

CITY OF BYRAM
AGENDA FOR REGULAR MEETING OF THE MAYOR
AND BOARD OF ALDERMEN
THURSDAY, JANUARY 26, 2023, 7:00 PM
City Hall, 5901 Terry Road

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 include: under the Consent Agenda item p, Contract with MS Delta Shows, LLC for the Carnival for Swinging Bridge Festival, April 28 and 29, 2023, item q, \$4,300.00 for Full Moon Circus Performance at SBF on April 29 and item r, \$3,000 for Sound Check Performance at SBF on April 28 – Linda White, Deputy City Clerk
- (b)** Introduction of Ms. Latoya Jones, Receptionist / Mayor's Assistant - Mayor Richard White
- (c)** Discussion of Proposed Sports and Municipal Complex - Mr. Ron McMaster, McMaster and Assoc.

6. Approval of Consent Agenda Items

- (a)** Approval of Work Session Minutes of the Mayor and Board of Aldermen, December 5, 2022 – Linda White, Deputy City Clerk
- (b)** Approval of Work Session of the Mayor and Board of Aldermen, January 9, 2023 – Linda White, Deputy City Clerk
- (c)** Approval of Mayor and Board Meeting Minutes from January 12, 2023 - Linda White, Deputy City Clerk
- (d)** \$70.00 to MS Municipal Clerks and Tax Collectors Association, yearly membership dues (001-140-622)
- (e)** Approval of Girl Scout Troop 4243, cookie drive at City Hall (parking lot), March 4th from 2 - 6:00p.m. - Linda White, Deputy City Clerk
- (f)** Approval of Donations to be used for the Swinging Bridge Festival: Center Point Energy for \$500.00, Lewis Electric for \$500.00, Fluid Process & Pumps for \$500.00 - Linda White, City Clerk
- (g)** \$3,000.00 to Gretsch Lyles and the Modern Eldorados, SBF on April 28, 2023 (100-550-676)
- (h)** \$409.00 to Society for Human Resource Management (SHRM), yearly membership for SHRM (\$229.00) and CAHRA (180.00) dues for L. Kent (001-140-622)
- (i)** \$240.00 to FBINAA for Membership Dues for Chief D. Errington & Sgt. R. Kincaid (001-200-622)

- (j) Approval for Education Pay Rate Change due to obtaining BS Degree to \$0.64 per hour - David W. Errington, Chief**
- (k) \$552.00 Estimated Travel Expense for M. Lowe & S. Walters (\$276.00/each) to attend Tactical Arrest & Control Procedures in Meridian, MS, March 3-10, 2023 (001-200-610)**
- (l) \$1,978.00-\$795.00 to FBILEEDA registration for Sgt. Terris Thomas to attend Command Leadership Institute in Pensacola, FL, May 21-26, 2023 with \$1,183.40 estimated travel expense (001-200-610/611)**
- (m) Approval of disposal of Fire Department Radio, #000176 - Chief Fred Green**
- (n) Approval of emergency repair, lowest quote from Cooper Electric in the amount of \$9,764.52 to rebuild the pump at the Lagoon (400-700-577)**
- (o) \$8,500.00 to Drivin N Cryin, performance at SBF on April 29, 2023 (100-550-676)**
- (p) Approval of Contract with MS Delta Shows, LLC for the Swinging Bridge Festival, April 28 and 29, 2023- Linda White, Deputy City Clerk**
- (q) \$4,300.00 for Full Moon Circus Performance at SBF on April 29 (100-550-676)**
- (r) \$3,000 for Sound Check Performance at SBF on April 28 (100-550-676)**

Discussion/Action

- 7. \$446,064.00 Claims for January 4 through 18, 2023 - Linda White, Deputy City Clerk**
- 8. Acceptance of the Watkins, Ward & Stafford Audit proposal - Linda White, Deputy City Clerk**
- 9. Discussion of \$5,640.00 to Double Tree by Hilton for 10 rooms for the MML Conference, June 24-29, 2023 in Biloxi, MS - Linda White, Deputy City Clerk**
- 10. \$25.00 for each Aldermen and Mayor to attend CMO Elective Evening Classes, February 15, 2023 in Ridgeland, MS (001-100/120/611)**
- 11. Approval to hire a Public Safety Dispatcher at a rate of \$12.62 per hour with full benefits contingent upon successful completion of the hiring process - David W. Errington, Chief**
- 12. Approval to hire a certified Law Enforcement Officer at a pay rate of \$16.83 per hour with full benefits contingent upon successful completion of the hiring process - David W. Errington, Chief**
- 13. Announcements**

- Ward 3 Meeting with Alderman Robert Amos - Monday, January 30, 6:00 p.m., City Hall, 5901 Terry Road
- Mayor and Board of Aldermen Work Session – Monday, February 6, 6:30 p.m., City Hall, 5901 Terry Road
- Mayor and Board of Aldermen Meeting – Thursday, February 9, 7:00 p.m., City Hall, 5901 Terry Road

14. Adjourn

- a. Adjourn in memory of Chief David Errington's Grandfather, Mr. Vernon Wesley Errington and Dispatcher Belinda Perkins**

