-6409
JACKSON, MISSISSIPPI 39288-6038

Jackson	MS	601-939-1000	Gulfport	MS	228-864-9282
Natchez	MS	601-442-3613	Brookhaven	MS	601-835-4400
Greenwood	MS	662-453-7556	Philadelphia	MS	601-656-1997
Meridian	MS	601-482-5575	Tupelo	MS	662-844-3212
Columbus	MS	662-328-0820	Memphis	TN	901-345-5294
Hattiesburg	MS	601-268-2103	Jackson	TN	731-422-2542

CUSTOMER: City of Oxford	DATE: 5/23/2025
STREET OR P.O. BOX	CUSTOMER ACCOUNT NO.
CITY, STATE, ZIP	SALESMAN: D Mays

WE ARE PLEASED TO QUOTE YOU ON THE FOLLOWING EQUIPMENT:

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENSION
1	Used 544 W/Coupler & Bucket		
	SIW 1DW544KZJH1F681548		
	Hours 7,106.6 on Machine		
	Value of Machine		$40,000 to $45,000

THIS QUOTATION IS VALID FOR THIRTY (30) DAYS SUBJECT TO A SIGNED PURCHASE ORDER.

STRIBLING EQUIPMENT, LLC

By David Mays

Warranty Extended By Manufacturer

- ☐ New John Deere Machine
- ☐ Used Machine Warranty ____ Days
- ☑ Used Machine - NO WARRANTY, EXPRESS OR IMPLIED, "AS IS, WHERE IS"
- ☐ OTHER ____

SUB-TOTAL	
TAX %	
TOTAL	

SE 77 4/05 L-18628

CUSTOMER

Amberlyn Liles

From: Mason Lee <mason@jmwood.com>
Sent: Friday, May 23, 2025 9:47 AM
To: Amberlyn Liles; Don
Subject: RE: John Deere attachments

$25,-30, is what the loader should bring at the auction.

Please let me know if you have any questions. Have a great Memorial Day Weekend!

Mason Lee

3475 Ashley Road
Montgomery, AL 36108
Cell: 770-329-4653
Office: 334-264-3265
Email: mason@jmwood.com
Website: www.jmwood.com

JMWOOD AUCTION COMPANY, INC.
THE EQUIPMENT AUCTIONEERS

From: Amberlyn Liles <amberlyn@oxfordms.net>
Sent: Wednesday, May 21, 2025 1:09 PM
To: Don <Don@jmwood.com>; Mason Lee <mason@jmwood.com>
Subject: RE: John Deere attachments

At landfill on Pea Ridge

From: Don <Don@jmwood.com>
Sent: Tuesday, May 20, 2025 12:05 PM
To: Mason Lee <mason@jmwood.com>; Amberlyn Liles <amberlyn@oxfordms.net>
Subject: RE: John Deere attachments

Amberlyn,
Is the loader at the landfill by Pea Ridge, or a different location? I can come tomorrow or Friday and get all of the information if this works for you.

Thanks,

Don Kelly Stewart
Regional Manager

Amberlyn Liles

From: Brian Jasper <bjasper@jeffmartinauctioneers.com>
Sent: Thursday, April 10, 2025 9:38 PM
To: Amberlyn Liles
Subject: Landfill Equipment
Attachments: City of Oxford.docx

Amberlyn,

Attached is our proposal on the equipment in the landfill. Broken down the dozer is guaranteed at $90k, thinking it should bring about $110-115k range. The wheel loader we are guaranteeing $35k, thinking it would bring $40-45k if cleaned good, especially with the paint off on the side and good inside of the cab. Threw a few more thousand on the guarantee just to make it odd ball can stick it wherever you want. Regardless I really do appreciate you letting me know about everything. Thank you so much for the opportunity, look forward to doing some business with y'all.

Get Outlook for iOS

JEFF MARTIN
AUCTIONEERS

Brian Jasper
Territory Sales Manager
O: 844.450.6200 | bjasper@jeffmartinauctioneers.com
D: 601.278.5775 | www.jeffmartinauctioneers.com

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City of Oxford Solid Waste Dept.
Attn: Amberlyn Liles
107 Courthouse Square
Oxford, MS. 38655

Thank you for allowing Jeff Martin Auctioneers, Inc. (JMA) the opportunity to submit this proposal for liquidating the equipment that is surplus to the ongoing needs of City of Oxford Solid Waste. We have put together the best solution for your consideration in moving forward with this process by utilizing our complete auction services.

Jeff Martin Auctioneers will **GUARANTEE** City of Oxford **$127,777.00** in gross sales proceeds for the equipment in the list below. JMA will charge **7%** sales commission for its services. This offer is good for the solid waste equipment below to be sold in our May 16, 2025 auction in at the JMA facility in Brooklyn, MS.

2012 CATERPILLAR D6T XL CRAWLER TRACTOR #GMK00609

2017 DEERE 544K-II WHEEL LOADER #681548

Upon execution of an auction agreement JMA will immediately go to work for City of Oxford Solid Waste by including the equipment our global marketing campaign. Our marketing campaigns utilize print color brochures, email marketing, trade publications in both, print and online versions (Machinery Trader, Rock & Dirt, Contractors Hotline, Truck Paper, Construction Equipment Guide), and local marketing (newspaper, radio, etc.). Each item is featured on our website with multiple photos of each item, as well as videos of most items.

JMA also provides online bidding for all of our auctions to ensure active participation from potential buyers from around the world through our state of the art online bidding platform as well as Proxibid. JMA consistently reaches online buyers from as far as the Middle East, and as close as Mississippi.

This equipment would be sold at public auction at the JMA facility in Brooklyn, MS. All items would be transported to this facility in sell ready condition no later than 10 days prior to auction. This auction will be a live onsite- auction, with online bidding available from both of our online bidding providers, Proxibid and Next Lot.

All of the equipment and vehicles should be in "work ready" condition unless otherwise noted. All equipment should be cleaned inside and out. All tires be 50% or better. All active fault codes should be cleared from the equipment. All equipment and vehicles should have fluids topped off, and crank from their own power by a key. The equipment and vehicles appears to require minimal cleaning and service work in order to get it into sell ready condition. JMA can furnish any cleaning and mechanic services as agreed upon prior to services being rendered.

With all this being said, JMA looks forward to working with the City of Oxford on this partnership. We feel that the Solid Waste Department would get the greatest return for the equipment by utilizing Jeff Martin Auctioneers' services. If you have any questions or concerns don't hesitate to call.

Thank you,

Brian Jasper
Jeff Martin Auctioneers
Territory Manager

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

05/15/25 - 05/28/25

TO BE APPROVED: 06/03/25

ACCOUNT NUMBER	CUSTOMER NAME	ADDRESS	WATER ADJUSTMENT	SEWER ADJUSTMENT	ADJUSTMENT TYPE
002220-048752	SKIKESH MORRIS	116 ACADIA DRIVE	-$165.79	-$220.42	INSIDE
207508-107118	IRENE S NICHOLS	225 SIVLEY STREET	-$50.41	-$67.02	INSIDE
211951-023783	ELIZABETH THOMAS	2239 LEE LOOP	-$15.27	-$40.12	OUTSIDE
210424-009370	MANDREA GIUTTA	596 ANCHORAGE ROAD UNIT D	-$61.06	-$162.37	OUTSIDE
210354-103641	LEROY H PARIS II	110 ST ANDREWS CIRCLE	X	-$200.13	POOL
210235-047993	CHAD TERRY	223 ST ANDREWS CIRCLE	X	-$266.68	POOL
007010-022339	PINELAKE CHURCH OXFORD	5202 GEORGE G "PAT" PATTERSON PKWY	X	-$74.58	SW ONLY
226424-124251	LEATHA BRADY	121A COUNTY ROAD 405	-$60.39	X	WT ONLY
226296-124123	OXFORD ALARM & COMMUNICATIONS	179 HIGHWAY 6 E	-$103.24	X	WT ONLY
207874-037849	CABANA NUTRITION	2510 UNIVERSITY AVENUE	-$287.55	X	WT ONLY
224315-122143	SHIRLEY MICHAEL	3383 ANDERSON ROAD	-$181.57	X	WT ONLY
226736-124563	MICKEY AVENT	645 HIGHWAY 6 E	-$267.85	X	WT ONLY
226322-124149	MAE H JOHNSON	7 COUNTY ROAD 4002	-$59.90	X	WT ONLY
		TOTAL:	**-$1,253.03**	**-$1,031.32**	

THE CITY OF
OXFORD

RESOLUTION

Whereas, Richard Lamar Addy, was sworn into office on February 28th 2016 to serve the City of Oxford as Alderman of Ward I, will retire after nine years of outstanding service to her citizens; and

Whereas, Richard Lamar Addy, fondly known as "Rick" to citizens and staff, moved to Oxford at the age of 12, where through many years of service instilled himself as a longstanding and exemplary Oxonian; and

Whereas, within the community, Rick Addy established himself as a man of integrity, and a successful business owner and talented photographer, preserving the likeness of thousands of Oxonians throughout the years through beautiful portraits; and

Whereas, before starting his longstanding public service career as Alderman, Rick Addy served the public part-time as a Reserve Police Officer in 1988, and

Whereas, as Alderman, Rick Addy served faithfully under the leadership of Mayor George G. Pat Patterson and Mayor Robyn Tannehill, alongside ten Aldermen and many city staff in his steadfast career; and

Whereas, under his leadership, the City of Oxford experienced tremendous capital growth, constructing the Ulysses "Coach" Howell Activity Center, the Downtown Parking Garage, the City Pool, Fire Station #2, the Oxford Police Station, the East Jackson Streetscape, the Morgan Family Park, the City Hall Pocket Park, and many other improvements; and

Whereas, more recently as Alderman, Rick Addy was appointed by his peers to serve as Board Liaison to Visit Oxford, and to the Oxford Reserve and Trust Committee; and

Whereas, through his attention to detail, dedication to his constituency, and relentless work ethic, Rick Addy was a guiding hand in the planning and development of rapid growth within Ward I; and

Whereas, as Alderman, Rick Addy worked hard to preserve Oxford's rich history and tradition, advancing Oxford while not sacrificing its uniqueness; and

Whereas, Rick Addy, through his keen eye and observation, will be remembered as a public leader who made Oxford a better place to live, work, and visit; and

Whereas, Rick Addy has made an indelible mark on the City of Oxford, through his devotedness and love for Oxford, and for all citizens, has positively touched many lives; and that his legacy will be remembered and celebrated for many years to come. Lo,

Therefore, be it resolved

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

Richard Lamar Addy

for his unmatched career in service to the community. Be it further resolved that a copy of this resolution be spread upon the minutes of the City of Oxford and that a copy of same be presented to Richard Lamar Addy.

Mayor Robyn Tannehill Alderman Mark Huelse Alderman Preston Taylor

Alderman Kesha Howell-Atkinson Alderman Brian Hyneman Alderman Jason Bailey

Alderman Mary Martha Crowe

RESOLUTION

Whereas, Deputy Chief Sheridan W. Maiden has faithfully and honorably served the citizens of Mississippi and the Oxford Police Department with exceptional commitment, valor, and unwavering dedication for over four decades; and;

Whereas, his distinguished career, beginning in 1981, has been marked by excellence in service, rising through the ranks from Patrol Officer to Deputy Chief of the Oxford Police Department, with notable leadership roles at the Starkville Police Department, Mississippi Law Enforcement Officers Training Academy, Jackson State University Department of Public Safety, Madison Police Department, Chief of the Mississippi Capitol Police, Director of Law Enforcement for the Mississippi Department of Finance, and multiple city police departments; and

Whereas, Deputy Chief Maiden has demonstrated a steadfast devotion to justice, public safety, and community welfare—mentoring generations of officers, advancing professional standards, and upholding the core values of integrity, service, and respect; and

Whereas, he has served as a pillar of strength and wisdom within the Oxford Police Department since 2008, where his vision, leadership, and administrative acumen helped shape the department's growth and strengthened its bond with the community; and

Whereas, Deputy Chief Maiden's impact extends far beyond the badge—through his example, he has inspired trust, fostered unity, and left a lasting legacy of honor, courage, and excellence; and

Whereas, has made a mark on the City of Oxford, the Oxford Police Department and the entire Oxford community with his dedicated service that will be remembered for years to come.

Therefore, be it resolved

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

Sheridan Maiden

for his work on behalf of the Oxford Police Department
and the City of Oxford.

Be it further resolved, that a copy of this resolution be spread upon the minutes of the City of Oxford and that a copy of the same be presented to Sheridan Maiden, on this 3rd day of June, 2025.

Mayor Robyn Tannehill
Alderman Mark Huelse Alderman Preston Taylor
Alderman Kesha Howell-Atkinson Alderman Brian Hyneman
Alderman Jason Bailey Alderman Mary Martha Crowe Alderman Rick Addy

2. Request Approval of OU Electric Division FY2026 Budget. (Rob Neely)

The Oxford Utilities FY2026 Electric Division Fiscal Year budget is included for your review. Highlights from the budget and FY2025 are included on page 3, "Budget Message". I ask that you approve the Oxford Utilities Electric Division budget as presented, due to OU's fiscal year beginning on July 1.

FY 2026

OXFORD

UTILITIES

Electric Division - Operating and Capital Budget

Mayor
Robyn Tannehill

Board of Aldermen
Rick Addy
Mark Huelse
Brian Hyneman
Kesha Howell Atkinson
Preston E. Taylor
Jason Bailey
Mary Martha Crowe

Oxford Utilities
Rob Neely, General Manager

300 McElroy Drive Oxford, MS 38655 www.oxfordutilities.com

Table of Contents

Budget Message…… 3

Oxford Utilities Organizational Chart…… 5

2024-2025 Operational Summary…..…… 6

- Administrative and General…..…… 6
- Service Department……..…..…… 6
- Customer Support……..…… 7
- Finance…….…..…… 7
- Electric Division Operations…..…… 7

Financial and Operational Statistics and Ratios……...…… 8

Retail Energy Sales – FY2022 -YTD2025……..……..… 9

Revenue Less Power Cost – FY2022 - YTD2025……...…… 10

Residential Customer Average Use – FY2022 - YTD2025…… 11

Operation and Maintenance Expense – FY2022 - YTD2025…… 12

FY2026 Budget…….…….……...…..…… 13

Use of Funds – FY2026…...…..…… 14

Capital Budget Comparison……..……..……..…… 15

Descriptions of Capital Projects…….……..……..…… 15

Oxford Utilities (OU) is excited to provide a comprehensive look at the OU-Electric Division (OU-ED) financials with the FY2026 budget, as well as, a closer look at the day-to-day operations. I hope the information provided in this document will be useful to the Board as you consider OU-ED's financial priorities.

This budget includes written descriptions, charts and graphs summarizing OU-ED's financial strengths and operational responsibilities. The first several sections describe the OU-ED organizational and operational functions. Later sections present financial details comparing FY2024 data to FY2025 year-to-date (YTD) data. Capital spending is listed separately, with descriptions of proposed special capital projects.

The budget for FY2026 proposes total spending of $26,821,803 offset by expected revenues of $26,821,925. The largest expense (77%), by far, is purchased power. The greatest challenge when preparing an annual budget is projecting electric sales revenue and purchased power expense. I spend a considerable amount of time preparing estimates for FY2026's energy costs, which causes the expenses and income of OU-ED to rise and fall.

The FY2026 Budget is based on a conservative outlook of expenses and revenues. OU-ED's FY2026 Total Operating Expenses are projected to increase (5.4%) compared to the FY2025 budget. FY2026 revenue less power cost (margin) is expected to decrease slightly (0.5%) compared to projected FY2025 budget. The increases in expenses are mainly driven by inflationary pressures on materials and supplies and employee benefits. The increase in expenses will result in less funding available for capital projects in FY2026.

Highlights for OU-ED in FY2025 are as follows:

- In April, 2025 Oxford Utilities again received the APPA Certificate of Excellence in Reliability Award. This marks the second year in a row we've received the award, which is reserved for electric utilities that are in the top quartile for System Average Interruption Duration Index (SAIDI). We were only utility in Mississippi and one of only 9 Utilities in the TVA 7-State region to be recognized.
- In January and February, 2025, the bulk electric system was tested with extreme cold weather, setting new peaks for energy delivered by TVA. The electric grid proved to be resilient that week and TVA was able to meet the demand. Due to the electric load growth in the TVA region and the recent and planned retirement of older coal-fired generating units this will be an ongoing challenge during extreme weather events in both summer and winter. TVA is short on generation and relying on system purchases and contracts to meet peak demand during those times. This is a very hot topic because TVA is limited to a 30B debt cap by Congress (set in the 1970's) and doesn't have the borrowing power to build much more generation.
- Supply chain issues were a major challenge in FY25. Transformers and critical grid equipment were difficult to obtain due to long lead times and lack of inventory nationwide. Prices of transformers and other grid equipment have increased 5X-10X in many cases

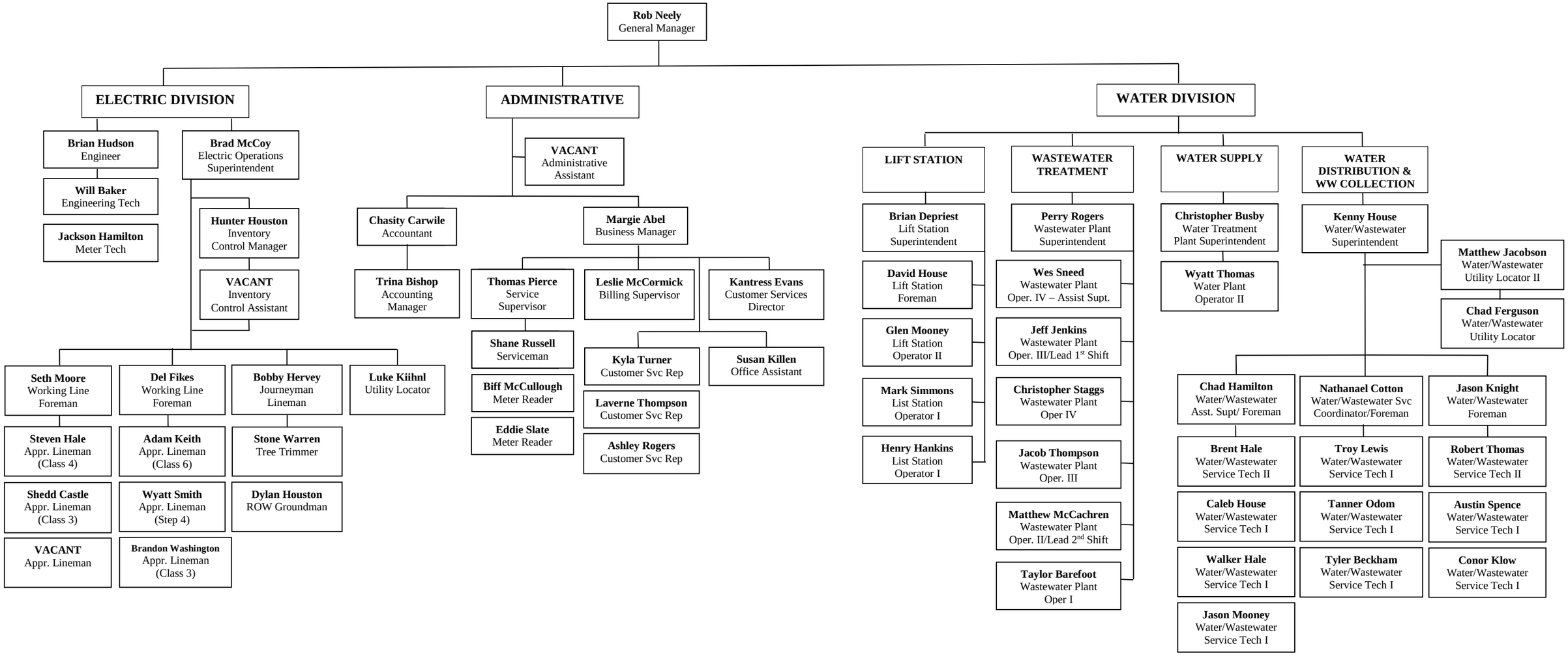
leading to increased O&M costs and lower net income; resulting in less money available for capital projects.

- Our EV fast charger station has been in use for over a year and is getting more usage than expected. It ranks #4 in the TVA region for usage, which is remarkable since there are only two chargers and it's not in a highly urbanized area like Memphis, Nashville or Chattanooga.
- OU is nearing completion of the civil project that will allow a future voltage regulation project in the Oxford Primary Substation off Old Taylor Road. This will be a costly project and I recommend we plan and pay for it over 2 years due to budget constraints and equipment lead time.
- OU implemented a customer texting notification system in FY2025. This system allows us to contact customers about a service disruption, pending disconnection and other important account information, and has become vitally important to our staff and customer base.
- OU is no longer hanging door tags to notify customers of pending disconnection of service, we are using the text notification system. This has been a huge success and saves the customers/utility time and money ($25 tag fee).
- In October, 2025 TVA instituted a 5.25% wholesale rate increase. This is in addition to the 4.5% wholesale rate increase in October 2024. The increases were needed due to increased O&M costs, to fund new generation and for existing generation fleet improvements. OU expects additional wholesale rate increases in the near future. TVA has said they are planning an additional increase in FY29 if not before.
- In FY2025 OU completed OH to UG conversion projects along Molly Barr Rd, Chickasaw Rd and Church St. Due to increased material and labor costs, we are unable to fund as many OH to UG conversions as we previously completed in past years.
- OU retail rates are some of the lowest in the state, we are ranked 4th lowest out of the 28 municipal and cooperative local power companies in the TVA region. Oxford Utilities has not initiated a local rate increase on the residential class in over 16 years. In the near future we may need a small rate increase to keep up with inflationary pressures and rising O&M Costs. Regular small rate increases are much more desirable for customers than a single large rate increase. We are keeping a close eye on this issue and will report back in FY26.
- OU completed a pole inspection inventory of half of the distribution system in FY25. We are actively changing out poles that have reached their end of useful life.

I hope this document provides useful data and demonstrates OU's desire to effectively manage the resources entrusted by our ratepayers.

Regards,

Robert M. Neely III, P.E., C.P.E.,
General Manager


Rob Neely
General Manager
ELECTRIC DIVISION
Brian Hudson
Engineer
Will Baker
Engineering Tech
Jackson Hamilton
Meter Tech
Brad McCoy
Electric Operations
Superintendent
Hunter Houston
Inventory
Control Manager
VACANT
Inventory
Control Assistant
Seth Moore
Working Line
Foreman
Del Fikes
Working Line
Foreman
Bobby Hervey
Journeyman
Lineman
Luke Kiihnl
Utility Locator
Steven Hale
Appr. Lineman
(Class 4)
Adam Keith
Appr. Lineman
(Class 6)
Stone Warren
Tree Trimmer
Shedd Castle
Appr. Lineman
(Class 3)
Wyatt Smith
Appr. Lineman
(Step 4)
Dylan Houston
ROW Groundman
VACANT
Appr. Lineman
Brandon Washington
Appr. Lineman
(Class 3)
ADMINISTRATIVE
VACANT
Administrative
Assistant
Chasity Carwile
Accountant
Trina Bishop
Accounting
Manager
Margie Abel
Business Manager
Thomas Pierce
Service
Supervisor
Leslie McCormick
Billing Supervisor
Kantress Evans
Customer Services
Director
Shane Russell
Serviceman
Biff McCullough
Meter Reader
Eddie Slate
Meter Reader
Kyla Turner
Customer Svc Rep
Laverne Thompson
Customer Svc Rep
Ashley Rogers
Customer Svc Rep
Susan Killen
Office Assistant
WATER DIVISION
LIFT STATION
Brian Depriest
Lift Station
Superintendent
David House
Lift Station
Foreman
Glen Mooney
Lift Station
Operator II
Mark Simmons
List Station
Operator I
Henry Hankins
List Station
Operator I
WASTEWATER
TREATMENT
Perry Rogers
Wastewater Plant
Superintendent
Wes Sneed
Wastewater Plant
Oper. IV – Assist Supt.
Jeff Jenkins
Wastewater Plant
Oper. III/Lead 1st Shift
Christopher Staggs
Wastewater Plant
Oper IV
Jacob Thompson
Wastewater Plant
Oper. III
Matthew McCachren
Wastewater Plant
Oper. II/Lead 2nd Shift
Taylor Barefoot
Wastewater Plant
Oper I
WATER SUPPLY
Christopher Busby
Water Treatment
Plant Superintendent
Wyatt Thomas
Water Plant
Operator II
WATER
DISTRIBUTION &
WW COLLECTION
Kenny House
Water/Wastewater
Superintendent
Matthew Jacobson
Water/Wastewater
Utility Locator II
Chad Ferguson
Water/Wastewater
Utility Locator
Chad Hamilton
Water/Wastewater
Asst. Supt/ Foreman
Nathanael Cotton
Water/Wastewater Svc
Coordinator/Foreman
Jason Knight
Water/Wastewater
Foreman
Brent Hale
Water/Wastewater
Service Tech II
Troy Lewis
Water/Wastewater
Service Tech I
Robert Thomas
Water/Wastewater
Service Tech II
Caleb House
Water/Wastewater
Service Tech I
Tanner Odom
Water/Wastewater
Service Tech I
Austin Spence
Water/Wastewater
Service Tech I
Walker Hale
Water/Wastewater
Service Tech I
Tyler Beckham
Water/Wastewater
Service Tech I
Conor Klow
Water/Wastewater
Service Tech I
Jason Mooney
Water/Wastewater
Service Tech I

As of March 31, 2025, Oxford Utilities provides electric service to 10,469 electric customers (8,517 residential, 1,647 small commercial, 225 medium commercial, 1 large commercial, 1 EV Station, 19 street and athletic customers and 60 lighting installations). This marks a 1.4% increase in electric customers over the calendar year. Oxford Utilities provides this service through 3 substations and 112 miles of primary electric line. The average residential electric usage for FY2025 is approximately 984 kWh per month. Oxford Utilities also serves 16,519 water, 13,422 sewer and provides billing and customer service to 14,812 sanitation customers. OU organizational structure consists of an Administrative Staff, Electric Division and Water/Sewer Division. Worth noting, Oxford Utilities experienced an 11.1% increase in water customers in FY2025, mainly due to the addition of the Punkin Water Association (1,250 customers).

Administrative

The administrative staff of Oxford Utilities consists of the OU General Manager, Service Department Supervisor, Customer Support and Finance. Regular meetings of the administrative staff and Electric and Water Division Supervisors are held to stay on top of projects and issues that arise. Ultimately responsible for the administration of all OU functions, the OU General Manager directs OU's organizational goals and objectives.

The largest cost for OU-ED, outside of purchased power, is employee labor and benefits. While it is common for these costs to rise annually, OU-ED strives to keep these increases manageable. At the time of this budget, OU-ED has 29 full-time employees.

Maintaining a safe workplace is one of OU's top priorities. The entire organization has contributed to creating a culture of safety. Monthly safety meetings are conducted in the Electric Division, which helps add to employee's safety awareness. Over time, this helps control insurance costs and, more importantly, helps avoids a potentially devastating accident. OU-ED observed no worker's compensation claims in FY2023, FY2024 or FY2025 YTD.

Service Department

The Service Department at OU consists of four (4) employees and is responsible for meter reading duties and service orders. Two (2) full time meter readers are responsible for reading 26,988 meters per month. All of the electric and approximately half of the water are read using AMI RF radio communications. 95% of the remaining water meters are read using drive-by radio technology. A small number of manual read water meters are being replaced with drive-by meters.

The Service Department processes approximately 800 service orders per month. Service orders include such tasks as hooking up electric service at an existing location, disconnecting for non-payment, etc. The largest portion of the service orders are completed during July and August, due to students moving around. OU completes approximately 3000 service orders during a two-week period every July/August, which put a strain on OU personnel. In FY2025, the AMI network allowed service department personnel to read, disconnect and reconnect customer's electric service from the office, saving time and money by eliminating truck rolls. The AMI water meter network assists by reducing truck

rolls for service orders during the move in/move out season and improves meter reading efficiency and accuracy.

Service Orders are now sent to field staff through use of an iPad tablet, and returned back to the office upon completion automatically through the use of cellular communication.

Customer Support

Currently, seven (7) full time employees work in Customer Support. This area is responsible for marketing, billing and assisting customers with electric, water, wastewater and sanitation services. The customer service staff answers approximately 600 telephone calls per day during OU's peak times (May, June, July and August) from customers needing information or assistance, or wanting to make a payment.

On average, Customer Support processes approximately 800 service orders per month. A large majority of these service orders are disconnection and reconnection of water and/or electric service. In FY2024 OU started using a mobile application to complete service orders and this will reduce truck rolls to the office and improve efficiency.

Customer Support also provides specialized assistance associated with our larger commercial services through the TVA Comprehensive Services program. This includes technical consulting services and energy audits, among other things.

Finance

Currently, two (2) employees work in the area of Finance. This division is responsible for supporting other divisions by providing accounting, purchasing, warehousing, fleet maintenance, and human resource oversight for OU.

The warehousing and fleet maintenance duties are critical to the overall efficiency and effectiveness of OU. All construction and maintenance material used by electric operations are purchased and managed by the Finance staff. Also, this division is responsible for maintaining a fleet of 22 vehicles and other specialty equipment.

The Finance staff is responsible for processing payroll and accounts payable for the Electric and Water/Sewer Divisions of OU. On average, around 125 paychecks are issued per month. Also, Finance processes over 300-350 checks per month to OU vendors and for deposit refunds. The Finance division is also responsible for rate reviews, regulatory compliance, and most anything tied to dollars and cents. The finance staff provides accounting, human relations, purchasing and inventory services to all OU employees, including the OU-Water Division.

Electric Operations Division

Currently fifteen (15) employees work in Electric Operations. This division is responsible for engineering, operating and maintaining OU-ED's electric distribution system. One of the Electric Division's most important responsibilities is providing safe and reliable electric power to our customers. Due to automated metering (AMI) OU-ED is now able to implement an outage notification system that tracks customer outages and restoration events. This system also notifies OU-ED employees when customers tamper with meters.

OU-ED is now able to better track customer outages and plan system maintenance to improve reliability and customer service. OU-ED shares this information on our website so that customers can stay informed on outages.

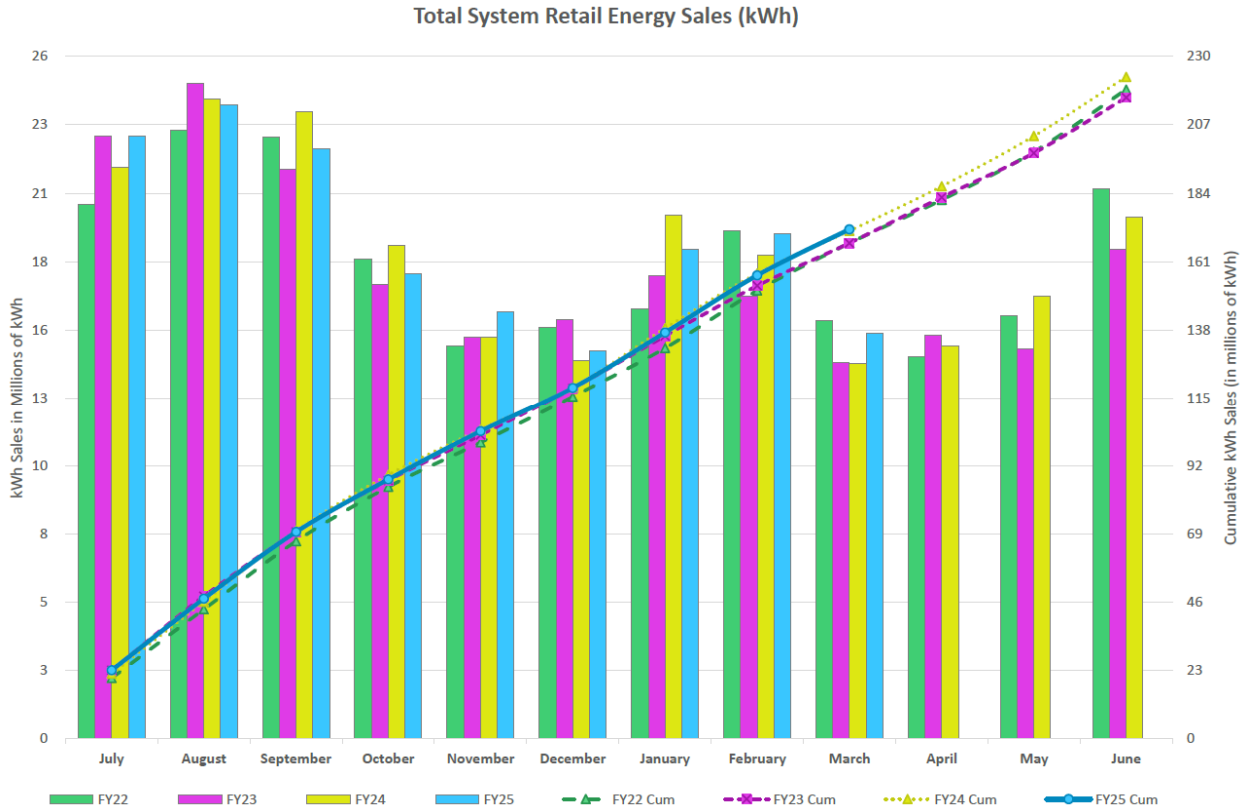
Financial and Operational Statistics and Ratios

	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
Revenue (cents) per KWH	10.66	10.57	10.41	11.05	12.12	11.35
Purchased Power Cost (cents) Per KWH	8.42	8.15	7.91	8.50	9.17	8.50
Net Income per Revenue Dollar	0.0350	0.0470	0.0560	0.0685	0.0355	0.0273
Revenue less Power Cost %	22.4%	25.0%	26.2%	23.1%	21.0%	21.4%
O&M Expense per MWH Sold	$10.81	$11.00	$10.51	$9.51	$13.03	$12.86
O&M Expense per Customer	$245.64	$237.84	$227.07	$208.06	$282.44	$276.90
Assets	$41,887,745	$42,565,463	$43,249,544	$45,663,183	$47,095,116	$49,080,172
Debt	$0	$0	$0	$0	$0	$0
% Debt/ Assets	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Assets minus Debt	$41,887,745	$42,565,463	$43,249,544	$45,663,183	$47,095,116	$49,080,172
General Cash & Temp Investments	$6,411,762	$7,635,195	$7,962,923	$8,534,373	$8,606,021	$7,746,782
# of Electric Customers	9669	9843	9841	9999	10096	10362
No Of Employees	31	29	29	29	29	29

Observations:

- The table contains data pulled from the TVA FY2024 End of Year report, which summarizes the trends of key indicators of OU-ED's financial health
- FY2024 saw a pretty substantial increase in O&M due to inflationary impacts caused by rising material and labor costs, as well as increasing employee benefits.
- Cash balance dropped slightly in FY24, as cash was used to fund capital projects.
- Even with customer growth, the number of employees has dropped over 5 years due to streamlining processes and increasing workload. We currently have a vacancy in the electric operations department (Apprentice Lineman) and plan to fill it in FY2026 due to system growth. Filling that vacancy would give us two full 4-man work crews and a 3-man right-of-way maintenance crew, which was the staffing level pre-covid.

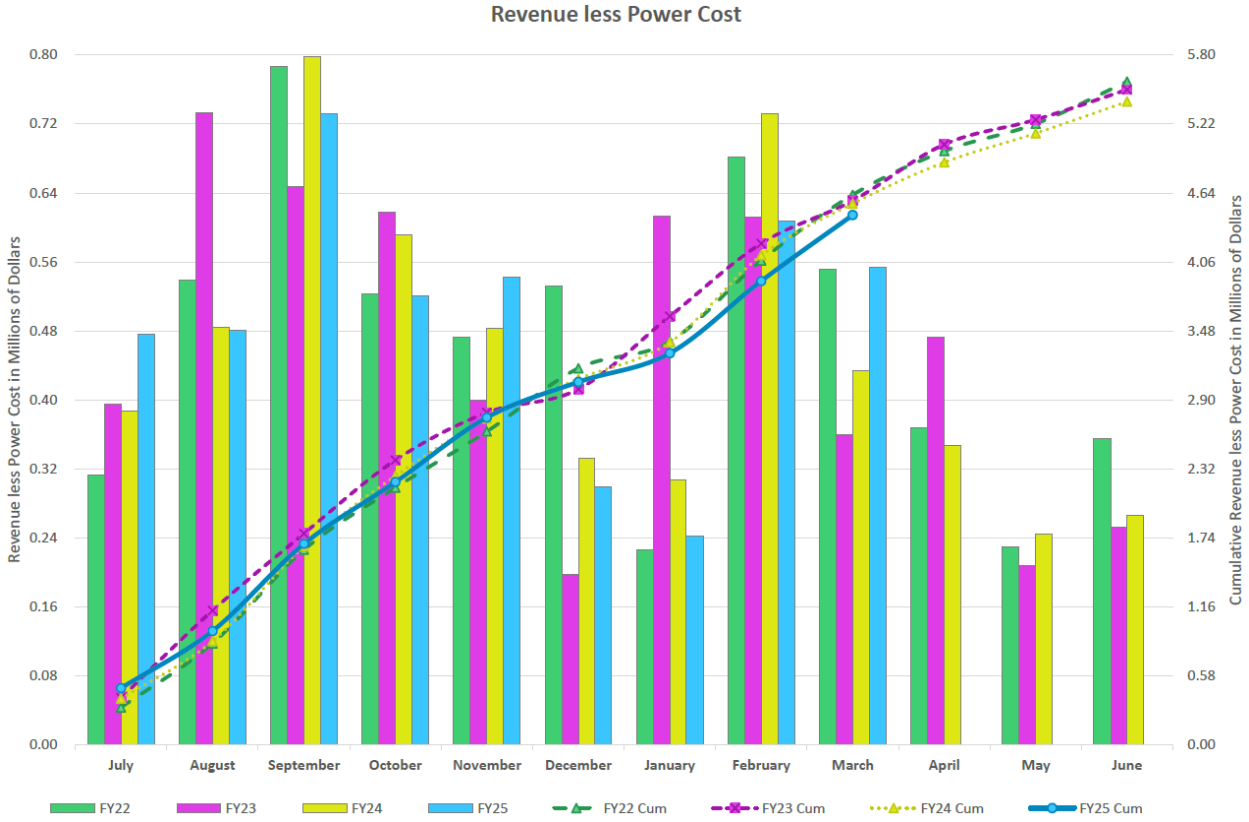
Retail Energy Sales (kWh) - FY2022 – YTD2025



Observations:

- The chart above displays Retail Energy Sales (kWh) both monthly and cumulatively for FY2022 to present
- FY2025 Cumulative-to-date kWh sales volume is tracking along with FY2024 sales.
- While sales volume may vary month to month due to weather conditions, cumulative annual sales volume is stable and reliable
- Sales volume is generally stable year over year which is a positive when compared to many other Mississippi municipal utilities, which are experiencing declining energy sales

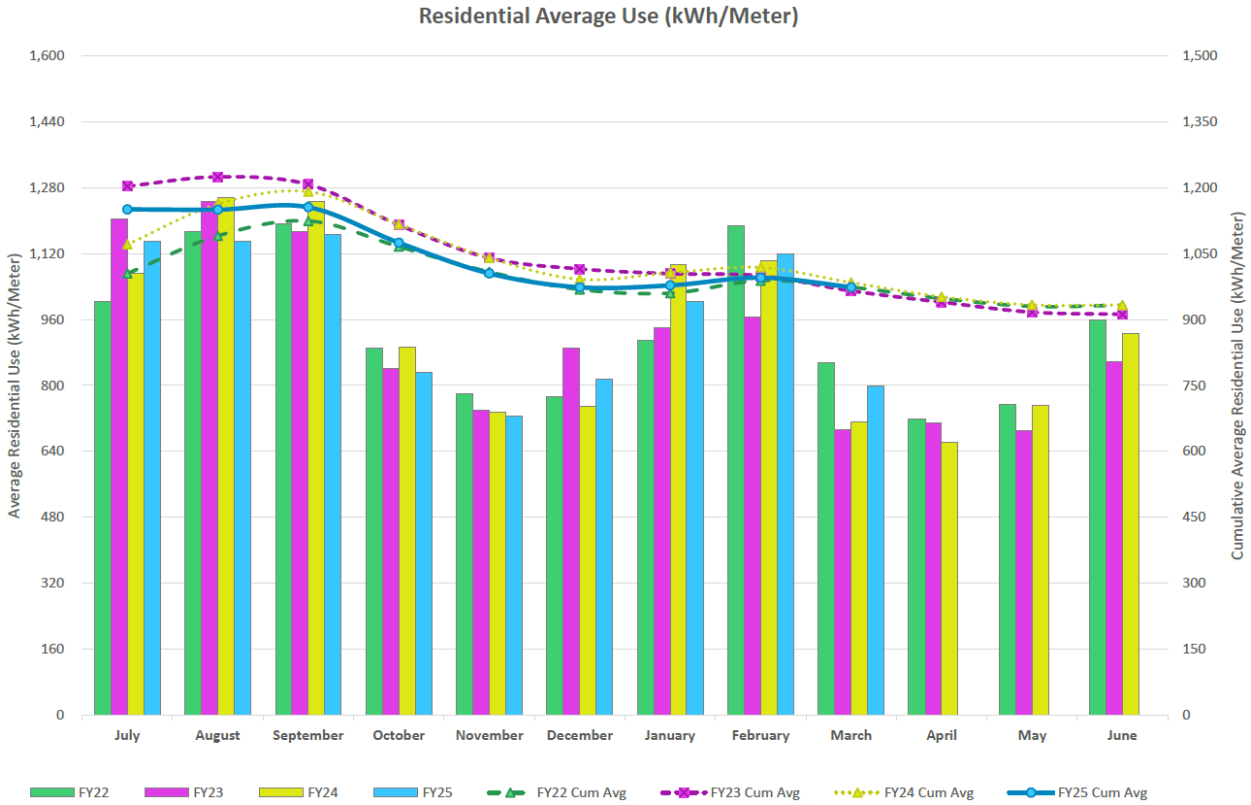
Revenue Less Power Cost - FY2022 - YTD2025



Observations:

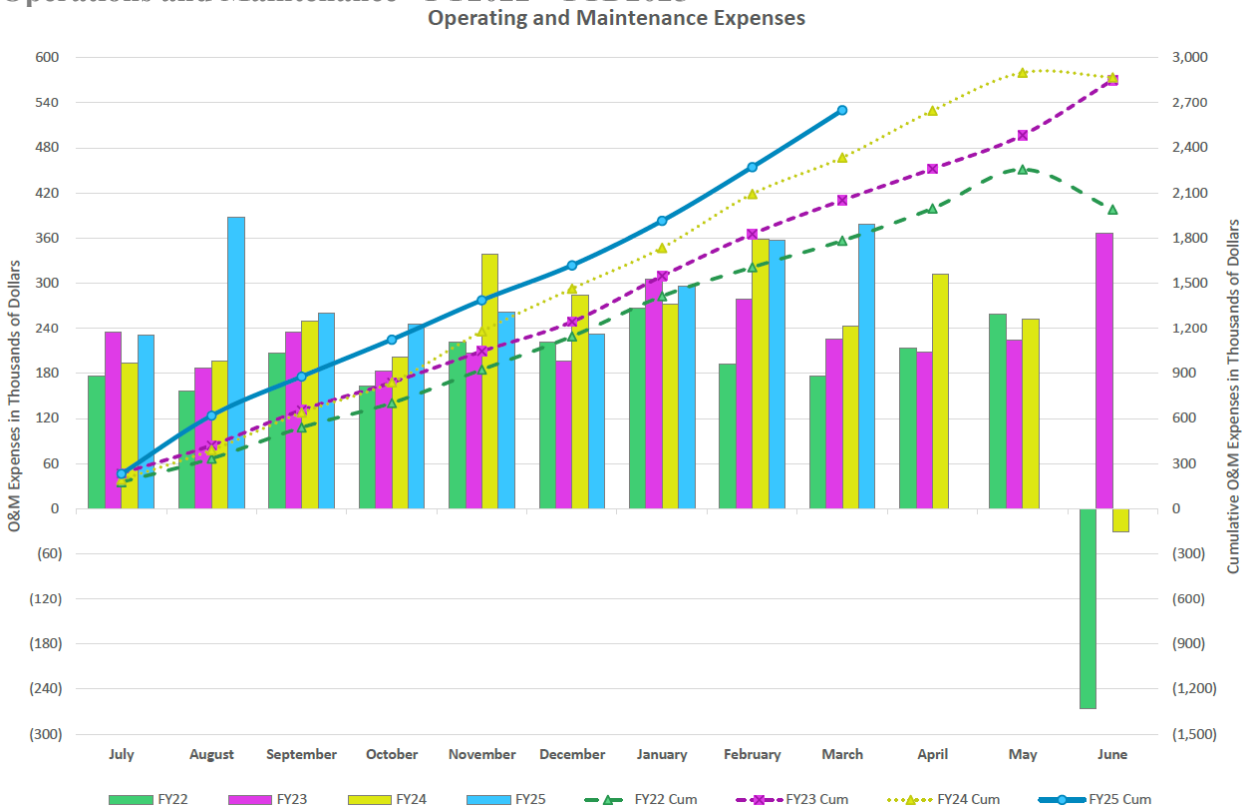
- The chart above compares Revenue Less Power Cost (RLPC), both monthly and cumulatively for FY2022 - present.
- FY2025 cumulative-to-date RLPC is tracking slightly lower than previous years, mainly due to short period of extreme cold weather in January, the cold weather set a high demand peak and had lower than average energy sales overall

Residential Average Use - FY2022 - YTD2025



- The chart above shows the cumulative average residential usage to be tracking along with prior years

Operations and Maintenance - FY2022 - YTD2025



- The chart above shows the effect of increased equipment and material pricing coming out of the Covid pandemic in addition to increases in employee costs (salary and benefits)
- Due to increases in O&M expenses year over year, this directly affects net income, and funding available for capital expenses.

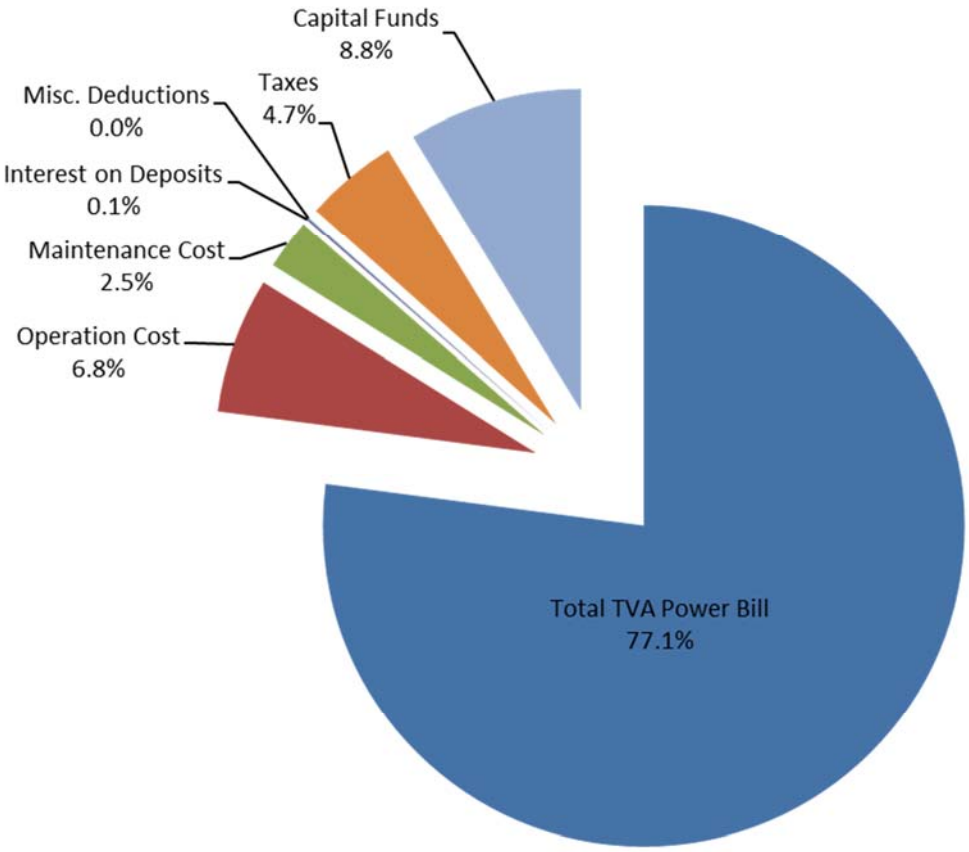
FY2026 Budget Comparison

		FY2024 ACTUALS	FY2025 YTD	FY2025 PROJ	FY2025 BUDGET	FY2025 YTD/COMP	FY2026 BUDGET	% CHANGE FY2025
OPERATING REVENUE								
	Electric Sales	$25,327,959	$20,116,722	$25,932,147	$25,131,001	80.05%	$26,203,700	4.3%
	Late Payment Revenue	$101,411	$86,333	$107,675	$120,000	71.94%	$115,000	-4.2%
	Miscellaneous Service Revenue	$348,780	$228,267	$322,039	$325,000	70.24%	$328,000	0.9%
TOTAL REVENUE		$25,778,150	$20,431,322	$26,361,860	$25,576,001	79.88%	$26,646,700	4.2%
PURCHASED POWER		$19,920,124	$15,662,719	$20,617,202	$19,602,181	79.90%	$20,700,923	5.6%
MARGIN		$5,858,026	$4,768,603	$5,744,658	$5,973,820	79.83%	$5,945,777	-0.5%
OPERATING AND MAINTENANCE EXPENSE		$2,869,240	$2,650,658	$3,146,717	$3,069,610	86.35%	$3,224,880	5.1%
OTHER OPERATING EXPENSE								
	Depreciation	$1,270,397	$1,067,040	$1,426,451	$1,270,000	84.02%	$1,410,000	11.0%
	Taxes and Tax Equivalents	$1,204,492	$947,350	$1,262,327	$1,255,000	75.49%	$1,260,000	0.4%
	Total	$2,474,889	$2,014,390	$2,688,778	$2,525,000	79.78%	$2,670,000	5.7%
TOTAL OPERATING EXPENSES		$5,344,129	$4,665,048	$5,835,495	$5,594,610	83.38%	$5,894,880	5.4%
REINVESTED EARNINGS								
	Operating Income	$513,897	$103,555	-$90,837	$379,210	27.31%	$50,897	-86.6%
	Other Income	$219,391	$134,661	$184,176	$200,225	67.25%	$175,225	-12.5%
	Total Misc. Income	$733,289	$238,216	$93,339	$579,435	41.11%	$226,122	-61.0%
	Deductions	$14,483	$11,042	$15,116	$15,000	73.61%	$13,000	-13.3%
	Total Before Debt Expense	$718,806	$227,174	$78,223	$564,435	40.25%	$213,122	-62.2%
CUSTOMER DEPOSIT INTEREST EXPENSE		$26,996	$21,551	$28,656	$25,000	86.20%	$25,000	0.0%
REINVESTED EARNINGS		$691,810	$205,623	$49,567	$539,435	38.12%	$188,122	-65.1%
AVAILABLE FOR CAPITAL PROJECTS		$1,962,206	$1,272,663	$1,476,018	$1,809,435	70.33%	$1,598,122	-11.7%

Observations:

- OU projects a slight decrease in margin, and an increase in operating expenses. resulting in a decrease in Reinvested Earnings (Net Income) for FY2026 compared to the FY2025 budget
- Payment in Lieu of Tax contribution to the City increased $200,000/yr in October, 2024. The total contribution is now $1,165,000/year
- Total Operating Expense is expected to increase in FY2026 compared to FY2025 budget
- OU-ED currently has no long term debt obligation
- According to the OU rate consultant, OU is currently in a good financial position. A rate increase may be needed in FY27 to continue to maintain and invest in the distribution system at the level we have in the past.
- Due to the rising cost of operation and maintenance expenses, which include labor, material and contracting services, our margins have been reduced over the last few years. Historically those funds were used for capital projects, including system upgrades and OH to UG conversions.

Use of Funds - FY2026



Observations:

- OU-ED's largest expense by far is the TVA Power Bill (77% of all expenses)
- Capital projects make up 9% of OU-ED's FY2026 budget, as we are investing in the maintenance and reliability of the grid

A portion of OU-ED's budget is spent on capital investment. Capital work includes any improvement (or removal) that has a significant impact on the organization's plant value. Most of this work is related to routine system improvements and extensions or conversions. In FY2026, we project that OU-ED will require $1,598,000 for capital work such as line extensions, routine distribution upgrades, and special, non-recurring electric capital. Below is a listing of the Capital Budget for FY2026. Should sales and income not meet projections, capital projects will be eliminated or postponed as needed to remain within budget.

FY2025 CAPITAL EXPENDITURES		
ITEM #	**EXPENSE**	**BUDGET AMOUNT**
1	OTR SUBSTATION VOLTAGE REGULATION PROJECT	$875,000
2	OH/UG CONVERSIONS/UPGRADES/RELOCATIONS	$287,500
3	BORING MACHINE	$285,000
4	DISTRIBUTION IMPROVEMENTS	$65,000
5	SERVICE TRUCKS	$60,000
6	CITY STREET PROJECT RELOCATIONS	$15,000
7	COMPUTER REPLACEMENT (SERVER, ETC)	$4,000
8	OFFICE BUILDING MAINTENANCE	$3,000
9	OFFICE FURNITURE/EQUIPMENT	$2,000
10	WAREHOUSE EQUIPMENT/TOOLS	$1,500
GRAND TOTAL		**$1,598,000**

Descriptions of Capital Projects

Each year, OU takes on a number of capital projects to improve reliability, increase system value or contribute to efficient electric operations. For FY2026, total proposed capital spending is $1,598,000, which is a $240,000 reduction from FY2025. These costs do not include the use of OU personnel and equipment. Labor and vehicle expenses are accounted for in the O&M or recurring capital budgets. The following is a description of the proposed capital projects listed above:

1. OTR SUBSTATION VOLTAGE REGULATOR PROJECT $875,000

This capital expense will be used to begin a voltage regulator project at the OTR Substation, which will require the 3 regulators for each electric circuit, for a total of 24 regulators. It's the second step of the OTR VR project. In FY2025 we completed the Civil portion of the project which included installing a retaining wall and relocating the access drive to accommodate the installation of the regulators. The lead time of this equipment is 50+ weeks so we plan to order the regulators and complete the project over 2 fiscal years.

2. OH/UG CONVERSIONS/UPGRADES/RELOCATIONS $287,500

Upgrading the electric distribution system by relocating electric lines from overhead to underground is one of the highest priorities at OU, due to increased reliability, reduction of ROW issues, and customer satisfaction. In FY2025, OU has developed a priority list of critical lines that will be converted in FY2026 and beyond. These factors include ROW trimming problems, access issues, outage frequency, etc.

3. BORING MACHINE $285,000

This capital expense will be used to replace our current boring machine, which is nearing the end of its useful life. We are having constant issues and have had it in the shop multiple times this year. The machine is needed to complete line extensions and installations. Without it, we will be forced to hire a contractor to complete this expensive work.

4. DISTRIBUTION IMPROVEMENTS $65,000

This capital expense is designed to cover smaller projects associated with the 5 year work plan. Projects include various maintenance needs and upgrades on the distribution system.

5. SERVICE TRUCKS $60,000

This expense will be used to replace an aging two service trucks that have become unreliable and are on the verge of disrepair.

6. CITY STREET PROJECT RELOCATIONS $15,000

This capital expense will be used to relocate electrical infrastructure that interferes with city street modifications, such as the University Ave roundabout, and any other jobs that come up. These jobs are very costly due to a variety of reasons but necessary to improve traffic flow and benefit city residents.

7. COMPUTER REPLACEMENT (SERVER, ETC.) $4,000

These funds are used to replace any computers (printers, etc.) that reach end of usable life.

8. BUILDING MAINTENANCE $3,000

This item is needed when replacement of office chairs, desks, file cabinets or other furniture is required.

9. OFFICE FURNITURE/EQUIPMENT $2,000

This item is needed when replacement of office chairs, desks, file cabinets or other furniture is required.

10. WAREHOUSE EQUIPMENT/TOOLS $1,500

This item is in place should a need arise for a certain tool or equipment. Various types of tools are required for utility work, and technology is ever-advancing.

FINANCIAL REPORT

CITY OF OXFORD

Oxford, Mississippi

September 30, 2024

Franks, Franks, Wilemon & Hagood, P.A.
Certified Public Accountants

CITY OF OXFORD, MISSISSIPPI
TABLE OF CONTENTS

INDEPENDENT AUDITORS' REPORT 1

MANAGEMENT'S DISCUSSION AND ANALYSIS 4

BASIC FINANCIAL STATEMENTS:

- Statement of Net Position 13
- Statement of Activities 15
- Balance Sheet – Governmental Funds 16
- Reconciliation of Governmental Funds Balance Sheet to the Government-Wide Statement of Net Position 17
- Statement of Revenues, Expenditures and Changes in Fund Balances- Governmental Funds 18
- Reconciliation of Governmental Funds Statement of Revenues, Expenditures and Changes in Fund-Balances to the Government-Wide Statement of Activities 19
- General Fund Statement of Revenues, Expenditures and Changes in Fund Balances-Budget and Actual - Budgetary Basis 20
- Oxford Reserve and Trust Fund Statement of Revenues, Expenditures and Changes in Fund Balances-Budget and Actual - Budgetary Basis 21
- Statement of Net Position - Proprietary Funds 22
- Statement of Revenues, Expenses and Changes in Fund Net Position - Proprietary Funds 24
- Statement of Cash Flows - Proprietary Funds 25
- Notes to Financial Statements 26

REQUIRED SUPPLEMENTARY INFORMATION:

- Schedule of the City's Proportionate Share of the Net Pension Liability 60
- Schedule of the City's Contributions 61
- Notes to the Required Supplementary Information 62

COMBINING AND INDIVIDUAL FUND FINANCIAL STATEMENTS AND SCHEDULES:

- Combining Balance Sheet Non-Major Governmental Funds 65
- Combining Statement of Revenues, Expenditures, and Changes in Fund Balance Non-Major Governmental Funds 66
- Balance Sheet - General Fund 67
- Statement of Revenues, Expenditures and Changes in Fund Balance - General Fund 68
- Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual - General Fund - Budgetary Basis 74
- Combining Balance Sheet - Special Revenue Funds 80
- Combining Statement of Revenues, Expenditures and Changes in Fund Balances - Special Revenue Funds 81
- Combining Balance Sheet – Capital Projects Funds 82
- Combining Statements of Revenues, Expenditures and Changes in Fund Balances - Capital Projects Funds 83
- Combining Balance Sheet- Debt Service Funds 84
- Combining Statements of Revenues, Expenditures and Changes in Fund Balances - Debt Service Funds 85
- Combining Statement of Net Position - Proprietary Fund Types 86
- Combining Statement of Revenues, Expenses and Changes in Fund Net Position-Proprietary Fund Types 88
- Combining Statement of Cash Flows - Proprietary Fund Types 89

OTHER SUPPLEMENTARY INFORMATION:

- Schedule of Surety Bonds for Municipal Officials 90
- Schedule of Long-Term Debt 92
- Schedule of Expenditures of Federal Awards 93

OTHER REPORTS:

- Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Govemment Auditing Standards* 95
- Independent Auditors' Report on Compliance for Each Major Program and on Internal Control over Compliance Required by the Uniform Guidance 97
- Independent Auditors' Report on Compliance with State Laws and Regulations 100
- Schedule of Findings and Questioned Costs 101
- Auditee's Corrective Action Plan 104

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Rudolph Franks, CPA (1933-2019)

INDEPENDENT AUDITORS' REPORT

Honorable Mayor and Board of Aldermen
City of Oxford, Mississippi

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Oxford as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the City of Oxford's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Oxford as of September 30, 2024, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

We did not audit the financial statements of the City of Oxford Electric Department, which represent 36 percent, and 57 percent, respectively, of the assets and revenues of the Proprietary Fund as of June 30, 2024, and the respective changes in financial position, and where applicable, cash flows thereof for the year then ended. Those statements were audited by other auditors whose report has been furnished to us, and our opinions, insofar as it relates to the amounts included for the City of Oxford Electric Department, are based solely on the report of the other auditors.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Oxford and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Oxford's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Oxford's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Oxford's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4 through 12, the schedule of the City's proportionate share of the net pension liability and the schedule of the City's contributions on pages 60 through 64 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Oxford's basic financial statements. The accompanying combining and individual nonmajor fund financial statements, the Schedule of Expenditures of Federal Awards, as required by Title 2 *U.S. Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,* Schedule of Long-Term Debt and Schedule of Surety Bonds for Municipal Officials are presented for purposes of additional analysis and is not a required part of the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements, the Schedule of Expenditures of Federal Awards, the Schedule of Long-Term Debt and the Schedule of Surety Bonds for Municipal Officials are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with Government Auditing Standards, we have also issued our report dated May 13, 2025, on our consideration of the City of Oxford's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City of Oxford's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering City of Oxford's internal control over financial reporting and compliance.

Franks, Franks, Wilemon & Hagood P.A.

FRANKS, FRANKS, WILEMON & HAGOOD, P.A.
Tupelo, Mississippi
May 13, 2025

CITY OF OXFORD, MISSISSIPPI
MANAGEMENT'S DISCUSSION AND ANALYSIS

Required Supplementary Information for the Year ended September 30, 2024

This section of the City of Oxford's Financial Report presents our discussion and analysis of the City's financial performance during the fiscal year ending September 30, 2024. Please read it in conjunction with the City of Oxford financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

- The assets and deferred outflows of the City exceeded its liabilities and deferred inflows at the close of the most recent fiscal year by $198,190,490. Of this amount, $0 may be used to meet the City of Oxford ongoing obligations to citizens and creditors. This compares to the previous year when assets exceeded liabilities by $184,971,532, of which $0 was available to meet the City's ongoing obligations.

- As of the close of the current fiscal year, the City of Oxford's governmental funds reported combined ending fund balances of $106,257,046, an increase of $11,457,227 in comparison to the prior year. Approximately 26% of the combined fund balances, $27,627,373, is considered unassigned and is available for spending at the City of Oxford's discretion.

- The City's total net position increased by $13,218,958. This increase is due to the increase in taxes, increase in charges for services and the amount of grant funds received for the fiscal year.

- The City of Oxford's total debt is $66,194,238. New debt in the amount of $13,677,189 was issued in the current fiscal year. Debt in the amount of $7,702,158 was repaid during the current fiscal year.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of four parts—management's discussion and analysis (this section), the basic financial statements, required supplementary information, and an optional section that presents combining statements for non-major governmental funds. The basic financial statements include two kinds of statements that present different views of the City of Oxford.

- The first two statements are government-wide financial statements that provide both long-term and short-term information about the City of Oxford's overall financial status.

- The remaining statements are fund financial statements that focus on individual parts of the City of Oxford's operations in more detail than the government-wide statements.

  The Governmental Funds statements tell how general government services such as public safety were financed in the short term as well as what remains for future spending. The City has four Governmental Fund types: General, Special Revenue, Capital Projects and Debt Service.

  Proprietary fund statements offer short- and long-term financial information about the activities the government operates in a similar manner as businesses, and include the Electric, Water & Sewer and Environmental Services funds.

  The financial statements also include notes that explain some of the information in the statements and provide more detailed data.

OVERVIEW OF THE FINANCIAL STATEMENTS (continued)

In addition to these required elements, we included combining statements that provide details about non-major governmental funds, each of which are added together and presented in single columns in the financial statements.

Figure A-1 summarizes the major features of the City of Oxford's financial statements, including the portion of the City of Oxford they cover and the types of information they contain. The remainder of this overview section of management's discussion and analysis explains the structure and contents of each of the statements.

Figure A-1
Major Features of the City of Oxford's Government-wide and Fund Financial Statements

		Fund Statements	
	Government-wide Statements	**Governmental Funds**	**Proprietary Funds**
Scope	Entire City Government (except fiduciary funds) and the City's component units.	The activities of the City that are not proprietary or fiduciary, such as police, fire, and parks and recreation	Activities the City operates similar to private businesses: Electric Department, Water & Sewer, and Environmental Services.
Required financial statements	Statement of Net Position; Statement of Activities	Balance Sheet; Statement of Revenues, Expenditures, and Changes in Fund Balances	Statement of Net Position; Statement of Revenues, Expenses, and Changes in Net Position; Statement of Net Cash Flows
Accounting basis and measurement focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus	Accrual accounting and economic resources focus
Type of Asset/liability information	All assets and liabilities, both financial and capital, and short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter, no capital assets included	All assets and liabilities, both financial and capital, and short-term and long-term
Type of inflow/outflow information	All revenues and expenses during year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year, expenditures when goods or services have been received and payment is due during the year or soon thereafter	All revenues and expenses during year, regardless of when cash is received or paid

Government-wide Statements

The government-wide statements report information about the City of Oxford as a whole using accounting methods similar to those used by private-sector companies. The statement of net position includes all of the government's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid. The government-wide financial statements include not only the City itself (known as the primary government), but also one blended component unit (Oxford Tourism Council). Financial information for the component unit is reported with the financial information from the primary government. The financial statements for the component unit are available from the City Clerk upon request.

The two government-wide statements report the City of Oxford's net position and how they have changed. Net position—the difference between the City of Oxford's assets and liabilities—is one way to measure the City of Oxford's financial health, or position.

- Over time, increases or decreases in the City of Oxford's net position are an indicator of whether its financial health is improving or deteriorating, respectively.

- To assess the overall health of the City of Oxford, the reader should consider additional non-financial factors such as changes in the City of Oxford's property tax base.

- *Governmental activities* –Most of the City of Oxford's basic services are included here, such as the police, fire, public works, and parks and recreation departments, tourism promotion, transit operation and general administration. Property taxes, sales and use taxes, and state and federal grants finance most of these activities.

- *Business-type activities* – The City of Oxford charges fees to customers to help it cover the costs of certain services it provides. The City of Oxford's water and sewer systems, electric department services, and environmental services are included here.

Fund Financial Statements

The fund financial statements provide more detailed information about the City of Oxford's most significant funds—not the City as a whole. The "fund" level is where the basic unit of financial organization and operation within the City of Oxford exists. Funds are accounting tools that are used to keep track of specific sources of funding and spending for particular purposes. They are the basic budgetary and accounting entities.

- Some funds are required by State law and by bond covenants.

- The Board of Alderman establishes other funds to control and manage money for particular purposes or to show that it is properly using certain taxes and grants.

The City of Oxford has two types of funds:

- **Governmental funds**—most of the City of Oxford's basic services are included in governmental funds, which focus on (1) how cash and other financial assets that can readily be converted to cash flow in and out and (2) the balances left at year-end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that help determine whether there are more or fewer financial resources that can be spent in the near future to finance the City of Oxford's programs. Because this information does not encompass the additional long-term focus of the government-wide statements, we provide additional information at the bottom of the governmental funds statement, or on the subsequent page, that explains the relationship (or differences) between them. The measurement focus of governmental funds is upon determination of financial position and changes in financial position (sources, uses, and balance of financial resources) rather than upon net income determination. These funds are maintained on a modified accrual basis of accounting (explained further in the notes to the financial statements under "Summary of Significant Accounting Policies"). The basic financial statements for governmental funds are the Balance Sheet and the Statement of Revenues, Expenditures, and Changes in Fund Balance. The City of Oxford utilizes four types of governmental funds: the General Fund, Special Revenue Funds, Capital Projects Funds and Debt Service Funds.

- **Proprietary funds**—Services for which the City of Oxford charges customers a fee are generally reported in proprietary funds. Proprietary funds, like the government-wide statements, provide both long- and short-term financial information. The City has only one type of proprietary funds—enterprise funds. The City of Oxford's enterprise funds are the same as its business-type activities yet provide more detail and additional information, such as cash flows. The measurement focus of proprietary funds is upon determination of net income, financial position and change in financial position. These funds are maintained on the accrual basis of accounting. The Statement of Net Position, Statement of Revenues, Expenses and Changes in Net Position, and Statement of Cash Flows are all required statements.

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. The City of Oxford's assets and deferred outflows exceeded liabilities and deferred inflows by $198,190,490 at the close of the most recent fiscal year.

A large portion, 75%, of the City's net position reflects its investment in capital assets (such as land, buildings, machinery, equipment, and infrastructure), less any related debt used to acquire those assets that is still outstanding. The City uses these capital assets to provide services to citizens; however, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Table A-1

City of Oxford's Net Position

	Governmental Activities		Business-Type Activities		Total	
		Restated		Restated		Restated
	2024	2023	2024	2023	2024	2023
Current and Other Assets	$113,660,295	$99,137,480	$36,555,689	$35,105,793	$150,215,984	$134,243,273
Capital Assets	118,798,864	108,679,685	95,183,224	88,148,876	213,982,088	196,828,561
Total Assets	232,459,159	207,817,165	131,738,913	123,254,669	364,198,072	331,071,834
Deferred Outflows	10,756,400	15,770,050	3,391,010	3,686,242	14,147,410	19,456,292
Total Deferred Outflows	10,756,400	15,770,050	3,391,010	3,686,242	14,147,410	19,456,292
Current and Other Liabilities	10,020,572	7,805,902	11,789,566	16,083,380	21,810,138	23,889,282
Long-Term Liabilities	107,573,091	100,480,828	46,327,205	39,538,357	153,900,296	140,019,185
Total Liabilities	117,593,663	108,286,730	58,116,771	55,621,737	175,710,434	163,908,467
Deferred Inflows	3,759,164	866,940	685,394	781,187	4,444,558	1,648,127
Total Deferred Inflows	3,759,164	866,940	685,394	781,187	4,444,558	1,648,127
Net Position:						
Net Investment in						
Capital Assets	77,671,843	73,686,774	70,067,032	63,496,518	147,738,875	137,183,292
Restricted	77,414,725	82,776,761	1,219,186	1,198,685	78,633,911	83,975,446
Unrestricted (Deficit)	(33,223,836)	(42,029,990)	5,041,540	5,842,784	(28,182,296)	(36,187,206)
Total Net Position	$ 121,862,732	$114,433,545	$ 76,327,758	$ 70,537,987	$ 198,190,490	$ 184,971,532

An additional portion of the City's net position represents resources that are subject to external restrictions on how they may be used.

Unrestricted net position of our business-type activities was $5,041,540 at the end of the current fiscal year. These resources cannot be used to add to the net position surplus in governmental activities. The City of Oxford generally can only use this net position to finance the continuing operations of the business type activities.

Changes in net position. Approximately 14 percent of the City of Oxford's revenue comes from property taxes and approximately 12 percent from sales tax, with 36 percent of all revenue coming from some type of tax. (See Table A-2.) Another 45 percent comes from fees charged for services, and the balance is from operating and capital grants and contributions, intergovernmental revenue, investment earnings and miscellaneous revenues.

Table A-2 and the narrative that follows consider the operations of governmental and business-type activities separately.

Table A-2

Changes in The City of Oxford's Net Position

	Governmental Activities		Business-Type Activities		Total	
	2024	Restated 2023	2024	Restated 2023	2024	Restated 2023
Revenues						
Program Revenues:						
Charges for Services	$ 10,768,465	$ 9,292,369	$ 44,904,479	$ 44,389,742	$ 55,672,944	$ 53,682,111
Operating Grants & Contributions	6,733,200	4,573,863	141,842	257,135	6,875,042	4,830,998
Capital Grants & Contributions	2,168,206	6,887,111	0	0	2,168,206	6,887,111
General Revenues:						
Property Taxes	17,169,269	15,268,237	0	0	17,169,269	15,268,237
Sales Tax	14,486,748	13,958,994	0	0	14,486,748	13,958,994
Other Taxes	13,100,096	12,906,222	0	0	13,100,096	12,906,222
Intergovernmental Revenues	2,450,720	1,455,764	0	0	2,450,720	1,455,764
Investment Income	9,803,130	4,612,316	867,698	412,655	10,670,828	(5,024,971)
Other	1,564,319	1,526,714	1,091,931	688,488	2,656,250	2,215,202
Total Revenues	**78,244,153**	**70,481,590**	**47,005,590**	**45,748,020**	**125,250,103**	**116,229,610**
Expenses						
General Government	12,228,415	11,048,738	0	0	12,228,415	11,048,738
Public Safety	26,256,679	25,311,036	0	0	26,256,679	25,311,036
Public Works	10,853,088	9,547,074	0	0	10,853,088	9,547,074
Tourism Promotion	3,628,190	2,566,352	0	0	3,628,190	2,566,352
Culture & Recreation	8,319,857	7,886,114	0	0	8,319,857	7,886,114
Transit Operation	5,618,293	4,389,904	0	0	5,618,293	4,389,904
Other Functions	26,471	150,850	0	0	26,471	150,850
Debt Service	1,109,976	1,137,482	0	0	1,109,976	1,137,482
Water & Sewer	0	0	10,918,677	10,626,169	10,918,677	10,626,169
Environmental Services	0	0	6,078,961	6,663,985	6,078,961	6,663,985
Electric	0	0	24,347,457	24,872,676	24,347,457	24,872,676
Total Expenses	**68,040,969**	**62,037,550**	**41,345,095**	**42,162,830**	**109,386,064**	**104,200,380**
Excess of Revenue Over Expenses	10,203,184	8,444,040	5,660,855	3,585,190	15,864,039	12,029,230
Transfers	(2,773,997)	(1,724,986)	128,916	(694,175)	(2,645,081)	(2,419,161)
Increase (Decrease) in Net Position	**7,429,187**	**6,719,054**	**5,789,771**	**2,891,015**	**13,218,958**	**9,610,069**
Net Position—Beginning, as restated	**114,433,545**	**107,714,491**	**70,537,987**	**67,646,972**	**184,971,532**	**175,361,463**
Net Position--Ending	**$ 121,862,732**	**$ 114,433,545**	**$ 76,327,758**	**$ 70,537,987**	**$ 198,190,490**	**$ 184,971,532**

Governmental Activities

Governmental activities increased the City's net position by $7,429,187, thereby accounting for 56 percent of the total increase in the net position of the City. Key elements of this increase are as follows:

The largest funding sources for the City's governmental activities, as a percent of total revenues, are property taxes (23%), sales tax (19%), and charges for services (14%).

The largest expense categories for the City's governmental activities are public safety (39%), and general government (18%).

Business-type Activities

Business-type activities increased the City's net position by $5,789,771, thereby accounting for 44 percent of the increase in the City's net position.

Charges for services are the major revenue categories for the enterprise funds. Total business-type revenues are comprised of $13,131,393 for water and sewer, $6,024,559 for environmental services and $25,748,527 for electric.

Financial Analysis of the Government's Funds

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds—The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, unassigned fund balance may serve as a useful measure of the City's net resources available for spending at the end of the fiscal year.

General Fund—The general fund is the chief operating fund of the City. At the end of the current fiscal year, unassigned fund balance of the general fund was $27,627,373. As a measure of the general fund's liquidity, it may be useful to compare both the fund balance, assigned and unassigned, to total fund expenditures. Total fund balance represents 68% of total fund expenditures. The fund balance of the City's general fund increased by $5,969,039 during the current fiscal year.

Debt Service Fund—The debt service fund has a total fund balance of $1,330,070, all of which is committed for the payment of debt service. The net decrease in fund balance during the current year in the debt service fund was $378,413.

Special Revenue Fund—The special revenue fund is used to account for the programs and projects primarily funded by grants from the federal and state governments. At the end of the current fiscal year, the fund balance was $63,845,628, which will be used for future expenditures. The net increase in fund balance during the current year in special revenue fund was $4,540,979.

Capital Projects Fund— The capital projects fund accounts for the construction and reconstruction of general public improvements, excluding projects related to business-type activities, which are accounted for elsewhere. At the end of the current fiscal year, the fund balance was $11,437,613. The net increase in fund balance during the current year in the capital projects fund was $1,325,622.

Proprietary Funds—The City's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail. The net position of the proprietary funds at the end of the current fiscal year totaled $76,327,758. Changes in net position, which totaled $5,789,771, were as follows: the electric fund increased by $505,461, the environmental services fund increased by $575,784 and the water & sewer fund increased by $4,708,526.

Budgetary Highlights

The City's annual budget, which is prepared on an operating basis, includes estimated revenues and annual appropriations for the proprietary funds as well as the governmental funds.

The City's 2023 -24 general fund operating budget decreased by approximately $5,836,960 during the current fiscal year. This decrease was primarily related to decreases in expenditures that are related to capital projects in the Culture and Recreation Department. The City's tax millage increased by 1.95 mills from 2023 to 2024.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets—In accordance with GASB 34, the City has recorded depreciation expense associated with all of its capital assets, including infrastructure. The City's investment in capital assets for its governmental and business-type activities as of September 30, 2024, amounted to $213,982,088, net of accumulated depreciation of $150,963,131. This investment in capital assets includes land, buildings, improvements other than buildings, machinery & equipment, infrastructure, and construction in progress.

Table A-3
City of Oxford's Capital Assets

	Governmental Activities		Business-Type Activities		Total	
	2024	2023	2024	2023	2024	2023
Land	$ 7,141,590	$ 7,028,840	$ 1,252,579	$ 1,109,239	$ 8,394,169	$ 8,138,079
Plant, Buildings & Improvements	65,385,770	63,843,880	147,803,813	136,666,669	213,189,583	200,510,549
Machinery & Equipment	32,880,677	29,797,814	19,134,943	17,876,781	52,015,620	47,674,595
Infrastructure	70,540,897	66,739,234	-	-	70,540,897	66,739,234
Intangible Assets	194,356	194,356	-	-	194,356	194,356
Construction-in-progress	12,181,074	5,554,424	8,429,520	8,928,214	20,610,594	14,482,638
Accumulated Depreciation	(69,525,500)	(64,478,863)	(81,437,631)	(76,432,027)	(150,963,131)	(140,910,890)
Total	$ 118,798,864	$ 108,679,685	$ 95,183,224	$ 88,148,876	$ 213,982,088	$ 196,828,561

Long-term Debt—At year-end, the city had $64,960,112 in bonds and notes outstanding. More detailed information about the city of Oxford's long-term liabilities is presented in the notes to the financial statements.

Table A-4
City of Oxford's Outstanding Debt

	Governmental Activities		Business-Type Activities		Total	
		Restated		Restated		Restated
	2024	**2023**	**2024**	**2023**	**2024**	**2023**
General Obligation Bonds	$ 37,432,000	$ 31,492,000	$24,883,000	$24,093,642	$ 62,315,000	$ 55,585,642
Special Assessment Bonds	620,000	735,000	-	-	620,000	735,000
General Obligation Notes	-	380,000	-	-	-	380,000
Financed Purchases	-	67,274	-	279,358	-	346,632
Promissory Notes	2,025,112	2,217,319	-	-	2,025,112	2,217,319
Total	**$ 40,077,112**	**$ 34,891,593**	**$ 24,883,000**	**$ 24,373,000**	**$ 64,960,112**	**$ 59,264,593**

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The City considered current year operational expenses and estimated increases based on economic factors when establishing the fiscal year 2025 budget. The total budgeted appropriations for the City general fund operations are $63,745,803. This budget reflects an increase of approximately $19,180,718. Notable increases included personnel services and capital outlay in multiple departments.

CONTACTING THE CITY OF OXFORD FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, and investors and creditors with a general overview of the City of Oxford finances and to demonstrate the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the City of Oxford's City Clerk's Office, 107 Courthouse Square, Oxford, MS 38655.

CITY OF OXFORD, MISSISSIPPI
STATEMENT OF NET POSITION
September 30, 2024

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
ASSETS:			
Cash and Cash Equivalents	$ 60,851,445	$ 21,736,969	$ 82,588,414
Certificates of Deposit	1,305,874	3,513,402	4,819,276
Investments	41,727,744	-	41,727,744
Accounts Receivable, net	-	7,479,973	7,479,973
Court Fines Receivable, net	773,358	-	773,358
Ad Valorem Taxes Receivable, net	378,602	-	378,602
Other Receivables	298,460	-	298,460
Internal Balances	(442,487)	442,487	-
Due From Other Governments	7,467,182	-	7,467,182
Prepaid Expenses	897,102	735	897,837
Inventories	-	2,146,160	2,146,160
Restricted Assets:			
Cash and Cash Equivalents - Restricted	-	447,673	447,673
Certificates of Deposit - Restricted	403,015	771,513	1,174,528
Investment in CSA	-	16,777	16,777
Capital Assets:			
Land	7,141,590	1,252,579	8,394,169
Plant, Buildings and Improvements	65,385,770	147,803,813	213,189,583
Machinery and Equipment	32,880,677	19,134,943	52,015,620
Infrastructure	70,540,897	-	70,540,897
Intangible Assets	194,356	-	194,356
Construction in Progress	12,181,074	8,429,520	20,610,594
Accumulated Depreciation/Amortization	(69,525,500)	(81,437,631)	(150,963,131)
TOTAL ASSETS	$ 232,459,159	$ 131,738,913	$ 364,198,072
DEFERRED OUTFLOWS OF RESOURCES:			
Deferred Outflows - Pensions	10,756,400	3,391,010	14,147,410
TOTAL DEFERRED OUTFLOWS OF RESOURCES	$ 10,756,400	$ 3,391,010	$ 14,147,410

CITY OF OXFORD, MISSISSIPPI
STATEMENT OF NET POSITION
September 30, 2024

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
LIABILITIES:			
Accounts Payable and Accrued Expenses	$ 4,717,980	$ 8,275,605	$ 12,993,585
Accrued Interest Payable	318,435	217,961	536,396
Unearned Revenue	1,533,309	-	1,533,309
Long-Term Liabilities, due within one year			
Leases Payable	48,975	-	48,975
Capital Debt	3,401,873	3,296,000	6,697,873
Long-Term Liabilities, due in more than one year			
Capital Debt	37,676,173	21,820,192	59,496,365
Other Liabilities	-	23,277	23,277
Customer Deposits	-	5,141,566	5,141,566
Net Pension Liability	68,095,634	18,959,379	87,055,013
Accrued Compensated Absences	1,801,284	382,791	2,184,075
TOTAL LIABILITIES	$ 117,593,663	$ 58,116,771	$ 175,710,434
DEFERRED INFLOWS OF RESOURCES:			
Deferred Inflows - Pensions	3,759,164	685,394	4,444,558
TOTAL DEFERRED INFLOWS OF RESOURCES	$ 3,759,164	$ 685,394	$ 4,444,558
NET POSITION:			
Net Investment in Capital Assets	77,671,843	70,067,032	147,738,875
Restricted for:			
Unemployment Benefits	801,414	5,000	806,414
Debt Service	1,330,070	1,214,186	2,544,256
Capital Projects	11,437,613	-	11,437,613
Special Revenue	63,845,628	-	63,845,628
Unrestricted (Deficit)	(33,223,836)	5,041,540	(28,182,296)
TOTAL NET POSITION	$ 121,862,732	$ 76,327,758	$ 198,190,490

See accompanying notes to financial statements.

CITY OF OXFORD, MISSISSIPPI
STATEMENT OF ACTIVITIES
For the Year Ended September 30, 2024

FUNCTIONS/ PROGRAMS	Expenses	PROGRAM REVENUES: Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Total	Net (Expense) Revenue and Changes in Net Position: PRIMARY GOVERNMENT: Governmental Activities	Business-Type Activities	Total
PRIMARY GOVERNMENT								
Government Activities:								
General Government	$ 12,228,415	$ 2,745,630	$ -	$ -	$ 2,745,630	$ (9,482,785)	$ -	$ (9,482,785)
Public Safety	26,256,679	1,631,935	1,496,808	118,042	3,246,785	(23,009,894)	-	(23,009,894)
Public Works	10,853,088	1,329,700	63,377	1,584,084	2,977,161	(7,875,927)	-	(7,875,927)
Culture and Recreation	8,319,857	3,494,914	675,595	-	4,170,509	(4,149,348)	-	(4,149,348)
Tourism Promotion	3,628,190	269,990	1,560,782	-	1,830,772	(1,797,418)	-	(1,797,418)
Transit Operation	5,618,293	1,296,296	2,936,638	466,080	4,699,014	(919,279)	-	(919,279)
Other Functions	26,471	-	-	-	-	(26,471)	-	(26,471)
Debt Service	1,109,976	-	-	-	-	(1,109,976)	-	(1,109,976)
TOTAL GOVERNMENTAL ACTIVITIES	68,040,969	10,768,465	6,733,200	2,168,206	19,669,871	(48,371,098)	-	(48,371,098)
Business-Type Activities:								
Water and Sewer Fund	10,918,677	13,131,393	-	-	13,131,393	-	2,212,716	2,212,716
Environmental Services	6,078,961	6,024,559	141,842	-	6,166,401	-	87,440	87,440
Electric Fund	24,347,457	25,748,527	-	-	25,748,527	-	1,401,070	1,401,070
TOTAL BUSINESS-TYPE ACTIVITIES	41,345,095	44,904,479	141,842	-	45,046,321	-	3,701,226	3,701,226
TOTAL PRIMARY GOVERNMENT	$ 109,386,064	$ 55,672,944	$ 6,875,042	$ 2,168,206	$ 64,716,192	$ (48,371,098)	$ 3,701,226	$ (44,669,872)
GENERAL REVENUES:								
Taxes:								
Property Taxes, Levied for General Purposes						$ 14,027,490	$ -	$ 14,027,490
Property Taxes, Levied for Debt Service						3,141,779	-	3,141,779
Sales Taxes						14,486,748	-	14,486,748
Special Taxes						9,223,275	-	9,223,275
County Pro Rata Taxes						1,332,068	-	1,332,068
Franchise Taxes						950,754	-	950,754
In Lieu Taxes						1,593,999	-	1,593,999
Gasoline Taxes & Other Taxes						244,056	-	244,056
Homestead Reimbursement						223,551	-	223,551
Fire Protection Allocation						925,239	-	925,239
Intergovernmental Revenues						1,057,874	-	1,057,874
Grants and Contributions not Restricted to Specific Programs						12,703	-	12,703
Investment Earnings						9,803,130	867,698	10,670,828
Gain (Loss) on Asset Disposal						173,990	(188,944)	(14,954)
Miscellaneous						1,377,626	1,280,875	2,658,501
Transfers						(2,773,997)	128,916	(2,645,081)
TOTAL GENERAL REVENUES AND TRANSFERS						55,800,285	2,088,545	57,888,830
CHANGE IN NET POSITION						7,429,187	5,789,771	13,218,958
NET POSITION--BEGINNING, as originally stated						112,133,545	72,837,987	184,971,532
PRIOR PERIOD ADJUSTMENT						2,300,000	(2,300,000)	-
NET POSITION--BEGINNING, as restated						114,433,545	70,537,987	184,971,532
NET POSITION--ENDING						$ 121,862,732	$ 76,327,758	$ 198,190,490

See accompanying notes to financial statements.

CITY OF OXFORD, MISSISSIPPI
BALANCE SHEET
GOVERNMENTAL FUNDS
September 30, 2024

	Major Funds			
	General Fund	Oxford Reserve & Trust Fund	Other Governmental Funds	Total Governmental Funds
ASSETS:				
Cash on Deposit	$ 26,897,354	$ -	$ 33,954,091	$ 60,851,445
Certificates of Deposit	1,089,291	-	619,598	1,708,889
Investments	-	41,727,744	-	41,727,744
Prepaid Expenditures	-	-	897,102	897,102
Other Receivables	131,117	-	167,343	298,460
Due From Other Funds	-	-	4,200	4,200
Due From Other Governments	3,502,690	-	3,964,492	7,467,182
TOTAL ASSETS	$ 31,620,452	$ 41,727,744	$ 39,606,826	$ 112,955,022
LIABILITIES:				
Accounts Payable and Accrued Expenses	$ 1,555,030	$ -	$ 3,162,950	$ 4,717,980
Due to Other Funds	421,687	-	25,000	446,687
Unearned Revenue	-	-	1,533,309	1,533,309
TOTAL LIABILITIES	1,976,717	-	4,721,259	6,697,976
FUND BALANCES:				
Nonspendable	801,414	-	897,102	1,698,516
Committed				
Public Safety	98,704	-	-	98,704
Cultural and Recreation	-	-	2,019,991	2,019,991
Debt Service	-	-	1,330,070	1,330,070
Tourism	-	-	144,582	144,582
Restricted				
Capital Projects	-	-	11,437,613	11,437,613
Special Revenue Projects	-	-	6,923,730	6,923,730
Forestry	57,758	-	-	57,758
Transit Operations	-	-	1,188,489	1,188,489
Tourism	-	-	5,636,525	5,636,525
Public Works	-	-	2,599,361	2,599,361
Reserve and Trust Fund	-	41,727,744	1,551,739	43,279,483
Public Safety	23,699	-	1,014,752	1,038,451
Assigned				
Animal Resource Center Capital Fund	9,465	-	-	9,465
Cemetery	949,278	-	-	949,278
OPD-Mounted Patrol	2,218	-	-	2,218
London Bus	48	-	-	48
Historic Homes Fund	73,778	-	-	73,778
Holly Jolly Holidays Fund	-	-	141,613	141,613
Unassigned	27,627,373	-	-	27,627,373
TOTAL FUND BALANCES	29,643,735	41,727,744	34,885,567	106,257,046
TOTAL LIABILITIES AND FUND BALANCES	$ 31,620,452	$ 41,727,744	$ 39,606,826	$ 112,955,022

See accompanying notes to financial statements.

CITY OF OXFORD, MISSISSIPPI
RECONCILIATION OF GOVERNMENTAL FUNDS BALANCE SHEET
TO THE STATEMENT OF NET POSITION
September 30, 2024

TOTAL FUND BALANCES - TOTAL GOVERNMENTAL FUNDS	$	106,257,046
Amounts reported for Governmental Activities in the Statement of Net Position are different because:		
Capital assets used in governmental activities are not current financial resources and therefore are not reported in the Governmental Funds Balance Sheet.		118,798,864
Long-term liabilities, including bonds, leases and accrued interest, are not due and payable in the current period and therefore they are not reported in the Governmental Funds Balance Sheet.		(41,445,456)
Deferred revenues for deliquent property taxes deferred in the governmental funds because they will not be received within sixty days of the Consolidated Government's year end.		378,602
Accrued compensated absences are not due and payable in the current period and therefore they are not reported in the governmental funds balance sheet.		(1,801,284)
Some liabilities, including net pension obligations, are not due and payable in the current period and, therefore are not reported in the funds		
Net pension liability		(68,095,634)
Deferred outflows and inflows of resources, related to pensions are applicable to future periods and, therefore are not reported in the funds:		
Deferred outflows of resources related to pensions		10,756,400
Deferred inflows of resources related to pensions		(3,759,164)
Accrual of court fine revenues to qualify as financial resources.		773,358
NET POSITION OF GOVERNMENTAL ACTIVITIES	$	121,862,732

See accompanying notes to financial statements.

CITY OF OXFORD, MISSISSIPPI
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS
For the Year Ended September 30, 2024

	Major Funds			
	General Fund	Oxford Reserve & Trust Fund	Other Governmental Funds	Total Governmental Funds
REVENUES:				
General Property Taxes	$ 13,992,895	$ -	$ 3,141,779	$ 17,134,674
Sales and Use Taxes	14,486,748	-	-	14,486,748
Special Taxes	-	-	9,223,275	9,223,275
Licenses and Permits	2,565,149	-	-	2,565,149
Franchise Fees	950,754	-	-	950,754
In Lieu - Utility Department	1,164,999	-	-	1,164,999
Penalties and Interest	180,481	-	-	180,481
Intergovernmental Revenues	4,003,294	-	1,617,541	5,620,835
Grant Income	1,109,178	-	6,027,638	7,136,816
Charges for Services	3,563,357	-	1,436,953	5,000,310
Fines and Forfeitures	836,862	-	397,803	1,234,665
Interest Income	2,450,642	-	696,936	3,147,578
Net Investment Income	-	997,014	-	997,014
Cemetery	69,600	-	-	69,600
Facility Rental Income	43,893	-	1,346,697	1,390,590
Sponsorships	-	-	337,105	337,105
Donations/Contributions	31,141	-	-	31,141
Miscellaneous Revenues	1,154,025	-	134,833	1,288,858
TOTAL REVENUES	46,603,018	997,014	24,360,560	71,960,592
EXPENDITURES:				
Current:				
General Government	10,136,379	-	-	10,136,379
Public Safety	20,469,176	-	1,528,183	21,997,359
Public Works	5,586,860	-	3,481,808	9,068,668
Culture and Recreation	6,319,905	-	2,336,956	8,656,861
Tourism Promotion	-	-	3,747,917	3,747,917
Transit Operation	-	-	5,893,799	5,893,799
Other Functions	-	-	3,004	3,004
Capital Projects	-	-	8,738,864	8,738,864
Debt Service	846,851	-	4,229,316	5,076,167
TOTAL EXPENDITURES	43,359,171	-	29,959,847	73,319,018
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	3,243,847	997,014	(5,599,287)	(1,358,426)
OTHER FINANCING SOURCES (USES):				
Proceeds from Sale of Capital Assets	254,839	-	13,550	268,389
Premiums on Bonds Issued	-	-	660,596	660,596
Transfers from (to) Oxford Tourism Council	-	-	(1,564,596)	(1,564,596)
Transfers from (to) Other Funds	2,470,353	(992,730)	(2,684,897)	(1,207,274)
Unrealized Gain (Loss) from Investments	-	5,658,538	-	5,658,538
Proceeds from Issuance of Debt	-	-	9,000,000	9,000,000
TOTAL OTHER FINANCING SOURCES (USES)	2,725,192	4,665,808	5,424,653	12,815,653
NET CHANGE IN FUND BALANCES	5,969,039	5,662,822	(174,634)	11,457,227
FUND BALANCES-Beginning	23,674,696	36,064,922	35,060,201	94,799,819
FUND BALANCES-Ending	$ 29,643,735	$ 41,727,744	$ 34,885,567	$ 106,257,046

See accompanying notes to financial statements.

