



**CITY OF BYRAM
AGENDA FOR THE REGULAR MEETING OF THE
MAYOR AND BOARD OF ALDERMEN
THURSDAY, SEPTEMBER 12, 2024, 7:00 PM
City Hall: 5901 Terry Road, Byram, MS**

- 1. Welcome and Call to Order**
- 2. Invocation**
- 3. Pledge of Allegiance**
- 4. Roll Call**
- 5. Presented Items**
 - (a) Approval to amend the agenda to add under Presented Items, Report from JWM Consulting Engineers on the Structural Foundation and Evaluation at 300 Executive Blvd, and under Discussion and Action, Fund 125 and Fund 301 Budget Amendments, discussion of 2022 CDBG Grant Signature Authorization, and authorization to pay the first 2022 CDBG Grant invoice**
 - (b) Acceptance of the lowest and best bid for the 2024 City Overlay project, presented by Ron McMaster, Jr. of McMaster & Associates**
 - (c) Approval for McMaster & Associates, Inc. to submit a grant application (Mississippi Outdoor Stewardship Trust also known as "MOST") on behalf of the City of Byram for the construction of a walking trail at Byram Municipal Park and Sports Complex**
 - (d) Approval of Made in Mississippi Community Partnership Agreement**
 - (e) Report from James Miller of JWM Consulting Engineers on the Structural Foundation Inspection and Evaluation at 300 Executive Blvd**
- 6. Approval of Consent Agenda Items**
 - (a) Approval of Minutes of the Regular Meeting of the Mayor and Board of Aldermen held August 22, 2024**
 - (b) Approval of Minutes of the Budget Public Hearing held September 3rd, 2024**

- (c) Approval for Julia Kraft to attend the Fall Municipal Clerks Conference in Starkville, MS, September 25th to 27th, 2024, with \$200.00 registration fee and estimated travel expenses of \$519.80 (001-140-610/611)**
- (d) Approval of payment in the amount of \$5,466.40 to Mississippi Municipal League, MML Membership dues (001-195-622)**
- (e) Acceptance of donations for the 2024 Veterans Day Program in the amount of \$150.00 from Microtech Industries and Regie Networking Systems**
- (f) Approval for Lt. Maurice Kendrick to attend Mississippi Children's Advocacy Center's One Loud Voice Conference in Biloxi, MS, November 11th - 14th, 2024, with \$265.00 registration fee and \$714.00 estimated travel expenses (001-200-610/611)**
- (g) Approval for Orlando Redd to attend the MS 911 Coordinators Conference in Biloxi MS, October 28 - 31, 2024, with \$495.00 registration fee and \$496.94 estimated travel expenses (001-200-610/611)**
- (h) Approval for Orlando Redd to attend an NECI Crimes in Progress - Liability and Legal Issues Course in Wiggins, MS on September 25, 2024 with \$150.00 registration fee and no estimated travel expense to the City (001-200-611)**
- (i) Approval for Ze'Neisha Morgan to attend a 16 hour Orientation to E-Telecommunications Course in Canton, MS on December 9th and 10th, 2024, at no cost to the City**
- (j) Approval to dispose of two broken chairs, asset numbers 00293 and 00294**
- (k) Approval to dispose of the following assets by auction:**
 - FD1201, 2012 Dodge Ram pickup truck, VIN #1C6RD6KTXCS132589**
 - FD1101, 2011 Chevrolet Silverado pickup truck, VIN #3GCLSE38BG314954**
 - FD1301, 1993 Ladder Truck, VIN#4ENDABA82P1002352**
- (l) Approval to dispose of asset #00821, LGTV, Serial #203RMLM87064, Model #47CM565-UB**
- (m) Approval of quote in the amount of \$11,865.00 from Lewis Electric, Inc. for wiring and installation of outlets on poles to light up Christmas wreaths (001-301-635)**
- (n) Approval of payment in the amount of \$9,117.87 to McMaster & Associates, Inc., professional services regarding the failed storm drain at Bullrun Drive (131-301-602)**
- (o) Approval to enter into a Contract Agreement with Burns Cooley Dennis to explore subsurface soil conditions at the proposed soccer fields site (101-550-602)**
- (p) Approval to accept the proposal from McMaster & Associates for land surveying services for the proposed nature park and soccer fields (101-550-602)**

- (q) Approval to accept the proposal of Headwaters, Inc., for wetland and "other waters" assessment at the proposed nature park and soccer fields site (101-550-602)**
- (r) Approval of Agreement with McMaster & Associates for inspection of the Lake Dockery Dam**
- (s) Approval of quote in the amount of \$5,294.16 from Cooper Electric for the complete rebuild of the Torrance Cove sewer pump (400-700-577)**
- (t) Approval of payment in the amount of \$60,820.00 to Fordice Construction Company for Parker Drive pipe repair (131-301-908)**
- (u) Approval of payment in the amount of \$79,435.00 to Hemphill Construction Company, final invoice for storm drain repairs at Bull Run Drive (131-301-908)**
- (v) Approval of quote in the amount of \$17,294.55 from Carpenter Decorating for a custom-made snowflake design decoration for the City of Byram sign (100-550-559)**
- (w) Approval for Elected Officials to attend the 2024 Small Town Conference in Vicksburg, MS on October 9-10, 2024, with \$125.00 each registration fees and estimated travel costs of \$430.04 each (001-100-610/611)**
- (x) Approval of payment in the amount of \$250.00 to CMPDD, membership dues for Mayor White for the Central Mississippi Mayors Association (001-120-622)**

7. Discussion and Action

- (a) Approval of Claims Docket in the amount of \$235,228.33 from 8/14/24 to 9/4/24**
- (b) Discussion of Fund 125 and Fund 301 Budget Amendments**
- (c) Acceptance of the FY2024-2025 Budget as presented at the Public Hearing held September 3, 2024**
- (d) Approval of Definitions page to be added to the City's current Travel Policy**
- (e) Approval of hiring policy for Department Heads and Interim Department Heads**
- (f) Discussion of potential contract for professional services for State Elections Management System**
- (g) Discussion of 2022 CDBG Grant Signature Authorization**
- (h) Authorization to pay the first 2022 CDBG Grant invoice**
- (i) Discussion of dates for upcoming holiday meetings and events**

- (j) **Approval to promote Officer Jamon Jackson from Patrol Officer to Detective at a salary of \$19.50 per hour**
- (k) **Approval to hire an Executive Assistant to the Chief of Police at \$19.00 per hour with full benefits, contingent upon successful completion of the hiring process**
- (l) **Approval to hire a Patrol Officer Recruit at \$16.85 per hour with full benefits, contingent upon successful completion of the hiring process**
- (m) **Approval to change Michael Sterling's title from Fire Marshall to Assistant Fire Chief at the same rate of pay**
- (n) **Approval of a pay increase to \$13.54 per hour, effective October 1, 2024, for Firefighter Matthew Lloyd after becoming a certified EMT.**
- (o) **Approval of Resolution for Fire Prevention Week**
- (p) **Department Heads Monthly Reports**

8. Public Comments *Byram residents may address the Board at this time, provided they have signed in with their name and address. Discussion will be limited to three (3) minutes per person*

9. Announcements

(a) Announcements:

- **Monday, September 23rd ~ Ward IV meeting, 6:00 P.M. at City Hall**
- **Thursday, September 26th ~ Regular Meeting of the Mayor and Board of Aldermen, 7:00 P.M. at City Hall**
- **Monday, September 30th ~ Ward I Meeting, 6:30 P.M. at City Hall**

10. Adjourn

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 5.a

FOR: Approval to amend the agenda to add under Presented Items, Report from JWM Consulting Engineers on the Structural Foundation and Evaluation at 300 Executive Blvd, and under Discussion and Action, Fund 125 and Fund 301 Budget Amendments, discussion of 2022 CDBG Grant Signature Authorization, and authorization to pay the first 2022 CDBG Grant invoice

INTRODUCED BY: Angela Richburg, City Clerk

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 5.b

FOR: Acceptance of the lowest and best bid for the 2024 City Overlay project, presented by Ron McMaster, Jr. of McMaster & Associates

INTRODUCED BY: Ron McMaster, Jr.

ATTACHMENTS:

File Name

[2024 City of Byram Overlay Project - Bid Tab.pdf](#)

BID LETTING - 2024 City Overlay Project			
City of Byram, Mississippi			
RANK	CONTRACT.	SURETY	AMOUNT OF BID
1	Adcamp, Inc.	Travelers Casualty and Surety Co. of America	\$1,194,672.63
2	AJ Construction, Inc.	Fidelity & Deposit Co. of Maryland	\$1,443,601.00
3	APAC - Mississippi, Inc.	Federal Insurance Company	\$1,544,730.00
4	Dickerson & Bowen, Inc.	Travelers Casualty and Surety Co. of America	\$1,623,140.20
5	Superior Asphalt	Fidelity & Deposit Co. of Maryland	\$1,836,024.00

2024 City Overlay Project			***Apparent Low Bid***									
City of Byram, Mississippi			\$1,194,672.63		\$1,443,601.00		\$1,544,730.00		\$1,623,140.20		\$1,836,024.00	
Project Engineer- Ron McMaster, Jr., P.E.			Adcamp, Inc.		AJ Construction, Inc.		APAC - Mississippi, Inc.		Dickerson & Bowen, Inc.		Superior Asphalt	
28-Aug-2024												
BASE BID												
1	Mobilization	1.0 LS	\$10,000.00	\$10,000.00	\$50,000.00	\$50,000.00	\$55,000.00	\$55,000.00	\$100,000.00	\$100,000.00	\$98,500.00	\$98,500.00
2	Excess Excavation (F.M.)	390.0 CY.	\$50.00	\$19,500.00	\$45.00	\$17,550.00	\$165.00	\$64,350.00	\$165.00	\$64,350.00	\$72.00	\$28,080.00
3	Hot Mix Asphalt, SC-1, Type 8	3,099.0 Ton	\$111.51	\$345,569.49	\$132.00	\$409,068.00	\$123.00	\$381,177.00	\$132.00	\$409,068.00	\$138.00	\$427,662.00
4	Hot Mix Asphalt, Base Repair, BB-1, Type 6	773.0 Ton	\$153.40	\$118,578.20	\$155.00	\$119,815.00	\$146.50	\$113,244.50	\$145.00	\$112,085.00	\$220.00	\$170,060.00
5	Hot Mix Asphalt, Leveling, SC-1, Type 8	159.0 Ton	\$120.00	\$19,080.00	\$132.00	\$20,988.00	\$153.50	\$24,406.50	\$185.00	\$29,415.00	\$220.00	\$34,980.00
6	Cold Milling of Bituminous Pavement, All Depths	6,520.0 SY.	\$2.00	\$13,040.00	\$5.00	\$32,600.00	\$9.00	\$58,680.00	\$8.90	\$58,028.00	\$9.00	\$58,680.00
7	Maintenance of Traffic	1.0 LS	\$7,500.00	\$7,500.00	\$31,350.00	\$31,350.00	\$16,000.00	\$16,000.00	\$20,000.00	\$20,000.00	\$48,500.00	\$48,500.00
8	Additional Construction Signs	0.0 SF.	\$10.00	\$0.00	\$10.00	\$0.00	\$10.00	\$0.00	\$10.00	\$0.00	\$10.00	\$0.00
9	6" Wide Traffic Stripe (Continuous Yellow)	0.0 LF.	\$1.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.75	\$0.00	\$2.00	\$0.00
10	Legend (White) Traffic Stripe	513.0 LF.	\$7.00	\$3,591.00	\$7.00	\$3,591.00	\$7.00	\$3,591.00	\$7.00	\$3,591.00	\$8.00	\$4,104.00
TOTAL BASE BID			\$536,858.69		\$684,962.00		\$716,449.00		\$796,537.00		\$870,566.00	
ADDITIVE ALTERNATE NO.1												
2	Excess Excavation (F.M.)	236.0 CY.	\$60.00	\$14,160.00	\$45.00	\$10,620.00	\$165.00	\$38,940.00	\$165.00	\$38,940.00	\$71.50	\$16,874.00
3	Hot Mix Asphalt, SC-1, Type 8	2,487.0 Ton	\$111.51	\$277,325.37	\$132.00	\$328,284.00	\$123.00	\$305,901.00	\$132.00	\$328,284.00	\$138.00	\$343,206.00
4	Hot Mix Asphalt, Base Repair, BB-1, Type 6	467.0 Ton	\$153.40	\$71,637.80	\$155.00	\$72,385.00	\$146.50	\$68,415.50	\$145.00	\$67,715.00	\$265.00	\$123,755.00
5	Hot Mix Asphalt, Leveling, SC-1, Type 8	105.0 Ton	\$120.00	\$12,600.00	\$132.00	\$13,860.00	\$153.50	\$16,117.50	\$185.00	\$19,425.00	\$220.00	\$23,100.00
6	Cold Milling of Bituminous Pavement, All Depths	6,483.0 SY.	\$2.00	\$12,966.00	\$5.00	\$32,415.00	\$9.00	\$58,347.00	\$8.90	\$57,698.70	\$9.00	\$58,347.00
7	Maintenance of Traffic	1.0 LS	\$8,000.00	\$8,000.00	\$10,000.00	\$10,000.00	\$20,000.00	\$20,000.00	\$7,500.00	\$7,500.00	\$32,500.00	\$32,500.00
8	Additional Construction Signs	0.0 SF.	\$10.00	\$0.00	\$10.00	\$0.00	\$10.00	\$0.00	\$10.00	\$0.00	\$10.00	\$0.00
9	6" Wide Traffic Stripe (Continuous Yellow)	0.0 LF.	\$1.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.75	\$0.00	\$2.00	\$0.00
10	Legend (White) Traffic Stripe	1,134.0 LF.	\$7.00	\$7,938.00	\$7.00	\$7,938.00	\$7.00	\$7,938.00	\$7.00	\$7,938.00	\$8.00	\$9,072.00
TOTAL ADDITIVE ALTERNATE NO.1			\$404,627.17		\$475,502.00		\$515,659.00		\$527,500.70		\$606,854.00	
ADDITIVE ALTERNATE NO.2												
2	Excess Excavation (F.M.)	103.0 CY.	\$50.00	\$5,150.00	\$45.00	\$4,635.00	\$165.00	\$16,995.00	\$165.00	\$16,995.00	\$72.00	\$7,416.00
3	Hot Mix Asphalt, SC-1, Type 8	1,088.0 Ton	\$111.51	\$121,322.88	\$132.00	\$143,616.00	\$123.00	\$133,824.00	\$132.00	\$143,616.00	\$140.00	\$152,320.00
4	Hot Mix Asphalt, Base Repair, BB-1, Type 6	203.0 Ton	\$153.40	\$31,140.20	\$155.00	\$31,465.00	\$146.50	\$29,739.50	\$145.00	\$29,435.00	\$250.00	\$50,750.00
5	Hot Mix Asphalt, Leveling, SC-1, Type 8	39.0 Ton	\$120.00	\$4,680.00	\$132.00	\$5,148.00	\$153.50	\$5,986.50	\$185.00	\$7,215.00	\$250.00	\$9,750.00
6	Cold Milling of Bituminous Pavement, All Depths	804.0 SY.	\$2.00	\$1,608.00	\$5.00	\$4,020.00	\$30.00	\$24,120.00	\$8.90	\$7,155.60	\$22.00	\$17,688.00
7	Maintenance of Traffic	1.0 LS	\$8,000.00	\$8,000.00	\$5,000.00	\$5,000.00	\$16,000.00	\$16,000.00	\$5,000.00	\$5,000.00	\$18,000.00	\$18,000.00
8	Additional Construction Signs	0.0 SF.	\$10.00	\$0.00	\$10.00	\$0.00	\$10.00	\$0.00	\$10.00	\$0.00	\$10.00	\$0.00
9	6" Wide Traffic Stripe (Continuous Yellow)	2,050.0 LF.	\$1.75	\$3,587.50	\$1.75	\$3,587.50	\$1.75	\$3,587.50	\$1.75	\$3,587.50	\$2.00	\$4,100.00
10	Legend (White) Traffic Stripe	495.0 LF.	\$7.00	\$3,465.00	\$7.00	\$3,465.00	\$7.00	\$3,465.00	\$7.00	\$3,465.00	\$8.00	\$3,960.00
TOTAL ADDITIVE ALTERNATE NO.2			\$178,953.58		\$200,936.50		\$233,717.50		\$216,469.10		\$263,984.00	
ADDITIVE ALTERNATE NO.3												
2	Excess Excavation (F.M.)	0.0 CY.	\$50.00	\$0.00	\$45.00	\$0.00	\$165.00	\$0.00	\$165.00	\$0.00	\$100.00	\$0.00
3	Hot Mix Asphalt, SC-1, Type 8	519.0 Ton	\$111.51	\$57,873.69	\$132.00	\$68,508.00	\$123.00	\$63,837.00	\$132.00	\$68,508.00	\$140.00	\$72,660.00
4	Hot Mix Asphalt, Base Repair, BB-1, Type 6	0.0 Ton	\$153.40	\$0.00	\$155.00	\$0.00	\$146.50	\$0.00	\$145.00	\$0.00	\$250.00	\$0.00
5	Hot Mix Asphalt, Leveling, SC-1, Type 8	0.0 Ton	\$120.00	\$0.00	\$132.00	\$0.00	\$153.50	\$0.00	\$185.00	\$0.00	\$250.00	\$0.00
6	Cold Milling of Bituminous Pavement, All Depths	111.0 SY.	\$2.00	\$222.00	\$5.00	\$555.00	\$30.00	\$3,330.00	\$8.90	\$987.90	\$60.00	\$6,660.00
7	Maintenance of Traffic	1.0 LS	\$8,000.00	\$8,000.00	\$5,000.00	\$5,000.00	\$3,600.00	\$3,600.00	\$5,000.00	\$5,000.00	\$6,000.00	\$6,000.00
8	Additional Construction Signs	0.0 SF.	\$10.00	\$0.00	\$10.00	\$0.00	\$10.00	\$0.00	\$10.00	\$0.00	\$10.00	\$0.00
9	6" Wide Traffic Stripe (Continuous Yellow)	4,458.0 LF.	\$1.75	\$7,801.50	\$1.75	\$7,801.50	\$1.75	\$7,801.50	\$1.75	\$7,801.50	\$2.00	\$8,916.00
10	Legend (White) Traffic Stripe	48.0 LF.	\$7.00	\$336.00	\$7.00	\$336.00	\$7.00	\$336.00	\$7.00	\$336.00	\$8.00	\$384.00
TOTAL ADDITIVE ALTERNATE NO.3			\$74,233.19		\$82,200.50		\$78,904.50		\$82,633.40		\$94,620.00	
TOTAL BID			\$1,194,672.63		\$1,443,601.00		\$1,544,730.00		\$1,623,140.20		\$1,836,024.00	

Approved:



Ron McMaster, Jr., P.E., Project Engineer

NOTES:

1. None.

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 5.c

FOR:

Approval for McMaster & Associates, Inc. to submit a grant application (Mississippi Outdoor Stewardship Trust also known as "MOST") on behalf of the City of Byram for the construction of a walking trail at Byram Municipal Park and Sports Complex

INTRODUCED BY: Ron McMaster, Jr., McMaster & Associates

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 5.d

FOR: Approval of Made in Mississippi Community Partnership Agreement

INTRODUCED BY: Angela Richburg, City Clerk

ATTACHMENTS:

File Name

[Made in Mississippi Community Partnership Agreement.pdf](#)

COMMUNITY PARTNERSHIP AGREEMENT



MADE IN MISSISSIPPI

A Subsidiary of East & Leake Consulting Group, LLC
105 East Leake Street, Clinton, MS
601-339-6322 | info@madeinmississippi.com

This Community Partnership Agreement ("Agreement") is made and entered into on _____ by and between _____ and Made In Mississippi, collectively referred to as the "Partners."

1. Purpose of Partnership: The Partners agree to collaborate and work together to promote a complimentary promotional video for the _____.
Your Organization will receive two complimentary 30-second videos or One 60 second video to promote a new development, encourage membership, etc.

New in 2024! If a community partner chooses to host a Made in Mississippi Red Carpet event, the partner agrees to combine resources to plan the "BIG REVEAL" to showcase their new community videos and/or exclusive business videos. This will be in conjunction with the community video release on MadeInMississippi.com. **Would you like to partner for a Red Carpet Event?**

2. Roles and Responsibilities: Partner shall have specific roles and responsibilities as outlined below:

_____ is willing to assist Made In Mississippi with organizing & setting appointments for the **community video shoot** (for example, the people, places, and points of interest to be featured in the community video.

_____ is willing to trade _____ Membership. In addition, they will recognize Made In Mississippi as a community partner. This is not an endorsement. This is a mutually beneficial partnership to work together to achieve a common goal of promoting the communities you serve and the state of Mississippi. Each partner will be willing to recognize Made in Mississippi along with all standard methods of recognizing new members/partners/vendors in your organization.

☒ Made In Mississippi will be responsible for producing a video and giving the organization full rights to use the video as they choose (websites, social media, etc.).

☒ Upon request, Made In Mississippi will release any B-roll footage to provide the organization with content needed to update their websites, etc.

☒ Upon request, Made in Mississippi is willing to do an educational "Lunch and Learn" program. Made In Mississippi and their sister company, Main Street Media, is happy to help educate members how to maximize the neverending updates and changes needed to effectively utilize online multimedia advertising, branding, entrepreneurship... and much more!

COMMUNITY PARTNERSHIP AGREEMENT



MADE IN MISSISSIPPI

A Subsidiary of East & Leake Consulting Group, LLC
105 East Leake Street, Clinton, MS
601-339-6322 | info@madeinmississippi.com

3. Duration of Partnership: This partnership shall commence on 7-10-2024 and shall continue for one year or until terminated by either Partner or by mutual agreement. **Partner Initials:** _____

4. Communication and Collaboration: The Partners shall maintain open and regular communication to ensure effective collaboration. They shall share information, resources, and coordinate efforts to achieve the partnership's objectives. **Partner Initials:** _____

5. Resource Sharing: The Partners may share resources, including but not limited to, facilities, equipment, expertise, partnerships and funding, as mutually agreed upon. **Partner Initials:** _____

6. Evaluation and Review: The Partners shall periodically evaluate the progress and effectiveness of the partnership, and make necessary adjustments or improvements as needed. **Partner Initials:** _____

7. Publicity and Promotion: Upon execution of this agreement, Both Partners may promote the partnership and its activities through appropriate channels, with mutual agreement on messaging and branding. **Partner Initials:** _____

8. Partnership Grants or Scholarship programs: In some cases, our partners are willing to use grant money, etc. to do a scholarship fund, or matching funds, for businesses in the community. **Is this something you would like to offer?** ____Yes ____No

I agree to the above terms and conditions:

Name of Person representing Partner

Name of Person representing Made In Mississippi

Organization Title, Name of Organization

Representative's Title

Signature: _____

Signature: _____

Date: _____

Date: _____

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 5.e

FOR: Report from James Miller of JWM Consulting Engineers on the Structural Foundation Inspection and Evaluation at 300 Executive Blvd

INTRODUCED BY: James Miller, JWM Consulting Engineers, Inc

ATTACHMENTS:

File Name

[300 Executive Blvd structural eval.pdf](#)

JWM CONSULTING ENGINEERS, INC.

Civil/Structural Engineering

P.O. Box 1442, Ridgeland, Mississippi 39158

601-856-9979

September 11, 2024

Mayor Richard White
P.O. Box 720222
Byram, MS 39272

RE: Structural Foundation Inspection and Evaluation at 300 Executive Blvd., Byram, MS
CenterPoint Energy building

Dear Mayor White:

On June 4, 2024, I conducted a structural inspection and evaluation of the foundation system at the referenced property. This involved an interior and exterior, visual, walk-through inspection of the facility in addition to a slab level survey to determine the present condition of the foundation system and the extent of any differential movement that may have previously occurred in the structure. The inspection and construction plan review was performed to evaluate the suitability of the building, from a structural standpoint, for use as a new Police Department facility for the City of Byram.

BUILDING DETAILS

This property is a one-story, steel framed structure constructed on a concrete, slab-on-grade foundation system and reinforced concrete spread footings supporting the main building columns. Although the exact date of completion is not known the construction plans/specifications were prepared/dated in 2013. The building has an area of approximately 13,371 square feet according to the architectural plans. For simplicity and directional purposes in this report it will be assumed that the warehouse end of the building is generally the east end, although the long building dimension is generally in a northwest to southeast direction.

The main structural frame is a single-slope, pre-engineered steel building consisting of I-shape rigid frame columns supporting steel beams which span approximately 70'. The steel frame on the low side is approximately 14' high and the high side is approximately 17'. All structural loads in this type of building are transmitted to the rigid frame steel columns that are spaced at approximately 21' to just under 30' along the exterior walls of the building's long dimension. The columns are supported by 7'-6" x 7'-6" square reinforced concrete spread footings. These footings are 18" thick and are reinforced with double mats of 3/4" diameter rebar. The column footings are situated below the perimeter grade beam of the slab that is 2' in depth and approximately 2' wide. The footings bear at a depth of 3'-6" below the finished floor slab. Steel roof purlins support the metal roof deck as detailed on the construction plans. This is a commonly utilized structural system for many commercial and light industrial type buildings in this area.

SLAB LEVEL SURVEY

Slab elevation readings were taken throughout the interior of the building with a surveying level instrument. These readings were made to determine the extent of any elevation deviations within the slab structure that could be attributed to differential foundation movement. The deviation between the high and low points where readings were taken was measured to be 3-1/2". The lowest slab elevation is at the north/northwest corner and the highest reading taken was in the southeast quadrant of the structure.

The manner in which a slab-on-grade foundation is initially formed, poured and finished may result in finished floor elevation deviations of 1" - 2", and sometimes more, depending on the size of the building footprint. The slab elevation differentials are noted on the attached schematic diagram. The readings are indicated as being "+" or "-" above or below the "0" or reference elevation at the south/southeast corner of the main building interior.

FOUNDATION EVALUATION

There has been some differential settlement in the structure as evidenced by interior drywall cracks/separations, particularly in the northwest quadrant. This is the area of the building with the lowest slab elevations. There are also visible slab cracks inside the structure with the most noticeable and significant being along an apparent joint in the floor slab near the south wall (running the long dimension of the building plan in the corridor). The foundation plan for the structure specified control joints in the floor slab to be placed on 15' centers each way. This most significant crack seems to be in an area that would be along one of these control joints. These joints are saw-cut into the slab after the concrete has set and are detailed to be 1-1/4" deep. Their purpose is to help control where cracking will occur in a large slab such as this. The floor slab of the building is specified to be 4" thick and reinforced with welded wire fabric or mesh. This is a lightly reinforced concrete slab but it does not carry significant live or dead loads.

It is my opinion that, although there is obvious differential settlement in the structure, the movement would not be considered unusual for the area and is not causing excessive distress on the property. The existing slab level differentials do not appear to be significantly affecting overall structural integrity or functional capacity, in their present state. However, it would be advisable to consider performing remedial procedures on the foundation system. It is not urgent that such work be completed immediately but it would benefit long term stability to the structure.

RECOMMENDED FOUNDATION REMEDIATION

It is recommended that underpinning piles be installed below the foundation as generally noted on the attached diagram. These supplemental foundation supports should consist of hydraulically driven, pre-cast concrete segmental piles. Minimum pile shaft diameter shall be 6" transitioning to 8" with segments having a minimum compressive strength of 4000 psi. Piles shall be driven to a minimum depth of 25 feet below the ground surface with high-pressure water injection, jetting or pre-drilling utilized to

reach this depth, if necessary. Pile segments shall have an approved connection/dowelling system with smooth surfaces on each segment to ensure uniform seating and load transfer between successive segments. Allowable axial load capacity of each pile shall be 25,000 pounds. Any significant voids below the slab should be pressure grouted or filled with a polyurethane injection process. The contractor shall provide a log of pile depths and pressures upon completion of the installation and prior to backfilling of excavations. All below slab plumbing should be checked and verified prior to backfilling and void sealing to ensure there are no leaks, breaks or joint separations. The slab crack along the corridor near the south/southwest side of the building should be epoxy sealed with structural adhesive to complete the repair work.

GENERAL SOIL CONDITIONS

Differential foundation movement is a common occurrence in this area of central Mississippi due to the presence of highly expansive and active clay soils. These clays are characterized by a high to very high shrink/swell potential and are prone to significant volume changes with variations in the soil moisture content. Expansive soils will swell or heave during high soil moisture content conditions and shrink or consolidate following prolonged drying periods. This repetitive shrinking and swelling of the foundation soils below a structure may have significant, adverse effects on the structural systems of some buildings or residences.

Soil activity in expansive material cannot be completely controlled or prohibited and may be expected to occur periodically. It can be the result of natural, seasonal variations in moisture content, fluctuations in groundwater levels, leaks in underground pipes, or inadequate drainage conditions around a structure. The extent of movement will depend on the depth to the active clay zone from ground surface. This can vary significantly from site to site and over short distances. Due to these variables, some of which are beyond control, it is impossible to predict the extent of movement that will occur in this or any structure located in areas where such soils are found relatively close to ground surface (within approximately 8' - 9').

Structures which are typically constructed on shallow-type foundations are usually more susceptible to soil activity due to their light structural weight, as compared to much larger, heavier buildings. These small structures do not have the weight or dead load required to counteract the unequal or heave pressures that can be imparted to the foundations from activity in expansive foundation soils. It is important to monitor any building foundation on a periodic basis to ensure its continual, functional state and to help detect any differential movement that may need attention from a qualified professional.

CONCLUSION

It should be understood that remedial foundation repair procedures will not prevent future movement in a structure since they have no effect on the underlying soil conditions. However, adjustments can be performed in the future in the areas where underpinning supports are installed, if necessary. These slab underpinning procedures are not meant for creating a completely level floor slab condition but to provide

additional bearing support for the column footings and foundation perimeter. In my opinion, the subject property is suitable for its intended use but it is exhibiting signs of previous differential foundation movement. Although not unusual or excessive for this geographical area, consideration should be given to performing the remedial foundation procedures as described above.

The spread footings supporting the main building columns appear to be very adequately sized and reinforced to carry the typically expected loads transmitted from the structural frame, based on the details I reviewed on the original construction plans. The only reinforcement detail I would have preferred to see is replacing the welded wire fabric/mesh in the 4" slab with 1/2" rebar on 16" centers each way in a 5" slab. However, there is obviously nothing from a remedial standpoint that can be undertaken to improve or enhance this slab reinforcement/thickness and, as noted above, the floor slab inside the building does not carry significant structural loads.

Due to the expansive clay soils which underlie this area of Mississippi, the engineer cannot warrant or guarantee the condition of the structure beyond the date of the inspection. It should be recognized that changes in these local conditions, weather patterns, groundwater levels or leaks in underground pipes may cause soil activity to occur which can have an adverse effect on any structure. Some amount of differential movement is common and may be expected to occur from time to time.

This report contains the entire opinion of this engineer from a visual site inspection only. There are no other representations, opinions, predictions, warranties or guarantees, either expressed or implied, given herein.

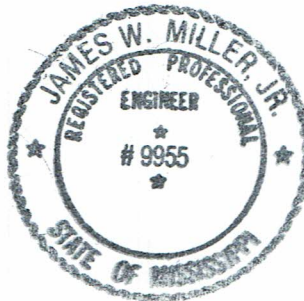
We appreciate the opportunity to provide these engineering inspection services, and if I can be of further assistance in any way, please feel free to contact me. If you have further questions, or need additional information concerning the foundation system at this property, please advise.

Sincerely,

JWM CONSULTING ENGINEERS, INC.

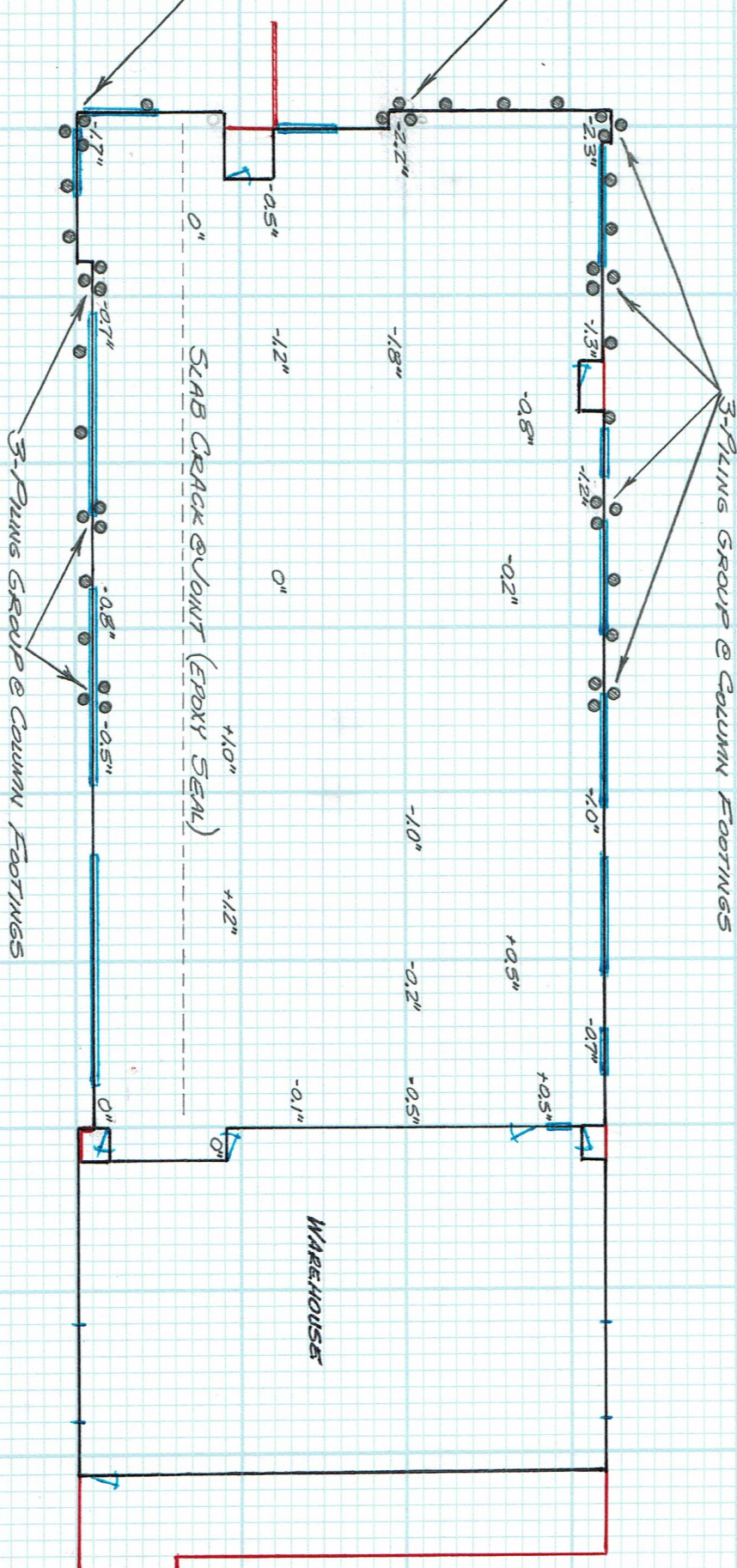


James W. Miller, Jr., P.E.





3-PILING GROUP @ COLUMN FOOTINGS



--- FOUNDATION UNDERPINNING PILING (SEE REPORT)

SLAB CRACK JOINT (EPOXY SEAL)

WAREHOUSE

300 EXECUTIVE BLVD.
BYRAM, MS



6/24

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.a

FOR: Approval of Minutes of the Regular Meeting of the Mayor and Board of Aldermen held August 22, 2024

INTRODUCED BY: Angela Richburg, City Clerk

ATTACHMENTS:

File Name
[2024 8.22.pdf](#)

CITY OF BYRAM
MINUTES OF THE REGULAR MEETING OF THE
MAYOR AND BOARD OF ALDERMEN
THURSDAY, AUGUST 22, 2024, 7:00 PM
City Hall: 5901 Terry Road, Byram, MS

1. Welcome and Call to Order

Mayor White called the meeting to order at 7:00 P.M.

2. Invocation

The Invocation was given by Pastor Joel Ekugwum of Fountain of Life Church

3. Pledge of Allegiance

4. Roll Call

Present: Richard White, Mayor

Erma Johnson, Alderman, Ward I

Diandra Hosey, Mayor Pro-Tem, Alderman, Ward II

Robert Amos, Alderman, Ward III

Teresa Mack, Alderman, Ward IV

Roschelle Gibson, Alderman, Ward V

David Moore, Alderman, Ward VI

Roshunda Harris-Allen, Alderman-at-Large

Angela Richburg, City Clerk

Legal Counsel Present: Attorney John Scanlon

5. Presented Items

- (a) Approval to amend the agenda to add under Presented Items, acceptance of the lowest and best bid for Phase 2 of the Striping Project, on the Consent Agenda, approval of asset management software and equipment, and approval of training for Dispatchers Orlando Redd and Jessica Swindoll, and under Discussion and Action, discussion of Ranch Creek Sign**

Motion to amend the agenda

Moved by Alderman Gibson

Seconded by Alderman Harris-Allen

Motion Passed

Ayes: Johnson, Hosey, Amos, Mack, Gibson, Moore, Harris-Allen

- (b) Acceptance of the lowest and best bid for Phase 2 of the Siwell Road Striping Project, presented by Ron McMaster, Jr**

Motion to accept the lowest and best bid for Phase 2 of the Siwell Road Striping Project from Traffic Control Products, Inc., in the amount of \$137,975.50 for the base bid and \$113,733.75 for the additive alternate, for a total of \$251,709.25

Moved by Alderman Gibson
Seconded by Alderman Johnson
Motion Passed
Ayes: Johnson, Hosey, Amos, Mack, Gibson, Moore, Harris-Allen

- (c) **Authorization for McMaster & Associates to prepare and submit applications for the Davis Road Bridge Repair Project and the Terry Road Pavement Improvements Project and for the execution of such grants and/or related documents that are required upon commencement of these projects, and to appoint Mayor Richard White as the Chief LPA, which authorizes him to execute the necessary grant documents and activation of these projects**

Motion to authorize McMaster & Associates to prepare and submit applications for the Davis Road Bridge Repair Project and the Terry Road Pavement Improvements Project, and to execute such grants and/or related documents that are required upon commencement of these projects, and to appoint Mayor Richard White as the Chief LPA, and authorize him to execute the necessary grant documents and activation of these projects

Moved by Alderman Gibson
Seconded by Alderman Harris-Allen
Motion Passed
Ayes: Johnson, Hosey, Amos, Mack, Gibson, Moore, Harris-Allen

Motion to proceed with discussions of acquiring an additional 40 acres for the proposed sports complex

Moved by Alderman Harris-Allen
Seconded by Alderman Gibson
Motion Passed
Ayes: Johnson, Hosey, Mack, Gibson, Moore, Harris-Allen

- (d) **Approval of Made in Mississippi Community Partnership Agreement**

Moved to the September 12th agenda

- (e) **Public Hearing for the purpose of determining whether or not a Conditional Use shall be allowed for a Used Automobile Dealer in a C-4 Zoning District at 5547 I-55 South, Byram, MS**

Mayor White opened the Public Hearing at 7:52 P.M. Persons who addressed the Mayor and Board were Eric Munden, Building Official, Rashad Caston, Applicant, and, through its Minutes, the Development Review Committee (DRC). Pamela Shields of Byram spoke in favor of granting the conditional use. An opportunity to address the Mayor and Board of Aldermen was afforded to those in opposition, with no one speaking. After review of the facts and upon recommendation of the DRC the Board found that all requirements under Section 5.600.15 of the Zoning Ordinance have been satisfied, and all Public Hearing requirements have been met: attached is the copy of the proof of publication and copy of the notice that was posted in City Hall. Mayor White closed the Public Hearing at 8:25P.M.