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING January 26,
DATE: 2023 AGENDA ITEM NO: (a)

CONSENT TO:
AGENDA:

FOR:

ACCOUNT NO:

INTRODUCED BY:

DISCUSSION: Approval to Amend the Agenda to include: under the Consent Agenda item p, Contract with MS Delta Shows, LLC for the Carnival for Swinging Bridge Festival, April 28 and 29, 2023, item q, \$4,300.00 for Full Moon Circus Performance at SBF on April 29 and item r, \$3,000 for Sound Check Performance at SBF on April 28

INTRODUCED BY: Linda White, Deputy City Clerk

BOARD ACTION:

ATTACHMENTS:

Description	Upload Date	Type	File Name
No Attachments Available			

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING January 26,
DATE: 2023 AGENDA ITEM NO: (b)

CONSENT TO:
AGENDA:

FOR:

ACCOUNT NO:

INTRODUCED BY:

DISCUSSION: Introduction of Latoya Jones, Receptionist / Mayor's Assistant

ATTACHMENTS:

Description	Upload Date	Type	File Name
No Attachments Available			

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING January 26,
DATE: 2023 AGENDA ITEM NO: (c)

CONSENT TO:
AGENDA:

FOR:

ACCOUNT NO:

INTRODUCED BY: Ron McMaster, McMaster & Associates

DISCUSSION: Discussion of Survey & Planning Services Proposed Sports and
Municipal Complex

ATTACHMENTS:

	Description	Upload Date	Type	File Name
▣	Discussion	1/12/2023	Cover Memo	Proposed_Sports.pdf



January 9, 2023

City of Byram, MS
5901 Terry Road
Byram, MS 39272

Re: Project- Survey & Planning Services Proposal
Proposed Sports and Municipal Complex
Byram, MS

Attn: Bill Miley – Public Works Director

We have reviewed the anticipated items of work for performing land surveying and planning services on the above referenced project and are prepared to submit the following proposal for your review and consideration.

Our proposed lump sum fee is defined as follows:

1. Land Surveying *\$12,500+ Expenses*

Provide land surveying and utility locating services using magnetic locators and Ground Penetrating Radar (GPR) for site development to include an ALTA survey for property. Provide a topographic survey sufficient to provide one (1) foot contour intervals for the entire site. Existing improvements and utilities to include, storm drains, sanitary sewer lines and appurtenances, water lines and appurtenances, gas lines, electrical lines, communication lines, power poles, guy wires, curbs, etc. located on, or in close proximity to, the subject parcel shall be surveyed in detail suitable for use in design of the proposed facilities.

2. Land Planning *\$10,000*

Provide land planning services for proposed site improvements to include soccer and baseball fields, parking lots, entrance and exit drives, sidewalks and pedestrian access measures, and the future municipal complex with accessory structures. Upon completion of the conceptual study and plan, final renderings and exhibits will be created for presentation to the Mayor and Board of Alderman.

A. Payment for Services:

1. No monies shall be deducted from the Fee without prior written consent.
2. 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.

B. 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. Client agrees to defend, indemnify and hold harmless the Engineer/Surveyor from all claims, damages, and expenses, including attorney's fees, arising out of any unauthorized reuse of the Engineer/Surveyor's instruments of service by the Client or by others acting through the Client. 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. Client shall indemnify and hold harmless Engineer/Surveyor from Engineer/Surveyor'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 Client.

6. In the event the Engineer/Surveyor is required by the Client or other third party 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. Client recognizes that utilities which will affect the project and project design will be located by information provided by the Client, project owner, utility companies, and others not employed by, or under supervision of the Engineer/Surveyor. In that these utility locations and sizes are based on information provided by others, the Engineer/Surveyor cannot and does not warrant their completeness and accuracy. Accordingly, the Engineer/Surveyor shall not be liable for injury or loss arising from errors, omissions or inaccuracies, in documents or other information provided to the Engineer/Surveyor by others not employed by or under supervision of the Engineer/Surveyor.

9. 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.

10. 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.

11. 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.

12. The Client recognizes that Engineer/Surveyor's fee includes an allowance for funding a variety of risks which affect the Engineer/Surveyor by virtue of his agreeing to perform services on the Client's behalf. One of these risks stems from the Engineer/Surveyor's potential for human error. The Client agrees to limit the Engineer/Surveyor's liability to the Client arising from the Engineer/Surveyor's professional acts, errors or omissions, such that the total aggregate liability of the Engineer/Surveyor to all those named shall not exceed the available proceeds of the professional liability insurance carried by the Engineer/Surveyor.

13. 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.

14. 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.

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.

City of Byram, MS
5901 Terry Rd.
Byram, MS 39272

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Sincerely,
McMaster & Associates, Inc.

A handwritten signature in blue ink, appearing to read "Ron McMaster, Jr.", is positioned above the printed name.

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

Accepted: _____

Date: _____

McMaster & Associates, Inc.