CITY OF OXFORD, MISSISSIPPI
RECONCILIATION OF GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES
For the Year Ended September 30, 2024

NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS		$ 11,457,227
Amounts reported for Governmental Activities in the Statement of Activities are different because:		
Governmental Funds report capital outlay as expenditures. However, in the Government Wide Statement of Activities the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount of capital assets recorded in the current period.		15,813,138
Depreciation expense on capital assets is reported in the Government-Wide Statement of Activities, but they do not require the use of current financial resources. Therefore, depreciation expense is not reported as expenditures in Governmental Funds.		(5,616,601)
Proceeds from the disposition of capital assets is reported as income in the Governmental Funds. The gain or loss on the sale of the capital assets and not the gross proceeds are reported as income in the Government-Wide Statement of Activities.		(96,526)
Donations of capital assets increase net position in the statement of activities, but do not appear in the governmental funds because they are not financial resources.		19,168
Decrease in accrual of compensated absences.		(369,818)
Revenues in the statement of activities that do not provide current financial resources and are not reported as revenues in the funds.		431,865
Items reported in the Statement of Activities relating to GASB Statement No. 68 are not reported in the governmental funds.		
These activities include:		
Recognition of pension expense for the current year	(12,142,492)	
Recognition of contributions made subsequent to the measurement date	842,018	
Recognition of contributions made in the fiscal year prior to measurement date	2,785,613	(8,514,861)
Bond proceeds provide current financial resources to Governmental Funds, but issuing debt increases long-term liabilities in the Government-Wide Statement of Net Position. Repayment of bond principal is an expenditure in Governmental Funds, but the repayment reduces long-term liabilities in the Government-Wide Statement of Net Position.		
This amount represents the amount of current amortization of premiums.		78,798
This amount represents bond proceeds and premiums.		(9,660,596)
This amount represents long-term debt repayments and issuance costs.		3,866,824
This amount represents the increase in accrued interest payable.		20,569
CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES		$ 7,429,187

CITY OF OXFORD, MISSISSIPPI
GENERAL FUND STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES-BUDGET AND ACTUAL - BUDGETARY BASIS
For the Year Ended September 30, 2024

	Budget			Variance with Final Budget
	Original	Final	Actual	Over (Under)
REVENUES:				
General Property Taxes	$ 13,985,373	$ 14,022,441	$ 13,985,703	$ (36,738)
Sales and Use Taxes	13,057,000	14,321,468	14,314,639	(6,829)
Licenses and Permits	1,289,700	2,579,486	2,565,149	(14,337)
Franchise Fees	938,000	957,125	957,125	-
In Lieu - Utility Department	1,165,000	1,165,000	1,131,667	(33,333)
Penalties and Interest	150,000	180,500	180,481	(19)
Intergovernmental Revenues	3,932,000	3,927,506	3,963,855	36,349
Grant Income	2,004,110	1,309,760	1,005,830	(303,930)
Charges for Services	3,202,000	3,576,409	3,607,250	30,841
Fines and Forfeits	645,500	825,500	836,862	11,362
Interest Income	362,000	2,342,490	2,450,642	108,152
Cemetery	70,000	70,000	69,600	(400)
Miscellaneous Revenues	443,039	1,231,188	1,162,611	(68,577)
TOTAL REVENUES	41,243,722	46,508,873	46,231,414	(277,459)
EXPENDITURES:				
Current:				
General Government	11,534,725	10,560,011	10,136,379	423,632
Public Safety	22,444,512	20,900,768	20,469,176	431,592
Public Works	5,762,590	5,752,490	5,586,860	165,630
Culture and Recreation	9,838,460	6,530,039	6,319,905	210,134
Debt Service	821,758	821,777	846,851	(25,074)
TOTAL EXPENDITURES	50,402,045	44,565,085	43,359,171	1,205,914
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(9,158,323)	1,943,788	2,872,243	928,455
OTHER FINANCING SOURCES (USES):				
Proceeds from Sale of Capital Assets	-	-	254,839	254,839
Transfers (to) from Other Funds	363,046	2,663,274	2,470,353	(192,921)
TOTAL OTHER FINANCING SOURCES (USES)	363,046	2,663,274	2,725,192	61,918
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER FINANCING AND OTHER USES	$ (8,795,277)	$ 4,607,062	$ 5,597,435	$ 990,373

See accompanying notes to financial statements.

CITY OF OXFORD, MISSISSIPPI
OXFORD RESERVE & TRUST FUND STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES-BUDGET AND ACTUAL - BUDGETARY BASIS
For the Year Ended September 30, 2024

	Budget			Variance with Final Budget
	Original	Final	Actual	Over (Under)
REVENUES:				
Investment Earnings	$ 3,000,000	$ 3,000,000	$ 997,014	$ (2,002,986)
TOTAL REVENUES	3,000,000	3,000,000	997,014	(2,002,986)
EXPENDITURES:				
Current:				
Investment Expense	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	3,000,000	3,000,000	997,014	(2,002,986)
OTHER FINANCING SOURCES (USES):				
Unrealized Gain (Loss) from Investments	-	-	5,658,538	5,658,538
Transfers from (to) Other Funds	1,010,000	1,010,000	(992,730)	(2,002,730)
TOTAL OTHER FINANCING SOURCES (USES)	1,010,000	1,010,000	4,665,808	3,655,808
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER FINANCING AND OTHER USES	$ 4,010,000	$ 4,010,000	$ 5,662,822	$ 1,652,822

See accompanying notes to financial statements.

CITY OF OXFORD, MISSISSIPPI
STATEMENT OF NET POSITION -
PROPRIETARY FUND TYPES
September 30, 2024

	BUSINESS-TYPE ACTIVITIES-- PROPRIETARY FUND			
	ELECTRIC FUND	WATER & SEWER FUND	ENVIRONMENTAL SERVICES	TOTAL
ASSETS:				
Current Assets:				
Cash and Cash Equivalents	$ 7,716,044	$ 11,576,826	$ 2,444,099	$ 21,736,969
Certificates of Deposit	30,738	3,482,664	-	3,513,402
Receivables, net	3,728,774	2,728,467	1,022,732	7,479,973
Due from Other Funds	-	417,487	25,000	442,487
Inventories	1,199,322	946,838	-	2,146,160
Prepaid Expenses	735	-	-	735
Total Current Assets	12,675,613	19,152,282	3,491,831	35,319,726
Noncurrent Assets:				
Restricted Assets				
Cash and Cash Equivalents - Restricted	5,000	442,673	-	447,673
Certificates of Deposit - Restricted	-	771,513	-	771,513
Investment in CSA	16,777	-	-	16,777
Capital Assets:				
Land	908,953	343,626	-	1,252,579
Plants, Buildings & Improvements	45,690,297	101,894,048	219,468	147,803,813
Machinery & Equipment	3,383,451	5,124,407	10,627,085	19,134,943
Accumulated Depreciation	(17,962,355)	(59,582,644)	(3,892,632)	(81,437,631)
Construction Work In Progress	2,831,916	5,597,604	-	8,429,520
Total Noncurrent Assets	34,874,039	54,591,227	6,953,921	96,419,187
TOTAL ASSETS	47,549,652	73,743,509	10,445,752	131,738,913
DEFERRED OUTFLOWS OF RESOURCES				
Deferred Outflows - Pensions	1,382,749	852,094	1,156,167	3,391,010
TOTAL DEFERRED OUTFLOWS OF RESOURCES	$ 1,382,749	$ 852,094	$ 1,156,167	$ 3,391,010

CITY OF OXFORD, MISSISSIPPI
STATEMENT OF NET POSITION -
PROPRIETARY FUND TYPES
September 30, 2024

	BUSINESS-TYPE ACTIVITIES-ENTERPRISE FUNDS			
	ELECTRIC FUND	WATER & SEWER FUND	ENVIRONMENTAL SERVICES	TOTAL
LIABILITIES				
Current Liabilities:				
Accounts Payable and Accrued Expenses	$ 7,077,638	$ 415,782	$ 782,185	$ 8,275,605
Accrued Interest Payable	-	203,424	14,537	217,961
Current Portion of Long-Term Debt	-	2,401,000	895,000	3,296,000
Customer Deposits	3,419,110	1,722,456	-	5,141,566
Total Current Liabilities	10,496,748	4,742,662	1,691,722	16,931,132
Long-Term Liabilities:				
Other Liabilities	23,277	-	-	23,277
Compensated Absences	131,706	126,726	124,359	382,791
Net Pension Liability	5,832,403	5,811,127	7,315,849	18,959,379
Bonds, Notes, & Loans Payable, net of current portion	-	19,570,192	2,250,000	21,820,192
Total Long-Term Liabilities	5,987,386	25,508,045	9,690,208	41,185,639
Total Liabilities	16,484,134	30,250,707	11,381,930	58,116,771
DEFERRED INFLOWS OF RESOURCES				
Deferred Inflows - Pensions	-	275,975	409,419	685,394
TOTAL DEFERRED INFLOWS OF RESOURCES	-	275,975	409,419	685,394
NET POSITION				
Net Investment in Capital Assets	34,852,262	31,405,849	3,808,921	70,067,032
Reserved for Unemployment Benefits	5,000	-	-	5,000
Reserved for Debt Service	-	1,214,186	-	1,214,186
Unrestricted (Deficit)	(2,408,995)	11,448,886	(3,998,351)	5,041,540
TOTAL NET POSITION	$ 32,448,267	$ 44,068,921	$ (189,430)	$ 76,327,758

See accompanying notes to financial statements.

CITY OF OXFORD, MISSISSIPPI
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION-
PROPRIETARY FUNDS
For The Year Ended September 30, 2024

	BUSINESS-TYPE ACTIVITIES-PROPRIETARY FUNDS			
	ELECTRIC FUND	WATER & SEWER FUND	ENVIRONMENTAL SERVICES	TOTALS
OPERATING REVENUE:				
Charges For Services	$ 25,443,181	$ 13,131,393	$ 6,024,559	$ 44,599,133
Other	305,346	-	-	305,346
Total Operating Revenue	25,748,527	13,131,393	6,024,559	44,904,479
OPERATING EXPENSES:				
Operations	21,972,197	5,514,681	3,280,607	30,767,485
Maintenance	1,063,384	191,892	973,951	2,229,227
Depreciation and Amortization Expense	1,270,397	4,079,439	953,576	6,303,412
Pension Expense	-	601,288	730,640	1,331,928
Total Operating Expenses	24,305,978	10,387,300	5,938,774	40,632,052
Net Operating Income (Loss)	1,442,549	2,744,093	85,785	4,272,427
NON-OPERATING INCOME (EXPENSES):				
Interest Income	219,391	648,307	-	867,698
Gain (Loss) on Disposal of Fixed Asset	-	3,750	(192,694)	(188,944)
Grant Income/ Capital Contributions	-	-	141,842	141,842
Amortization of Debt Expense	-	39,521	-	39,521
Miscellaneous Income (Expense)	(41,479)	654,840	626,035	1,239,396
Interest Expense	-	(570,898)	(140,187)	(711,085)
Total Non-Operating Income (Loss)	177,912	775,520	434,996	1,388,428
Income before Operating Transfers	1,620,461	3,519,613	520,781	5,660,855
OPERATING TRANSFERS IN (OUT):	(1,115,000)	1,188,913	55,003	128,916
Change in Net Position	505,461	4,708,526	575,784	5,789,771
Total Net Position - Beginning, as originally stated	31,942,806	39,360,395	1,534,786	72,837,987
Prior Period Adjustment	-	-	(2,300,000)	(2,300,000)
Total Net Position - Beginning, as restated	31,942,806	39,360,395	(765,214)	70,537,987
Total Net Position - Ending	$ 32,448,267	$ 44,068,921	$ (189,430)	$ 76,327,758

See accompanying notes to financial statements.

CITY OF OXFORD, MISSISSIPPI
STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS
For the Year Ended September 30, 2024

	BUSINESS-TYPE ACTIVITIES- PROPRIETARY FUNDS			
	ELECTRIC FUND	WATER & SEWER FUND	ENVIRONMENTAL SERVICES	TOTALS
Cash Flows from Operating Activities:				
Receipts from Customers	$ 25,825,811	$ 13,186,979	$ 6,591,180	$ 45,603,970
Payments to Suppliers	(21,749,624)	(2,142,233)	(780,409)	(24,672,266)
Payments to Employees	(879,561)	(2,437,931)	(2,534,730)	(5,852,222)
Payments for Other Services and Charges	-	(1,880,423)	(32,068)	(1,912,491)
Other Receipts (Payments)	-	-	(277,340)	(277,340)
Net Cash Provided By (Used In) Operating Activities	3,196,626	6,726,392	2,966,633	12,889,651
Cash Flows from Noncapital Financing Activities:				
Due to Other Funds	-	-	76,789	76,789
Transfers In (Out)	(1,115,000)	1,188,913	55,003	128,916
Net Cash Provided By (Used In) Noncapital Financing Activities	(1,115,000)	1,188,913	131,792	205,705
Cash Flows from Capital and Related Financing Activities:				
Proceeds From Sale of Capital Assets	-	3,750	-	3,750
Purchases of Capital Assets	(3,048,614)	(8,573,641)	(1,841,481)	(13,463,736)
Plant Removal Cost	(88,885)	-	-	(88,885)
Materials Salvaged from Retirements	22,167	-	-	22,167
Proceeds From Capital Debt	-	4,016,593	-	4,016,593
Principal Paid on Capital Debt	-	(2,595,000)	(1,174,358)	(3,769,358)
Interest Paid on Capital Debt	-	(515,334)	(130,435)	(645,769)
Other Receipts (Payments)	(14,483)	654,840	626,035	1,266,392
Net Cash Provided By (Used In) Capital and Related Financing Activities	(3,129,815)	(7,008,792)	(2,520,239)	(12,658,846)
Cash Flows from Investing Activities:				
Purchase of Investments/Certificates of Deposit	(20,050)	(185,029)	-	(205,079)
Cash Received from Grants	-	-	141,842	141,842
Interest Income Received	219,391	648,307	-	867,698
Other Receipts (Payments)	(30,441)	-	-	(30,441)
Net Cash Provided By (Used In) Investing Activities	168,900	463,278	141,842	774,020
Net Increase (Decrease) In Cash and Cash Equivalents	(879,289)	1,369,791	720,028	1,210,530
Cash and Cash Equivalents--Beginning	8,600,333	10,649,708	1,724,071	20,974,112
Cash and Cash Equivalents--Ending	$ 7,721,044	$ 12,019,499	$ 2,444,099	$ 22,184,642
Statement of Net Position:				
Cash and Cash Equivalents	$ 7,716,044	$ 11,576,826	$ 2,444,099	$ 21,736,969
Cash and Cash Equivalents-Restricted	5,000	442,673	-	447,673
Total Cash and Cash Equivalents	$ 7,721,044	$ 12,019,499	$ 2,444,099	$ 22,184,642
Reconciliation of Operating Income (Loss) to Net Cash Provided By (Used In) Operating Activities:				
Operating Income (Loss)	$ 1,442,549	$ 2,744,093	$ 85,785	$ 4,272,427
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided By (Used In) Operating Activities:				
Depreciation and Amortization Expense	1,270,397	4,079,439	953,576	6,303,412
Pension Expense - Actuarially Determined	(549,122)	601,288	730,640	782,806
(Increase) Decrease in Accounts Receivable	(158,180)	(156,837)	566,621	251,604
(Increase) Decrease in Prepaid Expenses	109	-	-	109
(Increase) Decrease in Deferred Charges	631,780	-	-	631,780
(Increase) Decrease in Inventories	(116,020)	(243,324)	-	(359,344)
(Increase) Decrease in Compensated Absences	5,940	20,775	(22,144)	4,571
Increase (Decrease) in Accounts Payable	437,217	(531,465)	652,155	557,907
Increase (Decrease) in Accrued Liabilities	(3,508)	-	-	(3,508)
Increase (Decrease) in Customer Deposits	235,464	212,423	-	447,887
Total Adjustments	1,754,077	3,982,299	2,880,848	8,617,224
Net Cash Provided By (Used In) Operating Activities	$ 3,196,626	$ 6,726,392	$ 2,966,633	$ 12,889,651

See accompanying notes to financial statements.

NOTE 1 - SUMMARY OF SIGNIFICANT POLICIES

The City of Oxford, Mississippi operates under a Mayor - Alderman form of government and provides the following services: public safety (police & fire), public works (street maintenance and engineering services), culture and recreation, building and ground improvements, tourism promotion, transit operation, utilities (electric and water & sewer, environmental services (waste/rubbish collection and street cleaning), community services, urban redevelopment and housing, public improvements and general administrative services.

The City has elected to apply all Governmental Accounting Standards Board (GASB) pronouncements, applicable Financial Accounting Standards Board (FASB) pronouncements, and Accounting Principles Board (APB) opinions issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements. The accounting policies of the City of Oxford conform to generally accepted accounting principles as applicable to governments. The following is a summary of the more significant policies:

FINANCIAL REPORTING ENTITY - BASIS OF PRESENTATION

Government-Wide and Fund Financial Statements

The City's basic financial statements consist of government-wide statements, including a statement of net position and a statement of activities, and fund financial statements which provide a more detailed level of financial information.

Government-Wide Financial Statements

The statement of net position and the statement of activities display information on all non-fiduciary activities of the primary government and its component units. The statement distinguishes between those activities of the City that are governmental, which are normally supported by taxes and intergovernmental revenues, and those that are considered business-type activities, which rely to a significant extent on fees and charges for support. The primary government is reported separately from certain legally separate component units for which the primary government is financially accountable.

The statement of net position presents the financial condition of the governmental and business-type activities for the City at year-end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the City's governmental activities and for the business-type activities of the City. Direct expenses are those that are specifically associated with a service, program or department and therefore clearly identifiable to a particular function. Program revenues include charges paid by the recipient for the goods and services offered by the program, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program and interest earned on grants that is required to be used to support a particular program. Revenues that are not classified as program revenues are presented as general revenues of the City, with certain limited exceptions. The comparison of direct expenses with program revenues identifies the extent to which each business segment or governmental function is self-financing or draws from the general revenues of the City.

NOTE 1 - SUMMARY OF SIGNIFICANT POLICIES (continued)

Fund Financial Statements

During the year, the City segregates transactions related to certain City functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the City at this more detailed level. Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the governmental-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported in separate columns in the fund financial statements. Non-major funds, where applicable, are aggregated and presented in a single column. Fiduciary funds are reported by type.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide and proprietary funds financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Government fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible in the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt services expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Significant revenues considered to be susceptible to accrual in addition to general property taxes include sales tax and various categorical grants. As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements.

The City reports the following major Governmental Funds:

General Fund – The General Fund is used to account for all financial resources of the primary government except those required to be accounted for in another fund. The majority of current operations are financed by this fund. Transfers to other funds and agencies are made from this fund. Monies from other funds may be received unless prohibited by the purpose and object of such funds. This is a major fund.

Oxford Reserve & Trust Fund – The Oxford Reserve & Trust Fund is used to account for and report resources that are restricted to the extent that only earnings, and not principal, may be used for purposes that support the City's programs.

NOTE 1 - SUMMARY OF SIGNIFICANT POLICIES (continued)

Additionally, the City reports the following fund types:

Governmental Funds

Debt Service Funds –Debt Service Funds were established to receive and account for resources restricted for the payment of interest and principal on general improvement and school bonds, and notes and capital leases. These are non-major governmental funds.

Special Revenue Funds –Special Revenue Funds are used to account for the proceeds of specific federal and state grants that are legally restricted to expenditures for specified purposes. These are non-major governmental funds except for the Oxford Reserve and Trust Fund.

Capital Projects Funds – Capital Projects Funds are used to account for financial resources such as proceeds from the sale of bonds, bond anticipation notes, capital notes, transfers from governmental funds, and federal and state grants, all provided for the specific purpose of constructing, reconstructing or acquiring permanent or semi-permanent capital improvements. Capital improvements intended for Enterprise Fund use are not included in the Capital Projects Funds.

Proprietary Funds

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues for the proprietary funds are as follows: sale of water for the Water Fund, fees for providing solid waste services for the Environmental Services Fund and sale of electricity for the Electric Fund. Operating expenses for the enterprise funds include the cost of sales and services, administrative expenses, and depreciation of capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, and then unrestricted resources as they are needed.

The Electric Fund – This fund is used to account for the City's electric distribution system. This fund is responsible for electric power delivery to the residents of the City of Oxford.

Combined Water and Sewer Fund – This fund is used to account for the City's water treatment and distribution system. This fund is responsible for water delivery to the residents of the City of Oxford.

Environmental Services Fund – This fund is used to account for the cost of providing solid waste services to the City of Oxford.

Reporting Entity

In evaluating the City as a reporting entity, management has addressed all potential component units (traditionally separate reporting entities) for which the City may be financially accountable and, as such, should be included within the City's financial statements. The City (the primary government) is financially accountable if it appoints a voting majority of the organization's governing board and (1) it is able to impose its will on the organization or (2) there is a potential for the organization to provide specific financial benefits to or impose specific financial burdens on the City. Organizations for which the City is not financially accountable are also included when doing so is necessary in order to prevent the City's financial statements from being misleading.

NOTE 1 - SUMMARY OF SIGNIFICANT POLICIES (continued)

Reclassifications

Certain accounts in the prior-year financial statements have been reclassified for comparative purposes to conform to the presentation in the current-year financial statements.

The financial statements are formatted to allow the user to clearly distinguish between the primary government and its component units. Because of the closeness of their relationship with the primary government (the City), some component units are blended as though they are part of the primary government.

Blended Component Unit

The Oxford Tourism Council – Established by the Legislature of the State of Mississippi in August 1998 for the promotion of tourism within the City. The Council is composed of five board members appointed by the City's mayor and board of aldermen with one of the five board members being a current alderman of the City. Although it is legally separate from the City, the Council is reported as if it were part of the primary government because its primary purpose is to provide tourism activities on behalf of the City.

Payments Between The City And Component Units

Resource flows between the primary government and blended component units are classified as interfund transactions in the financial statements.

Budgets and Budgetary Accounting

The Mayor and Board of Aldermen generally follow the following proposed budget calendar of the State Department of Audit in establishing the budgetary data reflected in the financial statements:

(1) The Mayor and Board of Aldermen formulate the budget policy at the May board meeting.

(2) Department budget requests are prepared by the appropriate people and submitted by the July board meeting.

(3) A proposed budget is presented at the August meeting and a notice of public budget hearings and availability of the budget for inspection is published.

(4) Between August 15th-30th a public hearing is held and the budget is adopted. The anticipated tax levy is reviewed to determine whether public notice is required on any levy.

(5) Between September 1st-15th the budget must be adopted and the tax levy set.

(6) Between September 1st-30th, in accordance with the City's population, the budget must be published in a municipal newspaper.

(7) And, between September 15th-30th the budget as adopted should be written up, filed with the municipal clerk and public notice given of the availability of the budget for inspection.

Expenditures may not legally exceed budgeted appropriations at the activity level. During the year, several supplementary appropriations were necessary.

NOTE 1 - SUMMARY OF SIGNIFICANT POLICIES (continued)

(8) Further, budgets are used as management control devices in the General Debt Service and Proprietary Funds. These budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP), except the Proprietary Fund recognizes all expenditures for debt as expense and no depreciation expense is recognized.

Budgetary data for the Capital Projects Fund has not been presented in the accompanying combined financial statements as such funds are budgeted over the life of the respective project and not on an annual basis.

Unused appropriations for all of the above annually budgeted funds lapse at the end of the year. The budget amounts shown in the financial statements are the final authorized amounts after appropriate revisions during the year.

Expenditures may not legally exceed budgeted appropriations at the activity level except for capital outlays, election expenses and emergency expenditures.

Revenue Recognition - Property Taxes

Property taxes attach as an enforceable lien on property as of January 1. Taxes are levied on October 1 and are due and payable at that time. All unpaid taxes levied October 1 become delinquent February 1 of the following year.

Encumbrances

State law does not require that funds be available when goods or services are ordered, only when paid for. Due to this circumstance, the City does not employ an encumbrance system.

Cash and Cash Equivalents

For purposes of the statement of cash flows, all highly liquid debt instruments purchased with an original maturity of three months or less when acquired are considered to be cash equivalents.

Receivables

Receivables at September 30, 2024, consisted primarily of property and other taxes, accounts (billings for user charged services including unbilled utility services), intergovernmental receivables arising from entitlements and shared revenues, and accrued interest on investments.

The accrual amount of court fine receivables on the Statement of Net Position – Government-Wide has been reduced by $7,471,236 to reflect the provision for uncollectible fines as determined by management's estimate.

Business Information

The City of Oxford, Mississippi provides electric, water and sewer services to customers located within the city limits of Oxford, Mississippi as well as a limited number of customers outside the city limits. Credit is extended to all of these customers for services.

NOTE 1 - SUMMARY OF SIGNIFICANT POLICIES (continued)

Inventories

Inventories for proprietary fund types are valued at cost. The City does not maintain inventory records for any other fund types.

Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. Prepaid items, such as prepaid insurance, are not reported for Governmental Fund Types since the costs of such items are accounted for as expenditures in the period of acquisition.

Interfund Transactions and Balances

Transactions between funds that are representative of short-term lending/borrowing arrangements and transactions that have not resulted in the actual transfer of cash at the end of the fiscal year are referred to as "Due to/from other funds." Noncurrent portions of interfund receivables and payables are reported as "Advances to/from other funds." Advances between funds, as reported in the fund financial statements, are offset by a fund balance reserve account in applicable governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources. Interfund receivables and payable between funds within governmental activities are eliminated in the Statement of Net Position. Any outstanding balances between the governmental activities and business-type activities are reported in the government-wide financial statements as "Internal balances."

Restricted Assets

Governmental and proprietary fund assets required to be held and/or used as specified in bond indentures, bond resolutions, trustee agreements, board resolutions, and donor specifications have been reported as restricted assets. When both restricted and non-restricted assets are available for use, the policy is to use restricted assets first.

Capital Assets and Depreciation

Capital assets, which include property, plant, equipment, and infrastructure assets, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements and in the fund financial statements for proprietary funds. All capital assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated capital assets are capitalized at estimated fair market value on the date donated.

The City has adopted a capitalization threshold of $1,000 for general fixed assets and a threshold of $5,000 for infrastructure assets. The City has retroactively applied these thresholds to all general fixed assets in service. Depreciation of capital assets is computed and recorded by the straight-line method. Estimated useful lives of the various classes of depreciable capital assets are as follows:

Plant, Building, and Improvements	5 – 40 Years
Machinery and Equipment	5 – 15 Years
Furniture and Fixtures	5 – 20 Years
Vehicles	5 – 10 Years
Intangible Right to Use	Varies

NOTE 1 - SUMMARY OF SIGNIFICANT POLICIES (continued)

Compensated Absences

The City's policy allows employees to accumulate unused vacation leave. Upon termination, any accumulated vacation leave of up to 30 days will be paid to the employee. Sick leave will be paid only upon illness while an employee of the City.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until then.

Deferred amounts on pensions - The City has deferred outflows and inflows related to pensions which represents the City's proportionate share of the deferred outflows and inflows of resources reported by the pension plan in which the City participates. See Note 8 for further details.

Deferred amount on refunding - For current refunding's and advance refunding's resulting in defeasance of debt reported by governmental activities, business type activities, and proprietary funds, the difference between the reacquisition price and the net carrying amount of the old debt is reported as a deferred outflow of resources or a deferred inflow of resources and recognized as a component of interest expense in a systematic and rational manner over the remaining life of the old debt or the life of the new debt, whichever is shorter.

Leases - The Governmental Accounting Standards Board (GASB) issued Statement No. 87, Leases (GASB 87), to establish a single leasing model for accounting and reporting purposes. This guidance is intended to enhance the accountability, consistency and comparability of lease activities reported by governments. GASB 87 was implemented during fiscal year 2022.

The City uses the incremental borrowing rate to calculate the present value of lease payments when the rate implicit in the lease is not known.

Long-term Liabilities

Long-term liabilities are the unmatured principal of bonds, loans, notes or other forms of noncurrent or long-term general obligation indebtedness. Long-term liabilities are not limited to liabilities from debt issuances, but may also include liabilities on financed purchases and other commitments.

In the government-wide financial statements and in the Proprietary Fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities or Proprietary Funds Statement of Net Position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premium or discount.

NOTE 1 - SUMMARY OF SIGNIFICANT POLICIES (continued)

In the fund financial statements, Governmental Fund Types recognize bond premiums and discounts during the current period. The face amount of the debt issued is reported as other financing sources.

Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Equity Classifications

Government-wide Financial Statements:

Equity is classified as Net Position and displayed in three components:

Net investment in capital assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, notes, or other borrowings attributable to the acquisition, construction, or improvement of those assets.

Restricted net position - Consists of net position with constraints placed on the use either by external groups such as creditors, granters, contributors, or laws and regulations of other governments; or law through constitutional provisions or enabling legislation.

Unrestricted net position - All other net position not meeting the definition of "restricted" or "net investment in capital assets."

Net Position Flow Assumption:

When an expense is incurred for purposes for which both restricted and unrestricted resources are available, it is the City's general policy to use restricted resources first. When expenses are incurred for purposes for which unrestricted resources are available, and amounts in any of these unrestricted classifications could be used, it is the City's general policy to spend committed resources first, followed by assigned amounts, and then unassigned amounts.

Fund Financial Statements:

The City has implemented GASB Statement No. 54, "Fund Balance Reporting and Governmental Fund Type Definitions. In accordance with GASB Statement No. 54, the governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

- Nonspendable: This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) are legally or contractually required to be maintained intact. The City has an obligation to maintain unemployment comp funds intact in lieu of periodic contributions to the state unemployment insurance program. The City has classified all funds associated with the unemployment comp fund as nonspendable. The City has $1,698,516 of nonspendable fund balance as of September 30, 2024.

NOTE 1 - SUMMARY OF SIGNIFICANT POLICIES (continued)

- Restricted: This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors (such as through a debt covenant), grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation. The City has classified the Forestry Grant, UMI Uninsured Motorist, and IDF Interlock Device funds in the General Fund as restricted. The City has classified all special revenue grant funds as restricted to the appropriate expenditure category. The City has also classified the 2 % Food and Beverage Tax, Hotel/Motel Tax, Oxford Transit, Conference Center, Oxford Tourism, and MDJ Unit Fund as restricted. The City has classified all the capital projects funds as restricted for capital projects. The City also considers the balance in the Oxford Municipal Reserve & Trust Fund as restricted due to a state senate bill. The City has $72,161,410 of restricted fund balance as of September 30, 2024.
- Committed: This classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the City's Board of Aldermen. These amounts cannot be used for any other purpose unless the Board of Aldermen removes or changes the specified use by taking the same type of action (ordinance or resolution) that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements. The City has classified the Crime Prevention/OPD Mounted Unit fund and the Tennis Sponsorships fund in the General Fund, as being committed because they were set aside for specific purposes by the Board of Aldermen. The City considers the balance in the debt service fund as committed based on Board authorization. The City also considers Oxford Tourism Council funds as committed to tourism. The City has $3,593,347 of committed fund balance as of September 30, 2024.

- Assigned: This classification includes amounts that are constrained by the City's intent to be used for a specific purpose but are neither restricted nor committed. This intent can be expressed by the Board of Aldermen or through the Board of Aldermen delegating this responsibility to the City's management through the budgetary process. This classification also includes the remaining positive fund balance for all governmental funds except for the General Fund. The City has classified the Cemetery Fund and Historic Homes Fund balances as assigned. The City has $1,176,400 of assigned fund balance as of September 30, 2024.

- Unassigned: This classification includes the residual fund balance for the General Fund and all other amounts not included in other spendable classifications. The City has $27,627,373 of unassigned fund balance as of September 30, 2024.

Fund Balance Flow Assumption:

When an expenditure is incurred for purposes for which both restricted and unrestricted (committed, assigned, or unassigned) resources are available, it is the City's general policy to use restricted resources first. When expenditures are incurred for purposes for which unrestricted (committed, assigned, and unassigned) resources are available, and amounts in any of these unrestricted classifications could be used, it is the City's general policy to spend committed resources first, followed by assigned amounts, and then unassigned amounts.

NOTE 1 - SUMMARY OF SIGNIFICANT POLICIES (continued)

Intergovernmental Revenues in Governmental Funds

Intergovernmental revenues, consisting of grants, entitlements, and shared revenues, are usually recorded in governmental funds when measurable and available. However, the "available" criterion applies for certain federal grants and shared revenues when the expenditure is made because expenditure is the prime factor for determining eligibility. Similarly, if cost sharing or matching requirements exist, revenue recognition depends on compliance with these requirements.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates. Significant estimates used in preparing these financial statements include those assumed in computing the provision for uncollectible court fines and the net pension liability. It is as least reasonably possible that the significant estimate used will change within the next year.

Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the City of Oxford's participation in the Public Employees' Retirement System of Mississippi (PERS), and additions to/deductions from the City of Oxford's fiduciary net position have been determined on the same basis as they are reported by the Public Employees' Retirement System of Mississippi (PERS). For this purpose, benefits (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms of the Public Employees' Retirement System of Mississippi (PERS). Investments are reported at fair value.

Subscription-Based Information Technology Arrangements

The Governmental Accounting Standards Board (GASB) issued Statement No. 96, Subscription-Based Information Techology Arrangements (SBITAs) (GASB 96) to establish uniform accounting and financial reporting requirements for SBITAs, to improve comparability of financial statements among governments that have entered into SBITAs, and to enhance understandability, reliability, relevance, and consistency of information about SBITAs. GASB 96 was implemented during fiscal year 2023. As of September 30, 2024, the City had no SBITA arrangements that met the criteria for accounting and reporting requirements.

NOTE 1 - SUMMARY OF SIGNIFICANT POLICIES (continued)

Property Taxes

Property taxes, except motor vehicles, attach as an enforceable lien on property as of January 1st. The City bills and collects its own property taxes, except motor vehicle taxes, and also collects taxes for the Separate School District. Motor vehicle taxes are collected by the County Tax Collector and remitted to the City. Taxes are levied on October 1st and are due and payable at that time. All unpaid taxes levied October 1st become delinquent February 1st of the following year. Property tax revenues are recognized when they become available. Available includes those property tax receivables expected to be collected within thirty days after year end.

The millage was allocated as follows:

	2024		2023	
	City	School District	City	School District
General Fund	25.85	0.00	23.90	0.00
Park & Recreation	2.00	0.00	2.00	0.00
Library	0.00	0.00	0.00	0.00
City Debt Service				
2012 GO Bonds	0.86	0.00	0.84	0.00
2009 GO Bonds	0.32	0.00	0.63	0.00
2015 GO Bonds	1.29	0.00	1.14	0.00
2017A GO Bonds	0.99	0.00	0.93	0.00
2017B GO Bonds	0.99	0.00	0.93	0.00
2018A GO Bonds	0.35	0.00	0.33	0.00
School Bond & Interest	0.00	9.68	0.00	9.80
School Maintenance Fund	0.00	51.83	0.00	51.71
Total	32.65	61.51	30.70	61.51

Changes in Accounting Standards

GASB 100, Accounting Changes and Error Corrections, was implemented during the 2024 fiscal year. This Statement is an amendment of GASB Statement 62, *Codification of Accounting and Financial Reporting Guidance*. The purpose of the standard is to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent and comparable information for making decisions or assessing accountability.

NOTE 2 - ADJUSTMENTS AND RESTATEMENTS OF BEGINNING BALANCES

Prior Period Adjustment to Previously Issued Financial Statements

Proceeds from debt issuance were received in the previous year that were classified as governmental. As of September 30, 2023, the proceeds from the issuance should have originally been classified as business-type, as capital outlay expenditures were related to the Environmental Services Fund in the 2023 year.

Adjustments to and Restatements of Beginning Balances

		Reporting Units Affected by Adjustments to and Restatements of Beginning Balances		
		Funds	Government-Wide	
		Environmental Services Fund	Governmental Activities	Business-type Activities
9/30/2023, as previously reported	$	1,534,786	112,133,545	72,837,987
Prior Period Adjustment		(2,300,000)	2,300,000	(2,300,000)
9/30/2023, as adjusted or restated	$	(765,214)	114,433,545	70,537,987

NOTE 3 - CASH AND INVESTMENTS

Cash and Investments

Cash - The carrying amount of the City's total deposits with financial institutions at September 30, 2024, was $89,029,891, and the bank balance was $92,066,515. The collateral for public entities' deposits in financial institutions are held in the name of the State Treasurer under a program established by the Mississippi State Legislature and is governed by Section 27- 105-5 Miss. Code Ann. (1972). Under this program, the entity's funds are protected through a collateral pool administered by the State Treasurer. Financial institutions holding deposits of public funds must pledge securities as collateral against those deposits. In the event of failure of a financial institution, securities pledged by that institution would be liquidated by the State Treasurer to replace the public deposits not covered by the Federal Deposit Insurance Corporation ("FDIC").

Custodial credit risk is the risk that in the event of the failure of a financial institution, the City will not be able to recover deposits or collateral securities that are in the possession of an outside party. The City does not have a formal policy for custodial credit risk. In the event of failure of a financial institution, securities pledged by that institution would be liquidated by the State Treasurer to replace the public deposits not covered by the Federal Deposit Insurance Corporation (FDIC). Deposits above FDIC coverage are collateralized by the pledging financial institution's trust department or agent in the name of the Mississippi State Treasurer on behalf of the City

Investments - State statutes, city bond ordinances and city resolutions authorize the City's investments. The City is authorized, by statute, to invest excess funds in any bonds or other direct obligations of the United States of America or the State of Mississippi, or of any county, municipality or school district of this state, when such county, municipal or school district bonds have been properly approved; or in interest-bearing time certificates of deposit with any financial institution approved for the deposit of funds.

NOTE 3 - CASH AND INVESTMENTS (continued)

Investments in the Oxford Reserve and Trust Fund are reported at market value. All other investments are certificates of deposit and are valued at cost or amortized cost.

For more detail on investments see Note 11.

Restricted cash and certificates of deposit of approximately $1.6 million is included on the Statement of Net Position as of September 30, 2024, and represents cash deposited by the City into separate accounts that is designated for debt service reserve requirements.

NOTE 4 - CONTINGENT LIABILITIES

Litigation

From time to time, the City is a defendant in various litigations arising out of normal business activities. Although the City carries commercial insurance to protect itself against damage claims, it is possible that the ultimate resolution of cases may exceed the City's insured limits. Management, with the advice of legal counsel, is of the opinion that the ultimate resolution of these matters will not have a material adverse effect on the financial statements.

Federally Assisted Programs – Compliance Audits

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time, although the City expects such amounts, if any, to be immaterial.

NOTE 5 - CAPITAL ASSETS

The following is a summary of governmental activities capital asset activity as of September 30, 2024:

	Balance 10/01/23	Additions	Adjustments/ Transfers/ Disposals	Balance 09/30/24
Capital Assets, not being depreciated:				
Land	$ 7,028,840	$ 112,750	$	$ 7,141,590
Construction in Progress	5,554,424	11,762,433	(5,135,783)	12,181,074
Total Capital Assets, not being depreciated	12,583,264	11,875,183	(5,135,783)	19,322,664
Capital Assets being depreciated				
Plant, Buildings & Improvements	63,843,880	20,739	1,521,151	65,385,770
Infrastructure	66,739,234	216,162	3,585,501	70,540,897
Machinery & Equipment	29,797,814	3,747,223	(664,360)	32,880,677
Intangible Right to Use Building	194,356	-	-	194,356
Total Capital Assets being depreciated	160,575,284	3,984,124	4,442,292	169,001,700
Less: Accumulated Depreciation for:				
Plant, Buildings & Improvements	(15,202,747)	(1,533,560)	-	(16,736,307)
Infrastructure	(30,011,053)	(1,973,037)	-	(31,984,090)
Machinery & Equipment	(19,165,817)	(2,060,381)	569,964	(20,656,234)
Intangible Right to Use Building	(99,246)	(49,623)	-	(148,869)
Total Accumulated Depreciation	(64,478,863)	(5,616,601)	569,964	(69,525,500)
Total Capital Assets, depreciated, net	96,096,421	(1,632,477)	5,012,256	99,476,200
Governmental Activities Capital Assets	$ 108,679,685	$ 12,429,492	$ (2,310,313)	$ 118,798,864

Total capital assets, net, excluding intangible right to use assets	$ 118,753,377
Intangible right to use assets, net	45,487
Total capital assets, net, as reported in the statement of net position	$ 118,798,864

NOTE 5 - CAPITAL ASSETS (continued)

A summary of business-type capital asset activity at September 30, 2024 follows:

	Balance 10/01/23	Additions	Transfers/ Disposals	Balance 09/30/24
Capital Assets, not being depreciated:				
Land	$ 1,109,239	$ 143,340	$ -	$ 1,252,579
Construction in Progress	8,928,214	7,440,890	(7,939,584)	8,429,520
Total Capital Assets, not being depreciated	10,037,453	7,584,230	(7,939,584)	9,682,099
Capital Assets being depreciated				
Plant, Buildings & Improvements	136,666,669	3,738,741	7,398,403	147,803,813
Machinery & Equipment	17,876,781	2,401,179	(1,143,017)	19,134,943
Total Capital Assets being depreciated	154,543,450	6,139,920	6,255,386	166,938,756
Less: Accumulated Depreciation for:				
Plant, Buildings & Improvements	(66,248,263)	(5,172,294)	437,690	(70,982,867)
Machinery & Equipment	(10,183,764)	(1,221,323)	950,323	(10,454,764)
Total Accumulated Depreciation	(76,432,027)	(6,393,617)	1,388,013	(81,437,631)
Total Capital Assets, depreciated, net	78,111,423	(253,697)	7,643,399	85,501,125
Business Type Activities Capital Assets	$ 88,148,876	$ 5,143,747	$ (1,890,601)	$ 95,183,224

Depreciation of all exhaustible fixed assets used by proprietary funds is charged as an expense against operations

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental Activities:	
General Government	$ 833,171
Public Safety	1,440,206
Public Works	1,711,303
Culture & Recreation	1,106,013
Tourism Promotion	98,406
Transit Operation	421,378
Other Functions	6,124
Total Depreciation Expense – Governmental Activities	$ 5,616,601

NOTE 5 - CAPITAL ASSETS (continued)

Business-type Activities:	
Electric Department	$ 1,360,602
Environmental Services	953,576
Water and Sewer	4,079,439
Total Depreciation Expense – Business-type Activities	$ 6,393,617

NOTE 6 - LONG-TERM DEBT

General obligation bonds issued for governmental activity purposes are liquidated by the debt service fund, whereas, general obligation bonds issued for component unit purposes are liquidated by the component unit. Revenue bonds and promissory notes issued for business-type activities or by component units are repaid from those activities or component units.

The annual requirements to amortize all general obligation bonds, special assessment bonds, revenue bonds and notes outstanding as of September 30, 2024, net of bond premiums, are as follows:

Fiscal Year Ending	Governmental Activities		Business-type Activities		
September 30,	Principal	Interest	Principal	Interest	Total
2025	$ 3,401,873	$ 1,223,918	$ 3,296,000	$ 698,287	$ 8,620,078
2026	3,525,826	1,088,788	3,361,000	624,947	8,600,561
2027	3,621,860	994,232	3,169,000	537,624	8,322,716
2028	2,449,670	905,037	2,104,000	460,608	5,919,315
2029	2,348,700	830,610	1,691,000	396,758	5,267,068
2030-2034	12,002,451	3,066,836	4,782,000	1,501,831	21,353,118
2035-2039	9,465,687	1,278,054	5,090,000	767,150	16,600,891
2040-2044	3,261,045	326,500	1,390,000	156,950	5,134,495
Total	$ 40,077,112	$ 9,713,975	$ 24,883,000	$ 5,144,155	$ 79,818,242

NOTE 6 - LONG-TERM DEBT (continued)

A summary of general long-term debt is as follows:

Governmental Activities	Balance 10/01/23	Issued	Retired	Balance 09/30/24	Current Maturity
General Obligation Bonds & Notes:					
General Obligation Bond Series 2017A, $7,500,000 with interest at 3.0% maturing in 2037	$ 5,730,000	$ -	$ 330,000	$ 5,400,000	$ 340,000
General Obligation Bond Series 2017B, $7,500,000 with variable interest at 3.0% to 4.0% maturing in 2038	6,050,000	-	320,000	5,730,000	330,000
General Obligation Refunding Bond Series 2022, $7,799,000 with variable interest at 1.69 to 2.14% maturing in 2038	7,722,000	-	40,000	7,682,000	41,000
General Obligation Bond Series 2009, $3,800,000 with variable interest at 3.0% to 3.75% maturing in 2024	340,000	-	340,000	-	-
General Obligation Bond Series 2012, $5,500,000 with variable interest at 1.625% to 2.25% maturing in 2027	1,670,000	-	400,000	1,270,000	410,000
General Obligation Note Series 2022, $725,000 with interest at 1.65% maturing in 2027	580,000	-	145,000	435,000	145,000
General Obligation Note Series 2019, $1,900,000 with interest at 2.41% maturing in 2024	380,000	-	380,000	-	-
General Obligation Refunding Bond Series 2018A, $2,700,000 with interest at 2.5% to 3.5% maturing in 2038	2,165,000	-	115,000	2,050,000	120,000
General Obligation Refunding Bond Series 2018C, $1,050,000 with interest at 3.5% to 4.0% maturing in 2028	575,000	-	105,000	470,000	110,000
General Obligation Refunding Bond Series 2018B, $9,950,000 with interest at 3.0% to 4.0% maturing in 2038	835,000	-	410,000	425,000	425,000
General Obligation Refunding Bond Series 2015, $6,590,000 with variable interest at 2.0% to 2.5% maturing in 2027	2,490,000	-	600,000	1,890,000	615,000

NOTE 6 - LONG-TERM DEBT (continued)

	Balance 10/01/23	Issued	Retired	Balance 09/30/2024	Current Maturity
Tax Increment Financing Bonds, Series 2019, $3,820,000 with interest at 3.0% to 4.0% maturing in 2034	$ 3,335,000	$ -	$ 255,000	$ 3,080,000	$ 260,000
General Obligation Refunding Bonds, Series 2023, $9,000,000 with interest at 4.0% to 5.0% maturing in 2044	-	9,000,000	-	9,000,000	295,000
Bond Premiums	419,136	660,596	78,798	1,000,934	
Total General Obligation Bonds & Notes	$ 32,291,136	$ 9,660,596	$ 3,518,798	$ 38,432,934	$ 3,091,000
Special Assessment Bonds:					
Special Assessment Bond Series 2014, $1,600,000 with variable interest at 2.250% to 2.625% maturing in 2029	$ 735,000	$ -	$ 115,000	$ 620,000	$ 115,000
Total Special Assessment Bonds	$ 735,000	$ -	$ 115,000	$ 620,000	$ 115,000
Financed Purchases: Regions Bank - $1,676,026 (Governmental Activities $225,145) with interest at 2.21% maturing 2024	$ 67,274	$ -	$ 67,274	$ -	$ -
Total Financed Purchases	$ 67,274	$ -	$ 67,274	$ -	$ -
Other Loans from Direct Borrowings:					
State of Mississippi - CAP Loan $1,000,000 with interest at 2.0% maturing 2028	$ 268,441	$ -	$ 55,781	$ 212,660	$ 56,750
State of Mississippi - CAP Loan $1,400,000 with interest at 2.0% maturing 2042	1,265,136	-	59,948	1,205,188	61,453
State of Mississippi - CAP Loan $808,362 with interest at 2.0% maturing 2032	683,742	-	76,478	607,264	77,670
Total Other Loans from Direct Borrowings	$ 2,217,319	$ -	$ 192,207	$ 2,025,112	$ 195,873
Total all Governmental Activities	$ 35,310,729	$ 9,660,596	$ 3,893,279	$ 41,078,046	$ 3,401,873

NOTE 6 - LONG-TERM DEBT (continued)

Business-Type Activities	Balance 10/01/23	Issued	Retired	Balance 09/30/2024	Current Maturity
Revenue Bonds:					
Water & Sewer Refunding Bonds Series 2014- $3,855,000 original issue with interest at 1.05% to 5.0%, maturing 2027	$ 1,500,000	$ -	$ 420,000	$ 1,080,000	$ 435,000
General Obligation Note Series 2022-$2,175,000 original issue with interest at 1.65%, maturing 2027	1,740,000	-	435,000	1,305,000	435,000
General Obligation Refunding Bonds, Series 2023, $2,300,000 with interest at 4.76% maturing in 2028	2,300,000	-	460,000	1,840,000	460,000
Water & Sewer Refunding Bonds Series 2012- $2,360,000 original issue with interest at 1.0% to 2.625%, maturing 2025	380,000	-	380,000	-	-
Water & Sewer Revenue Bonds Series 2019 - $12,400,000 original issue with variable interest at 3.0 to 4.0%, maturing 2039	10,595,000	-	495,000	10,100,000	515,000
Water & Sewer Refunding Bonds Series 2020 - $1,598,000 original issue with variable interest at 3.8 to 4.0%, maturing 2028	943,000	-	226,000	717,000	235,000
Water & Sewer Refunding Bonds Series 2020B - $5,164,000 original issue with interest at 1.55%, maturing 2030	3,670,000	-	549,000	3,121,000	566,000
Water & Sewer Refunding Bonds Series 2021 - $4,480,000 original issue with interest at 1.36%, maturing 2029	3,245,000	-	525,000	2,720,000	530,000

NOTE 6 - LONG-TERM DEBT (continued)

	Balance 10/01/23	Issued	Retired	Balance 09/30/2024	Current Maturity
Water & Sewer Revenue Bonds Series 2024 - $4,000,000 original issue with interest at 3.0% to 4.0%, maturing 2044	-	4,000,000	-	4,000,000	120,000
Bond Premiums	256,120	16,593	39,521	233,192	-
Total Revenue Bonds	$ 24,629,120	$ 4,016,593	$ 3,529,521	$ 25,116,192	$ 3,296,000
Financed Purchases:					
Regions Bank - $1,676,026 (Business-Type Activities $1,450,881) with interest at 2.21%, maturing 2024	$ 279,358	$ -	$ 279,358	$ -	$ -
Total Financed Purchases	$ 279,358	$ -	$ 279,358	$ -	$ -
Total Business-Type Activities	$ 24,908,478	$ 4,016,593	$ 3,808,879	$ 25,116,192	$ 3,296,000

General Obligation Bonds – General obligation bonds are direct obligations and pledge the full faith and credit of the City. General obligation bonds are subject to optional redemption at various dates.

The City has two loans owed to the Mississippi Development Authority in which the proceeds were used for capital acquisitions and improvements. The outstanding notes from direct borrowings contain a provision in the event of default, outstanding amounts become immediately due. Furthermore, the direct borrowings contain an acceleration clause that allows the lender to accelerate the repayment schedule. Also, default can result in the forfeiture of sales tax allocation and/or homestead exemption reimbursements in an amount sufficient to repay obligations due.

Revenue Bonds – The City also issues revenue bonds where the City pledges income derived from the acquired or constructed assets to pay debt service. Revenue bonds are subject to optional redemption at various dates.

Legal Debt Margin – The City is subject to the limitations of indebtedness prescribed by Section 21-33-303, Miss. Code Ann. (1972). No municipality may issue bonds secured by its full faith and credit in an amount which, when added to the then outstanding bond indebtedness for such municipality, which would exceed the 15% and 20% tests prescribed in Section 21-33-303. These percentages are applied to the assessed value of the taxable property within such municipality, with certain types of bond issues being excluded from the authorized debt limit test. As of September 30, 2024, the amount of outstanding debt was within the allowable amount.

Prior Year Defeasance of Debt – In prior years, the City defeased certain general obligation bonds by placing the proceeds of new bonds in an irrevocable trust to provide for all future debt service payments on the old bonds. Accordingly, the trust account assets and the liability for the defeased bonds are not included in the City's financial statements. On September 30, 2024, $7,280,000 of bonds outstanding were considered defeased.

NOTE 7- LEASES AND SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS

The City is a lessee for various noncancellable leases of equipment. For leases that have a maximum possible term of 12 months or less at commencement, the city recognizes expense based on the provisions of the lease contract. For all other leases, the city recognized a lease liability and an intangible right-of-use asset.

At lease commencement, the council initially measures the lease liability at the present value of payments expected to be made during the lease term. Subsequently, the lease liability is reduced by the principal portion of lease payments made. The lease asset is initially measured as the initial amount of the lease liability, less lease payments made at or before the lease commencement date, plus any initial direct costs ancillary to placing the underlying asset into service, less any lease incentives received at or before the lease commencement date. Subsequently, the lease asset is amortized in depreciation and amortization expense on a straight-line basis over the shorter of the lease term or the useful life of the underlying asset.

The City generally uses an approximation of its incremental borrowing rate as the discount rate for leases unless the rate that the lessor charges is known. That rate is calculated based on management's assessment of current debt and current interest rates.

The lease term includes the noncancellable period of the lease plus any additional periods covered by either a city or lessor option to extend for which it is reasonably certain to be exercised or terminate for which it is reasonably certain to not be exercised. Periods in which both the city and the lessor have a unilateral option to terminate (or if both parties have agreed to extend) are excluded from the lease term.

As Lessee

Lease Assets:

Following is a summary of changes in lease assets and liabilities for the year ended September 30, 2024:

	Beginning Balance 10/1/2023	Additions	Adjustments	Amortization	Ending Balance 9/30/2024
Building	$ 95,110	-	-	(49,623)	$ 45,487
Total	$ 95,110	-	-	(49,623)	$ 45,487

Amortization is computed on a straight-line basis over the lesser of the estimated useful lives of the assets leased or the lease term, whichever is shorter. Useful lives are determined in the same way as depreciable capital assets.

NOTE 7 - LEASES AND SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS (SBITAS) (continued)

Lease Liabilities:

The City leases a building to optimize its cash flows year-over-year. The following is a schedule changes in lease liabilities:

	Beginning Balance 10/1/2023	Additions	Adjustments	Payments	Ending Balance 9/30/2024
Building	$ 101,318	$ -	$ -	$ (52,343)	$ 48,975
Total	$ 101,318	$ -	$ -	$ (52,343)	$ 48,975

Description	Date of Issue	Date of Maturity	Interest Rate	Monthly Payment	Amount Outstanding
Building	9/1/2020	8/1/2025	2.14%	Various	$ 48,975
Total Leases Payable					$ 48,975

The lease is a variable payment lease without a buyout option. The following is a schedule by years of the total payments due on notes payable:

	Lease Payable	Interest	Total
2025	$ 48,975	$ 526	$ 49,501
Total	$ 48,975	$ 526	$ 49,501

As Lessor

The city has evaluated its current leases as lessor and determined that its leases as lessor are immaterial, both individually and in the aggregate and therefor are not reported under long-term leases.

SBITAs:

As of September 30, 2024, the City had no material Subscription-Based Information Technology Arrangements that met the criteria for accounting and reporting requirements.

NOTE 8 - DEFINED BENEFIT PENSION PLAN

General Information about the Pension Plan

Plan Description. The City of Oxford, Mississippi contributes to the Public Employees' Retirement System of Mississippi (PERS), a cost-sharing, multiple-employer, defined benefit pension plan. PERS provides retirement and disability benefits, annual cost-of-living adjustments and death benefits to plan members and beneficiaries. Plan provisions and the Board of Trustees' authority to determine contribution rates are established by Miss. Code Ann. Section 25-11-1 et seq., (1972, as amended) and may be amended only by the State of Mississippi Legislature. PERS issues a publicly available financial report that includes financial statements and required supplementary information. That information may be obtained by writing to Public Employees' Retirement System, PERS Building, 429 Mississippi Street, Jackson, MS 39201-1005 or by calling 1-800-444-PERS.

Benefits Provided. Membership in PERS is a condition of employment granted upon hiring for qualifying employees and officials of the State of Mississippi, state universities, community and junior citys, and teachers and employees of the public school districts. For those persons employed by political subdivisions and instrumentalities of the State of Mississippi, membership is contingent upon approval of the entity's participation in PERS by the PERS' Board of Trustees. If approved, membership for the entity's employees is a condition of employment and eligibility is granted to those who qualify upon hiring. Participating members who are vested and retire at or after age 60 or those who retire regardless of age with at least 30 years of creditable service (25 years of creditable service for employees who became members of PERS before July 1, 2011) are entitled, upon application, to an annual retirement allowance payable monthly for life in an amount equal to 2.0 percent of their average compensation for each year of creditable service up to and including 30 years (25 years for those who became members of PERS before July 1, 2011), plus 2.5 percent for each additional year of creditable service with an actuarial reduction in the benefit for each year of creditable service below 30 years or the number of years in age that the member is below 65, whichever is less. Average compensation is the average of the employee's earnings during the four highest compensated years of creditable service. Benefits vest upon completion of eight years of membership service (four years of membership service for those who became members of PERS before July 1, 2007). PERS also provides certain death and disability benefits. A Cost-of-Living Adjustment (COLA) payment is made to eligible retirees and beneficiaries. The COLA is equal to 3.0 percent of the annual retirement allowance for each full fiscal year of retirement up to the year in which the retired member reaches age 60 (55 for those who became members of PERS before July 1, 2011), with 3.0 percent compounded for each fiscal year thereafter. Plan provisions are established and may be amended only by the State of Mississippi Legislature.

Contributions. At September 30, 2024, PERS members were required to contribute 9.00% of their annual covered salary, and the City is required to contribute at an actuarially determined rate. The employer's rate at September 30, 2024 was 17.90% and June 30, 2024 was 17.40% of annual covered payroll. This rate increased as of July 1, 2024 from 17.40%. The contribution requirements of PERS members and employers are established and may be amended only by the State of Mississippi Legislature. The City of Oxford (including the Oxford Tourism Council)'s contributions (employer share only) to PERS for the years ending September 30, 2024, 2023 and 2022 were $4,254,119, $4,076,239 and $3,643,715, respectively, equal to the required contributions for each year.

NOTE 8 - DEFINED BENEFIT PENSION PLAN (continued)

The City of Oxford-Electric Department's contributions (employer share only) to PERS for the years ending June 30, 2024, 2023 and 2022 were $323,690, $306,958 and $302,651, respectively, equal to the required contributions for each year.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At September 30, 2024, the City of Oxford reported a liability of $81,222,610 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2024, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City of Oxford's proportion of the net pension liability was based on a projection of the City of Oxford's long-term share of contributions to the pension plan relative to projected contributions of all participating entities, actuarially determined. The City of Oxford's proportionate share used to calculate the September
30, 2024 net pension liability was 0.312787 percent, which was based on a measurement date of June 30, 2024. This was a decrease of .008093 percent from its proportionate share used to calculate the September 30, 2023 net pension liability, which was based on a measurement date of June 30, 2023.

At June 30, 2024, the City of Oxford-Electric Department reported a liability of $5,832,403 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City of Oxford-Electric Department's proportion of the net pension liability was based on a projection of the City of Oxford-Electric Department's long-term share of contributions to the pension plan relative to projected contributions of all participating entities, actuarially determined. The City of Oxford-Electric Department's proportionate share used to calculate the June 30, 2024 net pension liability was 0.023678 percent, which was based on a measurement date of June 30, 2023. This was a decrease of .001588 percent from its proportionate share used to calculate the June 30, 2023 net pension liability, which was based on a measurement date of June 30, 2022.

NOTE 8 - DEFINED BENEFIT PENSION PLAN (continued)

For the year ended September 30, 2024, the City of Oxford recognized pension expense of $14,100,909. At September 30, 2024, the City of Oxford reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences Between Expected and Actual Experience	$ 4,385,602	$ -
Net Difference Between Projected and Actual Earnings on Pension Plan Investments	454,018	-
Changes of Assumptions	5,161,091	-
Changes in the Proportion and Differences Between the City's Contributions and Proportionate Share of Contributions	1,758,140	4,444,558
City Contributions Subsequent to the Measurement Date	1,005,810	-
Total	$ 12,764,661	$ 4,444,558

$1,005,810 reported as deferred outflows of resources related to pensions resulting from City of Oxford contributions subsequent to the measurement date will be recognized as a reduction to the net pension liability in the year ended September 30, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Fiscal Year Ending September 30,	Amount
2025	$ 3,750,797
2026	5,021,578
2027	(798,269)
2028	(659,813)
Total	$ 7,314,293

For the year ended June 30, 2024, the City of Oxford-Electric Department recognized pension expense of $406,348. At June 30, 2024, the City of Oxford-Electric Department reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences Between Expected and Actual Experience	$ 146,035	$ -
Net Difference Between Projected and Actual Earnings on Pension Plan Investments	228,190	-
Changes of Assumptions	684,834	-
Department Contributions Subsequent to the Measurement Date	323,690	-
Total	$ 1,382,749	$ -

NOTE 8 - DEFINED BENEFIT PENSION PLAN (continued)

$323,690 reported as deferred outflows of resources related to pensions resulting from City of Oxford-Electric Department contributions subsequent to the measurement date will be recognized as a reduction to the net pension liability in the year ended June 30, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources will be recognized in pension expense as follows:

Fiscal Year Ending June 30,		Amount
2025	$	630,814
2026		426,510
2027		1,735
Total	$	1,059,059

Actuarial Assumptions. City of Oxford. The total pension liability as of June 30, 2024 was determined by an actuarial valuation prepared as of June 30, 2023, and by the investment experience for the fiscal year ending June 30, 2024. The following actuarial assumptions are applied to all periods included in the measurement:

Inflation	2.40 percent
Salary increases	2.65 - 17.90 percent, including inflation
Investment rate of return	7.00 percent, net of pension plan investment expense, including inflation

Actuarial Assumptions. City of Oxford-Electric Department. The total pension liability as of June 30, 2023 was determined by an actuarial valuation prepared as of June 30, 2022, by the new actuarial assumptions adopted by the Board subsequent to the June 30, 2022 valuation based on the experience investigation for the four-year period ending June 30, 2022, and by the investment experience for the fiscal year ending June 30, 2023. The following actuarial assumptions are applied to all periods included in the measurement:

Inflation	2.40 percent
Salary increases	2.65 - 17.90 percent, including inflation
Investment rate of return	7.00 percent, net of pension plan investment expense, including inflation

Mortality rates for service retirees were based on the PubS.H-2010(B) Retiree Table with the following adjustments: For males, 95% of male rates up to age 60, 110% for ages 61 to 75 and 101% for ages above 77. For females, 84% of female rates up to age 72 and 100% for ages above 76. Mortality rates for disability retirees were based on the PubG.H-2010 Disabled Table adjusted 134% for males and 121% for females. Mortality rates for Contingent Annuitants were based on the PubS.H-2010(B) Contingent Annuitant Table, adjusted 97% for males and 110% for females. Mortality rates will be projected generationally using the MP-2020 projection scale to account for future improvements in life expectancy.

NOTE 8 - DEFINED BENEFIT PENSION PLAN (continued)

The actuarial assumptions used for the purposes of determining the total pension liability were based on the results of an actuarial experience study for the period from July 1, 2018 to June 30, 2022. The experience report is dated April 21, 2023.

The long-term expected rate of return on pension plan investments was determined using a lognormal distribution analysis in which best-estimate ranges of expected future real rates of return (expected nominal returns, net of pension plan investment expense and the assumed rate of inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

The most recent target asset allocation and best estimates of arithmetic real rates of return for each major asset class as of June 30, 2024 and 2023, are summarized in the following table:

	2024		2023	
Asset Class	Target Allocation	Long-Term Expected Real Rate of Return	Target Allocation	Long-Term Expected Real Rate of Return
Domestic Equity	25.00%	5.15%	27.00%	4.75%
International Equity	20.00%	5.00%	22.00%	4.75%
Global Equity	12.00%	5.15%	12.00%	4.95%
Fixed Income	18.00%	2.75%	20.00%	1.75%
Real Estate	10.00%	3.50%	10.00%	3.25%
Private Equity	10.00%	6.25%	8.00%	6.00%
Infrastructure	2.00%	3.85%	-	-
Private Credit	2.00%	4.90%	-	-
Cash Equivalents	1.00%	0.50%	1.00%	0.25%
Total	100.00%		100.00%	

Discount Rate – As of June 30, 2024 the discount rate used to measure the total pension liability was 7.00 percent. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate (9.00 percent) and that employer contributions will be phased in to 19.90 percent over five fiscal years (17.90 percent for FYE 2025, 18.40 percent for FYE 2026, 18.90 percent for FYE 2027, 19.40 percent for FYE 2028, 19.90 percent for FYE 2029 and beyond). Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

NOTE 8 - DEFINED BENEFIT PENSION PLAN (continued)

Discount Rate – As of June 30, 2023 the discount rate used to measure the total pension liability was 7.00 percent. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate (9.00 percent) and that employer contributions will be phased in to 22.40 percent over three fiscal years (17.40 percent for FYE 2024, 19.40 percent for FYE 2025, 21.40 percent for FYE 2026, and 22.40 percent for FYE 2027). Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity to the City's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate. The following presents City of Oxford (including Oxford Tourism Council)'s proportionate share of the net pension liability using the discount rate of 7.00 percent, as well as what the City of Oxford (including Oxford Tourism Council)'s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.00 percent) or 1-percentage-point higher (8.00 percent) than the current rate:

	Discount Rate	City's Proportionate Share of Net Pension Liability
1% decrease	6.00%	$105,276,321
Current discount rate	7.00%	$81,222,610
1% increase	8.00%	$61,536,466

The following presents the City of Oxford-Electric Department's proportionate share of the net pension liability using the discount rate of 7.00 percent, as well as what the City of Oxford-Electric Department's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.00 percent) or 1-percentage-point higher (8.00 percent) than the current rate:

	Discount Rate	City's Proportionate Share of Net Pension Liability
1% decrease	6.00%	$7,521,000
Current discount rate	7.00%	$5,832,403
1% increase	8.00%	$4,447,000

Pension Plan Fiduciary Net Position. Detailed information about the pension plan's fiduciary net position is available in the separately issued PERS financial report.

NOTE 9 - RISK MANAGEMENT

The City of Oxford is exposed to various risks of losses related to torts: theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. Significant losses are covered by commercial insurance for all major programs of the City except for certain employment practices liabilities, certain environmental liabilities, worker's compensation liabilities funded through a public entity risk pool, and catastrophic natural disasters that may exceed insurance coverage for which the City retains the risk of loss.

Risk of loss related to workers compensation for injuries to City employees is covered through the Mississippi Municipal Workers' Compensation Group, a public entity risk pool. The pool was formed on March 28, 1989, by the Mississippi Nonprofit Corporation Act, pursuant to Section 71-3-75, Mississippi Code Annotated (1972), to provide public entities within the State of Mississippi workers compensation and employer's liability coverage. The City pays premiums to the pool for its workers' compensation insurance coverage based on total payroll. The participation agreement provides that the pool will be self-sustaining through member premiums. The risk of loss is remote for claims exceeding the pool's retention liability. Expenditures and claims are recognized when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. In determining claims, events that might create claims, but for which none have been reported, are considered.

For insured programs there have been no significant reductions in insurance coverage. Settlement amounts have not exceeded insurance coverage for the current year or the three prior years. The City Attorney estimates that the amount of actual or potential claims against the City as of September 30, 2024, will not materially affect the financial condition of the City. Therefore, no provisions have been made for estimated claims. There have been no material claims paid by the City during the current or prior year.

NOTE 10 - COMMITMENTS

The electric system has a power contract with the Tennessee Valley Authority (TVA) whereby the electric system purchases all its electric power from TVA and is subject to certain restrictions and conditions as provided for in the power contract. Such restrictions include, but are not limited to, prohibitions against furnishing, advancing, lending, pledging or otherwise diverting electric system funds, revenues or property to other operations of the city and the purchase or payment of, or providing security for indebtedness on other obligations applicable to such other operations.

NOTE 11 - THE CITY OF OXFORD MUNICIPAL RESERVE AND TRUST FUND

This fund was established by Senate Bill Number 3128 for a period of twenty years. All proceeds received by the City from the sale of the Oxford-Lafayette Medical Center shall be deposited into this fund. The fund is to be administered, managed, invested and governed by a board of trustees. The board is to consist of nine members: the mayor; the mayor pro tem; an alderman; and six non aldermen with terms of one year, two years, three years, four years, five years, and six years. The alderman will serve for two years. The trustees shall establish a comprehensive investment plan for the purpose of this act. The comprehensive investment plan shall specify the policies to be utilized by the board of trustees in its administration of the fund. The board of trustees shall invest the fund in any of the investments authorized for the Public Employees' Retirement System of Mississippi under Section 25-11-121(1), Mississippi Code of 1972.

NOTE 11 - THE CITY OF OXFORD MUNICIPAL RESERVE AND TRUST FUND (continued)

The fund shall be divided into two components, the corpus component and the earnings component. The corpus component shall consist of the initial deposit of $30,000,000 and subsequent deposits from the annual income earned. Except, as otherwise provided in the trust agreement, the corpus shall be inviolate and maintained and used to generate income and shall not be invaded or used by the Board of Trustees or the Governing Authorities.

The earnings component shall be considered an amount equal to three percent (3%) of the amount of the full fund balance whether or not the corpus component has generated any income in that fiscal year. All remaining portions of the accrued income earned shall remain in the fund as part of the corpus component. Funds comprising the earnings component shall be transferred from the fund to the general fund of the City at the direction of the Clerk and shall be available for appropriation and spending by the Governing Authorities.

The corpus component can be used upon a three-fourths majority vote of the board of aldermen and with approval by the mayor, the governing authorities are authorized to withdraw monies from the corpus component and have the monies disbursed to the City for appropriation and spending, in the event of the following:

(a) A state of emergency or local emergency has been declared under federal, state, or local law; or

(b) Overall budgeted collections of the city are more than five percent (5%) below that fiscal year's budgeted estimates for at least three (3) consecutive calendar months. In this instance, corpus monies may be withdrawn by the City to meet up to ninety-eight percent (98%) of projected budget shortfalls.

In the event of withdrawal of any portion of the corpus component by the City, annual disbursements by the trustees of the earnings components shall cease and all income shall be retained by the trustees and repaid to the corpus until such time as the corpus component equals its full pre withdrawal amount, at which time, disbursement of earning components may continue.

In addition, upon a unanimous vote of the board of aldermen and with approval by the mayor, the governing authorities are authorized to withdraw monies from the corpus component and have them disbursed to the City for appropriation and spending.

The withdrawal by the governing authorities shall be limited in the following manner:

(a) No such vote or withdrawal may occur without the governing authorities first conducting a full public, open municipal hearing on consideration of the matter for which such appropriation and spending would be made;

(b) Withdrawal pursuant to this subsection may occur only one time during each four-year term of the then board of aldermen and mayor;

(c) Withdrawal shall not exceed ten percent (10%) of the corpus component of the fund, as determined by the trustees; and

(d) The withdrawal must be repaid to the fund before a withdrawal under this subsection could be authorized within a subsequent four-year term.

NOTE 11 - THE CITY OF OXFORD MUNICIPAL RESERVE AND TRUST FUND (continued)

Custodial Credit Risk:

The investments are held by the Glenmede Trust Company. The Company has presented a certificate of Liability Insurance for Errors and Omissions of $50,000,000 and a Fidelity Bond of $30,000,000. The balance of the City of Oxford Municipal Reserve and Trust Fund at September 30, 2024, was $41,727,744.

Concentration of Credit Risk:

The following investments represent five percent or more of the total:

	Amount	Percent
iShares Core US Aggregate Bond Funds	$9,120,072	21.86%
DFA Investment Grade Portfolio	8,228,709	19.72%
Vanguard Large Cap Equity Mutual Funds	6,570,019	15.74%
Vanguard International Mutual Funds	4,718,007	11.31%
GMO Quality Funds	2,891,625	6.93%
Goldman Sachs FS Government Instl Funds	2,318,027	5.56%

The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The investments are reported at fair value. The Oxford Municipal Reserve and Trust Fund does not participate in an external investment pool. Investments consisted of the following at September 30, 2024:

Investments:	Cost	Market value (Level 1)
Bond funds	$ 20,504,575	$ 20,376,974
Stock funds	14,386,764	18,995,230
Cash	2,318,028	2,318,028
Accrued income	0	37,512
Short-term investments	0	0
Total investments	$ 37,209,367	$ 41,727,744

Level 1: Common stocks, bond funds, stock funds, and short-term investments are valued at the closing price reported in the active market on which the individual securities or funds are traded.

NOTE 12 - CONSTRUCTION AND OTHER COMMITMENTS

Commitments under construction at September 30, 2024 are summarized as follows:

To Be Paid By	Description	Amount Authorized	Expended through 9/30/2024	Remaining Commitment at 9/30/2024
General City	Oxford Pool Design	$ 5,431,239	$ 1,189,117	$ 4,242,122
General City	Police Department Relocation	13,190,550	8,717,291	4,473,259
Water and Sewer	City Grocery Parking Lot	1,314,816	768,717	546,099
Water and Sewer	Highway 7 Utility Relocations Phase 2B	5,870,564	-	5,870,564
Water and Sewer	Highway 7 Utility Relocations Phase 2C	1,926,170	1,016,421	909,749
Water and Sewer	North Lamar Sewer	1,742,268	72,323	1,669,945
Water and Sewer	Thacker Heights Water	1,989,331	808,415	1,180,916
		31,464,938	12,572,284	18,892,654

NOTE 13 - INTERFUND RECEIVABLES AND PAYABLES

Individual fund interfund receivable and payable balances at September 30, 2024, were:

	Interfund Receivables	Interfund Payables
General Fund	$ -	$ 421,687
Special Revenue Funds	4,200	-
Capital Projects Funds	-	25,000
Environmental Services Fund	25,000	-
Water & Sewer Fund	417,487	-
	$ 446,687	$ 446,687

	Transfers In	Transfers Out
General Fund	$ 2,470,353	$ -
Governmental Activities	-	(2,127)
Oxford Reserve & Trust Fund	-	(992,730)
Other Governmental Funds	-	(4,249,493)
Electric Fund	-	(1,115,000)
Water & Sewer Fund	1,188,913	-
Environmental Services Fund	55,003	-
	$ 3,714,269	$(6,359,350)
Difference		$(2,645,081)

The transactions between the General Fund and the Water and Sewer Fund are for routine transactions in the prior year that have not yet been repaid.

NOTE 13 - INTERFUND RECEIVABLES AND PAYABLES (continued)

Transfers between the primary government and blended component units do not balance on the Statement of Activities because the Electric Department and Oxford Tourism Council report differently from the City. The following is a reconciliation of the difference:

Transfers from Electric Department reported as In lieu of taxes revenue in The City General Fund	$ (1,115,000)
Transfers from Special Revenue funds reported as Revenues by Oxford Tourism Council	(1,693,549)
Transfers to Special Revenue funds reported as Expenses by Oxford Tourism Council	128,953
Transfers to City General Fund reported as Expenses by Electric Department	34,515
Difference	$ (2,645,081)

The principal purpose of interfund transfers was to provide funds for grant matches or to provide funds to pay for capital outlay. All interfund transfers were routine and consistent with the activities of the fund making the transfer.

NOTE 14 – TAX ABATEMENTS

For the fiscal year ended September 30, 2024, the City of Oxford, Mississippi had no agreements to abate taxes with any entity in the City.

NOTE 15 - FUND BALANCE RECONCILIATION – GENERAL FUND BUDGET BASIS

Mississippi state law requires, for budget purposes, that the general fund record revenues on the cash basis. Generally accepted accounting principles (GAAP) would require that the revenues be accounted for on the modified accrual basis; therefore, the required budgetary basis would not be considered to be GAAP. Any accruals of revenues included on the "Combined Statement of Revenues, Expenditures and Changes - All Governmental Fund Types" are eliminated for budget purposes. In the current fiscal year, accrued revenues were $371,604 more than cash revenues.

NOTE 16 - EFFECT OF DEFERRED AMOUNTS ON NET POSITION

The governmental activities' unrestricted net deficit amount of $42,746,927 includes the effect of deferred inflows/outflows of resources related to pensions. A portion of the deferred outflows of resources related to pensions in the amount of $842,018 resulting from City contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended September 30, 2025. The $9,914,382 balance of the deferred outflows of resources related to pensions at September 30, 2024, will be recognized in pension expense over the next four years. The $3,759,164 balance of the deferred inflows of resources related to pensions at September 30, 2024, will be recognized in pension expense over the next three years.

NOTE 16 - EFFECT OF DEFERRED AMOUNTS ON NET POSITION (continued)

The business-type activities' unrestricted net position amount of $5,041,540 includes the effect of deferred inflows/outflows of resources related to pensions. A portion of the deferred outflows of resources related to pension in the amount of $487,482, resulting from City contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended September 30, 2025. The $2,903,528 balance of the deferred outflows of resources related to pensions at September 30, 2024, will be recognized in pension expense over the next four years. The $685,394 balance of the deferred inflows of resources related to pensions at September 30, 2024, will be recognized in pension expense over the next three years.

NOTE 17 – DEFICIT IN NET POSITION

As of September 30, 2024, the City's Environmental Services Fund (a major proprietary fund) reported a deficit in unrestricted net position of $3,998,351 and a total net position deficit of $189,430.

This deficit is primarily attributable to the implementation of GASB Statement No. 68, *Accounting and Financial Reporting for Pensions,* which requires the City to recognize its proportionate share of the net pension liability and related deferred outflows and inflows of resources. The Environmental Services Fund's share of the net pension liability recorded at September 30, 2024 was $7,315,849, which significantly impacted the fund's overall net position.

It is important to note that this liability is a noncurrent, actuarially determined amount and does not reflect a current cash outlay. The City continues to make contractually required pension contributions in accordance with the actuarial funding policy established by the pension plan administrator.

Management anticipates that the deficit will be addressed over time through continued rate adjustments, operational efficiencies, and positive operating results.

NOTE 18 - SUBSEQUENT EVENTS

Date of Management Evaluation

Events that occur after the Statement of Net Position date but before the financial statements are available to be issued must be evaluated for recognition or disclosure. The effects of subsequent events that provide evidence about conditions that existed at the Statement of Net Position date are recognized in the accompanying financial statements. Subsequent events which provide evidence about conditions that existed after the Statement of Net Position date require disclosure in the accompanying notes. Management of the City of Oxford evaluated the activity of the City through May 13, 2025, (the date the financial statements were available to be issued), and determined that no subsequent event has occurred requiring disclosure in the notes to the financial statements.

CITY OF OXFORD, MISSISSIPPI
SCHEDULE OF THE CITY'S PROPORTIONATE
SHARE OF THE NET PENSION LIABILITY
LAST 10 FISCAL YEARS *
PERS
For the year ended September 30, 2024
UNAUDITED

	2024	2023	2022	2021	2020
A. Oxford's proportion of net pension liability (%)	0.336465%	0.346146%	0.317551%	0.290265%	0.291297%
B. Oxford's proportionate share of net pension liability	$ 87,055,013	$ 85,906,135	$ 63,868,193	$ 44,022,774	$ 55,890,343
C. Oxford's covered payroll	$ 25,829,848	$ 25,541,305	$ 21,915,690	$ 19,299,948	$ 19,308,305
D. Oxford's proportionate share of net pension liability as a percentage of its covered payroll (%)	337.03%	336.34%	291.43%	228.10%	289.46%
E. Plan fiduciary net position as a percentage of total pension liability	56.30%	55.70%	59.93%	70.44%	58.97%

	2019	2018	2017	2016	2015
A. Oxford's proportion of net pension liability (%)	0.281093%	0.287752%	0.270622%	0.256494%	0.241479%
B. Oxford's proportionate share of net pension liability	$ 49,204,406	$ 47,859,250	$ 45,299,757	$ 45,192,084	$ 36,526,996
C. Oxford's covered payroll	$ 19,044,623	$ 18,371,804	$ 17,384,502	$ 16,426,235	$ 15,070,330
D. Oxford's proportionate share of net pension liability as a percentage of its covered payroll (%)	258.36%	260.50%	260.58%	275.12%	242.38%
E. Plan fiduciary net position as a percentage of total pension liability	61.59%	62.54%	61.49%	57.47%	61.70%

* The amounts presented for each fiscal year were determined as of the twelve months ended at the measurement date of June 30 of the fiscal year presented. This schedule is presented to illustrate the requirement to show information for 10 years. GASB Statement No. 68 was implemented for the fiscal year ended September 30, 2015.

The accompanying notes to the Required Supplementary information are an integral part of this schedule.

CITY OF OXFORD, MISSISSIPPI
SCHEDULE OF THE CITY'S CONTRIBUTIONS
LAST 10 FISCAL YEARS *
PERS
For the year ended September 30, 2024
UNAUDITED

		2024	2023	2022	2021	2020
A. Statutorily required contributions		$ 4,577,809	$ 4,383,197	$ 3,946,366	$ 3,455,050	$ 3,274,970
B. Contributions in relation to statutorily required contributions		$ 4,577,809	$ 4,383,197	$ 3,946,366	$ 3,455,050	$ 3,274,970
C. Contribution deficiency (excess)		$ -	$ -	$ -	$ -	$ -
D. Oxford's covered payroll		$ 26,147,807	$ 25,190,787	$ 22,680,276	$ 19,856,610	$ 18,827,076
E. Contributions as a percentage of covered payroll	**	17.51%	17.40%	17.40%	17.40%	17.40%

		2019	2018	2017	2016	2015
A. Statutorily required contributions		$ 2,962,563	$ 2,915,751	$ 2,767,291	$ 2,714,614	$ 2,428,025
B. Contributions in relation to statutorily required contributions		$ 2,962,563	$ 2,915,751	$ 2,767,291	$ 2,714,614	$ 2,428,025
C. Contribution deficiency (excess)		$ -	$ -	$ -	$ -	$ -
D. Oxford's covered payroll		$ 18,344,589	$ 18,512,692	$ 17,570,115	$ 17,235,669	$ 15,416,030
E. Contributions as a percentage of covered payroll	**	16.15%	15.75%	15.75%	15.75%	15.75%

* This schedule is presented to illustrate the requirement to show information for 10 years. GASB Statement No. 68 was implemented in the fiscal year ended September 30, 2015.

** Until July 1, 2019, the employer's rate was 15.75%. Subsequent to July 1, 2019 the employer's rate was 17.40% through June 30, 2024.
The employer's rate at September 30, 2024 was 17.90% of annual covered payroll. This rate increased as of July 1, 2024 from 17.40%.

The accompanying notes to the Required Supplementary Information are an integral part of this schedule.

PENSION SCHEDULES

(1) Changes of assumptions

a. 2023

- The investment rate of return assumption was changed from 7.55% to 7.00%.
- The assumed load for administrative expenses was decreased from 0.28% to 0.26% of payroll
- Withdrawal rates, disability rates and service retirement rates were adjusted to reflect actual experience more closely.
- The percentage of participants assumed to receive a deferred benefit upon attaining the eligibility requirements for retirement was increased from 60% to 65%.
- For married members, the number of years that a male is assumed to be older than his spouse was changed from 3 years to 2 years.
- The assumed amount of unused sick leave at retirement was increased from 0.50 years to 0.55 years.
- The assumed average number of years of military service that participants will have at retirement was decreased from 0.25 years to 0.20 years.

b. 2021

- The expectation of retired life mortality was changed to the PubS.H-2010(B) Retiree Table with the following adjustments:
  1. For males, 95% of male rates up to age 60, 110% for ages 61 to 75, and 101% for ages above 77.
  2. For females, 84% of female rates up to age 72, 100% for ages above 76.
  3. Projection scale MP-2020 will be used to project future improvements in life expectancy generationally.
- The expectation of disabled mortality was changed to PubG.H-2010 Disabled Table for disabled retirees with the following adjustments:
  1. For males, 134% of male rates at all ages.
  2. For females, 121% of female rates at all ages.
  3. Projection scale MP-2020 will be used to project future improvements in life expectancy generationally.
- The expectation of contingent annuitant mortality was based on the PubS.H-2010(B) Contingent Annuitant Table with the following adjustments:
  1. For males, 97% of male rates at all ages.
  2. For females, 110% of female rates at all ages.
  3. Projection scale MP-2020 will be used to project future improvements in life expectancy generationally.
- The price inflation assumption was reduced from 2.75% to 2.40%.
- The wage inflation assumption was reduced from 3.00% to 2.65%.
- The investment rate of return assumption was changed from 7.75% to 7.55%.
- The assumed load for administrative expenses was increased from 0.25% to 0.28% of payroll
- Withdrawal rates, pre-retirement mortality rates, disability rates and service retirement rates were also adjusted to reflect actual experience more closely.
- The percentage of active member disabilities assumed to be in the line of duty was increased from 9% to 12%.
- The percentage of active member deaths assumed to be in the line of duty was decreased from 6% to 4%.

PENSION SCHEDULES (continued)

c. 2019

- The expectation of retired life mortality was changed to the PubS.H-2010(B) Retiree Table with the following adjustments:
  1. For males, 112% of male rates from ages 18 to 75 scaled down to 105% for ages 80 to 119.
  2. For females, 85% of the female rates from ages 18 to 65 scaled up to 102% for ages 75 to 119.
  3. Projection scale MP-2018 will be used to project future improvements in life expectancy generationally.
- The expectation of disabled mortality was changed to PubT.H-2010 Disabled Retiree Table for disabled retirees with the following adjustments:
  1. For males, 137% of male rates at all ages.
  2. For females, 115% of female rates at all ages.
  3. Projection scale MP-2018 will be used to project future improvements in life expectancy generationally.
- The price inflation assumption was reduced from 3.00% to 2.75%.
- The wage inflation assumption was reduced from 3.25% to 3.00%.
- Withdrawal rates, pre-retirement mortality rates, and service retirement rates were adjusted to reflect actual experience more closely.
- The percentage of active member disabilities assumed to be in the line of duty was increased from 7% to 9%.

d. 2017

- The expectation of retired life mortality was changed to the RP-2014 Healthy Annuitant Blue Collar Mortality Table projected with Scale BB to 2022. Small adjustments were also made to the Mortality Table for disabled lives.
- The wage inflation assumption was reduced from 3.75% to 3.25%.
- Withdrawal rates, pre-retirement mortality rates, disability rates and service retirement rates were adjusted to reflect actual experience more closely.
- The percentage of active member disabilities assumed to be in the line of duty was increased from 6% to 7%.

e. 2016

- The assumed rate of interest credited to employee contributions was changed from 3.50% to 2.00%.

f. 2015

- The expectation of retired life mortality was changed to the RP-2014 Healthy Annuitant Blue Collar Table projected to 2016 using Scale BB rather than the RP-2000 Mortality Table, which was used prior to 2015.
- The expectation of disabled mortality was changed to the RP-2014 Disabled Retiree Table, rather than the RP-2000 Disabled Mortality Table, which was used prior to 2015.
- Withdrawal rates, pre-retirement mortality rates, disability rates and service retirement rates were adjusted to reflect actual experience more closely.
- Assumed rates of salary increase were adjusted to reflect actual and anticipated experience more closely.
- The price inflation and investment rate of return assumptions were changed from 3.50% to 3.00% and 8.00% to 7.75%, respectively.

PENSION SCHEDULES (continued)

(2) Changes in benefit provisions

a. 2016

- Effective July 1, 2016, the interest rate on employee contributions shall be calculated based on the money market rate as published by the Wall Street Journal on December 31 of each preceding year with a minimum rate of one percent and a maximum rate of five percent.