Motion to table the Public Hearing until it is determined who owns the pipe on the secondary property

Moved by Alderman Gibson

Seconded by Alderman Mack

Motion Failed for lack of a majority

Ayes: Johnson, Mack, Gibson

Nays: Hosey, Amos, Moore

Abstain: Harris-Allen

Mayor White cast the tie-breaking vote of Nay, resulting in the Motion failing

Motion to accept the Applicant's amendment to the application and approve the Conditional Use for parcel #4851-200-52 at 5547 I-55 South Frontage Road which does not include the pipe discussed, with the conditions requested by the DRC that all cars are parked in approved paved surfaces limiting the number of cars to be sold due to the parking lot size, applicant installs and maintains security cameras for the entire area and a 20 foot access be maintained around the building for emergency access

Moved by Alderman Hosey

Seconded by Alderman Amos

Motion Passed

Ayes: Hosey, Amos, Moore, Harris-Allen

Nays: Johnson, Mack, Gibson

- (f) **Hearing on property located at 830 West Lake Dockery Drive, Byram, MS to make a determination under Section 21-19-11 of the MS Code as to whether the property is in a condition to be a menace to the health, safety and welfare of the community; if determined then approval of the Resolution declaring the property a menace**

Motion to approve the Resolution declaring the property at 830 West Lake Dockery Drive to be a menace to the health, safety and welfare of the community

Moved by Alderman Hosey

Seconded by Alderman Johnson

Motion Passed

Ayes: Johnson, Hosey, Amos, Mack, Gibson, Moore, Harris-Allen

- (g) **Hearing on property located at 1406 Marwood Road, Byram, MS to make a determination under Section 21-19-11 of the MS Code as to whether the property is in a condition to be a menace to the health, safety and welfare of the community; if determined then approval of the Resolution declaring the property a menace**

Motion to approve the Resolution declaring the property at 1406 Marwood Road to be a menace to the health, safety and welfare of the community

Moved by Alderman Johnson

Seconded by Alderman Gibson

Motion Passed

Ayes: Johnson, Hosey, Amos, Mack, Gibson, Moore, Harris-Allen

- (h) **Hearing on property located at 190 Peachtree Drive, Byram, MS to make a determination under Section 21-19-11 of the MS Code as to whether the property is in a condition to be a menace to the health, safety and welfare of the community; if determined then approval of the Resolution declaring the property a menace**

Pulled because the property has been mowed

- (i) **Hearing on property located at 0 South Ridge Road, Byram, MS to make a determination under Section 21-19-11 of the MS Code as to whether the property is in a condition to be a menace to the health, safety and welfare of the community; if determined then approval of the Resolution declaring the property a menace**

Motion to approve the Resolution declaring the property at 0 South Ridge Road to be a menace to the health, safety and welfare of the community

Moved by Alderman Gibson

Seconded by Alderman Harris-Allen

Motion Passed

Ayes: Johnson, Hosey, Amos, Mack, Gibson, Moore, Harris-Allen

- (j) **Hearing on property located at 4191 Siwell Road, Byram, MS to make a determination under Section 21-19-11 of the MS Code as to whether the property is in a condition to be a menace to the health, safety and welfare of the community; if determined then approval of the Resolution declaring the property a menace**

Motion to approve the Resolution declaring the property at 4191 Siwell Road to be a menace to the health, safety and welfare of the community

Moved by Alderman Johnson

Seconded by Alderman Gibson

Motion Passed

Ayes: Johnson, Hosey, Amos, Mack, Gibson, Moore, Harris-Allen

6. Approval of Consent Agenda Items

Motion to approve Consent Agenda

Moved by Alderman Harris-Allen

Seconded by Alderman Gibson

Motion Passed

Ayes: Johnson, Hosey, Amos, Mack, Gibson, Moore, Harris-Allen

- (a) **Approval of minutes of the Budget Work Session held July 30, 2024**

- (b) **Approval of minutes of the Budget Work Session held August 1, 2024**

- (c) **Approval of minutes of the Regular Meeting of the Mayor and Board of Aldermen held August 5, 2024**

- (d) **Approval of minutes of the Budget Work Session held August 6, 2024**

- (e) **Approval of payment in the amount of \$6,160.40 to Ark Business Systems for asset management software, and RFID scanner and tags (001-195-650)**

- (f) **Acceptance of a 405D Alcohol and Drug Impaired Driving grant in the amount of \$44,178.00 from the Mississippi Office of Highway Safety**
- (g) **Approval of payment in the amount of \$6,309.05 for FY25 annual renewal of PowerDMS for MSLEAC compliance**
- (h) **Approval for Officer Shaw Walters to attend a SSGT Handgun Instructor training class at MLEOTA in Pearl, MS, October 7 - 11, 2024, with \$800.00 registration fee and no estimated travel expense (001-200-611)**
- (i) **Approval for Orlando Redd to attend a Terrorism Awareness Course in Madison, MS, September 9th and 10th, 2024, with \$300.00 registration fee, reimbursable by the Department of Public Safety, and no estimated travel expense to the City**
- (j) **Approval for Jessica Swindoll to attend an IAED 40 hour basic course in Jackson, MS, September 9 - 13, 2024, with a \$395.00 registration fee, reimbursable by the Department of Public Safety, and no estimated travel cost to the City (001-200-611)**
- (k) **Approval for Lieutenant Jamere Shelby to take an on-line Fire Officer 1021-11 course, August 12 - November 4, 2024, through MS State Fire Academy at a cost of \$175.00 for the course and \$80.93 for the textbook purchased through Amazon (001-260-611)**
- (l) **Approval of quote in the amount of \$62,700.00 from Turf Tank for the purchase of a GPS Paint Robot to paint the soccer fields (101-550-916)**

7. Discussion and Action

- (a) **Approval of Claims Docket in the amount of \$243,707.85 from August 1st through August 14th, 2024**
Motion to approve Claims Docket
Moved by Alderman Gibson
Seconded by Alderman Harris-Allen
Motion Passed
Ayes: Johnson, Hosey, Amos, Mack, Gibson, Moore, Harris-Allen
- (b) **Discussion of Budget Amendments**
Motion to approve Budget Amendments as presented
Moved by Alderman Harris-Allen
Seconded by Alderman Gibson
Motion Passed
Ayes: Johnson, Hosey, Amos, Mack, Gibson, Moore, Harris-Allen
- (c) **Approval for Mayor Richard White to serve on the MML Board of Directors and attend the Fall Board of Directors Meeting in Tunica, MS on 9/26 - 9/27/24, with estimated travel expenses of \$501.80**

Motion to approve travel and for Mayor White to serve on the MML Board of Directors

Moved by Alderman Gibson

Seconded by Alderman Harris-Allen

Motion Passed

Ayes: Johnson, Hosey, Amos, Mack, Gibson, Moore, Harris-Allen

- (d) **Approval for Elected Officials to attend the 2024 Small Town Conference in Vicksburg, MS on October 9-10, 2024, with \$125.00 each registration fees and estimated travel costs of \$430.04 each**

No motion was made

- (e) **Discussion of Ranch Creek Subdivision sign**

No action taken

8. **Public Comments** *Byram residents may address the Board at this time, provided they have signed in with their name and address. Discussion will be limited to three (3) minutes per person*

9. **Announcements**

- **Monday, September 2nd ~ City Administrative Offices will close in observance of Labor Day**
- **Tuesday, September 3rd ~ Coffee Talk with Mayor White from 9:00 to 10:00 A.M.**
- **Monday, September 9th ~ Regular Work Session of the Mayor and Board of Aldermen, 6:30 P.M. at City Hall**
- **Thursday, September 12th ~ Regular Meeting of the Mayor and Board of Aldermen, 7:00 P.M. at City Hall**

10. **Adjourn in memory of Lauren Metzger**

Motion to adjourn at 9:15 P.M.

Moved by Alderman Amos

Seconded by Alderman Hosey

Motion Passed

Ayes: Johnson, Hosey, Amos, Mack, Gibson, Moore, Harris-Allen

APPROVED: _____
RICHARD WHITE, MAYOR

DATE: _____

ATTEST: _____
ANGELA RICHBURG, CITY CLERK

DATE: _____

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.b

FOR: Approval of Minutes of the Budget Public Hearing held September 3rd, 2024

INTRODUCED BY: Angela Richburg, City Clerk

ATTACHMENTS:

File Name

[2024 9.3 Budget Public Hearing.pdf](#)

CITY OF BYRAM
MINUTES OF THE SPECIAL CALLED MEETING
OF THE MAYOR AND BOARD OF ALDERMEN
TUESDAY, SEPTEMBER 3, 2024, 6:30 PM
City Hall: 5901 Terry Road, Byram, MS
BUDGET PUBLIC HEARING

1. Welcome and Call to Order

Mayor White called the meeting to order at 6:32 P.M.

2. Roll Call

Present: Richard White, Mayor

Erma Johnson, Alderman, Ward I

Diandra Hosey, Alderman, Ward II

Robert Amos, Alderman, Ward III

Teresa Mack, Alderman, Ward IV

Roschelle Gibson, Alderman, Ward V, joined at 7:06 P.M.

Roshunda Harris-Allen, Alderman-at-Large, joined at 6:50 P.M.

Angela Richburg, City Clerk

Absent: David Moore, Alderman, Ward VI

3. Presented Items

(a) Public Hearing to discuss the proposed budget for FY 2024-2025

Mayor White opened the Public Hearing at 6:33 P.M.

The proposed FY2024-2025 Budget was presented by City Clerk Angela Richburg.

An opportunity for questions and/or comments was afforded to those in attendance, with no-one speaking.

Mayor White closed the Public Hearing at 7:30 P.M.

No action was taken.

(b) Approval of Millage Rate for FY 2024-2025

Motion to adopt the Order setting the tax millage for the fiscal year ending September 30, 2025

Moved by Alderman Gibson

Seconded by Alderman Mack

Motion Passed

Ayes: Johnson, Hosey, Amos, Mack, Gibson, Harris-Allen

4. Adjourn

Motion to adjourn at 7:33 P.M.

Moved by Alderman Hosey

Seconded by Alderman Harris-Allen

Motion Passed

Ayes: Johnson, Hosey, Amos, Mack, Gibson, Harris-Allen

APPROVED: _____
Richard White, Mayor

DATE: _____

ATTEST: _____
Angela Richburg, City Clerk

DATE: _____

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.c

CONSENT AGENDA: \$200.00

FOR: Approval for Julia Kraft to attend the Fall Municipal Clerks Conference in Starkville, MS, September 25th to 27th, 2024, with \$200.00 registration fee and estimated travel expenses of \$519.80 (001-140-610/611)

DISTRIBUTION: 001-140-611

INTRODUCED BY: Angela Richburg, City Clerk

ATTACHMENTS:

File Name

[Kraft - fall clerks conf est travel.pdf](#)

[Kraft - fall clerks conf.pdf](#)

CITY OF BYRAM ESTIMATED TRAVEL EXPENSES

All travel expenses must have Department Head and Board approval prior to travel

Employee:	<u>Julia Kraft</u>	Department:	<u>Admin</u>
Destination:	<u>Starkville, MS</u>	Account #:	<u>001-140-610/611</u>
Reason for Travel:	<u>Fall Municipal Clerk's Conference</u>		
Travel dates:	<u>9/25/24 - 9/27/24</u>	Transportation:	<u>City</u> x <u>Private</u>
Total Miles in personal vehicle:	<u>0</u>	miles @	<u>0.67</u> per mile = <u>\$0.00</u>
Personal car if City car available:	<u>0</u>	miles @	<u>0.21</u> per mile = <u>\$0.00</u>
Other expenses: (ie: rental car, airfare)	<u> </u>		
Accommodations:	<u>2</u> nights @	<u>\$163.90</u> per night =	<u>\$327.80</u>
Hotel:	<u>Russell Inn & Suites</u>	Confirmation	<u>8215</u>
	<u>801 Russell St</u>	Deposit paid:	<u>CREDIT CARD</u>
	<u>Starkville, MS 39759</u>	Balance due:	<u> </u>
Maximum per diem:	<u>3</u> days @	<u>\$64.00</u> per day =	<u>\$192.00</u>
<i>(You <u>must</u> turn in itemized receipts to be reimbursed for expenses up to this maximum amount)</i>			
Registration for event:	<u>\$200.00</u>		
Estimated travel expense:	<u>\$519.80</u> (mileage, max per diem & hotel)		
Department Head/Purchasing Clerk Approval:	<u><i>Angele E. Richburg</i></u>		

- * Return from Travel form is due to Purchasing Clerk within 5 days of returning to work.
- * Turn in ITEMIZED receipts for hotel, airfare, meals, tips, taxis, etc. with this form
- * Please notate tips on your receipt. Meal reimbursement requests should include specific tip amounts
- * New rates approved 1/2024 Personal vehicle: 0.67 per mile, or .21 per mile if city vehicle available
- * \$59.00 per day basic per diem, or \$64.00 per day per diem for Oxford & Starkville

Office Checklist:

- Hotel Reservation ✓
- Conference Registration ✓
- Mileage advance N/A
- Hotel paid by check or CC CC
- Travel package to employee ✓

**Extension Center for Governmental &
Community Development**

Mississippi State University Extension Service
Phone:(662)325-3141; Fax (662)325-8954
Box 9643; Mississippi State, MS 39762



**MISSISSIPPI STATE UNIVERSITY™
EXTENSION**

Center for Government & Community Development

TO:

Julia Kraft
Byram

DESCRIPTION	AMOUNT
Fall Municipal Clerk Conference Julia Kraft Byram	
TOTAL	\$200.00

Note: I understand that if I register for the course but do not attend, the registration fee is still due and payable. A course registration may be canceled without penalty if cancellation takes place on or before two weeks prior to the day the class is scheduled to start.

Make all checks payable to

Extension Center for Governmental & Community Development

City Clerk Program

Box 9643

Mississippi State, MS 39762

If you have any questions concerning this invoice, contact Jason Camp 662-325-3141 or
Jason.Camp@msstate.edu

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.d

CONSENT AGENDA: \$5,466.40

FOR: Approval of payment in the amount of \$5,466.40 to Mississippi Municipal League, MML Membership dues (001-195-622)

DISTRIBUTION: 001-195-622

INTRODUCED BY: Angela Richburg, City Clerk

ATTACHMENTS:

File Name

[MML Dues.pdf](#)

MISSISSIPPI MUNICIPAL LEAGUE

600 E Amite Street
Suite 104
Jackson, MS 39201

Invoice

DATE INVOICE #
10/1/2024 39254

City of Byram
Ms. Angela Richburg
P.O. Box 720222
Byram, MS 39272



DUE DATE

10/31/2024

DESCRIPTION	QTY	RATE	AMOUNT
2024 - 2025 MML Member Dues		5,466.40	5,466.40
001-195-622		Total	\$5,466.40
		Payments/Credits	\$0.00
		Balance Due	\$5,466.40

If you have any questions concerning this invoice please contact our office at 800-325-7641 or 601-353-5854.

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.e

FOR: Acceptance of donations for the 2024 Veterans Day Program in the amount of \$150.00 from Microtech Industries and Regie Networking Systems

INTRODUCED BY: Angela Richburg, City Clerk

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.f

CONSENT AGENDA: \$265.00

FOR: Approval for Lt. Maurice Kendrick to attend Mississippi Children's Advocacy Center's One Loud Voice Conference in Biloxi, MS, November 11th - 14th, 2024, with \$265.00 registration fee and \$714.00 estimated travel expenses (001-200-610/611)

DISTRIBUTION: 001-200-611

INTRODUCED BY: Chief David Errington

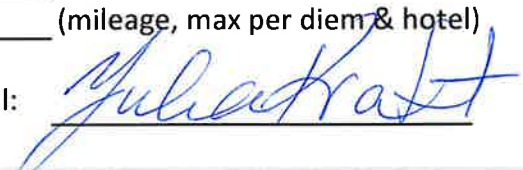
ATTACHMENTS:

File Name

[Kendrick - One Loud Voice conference.pdf](#)

CITY OF BYRAM ESTIMATED TRAVEL EXPENSES

All travel expenses must have Department Head and Board approval prior to travel

Employee:	<u>Lt. Maurice Kendrick</u>	Department:	<u>PD</u>
Destination:	<u>Biloxi, MS</u>	Account #:	<u>001-200-610/611</u>
Reason for Travel:	<u>Chidlrens Advocacy Center of MS One Loud Voice Conference</u>		
Travel dates:	<u>11/11/24 - 11/14/24</u>	Transportation:	<u>City</u> x <u>Private</u>
Total Miles in personal vehicle:	<u>0</u>	miles @	<u>0.67</u> per mile = <u>\$0.00</u>
Personal car if City car available:	<u>0</u>	miles @	<u>0.21</u> per mile = <u>\$0.00</u>
Other expenses: (ie: rental car, airfare)	<u> </u>		
Accomodations:	<u>3</u> nights @	<u>\$159.33</u> per night =	<u>\$478.00</u>
Hotel:	<u>Beau Rivage</u>	Confirmation	<u>968419567</u> <u>\$968,424,913.00</u>
	<u>875 Beach Blvd</u>	Deposit paid:	<u>\$0.00</u>
	<u>Biloxi, MS 39530</u>	Balance due:	<u>\$478.00</u>
Maximum per diem:	<u>4</u> days @	<u>\$59.00</u> per day =	<u>\$236.00</u>
<i>(You <u>must</u> turn in itemized receipts to be reimbursed for expenses up to this maximum amount)</i>			
Registration for event:	<u>\$265.00</u>		
Estimated travel expense:	<u>\$714.00</u> (mileage, max per diem & hotel)		
Deptartment Head/Purchasing Clerk Approval:			
* Return from Travel form is due to Purchasing Clerk within 5 days of returning to work.			
* Turn in ITEMIZED receipts for hotel, airfare, meals, tips, taxis, etc. with this form			
* Please notate tips on your receipt. Meal reimbursement requests should include specific tip amounts			
* New rates approved 1/2024 Personal vehicle: 0.67 per mile, or .21 per mile if city vehicle available			
* \$59.00 per day basic per diem, or \$64.00 per day per diem for Oxford & Starkville			

1st night - no rooms left in block - total = \$188.00
2nd & 3rd nights - block rate = 145.00 per night

Office Checklist:
Hotel Reservation
Conference Registration
Mileage advance
Hotel paid by check or CC
Travel package to employee



Byram Police Department Employee Training Request



Employees desiring to attend in-service training shall complete this form in full. Any questions should be directed to the requesting employee's direct supervisor or the Training Sergeant.

Name: Maurice T. Kendrick EID: 0059

Training Title: One Loud Voice Conference Location (City, State) Biloxi, Ms 39530

Attach supporting documentation such as course flyers and other important information.

Start Date: 11/12/24 End Date: 11/14/24

Travel Day: ☒ Day before class start ☐ Day of class start ☒ Day of class end ☐ Day after class end
Choose One Choose One

Justification for Training Request (how will the police department benefit from you attending this training?)
TO INCREASE AND SHARE THE KNOWLEDGE OBTAINED FROM THIS COURSE WITH FUTURE INVESTIGATORS IN REGARDS TO CRIMES AGAINST CHILDREN

Employee Signature: [Signature] Date of Request: 8/27/24

By signing this request, I agree that I may be required to reimburse the City of Byram for all training costs associated with this class if I voluntarily terminate employment within three years of the completion of this class. Training classes should be requested at least 30 days prior to the beginning of the training.

Supervisor Approval: [Signature] Date of Approval: 8/27/24

Supervisor acknowledges the training request and indicates by their approval that they will meet service expectations with staffing on hand in the absence of the employee.

Commander Approval: _____ Date of Approval: _____

Training is pertinent to agency's mission and employee's growth plan as identified by annual performance reviews.

Chief's Approval: [Signature] Date of Approval: 8.27.24

Registration may be now be completed and travel accomodations set.

Training Office:	Estimated Costs	Misc. Notes
☒ Course Registration	\$ <u>265.00</u>	
☒ Rooming Accomodations	\$ <u>478.00</u>	<u>Beau Rivage Resort \$130/nt. \$15 fee</u>
☐ Rental Car // POV Estimate Mileage	\$ <u>0</u>	☒ City vehicle will be used
☐ Airline	\$ <u>0</u>	
☒ Per Diem (Meals) # of Days: <u>4</u>	\$ <u>236.00</u>	
☐ Misc. Fees (i.e. parking, tolls, baggage)	\$ <u>0</u>	
☐ Board of Alderman Approval		Date: <u>9.12.24</u>
☒ Training Order Issued		Training Order Number: <u>04-028</u>

[Summary](#) **[Agenda](#)** [Speakers](#) [Location & Hotel Info](#) [Fees](#)
[Continuing Education Information](#) [Sponsors & Exhibitors](#)
[FAQs](#)

[Register Now](#)

[Already Registered?](#)



11th Annual ONE LOUD VOICE CONFERENCE

**November 12, 2024 –
November 14, 2024**

Beau Rivage Resort & Casino

875 Beach Boulevard
Biloxi, MS 39530

Agenda

Here's what's scheduled for the event.

Click on the session name to view the speakers and session description.

Learn More & Register

View the Agenda

Event: 11th Annual One Loud Voice Conference

When: November 12, 2024 to November 14, 2024

Where: Beau Rivage Resort & Casino
875 Beach Boulevard, Biloxi, Mississippi, 39530, USA

Registration Fee:

Early bird rate, available until Sept. 30.....\$265

Registration includes:

- Conference access for one individual
- Access to the welcome reception on Nov. 12th
- Continuing education credit for approved disciplines. [See available credit here.](#)
- Continental breakfast & beverage breaks

We look forward to your participation in the 11th Annual One Loud Voice Conference.

Are you planning to attend?

Yes, I'm registering

No, I cannot attend

Sincerely,

Children's Advocacy Centers of Mississippi™

ce@srahec.org

If you no longer want to receive emails about this training, please [Opt-Out](#).

Conference Site and Hotel:

Beau Rivage Resort & Casino
875 Beach Boulevard, Biloxi, Mississippi, 39530,
USA

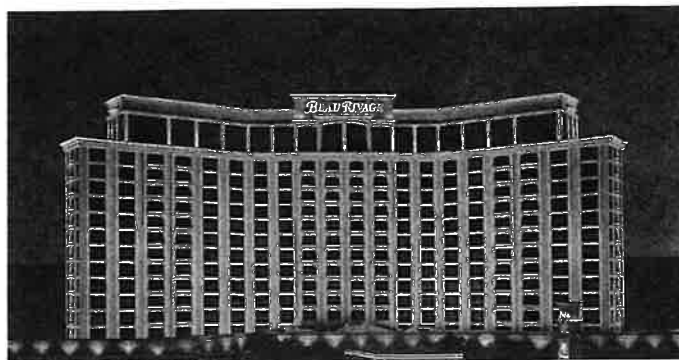
Conference Block Hotel Rooms: Available at the rate \$130 per night, plus \$15 Resort Fee and 12% Tax.

Note: If you plan to ask for a guaranteed bed type or view, there may be an additional cost.

General Hotel Inquiries: 228-386-7111

Other Questions/Issues/Assistance with Hotel

Rooms: Contact Kim Thomas at (601) 940-6183, Ext. 1018 or kthomas@mschaptercacs.org.



[Click here to make your lodging reservations at the Beau Rivage](#)



Hotel reservations may also be made by phone: **888-567-6667**. If calling, make sure you clarify that you are with the One Loud Voice Conference. A credit card may be required upon check-in for incidentals.

October 11, 2024, is the deadline for reserving rooms in the conference block.

Please note: Conference registration does not include or guarantee accommodations at the conference hotel. These reservations must be made separately.

You must be 21 years of age to reserve and check into a room. Additionally, at least one person staying in the room must be 21.

Please consult the hotel for additional information regarding Beau Rivage policies.

[Register Now](#)

[Already registered?](#)

**Children's Advocacy Centers of
Mississippi**

P.O. Box 5348

Jackson, Mississippi 39296

(601) 940-6183

[Contact Us](#)

**Deadline for hotel reservations in
the conference block is
10/11/2024.**



BYRAM POLICE DEPARTMENT
CHIEF DAVID W. ERRINGTON
P.O. Box 720222 ~ BYRAM, MS 39272



TRAINING ORDER

Order: 24-028

To: Lt. Maurice Kendrick

From: Chief D. Errington

Subject: C.A.C. Training

Date: August 28, 2024

You are registered to attend the Mississippi Children's Advocacy Center One Loud Voice Conference being held at the Beau Rivage Resort, 875 Beach Blvd, Biloxi, MS 39530 on November 12th through November 14, 2024. Lodging will be made available to you at the same location unless otherwise notified.

You are authorized to use your assigned city vehicle for travel to and from this training. You are to submit a copy of any certificate awarded and/or a copy of this order with your signature below certifying that you have completed this training course within five business days of the course's completion. Any questions regarding this order shall be directed to the Chief of Police.

David Errington
Chief of Police

I certify that I have attended and successfully completed the above mentioned training course.

Officer Signature

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.g

CONSENT AGENDA: \$450.00

FOR: Approval for Orlando Redd to attend the MS 911 Coordinators Conference in Biloxi MS, October 28 - 31, 2024, with \$495.00 registration fee and \$496.94 estimated travel expenses (001-200-610/611)

DISTRIBUTION: 001-200-611

INTRODUCED BY: Chief David Errington

ATTACHMENTS:

File Name

[MS 911 Conference - O. Redd.pdf](#)

CITY OF BYRAM ESTIMATED TRAVEL EXPENSES

All travel expenses must have Department Head and Board approval prior to travel

Employee:	<u>Orlando Redd</u>	Department:	<u>PD</u>
Destination:	<u>Biloxi, MS</u>	Account #:	<u>001-200-610/611</u>
Reason for Travel:	<u>MS 911 Coordinators Conference</u>		
Travel dates:	<u>10/28 - 10/31/24</u>	Transportation:	<u>City</u> x <u>Private</u>
Total Miles in personal vehicle:	<u>0</u>	miles @	<u>0.67</u> per mile = <u>\$0.00</u>
Personal car if City car available:	<u>0</u>	miles @	<u>0.21</u> per mile = <u>\$0.00</u>
Other expenses: (ie: rental car, airfare)	<u> </u>		
Accommodations:	<u>3</u> nights @	<u>\$109.01</u> per night =	<u>\$327.03</u>
Hotel:	<u>Golden Nuggett</u>	Confirmation	<u>CMMWY</u>
	<u>151 Beach Blvd</u>	Deposit paid:	<u>\$0.00</u>
	<u>Biloxi, MS 39530</u>	Balance due:	<u>\$327.03</u>
Maximum per diem:	<u>4</u> days @	<u>\$59.00</u> per day =	<u>\$236.00</u>
<i>(You <u>must</u> turn in itemized receipts to be reimbursed for expenses up to this maximum amount)</i>			
Registration for event:	<u>\$450.00</u>		
Estimated travel expense:	<u>\$563.03</u> (mileage, max per diem & hotel)		
Department Head/Purchasing Clerk Approval:			
* Return from Travel form is due to Purchasing Clerk within 5 days of returning to work.			
* Turn in ITEMIZED receipts for hotel, airfare, meals, tips, taxis, etc. with this form			
* Please notate tips on your receipt. Meal reimbursement requests should include specific tip amounts			
* New rates approved 1/2024 Personal vehicle: 0.67 per mile, or .21 per mile if city vehicle available			
* \$59.00 per day basic per diem, or \$64.00 per day per diem for Oxford & Starkville			

Office Checklist:

Hotel Reservation
Conference Registration
Mileage advance
Hotel paid by check or CC
Travel package to employee

INVOICE

Invoice ID

INV-OCT-24-034



MS 911 Coordinators Association

MS 911 Coordinators Association
P.O. Box 5091
Holly Springs, MS 38634
registration@ms911coordinators.org
000-000-0000

Orlando Redd

TOTAL

Organization / Agency Name

Byram Police Department

141 Southpointe Dr
Byram, MS, 39272
United States

\$450.00

MS 911 Coordinators Association 2024 Registration

Description	Unit Price	Amount
 Conference Registration	\$450.00	\$450.00

Discount Applied: Discount \$45.00

Coupon code - SEA911\$45.00

\$450.00

Attendee Name

Orlando Redd, III

Shirt Size

Be Available for Purchase

Additional Shirts May

4XL

Checks must be received before date of the conference or prior arrangements made.

Make all checks payable to:

Mississippi 9-1-1 Coordinators Association.

If you have any questions concerning this invoice, please contact Cathy Hannah,
mce911@marshallcoms.org or 662-252-0001

HOTEL ACCOMODATIONS INFORMATION:

Participants must make their own lodging reservations with Golden Nugget Biloxi online or by phone using the group code "S240393".

When you book through the link, you will be required to pay the first night's room and tax at the time of



Byram Police Department Employee Training Request



Employees desiring to attend in-service training shall complete this form in full. Any questions should be directed to the requesting employee's direct supervisor or the Training Sergeant.

Name: Redd, Orlando EID: 0154

Training Title: MS 911 Coord. Assoc Conference Location (City, State) Biloxi, Mississippi

Attach supporting documentation such as course flyers and other important information.

Start Date: 10/28/24 End Date: 10/31/24

Travel Day: ☐ Day before class start ☒ Day of class start ☒ Day of class end ☐ Day after class end
Choose One *Choose One*

Justification for Training Request (how will the police department benefit from you attending this training?)
 Electives required for state re-certification. Reimbursable. Provides extensive insight into the new and future developments of the emergency communications curriculum and operating procedures.

Employee Signature: *Orlando Redd* Date of Request: 08/03/24

By signing this request, I agree that I may be required to reimburse the City of Byram for all training costs associated with this class if I voluntarily terminate employment within three years of the completion of this class. Training classes should be requested at least 30 days prior to the beginning of the training.

Supervisor Approval: *Kevin Juma* Date of Approval: 8/7/24

Supervisor acknowledges the training request and indicates by their approval that they will meet service expectations with staffing on hand in the absence of the employee.

Commander Approval: _____ Date of Approval: _____

Training is pertinent to agency's mission and employee's growth plan as identified by annual performance reviews.

Chief's Approval: *David Wright* Date of Approval: 8-8-24

Registration may be now be completed and travel accommodations set.

Training Office:	Estimated Costs	Misc. Notes
☐ Course Registration	\$	
☐ Rooming Accommodations	\$	
☐ Rental Car // POV Estimate Mileage	\$	☐ City vehicle will be used
☐ Airline	\$	
☐ Per Diem (Meals) # of Days: _____	\$	
☐ Misc. Fees (i.e. parking, tolls, baggage)	\$	
☐ Board of Alderman Approval		Date: _____
☐ Training Order Issued		Training Order Number: <u>24-024</u>

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.h

CONSENT AGENDA: \$150.00

FOR: Approval for Orlando Redd to attend an NECI Crimes in Progress - Liability and Legal Issues Course in Wiggins, MS on September 25, 2024 with \$150.00 registration fee and no estimated travel expense to the City (001-200-611)

DISTRIBUTION: 001-200-611

INTRODUCED BY: Chief David Errington

ATTACHMENTS:

File Name

[O. Redd NECI Liability & legal issues.pdf](#)



Byram Police Department Employee Training Request



Employees desiring to attend in-service training shall complete this form in full. Any questions should be directed to the requesting employee's direct supervisor or the Training Sergeant.

Name: Redd, Orlando EID: 0154

Training Title: NECI - Liability & Legal Issues Location (City, State) Wiggins, Mississippi

Attach supporting documentation such as course flyers and other important information.

Start Date: 09/25/24 End Date: 09/25/24

Travel Day: ☐ Day before class start ☒ Day of class start ☒ Day of class end ☐ Day after class end

Choose One *Choose One*

Justification for Training Request (*how will the police department benefit from you attending this training?*)
Electives required for state re-certification. Reimbursable. Immerses student in the world of legalities and liabilities surrounding the communications center and actions taken during the course of duty.

Employee Signature: *Orlando Redd* Date of Request: 08/03/24

By signing this request, I agree that I may be required to reimburse the City of Byram for all training costs associated with this class if I voluntarily terminate employment within three years of the completion of this class. Training classes should be requested at least 30 days prior to the beginning of the training.

Supervisor Approval: *Wong Jones* Date of Approval: 8/7/24

Supervisor acknowledges the training request and indicates by their approval that they will meet service expectations with staffing on hand in the absence of the employee.

Commander Approval: _____ Date of Approval: _____

Training is pertinent to agency's mission and employee's growth plan as identified by annual performance reviews.

Chief's Approval: *David Enright* Date of Approval: 8.8.24

Registration may be now be completed and travel accommodations set.

Training Office:	Estimated Costs	Misc. Notes
☐ Course Registration	\$	
☐ Rooming Accomodations	\$	
☐ Rental Car // POV Estimate Mileage	\$	☐ City vehicle will be used
☐ Airline	\$	
☐ Per Diem (Meals) # of Days: _____	\$	
☐ Misc. Fees (i.e. parking, tolls, baggage)	\$	
☐ Board of Alderman Approval		Date: _____
☐ Training Order Issued		Training Order Number: <u>24.023</u>

ETC COURSE NECI Crimes in Progress

DATE: 08/06/2024

BILL TO

NAME: Byram Police Dept.

ADDRESS: 141 Southpointe Drive

Byram MS 39272

FOR

NECI ETC COURSE

Liability & Legal Issues Course

DETAILS

NECI ETC 8 HR COURSE

Emergency Telecommunicators

09/25/2024 Time: 0800 - 1700

Location: 533 First St. South Wiggins MS

1 Student

AMOUNT

\$150.00

Total Amount Due **\$150.00**

Make check payable to: Gold-Line Training, LLC

Major Credit Cards accepted

NECI INSTRUCTOR

ANITA RABORN

24 PRESLEY DR

WIGGINS MS 39577

601-528-1319

Araborn65@gmail.com

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.i

FOR: Approval for Ze'Neisha Morgan to attend a 16 hour Orientation to E-Telecommunications Course in Canton, MS on December 9th and 10th, 2024, at no cost to the City

INTRODUCED BY: Chief David Errington

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.j

FOR: Approval to dispose of two broken chairs, asset numbers 00293 and 00294

INTRODUCED BY: Chief David Errington

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.k

FOR:

Approval to dispose of the following assets by auction:

FD1201, 2012 Dodge Ram pickup truck, VIN #1C6RD6KTXCS132589

FD1101, 2011 Chevrolet Silverado pickup truck, VIN #3GCLSE38BG314954

FD1301, 1993 Ladder Truck, VIN#4ENDABA82P1002352

INTRODUCED BY: Fire Chief Harry Horton

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.1

FOR: Approval to dispose of asset #00821, LGTV, Serial #203RMLM87064, Model #47CM565-UB

INTRODUCED BY: Fire Chief Harry Horton

NOTES:

Disposing of LGTV because it does not work any more

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.m

CONSENT AGENDA: \$11,865.00

FOR: Approval of quote in the amount of \$11,865.00 from Lewis Electric, Inc. for wiring and installation of outlets on poles to light up Christmas wreaths (001-301-635)

DISTRIBUTION: 001-301-635

INTRODUCED BY: Bill Miley, Public Works Director

ATTACHMENTS:

File Name

[quotes - wiring outlets for wreaths.pdf](#)

LEWIS ELECTRIC, INC.

QUOTE

P.O. BOX 320337
FLOWOOD, MS 39232-0337
601-932-0101 / 601-709-0866 (FAX)
FED ID #64-0823637

DATE	QUOTE #
8/2/2024	24080201

PROJECT NAME/LOCATION
SIGNAL POLE RECEPTACLES
BYRAM MS

10.00		Siwell @ Terry Rd (Existing Illuminated SNS Circuit)	4.00	EA	\$	565.00	\$	2,260.00
20.00		Terry Rd @ Walmart (Existing Luminaire Circuit)	4.00	EA	\$	565.00	\$	2,260.00
30.00		Terry Rd @ Gary Rd (Existing Illuminated SNS Circuit)	3.00	EA	\$	565.00	\$	1,695.00
40.00		Siwell @ Byram Parkway (Existing Luminaire Circuit)	2.00	EA	\$	565.00	\$	1,130.00
50.00		Siwell @ Henderson (Existing Luminaire Circuit)	2.00	EA	\$	565.00	\$	1,130.00
60.00		Siwell @ Davis Rd (Existing Luminaire Circuit)	4.00	EA	\$	565.00	\$	2,260.00
70.00		Davis Rd @ Gary Rd (Existing Illuminated SNS Circuit)	2.00	EA	\$	565.00	\$	1,130.00

TOTAL ITEMS:							\$	11,865.00
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NOTES:

- 1.00 Lewis Electric is a certified WBE Contractor
- 2.00 Bonded/Insured by Botrell/Travelers Insurance

Daniel Steadham

Daniel Steadham / Estimator
601-580-2391 / 601-932-0101



DULANEY ELECTRIC & ASSOCIATES

PO BOX 720249 BYRAM, MS 39272
Ph: (601) 372-1666 Fax: (601) 346-8485

ELECTRICAL PROPOSAL

DATE: 8/23/2024

TO: City of Byram

ATTN: Eric Munden

JOB NAME/ LOCATION:

Install Outlets on Signal Poles
for Lighted Christmas Wreaths
City of Byram
Byram, MS

ELECTRICAL WORK IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS AS FOLLOWS:

DRAWINGS:

NA

SPECIFICATIONS:

NA

ADDENDUMS:

NA

Qualifications:

- 1 Tax & bond are excluded from our price.
- 2 All work is accordance with local codes.
- 3 Assumes normal working hours during low traffic count times of the day.

PRICE IS TO INSTALL OUTLETS ON (21) EXISTING SIGNAL POLES SO OWNER FURNISHED
CHRISTMAS WREATHS CAN BE PLUGED IN AT THE FOLLOWING LOCATIONS:

- Intersection of Terry Road and Gary Road
- Intersection of Terry Road at Walmart Entrance
- Intersection of Terry Road and Siwell Road
- Intersection of Davis Road and Gary Road
- Intersection of Siwell Road and Davis Road
- Intersection of Siwel Road and Henderson Road
- Intersection of Siwel Road and Byram Parkway (@ Kroger)

Payments are to be made by monthly progress payments. All material will be provided as specified or approved equal unless specifically noted otherwise. All work will be completed in a professional and timely manner according to standard industry practices. Any alterations or deviations from the above listed specifications involving extra cost will be executed only upon written confirmation to proceed and will become an extra cost over and above the original contract amount. All agreements are contingent upon strikes, accidents and delays beyond our control. The owner is to provide fire, tornado and any other necessary insurance required. Our employees are fully covered by worker's compensation insurance. Due to the current volatility of commodities, this proposal is only valid for 15 days from the above date. Our Certificate of Responsibility number is 11295.

We hereby propose to furnish material and labor to provide a complete electrical system in accordance with the specifications, drawings and/or qualifications listed above for the total sum(s) of:

Richard Matthews

BASE BID: \$ 13,195.00

Dulaney Electric & Associates

rmatthews@dulaneyelectric.com

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.n

CONSENT AGENDA: \$9,117.87

FOR: Approval of payment in the amount of \$9,117.87 to McMaster & Associates, Inc., professional services regarding the failed storm drain at Bullrun Drive (131-301-602)

DISTRIBUTION: 131-301-602

INTRODUCED BY: Bill Miley, Public Works Director

ATTACHMENTS:

File Name

[3278-1-Bullrun.pdf](#)

McMaster & Associates, Inc.
212 Waterford Square
Suite 300
Madison, MS 39110

City of Byram
5901 Terry Road
Byram, MS 39272

Invoice number 3278-1
Date 08/20/2024

Project **Survey & Design of Storm Sewer failure
@ 925 Bullrun Dr., City of Byram, MS**

For Professional Services Through 08/19/2024.

Topographic Survey

Professional Fees

	Hours	Rate	Billed Amount
Professional Surveyor	2.50	125.00	312.50
Senior Technician III	10.00	90.00	900.00
Two-Man Survey Crew	4.00	160.00	640.00
Phase subtotal			1,852.50

Services

Professional Fees

	Hours	Rate	Billed Amount
Senior Construction Inspector II	79.00	80.00	6,320.00

Reimbursements

Reimbursables

	Units	Rate	Billed Amount
Mileage	1,374.00	0.67	920.58
Company Vehicle Mileage	37.00	0.67	24.79
Phase subtotal			945.37

Invoice total **9,117.87**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
3278-1	08/20/2024	9,117.87	9,117.87				
	Total	9,117.87	9,117.87	0.00	0.00	0.00	0.00

Due Upon Receipt

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.o

FOR: Approval to enter into a Contract Agreement with Burns Cooley Dennis to explore subsurface soil conditions at the proposed soccer fields site (101-550-602)

INTRODUCED BY: Bill Miley, Public Works Director

ATTACHMENTS:

File Name

[BurnsCooleyDennis-ByramProposal.pdf](#)

**PROFESSIONAL SERVICES CONTRACT
24001P-212**

CONTRACT AGREEMENT TO ENGAGE THE SERVICES OF BURNS COOLEY DENNIS, INC.