2023 RATE SCHEDULE FOR PROFESSIONAL SERVICES

Position	Hourly Rate
Principal	\$175.00
Project Engineer/Land Surveyor	\$110.00
Landscape Architect	\$100.00
Survey Crew w/equipment	\$150.00
Technician	\$90.00*
Inspector	\$60.00*
Administrative/Clerical	\$55.00*

* Hourly rates indicated for these non-exempt classifications apply to regular time. If overtime work is required to meet client's schedule, McMaster & Associates, Inc. reserves the right to negotiate overtime rates.

REIMBURSABLE EXPENSE SCHEDULE

EXPENSE	COST
Vehicle Mileage	\$0.62/mile

All other expenses, including contract reproduction/printing, travel and subsistence, parking, communications, postage, overnight mail, supplies, metal witness posts, will be reimbursed at actual cost.

Personnel List - 2023

Ron McMaster, Jr., P.E., P.S.	President/Principal
Cole Goza, E.I.	Intern Engineer
Caleb Lee, E.I.	Intern Engineer
Lanie McGuire, E.I.	Intern Engineer
Jonathan Henry, P.E.	Project Engineer
Andy McCrory	Landscape Architect
Jereme Smith	Survey Manager
Kohl Bailey	Construction/Bridge Manager
David Price	Technician
Keith Posey	Technician
Trevor Harrell	Survey Supervisor
Austin Chappell	Survey Supervisor
Frank Goins	Survey Instrument Operator
Bryce Broyles	Survey Instrument Operator
Kyle Durdin	Survey Instrument Operator
Levi Wilson	Survey Instrument Operator
Ed Marsalis	Inspector
Charles Ray	Inspector
Anna Scarborough	Office Manager

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING January 26,
DATE: 2023 AGENDA ITEM NO: (a)

CONSENT TO:
AGENDA:

FOR:

ACCOUNT NO:

INTRODUCED BY:

ATTACHMENTS:

	Description	Upload Date	Type	File Name
	minutes	1/18/2023	Backup Material	2022_12_5_WS.pdf

**CITY OF BYRAM
MINUTES FOR WORK SESSION
OF THE MAYOR AND BOARD OF ALDERMEN
MONDAY, DECEMBER 5, 2022, 6:30 PM
City Hall, 5901 Terry Road**

1. Welcome and Call to Order

2. Roll Call

Present: Richard White, Mayor
Erma Johnson, Alderman Ward I
Diandra Hosey, Alderman Ward II, Mayor Pro Tem
Robert Amos, Alderman Ward III
Teresa Mack, Alderman Ward IV
Roschelle Gibson, Alderman Ward V
David Moore, Alderman Ward VI
Angela Richburg, City Clerk
Absent: Roshunda Harris-Allen, Alderman At Large
Legal Counsel Present: Attorney Zack Giddy

3. Presented Items

a. Discussion of the December 8th Agenda - Angela Richburg, City Clerk

APPROVED: _____ Date: _____

Richard White, Mayor

ATTEST: _____ Date: _____

Angela Richburg, City Clerk

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING January 26,
DATE: 2023 AGENDA ITEM NO: (b)

CONSENT TO:
AGENDA:

FOR: Approval of Work Session of the Mayor and Board of Aldermen: January 9, 2023

ACCOUNT NO:

INTRODUCED BY: Linda White, Deputy City Clerk

ATTACHMENTS:

	Description	Upload Date	Type	File Name
📎	minutes	1/10/2023	Backup Material	2023_1_9__WS.pdf

**CITY OF BYRAM
MINUTES FOR WORK SESSION
OF THE MAYOR AND BOARD OF ALDERMEN
MONDAY, JANUARY 9, 2023, 6:30 AM
City Hall, 5901 Terry Road**

1. Welcome and Call to Order

Mayor Richard White called the Meeting to order at 6:30 p.m.

2. Roll Call

Present: Richard White, Mayor
Erma Johnson, Alderman Ward I
Diandra Hosey, Alderman Ward II, Mayor Pro Tem
Robert Amos, Alderman Ward III
Roschelle Gibson, Alderman Ward V
Angela Richburg, City Clerk
Absent: Teresa Mack, Alderman Ward IV
David Moore, Alderman Ward VI
Roshunda Harris-Allen, Alderman At Large
Legal Counsel Present: Attorney Zack Giddy

3. Presented Items

- a. Discussion of the January 12, 2023 Agenda**
- b. Lighting on Siwell Road**
- c. Noise Ordinance**

4. Adjourn at 6:58 p.m.

APPROVED: _____ Date: _____
Richard White, Mayor

ATTEST: _____ Date: _____
Angela Richburg, City Clerk

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING January 26,
DATE: 2023 AGENDA ITEM NO: (c)

CONSENT TO:
AGENDA:

FOR: Approval of Mayor and Board Meeting Minutes from January 12, 2023

ACCOUNT NO:

INTRODUCED BY: Linda White, Deputy City Clerk

ATTACHMENTS:

	Description	Upload Date	Type	File Name
📎	minutes	1/23/2023	Backup Material	2023_1_12.pdf

**CITY OF BYRAM
MINUTES FOR REGULAR MEETING
OF THE MAYOR AND BOARD OF ALDERMEN
THURSDAY, JANUARY 12, 2023, 7:00 PM
City Hall, 5901 Terry Road**

1. Welcome and Call to Order

Mayor Richard White called the meeting to order at 7:00 p.m.