(3) ***Method and assumptions used in calculations of actuarially determined contributions***. The actuarially determined contribution rates in the schedule of employer contributions are calculated as of June 30, two years prior to the end of the fiscal year in which contributions are reported (June 30, 2022 valuation for the June 30, 2024 fiscal year end). The following actuarial methods and assumptions were used to determine the most recent contribution rate reported in that schedule:

• Actuarial cost method	Entry age
• Amortization method	Level percentage of payroll, open
• Remaining amortization period	25.6 years
• Asset valuation method	5-year smoothed market
• Price Inflation	2.40 percent
• Salary increase	2.65 percent to 17.90 percent, including inflation
• Investment rate of return	7.55 percent, net of pension plan investment expense, including inflation

CITY OF OXFORD, MISSISSIPPI
COMBINING BALANCE SHEET
NON-MAJOR GOVERNMENTAL FUNDS
September 30, 2024

	Non-Major Debt Service	Non-Major Special Revenue	Non-Major Capital Projects	Total Non-Major Governmental Funds
ASSETS:				
Cash	$ 1,309,021	$ 21,322,719	$ 11,322,351	$ 33,954,091
Certificates of Deposit	-	216,583	403,015	619,598
Prepaid Expenditures	-	897,102	-	897,102
Receivables	21,049	146,294	-	167,343
Due From Other Funds	-	4,200	-	4,200
Due From Other Government Units	-	3,066,806	897,686	3,964,492
TOTAL ASSETS	$ 1,330,070	$ 25,653,704	$ 12,623,052	$ 39,606,826
LIABILITIES AND FUND BALANCES:				
LIABILITIES:				
Accounts Payable	$ -	$ 2,002,511	$ 1,160,439	$ 3,162,950
Due to Other Funds	-	-	25,000	25,000
Deferred Revenue	-	1,533,309	-	1,533,309
TOTAL LIABILITIES	-	3,535,820	1,185,439	4,721,259
FUND BALANCES:				
Nonspendable	-	897,102	-	897,102
Committed	1,330,070	2,164,573	-	3,494,643
Restricted				
Capital Projects	-	6,923,730	11,437,613	18,361,343
Transit Operations	-	1,188,489	-	1,188,489
Tourism	-	5,636,525	-	5,636,525
Public Works	-	2,599,361	-	2,599,361
Reserve and Trust Fund	-	1,551,739	-	1,551,739
Public Safety	-	1,014,752	-	1,014,752
Assigned	-	141,613	-	141,613
Unassigned	-	-	-	-
TOTAL FUND BALANCES	1,330,070	22,117,884	11,437,613	34,885,567
TOTAL LIABILITIES AND FUND BALANCES	$ 1,330,070	$ 25,653,704	$ 12,623,052	$ 39,606,826

CITY OF OXFORD, MISSISSIPPI
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - NON-MAJOR GOVERNMENTAL FUNDS
For the Year Ended September 30, 2024

	Non-Major Debt Service	Non-Major Special Revenue	Non-Major Capital Projects	Total Non-Major Governmental Funds
REVENUES:				
General Property Taxes	$ 3,141,779	$ -	$ -	$ 3,141,779
Special Taxes	-	9,223,275	-	9,223,275
Intergovernmental Revenues	-	1,617,541	-	1,617,541
Federal & State Grants	-	4,951,764	1,075,874	6,027,638
Charges for Services	-	1,436,953	-	1,436,953
Fines & Forfeitures	-	397,803	-	397,803
Interest	83,769	483,974	129,193	696,936
Facility Rental Income	-	1,346,697	-	1,346,697
Sponsorships	-	337,105	-	337,105
Miscellaneous	-	134,833	-	134,833
TOTAL REVENUES	3,225,548	19,929,945	1,205,067	24,360,560
EXPENDITURES:				
Current:				
Tourism Promotion	-	3,747,917	-	3,747,917
Public Safety	-	1,528,183	-	1,528,183
RSVP County Transit	-	3,004	-	3,004
Public Works	-	3,480,454	1,354	3,481,808
Culture and Recreation	-	2,336,956	-	2,336,956
Transit Operation	-	5,893,799	-	5,893,799
Capital Projects	-	-	8,738,864	8,738,864
Debt Service	4,098,874	54,000	76,442	4,229,316
TOTAL EXPENDITURES	4,098,874	17,044,313	8,816,660	29,959,847
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(873,326)	2,885,632	(7,611,593)	(5,599,287)
OTHER FINANCING SOURCES (USES):				
Proceeds from Issuance of Debt	-	-	9,000,000	9,000,000
Premiums on Bonds Issued	-	-	660,596	660,596
Proceeds from Sale of Capital Assets	-	13,550	-	13,550
Transfers from (to) Oxford Tourism Council	-	(1,564,596)	-	(1,564,596)
Transfers from (to) Other Funds	494,913	(2,456,429)	(723,381)	(2,684,897)
TOTAL OTHER FINANCING SOURCES (USES)	494,913	(4,007,475)	8,937,215	5,424,653
NET CHANGE IN FUND BALANCES	(378,413)	(1,121,843)	1,325,622	(174,634)
FUND BALANCES - Beginning	1,708,483	23,239,727	10,111,991	35,060,201
FUND BALANCES - Ending	$ 1,330,070	$ 22,117,884	$ 11,437,613	$ 34,885,567

CITY OF OXFORD, MISSISSIPPI
BALANCE SHEET - GENERAL FUND
September 30, 2024

		TOTALS 2024
ASSETS:		
Cash	$	26,897,354
Certificates of Deposit		1,089,291
Due From Other Governments		3,502,690
Other Receivables		131,117
TOTAL ASSETS	$	31,620,452
LIABILITIES:		
Accounts Payable and Accrued Expenses	$	1,555,030
Due to Other Funds		421,687
TOTAL LIABILITIES		1,976,717
FUND BALANCE:		
Nonspendable		801,414
Committed		
Public Safety		98,704
Restricted		
Forestry		57,758
Public Safety		23,699
Assigned		
Animal Resource Center Capital Fund		9,465
Cemetery		949,278
OPD-Mounted Patrol		2,218
London Bus		48
Historic Homes Fund		73,778
Unassigned		27,627,373
TOTAL FUND BALANCE		29,643,735
TOTAL LIABILITIES AND FUND BALANCE	$	31,620,452

CITY OF OXFORD, MISSISSIPPI
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
GENERAL FUND
For the Year Ended September 30, 2024

		TOTALS 2024
REVENUES:		
Ad Valorem Taxes:		
Real & Personal	$	13,992,895
Penalties and Interest		180,481
Licenses and Permits		2,565,149
State of Mississippi:		
Sales Tax		14,486,748
Municipal Aid		12,703
Fire Protection		925,239
Utility Tax		25,819
ABC Licenses		218,237
Homestead Reimbursement		223,551
In Lieu of Taxes		429,000
Lafayette County:		
Pro Rata Tax		1,332,068
In Lieu - Other:		
Utility Department		1,164,999
State and Federal Grants		1,109,178
Intergovernmental Revenues		836,677
Fines and Forfeitures		836,862
FNC Parking Lease		43,893
Interest Income		2,450,642
Recreation Fees		2,104,324
Charges for Services		1,459,033
Franchise Fees		950,754
Donations/Contributions		31,141
Cemetery		69,600
Miscellaneous Income		1,154,025
TOTAL REVENUES	$	46,603,018
EXPENDITURES:		
General Government:		
Legislative:		
Personal Services	$	170,968
Supplies		5,718
Other Services and Charges		13,930
Total		190,616

CITY OF OXFORD, MISSISSIPPI
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
GENERAL FUND
For the Year Ended September 30, 2024

	TOTALS 2024
Judicial:	
Personnel Services	$ 494,873
Supplies	38,262
Other Services and Charges	112,754
Capital Outlay	9,352
Total	655,241
Executive:	
Personnel Services	226,829
Supplies	8,672
Other Services and Charges	10,420
Capital Outlay	29,679
Total	275,600
Department of Planning:	
Personnel Services	1,364,422
Supplies	135,910
Other Services and Charges	81,005
Capital Outlay	52,193
Total	1,633,530
Elections:	
Other Services and Charges	9,269
Total	9,269
Finance:	
Personnel Services	589,579
Supplies	140,557
Other Services and Charges	157,445
Capital Outlay	2,628
Total	890,209
Human Resources:	
Personnel Services	351,916
Supplies	25,183
Other Services and Charges	97,540
Capital Outlay	2,891
Total	477,530

CITY OF OXFORD, MISSISSIPPI
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
GENERAL FUND
For the Year Ended September 30, 2024

	TOTALS 2024
Law:	
Other Services and Charges	$ 372,917
Total	372,917
Building and Grounds:	
Personnel Services	1,528,119
Supplies	433,923
Other Services and Charges	16,201
Capital Outlay	231,512
Total	2,209,755
Building and Code Enforcement:	
Personnel Services	371,827
Supplies	19,074
Other Services and Charges	47,120
Capital Outlay	55,249
Total	493,270
General Government:	
Personnel Services	1,232,028
Supplies	101,932
Other Services and Charges	940,428
Capital Outlay	29,456
Total	2,303,844
Community Promotions:	
Supplies	71,885
Other Services and Charges	552,713
Total	624,598
Total General Government	10,136,379
Public Safety:	
Police Department:	
Personnel Services	9,433,569
Supplies	846,671
Other Services and Charges	885,561
Capital Outlay	1,808,276
Total	12,974,077

CITY OF OXFORD, MISSISSIPPI
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
GENERAL FUND
For the Year Ended September 30, 2024

	TOTALS 2024
Emergency Management:	
Personnel Services	$ 123,136
Supplies	16,568
Other Services and Charges	16,444
Capital Outlay	18,414
Total	174,562
Fire Department:	
Personnel Services	6,660,155
Supplies	335,711
Other Services and Charges	165,518
Capital Outlay	159,153
Total	7,320,537
Total Public Safety	20,469,176
Public Works:	
Highway and Street Maintenance:	
Personnel Services	880,962
Supplies	375,184
Other Services and Charges	600,121
Capital Outlay	423,172
Total	2,279,439
City Garage Department:	
Personnel Services	605,987
Supplies	712,212
Other Services and Charges	31,901
Capital Outlay	79,713
Total	1,429,813
Right of Way:	
Personnel Services	472,546
Supplies	28,767
Other Services and Charges	281,700
Capital Outlay	32,538
Total	815,551

CITY OF OXFORD, MISSISSIPPI
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
GENERAL FUND
For the Year Ended September 30, 2024

	TOTALS 2024
Cemetery Maintenance:	
Personnel Services	$ 79,390
Supplies	12,941
Other Services and Charges	13,280
Capital Outlay	1,121
Total	106,732
Humane Society:	
Personnel Services	556,352
Supplies	162,234
Other Services and Charges	123,303
Capital Outlay	113,436
Total	955,325
Total Public Works	5,586,860
Culture & Recreation:	
Parks and Recreation:	
Personnel Services	1,243,710
Supplies	263,024
Other Services and Charges	657,292
Capital Outlay	1,240,788
Total	3,404,814
Swimming Pools - Parks:	
Supplies	15,467
Other Services and Charges	4,545
Capital Outlay	-
Total	20,012
RSVP - Park/Recreation:	
Personnel Services	97,790
Supplies	15,403
Other Services and Charges	32,953
Capital Outlay	959
Total	147,105

CITY OF OXFORD, MISSISSIPPI
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
GENERAL FUND
For the Year Ended September 30, 2024

	TOTALS 2024
FNC Park:	
Personnel Services	$ 949,815
Supplies	994,186
Other Services and Charges	301,997
Capital Outlay	314,573
Total	2,560,571
Historic Homes:	
Personnel Services	27,176
Supplies	69,263
Other Services and Charges	90,964
Total	187,403
Total Culture and Recreation	6,319,905
Debt Service:	
Principal Retirement	784,481
Interest and Fiscal Charges	62,370
Total Debt Service	846,851
TOTAL EXPENDITURES	43,359,171
Excess (Deficiency) of Revenues Over (Under) Expenditures	3,243,847
OTHER FINANCING SOURCES (USES):	
Proceeds from Sale of Capital Assets	254,839
Transfers (to) from Other Funds	2,470,353
TOTAL OTHER FINANCING SOURCES (USES)	2,725,192
Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses	5,969,039
FUND BALANCE:	
OCTOBER 1, Beginning	23,674,696
SEPTEMBER 30, Ending	$ 29,643,735

CITY OF OXFORD, MISSISSIPPI
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
GENERAL FUND - BUDGETARY BASIS
Year Ended September 30, 2024

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES:			
Ad Valorem Taxes:			
Real & Personal	$ 14,022,441	$ 13,985,703	$ (36,738)
Penalties and Interest	180,500	180,481	(19)
Licenses and Permits	2,579,486	2,565,149	(14,337)
State of Mississippi:			
Sales Tax	14,321,468	14,314,639	(6,829)
Municipal Aid	40,000	12,703	(27,297)
Fire Protection	884,673	884,675	2
Utility Tax	-	25,819	25,819
ABC Licenses	200,000	219,362	19,362
Homestead Reimbursement	207,500	223,551	16,051
In Lieu of Taxes	429,000	429,000	-
Lafayette County:			
Pro Rate Tax	1,324,333	1,332,068	7,735
In Lieu - Other:			
Utility Department	1,165,000	1,131,667	(33,333)
State, Federal and Local Grants	1,309,760	1,005,830	(303,930)
Intergovernmental Revenues	842,000	836,677	(5,323)
Fines and Forfeitures	825,500	836,862	11,362
Parking Meter Revenues	1,440,145	1,459,033	18,888
FNC Parking Lease	43,892	43,893	1
Interest Income	2,342,490	2,450,642	108,152
Recreation Fees	2,092,372	2,104,324	11,952
Franchise Fees	957,125	957,125	-
Cemetery	70,000	69,600	(400)
Miscellaneous Income	1,231,188	1,162,611	(68,577)
TOTAL REVENUES	$ 46,508,873	$ 46,231,414	$ (277,459)
EXPENDITURES:			
General Government:			
Legislative:			
Personnel Services	$ 171,391	$ 170,968	$ 423
Supplies	6,500	5,718	782
Other Services and Charges	15,000	13,930	1,070
Total	192,891	190,616	2,275
Judicial:			
Personnel Services	499,924	494,873	5,051
Supplies	43,500	38,262	5,238
Other Services and Charges	132,000	112,754	19,246
Capital Outlay	10,000	9,352	648
Total	685,424	655,241	30,183

CITY OF OXFORD, MISSISSIPPI
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
GENERAL FUND - BUDGETARY BASIS
Year Ended September 30, 2024

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
Executive:			
Personnel Services	$ 229,959	$ 226,829	$ 3,130
Supplies	8,750	8,672	78
Other Services and Charges	10,700	10,420	280
Capital Outlay	30,000	29,679	321
Total	279,409	275,600	3,809
Department of Planning:			
Personnel Services	1,388,275	1,364,422	23,853
Supplies	148,200	135,910	12,290
Other Services and Charges	91,400	81,005	10,395
Capital Outlay	60,000	52,193	7,807
Total	1,687,875	1,633,530	54,345
Elections:			
Other Services and Charges	12,000	9,269	2,731
Total	12,000	9,269	2,731
Finance:			
Personnel Services	604,817	589,579	15,238
Supplies	156,000	140,557	15,443
Other Services and Charges	191,600	157,445	34,155
Capital Outlay	5,000	2,628	2,372
Total	957,417	890,209	67,208
Human Resources:			
Personnel Services	353,548	351,916	1,632
Supplies	27,110	25,183	1,927
Other Services and Charges	102,000	97,540	4,460
Capital Outlay	2,500	2,891	(391)
Total	485,158	477,530	7,628
Law:			
Other Services and Charges	400,500	372,917	27,583
Total	400,500	372,917	27,583
Building and Grounds:			
Personnel Services	1,532,121	1,528,119	4,002
Supplies	471,260	433,923	37,337
Other Services and Charges	18,680	16,201	2,479
Capital Outlay	240,000	231,512	8,488
Total	2,262,061	2,209,755	52,306

CITY OF OXFORD, MISSISSIPPI
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES - BUDGET AND ACTUAL
GENERAL FUND - BUDGETARY BASIS
Year Ended September 30, 2024

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
Building and Code Enforcement:			
Personnel Services	$ 378,788	$ 371,827	$ 6,961
Supplies	23,800	19,074	4,726
Other Services and Charges	48,700	47,120	1,580
Capital Outlay	64,300	55,249	9,051
Total	515,588	493,270	22,318
General Government:			
Personnel Services	1,282,393	1,232,028	50,365
Supplies	108,000	101,932	6,068
Other Services and Charges	1,011,000	940,428	70,572
Capital Outlay	50,820	29,456	21,364
Total	2,452,213	2,303,844	148,369
Community Promotions:			
Supplies	75,000	71,885	3,115
Other Services and Charges	554,475	552,713	1,762
Total	629,475	624,598	4,877
Total General Government	10,560,011	10,136,379	423,632
Public Safety:			
Police Department:			
Personnel Services	9,468,948	9,433,569	35,379
Supplies	887,356	846,671	40,685
Other Services and Charges	1,142,600	885,561	257,039
Capital Outlay	1,834,690	1,808,276	26,414
Total	13,333,594	12,974,077	359,517
Emergency Management:			
Personnel Services	126,384	123,136	3,248
Supplies	59,279	16,568	42,711
Other Services and Charges	25,300	16,444	8,856
Capital Outlay	20,000	18,414	1,586
Total	230,963	174,562	56,401

CITY OF OXFORD, MISSISSIPPI
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES - BUDGET AND ACTUAL
GENERAL FUND - BUDGETARY BASIS
Year Ended September 30, 2024

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
Fire Department:			
Personnel Services	$ 6,660,761	$ 6,660,155	$ 606
Supplies	337,560	335,711	1,849
Other Services and Charges	175,890	165,518	10,372
Capital Outlay	162,000	159,153	2,847
Total	7,336,211	7,320,537	15,674
Total Public Safety	20,900,768	20,469,176	431,592
Public Works:			
Highway and Street Maintenance:			
Personnel Services	889,325	880,962	8,363
Supplies	377,250	375,184	2,066
Other Services and Charges	672,900	600,121	72,779
Capital Outlay	480,000	423,172	56,828
Total	2,419,475	2,279,439	140,036
City Garage Department:			
Personnel Services	614,413	605,987	8,426
Supplies	728,000	712,212	15,788
Other Services and Charges	35,500	31,901	3,599
Capital Outlay	55,000	79,713	(24,713)
Total	1,432,913	1,429,813	3,100
Right of Way:			
Personnel Services	472,758	472,546	212
Supplies	29,500	28,767	733
Other Services and Charges	282,000	281,700	300
Capital Outlay	32,500	32,538	(38)
Total	816,758	815,551	1,207
Cemetery Maintenance:			
Personnel Services	80,828	79,390	1,438
Supplies	13,400	12,941	459
Other Services and Charges	14,600	13,280	1,320
Capital Outlay	5,000	1,121	3,879
Total	113,828	106,732	7,096
Humane Society:			
Personnel Services	557,257	556,352	905
Supplies	163,500	162,234	1,266
Other Services and Charges	137,507	123,303	14,204
Capital Outlay	111,252	113,436	(2,184)
Total	969,516	955,325	14,191
Total Public Works	5,752,490	5,586,860	165,630

CITY OF OXFORD, MISSISSIPPI
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES - BUDGET AND ACTUAL
GENERAL FUND - BUDGETARY BASIS
Year Ended September 30, 2024

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
Culture & Recreation:			
Parks and Recreation:			
Personnel Services	$ 1,249,041	$ 1,243,710	$ 5,331
Supplies	294,000	263,024	30,976
Other Services and Charges	720,632	657,292	63,340
Capital Outlay	1,306,802	1,240,788	66,014
Total	3,570,475	3,404,814	165,661
Swimming Pools - Parks:			
Supplies	17,000	15,467	1,533
Other Services and Charges	7,000	4,545	2,455
Total	24,000	20,012	3,988
RSVP - Park/Recreation:			
Personnel Services	97,927	97,790	137
Supplies	16,200	15,403	797
Other Services and Charges	36,500	32,953	3,547
Capital Outlay	2,500	959	1,541
Total	153,127	147,105	6,022
FNC Park:			
Personnel Services	951,527	949,815	1,712
Supplies	1,011,400	994,186	17,214
Other Services and Charges	315,000	301,997	13,003
Capital Outlay	302,900	314,573	(11,673)
Total	2,580,827	2,560,571	20,256
Historic Homes:			
Personnel Services	27,300	27,176	124
Supplies	70,810	69,263	1,547
Other Services and Charges	103,500	90,964	12,536
Total	201,610	187,403	14,207
Total Culture and Recreation	6,530,039	6,319,905	210,134
Debt Service:			
Principal Retirement	733,031	784,481	(51,450)
Interest and Fiscal Charges	88,746	62,370	26,376
Total	821,777	846,851	(25,074)
TOTAL EXPENDITURES	44,565,085	43,359,171	1,205,914
Excess (Deficiency) of Revenues Over (Under) Expenditures	1,943,788	2,872,243	928,455

CITY OF OXFORD, MISSISSIPPI
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
GENERAL FUND - BUDGETARY BASIS
Year Ended September 30, 2024

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
OTHER FINANCING SOURCES (USES):			
Proceeds from Sale of Capital Assets	-	254,839	254,839
Transfers (to) from Other Funds	2,663,274	2,470,353	(192,921)
TOTAL OTHER FINANCING SOURCES (USES)	2,663,274	2,725,192	61,918
Excess (Deficiency) of Revenues and Other Sources Over (Under) Expenditures and Other Uses	4,607,062	5,597,435	990,373
FUND BALANCE:			
October 1, Beginning	$ 23,674,696	$ 23,674,696	$ -
(Non-GAAP Budgetary Basis) September 30,	$ 28,281,758	29,272,131	$ 990,373
Adjustments to GAAP Basis:			
Accrued Revenue		371,604	
FUND BALANCE (GAAP) September 30,		$ 29,643,735	

CITY OF OXFORD, MISSISSIPPI
COMBINING BALANCE SHEET
SPECIAL REVENUE FUNDS
September 30, 2024

	2% FOOD & BEVERAGE TAX	HOTEL/ MOTEL TAX	OXFORD TRANSIT FUND	MDJ UNIT FUND	CONFERENCE CENTER	OXFORD TOURISM COUNCIL	AMERICAN RESCUE PLAN ARP FUNDS	HWY 7 UTILITY RELOCATION PROJECT	VARIOUS FUNDS	TOTALS 2024
ASSETS:										
Cash	$ 3,076,017	$ 70,429	$ -	$ 998,575	$ 2,055,113	$ 2,739,803	$ 68	$ 7,431,873	$ 4,950,841	$ 21,322,719
Certificates of Deposit	216,583	-	-	-	-	-	-	-	-	216,583
Prepaid Expenditures	-	-	874,582	-	-	22,520	-	-	-	897,102
Receivables	-	-	-	-	-	146,294	-	-	-	146,294
Due From Other Governments	1,015,330	205,390	1,313,157	-	-	-	-	508,210	24,719	3,066,806
Due From Other Funds	-	-	-	4,200	-	-	-	-	-	4,200
TOTAL ASSETS	4,307,930	275,819	2,187,739	1,002,775	2,055,113	2,908,617	68	7,940,083	4,975,560	25,653,704
LIABILITIES:										
Accounts Payable	24,771	-	121,902	1,992	35,122	128,898	-	1,016,421	673,405	2,002,511
Deferred Revenue	-	-	-	-	-	1,533,309	-	-	-	1,533,309
TOTAL LIABILITIES	24,771	-	121,902	1,992	35,122	1,662,207	-	1,016,421	673,405	3,535,820
FUND BALANCE:										
Committed	-	-	-	-	2,019,991	144,582	-	-	-	2,164,573
Restricted	4,283,159	275,819	1,191,255	1,000,783	-	1,079,308	68	6,923,662	4,160,542	18,914,596
Nonspendable	-	-	874,582	-	-	22,520	-	-	-	897,102
Assigned	-	-	-	-	-	-	-	-	141,613	141,613
Unassigned	-	-	-	-	-	-	-	-	-	-
TOTAL FUND BALANCE	4,283,159	275,819	2,065,837	1,000,783	2,019,991	1,246,410	68	6,923,662	4,302,155	22,117,884
TOTAL LIABILITIES AND FUND BALANCE	$ 4,307,930	$ 275,819	$ 2,187,739	$ 1,002,775	$ 2,055,113	$ 2,908,617	$ 68	$ 7,940,083	$ 4,975,560	$ 25,653,704

CITY OF OXFORD, MISSISSIPPI
COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
SPECIAL REVENUE FUNDS
For the Year Ended September 30, 2024

	2% FOOD & BEVERAGE TAX	HOTEL/ MOTEL TAX	OXFORD TRANSIT FUND	MDJ UNIT FUND	CONFERENCE CENTER	OXFORD TOURISM COUNCIL	AMERICAN RESCUE PLAN ARP FUNDS	HWY 7 UTILITY RELOCATION PROJECT	VARIOUS FUNDS	TOTALS 2024
REVENUES:										
Special Taxes	$ 4,883,618	$ -	$ -	$ -	$ -	$ 1,516,849	$ -	$ -	$ 2,822,808	$ 9,223,275
Intergovernmental Revenues	-	953,433	-	350,000	-	190,000	-	-	124,108	1,617,541
Federal & State Grants	-	-	3,402,718	-	-	1,033,677	-	508,210	7,159	4,951,764
Charges for Services	-	-	1,296,296	-	-	140,657	-	-	-	1,436,953
Fines & Forfeitures	-	-	-	397,803	-	-	-	-	-	397,803
Interest Income	8,780	-	-	51,033	1,139	96,690	291,114	29,009	6,209	483,974
Facility Rental Income	-	-	-	-	1,346,697	-	-	-	-	1,346,697
Sponsorships	-	-		-	-	337,105	-		-	337,105
Miscellaneous Revenues	-	-	-	-	-	134,833	-	-	-	134,833
TOTAL REVENUES	4,892,398	953,433	4,699,014	798,836	1,347,836	3,449,811	291,114	537,219	2,960,284	19,929,945
EXPENDITURES:										
Tourism Promotion:										
Personnel Services	-	-	-	-	-	366,854	-	-	-	366,854
Supplies	24,069	-	-	-	-	58,610	-	-	-	82,679
Other Services and Charges	380,153	-	-	-	-	2,591,823	-	-	-	2,971,976
Capital Outlay	262,325	-	-	-	-	64,083	-	-	-	326,408
Public Safety:										
Personnel Services	-	-	-	487,352	-	-	-	-	-	487,352
Supplies	-	-	-	211,637	-	-	-	-	591	212,228
Other Services and Charges	-	-	-	79,614	-	-	-	-	53,475	133,089
Capital Outlay	-	-	-	170,064	-	-	-	-	525,450	695,514
RSVP County Transit:										
Personnel Services	-	-	-	-	-	-	-	-	3,004	3,004
Public Works:										
Other Services and Charges	-	-	-	-	-	-	-	-	3,480,454	3,480,454
Culture and Recreation:										
Personnel Services	-	-	-	-	522,377	-	-	-	-	522,377
Supplies	-	-	-	-	530,014	-	-	-	13,937	543,951
Other Services and Charges	-	-	-	-	496,394	-	-	-	-	496,394
Capital Outlay	-	-	-	-	583,957	-	-	-	190,277	774,234
Transit Operation:										
Personnel Services	-	-	3,256,666	-	-	-	-	-	-	3,256,666
Supplies	-	-	896,325	-	-	-	-	-	-	896,325
Other Services and Charges	-	-	1,040,789	-	-	-	-	-	-	1,040,789
Capital Outlay	-	-	700,019	-	-	-	-	-	-	700,019
Historic Preservation:										
Debt Service	-	-	-	-	-	54,000	-	-	-	54,000
TOTAL EXPENDITURES	666,547	-	5,893,799	948,667	2,132,742	3,135,370	-	-	4,267,188	17,044,313
Excess (Deficiency) of Revenues Over (Under) Expenditures	4,225,851	953,433	(1,194,785)	(149,831)	(784,906)	314,441	291,114	537,219	(1,306,904)	2,885,632
OTHER FINANCING SOURCES (USES):										
Proceeds from Sale of Capital Assets	-	-	-	13,550	-	-	-	-	-	13,550
Transfers from (to) Oxford Tourism Council	(622,547)	(942,049)	-	-	-	-	-	-	-	(1,564,596)
Transfers from (to) Other Funds	(4,885,057)	-	674,184	175,000	1,897,338	-	(7,402,864)	6,386,443	698,527	(2,456,429)
TOTAL OTHER FINANCING SOURCES (USES)	(5,507,604)	(942,049)	674,184	188,550	1,897,338	-	(7,402,864)	6,386,443	698,527	(4,007,475)
Excess (Deficiency) of Revenues Over (Under) Expenditures and Other Uses	(1,281,753)	11,384	(520,601)	38,719	1,112,432	314,441	(7,111,750)	6,923,662	(608,377)	(1,121,843)
FUND BALANCE - October 1	5,564,912	264,435	2,586,438	962,064	907,559	931,969	7,111,818	-	4,910,532	23,239,727
FUND BALANCE - September 30	$ 4,283,159	$ 275,819	$ 2,065,837	$ 1,000,783	$ 2,019,991	$ 1,246,410	$ 68	$ 6,923,662	$ 4,302,155	$ 22,117,884

CITY OF OXFORD, MISSISSIPPI
COMBINING BALANCE SHEET
CAPITAL PROJECTS FUNDS
September 30, 2024

	INTERSECTION IMPROVEMENTS ESCROW	2022 GO NOTE PROCEEDS	2023 GO NOTE PROCEEDS	OPD ENTERPRISE CENTER PROJECT	$9M BONDS SERIES 2023 PROCEEDS	NORTH LAMAR PROJECT	2019 $4M TIF Bonds Project	CAPITAL PROJECT SB-3049	TOTALS 2024
ASSETS:									
Cash	$ 5,030,071	$ 750,000	$ -	$ -	$ 5,275,225	$ 19,841	$ -	$ 247,214	$ 11,322,351
Investments	-	-	-	-	-	-	403,015	-	403,015
Due From Other Governments	897,686	-	-	-	-	-	-	-	897,686
TOTAL ASSETS	5,927,757	750,000	-	-	5,275,225	19,841	403,015	247,214	12,623,052
LIABILITIES:									
Accounts Payable	345,801	-	-	-	814,638	-	-	-	1,160,439
Due to Other Funds	-	25,000	-	-	-	-	-	-	25,000
TOTAL LIABILITIES	345,801	25,000	-	-	814,638	-	-	-	1,185,439
FUND BALANCE:									
Restricted	5,581,956	725,000	-	-	4,460,587	19,841	403,015	247,214	11,437,613
TOTAL FUND BALANCE	5,581,956	725,000	-	-	4,460,587	19,841	403,015	247,214	11,437,613
TOTAL LIABILITIES AND FUND BALANCE	$ 5,927,757	$ 750,000	$ -	$ -	$ 5,275,225	$ 19,841	$ 403,015	$ 247,214	$ 12,623,052

CITY OF OXFORD, MISSISSIPPI
COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUNDS
For the Year Ended September 30, 2024

	INTERSECTION IMPROVEMENTS ESCROW	2022 GO NOTE PROCEEDS	2023 GO NOTE PROCEEDS	OPD ENTERPRISE CENTER PROJECT	$9M BONDS SERIES 2023 PROCEEDS	NORTH LAMAR PROJECT	2019 $4M TIF BONDS PROJECT	CAPITAL PROJECT SB-3049	TOTALS 2024
REVENUES:									
Grant Income	$ 1,075,874	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,075,874
Interest	-	-	-	95,483	-	-	20,828	12,882	129,193
TOTAL REVENUES	1,075,874	-	-	95,483	-	-	20,828	12,882	1,205,067
EXPENDITURES:									
Capital Projects:									
Supplies	-	-	-	-	-	-	-	-	-
Other Services and Charges	1,354	-	-	-	-	-	-	-	1,354
Capital Outlay	925,575	-	-	5,095,907	2,600,867	6,010	-	110,505	8,738,864
Debt Service:									
Bond Issuance Costs	-	-	-	-	76,442	-	-	-	76,442
TOTAL EXPENDITURES	926,929	-	-	5,095,907	2,677,309	6,010	-	110,505	8,816,660
Excess (Deficiency) of Revenues Over (Under) Expenditures	148,945	-	-	(5,000,424)	(2,677,309)	(6,010)	20,828	(97,623)	(7,611,593)
OTHER FINANCING SOURCES (USES):									
Proceeds of Debt Issuance	-	-	-	-	9,000,000	-	-	-	9,000,000
Premiums on Bonds Issued	-	-	-	-	660,596	-	-	-	660,596
Transfers from (to) Other Funds	1,880,469	-	(81,150)	-	(2,522,700)	-	-	-	(723,381)
TOTAL OTHER FINANCING SOURCES (USES)	1,880,469	-	(81,150)	-	7,137,896	-	-	-	8,937,215
Excess (Deficiency) of Revenues Over (Under) Expenditures and Other Uses	2,029,414	-	(81,150)	(5,000,424)	4,460,587	(6,010)	20,828	(97,623)	1,325,622
FUND BALANCE - October 1,	3,552,542	725,000	81,150	5,000,424	-	25,851	382,187	344,837	10,111,991
FUND BALANCE - September 30,	$ 5,581,956	$ 725,000	$ -	$ -	$ 4,460,587	$ 19,841	$ 403,015	$ 247,214	$ 11,437,613

CITY OF OXFORD, MISSISSIPPI
COMBINING BALANCE SHEET
DEBT SERVICE FUNDS
September 30, 2024

	$7.5M GO BOND ISSUE 2017A	$3.8 M GO BOND ISSUE 2009	$5.5 M GO BOND ISSUE 2012	$1.6M SA BOND ISSUE 2014	$6.6M GO BOND ISSUE 2015	$7.5M GO BOND ISSUE 2017B	$2.7M GO BOND ISSUE 2018A	$9.95M GO BOND ISSUE 2018B	$1.05M GO BOND ISSUE 2018C	$4M TIF BONDS ISSUE 2019	$7.7M GO REFUNDING ISSUE 2022	$9M GO BOND ISSUE 2023	TOTALS 2024
ASSETS:													
Cash	$ 162,088	$ -	$ 151,642	$ 224	$ 203,681	$ 95,901	$ 59,824	$ -	$ -	$ 623,370	$ -	$ 12,291	$ 1,309,021
Ad Valorem Taxes Receivable, net	3,173	-	4,850	-	4,346	3,163	1,166	-	-	-	-	4,351	21,049
TOTAL ASSETS	165,261	-	156,492	224	208,027	99,064	60,990	-	-	623,370	-	16,642	1,330,070
LIABILITIES:													
Accounts Payable	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL LIABILITIES	-	-	-	-	-	-	-	-	-	-	-	-	-
FUND BALANCE (DEFICIT):													
Committed	165,261	-	156,492	224	208,027	99,064	60,990	-	-	623,370	-	16,642	1,330,070
Unassigned	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL FUND BALANCE	165,261	-	156,492	224	208,027	99,064	60,990	-	-	623,370	-	16,642	1,330,070
TOTAL LIABILITIES AND FUND BALANCE	$ 165,261	$ -	$ 156,492	$ 224	$ 208,027	$ 99,064	$ 60,990	$ -	$ -	$ 623,370	$ -	$ 16,642	$ 1,330,070

CITY OF OXFORD, MISSISSIPPI
COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
DEBT SERVICE FUNDS
For the Year Ended September 30, 2024

	$7.5M GO BOND ISSUE 2017A	$3.8 M GO BOND ISSUE 2009	$5.5 M GO BOND ISSUE 2012	$1.6M SA BOND ISSUE 2014	$6.6M GO BOND ISSUE 2015	$7.5M GO BOND ISSUE 2017B	$2.7M GO BOND ISSUE 2018A	$9.95M GO BOND ISSUE 2018B	$1.05M GO BOND ISSUE 2018C	$4M TIF BONDS ISSUE 2019	$7.7M GO REFUNDING ISSUE 2022	$9M GO BOND ISSUE 2023	TOTALS 2024
REVENUES:													
General Property Taxes	$ 519,763	$ 177,959	$ 453,703	$ 133,525	$ 680,583	$ 518,070	$ 183,334	$ -	$ -	$ 469,207	$ -	$ 5,635	$ 3,141,779
Interest Income	-	-	-	-	-	-	-	-	-	-	-	83,769	83,769
TOTAL REVENUES	519,763	177,959	453,703	133,525	680,583	518,070	183,334	-	-	469,207	-	89,404	3,225,548
EXPENDITURES:													
Fees	500	1,749	2,250	660	2,250	500	1,250	3,350	1,200	1,535	1,500	-	16,744
Payments - Principal	330,000	340,000	400,000	115,000	600,000	320,000	115,000	410,000	105,000	255,000	40,000	-	3,030,000
Payments - Interest	171,900	12,750	35,531	17,825	50,919	180,450	62,907	33,400	20,125	123,850	165,251	177,222	1,052,130
TOTAL EXPENDITURES	502,400	354,499	437,781	133,485	653,169	500,950	179,157	446,750	126,325	380,385	206,751	177,222	4,098,874
Excess (Deficiency) of Revenues Over (Under) Expenditures	17,363	(176,540)	15,922	40	27,414	17,120	4,177	(446,750)	(126,325)	88,822	(206,751)	(87,818)	(873,326)
OTHER FINANCING SOURCES (USES):													
Transfers from (to) Other Funds	-	(104,460)	-	-	-	-	-	203,167	121,043	-	170,703	104,460	494,913
TOTAL OTHER FINANCING SOURSES (USES)	-	(104,460)	-	-	-	-	-	203,167	121,043	-	170,703	104,460	494,913
Excess (Deficiency) of Revenues Over (Under) Expenditures and Other Uses	17,363	(281,000)	15,922	40	27,414	17,120	4,177	(243,583)	(5,282)	88,822	(36,048)	16,642	(378,413)
FUND BALANCE - October 1,	147,898	281,000	140,570	184	180,613	81,944	56,813	243,583	5,282	534,548	36,048	-	1,708,483
FUND BALANCE - September 30,	$ 165,261	$ -	$ 156,492	$ 224	$ 208,027	$ 99,064	$ 60,990	$ -	$ -	$ 623,370	$ -	$ 16,642	$ 1,330,070

CITY OF OXFORD, MISSISSIPPI
COMBINING STATEMENT OF NET POSITION
PROPRIETARY FUND TYPES
September 30, 2024

	BUSINESS-TYPE ACTIVITIES-PROPRIETARY FUNDS			
	ELECTRIC FUND	WATER & SEWER FUND	ENVIRONMENTAL SERVICES	TOTAL
ASSETS:				
Current Assets:				
Cash and Cash Equivalents	$ 7,716,044	$ 11,576,826	$ 2,444,099	$ 21,736,969
Certificates of Deposit	30,738	3,482,664	-	3,513,402
Accounts Receivable, Net of Provision for Bad Debts	3,728,774	2,728,467	1,022,732	7,479,973
Due from Other Funds	-	417,487	25,000	442,487
Inventories	1,199,322	946,838	-	2,146,160
Prepaid Expenses	735	-	-	735
Total Current Assets	12,675,613	19,152,282	3,491,831	35,319,726
Noncurrent Assets:				
Restricted Assets				
Cash and Cash Equivalents - Restricted	5,000	442,673	-	447,673
Certificates of Deposit - Restricted	-	771,513	-	771,513
Investment in CSA	16,777	-	-	16,777
Land	908,953	343,626	-	1,252,579
Plant, Buildings & Improvements	45,690,297	101,894,048	219,468	147,803,813
Machinery & Equipment	3,383,451	5,124,407	10,627,085	19,134,943
Accumulated Depreciation	(17,962,355)	(59,582,644)	(3,892,632)	(81,437,631)
Construction Work In Progress	2,831,916	5,597,604	-	8,429,520
Net Noncurrent Assets	34,874,039	54,591,227	6,953,921	96,419,187
TOTAL ASSETS	47,549,652	73,743,509	10,445,752	131,738,913
DEFERRED OUTFLOWS OF RESOURCES:				
Deferred Outflows - Pensions	1,382,749	852,094	1,156,167	3,391,010
TOTAL DEFERRED OUTFLOWS OF RESOURCES	$ 1,382,749	$ 852,094	$ 1,156,167	$ 3,391,010

CITY OF OXFORD, MISSISSIPPI
COMBINING STATEMENT OF NET POSITION
PROPRIETARY FUND TYPES
September 30, 2024

	ELECTRIC FUND	WATER & SEWER FUND	ENVIRONMENTAL SERVICES	TOTAL
LIABILITIES:				
Current Liabilities:				
Accounts Payable and Accrued Expenses	$ 7,077,638	$ 415,782	$ 782,185	$ 8,275,605
Accrued Interest Payable	-	203,424	14,537	217,961
Current Portion of Long-Term Debt	-	2,401,000	895,000	3,296,000
Customer Deposits	3,419,110	1,722,456	-	5,141,566
Total Current Liabilities	10,496,748	4,742,662	1,691,722	16,931,132
Noncurrent Liabilities:				
Other Liabilities	23,277	-	-	23,277
Compensated Absences	131,706	126,726	124,359	382,791
Net Pension Liability	5,832,403	5,811,127	7,315,849	18,959,379
Bonds, Notes, and Loans Payable, net of current portion	-	19,570,192	2,250,000	21,820,192
Total Noncurrent Liabilities	5,987,386	25,508,045	9,690,208	41,185,639
TOTAL LIABILITIES	16,484,134	30,250,707	11,381,930	58,116,771
DEFERRED INFLOWS OF RESOURCES:				
Deferred Inflows - Pensions	-	275,975	409,419	685,394
TOTAL DEFERRED INFLOWS OF RESOURCES	-	275,975	409,419	685,394
NET POSITION:				
Net Investment in Capital Assets	34,852,262	31,405,849	3,808,921	70,067,032
Reserved for Unemployment Benefits	5,000	-	-	5,000
Reserved for Debt Service	-	1,214,186	-	1,214,186
Unrestricted (Deficit)	(2,408,995)	11,448,886	(3,998,351)	5,041,540
TOTAL NET POSITION	$ 32,448,267	$ 44,068,921	$ (189,430)	$ 76,327,758

CITY OF OXFORD, MISSISSIPPI
COMBINING STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION
PROPRIETARY FUNDS
For The Year Ended September 30, 2024

	ELECTRIC FUND	WATER & SEWER FUND	ENVIRONMENTAL SERVICES	TOTALS
OPERATING REVENUE:				
Charges For Services	$ 25,443,181	$ 13,131,393	$ 6,024,559	$ 44,599,133
Other	305,346	-	-	305,346
Total Operating Revenue	25,748,527	13,131,393	6,024,559	44,904,479
OPERATING EXPENSES:				
Operations	21,972,197	5,514,681	3,280,607	30,767,485
Maintenance	1,063,384	191,892	973,951	2,229,227
Depreciation and Amortization Expense	1,270,397	4,079,439	953,576	6,303,412
Pension Expense	-	601,288	730,640	1,331,928
Total Operating Expenses	24,305,978	10,387,300	5,938,774	40,632,052
Net Operating Income (Loss)	1,442,549	2,744,093	85,785	4,272,427
NON-OPERATING INCOME (EXPENSES):				
Interest Income	219,391	648,307	-	867,698
Gain (Loss) on Disposal of Fixed Asset	-	3,750	(192,694)	(188,944)
Grant Income/ Capital Contributions	-	-	141,842	141,842
Amortization of Debt Expense	-	39,521	-	39,521
Miscellaneous Income (Expense)	(41,479)	654,840	626,035	1,239,396
Interest Expense	-	(570,898)	(140,187)	(711,085)
Total Non-Operating Income (Loss)	177,912	775,520	434,996	1,388,428
Income Before Operating Transfers	1,620,461	3,519,613	520,781	5,660,855
OPERATING TRANSFERS IN (OUT):				
Operating Transfers In (Out)	(1,115,000)	1,188,913	55,003	128,916
Change in Net Position	505,461	4,708,526	575,784	5,789,771
Total Net Position - Beginning, as originally stated	31,942,806	39,360,395	1,534,786	72,837,987
Prior Period Adjustment	-	-	(2,300,000)	(2,300,000)
Total Net Position - Beginning, as restated	31,942,806	39,360,395	(765,214)	70,537,987
Total Net Position - Ending	$ 32,448,267	$ 44,068,921	$ (189,430)	$ 76,327,758

CITY OF OXFORD, MISSISSIPPI
COMBINING STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS
For the Year Ended September 30, 2024

	ELECTRIC FUND	WATER & SEWER FUND	ENVIRONMENTAL SERVICES	TOTALS
Cash Flows from Operating Activities:				
Receipts from Customers	$ 25,825,811	$ 13,186,979	$ 6,591,180	$ 45,603,970
Payments to Suppliers	(21,749,624)	(2,142,233)	(780,409)	(24,672,266)
Payments to Employees	(879,561)	(2,437,931)	(2,534,730)	(5,852,222)
Payments for Other Services and Charges	-	(1,880,423)	(32,068)	(1,912,491)
Other Receipts (Payments)	-	-	(277,340)	(277,340)
Net Cash Provided By (Used) In Operating Activities	3,196,626	6,726,392	2,966,633	12,889,651
Cash Flows from Noncapital Financing Activities:				
Due to Other Funds	-	-	76,789	76,789
Transfers Out	(1,115,000)	1,188,913	55,003	128,916
Net Cash Provided By (Used In) Noncapital Financing Activities	(1,115,000)	1,188,913	131,792	205,705
Cash Flows from Capital and Related Financing Activities:				
Proceeds From Sale of Capital Assets	-	3,750	-	3,750
Purchases of Capital Assets	(3,048,614)	(8,573,641)	(1,841,481)	(13,463,736)
Plant Removal Cost	(88,885)	-	-	(88,885)
Materials Salvaged from Retirements	22,167	-	-	22,167
Proceeds From Capital Debt	-	4,016,593	-	4,016,593
Principal Paid on Capital Debt	-	(2,595,000)	(1,174,358)	(3,769,358)
Interest Paid on Capital Debt	-	(515,334)	(130,435)	(645,769)
Other Receipts (Payments)	(14,483)	654,840	626,035	1,266,392
Net Cash Provided By (Used In) Capital and Related Financing Activities	(3,129,815)	(7,008,792)	(2,520,239)	(12,658,846)
Cash Flows from Investing Activities:				
Purchase of Investments/Certificates of Deposit	(20,050)	(185,029)	-	(205,079)
Cash Received From Grants	-	-	141,842	141,842
Interest Income Received	219,391	648,307	-	867,698
Other Receipts (Payments)	(30,441)	-	-	(30,441)
Net Cash Provided By (Used In) Investing Activities	168,900	463,278	141,842	774,020
Net Increase (Decrease) In Cash and Cash Equivalents	(879,289)	1,369,791	720,028	1,210,530
Statement of Net Position:				
Cash and Cash Equivalents--Beginning	8,600,333	10,649,708	1,724,071	20,974,112
Cash and Cash Equivalents--Ending	$ 7,721,044	$ 12,019,499	$ 2,444,099	$ 22,184,642
Cash and Cash Equivalents	$ 7,716,044	$ 11,576,826	$ 2,444,099	$ 21,736,969
Cash and Cash Equivalents-Restricted	5,000	442,673	-	447,673
Total Cash and Cash Equivalents	$ 7,721,044	$ 12,019,499	$ 2,444,099	$ 22,184,642
Reconciliation of Operating Income (Loss) to Net Cash Provided (Used) in Operating Activities:				
Operating Income (Loss)	$ 1,442,549	$ 2,744,093	$ 85,785	$ 4,272,427
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided By (Used) In Operating Activities:				
Depreciation and Amortization Expense	1,270,397	4,079,439	953,576	6,303,412
Pension Expense - Actuarially Determined	(549,122)	601,288	730,640	782,806
(Increase) Decrease in Accounts Receivable	(158,180)	(156,837)	566,621	251,604
(Increase) Decrease in Prepaid Expenses	109	-	-	109
(Increase) Decrease in Deferred Charges	631,780	-	-	631,780
(Increase) Decrease in Inventories	(116,020)	(243,324)	-	(359,344)
(Increase) Decrease in Compensated Absences	5,940	20,775	(22,144)	4,571
Increase (Decrease) in Accounts Payable	437,217	(531,465)	652,155	557,907
Increase (Decrease) in Accrued Liabilities	(3,508)	-	-	(3,508)
Increase (Decrease) in Customer Deposits	235,464	212,423	-	447,887
Total Adjustments	1,754,077	3,982,299	2,880,848	8,617,224
Net Cash Provided By (Used) In Operating Activities	$ 3,196,626	$ 6,726,392	$ 2,966,633	$ 12,889,651

CITY OF OXFORD, MISSISSIPPI
SCHEDULE OF SURETY BONDS FOR MUNICIPAL OFFICIALS
September 30, 2024

NAME	POSITION	COMPANY	BOND AMOUNT	BOND EXPIRATION
Addy, Rick	Board Member	Travelers	$100,000	6/30/2025
Allen, Stephen	OPD - PACE	Travelers	$ 50,000	2/15/2025
Atkinson, Ashley	City Clerk	Travelers	$ 50,000	11/25/2025
Bailey, Jason	Board Member	Travelers	$100,000	6/30/2025
Benson, Qyalaycia	Admin Asst	Travelers	$ 45,953	10/23/2025
Bledsoe, Ellis	Board Member	Travelers	$100,000	8/1/2025
Boothe, Valerie	Records Clerk	Travelers	$ 50,000	1/4/2026
Briscoe, Kelli	Director	Travelers	$ 50,000	3/27/2026
Brownlee, Clay	Asst Director	Travelers	$ 50,000	1/25/2026
Bush, Christopher	Board Member	Travelers	$100,000	8/31/2025
Carter, Nehemiah	PACE Officer	Travelers	$ 50,000	3/10/2025
Cooper, Kelsey	Admin Asst	Travelers	$ 50,000	2/1/2026
Cornelius, Carra	OPD Officer	FFCI	$ 50,000	6/30/2025
Crowe, Mary Martha	Board Member	Travelers	$100,000	6/30/2025
Denley, Nickie	Court Clerk	Travelers	$ 50,000	3/1/2026
Dyer, Lavina	Deputy City Clerk	Travelers	$ 50,000	11/3/2025
East, Caleb	Metro Agent	Travelers	$ 50,000	10/20/2025
Fauver, Alex	Metro Agent	Travelers	$ 50,000	4/9/2026
Ferris, Allison	Admin Asst	Travelers	$ 50,000	1/27/2026
Freeman, Brad	Director	Travelers	$ 50,000	1/25/2026
Fruge Jr, Don	Board Member	Travelers	$100,000	8/31/2025
Gaines, Seth	Director	Travelers	$ 50,000	3/9/2026
Grissinger, Holly	Payroll Manager	Travelers	$ 50,000	11/4/2024
Hardy, Larrie Chelsea	Records Clerk	Travelers	$ 50,000	2/24/2026
Hawkins, Kelsey Webb	Deputy Court Clerk	Travelers	$ 50,000	10/21/2025
Hefner, Charles	OPD - PACE	Travelers	$ 50,000	10/2/2024
Hernandez, Shelby	Records Clerk	Travelers	$ 50,000	1/4/2026
Hollowell, Sarah Grace	Admin Asst	Travelers	$ 50,000	1/18/2026
Holmes, Roderick	PACE Officer	Travelers	$ 50,000	3/5/2026
House, Brandon Michael	PACE Officer	Travelers	$ 50,000	6/1/2025
Howell-Atkinson, Kesha	Board Member	Travelers	$100,000	6/30/2025
Hudson, Johnie	OPD - PACE	Travelers	$ 50,000	2/19/2025
Huelse, Mark	Board Member	Travelers	$100,000	6/30/2025
Hyneman, Brian	Board Member	Travelers	$100,000	6/30/2025
Koestler, Allison	Board Member	Travelers	$100,000	8/31/2026
Lampton, Crystyl	Board Member	Travelers	$100,000	8/31/2026
Love, Chrystal	Bookkeeper	Travelers	$ 50,000	7/12/2025
Lowe, Jason Alan	Board Member	RLI	$100,000	8/31/2028
Maiden, Sheridan	Deputy Chief	Travelers	$ 50,000	4/7/2025
Markle, Lori	Admin Asst	Travelers	$ 50,000	3/25/2026
Matthews, Marie Ashley	Deputy Court Clerk	Travelers	$ 50,000	7/1/2025
Massey, Katrina	Admin Asst	Travelers	$ 50,000	3/18/2026
McCutchen, Jeff	Police Chief	Travelers	$ 50,000	4/4/2026
McLarty, Caitlan	Deputy City Clerk	Travelers	$ 50,000	11/6/2025
Moreno-Aguilar, Jacqueline	Admin Asst	Travelers	$ 50,000	6/13/2025
Owens, Morgan	OPD - PACE	Travelers	$ 50,000	2/15/2025
Pettis, Kimberly	Admin Asst	Travelers	$ 50,000	7/12/2025

CITY OF OXFORD, MISSISSIPPI
SCHEDULE OF SURETY BONDS FOR MUNICIPAL OFFICIALS
September 30, 2024

NAME	POSITION	COMPANY	BOND AMOUNT	BOND EXPIRATION
Quinn, Micah	Director	Travelers	$ 50,000	3/26/2026
Ragon, Margaret	Deputy Court Clerk	Travelers	$ 50,000	10/3/2025
Redmond, Keddrick A	PACE Officer	Travelers	$ 50,000	7/1/2025
Robinson, Michael Bart	COO	Travelers	$ 50,000	10/24/2025
Rockette, Delaine	Manager	Travelers	$ 50,000	4/22/2025
Sabin, David	PACE Officer	Travelers	$ 50,000	3/6/2026
Steele, Laurie	HR Manager	Travelers	$ 50,000	12/1/2025
Stratton, Aric	Metro Agent	Travelers	$ 50,000	1/2/2026
Taylor, Preston	Board Member	Travelers	$100,000	6/30/2025
Tannehill, Robyn	Mayor	Travelers	$100,000	6/30/2025
Tolleson, Jessica	Comptroller	Travelers	$ 50,000	1/6/2026
Tubbs, Holly	Payroll Manager	Travelers	$ 50,000	11/4/2025
Vaughn, Daphanie	Deputy City Clerk	Travelers	$ 50,000	5/12/2025
Welch, Ashley Joy	Deputy City Clerk	Travelers	$ 50,000	12/7/2025
Wilemon, Dana	Deputy City Clerk	Travelers	$ 50,000	12/7/2025
Williams, Ladazeric	Metro Agent	Travelers	$ 50,000	6/28/2025
Young, Michael C	Asst Director	Travelers	$ 50,000	3/9/2026

CITY OF OXFORD, MISSISSIPPI
SCHEDULE OF LONG-TERM DEBT
For the Year Ended September 30, 2024

	INTEREST RATE	BALANCE 9-30-23	DEBT ISSUED	DEBT RETIRED	BALANCE 9-30-24	CURRENT MATURITIES
LONG-TERM DEBT:						
Governmental Activities						
General Obligation Bonds:						
General Obligation-Series 2009	3.50-3.75%	$ 340,000	$ -	$ 340,000	$ -	$ -
General Obligation-Series 2012	2.00-2.25%	1,670,000	-	400,000	1,270,000	410,000
General Obligation-Series 2015 (Refunding)	2-2.5 %	2,490,000	-	600,000	1,890,000	615,000
General Obligation-Series 2017A	3.00%	5,730,000	-	330,000	5,400,000	340,000
General Obligation-Series 2017B	3.00%	6,050,000	-	320,000	5,730,000	330,000
General Obligation-Series 2018A	2.50% - 3.30%	2,165,000	-	115,000	2,050,000	120,000
General Obligation-Series 2018B	3.00% - 4.00%	835,000	-	410,000	425,000	425,000
General Obligation-Series 2018C	3.50%	575,000	-	105,000	470,000	110,000
G.O. Note Series 2019	2.41%	380,000	-	380,000	-	-
2019 Series TIF Bonds	3.00% - 4.00%	3,335,000	-	255,000	3,080,000	260,000
2022 GO $2.9M	1.65%	580,000	-	145,000	435,000	145,000
2022 GO $7.799M (Refunding)	1.69% - 2.14%	7,722,000	-	40,000	7,682,000	41,000
2023 GO $9.0M (Refunding)	4.00% - 5.00%	-	9,000,000	-	9,000,000	295,000
Total General Obligation Bonds and Notes		31,872,000	9,000,000	3,440,000	37,432,000	3,091,000
Special Assessment Bonds:						
Special Assessment Bond-Series 2014	2.25-2.625%	735,000	-	115,000	620,000	115,000
Total Special Assessment Bonds		735,000	-	115,000	620,000	115,000
Notes & Capital Leases Payable:						
CAP Loan - State of Mississippi	2.00%	268,441	-	55,781	212,660	56,750
CAP Loan - State of Mississippi(Oxford Commons)	2.00%	1,265,136	-	59,948	1,205,188	61,453
Capital Lease-Regions Bank	2.21%	67,274	-	67,274	-	-
CAP Loan - Fire truck	2.00%	683,742	-	76,478	607,264	77,670
Total Notes & Capital Leases Payable		2,284,593	-	259,481	2,025,112	195,873
Total Governmental Activities		34,891,593	9,000,000	3,814,481	40,077,112	3,401,873
Business-Type Activities						
Revenue Bonds:						
2012 Water & Sewer Revenue Bond	2.625-2.75%	380,000	-	380,000	-	-
2014 Water & Sewer Revenue Bond (Refunding)	2.75-4.00%	1,500,000	-	420,000	1,080,000	435,000
2019 Water & Sewer Revenue Bond	3.0-4.0%	10,595,000	-	495,000	10,100,000	515,000
2020 Water & Sewer Revenue Bond (Refunding)	1.31%	943,000	-	226,000	717,000	235,000
2020B Water & Sewer Revenue Bond (Refunding)	1.55%	3,670,000	-	549,000	3,121,000	566,000
2021 Water & Sewer Revenue Bond (Refunding)	1.36%	3,245,000	-	525,000	2,720,000	530,000
2022 GO $2.9M	1.65%	1,740,000	-	435,000	1,305,000	435,000
2023 GO $2.3M	4.76%	2,300,000	-	460,000	1,840,000	460,000
2024 Water & Sewer Revenue Bond	3.0-4.0%	-	4,000,000	-	4,000,000	120,000
Total Revenue Bonds		24,373,000	4,000,000	3,490,000	24,883,000	3,296,000
Notes & Capital Leases Payable:						
Capital Lease-Regions Bank	2.21%	279,358	-	279,358	-	-
Total Notes Payable		279,358	-	279,358	-	-
Total Business-Type Activities		24,652,358	4,000,000	3,769,358	24,883,000	3,296,000
Total Long-Term Debt		$ 59,543,951	$ 13,000,000	$ 7,583,839	$ 64,960,112	$ 6,697,873

City of Oxford, Mississippi
Schedule of Expenditures of Federal Awards
For the Year Ended September 30, 2024

Award Information	*AL/other #*	*Name of Grant - Grant ID No.*	*Passed-through to Subrecipients ($)*		*Federal Expenditures ($)*
Highway Safety Cluster-Cluster					
Department of Transportation					
Passed through the Mississippi Department of Highway Safety					
State and Community Highway Safety	20.600	PT-2024-PT-22-51		$	20,194
National Priority Safety Programs	20.616	M5HVE-2024-MD-22-51			143,673
National Priority Safety Programs	20.616	M5TR-2024-MD-22-51			390,863
Total Department of Transportation					554,730
Total Highway Safety Cluster-Cluster				*	554,730
Other Programs (Treated individually for major program determination)					
Department of Transportation					
Passed through the Mississippi Department of Transportation					
Highway Planning and Construction	20.205	STP-0260-00(013)LPA 108798 701000			206,394
Highway Planning and Construction	20.205	STP-9425-00(001)LPA 708797 701000			316,072
Total Highway Planning and Construction			0		522,466
Passed through the Mississippi Department of Transportation					
Formula Grants for Rural Areas and Tribal Transit Program	20.509	503628			2,923,404
Formula Grants for Rural Areas and Tribal Transit Program	20.509				466,080
Total Formula Grants for Rural Areas and Tribal Transit Program			0	*	3,389,484
Total Department of Transportation					3,911,950
Department of the Treasury					
Passed through Mississippi Department of Finance & Administration					
Coronavirus State and Local Fiscal Recovery Funds	21.027				1,061,619
Coronavirus State and Local Fiscal Recovery Funds	21.027			**	966,422
Total Passed through Mississippi Department of Finance & Administration					2,028,041
Passed through Mississippi Department of Environmental Quality					
Coronavirus State and Local Fiscal Recovery Funds	21.027	107-2-DW-5.15			508,211
Coronavirus State and Local Fiscal Recovery Funds	21.027	172-2-SW-5.6			351,521
Coronavirus State and Local Fiscal Recovery Funds	21.027	421-2-DW-5.15			201,888
Total Passed through Mississippi Department of Environmental Quality					1,061,620
Total Coronavirus State and Local Fiscal Recovery Funds			0	*	3,089,661
Total Department of the Treasury					3,089,661

City of Oxford, Mississippi
Schedule of Expenditures of Federal Awards
For the Year Ended September 30, 2024

Award Information	*AL/other #*	*Name of Grant - Grant ID No.*	*Passed-through to Subrecipients ($)*	*Federal Expenditures ($)*
Department of Homeland Security				
Passed through Mississippi Emergency Management Agency				
Hazard Mitigation Grant	97.039	4429-DR-MS		25,631
Total Passed through Mississippi Emergency Management Agency			0	25,631
Passed through the Mississippi Department of Public Safety				
Homeland Security Grant Program	97.067	23LE286		91,872
Homeland Security Grant Program	97.067	20HS286R		26,170
Total Passed through the Mississippi Department of Public Safety			0	118,042
Total Department of Homeland Security				143,673
Total Other Programs (Treated individually for major program determination)				7,145,284
Total Expenditures of Federal Awards			$ 0	$ 7,700,014

SIGNIFICANT ACCOUNTING POLICIES:

The Schedule of Expenditures of Federal Awards includes the federal grant activity of the City of Oxford, Mississippi and its blended component unit, Oxford Tourism Council, as required by Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Therefore, some amounts in this schedule may differ from amounts presented in, or used in the preparation of , the basic financial statements.

Oxford Tourism Council is a legally separate entity, but it is reported as a blended component unit of the City due to the nature and significance of its relationship with the primary government. Accordingly, the federal expenditures of Oxford Tourism Council are included in the City's SEFA.

All federal awards expended by Oxford Tourism Council during the fiscal year have been included in this schedule and are subject to audit in accordance with the Uniform Guidance.

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

The City has elected to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

* - Major Program

** - Administered by Oxford Tourism Council, a blended component unit.

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Partners
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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Honorable Mayor and Board of Aldermen
City of Oxford, Mississippi
Oxford, Mississippi 38655

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Oxford, Mississippi, as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the City of Oxford, Mississippi's basic financial statements and have issued our report thereon dated May 13, 2025.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Oxford, Mississippi's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Oxford, Mississippi's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Oxford, Mississippi's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We identified a certain deficiency in internal control, described in the accompanying Schedule of Findings and Questioned Costs and Responses as item 2024-001 that we consider to be a material weakness.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Oxford, Mississippi's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and questioned costs as 2024-001.

City of Oxford, Mississippi's Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the City of Oxford, Mississippi's response to the findings identified in our audit and described in the accompanying schedule of findings and questioned costs. The City of Oxford, Mississippi's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. However, this report is a matter of public record and its distribution is not limited.

Franks, Franks, Wilemon & Hagood P.A.

FRANKS, FRANKS, WILEMON & HAGOOD, P.A.
Tupelo, Mississippi
May 13, 2025

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

To the Honorable Mayor and Board of Aldermen
City of Oxford, Mississippi

Report on Compliance for the Major Federal Program

Opinion on the Major Federal Program

We have audited the City of Oxford, Mississippi's compliance with the types of compliance requirements identified as subject to audit in the *OMB Compliance Supplement* that could have a direct and material effect on the City of Oxford, Mississippi's major federal programs for the year ended September 30, 2024. The City of Oxford, Mississippi's major federal programs are identified in the summary of auditor's results section of the accompanying Schedule of Findings and Questioned Costs.

In our opinion, the City of Oxford, Mississippi complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on its major federal programs for the year ended September 30, 2024.

Basis for Opinion on the Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of *Title 2* U.S. Code of Federal Regulations *Part 200,* Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City of Oxford, Mississippi and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for the major federal programs. Our audit does not provide a legal determination of the City of Oxford, Mississippi's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to City of Oxford, Mississippi's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on City of Oxford, Mississippi's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about City of Oxford, Mississippi's compliance with the requirements of the major federal program as a whole.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, and the Uniform Guidance, we

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding City of Oxford, Mississippi's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of City of Oxford, Mississippi's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of City of Oxford, Mississippi's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Other Matters

The results of our auditing procedures disclosed instances of noncompliance which are required to be reported in accordance with the Uniform Guidance and which are described in the accompanying Schedule of Findings and Questioned Costs as item 2024-002. Our opinion on the major federal program is not modified with respect to these matters.

Government Auditing Standards requires the auditor to perform limited procedures on the City of Oxford, Mississippi's response to the noncompliance findings identified in our compliance audit described in the accompanying Schedule of Findings and Questioned Costs. The City of Oxford, Mississippi's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

Report on Internal Control over Compliance

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we did identify certain deficiencies in internal control over compliance that we consider to be material weaknesses.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis.

A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance. We consider the deficiencies in internal control over compliance described in the accompanying Schedule of Findings and Questioned Costs as item 2024-002 to be material weaknesses.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

Government Auditing Standards requires the auditor to perform limited procedures on the City of Oxford, Mississippi's response to the internal control over compliance findings identified in our compliance audit described in the accompanying Schedule of Findings and Questioned Costs. The City of Oxford, Mississippi's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose. However, this report is a matter of public record and its distribution is not limited.

Franks, Franks, Wilemon & Hagood P.A.

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Tupelo, Mississippi
May 13, 2025

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INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH STATE LAWS AND REGULATIONS

Honorable Mayor and Board of Aldermen
City of Oxford, Mississippi

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Oxford, Mississippi, as of and for the year ended September 30, 2024, which collectively comprise the City of Oxford, Mississippi's basic financial statements and have issued our report thereon dated May 13, 2025. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the *Government Auditing Standards*.

As required by the state legal compliance audit program prescribed by the Mississippi Office of the State Auditor, we have also performed procedures to test compliance with certain state laws and regulations. However, providing an opinion on compliance with state laws and regulations was not an objective of our audit and, accordingly, we do not express such an opinion.

The results of those procedures and our audit of the financial statements disclosed an instance of noncompliance with state laws and regulations. Our findings and recommendations and your responses are included in the Schedule of Findings and Questioned Costs as 2024-001.

This report is intended solely for the information and use of the Mayor and Board of Aldermen of the City of Oxford, its management, federal awarding agencies, the Mississippi Office of the State Auditor, and pass-through entities and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

Franks, Franks, Wilemon & Hagood P.A.

Franks, Franks, Wilemon & Hagood, P.A.
Tupelo, Mississippi
May 13, 2025

CITY OF OXFORD, MISSISSIPPI
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
September 30, 2024

SECTION 1 – SUMMARY OF AUDITORS' RESULTS

Financial Statements

Type of auditors' report issued:	Unmodified
Internal control over financial reporting:	
Material weakness identified?	X Yes ____ No
Significant deficiency identified not considered to be a material weakness?	X Yes ____ None reported
Noncompliance material to financial statements noted?	X Yes ____ No

Federal Awards

Internal Control over major programs:	
Material weakness identified?	X Yes ____ No
Significant deficiency identified not considered to be a material weakness?	____ Yes X None reported
Type of auditors' report issued on compliance for major programs:	Unmodified
Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	X Yes ____ No

Identification of major program:

CFDA Number(s)	Name of Federal Program or Cluster
20.509	Formula Grants for Rural Areas and Tribal Transit Program
21.027	Coronavirus State and Local Fiscal Recovery Funds
20.600/20.616	Highway Safety Cluster

Dollar threshold used to distinguish between Type A and Type B programs:	$ 750,000
Auditee qualified as low-risk auditee?	____ Yes X No

SECTION 2 – FINANCIAL STATEMENT FINDINGS:

Material Weakness, Noncompliance

2024-001 Strengthen controls to maintain adequate subsidiary records substantiating the existence, completeness, and valuation of assets.

Repeat Finding: Yes

Criteria: The City is to maintain adequate subsidiary records substantiating the existence, completeness, and valuation of fixed assets.

Condition: The City does not have a complete and accurate listing of all fixed assets. The City has not ensured that all fixed assets are properly tagged and accounted for in compliance with state laws at the time of purchase. The City's depreciation schedule has several assets without a description of the assets. The City disposed of several assets by approval in the minutes, however, the assets could not be removed from the depreciation schedule due to lack of adequate descriptions.

Cause: The City has not fully implemented an adequate system of controls for properly tracking activity of fixed assets.

Effect: The City is not in compliance with the applicable requirements as required by state statute as prescribed the Office of the State Auditor.

Recommendation: The City should conduct a year-end inventory of its fixed assets and ensure that all assets owned by the City are properly tagged and accounted for in accordance with state requirements and that all assets are tagged at the time of purchase. The City should ensure adequate support and documentation is maintained on all assets purchased. The City should ensure that all assets declared surplus are identified on the depreciation schedule and properly removed.

Views of Responsible Officials: The City will establish an inventory policy that will require a complete annual inventory of all fixed assets. All assets will be properly tagged and numbered, and relevant information will be gathered on all assets and included on the master fixed asset listing. The City is currently working with all departments to conduct an annual inventory and accurately tag and account for all fixed assets.

SECTION 3 – FEDERAL AWARD FINDINGS:

Allowable Costs/Activities Allowed

Material Weakness, Noncompliance

2024-002 Strengthen Controls to Ensure Compliance with Allowable Costs Requirements

Agency: U.S. Department of Transportation; Passed-through Mississippi Office of Highway Safety

ALN Numbers: 20.600 State and Community Highway Safety
20.616 National Priority Safety Programs

Federal Award: M5TR-2024-MD-22-51

Repeat Finding: No

Questioned Costs: $1,432.84

Criteria: In accordance with 2 CFR 200.403, costs charged to a federal award must be necessary, reasonable, and allocable. Further, per 2 CFR 200.303, the non-federal entity must establish and maintain effective internal controls over the federal award.

Condition: During our evaluation and testing of the grant, we were alerted to improper payments totaling $1,432 made to employees as the result of misrepresentation of reimbursable expenses. The payments were processed and disbursed; however, internal controls subsequently identified and alerted officials to the improper payments. The employees were terminated, and no additional payments were made.

Cause: Fraudulent requests for employee expense reimbursement for travel were submitted and not independently verified. Although controls were in place to verify such requests, the fraud attempt bypassed initial detection. The City's post-disbursement review controls detected the issue, but only after payment had occurred.

Effect: The City disbursed $1,432 in federal funds to fraudulent reimbursements. Although no additional losses occurred and corrective actions were taken, the incident reflects a breakdown in the preventative control environment over disbursement verification.

Recommendation: We recommend that the City implement additional internal controls to ensure that proper and substantiated travel reimbursement payments are made.

Views of Responsible Officials: The City concurs with the finding. While our internal post-payment review control ultimately identified the issue, we acknowledge the breakdown in the preventive stage. We have since revised our procedures to require independent verification. We also reported the incident to proper agencies as required.

Auditee's Corrective Action Plan

As required by 2 CFR 200.511(a-c), the City of Oxford has prepared and hereby submits the following corrective action plan for the findings included in the Schedule of Findings and Questioned Costs for the year ended September 30, 2024.

2024-001

a. Contact person responsible for corrective action:

   Ashley Atkinson and Jessi Tollison

b. Description of corrective action to be taken:

   The City will establish an inventory policy that will require a complete annual inventory of all fixed assets. All assets will be properly tagged and numbered, and relevant information will be gathered on all assets and included on the master fixed asset listing. The City is currently working with all departments to conduct an annual inventory and accurately tag and account for all fixed assets.

c. Anticipated completion date of corrective action:

   This will be implemented by September 30, 2025.

2024-002

a. Contact person responsible for corrective action:

   Police Chief Jeff McCutchen and Kim Richardson

b. Description of corrective action to be taken:

   The City has already implemented additional controls for verification of attendance lodging and travel reimbursements.

c. Anticipated completion date of corrective action:

   This was implemented on October 11, 2024.

OXFORD POLICE DEPARTMENT

Chief of Police
Chief Jeff McCutchen

SPECIAL EVENT, PARADE, OR PUBLIC ASSEMBLY PERMIT

In accordance with City of Oxford Municipal Code, 102-637, The City of Oxford Police Department does hereby grant the petitioner, permission to hold an event on the following date(s), time(s), and location: Upon approval by the Chief of Police.

No permit received with less than 14 days prior to the event date will be approved.

102-640. - Fees. A nonrefundable fee of $25.00 to cover administrative costs of processing the permit shall be paid to the City of Oxford by the applicant when the application is filed.

Name of Applicant: Kesha Howell Atkinson
Address: 701 Martin Luther King Dr
Telephone: -
Name of Organization: Oxford Juneteenth
Address: same
Telephone: -
Organization Director: Kesha Howell Atkinson
Email: Kesha.howellatkinson@oxfordms.net
On Site Contact Person: same
Name:
Telephone:

Requested Date(s): June 14, 2025
Requested Time(s): 2pm-8pm
Requested Location(s): The streets around Central Elementary & Oxford Intermediate Schools

Type of Event: Community Celebration & Street Festival

Designation of any Public Facilities and / or Equipment to be utilized:

Detailed Route Information, Start to Finish:
Roads blocked at Washington Ave in front of the Boys & Girls Club to MLK Jr. Drive. Also N. 5th St at the end of Jefferson Ave.

Spacing Intervals to be maintained between units of such parade or assembly:
None

Area/Width of Street, Sidewalk, or Public Area to be used by event: Expected Number of Participants and/or vehicles, animals, etc.:

Number of expected Spectators:

Assembly Point and time of Participants:

Description of any type of recording equipment, signs, banners, attention getting devices to be used for the event:

Special Detail Instructions:

Applicant	Date	Time

Permit Approved By:

Chief of Police	Date	Time

RECEIVED
MAY 29 2025
BY:_____

OXFORD POLICE DEPARTMENT

Jeff McCutchen
Chief of Police
Sheridan Maiden
Deputy Chief of Police

SPECIAL EVENT, PARADE, OR PUBLIC ASSEMBLY PERMIT APPLICATION

In accordance with the City of Oxford, Mississippi Code of Ordinances - Chapter 102, Article XX, Section 102-637- Permit Required, no person shall engage in or conduct any parade or public assembly unless a permit is issued by the Chief of Police.

Application must be submitted to the City Clerk's Office in City Hall at least fourteen (14) days prior to the proposed parade or public assembly. Application fee is due at the time the application is submitted.

I. Applicant Information:

Name: Don Mason

Phone Number: 662-607-3321 E-mail Address: dmason222@gmail.com

Address: 461 Highway 331

Oxford \ MS \ 38655

(City) (State) (Zip Code)

Are you submitting this application on behalf of a business or organization?

☒ Yes ☐ No

If yes, please provide the following information about the business/organization:

Name of Business/Organization: Lafayette County Democrats

Director of Business/Organization: Cristen Hemmins, Chair

Phone Number: 662-801-5357 E-mail Address: cristenhemmins@gmail.com

Address: 101 Co.Rd. 178

Oxford \ MS \ 38655

(City) (State) (Zip Code)

Name of On-Site Contact Person at Event: Cristen Hemmins

Phone Number: 662-801-5357 E-mail Address: cristenhemmins@gmail.com

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II. Event Information:

Date: June 14 Start Time: 10:30 AM End Time: 12:30 PM

Type of Event: Rally + short march

Event Location Information:

Starting Point Location: City Hall steps, Oxford Square

Finish Line Location: City Hall steps

Detailed Route: Once around square

Other Information: A few persons will speak on steps

Designation of any City of Oxford Facilities and/or Equipment to be Utilized: _____

Number of Expected Participants: 100-200 Number of Expected Spectators: 20

Spacing Intervals to be Maintained Between Units: arm's length or more

Description of Attention-Getting Devices, Signs, Banners, or Recording Equipment to be Used by Event: Mobile sound system, hand-made signs or banners without poles, cellphone cameras

III. Application Fee:

The application fee is $25.00, and it must be paid at the time the application is submitted.

IV. Police Protection Fee:

As per Chapter 102, Article XX, Section 102-641- Police Protection, the Chief of Police shall determine whether and to what extent additional police protection is reasonably necessary for the parade or public assembly for traffic control and public safety. If additional police protection is deemed necessary by the Chief of Police, the applicant will be solely responsible for this cost and must remit payment prior to the date of the event.

V. Signatures:

Don Mason 5/29/25

Applicant Signature Date

Approved By: Chief of Police, Oxford Police Department Date

PAYMENT DATE
05/29/2025

COLLECTION STATION
Station 1

RECEIVED FROM
DON MASON

DESCRIPTION
RALLY & SHORT MARCH ON 06/14/2025

City of Oxford
City Clerk's Office
107 Courthouse Square
Oxford, MS 38655

BATCH NO.
2025-00000644

RECEIPT NO.
2025-00003391

CASHIER
Daphanie Vaughn

PAYMENT CODE	RECEIPT DESCRIPTION	TRANSACTION AMOUNT
OPD	Oxford Police Dept. Fees 001-001-01 CASH GENERAL FUND $25.00 001-000-305 INCOME FROM POLICE DEPT FEES $25.00	$25.00

Payments:

Type	Detail	Amount
Check	2133	$25.00

Total Cash	**$0.00**
Total Check	**$25.00**
Total Charge	**$0.00**
Total Wire	**$0.00**
Total Other	**$0.00**
Total Remitted	**$25.00**
Change	**$0.00**
Total Received	**$25.00**

Total Amount: **$25.00**

Customer Copy

OXFORD
DEVELOPMENT
SERVICES

Memorandum

To: Mayor and Board of Aldermen
From: Johnathan Mizell, CBO
Date: June 3, 2025
Re: Second Reading and Public Hearing of a Proposed Ordinance Amending Chapter 22 Building of the Municipal Code of Ordinances

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Second reading and public hearing for modifications to Chapter 22 Building of the Municipal Code of Ordinances. The proposed modification incorporates adopting the ICC 2024 codes and modifying multiple sections.

(Ordinance 2025-)

ORDINANCE AMENDING CHAPTER 22 BUILDINGS OF THE MUINICIPAL CODE OF THE CITY OF OXFORD, MISSISSIPPI

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

SECTION I. That the Municipal Code of Ordinances, Oxford, Mississippi, is hereby amended to read as follows:

…

ARTICLE I. - IN GENERAL

Sec. 22-1. - Stop work orders.

If a stop work order is issued for any reason, an administrative fee of $50.00, (in addition to remediation of the original cause for the issuance of the stop work order), shall be remitted to the building division of the development services department in order for the stop work order to be removed.
(Ord. No. 2020-14, § I, 12-15-2020)

Sec. 22-2. - Temporary certificate of occupancy (TCO) issuance and fee schedule.

(a)Issuance. The building official/senior building inspector is authorized to issue a temporary certificate of occupancy prior to the completion of the work covered by the permit and / or required by other provisions of the municipal codes of the City of Oxford, provided that such portion or portions may be occupied safely. Temporary certificates of occupancy may be issued in increments of 30 days for a maximum cumulative period of 180 days.

(b)Revocation. The building official/senior building inspector is authorized to, in writing, suspend or revoke a temporary certificate of occupancy wherever the certificate is issued in error, or on the basis of incorrect information supplied, or where it is determined that the structure or any portion thereof is in violation of any ordinance or regulation, or where an unsafe condition is found as determined by the building official/senior building inspector or personnel with the oxford fire department inspection division.

(c)Fee schedule.

Fifteen percent of the permit cost with a $300.00 minimum for the first 30-day period or fraction thereof.

Twenty-five percent of the permit cost with a $600.00 minimum for the second 30-day period or fraction thereof.

Thirty-five percent of the permit cost with a $1,000.00 minimum for each 30-day period or fraction thereof after the second.

If landscaping requirements are the only prohibitions to the issuance of the permanent certificate of occupancy, a one-time fee of ten percent of the cost of the permit with a $300.00 minimum and a $1,000.00 maximum will be assessed. The temporary certificate of occupancy issued for only landscaping shall be issued for a time period not to exceed 180 days.

If all landscaping requirements are not met within the allotted 180-day period, the city may utilize the certificate of deposit or letter of credit furnished in accordance with section 5.7.2.4 of the land development code to install or complete the installation of the required landscaping.
(Ord. No. 2019-6, § I, 5-7-2019)

Secs. 22-3. - Fees.

It shall be the responsibility of the building official to maintain an accounting of all fees and to maintain the current fee schedule for any and all required permits.
(Ord. No. 2023-10, § I, 6-20-2023)

Sec. 22-4. - Violations; penalties.

Any person who performs building, electrical, plumbing, gas, or mechanical work within the city and fails to obtain the required permit before work commences, shall be guilty of a misdemeanor, and upon conviction, shall be sentenced to pay a fine of not less than $500.00 and not to exceed $1,000.00 for each violation. A second violation within 12 months shall be guilty of a misdemeanor, and upon conviction, shall be sentenced to pay a fine of not less than $500.00 and not to exceed $1,000.00 or by imprisonment not exceeding 30 days, or both such fine and imprisonment. Each day that a violation continues after due notice had been served shall be deemed a separate offense.
(Code 1968, § 33-25; Ord. No. 1985-2, § 14, 4-2-1985; Ord. No. 2005-3, § II, 3-15-2005)

Secs. 22-5—22-30. Reserved.

ARTICLE II. – LICENSING AND PERMITS

Sec. 22-31. – Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the contest clearly indicates a different meaning:

Residential Builder: means any person, firm, or corporation engaged in the business of constructing, altering, repairing, or improving any residential structure for sale or use by another as a residence.
Subcontractor: means any person, firm, or corporation engaged in the performance of HVAC, electrical, plumbing, and/or mechanical work of a residential construction project under the direction of a general contractor or owner-contractor.
Remodeler: means any person, firm, or corporation who, for a fixed price or other compensation, undertakes residential improvements to an existing residence when the cost of the improvements exceeds Ten Thousand Dollars ($10,000.00)
Owner-Contractor: means any person who undertakes or oversees residential construction or improvements, or acts as the general contractor of their own residence which will not be for sale, lease or rent.
Non-Residential Construction: means construction, altering, repairing, improving any building or structure not intended for residential purposes.

Sec. 22-32. Builder/Contractor Licensing.

(a) No person, firm, or corporation shall engage in the business of new residential construction without a valid license from the Mississippi State Board of Contractors, privilege license, and professional license.

(b) No person, firm, or corporation shall engage in the business of residential remodeling or improvements without a valid license from the Mississippi State Board of Contractors, privilege license,

and professional license, when the total cost of the undertaking exceeds Ten Thousand Dollars ($10,000.00).

Sec. 22-33. Exemptions.

Owner-contractor who personally oversee the construction or renovation of their own residence and follows state law (licensed subcontractors are required).

Sec. 22-34. Residential Subcontractor Licensing.

All subcontractors performing HVAC, electrical, plumbing and/or mechanical work on any residential construction project shall be licensed by the Mississippi State Board of Contractors, privilege license, and professional license regardless of the amount of work to be performed by the subcontractor

Sec. 22-35. – Non-Residential License Required.

Any person engaged in the business of building, electrical, plumbing, gas fitting, or mechanical work (excluding telephone, telegraph, cable antenna television, city water, sewer, and electric employees, gas company, or electric power companies), shall obtain a privilege license, professional license, and follows state law to perform such work, provided such work is regulated by the city building, electrical, plumbing, gas or mechanical codes.

Sec. 22-36. - Renewal of license.

All licenses are required to be renewed before any such permit can be issued.
(Code 1968, § 33-23; Ord. No. 1985-2, § 12, 4-2-1985; Ord. No. 2005-3, § II, 3-15-2005)

Sec. 22-37. - Supervision of work.

It shall be the responsibility of the permit holder who obtained the permit for the work to supervise the work if he does not actually perform the work himself. The permit holder shall be responsible for the work being performed as if he had performed such work himself.
(Code 1968, § 33-21; Ord. No. 1985-2, § 10, 4-2-1985; Ord. No. 2005-3, § II, 3-15-2005)

Sec. 22-38. - Permits.

(a)Permits shall be issued only to those persons holding a valid license. Such license shall be obtained in accordance with the provisions of this article. The following types of work shall be exempt from the permit, license requirements:

(1) Minor electrical repairs where no additional wiring or electrical apparatus is required.

(2) Minor plumbing repairs for water leaks, sewer stoppages, and gas pressure tests for existing gas installations.

(3) Installation of water and sewer mains six inches or larger in diameter and all appurtenances thereto, including manholes, valves, etc., when such mains are to be installed by a contractor who is duly licensed by the state board of public contractors.

(4) Minor mechanical repairs to systems such as recharging refrigerant in units.

(b)No work for which a permit is issued shall be subcontracted to any other person other than an electrician, plumber, gas fitter or mechanical contractor. In addition, no work for which a permit is issued shall be performed by any other person other than the person or bona fide employee of the person holding the permit. Regardless of whether or not a license or permit is required, nothing in this article shall preclude any work from being done in strict accordance with the applicable code adopted by the city or the necessity of obtaining a city privilege license or any other license required by law.
(Code 1968, § 33-14; Ord. No. 1985-2, § 3, 4-2-1985; Ord. No. 1992-2, § 1, 2-4-1992; Ord. No. 1993-1, § 1, 1-5-1993; Ord. No. 1993-8, § 1, 9-7-1993; Ord. No. 2005-3, § II, 3-15-2005)

Secs. 22-39. Roof Permit

Any owner, person, firm, corporation, or contractor who wishes to replace the roof covering on a building structure shall be required to obtain all necessary permits before work begins. The re-roof/ change of covering shall be based on the valuation of construction. The roof covering shall be in compliance with the City of Oxford adopted building codes. The owner, person, firm, corporation, or contractor applying for the roof permit must provide copies of all license's and a copy of their signed contract to determine the valuation. This permit will not require an inspection. Any party who shall perform such work, or who causes any such work to be done, prior to obtaining the required permit or prior to making the necessary filing shall be held in violation of this section and subject to the penalties stated herein.

Sec. 22-40. - Transferability.

No license or permit may be transferred to any other owner, person, firm, corporation, or contractor.

(Code 1968, § 33-24; Ord. No. 1985-2, § 13, 4-2-1985; Ord. No. 2005-3, § II, 3-15-2005)

Secs. 22-41—22-66. - Reserved.

ARTICLE III. - BUILDING CODE

Sec. 22-67. - Adoption; certification, filing.

(a)Code adopted. As authorized by MCA 1972, § 21-19-25, the International Building Code, 2024 edition, and all appendices thereto, is hereby adopted as the official building code of the city.

(b)Certificate and filing. A copy of such code shall be certified by the mayor and city clerk and filed as a permanent record in the office of the city clerk.

(Code 1968, § 32-11; Ord. of 11-15-1966, §§ 1, 2; Ord. of 6-4-1968, § 1; Ord. No. 1970-4, §§ 1—3, 7-14-1970; Ord. No. 1971-9, § 1, 8-26-1971; Ord. No. 1972-15, §§ 1—3, 7-11-1972; Ord. No. 1973-16, §§ 1—3, 9-4-1973; Ord. No. 1974-3, §§ 1—3, 5-7-1974; Ord. No. 1975-13, §§ 1—3, 12-2-1975; Ord. No. 1976-7, §§ 1—3, 5-4-1976; Ord. No. 1980-5, §§ 1—3, 8-19-1980; Ord. No. 1981-6, §§ 1—3, 4-21-1981; Ord. No. 1982-34, § 1, 11-2-1982; Ord. No. 1984-10, §§ 1—3, 9-4-1984; Ord. No. 1985-5, §§ 1, 2, 7-16-1985; Ord. No. 1988-10, §§ 1—3, 8-2-1988; Ord. No. 1991-10, §§ 1—3, 6-18-1991; Ord. No. 1994-8, §§ 1—3, 8-2-1994; Ord. No. 1997-11, §§ 1—3, 10-7-1997; Ord. No. 2014-7, 3-18-2014; Ord. No. 2015-27, 10-6-2015; Ord. No. 2018-23, 12-18-2018)

State Law reference— Adoption of technical codes, MCA 1972, § 21-19-25.

Sec. 22-68. - Appeals.

(a)General. In order to hear and decide appeals of orders, decisions, or determinations made by the building official relative to the application and interpretation of this code, there shall be and is hereby created, a building board of appeals. The building board of appeals shall consist of four members; the planning commission chairman shall serve as a non-voting chairman and shall appoint two planning commissioners and one at-large subject matter expert to serve on this board.

(b)Limitations on authority. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted therein have been correctly interpreted, the provisions of this code do not fully apply, or an equivalent or better form of construction is proposed. The board shall not have the authority to waive requirements of this code or interpret the administration of this code.

(c)Administration. An appeal of a decision or interpretation made by the building official may be filed by the permit holder, contractor, or property owner and shall be filed 14 days after the decision or interpretation is rendered.

(1) The appeal shall be filed with the development services director.

(2) The development services director or his designee shall transmit to the building board of appeals, as appropriate, all papers constituting the record upon which the action appealed from was taken.

a. Date of hearing. Appeal hearings for the building board of appeals shall be called by the planning commission chairman as needed. At the hearing, any party may appeal in person, by agent, or by attorney.

b. Notice of hearing. At least 24 hours prior to the meeting, public notice shall be provided on the city's website.

(3) The concurring vote of a majority of members of the building board of appeals present and voting shall be necessary to reverse any order, requirement, decision, or determination of the building official.

(d)Appeals to the mayor and board of aldermen. An appeal of a decision by the building board of appeals may be made to the mayor and board of aldermen by the appellant or building official within five days after a decision is rendered. Once such appeal is made, the designated administrative official (mayor, city clerk, or development services director) shall transmit to the mayor and board of aldermen, as appropriate, all papers constituting the record upon which the action appealed was taken from.

(1) The appeal shall be filed with the administrative official.

(2) The administrative official shall set the date of the public hearing for an appeal.

(3) The concurring vote of a majority of members of the mayor and board of aldermen present and voting shall be necessary to reverse any order, requirement, decision, or determination of the building board of appeals.

(Ord. No. 2022-3, § I, 4-5-2022)

Editor's note— Ord. No. 2022-3, § I, adopted April 5, 2022, amended § 22-24 in its entirety to read as herein set out. Former § 22-24, pertained to revisions, and derived from the Code of 1968, § 32-12; Ord. No. 1982-34, adopted November 22, 1982; Ord. No. 1988-10, adopted August 2, 1988; Ord. No. 1991-10, adopted June 18, 1991; Ord. No. 1994-8, adopted August 2, 1994; Ord. No. 1997-11, adopted October 7, 1997; Ord. No. 1999-17, adopted November 16, 1999; Ord. No. 2001-7, adopted September 18, 2001; Ord. No. 2002-13, adopted December 17, 2002; Ord. No. 2003-2, adopted January 21, 2003; Ord. No. 2006-23, adopted November 1, 2006; Ord. No. 2014-7, adopted March 18, 2014 and Ord. No. 2015-27, adopted October 6, 15.

Sec. 22-69. – Amendments.

Section 903.3.1.2 NFPA 13R of the 2024 IBC shall read in all Group R occupancies NFPA 13 fire sprinkler system shall be required.

The 2023 ICC 500 ICC/NSSA Standard for the Design and Construction of Storm Shelters for Group E occupancies adopted by the provisions of this article is hereby amended and shall be optional and not mandatory:

702.4.4 Sanitation Support Method
702.4.4.1 Storage capacity for water supply and wastewater with the exception paragraph
702.5 Ventilation

702.5.1 Natural Ventilation with Table 702.5.1
702.5.1.1 Location of Natural Ventilation Openings with Exception Paragraph
702.5.1.2 Mechanical Vents
702.5.2 Mechanical Ventilation
702.5.3 Intake Openings
702.5.4 Opening protection
702.7 Exit Signs and emergency lighting
702.8 Standby Lighting with Exception paragraph.
702.9 Standby Power
702.9.1 Capacity
702.9.2 Duration
702.9.3 Protection of components
(Ord. No. 2023-9, § I, 6-6-2023)

Secs. 22-70 - 22-94. - Reserved.

ARTICLE IV. - ELECTRICITY
DIVISION 1. - GENERALLY

Sec. 22-95. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the contest clearly indicates a different meaning:

Branch circuit means the circuit conductors between the final overcurrent device protecting the circuit and the outlet.

Electrical wiring means an installation of electrical conductors, fittings, fixtures, equipment motors, appliances or apparatus intended for any purpose.
(Code 1968, § 33-1; Ord. No. 2018-23, 12-18-2018)

Sec. 22-96. - Effect of chapter provisions on liability.

The provisions of this chapter shall not be construed to relieve from or to lessen the responsibility or liability of any party owning, operating, controlling or installing any electrical wiring for damages to person or property caused by any defect therein, nor shall the city be held as assuming any such liability by reason of the inspection authorized herein or certificate of approval issued as herein provided.
(Code 1968, § 33-2)

Sec. 22-97. - Administration, enforcement of chapter provisions.

It shall be the duty of the Building official to see that the provisions of this chapter are carried out and to prefer charges against anyone violating any of its provisions.
(Code 1968, § 33-3)

Sec. 22-98. - Hazardous connections.

When, in the opinion of the Building Official, electrical wiring is in a dangerous condition as a result of existing life and/or fire hazards, he shall order electrical service to be discontinued; and service shall not be renewed until after the hazards have been eliminated and the wiring placed in a reasonably safe condition as determined by inspection by the Building Official.
(Code 1968, § 33-4)

Secs. 22-99—22-123. - Reserved.

DIVISION 2. - PERMITS AND INSPECTIONS

Sec. 22-124. - Permit required.

Any person, except a public utility company operating under a franchise, installing line wires, meters, signal and/or communication systems, before doing any electrical wiring or making additions to or alterations in existing electrical wiring shall file written notice at the electrical inspector's office, stating fully the nature of the work to be done and the owner of and location of the property where the work is to be done, and obtain a permit to do the work outlined.

(Code 1968, § 33-27)

Sec. 22-125. - Reserved.

Editor's note— Ord. No. 2023-10, § I, adopted June 20, 2023, repealed § 22-108, which pertained to fees and derived from the Code of 1968, § 33-28; Ord. No. 1983-3, adopted February 1, 1983; Ord. No. 1999-15, adopted November 16, 1999; Ord. No. 2000-9, adopted May 2, 2000; Ord. No. 2001-8, adopted September 18, 2001 and Ord. No. 2015-26, adopted October 6, 2015.

Sec. 22-126. - Concealment of work.

It shall be unlawful for any person to conceal or cause to be concealed, in such manner that the electrical inspector cannot satisfy himself that the provisions of this chapter have been complied with, any electrical wiring until after the wiring has been inspected and approved by the electrical inspector.

(Code 1968, § 33-29)

Sec. 22-127. - Inspections required.

Upon the completion of any electrical wiring installation, and before the same may be connected to a source of electrical service, the same shall be inspected and approved by the electrical inspector as being in compliance with the provisions of this chapter.

(Code 1968, § 33-30)

Secs. 22-128—22-152. - Reserved.

DIVISION 3. - ELECTRICAL CODE

Sec. 22-153. - Adopted; certification, filing

(a)As authorized by MCA 1972, § 21-19-35, the National Electrical Code, 2023 edition, is hereby adopted as the official electrical code of the city.

(b)A copy of such code shall be certified by the mayor and city clerk and filed as a permanent record in the office of the city clerk. Current amendments shall be maintained in the office of the city clerk.