This Agreement has been entered into on the 9th day of July, 2024, between McMASTER & ASSOCIATES, INC., hereinafter referred to as "Client," and BURNS COOLEY DENNIS, INC., hereinafter referred to as "Engineer," for mutual consideration as hereinafter set forth.

- A. At the Client's request, Burns Cooley Dennis, Inc. (BCD) would explore subsurface soil conditions within a site in Byram, Mississippi. The subsurface exploration would include the following services:
1. Drilling of twelve (12) borings to a depth of 6 ft using a hand auger at locations specified by the Client. Disturbed auger samples would be taken in the borings at approximate 2-ft to 3-ft intervals of depth. The boreholes would be filled with soil cuttings after completion of drilling and sampling.
 2. Performance of laboratory water content tests on all samples and Atterberg liquid and plastic limit tests and minus No. 200 sieve tests on selected samples.
 3. Preparation of graphical boring logs including the results of laboratory tests and subsurface conditions encountered.

This scope of work does not include a written report or any engineering services except for the preparation of the graphical soil boring logs. The borings would be staked in the field by the Client prior to our field exploration. In developing the price for the geotechnical exploration, we assumed there would not be any inordinate delays for the drill crew related to locating and avoiding underground utilities. Prior to our field exploration, we would contact Mississippi 811 to have underground utilities located and marked within the site. Burns Cooley Dennis, Inc. will not be responsible for damages to irrigation lines and/or other buried utilities that are not identified by Mississippi 811.

- B. For the services described, Client agrees to compensate Engineer a lump sum price of \$5,400.00. We would not exceed the lump sum price unless the scope of services is expanded. If it becomes necessary to expand the scope of services, we would estimate the additional charges and request approval before proceeding. Professional services provided by Burns Cooley Dennis, Inc. would be performed in accordance with generally accepted engineering principles and practices.
- C. The General Conditions for Engineering Services presented on the following sheet are hereby incorporated into and made a part of this Agreement.
- D. This Agreement is e-mailed for review and execution. Please print, sign, and return by e-mail.

McMASTER & ASSOCIATES, INC.
CLIENT

Signature

Typed or Printed Name/Title

Date

BURNS COOLEY DENNIS, INC.
GEOTECHNICAL ENGINEER

Signature

Marcos V. F. Rodrigues, P.E./Vice President
Typed or Printed Name/Title

July 9, 2024
Date

**GENERAL CONDITIONS FOR ENGINEERING SERVICES
BURNS COOLEY DENNIS, INC.**

SECTION 1: RIGHT OF ENTRY

1.1 The Client will provide for right of entry of BURNS COOLEY DENNIS, INC. (BCD) and all necessary equipment in order to complete the work. While BCD will take all reasonable precautions to minimize damage to property, it is understood by Client that in the normal course of work some damage may occur, the correction of which is not part of this Agreement.

SECTION 2: INVOICES

2.1 Payment is due upon presentation of the invoice and is past due 30 days from the invoice date. Client agrees to pay a finance charge of 1-1/2 % percent per month on past due accounts.

SECTION 3: DISPUTES

3.1 In the event that a dispute should arise relating to the performance of the services to be provided under this Agreement, and should that dispute result in litigation, it is agreed that the prevailing party shall be entitled to recover all reasonable costs incurred in the defense of the claim, including staff time, court costs, attorney's fees and other claim-related expenses.

SECTION 4: STANDARD OF CARE

4.1 Service performed by BCD under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other warranty, express or implied, is made.

4.2 Client recognizes that subsurface conditions may vary from those encountered at the locations where borings, surveys, or explorations are made by BCD and that our data, interpretations and recommendations are based solely on the information available to us. We will be responsible for those data, interpretations, and recommendations, but shall not be responsible for the interpretations of this information by others.

SECTION 5: LIMITATION OF LIABILITY

5.1 The Client agrees to limit BCD's liability to the Client and all construction contractors and subcontractors on the project arising from our professional acts, errors or omissions, such that our total aggregate liability to all those named shall not exceed \$25,000.00. Client further agrees to require of the contractor and his subcontractors an identical limitation of our liability for damages suffered by the contractor or the subcontractor arising from our professional acts, errors or omissions. Neither the contractor nor any of his subcontractors assumes any liability for damages to others which may arise on account of our professional acts, errors or omissions.

SECTION 6: INSURANCE

6.1 BCD represents that it and its agents, staff and consultants employed by it, is and are protected by workers' compensation insurance and that we have such coverage under public liability and property damage insurance policies which we deem to be adequate. Certificates of insurance for all such policies shall be provided to Client upon request in writing. Within the limits and conditions of such insurance, BCD agrees to indemnify and save Client harmless from and against any loss, damage or liability arising from any negligent acts by BCD and its agents, staff and consultants employed by BCD. BCD shall not be responsible for any loss, damage, or liability beyond the amounts, limits and conditions of such insurance. BCD shall not be responsible for any loss, damage or liability arising from any acts by Client, its agents, staff and other consultants employed by Client. A sample certificate of insurance follows this contract. Please advise if there are any additional requirements.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/15/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Greyling Ins Brokerage/EPIC 3780 Mansell Rd. Suite 370 Alpharetta GA 30022	CONTACT NAME: Greyling COI Specialist PHONE (A/C, No, Ext): 770.756.6599 E-MAIL ADDRESS: greylingcerts@greyling.com FAX (A/C, No):
INSURED Burns Cooley Dennis, Inc. 551 Sunnybrook Road Ridgeland MS 39157	INSURER(S) AFFORDING COVERAGE INSURER A: The Travelers Indemnity Co of America INSURER B: The Charter Oak Fire Insurance Company INSURER C: The Travelers Indemnity Company INSURER D: Continental Casualty Company INSURER E: INSURER F:

COVERAGES**CERTIFICATE NUMBER:** 2036228093**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☒ LOC OTHER:			6808K985457	5/15/2024	5/15/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPIOP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			8107R852690	5/15/2024	5/15/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☒ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 10,000			CUP8K992922	5/15/2024	5/15/2025	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	UB8K945564	5/15/2024	5/15/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liab incl. Poll Liab.			MCH591916215	5/15/2024	5/15/2025	Per Claim Aggregate 2,000,000 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Evidence of Coverage

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.p

FOR: Approval to accept the proposal from McMaster & Associates for land surveying services for the proposed nature park and soccer fields (101-550-602)

INTRODUCED BY: Bill Miley, Public Works Director

ATTACHMENTS:

File Name

[CityofByram-NatureParkSoccerFields-RichardWhite-MS.pdf](#)



July 26, 2024

City of Byram
P.O. Box 720222
Byram, MS 39272

Re: ALTA/NSPS Survey Proposal
Survey of Proposed Nature Park and Soccer Fields
City of Byram, Mississippi

Attn: Richard White - Mayor

Gentlemen:

McMaster & Associates, Inc. is pleased to provide this proposal for land surveying services for the above-referenced project. We have reviewed the anticipated items of work and are prepared to submit the following proposal for your review and consideration.

A. Scope of Work:

1. Perform boundary survey in accordance with state minimum standards and the 2021 Minimum Standard Detail requirements for ALTA/NSPS Land Title Surveys, as jointly promulgated by ALTA and the National Society of Professional Surveyors, Inc. (NSPS) with Table "A" Optional Items 1, 2, 3, 4, 6(a), 6(b), 7(a), 8, 11(a), 13, 17, 18 and 19. The survey will include the Standard ALTA Certification.
2. Perform a planimetric survey to Class 'B' specifications sufficient to provide location of existing improvements to include roads, buildings, paved streets, sidewalks, curbs, ponds/lakes, fences, visible utilities, etc. located on/or in close proximity to the selected areas.
3. Office computations.
4. Prepare a final plat showing the results of the survey to Class "B" specifications in accordance with minimum standards for surveys in the State of Mississippi, ALTA & NSPS Requirements.
5. Delivery of completed information in PDF, AutoCAD format and 5 hard copies on 24" x 36" paper.

B. Payment for Services:

1. We propose to provide services listed in Items 1 through 5 for a Not-to-Exceed fee of Thirteen Thousand, Five Hundred Dollars (\$13,500.00) plus Direct Expenses (Est. \$200.00).
2. Upon receipt of a notice to proceed, we plan to begin work within three (3) weeks, subject to satisfactory weather conditions.
3. No monies shall be deducted from the Fee without prior written consent.
4. Additional services, beyond the scope of work listed above and approved by the Client in writing, shall be billed hourly in accordance with the current hourly rate schedule (see attached). Reimbursable expenses for additional services will also be included.
5. Payment to the Engineer/Surveyor is due and payable within forty-five (45) days of receipt of survey and invoice. If payments are delinquent after thirty (30) days, the Client agrees to pay interest on the unpaid balance at the rate of one and one-half percent (1.5%) per month. If the Project is delayed or if the Engineer/Surveyor's services for the Project are delayed or suspended for more than three (3) months for reasons beyond the Engineer/Surveyor's control, the Engineer/Surveyor may, after giving ten (10) days written notice to the Client, terminate this Agreement and the Client shall compensate the Engineer/Surveyor in accordance with the termination provision contained hereafter in this Agreement.

C. General Terms and Conditions:

1. The Engineer/Surveyor will strive to perform services under this Agreement in a manner consistent with that standard of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, express or implied, and no warranty or guarantee is included or intended in this Agreement or in any report, opinion, document, or otherwise.
2. Client shall provide all criteria and full information as to requirements for the Project, including budgetary limitations. Client shall arrange for Engineer/Surveyor to enter upon public and/or private property and obtain all necessary approvals and permits required from any governmental authorities having jurisdiction over the project. Client shall give prompt written notice to the Engineer/Surveyor whenever Client observes or otherwise becomes aware of any development that affects the scope or timing of Engineer/Surveyor's services, or any defect or non-conformance in the work of any construction contractor.
3. All drawings, specifications, and other work product of the Engineer/Surveyor for this Project are instruments of service for this Project only and shall remain the property of the Engineer/Surveyor whether the Project is complete or not. Reuse of any of the instruments of

service of the Engineer/Surveyor by the Client after the completion or termination of this contract whether on this Project or on any other project without the written permission of the Engineer/Surveyor is prohibited. Any unauthorized reuse or adaptation of the Engineer/Surveyor's instruments of service occurring shall entitle the Engineer to further compensation.

4. The Engineer cannot and does not guarantee that proposals, bids or actual construction costs will not vary from his opinions or estimates of construction costs. Any opinion of the construction cost prepared by the Engineer/Surveyors represents his judgment as a design professional and is supplied for the general guidance of the Client.

5. Engineer/Surveyor shall indemnify and hold harmless Client from Client's loss or expense, including reasonable attorney's fees, for claims for personal injuries (including death) or property damage to the extent caused by the sole negligent act, error, or omission of the Engineer/Surveyor.

6. In the event the Engineer/Surveyor is required by the Client to provide testimony, answer interrogatories, depositions, or otherwise provide information in preparation for, or at a trial, hearing, proceeding on inquiry, arising out of the services that are the subject of this Agreement, where Engineer/Surveyor is not a party to such proceeding, Client will compensate Engineer/Surveyor for its services and reimburse Engineer/Surveyor for all related direct costs incurred in connection with providing such testimony.

7. The Engineer/Surveyor shall indicate to the Client the information needed for rendering of services hereunder. The Client may elect to provide this information (including services by others) to the Engineer/Surveyor. In this case, the Client recognizes that the Engineer/Surveyor cannot assure the sufficiency of such information. Accordingly, the Engineer/Surveyor shall not be liable for any claims for injury or loss arising from errors, omissions, or inaccuracies in documents or other information provided by the Client. In addition, the Client agrees to compensate the Engineer/Surveyor for any time spent or expenses incurred, in defending such claim, or in revising his work, as a direct or indirect result of insufficient information provided by the Client.

8. If the Client knows or has any reason to assume or suspect that hazardous materials may exist at the project site, he will inform Engineer/Surveyor in writing prior to initiation of services under this Agreement. Hazardous materials may exist at a site where there is no reason to believe they could or should be present. Client agrees that the discovery of unanticipated hazardous materials constitutes a changed condition mandating a renegotiation of the scope of work or termination of services. Engineer/Surveyor agrees to notify Client as soon as practically possible should

unanticipated hazardous materials or suspected hazardous materials be encountered. Client waives any claim against Engineer/Surveyor and agrees to indemnify, defend and hold Engineer/Surveyor harmless from any claim or liability for injury or loss arising from Engineer/Surveyor's encountering unanticipated hazardous materials or suspected hazardous materials. Client also agrees to compensate Engineer/Surveyor for any time spent and expenses incurred by Engineer/Surveyor in defense of any such claim.

9. When construction phase services are included in the Agreement, Engineer/Surveyor will provide personnel to evaluate whether construction is in general accordance with the construction contract, but not to perform detailed observations or inspections of the work.

10. Engineer/Surveyor is not a guarantor or insurer of the contractor's work; the contractor is solely responsible for the accuracy and adequacy of construction and for all other activities performed by the contractor, including the means and methods of construction; supervision of personnel and construction; control of machinery; false work, scaffolding, and other temporary construction aids; safety in, on, and about the job site; and compliance with OSHA and all other applicable regulations. Engineer/Surveyor's evaluation of the contractor's performance will not include review or observation of the adequacy of the contractor's safety measures or of safety conditions on the project site nor of contractor's means or methods of construction.

11. Engineer/Surveyor shall indemnify, defend and hold harmless Client from loss or expense, including reasonable attorney's fees, for claims for personal injuries (including death) or property damage caused by the negligence of Engineer/Surveyor. The Engineer/Surveyor shall acquire and maintain during performance of the services contemplated hereby: (a) professional liability insurance with limits of not less than \$1,000,000; (b) statutory worker's compensation insurance coverage and employer's liability insurance with limits of not less than \$1,000,000 per occurrence; (c) commercial auto liability insurance with limits of not less than \$1,000,000 per occurrence; and (d) commercial general liability insurance coverage with limits of not less than \$1,000,000 per occurrence. Employer's liability and commercial general liability policies shall name Client as an additional insured with waiver of subrogation.

12. This Agreement may be terminated by either party by ten (10) days written notice in the event of substantial failure to perform in accordance with the terms of this Agreement by the other party through no fault of the terminating party. If this Agreement is terminated, the Engineer/Surveyor shall be paid for services performed through the termination notice date, including any Reimbursable Expenses due, and additionally, Termination Expenses. Termination Expenses are defined as Reimbursable Expenses directly attributable to termination. Payment in accordance with the provisions of this paragraph following termination shall not be construed to constitute a settlement for damages, if any, arising from an alleged breach of contract. This agreement shall be governed by the laws of the State of Mississippi. Neither party shall hold the other responsible for damages or delay in performance caused by acts of God, strikes, lockouts, accidents, to other events beyond the control of the other or the other's employees and agents.

13. The Engineer/Surveyor shall acquire and maintain statutory worker's compensation insurance coverage, employer's liability and comprehensive general liability insurance coverage. The limits and deductive applicable to both employer's liability and comprehensive general liability shall be established under a separate agreement between the parties.

14. Engineer/Surveyor recognizes and acknowledges that Client, as a political subdivision of the State of Mississippi, is entering the Agreement, including the provisions thereof, only to the extent authorized by Mississippi law, including the opinions of the Mississippi Attorney General.

City of Byram
P.O. Box 720222
Byram, MS 39272

Any provision of the Agreement that is in any respect not authorized by or is inconsistent with Mississippi law, including the opinions of the Mississippi Attorney General, is invalid.

If the terms of this Agreement are acceptable to you, please sign and return to us for our records. This document shall constitute our Agreement for the above referenced Project. We appreciate your consideration and look forward to a successful business association.

Sincerely,
McMaster & Associates, Inc.

A handwritten signature in blue ink, appearing to read 'Ron McMaster, Jr.', with a stylized flourish at the end.

Ron McMaster, Jr., P.E., P.S.

Accepted: _____

Date: _____

McMaster & Associates, Inc.
2024 Hourly Rates for Services

CATEGORY	BASE RATE	OVERTIME RATE
PROFESSIONAL SERVICES		
Principal	\$225.00	
Senior Professional Engineer	\$180.00	
Professional Engineer	\$155.00	
Registered Landscape Architect	\$150.00	
Engineering Intern	\$115.00	
Senior Professional Surveyor	\$150.00	
Professional Surveyor	\$125.00	
Surveying Intern	\$100.00	
OFFICE SERVICES		
Senior Technician III	\$90.00	
Senior Technician II	\$80.00	
Senior Technician I	\$75.00	
Engineering Technician III	\$135.00	
Engineering Technician II	\$110.00	
Engineering Technician I	\$100.00	
Administrative Assistant	\$70.00	
FIELD SURVEYING SERVICES		
Two-Man Survey Crew	\$160.00	\$180.00
Three-Man Survey Crew	\$210.00	\$260.00
Four-Man Survey Crew	\$260.00	\$342.00
Subsurface Utility Locating Crew	\$175.00	\$195.00
Drone	\$275.00	
INSPECTION SERVICES		
Construction Manager	\$125.00	\$144.00
Senior Construction Inspector III	\$90.00	\$105.00
Senior Construction Inspector II	\$80.00	\$94.00
Senior Construction Inspector I	\$60.00	\$65.00
Bridge Inspection Project Manager	\$155.00	\$182.00
Bridge Inspection Team Leader	\$125.00	\$144.00
Bridge Inspection Senior Inspector	\$90.00	\$105.00
Bridge Inspection Junior Inspector	\$60.00	\$65.00
DIRECT EXPENSE		
Mileage	\$0.67/Mile	
Stakes	\$1.25/Each	
Hubs	\$0.60/Each	
Metal T-Posts	\$6.00/Each	
Flags	\$0.15/Each	
Roll Flagging	\$2.50/Roll	
Paint per Can	\$8.00/Each	
Plotting	\$2.00/Sq. Ft.	
Printing	\$0.30/Each	
Supplies & Misc. Expense	Cost Plus 15%	

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.q

FOR: Approval to accept the proposal of Headwaters, Inc., for wetland and "other waters" assessment at the proposed nature park and soccer fields site (101-550-602)

INTRODUCED BY: Bill Miley, Public Works Director

ATTACHMENTS:

File Name

[Headwaters-Cityof Byram-NatureParkSoccerFields.pdf](#)



July 9, 2024

Via email: ron@mcmastereng.com

Ron McMaster, Jr., P.E., P.S.
McMaster & Associates, Inc.
212 Waterford Square
Suite 300
Madison, MS 39110

**RE: City of Byram
Nature Park and Soccer Fields
Hinds County, Mississippi**

Dear Mr. McMaster:

Headwaters, Inc. is pleased to have the opportunity to provide this proposal to McMaster & Associates, Inc. with all regulatory requirements associated with the development of the City of Byram, Nature Park and Soccer Fields project located in Hinds County, Mississippi.

Project Site

- City of Byram, Hinds County, Mississippi
- 53 +/- Acres

Scope of Services

At this time, Headwaters would propose preparing the following environmental assessments and studies considered as part of the initial due diligence for use of the subject property.

Scope of Work

1. Wetland and "other waters" Assessment - Headwaters will complete a wetland and other waters assessment within the boundaries of the project site to determine the extent and location of all potentially jurisdictional wetlands and/or "other waters of the U.S." that may exist under the U.S. Army Corps of Engineers (USACE), Vicksburg District's purview. Delineations are predicated upon the USACE 1987 wetland delineation manual, regional supplements, and current federal law. Generally, waters of the U.S. are regulated under Section 404 of the Clean Water Act and Sections 9 & 10 of the Rivers and Harbors Act. Prior to and during delineations, traditional navigable waters, tributaries, and any

BATON ROUGE:
17534 Old Jefferson Hwy, Ste 2A
Prairieville, LA 70769

CORPORATE:
PO Box 2836
Ridgeland, MS 39158

TUPELO:
PO Box 3658
Tupelo, MS 38803

601-634-0097 (O) 601-630-9778 (F)
www.Headwaters-Inc.com

Wild and Scenic River designations within or near a project are identified and quantified. During this assessment, all water features identified will be evaluated under the current rule at the time of the submittal to provide an opinion on the potential jurisdictional status of the identified features.

Deliverables will include a wetland and other waters assessment report with wetland determination data forms, maps, custom soil resource report and photos attached. Headwaters will also submit Shapefiles/KMZ files of features identified within the report. Other formats can be provided upon request.

2. Biological Assessment - Headwaters will complete the initial species/habitat due diligence research and biological assessments (surveys) necessary to prepare a Habitat Assessment Report for the project area. Surveys will be conducted for State and Federally listed species that may occur or may be impacted by the proposed project. This report would serve as a baseline document for the biological species data to guide correspondence with the applicable agencies.

Headwaters will prepare a Habitat Assessment Report for the project area. The report will describe the habitats of the State and Federally listed species that occur within the project area. Headwaters will submit Shapefiles/KMZ files of the associated species and their habitats as applicable. Other formats can be provided upon request.

3. USACE Section 404 Permitting - Based upon our initial review, it is anticipated that the project will require an Individual Section 404 wetland permit from the USACE. Headwaters would propose to work closely with the USACE, Vicksburg District through each facet of this permit process. As a requirement with an Individual Section 404 wetland permit, it will be required that we obtain an Mississippi Department of Environmental Quality (MDEQ) Section 401 Water Quality Certification (WQC). Headwaters would further propose to work with MDEQ parallel with the USACE to complete this process on behalf of our client.
4. MDEQ Section 401 Water Quality Certification - Again, assuming that the project will qualify for an Individual Section 404 wetland permit, it will be required that we obtain a Section 401 WQC. This process includes the review of the site design to ensure that the design adheres to the latest MDEQ design criteria for managing storm water runoff associated with the project. Headwaters would propose working closely with the MDEQ and the development team to ensure that these conditions are considered when completing the project design and that the permits are obtained for the construction of the project. As mentioned, this permit process is complete parallel with the USACE Section 404 wetland permit process.
5. MDEQ Construction Storm Water General Permit - With any construction project, the MDEQ will require that we obtain a Construction Storm Water NPDES Permit. As a result, Headwaters would propose to prepare the necessary Large Construction Notice of

Intent (LCNOI) and Storm Water Pollution Prevention Plan (SWPPP) prior to construction. The detailed erosion control plan would be provided by the development team for use within the SWPPP document. Headwaters would further work with the MDEQ through the review and approval of our applications for the issuance of the Construction Storm Water NPDES Permit prior to construction.

6. Compliance Inspections - As construction progresses, the Headwaters Team would further propose to support the construction process with the required weekly construction storm water/environmental compliance inspections and reports. The inspections and reports would be conducted weekly in accordance with the MDEQ Construction Storm Water General Permit conditions. Headwaters would propose to coordinate with the development team, or other personnel regarding maintenance recommendations or measures or compliance matters that should be considered. As a part of our services, we would manage the reports and any permit modifications, if applicable, and ensure that the project stays within regulatory compliance with MDEQ and/or other local entities. As we get closer to the construction of the planned project, we would propose providing a cost estimate for these services.

Cost Estimate

No.	Task	Cost Estimate
1	Wetland and "other waters" Assessment	\$7,500.00
2	Biological Assessment	\$4,500.00
3 and 4	USACE Section 404 Wetland Permitting (Individual Permit)	\$25,000.00
5	MDEQ LCNOI and SWPPP	\$3,500.00
	Total	\$40,500.00

Headwaters would propose invoicing for our services on an hourly basis within the estimated not to exceed budget.

Assumptions and Limitations

- Coordination with landowners will be conducted by others
- Wetland Delineation and Habitat Assessment will be conducted during the same mobilization period
- Specialized surveys (aquatic, mist netting, acoustic, nesting) are not included in this Scope and Budget

We sincerely appreciate the opportunity to provide this information to you. Should you have any questions or need any additional information, please do not hesitate to contact us. We look forward to the opportunity to work with you on this important project.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Clay Cromwell". The signature is fluid and cursive, with the first name "J." being more prominent.

J. Clay Cromwell
Vice President

JCC\

Signature authorizing proposal: _____ Date: _____

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.r

FOR: Approval of Agreement with McMaster & Associates for inspection of the Lake Dockery Dam

INTRODUCED BY: Bill Miley, Public Works Director

ATTACHMENTS:

File Name

[24.08.22 Lake Dockery Dam Owner's Inspection Proposal.pdf](#)



August 22, 2024

City of Byram
5901 Terry Road
Byram, MS 39272

Re: Proposal for Owner's Inspection
Lake Dockery Dam (MS01790)
Byram, Mississippi

Attn: Bill Miley – Director of Public Works

This is an Agreement between the City of Byram (Owner) and **McMaster and Associates, Inc.** (Engineer). Owner's Project, of which Engineer's services under this Agreement are a part, is generally identified as Lake Dockery Dam Owner's Inspection (Project).

Owner and Engineer further agree as follows:

ARTICLE 1—ENGINEER'S SERVICES

1.01 Study and Report Services of Engineer

- A. Engineer's services under this Agreement are generally identified as **Lake Dockery Dam Owner's Inspection** ("Study and Report Services").
- B. Engineer shall perform or furnish the Study and Report Services set forth in this Agreement, expressly including the Basic Services described in Article 1 of Exhibit A, Scope of Engineer's Study and Report Services, and any duly authorized Additional Services described in Article 2 of Exhibit A.

ARTICLE 2—OWNER'S RESPONSIBILITIES

2.01 Owner shall:

- A. Provide Engineer with all criteria and full information as to Owner's requirements for the Study and Report Services, including but not limited to design objectives and constraints; space, capacity and performance requirements; flexibility and expandability goals; security issues; any anticipated funding sources; and budgetary limitations.
- B. Furnish to Engineer all existing studies, reports, and other available information pertinent to the Engineer's performance of the Study and Report Services, including reports and data relative to previous investigations, designs, construction, or existing facilities at or adjacent to any Site under consideration.
- C. Following Engineer's assessment of initially-available Project data and information, and receipt of Engineer's advice regarding the need (if any) for additional Project-related data and information, either (1) authorize Engineer to undertake Additional Services necessary to obtain such additional Project-related data and information, or (2) obtain, furnish, or

otherwise make available (if necessary through title searches, or retention of specialists or consultants) such additional Project-related data and information. Such additional data and information would generally include the following:

1. Property descriptions.
 2. Zoning, deed, and other land use restrictions.
 3. Utility information, reports, and mapping.
 4. Property, boundary, easement, right-of-way, topographic, and other special surveys or data, including establishing relevant reference points.
 5. Explorations and tests of subsurface conditions at or adjacent to a Site; geotechnical reports and investigations; drawings of physical conditions relating to existing surface or subsurface structures at a Site; hydrographic surveys, laboratory tests and inspections of samples, materials, and equipment; with appropriate professional interpretation of such information or data.
 6. Environmental assessments, audits, investigations, and impact statements, and other relevant environmental, historical, or cultural studies relevant to the Project, the Site(s), and adjacent areas.
 7. Data or consultations as required for the Project but not otherwise identified in this Agreement.
- D. Advise Engineer of the identity and scope of services of any independent consultants and contractors retained by Owner to perform or furnish services pertinent to the Study and Report Services.
- E. Arrange for safe access to and make all provisions for Engineer to enter upon public and private property as required for Engineer to perform services under the Agreement.
- F. Inform Engineer in writing of any specific requirements of safety or security programs that are applicable to Engineer, as a visitor to any Site under study.
- G. Examine all Documents submitted by Engineer (and obtain the advice of an attorney, risk manager, financial advisor, insurance counselor, or other advisors or consultants as Owner deems appropriate with respect to such examination) and render in writing timely decisions pertaining to such Document submittals.
- H. Inform Engineer regarding any need for assistance in evaluating the possible use of Project Strategies, Technologies, and Techniques, as defined in Exhibit A.
- I. Furnish (if necessary, by retaining qualified specialists or consultants) accounting services; bond and financial advisory services; independent cost estimating; and insurance, risk management, and legal services, as required in support of Engineer's performance of its Study and Report Services.
- 2.02 Owner shall be responsible for all requirements and instructions that it furnished to Engineer pursuant to this Agreement, and for the accuracy and completeness of all programs, reports, data, and other information furnished by Owner to Engineer pursuant to this Agreement. Engineer may use and rely upon such requirements, programs, instructions, reports, data, and information in performing or furnishing services under this Agreement, subject to any express limitations or reservations applicable to the furnished items. Owner agrees to defend, indemnify, and hold

harmless Engineer for any actual or threatened claims, causes of action, liability, or damages arising out of or related to any failures of Owner under this Article 2.

- 2.03 Owner shall give prompt written notice to Engineer whenever Owner observes or otherwise becomes aware of:
- A. any development that affects the scope or time of performance of Engineer's services;
 - B. the presence of any Constituent of Concern at any Site; or
 - C. any relevant, material defect or nonconformance in Engineer's services or Owner's

ARTICLE 3—ENGINEER'S COMPENSATION

3.01 Invoices and Payments

- A. Invoices—Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. Engineer shall also comply with the progress reporting and special invoicing requirements (if any) in Exhibit A Paragraph 1.01.A.
- B. Payment—As compensation for Engineer providing or furnishing Study and Report Services, Owner shall pay Engineer as set forth in this Paragraph 4.01, Invoices and Payments. If Owner disputes an invoice, either as to amount or entitlement, then Owner shall promptly advise Engineer in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.
- C. Failure to Pay—If Owner fails to make any payment due Engineer for Study and Report Services or expenses within 30 days after receipt of Engineer's invoice, then (1) the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day; (2) in addition Engineer may, after giving 7 days' written notice to Owner, suspend the Study and Report Services under this Agreement until Engineer has been paid in full all amounts due for such services, expenses, and other related charges, and in such case Owner waives any and all claims against Engineer for any such suspension; and (3) if any payment due Engineer remains unpaid after 90 days, Engineer may terminate the Agreement for cause pursuant to Paragraph 5.01.B.
- D. Reimbursable Expenses—Engineer is entitled to reimbursement of expenses indicated in Paragraphs 4.02.A and 4.02.B ("Reimbursable Expenses"). If so entitled, and unless expressly specified otherwise, the amounts payable to Engineer for reimbursement of expenses will be the Project-related internal expenses actually incurred or allocated by Engineer, plus all invoiced external expenses allocable to the Project, including Engineer's subcontractor and subconsultant charges, with the external expenses multiplied by a factor of 1.15.
- E. Basis of Payment
 - 1. Lump Sum. See Exhibit A for scope of services and fees.
 - a. In addition to the Lump Sum amount, reimbursement Reimbursable Expenses.
- F. Additional Services: "Additional Services" are that services provided by Engineer that go beyond the Services expressly set forth in Exhibit A. For Additional Services, Owner shall pay Engineer an amount equal to the cumulative hours charged in providing the Additional Services by Engineer's employees, times standard hourly rates for each applicable billing

class; plus, reimbursement of expenses incurred in connection with providing the Additional Services. Engineer's standard hourly rates are attached as Appendix 1.

ARTICLE 4—TERMINATION

4.01 Termination for Cause

- A. Either party may terminate the Agreement for cause upon 30 days' written notice in the event of substantial failure by the other party to perform in accordance with the terms of the Agreement, through no fault of the terminating party.
 - 1. Notwithstanding the foregoing, this Agreement will not terminate under Paragraph 5.01.A if the party receiving such notice begins, within 7 days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt thereof; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30-day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein will extend up to, but in no case more than, 60 days after the date of receipt of the notice.
- B. In addition to its termination rights in Paragraph 5.01.A, Engineer may terminate this Agreement for cause upon 7 days' written notice (a) if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional, (b) if Engineer's services for the Project are delayed or suspended for more than 90 days for reasons beyond Engineer's control, (c) if payment due Engineer remains unpaid for 90 days, as set forth in Paragraph 4.01.C, or (d) as the result of the presence at the Site of undisclosed Constituents of Concern as set forth in Paragraph 6.06.A.
 - 1. Engineer will have no liability to Owner on account of any termination by Engineer for cause.

4.02 Termination for Convenience—Owner may terminate this Agreement for convenience, effective upon Engineer's receipt of notice from Owner.

4.03 Payments Upon Termination

- A. In the event of any termination under this Article 5, Engineer will be entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement, and to reimbursement of expenses incurred through the effective date of termination. Upon making such payment, Owner will have the limited right to the use of all deliverable Documents, whether completed or under preparation, subject to the provisions of Paragraph 6.04, at Owner's sole risk.
- B. If Owner has terminated the Agreement for cause and disputes Engineer's entitlement to compensation for services and reimbursement of expenses, then Engineer's entitlement to payment and Owner's rights to the use of the deliverable documents will be resolved in accordance with the dispute resolution provisions of this Agreement or as otherwise agreed in writing.
- C. If Owner has terminated the Agreement for convenience, or if Engineer has terminated the Agreement for cause, then Engineer will be entitled, in addition to the payments identified above, to invoice Owner and receive payment for (i) a reasonable amount for services and expenses directly attributable to termination, both before and after the effective date of

termination, such as reassignment of personnel, costs of terminating contracts with Engineer's subcontractors or subconsultants, and other related close-out costs, using methods and rates for Additional Services as set forth in Paragraph 4.02.B, and (ii) Engineer's anticipated profit for the remaining Services under this Agreement.

ARTICLE 5—GENERAL CONSIDERATIONS

5.01 Standard of Care

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality for a project of similar size, scope, and complexity. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Engineer. Subject to the foregoing standard of care, Engineer may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.

5.02 Construction Costs; Project Costs

- A. Engineer's opinions (if any) of probable construction costs are to be made on the basis of Engineer's experience, qualifications, and general familiarity with the construction industry. However, because of the limited and preliminary nature (1) of the Study and Report Services and (2) of any capital improvements described in any delivered Document, and because Engineer has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from opinions of probable construction costs prepared by Engineer. If Owner requires greater assurance as to probable construction costs, then Owner agrees to obtain an independent cost estimate.
- B. The services, if any, of Engineer with respect to Total Project Costs will be limited to assisting the Owner in tabulating the various categories that comprise Total Project Costs. Engineer assumes no responsibility for the accuracy of any opinions of Total Project Costs.

5.03 Constructors' Work

- A. Engineer shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor will Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at any Site, nor for any failure of a Constructor to comply with laws and regulations applicable to that Constructor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any Constructor.

5.04 Documents

- A. All Documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such Documents, whether or not the Project is completed.

- B. Owner may make and retain copies of Documents solely for Owner's information and reference in connection with the specific subject matter of the Documents, subject to receipt by Engineer of full payment for all services relating to preparation of the Documents, and subject to the following limitations:
1. Owner acknowledges that such Documents are not intended or represented to be suitable for use by Owner unless completed by Engineer;
 2. If Engineer has completed a Report under this Agreement, and received full payment for such Report, then Owner may furnish copies of the completed Report to Owner's consultants and design professionals for their reference in proceeding with design or similar services, provided that Owner informs such consultants and design professionals of Engineer's ownership interests in the Report, and includes with the Report all Engineer's written statements regarding the purpose, scope, use, and limitations of the Report;
 3. Owner acknowledges that the Documents are not design or construction documents;
 4. No Document shall be altered, modified, or reused by Owner or any third party for any purpose except with Engineer's express written consent;
 5. Any use, reuse, alteration, or modification of the Documents, except as authorized in this Agreement or by Engineer's written consent, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, subcontractors, and subconsultants;
 6. Owner shall defend, indemnify, and hold harmless Engineer and its officers, directors, members, partners, agents, employees, subcontractors, and subconsultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any unauthorized use, reuse, alteration, or modification of the Documents; and
 7. Nothing in this paragraph shall create any rights in third parties.
- C. Owner and Engineer agree to transmit, and accept, the Documents and all other Project-related correspondence, text, data, drawings, documents, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.

5.05 Waiver of Damages

- A. To the fullest extent permitted by law, Owner and Engineer waive against each other, and the other's officers, directors, members, partners, agents, employees, subcontractors, subconsultants, and insurers, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, from any cause or causes.
- B. Limitation of Liability. Owner and Engineer agree that Engineer's total liability to Owner under this Agreement shall be limited to \$100,000 or the total amount of compensation received by Engineer, whichever is greater; provided, however, that in no event will Engineer's liability exceed available insurance coverage.
- C. Owner further agrees to relieve and hold harmless Engineer from any liability for minor errors and omissions that increase the project budget by no more than five percent (5%).

5.06 General Provisions

- A. **Constituents of Concern**—The parties acknowledge that Engineer's Study and Report Services do not include any services related to unknown or undisclosed Constituents of Concern. If Engineer or any other party encounters, uncovers, or reveals an unknown or undisclosed Constituent of Concern, then Engineer may, at its option and without liability for consequential or any other damages, suspend performance of the Study and Report Services on the portion of the Project affected thereby until such portion of the Project is no longer affected, or terminate this Agreement for cause if it is not practical to continue providing Study and Report Services.
- B. **Dispute Resolution**—Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute will be mediated by a mediator mutually approved by Owner and Engineer. The mediation will occur within 60 days following the 30-day good-faith negotiation period, unless otherwise agreed by the parties. If mediation is unsuccessful, then the parties may exercise their rights at law. Any legal proceeding related to or involving this Agreement shall be brought in a state or federal court with competent jurisdiction in Madison County, Mississippi.
- C. **Governing Law**—This Agreement is to be governed by the laws of the state of Mississippi without regard to conflict of laws principles.
- D. **Exclusions from Services**—Engineer's Study and Report Services do not include: (1) serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission; (2) advising Owner, or any municipal entity or other person or entity, regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances; (3) providing surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements; (4) providing legal advice or representation, (5) serving as a Construction Manager, or (6) providing any other professional services not expressly identifies in the Study and Report Services being provided under this Agreement.
- E. **Insurance**—Engineer will maintain insurance coverage for Workers' Compensation (if required by state law), General Liability, Professional Liability, and Automobile Liability in amounts typically carried by Engineer in its usual course of business. Engineer will provide certificates of insurance to Owner upon request.
- F. **Successors and Assigns**
 - 1. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 6.06.F.2 the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
 - 2. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, money that is due or may become due) in this

Agreement without the written consent of the other party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

- G. Beneficiaries—Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

ARTICLE 6—DEFINITIONS

6.01 Definitions Used in this Agreement

- A. Constructor—Any person or entity (not including the Engineer, its employees, agents, representatives, subcontractors, or subconsultants), performing or supporting construction activities relating to the Project, including but not limited to contractors, subcontractors, suppliers, Owner's work forces, utility companies, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.
- B. Constituent of Concern—Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), lead based paint (as defined by the HUD/EPA standard), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to laws and regulations regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.
- C. Documents—All documents expressly identified as deliverables in this Agreement, whether in printed or electronic form, required by this Agreement to be provided or furnished by Engineer to Owner. Such specifically required deliverables may include, by way of example, data, studies, models, and reports (including the Report referred to in Exhibit A).
- D. Site—One or more lands or areas that Engineer studies as the location or possible location of the Project.
- E. Total Project Costs—The total cost of planning, studying, designing, constructing, testing, commissioning, and start-up of the Project, including construction costs and all other Project labor, services, materials, equipment, insurance, and bonding costs, allowances for contingencies, and the total costs of services of Engineer or other design professionals and consultants, together with such other Project-related costs that Owner furnishes for inclusion, including but not limited to cost of land, rights-of-way, compensation for damages to properties and private utilities (including relocation if not part of construction costs), Owner's costs for legal, accounting, insurance counseling, and auditing services, interest and financing charges incurred in connection with the Project, and the cost of other services to be provided by others to Owner.
- F. Underground Facilities—All active or not-in-service underground lines, pipelines, conduits, ducts, encasements, cables, wires, manholes, vaults, tanks, tunnels, or other such facilities or systems at a Site, including but not limited to those facilities or systems that produce, transmit, distribute, or convey telephone or other communications, cable television, fiber optic transmissions, power, electricity, light, heat, gases, oil, crude oil products, liquid

petroleum products, water, steam, waste, wastewater, storm water, other liquids or chemicals, or traffic or other control systems. An abandoned facility or system is not an Underground Facility.