2. Invocation

3. Pledge of Allegiance

4. Roll Call

Present: Richard White, Mayor
Erma Johnson, Alderman Ward I
Diandra Hosey, Alderman Ward II, Mayor Pro Tem
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. Presentation and Approval of Resolution for Hazard Mitigation Plan - Ms. Lesley Callender, Sr. Transportation Planner, CMPDD

Motion to Approve the Resolution with the correction of Alderman Ward 3 information within the Hazard Mitigation Plan

Moved By: Alderman Hosey

Seconded By: Alderman Amos

MOTION Passed

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

6. Approval of Consent Agenda Items

Motion to approve items a through l

Motion to Approve

Moved By: Alderman Harris-Allen

Seconded By: Alderman Hosey

MOTION Passed

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

**(a) Approval of Mayor and Board Meeting Minutes from December 8, 2022-
Angela Richburg, City Clerk**

- (b) **Approval to extend the COVID-19 Proclamation and Policies - Angela Richburg, City Clerk**
- (c) **\$831.00 - \$200.00 to Extension Center for Governmental & Community Development, registration for C Elabor to attend Certified Municipal Clerks Training on Feb. 15 - 17, 2023 in Ridgeland, MS with estimated travel expenses of \$631.00 (001-140-610-611)**
- (d) **Approval for Angela Richburg to attend the IIMC Board of Directors Meeting in Rancho Cucamonga, CA on Jan. 26 - 29, 2023 (all expenses are paid by IIMC)**
- (e) **\$1,652.00 to National League of Cities, renewal of membership dues (001-195-622)**
- (f) **\$13,200.00 (deposit \$6,600.00) to Pyro Shows for 2 nights of fireworks, SBF 2023 ((100-500-676)**
- (g) **\$2,747.00 (\$1,373.50 deposit) to All Seasons for tents, chairs, lights and fans for SBF 2023 (100-550-640)**
- (h) **\$190.00 to International Association of Chiefs of Police, renewal of yearly membership for Chief D. Errington (001-200-622)**
- (i) **Approval of the lowest quote from Federal Signal Corp. for Emergency Equipment for two (2) Dodge Chargers in the amount of \$6,630.00 (001-200-903)**
- (j) **\$1,435.00 to Virtual Academy for employee online training (001-200-611)**
- (k) **\$350.00 to National Fire Protection Assoc., renewal of annual membership dues for F. Green and M. Sterling (001-260-622)**
- (l) **\$150.00 to Alderman Gibson, reimbursement to attend the MS Black Caucus LEO Mid-Winter Conference, January 8 & 9 in Jackson, MS (001-100-611)**

Discussion/Action

- 7. **\$528,294.87 Claims for November 30 through January 4, 2023 - Angela Richburg, City Clerk**
Motion to Approve
 Moved By: Alderman Hosey
 Seconded By: Alderman Gibson
 MOTION Passed
 Ayes: Johnson, Hosey, Amos, Mack, Gibson, Moore, Harris-Allen
- 8. **Discussion of Audit - Angela Richburg, City Clerk**
 No Action Taken

9. **Approval to hire a Receptionist/Mayor's Assistant at \$15.38 per hour with full benefits, contingent upon the successful completion of the hiring process – Angela Richburg, City Clerk.**

Motion to hire Latoya Jones as Receptionist/Mayor's Assistant at \$14.90 per hour with full benefits, contingent upon the successful completion of the hiring process.

Moved By: Alderman Hosey

Seconded By: Alderman Gibson

MOTION Passed

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

10. **Approval to promote a Firefighter to the rank of Captain - Fire Chief Fred Green**

Motion to promote Firefighter Calvin Irving to the rank of Captain at an hourly rate of \$13.47, effective January 14, 2023

Moved By: Alderman Gibson

Seconded By: Alderman Mack

MOTION Passed

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

11. **Departments' Monthly Report**

No Action Taken

12. **Announcements**

13. **Adjourn**

Motion to adjourn at 7:35 p.m.

Moved By: Alderman Gibson

Seconded By: Alderman Johnson

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:

January 26,
2023

AGENDA ITEM NO: (d)

CONSENT
AGENDA: \$70.00

TO: MS Municipal Clerks and Tax
Collectors Association

FOR: yearly membership dues

ACCOUNT NO: 001-140-622

INTRODUCED BY: Linda White, Deputy City Clerk

ATTACHMENTS:

	Description	Upload Date	Type	File Name
📎	membership	1/23/2023	Backup Material	membership.pdf.pdf

Mississippi Municipal Clerks and Collector's Association

Attn: Lauren Stewart
P.O. Box 647
Laurel, MS 39441

INVOICE



TO:

Byram

Angela Richburg

Mississippi Municipal Clerks and Collector's
Association
Membership Dues

DESCRIPTION	AMOUNT
Municipal Clerk & One Deputy or Clerk of Council Each Additional Deputy (1)	
TOTAL	\$70.00