(Code 1968, § 33-43; Ord. of 5-23-1967, §§ 1, 2; Ord. No. 1970-1, §§ 1, 2, 4-7-1970; Ord. No. 1973-26, §§ 1—3, 11-6-1973; Ord. No. 1975-1, §§ 1—3, 1-7-1975; Ord. No. 1980-10, §§ 1—3, 8-19-1980; Ord. No. 1981-4, §§ 1—3, 3-3-1981; Ord. No. 1983-13, §§ 1—3, 12-6-1983; Ord. No. 1986-17, §§ 1—3, 1-4-1986; Ord. No. 1990-2, §§ 1—3, 3-20-1990; Ord. No. 1992-11, §§ 1—3, 10-20-1992; Ord. No. 1996-1, §§ 1—3, 1-2-1996; Ord. No. 1999-2, §§ 1—3, 2-2-1999; Ord. No. 2014-13, 3-18-2014; Ord. No. 2018-23, 12-18-2018)

State Law reference— Adoption of technical codes, MCA 1972, § 21-19-25.

Sec. 22-154. - Aluminum conductors in branch circuits.

The City of Oxford prohibits the use of aluminum conductors in branch circuits as allowed in 2023 Edition of National Electrical Code.
(Ord. No. 2018-23, 12-18-2018)

Secs. 22-155—22-174. - Reserved.

ARTICLE V.- ELIMINATION OR REPAIR OF UNSAFE BUILDINGS

Sec. 22-175. - Adoption of code.

(a)As authorized by MCA 1972, § 21-19-25, the 2024 International Existing Building Code edition, as published, is hereby adopted as the official repair or demolition code.

(b)A copy of such code shall be certified by the mayor and city clerk and filed as a permanent record in the office of the city clerk.
(Code 1968, § 32-31; Ord. No. 1982-35, § 1, 11-2-1982; Ord. No. 1984-11, § 1, 9-4-1984; Ord. No. 1986-11, §§ 1, 3, 8-5-1986; Ord. No. 2014-12, 3-18-2014; Ord. No. 2018-23, 12-18-2018)

Sec. 22-176. - Amendments.

The repair or demolition code adopted by the provisions of this article is hereby amended to read as follows:

Section 112 Means of Appeal is hereby appealed in its entirety. A person shall have the right to appeal a decision of the code official such person must prescribe to section 22-68.

(Code 1968, § 32-32; Ord. No. 1982-35, § 2, 11-2-1982; Ord. No. 1984-11, § 2, 9-4-1984; Ord. No. 1986-11, § 2, 8-5-1986; Ord. No. 1995-13, § 1, 9-19-1995; Ord. No. 2014-12, 3-18-2014)

Secs. 22-177—22-202. - Reserved.

ARTICLE VI. – HOUSING

DIVISION 1. - GENERALLY
Secs. 22-203—22-227. - Reserved.

DIVISION 2. - HOUSING CODE

Sec. 22-228. - Adoption; certification, filing~~; penalty for violation~~.

(a)As authorized by MCA 1972, § 21-19-25, the International Residential Code for One- and Two-Family Dwellings, 2024 edition, as published, and all appendices thereto, is hereby adopted as the official housing code of the city.

(b)A copy of such code shall be certified by the mayor and city clerk and filed as a permanent record in the office of the city clerk.

(Code 1968, § 34-11; Ord. of 8-5-1969, §§ 1—3; Ord. No. 1973-7, §§ 1—3, 4-3-1973; Ord. No. 1980-11, §§ 1—3, 8-19-1980; Ord. No. 1981-10, §§ 1—3, 4-21-1981; Ord. No. 1982-36, §§ 1—3, 11-2-1982; Ord. No. 1984-12, §§ 1—3, 9-4-1984; Ord. No. 1985-9, §§ 1—3, 7-16-1985; Ord. No. 1988-9, §§ 1—3, 8-2-1988; Ord. No. 1991-12, §§ 1—3, 6-18-1991; Ord. No. 1997-14, §§ 1—3, 11-18-1997; Ord. No. 2014-8, 3-18-2014; Ord. No. 2015-21, 5-5-2015; Ord. No. 2018-23, 12-18-2018)

State Law reference— Adoption of technical codes, MCA 1972, § 21-19-25.

Sec. 22-229. - Amendment.

The housing code adopted by provisions of this article is hereby amended as follows:

108.5 Fee Refunds is hereby repealed in its entirety.

Section 112 Means of Appeal is hereby appealed in its entirety. A person shall have the right to appeal a decision of the code official such person must prescribe to section 22-68.

Section R302 Fire Resistant Construction.

Table R302.1(2) Exterior Walls—Dwellings with fire sprinklers. Minimum wall fire separation distance shall be equal to lesser setbacks, but in no event less than 3 feet. No exceptions allowed.

R302.2 Townhouses. Each townhouse shall be considered a separate building and shall be separated by fire-resistance rated wall assemblies meeting the requirements of Section R302.1 for exterior walls.

Exception: A common 2-hour fire-resistance-rated wall assembly tested in accordance with ASTM E 119 or UL 263 is permitted for townhouses if such walls do not contain plumbing or mechanical equipment, ducts, or vents in the cavity of the common wall. This rating may be reduced to 1-hour when the townhouses on both sides of such wall are equipped throughout with an automatic sprinkler installed in accordance with NFPA 13D. The wall shall be rated for fire exposure from both sides and shall extend to and be tight against exterior wall and tight against the underside of the roof sheathing. Electrical installations shall be installed in accordance with Chapter 34 through 43. Penetrations of electrical outlet boxes shall be in accordance with Section R302.4

302.2.6 Each individual townhouse shall be structurally independent.

Exceptions:

Townhouses separated by a common 2 hour wall as provided in Section 302.2

R302.5.1 Opening protection. Openings from private garage directly into a room used for sleeping purposes shall not be permitted. Other openings between the garage and residence shall be equipped with solid doors not less than 1⅜ inches (35 mm) thick, or 20 minute fire rated doors.

Section R309 Automatic Fire Sprinkler Systems.

R309.1 Townhouse automatic fire sprinkler systems. An automatic residential fire sprinkler system shall be optional and not mandatory in townhouses.

R309.2 One- and two-family dwellings automatic residential fire sprinkler systems. An automatic residential fire sprinkler system shall be optional and not mandatory in one- and two-family dwellings.

R309.2[.1] Design an installation. When installed automatic residential fire sprinkler systems for one- and two-family dwellings and townhouses shall be designed and installed in accordance with NFPA 13D.
Section R502 Wood Floor Framing.

R502.12.4 Truss design drawing. Truss design drawings, prepared in compliance with Section R502.11.1, shall be provided to the building official at the time of inspection, rather at the undefined time prior to installation. The truss design drawings will be required to be provided with the shipment of trusses and be available on the construction site for review by inspector before installation.

Chapter 11 Energy Efficiency.

Chapter 11 Energy Efficiency. Chapter 11 of the International Residential Code for One- and Two-Family Dwellings, 2024 edition is deleted and replaced with Chapter 11 of the International Residential Code for One- and Two-Family Dwellings, 2006 edition.

P2904.1.1 Required sprinkler locations.

When installed the sprinklers shall protect all areas of a dwelling unit.

E3401.1—E4209.6 The City of Oxford prohibits the use of aluminum conductors in branch circuits as allowed in 2024 IRC for One- and Two-Family Dwellings.
(Code 1968, § 34-12; Ord. No. 1988-9, § 4, 8-2-1988; Ord. No. 1991-12, § 4, 6-18-1991; Ord. No. 1992-10, § 1, 10-6-1992; Ord. No. 1997-14, § 4, 11-18-1997; Ord. No. 2014-8, 3-18-2014; Ord. No. 2015-21, 5-5-2015; Ord. No. 2018-23, 12-18-2018; Ord. No. 2023-10, § I, 6-20-2023)

Sec. 22-230. - Residential permit deadline.

All new residential construction including houses, duplexes and additions or alterations in existing or substantially complete (75 percent of approved lots) subdivisions within estate residential, suburban residential or traditional neighborhood residential zoning districts must be completed in a timely manner.

Work must not extend over an 18-month period of time without authorization from board of aldermen or their appointed official. If the project is not complete at the end of 18 months a fee of twice the original building permit will be accessed for an extension of building permit. This extended permit will be valid for six months. At the end of this extension and if construction is not complete a second extension to the building permit may be issued for an additional six months with the fees to be assessed at twice the cost of the original building permit. Construction time will be calculated from issuance of permit until certificate of occupancy or certificate of completion is issued.

No excess materials shall be stored onsite; all materials shall be used for current project only.

The property owner will be subject to fines and penalties due to exceeding building deadlines or improper storage of materials.
(Ord. No. 2018-13, 8-21-2018)

Secs. 22-231 - 22-255. - Reserved.

DIVISION 3. - AFFORDABLE HOUSING[2]

Editor's note— Ord. No. 2021-7, § I, adopted June 15, 2021, amended division 3 in its entirety to read as herein set out. Former division 3, §§ 22-194—22-196, pertained to incentives for affordable housing development, and derived from Ord. No. 2018-9, adopted July 3, 2018.

Sec. 22-256. - Definitions, eligibility, and application.

(a) For the purpose of this article, "affordable housing" shall mean housing, available either for rent or purchase, that is affordable to those with household incomes below 80 percent of the standard area median income ("AMI") as defined by the most current AMI schedule published by the U.S. Department of Housing and Urban Development.

(b) An "affordable housing development" is a residential development that guarantees to the satisfaction of the mayor and board of aldermen that at least ten percent of its dwelling units will be available as affordable housing for at least 15 years.

(c) The mayor and board of aldermen shall consider designation of a residential development as an affordable housing development only after submittal of an affordable housing project application, which shall include as a minimum the following:

(1) A vicinity map of suitable scale to show the tract of property and its relation to the surrounding area;

(2) A conceptual site plan of the development, which shall include at a minimum, information pertaining to the proposed street and lot layout, the number of residential lots and structures proposed for each lot, typical lot dimensions, public use areas, availability of utilities, typical building floor plans and typical building elevation plans;

(3) An affordability narrative, which shall include at a minimum:

a. A detailed explanation of the percentage and types of affordable housing proposed.

b. A detailed description of how the development satisfies the definition of "affordable housing" above, including proposed pricing and income targets.

c. A guarantee that the designated units will remain affordable for a period of at least 15 years, including a detailed plan for monitoring and enforcing compliance.

(4) An affidavit from the developer or owner affirming that the project will be constructed in accordance with the approved application and that affordable housing component of the development shall be maintained for the period specified in the affordability narrative.

(d) A designation by the mayor and board of aldermen as an affordable housing development shall be valid for a period of three years. The director of planning may, in their discretion, grant an extension of one year. No incentives shall remain available if a building permit is not issued prior to the expiration of an affordable housing development designation. Affordable housing project designations may be transferable upon City of Oxford approval. The process for transferring incentives is as follows:

(1) A developer approved for incentives shall notify the director of planning of the intent to transfer the incentives to another developer for the same development.

(2) The developer receiving (new developer) the incentives as part of the transfer, shall provide a new affidavit of intent and a letter of intent to comply with all previously approved requirements of the original developer. This letter shall be provided to the director of planning.

(3) Should the new developer intend to make any changes to the previously approved development proposal that impacts the original incentive package, then a new incentive request shall be sought.

(Ord. No. 2021-7, § I, 6-15-2021; Ord. No. 2021-11, § I, 9-7-2021; Ord. No. 2023-7, § I, 5-2-2023)

Sec. 22-257. - Affordable housing incentives.

(a) Development fees. Affordable housing developments shall be entitled to a waiver or reduction of the following development and building fees listed below. In no case shall the waiver of reduction of a development fee for an affordable housing development relieve an owner, developer, contractor, or other responsible party from the obligation to receive any necessary city permit or approval, or from any requirement necessary to receive any such permit or approval.

(1) Planning department review fees. Fees for planning department review of applications for approval of site plans, subdivision plats, variances, and special exceptions, as set forth in the fee schedule referenced in Appendix A.1 of the city's land development code.

(2) Building department fees. Building permit fees and building plan review fees set forth in the International Building Code, as amended by Oxford Code of Ordinances section 22-24.

(3) Water and sewer connection fees. Fees assessed by public works department for connection of water and sewer server as set forth in Oxford Code of Ordinances sections 114-39 and 114-40.

Development fees shall be waived or reduced according to the following schedule:

(1) Developments guaranteeing maintenance of 100 percent of their dwelling units as affordable housing for 15 years shall receive a full waiver of development fees.

(2) Developments guaranteeing maintenance of less than 100 percent, but at least 10 percent of their dwelling units as affordable housing for 15 years shall receive a percentage reduction in development fees equivalent to the percentage of units maintained as affordable housing.

(b) Site restoration performance bonding. Affordable housing developments shall be entitled to a waiver or reduction of the site restoration performance bonding requirement set forth in section 9.2.10.3 of the land development code. Site restoration performance bonding requirements shall be waived or reduced according to the following schedule:

(1) Developments guaranteeing maintenance of 100 percent of their dwelling units as affordable housing for 15 years shall receive a full waiver of the site restoration bonding requirement.

(2) Developments guaranteeing maintenance of less than 100 percent, but at least 10 percent, of their dwelling units as affordable housing for 15 years shall receive a percentage reduction of the site restoration bonding requirement equivalent to the percentage of units maintained as affordable housing. The mayor and board of aldermen may, in their discretion, reduce or disallow a waiver of site restoration bond requirements if they find that any owner, developer, financier, bonding agent, or contractor associated with an affordable housing development has previously failed to comply with landscaping obligations imposed by the city, abandoned any site such that site restoration activities were required, provided inadequate or otherwise improper site restoration security, or failed to timely honor a site restoration bond with respect to any prior construction project within the city.

(c)Tree preservation and mitigation requirements. Affordable housing developments may, in the discretion of the mayor and board of aldermen, be allowed a reduction of the tree preservation and mitigation requirements set forth in article 6.1 of the land development code. In considering such requests, the mayor and board of aldermen shall consider the tree preservation criteria set forth in section 6.1.6 of the city's land development code, as well as the degree of affordability of the housing to be offered, the location of the project, the overall impact of a reduction on the tree canopy, and other standards peculiar to the project or the location that are deemed important factors.

Requests for reductions in tree preservation and mitigation requirements shall be considered according to the following guidelines:

(1) Developments guaranteeing maintenance of 100 percent of their dwelling units as affordable housing for 15 years may:

a. Receive up to double the amount of tree retention credit available for their sites available sections 6.1.7 and 6.1.9.1 of the land development code;

b. Receive up to a 50 percent reduction in the post-credit number of trees that must be replanted or mitigated by virtue of payment into the city's tree escrow account; and/or

c. Propose to dedicate a portion of their property to a perpetual conservation easement with the city designated as the "holder" pursuant to MCA 1972, § 89-19-3 and request that the city use funds from the tree escrow account to plant trees within the encumbered property in a number sufficient to satisfy the applicant's remaining tree mitigation obligations.(2)Developments guaranteeing maintenance of less than 100 percent, but at least ten percent, of their dwelling units as affordable housing for 15 years may:

a. Receive an increase in the amount of tree retention credit available for their sites pursuant to sections 6.1.7 and 6.1.9.1 of the land development code up to an amount commensurate with the percentage of guaranteed affordable housing in their development (for example, 75 percent guaranteed affordable housing units could receive up to 175 percent of the available credits); and/or

b. Receive a reduction in the post-credit number of trees that must be replanted or mitigated by virtue of payment into the city's tree escrow account, up to an amount inversely proportionate to the percentage of guaranteed affordable housing in their development (for example, 75 percent guaranteed affordable housing units could receive a reduction of up to 25 percent of trees to be replanted or mitigated).

Nothing in the ordinance from which this article is derived shall relieve the owner or developer of an affordable housing development of any other obligation imposed by the city's tree preservation and mitigation ordinances, including completion of a tree inventory, or any landscaping or tree-planting obligation not specifically referenced in this article.

In no event shall an affordable housing development be eligible for a reduction in tree preservation and mitigation requirements if the mayor and board of aldermen find that the applicant removed trees from the site prior to the completion of a tree survey and/or development approval in violation of section 6.1.11 of the city's land development code.

(d) Stormwater and other utility requirements. Upon the recommendation of the director of public works, the mayor and board of aldermen may, in their discretion, allow modifications to the stormwater management requirements set forth in chapter 98 of the city's Code of Ordinances. The mayor and board of aldermen may also accept a dedication of a portion of the property for the purposes of extending utility services to the development and installing and maintaining necessary infrastructure to that end.

(Ord. No. 2021-7, § I, 6-15-2021; Ord. No. 2021-11, § I, 9-7-2021; Ord. No. 2023-7, § I, 5-2-2023)

Sec. 22-258. - Failure to comply; penalties.

If an owner or developer fails to comply with any term or condition of an affordable housing designation or fails to maintain the agreed-upon percentage of affordable housing for the agreed-upon length of time, the mayor and board of aldermen may revoke the designation after allowing the applicant or its successor to address such failure at a regularly-scheduled board meeting.

Upon revocation, all waived or reduced fees, assessments, and/or bonds shall become immediately due and payable to the city by the applicant. The mayor and board of aldermen may, upon revocation, disclaim and abandon any infrastructure maintained by the city as a result of a designation.

(Ord. No. 2021-7, § I, 6-15-2021; Ord. No. 2021-11, § I, 9-7-2021; Ord. No. 2023-7, § I, 5-2-2023)

Sec. 22-259. - Affordable housing commission.

(a) Affordable housing commission established. There is hereby established the affordable housing commission consisting of nine voting members appointed by the mayor and approved by the

board of aldermen. Members must be residents of Oxford or Lafayette County, or employed in organizations related to affordable housing in Lafayette County. Two positions shall be designated: A representative of the Oxford Housing Authority and a representative from a local nonprofit organization working to address affordable housing in the community.
The mayor may also appoint, and approved by the board of aldermen, ex-officio (non-voting) members representing organizations also working toward affordable housing goals.

To the extent practicable, the majority of voting members shall work in an employed or volunteer capacity for organizations related to the field of housing, finance, or abatement of poverty.

(1) Terms, appointment, and communication. Members of the commission shall serve three-year staggered terms. (The first set of members shall be appointed for one, two, or three year terms that will be automatically renewed. Three will have one-year terms, three will have two-year terms, and three will have three-year terms.) Vacancies shall be filled by appointment for the remaining unexpired term. Members shall serve without compensation; however, the city, if prior approval has been obtained by the mayor and board of aldermen, may pay certain expenses incurred by the commission. The commission may receive and communicate with the mayor and board of aldermen or the county board of supervisors as it wishes.

(2) Officers, meetings, quorum, and records. Members of the commission may select their own officers, which may include a chairman, vice-chairman, and secretary. Meetings of the commission shall be held as determined by the commission, but at least quarterly and shall be open to the public. A majority of the members (present in person or via a remote connection) shall constitute a quorum.
Summary minutes will be taken by the elected secretary. The records of attendance and all matters before the commission shall be maintained, and a designated city staff person shall serve the commission in a secretarial and/or liaison capacity.

(3) Sub-committees. The commission is authorized to appoint, as necessary or desired, sub-committees to evaluate and research topics related to the need for affordable housing. Two special committees, the advisory committee and a research committee shall be created on an as-needed basis, as described below.

a. Advisory sub-committee. An advisory committee comprised of persons from a wide range of expertise related to the need for, creation of, and maintenance of affordable housing shall be created to meet on an as-needed basis at the discretion of the commission to evaluate proposals related to furthering the purpose of creating and maintaining affordable housing from broad based perspectives. This committee shall be comprised of selected representatives (if available) from the following groups, as appropriate for the issues under consideration: NAACP, Lafayette County Planning Department, Oxford Planning Commission, Habitat for Humanity, University of Mississippi Housing Department, the Sigma LOU Group, a realtor, a housing developer, and a banker as desired by those representative groups.

b. Research sub-committee. The committee shall pursue research related to topics related to the need for affordable housing as directed by the commission on an as-needed basis. This occasional committee may be requested by the commission to prepare statistical data necessary for updating the affordable housing plan and may propose topics of research to the commission.

(b) Activities and products.

(1) Reports. The commission is empowered to, from time to time, produce reports which may include but are not limited to the following:

a. Affordable housing plan. If directed by the mayor and board of aldermen, or if desired by the commission members, the commission shall work with city staff to prepare a comprehensive plan, or revisions to an existing plan, for affordable housing in Oxford and Lafayette County. This plan should

include, at least, an assessment of the number of persons needing affordable housing, an inventory of the number and availability of affordable housing units, and options to pursue to increase the number of and maintenance of existing affordable housing units. The affordable housing plan shall be reviewed annually by the commission to evaluate progress toward the goals in the plan. It is recommended that this plan be updated every five years.

b. Updates to the city comprehensive plan. When updates to the city comprehensive plan are directed by the mayor and board of aldermen, the commission shall work with city staff and the board of aldermen to make recommendations regarding updates to the portions of the city's comprehensive plan that relate to affordable housing within the city.

c. As requested. In addition, the commission, when requested by the mayor and board of aldermen, shall consider, investigate, make findings, report, and recommend upon any matter within the scope of its jurisdiction.

(2) Increase of affordable housing supply. The commission may recommend, through changes to codes or ordinances, through pursuit of grants or donations or within established or otherwise reasonable budgetary guidelines, to any appropriate city or county department, general or specific areas of the city where such proposal would increase the amount of affordable housing and maintenance of existing low-income housing. The commission may develop strategies in association with city or county departments to enhance, increase and maintain the stock of affordable housing.

(3) Education. The affordable housing commission is empowered to develop programs with the community organizations to educate children and adults about the need for and types of affordable housing.

(4) Affordable housing trust fund. The commission shall advise the mayor and board of aldermen regarding implementation of Action Item 49, "Establish housing trust fund," of Vision 2037, Oxford's Comprehensive City Plan (adopted August 2, 2016), pursuant to the principles and policies set forth in that comprehensive plan.

(c) Annual update to board of aldermen. The commission shall prepare and present at least once annually an update on the efforts of the commission to the board of aldermen. This presentation may include, as appropriate, a review of the affordable housing plan, recommended updates to the city's comprehensive plan related to affordable housing, data related to affordable housing supply, public comments, and any other content the commission finds relevant regarding the city's efforts to increase the supply of affordable housing. It may also include the results of any specific research requested by the board of aldermen. This presentation shall occur in July unless otherwise scheduled by the board of aldermen.

(Ord. No. 2021-7, § I, 6-15-2021; Ord. No. 2021-11, § I, 9-7-2021; Ord. No. 2023-7, § I, 5-2-2023)

Secs. 22-260—22-284. - Reserved.

ARTICLE VII. - PLUMBING AND GAS
DIVISION 1. - GENERALLY

Secs. 22-285—22-309. - Reserved.
DIVISION 2. - PLUMBING CODE

Sec. 22-310. - Adoption; certification, filing.

(a)Code adopted. As authorized by MCA 1972, § 21-19-25, the International Plumbing Code, 2024 edition, as published, is hereby adopted as the official plumbing code.

(b)Certification and filing. A copy of such code shall be certified by the mayor and city clerk and filed as a permanent record in the office of the city clerk.

(Code 1968, § 35-12; Ord. of 6-6-1967, §§ 1, 2; Ord. of 6-4-1968, § 1; Ord. No. 1970-5, §§ 1—3, 7-14-1970; Ord. No. 1971-11, § 1, 8-26-1971; Ord. No. 1972-13, §§ 1—3, 7-11-1972; Ord. No. 1973-12, §§ 1—3, 7-3-1973; Ord. No. 1974-1, §§ 1—3, 5-7-1974; Ord. No. 1975-6, § 1, 7-1-1975; Ord. No. 1976-3, §§ 1—3, 2-3-1976; Ord. No. 1980-7, §§ 1—3, 8-19-1980; Ord. No. 1981-1, §§ 1—3, 4-21-1981; Ord. No. 1982-39, §§ 1—3, 11-2-1982; Ord. No. 1984-9, §§ 1—3, 9-4-1984; Ord. No. 1985-6, §§ 1—3, 7-16-1985; Ord. No. 1988-7, §§ 1—3, 8-2-1988; Ord. No. 1991-13, §§ 1—3, 6-18-1991; Ord. No. 1994-10, §§ 1—3, 8-2-1994; Ord. No. 1997-12, §§ 1, 2, 10-7-1997; Ord. No. 2014-9, 3-18-2014; Ord. No. 2018-23, 12-18-2018)
State Law reference— Adoption of technical codes, MCA 1972, § 21-19-25.

Sec. 22-311. - Plumbing code.
The International Plumbing Code adopted by provisions of this article is hereby revised as follows:

108.6 Fee Refunds is hereby repealed in its entirety.

Section 112 Means of Appeal is hereby appealed in its entirety. A person shall have the right to appeal a decision of the code official such person must prescribe to section 22-68.

(Code 1968, § 35-13; Ord. No. 1988-7, § 4, 8-2-1988; Ord. No. 1991-13, § 5, 6-18-1991; Ord. No. 1994-10, § 4, 8-2-1994; Ord. No. 1997-12, § 3, 10-7-1997; Ord. No. 2000-10, § 1, 5-2-2000; Ord. No. 2001-10, § 1, 9-18-2001; Ord. No. 2014-9, 3-18-2014; Ord. No. 2023-10, § I, 6-20-2023)

Secs. 22-312—22-336. - Reserved.
DIVISION 3. - GAS CODE

Sec. 22-337. - Adoption; certification, filing; penalty for violation.
(a)Code adopted. As authorized by MCA 1972, § 21-19-25, the International Fuel and Gas Code 2024 edition, and all appendices thereto, is hereby adopted as the official gas code of the city.
(b)Certification and filing. A copy of such code shall be certified by the mayor and city clerk and filed as permanent record in the office of the city clerk.

(Code 1968, § 35-24; Ord. of 6-6-1967; Ord. of 6-4-1968; Ord. of 6-6-1967, §§ 1, 2; Ord. of 6-4-1968, § 1; Ord. of 8-5-1969, § 3; Ord. No. 1971-10, § 1, 8-26-1971; Ord. No. 1972-14, §§ 1—3, 7-11-1972; Ord. No. 1973-13, §§ 1—3, 7-3-1973; Ord. No. 1974-2, §§ 1—3, 5-7-1974; Ord. No. 1976-06, §§ 1—3, 5-4-1976; Ord. No. 1980-88, §§ 1—3, 8-19-1980; Ord. No. 1981-7, §§ 1—3, 4-21-1981; Ord. No. 1982-37, §§ 1, 2, 11-2-1982; Ord. No. 1984-88, §§ 1, 2, 9-4-1984; Ord. No. 1985-87, §§ 1, 2, 7-16-1985; Ord. No. 1988-88, §§ 1—3, 8-2-1988; Ord. No. 1991-11, § 3, 6-18-1991; Ord. No. 1994-99, §§ 1—3, 8-2-1994; Ord. No. 1997-13, §§ 1—3, 10-7-1997; Ord. No. 2014-11, 3-18-2014; Ord. No. 2018-23, 12-18-2018)

State Law reference— Adoption of technical codes, MCA 1972, § 21-19-25.

Sec. 22-338 - Revisions.
The gas code adopted by provisions of this article is hereby revised as follows:

108.6 Fee Refunds is hereby repealed in its entirety.

Section 112 Means of Appeal is hereby appealed in its entirety. A person shall have the right to appeal a decision of the code official such person must prescribe to section 22-68.

Secs. 22-339—22-363. - Reserved.
Editor's note— Ord. No. 2023-10, § I, adopted June 20, 2023, repealed § 22-263, which pertained to a permit fee and derived from the Code of 1968, § 35-26.

ARTICLE VIII. - MECHANICAL
DIVISION 1. - GENERALLY

Secs. 22-364—22-388. - Reserved.

DIVISION 2. - MECHANICAL CODE

Sec. 22-389. - Adoption; certification, filing.

(a)Code adopted. As authorized by MCA 1972, § 21-19-25, the International Mechanical Code 2024 edition, and all appendices thereto, is hereby adopted as the official mechanical code of the city.

(b)Certification and filing. A copy of such code shall be certified by the mayor and city clerk and filed as permanent record in the office of the city clerk.

(Ord. No. 2014-10, 3-18-2014; Ord. No. 2018-23, 12-18-2018)

State Law reference— Adoption of technical codes, MCA 1972, § 21-19-25.

Sec. 22-390. - Revisions.
The mechanical code adopted by provisions of this article is hereby revised as follows:

108.6 Fee Refunds is hereby repealed in its entirety.

Section 112 Means of Appeal is hereby appealed in its entirety. A person shall have the right to appeal a decision of the code official such person must prescribe to section 22-68.

(Ord. No. 2014-10, 3-18-2014; Ord. No. 2016-17, 12-6-2016)

ARTICLE IX. – SWIMMING POOLS

Sec. 22-391. - Adoption; certification, filing.

(a)Code adopted. As authorized by MCA 1972, § 21-19-25, the International Swimming Pool and Spa Code, 2024 edition, as published, is hereby adopted as the official swimming pool and spa code.

(b)Certification and filing. A copy of such code shall be certified by the mayor and city clerk and filed as a permanent record in the office of the city clerk.

Sec. 22 – 392. - Revisions.

109.6 Fee Refunds is hereby repealed in its entirety.

Section 112 Means of Appeal is hereby appealed in its entirety. A person shall have the right to appeal a decision of the code official such person must prescribe to section 22-68.

Sec. 22- 394. – Licensing Requirement.

No person, firm, or corporation shall construct an inground pool without a valid license from the Mississippi State Board of Contractors, privilege license, and a professional license.

Sec. 22-392. - Fences required for swimming pools.

(a)Required. The owner of any property within the city on which a swimming pool shall be constructed or installed, or on which a swimming pool has been constructed or installed, without the erection of any fence or other barricade completely surrounding such pool shall erect a fence or other barricade at least four feet in height completely around said swimming pool, with the construction of said fence or said barricade being such as to impede any person from entering into the swimming pool area over, under, around or through said fence or other barricade, except through any gate or gates which may be provided therein.

(b)Time for completion. The erection of a fence or other barricade, provided in subsection (a) of this section for swimming pools hereafter constructed or installed, shall be completed within ten days after the completion of the construction or installation of the swimming pool. In the case of a swimming pool completed prior to the passage of this section, and construction without a fence or other barricade, a suitable fence or other barricade as required by this section shall be constructed within three months of the passage of this section.

(c)Definition of swimming pool. Any body of water, artificially constructed in whole or part, and more than 18 inches in depth at any point below the ground level or area around the pool.

(d)Penalty. The failure of any person to comply with the requirements of this section shall constitute a penal offense and shall subject said person to a fine not to exceed $100.00 for each day's failure to comply with this section.

(Code 1968, § 32-1; Ord. No. 1974-4, § 1, 6-4-1974)

Sec. 22-392 – 22-402. – Reserved.

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

All ordinances shall take effect and be in force as provided by law.

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 Addy	voted
Alderman Huelse	voted
Alderman Hyneman	voted
Alderman Howell-Atkinson	voted
Alderman Taylor	voted
Alderman Bailey	voted
Alderman Crowe	voted

APPROVED, this day the _____ of _____, 2025.

_____

ROBYN TANNEHILL, MAYOR

_____

ASHLEY ATKINSON, CITY CLERK

OXFORD
DEVELOPMENT
SERVICES

MEMORANDUM

To: Robyn Tannehill, Mayor, & Board of Aldermen

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

CC: Hollis Green, COO

Date: June 3, 2025

Re: Third Reading of Proposed Changes to the City of Oxford Traffic Calming Policy, As Approved 04/16/2013

The City of Oxford's Traffic Calming Policy (attached) was approved on April 6, 2013. The engineering department would like to propose the following changes to pages 3 and 4 of the policy:

> Page 3, Under "Step 5: Neighborhood Involvement Prior to Stage 2 Device Installation". Remove "Speed Humps" as a possible stage 2 method of traffic calming.
>
> Page 4, Remove the following section:
>
> *Additional criteria will govern the installation of Speed Humps:*
> • *Speed Humps will not be installed on a portion of any street with a grade in excess of eight percent (8%).*
> • *Speed Humps will be available only on residential streets carrying fewer than 1,500 vehicles per day.*

Over the past several years, the use of speed humps (or speed tables) has been studied and several potential negative consequences have been found. These include, but are not limited to, increased wear and tear on vehicles, potential increased fuel consumption and emissions, noise pollution, delayed response times for emergency vehicles, and altered traffic flow patterns. Several more innovative and less intrusive means of traffic calming can be utilized in this day and time. Engineering would like to see the city move toward these options and away from the installation of speed humps and recommends this change to the Board.

OXFORD
DEVELOPMENT
SERVICES

MEMORANDUM

To: Robyn Tannehill, Mayor, & Board of Aldermen

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

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

Date: June 3, 2025

Re: Second Reading of Proposed Changes to:
Article VII, Section 98-153 (c) / Street Trenching & ROW Management
Article VII, Section 114-385 (2) / Telecommunications Permit

Engineering would like to propose the following language be added to the code of ordinances at **Article VII, Section 98-153 (c)**, **155 (c)** and **Article VII, Section 114-385 (2), 114-387 (f)**:

> *"On projects where directional boring or other trenchless technology will be utilized, the applicant, at their own expense, must submit to the office of the City Engineer record of a video inspection of any sanitary sewer lines, manholes, storm sewer lines and catch basins in the vicinity of the work prior to permit approval."*

As utility and telecommunications companies increase activity within city Right-of-Way, there is a need to hold their contractors and representatives accountable for damages to existing city infrastructure i.e., storm drains, sanitary sewer, etc. This added requirement to the ordinances will give the Engineering Department the ability to identify and have issues mitigated before a project is closed out.

OXFORD
DEVELOPMENT
SERVICES

MEMORANDUM

To: Robyn Tannehill, Mayor, & Board of Aldermen

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

CC: Hollis Green, COO

Date: June 3, 2025

Re: Request for Permission to Advertise for Bids
2025 Micro-Surfacing Pavement Preservation Project

Engineering requests permission to advertise for bids for the above-captioned project. This project is part of the annual pavement preservation program. A list of proposed streets is attached for review.

2024-2025 Micro-surfacing

Subdivision/Street	Length (ft)	Width (ft)	Area (S.Y.)	MICRO	Ward
Windsor Falls Sub.					2
Windsor Dr N	2877	24	7,672	$30,688	
Ole Castle Loop	2017	24	5,379	$21,515	
Windsor Falls Blvd	1403	24	3,741	$14,965	
Windsor Dr S	144	24	384	$1,536	
St Charles Place Sub.					
Exbury Dr	2654	24	7,077	$28,309	
Piedmont Dr	903	24	2,408	$9,632	
Shiloh Sub					3
Shiloh Dr	1841	24	4,909	$19,637	
Beauregard Cir	1620	24	4,320	$17,280	
Battle Ln	673	25	1,869	$7,478	
Van Dorn St	693	24	1,848	$7,392	
Johnston Cv	120	25	333	$1,333	
Wilson Cv	206	25	572	$2,289	
Morgan Cv	145	25	403	$1,611	
Notting Hill Sub					2
Notting Hill Dr	2150	32	7,644	$30,578	
Wellington Ct	320	24	853	$3,413	
Berkeley Ct	483	24	1,288	$5,152	
Nottingham Dr	2264	24	6,037	$24,149	
Tynings End	140	24	373	$1,493	
Longest	1045	36	4,180	$16,720	1
Cullen	1959	36	7,836	$31,344	
Eagle Springs	1106	36	4,424	$17,696	
Summerset	785	28	2,442	$9,769	
Sage Cv	310	28	964	$3,858	
Pecan Cv	292	26	844	$3,374	
WhiporWill Ln	2576	24	6,869	$27,477	3
Mockingbird Rd	1672	24	4,459	$17,835	

5.757197 miles

$356,524 Total Estimate

OXFORD
DEVELOPMENT
SERVICES

MEMORANDUM

To:	Robyn Tannehill, Mayor, & Board of Aldermen
From:	John Crawley, P.E., City Engineer
CC:	Hollis Green, COO / Rob Neely, P.E., General Manager, Oxford Utilities
Date:	June 3, 2025
Re:	Request Approval of Change Order No. 6, SR 7 Water Improvements Project, Phase IIB

Engineering requests approval of **Change Order No. 6** for the above-captioned project. The change order results in a net **increase** in the contract amount by **$42,128.00** , thus bringing the current contract price up from **$5,875,089.50 to $5,917,217.50.**

The change order is a result of a previously unallocated sewer force main running under Highway from the gas station at the intersection of Highways 7 and 328. The force main will need to be relocated and lengthened to accommodate the future four lanes of traffic. Per our engineer overseeing this project, even with the add of this change order, this project is still almost $70,000.00 under the original contract amount.

Please see attached.

CHANGE ORDER NO.: 6

Owner:	City of Oxford	Owner's Project No.:	None
Engineer:	Daniels & Associates, Inc.	Engineer's Project No.:	None
Contractor:	Argo Construction	Contractor's Project No.:	
Project:			
Contract Name:	SR 7 Water & Sewer Relocations II B		
Date Issued:	May 27, 2025	Effective Date of Change Order:	June 3, 2025

The Contract is modified as follows upon execution of this Change Order: *Modify contract quantities and amount related to sanitary sewer items.*

Description: *This change order relocates approximately 470 linear feet of 2" PVC sewer force main that empties into a City of Oxford sanitary sewer manhole. The 2" force main was discovered in the field and not shown on MDOT roadway plans.*

Attachments: *Sheet CO-6 recapping sanitary sewer item quantities added and deleted. Revised plans sheets 19 and 20 with proposed force main relocation.*

Change in Contract Price	Change in Contract Times
Original Contract Price: $ 5,986,963.50	Original Contract Times: Substantial Completion: 260 days (06/02/2025) Ready for final payment: 270 days (06/12/2025)
~~[Increase]~~ [Decrease] from previously approved Change Orders No. 1 to No. 5: $ (111,874.00)	[Increase] ~~[Decrease]~~ from previously approved Change Orders No. 1 to No. 5: Substantial Completion: 3 days Ready for final payment: 3 days
Contract Price prior to this Change Order: $ 5,875,089.50	Contract Times prior to this Change Order: Substantial Completion: 263 days (06/05/2025) Ready for final payment: 273 days (06/15/2025)
[Increase] ~~[Decrease]~~ this Change Order: $ 42,128.00	[Increase] ~~[Decrease]~~ this Change Order: Substantial Completion: 5 days Ready for final payment: 5 days
Contract Price incorporating this Change Order: $ 5,917,217.50	Contract Times with all approved Change Orders: Substantial Completion: 268 days (06/15/2025) Ready for final payment: 278 days (06/20/2025)

Recommended by Engineer (if required)	Accepted by Contractor
By: David Daniels	
Title: David Daniels, PE	Stephen Bing, President
Date: 5/27/2025	5/27/2025
Authorized by Owner	Approved by Funding Agency (if applicable)
By:	
Title: John Crawley, City Engineer	*Not Applicable*
Date:	

EJCDC® C-941, Change Order EJCDC® C-941, Change Order, Rev.1.
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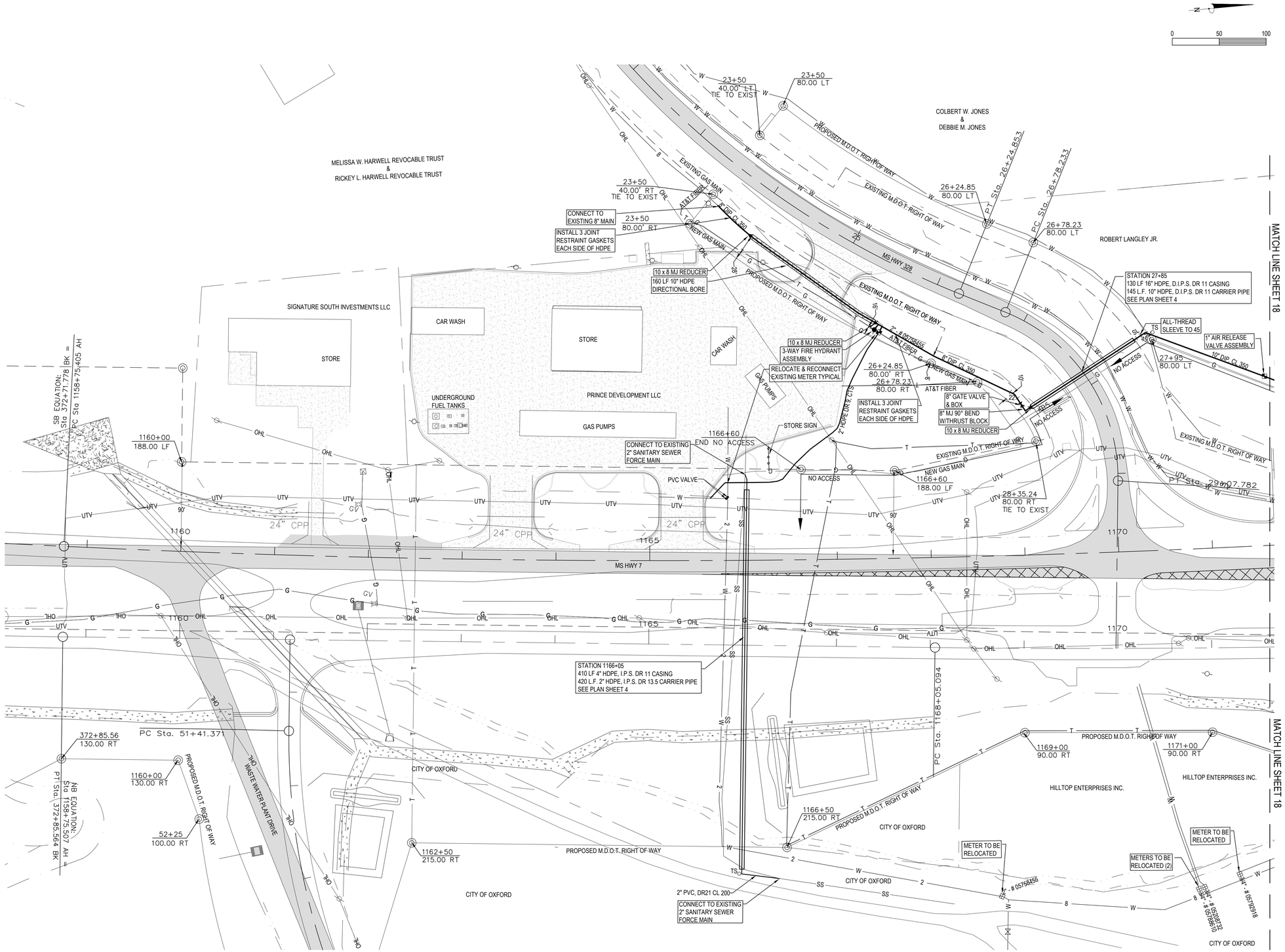
CITY OF OXFORD
SR 7 WATER & SEWER RELOCATIONS PHASE II B
CHANGE ORDER NO. 6
ARGO CONSTRUCTION CORPORATION
MAY 27, 2025

SANITARY SEWER ITEMS

Additions

Item No.	Item	Quantity	Unit	Unit Price	Amount
56	2" PVC, DR 26, CL 160	50.0	L.F.	20.00	1,000.00
58	Connect to Existing 2" Sewer Force Main	2.0	Each	420.00	840.00
59	Tracer Wire	470.0	L.F.	0.50	235.00
60	Tracer Wire Test Station	1.0	Each	95.00	95.00
61	Cap Abandoned 2" Sewer Force Main	2.0	Each	500.00	1,000.00
62*	4" HDPE Casing, IPS, DR 11, Directionally Bored	410.0	L.F.	90.00	36,900.00
63*	2" HDPE, IPS, DR 13.5, Installed in Casing	420.0	L.F.	4.90	2,058.00
	Total - Additions				$42,128.00

Notes:
Sewer item nos. 62 - 63 are new items created by change order no. 6.



REVISION	DATE
	10-18-2024
	5-22-2025

DANIELS & ASSOCIATES, INC.
CIVIL ENGINEERS
720 NORTH LAMAR BOULEVARD, SUITE 4
PO BOX 1056 OXFORD, MISSISSIPPI 38655
662.236.3981

THE CITY OF OXFORD
SR7 WATER & SEWER RELOCATIONS
PHASE II - BETTERMENT
M.D.O.T. PROJECT NO. SP-STP-0019-02(046)
OXFORD, MISSISSIPPI

Scale: 1" = 50'

Date: APRIL 03, 2024

File:

Proj.No.:

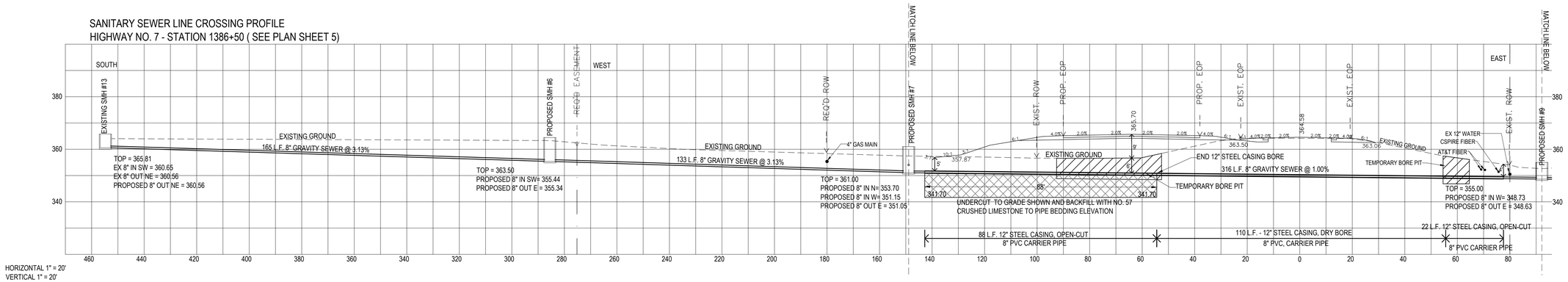
Sheet Title:

RELOCATION PLAN

Sheet No.:

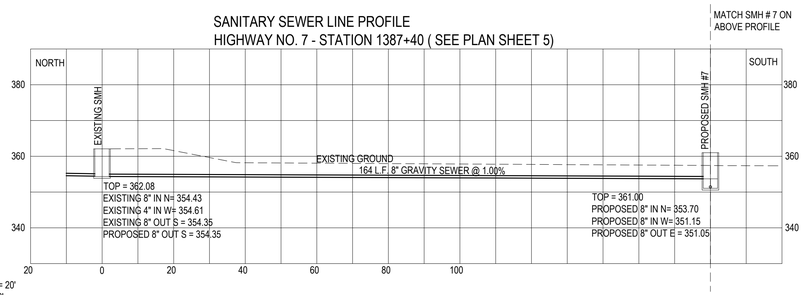
19

SANITARY SEWER LINE CROSSING PROFILE
HIGHWAY NO. 7 - STATION 1386+50 (SEE PLAN SHEET 5)



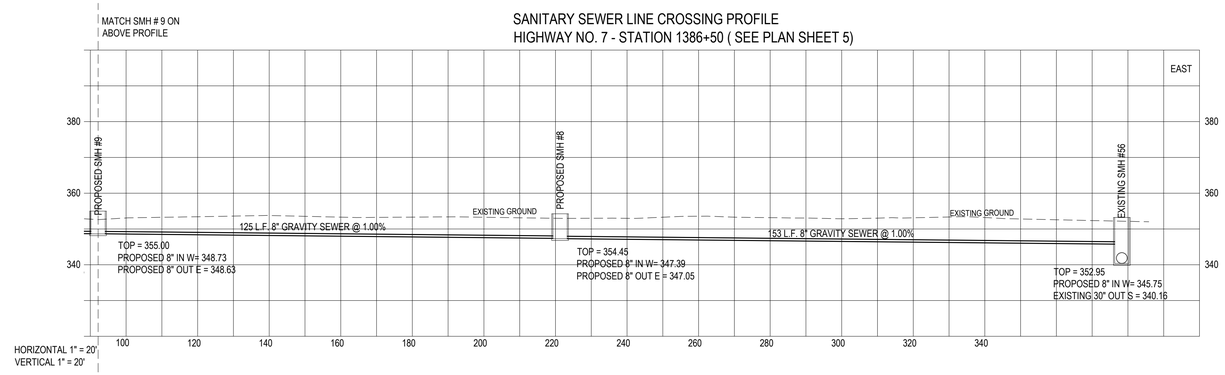
HORIZONTAL 1" = 20'
VERTICAL 1" = 20'

SANITARY SEWER LINE PROFILE
HIGHWAY NO. 7 - STATION 1387+40 (SEE PLAN SHEET 5)



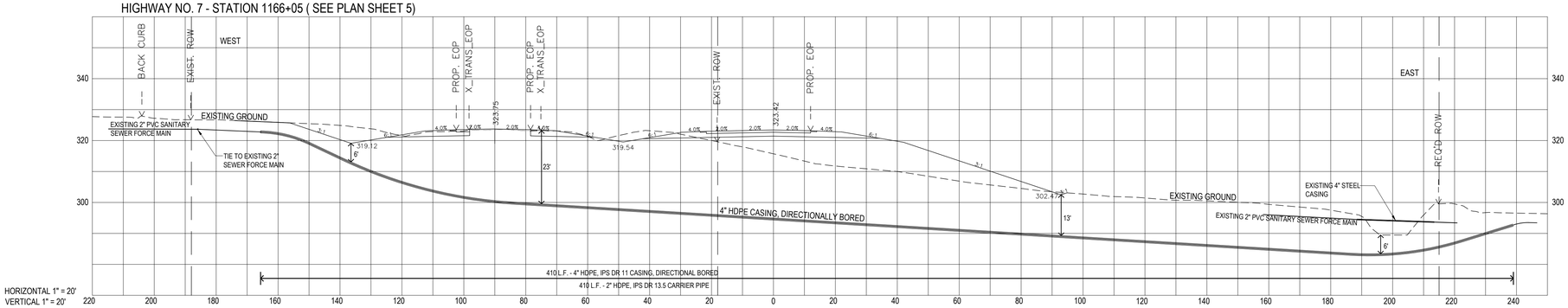
HORIZONTAL 1" = 20'
VERTICAL 1" = 20'

SANITARY SEWER LINE CROSSING PROFILE
HIGHWAY NO. 7 - STATION 1386+50 (SEE PLAN SHEET 5)



HORIZONTAL 1" = 20'
VERTICAL 1" = 20'

SANITARY SEWER LINE CROSSING PROFILE
HIGHWAY NO. 7 - STATION 1166+05 (SEE PLAN SHEET 5)



HORIZONTAL 1" = 20'
VERTICAL 1" = 20'

REVISION	DATE
	5-22-2025

DANIELS & ASSOCIATES, INC.
CIVIL ENGINEERS
720 NORTH LAMAR BOULEVARD, SUITE 4
PO BOX 1056 OXFORD, MISSISSIPPI 38655
662.236.3981

THE CITY OF
OXFORD
SR7 WATER & SEWER RELOCATIONS
PHASE II - BETTERMENT
M.D.O.T. PROJECT NO. SP-STP-0019-02(046)
OXFORD, MISSISSIPPI

Scale:
Date: APRIL 03, 2024
File:
Proj.No.:

Sheet Title:
SEWER PROFILES

Sheet No.:
20

OXFORD
DEVELOPMENT
SERVICES

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: June 3, 2025

Re: Request for Permission to Work on Sunday, June 8, 2025, Colonnade Self-Storage Facility, 1669 Bainbridge Street

Miller – Valentine, the primary contractor for the above-captioned project has requested permission to work on Sunday, June 8, 2025 to prepare the site for upcoming concrete pours and the placement of underground utilities.

From: Talbert, Jacob
To: John Crawley
Cc: Hallett, Ben
Subject: Sunday Work
Date: Thursday, May 29, 2025 8:35:15 AM
Attachments: image001.png

John,

Thank you for speaking with me today we are wanting to see if we can work Sunday 06/08.
We will be doing site work, prepping the pad site for concrete and upcoming underground utilities.

The project location is 1669 Bainbridge St, Oxford, MS, 38655.
Our permit number is BLDC-0212737-2025.

Thanks,

Jacob Talbert
Superintendent

CELL | 936.230.9818

MILLERVALENTINE.COM
823 Gervais Street, Suite 200 | Columbia SC 29201

OXFORD
DEVELOPMENT
SERVICES

MEMORANDUM

To: Robyn Tannehill, Mayor, & Board of Aldermen

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

CC: Hollis Green, COO

Date: June 3, 2025

Re: Request the Release of Subdivision Bonds for The Lamar, Phases 4A, B, and C

Engineering recommends releasing the subdivision bonds as summarized below:

Bond #4455435 - $350,000.000, Phase 4A Performance Bond
Bond #4455436 - $33,000.00, Phase 4A Warranty Bond
Bond #4455438 - $241,206.11, Phase 4B Performance Bond
Bond #4462065 - $43,240.50, Phase 4C Performance Bond

All work on each of these projects has been completed, inspected, approved, and accepted by the Board of Aldermen.

See attached for review.

The Lamar Ph 4A Performance Bond

MARKEL

PERFORMANCE BOND
(Subdivision Improvements)

Bond No. 4455435

WHEREAS, Phase 4, LLC (herein designated as "Principal"), and City of Oxford (herein designated as "Obligee ") have entered into an agreement whereby Principal agrees to install and complete certain designated Subdivision Improvements, which said agreement, dated May 10th, 2022 and identified as project The Lamar Phase 4A, is hereby referred to and made a part hereof; and,

WHEREAS, said Principal is required under the terms of said agreement to furnish a bond for the faithful performance of said agreement.

NOW, THEREFORE, we, the Principal and SureTec Insurance Company, 2103 CityWest Blvd., Suite 1300, Houston, TX 77042, as surety, are held and firmly bound unto the Obligee in the penal sum of Three Hundred Fifty Thousand & NO/100 Dollars ($350,000.00) lawful money of the United States, for the payment of which sum well and truly be made, we bind ourselves, our heirs, successors, executors and administrators, jointly and severally, firmly by these presents.

The condition of this obligation is such that if the above bounded Principal, his or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and provisions in the said agreement and any alteration thereof made as therein provided, on his or their part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless the Obligee , its officers, agents and employees, as therein stipulated, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect. This bond will remain in effect until the Principal has performed all obligations required by Obligee in connection with said improvements.

As part of the obligation secured hereby and in addition to the face amount specified therefor, there shall be included costs and reasonable expenses and fees, including reasonable attorney's fees, incurred by Obligee in successfully enforcing such obligation, all to be taxed as costs and included in any judgment rendered.

The surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the agreement or to the work to be performed thereunder or the specifications accompanying the same shall in anywise affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the agreement or to the work or to the specifications, however, the Surety shall not be liable for a greater sum than the amount specified in the bond.

In witness whereof, this instrument has been duly executed by the Principal and surety above named, on May 17th, 2022.

Principal: Phase 4, LLC

By: _____
Signature

Name: _____
Title: _____

SureTec Insurance Company

By: _____
Signature

Name: Kimberly B. Barhum
Attorney-in-Fact

The Rider(s) Attached Hereto Is/Are Incorporated in the Bond and Contains Important Coverage Information and Limitations

POA# 2410005

JOINT LIMITED POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That SureTec Insurance Company, a Corporation duly organized and existing under the laws of the State of Texas and having its principal office in the County of Harris, Texas and Markel Insurance Company (the "Company"), a corporation duly organized and existing under the laws of the state of Illinois, and having its principal administrative office in Glen Allen, Virginia, does by these presents make, constitute and appoint:

Kimberly B. Barhum, David Robin Fortenberry, Richard Teb Jones, Mary J. Norval

Their true and lawful agent(s) and attorney(s)-in-fact, each in their separate capacity if more than one is named above, to make, execute, seal and deliver for and on their own behalf, individually as a surety or jointly, as co-sureties, and as their act and deed any and all bonds and other undertaking in suretyship provided; however, that the penal sum of any one such instrument executed hereunder shall not exceed the sum of:

Fifty Million and 00/100 Dollars ($50,000,000.00)

This Power of Attorney is granted and is signed and sealed under and by the authority of the following Resolutions adopted by the Board of Directors of SureTec Insurance Company and Markel Insurance Company:

"RESOLVED, That the President, Senior Vice President, Vice President, Assistant Vice President, Secretary, Treasurer and each of them hereby is authorized to execute powers of attorney, and such authority can be executed by use of facsimile signature, which may be attested or acknowledged by any officer or attorney, of the company, qualifying the attorney or attorneys named in the given power of attorney, to execute in behalf of, and acknowledge as the act and deed of the SureTec Insurance Company and Markel Insurance Company, as the case may be, all bond undertakings and contracts of suretyship, and to affix the corporate seal thereto."

IN WITNESS WHEREOF, Markel Insurance Company and SureTec Insurance Company have caused their official seal to be hereunto affixed and these presents to be signed by their duly authorized officers on the 3rd day of September 2020 .

SureTec Insurance Company

By: _____
Michael C. Kelmig, President

Markel Insurance Company

By: _____
Robin Russo, Senior Vice President

Commonwealth of Virginia
County of Henrico SS:

On this 3rd day of September 2020 A. D., before me, a Notary Public of the Commonwealth of Virginia, in and for the County of Henrico, duly commissioned and qualified, came THE ABOVE OFFICERS OF THE COMPANIES, to me personally known to be the individuals and officers described in, who executed the preceding instrument, and they acknowledged the execution of same, and being by me duly sworn, disposed and said that they are the officers of the said companies aforesaid, and that the seals affixed to the proceeding instrument are the Corporate Seals of said Companies, and the said Corporate Seals and their signatures as officers were duly affixed and subscribed to the said instrument by the authority and direction of the said companies, and that Resolutions adopted by the Board of Directors of said Companies referred to in the preceding instrument is now in force.

IN TESTIMONY WHEREOF, I have hereunto set my hand, and affixed my Official Seal at the County of Henrico, the day and year first above written.

DONNA DONAVANT NOTARY PUBLIC MY COMMISSION NUMBER 7083968 COMMONWEALTH OF VIRGINIA

By: _____
Donna Donavant, Notary Public
My commission expires 1/31/2023

We, the undersigned Officers of SureTec Insurance Company and Markel Insurance Company, do hereby certify that the original POWER OF ATTORNEY of which the foregoing is a full, true and correct copy is still in full force and effect and has not been revoked.

IN WITNESS WHEREOF, we have hereunto set our hands, and affixed the Seals of said Companies, on the 17th day of May 2022.

SureTec Insurance Company

By: _____
M. Brent Beaty, Assistant Secretary

Markel Insurance Company

By: _____
Richard R. Grinnan, Vice President and Secretary

Any instrument issued in excess of the penalty stated above is totally void and without any validity. 2410005
For verification of the authority of this Power you may call (713)812-0800 on any business day between 8:30 AM and 5:00 PM CST.

The Lamar Ph 4A Warranty Bond

MARKEL

Bond No. 4455436

MAINTENANCE BOND

KNOW ALL MEN BY THESE PRESENTS, that we Phase 4, LLC as Principal, and **SureTec Insurance Company**, 2103 CityWest Blvd., Suite 1300, Houston, TX 77042 *(address)*, a corporation organized under the laws of the State of Texas, and duly authorized to do business in the State of MS as Surety, are held and firmly bound unto City of Oxford as Obligee, in the penal sum of Thirty Three Thousand & No/100 Dollars ($33,000.00) to which payment well and truly to be made we do bind ourselves, and each of our heirs, executors, administrators, successors and assigns jointly and severally, firmly by these presents.

WHEREAS, the said Principal has completed, and owner has inspected and accepted as being complete in accordance with applicable design documents (failing which, this bond shall become effective only upon such completion and inspection) that certain work (herein referred to as the "Work") described as: The Lamar Phase 4A - Infrastructure less demo, dirt, walls, final lift of asphalt and sidewalks.

WHEREAS, said Obligee requires that the Principal furnish a bond conditioned to guarantee for the period of One (1) year(s) after substantial completion of the Work against defects in workmanship and materials which are the responsibility of the Principal under the contract under which the Work was constructed, and which did not appear prior to the final completion of the Work.

NOW THEREFORE, THE CONDITIONS OF THIS OBLIGATION IS SUCH that, if the Principal shall indemnify the Obligee for all loss that the Obligee may sustain by reason of defective materials or workmanship which may first become apparent, and with respect to which written notice is delivered to Surety, before the expiration of the period of One (1) year(s) from and after date of substantial completion of the Work, then this obligation shall be void, otherwise to remain in full force and effect.

This obligation does not cover normal wear and tear of materials, misuse or abuse by the Obligee or third parties, failure of Owner to perform owner-required maintenance, nor any defects known to Obligee prior to final completion of the Work nor any defects discovered or occurring after the expiration of the period set forth above.

Surety's liability on any performance bond previously executed in connection with the Work shall terminate automatically upon acceptance of this Bond and Surety's liability shall thereafter be determined exclusively in accordance with the terms of this Bond.

No right of action shall accrue hereunder to or for the benefit of any person or entity other the Obligee named herein, nor shall any suit be filed or action maintained on this bond more than twenty five (25) months after the date of the earliest timely notice of defect by Obligee to Surety.

SIGNED, SEALED AND DATED THIS 17th day of May, 2022.

Signatures on following page

Principal: Phase 4, llc

By: _____
Signature

Name: _____
Title: _____

SureTec Insurance Company

By: _____
Signature

Name: Kimberly B. Barhum
Attorney-in-Fact

The Rider(s) Attached Hereto Is/Are Incorporated in the Bond and Contains Important Coverage Information and Limitations

POA# 2410005

JOINT LIMITED POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That SureTec Insurance Company, a Corporation duly organized and existing under the laws of the State of Texas and having its principal office in the County of Harris, Texas and Markel Insurance Company (the "Company"), a corporation duly organized and existing under the laws of the state of Illinois, and having its principal administrative office in Glen Allen, Virginia, does by these presents make, constitute and appoint:

Kimberly B. Barhum, David Robin Fortenberry, Richard Teb Jones, Mary J. Norval

Their true and lawful agent(s) and attorney(s)-in-fact, each in their separate capacity if more than one is named above, to make, execute, seal and deliver for and on their own behalf, individually as a surety or jointly, as co-sureties, and as their act and deed any and all bonds and other undertaking in suretyship provided; however, that the penal sum of any one such instrument executed hereunder shall not exceed the sum of:

Fifty Million and 00/100 Dollars ($50,000,000.00)

This Power of Attorney is granted and is signed and sealed under and by the authority of the following Resolutions adopted by the Board of Directors of SureTec Insurance Company and Markel Insurance Company:

"RESOLVED, That the President, Senior Vice President, Vice President, Assistant Vice President, Secretary, Treasurer and each of them hereby is authorized to execute powers of attorney, and such authority can be executed by use of facsimile signature, which may be attested or acknowledged by any officer or attorney, of the company, qualifying the attorney or attorneys named in the given power of attorney, to execute in behalf of, and acknowledge as the act and deed of the SureTec Insurance Company and Markel Insurance Company, as the case may be, all bond undertakings and contracts of suretyship, and to affix the corporate seal thereto."

IN WITNESS WHEREOF, Markel Insurance Company and SureTec Insurance Company have caused their official seal to be hereunto affixed and these presents to be signed by their duly authorized officers on the 3rd day of September 2020.

SureTec Insurance Company

By: _____
Michael C. Kelmig, President

Markel Insurance Company

By: _____
Robin Russo, Senior Vice President

Commonwealth of Virginia
County of Henrico SS:

On this 3rd day of September 2020 A. D., before me, a Notary Public of the Commonwealth of Virginia, in and for the County of Henrico, duly commissioned and qualified, came THE ABOVE OFFICERS OF THE COMPANIES, to me personally known to be the individuals and officers described in, who executed the preceding instrument, and they acknowledged the execution of same, and being by me duly sworn, disposed and said that they are the officers of the said companies aforesaid, and that the seals affixed to the proceeding instrument are the Corporate Seals of said Companies, and the said Corporate Seals and their signatures as officers were duly affixed and subscribed to the said instrument by the authority and direction of the said companies, and that Resolutions adopted by the Board of Directors of said Companies referred to in the preceding instrument is now in force.

IN TESTIMONY WHEREOF, I have hereunto set my hand, and affixed my Official Seal at the County of Henrico, the day and year first above written.

DONNA DONAVANT NOTARY PUBLIC MY COMMISSION NUMBER 7063968 COMMONWEALTH OF VIRGINIA

By: _____
Donna Donavant, Notary Public
My commission expires 1/31/2023

We, the undersigned Officers of SureTec Insurance Company and Markel Insurance Company, do hereby certify that the original POWER OF ATTORNEY of which the foregoing is a full, true and correct copy is still in full force and effect and has not been revoked.

IN WITNESS WHEREOF, we have hereunto set our hands, and affixed the Seals of said Companies, on the 17th day of May 2022.

SureTec Insurance Company

By: _____
M. Brent Beaty, Assistant Secretary

Markel Insurance Company

By: _____
Richard R. Grinnan, Vice President and Secretary

Any instrument issued in excess of the penalty stated above is totally void and without any validity. 2410005
For verification of the authority of this Power you may call (713)812-0800 on any business day between 8:30 AM and 5:00 PM CST.

The Lamar Ph 4B Performance Bond

MARKEL

PERFORMANCE BOND
(Subdivision Improvements)

Bond No. 4455438

WHEREAS, Phase 4, LLC (herein designated as "Principal"), and City of Oxford (herein designated as "Obligee ") have entered into an agreement whereby Principal agrees to install and complete certain designated Subdivision Improvements, which said agreement, dated September 2, , 2022 and identified as project The Lamar Phase 4B, is hereby referred to and made a part hereof; and,

WHEREAS, said Principal is required under the terms of said agreement to furnish a bond for the faithful performance of said agreement.

NOW, THEREFORE, we, the Principal and SureTec Insurance Company, 2103 CityWest Blvd., Suite 1300, Houston, TX 77042, as surety, are held and firmly bound unto the Obligee in the penal sum of Two Hundred Forty One Thousand Two Hundred Six & 11/100 Dollars ($241,206.11) lawful money of the United States, for the payment of which sum well and truly be made, we bind ourselves, our heirs, successors, executors and administrators, jointly and severally, firmly by these presents.

The condition of this obligation is such that if the above bounded Principal, his or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and provisions in the said agreement and any alteration thereof made as therein provided, on his or their part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless the Obligee , its officers, agents and employees, as therein stipulated, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect. This bond will remain in effect until the Principal has performed all obligations required by Obligee in connection with said improvements.

As part of the obligation secured hereby and in addition to the face amount specified therefor, there shall be included costs and reasonable expenses and fees, including reasonable attorney's fees, incurred by Obligee in successfully enforcing such obligation, all to be taxed as costs and included in any judgment rendered.

The surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the agreement or to the work to be performed thereunder or the specifications accompanying the same shall in anywise affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the agreement or to the work or to the specifications, however, the Surety shall not be liable for a greater sum than the amount specified in the bond.

In witness whereof, this instrument has been duly executed by the Principal and surety above named, on September 20, 2022.

Principal: Phase 4, LLC

By: _____
Signature

Name: Hugh Mouth
Title: Member

SureTec Insurance Company

By: Kimberly B. Barhum
Signature

Name: Kimberly B. Barhum
Attorney-in-Fact

The Rider(s) Attached Hereto Is/Are Incorporated in the Bond and Contains Important Coverage Information and Limitations

POA# 2410005

JOINT LIMITED POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That SureTec Insurance Company, a Corporation duly organized and existing under the laws of the State of Texas and having its principal office in the County of Harris, Texas and Markel Insurance Company (the "Company"), a corporation duly organized and existing under the laws of the state of Illinois, and having its principal administrative office in Glen Allen, Virginia, does by these presents make, constitute and appoint:

Kimberly B. Barhum, David Robin Fortenberry, Richard Teb Jones, Mary J. Norval

Their true and lawful agent(s) and attorney(s)-in-fact, each in their separate capacity if more than one is named above, to make, execute, seal and deliver for and on their own behalf, individually as a surety or jointly, as co-sureties, and as their act and deed any and all bonds and other undertaking in suretyship provided; however, that the penal sum of any one such instrument executed hereunder shall not exceed the sum of:

Fifty Million and 00/100 Dollars ($50,000,000.00)

This Power of Attorney is granted and is signed and sealed under and by the authority of the following Resolutions adopted by the Board of Directors of SureTec Insurance Company and Markel Insurance Company:

"RESOLVED, That the President, Senior Vice President, Vice President, Assistant Vice President, Secretary, Treasurer and each of them hereby is authorized to execute powers of attorney, and such authority can be executed by use of facsimile signature, which may be attested or acknowledged by any officer or attorney, of the company, qualifying the attorney or attorneys named in the given power of attorney, to execute in behalf of, and acknowledge as the act and deed of the SureTec Insurance Company and Markel Insurance Company, as the case may be, all bond undertakings and contracts of suretyship, and to affix the corporate seal thereto."

IN WITNESS WHEREOF, Markel Insurance Company and SureTec Insurance Company have caused their official seal to be hereunto affixed and these presents to be signed by their duly authorized officers on the 3rd day of September 2020.

SureTec Insurance Company

By: _____
Michael C. Kelmig, President

SURETEC INSURANCE COMPANY TEXAS

MARKEL INSURANCE CORPORATE SEAL COMPANY ILLINOIS

Markel Insurance Company

By: _____
Robin Russo, Senior Vice President

Commonwealth of Virginia
County of Henrico SS:

On this 3rd day of September 2020 A. D., before me, a Notary Public of the Commonwealth of Virginia, in and for the County of Henrico, duly commissioned and qualified, came THE ABOVE OFFICERS OF THE COMPANIES, to me personally known to be the individuals and officers described in, who executed the preceding instrument, and they acknowledged the execution of same, and being by me duly sworn, disposed and said that they are the officers of the said companies aforesaid, and that the seals affixed to the proceeding instrument are the Corporate Seals of said Companies, and the said Corporate Seals and their signatures as officers were duly affixed and subscribed to the said instrument by the authority and direction of the said companies, and that Resolutions adopted by the Board of Directors of said Companies referred to in the preceding instrument is now in force.

IN TESTIMONY WHEREOF, I have hereunto set my hand, and affixed my Official Seal at the County of Henrico, the day and year first above written.

DONNA DONAVANT NOTARY PUBLIC MY COMMISSION NUMBER 7083968 COMMONWEALTH OF VIRGINIA

By: _____
Donna Donavant, Notary Public
My commission expires 1/31/2023

We, the undersigned Officers of SureTec Insurance Company and Markel Insurance Company do hereby certify that the original POWER OF ATTORNEY of which the foregoing is a full, true and correct copy is still in full force and effect and has not been revoked.

IN WITNESS WHEREOF, we have hereunto set our hands, and affixed the Seals of said Companies, on the 20th day of September 2022.

SureTec Insurance Company

By: _____
M. Brent Beaty, Assistant Secretary

Markel Insurance Company

By: _____
Richard R. Grinnan, Vice President and Secretary

Any instrument issued in excess of the penalty stated above is totally void and without any validity. 2410005
For verification of the authority of this Power you may call (713)812-0800 on any business day between 8:30 AM and 5:00 PM CST.

MARKEL

PERFORMANCE BOND
(Subdivision Improvements)

Bond No. 4462065

WHEREAS, Phase 4, LLC (herein designated as "Principal"), and City of Oxford (herein designated as "Obligee ") have entered into an agreement whereby Principal agrees to install and complete certain designated Subdivision Improvements, which said agreement, dated February 15, 2023 and identified as project The Lamar Phase 4C, is hereby referred to and made a part hereof; and,

WHEREAS, said Principal is required under the terms of said agreement to furnish a bond for the faithful performance of said agreement.

NOW, THEREFORE, we, the Principal and SureTec Insurance Company, 2103 CityWest, Suite 1300, Houston, TX 77042, as surety, are held and firmly bound unto the Obligee in the penal sum of Forty Three Thousand Two Hundred Forty & 50/100 Dollars ($43,240.50) lawful money of the United States, for the payment of which sum well and truly be made, we bind ourselves, our heirs, successors, executors and administrators, jointly and severally, firmly by these presents.

The condition of this obligation is such that if the above bounded Principal, his or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and provisions in the said agreement and any alteration thereof made as therein provided, on his or their part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless the Obligee , its officers, agents and employees, as therein stipulated, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect. This bond will remain in effect until the Principal has performed all obligations required by Obligee in connection with said improvements.

As part of the obligation secured hereby and in addition to the face amount specified therefor, there shall be included costs and reasonable expenses and fees, including reasonable attorney's fees, incurred by Obligee in successfully enforcing such obligation, all to be taxed as costs and included in any judgment rendered.

The surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the agreement or to the work to be performed thereunder or the specifications accompanying the same shall in anywise affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the agreement or to the work or to the specifications, however, the Surety shall not be liable for a greater sum than the amount specified in the bond.

In witness whereof, this instrument has been duly executed by the Principal and surety above named, on March 1, 2023.

Principal: Phase 4, LLC

By: _____
Signature

Name: _____

Title: _____

SureTec Insurance Company

By: _____
Signature

Name: Kimberly B. Barhum
Attorney-in-Fact

The Rider(s) Attached Hereto Is/Are Incorporated in the Bond and Contains Important Coverage Information and Limitations

POA# 2410005

JOINT LIMITED POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That SureTec Insurance Company, a Corporation duly organized and existing under the laws of the State of Texas and having its principal office in the County of Harris, Texas and Markel Insurance Company (the "Company"), a corporation duly organized and existing under the laws of the state of Illinois, and having its principal administrative office in Glen Allen, Virginia, does by these presents make, constitute and appoint:

Kimberly B. Barhum, David Robin Fortenberry, Richard Teb Jones, Mary J. Norval

Their true and lawful agent(s) and attorney(s)-in-fact, each in their separate capacity if more than one is named above, to make, execute, seal and deliver for and on their own behalf, individually as a surety or jointly, as co-sureties, and as their act and deed any and all bonds and other undertaking in suretyship provided, however, that the penal sum of any one such instrument executed hereunder shall not exceed the sum of:

Fifty Million and 00/100 Dollars ($50,000,000.00)

This Power of Attorney is granted and is signed and sealed under and by the authority of the following Resolutions adopted by the Board of Directors of SureTec Insurance Company and Markel Insurance Company:

"RESOLVED, That the President, any Senior Vice President, Vice President, Assistant Vice President, Secretary, Assistant Secretary, Treasurer or Assistant Treasurer and each of them hereby is authorized to execute powers of attorney, and such authority can be executed by use of facsimile signature, which may be attested or acknowledged by any officer or attorney, of the company, qualifying the attorney or attorneys named in the given power of attorney, to execute in behalf of, and acknowledge as the act and deed of the SureTec Insurance Company and Markel Insurance Company, as the case may be, all bond undertakings and contracts of suretyship, and to affix the corporate seal thereto."

IN WITNESS WHEREOF, Markel Insurance Company and SureTec Insurance Company have caused their official seal to be hereunto affixed and these presents to be signed by their duly authorized officers on the 5th day of January , 2023 .

SureTec Insurance Company

By: _____
Michael C. Keimig, President

SURETEC INSURANCE COMPANY

MARKEL INSURANCE COMPANY CORPORATE SEAL ILLINOIS

Markel Insurance Company

By: _____
Lindey Jennings, Vice President

State of Texas
County of Harris:

On this 5th day of January , 2023 A. D., before me, a Notary Public of the State of Texas, in and for the County of Harris, duly commissioned and qualified, came THE ABOVE OFFICERS OF THE COMPANIES, to me personally known to be the individuals and officers described in, who executed the preceding instrument, and they acknowledged the execution of same, and being by me duly sworn, disposed and said that they are the officers of the said companies aforesaid, and that the seals affixed to the proceeding instrument are the Corporate Seals of said Companies, and the said Corporate Seals and their signatures as officers were duly affixed and subscribed to the said instrument by the authority and direction of the said companies, and that Resolutions adopted by the Board of Directors of said Companies referred to in the preceding instrument is now in force.

IN TESTIMONY WHEREOF, I have hereunto set my hand, and affixed my Official Seal at the County of Harris, the day and year first above written.

NOTARY PUBLIC STATE OF TEXAS

XENIA RIVAS
Notary Public State of Texas
Commission # 129117659
Commission Expires 9/10/24

By: _____
Xenia Rivas, Notary Public
My commission expires 9/10/2024

We, the undersigned Officers of SureTec Insurance Company and Markel Insurance Company do herby certify that the original POWER OF ATTORNEY of which the foregoing is a full, true and correct copy is still in full force and effect and has not been revoked.

IN WITNESS WHEREOF, we have hereunto set our hands, and affixed the Seals of said Companies, on the 1st day of March , 2023 .

SureTec Insurance Company

By: _____
M. Brent Beaty, Assistant Secretary

Markel Insurance Company

By: _____
Andrew Marquis, Assistant Secretary

Any Instrument Issued in excess of the penalty stated above is totally void and without any validity. 2410005
For verification of the authority of this Power you may call (713)812-0800 on any business day between 8:30 AM and 5:00 PM CST.

Outlook

Fwd: Bond #4462065 Phase 4C, LLC

From Mac Monteith <mac@capstone.dev>
Date Wed 5/28/2025 11:10 AM
To John Crawley <john@oxfordms.net>; Paul Koshenina <paul@pecorpms.com>; Heather Windham <hwindham@pecorpms.com>; Allison Ferris <allison@oxfordms.net>

That is correct. Thanks!

---------- Forwarded message ---------
From: **Kim Barhum** <Kim_Barhum@ajg.com>
Date: Wed, May 28, 2025 at 11:08 AM
Subject: RE: Bond #4462065 Phase 4C, LLC
To: Mac Monteith <mac@capstone.dev>, Nikki Verlangieri <nikki@capstone.dev>

Yes, that is correct. With a written release from the Obligee….

Thanks,

Kim Barhum, CISR

Client Services Executive, Surety

Gallagher

Insurance | Risk Management | Consulting

Gallagher 16 Thompson Park, Hattiesburg, MS 39401

D: (601) 554-7329 | O: (601) 544-8703

Kim_Barhum@ajg.com | AJG.com

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From: Mac Monteith <mac@capstone.dev>
Sent: Wednesday, May 28, 2025 11:03 AM
To: Nikki Verlangieri <nikki@capstone.dev>; Kim Barhum <Kim_Barhum@ajg.com>
Subject: Fwd: Bond #4462065 Phase 4C, LLC

[EXTERNAL]

Nikki and Kim,

Can yall confirm these are the releasable bonds?

Thanks,

Mac

---------- Forwarded message ---------
From: **Paul Koshenina** <paul@pec-ms.net>
Date: Wed, May 28, 2025 at 11:01 AM
Subject: Re: Bond #4462065 Phase 4C, LLC
To: John Crawley <john@oxfordms.net>, Mac Monteith <mac@capstone.dev>
CC: Heather Windham <hwindham@pec-ms.net>, Allison Ferris <allison@oxfordms.net>

Mac,

Can you confirm with Nikki on your end to make sure we aren't missing anything? I believe the list below is correct but just wanted to make sure.

Paul Koshenina, P.E.

Principal Engineer

Director of Civil Engineering

Precision Engineering Corporation

1776 N. Lamar Blvd.

Oxford, MS 38655

662-234-8539 (O)

662-234-8639 (F)

662-816-4123 (M)

From: John Crawley <john@oxfordms.net>
Sent: Wednesday, May 28, 2025 10:54:30 AM
To: Paul Koshenina <paul@pec-ms.net>; Mac Monteith <mac@capstone.dev>
Cc: Heather Windham <hwindham@pec-ms.net>; Allison Ferris <allison@oxfordms.net>
Subject: RE: Bond #4462065 Phase 4C, LLC

Ok, I will get these items on the agenda for next Tuesday. To be clear, we are releasing:

#4455436, Phase 4A Warranty Bond in the amount of $33,000

#4455438, Phase 4B Performance Bond in the amount of $241,206.11

#4455435, Phase 4A Performance Bond in the amount of $350,000

#4462065, Phase 4C Performance Bond in the amount of $43,240.50

It looks like we have accepted all of the infrastructure for these 3 phases.

John

From: Paul Koshenina <paul@pec-ms.net>
Sent: Wednesday, May 28, 2025 7:45 AM
To: John Crawley <john@oxfordms.net>; Mac Monteith <mac@capstone.dev>
Cc: Heather Windham <hwindham@pec-ms.net>
Subject: Bond #4462065 Phase 4C, LLC

I believe this one is related to Ph 4C and the amount is $43,240.50.

Bond#4462065

Paul Koshenina, P.E.

Principal Engineer

Director of Civil Engineering

Precision Engineering Corporation

1776 N. Lamar Blvd.

Oxford, MS 38655

662-234-8539 (O)

662-234-8639 (F)

662-816-4123 (M)

From: John Crawley <john@oxfordms.net>
Sent: Tuesday, May 27, 2025 11:11:10 AM
To: Mac Monteith <mac@capstone.dev>
Cc: Paul Koshenina <paul@pec-ms.net>; Heather Windham <hwindham@pec-ms.net>
Subject: RE: Invoice 578781 - bond #4462065 Phase 4, LLC

How much is it for?

From: Mac Monteith <mac@capstone.dev>
Sent: Tuesday, May 27, 2025 10:52 AM
To: John Crawley <john@oxfordms.net>
Cc: Paul Koshenina <paul@pecorpms.com>; Heather Windham <hwindham@pecorpms.com>
Subject: Re: Invoice 578781 - bond #4462065 Phase 4, LLC

I don't know that one. Possibly roundabout work?

On Tue, May 27, 2025 at 10:50 AM John Crawley <john@oxfordms.net> wrote:

> I think its possible…but what is the bond 4462065 for? It does not match the ones that Paul sent in his email.
>
> John

From: Mac Monteith <mac@capstone.dev>
Sent: Tuesday, May 27, 2025 10:45 AM
To: John Crawley <john@oxfordms.net>
Cc: Paul Koshenina <paul@pecorpms.com>; Heather Windham <hwindham@pecorpms.com>
Subject: Re: Invoice 578781 - bond #4462065 Phase 4, LLC

Is it possible to release all of the bonds? All work complete except some street lights that have been paid for?

On Tue, May 27, 2025 at 10:32 AM John Crawley <john@oxfordms.net> wrote:

> Mac, my apologies, I just responded to Pauls email from May 6. However, the bond numbers he supplied do not match the bond number in the subject line of your email....please advise.
>
> John
>
> ---
>
> **From:** Mac Monteith <mac@capstone.dev>
> **Sent:** Tuesday, May 27, 2025 10:05 AM
> **To:** John Crawley <john@oxfordms.net>; Paul Koshenina <paul@pecorpms.com>; Heather Windham <hwindham@pecorpms.com>
> **Subject:** Fwd: Invoice 578781 - bond #4462065 Phase 4, LLC
>
> Can we get a release for this bond? Paul circulated the status of all things a few weeks ago.
>
> Thanks,
>
> ---------- Forwarded message ---------
> From: **Kim Barhum** <Kim_Barhum@ajg.com>
> Date: Tue, May 27, 2025 at 10:00 AM
> Subject: Invoice 578781 - bond #4462065 Phase 4, LLC
> To: Nikki Verlangieri <nikki@capstone.dev>
> CC: Mac Montieth <mac@capstone.dev>, Kim Barhum <Kim_Barhum@ajg.com>
>
> Good Morning,

The surety company is asking that we get this bond premium paid as soon as possible. I have attached our new Remittance epay information for your use.

Thanks,

Kim Barhum, CISR

Client Services Executive, Surety

Gallagher 16 Thompson Park, Hattiesburg, MS 39401

D: (601) 554-7329 | O: (601) 544-8703

Kim_Barhum@ajg.com | AJG.com

Arthur J. Gallagher Risk Management Services, LLC.

Communications concerning this matter, including this email and any attachments, may have been provided for purposes of insurance/risk management consulting. Opinions and advice provided by Gallagher are not intended to be, and should not be construed as, legal advice.

A licensed Gallagher representative must provide the appropriate insurance carrier with written instructions in order to bind insurance coverage. Therefore, client instructions via email are not sufficient to bind coverage unless and until you have received explicit written confirmation from an authorized Gallagher representative

---

From: Kim Barhum <Kim_Barhum@ajg.com>
Sent: Tuesday, May 27, 2025 9:56 AM
To: Kim Barhum <Kim_Barhum@ajg.com>
Subject: Invoice 578781.pdf

OXFORD
DEVELOPMENT
SERVICES

MEMORANDUM

To: Robyn Tannehill, Mayor, & Board of Aldermen

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

CC: Hollis Green, COO

Date: June 3, 2025

Re: Request for Permission for Mayor to Execute Contracts for Construction
Whirlpool Well 3

Engineering requests permission to have the mayor execute the contracts for construction for the captioned project. The bid of Donald Smith Company in the amount of $1,728,857 was previously approved at the regular meeting on May 6, 2025.

OXFORD
DEVELOPMENT
SERVICES

MEMORANDUM

To: Robyn Tannehill, Mayor, & Board of Aldermen

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

CC: Hollis Green, COO

Date: June 3, 2025

Re: Request for Permission for Mayor to Execute Contracts for Construction
Whirlpool Well 3

Engineering requests permission to have the mayor execute the contracts for construction for the captioned project. The bid of Donald Smith Company in the amount of $1,728,857 was previously approved at the regular meeting on May 6, 2025.

THE CITY OF
OXFORD

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 Huelse, 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, Garett 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 Rooundabout 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 Huelse 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

Robyn Tannehill, Mayor

Ashley Atkinson, City Clerk-Finance Director

CORPORATION OF OXFORD, MISSISSIPPI

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: 6-5-25

Department that owns Fixed Asset: Oxford Fire

Fixed Asset Tag Number (If item is not tagged, please put N/A): 1521

Physical Location of Asset: OFD Station 4 Trk4

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

Scott \ Ei 160 \ 2005

Make Model Year

EIC00134 \

VIN / Serial Number Color

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

Description of Tool (including brand): Scott Thermal imaging Camera

\

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: J. Gardner

Date Approved by BOA:

107 Courthouse Square
Oxford, MS 38655

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

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: 6-5-25

Department that owns Fixed Asset: Oxford Fire

Fixed Asset Tag Number (If item is not tagged, please put N/A): 1521

Physical Location of Asset: OFD Station 4 Eng 4

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

Scott \ Ei 160 \ 2008

Make Model Year

EIC00321 \ _____

VIN / Serial Number Color

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

Description of Tool (including brand): Scott Thermal imaging Camera

_____ \ _____

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: J. Gardner

Date Approved by BOA: _____

107 Courthouse Square
Oxford, MS 38655

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

ROBERT M. NEELY III, P.E.
GENERAL MANAGER

OXFORD
UTILITIES

ROBYN M. TANNEHILL
MAYOR

MEMO:

DATE: **6-12-25**

TO: **MAYOR TANNEHILL & BOARD OF ALDERMEN**

CC: **ASHLEY ATKINSON**

FROM: **ROB NEELY**

RE: **AGENDA ITEMS**

I have the following agenda items for the Tuesday, June 17, 2025 Board Meeting.

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

Please find a description for each agenda item on the following page. If you have any questions, please feel free to contact me.

Thanks

Robert M. Neely III, P.E., C.P.E.
General Manager

P.O. BOX 827
OXFORD, MS 38655

WWW.OXFORDUTILITIES.COM

PHONE (662) 232-2373
FAX (662) 232-2375

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

05/29/25 - 06/11/25

TO BE APPROVED: 06/17/25

ACCOUNT NUMBER	CUSTOMER NAME	ADDRESS	WATER ADJUSTMENT	SEWER ADJUSTMENT	ADJUSTMENT TYPE
004651-046255	FORD WAGNER	102 FARM VIEW DRIVE UNIT 207	-$73.84	-$98.18	INSIDE
201447-101493	UNIVERSITY SPORTING GOODS	1215 JACKSON AVENUE E	-$31.91	-$39.65	INSIDE
201205-101249	DONNA GOTTSHALL	1440 S LAMAR BLVD	-$9.94	-$13.22	INSIDE
000742-048591	MASON EVERETT	2950 S LAMAR BLVD APT. 33	-$124.61	-$165.67	INSIDE
209594-044389	ANDREW NEWCOMB	319 CENTERPOINTE DRIVE	-$62.34	-$70.02	INSIDE
202685-101870	KATY HOUSTON	3816 MAJESTIC OAKS DRIVE - LANDSCAPE	-$292.88	X	LANDSCAPE
203165-048117	TERESA RINARD	110 YOCONA RIDGE ROAD	-$18.51	-$41.03	OUTSIDE
203294-050666	LISA MAXWELL	124 CROSS CREEK DRIVE	-$1,358.73	-$3,052.26	OUTSIDE
203855-103833	CAMILLE GARRETT	307 COMBS STREET	X	-$77.88	POOL
000430-051431	CLIFTON HOUSTON	1227 ROOSEVELT WATERS ROAD	-$95.85	X	WT ONLY
203312-046473	CARTER WARD	279 COUNTY ROAD 4066	-$125.16	X	WT ONLY
209673-23307	LILLIAN M SWINDALL	710 QUIET VALLEY COVE	-$93.50	X	WT ONLY
		TOTAL:	**-$2,287.27**	**-$3,557.91**	

OXFORD

PARK COMMISSION

Resolution

WHEREAS, Felisa McKnight began her distinguished service with the Oxford Park Commission on August 7, 2017, bringing unwavering dedication, visionary leadership, and a deep commitment to enhancing the quality of life for all residents of Oxford through parks and recreation; and

WHEREAS, Felisa has served with excellence in the role of Recreation Director, skillfully developing and overseeing a broad range of programs, events, and initiatives that have united the community, promoted wellness, and provided meaningful and joyful experiences for individuals of all ages; and

WHEREAS, her exceptional leadership and professional contributions were recognized at the state level when she was named the **2024 Mississippi Recreation and Parks Association Professional of the Year**, a testament to her passion, innovation, and lasting impact in the field of recreation; and

WHEREAS, Felisa has been a trusted colleague, an innovative leader, and a compassionate steward of the community—admired not only for her accomplishments, but also for the kindness, energy, and integrity she consistently demonstrated throughout her tenure; and

WHEREAS, after nearly eight years of outstanding service, Felisa McKnight is retiring from her role, leaving behind a legacy of excellence, community engagement, and positive transformation that will continue to benefit the Oxford Park Commission for years to come;

NOW, THEREFORE, BE IT RESOLVED, that the Oxford Park Commission, with sincere appreciation and deep gratitude, hereby honors **Felisa McKnight** on the occasion of her retirement and celebrates her extraordinary contributions to the City of Oxford.

BE IT FURTHER RESOLVED, that a copy of this resolution be spread upon the official minutes of the City of Oxford and that a copy be presented to **Felisa McKnight** on this day, **June 17, 2025**, by the **City of Oxford** and the **Oxford Park Commission**, with our best wishes for a retirement filled with happiness, good health, and well-deserved rest.

THE CITY OF
OXFORD

RESOLUTION

Whereas, Richard Lamar Addy, was sworn into office on February 28th 2016 to serve the City of Oxford as Alderman of Ward I, will retire after nine years of outstanding service to her citizens; and

Whereas, Richard Lamar Addy, fondly known as "Rick" to citizens and staff, moved to Oxford at the age of 12, where through many years of service instilled himself as a longstanding and exemplary Oxonian; and

Whereas, within the community, Rick Addy established himself as a man of integrity, and a successful business owner and talented photographer, preserving the likeness of thousands of Oxonians throughout the years through beautiful portraits; and

Whereas, before starting his longstanding public service career as Alderman, Rick Addy served the public part-time as a Reserve Police Officer in 1988, and

Whereas, as Alderman, Rick Addy served faithfully under the leadership of Mayor George G. Pat Patterson and Mayor Robyn Tannehill, alongside ten Aldermen and many city staff in his steadfast career; and

Whereas, under his leadership, the City of Oxford experienced tremendous capital growth, constructing the Ulysses "Coach" Howell Activity Center, the Downtown Parking Garage, the City Pool, Fire Station #2, the Oxford Police Station, the East Jackson Streetscape, the Morgan Family Park, the City Hall Pocket Park, and many other improvements; and

Whereas, more recently as Alderman, Rick Addy was appointed by his peers to serve as Board Liaison to Visit Oxford, and to the Oxford Reserve and Trust Committee; and

Whereas, through his attention to detail, dedication to his constituency, and relentless work ethic, Rick Addy was a guiding hand in the planning and development of rapid growth within Ward I; and

Whereas, as Alderman, Rick Addy worked hard to preserve Oxford's rich history and tradition, advancing Oxford while not sacrificing its uniqueness; and

Whereas, Rick Addy, through his keen eye and observation, will be remembered as a public leader who made Oxford a better place to live, work, and visit; and

Whereas, Rick Addy has made an indelible mark on the City of Oxford, through his devotedness and love for Oxford, and for all citizens, has positively touched many lives; and that his legacy will be remembered and celebrated for many years to come. Lo,

Therefore, be it resolved

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

Richard Lamar Addy

for his unmatched career in service to the community. Be it further resolved that a copy of this resolution be spread upon the minutes of the City of Oxford and that a copy of same be presented to Richard Lamar Addy.