ARTICLE 7—AGREEMENT, EXHIBITS, ATTACHMENTS

7.01 Total Agreement

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

7.02 Attachments:

- A. Exhibit 1, Engineer's Standard Hourly Rates
- B. Exhibit 2, Scope of Engineer's Study and Report Services

1. This Agreement's Effective Date is **August 22, 2024**.

Owner:

(name of organization)

By:

(authorized individual's signature)

Date:

(date signed)

Name:

(typed or printed)

Title:

(typed or printed)

Address for giving notices:

Designated Representative:

Name:

(typed or printed)

Title:

(typed or printed)

Address:

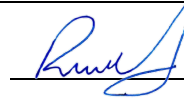
Phone:

Email:

Engineer:

McMaster & Associates, Inc

By:



Date:

August 22, 2024

Name:

Ron McMaster, P.E., P.S.

Title:

Principal

Address for giving notices:

McMaster & Associates, Inc.

212 Waterford Square, Suite 300

Madison, MS 39110

Designated Representative:

Name:

Lanie McGuire

Title:

Water Resources Engineer

Address:

McMaster & Associates, Inc.

212 Waterford Square, Suite 300

Madison, MS 39110

Phone:

(601) 605-1090, ext. 105

Email:

lanie@mcmastereng.com

McMaster & Associates, Inc.
2024 Hourly Rates for Services

CATEGORY	BASE RATE	OVERTIME RATE
PROFESSIONAL SERVICES		
Principal	\$225.00	
Senior Professional Engineer	\$180.00	
Professional Engineer	\$155.00	
Registered Landscape Architect	\$150.00	
Engineering Intern	\$115.00	
Senior Professional Surveyor	\$150.00	
Professional Surveyor	\$125.00	
Surveying Intern	\$100.00	
OFFICE SERVICES		
Senior Technician III	\$90.00	
Senior Technician II	\$80.00	
Senior Technician I	\$75.00	
Engineering Technician III	\$135.00	
Engineering Technician II	\$110.00	
Engineering Technician I	\$100.00	
Administrative Assistant	\$70.00	
FIELD SURVEYING SERVICES		
Two-Man Survey Crew	\$160.00	\$180.00
Three-Man Survey Crew	\$210.00	\$260.00
Four-Man Survey Crew	\$260.00	\$342.00
Subsurface Utility Locating Crew	\$175.00	\$195.00
Drone	\$275.00	
INSPECTION SERVICES		
Construction Manager	\$125.00	\$144.00
Senior Construction Inspector III	\$90.00	\$105.00
Senior Construction Inspector II	\$80.00	\$94.00
Senior Construction Inspector I	\$60.00	\$65.00
Bridge Inspection Project Manager	\$155.00	\$182.00
Bridge Inspection Team Leader	\$125.00	\$144.00
Bridge Inspection Senior Inspector	\$90.00	\$105.00
Bridge Inspection Junior Inspector	\$60.00	\$65.00
DIRECT EXPENSE		
Mileage	\$0.67/Mile	
Stakes	\$1.25/Each	
Hubs	\$0.60/Each	
Metal T-Posts	\$6.00/Each	
Flags	\$0.15/Each	
Roll Flagging	\$2.50/Roll	
Paint per Can	\$8.00/Each	
Plotting	\$2.00/Sq. Ft.	
Printing	\$0.30/Each	
Supplies & Misc. Expense	Cost Plus 15%	

EXHIBIT 2, SCOPE OF ENGINEER'S STUDY AND REPORT SERVICES

Detailed Scope of Engineer's Services

Engineer agrees to perform the following "Services" for the Project (check all that apply).

A. ☐ Formal Inspection

As part of the Formal Inspection, Engineer agrees to provide the following Services:

1. Perform a formal dam inspection of the dam in accordance with the Mississippi Department of Environmental Quality standards and guidelines, including:
 - a. Photographing all pertinent features of the dam.
 - b. Photographing all deficiencies of the dam.
2. Perform a planimetric and topographic survey of the dam to record existing elevations of the dam and spillway(s). Record the location of deficiencies that were identified during the inspection.
3. Perform an evaluation of the existing hydraulic and hydrologic (H&H) analysis to assure accuracy with MDEQ requirements. Should a new H&H study be necessary, work will be performed on an hourly basis using the attached hourly Rate Sheet shown in Appendix 1.
 - a. Our office will review an H&H performed by an outside entity. However, if the analysis was completed using SITES or DAMS2 software, we will require a new analysis using current best practices.
4. Perform an evaluation of the existing Emergency Action Plan to assure accuracy with current standards.
5. Complete the Formal Inspection Report and submit it to MDEQ – Department of Dam Safety.
6. Minimum Staff Requirements: 1 Professional Engineer, 1 Inspector, 1 Professional Surveyor 1 2-Man Survey Crew, 1 Survey Technician.
7. Should MDEQ require a Maintenance Plan following the review of the inspection report, work will be performed on an hourly basis using the attached hourly Rate Sheet shown in Appendix 1.
8. Advise the Owner as to the necessity of his/her obtaining further additional services and if authorized, provide, or assist in procuring such services.

It is imperative that the grass on the dam and surrounding area be mowed no more than 2 weeks prior to our inspection. Failure to have the grass mowed will result in an additional charge for our time on an hourly basis using the attached hourly Rate Sheet shown in Exhibit 1.

B. ☒ Owner's Inspection

As part of the Owner's Inspection, Engineer agrees to provide the following Services:

1. Perform an owner's dam inspection of the dam in accordance with the Mississippi Department of Environmental Quality standards and guidelines, including:
 - a. Photographing all pertinent features of the dam.
 - b. Photographing all deficiencies of the dam.
2. Complete the Owner's Inspection Report and submit to MDEQ – Department of Dam Safety
3. Minimum Staff Requirements: 2 Inspectors
4. Should MDEQ require a Maintenance Plan following the review of the inspection report, work will be performed on an hourly basis using the attached hourly Rate Sheet shown in Appendix 1.
5. Advise the Owner as to the necessity of his/her obtaining further additional services and if authorized, provide, or assist in procuring such services.

It is imperative that the grass on the dam and surrounding area be mowed no more than 2 weeks prior to our inspection. Failure to have the grass mowed will result in an additional charge for our time on an hourly basis using the attached hourly Rate Sheet shown in Exhibit 1.

C. ☐ Maintenance Inspection

As part of the Maintenance Inspection, Engineer agrees to provide the following Services:

1. Assess the deficiency noted by the dam owner, including:
 - a. Photographing the deficiency.
 - b. Locating the deficiency on Satellite map.
2. Perform a planimetric and topographic survey of the dam to record existing elevations of the dam and spillway(s) as needed.
3. Maintenance Plan for the deficiency submitted to MDEQ Dam Safety.
 - a. Permit application will be filed with MDEQ Dam Safety as necessary.
4. Minimum Staff Requirements: 1 Engineer, 1 Inspector, 1 Professional Surveyor (as needed) 1 2-Man Survey Crew (as needed), 1 Survey Technician (as needed).
5. Advise the Owner as to the necessity of his/her obtaining further additional services and if authorized, provide, or assist in procuring such services.

It is imperative that the grass on the dam and surrounding area be mowed no more than 2 weeks prior to our inspection. Failure to have the grass mowed will result in an additional charge for our time on an hourly basis using the attached hourly Rate Sheet shown in Exhibit 1.

D. ☐ Emergency Action Plan (EAP)

As part of the Emergency Action Plan, Engineer agrees to provide the following Services:

1. Prepare a 2D Dam Breach Analysis using current best practices.
2. Perform a planimetric and topographic survey of the dam to record existing elevations of the dam and spillway(s) as needed.
3. Perform a survey to obtain finished floor elevations of impacted structure(s) as needed.
4. Prepare Emergency Action Plan per the MDEQ Dam Safety EAP Template.

Note: Dam Owner will be responsible for obtaining the signatures from the "List of EAP Holders" page after MDEQ Dam Safety approves the document.

5. Submit Emergency Action Plan to MDEQ Dam Safety for review. Respond to any comments provided by MDEQ Dam Safety and resubmit the final EAP for approval.
6. Minimum Staff Requirements: 1 Professional Engineer, 1 Professional Surveyor (as needed) 1 2-Man Survey Crew (as needed), 1 Survey Technician (as needed).
7. Advise the Owner as to the necessity of his/her obtaining further additional services and if authorized, provide, or assist in procuring such services.

E. ☐ Hydrology and Hydraulic Analysis (H&H)

As part of the Hydrology and Hydraulic Analysis, Engineer agrees to provide the following Services:

1. Prepare a Hydrology and Hydraulic Analysis using current best practices.
2. Perform a planimetric and topographic survey of the dam to record existing elevations of the dam and spillway(s) as needed.
3. Prepare an Engineer Report and submit to MDEQ Dam Safety for review. Respond to any comments provided by MDEQ Dam Safety and resubmit for final review.
4. Minimum Staff Requirements: 1 Professional Engineer, 1 Professional Surveyor (as needed), 1 2-Man Survey Crew (as needed), 1 Survey Technician (as needed).
5. Advise the Owner as to the necessity of his/her obtaining further additional services and if authorized, provide, or assist in procuring such services.

F. ☐ Preliminary Flood Study

As part of the Preliminary Flood Study, Engineer agrees to provide the following Services:

1. Obtain existing flood model of the impacted area through FEMA.
 - a. The fee for the flood model is included in the proposal estimate.
2. Perform a planimetric and topographic survey of the project site to record existing elevations of the roadway(s), culvert(s), building(s) as needed.
3. Prepare an Elevation Certificate in accordance with FEMA guidelines as needed.
4. Evaluate the likelihood of the project qualifying for either a Conditional Letter of Map Revision (CLOMR), Letter of Map Revision (LOMR), or Letter of Map Amendment (LOMA).
5. Prepare an Engineer Report and submit it to the client for review.
6. Minimum Staff Requirements: 1 Engineer, 1 Professional Surveyor (as needed), 1 2-Man Survey Crew (as needed), 1 Survey Technician (as needed).
7. Advise the Owner as to the necessity of his/her obtaining further additional services and if authorized, provide, or assist in procuring such services.

G. ☐ Flood Study

As part of the Flood Study, Engineer agrees to provide the following Services:

8. Prepare a Flood Mapping model using current best practices.
 - a. Our office will build on the existing model from FEMA as needed.
9. Perform a planimetric and topographic survey of the project site to record existing elevations of the roadway(s), culvert(s), building(s) as needed.
10. Prepare an Engineer Report and submit it to FEMA Floodplain Manager for review. Respond to any comments provided by FEMA Floodplain Manager and resubmit for final review.
11. Prepare either a Conditional Letter of Map Revision (CLOMR), Letter of Map Revision (LOMR), or Letter of Map Amendment (LOMA) application and submit to FEMA Floodplain Manager. Respond to any comments provided by FEMA Floodplain Manager and resubmit for final review.
12. Minimum Staff Requirements: 1 Professional Engineer, 1 Professional Surveyor (as needed), 1 2-Man Survey Crew (as needed), 1 Survey Technician (as needed).
13. Advise the Owner as to the necessity of his/her obtaining further additional services and if authorized, provide, or assist in procuring such services.

Compensation

A. ☐ Formal Inspection

1. Lump Sum. Owner shall pay Engineer for Basic Services as follows:
 - a. A Lump Sum amount of **\$4,500.00**.
 - b. In addition to the Lump Sum amount, reimbursement of Reimbursable Expenses.
 - c. The portion of the compensation amount billed monthly for Engineer's Basic Services will be based upon Engineer's estimate of the percentage of the total Basic Services actually completed during the billing period.

B. ☒ Owner's Inspection

1. Lump Sum. Owner shall pay Engineer for Basic Services as follows:
 - a. A Lump Sum amount of **\$1,250.00**.
 - b. In addition to the Lump Sum amount, reimbursement of Reimbursable Expenses.
 - c. The portion of the compensation amount billed monthly for Engineer's Basic Services will be based upon Engineer's estimate of the percentage of the total Basic Services actually completed during the billing period.

C. ☐ Maintenance Inspection

1. Lump Sum. Owner shall pay Engineer for Basic Services as follows:
 - a. A Lump Sum amount of **[\$amount]**.
 - b. In addition to the Lump Sum amount, reimbursement of Reimbursable Expenses.
 - c. The portion of the compensation amount billed monthly for Engineer's Basic Services will be based upon Engineer's estimate of the percentage of the total Basic Services actually completed during the billing period.

D. ☐ Emergency Action Plan

1. Lump Sum. Owner shall pay Engineer for Basic Services as follows:
 - a. A Lump Sum amount of **[\$amount]**.
 - b. In addition to the Lump Sum amount, reimbursement of Reimbursable Expenses.
 - c. The portion of the compensation amount billed monthly for Engineer's Basic Services will be based upon Engineer's estimate of the percentage of the total Basic Services actually completed during the billing period.

E. ☐ Hydrology and Hydraulic Analysis

1. Lump Sum. Owner shall pay Engineer for Basic Services as follows:
 - a. A Lump Sum amount of **\$[amount]**.
 - b. In addition to the Lump Sum amount, reimbursement of Reimbursable Expenses.
 - c. The portion of the compensation amount billed monthly for Engineer's Basic Services will be based upon Engineer's estimate of the percentage of the total Basic Services actually completed during the billing period.

F. ☐ Preliminary Flood Study

1. Time and Expense. Owner shall pay Engineer for Basic Services as follows:
 - a. Time and Expense.
 - b. In addition to the Time and Expense amount, reimbursement of Reimbursable Expenses.
 - c. The portion of the compensation amount billed monthly for Engineer's Basic Services will be based upon Engineer's estimate of the percentage of the total Basic Services actually completed during the billing period.

G. ☐ Flood Study

1. Time and Expense not to exceed an amount. Owner shall pay Engineer for Basic Services as follows:
 - a. Time and Expense not to exceed the amount of **\$[amount]**.
 - b. In addition to the Time and Expense amount, reimbursement of Reimbursable Expenses.
 - c. The portion of the compensation amount billed monthly for Engineer's Basic Services will be based upon Engineer's estimate of the percentage of the total Basic Services actually completed during the billing period.

H. ☐ Additional Services

1. "Additional Services" are those services provided by Engineer that go beyond the Services expressly set forth in this Agreement. For Additional Services, Owner shall pay Engineer an amount equal to the cumulative hours charged by Engineer's employees in providing the Additional Services, times standard hourly rates for each applicable billing class; plus, reimbursement of expenses incurred in connection with providing the Additional Services. Engineer's standard hourly rates are attached as Exhibit 1.

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.s

CONSENT AGENDA: 5,294.16

FOR: Approval of quote in the amount of \$5,294.16 from Cooper Electric for the complete rebuild of the Torrance Cove sewer pump (400-700-577)

DISTRIBUTION: 400-700-577

INTRODUCED BY: Bill Miley, Public Works Director

ATTACHMENTS:

File Name

[TORRENCE COVE PUMP.pdf](#)



Quote

Attn

cc

Quote Number

RQ2225

Phone:

Fax:

Job Number

R4712

(601) 372-7743 x

(601) 373-1470 x

Customer Information

City of Byram
PO Box 720222
Byram, MS 39272

Ship To Information

City Of Byram
550 Southpointe Dr
BYRAM, MS 39272

Quote Date: 8/29/2024

Customer ID: C30042

Quoted By: Matt Cooper

RFQ #:

Salesperson: Ronald Bridges

Terms: Net 30

Nameplate Information

ID E4745
Submersible Pump-Make Baramesa
Submersible Pump-Model PF4NC7534
Submersible Pump-Serial # N/a
Job Location Torrance cove
HP 7.5
RPM N/a
1 OR 3 Phase 3

Connected Volt	230
Connected Amp	23.6
Cord Length	40
Cord/Cap	Y
Lifting Bracket	Y
Mating Flange	Y
Chain	N

Quote Information

Ship Via:

Required Work: Complete Rebuild ***RUSH***

Rewind
Bearing Kit, Seal Kit, Oring Kit, Oil
Flange Gasket
Machine Work
Repot Cord Cap/Junction Box Assembly
New Power Cord
New Control Cord
Disassemble
Clean & Inspect Parts
Reassemble, Test & Paint

Comments:

Pick Up On

Lead Time

Total Price

Work Based on Overtime:

READY

\$5,294.16

Quotes Do Not Include Sales Tax or Freight, Unless Otherwise Noted.

We Are not Responsible For Items Left Over 60 Days.

Due to extraordinary market conditions, pricing is subject to change without notice.

SIGNATURE:

DATE:

PRINT NAME:

PO# (If not yet issued)

HARVEY SERVICES, INC.

8879 HWY 80
MORTON, MS 39117

Phone:
601-750-1711

Quotes

Date	Estimate #
8/29/2024	5351

Name / Address
City of Byram P. O. Box 720222 Byram, MS 39272

			Project
Description	Qty	Cost	Total
Barmesa PF4NC7534 7.5HP, 3PH 230 Volt (Torrance Cove) Work based on Overtime	1	5,882.40	5,882.40
Thank You for Your business. Stay Safe		Subtotal	\$5,882.40
		Sales Tax (0.0%)	\$0.00
		Total	\$5,882.40
E-mail			
tharvey@harveyservices.net			

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.t

CONSENT AGENDA: \$60,820.00

FOR: Approval of payment in the amount of \$60,820.00 to Fordice Construction Company for Parker Drive pipe repair (131-301-908)

DISTRIBUTION: 131-301-908

INTRODUCED BY: Bill Miley, Public Works Director

ATTACHMENTS:

File Name

[Parker Drive Pipe Repair - Fordice Construction Company Invoice.pdf](#)

FORDICE CONSTRUCTION COMPANY

P.O. Box 1101

Vicksburg, Mississippi 39181

CONTRACTOR'S MONTHLY ESTIMATE

Project Number : Parker Drive Pipe Repair

City of Byram, Mississippi

Estimate No. : One (1) & FINAL

Period : August 2024

ITEM	PLAN QUANTITY	UNIT	UNIT PRICE	ALLOWED THIS MONTH	ALLOWED TO DATE	AMOUNT THIS MONTH	TOTAL AMOUNT TO DATE
Pipe Repairs as per Quote	1	Lump Sum	\$60,820.00	1.00	1.00	\$60,820.00	\$60,820.00
Total Items Complete						\$60,820.00	\$60,820.00
Less : Retainage @ 0%						0.00	0.00
Less : Previous Payments						0.00	0.00
TOTAL AMOUNT NOW DUE AND PAYABLE						\$60,820.00	\$60,820.00

CONTRACTOR'S CERTIFICATE FOR PAYMENT

The undersigned Contractor certifies that to the best of the Contractor's knowledge and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates of Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Fordice Construction CompanyBy : Hunter L. Fordice
Hunter L. Fordice, PresidentDate: Aug 27 2024**ENGINEER'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: _____ \$ 60,820.00

ENGINEER :

By : RandyDate: 8-30-24

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.u

CONSENT AGENDA: \$79,435.00

FOR: Approval of payment in the amount of \$79,435.00 to Hemphill Construction Company, final invoice for storm drain repairs at Bull Run Drive (131-301-908)

DISTRIBUTION: 131-301-908

INTRODUCED BY: Bill Miley, Public Works Director

ATTACHMENTS:

File Name

[Bull Run - Hemphill Construction Estimate #2 FINAL..pdf](#)

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 82124-03F

To City of Byram
Customer: 5901 Terry Road
Byram, MS 39272

Project H24100- Byram Bullrun Drive Emergency
Pipe Repair

Via Engineer McMaster & Associates

Application No. JB App #2

Period From: 8/21/2024

Period To:

FINAL

Distribution to :

☐ Owner
☐ Engineer
☐ Contractor

From Contracto Hemphill Construction Company, Inc.
PO Drawer 879
1858 Hwy 49 South
Florence, MS 39073

Owner: City of Byram

External Contract No. N/A

Contract Date: 5/29/2024

Application Date: 8/21/2024

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

1. Original Contract Sum	\$235,875.00
2. Net Change By Change Order	\$4,935.00
3. Contract Sum To Date	\$240,810.00
4. Work Completed To Date	\$240,810.00
5. Stored Materials Inventory	\$0.00
6. Total Completed and Stored To Date	\$240,810.00
7. Retainage	
a. Maximum Retainage is not in effect.	
b. Securities are not furnished in lieu of Retainage.	\$0.00
c. Retainage on Work Completed to Date 0.00 %	\$0.00
d. Retainage on Stored Materials Inventory 0.00 %	\$0.00
e. Total Calculated Retainage	\$0.00
f. Total Retainage To Be Withheld	\$0.00
8. Total Earned Less Retainage	\$240,810.00
9. Less Previous Certificates For Payments	\$151,165.00
10. Current Payment Due	\$89,645.00
11. Balance to Finish, Plus Retainage	\$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Hemphill Construction Company, Inc.

By: Jade Klis Date: 8/21/2024

State of: Mississippi County of: Simpson

Subscribed and sworn to before me this 21st day of August 2024

Notary Public: Madelynn Cliburn Zotton

My Commission expires: January 29, 2028

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED **\$89,645.00**

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ENGINEER:

OWNER:

By: Russ Date: 9-9-24 By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total Approved this Month	\$4,935.00	\$0.00
TOTALS	\$4,935.00	\$0.00
Net Changes By Change Order	\$4,935.00	



CONTINUATION SHEET

Page 2 of 2

Application and Certification for Payment, containing
Engineer's signed certification is attached.
Tabulations below.

Application No. : JB App #2
Application Date : 08/21/24
Period From: 08/21/24
Period To:
External Contract No.:

Invoice #: 82124-03F

Contract : H24100- Byram Bullrun Drive Emergency Pipe Repair

Item No.	Description of Item	Contract U of M	Units	Cost Per Unit	Total Cost Of Contract	Previous Quantity	Current Quantity	To Date Quantity	Previous Cost	Current Cost	Stored Materials	Total Completed and Stored	Balance to Finish	Percent Complete
1	Mobilization	LS	1.00	\$8,500.00	\$8,500.00	1.00	0.00	1.00	\$8,500.00	\$0.00	0.00	\$8,500.00	\$0.00	100.00%
2	Existing Utility Potholing & Coordination	LS	1.00	\$4,000.00	\$4,000.00	1.00	0.00	1.00	\$4,000.00	\$0.00	0.00	\$4,000.00	\$0.00	100.00%
3	Removal of Asphalt	SY	50.00	\$25.00	\$1,250.00	50.00	0.00	50.00	\$1,250.00	\$0.00	0.00	\$1,250.00	\$0.00	100.00%
4	Removal of Curb & Gutter	LF	15.00	\$20.00	\$300.00	15.00	0.00	15.00	\$300.00	\$0.00	0.00	\$300.00	\$0.00	100.00%
5	Removal of Fence & Gates	LF	130.00	\$15.00	\$1,950.00	130.00	0.00	130.00	\$1,950.00	\$0.00	0.00	\$1,950.00	\$0.00	100.00%
6	Removal of 36" Pipe	LF	57.00	\$55.00	\$3,135.00	57.00	0.00	57.00	\$3,135.00	\$0.00	0.00	\$3,135.00	\$0.00	100.00%
7	Removal of Tree	EA	1.00	\$2,500.00	\$2,500.00	1.00	0.00	1.00	\$2,500.00	\$0.00	0.00	\$2,500.00	\$0.00	100.00%
8	36" RCP, Class III	LF	162.00	\$395.00	\$63,990.00	162.00	0.00	162.00	\$63,990.00	\$0.00	0.00	\$63,990.00	\$0.00	100.00%
9	36" Cured In Place Pipe	LF	216.00	\$315.00	\$68,040.00	0.00	216.00	216.00	\$0.00	\$68,040.00	0.00	\$68,040.00	\$0.00	100.00%
10	Drainage Manhole	EA	1.00	\$13,500.00	\$13,500.00	1.00	0.00	1.00	\$13,500.00	\$0.00	0.00	\$13,500.00	\$0.00	100.00%
11	Junction Box	EA	1.00	\$11,500.00	\$11,500.00	1.00	0.00	1.00	\$11,500.00	\$0.00	0.00	\$11,500.00	\$0.00	100.00%
12	Tie Existing 36" CPP Into New Junction Box	EA	1.00	\$7,500.00	\$7,500.00	1.00	0.00	1.00	\$7,500.00	\$0.00	0.00	\$7,500.00	\$0.00	100.00%
13	Tie New 36" RCP Into Existing Drainage Manhole	EA	1.00	\$8,500.00	\$8,500.00	1.00	0.00	1.00	\$8,500.00	\$0.00	0.00	\$8,500.00	\$0.00	100.00%
14	Select Fill (LVM)	CY	140.00	\$30.00	\$4,200.00	140.00	0.00	140.00	\$4,200.00	\$0.00	0.00	\$4,200.00	\$0.00	100.00%
15	Sod	SY	520.00	\$10.00	\$5,200.00	0.00	520.00	520.00	\$0.00	\$5,200.00	0.00	\$5,200.00	\$0.00	100.00%
16	6" Wood Fence & Swing Gates	LF	130.00	\$65.00	\$8,450.00	0.00	130.00	130.00	\$0.00	\$8,450.00	0.00	\$8,450.00	\$0.00	100.00%
17	Flowable Fill	CY	37.00	\$500.00	\$18,500.00	37.00	0.00	37.00	\$18,500.00	\$0.00	0.00	\$18,500.00	\$0.00	100.00%
18	Asphalt Patch (SC-1, Type 6)	TON	17.00	\$415.00	\$7,055.00	0.00	17.00	17.00	\$0.00	\$7,055.00	0.00	\$7,055.00	\$0.00	100.00%
19	Concrete Curb & Gutter	LF	15.00	\$60.00	\$900.00	0.00	15.00	15.00	\$0.00	\$900.00	0.00	\$900.00	\$0.00	100.00%
20	Crushed Stone Base	TON	20.00	\$92.00	\$1,840.00	20.00	0.00	20.00	\$1,840.00	\$0.00	0.00	\$1,840.00	\$0.00	100.00%
Grand Totals					\$240,810.00				\$181,185.00	\$59,645.00	\$0.00	\$240,810.00	\$0.00	100.00%



Change Order

Hemphill Construction Company, Inc.
PO Drawer 879
Florence, MS 39073

Distribution ☐ Byram Bullrun Drive Emergency Pipe
☐ Office ☐ Field
☐ Other

Project: H24100- Byram Bullrun Drive Emergency Pipe R Contract Number: H24100- Byram Bullrun Drive Emergency Pipe Repair
Change Order #: CO-1 Summary Change Order
ACO Seq #: 1
To (Contractor): Hemphill Construction Company, Inc.
PO Drawer 879
Florence, MS 39073
Change Order Date : 08/15/24

You are directed to make the following changes in this Contract:

Contract Item	Units	UM	Description	Unit Price	Amount
6	19.00	LF	Removal of 36" Pipe	55.00000	1,045.00
9	6.00	LF	36" Cured In Place Pipe	315.00000	1,890.00
17	4.00	CY	Flowable Fill	500.00000	2,000.00

Total For Change Order: CO-1 4,935.00

Not valid until signed by both the Owner and Architect. Signature of the Contractor indicates the Contractor's agreement herewith, including any adjustment in the Contract Sum or Contract Time.

The original Contract Sum was	235,875.00
The net change by previously authorized Change Orders was	0.00
The Contract Sum prior to this Change Order was	235,875.00
The Contract Sum will be increased by this Change Order	4,935.00
The new Contract Sum will be	240,810.00

The Contract Time will be unchanged

Authorized By Owner:

City of Byram
5901 Terry Road
Byram, MS 39272

By: _____
Date: _____

Accepted By Contractor:

Hemphill Construction Company, Inc.
PO Drawer 879
Florence, MS 39073

By: [Signature]
Date: 8/21/24

Architect/Engineer:

McMaster & Associates

By: [Signature]
Date: 9-9-24

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.v

CONSENT AGENDA: \$17,294.55

FOR: Approval of quote in the amount of \$17,294.55 from Carpenter Decorating for a custom-made snowflake design decoration for the City of Byram sign (100-550-559)

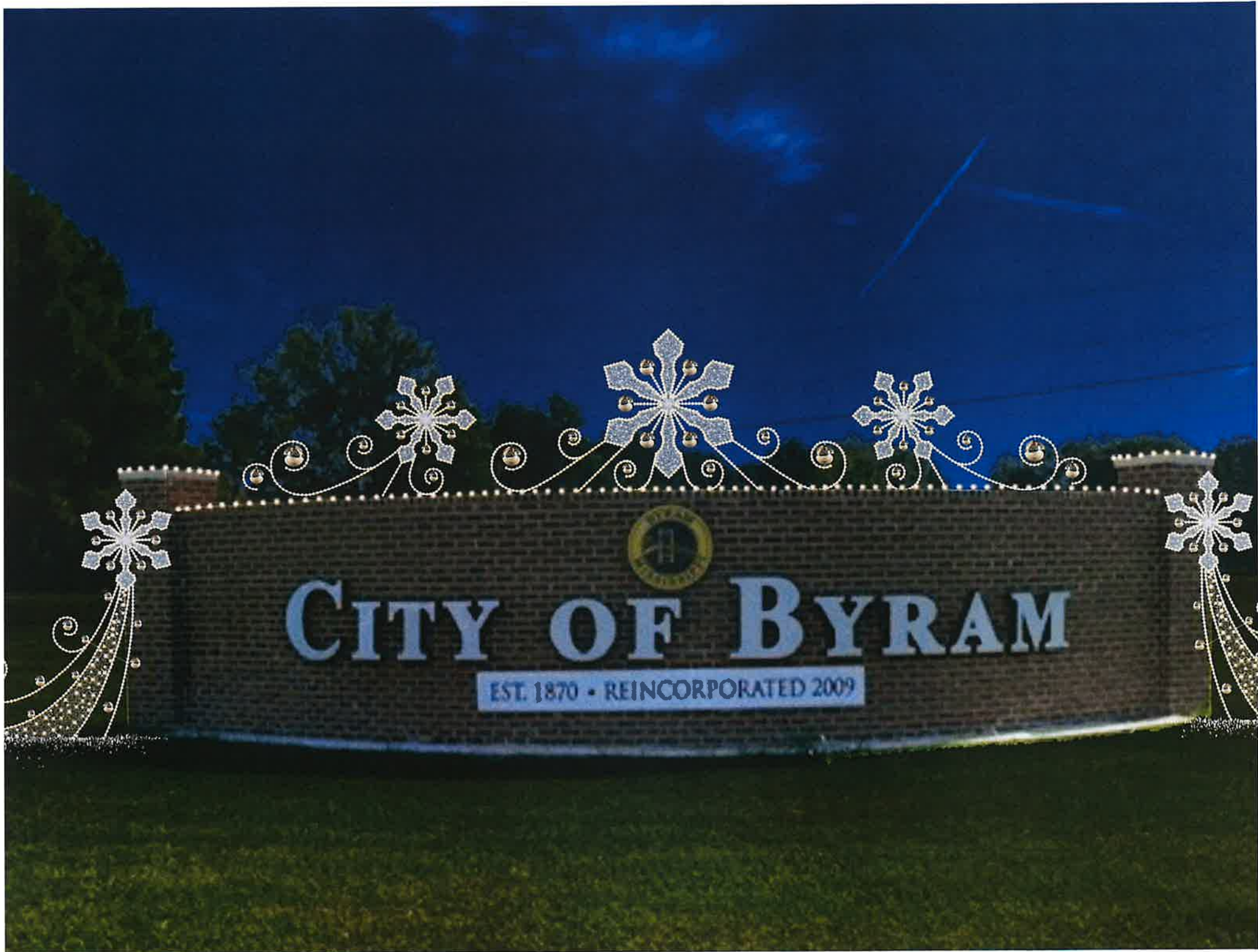
DISTRIBUTION: 100-550-559

INTRODUCED BY: Angela Richburg, City Clerk

ATTACHMENTS:

File Name

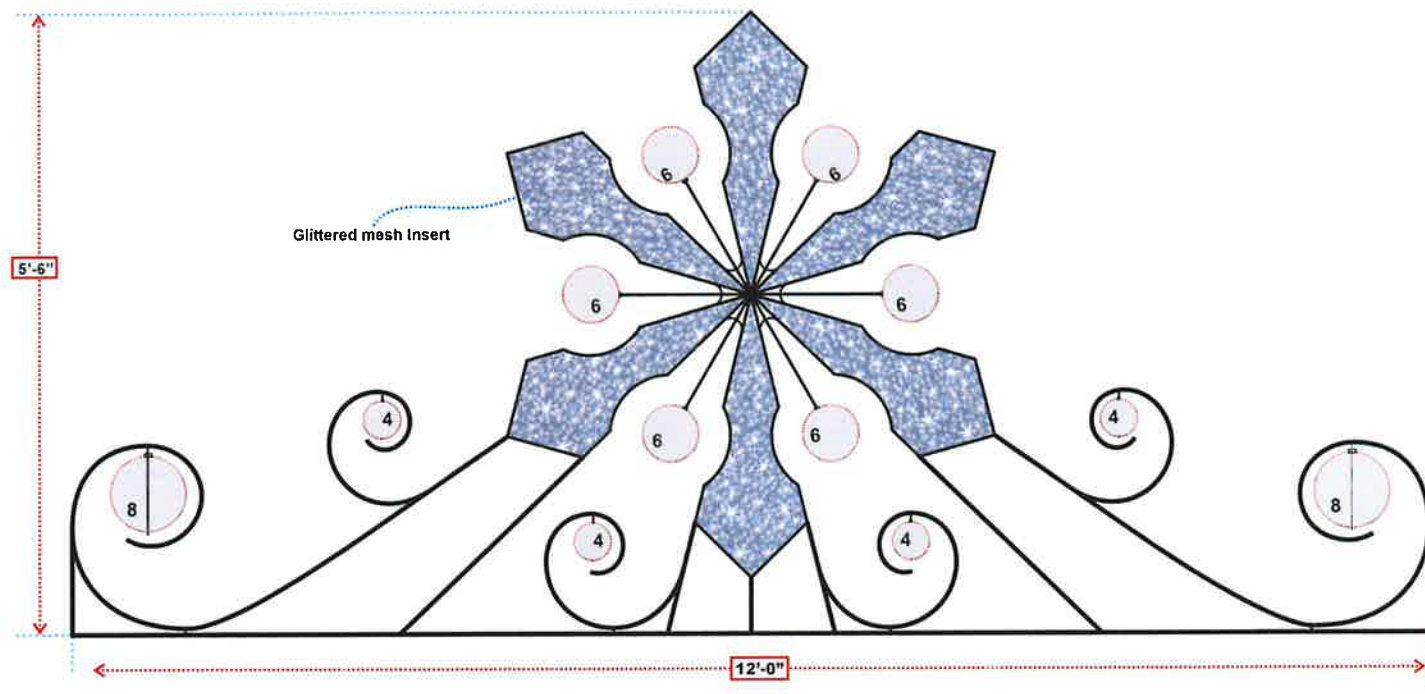
[2024 Snowflake decor.pdf](#)



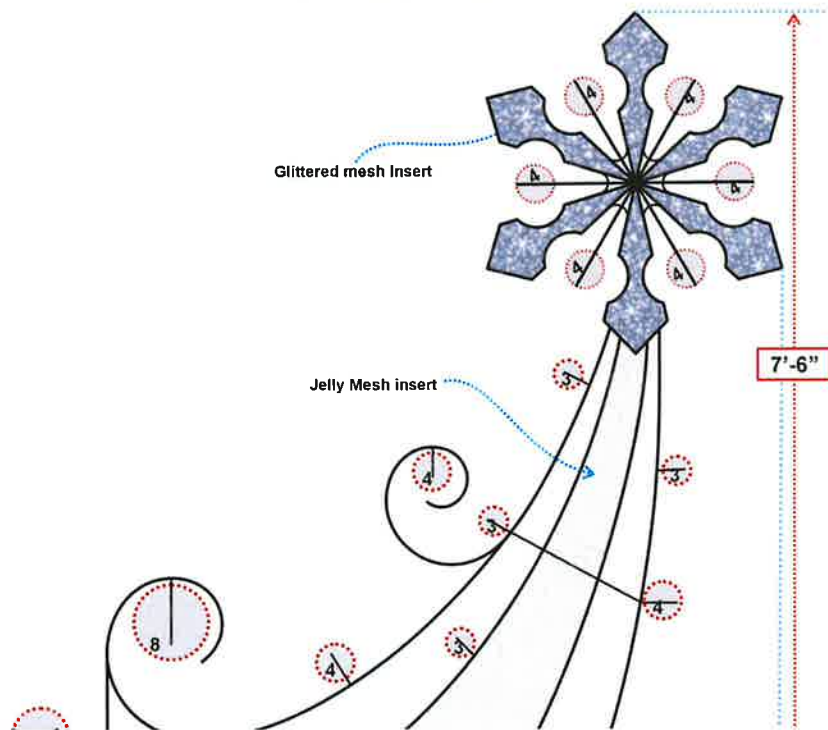
CITY OF BYRAM

EST. 1870 • REINCORPORATED 2009

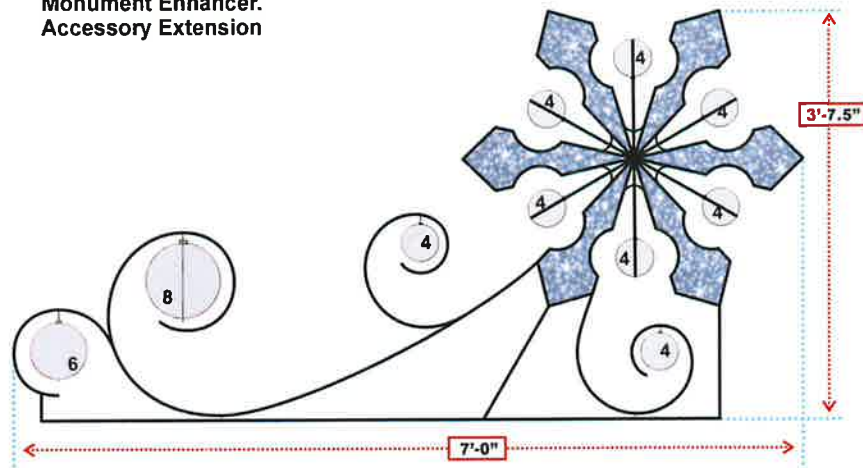
**Snowflake Ornament Scroll Centerpiece
Monument Enhancer.**



Snowflake Ornament Side Bracket



**Snowflake Ornament Scroll Centerpiece
Monument Enhancer.
Accessory Extension**



Carpenter

DECORATING

"Holiday Magic Begins Here"

PO Box 2027
Hickory, NC 28603
502-546-7030
dfebre@carpenterdecorating.com



Sales Order

Date:	Aug 9, 2024
Order #	CDCQ1525
Valid Through:	Sep 30, 2024
Account Rep:	Danielle Febre'

Bill to:

City of Byram
Julia Kraft
PO Box 720222
Byram, MS 39272-0222
USA

(601)372-7746

jkraft@byram-ms.us

Ship to:

City of Byram
Julia Kraft
Byram, MS 39272-0222
USA

(601)372-7746

Item #	Qty	Description	Unit Price	Ext. Price
CUSTOM	1	R&K SNOWFLAKES WITH ORNAMENTATION FOR CITY SIGN. 5 PIECES INCLUDED. DETAILS BELOW. (1) 5'-6" X 12' SNOWFLAKE ORNAMENT SCROLL CENTERPIECE MONUMENT ENHANCER, W/ WHITE FRAME, LED GLITTER MESH INSERTS, LED COOL WHITE ROPELIGHT, JELLY MESH FILL. ALSO W/3", 4", 6", & 8" METALLIC SILVER ORNAMENTS. (1) 3'-7.5" X 7' SNOWFLAKE ORNAMENT SCROLL CENTERPIECE MONUMENT ENHANCER ACCESSORY EXTENSION, W/ WHITE FRAME, LED GLITTER MESH INSERTS, LED COOL WHITE ROPELIGHT, JELLY MESH FILL. ALSO W/3", 4", 6", & 8" METALLIC SILVER ORNAMENTS. FOR RIGHT SIDE OF SIGN. (1) 3'-7.5" X 7' SNOWFLAKE ORNAMENT SCROLL CENTERPIECE MONUMENT ENHANCER ACCESSORY EXTENSION, W/ WHITE FRAME, LED GLITTER MESH INSERTS, LED COOL WHITE ROPELIGHT, JELLY MESH FILL. ALSO W/3", 4", 6", & 8" METALLIC SILVER ORNAMENTS. FOR LEFT SIDE OF SIGN. (1) 7'-6" X 6'-10" SNOWFLAKE ORNAMENT SIDE BRACKET, W/ WHITE FRAME, LED GLITTER MESH INSERTS, LED COOL WHITE ROPELIGHT, JELLY MESH FILL. ALSO W/3", 4", 6", & 8" METALLIC SILVER ORNAMENTS. FOR LEFT SIDE OF SIGN. (1) 7'-6" X 6'-10" SNOWFLAKE ORNAMENT SIDE BRACKET, W/ WHITE FRAME, LED GLITTER MESH INSERTS, LED COOL WHITE ROPELIGHT, JELLY MESH FILL. ALSO W/3", 4", 6", & 8" METALLIC SILVER ORNAMENTS. FOR RIGHT SIDE OF SIGN.	\$16,720.00	\$16,720.00

Item #	Qty	Description	Unit Price	Ext. Price
PROUDLY MADE IN AMERICA ALL COMMERCIAL GRADE MATERIALS 5 YEAR WARRANTY ON ALL HOLIDAY DECOR 3 YEAR WARRANTY ON ALL LED BULBS				
			SubTotal	\$16,720.00
			Sales Tax	\$0.00
			Shipping	\$574.55
			Total	\$17,294.55

Approved by: _____

Date: _____

Notes or Special Comments:

Freight charges will be added to invoice
 Sales tax will be added to invoice if applicable
 "Family owned and operated since 1928"

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.w

FOR: Approval for Elected Officials to attend the 2024 Small Town Conference in Vicksburg, MS on October 9-10, 2024, with \$125.00 each registration fees and estimated travel costs of \$430.04 each (001-100-610/611)

INTRODUCED BY: Angela Richburg, City Clerk

NOTES:

This was discussed but never voted on at the 8/22/24 meeting

ATTACHMENTS:

File Name

[2024 Small Town Conference.pdf](#)

[2024 Small Town Conference estimated travel.pdf](#)



2024 MML Small Town Conference Draft Schedule of Events
October 9-10, 2024
Vicksburg Convention Center, Vicksburg, MS

Wednesday, October 9, 2024

7:30 a.m.- 4:30 p.m.	Registration
7:30 a.m.- 8:30 a.m.	Continental Breakfast with Platinum Sponsors
8:30 a.m.- 12:00 p.m.	CMO Classes: • Basic Municipal Organization • Advanced Economic & Community Development Case Study • Professional Development • Elective: TBA
12:00 p.m.- 1:30 p.m.	Opening General Session Luncheon
1:45 p.m.- 2:45 p.m.	Concurrent Breakout Sessions
2:45 p.m.- 3:30 p.m.	Refreshment Break with Platinum Sponsors
3:30 p.m.- 4:30 p.m.	Concurrent Breakout Sessions
5:00 p.m.- 7:00 p.m.	Welcome Reception Hosted by the City of Vicksburg

Thursday, October 10, 2024

8:00 a.m.- 10:00 a.m.	Registration
8:30 a.m.- 10:30 a.m.	Closing General Session Breakfast
Conference Adjourns	

CITY OF BYRAM ESTIMATED TRAVEL EXPENSES

All travel expenses must have Department Head and Board approval prior to travel

Employee: _____	Department: <u>Elected Officials</u>
Destination: <u>Vicksburg, MS</u>	Account #: <u>001-100-610/611</u>
Reason for Travel: <u>2024 Small Town Conference</u>	
Travel dates: <u>10/8/24 - 10/10/24</u>	Transportation: <u>City</u> Private <u>x</u>
Total Miles in personal vehicle: <u>110</u> miles @ <u>0.67</u> per mile = <u>\$73.70</u>	
Personal car if City car available: <u>0</u> miles @ <u>0.21</u> per mile = <u>\$0.00</u>	
Other expenses: _____ (ie: rental car, airfare) _____	
Accommodations: <u>2</u> nights @ <u>\$89.00</u> per night = <u>\$178.00</u>	
Hotel: <u>Water View Casino Hotel</u>	Confirmation <u>MCHDH</u>
<u>3990 Washington St</u>	Deposit paid: _____
<u>Vicksburg, MS 39180</u>	Balance due: _____
Maximum per diem: <u>3</u> days @ <u>\$59.00</u> per day = <u>\$177.00</u> (You <u>must</u> turn in itemized receipts to be reimbursed for expenses up to this maximum amount)	
Registration for event: <u>\$125.00</u>	
Estimated travel expense: <u>\$428.70</u>	(mileage, max per diem & hotel)
Department Head/Purchasing Clerk Approval: _____	

- * Return from Travel form is due to Purchasing Clerk within 5 days of returning to work.
- * Turn in ITEMIZED receipts for hotel, airfare, meals, tips, taxis, etc. with this form
- * Please notate tips on your receipt. Meal reimbursement requests should include specific tip amounts

- * New rates approved 1/2024 Personal vehicle: 0.67 per mile, or .21 per mile if city vehicle available
- * \$59.00 per day basic per diem, or \$64.00 per day per diem for Oxford & Starkville

Mileage breakdown

City Hall to hotel	53	miles	10/8/2024
Hotel to Conv. Ctr	2	miles	10/9/2024
Conv. Ctr to hotel	2	miles	10/9/2024
Hotel to conv. ctr	2	miles	10/10/2024
Conv. Ctr to City Hall	51	miles	10/10/2024

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 6.x

CONSENT AGENDA: \$250.00

FOR: Approval of payment in the amount of \$250.00 to CMPDD, membership dues for Mayor White for the Central Mississippi Mayors Association (001-120-622)

DISTRIBUTION: 001-120-622

INTRODUCED BY: Angela Richburg, City Clerk

ATTACHMENTS:

File Name

[CMPDD Mayors Association dues.pdf](#)

Central MS Planning & Development District, Inc.