POPULATION	MUNICIPAL CLERK & ONE DEPUTY OR CLERK OF COUNCIL	EACH ADDITIONAL DEPUTY
UNDER 1,000	\$20.00	\$2.50
1,001 - 2,500	\$30.00	\$2.50
2,501 - 5,000	\$40.00	\$2.50
5,001 – 7,500	\$50.00	\$2.50
7,501 – 10,000	\$60.00	\$2.50
10,001 – 20,000	\$70.00	\$2.50
20,001 – 30,000	\$80.00	\$5.00
30,001 – 40,000	\$90.00	\$5.00
40,001 - 50,000	\$100.00	\$5.00
Over 50,000	\$110.00	\$5.00

Make all checks payable to

Mississippi Municipal Clerks and Collector's Association

Attn: Lauren Stewart
P.O. Box 647
Laurel, MS 39441

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING January 26,
DATE: 2023 AGENDA ITEM NO: (e)

CONSENT TO:
AGENDA:

FOR:

ACCOUNT NO:

INTRODUCED BY: Linda White, Deputy City Clerk

DISCUSSION: Approval of Girl Scout Troop 4243, cookie drive at City Hall (parking lot), March 4th from 2 - 6:00 p.m.

ATTACHMENTS:

Description	Upload Date	Type	File Name
No Attachments Available			

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING January 26,
DATE: 2023

AGENDA ITEM NO: (f)

CONSENT
AGENDA:

TO:

FOR: Approval of Center Point Energy donation of \$500.00 to the Swinging Bridge Festival

ACCOUNT NO:

INTRODUCED BY: Linda White, Deputy City Clerk

ATTACHMENTS:

Description	Upload Date	Type	File Name
No Attachments Available			

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: January 26,
2023

AGENDA ITEM NO: (g)

CONSENT
AGENDA: \$3,000.00

TO: Gretsch Lyles and the Modern
Eldorados

FOR: SBF entertainment

ACCOUNT NO: 100-550-676

INTRODUCED BY: Linda White, Deputy City Clerk

ATTACHMENTS:

	Description	Upload Date	Type	File Name
	contract	1/23/2023	Backup Material	SBF_Contract.pdf

Performance Agreement for “Gretsch Lyles and The Modern Eldorados”
Venue/Location and Address: _____

Date of Performance: _____

Artist/Band Representative: **Gayle D. Johnson**

251 604 8362 (c)

gaylejohnson1129@gmail.com

This contract is for the professional services of musicians and entertainers known as “Gretsch Lyles and The Modern Eldorados”, herein referred to as “Artist”, on an agreed upon date and time, herein called “engagement” and engaged by “Purchaser”. Once executed, both parties agree to be bound by the terms herein, and any and all riders attached hereto.

Communication: The Purchaser recognizes Gayle D. Johnson as the band’s representative and will direct all business related matters to said representative directly, unless directed by the Artist to a designated secondary representative. Purchaser shall direct all comments, criticisms, and requests relating to the performance or the professional conduct of the Artist/Band directly to said representative. Purchaser will assign a designated point of contact available upon Artist’s arrival for load in.

Rider and Attachments: Any attached Performance Agreement Rider (the "RIDER") and any other attachments or exhibits to this Agreement are incorporated in this Agreement by reference.

Merchandise: Artist shall have the right to display and sell Artist’s merchandise. Artist will retain 100% of merchandise sales. A high traffic/visibility area in which to display Artist’s merchandise is required.

Complimentary Tickets: Unless otherwise agreed, Purchaser will allow 2 guests per band member, with a maximum of 14 tickets.

Security: Purchaser will provide adequate security so as to guarantee the safety of the audience and the Artist.

Dressing Room/Hospitality: Purchaser will provide a safe, clean, private dressing room with locks, large enough for six to ten people. Room shall be available to the Artist from sound check, pre-show to one hour after the engagement. Purchaser will be responsible for security of the private room and Artist’s property contained within. Purchaser will provide an allowance of bottled water/non-alcoholic beverages in the dressing rooms **and** (water) on stage for the sole use of band and crew.

Background Music: Artist will approve **ALL** background music played before and after the Artist's performance. Background music shall be in a similar style as the Artist. **NO RAP MUSIC.**

Advertising and Promotions: To ensure success of event, it is imperative that the event is properly promoted. It is highly recommended that the Purchaser make full use of promotional materials supplied by the Artist including concert posters, official Artist logo, Artist bio, mp3's and high resolution publicity photographs are downloadable on Artist's website: www.themoderneldorados.com. **If the Purchaser chooses to use create their own promotional materials for the event, the Artist is to have final approval.**

Licenses and Fees: Purchaser agrees to purchase all licenses/permits and pay all fees associated with the engagement, and to obtain any licenses/permits required for Artist/Band to legally perform at the engagement.

Extended Performance Time: In the event that Artist is requested to perform more than the amount of time specified, Purchaser agrees to pay the Artist a pro-rated amount in addition to that which is agreed upon for the engagement.