Mayor Robyn Tannehill Alderman Mark Huelse Alderman Preston Taylor

Alderman Kesha Howell-Atkinson Alderman Brian Hyneman Alderman Jason Bailey

Alderman Mary Martha Crowe

OXFORD PARK COMMISSION

Quarterly Report

January 2025 - March 2025

A. Staffing Overview

21 part-time staff: 14 scheduled workers, 7 flexible "free agents."

B. Facility Organization

5 staffed stations between Coach Howell and OAC locations.

Each station has defined roles and responsibilities, with shared backup duties.

Station Assignments (All 5)

1. Coach Howell Front Desk (1)

Greet visitors, answer phones, maintain cleanliness, monitor halls and traffic.

2. Coach Howell Gym (2+)

Supervise free play, promote safety and engagement, clean and prep gym nightly.

3. Coach Howell Upstairs/Track (1)

Oversee games and track use, ensure cleanliness, maintain a welcoming space.

4. OAC Court 3 (1)

Monitor gym, equipment room, restrooms; manage transitions between activities.

5. OAC Court 4 (1)

Supervise gym, bullpen, bathrooms; manage transitions for various sports.

Closing duties (Courts 3 & 4): Mop floors, remove trash, check bathrooms, turn off lights, lock all doors.

II. CULTURE

Vision: Foster a culture rooted in **service, accountability, fun, and pride**.

Goal: Create a noticeable positive impact through energy, care, and a welcoming environment.

III. WHAT WE DO

Serve a diverse community by providing a **safe, clean, friendly, and inclusive** space that accommodates various n

IV. WHAT I WANT TO DO

Aim to build a **professional, pride-filled culture** recognized by clients and staff.

Envision a vibrant environment that attracts team members and serves as a **source of pride** for the Oxford commu

Events and Activities:

Event Planning for several events for the spring/summer are underway.

Easter, SuperHero, Tennis Tournaments, Fathers and Mothers Day, Pool programming.

Seemylegacy.com has been a priority to get started this quarter.

Instructional Tennis:

Kristi Boxx:

	Match Play	Intermediate
Thursdays	9 participants	13 participants

Russell Moorman:

January - February	March - April
all ages - 6 - 8	all ages - 6 - 8
Monday - 13 players	Monday - 11 players
Tuesday - 10 players	Tuesday - 13 players
Thursday - 10 players	Wednesday - 11 players - ages 9 - 13
	Thursday - 13 players
	Friday - 5 players

Tournament

March 28 - 30, 2025	95 players	cancelled due to weather

Facility Rentals:

January	Rentals:
Pavilions	0
Stone Center	10
Multipurpose	10
OAC	9
Fit-n-Fun	3
Avent Pickle	0
Pool	0
Monthly Total	32

November	Rentals:
Pavilions	0
Stone Center	11
Multipurpose	8
OAC	2
Fit-n-Fun	3
Avent Pickle	0
Pool	0
Monthly Total	24

December	Rentals:
Pavilions	6
Stone Center	12
Multipurpose	9
OAC	2
Fit-n-Fun	6
Avent Pickle	1
Pool	0
Monthly Total	36

Totals:
6
33
27
13
12
1
0
92

Leisure Lifestyles of Oxford - LLO:

	Jan. 2025	Feb. 2025	Mar. 2025	Apr. 2025	May. 2025	June. 2025	July. 2025	Aug. 2025	Sept. 2025	Oct. 2025	Nov. 2025	Dec. 2025	2025 Totals
Aquatic	0	0	0										
Pilates	256	245	279										
Adapt. Chair Yoga	146	156	130										
Tai Chi	53	44	30										
Art	31	52	37										
Dance w/ twist	49	56	50										
Yoga	238	186	230										
Cardio & Strength	439	266	418										
Aerobic	267	262	308										
Monthly Totals:	1479	1267	1482										

Sports Programs:

Spring Youth Volleyball	This was our second season of Spring Youth Volleyball.
115 participants	We offered 3 different age groups: 9/10, 11/12, 13/14
	The set up is during this quarter, but the games will be played next quarter.
	These games will be played on Wednesdays in the Coach Howell Center.
Youth Spring Soccer	We had 780 participants in the spring program.
780 participants	The spring season began on February 24th and set to end April 10th.
	Our Soccer Saturday program was cancelled due to weather
Spring Mini Kickers	They are played on 4 Sunday afternoons during the quarter.
97 participants	The time slots are at 3pm, 4pm, 5pm
	This program is led by OHS HC Hunter Crane.
	Its for ages 2-4 to allow the little ones a chance to run around and play.
2025 Winter Adult Soccer	Registration Period was held January 2 - January 28.
10 teams	This is the second season thtat was sponsored by Buffalo Wild Wings
	BBW held a post season party and the Awards presentation.
	BBW was pleased with the partnership.
2025 Youth Winter Basketball	Registration Period was held October 2 - November 5
373 participants	Season is being played from January 9, 2025 - February 23rd.
	There were 48 teams this year.
	Ages range from 7 - 15
Youth Spring Baseball	Registration dates were January 13 - February 17th.
468 participants	Games will begin April 14, 2025.
	Age ranges are 4-15 year olds
	We had 43 teams.
Spring Adult Softball	Registration opened on January 27 - March 2.
8 teams	Games played on Quad C at mTrade park.
	Games started March 19.
Spring Youth Flag Football	Registration Period was held January 13 - February 17.
250 participants	This is the second year of Spring Flag Football
	We have 24 teams ready to play.
	The season starts in April.

Youth Spring Softball	Registration dates were January 13 - February 17th.
215 participants	We have 19 teams this year.
	Games will start in April.
Spring Mini Sluggers	We partner with the Ole Miss Club Baseball Team to provide training.
33 participants	They split these groups into 2, and have 2 sessions each weeks.
Youth Winter BKB Cheer	This year we had two squads of 15 girls
	They cheered on Monday nights during basketball season.
League of Champions	This quarter we hosted LOC Basketball
	Theyplayed for a month, 1 night a week.
	We had 23 participants in the League of Champions Basketball.
Sports Program Notes:	we had 2 VB tournaments cancelled due to lack of participants
	we had 1 wrestling event cancelled due to no return of contract/insurance
	Several upcoming in this quarter - Spring Baseball, MLB PHR, Summer BKB
	Adult BKB, Tupelo Saints BKB tournament

Programs:

Gymnastics
Instructor: Lisa Mitchell
Ages: 2 - 16
Class Fee: $100 - $700

Session / League	Participants
Spring	126

Fundamental Sideline Cheer
Instructor: Kristi Yancy
Ages: 5 -12
Class Fee: $300

Session / League	Participants
Spring	13

I Can 5K
Instructor: Elliott Beach (Run Oxford)
Ages: 18 & Older
Class Fee: $50

Session / League	Participants
January/February	9
March/April	did not make

Karate
Instructor: Norbert Woods
Ages: 5 & up
Class Fee: $275

Session / League	Participants
Spring	18

Fencing
Instructor: Margarette Davis
Ages: 8-18
Class Fee: $425- $625

Session / League	Participants
Spring	22

Fit & Fun Gymnastics
Instructor: Shannon Cain
Ages: 1 - 5
Class Fee: $195 - $240

Session / League	Participants
Spring	94

Sewing for Beginners
Instructor: Shelia Howard Baker
Ages: 10+
Class Fee: $55

Session / League	Participants
Spring	6

Volleyball All-Skills Clinic
Instructor: Karen Yelverton
Ages: 9 - 15
Class Fee: $100

Session / League	Participants
Spring	72

Volleyball Setters Clinic
Instructor: Karen Yelverton
Ages: 9 - 15
Class Fee: $100

Session / League	Participants
Spring	14

CoEd Recreational Lacrosse
Instructor: Brian Fisher
Ages: 8 - 15
Class Fee: $70

Session / League	Participants
Spring	did not make

Wrestling
Instructor: North MS Wrestling Club
Ages: 5 - 18
Class Fee: $60/month w/ (3) 1 month offerings

Session / League	Participants
Spring	57

Program Notes: These are Independent Contractor led programs, OPC doesn't run these programs.

Day Camp

The OPC Camps offered parents in our community the opportunity to enroll their children in a recreational setting while the local schools were out for summer breaks and parents are working.

Camps start at 7:30am and pick up is at 5:30pm

Spring Break Day Camp - 77 registrations this year

Marketing Highlights:

January

Registration for the following team sports began on January 13 - Youth Spring Flag Football, youth baseball, youth softball, Spring youth volleyball, and Cheerleading.

The newest Instructional class was Fundamental Sideline Cheer by Kristi Yancy.

February

The Highest newsletter opening this quarter was for the MRPA Awards in February. 4939 opens.

We have a total of 10,781 contacts getting our newsletter.

March

Our Facebook followers has risen over 600 since Q3 of 2024. Our Instagram has reached 2,700.

The X platform remains the same at 1,831, Analytics are the same, the belief is that we need to verify to get increased numbers there, but that would require a monthly subscription.

IMC Connect at Ole Miss is going to be a great in terms of gaining future interns, met with 15 candidates.

Facilities:

The Activity Centers have been bustling with events like basketball, volleyball, Challenger Basketball, and a thriving Pickleball League. Despite the high traffic, the centers are in great condition with only minor repairs, thanks to OPC's dedicated maintenance staff.

Coach Howell Center had carpets cleaned post-Spring Break and is scheduled again after Summer Day Camp.

Oxford Activity Center received glass door tinting to eliminate the need for tarps during Pickleball.

Potholes near Coach Howell and Stone Center were filled by the street department.

Parks & Playgrounds:

Building & Grounds, led by Greg Pinion, replenished Kid-Safe Mulch across Oxford playgrounds.

Playground upgrades are underway, starting with Avent Park ($500,000 budget), replacing equipment from 1997.

Stone Park, the city's oldest (36+ years), is due for replacement.

Other parks (Rivers Hill, Skate Park, Price Hill, Bailey Branch, Garden Terrace) date from 2009–2015.

APA and NRPA recommend one park per 2,386 residents, highlighting the need for expansion.

Pickleball Program:

Played six days a week at Coach Howell with overflow at Oxford Activity Center.

High demand with 24 active players and up to 30 waiting at times.

Evening and Sunday play is popular, with volleyball also sharing space.

OPC hosted 1 indoor tournament (39 teams) and at least 3 outdoor tournaments at Avent Park.

Pickleball continues to grow across all age groups, with daily participation.

2nd Quarter Financial Report 2024-2025

	January. 2025	February. 2025	March. 2025
OPC Activity Fund			
Beginning Balance	**$ 157,508.20**	**$ 255,872.61**	**$ 323,072.85**
Total Additions	$ 121,434.00	$ 89,453.06	$ 36,363.95
Total Subtractions	$ 23,813.35	$ 23,126.86	$ 56,375.27
Interest Paid	$ 743.76	$ 874.04	$ 1,055.89
Ending Balance	**$ 255,872.61**	**$ 323,072.85**	**$ 304,117.42**
OPC Blue Sombrero			
Beginning Balance	**$ 19,413.51**	**$ 22,666.98**	**$ 16,263.84**
Total Additions	$ 103,358.08	$ 68,583.95	$ 14,845.96
Total Subtractions	$ 100,170.00	$ 75,070.00	$ 25,262.00
Interest paid	$ 65.39	$ 82.91	$ 71.44
Ending Balance	**$ 22,666.98**	**$ 16,263.84**	**$ 5,919.24**
OPC Facebook	$ -		
Beginning Balance	**$ 2,306.01**	**$ 2,313.84**	**$ 2,320.94**
Total Additions	$ -	$0.00	$ -
Total Subtractions	$ -	$0.00	$ -
Interest Paid	$ 7.83	$ 7.10	$ 7.88
Ending Balance	**$ 2,313.84**	**$ 2,320.94**	**$ 2,328.82**

Month	Year	Total Revenue from Sports Connect	Paid out by Docket	Profit/Loss
October	2024	$20,678.35	$51,366.63	-$30,688.28
November	2024	$24,251.08	$19,196.41	$5,054.67
December	2024	$34,100.84	$26,417.51	$7,683.33
January	2025	$104,168.18	$41,053.97	$63,114.21
February	2025	$71,506.41	$68,130.57	$3,375.84
March	2025	$29,576.29	$42,672.89	-$13,096.60
April	2025			
May	2025			
June	2025			
July	2025			
August	2025			
September	2025			
FY 24/25 Totals		$284,281.15	$248,837.98	$35,443.17

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nity.

Not every provision of every certification will apply to every applicant or award. If a provision of a certification does not apply to the applicant or its award, FTA will not enforce that provision.

Text in italic is not part of a certification and is of no legal effect. Its purpose is to provide explanation and context for the certification.

CATEGORY 1. CERTIFICATIONS AND ASSURANCES REQUIRED OF EVERY APPLICANT.

Certifications and Assurances Categories highlighted in red are **not** applicable. The reference guidance that is in italics will provide clarity for each category, **PLEASE READ**. Areas shaded in yellow require information to be typed in the blanks.

All applicants must make the certifications in this category.

1.1. Standard Assurances.

The certifications in this subcategory appear as part of the applicant's registration or annual registration renewal in the System for Award Management (SAM.gov) and on the Office of Management and Budget's standard form 424B "Assurances—Non-Construction Programs". This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

(a) Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.

(b) Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

(c) Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

(d) Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

(e) Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§ 4728–4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a

Merit System of Personnel Administration (5 CFR 900, Subpart F).

(f) Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to:

(1) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin, as effectuated by U.S. DOT regulation 49 CFR Part 21, including any amendments thereto;

(2) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681–1683, and 1685–1686), which prohibits discrimination on the basis of sex, as effectuated by U.S. DOT regulation 49 CFR Part 25;

(3) Section 5332 of the Federal Transit Law (49 U.S.C. § 5332), which prohibits any person being excluded from participating in, denied a benefit of, or discriminated against under, a project, program, or activity receiving financial assistance from FTA because of race, color, religion, national origin, sex, disability, or age.

(4) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps, as effectuated by U.S. DOT regulation 49 CFR Part 27;

(5) The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101–6107), which prohibits discrimination on the basis of age;

(6) The Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse;

(7) The comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91–616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism;

(8) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records;

(9) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing;

(10) Any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and,

(11) the requirements of any other nondiscrimination statute(s) which may apply to the application.

(g) Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 ("Uniform Act") (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases. The requirements of the Uniform Act are effectuated by U.S. DOT regulation 49 CFR Part 24.

(h) Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§ 1501–1508 and 7324–7328) which limit the political activities of employees whose principal

employment activities are funded in whole or in part with Federal funds.

(i) Will comply, as applicable, with the provisions of the Davis–Bacon Act (40 U.S.C. §§ 276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327–333), regarding labor standards for federally assisted construction sub-agreements.

(j) Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

(k) Will comply with environmental standards which may be prescribed pursuant to the following:

(1) Institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514;

(2) Notification of violating facilities pursuant to EO 11738;

(3) Protection of wetlands pursuant to EO 11990;

(4) Evaluation of flood hazards in floodplains in accordance with EO 11988;

(5) Assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.);

(6) Conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§ 7401 et seq.);

(7) Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and

(8) Protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93–205).

(l) Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

(m) Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§ 469a-1 et seq.).

(n) Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

(o) Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§ 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

(p) Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

(q) Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and 2 CFR Part 200, Subpart F, "Audit Requirements", as adopted and implemented by U.S. DOT at 2 CFR Part 1201.

(r) Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing the program under which it is applying for assistance.

(s) Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. § 7104) which prohibits grant award recipients or a subrecipient from:

(1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect;

(2) Procuring a commercial sex act during the period of time that the award is in effect; or

(3) Using forced labor in the performance of the award or subawards under the award.

1.2. Standard Assurances: Additional Assurances for Construction Projects.

This certification appears on the Office of Management and Budget's standard form 424D "Assurances—Construction Programs" and applies specifically to federally assisted projects for construction. This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

(a) Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency; will record the Federal awarding agency directives; and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.

(b) Will comply with the requirements of the assistance awarding agency with regard to the drafting, review, and approval of construction plans and specifications.

(c) Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work confirms with the approved plans and specifications, and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

1.3. Procurement. Procurement

The Uniform Administrative Requirements, 2 CFR § 200.325, allow a recipient to self-certify that its procurement system complies with Federal requirements, in lieu of submitting to certain pre-procurement reviews.

The applicant certifies that its procurement system complies with:

(a) U.S. DOT regulations, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 1201, which incorporates by reference U.S. OMB regulatory guidance, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 200, particularly 2 CFR §§ 200.317–200.327 "Procurement Standards;

(b) Federal laws, regulations, and requirements applicable to FTA procurements; and

(c) The latest edition of FTA Circular 4220.1 and other applicable Federal guidance.

1.4. Increased Micro-Purchase Threshold. Procurement (NEW)

A recipient may establish a micro-purchase threshold that is higher than the Federal micro-purchase threshold. Pursuant to 2 CFR § 200.320(a)(1)(iv), the recipient may self-certify a micro-purchase threshold up to $50,000. Pursuant to 2 CFR § 200.320(a)(1)(v), the recipient may set a micro-purchase threshold higher than $50,000, but only with the approval of the recipient's Federal cognizant agency for indirect costs. To determine an applicant's cognizant agency for indirect costs, consult the definition of "cognizant agency for indirect costs" in 2 CFR § 200.1.

If the recipient uses a micro-purchase threshold that is higher than the Federal micro-purchase threshold, the recipient certifies:

(a) The recipient's micro-purchase threshold does not exceed $50,000, or the recipient has approval from its Federal cognizant agency for indirect costs to use a higher micro-purchase threshold;

(b) The recipient has a written justification for its micro-purchase threshold; and

(c) The recipient has supporting documentation of any of the following:

  (1) The recipient qualifies as a low-risk auditee, in accordance with the criteria in 2 CFR § 200.520 for the most recent audit;

  (2) The recipient has an annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or

  (3) For public institutions, a higher threshold is consistent with State law.

1.5. Suspension and Debarment. Procurement

Pursuant to Executive Order 12549, as implemented at 2 CFR Parts 180 and 1200, prior to entering into a covered transaction with an applicant, FTA must determine whether the applicant is excluded from participating in covered non-procurement transactions. For this purpose, FTA is authorized to collect a certification from each applicant regarding the applicant's exclusion status. 2 CFR § 180.300. Additionally, each applicant must disclose any information required by 2 CFR § 180.335 about the applicant and the applicant's principals prior to entering into an award agreement with FTA. This certification serves both purposes.

The applicant certifies, to the best of its knowledge and belief, that the applicant and each of its principals:

(a) Is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily or involuntarily excluded from covered transactions by any Federal department or agency;

(b) Has not, within the preceding three years, been convicted of or had a civil judgment rendered against him or her for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction; violation of Federal or State antitrust statutes, including those proscribing price fixing between competitors, allocation of customers between competitors, and bid rigging; commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice; or commission of any other offense indicating a lack of business integrity or business honesty;

(c) Is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any offense described in paragraph (b) of this certification; and

(d) Has not, within the preceding three years, had one or more public transactions (Federal, State, or local) terminated for cause or default.

1.6. Lobbying.

If the applicant will apply for a grant or cooperative agreement exceeding $100,000, or a loan, line of credit, loan guarantee, or loan insurance exceeding $150,000, it must make the following certification and, if applicable, make a disclosure regarding the applicant's lobbying activities. This certification is required by 49 CFR § 20.110 and app. A to that part.

This certification does not apply to an applicant that is an Indian Tribe, Indian organization, or an Indian tribal organization exempt from the requirements of 49 CFR Part 20.

1.6.1. Certification for Contracts, Grants, Loans, and Cooperative Agreements.

The undersigned certifies, to the best of his or her knowledge and belief, that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

1.6.2. Statement for Loan Guarantees and Loan Insurance.

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement

shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

1.7. Real Property Use (NEW)

This certification responds to Recommendation #7 in the U.S. Department of Transportation's Office of Inspector General Report FS2024025 (May 20, 2024).

If the applicant will use assistance provided by the Federal Transit Administration to acquire or improve real property, the applicant certifies that it will comply with the requirements of 2 CFR § 200.311, including but not limited to, requirements to use the property for the purposes authorized in its award, and to seek disposition instructions from FTA when the property no longer is needed for any authorized purpose.

CATEGORY 2. PUBLIC TRANSPORTATION AGENCY SAFETY PLANS

This certification is required of each applicant under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), each rail operator that is subject to FTA's state safety oversight programs, and each State that is required to draft and certify a Public Transportation Agency Safety Plan on behalf of a Small Public Transportation Provider (as that term is defined at 49 CFR § 673.5) pursuant to 49 CFR § 673.11(d).

This certification is required by 49 U.S.C. § 5307(c)(1)(L), 49 U.S.C. § 5329(d)(1), and 49 CFR § 673.13. This certification is a condition of receipt of Urbanized Area Formula Grants Program (49 U.S.C. § 5307) funding.

This certification does not apply to any applicant that only receives financial assistance from FTA under the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310), the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or combination of these two programs, unless it operates a rail fixed guideway public transportation system.

If the applicant is an operator, the applicant certifies that it has established a Public Transportation Agency Safety Plan meeting the requirements of 49 U.S.C. § 5329(d)(1) and 49 CFR Part 673; including, specifically, that the board of directors (or equivalent entity) of the applicant has approved, or, in the case of an applicant that will apply for assistance under 49 U.S.C. that is serving an urbanized area with a population of 200,000 or more, the safety committee of the entity established under 49 U.S.C. § 5329(d)(5), followed by the board of directors (or equivalent entity) of the applicant has approved, the Public Transportation Agency Safety Plan or any updates thereto; and, for each recipient serving an urbanized area with a population of fewer than 200,000, that the Public Transportation Agency Safety Plan has been developed in cooperation with frontline employee representatives.

If the applicant is a State that drafts and certifies a Public Transportation Agency Safety Plan on behalf of a public transportation operator, the applicant certifies that:

(a) It has drafted and certified a Public Transportation Agency Safety Plan meeting the requirements of 49 U.S.C. § 5329(d)(1) and 49 CFR Part 673 for each Small Public Transportation Provider (as that term is defined at 49 CFR § 673.5) in the State, unless the Small Public Transportation Provider provided notification to the State that it was opting out of the State-drafted plan and drafting its own Public Transportation Agency Safety Plan; and

(b) Each Small Public Transportation Provider within the State that opts to use a State-drafted Public Transportation Agency Safety Plan has a plan that has been approved by the provider's Accountable Executive (as that term is defined at 49 CFR § 673.5), Board of Directors or Equivalent Authority (as that term is defined at 49 CFR § 673.5), and, if the Small Public Transportation Provider serves an urbanized area with a population of 200,000 or more, the safety committee of the Small Public Transportation Provider established under 49 U.S.C. § 5329(d)(5).

CATEGORY 3. TAX LIABILITY AND FELONY CONVICTIONS.

If the applicant is a business association (regardless of for-profit, not for-profit, or tax-exempt status), it must make this certification. Federal appropriations acts since at least 2014 have prohibited FTA from using funds to enter into an agreement with any corporation that has unpaid Federal tax liabilities or recent felony convictions without first considering the corporation for debarment. E.g., Further Consolidated Appropriations Act, 2024, Pub. L. 118-47, div. B, tit. VII, §§ 744-745. U.S. DOT Order 4200.6 defines a "corporation" as "any private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association", and applies the restriction to all tiers of subawards. As prescribed by U.S. DOT Order 4200.6, FTA requires each business association applicant to certify as to its tax and felony status.

If the applicant is a private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association, the applicant certifies that:

(a) It has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; and

(b) It has not been convicted of a felony criminal violation under any Federal law within the preceding 24 months.

CATEGORY 4. PRIVATE SECTOR PROTECTIONS.

If the applicant will apply for funds that it will use to acquire or operate public transportation facilities or equipment, the applicant must make the following certification regarding protections for the private sector.

4.1. Charter Service Agreement.

To enforce the provisions of 49 U.S.C. § 5323(d), FTA's charter service regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following Charter Service Agreement. 49 CFR § 604.4.

The applicant agrees that it, and each of its subrecipients, and third-party contractors at any level who use FTA-funded vehicles, may provide charter service using equipment or facilities acquired with Federal assistance authorized under the Federal Transit Laws only in compliance with the regulations set out in 49 CFR Part 604, the terms and conditions of which are incorporated herein by reference.

4.2. School Bus Agreement.

To enforce the provisions of 49 U.S.C. § 5323(f), FTA's school bus regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following agreement regarding the provision of school bus services. 49 CFR § 605.15.

(a) If the applicant is not authorized by the FTA Administrator under 49 CFR § 605.11 to engage in school bus operations, the applicant agrees and certifies as follows:
   (1) The applicant and any operator of project equipment agrees that it will not engage in school bus operations in competition with private school bus operators.
   (2) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Mass Transit Regulations, or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).

(b) If the applicant is authorized or obtains authorization from the FTA Administrator to engage in school bus operations under 49 CFR § 605.11, the applicant agrees as follows:
   (1) The applicant agrees that neither it nor any operator of project equipment will engage in school bus operations in competition with private school bus operators except as provided herein.
   (2) The applicant, or any operator of project equipment, agrees to promptly notify the FTA Administrator of any changes in its operations which might jeopardize the continuation of an exemption under § 605.11.

(3) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Transit Administration regulations or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).

(4) The applicant agrees that the project facilities and equipment shall be used for the provision of mass transportation services within its urban area and that any other use of project facilities and equipment will be incidental to and shall not interfere with the use of such facilities and equipment in mass transportation service to the public.

CATEGORY 5. TRANSIT ASSET MANAGEMENT PLAN.

If the applicant owns, operates, or manages capital assets used to provide public transportation, the following certification is required by 49 U.S.C. § 5326(a).

The applicant certifies that it is in compliance with 49 CFR Part 625.

CATEGORY 6. ROLLING STOCK BUY AMERICA REVIEWS AND BUS TESTING.

6.1. Rolling Stock Buy America Reviews.

If the applicant will apply for an award to acquire rolling stock for use in revenue service, it must make this certification. This certification is required by 49 CFR § 663.7.

The applicant certifies that it will conduct or cause to be conducted the pre-award and post-delivery audits prescribed by 49 CFR Part 663 and will maintain on file the certifications required by Subparts B, C, and D of 49 CFR Part 663.

6.2. Bus Testing.

If the applicant will apply for funds for the purchase or lease of any new bus model, or any bus model with a major change in configuration or components, the applicant must make this certification. This certification is required by 49 CFR § 665.7.

The applicant certifies that the bus was tested at the Bus Testing Facility established in accordance with 49 U.S.C. § 5318 (currently the Larson Transportation Institute's Bus Research and Testing Center at Pennsylvania State University) and that the bus received a passing test score as required by 49 CFR Part 665. The applicant has received or will receive the appropriate full Bus Testing Report and any applicable partial testing reports before final acceptance of the first vehicle.

CATEGORY 7. URBANIZED AREA FORMULA GRANTS PROGRAM.

If the applicant will apply for an award under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), or any other program or award that is subject to the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310); "flex funds" from infrastructure programs administered by the Federal Highways Administration (see 49 U.S.C. § 5334(i)); projects that will receive an award authorized by the Transportation Infrastructure Finance and Innovation Act ("TIFIA") (23 U.S.C. §§ 601–609) or State Infrastructure Bank Program (23 U.S.C. § 610) (see 49 U.S.C. § 5323(o)); formula awards or competitive awards to urbanized areas under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339(a) and (b)); or low or no emission awards to any area under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339(c)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5307(c)(1).

The applicant certifies that it:

(a) Has or will have the legal, financial, and technical capacity to carry out the program of projects (developed pursuant 49 U.S.C. § 5307(b)), including safety and security aspects of the program;

(b) Has or will have satisfactory continuing control over the use of equipment and facilities;

(c) Will maintain equipment and facilities in accordance with the applicant's transit asset management plan;

(d) Will ensure that, during non-peak hours for transportation using or involving a facility or equipment of a project financed under this section, a fare that is not more than 50 percent of the peak hour fare will be charged for any—

  (1) Senior;

  (2) Individual who, because of illness, injury, age, congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use a public transportation service or a public transportation facility effectively without special facilities, planning, or design; and

  (3) Individual presenting a Medicare card issued to that individual under title II or XVIII of the Social Security Act (42 U.S.C. §§ 401 et seq., and 1395 et seq.);

(e) In carrying out a procurement under 49 U.S.C. § 5307, will comply with 49 U.S.C. §§ 5323 (general provisions) and 5325 (contract requirements);

(f) Has complied with 49 U.S.C. § 5307(b) (program of projects requirements);

(g) Has available and will provide the required amounts as provided by 49 U.S.C. § 5307(d) (cost sharing);

(h) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning);

(i) Has a locally developed process to solicit and consider public comment before raising a fare or carrying out a major reduction of transportation;

(j) Either—

(1) Will expend for each fiscal year for public transportation security projects, including increased lighting in or adjacent to a public transportation system (including bus stops, subway stations, parking lots, and garages), increased camera surveillance of an area in or adjacent to that system, providing an emergency telephone line to contact law enforcement or security personnel in an area in or adjacent to that system, and any other project intended to increase the security and safety of an existing or planned public transportation system, at least 1 percent of the amount the recipient receives for each fiscal year under 49 U.S.C. § 5336; or

(2) Has decided that the expenditure for security projects is not necessary;

(k) In the case of an applicant for an urbanized area with a population of not fewer than 200,000 individuals, as determined by the Bureau of the Census, will submit an annual report listing projects carried out in the preceding fiscal year under 49 U.S.C. § 5307 for associated transit improvements as defined in 49 U.S.C. § 5302; and

(l) Will comply with 49 U.S.C. § 5329(d) (public transportation agency safety plan).

CATEGORY 8. FORMULA GRANTS FOR RURAL AREAS.

If the applicant will apply for funds made available to it under the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), it must make this certification. Paragraph (a) of this certification helps FTA make the determinations required by 49 U.S.C. § 5311(b)(2)(C). Paragraph (b) of this certification is required by 49 U.S.C. § 5311(f)(2). Paragraph (c) of this certification, which applies to funds apportioned for the Appalachian Development Public Transportation Assistance Program, is necessary to enforce the conditions of 49 U.S.C. § 5311(c)(2)(D).

(a) The applicant certifies that its State program for public transportation service projects, including agreements with private providers for public transportation service—

(1) Provides a fair distribution of amounts in the State, including Indian reservations; and

(2) Provides the maximum feasible coordination of public transportation service assisted under 49 U.S.C. § 5311 with transportation service assisted by other Federal sources; and

(b) If the applicant will in any fiscal year expend less than 15% of the total amount made available to it under 49 U.S.C. § 5311 to carry out a program to develop and support intercity bus transportation, the applicant certifies that it has consulted with affected

intercity bus service providers, and the intercity bus service needs of the State are being met adequately.

(c) If the applicant will use for a highway project amounts that cannot be used for operating expenses authorized under 49 U.S.C. § 5311(c)(2) (Appalachian Development Public Transportation Assistance Program), the applicant certifies that—

(1) It has approved the use in writing only after providing appropriate notice and an opportunity for comment and appeal to affected public transportation providers; and

(2) It has determined that otherwise eligible local transit needs are being addressed.

CATEGORY 9. FIXED GUIDEWAY CAPITAL INVESTMENT GRANTS AND THE EXPEDITED PROJECT DELIVERY FOR CAPITAL INVESTMENT GRANTS PILOT PROGRAM.

If the applicant will apply for an award under any subsection of the Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), including an award made pursuant to the FAST Act's Expedited Project Delivery for Capital Investment Grants Pilot Program (Pub. L. 114-94, div. A, title III, § 3005(b)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5309(c)(2) and Pub. L. 114-94, div. A, title III, § 3005(b)(3)(B).

The applicant certifies that it:

(a) Has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award,

(b) Has or will have satisfactory continuing control over the use of equipment and facilities acquired or improved under its Award.

(c) Will maintain equipment and facilities acquired or improved under its Award in accordance with its transit asset management plan; and

(d) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning).

CATEGORY 10. GRANTS FOR BUSES AND BUS FACILITIES AND LOW OR NO EMISSION VEHICLE DEPLOYMENT GRANT PROGRAMS.

If the applicant is in an urbanized area and will apply for an award under subsection (a) (formula grants), subsection (b) (buses and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 7 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5339(a)(3), (b)(6), and (c)(3), respectively.

If the applicant is in a rural area and will apply for an award under subsection (a) (formula grants), subsection (b) (bus and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 8 for Formula Grants for Rural Areas (49 U.S.C. § 5311). This certification is required by 49 U.S.C. § 5339(a)(3), (b)(6), and (c)(3), respectively.

Making this certification will incorporate by reference the applicable certifications in Category 7 or Category 8.

If the applicant will receive a competitive award under subsection (b) (buses and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339) related to zero emissions vehicles or related infrastructure, it must make the following certification. This certification is required by 49 U.S.C. § 5339(d).

The applicant will use 5 percent of grants related to zero emissions vehicles (as defined in 49 U.S.C. § 5339(c)(1)) or related infrastructure under 49 U.S.C. § 5339(b) or (c) to fund workforce development training as described in section 49 U.S.C. § 5314(b)(2) (including registered apprenticeships and other labor-management training programs) under the recipient's plan to address the impact of the transition to zero emission vehicles on the applicant's current workforce; or the applicant certifies a smaller percentage is necessary to carry out that plan.

CATEGORY 11. ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAMS.

If the applicant will apply for an award under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program (49 U.S.C. § 5310), it must make the certification in Category 7 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5310(e)(1). Making this certification will incorporate by reference the certification in Category 7, except that FTA has determined that (d), (f), (i), (j), and (k) of Category 7 do not apply to awards made under 49 U.S.C. § 5310 and will not be enforced.

In addition to the certification in Category 7, the applicant must make the following certification that is specific to the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program. This certification is required by 49 U.S.C. § 5310(e)(2).

The applicant certifies that:

(a) The projects selected by the applicant are included in a locally developed, coordinated public transit-human services transportation plan;

(b) The plan described in clause (a) was developed and approved through a process that included participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human services providers, and other members of the public;

(c) To the maximum extent feasible, the services funded under 49 U.S.C. § 5310 will be coordinated with transportation services assisted by other Federal departments and agencies, including any transportation activities carried out by a recipient of a grant from the Department of Health and Human Services; and

(d) If the applicant will allocate funds received under 49 U.S.C. § 5310 to subrecipients, it will do so on a fair and equitable basis.

CATEGORY 12. STATE OF GOOD REPAIR GRANTS.

If the applicant will apply for an award under FTA's State of Good Repair Grants Program (49 U.S.C. § 5337), it must make the following certification. Because FTA generally does not review the transit asset management plans of public transportation providers, the asset management certification is necessary to enforce the provisions of 49 U.S.C. § 5337(a)(4). The certification with regard to acquiring restricted rail rolling stock is required by 49 U.S.C. § 5323(u)(4). Note that this certification is not limited to the use of Federal funds.

The applicant certifies that the projects it will carry out using assistance authorized by the State of Good Repair Grants Program, 49 U.S.C. § 5337, are aligned with the applicant's most recent transit asset management plan and are identified in the investment and prioritization section of such plan, consistent with the requirements of 49 CFR Part 625.

If the applicant operates a rail fixed guideway service, the applicant certifies that, in the fiscal year for which an award is available to the applicant under the State of Good Repair Grants Program, 49 U.S.C. § 5337, the applicant will not award any contract or subcontract for the procurement of rail rolling stock for use in public transportation with a rail rolling stock manufacturer described in 49 U.S.C. § 5323(u)(1).

CATEGORY 13. INFRASTRUCTURE FINANCE PROGRAMS.

If the applicant will apply for an award for a project that will include assistance under the Transportation Infrastructure Finance and Innovation Act ("TIFIA") Program (23 U.S.C. §§ 601–609) or the State Infrastructure Banks ("SIB") Program (23 U.S.C. § 610), it must make the certifications in Category 7 for the Urbanized Area Formula Grants Program, Category 9 for the Fixed Guideway Capital Investment Grants program, and Category 12 for the State of Good Repair Grants program. These certifications are required by 49 U.S.C. § 5323(o).

Making this certification will incorporate the certifications in Categories 7, 9, and 12 by reference.

CATEGORY 14. ALCOHOL AND CONTROLLED SUBSTANCES TESTING.

If the applicant will apply for an award under FTA's Urbanized Area Formula Grants Program (49 U.S.C. § 5307), Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339) programs, the applicant must make the following certification. The applicant must make this certification on its own behalf and on behalf of its subrecipients and contractors. This certification is required by 49 CFR § 655.83.

The applicant certifies that it, its subrecipients, and its contractors are compliant with FTA's regulation for the Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations, 49 CFR Part 655.

CATEGORY 15. RAIL SAFETY TRAINING AND OVERSIGHT.

If the applicant is a State with at least one rail fixed guideway system, or is a State Safety Oversight Agency, or operates a rail fixed guideway system, it must make the following certification. The elements of this certification are required by 49 CFR §§ 672.31 and 674.39.

The applicant certifies that the rail fixed guideway public transportation system and the State Safety Oversight Agency for the State are:

(a) Compliant with the requirements of 49 CFR Part 672, "Public Transportation Safety Certification Training Program"; and
(b) Compliant with the requirements of 49 CFR Part 674, "Sate Safety Oversight".

CATEGORY 16. DEMAND RESPONSIVE SERVICE.

If the applicant operates demand responsive service and will apply for an award to purchase a non-rail vehicle that is not accessible within the meaning of 49 CFR Part 37, it must make the following certification. This certification is required by 49 CFR § 37.77.

The applicant certifies that the service it provides to individuals with disabilities is equivalent to that provided to other persons. A demand responsive system, when viewed in its entirety, is deemed to provide equivalent service if the service available to individuals with disabilities, including individuals who use wheelchairs, is provided in the most integrated setting appropriate to the needs of the individual and is equivalent to the service provided other individuals with respect to the following service characteristics:

(a) Response time;
(b) Fares;
(c) Geographic area of service;
(d) Hours and days of service;

(e) Restrictions or priorities based on trip purpose;
(f) Availability of information and reservation capability; and
(g) Any constraints on capacity or service availability.

CATEGORY 17. INTEREST AND FINANCING COSTS.

*If the applicant will pay for interest or other financing costs of a project using assistance awarded under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), the Fixed Guideway Capital Investment Grants Program (49 U.S.C. § 5309), or any program that must comply with the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310), "flex funds" from infrastructure programs administered by the Federal Highways Administration (*see *49 U.S.C. § 5334(i)), or awards to urbanized areas under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the following certification. This certification is required by 49 U.S.C. §§ 5307(e)(3) and 5309(k)(2)(D).*

The applicant certifies that:

(a) Its application includes the cost of interest earned and payable on bonds issued by the applicant only to the extent proceeds of the bonds were or will be expended in carrying out the project identified in its application; and
(b) The applicant has shown or will show reasonable diligence in seeking the most favorable financing terms available to the project at the time of borrowing.

CATEGORY 18. CYBERSECURITY CERTIFICATION FOR RAIL ROLLING STOCK AND OPERATIONS.

If the applicant operates a rail fixed guideway public transportation system, it must make this certification. This certification is required by 49 U.S.C. § 5323(v). For information about standards or practices that may apply to a rail fixed guideway public transportation system, visit https://www.nist.gov/cyberframework *and* https://www.cisa.gov/.

The applicant certifies that it has established a process to develop, maintain, and execute a written plan for identifying and reducing cybersecurity risks that complies with the requirements of 49 U.S.C. § 5323(v)(2).

CATEGORY 19. PUBLIC TRANSPORTATION ON INDIAN RESERVATIONS FORMULA AND DISCRETIONARY PROGRAM (TRIBAL TRANSIT PROGRAMS). ONLY FOR TRIBAL ENTITIES

Before FTA may provide Federal assistance for an Award financed under either the Public Transportation on Indian Reservations Formula or Discretionary Program authorized under 49 U.S.C. § 5311(c)(1), as amended by the FAST Act, (Tribal Transit Programs), the applicant

must select the Certifications in this Category, except as FTA determines otherwise in writing. Tribal Transit Program applicants may certify to this Category and Category 1 (Certifications and Assurances Required of Every Applicant) and need not make any other certification, to meet Tribal Transit Program certification requirements. If an applicant will apply for any program in addition to the Tribal Transit Program, additional certifications may be required.

FTA has established terms and conditions for Tribal Transit Program grants financed with Federal assistance appropriated or made available under 49 U.S.C. § 5311(c)(1). The applicant certifies that:

(a) It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.

(b) It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.

(c) It will maintain its equipment and facilities acquired or improved under its Award, in accordance with its transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR Part 625. Its Award will achieve maximum feasible coordination with transportation service financed by other federal sources.

(d) With respect to its procurement system:

(1) It will have a procurement system that complies with U.S. DOT regulations, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 1201, which incorporates by reference U.S. OMB regulatory guidance, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 200, for Awards made on or after December 26, 2014,

(2) It will have a procurement system that complies with U.S. DOT regulations, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," 49 CFR Part 18, specifically former 49 CFR § 18.36, for Awards made before December 26, 2014, or

(3) It will inform FTA promptly if its procurement system does not comply with either of those U.S. DOT regulations.

(e) It will comply with the Certifications, Assurances, and Agreements in:

(1) Category 4.1 and 4.2 (Charter Service Agreement and School Bus Agreement),

(2) Category 5 (Transit Asset Management Plan),

(3) Category 6.1 and 6.2 (Rolling Stock Buy America Reviews and Bus Testing),

(4) Category 8 (Formula Grants for Rural Areas),

(5) Category 14 (Alcohol and Controlled Substances Testing), and

(6) Category 16 (Demand Responsive Service).

CATEGORY 20. EMERGENCY RELIEF PROGRAM.

An applicant to the Public Transportation Emergency Relief Program, 49 U.S.C. § 5324, must make the following certification. The certification is required by 49 U.S.C. § 5324(f) and must be made before the applicant can receive a grant under the Emergency Relief program.

The applicant certifies that the applicant has insurance required under State law for all structures related to the emergency relief program grant application.

21. CERTIFICATION OF EQUIVALENT SERVICE

To the extent that *non-accessible vehicles* are being purchased for the applicant, operating as a *public entity* that provides demand responsive service for the general public, the following certification applies. When viewed in its entirety, the public entity's demand responsive service offered to persons with disabilities, including persons who use wheelchairs, meets the standard for equivalent service set forth in 40 CFR 37.77(c).

22. SPECIAL 5333(b) (formerly SECTION 13(c)) WARRANTY FOR APPLICATION TO THE SMALL URBAN AND RURAL PROGRAM

The following language shall be made part of the contract of assistance with the State or other public body charged with allocation and administration of funds provided under Rural General Public Transportation of the Act:

A. General Application

The Public Body - **City of Oxford** agrees that, in the absence of waiver by the Department of Labor, the terms and conditions of this warranty, as set forth below, shall apply for the protection of the transportation related employees of any employer providing transportation services assisted by the Project and the transportation related employees of any other surface public transportation providers in the transportation service area of the project.

The Public Body shall provide to the Department of Labor and maintain at all times during the Project an accurate, up-to-date listing of all existing transportation providers which are eligible Recipients of transportation assistance funded by the Project, in the transportation service area of the Project, and any labor organizations representing the employees of such providers.

Certification by the Public Body to the Department of Labor that the designated Recipients have indicated in writing acceptance of the terms and conditions of the warranty arrangement will be sufficient to permit the flow of Rural General Public Transportation funding in the absence of a finding of non-compliance by the Department of Labor.

1. The Project shall be carried out in such a manner and upon such terms and conditions as will not adversely affect employees of the Recipient and of any other surface public transportation provider in the transportation service area of the Project. It shall be an obligation of the Recipient and any other legally responsible party designated by the Public

   Body to assure that any and all transportation services assisted by the Project are contracted for and operated in such a manner that they do not impair the rights and interest of affected employees. The terms "Project," as used herein, shall not be limited to the particular facility, service, or operation assisted by Federal funds, but shall include any changes, whether organizational, operational, technological, or otherwise, which are a result of the assistance provided. The phrase "as a result of the Project," shall when used in this arrangement, include events related to the Project occurring in anticipation of, during, and subsequent to the Project and any program of efficiencies or economics related thereto; provided, however, that volume rises and fall of business, or changes in volume and character of employment brought about by causes other than the Project (including any economies or efficiencies unrelated to the Project) are not within the purview of this arrangement. An employee covered by this arrangement, who is not dismissed, displaced or otherwise worsened in his position with regard to his employment as a result of the Project, but who is not dismissed, displaced or otherwise worsened solely because of the total or partial termination of the Project, discontinuance of Project services, or exhaustion of Project funding shall not be deemed eligible for a dismissal or displacement allowance within the meaning of paragraphs (6) and (7) of the Model agreement or applicable provisions of substitute comparable arrangements.

2. (a) Where employees of a Recipient are represented for collective bargaining purposes, all Project services provided by that Recipient shall be provided under and in accordance with any collective bargaining agreement applicable to such employees which is then in effect.

   (b) The Recipient or legally responsible party shall provide to all affected employees sixty (60) days' notice of intended actions which may result in displacement, dismissals, or rearrangements of the working forces. In the case of employees represented by a union, such notice shall be provided by certified mail through their representatives. The notice shall contain a full and adequate statement of the proposed changes, and an estimate of the number of employees affected by the intended changes, and the number and classifications of any jobs in the Recipient's employment available to be filed by such affected employees.

(c) The procedures of this subparagraph shall apply to cases where notices involve employees represented by a union for collective bargaining purposes. At the request of either the Recipient or the representatives of such employees negotiations for the purpose of reaching an agreement with respect to the application of the terms and conditions of this arrangement shall commence immediately. If no agreement is reached within twenty (20) days from the commencement of negotiations, any party to the dispute may submit the matter to dispute settlement procedures in accordance with paragraph (4) of this warranty. The foregoing procedures shall be compiled with and carried out prior to the institution of the intended action.

3. For the purpose of providing the statutory required protections including those specifically mandated by Section 13(c) of the Act, the Public Body will assure as a condition of the release of funds that the Recipient agrees to be bound by the terms and conditions of the National (Model) section 13(c) agreement executed July 23, 1975, identified below 2, provided that other comparable arrangements may be substituted therefore, if approved by the Secretary of Labor and certified for inclusion in these conditions.

4. Any dispute or controversy arising regarding the application, interpretation, or enforcement of any of the provisions of this arrangement which cannot be settled by and between the parties at interest within thirty (30) days after the dispute or controversy first arises, may be referred by any such party to any final and binding disputes settlement procedure acceptable to the parties, or in the event they cannot agree upon such procedure, to the Department of Labor or an impartial third party designated by the Department of Labor for final and binding determination. The compensation and expenses of the impartial third party, and other jointly incurred expenses, shall be borne equally by the parties to the proceeding and all other expenses shall be paid by the party incurring them.

In the event of any dispute as to whether or not a particular employee was affected by the Project, it shall be his obligation to identify the Project and specify the pertinent facts of the Project relied upon. It shall then be the burden of either the Recipient or other party legally responsible for the application of these conditions to prove that factors other than the Project affected the employees. The claiming employee shall prevail if it is established that the Project had an effect upon the employee even if other factors may also have affected the employee.

5. The Recipient will be financially responsible for the application of these conditions and will make the necessary arrangements so that any employee covered by these arrangements, or the union representative of such employee may file a claim of violation of these arrangements with the Recipient within sixty (60) days of the date he is terminated or laid off as a result of the Project, or within eighteen (18) months of the date his position, with respect to his employment is otherwise worsened as a result of the Project. In the latter case, if the events giving rise to the claim have occurred over an extended period, the 18-month limitation shall be measured from the last such event. No benefits shall be payable for any period prior to six (6) months from the date of the filing of any claim.

(a) Such protective arrangements shall include, without being limited to, such provisions as may be necessary for (1) the preservation of rights, privileges, and benefits (including continuation of pension rights and benefits) under existing collective bargaining agreements or otherwise; (2) the continuation of collective bargaining rights; (3) the protection of individual employees against a worsening of their positions with respect to their employment; (4) assurances of employment to employees of acquired mass transportation systems and priority of re-employment of employees terminated or laid off; and (5) paid training and re-training programs. Such arrangements shall include provisions protecting individual employees against a worsening of their positions with respect to their employment which shall in no event provide benefits less than those established pursuant to Section 5 (2)(f) of the Act of February 4, 1887 (24 Stat. 379), as amended.

(b) For purposes of this warranty arrangement, Paragraphs (1); (2); (5); (15); (22; (23); (26); (27); (28); and (29) of the Model Section 13 (c) Agreement, executed July 23, 1975 are to be omitted.

6. Nothing in this arrangement shall be construed as depriving any employee of any rights or benefits which such employee may have under existing employment or collective bargaining agreements, nor shall this arrangement be deemed a waiver of any rights of any other arrangement or provision of federal, state or local law.

7. In the event any employee covered by these arrangements is terminated or laid off as a result of the Project, he shall be granted priority of employment or re-employment to fill any vacant position within the control of the Recipient for which he is, or by training or re-training within a reasonable period, can become qualified. In the event training or re- training is required by such employment or re-employment, the Recipient or other legally responsible party designated by the Public Body shall provide for such training or re-training at no cost to the employee.

8. The Recipient will post, in a prominent and accessible place, a notice stating that the Recipient has received Federal assistance under the Urban Mass Transportation Act and has agreed to comply with the provisions of Section 13(c) of the Act. This notice shall also specify the terms and conditions set forth herein for the protection of employees. The Recipient shall maintain and keep on file all relevant books and records in sufficient detail as to provide the basic information necessary to the proper application, administration and enforcement of these arrangements and to the proper determination of any claims arising thereunder.

9. Any labor organization which is the collective bargaining representative of employees covered by these arrangements may become a party to these and the Department of Labor. In the event of any disagreement that such labor organization represents covered employees, or is otherwise eligible to become a party to these arrangements, as applied to the Project, the dispute as to whether such organizations shall participate shall be determined by the Secretary of Labor.

10. In the event the Project is approved for assistance under the Act, the foregoing terms and conditions shall be made part of the contract of assistance between the federal government and the Public Body or Recipient of Federal funds; provided, however, that this arrangement shall not merge into the contract of assistance, but shall be independently binding and enforceable by and upon the parties thereto, and by any covered employee or his representative, in accordance with its terms, nor shall any other employee protective agreement merge into this arrangement, but each shall be independently binding and enforceable by and upon the parties thereto, in accordance with its terms.

C. Waiver

As a part of the grant approval process, either the Recipient or other legally responsible party designated by the Public Body may in writing seek from the Secretary of Labor a waiver of the statutory required projections. The Secretary will waive these protections in cases, where at the time of the requested waiver, the Secretary determines that there are no employees of the Recipient or any other surface public transportation providers in the transportation service area who could be potentially affected by the

Project. A 30-day notice of proposed waiver will be given by the Department of Labor and in the absence of timely objection; the waiver will become final at the end of the 30-day notice period. In the event of timely objection, the Department of Labor will review the matter and determine whether a waiver shall be granted. In the absence of waiver, these projections shall apply to the Project.

D. Acceptance of Warranty

I **Donna Zampella, General Manager**, by the signatures on the following page, do hereby certify that **The City of Oxford**, has agreed to the terms and conditions of this Warranty and will accept this agreement as part of the contract of assistance with the Mississippi Department of Transportation.

(REMINDER: Required to check number 22. 5333 (b) certification on the FTA Certification and Assurances Checklist)

23. CATEGORICAL EXCLUSION STATEMENT

I, **Donna Zampella**, Director of the Applicant, do hereby certify that it is categorically excluded from having an Environmental Assessment based on the fact that this project proposes to **Provide fixed routes, paratransit and demand response services within the City of Oxford, Lafayette County and the University of Mississippi.**

24. MAINTENANCE AND REPAIR CERTIFICATION

All vehicles and equipment received by a Mississippi Department of Transportation (MDOT) contractor through the Rural Areas and Enhanced Mobility of Senior and Individuals with Disabilities grant program must be regularly inspected and maintained in accordance with the manufacturer's specifications, as well as the MDOT prescribed preventive maintenance policies. Damaged equipment and vehicles purchased with these grant funds are subject to inspection by the Mississippi Department of Transportation at any time. Failure to properly fulfill the requirements of this maintenance and repair certification may result in vehicles and equipment being withdrawn from the Agency and/or the denial of future applications from the Agency for Rural Areas and Enhanced Mobility of Senior and Individuals with Disabilities grant program assistance.

25. ADA PARATRANSIT ASSURANCE

I, **Donna Zampella**, Executive Director of the Applicant agree that the Applicant is in compliance with the paratransit provisions of The Americans with Disabilities Act and have provided the following as appropriate:

1. A written ADA Plan.
2. Public Hearings were held to allow for public comments;
3. Notices and materials pertaining to our program, comment period, and public hearings were made available in a form that persons with visions and hearing impairment can use;
4. Vehicles and equipment are capable of accommodating all the users for which the service was designed and are maintained in proper operating condition;
5. Sufficient spare vehicles available to maintain the levels of service called for in their respective programs;
6. Personnel has been or will be trained to operate vehicles and equipment safely and properly treat disabled users of the service in a courteous and respectful way;
7. Adequate assistance and information concerning the use of our service is available to disabled persons; and

Assuring that service is provided in a timely manner; that these transportation services are reasonable in comparison to the service provided to the general public; and that these services meet a significant fraction of the actual transportation needs of disabled persons.

Selection and Signature Page(s) follow.

FEDERAL FISCAL YEAR 2025 CERTIFICATIONS AND ASSURANCES FOR FTA ASSISTANCE PROGRAMS

Name of Applicant: **City of Oxford**

The Applicant certifies to the applicable provisions of all categories: (*check here*)_____.

Or,

The Applicant certifies to the applicable provisions of the categories it has selected:
(Double click on the box and select "checked" from the window that pops up)

Category		Certification
01	Certifications and Assurances Required of Every Applicant	☒
02	Public Transportation Agency Safety Plans	☐
03	Tax Liability and Felony Convictions	☒
04	Private Sector Protections	☒
05	Transit Asset Management Plan	☒
06	Rolling Stock Buy America Reviews and Bus Testing	☒
07	Urbanized Area Formula Grants Program	
08	Formula Grants for Rural Areas	☒
09	Fixed Guideway Capital Investment Grants and the Expedited project Delivery for Capital Investment Grants Pilot Program	
10	Grants for Buses and Bus Facilities and Low or No Emission vehicle Deployment Grant Programs	☒
11	Enhanced Mobility of Seniors and Individuals with Disabilities Programs	☒

12	State of Good Repair Grants	☒
13	Infrastructure Finance Programs	
14	Alcohol and Controlled Substances Testing	☒
15	Rail Safety Training and Oversight	
16	Demand Responsive Service	☒
17	Interest and Financing Costs	☒
18	Cybersecurity Certification for Rail Rolling Stock and Operations	☒
19	Tribal Transit Programs	☒
20	Emergency Relief Program	☒
21.	Certification of Equivalent Service	☒
22.	Special 5333(b) formerly Section 13(c) Warranty for Application to the Small Urban and Rural Program	☒
23.	Categorical Exclusion Statement	☒
24.	Maintenance and Repair Certification	☒
25.	ADA Paratransit Assurance	☒

CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE

AFFIRMATION OF APPLICANT

Name of the Applicant: **City of Oxford**

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in the federal fiscal year, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

The Certifications and Assurances the Applicant selects apply to each Award for which it now seeks, or may seek in the future, of federal assistance to be awarded by FTA during the federal fiscal year.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature_____ Date: _____

Name: **Robyn Tannehill, Mayor** Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): **Mayo Mallette, PLLC**

As the undersigned Attorney for the above-named Applicant, I hereby affirm the Applicant has the authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature_____ Date: _____

Name **Paul Wakins, Attorney** for Applicant

Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.

THE CITY OF
OXFORD

MEMO

To: Mayor Tannehill and Board of Aldermen

From: Nickie Denley, Court Clerk

CC: Ashley Atkinson, City Clerk

Braxton Tullos, HR Director

Date: June 12, 2025

Mayor Tannehill and Board of Aldermen:

I am requesting permission to sign a contract with eCourtdate for the term of one year at the cost of $2300.

I have spent the last three years looking for a communication software to send court notifications. eCourtdate is a sole source communication platform that specializes in that and more. I've listed some of the use cases below.

- Court date reminders
- Court cancellation notifications
- Payment reminders
- Victim / Witness notifications
- Emergency alerts
- Electronic warrants
- Visitor sign in
- Probation and Pretrial supervision
- Data Dashboards (statistics)

My team and I feel that this platform will allow us to spend less time printing and mailing and more time working the case load that is continuously increasing. Therefore, I am requesting permission to sign a contract with eCourtdate for the term of one year.

Thank you for your consideration.

Nickie Denley, Court Clerk

MUNICIPAL COURT
CITY OF OXFORD, MISSISSIPPI

eCourtDate, Inc.
382 NE 191st St #61350
Miami, FL 33179

Dear Oxford Municipal Court,

eCourtDate is a cloud-native communications platform purpose-built for courts and justice agencies. Our multichannel, multilingual system modernizes judicial communications while ensuring compliance with public-sector requirements surrounding security, accessibility, opt-outs, and privacy.

- Over 6,500 court and government locations across 17 states use our platform. We've delivered more than 250 million text messages to nearly 28 million clients in over 55 languages. Our customers report an average 27% reduction in failure to appear rates.
- We've launched multiple statewide text reminder programs (including Texas, Colorado, New Mexico, Nevada, Maryland, Arkansas, and Iowa), with additional statewide deployments currently underway.
- eCourtDate was named Overall Client Relationship Management Company of the Year by the LegalTech Breakthrough Awards in both 2023 and 2024. We also won the 2024 Startup category at the American Legal Technology Awards and received Honorable Mention in the Courts category.

We are the only campaign service provider serving courts that is directly integrated with The Campaign Registry, the sole entity authorized to register text campaigns with U.S. mobile carriers. This integration ensures messages sent by our government partners are delivered at the highest carrier-approved thresholds.

In addition, eCourtDate completed FEMA's IPAWS Alert distributor agreement, enabling agencies to broadcast emergency alerts directly from our platform.

If you have questions or need more information, please do not hesitate to contact us at (202) 217-1668, email us at info@ecourtdate.com, or visit our website at ecourtdate.com.

Thank you for your interest in our products.

Sincerely,

Ibrahim Aissam, CEO
6/3/2025

eCourtDate Service Plan

VENDOR
eCourtDate, Inc.
855-670-7879
billing@ecourtdate.com
ecourtdate.com
Mailing Address
382 NE 191st St #61350
Miami, FL, 33179 US
W9 (PDF)

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

Normally, 2,400 discount of 400 for being the first agency in the state. Discounts are good for the first year only.

Product	Quantity	Price	Amount
Single Agency (Yearly) Plan	1	$2,000.00	$2,000.00
Standard Carrier Registration YEARLY Includes campaign setup and U.S. carrier registration for text messaging. 2,000 messages daily cap. No priority delivery. Assign up to 10 local phone numbers.	1	$120.00 100% DISCOUNT	$0.00
File Storage YEARLY Cloud storage to send and receive encrypted files with document analysis and security scanning.	1	$250.00 100% DISCOUNT	$0.00
Custom Domain YEARLY Register a custom subdomain for portals and emails (ex: jurors.court.gov).	1	$250.00 100% DISCOUNT	$0.00
Local Area Code Phone Numbers YEARLY Activate 10-digit phone numbers in your preferred area code to send and receive texts and calls.	1	$250.00 100% DISCOUNT	$0.00
Text and Voice Credits YEARLY Message credits to send and receive texts and voice calls (US and Canada). Outbound SMS: up to 320 characters for the first credit, 160 characters for each additional credit. Inbound SMS: 1 credit / message. Voice: 1 credit / minute. MMS and RCS: 1 credit / message. Additional credits can be purchased at the .1 cent rate.	1000	$0.10 100% DISCOUNT	$0.00
Email and Push Credits YEARLY Message credits to send emails and push notifications. Inbound messages are free. Additional credits can be purchased at the .01 cent rate.	1000	$0.01 100% DISCOUNT	$0.00

Product	Quantity	Price	Amount
Text and Voice Credits YEARLY Message credits to send and receive texts and voice calls (US and Canada). Outbound SMS: up to 320 characters for the first credit, 160 characters for each additional credit. Inbound SMS: 1 credit / message. Voice: 1 credit / minute. MMS and RCS: 1 credit / message.	3000	$0.10	$300.00
Date Migration (Optional) ONE-TIME Migration of current CMS information into the platform.	0	$5,000.00	$0.00
SFTP Gateway (Optional) YEARLY Transfer files automatically using a GovCloud-based server.	0	$1,500.00	$0.00
Agencies (Optional) YEARLY Create an isolated agency (tenant) for a separate department or use case with its own users, data, and settings.	0	$1,000.00	$0.00
TOTAL			$2,300.00

Start Date
06/28/25

Renewal Date
06/28/26

Renewal Frequency
Yearly

All products are invoiced yearly unless specified.

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

Multi-Year Discount
Save 10% on your Service Plan when you pay for two years in advance.

Service Plan Agreement

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

Service Level Agreement

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

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

Support Response and Resolution Times

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

Response and Resolution Times

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

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

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

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

This SLA does not apply to service disruptions caused by:

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

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

Compliance and Remedies

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

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

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

Definitions

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

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

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

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

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

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

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

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

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

Customer Data

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

Company-supplied Data

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

Use Restrictions

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

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

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

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

Security

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

Technical Requirements for Services

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

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

Confidential Information

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

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

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

Purchase of Additional Services

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

Proprietary Rights Ownership

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

Customer Representations and Warranties

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

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

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

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

Company Representations and Warranties

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

Limited Warranty

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

Disclaimer of Actions of Third Parties

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

Options for Infringement Claims

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

Liability Cap

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

Term and Termination

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

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

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

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

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

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

Termination by the Company for End of Life

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

Transition Services

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

Designed for Use Only Within Legal Jurisdictions

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

User Suggestions to Company

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

Severability

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

Governing Law

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

Notices

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

Assignment and Successors

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

Continuing Obligations

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

Force Majeure

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

U.S. Government End-Users

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

Criminal Background Check

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

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

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

Breach Notification

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

Data Hosting

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

FIPS 140-2 Compliance

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

Marketing Release

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

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

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

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

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

Accessibility Compliance

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

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

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

Additional Terms

Normally, 2,400 discount of 400 for being the first agency in the state. Discounts are good for the first year only.

Payment Processing Rates

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

The following processing rates apply to each successful charge:

CARD 4% per successful charge. Accept Visa, Mastercard, Discover, and American Express.
BANK 2% per successful charge. Accept ACH direct debit payments.

No monthly, setup, or per transaction fees are billed to the customer.
All processing fees are passed to the payer (the individual or entity making the payment).
Processing fee rates are fixed for the Service Plan duration.

Refunds

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

Chargebacks

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

Fraud

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

Payouts

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

OXFORD
EMERGENCY
MANAGEMENT

MEMORANDUM

To: Robyn Tannehill, Mayor

CC: Board of Aldermen

From: Shane Fortner, Director

Date: June 17, 2025

Subject: District 2 Regional Hazard Mitigation Plan Update

I am seeking approval for the mayor to enter into an agreement with the Mississippi Emergency Management Agency to make updates to the district 2 Regional Hazard Mitigation Plan.

399 MCELROY DRIVE, OXFORD, MS 38655
T 662-224-4654
E OXFORDEMA@OXFORDMS.NET

DESIGNATED REPRESENTATIVE

We, the City of Oxford do hereby designate Shane Fortner to represent the City in all matters pertaining to the development of the District One (2) Regional Hazard Mitigation Plan.

IN WITNESS WHEREOF, We have subscribed our signature this, the _____ day of _____, 2025

Mayor _____

City of _____

Designated Rep. phone# and email address: 662-224-4654 / oxfordema@oxfordms.net

INTENT TO PARTICIPATE IN THE 2026 UPDATE OF THE DISTRICT 2

REGIONAL HAZARD MITIGATION PLAN

We, the City of Oxford do hereby resolve to participate in the development of the District Two (2) Regional Hazard Mitigation Plan. This participation is limited to allowing City employee(s) to attend meetings with District 2 representatives and others to gather requested information pertaining to the City of Oxford for inclusion into the plan. There is a 25% local government cost share, to be apportioned in whatever manner the local government sees fit.

IN WITNESS WHEREOF, We have subscribed our signature this, the _____ day of _____, 2025

_____

Mayor

City of _____

Official Recapitulation
Municipal General Election

The Municipal Election Officials will prepare three (3) Official Recapitulation Sheets containing the vote of the entire municipality by ward. They will forward one copy to Michael Watson, Secretary of State, 401 MISSISSIPPI ST., JACKSON MS 39201, file one copy with the Municipal Clerk, and keep the third copy for their records.

Votes cast in the Municipality of City Of Oxford At Large, Mississippi in the June 3rd, 2025 Election

Official Recapitulation of votes cast in the Municipal General Election held in the Municipality of City Of Oxford At Large, Mississippi on the 3rd day of June 2025.

We, the undersigned Municipal Election Officials, hereby certify that the foregoing is a true and complete recapitulation and statement of the results of the Municipal General Election held on the 3rd day of June 2025, in the Municipality of City Of Oxford At Large, Mississippi, and that the foregoing correctly shows the votes cast for each person and for the office set opposite the respective names at said election.

In testimony whereof, witness our hands this 11th day of June, 2025.

Lisa Burden
Election Official

Lela Pearson
Election Official

Jane Phillips
Election Official

Election Official

Election Official

Official Recapitulation **CITY OF OXFORD GENERAL ELECTION JUNE 3, 2025**	The Municipal Election Officials will prepare three (3) Official Recapitulation Sheets containing the vote of the entire municipality by ward. They will forward one copy to Michael Watson, Secretary of State, 401 MISSISSIPPI ST., JACKSON MS 39201, file one copy with the Municipal Clerk, and keep the third copy for their records.										
	Names of Municipal Precincts										
Votes cast in the Municipality of City Of Oxford At Large, Mississippi in the June 3rd, 2025 Election	Oxford City Precinct	TOTAL									
City Of Oxford At Large-Mayor											
Robyn Tannehill Independent	860	860									
City Of Oxford At Large-Alderman At Large											
Mary Martha Crowe Independent	849	849									
City Ward Oxford 1-Oxford City Alderman Ward 1											
Dr. Bill Mayo Republican	156	156									
Erin W. Smith Independent	361	361									
Drew Stevens Independent	296	296									
City Ward Oxford 2-Oxford City Alderman Ward 2											
Mark Huelse Republican	43	43									
City Ward Oxford 3-Oxford City Alderman Ward 3											
Brian Hyneman Independent	37	37									
City Ward Oxford 4-Oxford City Alderman Ward 4											
Kesha Howell Atkinson Democrat	31	31									
City Ward Oxford 5-Oxford City Alderman Ward 5											
Preston Taylor Democrat	30	30									

Official Recapitulation **CITY OF OXFORD GENERAL ELECTION JUNE 3, 2025**	The Municipal Election Officials will prepare three (3) Official Recapitulation Sheets containing the vote of the entire municipality by ward. They will forward one copy to Michael Watson, Secretary of State, 401 MISSISSIPPI ST., JACKSON MS 39201, file one copy with the Municipal Clerk, and keep the third copy for their records.										
	Names of Municipal Precincts										
Votes cast in the Municipality of City Of Oxford At Large, Mississippi in the June 3rd, 2025 Election	Oxford City Precinct	TOTAL									
City Ward Oxford 6-Oxford City Alderman Ward 6											
Jason Bailey Republican	14	14									

RESOLUTION APPOINTING
MISSISSIPPI MUNICIPAL LEAGUE
2025 VOTING DELEGATES
FOR THE CITY OF OXFORD

WHEREAS, the Mississippi Municipal League amended the bylaws of the association to provide for a ballot election, to be conducted by the officers of the Mississippi Municipal Clerks and Collectors Association, to be held each year at the summer convention, to elect a Second Vice President from the Southern District; and

WHEREAS, the amended bylaws require the governing authority board (Alderman, City Council, City Commission) to designate in its minutes the voting delegate and one alternate to cast the vote for each member municipality.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF OXFORD

In accordance with the bylaws of the Mississippi Municipal League, the voting delegate(s) for the 2025 Mississippi Municipal League election to be held at the annual convention on July 21-23, 2025 are as follows:

Voting Delegate: Preston Taylor, Alderman
First Alternate: Brian Hyneman, Alderman

That public interest and necessity requiring same, this Resolution shall become effective upon passage.

The above and foregoing Resolution, after having been first reduced to writing, was introduced by Alderman _____, seconded by Alderman_____, and was adopted by the following vote, to-wit:

Alderman Addy voted:
Alderman Huelse voted:
Alderman Hyneman voted:

Alderman Howell-Atkinson	voted:
Alderman Taylor	voted:
Alderman Bailey	voted:
Alderman Crowe	voted:

The above and foregoing Resolution having been submitted to and approved by the Mayor, this the 17th day of June, 2025.

ATTEST:	APPROVED:
_____	_____
CITY CLERK	MAYOR

OXFORD POLICE DEPARTMENT

Jeff McCutchen
Chief of Police
Sheridan Maiden
Deputy Chief of Police

SPECIAL EVENT, PARADE, OR PUBLIC ASSEMBLY PERMIT APPLICATION

In accordance with the City of Oxford, Mississippi Code of Ordinances - Chapter 102, Article XX, Section 102-637- Permit Required, no person shall engage in or conduct any parade or public assembly unless a permit is issued by the Chief of Police.

Application must be submitted to the City Clerk's Office in City Hall at least fourteen (14) days prior to the proposed parade or public assembly. Application fee is due at the time the application is submitted.

I. Applicant Information:

Name: City of Oxford

Phone Number: 662-236-1310 E-mail Address: aatkinson@oxfordms.net

Address: 107 Courthouse Square

Oxford \ MS \ 38655

(City) (State) (Zip Code)

Are you submitting this application on behalf of a business or organization?

☐ Yes ■ No

If yes, please provide the following information about the business/organization:

Name of Business/Organization: _____

Director of Business/Organization: _____

Phone Number: _____ E-mail Address: _____

Address: _____

_____ \ _____ \ _____

(City) (State) (Zip Code)

Name of On-Site Contact Person at Event: Kara Giles

Phone Number: 662-234-2340 E-mail Address: kara@oxfordms.net

II. Event Information:

Date: 6/20/2025 Start Time: 10:00 am End Time: 11:30 am

Type of Event: Board of Aldermen Inauguration

Event Location Information:

Starting Point Location: _____

Finish Line Location: _____

Detailed Route: _____

_____

Other Information: _____

Designation of any City of Oxford Facilities and/or Equipment to be Utilized: _____

front of City Hall

Number of Expected Participants: 10 Number of Expected Spectators: 50

Spacing Intervals to be Maintained Between Units: _____

Description of Attention-Getting Devices, Signs, Banners, or Recording Equipment to be Used by Event: _____

III. Application Fee:

The application fee is $25.00, and it must be paid at the time the application is submitted.

IV. Police Protection Fee:

As per Chapter 102, Article XX, Section 102-641- Police Protection, the Chief of Police shall determine whether and to what extent additional police protection is reasonably necessary for the parade or public assembly for traffic control and public safety. If additional police protection is deemed necessary by the Chief of Police, the applicant will be solely responsible for this cost and must remit payment prior to the date of the event.

V. Signatures:

_____ 6/20/2025

Applicant Signature Date

_____

Approved By: Chief of Police, Oxford Police Department Date

OXFORD POLICE DEPARTMENT

Chief of Police
Chief Jeff McCutchen

SPECIAL EVENT, PARADE, OR PUBLIC ASSEMBLY PERMIT

In accordance with City of Oxford Municipal Code, 102-637, The City of Oxford Police Department does hereby grant the petitioner, permission to hold an event on the following date(s), time(s), and location: Upon approval by the Chief of Police.

No permit received with less than 14 days prior to the event date will be approved.

102-640. - Fees. A nonrefundable fee of $25.00 to cover administrative costs of processing the permit shall be paid to the City of Oxford by the applicant when the application is filed.

Name of Applicant: LOU 4th of July Fireworks Show

Address: PO Box 147, 299 Jackson Avenue West, Oxford, MS 38655

Telephone: 6622344651

Name of Organization: Oxford Lafayette Chamber of Commerce

Address: same

Telephone: same

Organization Director: Pam Swain

Email: pam@oxfordms.com

On Site Contact Person: Brad Freeman or Clay Brownlee
Name: Jeff Burks
Telephone: 901-218-0803

Requested Date(s): 7/4/25

Requested Time(s): 9 pm

Requested Location(s): mTrade Park, Brown Insurance Field

Type of Event: Fireworks show

Designation of any Public Facilities and / or Equipment to be utilized:
mTrade will have their bathrooms open and their concessions open for the public

Detailed Route Information, Start to Finish:

Fireworks will be shot from Brown Insurance Field

Spacing Intervals to be maintained between units of such parade or assembly:
None

Area/Width of Street, Sidewalk, or Public Area to be used by event: Expected Number of Participants and/or vehicles, animals, etc.:

Number of expected Spectators: 1,000

Assembly Point and time of Participants:

Description of any type of recording equipment, signs, banners, attention getting devices to be used for the event:

Special Detail Instructions:

Pam Swain	6/10/25	3:12 pm
Applicant	Date	Time

Permit Approved By:

Chief of Police	Date	Time

OXFORD POLICE DEPARTMENT

Chief of Police
Joseph B. East

SPECIAL EVENT, PARADE, OR PUBLIC ASSEMBLY PERMIT

In accordance with City of Oxford Municipal Code, 2008-12, The City of Oxford Police Department does hereby grant the petitioner, permission to hold speaking event on the following date(s), time(s), and location:

102-640. - Fees.

A nonrefundable fee of $25.00 to cover administrative costs of processing the permit shall be paid to the City of Oxford by the applicant when the application is filed.

Name of Applicant: Visit Oxford

Address: 1013 Jackson Avenue East

Telephone: 662-232-2477
Name of Organization: Visit Oxford

Address: 1013 Jackson Avenue East

Telephone: 662-232-2477

Organization Director: Kinney Ferris

Telephone: 662-401-6264

On Site Contact Person:
Name:
Telephone: Wayne Andrews (901) 237-9091

Requested Date(s): Friday July 4, 2025

Requested Time(s): 9am-11:00am

Requested Location(s): Something Southern lot, City Hall lot for overflow, Square area as explained below

Type of Event: 4th of July parade

Designation of any Public Facilities and / or Equipment to be utilized:

Detailed Route Information, Start to Finish:

Begin at Something Southern parking lot, continue down East Jackson, turn left onto 9th, then left onto Van Buren Ave., make way around the square and end back at Something Southern lot

Spacing Intervals to be maintained between units of such parade or assembly:
None

Area/Width of Street, Sidewalk, or Public Area to be used by event: N/A
Expected Number of Participants and/or vehicles, animals, etc.: 50-100 people, golf carts. wagons, bicycles

Number of expected Spectators: 100-250

Assembly Point and time of Participants: 9am, Something Southern lot, parking bay in front of City Hall for vehicles to be viewed

Description of any type of recording equipment, signs, banners, attention getting devices to be used for the event:

Special Detail Instructions:

Applicant _____ Date _____ Time _____

Permit Approved By:

Chief of Police _____ Date _____ Time _____

Copies To:

___*Mayor*
___*City Attorney*
___*Fire Chief*
___*City Engineer*
___*Other*

Attachments:

OXFORD POLICE DEPARTMENT

Jeff McCutchen
Chief of Police
Sheridan Maiden
Deputy Chief of Police

SPECIAL EVENT, PARADE, OR PUBLIC ASSEMBLY PERMIT APPLICATION

In accordance with the City of Oxford, Mississippi Code of Ordinances - Chapter 102, Article XX, Section 102-637- Permit Required, no person shall engage in or conduct any parade or public assembly unless a permit is issued by the Chief of Police.

Application must be submitted to the City Clerk's Office in City Hall at least fourteen (14) days prior to the proposed parade or public assembly. Application fee is due at the time the application is submitted.

I. Applicant Information:

Name: Skyler King

Phone Number: (901)581-9786 E-mail Address: oxfordskateboardingassociation@gmail.com

Address: 502 Bramlett Blvd

Oxford \ MS \ 38655

(City) (State) (Zip Code)

Are you submitting this application on behalf of a business or organization?

☐ Yes ☐ No

If yes, please provide the following information about the business/organization:

Name of Business/Organization: Oxford Skateboarding Association

Director of Business/Organization: Skyler King

Phone Number: (901)581-9786 E-mail Address: oxfordskateboardingassociation@gmail.com

Address: 3206 Jeff Davis Dr ext

Oxford \ MS \ 38655

(City) (State) (Zip Code)

Name of On-Site Contact Person at Event: Skyler King

Phone Number: (901)581-9786 E-mail Address: _____

II. Event Information:

Date: 06/21/2025 Start Time: 11:50 am End Time: 1:00 pm

Type of Event: Skateboarding/walking for National Go Skateboarding Day

Event Location Information:

Starting Point Location: 103a Courthouse Square, Oxford, MS 38655

Finish Line Location: 502 Bramlett Blvd, Oxford, MS 38655

Detailed Route: Start on Square at End of All Music at 11:50 am, and begin to walk/skate down Jackson Ave at 12:00 pm. End at the Oxford Skatepark

Other Information: Some might go back to the top and skate down more than once

Designation of any City of Oxford Facilities and/or Equipment to be Utilized: n/a

Number of Expected Participants: 50+ Number of Expected Spectators: n/a

Spacing Intervals to be Maintained Between Units: n/a

Description of Attention-Getting Devices, Signs, Banners, or Recording Equipment to be Used by Event: Photographers, videographers, spectators.

III. Application Fee:

The application fee is $25.00, and it must be paid at the time the application is submitted.

IV. Police Protection Fee:

As per Chapter 102, Article XX, Section 102-641- Police Protection, the Chief of Police shall determine whether and to what extent additional police protection is reasonably necessary for the parade or public assembly for traffic control and public safety. If additional police protection is deemed necessary by the Chief of Police, the applicant will be solely responsible for this cost and must remit payment prior to the date of the event.

V. Signatures:

Skyler King Verified by pdfFiller 06/06/2025 06/06/2025

Applicant Signature Date

Approved By: Chief of Police, Oxford Police Department Date

OXFORD
PLANNING
DEPARTMENT

Memorandum

To: Mayor and Board of Alderman
From: James Hirsch; Planner I
Date: June 17, 2025
RE: 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)

The subject property measures just over five (5) acres in the Lamar Traditional Neighborhood Development (TND). The applicant proposes a single-lot subdivision, inclusive of the two, three-story, multi-family buildings previously referred to as Phase 5 of The Lamar. The proposed lot complies with the dimensional requirements of the TND.

The Planning Commission unanimously recommended approval of the plat at the Commission's meeting on June 9, 2025 with the four conditions listed in the staff report.

Recommendation: Staff and the Planning Commission recommend approval of the requested Preliminary and Final Plat for 'Lamar Phase 5' with the following conditions:

1. Approval is for the plat as submitted subject to necessary technical revisions.

2. A copy of the stamped and recorded covenants are required prior to the issuance of a Certificate of Occupancy.

3. Water mains to be dedicated to the city for ownership must be tested and inspected in the presence of city personnel before acceptance.

OXFORD
PLANNING
DEPARTMENT

Case #3232

To: Oxford Planning Commission
From: James Hirsch; Planner I
Date: June 9, 2025

Applicant: Capstone Development (Mac Monteith)
Owner: Same
Request: Preliminary and Final Plat for 'Lamar Phase 5'
Zoning: (TND) Traditional Neighborhood Development

Surrounding Zoning:
North: (TSR) Traditional Suburban Residential
East: (TND) Traditional Neighborhood Development
South: (TER) Traditional Estate Residential
West: (TSR) Traditional Suburban Residential

Case History:
Case #2211 – The Lamar Ph 1 SPA (2017)
Case #2879 – The Lamar Ph 1 Amended SPA (2022)
Case #2961 – The Lamar Ph 5 SPA (2023)

Planning Comments: The subject property consists of +/- 5.075 acres in the Lamar TND in what has been previously referred to as Phase 5. The applicant is requesting a single-lot subdivision plat, inclusive of the two existing three-story, multi-family buildings (49 units). The proposed lot complies with the dimensional requirements of TND.

Engineering Comments:
Water and Sewer
Water mains within the development will be publicly owned and maintained. Necessary easements are shown on the plat.

Sewer collected from the site will be privately owned and maintained and will connect to public sewer off-site.

Stormwater Management

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

Recommendation: Staff recommends approval of the requested Preliminary and Final Plat for 'Lamar Phase 5' with the following conditions:

1. Approval is for the plat as submitted subject to necessary technical revisions (Planning).

2. Approval of the Preliminary and Final Plat for 'Lamar Phase 5' by the Mayor and Board of Aldermen (Planning).

3. A copy of the stamped and recorded covenants are required prior to the issuance of a Certificate of Occupancy (Planning).

4. Water mains to be dedicated to the city for ownership must be tested and inspected in the presence of city personnel before acceptance (Engineering).

Geotechnical Engineering
Hydraulic Engineering

Surveying

Land Planning/Subdivisions
Road and Bridge Design
Civil Engineering
Utility System Design

Materials Testing

276 County Road 101
Oxford, MS 38655
oxford@pecorpms.com

Phone 662-234-8539

Fax 662-234-8639
www.pecorpms.com

April 23, 2025

Ben Requet
City Planner
107 Courthouse Square
Oxford, MS 38566
(662) 232-2305

Re: *Final Plat Review*
Request: Final Plat Approval
The Lamar Phase 5

Dear Mr. Requet,

The requested approval is for the Final Plat submittal of the above captioned project. This project is located to the south of Molly Bar Road and East of the Chickasaw Drive. The plat consists of 1 lot.

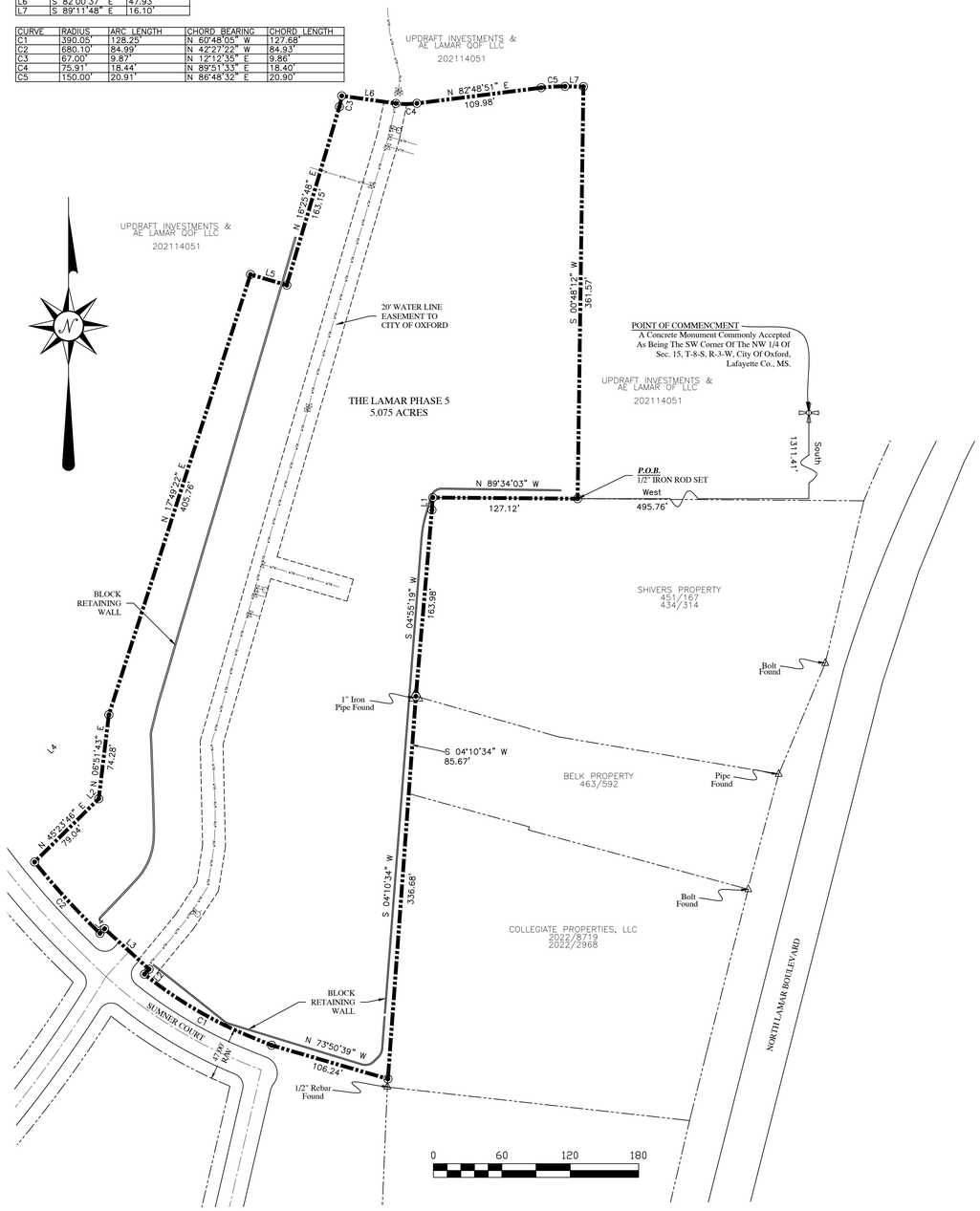
If you have any questions or comments, please feel free to contact me at our office.

Sincerely,

Jonathan E. Adams, PS
Precision Engineering Corporation
(662) 234-8539

LINE	BEARING	DISTANCE
L1	S 03°32'57" W	11.00'
L2	N 42°22'21" E	6.01'
L3	N 47°42'39" W	52.80'
L4	S 44°16'28" W	5.76'
L5	S 73°34'12" E	33.16'
L6	S 82°00'37" E	47.93'
L7	S 89°11'48" E	16.10'

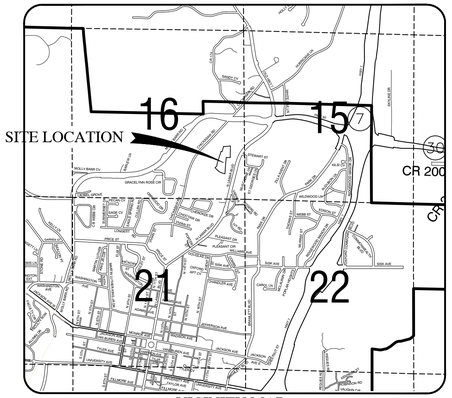
CURVE	RADIUS	ARC LENGTH	CHORD BEARING	CHORD LENGTH
C1	390.05'	128.25'	N 60°48'05" W	127.68'
C2	680.10'	84.99'	N 42°27'22" W	84.93'
C3	67.00'	9.87'	N 12°12'35" E	9.86'
C4	75.91'	18.44'	N 89°51'33" E	18.40'
C5	150.00'	20.91'	N 86°48'32" E	20.90'



LEGEND

These standard symbols may be found in the drawing.

- PROPERTY LINES
- ADJOINING PROPERTY LINES
- EASEMENT LINES
- SETBACK LINES
- EDGE OF PAVEMENT
- CENTERLINE OF ROAD
- BUILDING
- WOODEN FENCE LINES
- BARBED FENCE LINES
- DRAINAGE PIPE
- UNDERGROUND COMMUNICATION
- UNDERGROUND ELECTRIC LINES
- OVER HEAD ELECTRIC LINES
- GAS LINES
- WATER LINES
- SEWER LINES
- (ENF) END NOT FOUND
- RETAINING WALL
- ASPHALT PAVING
- CONCRETE PAVING
- PROPERTY CORNERS
- EXISTING MONUMENTS
- PROPERTY CORNERS NOT SET
- WATER VALVE
- WATER METER
- TELEPHONE PED
- ELECTRIC BOX
- SANITARY SEWER MANHOLE
- SEWER CLEAN OUT
- GAS METER
- ROOF DOWN SPOUT
- POWER POLE
- LIGHT POLE
- FIRE HYDRANT
- SPOT GRADE
- HARDWOOD TREES
- EVERGREEN TREES
- CREPE MYRTLE



VICINITY MAP

~SURVEYED DESCRIPTIONS~

PHASE 5 BOUNDARY

A FRACTION OF THE SOUTHEAST QUARTER OF SECTION 16, TOWNSHIP 8 SOUTH, RANGE 3 WEST, IN THE CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI, AND CONTAINING 5.075 ACRES, MORE OR LESS. THIS DESCRIPTION BEING IN MORE DETAIL AS FOLLOWS:

COMMENCING AT AN EXISTING CONCRETE MONUMENT COMMONLY ACCEPTED AS BEING THE SOUTHWEST CORNER OF THE NORTHWEST QUARTER OF SECTION 15, TOWNSHIP 8 SOUTH, RANGE 3 WEST, CITY OF OXFORD, LAFAYETTE COUNTY, MS; RUN THENCE DUE SOUTH A DISTANCE OF 1311.41 FEET TO A POINT; THENCE DUE WEST A DISTANCE OF 495.76 FEET TO THE POINT OF BEGINNING;

FROM SAID POINT OF BEGINNING, RUN THENCE NORTH 89 DEGREES 34 MINUTES 03 SECONDS WEST A DISTANCE OF 127.12 FEET TO A 1/2" IRON ROD SET; THENCE SOUTH 03 DEGREES 32 MINUTES 57 SECONDS WEST A DISTANCE OF 11.00 FEET TO A 1/2" IRON ROD SET; THENCE SOUTH 04 DEGREES 55 MINUTES 19 SECONDS WEST A DISTANCE OF 163.98 FEET TO A 1/2" IRON ROD SET; THENCE SOUTH 04 DEGREES 10 MINUTES 34 SECONDS WEST A DISTANCE OF 336.68 FEET TO A 1/2" IRON ROD SET; THENCE NORTH 73 DEGREES 50 MINUTES 39 SECONDS WEST A DISTANCE OF 106.24 FEET TO A 1/2" IRON ROD SET; THENCE WITH A CURVE TURNING TO THE RIGHT HAVING AN ARC LENGTH OF 128.25 FEET, A RADIUS OF 390.05 FEET, A CHORD BEARING OF NORTH 60 DEGREES 48 MINUTES 05 SECONDS WEST, AND A CHORD LENGTH OF 127.68 FEET, TO A 1/2" IRON ROD SET; THENCE NORTH 42 DEGREES 22 MINUTES 21 SECONDS EAST A DISTANCE OF 6.01 FEET TO A 1/2" IRON ROD SET; THENCE NORTH 47 DEGREES 42 MINUTES 39 SECONDS WEST A DISTANCE OF 52.80 FEET TO A 1/2" IRON ROD SET; THENCE SOUTH 44 DEGREES 16 MINUTES 28 SECONDS WEST A DISTANCE OF 5.76 FEET TO A 1/2" IRON ROD SET; THENCE WITH A CURVE TURNING TO THE RIGHT HAVING AN ARC LENGTH OF 84.99 FEET, A RADIUS OF 680.10 FEET, A CHORD BEARING OF NORTH 42 DEGREES 27 MINUTES 22 SECONDS WEST, AND A CHORD LENGTH OF 84.93 FEET, TO A 1/2" IRON ROD SET; THENCE NORTH 45 DEGREES 23 MINUTES 46 SECONDS EAST A DISTANCE OF 79.04 FEET TO A 1/2" IRON ROD SET; THENCE NORTH 08 DEGREES 51 MINUTES 43 SECONDS EAST A DISTANCE OF 74.28 FEET TO A 1/2" IRON ROD SET; THENCE NORTH 17 DEGREES 49 MINUTES 22 SECONDS EAST A DISTANCE OF 405.76 FEET TO A 1/2" IRON ROD SET; THENCE SOUTH 73 DEGREES 34 MINUTES 12 SECONDS EAST A DISTANCE OF 33.16 FEET TO A 1/2" IRON ROD SET; THENCE NORTH 16 DEGREES 25 MINUTES 48 SECONDS EAST A DISTANCE OF 163.15 FEET TO A 1/2" IRON ROD SET; THENCE WITH A CURVE TURNING TO THE LEFT HAVING AN ARC LENGTH OF 9.87 FEET, A RADIUS OF 67.00 FEET, A CHORD BEARING OF NORTH 12 DEGREES 12 MINUTES 35 SECONDS EAST, AND A CHORD LENGTH OF 9.86 FEET, TO A 1/2" IRON ROD SET; THENCE SOUTH 82 DEGREES 00 MINUTES 37 SECONDS EAST A DISTANCE OF 47.93 FEET TO A 1/2" IRON ROD SET; THENCE WITH A CURVE TURNING TO THE LEFT HAVING AN ARC LENGTH OF 18.44 FEET, A RADIUS OF 75.91 FEET, A CHORD BEARING OF NORTH 89 DEGREES 51 MINUTES 33 SECONDS EAST, AND A CHORD LENGTH OF 18.40 FEET, TO A 1/2" IRON ROD SET; THENCE NORTH 82 DEGREES 48 MINUTES 51 SECONDS EAST A DISTANCE OF 109.98 FEET TO A 1/2" IRON ROD SET; THENCE WITH A CURVE TURNING TO THE RIGHT HAVING AN ARC LENGTH OF 20.91 FEET, A RADIUS OF 150.00 FEET, A CHORD BEARING OF NORTH 86 DEGREES 48 MINUTES 32 SECONDS EAST, AND A CHORD LENGTH OF 20.90 FEET, TO A 1/2" IRON ROD SET; THENCE SOUTH 89 DEGREES 11 MINUTES 48 SECONDS EAST A DISTANCE OF 16.10 FEET TO A 1/2" IRON ROD SET; THENCE SOUTH 00 DEGREES 48 MINUTES 12 SECONDS WEST A DISTANCE OF 361.57 FEET BACK TO THE POINT OF BEGINNING.