1020 Centre Pointe Blvd

Pearl MS 39208

601-981-1511

Invoice

City of Byram

P O Box 720222

Byram MS 39272-0222

08/09/2024

Invoice # : 5309

Order # :

Description: Central Mississippi Mayors Association FY 25 Dues

Total Amount Due

\$250.00

RECEIVED

AUG 19 2024

Byram Purchasing

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 7.a

FOR: Approval of Claims Docket in the amount of \$235,228.33 from 8/14/24 to 9/4/24

INTRODUCED BY: Angela Richburg, City Clerk

ATTACHMENTS:

File Name

[Claims Docket.pdf](#)



CITY OF BYRAM
Claims Docket
08/14/2024 to 09/04/2024
SEPTEMBER 13, 2024 CHECK RUN

Paid Claims:

PACKET # 8558	\$39,906.64	08/23/2024 AGENDA RUN (IN HOUSE)	Page 1 attached
PACKET # 8560	\$3,268.81	08/23/2024 AGENDA RUN (A/P AUTOMATION)	Page 2 attached
PACKET # 8561	\$14,827.88	08/23/2024 AGENDA RUN (SEWER AUTOMATION)	Page 3 attached
PACKET # 8584	\$134.82	08/31/2024 END OF MONTH (IN HOUSE)	Page 4 attached
PACKET # 8570	\$17,271.34	08/31/2024 END OF MONTH (IN HOUSE)	Pages 5-9 attached

Unpaid Claims:

PACKET # 8571	\$135,898.47	09/13/2024 1st A.P. (A/P AUTOMATION)	Pages 10-14 attached
PACKET # 8583	\$15,400.37	09/13/2024 1st A.P. (SEWER AUTOMATION)	Page 15 attached
PACKET # 8587	\$8,520.00	09/13/2024 1st A.P. (IN HOUSE)	Page 16 attached

Total Claims:	\$235,228.33
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City of Byram, MS

Page 1

Docket of Claims Register

APPKT008558 - 08/23/2024 AGENDA RUN (IN HOUSE)

By Docket/Claim Number

Vendor #	Vendor Name	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
								Distribution Amount
02932	CITY OF BYRAM CADENCE GENE	DKT0037643						14,089.69
	08232024	AUGUST 2024 PAYROLL & A/P TRANSF	Invoice	08/23/2024	AUGUST 2024 PAYROLL & A/P TRANSF	400-000-005		14,089.69
02454	JOHNSON, ERMA	DKT0037644						46.95
	08112024	TRAVEL REIMBURSEMENT, TUNICA, M	Invoice	08/11/2024	TRAVEL REIMBURSEMENT, TUNICA, M	001-100-610		46.95
01243	PUBLIC SAFETY ACADEMICS AND	DKT0037645						300.00
	101357	REGISTRATION - ORLANDO REDD, SEP	Invoice	08/06/2024	REGISTRATION - ORLANDO REDD, SEP	001-200-611		300.00
02817	QUINN, SHAMEKA R	DKT0037646						75.00
	08202024	DIRECTOR OF COACHING 08/20/2024	Invoice	08/20/2024	DIRECTOR OF COACHING 08/20/2024	001-550-665		37.50
	08222024	DIRECTOR OF COACHING 08/22/2024	Invoice	08/22/2024	DIRECTOR OF COACHING 08/22/2024	001-550-665		37.50
03072	THE POLICY CENTER, INC.	DKT0037647						25,000.00
	08222024	BOND FOR EXECUTION OF ARPA BIG C	Invoice	08/22/2024	BOND FOR EXECUTION OF ARPA BIG C	115-700-625		25,000.00
03069	WALKER, ANGELA MICHELLE	DKT0037648						395.00
	607	IAED BASIC - ORLANDO REDD - SEPT 9	Invoice	08/06/2024	IAED BASIC - ORLANDO REDD - SEPT 9	001-200-611		395.00
Total Claims: 6							Total Payment Amount:	39,906.64



City of Byram, MS

Page 2

Docket of Claims Register

APPKT008560 - 08/23/2024 AGENDA RUN (A/P AUTOMATION)

By Docket/Claim Number

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
0005	ENTERGY	DKT0037652					857.15
	185007757224	ACCT# 103157525 (CITY HALL) 07/10/	Invoice	08/13/2024	ACCT# 103157525 (CITY HALL) 07/10/	001-195-630	857.15
0005	ENTERGY	DKT0037653					1,503.49
	220006078955	ACCT# 112464243 (FIRE) 07/10/2024	Invoice	08/13/2024	ACCT# 112464243 (FIRE) 07/10/2024	001-260-630	1,503.49
0005	ENTERGY	DKT0037654					586.29
	10019135732	COLLECTIVE BILL (TRAFFIC SIGNALS) #	Invoice	08/14/2024	COLLECTIVE BILL (TRAFFIC SIGNALS) #	001-301-631	586.29
00264	KENTWOOD SPRINGS	DKT0037655					134.89
	12083768 081824	PD WATER	Invoice	08/18/2024	PD WATER	001-200-505	134.89
00264	KENTWOOD SPRINGS	DKT0037656					11.99
	12277150 081724	PD WATER	Invoice	08/17/2024	PD WATER	001-301-505	6.00
						400-700-505	5.99
00341	MS STATE FIRE ACADEMY	DKT0037657					175.00
	32586	ONLINE COURSE - JAMERE SHELBY 08/	Invoice	07/23/2024	ONLINE COURSE - JAMERE SHELBY 08/	001-260-611	175.00
Total Claims: 6						Total Payment Amount:	3,268.81



City of Byram, MS

Page 3

Docket of Claims Register

APPKT008561 - 08/23/2024 AGENDA RUN (SEWER AUTOMATION)

By Docket/Claim Number

Vendor #	Vendor Name	Payable Number	Docket/Claim #	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
									Distribution Amount
00048	CENTERPOINT ENERGY	PW08152024	DKT0037649	ACCT# 11732033-3 (GENERATOR) 07/1	Invoice	08/15/2024	ACCT# 11732033-3 (GENERATOR) 07/1	400-700-630	23.47
0005	ENTERGY	10019135733	DKT0037650	COLLECTIVE BILL (SEWER) # 10201798	Invoice	08/14/2024	COLLECTIVE BILL (SEWER) # 10201798	400-700-632	7,271.58
0005	ENTERGY	10019039980	DKT0037651	COLLECTIVE BILL (SEWER) # 10201798	Invoice	07/16/2024	COLLECTIVE BILL (SEWER) # 10201798	400-700-632	7,532.83
Total Claims: 3									Total Payment Amount: 14,827.88



City of Byram, MS

Page 4

Docket of Claims Register

APPKT008584 - 08/31/2024 END OF MONTH (IN HOUSE)

By Docket/Claim Number

	Vendor Name	Docket/Claim #						Payment Amount
Vendor #	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Distribution Amount	
03076	RENU PROPERTY MANAGEMENT	DKT0037693					44.94	
	INV0082635	RENU PROPERTY MANAGEMENT	Invoice	08/29/2024	RENU PROPERTY MANAGEMENT	400-000-156	44.94	
03077	RENU PROPERTY MANAGEMENT	DKT0037694					44.94	
	INV0082637	RENU PROPERTY MANAGEMENT	Invoice	08/29/2024	RENU PROPERTY MANAGEMENT	400-000-156	44.94	
03075	RENU PROPERY MGT MISS, LLC	DKT0037695					44.94	
	INV0082633	RENU PROPERY MGT MISS, LLC	Invoice	08/29/2024	RENU PROPERY MGT MISS, LLC	400-000-156	44.94	
Total Claims: 3						Total Payment Amount:	134.82	



City of Byram, MS

Page 5

Docket of Claims Register

APPKT008570 - 08/31/2024 END OF MONTH (IN HOUSE)

By Docket/Claim Number

Vendor #	Vendor Name	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
								Distribution Amount
00161	AT & T	08112024	DKT0037658 NCIC MONITORING LINE	Invoice	08/11/2024	NCIC MONITORING LINE	001-200-609	36.53
00161	AT & T	3266881909	DKT0037659 NCIC MONITORING 07/01/2024 - 07/3	Invoice	08/01/2024	NCIC MONITORING 07/01/2024 - 07/3	001-200-609	214.61
00161	AT & T	3423093909	DKT0037660 ACCT# 831-001-4291-559 (NON 911) [	Invoice	08/07/2024	ACCT# 831-001-4291-559 (NON 911) [	001-200-605	97.33
00161	AT & T	7771841903	DKT0037661 ACCT# 8310012904295 (CIRCUIT) 07/2	Invoice	07/29/2024	ACCT# 8310012904295 (CIRCUIT) 07/2	001-200-605	194.79
00042	AT&T	08112024	DKT0037662 ACCT# 601-372-2793 751 0598 (08/11	Invoice	08/11/2024	ACCT# 601-372-2793 751 0598 (08/11	001-200-605	513.52
02119	ATMOS ENERGY CORP	08162024	DKT0037663 ACCT# 3063492252 (FIRE #2) 07/17/2	Invoice	08/16/2024	ACCT# 3063492252 (FIRE #2) 07/17/2	001-260-630	0.81
00123	CAPITAL ONE TRADE CREDIT	00124	DKT0037664 OFFICE SUPPLIES	Invoice	07/24/2024	OFFICE SUPPLIES	001-260-500	44.66
		06247	BINDER CLIPS, PENS	Invoice	07/22/2024	BINDER CLIPS, PENS	001-200-500	29.03
02925	CITY OF BYRAM CADENCE HB603	08272024	DKT0037665 BRIDGES REIMBURSEMENT	Invoice	08/27/2024	BRIDGES REIMBURSEMENT	001-140-658	15.63
00052	COMCAST	CH08182024	DKT0037666 ACCT# 8396 41 043 0118550 (08/22/2	Invoice	08/14/2024	ACCT# 8396 41 043 0118550 (08/22/2	001-195-605	8.20
00052	COMCAST	FD08092024	DKT0037667 ACCT# 8396 41 046 0114198 (08/13/2	Invoice	08/09/2024	ACCT# 8396 41 046 0114198 (08/13/2	001-260-605	105.83
00052	COMCAST	PD07232024	DKT0037668 ACCT# 8396 41 046 0063338 (07/24/2	Invoice	07/23/2024	ACCT# 8396 41 046 0063338 (07/24/2	001-200-605	269.96
02486	COURTNEY & CAMP ATTORNEYS		DKT0037669	Invoice	08/09/2024		001-000-125	370.67
00361	DPS CRIME LAB	90147895	DKT0037670 ANALYTICAL FEES	Invoice	08/13/2024	ANALYTICAL FEES	001-200-614	172.40
0005	ENTERGY	470003407083	DKT0037671 ACCT# 104018296 (STREETLIGHTS) 07,	Invoice	08/23/2024	ACCT# 104018296 (STREETLIGHTS) 07,	001-301-631	1,020.00
0005	ENTERGY	205007266676	DKT0037672 ACCT# 200404150 (STATION #2) 07/15	Invoice	08/19/2024	ACCT# 200404150 (STATION #2) 07/15	001-260-630	6,535.36
								828.36

Page 6

Docket of Claims Register

APPKT008570 - 08/31/2024 END OF MONTH (IN HOUSE)

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
0005	ENTERGY	DKT0037673					838.15
	10019161328	COLLECTIVE BILL (DAVIS ROAD PARK) #	Invoice	08/23/2024	COLLECTIVE BILL (DAVIS ROAD PARK) #	001-550-630	838.15
00666	ERRINGTON, DAVID	DKT0037674					60.59
	08152024	TRAVEL REIMBURSEMENT, GULFPORT,	Invoice	08/15/2024	TRAVEL REIMBURSEMENT, GULFPORT,	001-200-610	60.59
02337	EXTENSION CENTER FOR GOVERI	DKT0037675					200.00
	08282024	REGISTRAT - JULIA KRAFT, FALL MUNIC	Invoice	08/28/2024	REGISTRAT - JULIA KRAFT, FALL MUNIC	001-140-611	200.00
01222	HENI FY ROSS E.	DKT0037676					100.00
			Invoice	08/09/2024		001-000-125	50.00
			Invoice	08/23/2024		001-000-125	50.00
02855	JXN WATER INC	DKT0037677					12.30
	FD08122024	ACCT# 1836400000 (07/10/2024 - 08/	Invoice	08/12/2024	ACCT# 1836400000 (07/10/2024 - 08/	001-260-630	12.30
02855	JXN WATER INC	DKT0037678					32.90
	DRP08162024	ACCT# 1740745981 (07/11/224 - 08/1	Invoice	08/16/2024	ACCT# 1740745981 (07/11/224 - 08/1	001-550-630	32.90
00264	KENTWOOD SPRINGS	DKT0037679					75.94
	10602189 082324	CH WATER	Invoice	08/23/2024	CH WATER	001-195-505	75.94
00264	KENTWOOD SPRINGS	DKT0037680					80.94
	10602189 072624	CH WATER	Invoice	07/26/2024	CH WATER	001-195-505	80.94
01055	KINCAID, RICARDO	DKT0037681					41.20
	08152024	TRAVEL REIMBURSEMENT, GULFPORT,	Invoice	08/15/2024	TRAVEL REIMBURSEMENT, GULFPORT,	001-200-610	41.20
01968	LEGAL SHIELD	DKT0037682					207.40
	CM0001729			08/28/2024		001-000-123	-0.04
	INV0082223			08/09/2024		001-000-123	13.95
	INV0082224			08/09/2024		001-000-123	16.95
	INV0082225		Invoice	08/09/2024		001-000-123	17.95
	INV0082226		Invoice	08/09/2024		001-000-123	9.48
	INV0082227		Invoice	08/09/2024		001-000-123	9.48
	INV0082228		Invoice	08/09/2024		001-000-123	9.48
	INV0082229		Invoice	08/09/2024		001-000-123	9.48
	INV0082472		Invoice	08/23/2024		001-000-123	13.95
	INV0082473		Invoice	08/23/2024		001-000-123	16.95
	INV0082474		Invoice	08/23/2024		001-000-123	17.95
	INV0082475		Invoice	08/23/2024		001-000-123	9.48
	INV0082476		Invoice	08/23/2024		001-000-123	9.48
	INV0082477		Invoice	08/23/2024		001-000-123	9.48
	INV0082478		Invoice	08/23/2024		001-000-123	9.48
	INV0082543		Invoice	08/30/2024		001-000-123	33.90
00888	MACK, TERESA	DKT0037683					56.06
	08112024	PER DIEM FOR MS POLICY CONFERENC	Invoice	08/11/2024	PER DIEM FOR MS POLICY CONFERENC	001-100-610	56.06

Page 7

Docket of Claims Register

APPKT008570 - 08/31/2024 END OF MONTH (IN HOUSE)

Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
02698	MENDELSON LAW FIRM	DKT0037684	Invoice	08/30/2024		001-000-125	363.63
00002	MS MUNICIPAL LEAGUE	DKT0037685					125.00
	08272024	CMO CLASS - TERESA MACK, RIDGELAI	Invoice	08/27/2024	CMO CLASS - TERESA MACK, RIDGELAI	001-100-611	25.00
	39561-1	CMO CLASS - ROBERT AMOS - RIDGELAI	Invoice	08/19/2024	CMO CLASS - ROBERT AMOS - RIDGELAI	001-100-611	25.00
	39561-2	CMO CLASS - ROSCHELLE GIBSON - RIDGE	Invoice	08/19/2024	CMO CLASS - ROSCHELLE GIBSON - RIDGE	001-100-611	25.00
	39561-3	CMO CLASS - RICHARD WHITE - RIDGE	Invoice	08/19/2024	CMO CLASS - RICHARD WHITE - RIDGE	001-120-611	25.00
	39570	CMO CLASS - ERMA JOHNSON - RIDGE	Invoice	08/20/2024	CMO CLASS - ERMA JOHNSON - RIDGE	001-100-611	25.00
00423	RAWORTH & HARVEL, LLC	DKT0037686					1,750.00
	SEPT2024	130 SOUTHPOINTE DR. SUITE #G (SEP	Invoice	08/27/2024	130 SOUTHPOINTE DR. SUITE #G (SEP	001-200-688	1,750.00
03047	SIMMONS, JEFFERY	DKT0037687					477.31
	08262024	REIMBURSEMENT - DEBT ALREADY PAI	Invoice	08/26/2024	REIMBURSEMENT - DEBT ALREADY PAI	400-000-398	477.31

Docket of Claims Register

APPKT008570 - 08/31/2024 END OF MONTH (IN HOUSE)

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
00322	SOUTHERN STATES POLICE BENE	DKT0037688					472.50
	INV0082236		Invoice	08/09/2024		001-000-124	15.75
	INV0082237		Invoice	08/09/2024		001-000-124	15.75
	INV0082238		Invoice	08/09/2024		001-000-124	15.75
	INV0082239		Invoice	08/09/2024		001-000-124	15.75
	INV0082240		Invoice	08/09/2024		001-000-124	15.75
	INV0082241		Invoice	08/09/2024		001-000-124	15.75
	INV0082242		Invoice	08/09/2024		001-000-124	15.75
	INV0082243		Invoice	08/09/2024		001-000-124	15.75
	INV0082244		Invoice	08/09/2024		001-000-124	15.75
	INV0082245		Invoice	08/09/2024		001-000-124	15.75
	INV0082246		Invoice	08/09/2024		001-000-124	15.75
	INV0082247		Invoice	08/09/2024		001-000-124	15.75
	INV0082248		Invoice	08/09/2024		001-000-124	15.75
	INV0082249		Invoice	08/09/2024		001-000-124	15.75
	INV0082250		Invoice	08/09/2024		001-000-124	15.75
	INV0082251		Invoice	08/09/2024		001-000-124	15.75
	INV0082485		Invoice	08/23/2024		001-000-124	15.75
	INV0082486		Invoice	08/23/2024		001-000-124	15.75
	INV0082487		Invoice	08/23/2024		001-000-124	15.75
	INV0082488		Invoice	08/23/2024		001-000-124	15.75
	INV0082489		Invoice	08/23/2024		001-000-124	15.75
	INV0082490		Invoice	08/23/2024		001-000-124	15.75
	INV0082491		Invoice	08/23/2024		001-000-124	15.75
	INV0082492		Invoice	08/23/2024		001-000-124	15.75
	INV0082493		Invoice	08/23/2024		001-000-124	15.75
	INV0082494		Invoice	08/23/2024		001-000-124	15.75
	INV0082495		Invoice	08/23/2024		001-000-124	15.75
	INV0082496		Invoice	08/23/2024		001-000-124	15.75
	INV0082497		Invoice	08/23/2024		001-000-124	15.75
	INV0082498		Invoice	08/23/2024		001-000-124	15.75
02364	STEWART, KEVIN THOMAS	DKT0037689					1,500.00
	AUG2024	PUBLIC DEFENDER FOR AUGUST 2024	Invoice	08/27/2024	PUBLIC DEFENDER FOR AUGUST 2024	001-110-672	1,500.00
03055	TORRI PARKER MARTIN	DKT0037690					332.00
	INV0082199		Invoice	08/09/2024		001-000-125	166.00
	INV0082451		Invoice	08/23/2024		001-000-125	166.00
00506	TRIPLE V, INC	DKT0037691					62.39
	04292019	INMATE MEALS	Invoice	04/29/2019	INMATE MEALS	001-200-683	62.39

Docket of Claims Register

APPKT008570 - 08/31/2024 END OF MONTH (IN HOUSE)

Vendor #	Vendor Name	Docket/Claim #	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number							Distribution Amount
01516	WILLIAMS, LEWIS L	DKT0037692						70.00
	08242024		REFEREE ASSIGNOR WEEK ENDING 08,	Invoice	08/24/2024	REFEREE ASSIGNOR WEEK ENDING 08,	001-550-665	70.00
Total Claims: 35							Total Payment Amount:	17,271.34



City of Byram, MS

Page 10

Docket of Claims Register

APPKT008571 - 09/13/2024 1st A.P. (A/P AUTOMATION)

By Docket/Claim Number

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description				Distribution Amount	
03068	A & W GUTTERS, LLC 0010245	DKT0037696 CLEAN GUTTERS AT CITY HALL	Invoice	08/20/2024	CLEAN GUTTERS AT CITY HALL	001-195-560	400.00
02584	A J CONSTRUCTION INC. 3352	DKT0037697 08/14/2024 SC-1, TYPE 8	Invoice	08/14/2024	08/14/2024 SC-1, TYPE 8	001-301-572	139.62
00652	AIR HANDLERS 26696A	DKT0037698 AIR HANDLERS/MAINTENANCE/SERVE	Invoice	07/30/2024	AIR HANDLERS/MAINTENANCE/DISPA AIR HANDLERS/MAINTENANCE/SERVE	001-200-650 001-200-650	600.00 350.00 250.00
02047	AMAZON CAPITAL SERVICES 16XQ-3FYM-PYPN 1CFK-H946-CV6P 1MQR-6FGD-C4VD 1N9P-MPHG-4DV3	DKT0037699 GLOVES SD CARD FLUORESCENT LABELS IBUPROFEN TABLETS, WEBCAM W/REI	Invoice Invoice Invoice Invoice	08/24/2024 08/22/2024 08/16/2024 08/20/2024	GLOVES SD CARD FLUORESCENT LABELS IBUPROFEN TABLETS, WEBCAM W/REI	001-301-505 001-550-505 001-280-500 001-195-505 001-195-559	234.99 74.04 13.59 45.52 6.99 94.85
01377	APPLICATION DATA SYSTEMS, IN 11681	DKT0037700 MONTHLY RECURRING PAYMENT/ADSI	Invoice	08/02/2024	MONTHLY RECURRING PAYMENT/ADSI	001-200-650	4,195.00
03071	ARK BUSINESS SYSTEMS LLC 1769	DKT0037701 GREY TRUNK ASSET MGMT SOFTWARE	Invoice	08/26/2024	GREY TRUNK ASSET MGMT SOFTWARE	001-195-650	6,160.40
02563	ARVEST BANK 2418292 080924	DKT0037702 NOTE #2418292 DUMP TRUCK PAYME	Invoice	08/09/2024	NOTE #2418292 DUMP TRUCK PAYME	001-301-820 001-301-830	3,406.63 3,369.15 37.48
02717	AVS CONSULTING, LLC 4234	DKT0037703 PRE-EMPLOYMENT PSYCH EVALUATIO	Invoice	08/14/2024	PRE-EMPLOYMENT PSYCH EVALUATIO	001-200-699	400.00

Page 11

Docket of Claims Register

APPKT008571 - 09/13/2024 1st A.P. (A/P AUTOMATION)

Vendor #	Vendor Name	Docket/Claim #	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number							Distribution Amount
01804	B & G AUTOBODY	DKT0037704						14,741.18
	750		TEAR DOWN FROM ACCIDENT CLAIM , Invoice		05/09/2024	TEAR DOWN FROM ACCIDENT CLAIM ,	001-200-570	320.00
						TEAR DOWN FROM ACCIDENT CLAIM ,	001-200-570	200.00
	775		HUB ASSEMBLY / V-18-03 Invoice		08/01/2024	HUB ASSEMBLY / V-18-03 / LABOR	001-200-570	125.00
						HUB ASSEMBLY / V-18-03 / PARTS	001-200-570	175.85
	776		BRAKES AND ROTORS/ 22-04 Invoice		08/05/2024	BRAKES AND ROTORS/ 22-04 / LABOR	001-200-570	125.00
						BRAKES AND ROTORS/ 22-04 / PARTS	001-200-570	187.50
	777		BRAKES AND ROTORS/ V-22-01 Invoice		08/06/2024	BRAKES AND ROTORS/ V-22-01 / LABO	001-200-570	375.00
						BRAKES AND ROTORS/ V-22-01 / PART	001-200-570	187.50
	779		VALVE STEM Invoice		08/09/2024	VALVE STEM	001-200-570	35.00
	780		B & G AUTOBODY/REPAIR DURANGO/ Invoice		07/01/2024	B & G AUTOBODY/REPAIR DURANGO/	001-200-570	8,424.66
	781		B & G AUTOBODY/REPAIR 21 DODGE C Invoice		07/01/2024	B & G AUTOBODY/REPAIR 21 DODGE C	001-200-570	4,152.05
	782		B & G AUTOBODY/OIL CHANGE/V-18-C Invoice		08/07/2024	B & G AUTOBODY/OIL CHANGE/V-18-C	001-200-570	70.00
	783		B & G AUTOBODY/OIL CHANGE/V-22-C Invoice		08/20/2024	B & G AUTOBODY/OIL CHANGE/V-18-C	001-200-570	70.00
	784		B & G AUTOBODY/OIL CHANGE /V-22-C Invoice		08/26/2024	B & G AUTOBODY/OIL CHANGE /V-22-C	001-200-570	70.00
	785		BELT & BELT TENSNER Invoice		08/28/2024	BELT & BELT TENSNER	001-200-570	223.62
00882	BANK PLUS WEALTH MANAGEM	DKT0037705						77,899.38
	08092024		SERIES 2018 SEWER REVENUE BONDS, Invoice		08/09/2024	SERIES 2018 SEWER REVENUE BONDS,	220-320-810	77,899.38
02960	BRADY INDUSTRIES OF MISSISSIF	DKT0037706						321.50
	9180743		BATH TISSUE, DISINFECTANT Invoice		08/27/2024	BATH TISSUE, DISINFECTANT	001-200-510	213.91
	9180744		BATH TISSUE, PAPER TOWELS Invoice		08/27/2024	BATH TISSUE, PAPER TOWELS	001-301-505	107.59
02791	BROWN, PERRY WAYNE	DKT0037707						200.00
	81724		PRE-EMPLOYMENT POLYGRAPH EXAM Invoice		08/14/2024	2018 SEWER SYSTEM REVENUE BOND	001-200-681	200.00
00482	CENTRAL MS AUTO PARTS INC.	DKT0037708						4.59
	764602		ADAPTERS Invoice		08/30/2024	ADAPTERS	001-301-505	4.59
01197	CINTAS CORPORATION #210	DKT0037709						113.01
	4202206427		UNIFORM RENTALS Invoice		08/15/2024	UNIFORM RENTALS	001-301-535	29.66
							001-550-535	2.71
							400-700-535	5.30
	4202920921		UNIFORM RENTALS Invoice		08/22/2024	UNIFORM RENTALS	001-301-535	29.66
							001-550-535	2.71
							400-700-535	5.30
	4203657276		UNIFORM RENTALS Invoice		08/29/2024	UNIFORM RENTALS	001-301-535	29.66
							001-550-535	2.71
							400-700-535	5.30
02673	COTTEN, JOSEPH R. JRE	DKT0037710						621.80
	4715		PO7571 REPAIR MADE ON LIMB TRUCI Invoice		08/20/2024	PO7571 REPAIR MADE ON LIMB TRUCI	001-301-575	621.80
00054	CUSTOM PRODUCTS CORPORATI	DKT0037711						469.56
	INV13653		PO7526 MAROON STREET SIGNS Invoice		08/28/2024	PO7526 MAROON STREET SIGNS	001-301-542	469.56

Page 12

Docket of Claims Register

APPKT008571 - 09/13/2024 1st A.P. (A/P AUTOMATION)

Vendor #	Vendor Name	Docket/Claim #	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number							Distribution Amount
01811	EEP	DKT0037712						1,466.00
	505495	PO7576	REPAIRS & MAINTENANCE OF	Invoice	08/06/2024	PO7576 REPAIRS & MAINTENANCE OF	001-260-545	1,466.00
00058	FLEETCOR TECHNOLOGIES OPER.	DKT0037713						8,723.45
	NP6695381	VEHICLE FUEL FOR 08/12/2024 - 08/18	Invoice	08/19/2024	VEHICLE FUEL FOR 08/12/2024 - 08/18		001-190-525	59.28
							001-200-525	1,872.26
							001-260-525	315.75
							001-280-525	58.75
							001-301-525	440.97
							001-550-525	119.87
							400-700-525	51.73
	NP66992773	VEHICLE FUEL FOR 08/19/2024 - 08/25	Invoice	08/26/2024	VEHICLE FUEL FOR 08/19/2024 - 08/25		001-190-525	50.23
							001-200-525	1,860.36
							001-260-525	346.22
							001-280-525	114.18
							001-301-525	326.18
							001-550-525	177.12
							400-700-525	405.58
	NP67048486	VEHICLE FUEL FOR 08/26/2024 - 09/01	Invoice	09/02/2024	VEHICLE FUEL FOR 08/26/2024 - 09/01		001-190-525	57.07
							001-200-525	1,540.59
							001-260-525	269.27
							001-280-525	49.28
							001-301-525	576.11
							001-550-525	32.65
00534	FORESTRY SUPPLIERS	DKT0037714						46.50
	570430-00	5 GALLON WATER CAN (2)	Invoice	08/09/2024	5 GALLON WATER CAN (2)		001-280-505	46.50
02826	GANNETT MEDIA CORP	DKT0037715						201.34
	0006568047	ADVERTISEMENT - PUBLIC HEARINGS	Invoice	07/31/2024	ADVERTISEMENT - PUBLIC HEARINGS		001-190-615	55.54
							001-301-615	145.80
00090	HOME DEPOT CREDIT SERVICES	DKT0037716						162.01
	3020869	FABULOSO, FEBREEZE PLUG INS, DEAD	Invoice	08/21/2024	FABULOSO, FEBREEZE PLUG INS, DEAD		001-550-560	18.47
							400-700-510	17.96
							400-700-510	25.94
	5021594	FEBREEZE PLUG VARIETY 3PK, PLUG IN	Invoice	08/29/2024	FEBREEZE PLUG VARIETY 3PK, PLUG IN		001-301-510	19.94
	5021595	SUPER FLAPPER & PERFORMANCE KIT	Invoice	08/29/2024	SUPER FLAPPER & PERFORMANCE KIT		001-200-510	43.96
	8021357	ENERGIZER BATTERIES	Invoice	08/26/2024	ENERGIZER BATTERIES		001-550-505	35.74
00066	INNOVATIVE COMPUTER SOLUTI	DKT0037717						928.00
	122102	ICS/CLOUD SERVER HOSTING/IMPORT	Invoice	08/01/2024	ICS/CLOUD SERVER HOSTING/IMPORT		001-200-650	250.00
	122103	ICS/CLOUD STORAGE/UPDATE STORAC	Invoice	08/01/2024	ICS/CLOUD STORAGE/UPDATE STORAC		001-200-650	350.00
	122221	DELL 27" HDMI MONITOR - CHRISTY (C	Invoice	08/16/2024	DELL 27" HDMI MONITOR - CHRISTY (C		001-110-531	179.00
	122222	DELL 24" MONITOR (DP)	Invoice	08/16/2024	DELL 24" MONITOR (DP)		001-200-531	149.00

Docket of Claims Register

APPKT008571 - 09/13/2024 1st A.P. (A/P AUTOMATION)

Vendor #	Vendor Name	Docket/Claim #	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number							Distribution Amount
00069	JACKSON PAPER	DKT0037718						212.34
	1388792	PO7550	FD PAPER PRODUCTS FOR BC	Invoice	08/13/2024	PO7550 FD PAPER PRODUCTS FOR BC	001-260-505	212.34
02549	MAGCOR INDUSTRIES	DKT0037719						240.00
	132708	BUSINESS CARDS - HARRY HORTON	Invoice	08/16/2024	BUSINESS CARDS - HARRY HORTON	001-260-500		48.00
	132773	INSPECTION FORMS	Invoice	08/23/2024	INSPECTION FORMS	001-260-500		192.00
02599	ODP BUSINESS SOLUTIONS	DKT0037720						802.22
	379387022001	4 OFFICE CHAIRS FOR CITY HALL & COI	Invoice	08/06/2024	OFFICE CHAIRS FOR CITY HALL & COUF	001-110-530		332.88
						001-140-530		319.18
	381058255001	OFFICE & OTHER SUPPLIES	Invoice	08/13/2024	OFFICE & OTHER SUPPLIES	001-110-500		89.05
						001-195-505		15.00
						001-200-500		28.00
	381072721001	OFFICE SUPPLIES	Invoice	08/12/2024	OFFICE SUPPLIES	001-110-500		18.11
00096	O'REILLY AUTOMOTIVE STORES,	DKT0037721						106.39
	1676-228209	OIL	Invoice	08/15/2024	OIL	001-301-575		74.99
	1676-229232	MINI BULB	Invoice	08/20/2024	MINI BULB	001-301-575		3.41
	1676-229330	TRANSMISSION FLUID	Invoice	08/21/2024	TRANSMISSION FLUID	001-301-575		27.99
01317	PAY PROS OF MS, INC	DKT0037722						284.00
	AUG2024	TIME CLOCK LEASE FOR AUGUST 2024	Invoice	08/22/2024	TIME CLOCK LEASE FOR AUGUST 2024	001-195-650		284.00
00086	PHELPS	DKT0037723						172.50
	1373883	PROFESSIONAL SERVICES THROUGH JL	Invoice	08/20/2024	PROFESSIONAL SERVICES THROUGH JL	001-100-603		86.25
						001-140-603		86.25
00087	PRECISION DELTA COPRPORATIC	DKT0037724						59.00
	31237	PRECISION DELTA/ TQ19 TARGETS/ROL	Invoice	08/22/2024	PRECISION DELTA/ TQ19 TARGETS/ROL	001-200-503		59.00
00569	RANKIN COUNTY CO-OP	DKT0037725						219.18
	1140547	CONTRACTOR'S MIX, STRAW BLANKET	Invoice	08/23/2024	CONTRACTOR'S MIX, STRAW BLANKET	001-301-571		219.18
02782	RAYNER, BRITTANY CAMILLE	DKT0037726						428.22
	1877	PO7551 BRAKE WORK ON PT-1	Invoice	08/22/2024	PO7551 BRAKE WORK ON PT-1	001-190-570		428.22
00089	REVELL HARDWARE	DKT0037727						188.81
	194416/4	NUTS, BOLTS, FASTENERS	Invoice	08/20/2024	NUTS, BOLTS, FASTENERS	001-260-570		11.28
	194422/4	BUG STOP, WASP/HORNET KILLER	Invoice	08/21/2024	BUG STOP, WASP/HORNET KILLER	001-550-505		31.58
	194446/4	BULB, FIRE ANT KILLER	Invoice	08/22/2024	BULB, FIRE ANT KILLER	001-550-505		26.46
	194518/4	CONCRETE MIX	Invoice	08/26/2024	CONCRETE MIX	001-301-571		36.72
	194522/4	WEED & GRASS KILLER	Invoice	08/26/2024	WEED & GRASS KILLER	001-301-506		82.77