Change of Venue: Any change of venue or performance location must be approved by Artist, or Artist's representative, and made in a timely manner so as not to compromise load in, set up, sound check, or start time.

Artist Set Up Time and Sound Check: Artist must have adequate time prior to start time for load in, set up, and sound check. Unless otherwise specified by the Artist, this should be two to three hours prior to show time. If any problems with house/Purchaser-provided equipment occur, these problems must be corrected by the completion of sound check, and any delays will not negatively affect the agreed upon engagement fee or Artist's good standing with Purchaser.

Insurance: Purchaser will obtain and maintain, at it's own expense, adequate personal injury and property damage liability insurance coverage. Purchaser is responsible for any and all damage to Artist/Band's instruments and equipment caused by Purchaser, Purchaser's guests, employees, patrons and customers. Purchaser is also responsible for damages as a result of faulty electrical supply, leaks, unsound stage area, and fire or natural disaster damage.

Cancellation: If Purchaser cancels the performance less than 30 days before the performance, Purchaser will pay Artist 50% of the guaranteed fee for the performance. If Purchaser cancels the performance less than 14 days before the performance, Purchaser will pay Artist 100% of the guaranteed fee for the performance. The parties agree that such payments are reasonable in light of anticipated or actual harm caused by the cancellation and the difficulties of proving the actual damages to Artist. If Artist is entitled to a deposit payment as provided in the Payment section of this Agreement, and the deposit has not been paid within the time specified, Artist will have the right to terminate this Agreement without any further obligation. **Artist reserves right to refuse to perform engagements in un-safe conditions or inclement weather conditions when, in the Artist's judgment, these conditions would be detrimental to Artist's personal safety, equipment, or instruments.**

Sound System and Lighting: Adequate power supply is required. Stage area must be no further than 100 feet from electrical supply. Required three to four 30 amp lines of 110 volt AC. It is possible, for certain events that the Artist can provide a P.A. system. In the event that the Purchaser agrees to provide a sound system, system must be at **NO** cost to Artist and meet the following minimum requirements: see attached RIDER.

Stage: Stage or risers must be a minimum of 12'x16' and set up/prepared prior to Artist's load in time. Stage should be level. **NO GRASS SURFACES.** If this is an outdoor engagement, adequate stage cover is required.

Video and Audio Taping: Purchaser will not arrange for video or audiotaping or live broadcast without first receiving written approval from Artist.

Directions to Venue/Location: Purchaser will provide accurate directions and/or a map to engagement location with the return of this agreement. This is to insure the prompt arrival of Artist/Band. It is to the Purchaser's advantage to provide accurate and detailed directions.

Terms of Payment: The fee for this engagement will be \$_____ of which \$_____ is required as a retainer. It is encouraged that an executed contract from both parties be received within 3 business days in order to confirm booking. **Retainers are non-refundable.** Payments are to be made by cash, money order or certified funds, made payable to **STARLINE MUSIC, LLC. No Personal checks accepted.** Balance is due **UPON ARRIVAL** at engagement, or prior to start of (each) performance for multiple engagements. In the case of percentage fees, or any other special agreements between Purchaser and Artist, terms may be found in an attached RIDER.

This agreement between Purchaser and Artist is hereby executed and agreed upon this _____ day of _____, 20____.

Signature of Purchaser

Printed Name of Purchaser _____

DBA: Purchaser

Address _____

City, State, Zip _____

Phone _____

Fax _____

Email _____

Purchaser's On-Site Point of Contact (for day of event)

Name and phone # _____

Starline Music, LLC
DBA: Gretsch Lyles and The Modern Eldorados
Attn: Gretsch Lyles
45714 Red Hill Road
Bay Minette, AL 36507

Booking line: 800-849-3511
You may also contact us at
www.themoderneldorados.com

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING
DATE:

January 26,
2023

AGENDA ITEM NO: (h)

CONSENT
AGENDA: \$409.00

TO: SHRM

FOR: yearly membership dues, L. Kent

ACCOUNT NO: 001-140-622

INTRODUCED BY: Linda White, Deputy City Clerk

ATTACHMENTS:

	Description	Upload Date	Type	File Name
📎	membership	1/20/2023	Backup Material	membership.pdf

Renew Memberships

LK

Ledireada Kent
To Linda White

↩ Reply

↩ Reply All

→ Forward

Fri 1/20/



MEMBERSHIP ▾

CREDENTIALS ▾

MERCHANDISE

RESOURCES ▾

LEARNING ▾

EVENTS



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Shopping Cart

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Help empower HR professionals...

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PRODUCT

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AMOUNT

PROFESSIONAL
MEMBERSHIP

PROFESSIONAL MEMBERSHIP

Professional Membership

\$229.00

1

\$229.00

Professional - Dual Membership - Capital
Area HRA

\$180.00

1

\$180.00

[Edit](#) | [Remove](#)

Order Summary

SUBTOTAL 1 item

\$409.00

☐ Celebrate 75 Years With SHRM By
Donating \$0.75 Cents To The SHRM
Foundation!

PROCEED TO CHECKOUT

Have a Promo Code?



CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: January 26,
2023

AGENDA ITEM NO: (i)

CONSENT
AGENDA: \$240.00

TO: FBINAA, ATTN: Membership,
FBI Academy, Bldg. 8-102-Quantico,
VA 22135

FOR: Yearly Renewal Dues for Chief Errington & Sgt. R. Kincaid

ACCOUNT NO: 001-200-622

INTRODUCED BY: David W. Errington, Chief

DISCUSSION: Yearly Renewal FBINAA Membership Dues.

ATTACHMENTS:

	Description	Upload Date	Type	File Name
▣	2023 FBINAA DUES	1/20/2023	Cover Memo	2023_FBINAA_DUES_CHIEF_AND_KINCAID.pdf

Ayn Reed

From: David Errington
Sent: Wednesday, January 18, 2023 3:09 PM
To: Ayn Reed
Subject: Fwd: [External]FBINAA 2023 Renewal Invoice

Get [Outlook for iOS](#)

From: membership@fbinaa.org <membership@fbinaa.org>
Sent: Wednesday, January 18, 2023 2:39:06 PM
To: David Errington <derrington@byram-ms.us>
Subject: [External]FBINAA 2023 Renewal Invoice



Member Name: David Wayne Errington

Invoice/Member #: 51677

Date: 1/18/2023

Dues:

FBINAA National Dues - 100.00
Mississippi Chapter - 20.00

TOTAL DUE: 120.00

This is your 2023 FBINAA Membership Dues invoice. The FBI National Academy Associates, Inc. is a private nonprofit organization and is not part of the Federal Bureau of Investigation or acting on the FBI's behalf. The FBINAA dues term runs annually January through December (not anniversary). Renew by January 31, 2023, and be eligible for the January incentives. According to our records your membership expired on January 1, 2023.

If this invoice is incorrect (missing a chapter or is incorrect), you have questions, &/or need payment assistance- please contact the Membership Engagement Office via e-mail: membership@fbinaa.org.

FOR ONLINE PAYMENTS: Go to www.fbinaa.org. After logging in, select the "Renew Now" button, and

follow the prompts. If you've forgotten your login, select the forgot password prompt to receive an email response (check spam folder if not). Be sure to verify your preferred mailing address before leaving the website after processing online payments.

FOR CHECK PAYMENTS: Agency checks must reference the member's name or include a copy of this invoice. Please make checks payable, in US dollars, to FBINAA and mail to: FBINAA, Attn: Membership, FBI Academy, Bldg. 8-102, Quantico, VA 22135

Thank you for your continued membership.

This email was sent to derrington@byram-ms.us.

[Manage communication preferences](#)

FBINAA is located at FBI Academy Quantico, VA 22135

If you need any assistance, please reach out to membership at membership@fbinaa.org or 703-632-1994

Connect with us:



THIS EMAIL IS FROM AN EXTERNAL SENDER. DO NOT click links, open attachments, or provide any information if the sender is unknown or the email is unexpected.



FBI National Academy Associates
Quantico, VA 22135
703-632-1944
Tax ID: 52-6080524

Dues Invoice

Member Name: Ricardo Montez Kincaid

Member ID: 72661

Item:	BillAmount:
Mississippi Chapter	20.00
FBINAA National Dues	100.00
	120.00
	120.00

Thank you for being a member of the World's Strongest Law Enforcement Leadership Network. For dues being paid via check, agency checks must include the members name on the check stub or include a copy of this invoice.

Please make checks payable, in US dollars, to FBINAA and forward to:

FBINAA
FBI National Academy
Bldg. 8-102
Quantico, VA 22135

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING January 26,
DATE: 2023

AGENDA ITEM NO: (j)

CONSENT
AGENDA:

TO:

FOR: Increase in Education Pay Rate

ACCOUNT NO:

INTRODUCED BY: David W. Errington, Chief

DISCUSSION: Request Approval in Education Pay Rate due to Commander K. Turner obtaining his Bachelor of Science Administration of Justice to \$0.64/hour.

ATTACHMENTS:

	Description	Upload Date	Type	File Name
📎	Education	1/20/2023	Backup Material	2023_ED_PAY_K_TURNER.pdf



BYRAM POLICE DEPARTMENT

EID: 0019

PERSONNEL ACTION NOTICE FORM

If you are changing or updating your information, you shall fill in the new information on this form.

Date: 01/13/2023 SSN: [REDACTED] Rank/Position: Commander, Uniformed Ops
Employee Name: Turner, Kevin Ray Date of Birth: [REDACTED]
(Last, First, Middle)
Address: [REDACTED] Apt.#: [REDACTED] City: [REDACTED] State: MS Zip: 39056

Computer Usage

☐ Login ☐ RMS ☐ PowerDMS ☐ Email ☐ Identix

Police Specific Requirements

☐ Application for Certification ☐ Termination/Reassignment Report ☐ ID/Commission ☐ Electronic Access Card

TYPE OF ACTION		TYPE OF CHANGE	
☐ New Hire	☐ Return from Layoff	☒ Salary Change	☐ Personal Info. Only
☐ Transfer	☐ Rehire	☐ Grade Level	☐
☐ Promotion	☐ Termination	☐ Job Title	☐
☐ Leave of Absence (LOA)	☐ LOA Return	☐ Status	☐

EMPLOYMENT / CHANGE INFORMATION

	Status FT/PT	Job Title	Pay Rate (Hourly)	Edu. Pay (Hourly)	Exempt / Non-Exempt	Effective Date
Current	FT	Commander, Uniformed Operations	26.45	0.32		08/23/2021
New	FT	Commander, Uniformed Operations	26.45	0.64		01/30/2023

Comments: Commander Turner received his Bachelor of Science-Administration of Justice Degree. BOA 01/26/2023

If BOA required, notate date of approval.