~SURVEYOR'S CERTIFICATE~

I DO HEREBY CERTIFY THAT THIS CONFORMS TO THE MINIMUM REQUIREMENTS AS SET FORTH BY THE STATE BOARD FOR A CLASS "B" SURVEY AND THAT ALL PARTS OF THIS SURVEY AND DRAWING HAVE BEEN COMPLETED IN ACCORDANCE WITH THE CURRENT REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR SURVEYING IN THE STATE OF MISSISSIPPI TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

JONATHAN E. ADAMS
MS PS-2879

DATE

PLAT AND SURVEY NOTES:

1. THIS PROPERTY HAS A LAND USE CLASSIFICATION OF CLASS "B" AS DEFINED IN APPENDIX "A" AND THE BOUNDARY SURVEY MEETS THE MINIMUM QUALITY REQUIREMENTS FOR CONDITION "B" AS DEFINED IN APPENDIX"B" OF THE "MISSISSIPPI STANDARDS OF PRACTICE FOR SURVEYING".
2. ALL BEARINGS ARE BASED ON MISSISSIPPI EAST STATE PLANE COORDINATE SYSTEM GRID NORTH AS DETERMINED BY GPS OBSERVATIONS WITH A CONVERGENCE OF (–0° 22' 54") AND A SCALE FACTOR OF 0.999997587 CALCULATED AT THE POINT OF COMMENCEMENT. HORIZONTAL DATUM BASED ON PUBLISHED CONTROL STATIONS AS FOLLOWS:

DESIGNATION	– MOLLY	DESIGNATION	– FRENCH
PID	– AJ7821	PID	– EG1752
NORTH	– 1,777,871.80	NORTH	– 1,785,757.98
EAST	– 783,111.99	EAST	– 777,547.74
HORZ ORDER	– B	HORZ ORDER	– THIRD

3. DATE OF FIELD SURVEY: JANUARY 2025.
4. THIS SURVEY IS SUBJECT TO ANY EASEMENTS RECORDED OR UNRECORDED, SHOWN OR NOT SHOWN ON THIS PLAT.
5. SETBACKS ARE AS FOLLOWS: FRONT BUILD TO LINE 0' MIN./58' MAX., SIDE 10', REAR 25'.
6. ALL COMMON PROPERTY, INCLUDING THE STORM WATER DETENTION BASIN, SHALL BE MAINTAINED IN PERPETUITY AND CANNOT BE DEVELOPED FOR ANY OTHER USE WHICH WOULD LIMIT OR CAUSE TO LIMIT THE USE OF THE COMMON AREA/DETENTION BASIN. THE COMMON AREA/DETENTION BASIN SHALL BE OWNED AND/OR MAINTAINED BY THE PROPERTY OWNER'S ASSOCIATION OF THE DEVELOPMENT AND EACH PROPERTY OWNER SHALL OWN A PROPORTIONATE SHARE OF THE COMMON AREA/DETENTION BASIN AND SHALL BEAR HIS/HER PROPORTIONATE RESPONSIBILITY FOR THE CONTINUED MAINTENANCE IN ACCORDANCE WITH THE CITY OF OXFORD AND LAFAYETTE COUNTY.
7. NO PORTION OF THIS TRACT IS WITHIN THE BOUNDARIES OF A 100 YEAR FLOOD PLAIN AS DEFINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY'S (FEMA) FLOOD INSURANCE RATE MAP NO. 28071C0144C, EFFECTIVE DATE NOVEMBER 26, 2010 FOR LAFAYETTE COUNTY, MISSISSIPPI, AND INCORPORATED AREAS.
8. ALL MAG NAILS THAT WERE SET HAVE WASHERS STAMPED WITH "PEC COA S–190" AND ALL IRON RODS THAT WERE SET HAVE PLASTIC CAPS STAMPED "PEC COA S–190".

SUBDIVISION NOTES:

A. DECLARANT SHALL BE RESPONSIBLE FOR CONTINUED MAINTENANCE OF ALL COMMON AREAS, INCLUDING THE REGIONAL DETENTION POND, UNTIL SUCH A TIME THE PROPERTY IS TURNED OVER TO THE HOME OWNERS ASSOCIATION, AT THAT TIME THE HOME OWNERS ASSOCIATION SHALL ASSUME RESPONSIBILITY AND MAINTENANCE.

B. THE DETENTION SYSTEM SHALL REMAIN AS PRIVATE PROPERTY, OWNED BY THE ASSOCIATION, MAINTENANCE, REPAIR, AND ALL LIABILITIES ASSOCIATED WITH THE DETENTION SYSTEM SHALL BE THE RESPONSIBILITY OF THE ASSOCIATION AND ITS SUCCESSORS. THE CITY OF OXFORD SHALL HAVE NO RESPONSIBILITY FOR MAINTENANCE, REPAIR, OR LIABILITIES ASSOCIATED WITH THE DETENTION SYSTEM. OWNER/DECLARANT SHALL PROVIDE THAT OBLIGATIONS ASSOCIATED WITH THE REGIONAL DETENTION POND BE TRANSFERRED TO ALL SUCCESSORS AND ASSIGNS OF PROPERTY, AND SHALL ACCEPT RESPONSIBILITY FOR INFORMING SUCH SUCCESSORS AND ASSIGNS OF SAID OBLIGATIONS. THE REGIONAL DETENTION POND SHALL REMAIN IN PLACE AS APPROVED AND AS–BUILT CERTIFIED IN PERPETUITY AND SHALL NOT BE ENCROACHED UPON FOR ANY REASON OR DEVELOPED FOR ANY OTHER USE WHICH WOULD LIMIT OR CAUSE TO LIMIT THE USE OF THE DETENTION SYSTEM.

C. IN THE EVENT THAT THE LAMAR HOMEOWNERS' ASSOCIATION, INC. IS DISSOLVED OR CEASES TO FUNCTION FOR ANY REASON, THE OWNERS OF PHASE 1 OF THE LAMAR SUBDIVISION SHALL BE JOINTLY RESPONSIBLE IN EQUAL SHARES FOR THE OWNERSHIP, MAINTENANCE, REPAIR, AND ALL LIABILITIES ASSOCIATED WITH THE DETENTION SYSTEM, TO THE SAME EXTENT THE LAMAR HOMEOWNERS' ASSOCIATION, INC. WAS SO RESPONSIBLE.

D. THE RETAINING WALLS SHOWN ON THIS PLAT SHALL BE OWNED AND MAINTAINED BY THE LAMAR HOMEOWNERS' ASSOCIATION. THE SIDE AND REAR YARD SETBACKS WITHIN THE VICINITY OF THE WALLS SHALL BE CONSIDERED ACCESS EASEMENTS FOR PURPOSES OF MAINTENANCE AND REPAIR OF THE RETAINING WALLS.

E. THE DUTIES AND RESPONSIBILITIES OF THE ASSOCIATION SHALL BE AS SET FORTH IN ARTICLE II OF THE DECLARATION OF COVENANTS, EASEMENTS AND RESTRICTIONS FOR THE LAMAR SUBDIVISION.

PEC
CIVIL • CONSULTING • GEO
PRECISION ENGINEERING CORPORATION
EST. 1976
LAND SURVEYORS

PHONE: (662) 234-8539
FAX: (662) 234-8639
EMAIL: OXFORD@PECORPMS.COM
WEB SITE: PECORPMS.COM
ADDRESS: 1776 N. LAMAR OXFORD, MS 38655

REVISIONS:

NO.:	DATE:	REVISIONS:	BY:
1	4-18-24	ADDED EXISTING STREET ON THE SOUTH SIDE OF PROPERTY	JA
NO.:	DATE:	REVISIONS:	BY:
NO.:	DATE:	REVISIONS:	BY:
NO.:	DATE:	REVISIONS:	BY:
NO.:	DATE:	REVISIONS:	BY:
NO.:	DATE:	REVISIONS:	BY:

FINAL PLAT
FOR
THE LAMAR PHASE 5
IN THE SE $\frac{1}{4}$ SEC. 16, T-8-S, R-3-W, CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

DRAWN BY: J. ADAMS, PS		DATE: 04/22/2025
CHECKED BY: J. ADAMS, PS		SCALE: 1"=60'
DRAWING NO.: 6608		

ALL ENGINEERING DRAWINGS ARE IN CONFIDENCE AND DISSEMINATION MAY NOT BE MADE WITHOUT PRIOR WRITTEN CONSENT OF THE ENGINEER. ALL COMMON LAW RIGHTS OF COPYRIGHT AND OTHERWISE ARE HEREBY SPECIFICALLY RESERVED.

PAGE NO.: 1.0

Z:\Shared\Documents\DATA\project\6608 – Mac Monteith – Chickasaw – Landrum Property – The Lamar\6608.06 – Todd P And Mac M– Survey And Topo\Phase 5\Cad Files\2025-04-22 PRELIM AND FINAL PLAT LAMAR PHASE 5.dwg SAVE:4/23/2025 9:33 AM PLOT:4/23/2025 9:36 AM

~PHASE 5 BOUNDARY~

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FROM SAID POINT OF BEGINNING, RUN THENCE NORTH 89 DEGREES 34 MINUTES 03 SECONDS WEST A DISTANCE OF 127.12 FEET TO A 1/2" IRON ROD SET; THENCE SOUTH 03 DEGREES 32 MINUTES 57 SECONDS WEST A DISTANCE OF 11.00 FEET TO A 1/2" IRON ROD SET; THENCE SOUTH 04 DEGREES 55 MINUTES 19 SECONDS WEST A DISTANCE OF 163.98 FEET TO A 1/2" IRON ROD SET; THENCE SOUTH 04 DEGREES 10 MINUTES 34 SECONDS WEST A DISTANCE OF 336.68 FEET TO A 1/2" IRON ROD SET; THENCE NORTH 73 DEGREES 50 MINUTES 39 SECONDS WEST A DISTANCE OF 106.24 FEET TO A 1/2" IRON ROD SET; THENCE WITH A CURVE TURNING TO THE RIGHT HAVING AN ARC LENGTH OF 128.25 FEET, A RADIUS OF 390.05 FEET, A CHORD BEARING OF NORTH 60 DEGREES 48 MINUTES 05 SECONDS WEST, AND A CHORD LENGTH OF 127.68 FEET, TO A 1/2" IRON ROD SET; THENCE NORTH 42 DEGREES 22 MINUTES 21 SECONDS EAST A DISTANCE OF 6.01 FEET TO A 1/2" IRON ROD SET; THENCE NORTH 47 DEGREES 42 MINUTES 39 SECONDS WEST A DISTANCE OF 52.80 FEET TO A 1/2" IRON ROD SET; THENCE SOUTH 44 DEGREES 16 MINUTES 28 SECONDS WEST A DISTANCE OF 5.76 FEET TO A 1/2" IRON ROD SET; THENCE WITH A CURVE TURNING TO THE RIGHT HAVING AN ARC LENGTH OF 84.99 FEET, A RADIUS OF 680.10 FEET, A CHORD BEARING OF NORTH 42 DEGREES 27 MINUTES 22 SECONDS WEST, AND A CHORD LENGTH OF 84.93 FEET, TO A 1/2" IRON ROD SET; THENCE NORTH 45 DEGREES 23 MINUTES 46 SECONDS EAST A DISTANCE OF 79.04 FEET TO A 1/2" IRON ROD SET; THENCE NORTH 06 DEGREES 51 MINUTES 43 SECONDS EAST A DISTANCE OF 74.28 FEET TO A 1/2" IRON ROD SET; THENCE NORTH 17 DEGREES 49 MINUTES 22 SECONDS EAST A DISTANCE OF 405.76 FEET TO A 1/2" IRON ROD SET; THENCE SOUTH 73 DEGREES 34 MINUTES 12 SECONDS EAST A DISTANCE OF 33.16 FEET TO A 1/2" IRON ROD SET; THENCE NORTH 16 DEGREES 25 MINUTES 48 SECONDS EAST A DISTANCE OF 163.15 FEET TO A 1/2" IRON ROD SET; THENCE WITH A CURVE TURNING TO THE LEFT HAVING AN ARC LENGTH OF 9.87 FEET, A RADIUS OF 67.00 FEET, A CHORD BEARING OF NORTH 12 DEGREES 12 MINUTES 35 SECONDS EAST, AND A CHORD LENGTH OF 9.86 FEET, TO A 1/2" IRON ROD SET; THENCE SOUTH 82 DEGREES 00 MINUTES 37 SECONDS EAST A DISTANCE OF 47.93 FEET TO A 1/2" IRON ROD SET; THENCE WITH A CURVE TURNING TO THE LEFT HAVING AN ARC LENGTH OF 18.44 FEET, A RADIUS OF 75.91 FEET, A CHORD BEARING OF NORTH 89 DEGREES 51 MINUTES 33 SECONDS EAST, AND A CHORD LENGTH OF 18.40 FEET, TO A 1/2" IRON ROD SET; THENCE NORTH 82 DEGREES 48 MINUTES 51 SECONDS EAST A DISTANCE OF 109.98 FEET TO A 1/2" IRON ROD SET; THENCE WITH A CURVE TURNING TO THE RIGHT HAVING AN ARC LENGTH OF 20.91 FEET, A RADIUS OF 150.00 FEET, A CHORD BEARING OF NORTH 86 DEGREES 48 MINUTES 32 SECONDS EAST, AND A CHORD LENGTH OF 20.90 FEET, TO A 1/2" IRON ROD SET; THENCE SOUTH 89 DEGREES 11 MINUTES 48 SECONDS EAST A DISTANCE OF 16.10 FEET TO A 1/2" IRON ROD SET; THENCE SOUTH 00 DEGREES 48 MINUTES 12 SECONDS WEST A DISTANCE OF 361.57 FEET BACK TO THE POINT OF BEGINNING.

ENGINEER'S CERTIFICATE

I CERTIFY THAT THE LAMAR PHASE 5, 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 THE _____ DAY OF _____, 20__.

_____
PAUL KOSHENINA
MISSISSIPPI PE #14912

SURVEYOR'S CERTIFICATE

I CERTIFY THAT THE PLAT FOR THE LAMAR PHASE 5 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 THE _____ DAY OF _____, 20__.

_____
JONATHAN E. ADAMS
MISSISSIPPI PS. #2879

RESTRICTIVE COVENANTS

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

CITY OF OXFORD
STATE OF MISSISSIPPI

APPROVED AND RECOMMENDED FOR ACCEPTANCE BY THE CITY OF OXFORD PLANNING COMMISSION, THIS THE _____ DAY OF _____, 20__.

_____
JR RIGBY, CHAIRMAN
CITY OF OXFORD PLANNING COMMISSION

CITY OF OXFORD
COUNTY OF LAFAYETTE
STATE OF MISSISSIPPI

APPROVED AND RECOMMENDED FOR ACCEPTANCE BY THE CITY OF OXFORD, BOARD OF ALDERMEN, THIS THE _____ DAY OF _____, 20__.

_____
ROBYN TANNEHILL
MAYOR, CITY OF OXFORD

CITY ENGINEER'S CERTIFICATE

I CERTIFY THAT THE OWNERS DESCRIBED IN THE OWNER'S CERTIFICATE, HAS COMPLIED WITH ONE OF THE FOLLOWING ALTERNATIVES FOR THE LAMAR PHASE 5:

1. 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 FINAL PLAT, AND ACCEPTING MAINTENANCE OF UTILITIES AND STREETS.
2. A BOND OR CERTIFIED CHECK 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 THE _____ DAY OF _____, 20___.

_____
JOHN CRAWLEY, P.E.
CITY ENGINEER, CITY OF OXFORD

MORTGAGEE'S CERTIFICATE

_____, BEING THE HOLDER OF RECORDED SECURITY INTERESTS IN THE REAL PROPERTY HEREIN DESCRIBED CONSENTS TO THE RECORDATION OF THE LAMAR PHASE 5.

_____
_____, PRESIDENT
BANK OF _____
_____

STATE OF MISSISSIPPI
COUNTY OF LAFAYETTE

PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED AUTHORITY IN AND FOR THE SAID COUNTY AND STATE, WITHIN MY JURISDICTION, THE WITHIN NAMED_____ WHO ACKNOWLEDGED TO ME THAT HE IS PRESIDENT OF BANK OF _____, AND AS THE ACT AND DEED OF SAID FINANCIAL FEDERAL BANK, HE EXCUTED THE ABOVE AND FOREGOING INSTRUMENT, AFTER FIRST HAVING BEEN DULY AUTHORIZED SO TO DO.

WITNESS MY HAND AND OFFICIAL SEAL THIS THE _____ DAY OF _____, 20___.

_____
NOTARY PUBLIC

OWNERS CERTIFICATE

I, HUGH M. MONTEITH, IV, AS MEMBER OF LAMAR MANAGER LLC, A MISSISSIPPI LIMITED LIABILITY COMPANY, AND I, FORREST JINKS, AS CHIEF EXECUTIVE OFFICER OF ALTUS EQUITY GROUP INC., A DELAWARE CORPORATION, SAID CORPORATION BEING THE MANAGER OF AE LAMAR PHASE V LLC, A MISSISSIPPI LIMITED LIABILITY COMPANY, AND AS OWNERS 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, THE LAMAR PHASE 5. THE STREETS ARE TO REMAIN PRIVATELY OWNED. THE STREETS ARE HEREBY DEDICATED TO THE USE BY THE PUBLIC AND/OR PRIVATE UTILITY COMPANIES WHICH SERVE THIS SUBDIVISION, SUBJECT TO THE REGULATIONS OF AND APPROVAL BY THE BOARD OF ALDERMAN OF OXFORD, MISSISSIPPI. 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 THE _____ DAY OF _____, 20__.

LAMAR MANAGER, LLC, A MISSISSIPPI LIMITED LIABILITY COMPANY

_____
HUGH M. MONTEITH, IV AS MEMBER

LAMAR PHASE V LLC, A MISSISSIPPI LIMITED LIABILITY COMPANY

_____
FORREST JINKS, AS CHIEF EXECUTIVE OFFICER OF ALTUS EQUITY GROUP INC., A DELAWARE CORPORATION, SAID CORPORATION BEING THE MANAGER OF LAMAR PHASE V, LLC

~STATE OF MISSISSIPPI~
~COUNTY OF LAFAYETTE~

PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED AUTHORITY IN AND FOR THE SAID COUNTY AND STATE, ON THIS DAY _____ OF _____ 20_____, WITHIN MY JURISDICTION, THE WITHIN NAMED HUGH M. MONTEITH, WHO ACKNOWLEDGED TO ME THAT HE IS A MEMBER OF LAMAR MANAGER, LLC, A MISSISSIPPI LIMITED LIABILITY COMPANY, AND THAT FOR AND ON BEHALF OF SAID LIMITED LIABILITY COMPANY, AND AS THE ACT AND DEED OF SAID LIMITED LIABILITY COMPANY, HE EXECUTED THE ABOVE AND FOREGOING INSTRUMENT, AFTER FIRST HAVING BEEN DULY AUTHORIZED BY SAID LIMITED LIABILITY COMPANY SO TO DO.

NOTARY PUBLIC

MY COMMISSION EXPIRES: _____ _____

~STATE OF MISSISSIPPI~
~COUNTY OF LAFAYETTE~

PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED AUTHORITY IN AND FOR THE SAID COUNTY AND STATE, ON THIS DAY _____ OF _____ 20_____, WITHIN MY JURISDICTION, THE WITHIN NAMED FORREST JINKS, AS CHIEF EXECUTIVE OFFICER OF ALTUS EQUITY GROUP INC., A DELAWARE CORPORATION, SAID CORPORATION BEING THE MANAGER OF LAMAR PHASE V, LLC, AND THAT FOR AND ON BEHALF OF SAID LIMITED LIABILITY COMPANY, AND AS THE ACT AND DEED OF SAID LIMITED LIABILITY COMPANY, HE EXECUTED THE ABOVE AND FOREGOING INSTRUMENT, AFTER FIRST HAVING BEEN DULY AUTHORIZED BY SAID LIMITED LIABILITY COMPANY SO TO DO.

NOTARY PUBLIC

MY COMMISSION EXPIRES: _____ _____

STATE OF MISSISSIPPI
COUNTY OF LAFAYETTE

I, MIKE ROBERTS, CHANCERY CLERK IN AND FOR SAID COUNTY AND STATE, HEREBY CERTIFY THAT THIS INSTRUMENT WAS FILED FOR RECORD IN MY OFFICE AT _____ O'CLOCK ON THE _____ DAY OF _____, 20____, AND WAS DULY RECORDED IN PLAT CABINET ___, SLIDE ___.

WITNESS MY HAND AND OFFICIAL SEAL THIS THE _____ DAY OF _____, 20___.

_____
MIKE ROBERTS
CHANCERY CLERK

PRECISION ENGINEERING CORPORATION
CIVIL • CONSULTING • GEO
EST. 1976
LAND SURVEYORS

PHONE: (662) 234-8539
EMAIL: OXFORD@PECORPMS.COM
WEB SITE: PECORPMS.COM
FAX: (662) 234-8639

REVISIONS:

NO.	DATE	DESCRIPTION	BY

CERTIFICATE SHEET
FOR
THE LAMAR PHASE 5
IN THE SE 1/4 SEC. 16, T-8-S, R-3-W, CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

DRAWN BY: J. ADAMS, PS		DATE: 04/22/2025
CHECKED BY: J. ADAMS, PS		SCALE: N/A
DRAWING NO.: 6608		

ALL ENGINEERING DRAWINGS ARE IN CONFIDENCE AND DISSEMINATION MAY NOT BE MADE WITHOUT PRIOR WRITTEN CONSENT OF THE ENGINEER. ALL COMMON LAW RIGHTS OF COPYRIGHT AND OTHERWISE ARE HEREBY SPECIFICALLY RESERVED.

PAGE NO.:

2.0

THE CITY OF
OXFORD

MEMORANDUM

To: Board of Aldermen
From: Mark Levy
CC: Hollis Green
Date: June 17, 2025
Re: Consider Change Order No. 1 from JP Corp for the Development Services building.

Changer Order No. 1 is for the following scope of work:

Scope of Work	Reason for Change	Amount
Masonry Infill at opening	Removed existing windows to add privacy to offices in hallway.	$12,785.70
New fire alarm system	Reconciliation of Allowance #2. All new fire alarm system installed.	$0.00
Add Office Door	Change layout to add office.	$614.90
Replace all door hardware	Existing doors are hodgepodge with different keys and do not meet ADA standards.	$19,739.72
Install all new CAT6 network	$10,000 allowance was exceeded for new jacks and cabeling.	$16,428.89
Total		$49,569.21

In addition to the total contract addition of $49,569.21, the contractor is requesting six (6) additional days to the contract timeline. The new date of substantial completion will be July 7, 2025.

Staff recommends approval of Change Order No. 1.

Enclosure (1)

McCARTY ARCHITECTS

KURT SHETTLES, ARCHITECT ▪ JUSTIN HARRINGTON, ARCHITECT

June 12, 2025

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

RE: Change Order 01
Oxford Old Police Department Renovations
Oxford, Mississippi

Dear Mayor Tannehill:

Please find attached Change Order 01 from J.P. Corp for your review and approval. Change Order 01 includes an increase to Contract in the amount of $49,569.21 for multiple items. This change order also includes a request for an additional six (6) days. If approved, Substantial Completion Date will be July 6, 2025.

Feel free to contact me should you have any questions.

Regards,

Kurt Shettles, AIA
President & CEO / Architect

KS:br

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: 001 Date: 06-12-2025
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 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 01 - Replace all hardware on existing doors. $19.739.72
COR 02 - Reconcilliation of Allowance #2 - Replace fire alarm system. $0 costs
COR 03 - Provide masonry infills and door headers. $12,785.70 / Add 6 days
COR 06 - Add door to Office 122. $614.90
COR 08 - Reconcilliation of Allowance #5 - Additional miscellaneous electrical and data. Costs = $26,428.89 - Allowance = $10,000 for Final Costs = $16,428.89
(Install new CAT 6 data cables and jacks.)

The original Contract Sum was	$	774,451.00
The net change by previously authorized Change Orders	$	0.00
The Contract Sum prior to this Change Order was	$	774,451.00
The Contract Sum will be increased by this Change Order in the amount of	$	49,569.21
The new Contract Sum including this Change Order will be	$	824,020.21

The Contract Time will be increased by Six (6) 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)*	**CONTRACTOR** *(Signature)*	**OWNER** *(Signature)*
BY: Kurt Shettles, President & CEO / Architect	BY: Josh Parker, Owner	BY: Mayor Robyn Tannehill
(Printed name, title, and license number if required)	*(Printed name and title)*	*(Printed name and title)*
12June25	6/12/25	
Date	*Date*	*Date*

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User Notes: (684b333a49721ab7f935e40c)

J.P. Corp
GENERAL CONTRACTORS

CHANGE ORDER REQUEST

CONTRACTOR:

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

COR # 1

DATE 5/28/2025

PROJECT:

OLD OXFORD POLICE DEPARTMENT RENOVATION

QTY	UNIT	DESCRIPTION	PRICE	AMOUNT
1	LS	Target Doors - new keyed locks. At openings with exit devices, priced new keyed cylinders only. Priced Corbin Russwin lever handles per specs. Includes installation	$ 17,945.20	$ 17,945.20

WE AGREE hereby to make the change(s) specified above at this price	$ 17,945.20
G.C. Overhead and Profit at 10%	$ 1,794.52
Taxes	
Total Change Order Request	**$ 19,739.72**
Original Contract Amount	$ 774,451.00
Revised Contract Total	**$ 794,190.72**

Kelly Carpenter, PM — Your Name, Title

5/28/2025 — 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 _____

Target DOOR AND SUPPLY

Target Door Supply
473 Highway 145 S
Booneville, MS 38829
(601) 331-0175
www.targetdoorsupply.com

Project Name:	**Old Oxford Police Station**
Location:	**Oxford, MS**
Date:	**6/9/2025**
Contractor:	**J.P. Corp. General Contractors**

We Propose To Furnish The Following Items In Addition To The Original Contract.

(30) Corbin Russwin Entry/Office Lever Locks
(1) Corbin Russwin Privacy Lever Lock
(4) Dark Bronze Mortise Cylinders
(1) Wrap Around Door Plate

Materials Only: $12,451.00
Labor To Install Lever Locks And, Cyl.'s And Wrap Around Plate: $2,196.00
Labor To Repair And Prep Doors At The Family RR And File Room: $561.00
Trips And Tools To Perform Labor: $262.00

$15,470.00
$2,475.20 - OH/P

$17,945.20 TOTAL

Notes:

No Taxes Or Materials Not Mentioned Above Included.

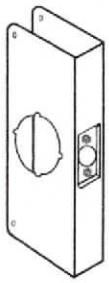
This quotation is made on the basis of current material and labor costs. A delay in acceptance of more than 30 days will require a review of the proposal and re-dating before agreement becomes binding.

Quoted By: Shane Newton **Accepted By:** _____

Date: _____

CLASSIC WRAP-AROUNDS

For CYLINDRICAL DOOR LOCKS with 2 1/8" hole



1-CW
2-CW
3-CW
4-CW

Display Packaged also available. When ordering indicate by replacing the letters "CW" with "V" after the item number.

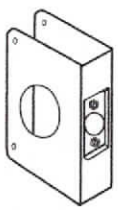
Display Package Size - 5 1/4" x 11"

NUMBER	BACKSET	DOOR	DIMENSIONS
1-CW	2 3/8"	1 3/8"	4" x 9"
2-CW	2 3/8"	1 3/4"	4" x 9"
3-CW	2 3/4"	1 3/8"	4 1/4" x 9"
4-CW	2 3/4"	1 3/4"	4 1/4" x 9"

SHELF PACK: 1
GAUGE: 22 (.032)
FINISHES: 10B (613), AB (609), BZ (612), PB (605), S (630)

Box Size - 4 1/2" x 9 3/4"
CW comes box packaged as standard.

For DEADBOLTS with 1 1/2" hole



5-CW
6-CW
7-CW
8-CW

Display Packaged also available. When ordering indicate by replacing the letters "CW" with "V" after the item number.

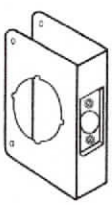
Display Package Size - 5 1/4" x 6 1/2"

NUMBER	BACKSET	DOOR	DIMENSIONS
5-CW	2 3/8"	1 3/8"	4" x 4 5/16"
6-CW	2 3/8"	1 3/4"	4" x 4 5/16"
7-CW	2 3/4"	1 3/8"	4 1/4" x 4 5/16"
8-CW	2 3/4"	1 3/4"	4 1/4" x 4 5/16"

SHELF PACK: 1
GAUGE: 22 (.032)
FINISHES: 10B (613), AB (609), BZ (612), PB (605), S (630)

Box Size - 5 1/4" x 4 1/2"
CW comes box packaged as standard.

For CYLINDRICAL DOOR LOCKS with 2 1/8" hole



51-CW
61-CW
71-CW
81-CW

Display Packaged also available. When ordering indicate by replacing the letters "CW" with "V" after the item number.

Display Package Size - 5 1/4" x 6 1/2"

NUMBER	BACKSET	DOOR	DIMENSIONS
51-CW	2 3/8"	1 3/8"	4" x 4 5/16"
61-CW	2 3/8"	1 3/4"	4" x 4 5/16"
71-CW	2 3/4"	1 3/8"	4 1/4" x 4 5/16"
81-CW	2 3/4"	1 3/4"	4 1/4" x 4 5/16"

SHELF PACK: 1
GAUGE: 22 (.032)
FINISHES: 10B (613), AB (609), BZ (612), PB (605), S (630)

Box Size - 5 1/4" x 4 1/2"
CW comes box packaged as standard.

don-jo.com • info@don-jo.com • 800-628-8389 • 800-278-8202 fax

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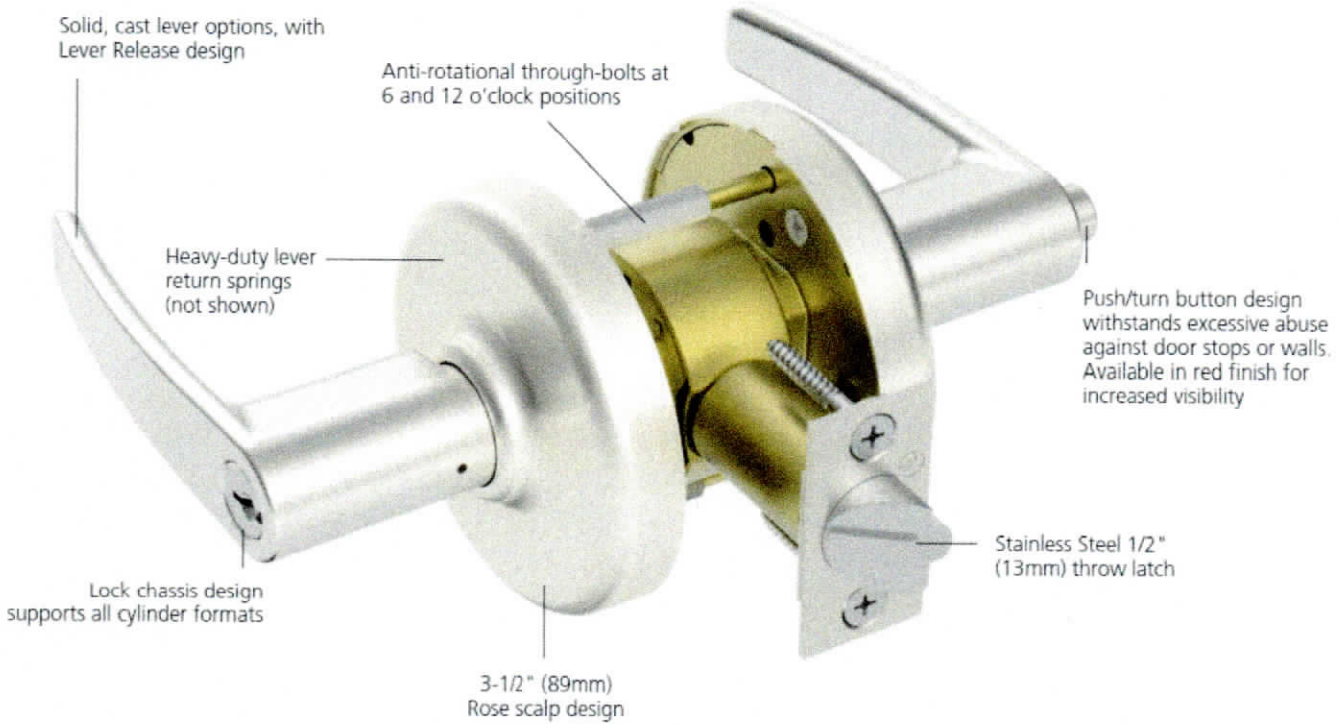
Corbin Russwin
ASSA ABLOY

Overview

CLX3300 Series

The CLX3300 Series ANSI/BHMA Grade 1 cylindrical lock has the strength to secure high-traffic openings with design options to complement any decor. Manufactured of the highest-quality materials to provide durability, strength, and reliability, it is also available in a vast array of finishes and a variety of decorative levers, so you'll never have to sacrifice style for strength.



Applications

- Heavy duty commercial and institutional interior and exterior doors
- Offices
- Schools/Universities
- Hospitals
- Manufacturing facilities

UL BHMA CERTIFIED Hurricane

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Experience a safer and more open world

8502R 06/25

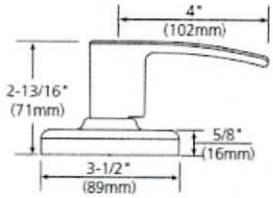
Corbin Russwin
ASSA ABLOY

Lever Trim

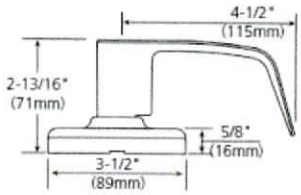
CLX3300 Series with Lever Trim

Levers - Solid Cast Zinc

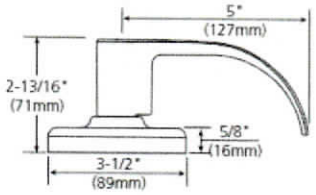
Armstrong
AZ



Newport*
NZ

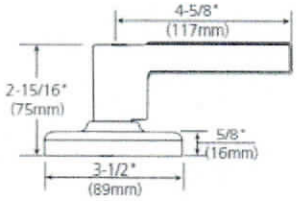


Princeton*
PZ

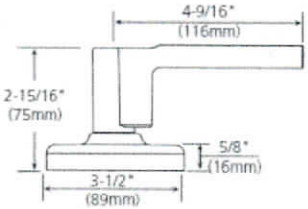


Decorative Levers

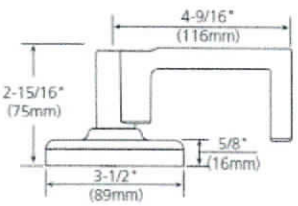
102



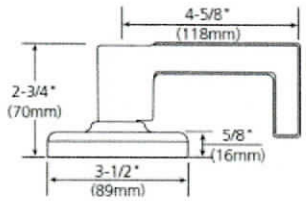
106



123*



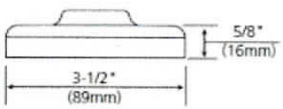
124*



*Lever with return to within 1/2" of door face.

Rose
Wrought Brass

D



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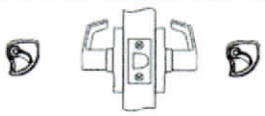
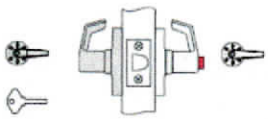
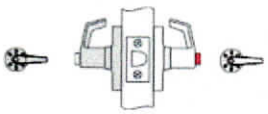
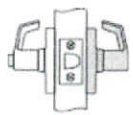
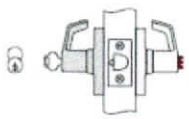
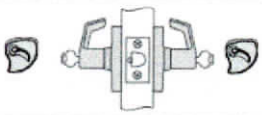
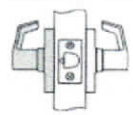
Functions

CLX3300 Series

Outside Inside	Series/Function	Type	ANSI No.	Function Description
	CLX3310	Passage or Closet	F75	• Latchbolt by lever either side • Both levers always free
	CLX3320	Privacy, Bedroom or Bathroom	F76A	• Outside lever locked by push button (lever handle is freewheeling in locked position) • Outside lever unlocked by emergency release tool outside, by rotating inside lever or by closing door • Inside lever always free
	CLX3330	Privacy, Bedroom or Bathroom	F76A	• Outside lever locked by push button (lever handle is freewheeling in locked position) • Outside lever unlocked by emergency cointurn outside, by rotating inside lever or by closing door • Inside lever always free
	CLX3320H	Hospital Privacy	—	• Outside lever locked by inside push button (lever handle is freewheeling in locked position) • Outside lever unlocked by simultaneously depressing outside pushbutton while rotating lever • Rotating inside lever or closing door also unlocks outside lever • Outside lever handle is freewheeling when locked
	CLX3320TO	Time Out Lock	—	• Latchbolt by lever either side (passage) unless push button depressed and held by caretaker (detention side becomes freewheeling). Lock returns to passage mode upon release of push button. • Push button automatically releases when caretaker releases push button • Both levers always free
	CLX3329	Hotel or Motel	F93	• Deadlocking latchbolt by lever inside or by key outside • Push button shuts out all keys except emergency key, and projects occupancy indicator in face of cylinder (lever handle is freewheeling in locked position) • Push button released by turning inside lever or by closing door, unless push button has been fixed in locked position by spanner key (provided). • When push button is fixed in locked position by spanner key, lock is operable only by emergency key. • Outside lever always locked • Inside lever always free • Not available with other manufacturers keyways
	CLX3332	Institutional or Utility	F87	• Deadlocking latchbolt by key either side (lever handles are freewheeling in locked position) • Should be used only in office or room with multiple entries • Keyed alike unless otherwise specified
	CLX3340	Patio or Privacy	F77A	• Deadlocking latchbolt by lever • Outside lever locked by push button (lever handle is freewheeling in locked position) • Outside lever unlocked by operating inside lever or closing door • Inside lever always free • Should not be used in rooms that have no other entrance
	CLX3340NT	Exit Latch	F89	• Deadlocking latchbolt by lever inside • Outside lever always locked (lever handle is freewheeling in locked position) • Inside lever always free

Indicates optional interchangeable core available; see Quick Codes, page 21.

Indicates function available with RPB option.

Indicates freewheeling lever in locked position. Specify Quick Code M200 for rigid lever in locked position.

Indicates function available with BHSS trim.

Indicates function available with VSL trim.

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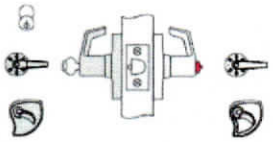
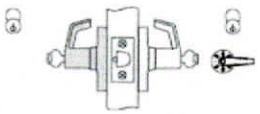
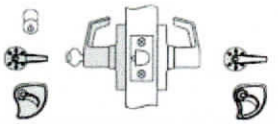
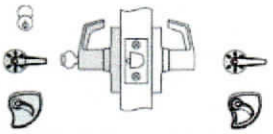
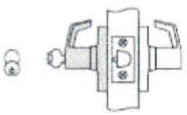
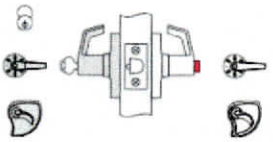
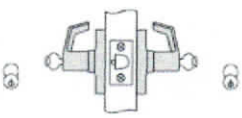
45678 0625

Corbin Russwin
ASSA ABLOY

Functions

CLX3300 Series

Outside Inside	Series/Function	Type	ANSI No.	Function Description
	CLX3351	Entrance or Office	F109	• Deadlocking latchbolt by lever either side, except when turn button locks outside lever. Pushing turn button in locks outside lever, requiring use of key outside to unlock. (Lever handle is freewheeling in locked position) • Turning inside lever unlocks outside lever • Pushing in and turning button locks outside lever, requiring key at all times. Turning inside lever does not unlock outside lever until button is manually turned to unlocked position. • Inside lever always free
	CLX3352	Classroom Intruder	F110	• Deadlocking latchbolt by inside lever or outside lever except when key inside or outside locks outside lever (lever handle is freewheeling in the locked position) • Outside lever is locked and unlocked by turning the key in the inside or outside lever • Inside lever always free Note: Inside lever engraved with "Lock" arrow showing direction to rotate key to lock.
	CLX3355	Classroom	F84	• Deadlocking latchbolt by lever either side, except when key outside locks outside lever (lever handle is freewheeling in locked position) • Outside lever unlocked by key outside • Inside lever always free
	CLX3357	Storeroom or Closet	F86	• Deadlocking latchbolt by key in outside lever or by rotating inside lever (lever handle is freewheeling in locked position) • Inside lever always free
	CLX3359	Barrier Free Storeroom or Public Restroom	—	• Deadlocking latchbolt by inside lever • Key outside unlocks outside lever to retract latchbolt • Key is retained in unlock mode • When key is removed outside lever is locked (lever handle is freewheeling in locked position) • Inside lever always free
	CLX3361	Entry or Office	F82A	• Deadlocking latchbolt by lever either side, except when push button locks outside lever • Push button released by turning inside lever or by key in outside lever (lever handle is freewheeling in locked position) • Closing door does not release push button • Inside lever always free
	CLX3362	Communicating	F80	• Deadlocking latchbolt by lever either side, except when key in either lever locks and unlocks the lever independently of the other (lever handle is freewheeling in locked position) • Keyed alike unless otherwise specified • Should be used only in office or room with multiple entries
	CLX3372	Apartment, Exit or Public Toilet	F88	• Deadlocking latchbolt by lever either side, except when key inside locks outside lever (lever handle is freewheeling in locked position) • Key outside retracts latchbolt • Key inside unlocks outside lever • Inside lever always free • Keyed alike unless otherwise specified

Indicates optional interchangeable core available; see Quick Codes, page 21.

Indicates freewheeling lever in locked position. Specify Quick Code M200 for rigid lever in locked position.

Indicates function available with BHSS trim.

Indicates function available with RPB option.

Indicates function available with VSL trim.

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850R 06/22

Cylinders

CLX3300 Series

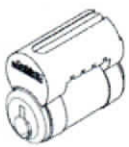
Corbin Russwin Cylinders

Fixed Core

Description	Pins	Door Thickness	Model Number Used with CLX3300 Mechanical Functions	Model Number Used with CLX33900 Electrified Functions
Conventional	6	1-3/8" - 2"	CR2000-034 (Std.)	CR2000-E34 (Std.)
		2-1/4"	CR2000-034L	CR2000-E34L
	7	1-3/8" - 2"	CR2000-034-7	CR2000-E34-7
		2-1/4"	CR2000-034L-7	CR2000-E34L-7
Hotel	6	1-3/8" - 2-1/4"	CR2001-034A	N/A
	7		CR2001-034A-7	
Security	6	1-3/8" - 2"	CR2010-034	CR2010-E34
		2-1/4"	CR2010-034L	CR2010-E34L
Pyramid - Security	7	1-3/8" - 2"	CR2027-034	CR2027-E34
		2-1/4"	CR2027-034L	CR2027-E34L
Pyramid - High Security	7	1-3/8" - 2"	CR2020-034	CR2020-E34
		2-1/4"	CR2020-034L	CR2020-E34L
Access 3® - Patented (AP)	6	1-3/8" - 2"	CR2500-034	CR2500-E34
		2-1/4"	CR2500-034L	CR2500-E34L
Access 3® - Patented Hotel (AP)	6	1-3/8" - 2-1/4"	CR2501-034A	N/A
Access 3® - Security (AS)	6	1-3/8" - 2"	CR2600-034	CR2600-E34
		2-1/4"	CR2600-034L	CR2600-E34L
Access 3® - Security Hotel (AS)	6	1-3/8" - 2-1/4"	CR2601-034A	N/A
Access 3® - High Security (AHS)	6	1-3/8" - 2"	CR2700-034	CR2700-E34
		2-1/4"	CR2700-034L	CR2700-E34L
Access 3® - High Security Hotel (AHS)	6	1-3/8" - 2-1/4"	CR2701-034A	N/A

- Plug diameter for conventional cylinders is .509, .510 for Access 3®, .552 for security cylinders and .496 for Pyramid cylinders.
- Cylinders are brass and come with 2 nickel silver keys.
- Finishes: 606, 626 or BSP.
- To order cylinders separately, specify Model No. x Keyway x Finish (e.g., CR2000-034 x L4 x 626). Refer to CLX3300 Series Parts Manual for tailpiece information.

Large Format Interchangeable Core



Description	Pins	Model Number Used with All Functions
Conventional	6	CR8000
	7	CR8000-7
Hotel	6	CR8001-034A
	7	CR8001-034A-7
Security	6	CR8010
Pyramid - Security	7	CR8020
Pyramid - High Security	7	CR8027
Access 3® - Patented (AP)	6	CR8500
Access 3® - Security (AS)	6	CR8600
Access 3® - High Security (AHS)	6	CR8700
Access 3® - Hotel Patented (AP)	6	N/A
Access 3® - Hotel Security (AS)	6	N/A
Access 3® - Hotel High Security (AHS)	6	N/A

- Plug diameter for conventional cores is .509, .510 for Access 3®, .552 for security cylinders and .496 for Pyramid cylinders.
- Cores are brass and come with 2 nickel silver keys.
- Finishes: 606, 626 or BSP.
- To order cores separately, specify Model No. x Keyway x Finish (e.g., CR8000 x L4 x 626). Refer to CLX3300 Series Parts Manual for tailpiece information.

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Conventional

Key Systems

Mortise Cylinders

For use with all mortise locks and DL3000 Deadlocks. IC: page 15. Security: page 17. Master Ring: page 21. Pyramid: page 25.

Type	Length	Cam	Pins	Keyway	Finish	Plug Finish
CR1000	100 1" (5 pin only)	(see page 41)	5 (1" length only)	(see pages 32-40)	605	606
	118 1-1/8" (standard)	A01 Cloverleaf	6 (standard)		606	606
	114 1-1/4"	A02 Straight	7 (available for 1-1/4"-3")		611	606
	138 1-3/8"	A03 Adams Rite® MS			612	606
	112 1-1/2"	DL3000 Deadlock			613	606
	134 1-3/4"	A04 DL4000 Deadlock			622	606
	200 2"	A05 *Adams Rite* 4070			625	626
	214 2-1/4"	A06 Schlage® Cloverleaf			626	626
	212 1-1/2"	A07 DL4100			629	626
	234 2-3/4"	A62 MR Straight / CR900 Series Mullion			630	626
	300 3"	A92 Exit Grip Trim 01 & 02			722	606
	314 3-1/4"	A93 Obsolete deadlocks: Corbin® 610 Series and Russwin® 1403 Series			BSP	BSP
	312 3-1/2"				WSP	626
	334 3-3/4"					

Flexible Head Mortise Cylinders

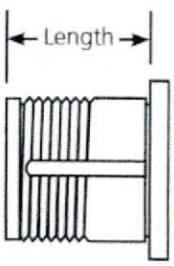
Use Flexible Head mortise cylinders only with sectional trim mortise locks. The head is spring-loaded to adjust for minor variations in door thickness. See page 21 for Master Ring

Type	Length	Cam	Pins	Keyway	Finish	Plug Finish
CR1100	100 1" (6-pin std.)	(see page 41)	6 (standard)	(see pages 32-40)	605	606
	118 1-1/8"	A01 Cloverleaf	7 (available for 1-1/4"- 1-1/2")		606	606
	114 1-1/4"	A02 Straight			611	606
					612	606
					613	606
					618	626
					619	626
					625	626
					626	626
					722	606
					BSP	BSP
					WSP	626

Concealed Shell Mortise Cylinders

Concealed shell cylinders are for mortise locks using "Plug Only to Show" escutcheon trim.

Type	Length	Cam	Pins	Keyway	Finish
CR1200	100 1" (6-pin std.)	(see page 41)	5 (1" length only)	(see pages 32-40)	606
	118 1-1/8"	A01 Cloverleaf	6 (standard)		626
	114 1-1/4"	A02 Straight	7 (available only for 1-1/4"- 1-1/2")		
	138 1-3/8"				
	112 1-1/2"				



All cylinder plugs are provided in 606, 626, or BSP finish

Length is measured from behind the cylinder head to the end of the cam.

For cam illustrations and applications, see page 41.

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45078 05/25

Key Blanks

Key Systems

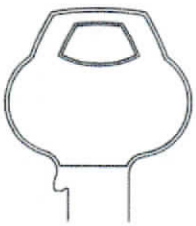
L4	–	6-Pin	–	1	–	0

Key Sections	Length	Bow Shape	Bow Marking
(see pages 31-40)	Indicate 5-, 6-, 7-pin	1 Standard 5 Large 9 Security	0 Coined Logo 1 Plain 2 DND 3 US property DND

Standard Bows

10

The standard bow furnished for all keyways unless otherwise specified. The other side is blank.
Example: L4-6PIN-10.



11

Blank both sides, for use when more area is required for stamping, such as custom die stamps.
Example: L4-6PIN-11.

12

This bow enhances key control. Recommended for Corbin Russwin restricted & protected keyways.
Other side blank.
Example: 62A1-6PIN-12

13

For use only on U.S. Government projects.
Example: L4-6PIN-13.

Large Bows

51

Blank both sides. Recommended for special die stamps or large amounts of stamping, and for Control and Emergency Master Keys. Not available for 752, 852 or A Class keyways.
Example: L4-6PIN-51.

52

This bow enhances key control. Recommended for Corbin Russwin restricted & protected keyways which need extra space for special stamping.
Not available for 752, 852 or A Class keyways.
Example: 62A1-6PIN-52

53

For use only on U.S. Government projects. Recommended for use when a large amount of stamping is required. Not available for 752, 852 or A Class keyways.
Example: L4-6PIN-53.

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Corbin Russwin
ASSA ABLOY

Keyways

Key Systems

Multiplex/Simplex Keyways

Multiplex keyways can be used together to expand a keying system. A simplex keyway is independent, stands alone and cannot be tied into any other keyway to expand a keying system.

All/Multi-Section/Single Section Keys

All/Multi-section keys can be used on more than one cylinder with different sections. For example: a key cut on the L41 multi-section keyblank will pass cylinder in the L1, L2, L3 and L4 keyways. Single section keys can be used with cylinders of the same section. For example: a key cut on the L4 single section keyblank will only pass a cylinder in the L4 keyway.

Active Keyways

Keyways which are available for new Corbin Russwin keying systems are considered active. In the case of new master key systems, the factory reserves the right to select the keyway from a range of standard keyways, based on usage in a particular geographical area.

Inactive Keyways

Many older Corbin Russwin keyways are designated inactive. **No new systems** shall be established on these keyways. However, they continue to be available to support existing keying systems.

Restricted Keyways

For security reasons, these keyway profiles are not shown.

Protected Keyways

Key Systems Administration reserves the final decision as to which protected keyway family will be selected. A notice of acceptance showing the facilities name, address and contact information is required before orders can be processed For security reasons, these keyway profiles are not shown.

Pyramid Keyways

Pyramid keyways are only available for Pyramid cylinders and separate specifications are used from conventional Corbin Russwin keying systems. For security reasons, these keyway profiles are not shown. All new Pyramid systems will require a completed System Information Document (orders cannot be entered without this document). The fully executed original document will be kept on file at Corbin Russwin Key System Administration. For all subsequent orders a letter of authorization will be required if the product is shipped to an address other than what is recorded on the System Information Document and/or if the address on the purchase order is different than what is listed on the System Information Document. Note that Key System Administration will not keep blanket letters of authorization on file.

Bitting Classes

Corbin Russwin has several sets of dimensional standards for bitting (cutting) keys. If the wrong specifications are used when making keys on code machines in the field, they will not operate in conjunction with factory supplied cylinders and keys. The bitting class is given for each group of keyways. All bitting specs are available in the Corbin Russwin cylinder manual.

L Series (Corbin Russwin)

4 keyway multiplex system.
Available 5-, 6- and 7-pin.
Z Class bitting.
Reverse of D Series.

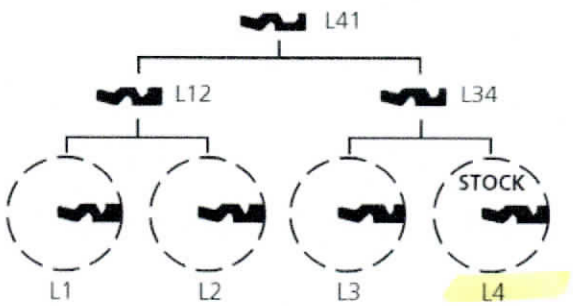
Security

Available

All-Section Key

Multi-Section Key

Cylinder Keyway and Single Section Key



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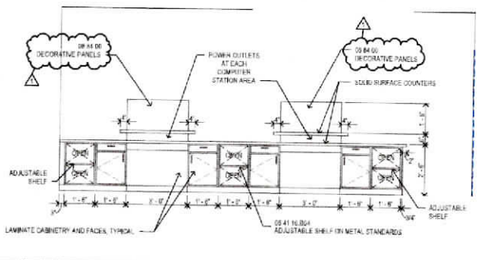
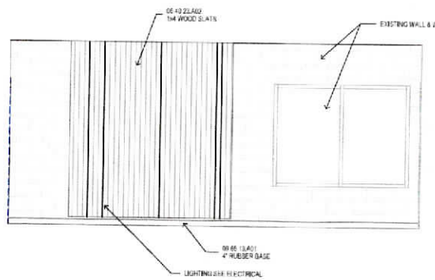
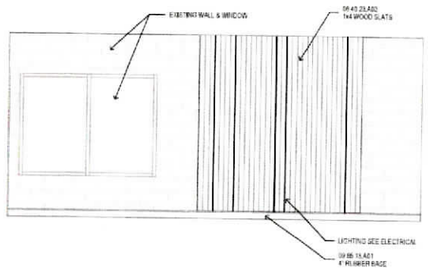


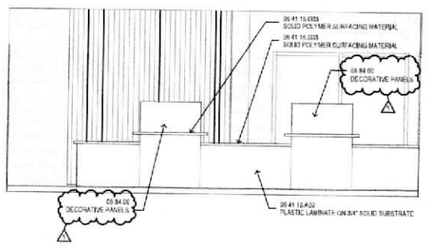
N1	RECEPTION MILLWORK - REAR
3/8" = 1'-0"	



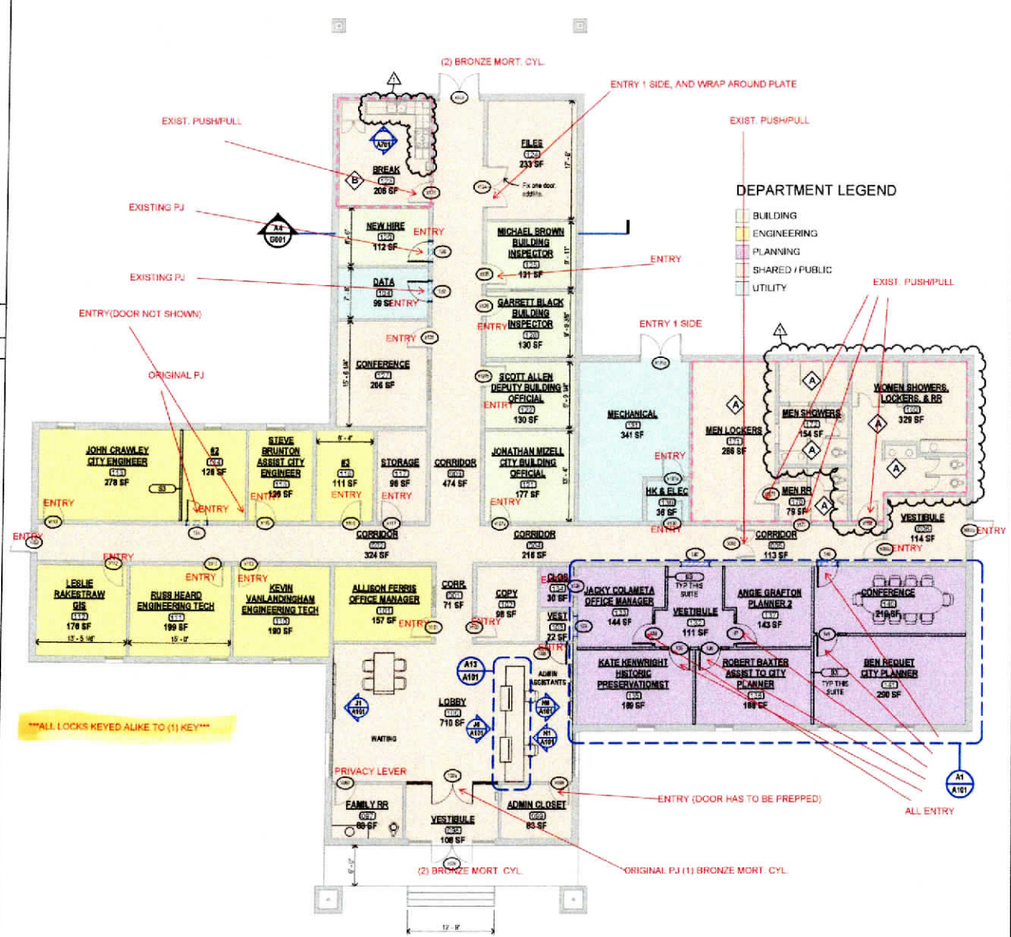
N6	LOBBY WOOD SLAT WALL NORTH
3/8" = 1'-0"	



J1	LOBBY WOOD SLAT WALL SOUTH
3/8" = 1'-0"	

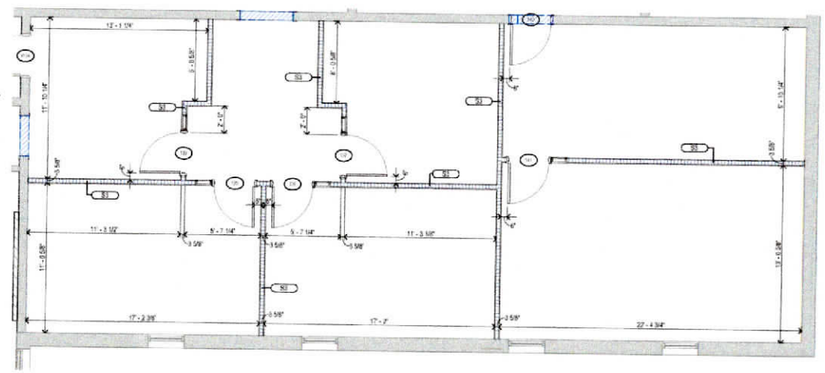


J6	RECEPTION MILLWORK - FRONT
3/8" = 1'-0"	

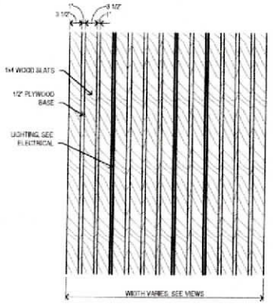


F10	FLOOR PLAN - NEW CONSTRUCTION
1/8" = 1'-0"	

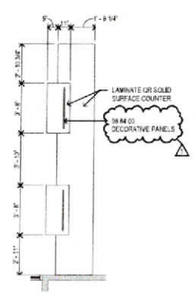
NORTH



A1	ENLARGED PLAN - PLANNING SUITE
1/4" = 1'-0"	



A10	WOOD SLATS DETAIL
3/4" = 1'-0"	



A13	RECEPTION
1/4" = 1'-0"	

FLOOR PLAN GENERAL NOTES

1. ALL DIMENSIONS ARE TO FACE OF NEW STUD OR FACE OF EXISTING MATERIAL UNLESS NOTED OTHERWISE.
2. PROVIDE CONFLICTS TYPE STOP AT ALL STRUCTURAL, MECHANICAL AND ELECTRICAL PENETRATIONS THROUGH ALL FIRE RATED ASSEMBLIES.
3. IN GYPSUM BOARD WALL & CEILING ASSEMBLIES INSTALL CONTROL JOINTS IN ACCORDANCE WITH ASTM C840 AT LOCATIONS AS INDICATED ON DRAWINGS BY "CJ", IF NOT INDICATED ON DRAWINGS, THEN PROVIDE AT NO MORE THAN 30'-0" ON CENTER. COORDINATE ANY DESCREPANCIES WITH ARCHITECT.
4. PROVIDE 3/4" EXTERIOR FIRE RETARDANT TREATED PLYWOOD BACKER PANELS FROM FLOOR TO 8'-0" AFF, LAYERED OVER GYPSUM BOARD, TO ALL WALLS AT ALL DATA AND ACCESS CONTROL ROOMS.
5. ADJACENT WALL TYPE CONSTRUCTION APPLIES TO DOOR HEADERS.
6. REFER TO G000 SHEETS (LIFE SAFETY PLANS) FOR LOCATION OF FIRE RATED WALLS AND PARTITIONS.
7. REFER TO G000 SHEETS FOR INFORMATION ON WINDOW TYPES AND DOOR TYPES.
8. REFER TO A700 SERIES SHEETS FOR INTERIOR FINISH SCHEDULES.

DEMOLITION & RENOVATION GENERAL NOTES

1. THE SCOPE OF DEMOLITION IN ANY AREA ONLY INCLUDES DEMOLITION OF NEW WORK TO THE EXTERIOR OF THE BUILDING.
2. DEMOLISH ALL EXISTING FLOORING AND BASE EXCEPT FOR ALTERNATES NOT APPROVED. REMOVE ALL EXISTING ACOUSTIC CEILING TILES.
3. DEMOLISH ONLY DOORS AS INDICATED. EXISTING DOOR LEAVES ARE TO REMAIN IN PLACE AND BE EVALUATED. SEE DOOR SCHEDULE FOR REUSE OF DOORS IN NEW LOCATIONS.
4. PAINT ALL DOOR FRAMES TO MATCH WEST WALL.
5. DEMOLISH WALLS SUCH THAT ADJACENT EXISTING WALLS TO REMAIN CAN RECEIVE APPROPRIATE PATCH AND REFINISHING.

ALTERNATE NOTES

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

ARCHITECT
Stephen
349
APPROVED
STATE OF MISSOURI
MC CARTY ARCHITECTS

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

PROJECT NO.
- 24038

DRAWN BY:
- Author

CHECKED BY:
- Checker

DATE ISSUED:
- 2025-01-13

REVISIONS & ADDENDUMS

#		
1	Addendum 1	2025-02-03

SHEET TITLE
FLOOR PLAN NEW

SHEET NUMBER
A101
of

Plot Date: 13 JANUARY 2025 CONSTRUCTION DOCUMENTS

2/6/2025 9:58:19 AM

COR 2 - Fire Alarm Allowance

From: Mark Levy <mlevy@oxfordms.net>
Sent: Tuesday, April 29, 2025 8:49 AM
To: Josh Parker <jpcorpms@gmail.com>; Aaron Lancaster <ALancaster@mccartycompany.com>
Cc: Kelly Carpenter <kelly.jpcorpms@gmail.com>
Subject: RE: Alarm System at OPD

We need to get the new system. I am in agreement.

Mark

From: Josh Parker <jpcorpms@gmail.com>
Sent: Tuesday, April 29, 2025 8:04 AM
To: Aaron Lancaster <ALancaster@mccartycompany.com>; Mark Levy <mlevy@oxfordms.net>
Cc: Kelly Carpenter <kelly.jpcorpms@gmail.com>
Subject: Alarm System at OPD

Aaron, I think at this point that we have approvals to proceed with the full blown alarm system to get it up to code at OPD. I'm assuming, and in order to accomplish this, that this will be handled via a zero cost change order that will show us using the fire alarm allowance of 10k that was in the initial bid documents. If this is correct and Mark is in agreement, can you start this process? What do you need from us?

Thanks,

Josh

Josh Parker

President

J.P. Corp General Contractors

662-871-4880

J.P. Corp
GENERAL CONTRACTORS

CHANGE ORDER REQUEST

CONTRACTOR:

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

COR # 3

DATE 5/13/2025

PROJECT:

OLD OXFORD POLICE DEPARTMENT RENOVATION

QTY	UNIT	DESCRIPTION	PRICE	AMOUNT
1	LS	Acoustics - Infill block walls with wood studs per detail from the architect at door openings and windows	$ 3,823.36	$ 3,823.36
1	LS	TNQM - Infill (5) existing block wall openings with cmu block. Infill (2) windows with block per owner's request	$ 7,800.00	$ 7,800.00

We request 6 days added to the contract with this work

WE AGREE hereby to make the change(s) specified above at this price	$ 11,623.36
G.C. Overhead and Profit at 10%	$ 1,162.34
Taxes	
Total Change Order Request	**$ 12,785.70**
Original Contract Amount	$ 774,451.00
Revised Contract Total	**$ 787,236.70**

Kelly Carpenter, PM **5/13/2025**
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

5/19/2025

Description:	Framing for CMU Openings at Doors and Windows removed				
Company:	JP Corp	**Project:**	Old OPD	**Location:**	Oxford, MS

Scope of Work	UOM		Unit Cost	Total Amount		Total
Materials & Miscellaneous						
				$860.00		
5/8" gyp board	240	SF	$0.60	$144.00		
Finishing Materials	1	EA	$20.00	$20.00		
2x6 material	560	LF	$1.10	$616.00		
Fasteners	1	EA	$80.00	$80.00		
			$0.00	$0.00		
			$0.00	$0.00		
			$0.00	$0.00		
Total Materials				$860.00		
			Taxes (7%)	$0.00		
			Subtotal	**$860.00**		**$860.00**
Labor						
				$2,436.00		
Carpenter Labor	40	HR	$40.60	$1,624.00		
Finisher labor	8	HR	$40.60	$324.80		
Demo labor	12	HR	$40.60	$487.20		
				$0.00		
				$0.00		
Total Labor				$2,436.00		
			Subtotal	**$2,436.00**		**$2,436.00**
Equipment						
	0	Ea	$0.00	$0.00		
				$0.00		
Total Equipment				$0.00		
			Taxes (7%)	$0.00		
			Subtotal	**$0.00**		**$0.00**
Subtotal						**$3,296.00**
				OH & P		$527.36
					Total	**$3,823.36**

Proposal OLD OPD RENO OXFORD

1 message

Tennessee Qualiy Masonry <tnqm@aol.com> Sun, Jun 8, 2025 at 10:05 PM
To: kelly Roeder <kelly.jpcorpms@gmail.com>

PROPOSAL

6-8-25

Tennessee Quality Masonry
158 Roper Cv.
Byhalia MS 38611
tnqm@aol.com
901-626-4951

J. P. Corp General Contractors
241 S Lamar Blvd Suite C
Oxford MS 38655
662-801 8405

Project Name:
OLD OPD RENO
City of Oxford MS

Proposal Consist on : 184 sq ft total area

Close 5 doors 3’ 0’’ x 8’ 0’’. - 24 sf x 5 = 120 sq ft

closed= 2 windows 4’’ 0’’ x 8’ 0’’ - 32 sq ft x 2 = 64 sq ft

Provide
CMU
Motar
Rebar

$4,164

2 Men x 8 hrs per day x 4 days = 64 hrs x $40 per hour - $2,560 in labor

Rebar 264
Sand 450
Motar - concrete 800
CMU 1200
Small telemetric tools 600
Skyffolding 850

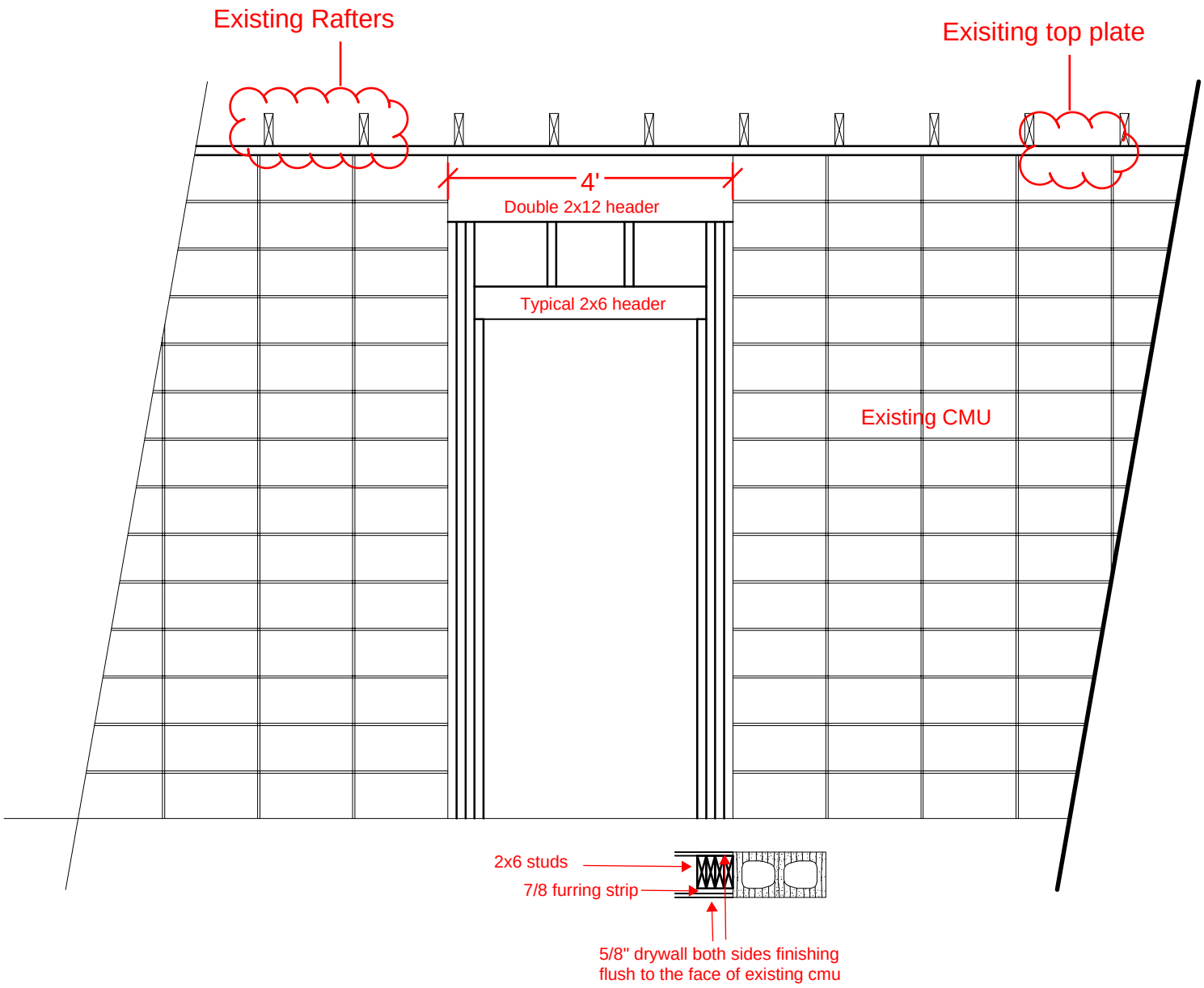
Labor Cost $2560

Subtotal cost $6724

$6724 x 16 %. OH/Profit

$1076 OH/Profit

$7,800


Existing Rafters
Exisiting top plate
4'
Double 2x12 header
Typical 2x6 header
Existing CMU
2x6 studs
7/8 furring strip
5/8" drywall both sides finishing
flush to the face of existing cmu

J.P. Corp
GENERAL CONTRACTORS

CHANGE ORDER REQUEST

CONTRACTOR:

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

COR # 6

DATE 6/12/2025

PROJECT:

OLD OXFORD POLICE DEPARTMENT RENO

QTY	UNIT	DESCRIPTION	PRICE	AMOUNT
1	LS	**Door Frame** Target Doors - (1) 3x7 HM frame knockdown for office 141	$ 559.00	$ 559.00

WE AGREE hereby to make the change(s) specified above at this price	$ 559.00
G.C. Overhead and Profit at 10%	$ 55.90
Taxes	
Total Change Order Request	**$ 614.90**
Original Contract Amount	$ 774,451.00
Revised Contract Total	**$ 775,065.90**

Kelly Carpenter, PM **6/12/2025**
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 _____

Re: OPD - need a knock-down frame for office 141 ASAP

1 message

Shane Newton <shane@targetdoorsupply.com> Wed, Jun 11, 2025 at 1:51 PM
To: Kelly Carpenter <kelly.jpcorpms@gmail.com>

(1) 834 4"HD 3070 LH KD Hmf With Steelcraft Loc.

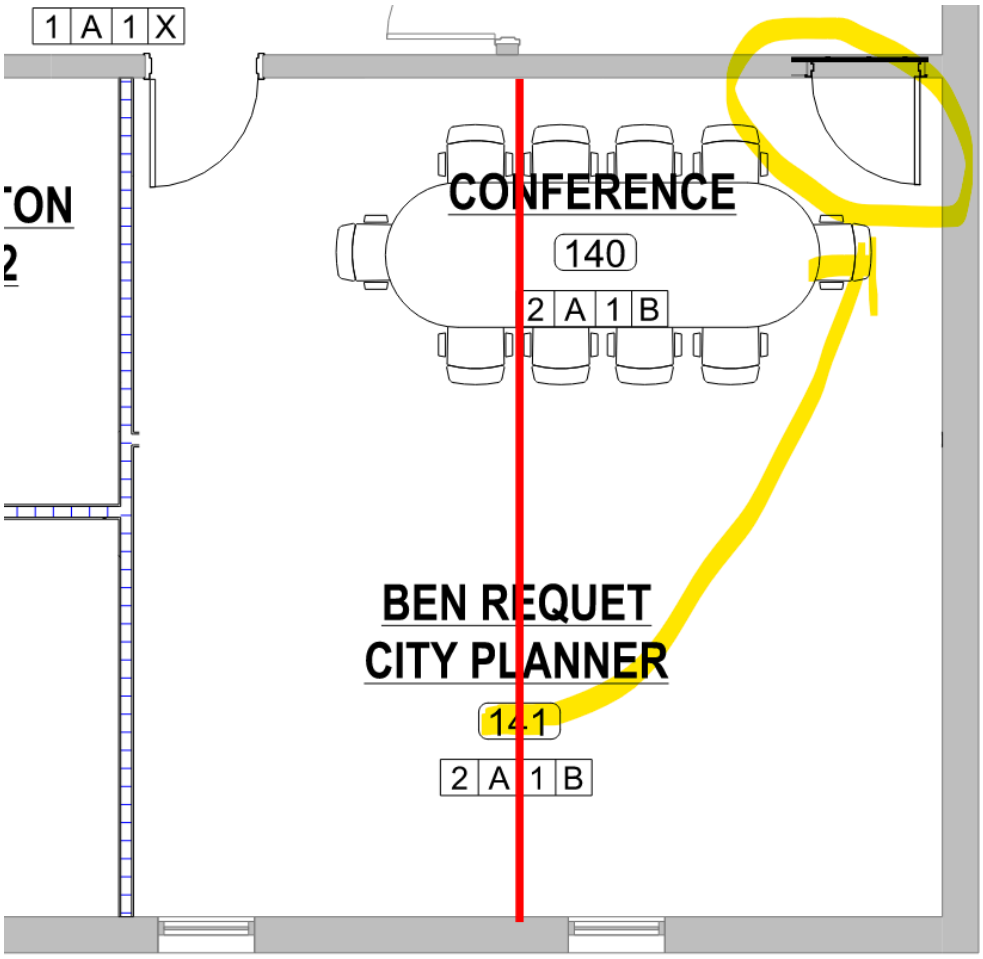
Direct Shipped For The Sum Of: $559.00 (Ships in 5-Business Days)

Thanks

Shane Newton
Target Door Supply
473 Hwy 145 South
Booneville, MS 38829
Cell: (601) 331-0175
Direct: (662) 288-2545
www.targetdoorsupply.com

On Wed, Jun 11, 2025 at 1:23 PM Kelly Carpenter <kelly.jpcorpms@gmail.com> wrote:

Shane
Will you send me a change order for a knock down frame for this office at OPD.
We need this frame shipped asap.This is a block wall thickness but we infilled around the door with drywall.
Call Mark B with any questions. Make sure the hinge locations will work with a door we have on site or a new one or make it where we only need a new frame



Kelly Carpenter | AIA, LEED AP BD+C, CDT
Project Manager | J.P. Corp General Contractors
2411 S Lamar Blvd, Suite C, Oxford, MS 38655
(662) 801-8405

J.P. Corp
GENERAL CONTRACTORS

CHANGE ORDER REQUEST

CONTRACTOR:

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

COR # 8

DATE 6/12/2025

PROJECT:

OLD OXFORD POLICE DEPARTMENT RENO

QTY	UNIT	DESCRIPTION	PRICE	AMOUNT
		Adding data wires		
1	LS	JSI Communications - MATERIAL	$ 10,369.00	$ 10,369.00
1	LS	JSI Communications - LABOR	$ 10,520.00	$ 10,520.00
1	LS	JSI Communications - DEMO EXISTING DATA CABING	$ 3,500.00	$ 3,500.00
1	LS	OWNER'S ALLOWANCE - CREDIT	$ (10,000.00)	$ (10,000.00)
1	LS	FLOOR PROTECTION - LABOR (2 men working 4 hours making $25 per hour each	$ 200.00	$ 200.00
1	LS	FLOOR PROTECTION - MATERIAL	$ 346.35	$ 346.35

WE AGREE hereby to make the change(s) specified above at this price	$ 14,935.35
G.C. Overhead and Profit at 10%	$ 1,493.54
Taxes	
Total Change Order Request	**$ 16,428.89**
Original Contract Amount	$ 774,451.00
Revised Contract Total	**$ 790,879.89**

Kelly Carpenter, PM **6/12/2025**
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 _____

JSI Communications

City of Oxford
715 Molly Barr Rd
Oxford, MS
Kelly Carpenter

6/12/2025

OLD OXFORD PD RENOVATION
DATA CABLING
REV.1

JSI Communications
Dillon Hutchins
5008 Hwy 80 E
Pearl , MS 39208
dhutchins@jsicomm.net
Phone: (601) 932-3955
Fax: (601) 932-7510

QTY			P/N & DESCRIPTION		EXT.
			Horizontal Cabling		
5	EA	-	Control Cable Runs - For Door Access Control		
6	EA	-	Single Cat-6 Drop - Camera		
56	EA	-	Dual Cat-6 Drop Wall Outlet		
6	EA	-	Single Cat-6 Drop For Wireless Access Point		
15,000	FT	-	Cat-6 Data Cable		
600	FT	-	Access Control Wire - Composite Cable		
112	EA	-	Cat-6 DATA Jack		
12	EA	-	RJ-45 Modend - Cameras, & WAPs		
56	EA	-	Dual Faceplate		
124	EA	-	1' - 3' Cat-6 Data Patch Cords For Headend		
			MDF/IDF Buildout		
1	EA	-	EXISTING 7' - 4-Post Floor Mount Data Rack IN PLACE		
3	EA	-	48 Port Cat-6 Patch Panel		
2	EA	-	Horizontal Wire Manager		
			Pathways		
1	EA	-	J-Hooks (2") Where Necessary		
124	EA	-	MISC LABOR		
		-	Testing & Labeling Copper		
-	EA	-	CONSUMABLES		
-			Miscellaneous: Travel Expenses, Ties, Labels, Tape, Sealant, etc.		
			TOTAL MATERIAL		**$ 10,369.00**
			TOTAL LABOR		**$ 10,520.00**
			BASE BID SUBTOTAL: CAT6 CABLING FOR DATA OUTLET, CAMERAS & WIFI - AND ACCESS CONTROL CABLING		**$ 20,889.00**
			ADDER:DEMO EXISTING DATA CABLING FOR 2 CAT5e & COAX - LEAVE ALL FIBER & COMMUNICATION SERVICEFEEDS IN PLACE.		**$ 3,500.00**
			SUBTOTAL:		**24,389.00**
			SALES TAX RATE:		**0.00%**
			SALES TAX:		**$ -**
			TOTAL AMOUNT (Applicable Taxes Not Included)		**24,389.00**

INSTALL CAT-6 CABLING FOR DATA WALL OUTLETS, CAMERAS, WIFI, & ACCESS CONTROL CABLING. ALL DATA CABLES TO BE TERMINATED IN EXG DATA RACK - INCLUDES CABLE, JACKS, FACEPLATES, PATCH PANELS, TERMINATIONS, LABELING, & TESTING.

EXCLUSIONS: DOES NOT INCLUDE ANY RUNS FOR ANY CONDUIT, BUSHINGS, BOXES, FLOORBOXES, BLANK PLATES, RACEWAY, CABLE TRAY, SWITCHES, ROUTERS, INSTALLATION OR CONFIGURATION, NO ELECTRICAL, GROUNDING, NO BONDS, CONTRACTOR MPC OR ANY APPLICABLE TAXES.

Submitted By: ***Dillon Hutchins*** ***Acceptance:*** _____

Title: _____

OXFORD
DEVELOPMENT
SERVICES

MEMORANDUM

To: Robyn Tannehill, Mayor, & Board of Aldermen

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

CC: Hollis Green, COO, Norman Nichols, P.E., Asst. City Engineer, Rob Neely, P.E., General Manager, Oxford Utilities

Date: June 17, 2025

Re: Request Approval for an Emergency Sewer Repair at Lafayette County Road 413

An emergency repair of a primary sewer trunkline was necessary at Lafayette County Road 413 adjacent to the Franklin Farms subdivision. The 36-inch sewer main developed numerous leaks, leading to scour and suck outs, that threatened both the roadway and adjacent Northeast Mississippi Power Association power poles. The necessary repairs were made to temporarily patch the leaks, but the nature of the issue requires a more comprehensive, large-scale project to be designed and approved. The estimated cost of this repair is $15,000.00.

OXFORD
DEVELOPMENT
SERVICES

MEMORANDUM

To:	Robyn Tannehill, Mayor, & Board of Aldermen
From:	John Crawley, P.E., City Engineer
CC:	Hollis Green, COO / Norman Nichols, P.E., Asst. City Engineer, Rob Neely, P.E., General Manager, Oxford Utilities
Date:	June 17, 2025
Re:	Request Approval of Change Order No. 7, SR 7 Water Improvements Project, Phase IIB

Engineering requests approval of **Change Order No. 7** for the above-captioned project. The change order results in a net **increase** in the contract amount of **$6,108.00** from the current contract price of **$5,917,217.50 to $5,923,325.50.**

Per the project engineer, this change order increases the casing diameter for the Ley Falkner service on Hwy 328 and adds another 1" service line.

Please see attached.

CHANGE ORDER NO.: 7

Owner:	City of Oxford	Owner's Project No.:	None
Engineer:	Daniels & Associates, Inc.	Engineer's Project No.:	None
Contractor:	Argo Construction	Contractor's Project No.:	
Project:			
Contract Name:	SR 7 Water & Sewer Relocations II B		
Date Issued:	June 4, 2025	Effective Date of Change Order:	June 17, 2025

The Contract is modified as follows upon execution of this Change Order: *Modify contract quantities and amount related to potable water items.*

Description: Increase water casing size on sheet 16.1 under Hwy 328 from 2" to 3" diameter and install a second 1" service line in the casing.

Attachments: *Sheet CO-7 recapping item quantities added and deleted.*

Change in Contract Price	Change in Contract Times
Original Contract Price: $ 5,986,963.50	Original Contract Times: Substantial Completion: 260 days (06/02/2025) Ready for final payment: 270 days (06/12/2025)
~~[Increase]~~ [Decrease] from previously approved Change Orders No. 1 to No. 6: $ (69,746.00)	~~[Increase]~~ ~~[Decrease]~~ from previously approved Change Orders No. 1 to No. 6 : Substantial Completion: 8 days Ready for final payment: 8 days
Contract Price prior to this Change Order: $ 5,917,217.50	Contract Times prior to this Change Order: Substantial Completion: 268 days (06/10/2025) Ready for final payment: 278 days (06/20/2025)
[Increase] ~~[Decrease]~~ this Change Order: $ 6,108.00	~~[Increase]~~ ~~[Decrease]~~ this Change Order: Substantial Completion: 3 days Ready for final payment: 3 days
Contract Price incorporating this Change Order: $ 5,923,325.50	Contract Times with all approved Change Orders: Substantial Completion: 271 days (06/13/2025) Ready for final payment: 281 days (06/23/2025)

Recommended by Engineer (if required)	Accepted by Contractor
By: David Daniels	
Title: David Daniels, PE	Stephen Bing, President
Date: 6/4/2025	6-4-2025
Authorized by Owner	Approved by Funding Agency (if applicable)
By:	
Title: John Crawley, City Engineer	*Not Applicable*
Date:	

EJCDC® C-941, Change Order EJCDC® C-941, Change Order, Rev.1.
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CITY OF OXFORD
SR 7 WATER & SEWER RELOCATIONS PHASE II B
CHANGE ORDER NO. 7
ARGO CONSTRUCTION CORPORATION
JUNE 4, 2025

POTABLE WATER ITEMS PLAN SHEET 16.1

Additions

Item No.	Item	Quantity	Unit	Unit Price	Amount
8	1" Copper Service Line, TYPE "K"	120.0	L.F.	$19.00	$2,280.00
58	1" Corporation Stop	1.0	Each	118.00	118.00
64	1" Service Pressure Reducer	1.0	Each	360.00	360.00
91	Tracer Wire	120.0	L.F.	0.50	60.00
103*	Site)	70.0	L.F.	104.00	7,280.00
	Subtotal - Additions				$10,098.00

Deletions

Item No.	Item	Quantity	Unit	Unit Price	Amount
21	2" Steel Casing, Bored (1 Site)	70.0	L.F.	$57.00	$3,990.00
	Subtotal - Deletions				$3,990.00

Summary

1.	Total Additions	$10,098.00
2.	Total Deletions	(3,990.00)
	NET INCREASE CHANGE ORDER NO. 7	$6,108.00

** Indicates new item.*

OXFORD
DEVELOPMENT
SERVICES

MEMORANDUM

To: Robyn Tannehill, Mayor, & Board of Aldermen

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

CC: Hollis Green, COO, Norman Nichols, P.E., Asst. City Engineer, Rob Neely, P.E., General Manager, Oxford Utilities

Date: June 17, 2025

Re: Request Permission to Re-Advertise for Bids for the Oxford Regional Water Supply-Haley Well No. 2 Project

Engineering requests permission to advertise for bids for the above-captioned project.

OXFORD
DEVELOPMENT
SERVICES

MEMORANDUM

To: Robyn Tannehill, Mayor, & Board of Aldermen

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

CC: Hollis Green, COO

Date: June 17, 2025

Re: Request for a Sidewalk Closure on North 11th Street Due to Construction of The Zachery

Seek Properties, LLC is requesting for the sidewalk along the west side of North 11th Street to be closed for the duration of construction of The Zachary. Please note, pedestrian traffic would be detoured around the site via North Lamar and Adams Avenue. Seeker Properties plans to place and provide the appropriate signage.

From: Stefano Capomazza
To: John Crawley
Subject: Sidewalk closure
Date: Friday, June 6, 2025 2:27:29 PM

John
Please put us on the next agenda for sidewalk closure during construction on north 11. Thank you !

Stefano D. Capomazza
Seeker Properties, LLC
Capomazza Construction, LLC
Boure' Restaurant Operations, LLC
Goose Creek Management, LLC
404 Sisk Ave.
Oxford, MS 38655
stefanoc@bellsouth.net
Cell 662.816.8763
Fax 662.513.0599
Office 662.513.0555

RESOLUTION

SUPPORTING THE APPLICATION FOR SAFE STREETS ROADS FOR ALL (SS4A) IMPLEMENTATION GRANT APPLICATION FOR THE CITY OF OXFORD, MISSISSIPPI

WHEREAS, the U.S. Department of Transportation (DOT) has published a Notice of Funding Opportunity (NOFO) ON March 28, 2025, to apply for a 2025 discretionary grant funding through the Safe Streets Roads for All (SS4A).

WHEREAS the City of Oxford seeks to apply for a 2025 SS4A Implementation Grant to fund planning for the reconstruction of West Jackson Avenue, from US Highway 6 to Sorority Row, to enhance transportation and pedestrian safety and reduce accidents in the project area.

WHEREAS the City of Oxford desires to apply for 80% from SS4A Implementation Grant with the local share of a minimum 20% of the cost of the project. The anticipated project cost $2,500,000 with a local share of $500,000 and federal grant of $2,000,000 under the SS4A grant program.

NOW, THEREFORE, BE RESOLVED by the City of Oxford, Mississippi, and its Board of Alderman that:

1. Mayor Robyn Tannehill is authorized to execute all necessary documents to support the completion of the SS4A grant application process.

Motion was made by_____, seconded by _____, that the above and foregoing Resolution be adopted.

Upon the roll call vote the result was as follows:

YEAS: _____

NAYS: _____

ABSTAINING: _____

ABSENT: _____

OXFORD
DEVELOPMENT
SERVICES

MEMORANDUM

To: Mayor and Board of Aldermen

From: John Crawley, City Engineer

CC: Hollis Green, COO

Date: June 17, 2025

Re: Request to Award Low Bid for the North Lamar / Molly Barr Roundabout Project

On Monday, June 16, 2025 three bids were opened for the above-captioned project, which proposes to construct a roundabout to replace the existing signalized intersection. The low bid, from Phillips Contracting, Inc., was for **$2,578,699.50**. This is a rebid from May 9, 2025 where one bid was received for **$3,061,606.00, which** was rejected.

The certified bid tabulation is attached for review.

Engineering recommends awarding bid to Phillips Contracting, Inc. for $2,578,699.50

OXFORD
DEVELOPMENT
SERVICES

MEMORANDUM

To: Mayor and Board of Aldermen

From: John Crawley, City Engineer

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

Date: June 17, 2025

Re: Request to Perform an Overnight Concrete Pour
The Magnolia Collection at Tyler and North 14th

Century Construction, prime contractor for the captioned project, has requested to perform an overnight concrete pour beginning at midnight on June 26th, and continuing to 7 am that same morning. The purpose for the irregular time is logistical in nature as the large slab pour will require 2 pump trucks placed on either side of the construction site. Performing the work during non-business hours will minimize the impacts to traffic and surrounding businesses.

THE CITY OF
OXFORD

MINUTES

City of Oxford

Board of Aldermen

Regular Meeting

Tuesday, July 01, 2025 at 05:00 PM

City Hall Courtroom

1. Opening the Meeting

1.a. Call to Order.