Docket of Claims Register

APPKT008571 - 09/13/2024 1st A.P. (A/P AUTOMATION)

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
00901	ROBERT J YOUNG COMPANY INC	DKT0037728					537.22
	INV7070079	CH BLACK & WHITE/COLOR COPIES 07	Invoice	08/13/2024	CH BLACK & WHITE/COLOR COPIES 07	001-100-500	20.09
						001-110-500	6.22
						001-140-500	45.15
						001-195-650	210.54
	INV7070080	PW BLACK & WHITE/COLOR COPIES 07	Invoice	08/13/2024	PW BLACK & WHITE/COLOR COPIES 07	001-190-560	43.39
						001-280-560	43.39
						001-301-560	84.22
						400-700-560	84.22
01453	SCORE SPORTS	DKT0037729					5,233.47
	6861890	PO7517 FALL SOCCER UNIFORMS	Invoice	08/19/2024	PO7517 FALL SOCCER UNIFORMS	001-550-501	5,233.47
00194	THE SOUTHERN CONNECTION, LI	DKT0037730					1,399.00
	31719	THE SOUTHERN CONNECTION/K-9 GR	Invoice	08/20/2024	THE SOUTHERN CONNECTION/K-9 GR	001-200-570	619.00
	31723	THE SOUTHERN CONNECTION/PUSH B	Invoice	08/20/2024	THE SOUTHERN CONNECTION/PUSH B	001-200-903	780.00
00340	THORNTON, MELVIN G	DKT0037731					59.91
	86315	OIL CHANGE	Invoice	08/22/2024	OIL CHANGE	001-260-570	59.91
01940	TIRE HUB	DKT0037732					568.00
	43834837	TIRE HUB/GY EAGLE AW TIRES 225/60	Invoice	08/14/2024	TIRE HUB/GY EAGLE AW TIRES 225/60	001-200-570	564.00
						001-200-570	4.00
02198	WILLIAMS SCOTSMAN, INC	DKT0037733					3,953.25
	9021852498	LIBRARY - BLDG RENT 09/06/2024 - 10	Invoice	09/06/2024	LIBRARY - BLDG RENT 09/06/2024 - 10	001-195-688	3,953.25
Total Claims: 38						Total Payment Amount:	135,898.47



City of Byram, MS

Page 15

Docket of Claims Register

APPKT008583 - 09/13/2024 1st A.P. (SEWER AUTOMATION)

By Docket/Claim Number

Vendor #	Vendor Name	Docket/Claim #	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number							Distribution Amount
01616	FLUID PROCESS & PUMPS, LLC	DKT0037734						8,350.00
	0028847	PO7548 PUMP,PANEL W50FT CORD 22	Invoice	08/23/2024	PO7548 PUMP,PANEL W50FT CORD 22	400-700-556		4,175.00
	0028848	PO7547 PUMP,PANEL W50FT CORD 19	Invoice	08/23/2024	PO7547 PUMP,PANEL W50FT CORD 19	400-700-556		4,175.00
02350	HYDRA SERVICE, INC	DKT0037735						7,042.00
	181131	PO7503 PUMP RENTAL BEHIND PUBLIC	Invoice	08/20/2024	PO7503 PUMP RENTAL BEHIND PUBLIC	400-700-640		1,828.00
	181357	PO7519 PUMP RENTAL PW 5-24 THRU	Invoice	08/26/2024	PO7519 PUMP RENTAL PW 5-24 THRU	400-700-640		1,738.00
	181359	PO7520 PUMP RENTAL PW 6-22 TRU 7	Invoice	08/26/2024	PO7520 PUMP RENTAL PW 6-22 TRU 7	400-700-640		1,738.00
	181360	PO7521 PUMP RENTAL PW 7-20 THRU	Invoice	08/26/2024	PO7521 PUMP RENTAL PW 7-20 TRU 8	400-700-640		1,738.00
00089	REVELL HARDWARE	DKT0037736						8.37
	194202/4	SINGLE CUT KEY	Invoice	08/09/2024	SINGLE CUT KEY	400-700-560		5.58
	194421/4	SINGLE CUT KEY	Invoice	08/21/2024	SINGLE CUT KEY	400-700-505		2.79
Total Claims: 3							Total Payment Amount:	15,400.37

Page 16



City of Byram, MS

Docket of Claims Register

APPKT008587 - 09/13/2024 1st A.P. (IN HOUSE)

By Docket/Claim Number

Vendor #		Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
		Payable Number	Payable Description					Distribution Amount
00382		MLEOTA	DKT0037737					8,520.00
		90148132	POLICE ACADEMY CERTIFICATION & AI Invoice		08/21/2024	POLICE ACADEMY CERTIFICATION & AI	001-200-611	8,520.00
Total Claims: 1							Total Payment Amount:	8,520.00

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 7.b

FOR: Discussion of Fund 125 and Fund 301 Budget Amendments

INTRODUCED BY: Angela Richburg, City Clerk

ATTACHMENTS:

File Name

[Fund 125 amendment 2.pdf](#)

[FUND 301 FY2024.pdf](#)

City of Byram
SB2948 Flood Control Fund Budget
Fiscal Year Ending September 30, 2024

	BUDGET	PRELIMINARY BUDGET	ADOPTED BUDGET	AMENDED BUDGET	AMENDED BUDGET
	FY2022/2023	FY2023/2024	FY2023/2024	FY2023/2024	FY2023/2024
Total Revenues	\$400,050	\$400,100	\$400,100	\$409,300	\$409,475
Expenditures					
Total Expenditures	0	400,100	400,100	0	29,558
Total Expenditures	0	400,100	400,100	0	29,558
Net (Revenues less Expenditures)	\$400,050	\$0	\$0	\$409,300	\$379,917

	FY2022/2023 Adopted Budget	FY2023/2024 PRELIMINARY BUDGET	FY2023/2024 ADOPTED BUDGET	FY2023/2024 AMENDED BUDGET	FY2023/2024 AMENDED BUDGET
SB2948 Flood Control Fund Revenues					
State Shared Revenues	0	0	0	0	0
Other Revenues	0	0	0	0	0
Interest	50	50	50	8,000	8,175
Total	\$50	\$50	\$50	\$8,000	\$8,175
 Beginning Cash	\$400,000	\$400,050	\$400,050	\$401,300	\$401,300
Transfers In	0	0	0	0	0
Total Revenues	\$400,050	\$400,100	\$400,100	\$409,300	\$409,475
SB2948 Flood Control Fund Expenditures					
Personal Services	\$0	\$0	\$0	\$0	\$0
Supplies	0	0	0	0	0
Services	0	0	0	0	0
Capital Outlay/Debt Service	0	400,100	400,100	0	29,558
Total	\$0	\$400,100	\$400,100	\$0	\$29,558
 Transfers to General Fund	\$0	\$0	\$0		
Total Expenditures	\$0	\$400,100	\$400,100	\$0	\$29,558

9/10/2024
Page 1

City of Byram
SB2948 Flood Control Fund Budget
Fiscal Year Ending September 30, 2024

REVENUES		AMENDED BUDGET	PRELIMINARY BUDGET	ADOPTED BUDGET		AMENDED BUDGET		AMENDED BUDGET		AMENDED BUDGET
ACCOUNT #	DESCRIPTION	FY2022/2023	FY2023/2024	FY2023/2024	CHANGES	FY2023/2024	CHANGES	FY2023/2024	CHANGES	FY2023/2024
125 - 000 - 261	GRANT INCOME - SB2948	0	0	0		0		0		0
125 - 000 - 340	INTEREST	50	50	50	7,950	8,000		8,000	175	8,175
125 - 000 - 391	PROPERTY SALE	0	0	0		0		0		0
125 - 000 - 399	BEGINNING CASH	400,000	400,050	400,050	1,250	401,300		401,300		401,300
TOTAL REVENUES		\$400,050	\$400,100	\$400,100	\$9,200	\$409,300	\$0	\$409,300	\$175	\$409,475

9/10/2024
Page 2

City of Byram
SB2948 Flood Control Fund Budget
Fiscal Year Ending September 30, 2024

EXPENDITURES		AMENDED	PRELIMINARY	PROPOSED	Notes	ADOPTED	CHANGES	AMENDED	CHANGES	AMENDED
ACCOUNT #	DESCRIPTION	BUDGET FY2022/2023	BUDGET FY2023/2024	BUDGET FY2023/2024		BUDGET FY2023/2024		BUDGET FY2023/2024		BUDGET FY2023/2024
125 - 301 - 500	OFFICE SUPPLIES	0	0	0		0		\$0		\$0
125 - 301 - 505	OTHER SUPPLIES	0	0	0		0		\$0		\$0
125 - 301 - 559	MISCELLANEOUS EQUIPMENT	0	0	0		0		\$0		\$0
125 - 301 - 575	REPAIRS & MAINT. - EQUIPMENT	0	0	0		0		\$0		\$0
125 - 301 - 576	REPAIRS & MAINT. - OTHER	0	0	0		0		\$0		\$0
TOTAL SUPPLIES		0	0	0		0	0	0	0	0
125 - 301 - 602	PROFESSIONAL FEES - ENGINEERING	0	0	0		0		\$0		\$0
125 - 301 - 603	PROFESSIONAL FEES - LEGAL	0	0	0		0		\$0		\$0
125 - 301 - 681	OTHER SERVICES & CHARGES	0	0	0		0		\$0		\$0
TOTAL CONTRACT SERVICES		0	0	0		0	0	0	0	0
001 - 550 - 700	GRANT EXPENDITURES	0	0	0		0		\$0	29,558	\$29,558
125 - 301 - 900	CAPITAL OUTLAY - LAND	0	0	0		0		\$0		\$0
125 - 301 - 906	CAPITAL OUTLAY - IMPROVEMENT OTB	0	400,100	400,100	CDBG Grant Match If awarded/ Retention pond	400,100	(400,100)	\$0		\$0
125 - 301 - 907	CAPITAL OUTLAY - INFRASTRUCTURE	0	0	0		0		\$0		\$0
001 - 550 - 915	CAPITAL OUTLAY - VEHICLES	0	0	0		0		\$0		\$0
001 - 550 - 916	CAPITAL OUTLAY - HEAVY EQUIPMENT	0	0	0		0		\$0		\$0
001 - 550 - 919	CAPITAL OUTLAY - OFFICE EQUIPMENT	0	0	0		0		\$0		\$0
001 - 550 - 921	CAPITAL OUTLAY - FURN. & FIXTURES	0	0	0		0		\$0		\$0
TOTAL CAPITAL OUTLAY		0	400,100	400,100		400,100	(400,100)	0	29,558	29,558
		0	400,100	400,100		400,100	(400,100)	0	29,558	29,558

9/10/2024
Page 3

City of Byram
2022 CDBG - Drainage Project
Fiscal Year Ending September 30, 2024

	AMENDED BUDGET FY2022/2023	PROPOSED BUDGET FY2023/2024
Total Revenues	\$0	\$29,558
Expenditures		
301 Street	0	29,558
Total Expenditures	0	29,558
Net (Revenues less Expenditures)	\$0	(\$0)

	FY2022/2023 AMENDED BUDGET	FY2023/2024 PROPOSED BUDGET
2022 CDBG Drainage Project Revenues		
CDBG Grant Income	0	11,823
SB2948 Fund Match	0	17,735
Interest	0	0
Total	\$0	\$29,558
 Beginning Cash	 \$0	 \$0
 Total 2022 CDBG Drainage Project Revenues	 \$0	 \$29,558
 2022 CDBG Drainage Project Expenditures		
Supplies	0	0
Contract Services	0	29,558
Capitol Outlay/Debt Services	0	0
Total	\$0	\$29,558
 Total 2022 CDBG Drainage Project Expenditures	 \$0	 \$29,558

9/10/2024
Page 1

City of Byram
2022 CDBG Drainage Project
Year Ending September 30, 2024

<u>REVENUES</u>		AMENDED	PRELIMINARY		PROPOSED
ACCOUNT #	DESCRIPTION	BUDGET PROPOSED FY2022/2023	BUDGET FY2023/2024	Notes	BUDGET FY2023/2024
301 - 000 - 231	GRANT INCOME - CDBG	0	11,823		11,823
301 - 000 -	TRANSFER FROM SB2948 FUND	0	17,735		17,735
301 000 340	INTEREST	0	0		0
301 - 000 - 399	BEGINNING CASH	0	0		0
	TOTAL REVENUES	\$0	\$29,558		\$29,558

9/10/2024
Page 2

City of Byram
2022 CDBG Drainage Project
Year Ending September 30, 2024

EXPENDITURES		PRELIMINARY		Notes	PROPOSED
SEWER		BUDGET	BUDGET		BUDGET
ACCOUNT #	DESCRIPTION	FY2022/2023	FY2023/2024		FY2023/2024
301 - 301 - 601	PROFESSIONAL FEES - CONSULTING	0	0		\$0
301 - 301 - 602	PROFESSIONAL FEES - ENGINEERING	0	29,558		\$29,558
301 - 301 - 603	PROFESSIONAL FEES - LEGAL	0	0		\$0
301 - 301 - 604	PROFESSIONAL FEES - _____	0	0		\$0
301 - 301 - 615	ADVERTISING	0	0		\$0
301 - 301 - 620	PRINTING & BINDING	0	0		\$0
301 - 301 - 625	INSURANCE	0	0		\$0
TOTAL CONTRACT SERVICES		0	29,558		29,558
301 - 301 - 700	GRANT EXPENDITURES	0	0		\$0
301 - 301 - 800	BONDS - PRINCIPAL PMT. - _____	0	0		\$0
301 - 301 - 810	BONDS - INTEREST PMT. - _____	0	0		\$0
301 - 301 - 820	NOTES - PRINCIPAL PMT. - _____	0	0		\$0
301 - 301 - 830	NOTES - INTEREST PMT. - _____	0	0		\$0
TOTAL DEBT SERVICES		0	0		0
301 - 301 - 900	CAPITAL OUTLAY - LAND	0	0		\$0
301 - 301 - 901	CAPITAL OUTLAY - BUILDING	0	0		\$0
301 - 301 - 906	CAPITAL OUTLAY - IMPROVEMENT OTB	0	0		\$0
301 - 301 - 916	CAPITAL OUTLAY - HEAVY EQUIPMENT	0	0		\$0
TOTAL CAPITAL OUTLAY		0	0		0
		\$0	\$29,558		\$29,558

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 7.c

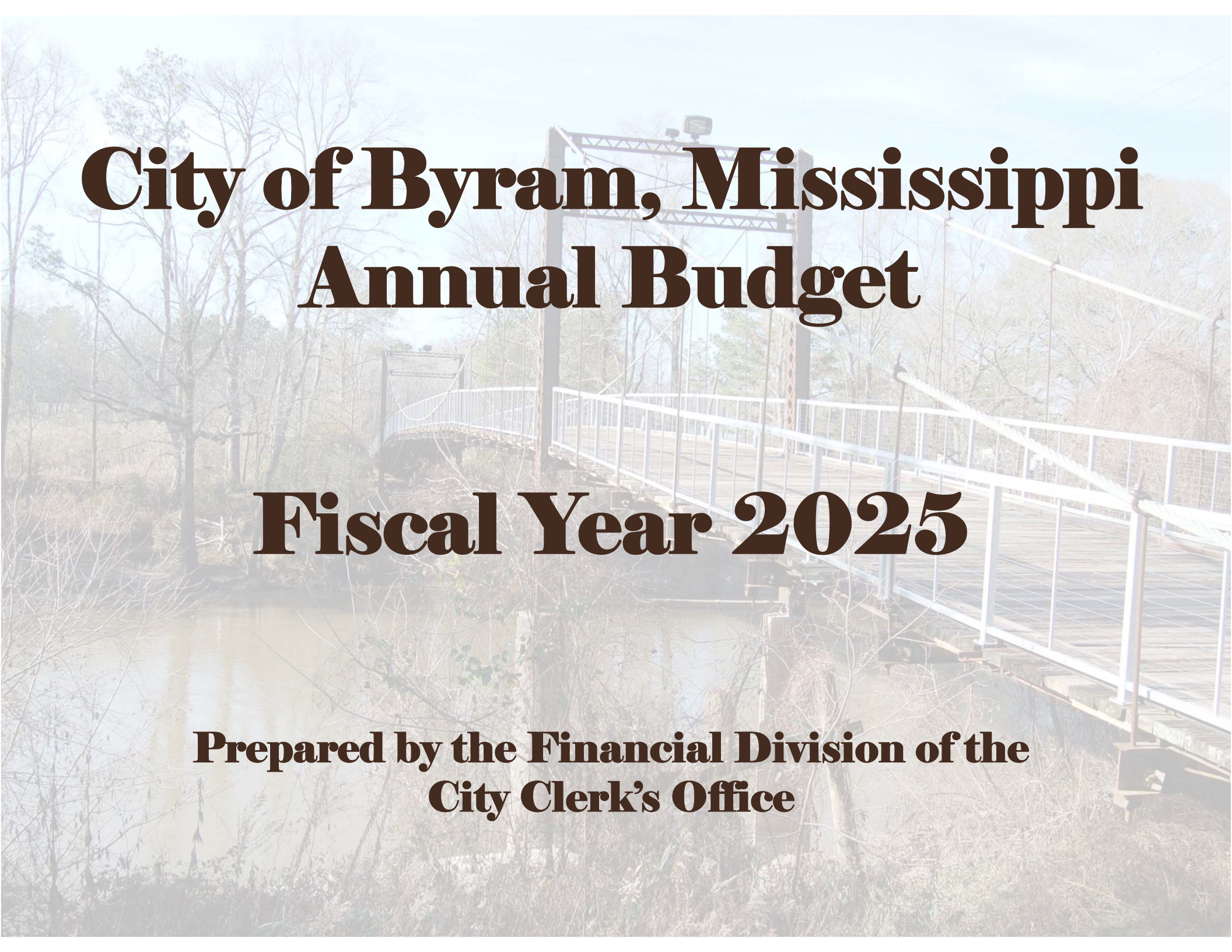
FOR: Acceptance of the FY2024-2025 Budget as presented at the Public Hearing held September 3, 2024

INTRODUCED BY: Angela Richburg, City Clerk

ATTACHMENTS:

File Name

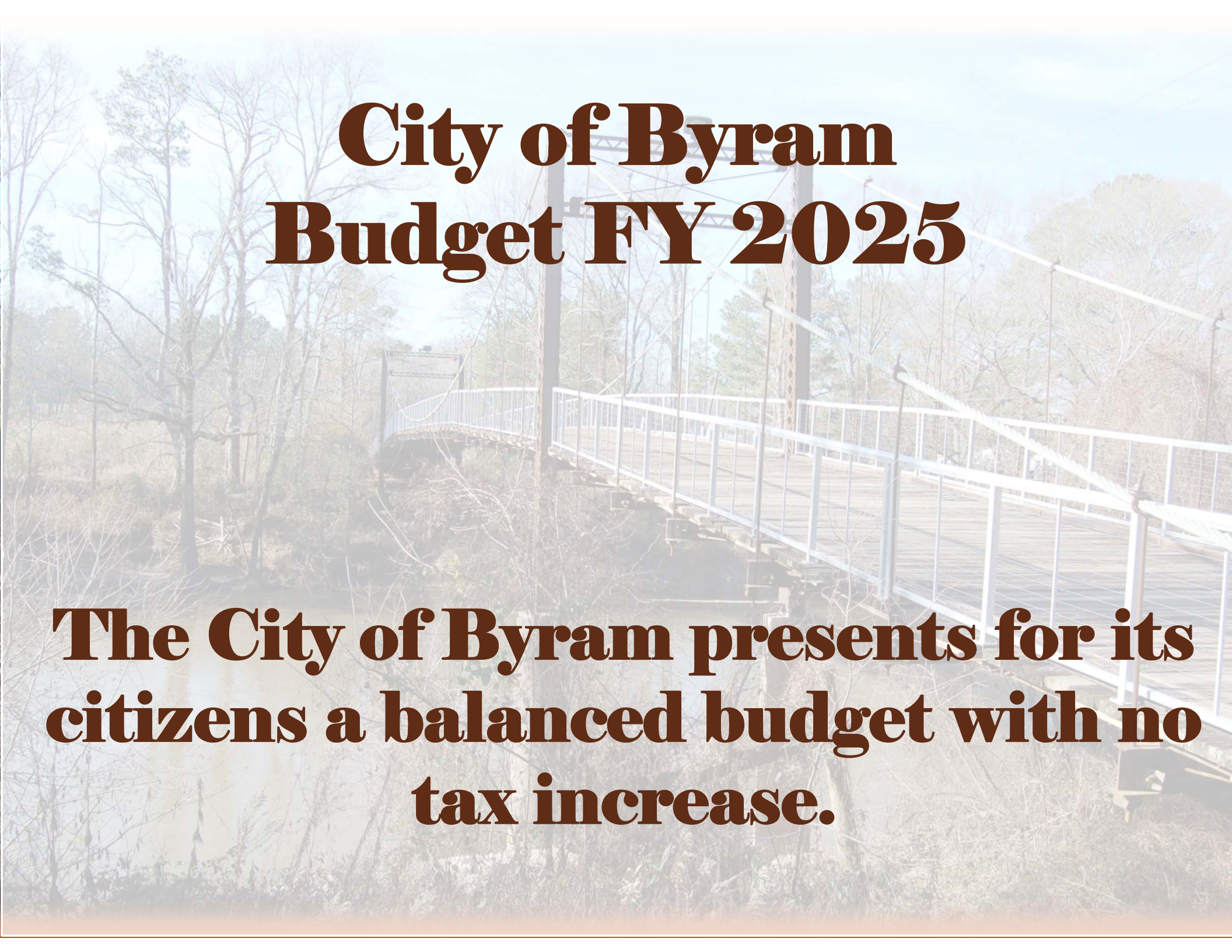
[City of Byram Budget Hearing 2025 Powerpoint.pdf](#)

A background image of a suspension bridge with wooden decking and metal railings, spanning a river. Bare trees are visible on the banks and in the background under a clear sky.

City of Byram, Mississippi Annual Budget

Fiscal Year 2025

**Prepared by the Financial Division of the
City Clerk's Office**

The background of the slide is a photograph of a suspension bridge, likely the Byram River Bridge, spanning a river. The bridge has a wooden deck and metal railings. The surrounding area is filled with trees, some of which are bare, suggesting a cooler season. The text is overlaid on this image.

City of Byram Budget FY 2025

**The City of Byram presents for its
citizens a balanced budget with no
tax increase.**

ORDER TO LEVY TAX MILLAGE FOR FISCAL YEAR ENDING SEPTEMBER 30, 2025

WHEREAS the matter of determining the tax levy for the ensuing Fiscal Year of 2025 under the General Authority as recited in Section 21-33-45 of the Miss. Code of 1972, has come before the Mayor and Board of Aldermen of the City of Byram, Mississippi.

IT IS THEREFORE ORDERED by the Mayor and Board of Aldermen that a tax levy of 36.10 mills is necessary to meet the needs of the City of Byram, Mississippi for the fiscal year ending September 30, 2025. The levy is allocated as follows:

General Fund	33.35
Debt Service	2.75

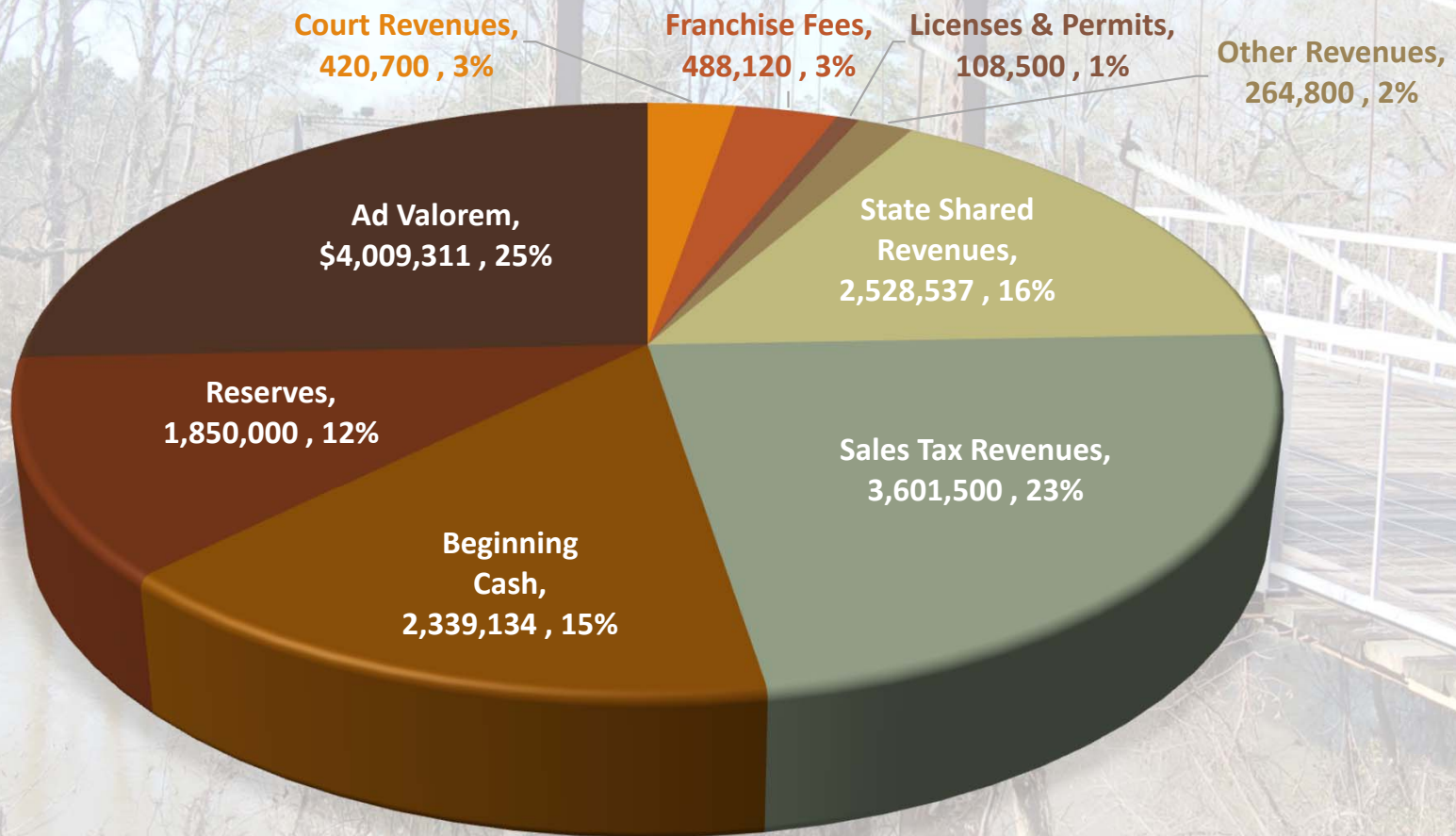
SO ORDERED this the 3rd day of September, 2024. Motion was made by Alderman _____, and seconded by Alderman _____, for the adoption of the above and foregoing Order.

The Mayor thereupon declared the motion carried _____ and the Order adopted this the 3rd day of September, 2024.

City of Byram – Budget FY 2025

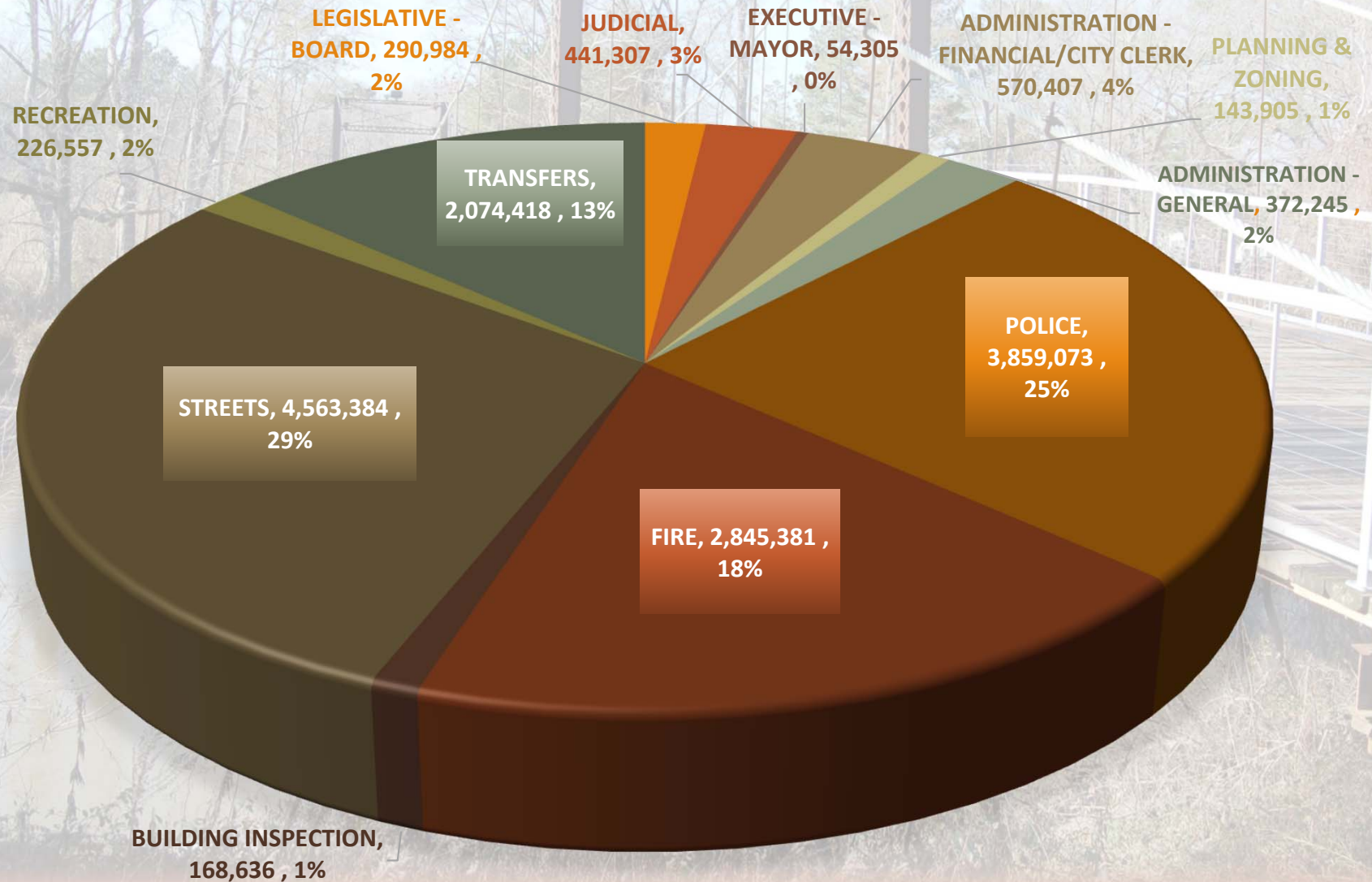
PROPOSED

GENERAL FUND REVENUES (001)



City of Byram – Budget FY 2025

PROPOSED GENERAL FUND EXPENDITURES (001)



City of Byram – Budget FY 2025

	Amended Budget	Proposed Budget
	FY2023/2024	FY2024/2025
General Fund Expenditures		
Legislative		
Personal Services	\$222,716	\$239,594
Supplies	2,240	2,240
Services	56,485	49,150
Capital Outlay/Debt Service	0	0
Total	\$281,441	\$290,984
Judicial		
Personal Services	\$286,462	\$296,962
Supplies	7,500	10,300
Services	126,400	134,045
Capital Outlay/Debt Service	0	0
Total	\$420,362	\$441,307
Executive		
Personal Services	\$36,427	\$45,517
Supplies	2,200	2,150
Services	6,170	6,638
Capital Outlay/Debt Service	0	0
Total	\$44,797	\$54,305

City of Byram – Budget FY 2025

	Amended Budget FY2023/2024	Proposed Budget FY2024/2025
Financial Administration		
Personal Services	\$332,670	\$339,885
Supplies	11,300	15,050
Services	267,447	215,472
Capital Outlay/Debt Service		0
Total	\$611,417	\$570,407

Planning & Zoning		
Personal Services	\$73,939	\$77,250
Supplies	7,625	7,000
Services	41,075	59,655
Capital Outlay/Debt Service	0	0
Total	\$122,639	\$143,905

General Administration		
Personal Services	\$0	\$0
Supplies	32,500	36,250
Services	327,330	335,995
Capital Outlay/Debt Service	0	0
Total	\$359,830	\$372,245

City of Byram – Budget FY 2025

	Amended Budget	Proposed Budget
	FY2023/2024	FY2024/2025
Police Department		
Personal Services	\$2,569,615	\$2,950,041
Supplies	265,123	272,921
Services	523,608	531,861
Capital Outlay/Debt Service	122,800	104,250
Total	\$3,481,146	\$3,859,073

Fire Department		
Personal Services	\$2,156,810	\$2,283,695
Supplies	108,480	104,800
Services	180,394	196,654
Capital Outlay/Debt Service	615,276	260,232
Total	\$3,060,960	\$2,845,381

Building Inspection		
Personal Services	\$129,182	\$134,381
Supplies	9,290	9,340
Services	20,065	24,915
Capital Outlay/Debt Service	0	0
Total	\$158,537	\$168,636

City of Byram – Budget FY 2025

	Amended Budget FY2023/2024	Proposed Budget FY2024/2025
Street Department		
Personal Services	\$376,450	\$477,131
Supplies	375,150	140,855
Services	477,960	484,730
Capital Outlay/Debt Service	828,876	3,460,669
Total	\$2,058,437	\$4,563,384
Recreation		
Personal Services	\$96,215	\$108,967
Supplies	57,800	52,220
Services	60,470	65,370
Capital Outlay/Debt Service	0	0
Total	\$214,485	\$226,557
Transfers		
Reserves/Ending Balance	4,194,134	2,074,418
Total	\$4,194,134	\$2,074,418

City of Byram – Budget FY 2025

Tourism Fund (100)

	AMENDED BUDGET FY2023/2024	PROPOSED BUDGET FY2024/2025
Tourism Fund Revenues		
Sales Tax (2%)	\$78,000	\$78,000
State Shared Revenues	0	2,500
Other Revenues	19,600	24,500
Interest	2,500	3,600
Total	\$100,100	\$108,600
Beginning Cash	\$136,365	\$113,165
Total Revenues	\$236,465	\$221,765
Tourism Fund Expenditures		
Personal Services	\$0	\$0
Supplies	29,600	29,000
Services	93,700	105,400
Capital Outlay/Debt Service	0	0
Total	\$123,300	\$134,400
Total Expenditures	\$123,300	\$134,400
Net (Revenues less Expenditures)	\$113,165	\$87,365

City of Byram – Budget FY 2025

2% Parks & Rec Fund (101)

	AMENDED BUDGET FY2023/2024	PROPOSED BUDGET FY2024/2025
2% Parks & Rec Fund Revenues		
Sales Tax (2%)	\$742,500	\$850,200
State Shared Revenues	0	0
Other Revenues	0	0
Interest	7,600	14,100
Total	\$750,100	\$864,300
Beginning Cash	\$0	\$644,000
Total Revenues	\$750,100	\$1,508,300
2% Parks & Rec Fund Expenditures		
Personal Services	\$0	\$0
Supplies	2,500	5,000
Services	40,600	336,500
Capital Outlay/Debt Service	63,000	676,000
Total	\$106,100	\$1,017,500
Total Expenditures	\$106,100	\$1,017,500
Net (Revenues less Expenditures)	\$644,000	\$490,800

City of Byram – Budget FY 2025

Law Enforcement Fund (110)

	AMENDED BUDGET	PROPOSED BUDGET
	FY2023/2024	FY2024/2025
Law Enforcement Fund Revenues		
ASSET FORFEITURE	0	0
INTEREST	25	50
Total	\$25	\$50
Beginning Cash	\$1,190	\$1,215
Transfers In	0	0
Total Revenues	\$1,215	\$1,265
Law Enforcement Fund Expenditures		
Law Enforcement		
Personal Services	\$0	\$0
Supplies	0	0
Other	0	0
Capital Outlay/Debt Service	0	0
Total	\$0	\$0
Total Expenditures	\$0	\$0
Net (Revenues less Expenditures)	\$1,215	\$1,265

City of Byram – Budget FY 2025

ARPA Fund (115)

	AMENDED BUDGET		PROPOSED BUDGET
	FY2023/2024		FY2024/2025
ARPA Fund Revenues			
INTERLOCAL FUNDS	0		0
OTHER REVENUES	0		0
INTEREST	58,000		40,000
Total	\$58,000		\$40,000
Beginning Cash	\$2,772,450		\$2,805,450
Transfers In	\$0		\$0
Total Revenues	\$2,830,450		\$2,845,450
ARPA Fund Expenditures			
DEBT SERVICE			
Supplies	0		0
Other	0		0
Capital Outlay/Debt Service	25,000		1,500,000
Total	\$25,000		\$1,500,000
Total Expenditures	\$25,000		\$1,500,000
Net (Revenues less Expenditures)	\$2,805,450		\$1,345,450

City of Byram – Budget FY 2025

SB2948 Flood Control Fund (125)

		AMENDED BUDGET		PROPOSED BUDGET
		FY2023/2024		FY2024/2025
SB2948 Flood Control Fund Revenues				
	State Shared Revenues	0		0
	Other Revenues	0		0
	Interest	8,000		2,500
	Total	\$8,000		\$2,500
	Beginning Cash	\$401,300		\$409,300
	Transfer In	\$0		\$0
	Total Revenues	\$409,300		\$411,800
SB2948 Flood Control Fund Expenditures				
	Supplies	0		0
	Services	0		0
	Capital Outlay	0		411,800
	Total	\$0		\$411,800
	Transfer to General Fund	\$0		\$0
	Total Expenditures	\$0		\$411,800
	Net (Revenues less Expenditures)	\$409,300		\$0

City of Byram – Budget FY 2025

HB603 Drainage Fund (131)

		AMENDED BUDGET	PROPOSED BUDGET
		FY2023/2024	FY2024/2025
HB603 Drainage Fund Revenues			
State Shared Revenues		0	0
Other Revenues		30,172	0
Interest		5,500	300
Total		\$35,672	\$300
Beginning Cash		\$500,103	\$46,775
Transfer In		\$0	\$0
Total Revenues		\$535,775	\$47,075
HB603 Drainage Fund Expenditures			
Supplies		\$0	\$0
Services		35,000	0
Capital Outlay		454,000	47,075
Total		\$489,000	\$47,075
Transfer to General Fund		\$0	\$0
Total Expenditures		\$489,000	\$47,075
Net (Revenues less Expenditures)		\$46,775	\$0

City of Byram – Budget FY 2025

2012 GO Bond & Interest Fund (200)

	AMENDED BUDGET FY2023/2024	PROPOSED BUDGET FY2024/2025
2012 GO Bond & Interest Fund Revenues		
AD VALOREM TAXES	\$328,144	\$319,366
STATE SHARED REVENUES	14,561	18,260
INTEREST	14,250	15,000
Total	\$356,955	\$352,626
Beginning Cash	\$490,105	\$517,348
Transfers In	0	0
Total Revenues	\$847,060	\$869,974
2012 GO Bond & Interest Fund Expenditures		
DEBT SERVICE		
Supplies	0	0
Other	6,332	6,560
Capital Outlay/Debt Service	323,380	322,390
Total	\$329,712	\$328,950
Total Expenditures	\$329,712	\$328,950
Net (Revenues less Expenditures)	517,348	\$541,025

City of Byram – Budget FY 2025

2017 BTC TIF Bond & Interest Fund (215)

	AMENDED BUDGET FY2023/2024	PROPOSED BUDGET FY2024/2025
2017 BTC TIF Bond & Interest Fund Revenues		
AD VALOREM TAXES	109,155	107,849
INTEREST	12,000	8,500
SALES TAX	328,395	300,000
HINDS CO INTERLOCAL FUNDS	45,150	43,500
Total	\$494,700	\$459,849
Beginning Cash	\$612,252	\$632,272
Total Revenues	\$1,106,952	\$1,092,120
2017 BTC TIF Bond & Interest Fund Expenditures		
DEBT SERVICE		
Personal Services	\$0	\$0
Supplies	0	0
Other	0	0
Capital Outlay/Debt Service	474,680	472,630
Total	\$474,680	\$472,630
Total Expenditures	\$474,680	\$472,630
Net (Revenues less Expenditures)	\$632,272	\$619,490

City of Byram – Budget FY 2025

2018 Sewer Revenue Bond & Interest Fund (220)

	AMENDED BUDGET FY2023/2024	PROPOSED BUDGET FY2024/2025
2018 Sewer Revenue Bond & Interest Fund Revenues		
Interest	4,850	6,000
Transfer From Sewer Fund	360,000	384,000
Reserve	0	0
Total	\$364,850	\$390,000
Beginning Cash	\$443,054	\$417,604
Total Revenues	\$807,904	\$807,604
2018 Sewer Revenue Bond & Interest Fund Expenditures		
DEBT SERVICE		
Personal Services	\$0	\$0
Supplies	0	0
Other	0	0
Capital Outlay/Debt Service	390,300	391,300
Total	\$390,300	\$391,300
Total Expenditures	\$390,300	\$391,300
Net (Revenues less Expenditures)	\$417,604	\$416,304

City of Byram – Budget FY 2025

2022 CDBG Drainage Fund (301)

		AMENDED BUDGET	PROPOSED BUDGET
		FY2023/2024	FY2024/2025
2022 CDBG Drainage Fund Revenues			
	CDBG Grant Income	\$0	\$750,000
	Other Revenues	0	411,800
	Interest	50	5,000
	Total	\$0	\$1,166,800
	Beginning Cash	\$0	\$0
	Transfer In	\$0	\$0
	Total Revenues	\$0	\$1,166,800
2022 CDBG Drainage Project Fund Expenditures			
	Supplies	\$0	\$0
	Services	0	121,564
	Capital Outlay	0	1,045,536
	Total	\$0	\$1,166,800
	Transfer to General Fund	\$0	\$0
	Total Expenditures	\$0	\$1,166,800
	Net (Revenues less Expenditures)	\$0	\$0

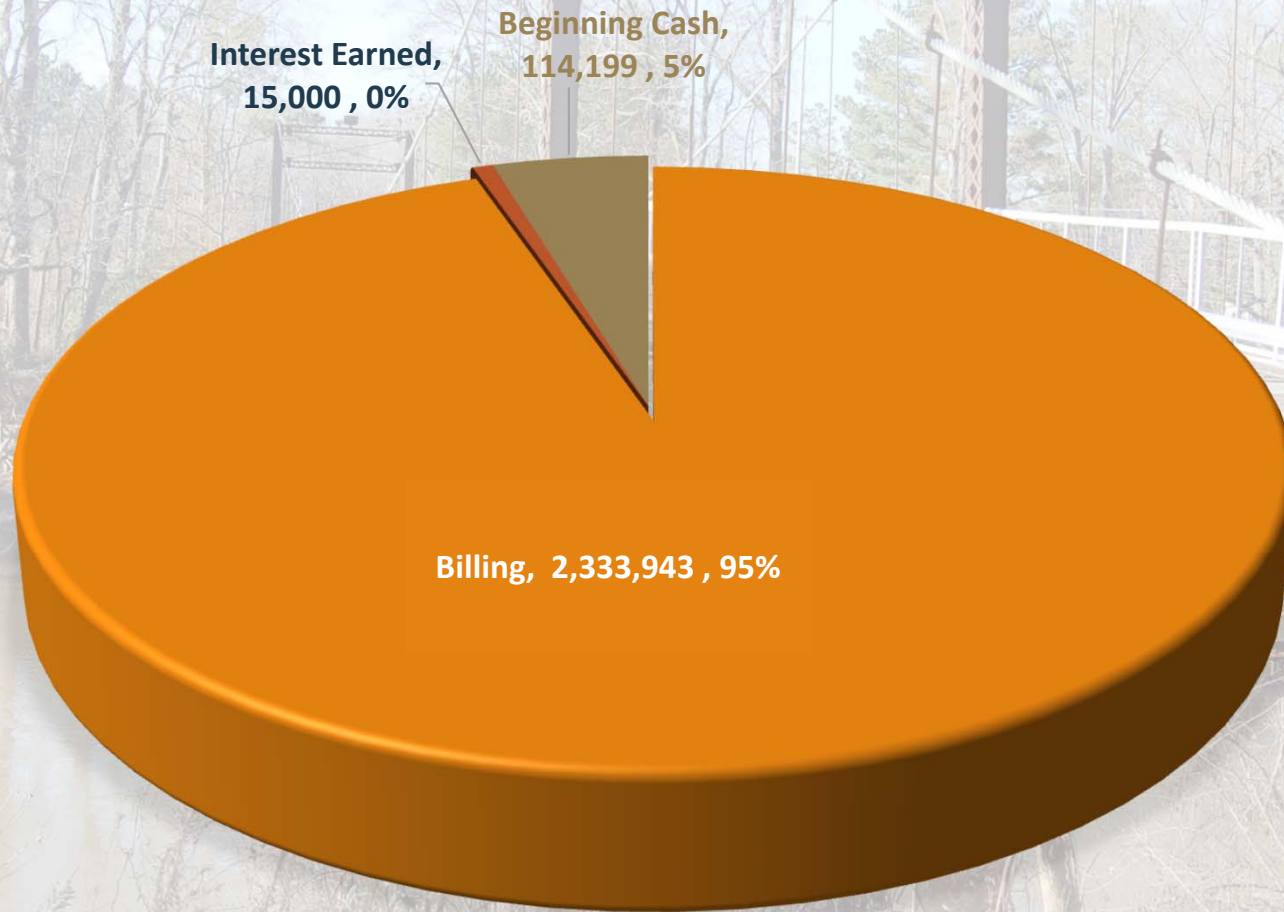
City of Byram – Budget FY 2025

ARPA – Big Creek Interceptor Fund (302)

		AMENDED BUDGET	PROPOSED BUDGET
		FY2023/2024	FY2024/2025
ARPA – Big Creek Interceptor Fund Revenues			
	MCWI Grant Income	\$0	\$1,250,000
	ARPA Fund Match	25,000	\$1,250,000
	Interest	10	25,000
	Total	\$25,010	\$2,525,000
	Beginning Cash	\$0	\$10
	Transfer In	\$0	\$0
	Total Revenues	\$25,010	\$2,525,010
ARPA – Big Creek Interceptor Fund Expenditures			
	Supplies	0	0
	Services	25,000	0
	Capital Outlay	0	2,500,000
	Total	\$0	\$2,500,000
	Transfer to General Fund	\$0	\$0
	Total Expenditures	\$0	\$2,500,000
	Net (Revenues less Expenditures)	\$25,010	\$25,010

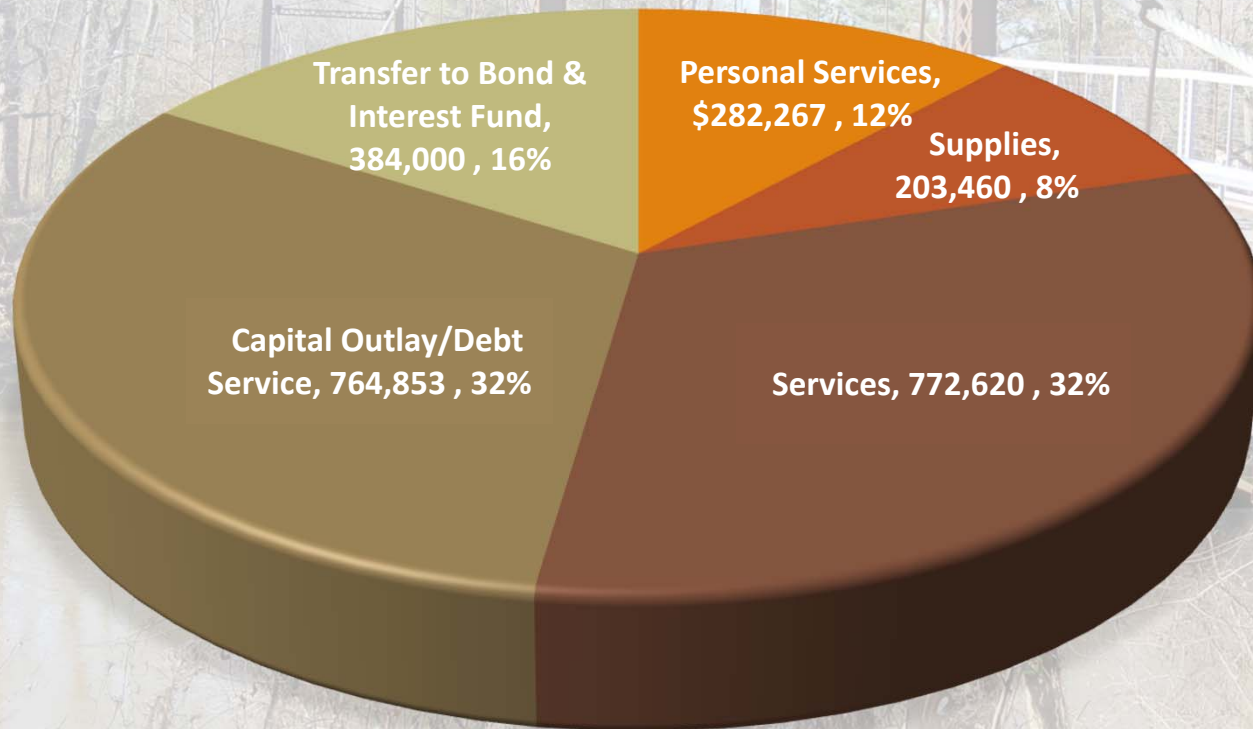
City of Byram – Budget FY 2025

PROPOSED SEWER FUND REVENUES (400)



City of Byram – Budget FY 2025

PROPOSED SEWER FUND EXPENDITURES (400)



City of Byram – Budget FY 2025

SEWER FUND (400)

	Amended Budget	Proposed Budget
	FY2023/2024	FY2024/2025
Sewer Fund Revenues		
Billing	\$2,173,277	\$2,333,943
Interest Earned	4,100	15,000
Other Revenue	0	0
Loan Proceeds	208,800	0
Total	\$2,386,177	\$2,348,943
Beginning Cash	435,337	114,199
Total Sewer Fund Revenues	\$2,821,514	\$2,463,143
Sewer Fund Expenditures		
Personal Services	\$234,377	\$282,267
Supplies	371,760	203,460
Services	1,063,350	772,620
Capital Outlay/Debt Service	677,828	764,853
Total	2,347,315	\$2,023,200
Intercompany		
Transfer to Bond & Interest Fund	360,000	384,000
Total Sewer Fund Expenditures	\$2,707,315	\$2,407,200
Net (Revenues less Expenditures)	\$114,199	\$55,943

City of Byram – Budget FY 2025

UNEMPLOYMENT FUND (600)

	AMENDED BUDGET FY2023/2024	PROPOSED BUDGET FY2024/2025
Unemployment Fund Revenues		
Contributions - General Fund	0	0
Contributions - Sewer Fund	0	0
Interest	925	1,150
Total	\$925	\$1,150
Beginning Cash	\$45,749	\$45,674
Transfers In	0	0
Total Revenues	\$46,674	\$46,824
Unemployment Fund Expenditures		
Unemployment		
Other	1,000	2,500
Total	\$1,000	\$2,500
Total Expenditures	\$2,000	\$2,500
Net (Revenues less Expenditures)	\$45,674	\$44,324

City of Byram – Budget FY 2025

SUMMARY

GENERAL FUND:

- 5% raise for employees hired prior to April 1, 2024
- PD and Fire salary realignments
- .5% increase in PERS contribution effective July 1, 2025
- Monthly ancillary insurance premiums per employee were decreased
- Monthly health insurance premiums remained the same
- Final dump truck payment in February, 2025

CAPITAL OUTLAY:

- 2 Additional Patrol Vehicles
- Siwell Rd/Terry Rd Intersection project
- FY2024 paving project was combined with FY2025 and is scheduled to begin in October
- Bridge Projects –Old Byram Road Bridge
- Street equipment – 3 mowers and a message board

City of Byram – Budget FY 2025

SUMMARY

SEWER FUND:

- 5% raise for employees hired prior to April 1, 2024
- .5% increase in PERS contribution effective July 1, 2025
- Monthly ancillary insurance premiums per employee were decreased
- Monthly health insurance premiums remained the same
- First vacuum truck payment in June, 2025
- In accordance with the Utility Services Ordinance, the sewer rate will increase by the minimum 2% as set forth in the ordinance.

CAPITAL OUTLAY:

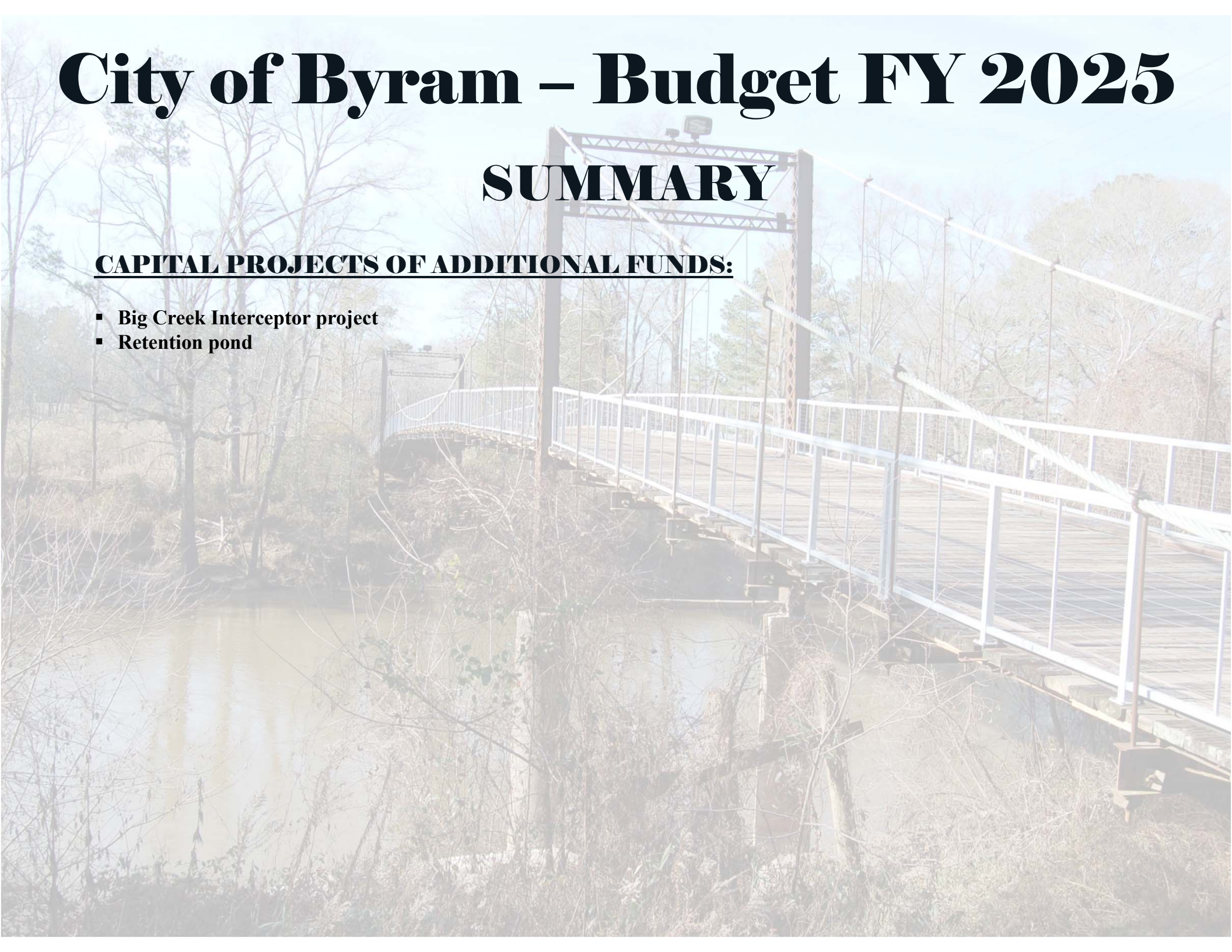
- Pump Station upgrade
- Lagoon Dredging project

City of Byram – Budget FY 2025

SUMMARY

CAPITAL PROJECTS OF ADDITIONAL FUNDS:

- Big Creek Interceptor project
- Retention pond



CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 7.d

FOR: Approval of Definitions page to be added to the City's current Travel Policy

INTRODUCED BY: Angela Richburg, City Clerk

NOTES:

In an effort to clarify terms used in our existing Travel Policy, a proposed updated Travel Policy has been added to your agenda packets for consideration and adoption if the Board so chooses

ATTACHMENTS:

File Name

[Travel Policy with definitions page added Sept. 2024.pdf](#)

[Travel Policy updated Sept.2024.pdf](#)

CITY OF BYRAM TRAVEL POLICY

Definitions

Authorized and Documented Expenses: meal and mileage reimbursement for official city business travel outside of the Greater Jackson Metropolitan Area that is pre-approved by the relevant Department Heads and the Board of Aldermen and supported by itemized receipts.

Greater Jackson Metropolitan Area: as it is defined in the existing travel policy, includes the municipalities of Jackson, Brandon, Clinton, Florence, Flowood, Madison, Pearl, Raymond, Richland, Ridgeland, and Terry. No meals or mileage will be authorized for reimbursement.

Itemized Receipt: a receipt showing restaurant or store name, date and time, and specific food and drink items purchased.

Meal Reimbursement: per Section 106, Section 115, and Section 124 of the State Travel Policy, reimbursement of actual cost of meals when an employee is traveling on Official City Business. Meals are reimbursed based on actual cost as shown on an itemized receipt, including tax, and tip not to exceed 20% of the meal amount, not to exceed the maximum daily reimbursement for the location of travel as set by the Department of Finance and Administration. Meals shall not be claimed as expenses if the meals are included in the conference registration fee. Alcoholic beverages are not reimbursable.

Mileage Reimbursement: the rate set forth per Section 25-3-41, Mississippi Code of 1972, which states: “when any officer or employee of the State of Mississippi, or any department, agency or institution thereof, after first being duly authorized, is required to travel in the performance of his official duties, the officer or employee shall receive as expenses for each mile actually and necessarily traveled, when that travel is done by a privately owned automobile or other privately owned motor vehicle, the mileage rate allowable to federal employees for the use of a privately owned vehicle while on official travel.” The current reimbursement rate may be found at <http://www.dfa.ms.gov/dfa-offices/purchasing-travel-and-fleet-management/bureau-of-purchasing-andcontracting/travel/>. As stated in Section 109 and Section 124 of the State Travel Policy, the State does not reimburse private vehicle mileage for optional travel.

Miscellaneous Charges – Baggage: as stated in the Travel Policy, a reasonable tip for baggage handling is defined as \$1.00 per bag and is only reimbursed for the employee, not for additional travelers

Miscellaneous Charges - Hotel/Airport Parking – Valet: as stated in the Travel Policy, an average tip for valet parking is \$2.00 and is only reimbursed at the hotel at which the employee is staying.

Official City Business/Official City Business Travel/Official Travel: duly authorized attendance at a conference, meeting or seminar in the performance of the employee’s job duties or furtherance of their education as required by their position with the City.

Optional Travel: travel that is at the discretion of the employee, not mandated by the employer, away from the location of the conference, meeting or seminar venue. Mileage will not be reimbursed for travel away from the conference location, for shopping, dining out or socializing. As stated in Section 109 and Section 124 of the State Travel Policy, the State does not reimburse private vehicle mileage for optional travel.

Regular Place of Work: defined in the Definitions section of the State Travel Policy as the city, town or other location at which the state employee works or performs services on a regular basis as determined by the entity head. Mileage is not reimbursed between any place of work and home.

CITY OF BYRAM TRAVEL POLICY

Mission Statement

The purpose of this Travel Policy is to outline general policies and procedures to allow reasonable guidance for travelers and administrators.

It is up to the Department Head to determine if the potential benefits of the Conference/Trip justify the time and expense involved after considering cost-effective alternatives, such as video or teleconferencing.

An employee traveling on official city business is expected to exercise the same care incurring expenses as would a prudent person traveling for personal reasons. Travel for business should be conducted at a minimum cost for achieving the success of the mission. Travelers shall request air, train, bus, hotel and vehicle rental reservations as far in advance as possible and shall utilize the lowest logical rate available.

Whether by public transportation, privately-owned vehicle or city-owned vehicle, reimbursement shall be made for the most direct practical route. The least expensive method of transportation shall be used.

Travel Advances under MS Code 25-3-41 the Municipality has the authority to give advances that can only be used for travel related purposes. This money may not be used for personal expenses or for any purpose other than the actual expenses listed on the Estimated Travel Advance Form and has been approved for the authorized travel.

An Estimated Travel Advance Form must be filled out for each individual traveling.

Account for Travel Advances all employees must fill out a City of Byram Return From Travel Form within five (5) working days after returning to work. This is to be done regardless whether money is owed back to the city or not.

- A. All travel advance money not used for travel related expenses is repaid to the municipality.
- B. The Return From Travel Form is completed and submitted. This form should account for all money not refunded.
- C. Actual receipts are provided for all travel expenses.

In-State/Out-Of-State Conferences requires an Estimated Travel Expense Form to be completed and approved by the Department Head. Then the Estimated Travel Expense Form is to be placed on the agenda for approval by the Board of Alderman and recorded in the official minutes. This must be done before an employee attends any convention, association or meeting in order for expenses to be reimbursed.

For the Mayor and Aldermen attendance at Conferences/Meetings held within the “Greater Jackson Metropolitan Area” will be preapproved for “Registration Fees” ONLY. The “Greater Jackson Metropolitan Area” will include the municipalities of Jackson, Brandon, Clinton, Florence, Flowood, Madison, Pearl, Raymond, Richland, Ridgeland, and Terry. No meals or mileage will be authorized for reimbursement.

City-Owned Vehicle A City of Byram vehicle shall always be used for official city business travel. Documentation is required if a city vehicle is unavailable. Actual operating expenses incurred in the

CITY OF BYRAM TRAVEL POLICY

use of city-owned vehicle for official travel will be reimbursed on presentation of receipts for gasoline and oil. No mileage reimbursement shall be made for state-owned vehicle use.

Private Vehicle

Reimbursement for the use of a personal vehicle for official city business travel is based on actual miles traveled and will be at the rate that the City of Byram officials have adopted. The current reimbursement rate as of February 23, 2023 is \$.655 per mile. In the event, an employee chooses to use a personal vehicle when a city vehicle is available the reimbursement rate will be \$.22 per mile. When two or more employees travel in one private vehicle, only one travel expense at the authorized reimbursement rate per mile shall be allowed. The person claiming reimbursement shall report the names of other city employee passengers.

Conference Hotels

When hotel rooms are blocked for a conference, seminar, etc., and a special discounted hotel rate provided, the employee should go directly to the hotel to obtain lodging. The employee has the responsibility to find out if prepayment and tax exemption is available. If available, the necessary information (address and any other requirement) needs to be listed on the Estimated Travel Advance Form.

General Lodging Information

Primary responsibility for the reasonableness of amounts charged rests with the Department Head or his designee. "Government rates" must always be requested by all travelers and the rate confirmed both at the time reservations are made and at check-in. If lodging is within the state of Mississippi, "state rates" should be asked for rather than "government rates." Since hotels charge for unkempt reservations, changes in travel plans must be communicated to the hotel as soon as possible. These charges will **not be reimbursed** if the traveler has been negligent in canceling reservations, or if the change is due to a personal decision after the deadline for cancellations. **Exceptions may be made for emergencies beyond the employee's control.

Conference Meals

Meals shall not be claimed as a separate item of expense on the Estimated Travel Advance Form when included in the conference registration fee. If special circumstances exist, for example, a food allergy prohibiting one from eating the meal provided, an exception will be made if noted by the employee and signed by the Department Head and reimbursement will be provided for that meal. Fees charged for attending the official meetings of a convention or seminar where the meeting includes a meal which causes the employee to exceed the daily maximum meal allowance will be reimbursed if supported by a receipt from convention officials. The meal reimbursement rate shall be paid at the rate for the conference city location.

*Alcoholic beverages are not reimbursable.

General Meal Information

Employees of the City of Byram shall be reimbursed the actual cost of meals as noted on itemized receipts incident to official travel. Total travel meal receipts shall not exceed the total meal reimbursement allocated for the number of travel days according to the maximums for the specific location of assignment. The amount allowed for individual meals when traveling within the continental United States (including Alaska) shall not exceed the maximum reimbursement rate listed at <https://www.dfa.ms.gov/dfa-offices/purchasing-travel-and-fleet-management/bureau-of->

CITY OF BYRAM TRAVEL POLICY

[purchasing-and-contracting/travel/](#). A current listing can also be found with the City Purchasing Agent. The State has 4 reimbursement rates but the City of Byram will only use the first 3 rates for calculations. If you cannot find the city you are looking for, locate the county and use the amount listed. If neither the city nor county is listed, the maximum state reimbursement rate is \$46.00 per day (as of February, 2014).

Example: \$46.00 X 2 days travel = \$92.00
 Day 1 receipts = \$30.00
 Day 2 receipts = \$50.00
 Total Meal Reimbursement = \$80.00

*Alcoholic beverages are not reimbursable.

Meal tips should be included in the actual meal expense unless the inclusion of the tips would cause the meals to exceed the maximum daily limitations placed on meals by the Department of Finance and Administration. If the daily limitation would be exceeded, the employee is allowed to record meal tips for each day under other authorized business expenses. Total meal tips shall not exceed 20% of the maximum daily meal reimbursement.

Phone Charges, Postage, and Other Expenses

Phone calls, postage, and other expenses included in the "other expenses" column must be described and then certified at the bottom of the Return From Travel Form by the employee that they are for valid business expenses. The employee's signature on the Return From Travel Form qualifies as such certification. Phone calls itemized on a hotel bill should be circled and indication made if they were for business, or deducted and not claimed if they were personal calls. Calls home are considered personal expenses and are not reimbursable. Calls to the office to check voice mail are reimbursable.

Taxi Fares

Fares for taxis or airport transportation services are to be listed under "other expenses". If the cost is in excess of \$10.00 it is required that the receipt for that service to be attached to the Return From Travel Form. The city does not reimburse taxi fares for **optional** travel to/from restaurants.

Miscellaneous Charges

A. Baggage Handling

Reasonable charges will be allowed without receipt. Reasonable is usually defined as \$1 per bag for each level of handling.

Airport Counter: Charges for baggage at check-in may vary per airline. These charges are allowable and will be reimbursed. A receipt is required for charges in excess of \$10.00.

B. Hotel/Airport Parking

For charges in excess of \$10.00/day, receipts are required.

Valet: The average tip for valet parking is \$2.00. The city does not reimburse for any other valet services except at a hotel.

Travel Practices not listed in the Travel Policy will be in accordance with MS Department of Finance & Administration, State Travel Policy Rules & Regulations.

CITY OF BYRAM TRAVEL POLICY

Definitions

Authorized and Documented Expenses: meal and mileage reimbursement for official city business travel outside of the Greater Jackson Metropolitan Area, which includes the municipalities of Jackson, Brandon, Clinton, Florence, Flowood, Madison, Pearl, Raymond, Richland, Ridgeland, and Terry, that is pre-approved by the relevant Department Heads and the Board of Aldermen and supported by itemized receipts.

Itemized Receipt: a receipt showing restaurant or store name, date and time, and specific food and drink items purchased.

Meal Reimbursement: per Section 106, Section 115, and Section 124 of the State Travel Policy, reimbursement of actual cost of meals when an employee is traveling on Official City Business. Meals are reimbursed based on actual cost as shown on an itemized receipt, including tax, and tip not to exceed 20% of the meal amount, not to exceed the maximum daily reimbursement for the location of travel as set by the Department of Finance and Administration.

Mileage Reimbursement: the rate set forth per Section 25-3-41, Mississippi Code of 1972, which states: “when any officer or employee of the State of Mississippi, or any department, agency or institution thereof, after first being duly authorized, is required to travel in the performance of his official duties, the officer or employee shall receive as expenses for each mile actually and necessarily traveled, when that travel is done by a privately owned automobile or other privately owned motor vehicle, the mileage rate allowable to federal employees for the use of a privately owned vehicle while on official travel.” The current reimbursement rate may be found at <http://www.dfa.ms.gov/dfa-offices/purchasing-travel-and-fleet-management/bureau-of-purchasing-andcontracting/travel/>.

Travel from the hotel to the conference center, if it is not within walking distance, is reimbursable. As stated in Section 109 and Section 124 of the State Policy, the State does not reimburse for optional travel.

Miscellaneous Charges – Baggage/Hotel/Airport Parking/Valet: as stated in the Travel Policy, a reasonable tip for baggage handling is defined as \$1.00 per bag and is only reimbursed for the employee, not for additional travelers. An average tip for valet parking is \$2.00 and is only reimbursed at the hotel at which the employee is staying.

Official City Business/Official City Business Travel/Official Travel: duly authorized attendance at a conference, meeting or seminar in the performance of the employee’s job duties or furtherance of their education as required by their position with the City.

Optional Travel: travel that is not mandated by the employer. While traveling on official city business, attendance at the conference/meeting is mandatory, therefore mileage to the conference location is paid by the City. Travel on personal time away from the conference location, such as shopping, socializing or dining out, is optional travel. Mileage will be paid for the most direct route from City Hall to the hotel where the employee will be staying, and then to the location of the conference or meeting, if that location is not within walking distance of the hotel. Travel away from the location of the conference or meeting that is not pre-authorized by the Mayor and Board is considered personal travel and no mileage reimbursement will be paid.

CITY OF BYRAM TRAVEL POLICY

Regular Place of Work: defined in the Definitions section of the State Travel Policy as the city, town or other location at which the state employee works or performs services on a regular basis as determined by the entity head. Mileage is not reimbursed between any place of work and home.

Mission Statement

The purpose of this Travel Policy is to outline general policies and procedures to allow reasonable guidance for travelers and administrators.

It is up to the Department Head to determine if the potential benefits of the Conference/Trip justify the time and expense involved after considering cost-effective alternatives, such as video or teleconferencing.

An employee traveling on official city business is expected to exercise the same care incurring expenses as would a prudent person traveling for personal reasons. Travel for business should be conducted at a minimum cost for achieving the success of the mission. Travelers shall request air, train, bus, hotel and vehicle rental reservations as far in advance as possible and shall utilize the lowest logical rate available.

Whether by public transportation, privately-owned vehicle or city-owned vehicle, reimbursement shall be made for the most direct practical route. The least expensive method of transportation shall be used.

Travel Advances under MS Code 25-3-41 the Municipality has the authority to give advances that can only be used for travel related purposes. The City of Byram provides mileage advances for those traveling in a personal vehicle on official city business outside of the Greater Jackson Metropolitan area. An Estimated Travel Advance Form must be filled out for each individual traveling.

In-State/Out-Of-State Conferences requires an Estimated Travel Expense Form to be completed and approved by the Department Head. Then the Estimated Travel Expense Form is to be placed on the agenda for approval by the Board of Alderman and recorded in the official minutes. This must be done before an employee attends any convention, association or meeting in order for expenses to be reimbursed.

For the Mayor and Aldermen attendance at Conferences/Meetings held within the “Greater Jackson Metropolitan Area” will be preapproved for “Registration Fees” ONLY. The “Greater Jackson Metropolitan Area” will include the municipalities of Jackson, Brandon, Clinton, Florence, Flowood, Madison, Pearl, Raymond, Richland, Ridgeland, and Terry. No meals or mileage will be authorized for reimbursement.

City-Owned Vehicle A City of Byram vehicle shall always be used for official city business travel. Actual operating expenses incurred in the use of city-owned vehicle for official travel will be reimbursed on presentation of receipts for gasoline and oil. No mileage reimbursement shall be made for state-owned vehicle use.

Private Vehicle

Reimbursement for the use of a personal vehicle for official city business travel is based on actual miles traveled and will be at the rate that the City of Byram officials have adopted. The current reimbursement rate as of January 2024 is \$.67 per mile. In the event, an employee chooses to use a

CITY OF BYRAM TRAVEL POLICY

personal vehicle when a city vehicle is available the reimbursement rate will be **\$.21 per mile**. When two or more employees travel in one private vehicle, only one travel expense at the authorized reimbursement rate per mile shall be allowed. The person claiming reimbursement shall report the names of other city employee passengers.

Conference Hotels

When hotel rooms are blocked for a conference, seminar, etc., and a special discounted hotel rate provided, the employee should go directly to the hotel to obtain lodging. The employee has the responsibility to find out if prepayment and tax exemption is available. If available, the necessary information (address and any other requirement) needs to be listed on the Estimated Travel Advance Form.

General Lodging Information

Primary responsibility for the reasonableness of amounts charged rests with the Department Head or his designee. "Government rates" must always be requested by all travelers and the rate confirmed both at the time reservations are made and at check-in. If lodging is within the state of Mississippi, "state rates" should be asked for rather than "government rates."

Since hotels charge for unkept reservations, changes in travel plans must be communicated to the hotel as soon as possible. These charges will **not be reimbursed** if the traveler has been negligent in canceling reservations, or if the change is due to a personal decision after the deadline for cancellations. **Exceptions may be made for emergencies beyond the employee's control.

Conference Meals

Meals shall not be claimed as a separate item of expense on the Estimated Travel Advance Form when included in the conference registration fee. If special circumstances exist, for example, a food allergy prohibiting one from eating the meal provided, an exception will be made if noted by the employee and signed by the Department Head and reimbursement will be provided for that meal. **Meals shall not be claimed away from the conference location during hours when the employee's attendance at the conference or meeting is mandated by the employer.** Fees charged for attending the official meetings of a convention or seminar where the meeting includes a meal which causes the employee to exceed the daily maximum meal allowance will be reimbursed if supported by a receipt from convention officials. The meal reimbursement rate shall be paid at the rate for the conference city location. Alcoholic beverages are not reimbursable.

General Meal Information

Employees of the City of Byram shall be reimbursed the actual cost of meals as noted on itemized receipts incident to official travel. Total travel meal receipts shall not exceed the total meal reimbursement allocated for the number of travel days according to the maximums for the specific location of assignment. The amount allowed for individual meals when traveling within the continental United States (including Alaska) shall not exceed the maximum reimbursement rate listed at <https://www.dfa.ms.gov/dfa-offices/purchasing-travel-and-fleet-management/bureau-of-purchasing-and-contracting/travel/>. A current listing can also be found with the City Purchasing Agent. The State has 4 reimbursement rates but the City of Byram will only use the first 3 rates for calculations. If you cannot find the city you are looking for, locate the county and use the amount listed. If neither the city nor county is listed, the maximum state reimbursement rate is **\$59.00 per day (as of January 2024)**.

CITY OF BYRAM TRAVEL POLICY

Example: \$59.00 X 2 days travel = \$118.00
 Day 1 receipts = \$40.00
 Day 2 receipts = \$60.00
 Total Meal Reimbursement = \$100.00

*Alcoholic beverages are not reimbursable.

Meal tips should be included in the actual meal expense unless the inclusion of the tips would cause the meals to exceed the maximum daily limitations placed on meals by the Department of Finance and Administration. If the daily limitation would be exceeded, the employee is allowed to record meal tips for each day under other authorized business expenses. Total meal tips shall not exceed 20% of the maximum daily meal reimbursement.

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For charges in excess of \$10.00/day, receipts are required.

Valet: The average tip for valet parking is \$2.00. The city does not reimburse for any other valet services except at the hotel where the employee is staying.

Travel Practices not listed in the Travel Policy will be in accordance with MS Department of Finance & Administration, State Travel Policy Rules & Regulations.

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 7.e

FOR: Approval of hiring policy for Department Heads and Interim Department Heads

INTRODUCED BY: Angela Richburg, City Clerk

ATTACHMENTS:

File Name

[Interim and Dept Head hiring protocol.pdf](#)

[Proposed Resolution - Appointments.pdf](#)

DEPARTMENT HEAD and INTERIM DEPARTMENT HEAD HIRING PROTOCOL

In the event of a vacancy in a Department Head position within the City of Byram, the following hiring protocol shall be observed:

Interims:

If the position is to be temporarily filled by an Interim Department Head, a recommendation for an Interim shall be made by the Mayor or member of the Board of Aldermen and voted on at the next Board Meeting following the vacancy or retirement of a Department Head.

The Department Head interim appointment may be for up to, but not to exceed ninety (90) days, as stated in Miss. Code Ann. § 21-15-41.

Hiring Process and Appointment of Department Head:

A Hiring Committee of not less than five people, no more than three of which shall be Aldermen, shall be established at the first Board Meeting after the vacancy announcement.

The open position shall be advertised and applications taken for at least fifteen business days after the vacancy announcement. The Human Resource Officer shall submit a list of initial phone interview questions to the Hiring Committee for approval.

All applications shall be submitted to the Hiring Committee, who will determine which applicants are to be interviewed by phone by the Human Resources Officer. The results of the initial phone interviews shall be returned to the Hiring Committee for review, after which the Hiring Committee shall select which applicants should be called back for in-person interviews.

The Human Resource Officer shall set up interview appointments, which will be conducted and scored by the Hiring Committee. The Human Resource Officer shall tally the score sheets and return to the Hiring Committee for review. The Hiring Committee shall make a recommendation to hire the Department Head at the next Board Meeting based on the results of the interview process.

RESOLUTION

A RESOLUTION REGARDING THE HIRING AND APPOINTMENT OF A DEPARTMENT HEAD TO A PERMANENT OR INTERIM POSITION.

WHEREAS, the City of Byram, Mississippi (the “City”) operates a Code Charter form of municipal government under Mississippi Code § 21-3-1 *et seq.*;

WHEREAS, the City’s governing authorities, which constitute the Mayor and Board of Aldermen in a Code Charter municipality, hold the appointment authority of a person to a municipal position in either an interim or permanent position and prescribes the duties and fixes the compensation of all such employees;

WHEREAS, all employees so appointed shall hold office at the pleasure of the governing authorities and may be discharged by such governing authorities at any time, either with or without cause;

WHEREAS, the terms of office or employment of employees so appointed shall expire at the expiration of the term of office of the governing authorities making the appointment, unless such employee shall have been sooner discharged or the position otherwise vacated; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF ALDERMAN OF THE CITY OF BYRAM, MISSISSIPPI, AS FOLLOWS:

Section 1 - Procedure. When a municipal position is vacated during the term of the governing authorities, the governing authorities endeavor to fill the vacant position in a timely manner. Upon vacancy, a recommendation for appointment of a person to the municipal position may be made to the governing authorities by the Mayor, an individual Board member, or department head. The governing authorities may consider the recommendation(s) and choose either to follow or not follow.

Section 2 - Appointment. Upon recommendation or otherwise, the Board of Aldermen may appoint a qualified person, subject to the Mayor’s veto, to the municipal position to serve in either an interim or permanent capacity. An interim appointment may not exceed ninety (90) days and no municipal funds may be expended thereafter to compensate the person serving in the interim appointment, in accordance with Mississippi Code § 21-15-41. A permanent appointment shall expire at the expiration of the term of office of the governing authorities making the appointment, unless such employee shall have been sooner discharged or the position otherwise vacated, in accordance with Mississippi Code § 21-3-5.

Section 3 - Interim Appointment. If an interim appointment is made, the City may continue to receive and consider applications for permanent appointment.

Section 4 - Permanent Appointment. If a permanent appointment is made, the City will aim to review the employee's work performance within ninety (90) days.

Section 5 - Effective Date: This Resolution shall take effect immediately upon its passage.

Following the reading of the foregoing resolution and discussion thereof, Alderperson _____ moved and Alderperson _____ seconded the motion to adopt the foregoing resolution, and the question being put to a roll call vote, the result was as follows:

Alderman Erma Johnson	voted: _____
Alderman Diandra Hosey	voted: _____
Alderman Robert Amos	voted: _____
Alderman Teresa Mack	voted: _____
Alderman Roschelle Gibson	voted: _____
Alderman David Moore	voted: _____
Alderman Roshunda Harris-Allen	voted: _____

The motion having received the affirmative vote of a majority of the members present, the Mayor declared the motion carried and the resolution adopted this day, _____, 2024.