Minutes Attachments
1. BOA_Oaths_of_Office_06202025.pdf

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, July 1, 2025 in the courtroom of Oxford City Hall when and where the following were present:

Robyn Tannehill, Mayor
Erin Smith, Alderman Ward I
Mark Huelse, Alderman Ward II
Brian Hyneman, Alderman Ward III
Kesha Howell-Atkinson, Alderman Ward IV
Preston Taylor, Alderman Ward V
Jason Bailey, Alderman Ward VI
Mary Martha Crowe, Alderman-At-Large-via Microsoft Teams

Mayo Mallette, PLLC- Of Counsel
Ashley Atkinson- City Clerk
Hollis Green- Chief Operating Officer
Ben Requet- Director of Planning-absent
Jeff McCutchen- Police Chief
Rusty Rasberry-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.-absent

1.b. Adopt the agenda for the meeting.

It was moved by Alderman Bailey, seconded by Alderman Hyneman to adopt the agenda for the meeting, with the addition of items 3.e.vii and 5.b and to add Change Order #3 to item 7.f. 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 17, 2025. (Ashley Atkinson)

Agenda Attachments
1. Draft_06172025_minutes.pdf

It was moved by Alderman Howell-Atkinson, seconded by Alderman Hyneman to approve the minutes from the Regular Meeting on June 17, 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 Taylor, seconded by Alderman Howell-Atkinson to approve the accounts for all City departments including a claims docket showing General Fund claims numbered 136901-137078 and ACHs 269-271, Trust & Agency claims numbered 53050-53105 and ACHs 177-179, Water & Sewer claims numbered 40128-40171 and ACHs 244-245, Metro Narcotics claims numbered 9205-9212 and ACHs 81-82, OPC Activity Fund claims numbered 4192-4210, a Bond & Interest claim numbered 7031, and a SB2468 claim numbered 1003, and totaling $2,444,020.58. 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 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)

Agenda 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 Firefigher, 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)

Agenda 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 Summitt 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.

It was moved by Alderman Howell-Atkinson, seconded by Alderman Taylor to appoint Ashley Atkinson as the City Clerk-Finance Director, as required by MS Code Section 21-3-3. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.b. Authorize the appointment of the Chief Operating Officer, as required by MS Code Section 21-3-25.

It was moved by Alderman Smith, seconded by Alderman Hyneman to appoint Hollis Green as the Chief Operating Officer, as required by MS Code Section 21-3-25. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.c. Authorize the appointment of the Police Chief, as required by MS Code Section 21-3-3.

It was moved by Alderman Huelse, seconded by Alderman Bailey to appoint Jeff McCutchen as the Police Chief, as required by MS Code Section 21-3-3. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.d. Authorize the appointment of the Fire Chief, as required by MS Code Section 21-25-1.

It was moved by Alderman Huelse, seconded by Alderman Smith to appoint Joey Gardner as the Fire Chief, as required by MS Code Section 21-25-1. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

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.

It was moved by Alderman Howell-Atkinson, seconded by Alderman Smith to appoint Marc Boutwell as the Municipal Judge, Nickie Denley as the Municipal Court Clerk, and Jay Chain as the City Prosecutor, as required by MS Code Section 21-3-3. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.f. Authorize the appointment of the City Engineer.

It was moved by Alderman Hyneman, seconded by Alderman Huelse to appoint John Crawley as the City Engineer. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.g. Authorize the appointment of all City Department Heads, as required by MS Code Section 21-35-17.

It was moved by Alderman Bailey, seconded by Alderman Huelse to re-appoint all current City Department Heads, as required by MS Code Section 21-35-17. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.h. Authorize the appointment of the City Attorney.

It was moved by Alderman Bailey, seconded by Alderman Hyneman to appoint Mayo Mallette, PLLC as the City Attorney. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.i. Authorize the appointment of the Mayor Pro-Tempore.

It was moved by Alderman Huelse, seconded by Alderman Smith to appoint Jason Bailey as the Mayor Pro-Tempore. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.j. Request approval of official bonds, as required by MS Code Section 25-1-19.

It was moved by Alderman Bailey, seconded by Alderman Huelse to approve all official

bonds, as required by MS Code Section 25-1-19. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.k. Authorize the re-employment of all current City employees.

It was moved by Alderman Bailey, seconded by Alderman Hyneman to authorize the re-employment of all current City employees. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.l. Request permission to approve all current contracts.

It was moved by Alderman Bailey, seconded by Alderman Huelse to approve all current contracts. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

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)

Agenda Attachments
1. Ex E F v1 _CITY OF OXFORD_95148_COMPILATION_WORKPAPERS_CITY_2025_03_31_2025-06-02_.pdf

It was moved by Alderman Bailey, seconded by Alderman Howell-Atkinson to approve the annual report for the Municipal Reserve & Trust Fund, as approved by the Municipal Reserve & Trust Fund Committee. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.n. Authorize appointments to the Planning Commission.

It was moved by Alderman Smith, seconded by Alderman Bailey to re-appoint JR Rigby, Joseph Murphy, and Harry Alexander, and to appoint Craig Brasfield and Chris Latimer to the Planning Commission. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.o. Authorize appointments to the Courthouse Square Historic Preservation Commission.

It was moved by Alderman Smith, seconded by Alderman Bailey to re-appoint Amanda Hyneman and Kyle Stribling, and to appoint Forrest Hinton to the Courthouse Square Historic Preservation Commission. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.p. Authorize appointments to the Historic Preservation Commission.

It was moved by Alderman Bailey, seconded by Alderman Huelse to re-appoint Jack Garner, Diane Scruggs, and Jimmy Mogridge to the Historic Preservation Commission. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.q. Authorize appointments to the Affordable Housing Commission.

It was moved by Alderman Bailey, seconded by Alderman Howell-Atkinson to re-appoint Brooke Worthy, Stewart Rutledge, and Teasha Sanders to the Affordable Housing Commission. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.r. Authorize appointments to the Pathways Commission.

It was moved by Alderman Bailey, seconded by Alderman Huelse to re-appoint Claude Gunter and to appoint Charles Allen to the Pathways Commission. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

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)

Agenda Attachments
1. OUT- Multi Modal Agreement.pdf

It was moved by Alderman Bailey, seconded by Alderman Huelse to approve the Multi-Modal Transit Project No. 503839-341100 Agreement in the amount of $75,251.00 for the OUT Facility Renovation Project. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

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

Agenda Attachments
1. HR- RFP - Self Insurance Memo.pdf

It was moved by Alderman Huelse, seconded by Alderman Bailey to advertise for Request for Proposals (RFPs) for Health and Welfare Benefit Consulting Services. 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 Country Club of Oxford to host a fireworks show on July 3, 2025. (Jeff McCutchen)

It was moved by Alderman Huelse, seconded by Alderman Bailey to approve a Parade/ Assembly Permit for The Country Club of Oxford to host a fireworks show on July 3, 2025. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

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 Rasberry)

Agenda Attachments
1. OPD- 74 14 Hemp Ordinance.pdf

The second reading and public hearing on this proposed Ordinance will be at the next meeting.

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)

Agenda Attachments
1. Planning- 3229 MBoA.pdf

It was moved by Alderman Huelse, seconded by Alderman Bailey to approve, with noted conditions, a Final Plat for Case #3229, Mike Halford for "Grove at Grand Oaks, Phase 6B", for property located at 1406 Pine Valley Lane, being further identified as PPIN 26136. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

7. Regular Agenda: Special Projects

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

Agenda Attachments
1. GenGovt- Permission to Request for Propsals for new playground equipment at Avent Park.pdf

It was moved by Alderman Bailey, seconded by Alderman Smith to advertise for bids for Avent Park Playground Improvements. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

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

Agenda Attachments
1. GenGovt- Lease for 1308 North Lamar- Stronger Together (002).pdf

It was moved by Alderman Howell-Atkinson, seconded by Alderman Bailey to renew a lease agreement with 1308 North Lamar for the use of office space for Stronger Together Oxford. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

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

Agenda Attachments

1. GenGovt- Lease with Vault Farms for use of a Horse Barn.pdf

It was moved by Alderman Hyneman, seconded by Alderman Huelse to renew a lease agreement with Vault Farms for the use of a horse barn for the OPD Mounted Patrol Unit. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

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

Agenda Attachments
1. GenGovt- IPS sole source.pdf

It was moved by Alderman Bailey, seconded by Alderman Huelse to approve a sole source purchase of IPS meter and sensor technology from IPS Group, Inc. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

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

Agenda Attachments
1. GenGovt- City Hall Reno Bid Tab.pdf

It was moved by Alderman Bailey, seconded by Alderman Hyneman to accept the bids received and award the bid to Century Construction, in the amount of $ 1,412,000.00 for the Renovation of Oxford City Hall. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

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

Agenda Attachments
1. Consider Change Order No 2 from JP Corp for the Development Services building.pdf

It was moved by Alderman Huelse, seconded by Alderman Bailey to approve Change Order #2, in the amount of $29,164.50, and Change Order #3, in the amount of $22,464.88, for the Development Services Building Renovation Project at 715 Molly Barr Rd. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

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

Agenda Attachments
1. GenGovt- advertise for bids for a temporary ice rink.pdf

It was moved by Alderman Smith, seconded by Alderman Huelse to advertise for bids for a temporary ice-skating rink for Holly Jolly Holidays 2025. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

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)

Agenda Attachments
1. OU- Waggoner Task Order.pdf

It was moved by Alderman Huelse, seconded by Alderman Howell-Atkinson to approve a new task order from Waggoner Engineering for professional services associated with a water and sewer rate analysis. This is an hourly contract on an "as-needed" basis. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

8.b. Consider the request for the installation of speed tables on Chickasaw Road and Park Drive. (John Crawley)

Agenda Attachments
1. Eng- Speed Tables on Chickasaw Rd and Park Drive.pdf

The Board considered two requests for speed tables on Chickasaw Road and Park Drive. Currently, speed tables are not considered as traffic-calming measures, but both of these requests had already been made prior to removing speed tables as an option. The request for

Park Drive met all the qualifications, with the required 80% of residents signing the petition; therefore, it was moved by Alderman Hyneman, seconded by Alderman Taylor to approve the installation of rubber speed tables in appropriate areas along Park Drive.

The request for Chickasaw Road did not meet the qualifications (two residents requested that their names be removed from the petition prior to the Board Meeting). Therefore, the required 80% was not met. It was moved by Alderman Hyneman, seconded by Alderman Huelse to table the Chickasaw Road request until the first meeting in August. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

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

Agenda Attachments
1. Eng- Extended hours for concrete pours- The Edison.pdf

It was moved by Alderman Smith, seconded by Alderman Bailey to approve a request to perform extended concrete pours, starting at 3:00am, during July for The Edison at Colonnade Crossing. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

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

Agenda Attachments
1. Eng- Sunday Work at Wellington.pdf

It was moved by Alderman Huelse, seconded by Alderman Hyneman to approve a request for permission to work on Sundays in July and August in Wellington Place. If complaints are received, this approval will be revoked. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

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)

Agenda Attachments
1. Eng- Sunday work at Colonnade Self Storage.pdf

It was moved by Alderman Smith, seconded by Alderman Hyneman to approve a request from Miller-Valentine to work on the following Sundays, 7/13, 7/20, and 7/27, for the Colonnade Self-Storage Facility located at 1669 Bainbridge Street. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

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

Agenda Attachments
1. Eng- Sunday work at OCC.pdf

It was moved by Alderman Huelse, seconded by Alderman Howell-Atkinson to approve a request from Independent Roofing Systems to work on Sundays in July and August at the Oxford Conference Center. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

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

Agenda Attachments
1. Eng- Contract for South Lamar Pedestrian Imp Proj.pdf

It was moved by Alderman Huelse, seconded by Alderman Hyneman to authorize the Mayor to execute contract documents for the South Lamar Boulevard Pedestrian Improvements Project. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

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

Agenda Attachments
1. Eng- Public Hearing for Hwy 6 & Ricky Britt Improvements.pdf
2. Eng- Public Hearing- updated map .pdf

The Mayor called for comments regarding the proposed Highway 6 West & Ricky D. Britt Drive Intersection Improvements Project and the following people spoke:

Trevor Moore, representing Moore Brothers car dealership, has concerns about the change, the loss of their direct entrance on Highway 6, and the routing of traffic once the project is complete.

John Granberry, Architect/Designer of the project; he stated that there were no plans to improve the crossover area at the Wellsgate Subdivision.

Joe Marshall, Barnes Crossing Auto Group; he owns property in the area and is in favor of the change. His company is locating a new car dealership near the proposed intersection.

Brian Childs, MDOT representative, stated that MDOT had not officially finalized the project, but that it was in the last stages of the approval process.

No action was taken on this item.

9. Regular Agenda: Closing the Meeting

9.a. Consider an executive session.

It was moved by Alderman Bailey, seconded by Alderman Howell-Atkinson to consider an executive session for two matters related to property ownership. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

It was moved by Alderman Howell-Atkinson, seconded by Alderman Bailey to enter into an executive session for a matter related to property ownership near the hospital and a matter of property ownership related to a city building. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

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

It was moved by Alderman Bailey, seconded by Alderman Hyneman to get an appraisal for a city building. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

9.b. Adjourn.

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

Robyn Tannehill

Robyn Tannehill, Mayor

Ashley Atkinson, City Clerk-Finance Director

CORPORATION OF OXFORD, MISSISSIPPI

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
OXFORD

SURPLUS FORM

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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 surplused 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 surplused is a tool, please provide:

Description of Tool (including brand): _____

_____ \ _____

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

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

_____

_____

_____

_____

_____

Name of Person Submitting Surplus Request: _____

Date Approved by BOA: _____

107 Courthouse Square
Oxford, MS 38655

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

THE CITY OF
OXFORD

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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

01182816 \ _____

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: _____

107 Courthouse Square
Oxford, MS 38655

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

THE CITY OF
OXFORD

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 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): _____

____

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

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

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

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

THE CITY OF
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SURPLUS FORM

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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): 3rd Eye Camera System Kit

EI-TECV4-2423-102288 \ Black

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

107 Courthouse Square
Oxford, MS 38655

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

THE CITY OF
OXFORD

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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: 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): 3rd Eye Camera System Kit

EI-TECV$-2433-104963 \ Black

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: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

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

THE CITY OF
OXFORD

SURPLUS FORM

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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): 3rd Eye Camera System Kit

EI-TECV4-2423-104963 \Black

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: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

CONTENTS

INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED UPON PROCEDURES		2
PROCEDURES AND FINDINGS DESCRIBED IN A SEPARATE SCHEDULE		
Schedule A	Accounting of the Fund	4
Schedule B	Description of the Financial Condition	5
Schedule C	Calculated Return on Net Assets	6
Schedule D	Accounting of Professional and Legal Fees Paid and Accrued	7
Schedule E	Calculation of Maximum Allowed Distribution	8

INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

WWS

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

Exhibit E-1

James L Stafford, CPA
Harry W. Stevens, CPA
S. Keith Winfield, CPA
William B. Staggers, 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**
Revenues		
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	1,826,924	1,499,040
Expenses		
Management and general expenses	16,475	15,530
Investment fees	105,349	92,817
Total Expenses	121,824	108,347
Net Earnings	1,705,100	1,390,693
Other Changes in Fund Balance		
Net unrealized gain (loss) on marketable securities	243,411	2,763,184
Distribution to City	(1,066,895)	(977,200)
Total	(823,484)	1,785,984
Net Change in Fund Balance	881,616	3,176,677
Fund Balance, Beginning of Year	39,174,741	35,998,064
Fund Balance, End of Year	$ 40,056,357	$ 39,174,741

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
Fixed Income:		
Bonds funds	20,271,688	20,854,381
Equities:		
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	$ 40,056,357	$ 37,358,972
Net Unrealized Gain	$ 2,697,385	

	March 31, 2024	
	Market Value	**Cost**
Cash	$ 1,980,224	$ 1,980,224
Fixed Income:		
Bonds funds	19,598,159	20,366,281
Equities:		
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	$ 39,174,741	$ 36,720,767
Net Unrealized Gain	$ 2,453,974	

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	1,826,924	1,499,040
Management and general expenses	(16,475)	(15,530)
Investment fees paid	(105,349)	(92,817)
Unrealized gain (loss) in value of investments	243,411	2,763,184
	121,587	2,654,837
Net Return on Assets	$ 1,948,511	$ 4,153,877
Average Assets	$ 39,615,549	$ 37,586,403
Return on Assets	4.92%	11.05%

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	$ 121,824	$ 108,347
Professional fees accrued		
Accounting fees	$ 10,160	$ 6,440
Attorney fees	7,575	10,035
Total	$ 17,735	$ 16,475

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	$	10,056,357

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		40,056,357
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		1,066,895
Total amount distributed as of March 31, 2025	$	10,973,463

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

MISSISSIPPI DEPARTMENT OF TRANSPORTATION

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

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 RECIPENT 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 certian 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

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

OXFORD
HUMAN RESOURCES

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 INJUSTION 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 Huelse	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

OXFORD
PLANNING
DEPARTMENT

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).

OXFORD
PLANNING
DEPARTMENT

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:

1. *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.*

2. *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

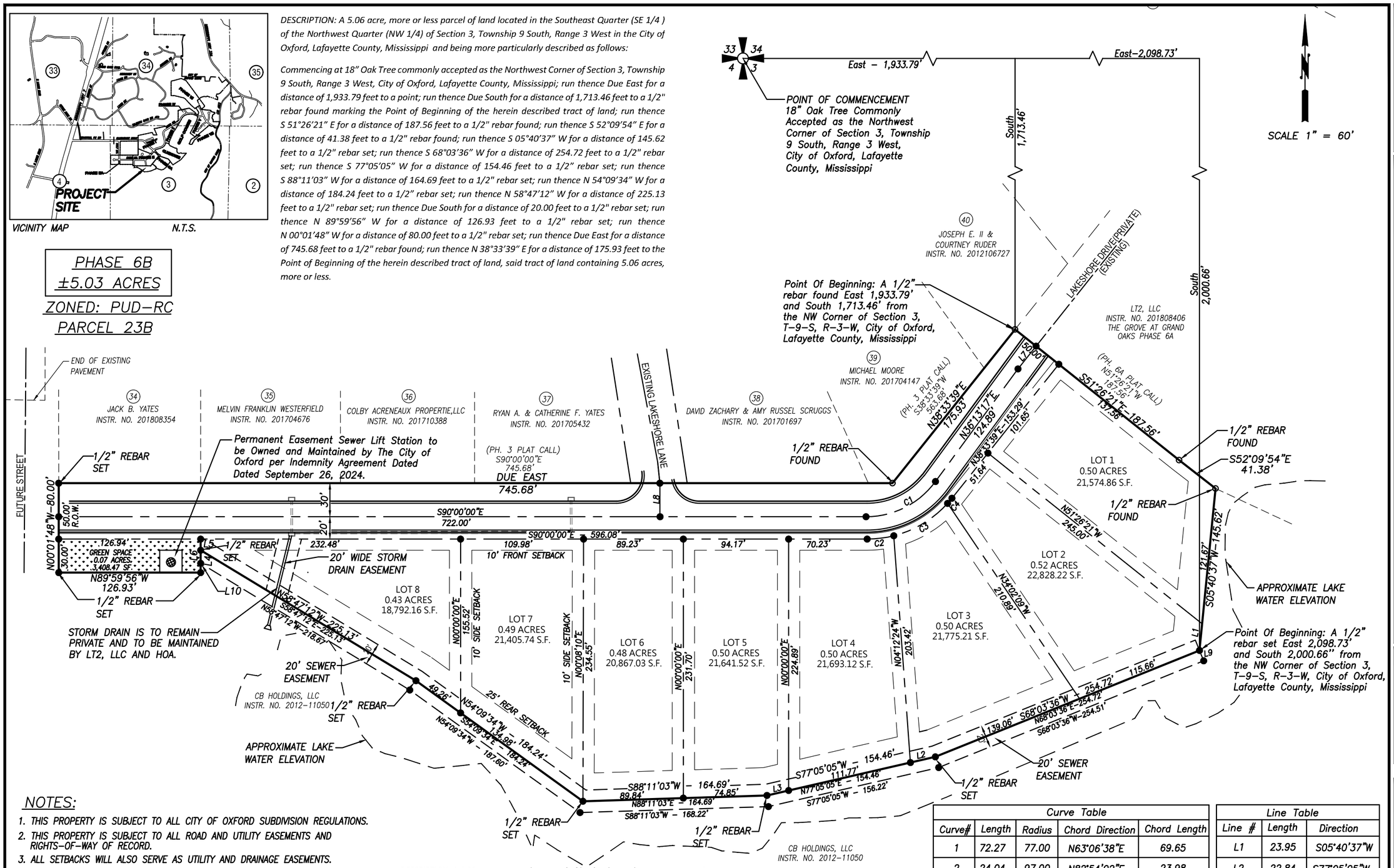
SHEET NUMBER
1 of 2

VICINITY MAP N.T.S.

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.

PHASE 6B
±5.03 ACRES
ZONED: PUD–RC
PARCEL 23B



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'; 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.

Curve Table				
Curve#	Length	Radius	Chord Direction	Chord Length
1	72.27	77.00	N63°06'38"E	69.65
2	24.04	97.00	N82°54'02"E	23.98
3	56.98	97.00	N58°58'18"E	56.17
4	6.06	97.00	N40°21'06"E	6.06

Line Table		
Line #	Length	Direction
L1	23.95	S05°40'37"W
L2	22.84	S77°05'05"W
L3	19.86	S77°05'05"W
L4	10.00	Due North
L5	10.00	Due North
L6	30.00	Due South
L7	25.99	N38°28'09"E
L8	30.00	S00°00'00"W
L9	10.00	S21°56'24"E
L10	20.00	Due South

Note:
All lot owners area required to place a minimum of (2) two trees or (1) one tree every fifty feet 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.

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The Grove at Grand Oaks, Phase 6B
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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

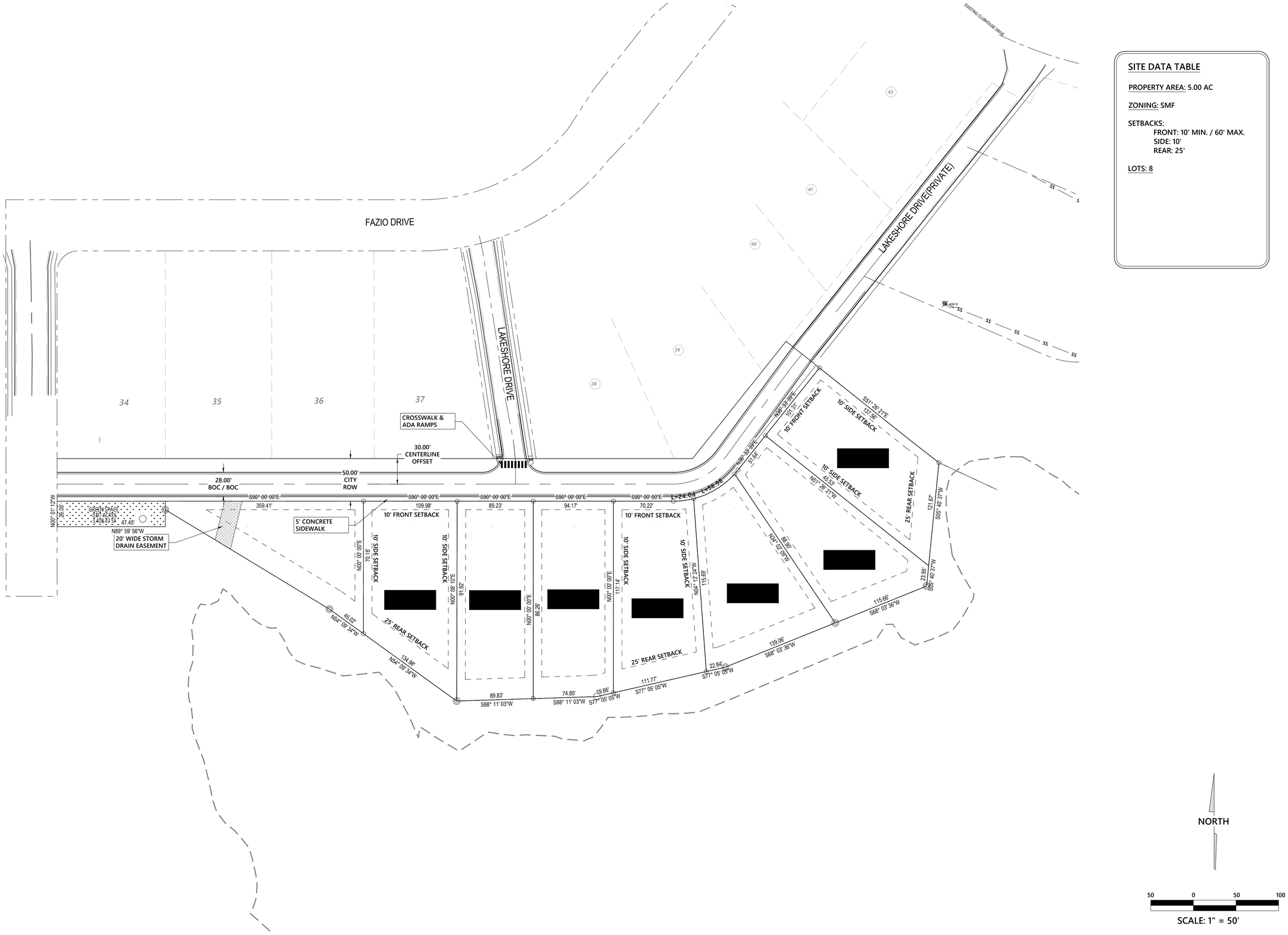
INDEX OF PLANS	
COVER SHEET	C-000
SITE LAYOUT	C-100
SITE MAPS	C-101
EXISTING CONDITIONS	C-200
TREE MITIGATION	C-201
CONNECTIVITY PLAN	C-300
UTILITY PLAN	C-500
WATER PLAN	C-501
SANITARY SEWER PLAN	C-502
STORM DRAINAGE PLAN	C-503
GRADING PLAN	C-600
PLAN AND PROFILES	C-601
EROSION CONTROL PLAN	C-700
SITE DETAILS	C-800
WATER DETAILS	C-801
SANITARY SEWER DETAILS	C-802
STORM DRAINAGE DETAILS	C-803
OUTLET CONTROL STRUCTURE DETAILS	C803-1
EROSION CONTROL DETAILS	C-804

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

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-000



SITE DATA TABLE

PROPERTY AREA: 5.00 AC

ZONING: SMF

SETBACKS:
FRONT: 10' MIN. / 60' MAX.
SIDE: 10'
REAR: 25'

LOTS: 8

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

SITE PLAN

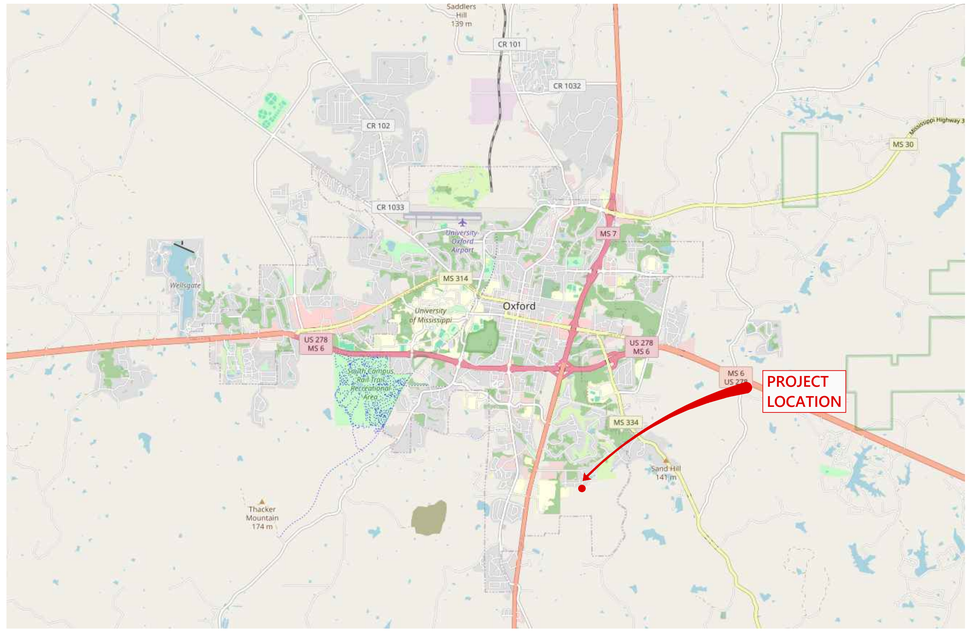
GRAND OAKS - 6-B

LAKESHORE DRIVE

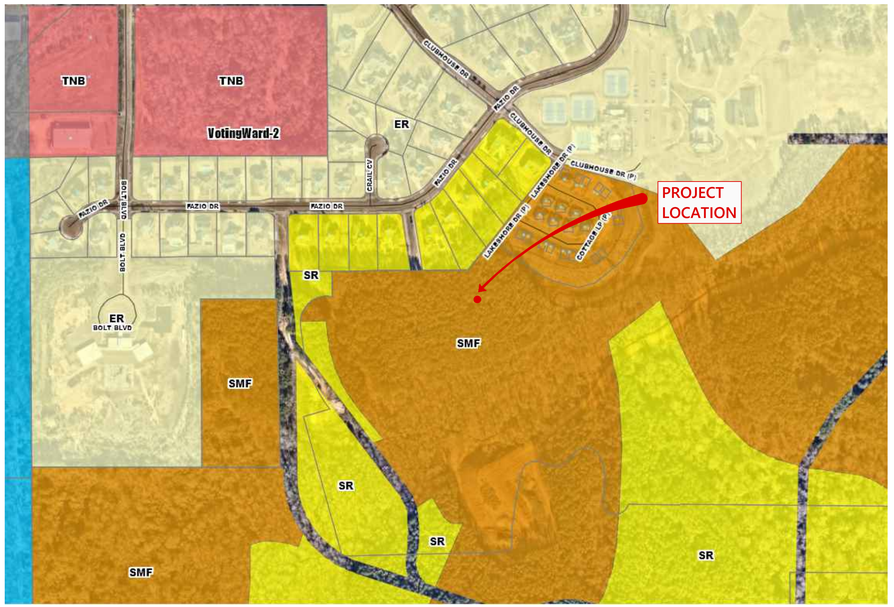
CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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

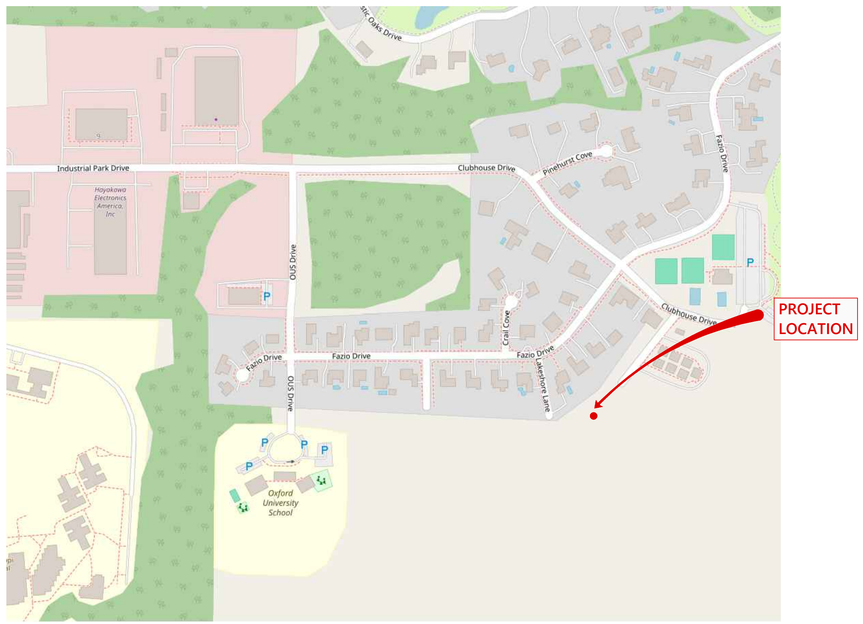
C-100



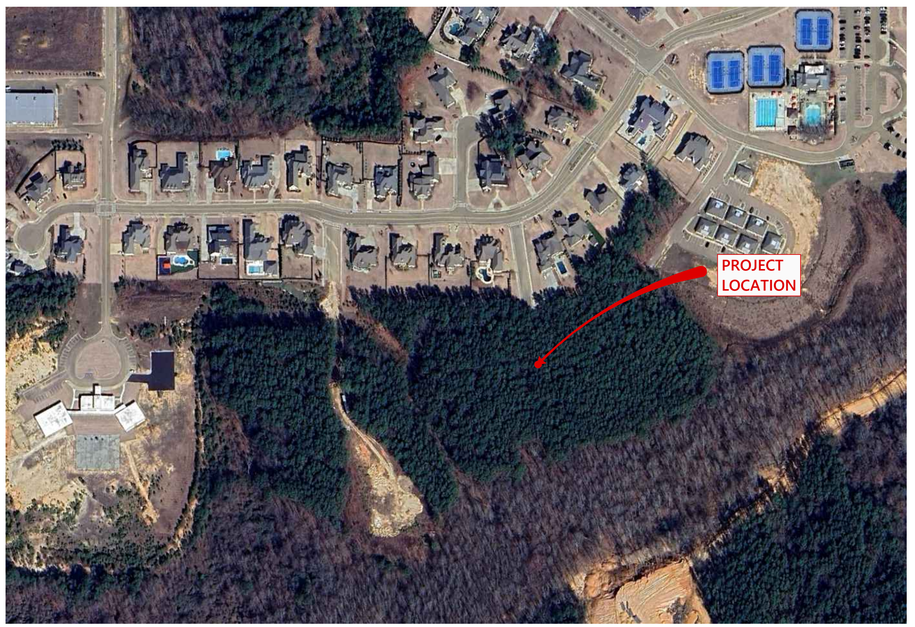
AREA MAP



ZONING MAP (ZONING: SMF)



LOCATION MAP



AERIAL MAP

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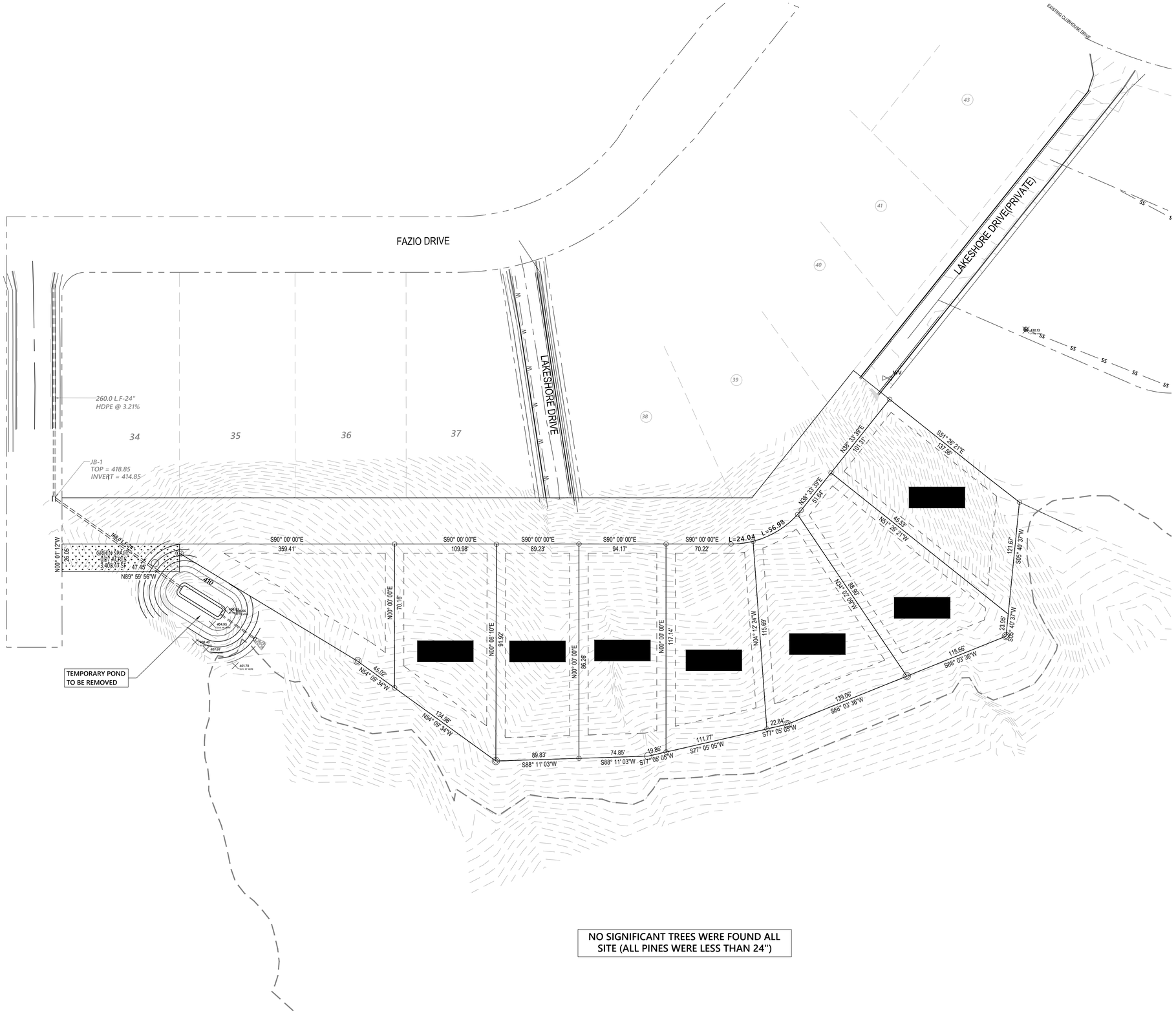
(662) 801-8803

SITE MAPS

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-101



NO SIGNIFICANT TREES WERE FOUND ALL SITE (ALL PINES WERE LESS THAN 24")

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OXFORD, MS
(662) 801-8803

EXISTING CONDITIONS

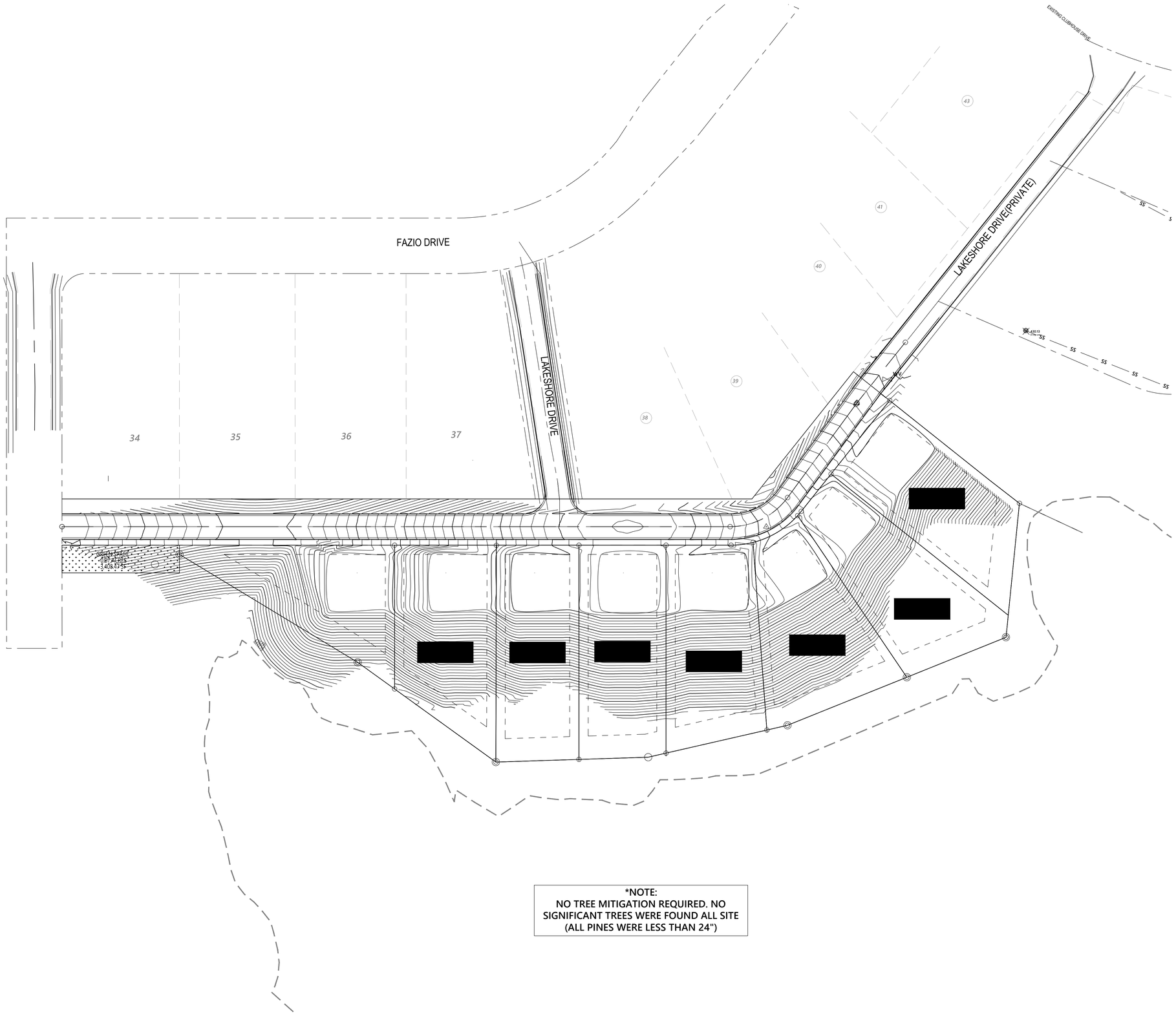
GRAND OAKS - 6-B

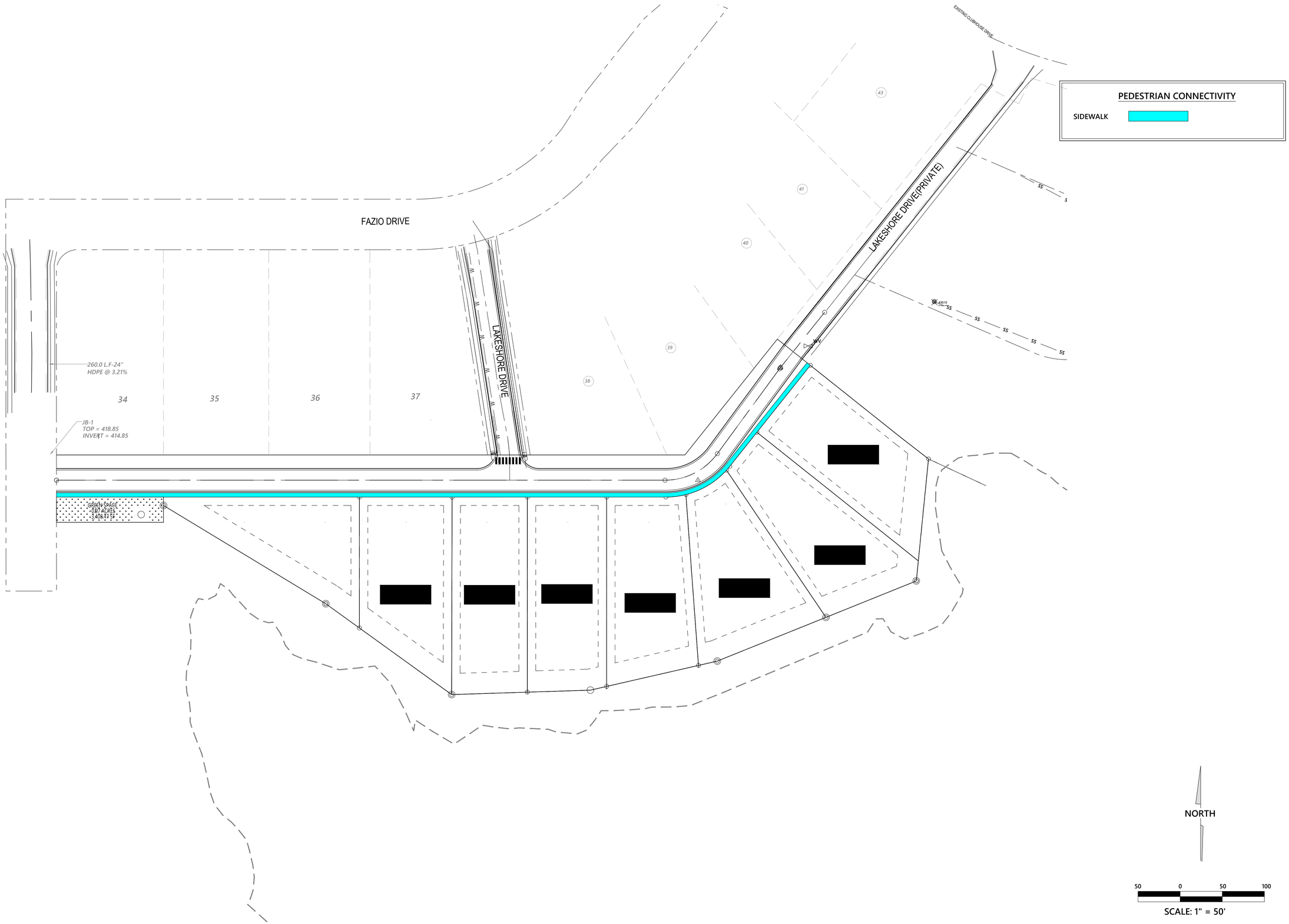
LAKESHORE DRIVE

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-200


FAZIO DRIVE
LAKESHORE DRIVE
LAKESHORE DRIVE(PRIVATE)
EXISTING CLUBHOUSE DRIVE
34
35
36
37
38
39
40
41
43
SS
SS
SS



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COMPLETE STREET PLAN

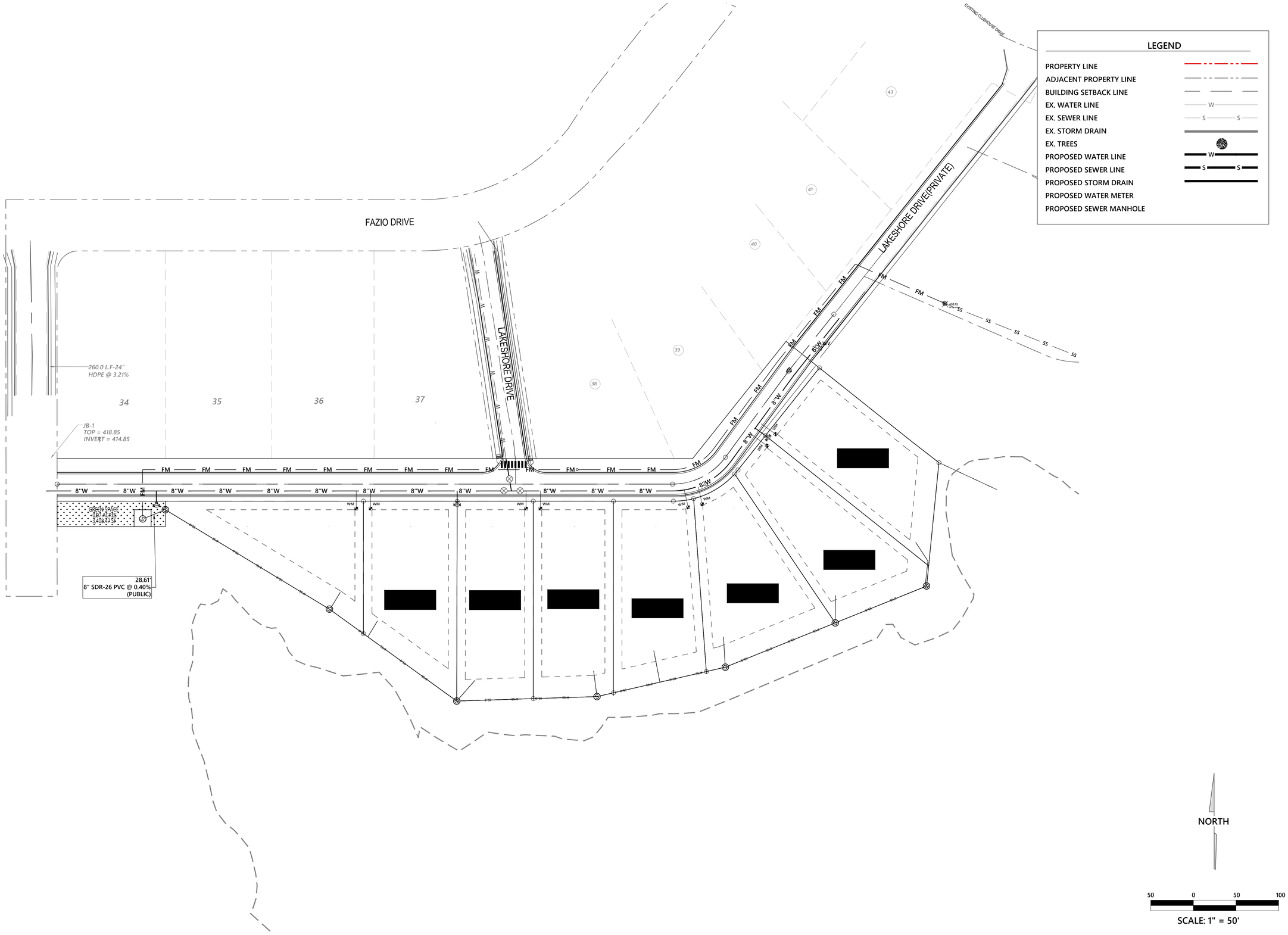
GRAND OAKS - 6-B

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-300



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OXFORD, MS
(662) 801-8803

UTILITY PLAN

GRAND OAKS - 6-B

LAKESHORE DRIVE

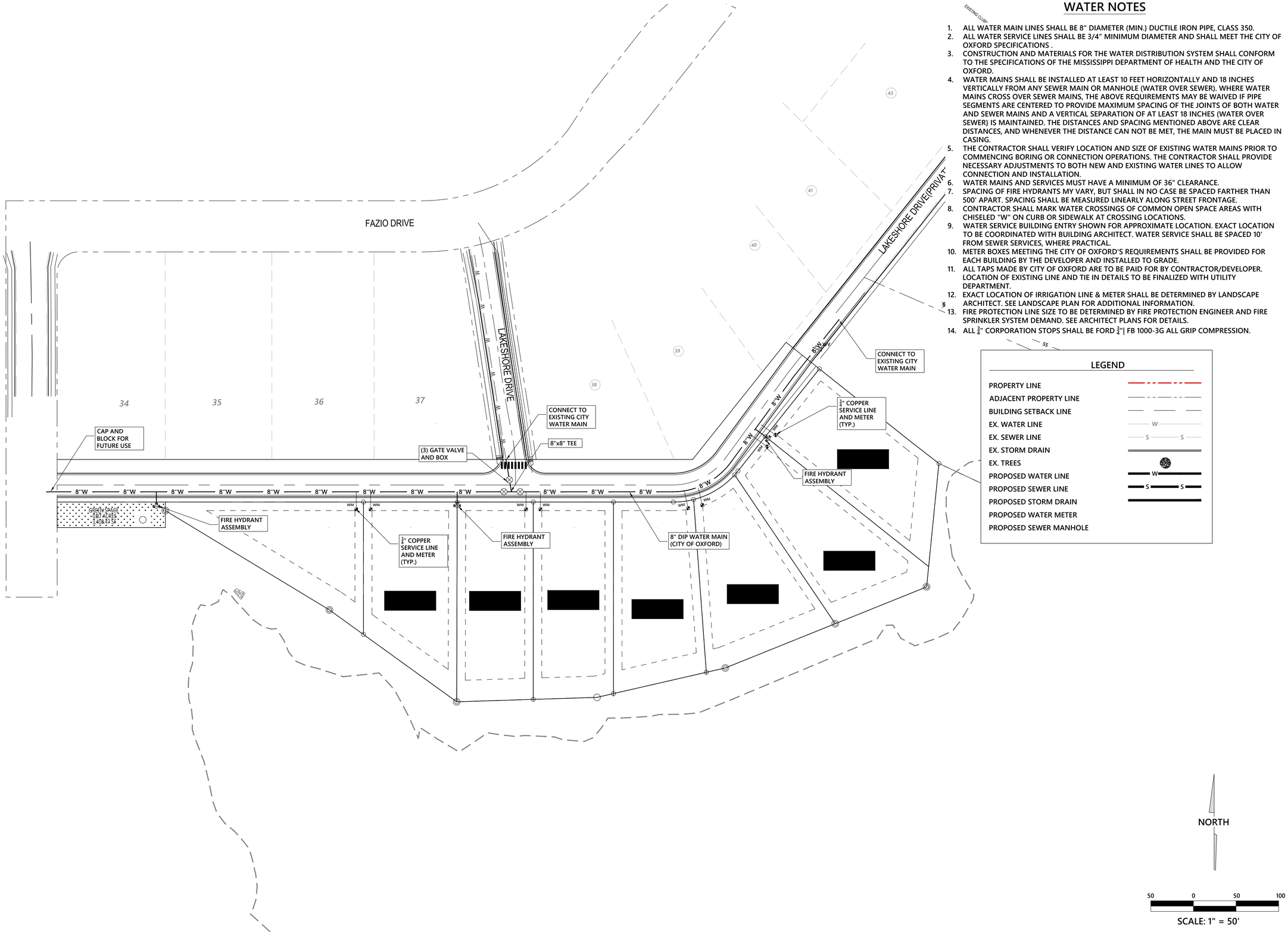
CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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

C-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 $\frac{3}{4}$" CORPORATION STOPS SHALL BE FORD $\frac{3}{4}$"| FB 1000-3G ALL GRIP COMPRESSION.



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

WATER 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-501

SEWER NOTES

1. SANITARY SEWER SHOULD BE LAID AT LEAST 10 FEET HORIZONTALLY AND 18" VERTICALLY FROM ANY EXISTING OR PROPOSED WATER MAIN, WITH THE WATER MAIN LOCATED ABOVE THE SEWER PIPE. SEWERS CROSSING WATER MAINS SHALL BE ARRANGED SO THAT THE SEWER JOINTS WILL BE EQUIDISTANT AND AS FAR AS POSSIBLE FROM THE WATER MAIN OR THE SEWER SHOULD BE DUCTILE IRON OR SHALL BE ENCASED IN DUCTILE IRON OR CONCRETE FOR A MINIMUM OF ONE FULL JOINT LENGTH ON EACH SIDE OF THE CROSSING.
2. ALL SANITARY SEWER MAINS AND SERVICES SHALL BE PVC SDR-26. SEWER SERVICES SHALL BE 6" IN DIAMETER, AND SHALL BE INSTALLED ON A MINIMUM 1% SLOPE.
3. CONSTRUCTION AND MATERIALS FOR THE SANITARY SEWER SYSTEM SHALL CONFORM TO THE SPECIFICATIONS OF THE MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY AND THE CITY OF OXFORD.
4. BEDDING MATERIAL SHALL BE REQUIRED BENEATH ALL SANITARY SEWER MAINS, UNLESS OTHERWISE DIRECTED BY THE ENGINEER.
5. SEWER SERVICES SHALL BE EXTENDED TO A DISTANCE OF 5' MINIMUM BEHIND BACK OF SIDEWALK AND LOCATED WITH 2" DIA. LOCATION PIPE.
6. CONTRACTOR SHALL MARK SEWER CROSSINGS OF COMMON OPEN SPACE AREAS WITH CHISELED "S" ON CURB OR SIDEWALK AT CROSSING LOCATIONS.
7. SEWER SERVICE SHOWN FOR APPROXIMATE LOCATION. EXACT LOCATION SHALL BE COORDINATED WITH THE BUILDING ARCHITECT AND SHALL BE SPACED 10' FROM WATER SERVICES, WHERE PRACTICAL.
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.
9. MANHOLES SHALL BE WATERPROOFED.
10. DEFLECTION TESTS SHALL BE PERFORMED ON ALL FLEXIBLE PIPE. THE TEST SHALL BE CONDUCTED AFTER THE FINAL BACKFILL HAS BEEN IN PLACE AT LEAST 30 DAYS. NO PIPE SHALL EXCEED A DEFLECTION OF 5%. IF THE DEFLECTION TEST IS TO BE RUN USING A RIGID BALL OR MANDREL, IT SHALL HAVE A DIAMETER EQUAL TO 95% OF THE INSIDE DIAMETER OF THE PIPE. THE TEST SHALL BE PERFORMED WITHOUT MECHANICAL PULLING DEVICES.

LEGEND

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

FAZIO DRIVE
LAKESHORE DRIVE
LAKESHORE DRIVE(PRIVATE)
EXISTING CLUBHOUSE
260.0 LF-24" HDPE @ 3.21%
JB-1 TOP = 418.85 INVERT = 414.85
1,120 LF OF 4" PVC FORCEMAIN
AIR RELEASE VALVE AT HIGH POINT OF FORCEMAIN
TIE TO EXISTING MANHOLE
MH-7 TOP:424.76 FL:400.98
GREEN SPACE 1.87 AC ±/- 81,415 SF
LIFT STATION #1 TOP:422.90 FL:400.87
28.61' 8" SDR-26 PVC @ 0.40% (PUBLIC)
225.13' 8" SDR-26 PVC @ 0.40% (PUBLIC)
MH-6 TOP:416.65 FL:401.88
184.24' 8" SDR-26 PVC @ 0.40% (PUBLIC)
4" PVC SANITARY SEWER SERVICE LINE (TYP.)
164.69' 8" SDR-26 PVC @ 0.40% (PUBLIC)
MH-5 TOP:410.13 FL:402.62
154.46' 8" SDR-26 PVC @ 0.40% (PUBLIC)
MH-4 TOP:408.35 FL:403.28
139.06' 8" SDR-26 PVC @ 0.40% (PUBLIC)
MH-3 TOP:408.50 FL:403.90
115.55' 8" SDR-26 PVC @ 0.44% (PUBLIC)
MH-1 TOP:408.97 FL:404.97
20' SEWER EASEMENT TO CITY OF OXFORD
8.14
46

NORTH

50 0 50 100
SCALE: 1" = 50'

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

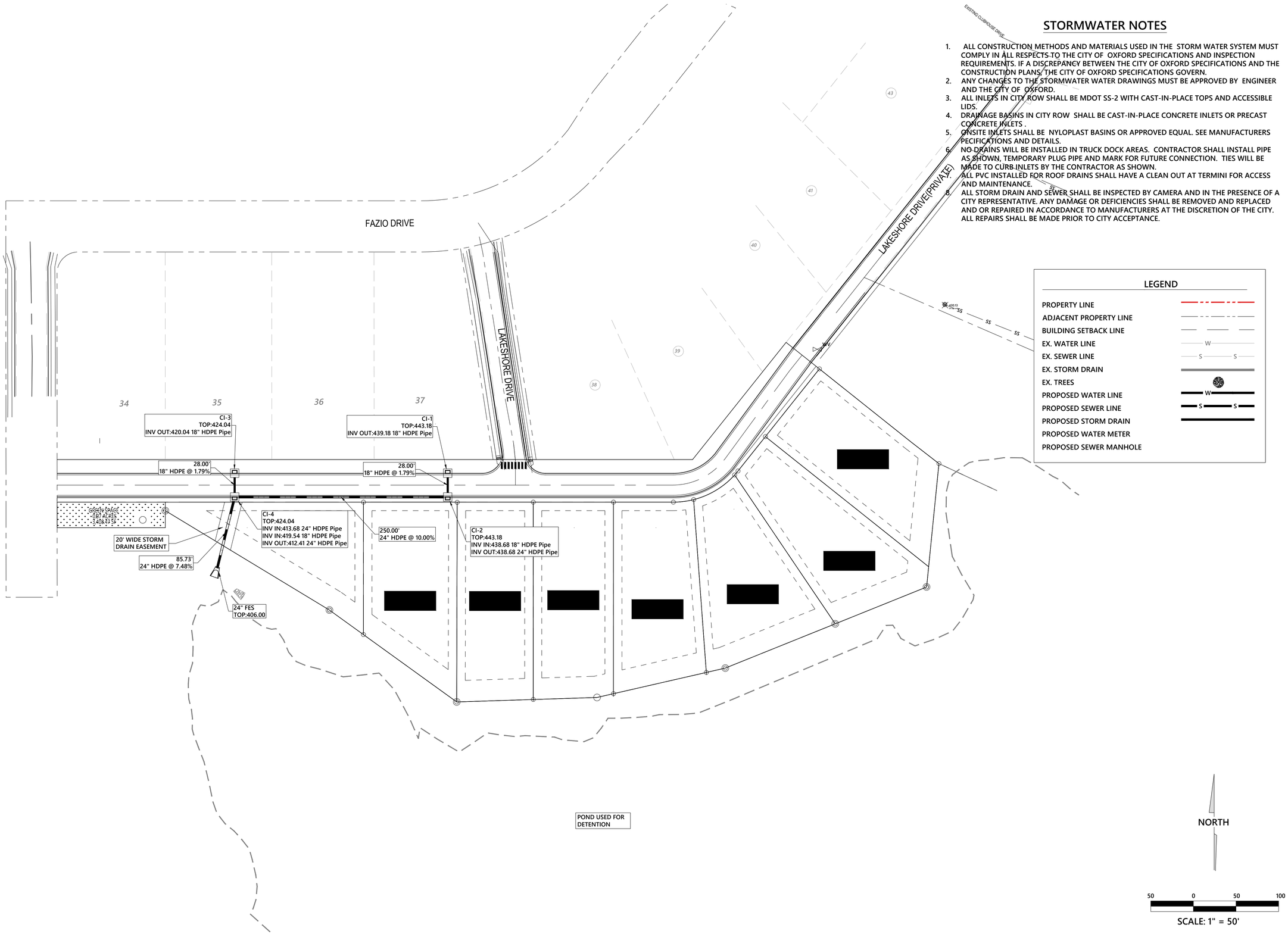
SANITARY SEWER PLAN
GRAND OAKS - 6-B
LAKESHORE DRIVE
CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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

C-502

STORMWATER NOTES

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 PECIFICATIONS 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.



LEGEND

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

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STORM DRAINAGE PLAN

GRAND OAKS - 6-B

LAKESHORE DRIVE

CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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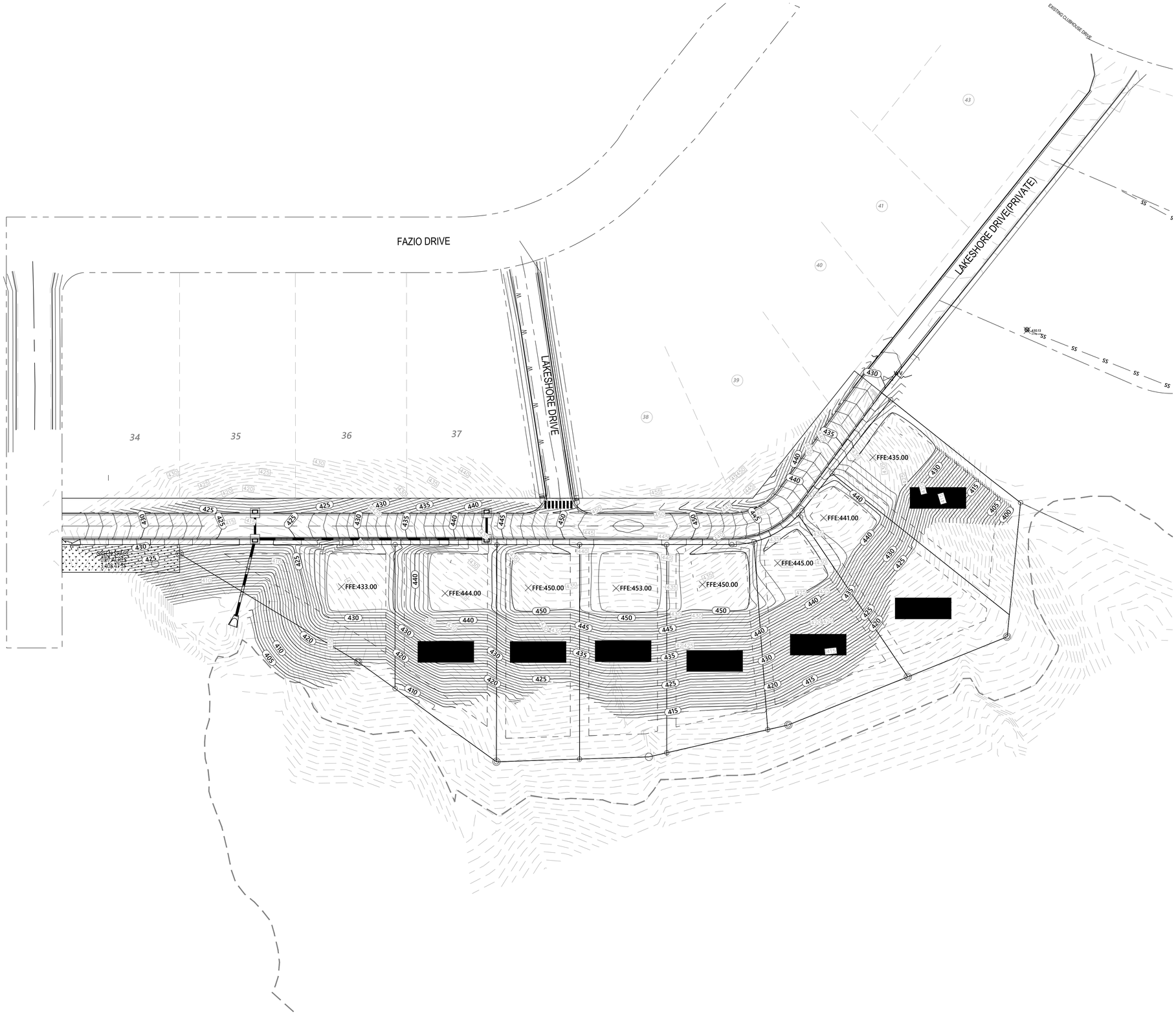
C-503



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GRADING PLAN

GRAND OAKS - 6-B

LAKESHORE DRIVE
CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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PROJECT NO.	XXXX
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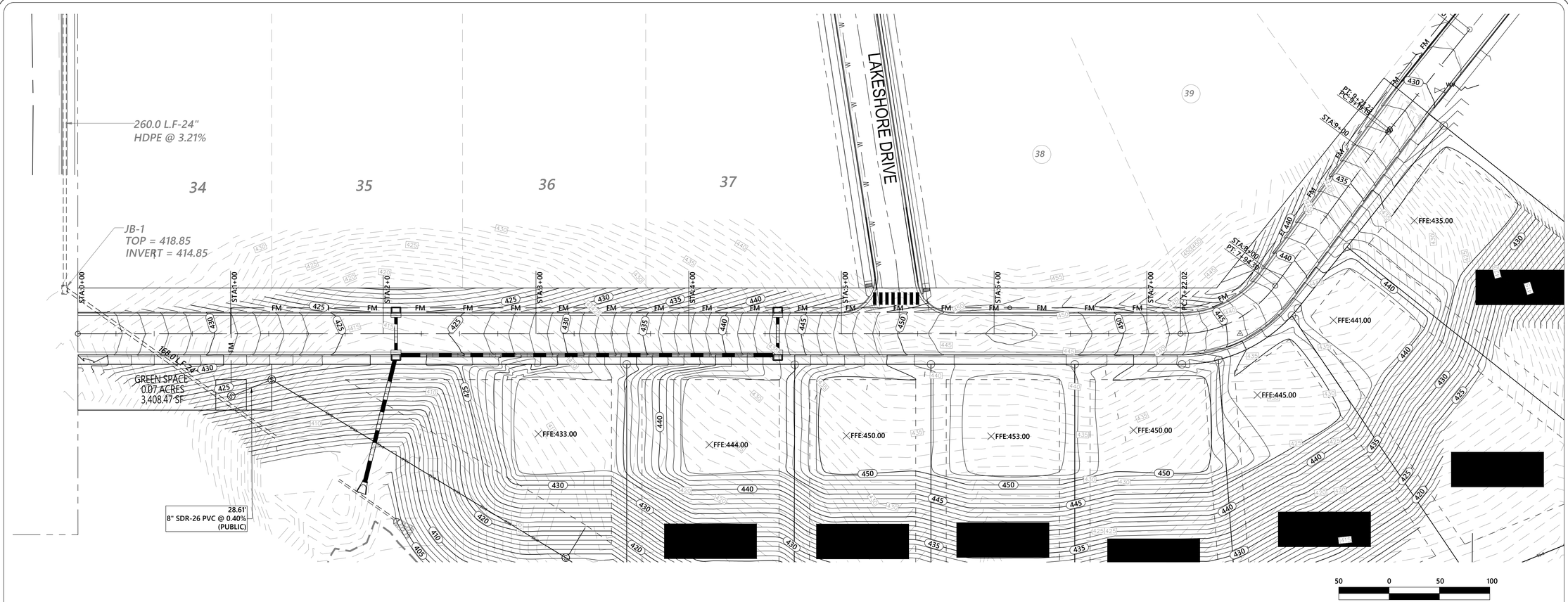
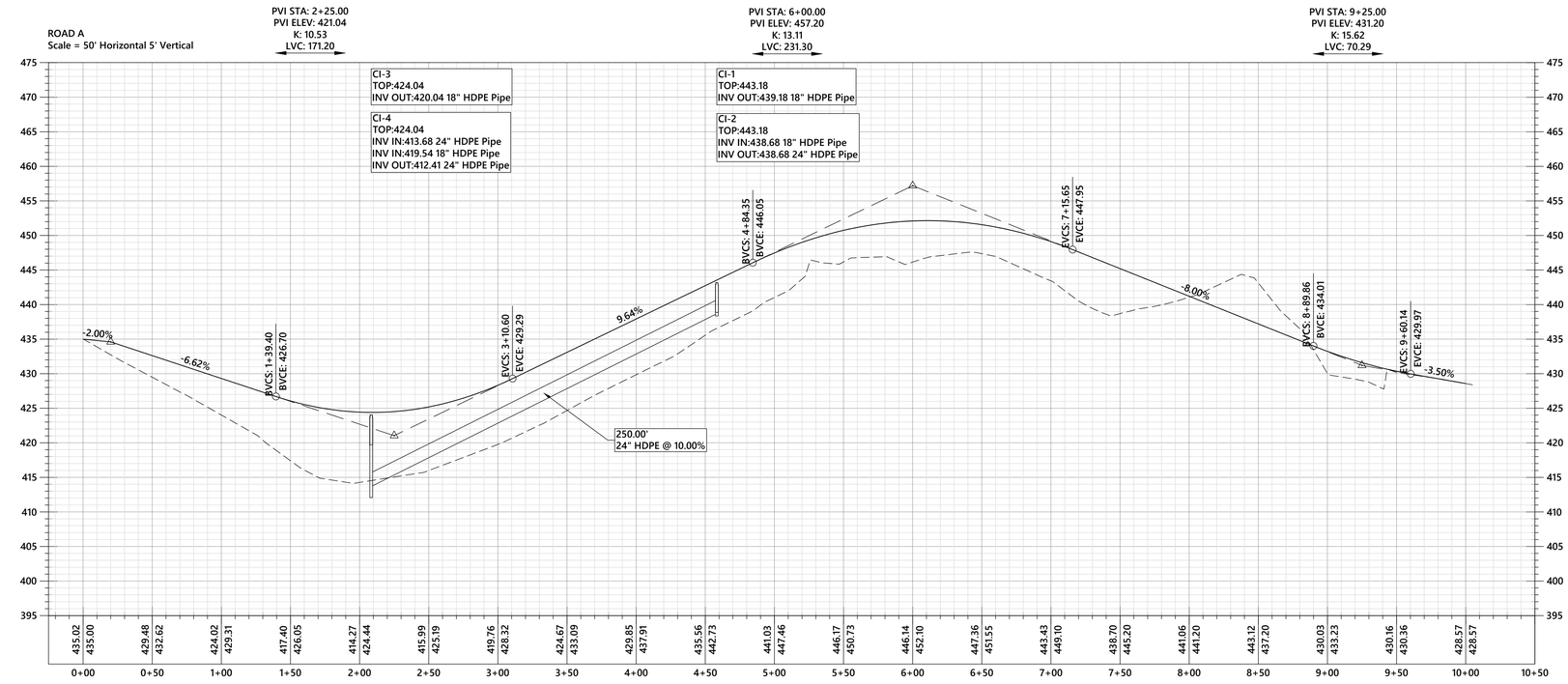
C-600





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STREET A - PLAN & PROFILE

GRAND OAKS - 6-B

LAKESHORE DRIVE

CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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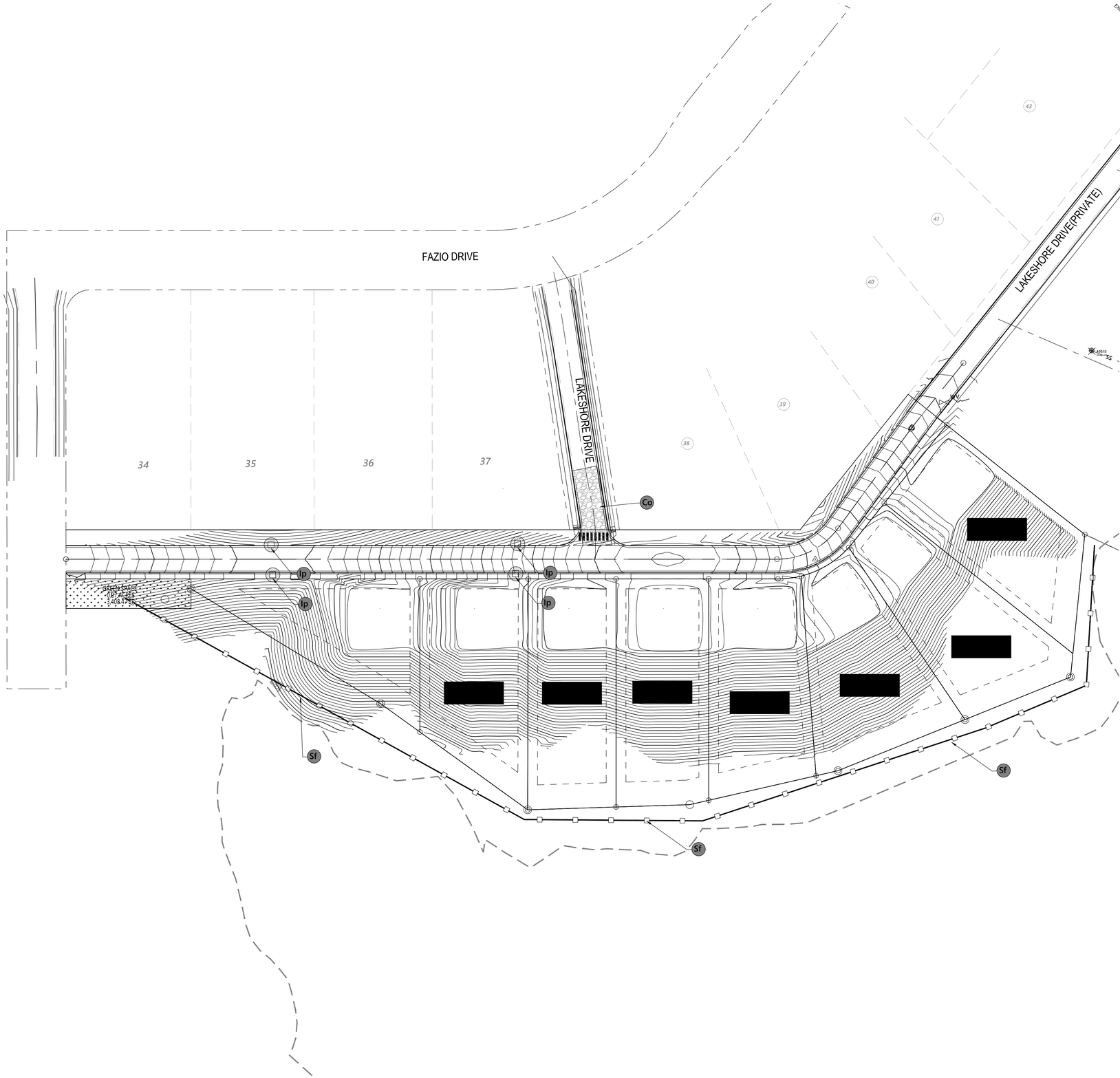
C-601



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		Co	A stone-stabilized pad located at any point where traffic will be leaving a construction site to a public right of way, street, alley, sidewalk or parking lot.
Di	DIVERSION			An earth channel or dike located above, below, or across a slope to divert runoff. This may be a temporary of permanent structure.
Ip	INLET SEDIMENT TRAP			An impounding area created by encaving around a storm drain drop inlet. The excavated area will be filled and stabilized on completion of construction activities.
Rd	ROCK FILTER DAM		Rd	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		Sr	A temporary bridge or culvert-type structure protecting a stream or watercourse from damage by crossing construction equipment.
St	STORM DRAIN OUTLET PROTECTION		St	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 SWEPT AT THE END OF EACH WORKING DAY OR AS NECESSARY.

NORTH

50 0 50 100

SCALE: 1" = 50'

JM ENGINEERING AND DESIGN, LLC
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EROSION CONTROL PLAN
GRAND OAKS - 6-B
LAKESHORE DRIVE
CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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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).

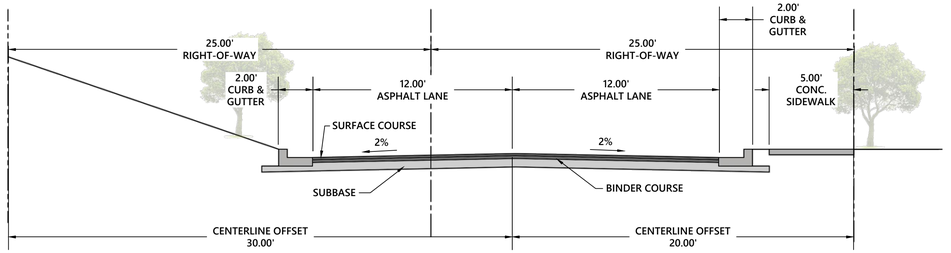
10) THE CONTRACTOR IS TO REMOVE AND RESET ANY SIGNS WHICH CONFLICT WITH CONSTRUCTION.

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 Ineterior 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.

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SITE DETAILS

GRAND OAKS - 6-B

LAKESHORE DRIVE

CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

DRAWN BY	JRM
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PROJECT NO.	XXXX
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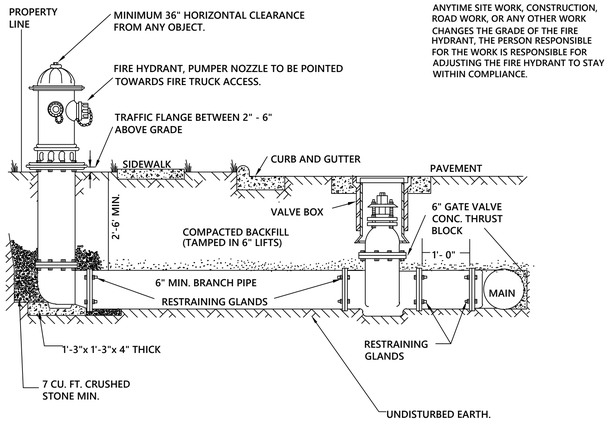
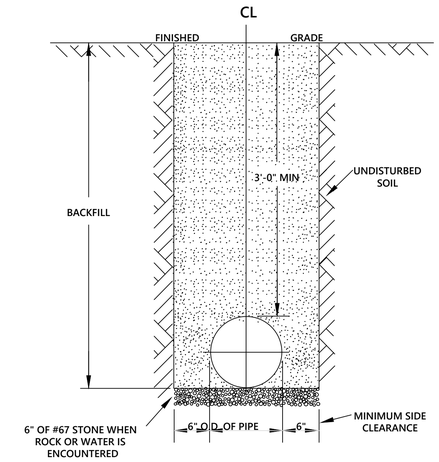
C-800



ANYTIME SITE WORK, CONSTRUCTION, ROAD WORK, OR ANY OTHER WORK CHANGES THE GRADE OF THE FIRE HYDRANT, THE PERSON RESPONSIBLE FOR THE WORK IS RESPONSIBLE FOR ADJUSTING THE FIRE HYDRANT TO STAY WITHIN COMPLIANCE.

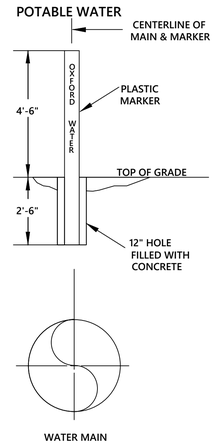
NOTES:
1. FIRE HYDRANT SHALL BE AS MANUFACTURED: MUELLER, AMERICAN DARLING, KENNEDY, M&H, WATEROUS, CLOW, EAST JORDAN IRON WORKS, OR US PIPE.
2. BRANCH PIPE SHALL BE DUCTILE IRON AWWA C150-96
3. 6" GATE VALVE SHALL BE AWWA C500-86 OPEN LEFT
4. STEEL RODS AND BOLTS SHALL BE 3/4" HOT DIPPED GALVANIZED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

FIRE HYDRANT INSTALLATION DETAIL



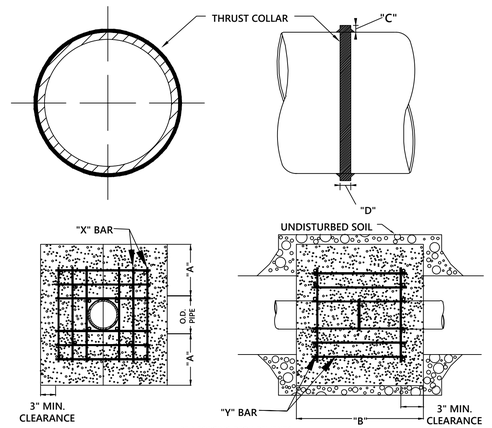
NOTES:
1. TRENCHES REQUIRING SHORING AND BRACING, DIMENSIONS SHALL BE TAKEN FROM THE INSIDE FACE OF THE SHORING AND BRACING.
2. NO ROCKS OR BOULDERS 4" OR LARGER TO BE USED IN BACKFILL.
3. ALL BACKFILL MATERIAL SHALL BE SUITABLE NATIVE MATERIAL.
4. BACKFILL SHALL BE TAMPED IN 6" LIFTS.
5. ACHIEVE 95%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

TRENCH REQUIREMENTS FOR MAIN



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

TRENCH REQUIREMENTS FOR MAIN



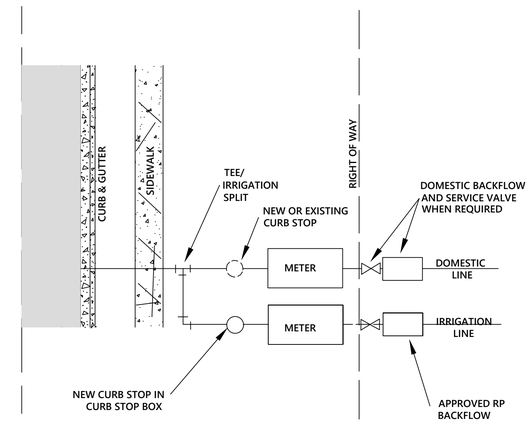
REINFORCING REQUIREMENTS

I.D. PIPE	REBAR SIZE	"X" BAR LENGTH	"X" BAR WEIGHT	"Y" BAR LENGTH	"Y" BAR WEIGHT	NO. REQUIRED
6" - 36"	#5	2'-2"+ O.D. PIPE	1.043 LBS/FT	1'-1"	1.1 LBS. EACH	X-24, Y-12
48" & greater	#6	3'-0"+ O.D. PIPE	1.502 LBS/FT	1'-3"	1.9 LBS. EACH	X-24, Y-12

THRUST COLLAR, AND THRUST SCHEDULE

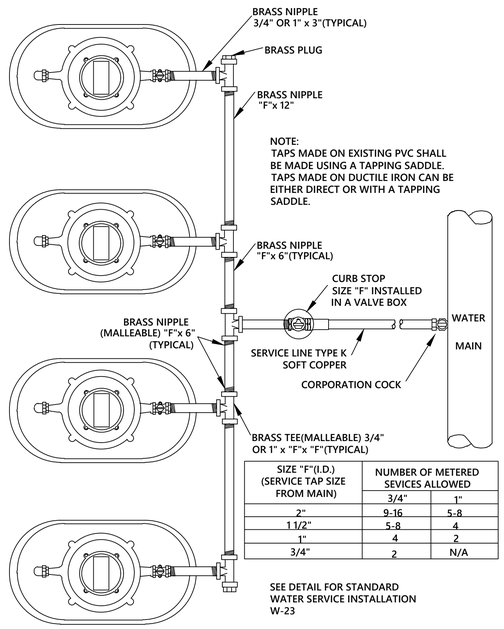
I.D. PIPE	"A"	"B"	"C"	"D"
6" - 16"	1'-4"	1'-7"	2"	3/8"
20" - 24"	1'-4"	1'-7"	3"	1/2"
30" - 36"	1'-4"	1'-7"	4"	5/8"
48" & greater	1'-8"	1'-9"	6"	7/8"

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 THAN10' 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

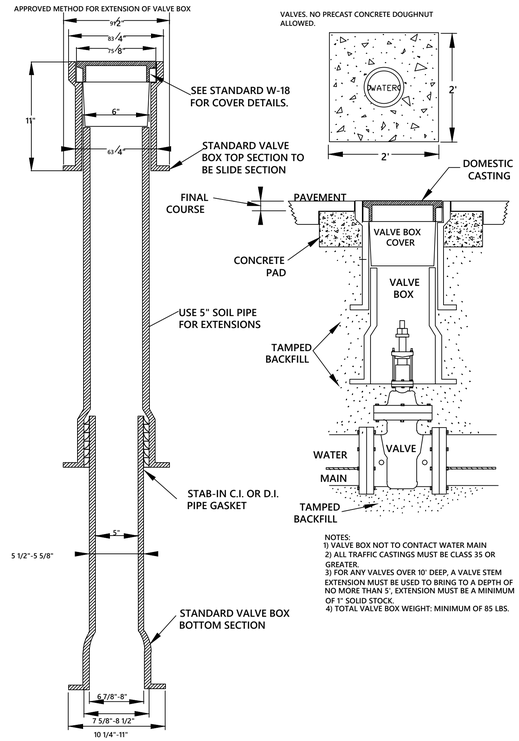


SIZE "F"(I.D.) (SERVICE TAP SIZE FROM MAIN)	NUMBER OF METERED SEVICES ALLOWED	
	3/4"	1"
2"	9-16	5-8
1 1/2"	5-8	4
1"	4	2
3/4"	2	N/A

SEE DETAIL FOR STANDARD WATER SERVICE INSTALLATION W-23

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

STANDARD GANG METER ASSEMBLY



VALVES. NO PRECAST CONCRETE DOUGHNUT ALLOWED.

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.

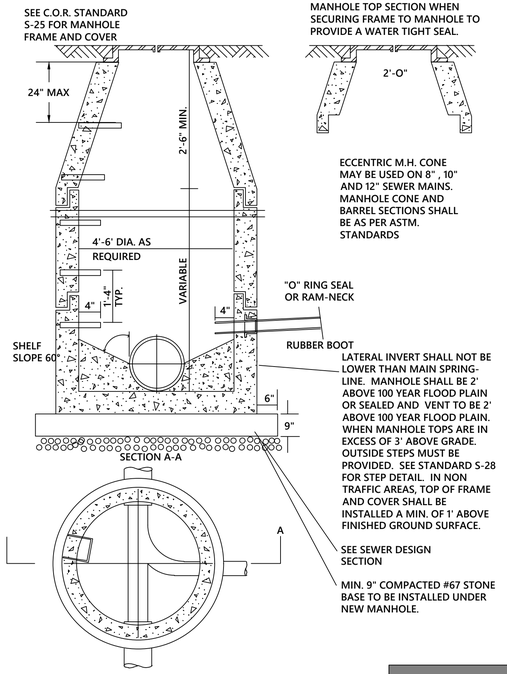
VALVE BOX INSTALLATION

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

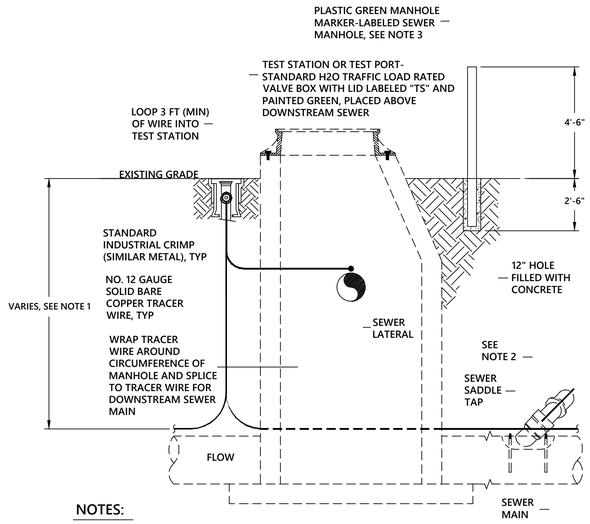
WATER DETAILS
GRAND OAKS - 6-B
LAKESHORE DRIVE
CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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

C-801



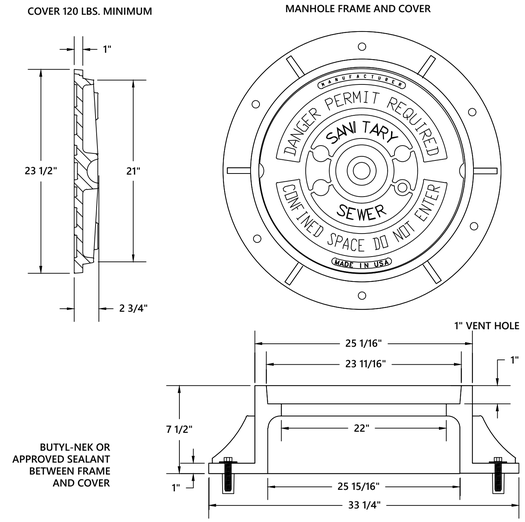
STANDARD SANITARY MANHOLE



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 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.

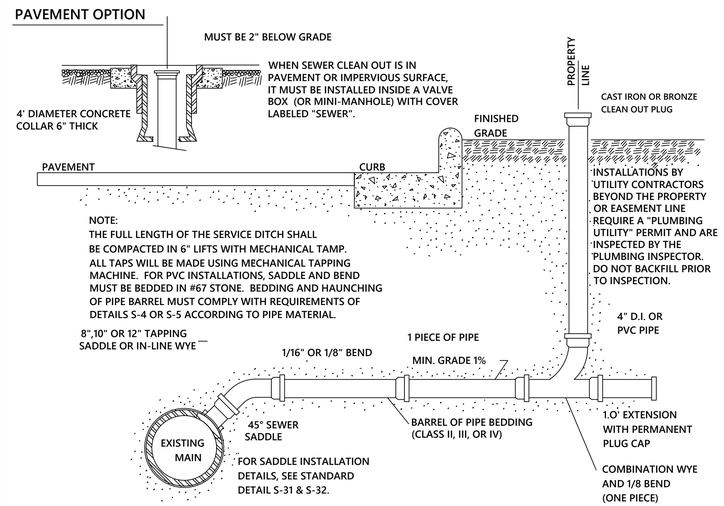
GRAVITY SEWER MAIN TRACER WIRE



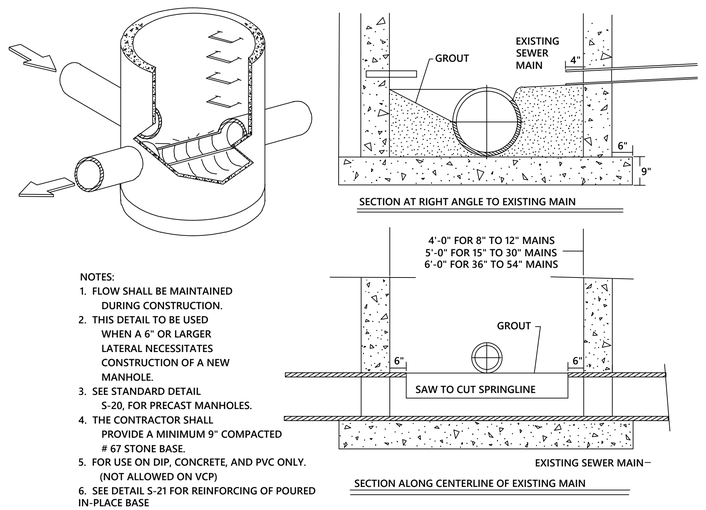
NOTES:
1) ALL MANHOLE FRAMES SHALL BE DOMESTICALLY CAST.
2) FRAME SHALL BE A MINIMUM WEIGHT OF 182 LBS. WITHIN PUBLIC ROW AND 160 LBS. WITHIN EASEMENTS.
3) COVER SHALL WEIGH A MIN. OF 120 LBS.
4) ALL MANHOLE FRAMES OUTSIDE OF PAVED SURFACES SHALL BE BOLTED TO THE CONE SECTION OR RING WITH A MINIMUM OF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

5/8"X3" LAGSHIELD IN HOLE DRILLED INTO CONE OR RING WITH ANCHOR SUNK TO DESIGN DEPTH, AND 3/8"X3" HOT DIPPED GALVANIZED LAG BOLT AND WASHER.

STANDARD MANHOLE COVER

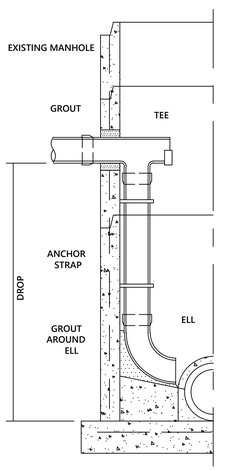


TYPICAL LATERAL CONNECTION

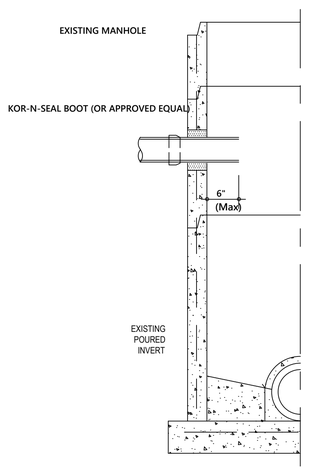


NOTES:
1. FLOW SHALL BE MAINTAINED DURING CONSTRUCTION.
2. THIS DETAIL TO BE USED WHEN A 6" OR LARGER LATERAL NECESSITATES CONSTRUCTION OF A NEW MANHOLE.
3. SEE STANDARD DETAIL S-20, FOR PRECAST MANHOLES.
4. THE CONTRACTOR SHALL PROVIDE A MINIMUM 9" COMPACTED # 67 STONE BASE.
5. FOR USE ON DIP, CONCRETE, AND PVC ONLY. (NOT ALLOWED ON VCP)
6. SEE DETAIL S-21 FOR REINFORCING OF POURED IN-PLACE BASE

MANHOLE INSTALLATION OVER EXISTING SEWER MANHOLE



MANHOLE WITH INSIDE DROP



NEW SERVICE INTO EXISTING MANHOLE

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

SEWER DETAILS

GRAND OAKS - 6-B

LAKESHORE DRIVE

CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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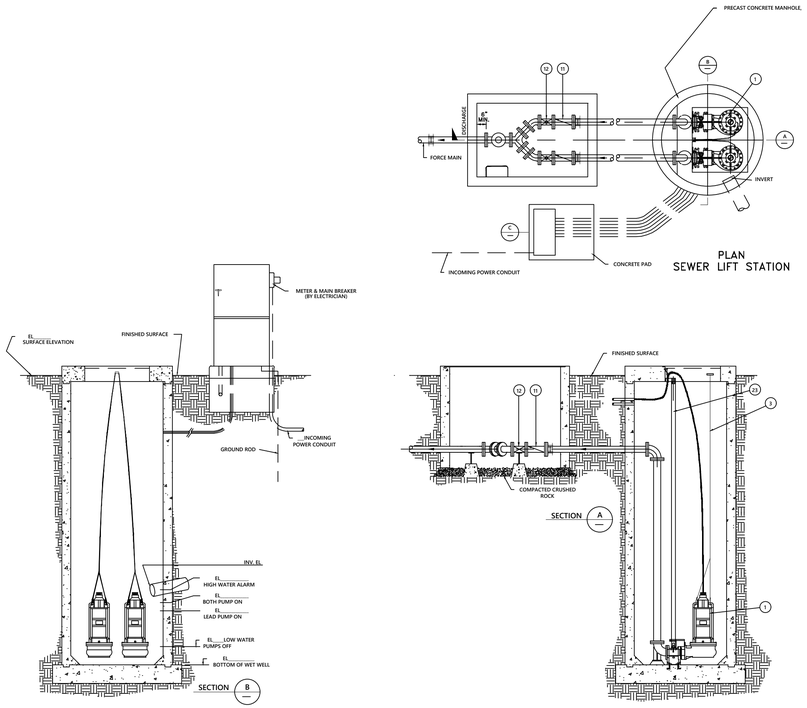
PROJECT NO.	XXXX
DATE	03/15/2024
SCALE	
REVISION	09/25/2024

C-802



GENERAL NOTES

1. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND SITE CONDITIONS PRIOR TO BEGINNING CONSTRUCTION.
2. SUPERVISION FOR INSTALLATION, START-UP AND TESTING TO BE PROVIDED BY MANUFACTURER'S REPRESENTATIVE AS PART OF THE EQUIPMENT PURCHASE CONTRACT.
3. CONCRETE SHALL BE PORTLAND CEMENT CONCRETE AND SHALL DEVELOP A MINIMUM COMPRESSIVE STRENGTH OF 3000 P.S.I. AT 28 DAYS.
4. ALL FITTINGS AND VALVES SHALL BE CAST IRON, CLASS 125.
5. ALL ELECTRICAL WIRING AND EQUIPMENT INSTALLED IN THE "WET WELL" SECTION MUST COMPLY W/ ARTICLE 22 OF THE ELECTRICAL SAFETY ORDERS FOR CLASS 1, DIVISION 1, HAZARDOUS LOCATION PROVISIONS OF THE "NATIONAL ELECTRICAL CODE" AND ALL OTHER APPLICABLE LOCAL CODES AND ORDINANCES.
6. ALL CONDUITS SHALL BE P.V.C., SCHEDULE 80, OR APPROVED EQUAL.
7. ALL ELECTRICAL WIRE SHALL BE "MHW" OR "THW" COPPER CONDUCTOR, OR APPROVED EQUAL.
8. THE FLOOR OF THE WET WELL SHALL BE SMOOTH AND LEVEL.
9. PUMP MOTORS WILL PULL EXCESS AMPS IF RUNNING BACKWARDS.

MATERIALS SCHEDULE

ITEM	DESCRIPTION	SIZE	QTY
1	SUBMERSIBLE SEWAGE PUMP, ESSCO MODEL 4 X 12, SIZE 4", HEAVY DUTY NON-CLOG VORTEX TORQUE FLUID PUMP, 500 GPM AT 53 FT. T.D.H. SUBMERSIBLE MOTOR, 10 H.P. AT 1750 R.P.M. U.L. TEXP. CLASS 1, GROUP D, W/25 FT. OF 9 WIRE CONTROL & POWER CABLE. TWO SEPARATE SEALS, OIL LUBRICATED 30 DAY WARNING SYSTEM, N/C THERMAL PROTECTION W/ ESSCO COOL AGUVENT APPARATUS. (PATENT NO. 4,134,711)		
2	SPARK PROOF SLIDE RAIL ASSEMBLY FOR USE IN HAZARDOUS LOCATIONS. (NO EXCEPTIONS)		
3	LIFTING CABLE		
4	FLANGED SWING CHECK VALVE, W/ LEVER & WEIGHT.(BBIM)		
5	FLANGED GATE VALVE, NON RISING STEM.(BBIM)		
6	2" STAINLESS STL. GUIDE PIPE		

REV.	REVISION DESCRIPTION	BY	DATE

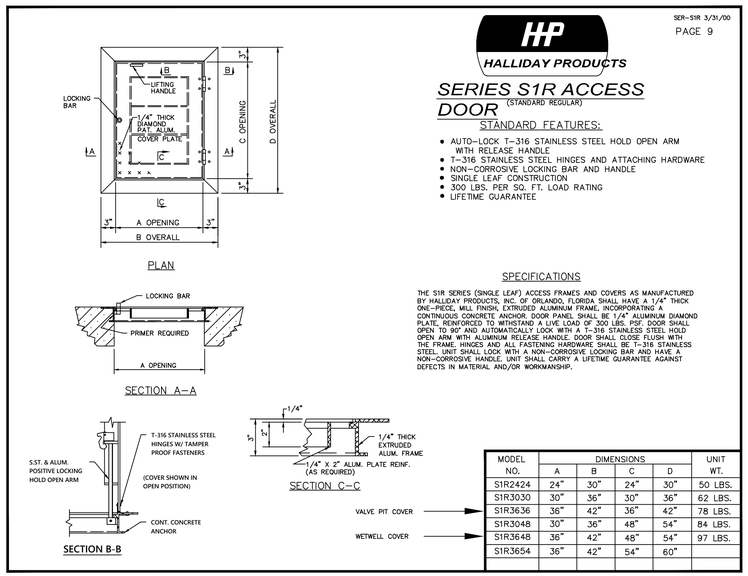
DRAWN BY: K. PADGETT
CHECKED BY: J.I.
DATE:
SHEET___ OF___
FILE NAME: LIFTAC

ALL DIMENSIONS ARE IN INCHES UNLESS OTHERWISE NOTED

TYPICAL LIFT STATION

LIFT STATION / FORCEMAIN NOTES

1. 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.
2. 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.
3. 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.
4. 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.
5. 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.
6. PUMP DISCHARGE PIPING: SHALL BE OF MATERIALS IN CURRENT USE BY THE CITY OF OXFORD.
   a. 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.
   b. 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.
   c. 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.
   d. 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.
   e. PRESSURE GAUGE: A 2 ½" DIAMETER PRESSURE GAUGE SHALL BE INSTALLED AT THE PUMP HEAD DISCHARGE TO ALLOW ACCURATE MEASUREMENT OF THE DISCHARGE PRESSURE.



MODEL NO.	DIMENSIONS A	B	C	D	UNIT WT.
S1R2424	24"	30"	24"	36"	50 LBS.
S1R3030	30"	36"	30"	36"	62 LBS.
S1R3636	36"	42"	36"	42"	78 LBS.
S1R3048	30"	36"	48"	54"	84 LBS.
S1R3648	36"	42"	48"	54"	97 LBS.
S1R3654	36"	42"	54"	60"	

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

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

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

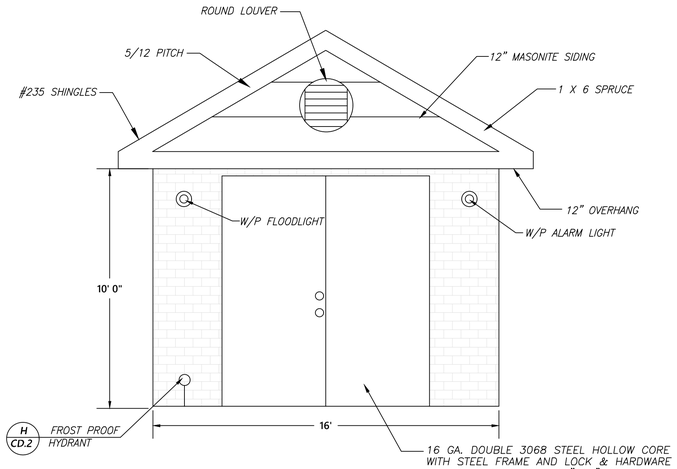
C-802-1

NOTES:

COLOR OF BRICK TO BE DETERMINED BY CITY ENGINEERING DEPARTMENT

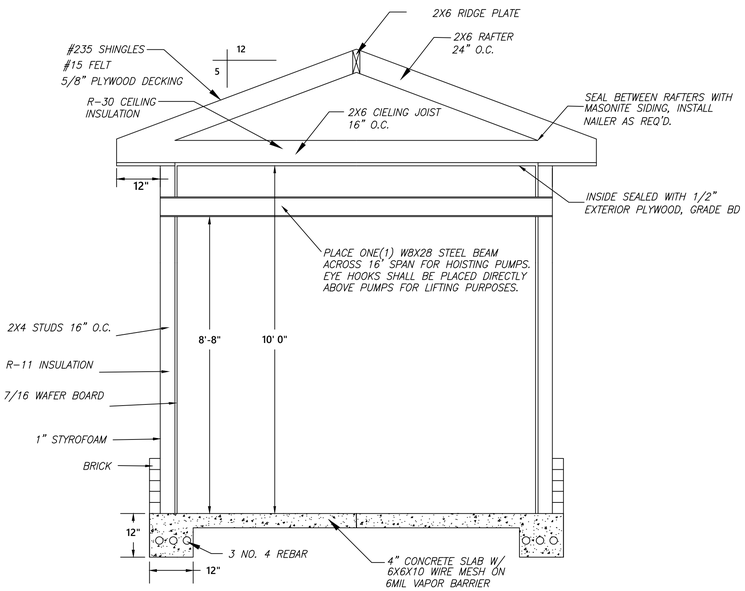
LIFT HOUSE SIDE VIEW

NO SCALE



LIFT HOUSE FRONT VIEW

NO SCALE

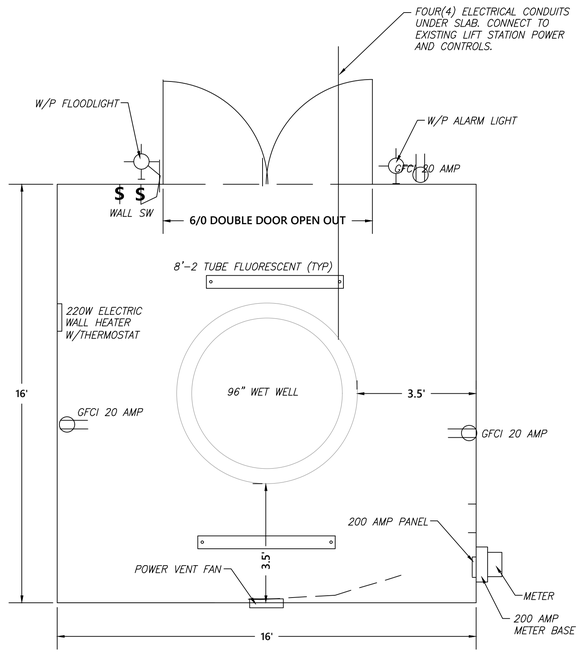


NOTES:

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 WALL SECTION – A

NO SCALE



LIFTHOUSE ELECTRICAL PLAN

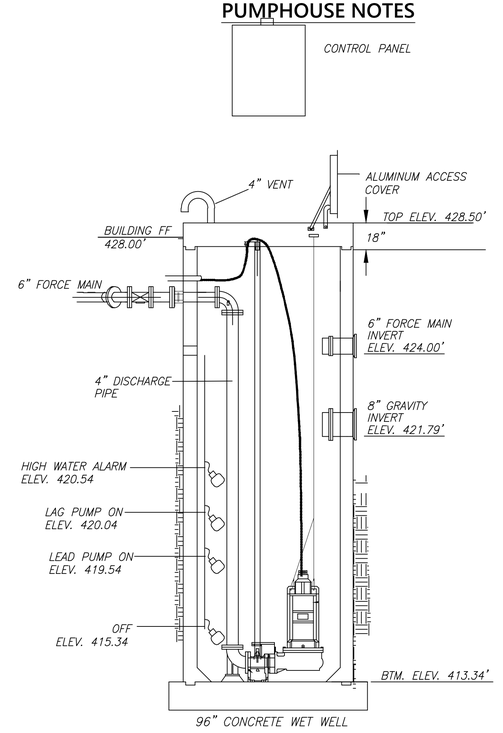
NO SCALE

LIFT HOUSE DETAIL

NO SCALE

A

PUMPHOUSE NOTES

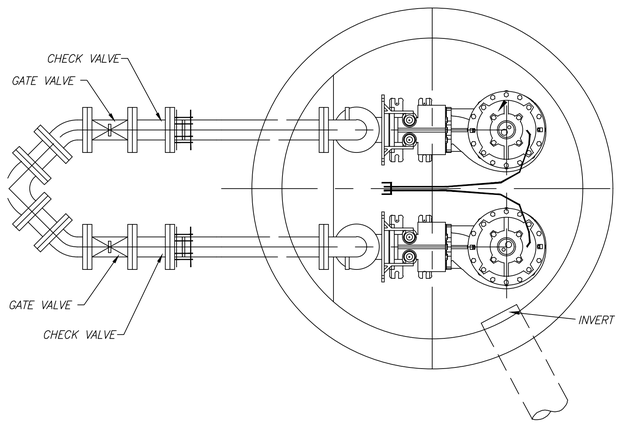


LIFT STATION – 315 GPM

NO SCALE

B

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



DUPLEX LIFT STATION

NO SCALE

C

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

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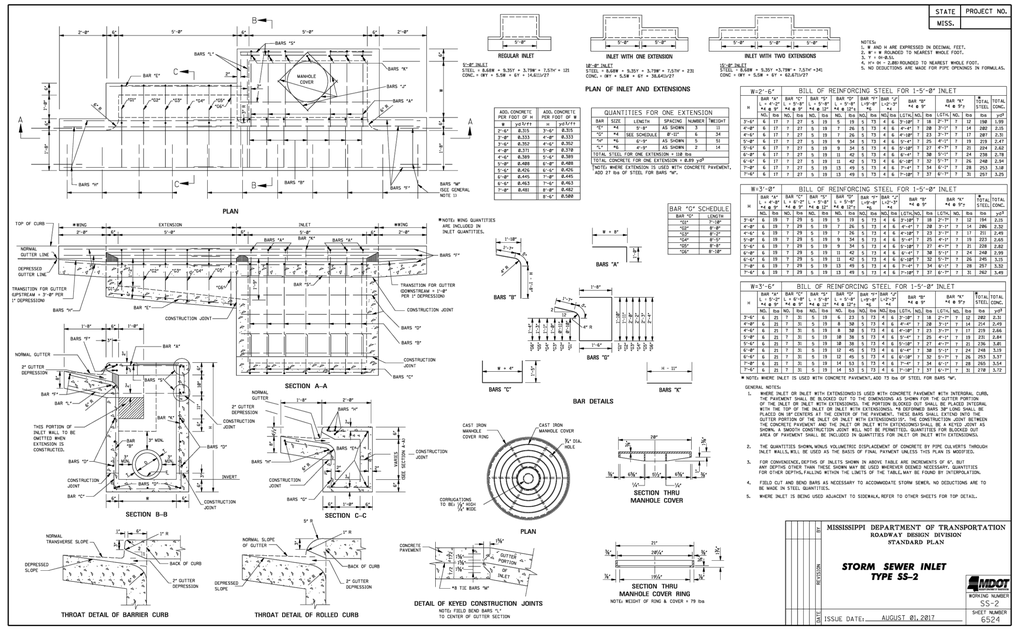
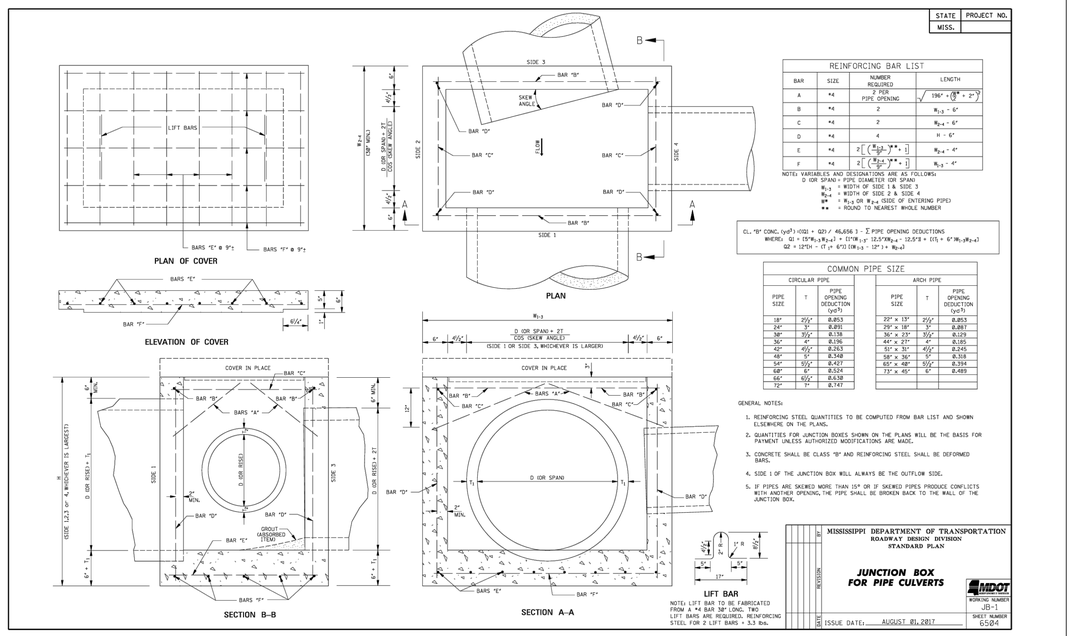
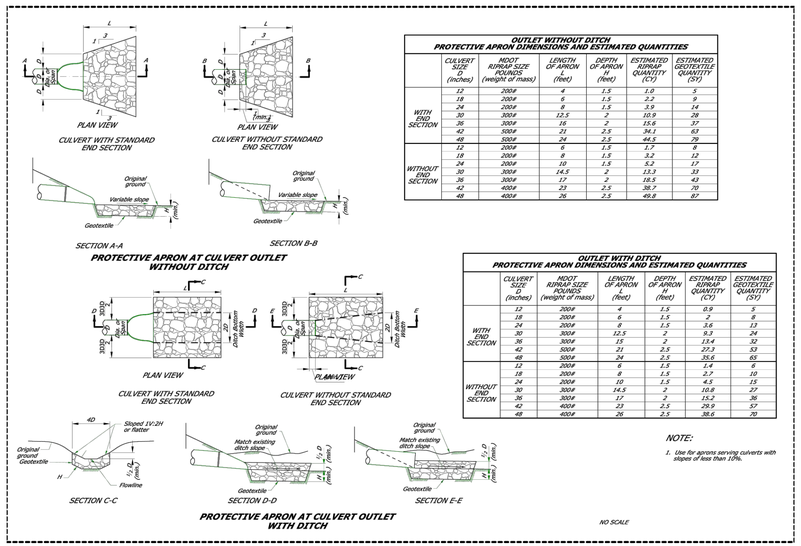


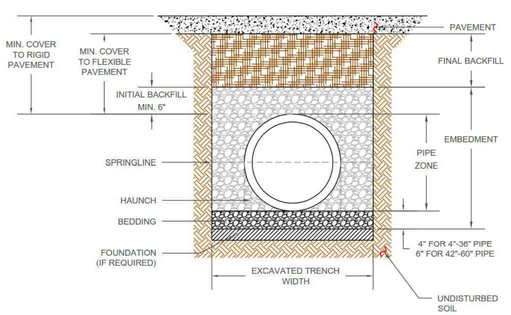
SS-2 INLET DETAIL



JUNCTION BOX DETAIL



RIP-RAP DETAIL



STORM DRAIN TRENCH REQUIREMENTS

JM ENGINEERING AND DESIGN

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

STORM DRAINAGE DETAILS

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

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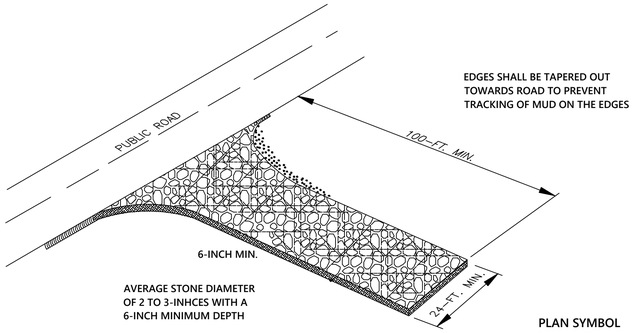
C-803



EDGES SHALL BE TAPERED OUT TOWARDS ROAD TO PREVENT TRACKING OF MUD ON THE EDGES

AVERAGE STONE DIAMETER OF 2 TO 3-INHCES WITH A 6-INCH MINIMUM DEPTH

UNDERLYING NON-WOVEN GEOTEXTILE FABRIC

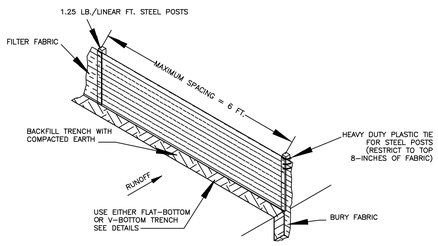
PLAN SYMBOL

CO

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

CONSTRUCTION ENTRANCE DETAIL

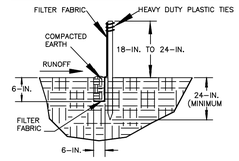
SILT FENCE INSTALLATION



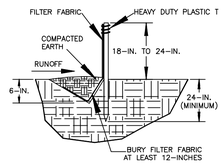
PLAN SYMBOL

SF

FLAT-BOTTOM TRENCH DETAIL



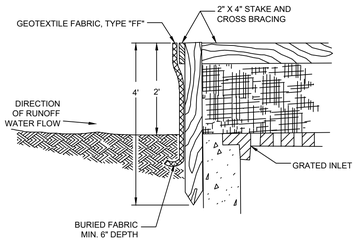
V-SHAPED TRENCH DETAIL

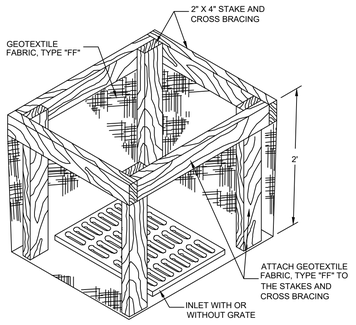


SILT FENCE - GENERAL NOTES

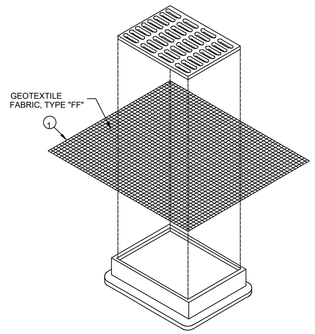
1. DO NOT PLACE SILT FENCE ACROSS CHANNELS OR IN OTHER AREAS SUBJECT TO CONCENTRATED FLOWS. SILT FENCE SHOULD NOT BE USED AS A VELOCITY CONTROL BMP. CONCENTRATED FLOWS ARE ANY FLOWS GREATER THAN 0.5 CFS.
2. MAXIMUM SHEET OR OVERLAND FLOW PATH LENGTH TO THE SILT FENCE SHALL BE 100-FEET.
3. MAXIMUM SLOPE STEEPNESS (NORMAL PERPENDICULAR TO THE FENCE LINE) SHALL BE 2:1.
4. SILT FENCE JOINS, WHEN NECESSARY, SHALL BE COMPLETED BY ONE OF THE FOLLOWING OPTIONS:
   - 4.1. WRAP EACH FABRIC TOGETHER AT A SUPPORT PAST WITH BOTH ENDS FASTENED TO THE POST, WITH A 1-FOOT MINIMUM OVERLAP
   - 4.2. 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,
   - 4.3. OVERLAP ENTIRE WIDTH OF EACH SILT FENCE ROLL FROM SUPPORT POST TO THE NEXT SUPPORT POST.
5. ATTACH FILTER FABRIC TO THE STEEL POSTS USING HEAVY-DUTY PLASTIC TIES THAT ARE EVENLY SPACED WITH THE TOP 8-INCHES OF THE FABRIC.
6. 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.
7. 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



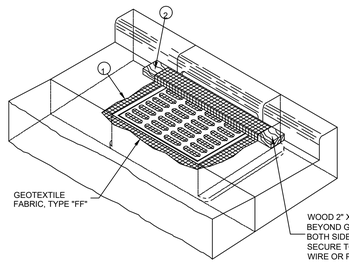


INLET PROTECTION, TYPE "A"

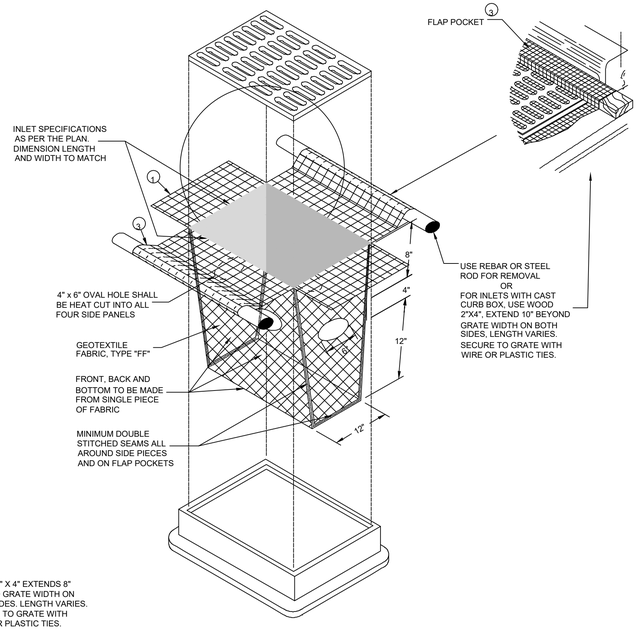


INLET PROTECTION, TYPE "B" (WITHOUT CURB BOX)

(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 WITHOUTA CURB BOX AS PER NOTE 2)

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.

1. FINISHED SIZE, INCLUDING FLAP POCKETS WHERE REQUIRED, SHALL EXTEND A MINIMUM OF 10" AROUND THE PERIMETER TO FACILITATE MAINTENANCE OR REMOVAL.
2. 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.
3. 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.

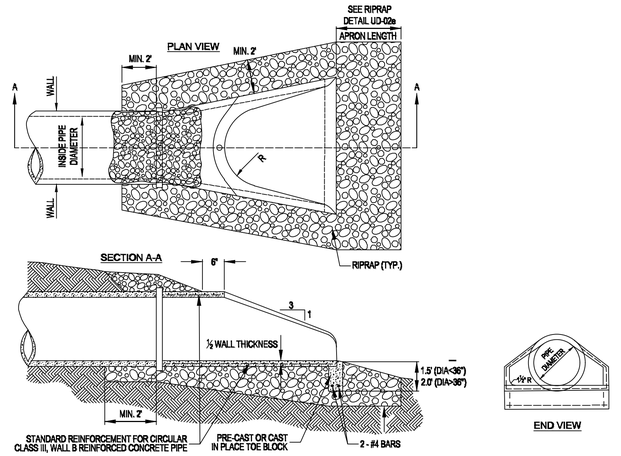
DO NOT INSTALL INLET PROTECTION TYPE D IN INLETS SHALLOWER THAN 30", MEASURED FROM THE BOTTOM OF THE INLET TO THE TOP OF THE GRATE.

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.

PLAN SYMBOL

IP

INLET PROTECTION DETAIL



RIP RAP - GENERAL NOTES

1. CONCRETE FLARED END SECTIONS SHOULD BE CONSIDERED FOR USE WITH CONCRETE PIPE CULVERTS HAVING SKEWS NO GREATER THAN 15 DEGREES.
2. PRECAST CONCRETE FLARED END SECTIONS SHALL CONFORM TO THE APPLICABLE REQUIREMENTS OF AASHTO M-170 CLASS 111, WALL B REINFORCED CONCRETE PIPE.
3. PRECAST CONCRETE FLARED END SECTION FOR PIPE DIAMETER REQUIRED SHALL BE AS INDICATED ON DETAIL PLAN FOR EACH INDIVIDUAL INSTALLATION.
4. 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.
5. RIPRAP SHALL CONFORM TO SECT. 281 OF THE STANDARD SPECIFICATIONS.
6. INSTALL FILTER FABRIC UNDER ALL RIPRAP AND BEDDING. FILTER FABRIC SHALL CONFORM TO SECT. 282 OF THE STANDARD SPECIFICATIONS.

RIP RAP DETAIL

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

EROSION CONTROL DETAILS

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 of 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:

John B. Nichols 6-25-25

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 provided 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:

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

Michael Greer
25 June 2025

LESSEE:

Robyn Tannehill Mayor
City of Oxford

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)

7737 Kenamar Court
San Diego, CA 92121
1 877 630 6638
ipsgroup.com

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.

HOWORTH & ASSOCIATES
ARCHITECTS

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,

Thomas S. Howorth, FAIA, Architect

Post Office Box 1569 • Oxford, Mississippi 38655
662.234.7444 • Fax 662.234.0008 www.howortharch.com

HOWORTH & ASSOCIATES
ARCHITECTS

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.	**Century Construction Group, Inc.** Certificate of Responsibility # 11403-MC 5% Bid Security: Travelers Casualty and Surety Company of America	$ 1,412,000.00	#1_X_#2_X_
2.	**RKA Construction** Certificate of Responsibility # 24957-MC 5% Bid Security: NGM Insurance Co.	$ 1,494,733.00	#1_X_#2_X_
3.	**Flagstar Construction Company, Inc.** Certificate of Responsibility # 10817-MC 5% Bid Security: Arch Insurance Co.	$ 1,647,000.00	#1_X_#2_X_
4.	**Grinder, Taber & Grinder, Inc.** Certificate of Responsibility # 07101-MC 5% Bid Security: Liberty Mutual Insurance Co.	$ No Bid	#1_X_#2_X_
Offer #02: Substantial Completion Date May 1st, 2026			
1.	**RKA Construction**	$ 1,450,833.00	#1_X_#2_X_
2.	**Grinder, Taber & Grinder, Inc.**	$ 1,597,401.34	#1_X_#2_X_
3.	**Flagstar Construction Company, Inc.**	$ 1,598,000.00	#1_X_#2_X_
4.	**Century Construction Group, Inc.**	$ No Bid	#1_X_#2_X_

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

Tom Howorth, Architect

REGISTERED ARCHITECT Thomas S. Howorth 1953 Oxford, MS STATE OF MISSISSIPPI

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)

McCARTY ARCHITECTS

KURT SHETTLES, ARCHITECT ▪ JUSTIN HARRINGTON, ARCHITECT

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,

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)*	CONTRACT INFORMATION:	CHANGE ORDER INFORMATION:
Old Oxford Police Department Renovations Oxford, MS 38655	Contract For: General Construction Date: 02-19-2025	Change Order Number: 002 Date: 06-26-2025
OWNER: *(Name and address)*	**ARCHITECT:** *(Name and address)*	**CONTRACTOR:** *(Name and address)*
City of Oxford 107 Courthouse Square Oxford, MS 38655	McCarty Architects Professional Association 533 West Main Tupelo, MS 38804	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)*	CONTRACTOR *(Signature)*	OWNER *(Signature)*
BY: Jay Bryan, Architect *(Printed name, title, and license number if required)*	BY: Josh Parker, Owner *(Printed name and title)*	BY: Mayor Robyn Tannehill *(Printed name and title)*
06/27/2025 *Date*	6/27/25 *Date*	*Date*

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User Notes: (685d5582f96c42c0f166e616)

J.P. Corp
GENERAL CONTRACTORS

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

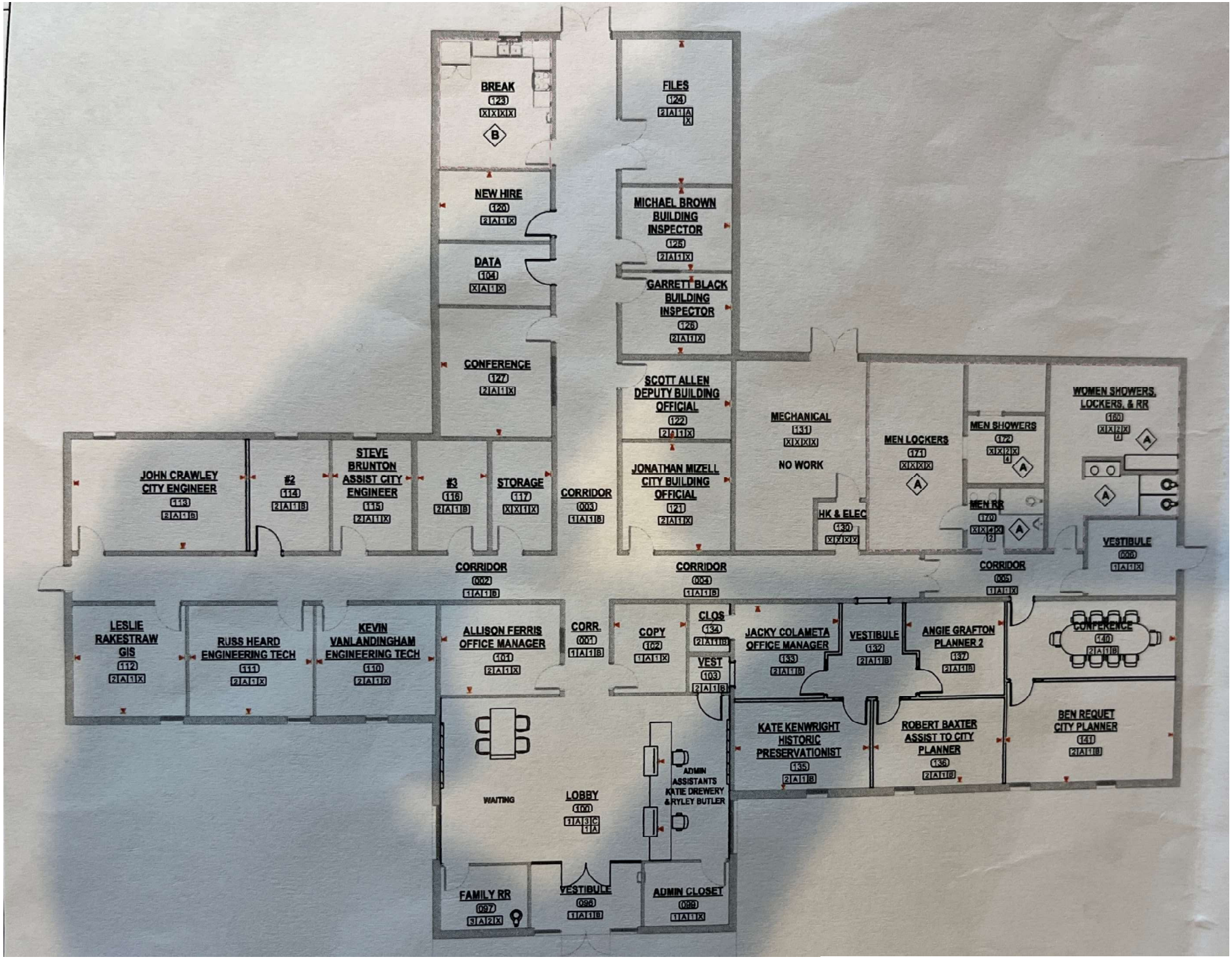
Labor and Material subtotal =

$812.00

$129.00 (OH/P)

$941.00

OVERALL TOTAL = $3,702.00


BREAK
123
FILES
124
NEW HIRE
120
MICHAEL BROWN
BUILDING
INSPECTOR
125
DATA
104
GARRETT BLACK
BUILDING
INSPECTOR
126
CONFERENCE
127
SCOTT ALLEN
DEPUTY BUILDING
OFFICIAL
122
MECHANICAL
131
NO WORK
MEN LOCKERS
171
MEN SHOWERS
172
WOMEN SHOWERS,
LOCKERS, & RR
160
JOHN CRAWLEY
CITY ENGINEER
113
#2
114
STEVE
BRUNTON
ASSIST CITY
ENGINEER
115
#3
116
STORAGE
117
CORRIDOR
003
JONATHAN MIZELL
CITY BUILDING
OFFICIAL
121
HK & ELEC
130
MEN RR
170
VESTIBULE
008
CORRIDOR
002
CORRIDOR
004
CORRIDOR
005
LESLIE
RAKESTRAW
GIS
112
RUSS HEARD
ENGINEERING TECH
111
KEVIN
VANLANDINGHAM
ENGINEERING TECH
110
ALLISON FERRIS
OFFICE MANAGER
101
CORR.
001
COPY
102
CLOS
134
VEST
103
JACKY COLAMETA
OFFICE MANAGER
133
VESTIBULE
132
ANGIE GRAFTON
PLANNER 2
137
CONFERENCE
140
KATE KENWRIGHT
HISTORIC
PRESERVATIONIST
135
ROBERT BAXTER
ASSIST TO CITY
PLANNER
136
BEN REQUET
CITY PLANNER
141
WAITING
LOBBY
100
ADMIN
ASSISTANTS
KATIE DREWERY
& RYLEY BUTLER
FAMILY RR
097
VESTIBULE
096
ADMIN CLOSET
099

LIGHT TYPE A - INTERIOR 2X4

www.ledvanceUS.com

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

- 120-277VAC
- Power Factor >0.9
- THD <20%
- 0-10V dimmable

Rated Life

- 50,000 hours (L_{70})

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-Ulamp 31T8	56	30	46%
2x4	2-lamp 28T8	49	30	39%
	2-lamp 32T8	56	30	46%
	3-lamp 32T8	75	30	60%
	3-lamp 28T8	64	35	45%
	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 PANELF = LED Panel	3B = Generation 3B	S = Selectable Wattage 035 = 20/30/35 045 = 30/35/45	Voltage UNV = 120-277V	Dimming D = 0-10V dimming	CRI 8 = >80	Color Temp SC7 = 3500K, 4000K and 5000K	Dimensions 14 = 1x4 22 = 2x2 24 = 2x4	Mounting G = Grid	Color / Finish WH = White	Other TAA = TAA Compliant

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

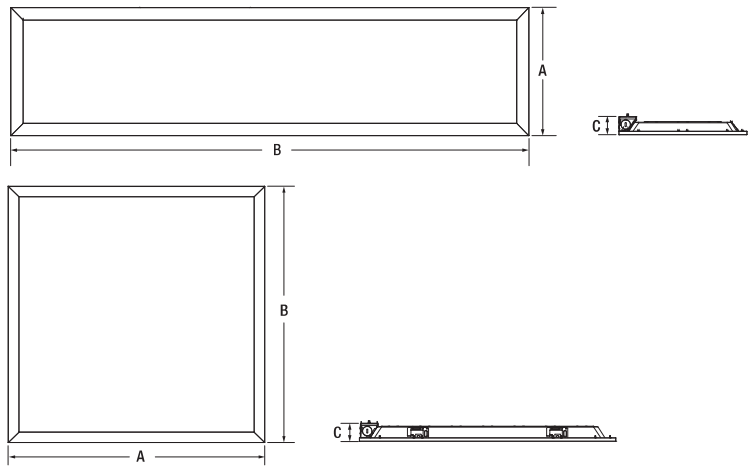
Photometric Data

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)

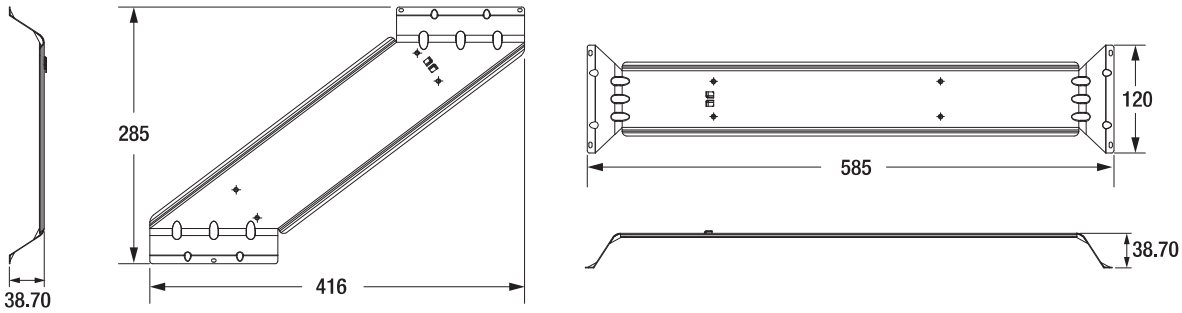


LIGHT TYPE A - INTERIOR 2X4

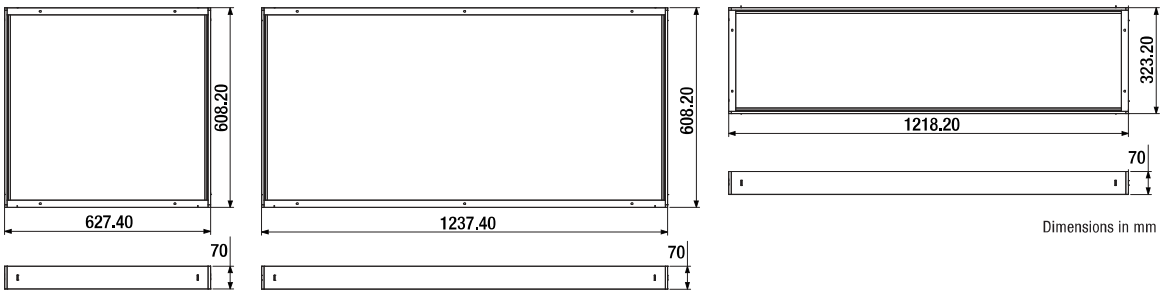
Accessories and Replacement Parts

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

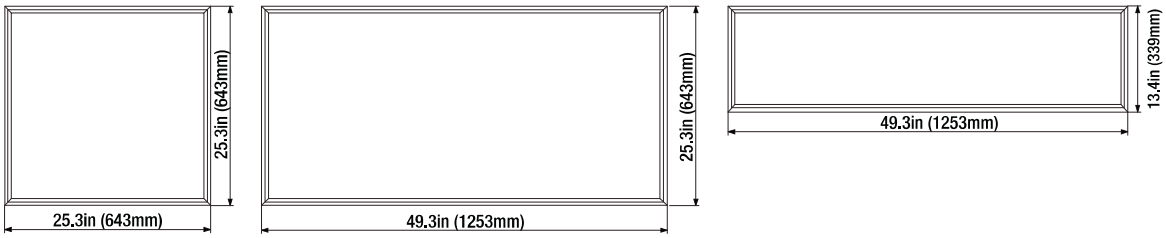
Metal Bridge



Surface Mount Kit



Flange Kit

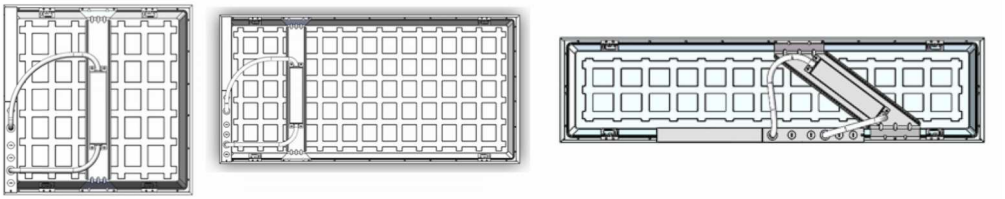


LIGHT TYPE A - INTERIOR 2X4

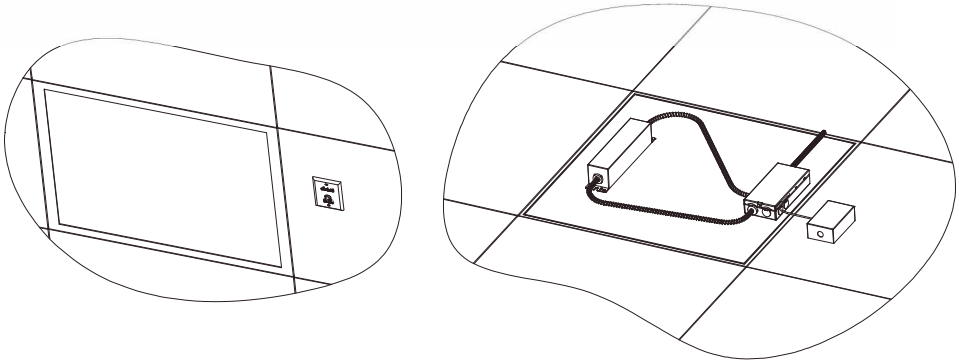
Options Information

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

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

/sylvania /sylvania

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LIGHT TYPE B - EXTERIOR PARKING/POLE

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 @ 25C°/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 Type II Available, Sold Separately	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							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.*

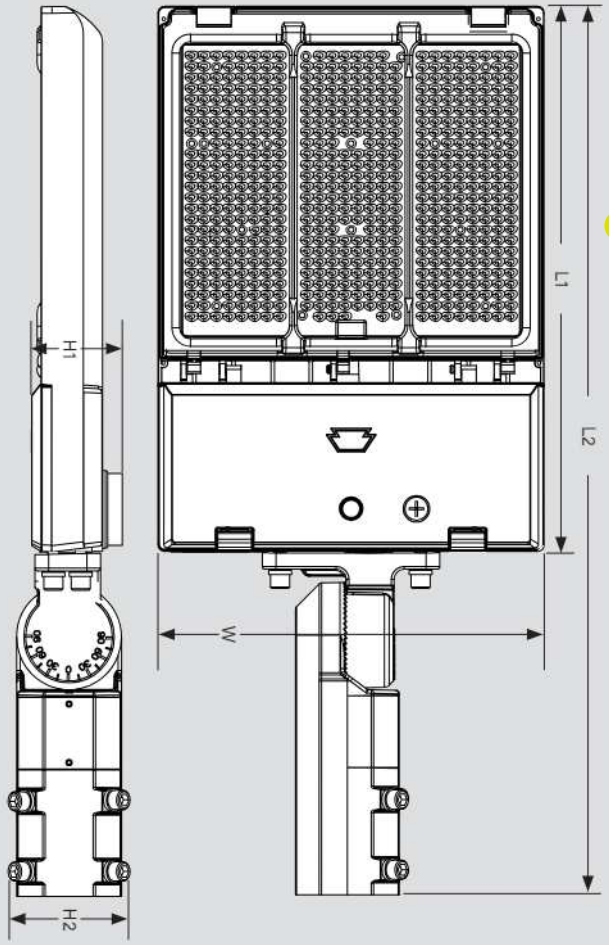
** *Fixtures and mounts with alternate housing colors are available and made to order. Extended lead times apply. Please see catalog number breakdown for full ordering code details.*

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"

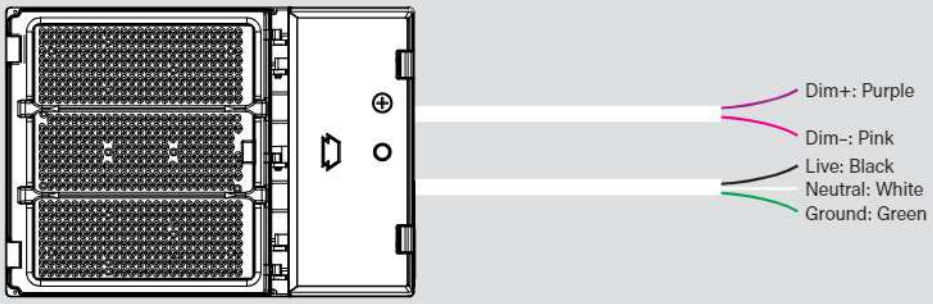
FIXTURE DIMENSIONS (WITH SLIPFITTER MOUNT)

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"× 13.15"× 5.63"	15.43 lbs
KT-ALED290PS-L2-OSB-SF-8CSB-VDIM-P KT-ALED290PS-L2-OSB-SF-8CSB-VDIM-P-W	33.07"× 15.94"× 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.

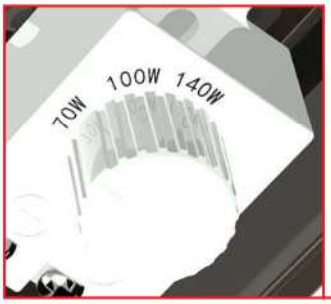
KT-ALEDXXXPS-X2-OSB-SF-8CSB-VDIM-P-X

SLIPFITTER-MOUNT LED AREA LIGHT PREMIUM PACKAGE

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

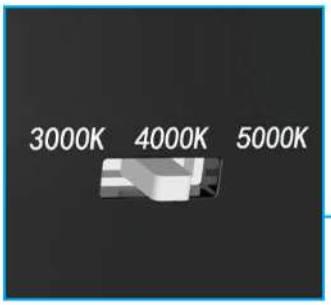
This fixture is equipped with field-adjustable Keystone Power Select and Color Select technology.

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.

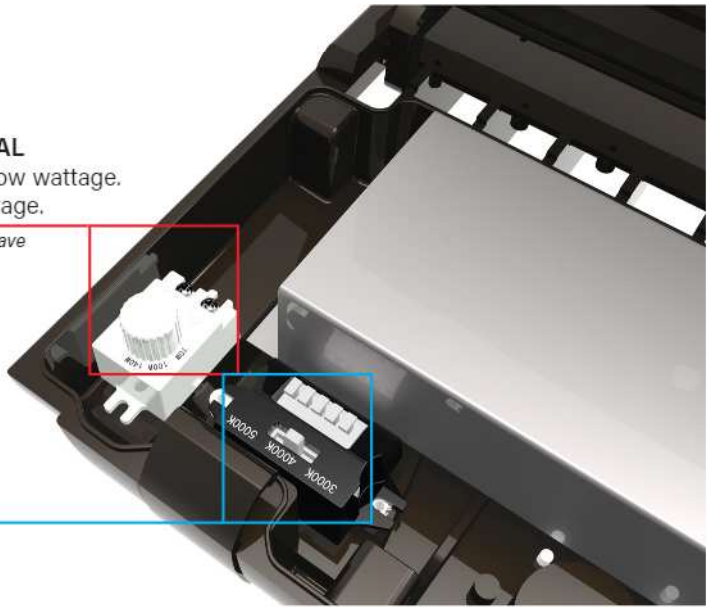


POWER SELECT ADJUSTMENT DIAL
Adjust between high, medium, and low wattage.
Fixtures come preset to highest wattage.

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



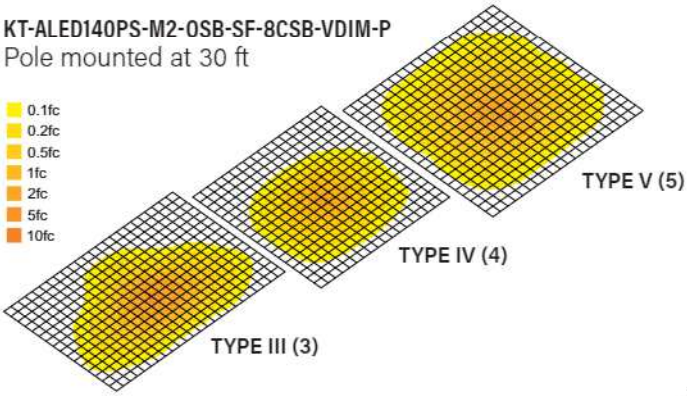
COLOR SELECT ADJUSTMENT SWITCH
Set switch to adjust CCT between 3000K, 4000K, and 5000K.
Fixture comes preset at 5000K.



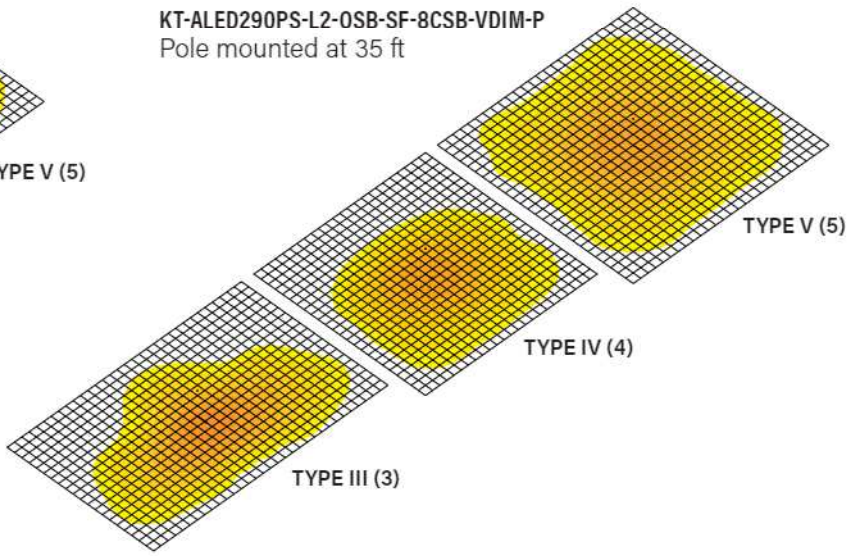
LIGHT DISTRIBUTION PATTERN

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

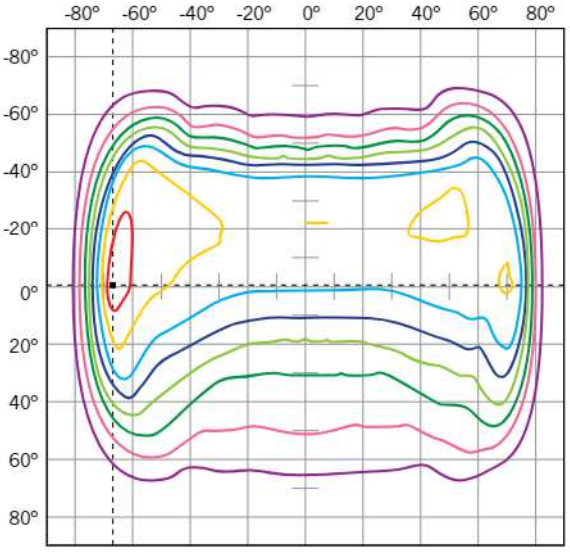


KT-ALEDXXXPS-X2-OSB-SF-8CSB-VDIM-P-X

SLIPFITTER-MOUNT LED AREA LIGHT PREMIUM PACKAGE

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

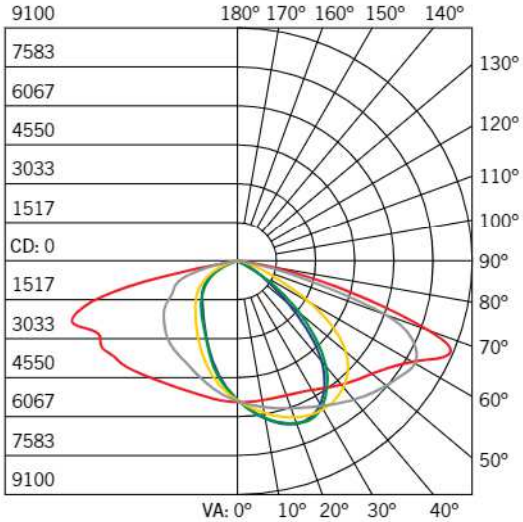
ISOCANDELA PLOT



--- Point of Max Cd: 9029.9

Cd: 8051, 90%	Cd: 3578, 40%
Cd: 6709, 75%	Cd: 2684, 30%
Cd: 5367, 60%	Cd: 1789, 20%
Cd: 4473, 50%	Cd: 895, 10%

POLAR CANDELA DISTRIBUTION



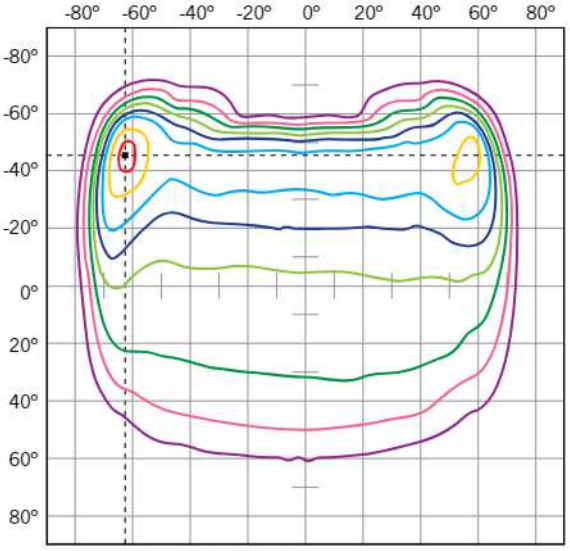
: 0° H : 22.5° H : 67.5° H
: 90° H : 45° H

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])

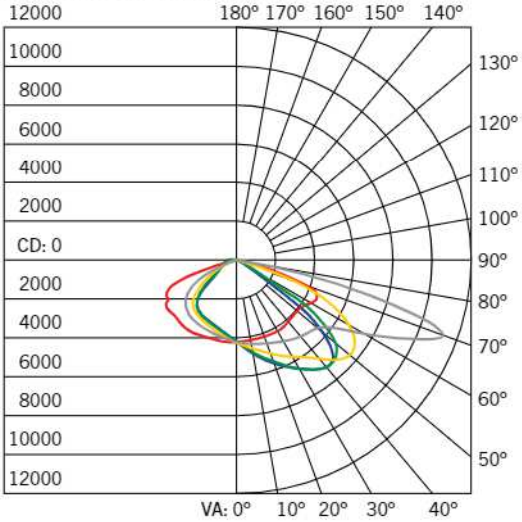
ISOCANDELA PLOT



--- Point of Max Cd: 11595.9

Cd: 10278, 90%	Cd: 4568, 40%
Cd: 8565, 75%	Cd: 3426, 30%
Cd: 6852, 60%	Cd: 2284, 20%
Cd: 5710, 50%	Cd: 1142, 10%

POLAR CANDELA DISTRIBUTION



: 0° H : 22.5° H : 67.5° H
: 90° H : 45° H

FLUX DISTRIBUTION

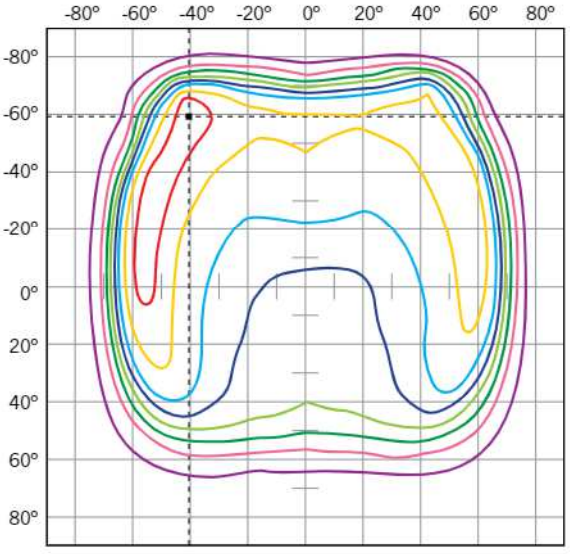
Zone	Lumens	% Luminaire
Forward Light		
0°-30°	2171.9	11.5%
30°-60°	6942.9	36.9%
60°-80°	3378.3	17.9%
80°-90°	65.9	0.4%
Back Light		
0°-30°	1621.8	8.6%
30°-60°	3565.3	18.9%
60°-80°	1049.9	5.6%
80°-90°	36.4	0.2%
Up Light		
90°-100°	0.0	0.0%
100°-180°	0.0	0.0%
Total	**18832.4**	**100.0%**
BUG Rating	**B3-U0-G3**	

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])

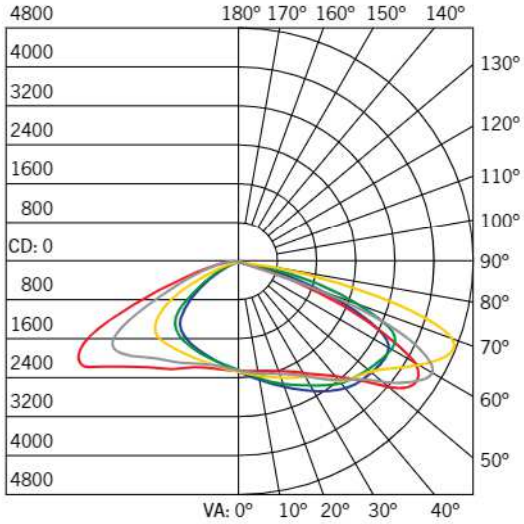
ISOCANDELA PLOT



--- Point of Max Cd: 7219.1

Cd: 6400, 90%	Cd: 2844, 40%
Cd: 5333, 75%	Cd: 2133, 30%
Cd: 4267, 60%	Cd: 1422, 20%
Cd: 3556, 50%	Cd: 711, 10%

POLAR CANDELA DISTRIBUTION



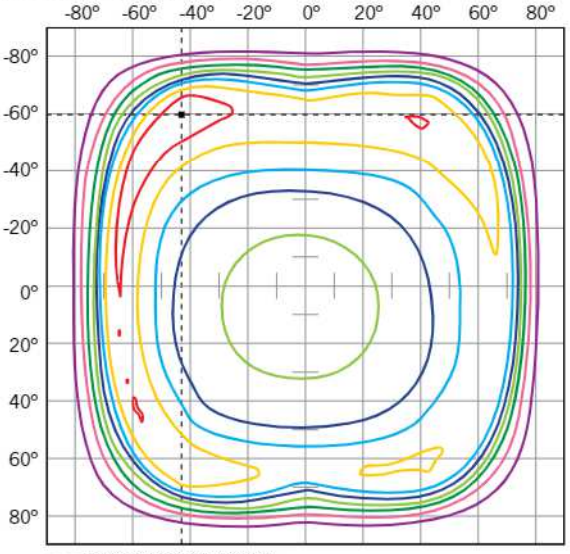
: 0° H : 22.5° H : 67.5° H
: 90° H : 45° H

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])

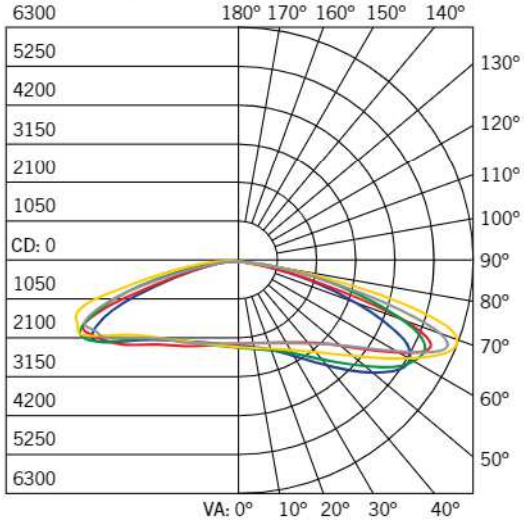
ISOCANDELA PLOT



--- Point of Max Cd: 6268.6

Cd: 5608, 90%	Cd: 2492, 40%
Cd: 4673, 75%	Cd: 1869, 30%
Cd: 3739, 60%	Cd: 1246, 20%
Cd: 3116, 50%	Cd: 623, 10%

POLAR CANDELA DISTRIBUTION



: 0° H : 22.5° H : 67.5° H
: 90° H : 45° H

FLUX DISTRIBUTION

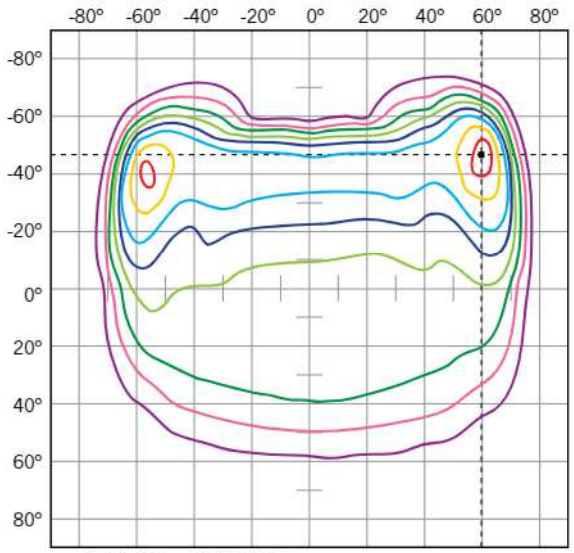
Zone	Lumens	% Luminaire
Forward Light		
0°-30°	1056.8	5.6%
30°-60°	4393.8	23.3%
60°-80°	4321.3	23.0%
80°-90°	233.7	1.2%
Back Light		
0°-30°	995.5	5.3%
30°-60°	3593.6	19.1%
60°-80°	3986.6	21.2%
80°-90°	238.8	1.3%
Up Light		
90°-100°	0.0	0.0%
100°-180°	0.0	0.0%
Total	**18820.1**	**100.0%**
BUG Rating	**B4-U0-G3**	

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])

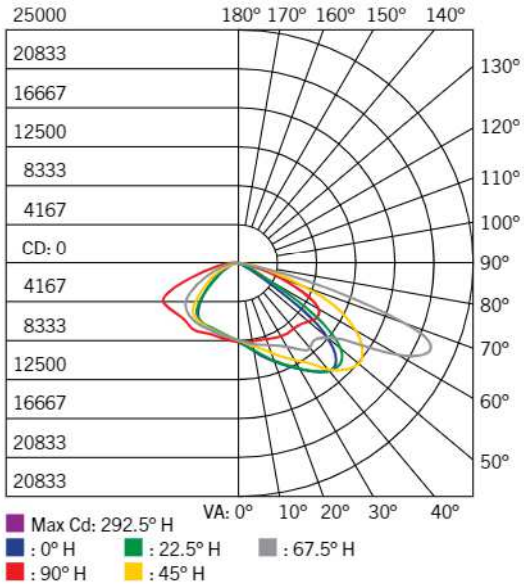
ISOCANDELA PLOT



--- Point of Max Cd: 24472.5

Cd: 21625, 90%
Cd: 18020, 75%
Cd: 14416, 60%
Cd: 12014, 50%
Cd: 9611, 40%
Cd: 7208, 30%
Cd: 4805, 20%
Cd: 2403, 10%

POLAR CANDELA DISTRIBUTION



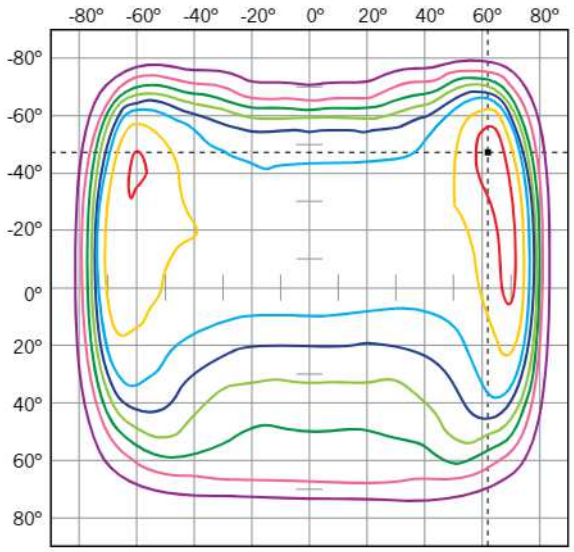
Max Cd: 292.5° H
: 0° H
: 22.5° H
: 67.5° H
: 90° H
: 45° H

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])

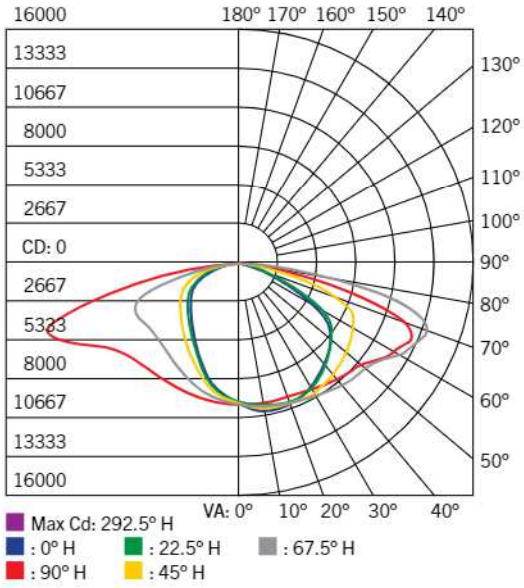
ISOCANDELA PLOT



--- Point of Max Cd: 15289.9

Cd: 13624, 90%
Cd: 11368, 75%
Cd: 9095, 60%
Cd: 7579, 50%
Cd: 6063, 40%
Cd: 4547, 30%
Cd: 3032, 20%
Cd: 1516, 10%

POLAR CANDELA DISTRIBUTION



Max Cd: 292.5° H
: 0° H
: 22.5° H
: 67.5° H
: 90° H
: 45° H

FLUX DISTRIBUTION

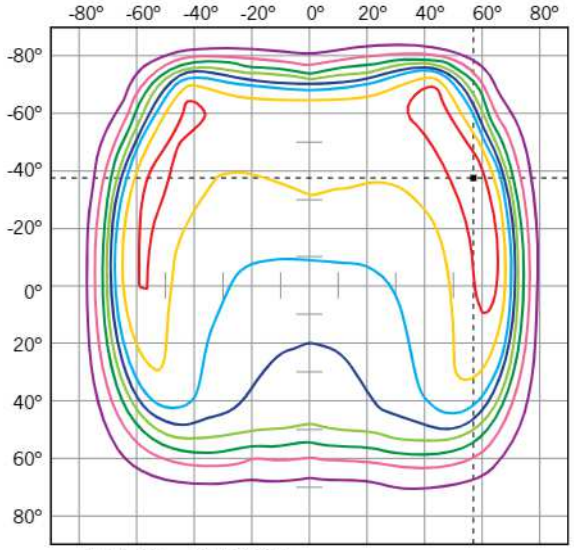
Zone	Lumens	% Luminaire
Forward Light		
0°-30°	4375.3	11.0%
30°-60°	11377.5	38.6%
60°-80°	7372.5	18.6%
80°-90°	503.8	1.3%
Back Light		
0°-30°	3570.4	9.0%
30°-60°	7690.4	19.4%
60°-80°	4636.1	11.7%
80°-90°	200.5	0.5%
Up Light		
90°-100°	0.0	0.0%
100°-180°	0.0	0.0%
Total	**39726.5**	**100.0%**
BUG Rating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

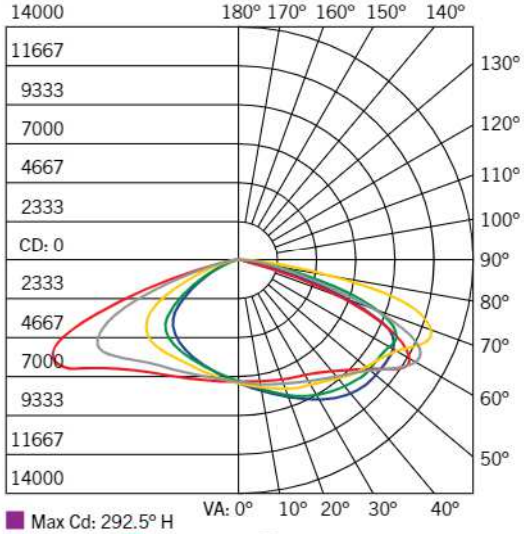
ISOCANDELA PLOT



--- Point of Max Cd: 13318.0

Cd: 11899, 90%
Cd: 9916, 75%
Cd: 7933, 60%
Cd: 6610, 50%
Cd: 5288, 40%
Cd: 3966, 30%
Cd: 2644, 20%
Cd: 1322, 10%

POLAR CANDELA DISTRIBUTION



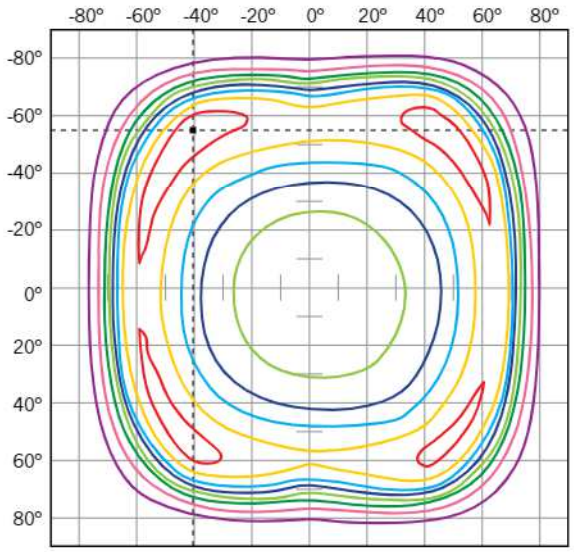
Max Cd: 292.5° H
: 0° H
: 22.5° H
: 67.5° H
: 90° H
: 45° H

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])

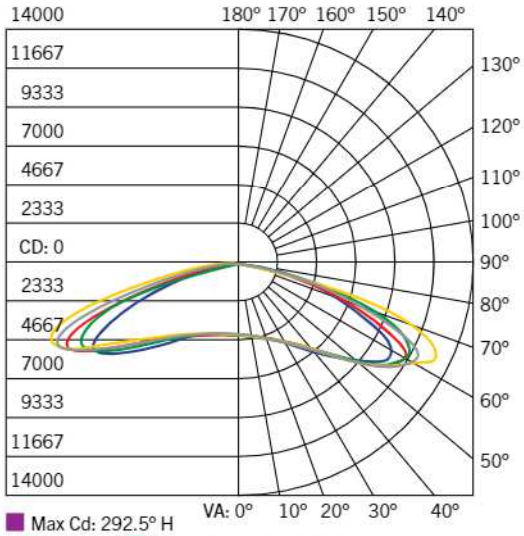
ISOCANDELA PLOT



--- Point of Max Cd: 13363.4

Cd: 11985, 90%
Cd: 9988, 75%
Cd: 7990, 60%
Cd: 6659, 50%
Cd: 5327, 40%
Cd: 3995, 30%
Cd: 2663, 20%
Cd: 1332, 10%

POLAR CANDELA DISTRIBUTION



Max Cd: 292.5° H
: 0° H
: 22.5° H
: 67.5° H
: 90° H
: 45° H

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

Microwave Occupancy Sensor
KTS-MW3-12V-PKO

SmartLoop PIR Motion Sensor**
KTSL-FC3-12V-PKO-PIR

SmartLoop Controller
KTSL-FC4-12V-PKO

** 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

Remote Control
KTS-MW3-REMOTECONTROL

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

External surge protector
KTSP-10KV-C

(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)

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

SLIPFITTER-MOUNT LED AREA LIGHT PREMIUM PACKAGE

ACCESSORIES CONTINUED (SOLD SEPARATELY)

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

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

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

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

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

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

ORDERING INFORMATION

ORDER CODE	PACK QTY.	UPC	Easy Code	DLC PRODUCT ID
KT-ALED140PS-M2-OSB-SF-8CSB-VDIM-P	1	843654153100	XPL-59	S-8O39KP
KT-ALED140PS-M2-OSB-SF-8CSB-VDIM-P-W		843654153117	LKX-29	
KT-ALED290PS-L2-OSB-SF-8CSB-VDIM-P		843654153148	IYG-25	S-WSZJLD
KT-ALED290PS-L2-OSB-SF-8CSB-VDIM-P-W		843654153155	EMV-15	

CATALOG NUMBER BREAKDOWN

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

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16

1 Keystone Technologies
2 Fixture Type
3 LED Technology
4 Max Wattage
5 Power Select
6 Size / Shape
7 Style / Design Designation
8 Optic Swap
9 Optic Swap Designation
10 Slipfitter Mount
11 80 CRI
12 Color Select
13 Color Select Designation
14 0-10V Dimming
15 Stock Package
16 Housing Color

4 Max Wattage

140	140W
290	290W

6 Size / Shape

M	Medium
L	Large

9 Optic Swap Designation

B	Type III lens installed, Type IV and V lens included

13 Color Select Designation

B	3000/4000/5000K

16 Housing Color

	Bronze
W	White

ORDERING EXAMPLES

FIXTURE WITH SINGLE FACTORY-INSTALLED ACCESSORY

KT-ALED140PS-M2-OSB-SF-8CSB-VDIM-P /FC3

FIXTURE WITH NO FACTORY-INSTALLED ACCESSORIES

KT-ALED140PS-M2-OSB-SF-8CSB-VDIM-P

KEYSTONE FIXTURE CATALOG NUMBER
KKT-ALED140PS-M2-OSB-SF-8CSB-VDIM-P

SENSORS

✓	SUFFIX	CATALOG NUMBER
✓	/FC3	KTSL-FC3-12V-PKO-PIR

** When ordering more then one factory-installed accessory, use multiple suffixes as shown in the ordering examples above.*
***Note:** All accessories can also be ordered separately for field installation using just their regular Catalog Number, UPC, or Easy Code.*

J.P. Corp
GENERAL CONTRACTORS

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 — Your Name, Title
6/20/2025 — 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** ✓

J.P. Corp
GENERAL CONTRACTORS

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)

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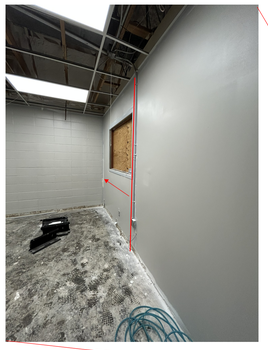
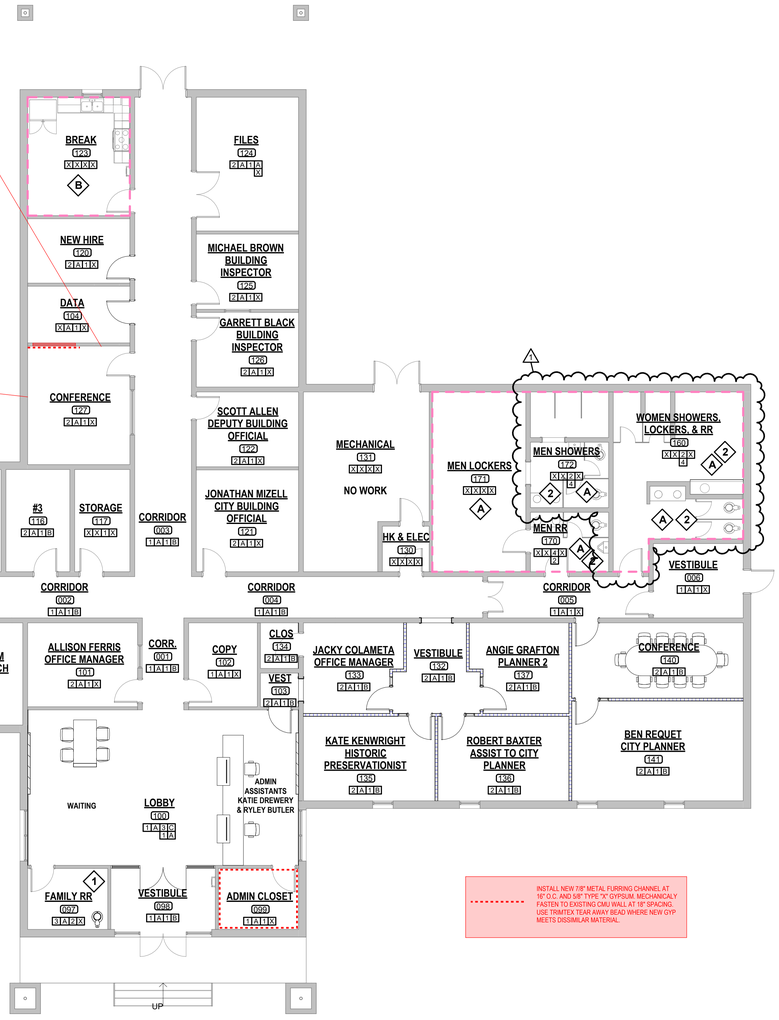
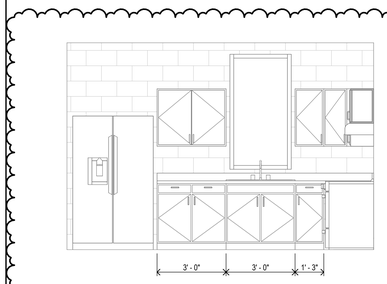


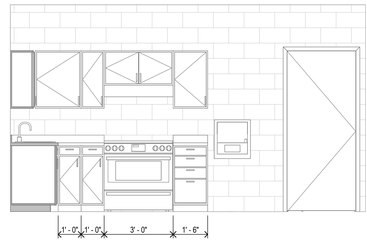


F1	INTERIOR FINSH FLOOR PLAN
1/8" = 1'-0"	

NORTH



N11	KITCHEN - WEST
3/8" = 1'-0"	



N14	KITCHEN - NORTH
3/8" = 1'-0"	

KEYNOTES

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

OWNER PROVIDED EQUIPMENT

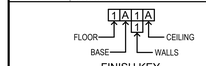
ALL FURNITURE IS TO BE OWNER PROVIDED, NOT IN CONSTRUCTION.

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 KEY

FINISH TAGS INDICATE BASE BID WORK.

ALTERNATES

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

GENERAL NOTES INTERIOR FINISHES

1. 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 MOULDINGS, WALL MOUNTED TV'S SHELVING, TOILET PARTITIONS, OWNER FURNISHED EQUIPMENT INDICATED AND SIMILAR ITEMS.
2. CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFYING ALL OVERAL DIMENSIONS AND CLEAR DIMENSIONS FOR MILLWORK, SPECIALTY ITEMS, EQUIPMENT, AND FIXTURES.
3. PAINT ALL VENTS / GRILLS LOCATED ON WALLS AND CEILINGS TO MATCH SPECIFIED WALL COLOR, UNLESS OTHERWISE NOTED.
4. DO NOT STOP OR START DIFFERENT PAINT COLORS ON OUTSIDE CORNERS. CONTACT INTERIOR DESIGNER WITH PAINT QUESTIONS.
5. ALL WALL PAINT FINISHES TO BE SATIN / EG-SHELL UNLESS OTHERWISE NOTED.
6. THE LOCATIONS OF ALL ACCENT WALLS TO BE DETERMINED BY INTERIOR DESIGNER DURING SUBMITTAL PHASE.
7. PAINT ALL HOLLOW METAL FRAME AND METAL DOORS WITH SEMI-GLOSS FINISH. SPRAY APPLY PAINT.
8. ALL FLOOR AND FINISHES ARE TO BE CLEANED AND PROTECTED PER MANUFACTURER'S WRITTEN INSTRUCTIONS.
9. FURNITURE IS OWNER FURNISHED. NOT PART OF THE CONSTRUCTION CONTRACT..

REGISTERED ARCHITECT
JUSTIN HARRINGTON
13349
TUPELO, MS
STATE OF MISSISSIPPI
29 MAY 25

OFFICE ADDRESS:
533 WEST MAIN STREET
TUPELO, MS 38804
PHONE: (662) 844-4400
FAX: (662) 844-4404

MC CARTY ARCHITECTS
KURT SHETTLES, ARCHITECT ▪ JUSTIN HARRINGTON, ARCHITECT

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 ___

2/6/2025 9:59:23 AM

Plot Date: 13 JANUARY 2025 CONSTRUCTION DOCUMENTS

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: 2	
Date of Task Order: June 16, 2025	

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, MISSSISSIPPI	**WAGGONER ENGINEERING, INC.**
By: Robyn Tannehill	By: Tracy M. Huffman
Title: Mayor	Title: Sr. Vice President
Date:	Date: 6/16/2025

OXFORD
DEVELOPMENT
SERVICES

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

OXFORD
DEVELOPMENT
SERVICES

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.

OXFORD
DEVELOPMENT
SERVICES

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.

OXFORD
DEVELOPMENT
SERVICES

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

OXFORD
DEVELOPMENT
SERVICES

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.

OXFORD
DEVELOPMENT
SERVICES

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.

OXFORD
DEVELOPMENT
SERVICES

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.

LEGEND

THESE STANDARD SYMBOLS MAY BE FOUND IN THE DRAWING.

- PROPERTY BOUNDARY LINE
- ADJACENT PROPERTY LINE
- EXISTING BUILDING
- EXISTING PAVEMENT/CURB/GUTTER
- EXISTING GRAVEL
- PROPOSED EDGE OF PVMT
- PROPOSED CURB AND GUTTER

N W E S

50 0 50 100 150

SCALE: 1" = 50'

ADD RIGHT-TURN DECELERATION LANE

MS HWY 6

ADD LEFT-TURN LANE

CLOSE EXISTING MEDIAN CROSS-OVER

ADD LEFT-TURN LANE

CLOSE EXISTING LEFT-TURN LANE

REVISE MEDIAN CROSS-OVER TO RESTRICT ACCESS TO WESTBOUND LEFT-TURN TRAFFIC ONLY

ADD RIGHT-TURN LANE

CLOSE EXISTING NON-CONFORMING ENTRANCE

ADD RIGHT-TURN DECELERATION LANE

50.0'

WIDEN EXISTING DRIVE AISLE

CLOSE EXISTING NON-CONFORMING ENTRANCE

RICKY D. BRITT BLVD.

CONCEPTUAL LAYOUT

FOR

MS HWY 6 IMPROVEMENTS SIGNALIZED INTERSECTION

OXFORD, MISSISSIPPI

JUNE 2025

SCALE: 1" = 50'

Prepared By:

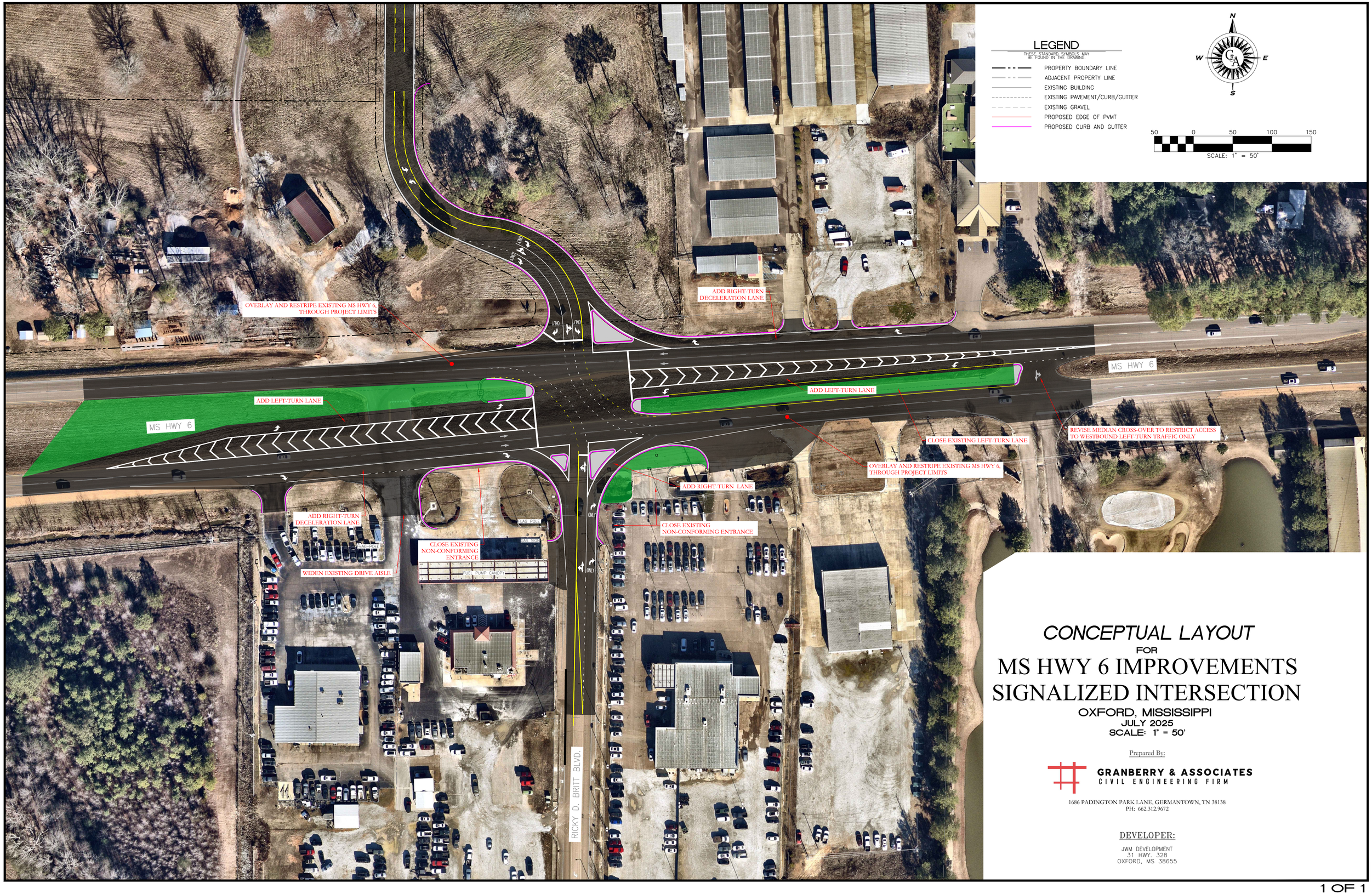
GRANBERRY & ASSOCIATES
CIVIL ENGINEERING FIRM

1686 PADINGTON PARK LANE, GERMANTOWN, TN 38138
PH: 662.312.9672

OWNER:

MJW DEVELOPMENT, LLC
31 HWY. 328
OXFORD, MS 38655

1 OF 1



CONCEPTUAL LAYOUT

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MS HWY 6 IMPROVEMENTS SIGNALIZED INTERSECTION

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