City of Byram, Mississippi

Mayor Richard White

(seal)

Angela Richburg, City Clerk

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 7.f

FOR: Discussion of potential contract for professional services for State Elections Management System

INTRODUCED BY: Angela Richburg, City Clerk

ATTACHMENTS:

File Name

[Zack Wallace - City of Byram Redistricting Contract for Professional Services - 2024.pdf](#)

CONTRACT FOR PROFESSIONAL SERVICES
FOR CITY OF BYRAM'S REDISTRICTING SUPPORT-2024

THIS AGREEMENT (the "Agreement"), effective as of _____, is hereby entered into by and between the **CITY OF BYRAM** (hereinafter referred to as the "City") and the **HINDS COUNTY CIRCUIT CLERK**, (hereinafter referred to as "Consultant"), under the following terms and conditions:

WHEREAS, the City employs the Consultant for redistricting support for Wards and Precincts and Address Library in SEMS for Hinds County, Mississippi; and

WHEREAS, Consultant is willing to and agrees to provide such services; and

NOW, THEREFORE, for and in consideration of the promises and conditions hereinafter set forth, the parties hereto agree as follows:

1. SCOPE OF SERVICES

Services performed by the Consultant shall include but not be limited to the following:

- 1.1. Meet with members of the City of Byram, other elected officials, or others as may be necessary or desirable during the term of the Agreement, and;
- 1.2. If litigation is required, assist Attorney(s) and testify on behalf of County as an expert witness in court.

2. COMPENSATION AND PAYMENT

The City agrees to pay Consultant a total amount **NOT TO EXCEED of \$10,000.00** for Services performed by the Consultant.

3. TERM

The Term of this Agreement shall commence on the effective date hereof.

4. TERMINATION

Either party shall have the right to terminate this Agreement for any reason upon ninety (90) days prior written notice to the other party. The written notice under this provision shall be by registered or certified mail or by electronic mail.

Except as otherwise expressly provided in this Agreement, upon any termination pursuant to this Section 4, the City shall pay Consultant the full amount due hereunder for all Services rendered prior to termination and for reimbursable costs and expenses incurred through the effective date of termination.

5. INDEPENDENT CONTRACTOR

Consultant's performance of services hereunder shall be as an independent contractor and not as an

employee of Hinds County, Mississippi, and Consultant shall be responsible for payment of Consultant's wages, benefits and taxes. Consultant and its employees (including Key Personnel) shall not be entitled to any fringe benefits, nor shall Consultant or its employees be considered employees of Hinds County, Mississippi within the meaning or application of any employee benefit program now or hereafter in effect. Consultant shall have no authority to legally obligate the Hinds County, Mississippi under any agreement or otherwise.

6. WORK PRODUCT

The City shall have the full and unrestricted right to use, reproduce, distribute or publish any written information, data or material prepared by Consultant, or others under its direction or supervision, and the Consultant shall have a right to and claim an ownership or proprietary interest in such work product.

7. WARRANTY

Consultant warrants that the Services provided for herein will be performed in accordance with applicable laws, including, without limitation, the United States Constitution, federal laws, and the laws of the State of Mississippi.

8. WAIVER

The failure of either party at any time to enforce any provision of this Agreement shall not constitute a waiver of such provision in any way or the right of such party at any time to avail itself of such remedies as it may have for any breach or breaches of such provision.

9. EXCUSED PERFORMANCE

Neither party shall be deemed in default of any provision hereof or be liable for any delay, failure in performance or interruption of services resulting, directly or indirectly, from acts of God, civil or military authority, civil disturbances, war, strikes or other labor disputes, fires or other catastrophes, or other forces beyond its reasonable control.

10. SURVIVAL

The provisions contained in this Agreement that by their sense and context are intended to survive the performance thereof by either or both parties shall so survive the completion of performance or termination of this Agreement.

11. SEVERABILITY

It is agreed that if any clause or provision of this Agreement is held by a court of competent jurisdiction to be or void, the validity of the remaining provisions of the Agreement shall not be affected, and the rights and obligations of the parties shall be enforced as if the Agreement did not contain such illegal or void clauses or provisions.

12. AMENDMENTS

This Agreement may only be altered, amended or modified in writing and executed by both parties.

13. GOVERNING LAW, JURISDICTION AND VENUE

Any action or proceeding brought under or in connection with this Agreement, or any alleged breach thereof or default thereunder (including those arising from non-contractual disputes or claims), shall be brought in the federal, state or local Courts in the State of Mississippi, County of Hinds, and the parties each hereby waive any and all objections to the jurisdiction of or venue in any such court. Process in any such action or proceeding may be served in accordance with any provisions of law applicable to the court in which such action or proceeding is brought.

14. INDEMNIFICATION

To the extent authorized and permitted by applicable law, each party (the “Indemnifying Party”) agrees to defend, indemnify and hold harmless the other party and its respective employees and agents (collectively, the “Indemnified Party”) from and against any and all claims, actions, damages, liability, cost and expenses, exclusive of attorney’s fees, (whether threatened, asserted, or filed), including loss of life, bodily injury or damages to property (collectively, a “Claim”) arising from the negligence of the Indemnifying Party, except to the extent that such Claim arises from the negligence of the Indemnified Party.

15. COMPLETE AGREEMENT

It is understood and agreed that this Agreement embodies the complete understanding of the parties and that any and all provisions, negotiations and representations between the parties related to the subject matter hereof not included herein are hereby superseded.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first above written.

CITY OF BYRAM:

Print Name: _____

Signature

Date: _____

ATTEST: CITY OF BYRAM - CITY CLERK:

Print Name: _____

Signature

Date: _____

HINDS COUNTY CIRCUIT CLERK:

Print Name: _____

Signature

Date: _____

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 7.g

FOR: Discussion of 2022 CDBG Grant Signature Authorization

INTRODUCED BY: Angela Richburg, City Clerk

ATTACHMENTS:

File Name

[CDBG Authorized signatory letter.pdf](#)

Richard White, Mayor
Diandra Hosey, Mayor Pro Tem
Erma Johnson, Alderman Ward I
Robert Amos, Alderman Ward III



Teresa Mack, Alderman Ward IV
Roschelle Gibson, Alderman Ward V
David Moore, Alderman Ward VI
Roshunda Harris-Allen, Alderman At Large

AUTHORIZED SIGNATORY LETTER

September 10, 2024

Mississippi Development Authority
Lisa Maxwell, Deputy Director
Community Incentives Division
Post Office Box 849
Jackson, Mississippi 39205-0849

Dear Mrs. Maxwell,

This letter is to inform your office of the authorized signature(s) for our CDBG Project Number 1139-22-432-PF-01. Mayor Richard White has the authority to sign cash request forms and other project-related reports and documents related to this project. Thank you for your time and attention to this matter.

Sincerely,

Richard White, Mayor

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 7.h

FOR: Authorization to pay the first 2022 CDBG Grant invoice

INTRODUCED BY: Angela Richburg, City Clerk

ATTACHMENTS:

File Name

[CDBG Request for Cash 9.11.24.pdf](#)



CENTRAL MISSISSIPPI PLANNING AND DEVELOPMENT DISTRICT

1020 Centre Pointe Boulevard • Pearl, Mississippi 39208 • (601) 981-1511 • Fax: (601) 981-1515

Sally Garland, President
Les Childress, Vice President
Dan Hart, Secretary-Treasurer
Michael Monk, Chief Executive Officer

September 11, 2024

Mayor Richard White
City of Byram
P.O. Box 720222
Byram, MS 39272

Dear Mayor White:

I am writing to transmit the documents related to the first Request for Cash to be submitted to MDA for payment of the first invoice for Guest Consultants (\$29,557.60) for work associated with the 2022 CDBG Public Facilities Drainage Improvements grant. This grant has CDBG/local funds and the City will be responsible for the local cash portion of each invoice submitted. Currently, the amount of this invoice covered by CDBG is \$17,733.05 and the City's portion is \$11,824.55.

Once the board approves, please sign the Request for Cash documents where marked and return to me for submission to MDA.

I appreciate the opportunity to assist the City of Byram in administering this much needed grant and look forward to working with the City. Should you have any questions, please contact me at (601) 981-1511.

Sincerely,

Candace Darby
Community and Economic
Development Specialist

Enclosure

**Mississippi Development Authority
Request for Cash**

Section A: General Information		Section B: Project Information		Services Rendered: Beginning <u>7/1/2024</u> Thru <u>9/6/2024</u>	
Program Name	CDBG	Contract No.	1139-22-432-PF-01	Accomplishment Narrative: First engineering invoice.	
Recipient	City of Byrum	Request No.	1		
Address	P.O. Box 720222	Project No.			
City, State, Zip	Byrum, MS 39272	Final RFC	No		

Section C: Request Per Activity									MDA Use Only
Line Items	Vendor	Invoice #	Total Invoice	Amount of This Request	Match	Amount Budgeted	Amount Requested to Date	Balance	Activity No.
General Admin						\$ 40,000.00		\$ 40,000.00	
App Prep (CDBG Only)						\$ 5,000.00		\$ 5,000.00	
Total Administration			\$ -	\$ -	\$ -	\$ 45,000.00	\$ -	\$ 45,000.00	
Engineering/Architectural	Guest Consultants	7367	\$ 29,557.60	\$ 17,733.05	\$ 11,824.55	\$ 76,263.42	\$ 17,733.05	\$ 58,530.37	
								\$ -	
								\$ -	
Total Engineering/Architectural			\$ 29,557.60	\$ 17,733.05	\$ 11,824.55	\$ 76,263.42	\$ 17,733.05	\$ 58,530.37	
Contingencies						\$ 46,573.08		\$ 46,573.08	
								\$ -	
Total Contingencies			\$ -	\$ -	\$ -	\$ 46,573.08	\$ -	\$ 46,573.08	
Construction						\$ 582,163.50		\$ 582,163.50	
								\$ -	
								\$ -	
								\$ -	
								\$ -	
Total Construction			\$ -	\$ -	\$ -	\$ 582,163.50	\$ -	\$ 582,163.50	
GRAND TOTAL			\$ 29,557.60	\$ 17,733.05	\$ 11,824.55	\$ 750,000.00	\$ 17,733.05	\$ 732,266.95	

Cumulative Program Expenditures <u>\$ 17,733.05</u>	Cumulative Matching Expenditures <u>\$11,824.55</u>	Required Match %: <u>39%</u>
I Hereby Certify That (a) the services covered by this request have not been received from the Federal / State Government or expended for such services under any other contract agreement or grant; (b) the amount requested will be expended for allowable costs / expenditures under the terms of the contract agreement or grant; (c) the amount requested herein does not exceed the total funds obligated by contract; and (d) the funds are requested for only immediate disbursements. I Hereby Certify That the goods sold and/or services rendered have been delivered and/or performed in good order within the time listed above and are in compliance with all statutory requirements and regulations. I certify that this request does not include		
Signature of Authorized Official: Richard White, Mayor Date Signed: 	Prepared By <u>Candace Darby</u>	Date Prepared: <u>9/11/2024</u>
Typed Name and Title of Authorized Official _____	Preparer's Telephone No. <u>601-981-1511</u>	

To be completed by MDA Authorized Official					
APPROVED BY: _____					Mississippi Development Authority
Signature, Authorized MDA Representative _____					
Date _____					
IDIS Voucher No.	Vendor No.	Fund No.	Cost Center	Expense	Rev. 2023
	620277797				MDA Staff

Before Requesting Review/Sending in the Request for Cash, Please Answer Each Question:

1	Is the correct Program Name selected from the drop down box in Section A?	Yes
2	Is the Recipient and address in Section A correct per the PayMode on file?	Yes
3	Is the contract number in Section B correct?	Yes
4	Is the Request for Cash number in Section B correct and in sequence to the last RFC submitted for this project?	Yes
5	Do the Services Rendered dates encompass all invoices? (Double check all invoice dates.)	Yes
6	Does the Invoice Total amount entered in Section C match the total on the invoice itself?	Yes
7	Does the Amount Requested amount and the Match field amount add up to the amount of the invoice total?	Yes
8	Do all Line Items listed in Section C match the line items from the approved budget (see grant contract)?	Yes
9	Are all budget dollar amounts entered in the Budgeted Amounts column for ALL budgeted line items?	Yes
10	Has the Cumulative Matching Expenditures field been updated to include the match recorded on this RFC?	Yes
11	Remembering that the Amount Requested to Date column is not auto calculated has this been updated to reflect the correct amount?	Yes
12	What is the Required Match % for this project? Does Match recorded on this RFC reflect this required % ?	Yes
13	Has an Authorized Signatory sheet been submitted for this project and is that who will sign the RFC?	Yes
14	Did you fill in a brief Accomplishment narrative?	Yes

BY: _____ Date: _____

Guest Consultants, Inc.
P.O. Box 1225
Brandon, MS 39043
601-825-8341

City of Byram
P.O. Box 720222
5901 Terry Road
Byram, MS 39272

Invoice number 7367
Date 09/06/2024

Project 23-062A City of Byram - 2023 CDBG
drainage project - (Ref 20-024)



Description	Contract Amount	Total Billed	Prior Billed	Current Billed
40% Complete on Design	0.00	29,557.60	0.00	29,557.60
Total	0.00	29,557.60	0.00	29,557.60

Invoice total 29,557.60

*PAYABLE UPON RECEIPT - Finance Charges added to accounts over 90 days past due.
Thank you for your business*

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 7.i

FOR: Discussion of dates for upcoming holiday meetings and events

INTRODUCED BY: Angela Richburg, City Clerk

NOTES:

- Thanksgiving falls on November 28th this year. When do we want to schedule the Christmas Tree Lighting?
- The employee Christmas lunch will be held on Friday, December 6th.
- The 2024 Christmas Parade "Who's your Christmas Superhero?" will be held at 10:00 A.M. on Saturday, December 14th.
- Board meeting schedule for November and December

ATTACHMENTS:

File Name

[2024 Christmas Superhero flyer.pdf](#)

[2024 Christmas Superhero parade application.pdf](#)

Who's your Christmas Superhero?



Calling all Superheroes!

Don your cape and join us for the

2024 Byram Christmas Parade

Saturday, December 14th at 10:00 A.M.

**WELCOME TO THE CITY OF BYRAM'S
“WHO’S YOUR SUPERHERO?” CHRISTMAS PARADE**

Saturday, December 14th, 2024, 10:00 a.m.

Completed entry form must be returned by December 6th, 2024

Entry Fee: 2 toys for a boy and a girl to be turned in at the parade.

Toys will be donated to The Junior Auxiliary of Byram/Terry for their Angel Tree Project.

Name of Organization: _____

Contact Person: _____

Phone: _____

Email: _____

Type of Entry (float, band, horse, car, etc): _____

If a float, what will be pulling it? _____ Number of people: _____

RULES AND REGULATIONS

-  **Waiver of liability is to be completed by all participants, and all drivers must provide proof of insurance**
-  **All participants must have proof of parade registration available when requested by Byram PD**
-  **Parade line up starts at 8:30 a.m., at which time Byram Pkwy from Siwell Rd will be closed.**
-  **Enter Byram Pkwy from Terry Rd to line up. No participant will be allowed to enter after 9:30 a.m.**
-  **No profanity, smoking or alcohol will be allowed on or around the parade floats**
-  **Horses or equine units – please see the information and sign the agreement on the back of this form**
-  **NO SANTAS PLEASE!!! We ask that you do not have a Santa on your float; The REAL Santa will ride at the end of the parade**

I have read and agree to these terms.

Signature: _____

Please return to Byram City Hall, 5901 Terry Road or Byram Chamber of Commerce,

Fax: 601-373-1470 Email: scolbert1@byram-ms.us

Rain Date: 12/15/24, line up at 1:00 p.m., parade at 2:00 p.m.

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 7.j

FOR: Approval to promote Officer Jamon Jackson from Patrol Officer to Detective at a salary of \$19.50 per hour

INTRODUCED BY: Chief David Errington

ATTACHMENTS:

File Name

[Jamon Jackson.pdf](#)



BYRAM POLICE DEPARTMENT
CHIEF DAVID W. ERRINGTON
P.O. Box 720222 ~ BYRAM, MS 39272



~ Accredited by the Mississippi Law Enforcement Accreditation Commission 2012 ~

PERSONNEL ORDER

Order 24-002

To: Officer Jamon Jackson

From: Chief D. Errington

Subject: Promotion to Detective

Date: September 4, 2024

Effective September 3, 2024 you are assigned as a Detective in the Criminal Investigation Unit. Your new badge number is 17. You will report to Lieutenant Maurice Kendrick for your new assignment.

Your new salary of \$19.50/hour will be effective on the first day of the new pay period following approval of the City of Byram Board of Alderman scheduled session on September 12, 2024.

David Errington
Chief of Police

cc: Captain Kevin Turner
Lieutenant Maurice Kendrick
Lieutenant Ricardo Kincaid
Personnel File

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 7.k

FOR: Approval to hire an Executive Assistant to the Chief of Police at \$19.00 per hour with full benefits, contingent upon successful completion of the hiring process

INTRODUCED BY: Chief David Errington

ATTACHMENTS:

File Name

[Ushekie S. Tillman.pdf](#)



BYRAM POLICE DEPARTMENT

CHIEF DAVID W. ERRINGTON

P.O. BOX 720222 ~ BYRAM, MS 39272

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September 6, 2024

Ms. Ushekie S. Tillman

HAND DELIVERED: CONDITIONAL OFFER OF EMPLOYMENT

Dear Ms. Tillman:

I am pleased to extend this conditional offer of employment for the position of Executive Administration Assistant to the Chief of Police with the Byram Police Department in accordance with the provisions of the American with Disabilities Act, 1990. Starting pay for this position is \$19.00 per hour.

This offer is conditional pending results of the following:

- In-Depth background investigation, including fingerprint submission
- Drug screen

Nothing in this offer shall be construed to create an employment contract, nor is this a guaranteed job offer. This offer is contingent upon availability of a position. You should not give your present employer a notice of resignation based upon this Conditional Offer of employment.

Any final offer of employment is contingent on the approval of the Byram Board of Aldermen.

Respectfully,

Chief David Errington

Please indicate below your acknowledgement of this offer and your wishes to continue with the employment process.

☒ I acknowledge and accept the terms and conditions provided above on my own free will and in good faith with the understanding that I may be offered a position with the Byram Police Department at the conclusion of this process. U.T. Initial

☐ I acknowledge receipt of this offer and reject same with the understanding that I will be withdrawn from further consideration for employment. _____ Initial

Ushekie Tillman
Signature

9/6/2024
Date

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 7.1

FOR: Approval to hire a Patrol Officer Recruit at \$16.85 per hour with full benefits, contingent upon successful completion of the hiring process

INTRODUCED BY: Chief David Errington

ATTACHMENTS:

File Name

[Mark J. Ross.pdf](#)



BYRAM POLICE DEPARTMENT

CHIEF DAVID ERRINGTON

P.O. Box 720222 ~ BYRAM, MS 39272

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08-27-2024

Mark J. Ross

HAND DELIVERED: CONDITIONAL OFFER OF EMPLOYMENT

Dear: Mr. Ross:

I am pleased to extend this conditional offer of employment for the position of Police Officer Recruit with the Byram Police Department in accordance with the provisions of the American with Disabilities Act, 1990. Starting pay for this position is \$16.85 per hour.

This offer is conditional pending results of the following:

- In-Depth background investigation, including fingerprint submission
- Polygraph examination
- Psychological evaluation
- Medical examination, including drug screen

Nothing in this offer shall be construed to create an employment contract, nor is this a guaranteed job offer. This offer is contingent upon availability of a position. You should not give your present employer a notice of resignation based upon this Conditional Offer of employment.

Any final offer of employment is contingent on the approval of the Byram Board of Aldermen.

Respectfully,

Chief David Errington

Please indicate below your acknowledgement of this offer and your wishes to continue with the employment process.

☒ I acknowledge and accept the terms and conditions provided above on my own free will and in good faith with the understanding that I may be offered a position with the Byram Police Department at the conclusion of this process. MR Initial

☐ I acknowledge receipt of this offer and reject same with the understanding that I will be withdrawn from further consideration for employment. _____ Initial

Signature
Date

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 7.m

FOR: Approval to change Michael Sterling's title from Fire Marshall to Assistant Fire Chief at the same rate of pay

INTRODUCED BY: Fire Chief Harry Horton

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 7.n

FOR: Approval of a pay increase to \$13.54 per hour, effective October 1, 2024, for Firefighter Matthew Lloyd after becoming a certified EMT.

INTRODUCED BY: Fire Chief Harry Horton

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 7.o

FOR: Approval of Resolution for Fire Prevention Week

INTRODUCED BY:

ATTACHMENTS:

File Name

[Proclamation - Fire Prevention Week.pdf](#)

***Office of The Mayor and Board of Aldermen
Byram, MS***

OFFICIAL PROCLAMATION: FIRE PREVENTION WEEK

WHEREAS, fires are a significant cause of home injuries and deaths, and the elderly and the very young are especially at risk; and

WHEREAS, it is therefore imperative that fire prevention and safety education be prioritized, as it is essential in protecting lives and property; and

WHEREAS, Fire Prevention Week, a significant event observed each year during the week in which the 9th of October falls, is a solemn commemoration of the Great Chicago Fire of 1871 and the Peshtigo Fire of 1871, and this year, it is observed from the 6th of October through 12; and

WHEREAS, all residents of Byram, in their role as responsible citizens, must have working smoke alarms in their homes and practice fire drills so that everyone knows what to do in case of a fire; and

WHEREAS, the Byram Fire Department will conduct fire prevention and safety activities throughout the week, including fire station tours, fire safety demonstrations, and educational programs,

NOW, THEREFORE, we, the Mayor and Board of Alderman of the City of Byram, Mississippi, do now proclaim the 6th of October through 12th, 2024, as

“FIRE PREVENTION WEEK”

Dated this the 26th day of September, 2024.

Richard White, Mayor

Diandra Hosey, Mayor Pro Tem

Erma Johnson, Alderman Ward I

Roschelle Gibson, Alderman Ward V

Robert Amos, Alderman Ward III

David Moore, Alderman Ward VI

Teresa Mack, Alderman Ward IV

Roshunda Harris-Allen, Alderman At Large

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 7.p

FOR: Department Heads Monthly Reports

INTRODUCED BY: Angela Richburg, City Clerk

ATTACHMENTS:

File Name

[CC 8.2024.pdf](#)

[PD 8.2024.pdf](#)

[FD 8.2024.pdf](#)

[PW 8.2024.pdf](#)



City Clerk's Office

To: Mayor White and the Board of Aldermen

From: Angela Richburg, City Clerk

RE: Monthly update

Date: September 9, 2024

Collections for the Byram Municipal Court totaled \$56,213.85 in August which included \$26,749.44 in State assessments. The monthly total was a decrease of approximately \$30,800.00 from July.

The City Clerk's Office continues to issue letters to debtors of Court for notice of debts being turned over to the State of Mississippi Department of Revenue. In August, \$5,313.90 was collected by the Mississippi Intercept Company for Court from debtors.

The City Clerk's Office continues to work with the auditors of Carr, Riggs & Ingram answering questions for the year 2023 audit documentation and provide statistical information. This has allowed the auditors to work toward completing their review and adjustments.



BYRAM POLICE DEPARTMENT

CHIEF DAVID W. ERRINGTON

P.O. BOX 720222 ~ BYRAM, MS 39272

~ Accredited by the Mississippi Law Enforcement Accreditation Commission 2012 ~



Monthly Report

August 2024

Calls for Service	601
Murder	0
Rape	0
Robbery	0
Assaults (including domestic violence)	5
Burglary (auto, residential, business, other)	17
Vehicle Theft	2
Crashes (Roadway – Not Incl Parking Lot)	31
Citations Issued	114
Arrests	28
Misdemeanor	16
Felony	12
DUI Arrests	6
Local Warrants Served	14

Staffing:

(7) Patrol Officer Vacancies – 1 in the process.

Dispatch – Full staff

(3) Administrative/Clerical Vacancies; interviews being conducted.

Basic Incident Type Code And Description (FD1.21)	Total Fires
311 - Medical assist, assist EMS crew	18
3111 - Canceled on medical scene (CANNOT be used for fire)	1
321 - EMS call, excluding vehicle accident with injury	57
322 - Motor vehicle accident with injuries	5
323 - Motor vehicle/pedestrian accident (MV Ped)	2
324 - Motor vehicle accident with no injuries.	4
412 - Gas leak (natural gas or LPG)	2
424 - Carbon monoxide incident	1
511 - Lock-out	1
531 - Smoke or odor removal	1
551 - Assist police or other governmental agency	1
5541 - Lifting assistance (no ambulance response)	6
611 - Dispatched and cancelled en route	5
6111 - Dispatched and cancelled while leaving station	2
622 - No incident found on arrival at dispatch address	1
711 - Municipal alarm system, malicious false alarm	1
715 - Local alarm system, malicious false alarm	1
733 - Smoke detector activation due to malfunction	1
745 - Alarm system activation, no fire - unintentional	5
746 - Carbon monoxide detector activation, no CO	1
Total: 116	

Report Filters

Basic Incident Date Time: is between '8/1/2024' and '8/31/2024'

Agency Name: is in 'CITY OF BYRAM FD'

Aggregate Function Criteria

Total Fires: Is Greater Than 0

BYRAM PUBLIC WORKS DEPARTMENT MONTHLY REPORT AUGUST 2024

INSPECTION	Current Month: Aug - 24			Previous Month: Jul-24		
	Issued	Value	Fee	Issued	Value	Fee
BUILDING PERMITS	10	\$ 69,059.78	\$ 1,460.00	7	\$ 128,723.88	\$ 807.00
Residential						
New Construction				4	\$ 375,500.00	\$ 1,376.00
Remodel & Addition						
ACCESSORY-	1	\$ 40,000.00	\$ 221.00			
Permit Fee						
Commercial						
New Construction						
Commercial Remodel	2	\$ 290,688.00	\$ 3,120.00	1	\$ 2,655,000.00	\$ 17,191.00
Renovation						
commercial fee				1	\$ 1,000.00	\$ 26.00
ACCESSORY or Misc				2	\$ 37,580.00	\$ 1,521.00
Cell Tower Addition						
Rental Property						
Rental Renewal	15		\$ 1,622.00	5		\$ 1,390.00
Park Pavillon Rental						
Mobile Home						
Demolition	1	\$ 7,500.00	\$ 101.00			
Fire Suppression						
Variance Request						
Utility Release	41	\$ 225.00	\$ 1,066.00	35	\$ 431.53	\$ 910.00
Roofing	10	\$ 113,899.05	\$ 800.00	20	\$ 289,959.66	\$ 1,910.00
Banners & Signs	4	\$ 480.00	\$ 76.00	5	\$ 28,532.42	\$ 455.00
TOTAL FEES COLLECTED	84	\$ 521,851.83	\$ 8,466.00	80	\$ 3,516,727.49	\$ 25,586.00
PRIVILEGE & CONTRACTORS LICENSE	CURRENT			PREVIOUS		
New Business & Renewals	84		\$ 9,263.25	15		\$ 453.92
PLANNING / ZONING						
Public Hearings						
Conditional Use				2		\$ 533.00
Architectural Review						
Rezoning Request				1		\$ 734.00
Land Disturbance				1		\$ 76.00

SEWER	Current Month			Previous Month	
	Number	Amount		Number	Amount
Billings	3405	\$ 182,864.05		3398	\$ 182,908.17
Late Charges	1278	\$ 12,780.00		1290	\$ 12,900.00
Deposits	17	\$ 1,900.00		17	\$ 1,700.00
Sewer Refunds					
Adjustment Code		\$ 10,717.75			\$ 25,654.60
Applied Deposits		\$ (300.00)			\$ (100.00)
Payments Received	1949	\$ (197,119.63)		1990	\$ (145,060.40)
Drafts	290	\$ (13,758.50)		283	\$ (13,499.54)
Monthly Outstanding balance		\$ (2,916.33)			\$ 64,502.83
St. & SW Work Order	Completed 8/24	Open Work Orders		Completed 7/24	Open Work Orders
Tree limbs pickup	84	8		102	8
Potholes/road repair	9	25		6	35
Sinkholes		25			24
dead animals on ROW				1	
Mowing		8		3	10
PUBLIC WORKS MISC	2	12		1	13
Sewer Misc	1	3			3
LT STATION /LEAK/BREAK	6	4		7	8
Ditching/Culvert/Drainage		96		1	92
Street Signs		18			18
TOTAL	102	199		121	211

ADJUSTMENT CODE BREAKDOWN

SEWER ADJ	\$ 10,421.77
RETURN CHECK	\$ 305.98
RETURN CHECK FEE	\$ 120.00
REVERSE PENALTY	\$ (130.00)
	<u>\$ 10,717.75</u>

===== DISTRIBUTION =====									
ID	ISSUED TO	DATE	PACKET	TYPE	FEE	PENALTY	TAX	INTEREST	TOTAL
0107	BUFORD PLUMBING CO	8/30/2024	01552	Payment	25.00-				25.00-
0115	INTEGRITY ELECTRIC	8/19/2024	01544	Payment	25.00-				25.00-
0138	RODS PLUMBING	8/29/2024	01550	Payment	25.00-				25.00-
0161	BAPTIST MEDICAL CLI	8/20/2024	01545	Payment	61.00-				61.00-
0206	COPIAH BANK, NA	8/30/2024	01552	Payment	30.00-				30.00-
0213	RPM PIZZA, LLC/DOMI	8/20/2024	01545	Payment	150.00-				150.00-
0240	F MORGAN HARTZOG, C	8/20/2024	01545	Payment	20.00-				20.00-
0243	EVANS PRECAST CONCR	8/20/2024	01545	Payment	30.00-				30.00-
0245	FACTORY CONNECTION	8/29/2024	01550	Payment	20.00-				20.00-
0272	KROGER FOOD & PHARM	8/26/2024	01548	Payment	1,890.00-				1,890.00-
0296	OREILLY AUTO PARTS	8/29/2024	01550	Payment	250.00-				250.00-
0299	PET CRAZY	8/30/2024	01552	Payment	20.00-				20.00-
0309	SPECIALTY DISTRIBUT	8/22/2024	01547	Payment	1,840.00-				1,840.00-
0315	RICHARD'S FRONT WHE	8/22/2024	01547	Payment	30.00-				30.00-
0316	RAWORTH & HARVEL LL	8/20/2024	01545	Payment	30.00-				30.00-
0319	SCHWINDAMAN LAW FIR	8/20/2024	01545	Payment	20.00-				20.00-
0321	SHIRTSHOPGRAFIX	8/26/2024	01548	Payment	20.00-				20.00-
0340	SUPERIOR ASPHALT IN	8/30/2024	01552	Payment	80.00-				80.00-
0351	THORNTON TIRE & AUT	8/29/2024	01550	Payment	40.00-				40.00-
0357	TRUE NAILS & TAN	8/30/2024	01552	Payment	30.00-				30.00-
0370	WITHERS GREENHOUSE	8/26/2024	01548	Payment	20.00-				20.00-
0426	JACKSON AREA FEDERA	8/22/2024	01547	Payment	30.00-				30.00-
0433	KRISHNADEV LLC	8/29/2024	01550	Payment	250.00-				250.00-
0467	UNIVERSAL PROTECTIO	8/20/2024	01545	Payment	33.00-				33.00-

===== DISTRIBUTION =====									
ID	ISSUED TO	DATE	PACKET	TYPE	FEE	PENALTY	TAX	INTEREST	TOTAL
0479	UNITED PLUMBING & H	8/30/2024	01552	Payment	25.00-				25.00-
0496	PLATINUM PLUS RENTA	8/22/2024	01547	Payment	20.00-				20.00-
0499	CENTRAL MS TAX CONS	8/22/2024	01547	Payment	20.00-				20.00-
0509	GPS HOSPITALITY PAR	8/20/2024	01545	Payment	20.00-				20.00-
0605	SELECT AUTO SALES L	8/20/2024	01545	Payment	440.00-				440.00-
0609	ENVIRONMENT MASTERS	8/30/2024	01552	Payment	25.00-				25.00-
0613	REGIE NETWORKING SY	8/22/2024	01547	Payment	20.00-				20.00-
0614	MICROTECH INDUSTRIE	8/22/2024	01547	Payment	20.00-				20.00-
0630	TAKARA EXPRESS	8/29/2024	01550	Payment	30.00-				30.00-
0684	RICHARD'S AUTO SALE	8/22/2024	01547	Payment	20.00-				20.00-
0739	SIDING WITH STRENGT	8/29/2024	01551	Payment	25.00-				25.00-
0745	JSW, LLC DBA THE TI	8/29/2024	01550	Payment	55.00-				55.00-
0766	MCNAIR FLOOR COVERI	8/29/2024	01550	Payment	20.00-				20.00-
0772	KIM'S ALTERATIONS	8/30/2024	01552	Payment	20.00-				20.00-
0785	HOLIDAY INN EXPRESS	8/22/2024	01547	Payment	30.00-				30.00-
0936	BAKER HOLDING dba C	8/29/2024	01550	Payment	25.00-				25.00-
0939	B&G AUTOBODY & RES	8/20/2024	01545	Payment	30.00-				30.00-
1016	WALMART STORES EAST	8/20/2024	01545	Payment	1,840.00-				1,840.00-
1038	B. ELECTRIC	8/09/2024	01540	Payment	50.00-	4.75-			54.75-
1047	PAL CONSTRUCTION	8/30/2024	01552	Payment	25.00-				25.00-
1063	GOLDEN PARASOL HEAL	8/29/2024	01551	Payment	20.00-				20.00-
1077	V-DONUTS & BREAKFAS	8/20/2024	01545	Payment	30.00-				30.00-
1101	B&B ELECTRICAL & UT	8/29/2024	01550	Payment	25.00-				25.00-
1176	BERRY'S P & O, LLC	8/29/2024	01550	Payment	20.00-				20.00-

===== DISTRIBUTION =====									
ID	ISSUED TO	DATE	PACKET	TYPE	FEE	PENALTY	TAX	INTEREST	TOTAL
1191	THE BRYANT AGENCY	8/20/2024	01545	Payment	20.00-				20.00-
1208	KEYWAY SUPERSUDZ	8/29/2024	01550	Payment	20.00-				20.00-
1287	INSURANCE AUTO AUCT	8/30/2024	01552	Payment	30.00-				30.00-
1348	KEES TREES, LLC	8/30/2024	01552	Payment	25.00-				25.00-
1350	HAPPY SHOE REPAIR	8/30/2024	01552	Payment	20.00-				20.00-
1352	ONE MAIN FINANCIAL	8/30/2024	01552	Payment	30.00-				30.00-
1380	VICTRA	8/30/2024	01552	Payment	20.00-				20.00-
1385	WILLOWOOD DEVELOPME	8/20/2024	01545	Payment	30.00-				30.00-
1413	TRIDENT HLD LLC DBA	8/22/2024	01547	Payment	30.00-				30.00-
1467	BASKIN ROBBINS, BYR	8/29/2024	01550	Payment	30.00-				30.00-
1627	T AND K WHITES ELEC	8/09/2024	01540	Payment	50.00-	4.75-			54.75-
1633	BENTLEY ENTERPRISES	8/20/2024	01545	Payment	20.00-				20.00-
1648	BYRAM MS RESERVE LL	8/30/2024	01552	Payment	20.00-				20.00-
1664	MHP SECURITY, INC	8/30/2024	01552	Payment	20.00-				20.00-
1676	ROBERT CHURCH JR CP	8/22/2024	01547	Payment	20.00-				20.00-
1684	EDWARDS ELECTRIC SE	8/15/2024	01543	Payment	25.00-				25.00-
1694	EXTENDED STAY AMERI	8/29/2024	01550	Payment	130.00-				130.00-
1793	RIVER WELLNESS HOLD	8/20/2024	01545	Payment	112.50-				112.50-
1809	QUIKTRIP #7247	8/29/2024	01550	Payment	92.50-				92.50-
1811	AAA MOTOR SPORTS IN	8/29/2024	01550	Payment	75.00-				75.00-
1832	INSP GRWTH COUNSELI	8/15/2024	01543	Payment	20.00-				20.00-
1879	LAW OFFICE OF DIAND	8/20/2024	01545	Payment	20.00-				20.00-
1904	AMBIANCE LANDSCAPE	8/09/2024	01541	Payment	25.00-	4.75-			29.75-
1916	MS HEAT CHEER & TUM	8/29/2024	01550	Payment	30.00-				30.00-

===== DISTRIBUTION =====								
ID	ISSUED TO	DATE	PACKET	TYPE	FEE	PENALTY	TAX	INTEREST
								TOTAL
1920	HOMETOWN RESTORATIO	8/30/2024	01552	Payment	25.00-			25.00-
1927	CAPITAL SECURITY SY	8/30/2024	01552	Payment	150.00-			150.00-
1949	TURNKEY RESTORATION	8/28/2024	01549	Payment	25.00-			25.00-
1979	BOND BOTES & WOODS,	8/15/2024	01543	Payment	30.00-			30.00-
2015	WINDOM'S SMOKEHOUSE	8/29/2024	01551	Payment	30.00-			30.00-
2030	HND 2024 INC	8/09/2024	01540	Payment	102.50-			102.50-
2032	DECOR DESIGNS LLC	8/06/2024	01538	Payment	29.17-			29.17-
2033	MJ'S BY THE ROOM BY	8/08/2024	01539	Payment	23.33-			23.33-
2035	BOONE BEHAVIORAL HE	8/19/2024	01544	Payment	20.00-			20.00-
2039	HAYMANS ROOFING CON	8/20/2024	01546	Payment	25.00-			25.00-
2040	NEVELS ELECTRIC LLC	8/29/2024	01551	Payment	25.00-			25.00-
2041	W E YOUNG ELECT SER	8/29/2024	01551	Payment	25.00-			25.00-

===== FEE CODE TOTALS BY TYPE =====							
===== DISTRIBUTION =====							
FEE CODE	TYPE	COUNT	FEE	PENALTY	TAX	INTEREST	TOTAL
AUTO	Payment	2	60.00CR	0.00	0.00	0.00	60.00CR
CONTRACTOR	Payment	18	504.17CR	14.25CR	0.00	0.00	518.42CR
HOME OCC	Payment	3	73.33CR	0.00	0.00	0.00	73.33CR
INVENTORY	Payment	21	7,242.50CR	0.00	0.00	0.00	7,242.50CR
MFG EMPS	Payment	1	30.00CR	0.00	0.00	0.00	30.00CR
NON MFT EM	Payment	39	1,149.00CR	0.00	0.00	0.00	1,149.00CR
VEND	Payment	5	190.00CR	0.00	0.00	0.00	190.00CR

GRAND TOTAL FOR PERIOD 9,263.25CR

===== TOTALS BY TRANSACTION TYPE =====							
===== DISTRIBUTION =====							
TYPE	COUNT	FEE	PENALTY	TAX	INTEREST	TOTAL	
Payment	84	9,249.00CR	14.25CR	0.00	0.00	9,263.25CR	
TOTAL FOR PERIOD	84					9,263.25CR	

09-03-2024 07:08 AM
PERIOD: 8/01/2024 THRU 8/31/2024
ZONE: * - All Zones
REVENUE CODE: All
ADJUSTMENT CODES:

MONTHLY TRANSACTION REPORT

PAGE: 5

===== A D J U S T M E N T C O D E T O T A L S =====

TYPE	COUNT	REVENUE CODE DISTRIBUTION					
200 - SEWER ADJ	31	200-SEWER	10,421.77				
BCA - BILLING CREDIT ADJ	665	200-SEWER	20,405.72	996-UNAPPL	20,433.23	295-PENALT	27.51-
NSF - RETURN CHECK	4	200-SEWER	163.94	295-PENALT	47.22	298-SWR CL	29.82
		996-UNAPPL	47.92	300-NSFF	17.08		
NSFF - RETURNED CHECK FEE	5	300-NSFF	120.00				
RPEN - REVERSE PENALTY	13	295-PENALT	130.00-				

ADJUSTMENT CODE TOTAL FOR PERIOD 10,717.75

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: September 12, 2024 AGENDA ITEM NO: 9.a

FOR: Announcements:

- Monday, September 23rd ~ Ward IV meeting, 6:00 P.M. at City Hall
- Thursday, September 26th ~ Regular Meeting of the Mayor and Board of Aldermen, 7:00 P.M. at City Hall
- Monday, September 30th ~ Ward I Meeting, 6:30 P.M. at City Hall

INTRODUCED BY: Angela Richburg, City Clerk