TERMINATION / LEAVE OF ABSENSE

☐ Resigned in good standing/eligible for re-hire	☐ Resigned in good standing/ineligible for re-hire
☐ Resigned prior to, during or at the conclusion of an investigation	☐ Resigned in lieu of termination
☐ Discharged/Terminated	☐ Reassigned to other duties
☐ Retired	☐ Deceased
☐ Other (Explain):	Effective Date:

Comments:

If BOA required, notate date of approval.

Employee Signature: [Signature] Date: 01/13/2023 Prepared by: Ayn Reed
Chief Signature: [Signature] Date: 01/13/2023 Date to HR:



On the recommendation of the Faculty
the Board of Trustees has conferred upon

Kevin Ray Turner, Jr.

the degree of

Bachelor of Science

Administration of Justice

with all the rights, privileges and responsibilities appertaining thereto.
In witness whereof, our signatures are hereunto affixed at Clinton, Mississippi,
this sixteenth day of December, A.D. 2022.

D. Lane D. Staring
Chairman, Board of Trustees

[Signature]
Dean



[Signature]
President

[Signature]
Provost

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING
DATE:

January 26,
2023

AGENDA ITEM NO: (k)

CONSENT
AGENDA: \$552.00

TO:

FOR: \$276.00/each Per Diem for Det. Lowe & Officer Walters

ACCOUNT NO: 001-200-610

INTRODUCED BY: David W. Errington, Chief

ATTACHMENTS:

	Description	Upload Date	Type	File Name
▣	travel	1/23/2023	Backup Material	Travel_memo_(002).docx.pdf
▣	travel	1/23/2023	Backup Material	Training.pdf

CITY OF BYRAM
REQUEST FOR ESTIMATED
TRAVEL EXPENSES

All travel expenses must have Department Head and Board
approval **prior** to commencement of travel.

Person Traveling: Officer Myles Lowe

Department: Police

Account #: 001-200-610

Department Head Approval:

x David [Signature]

City Clerk: _____

Dates of Travel: 03-05-2023/03-10-2023

Reason for Travel: Tactical Arrest & Control Procedures

Destination: RCTA - Meridian, MS

Mode of Transportation: Private _____ City X

Total Miles: _____ 0.58 per mile _____ 0.00

Airfare: _____

Rental Car: _____ Days @ \$ _____ per day _____

Lodging: _____ # Nights x _____ \$0.00

Hotel to send prepayment to: _____ Confirmation _____

Address: _____

Meals: _____ 6 46 _____ \$276.00

Extra Costs: _____

Total not to exceed per diem per day unless otherwise Approved By:

Department Head _____

City Clerk _____

Purchasing Clerk _____

Total _____ \$276.00

_____ 0

A RETURN FROM TRAVEL FORM

Is to be filled out & turned into Purchasing Clerk within 5 days of returning to work.

CITY OF BYRAM
REQUEST FOR ESTIMATED
TRAVEL EXPENSES

All travel expenses must have Department Head and Board
approval **prior** to commencement of travel.

Person Traveling: Officer Myles Lowe

Department: Police

Account #: 001-200-610

Department Head Approval:

David [Signature]

City Clerk: _____

Dates of Travel: 03-05-2023/03-10-2023

Reason for Travel: Tactical Arrest & Control Procedures

Destination: RCTA - Meridian, MS

Mode of Transportation: Private _____ City X

Total Miles: _____ 0.58 per mile _____ 0.00

Airfare: _____

Rental Car: _____ Days @ \$ _____ per day _____

Lodging: _____ # Nights x _____ \$0.00

Hotel to send prepayment to: _____ Confirmation _____

Address: _____

Meals: 6 46 \$276.00

Extra Costs: _____

Total not to exceed per diem per day unless otherwise Approved By:

Department Head _____

City Clerk _____

Purchasing Clerk _____

Total \$276.00

0

A RETURN FROM TRAVEL FORM

Is to be filled out & turned into Purchasing Clerk within 5 days of returning to work.

Tactical Arrest and Control Procedures

Classes

7690

Bay St. Louis Community Hall MS
Bay St. Louis, Mississippi
02/13/23 - 02/17/23

7692

Regional Counterdrug Training
Academy MS NAS Meridian,
Mississippi
03/06/23 - 03/10/23

[Click to Register](#)

7669

Camp Shelby MS Hattiesburg,
Mississippi
10/03/22 - 10/07/22

7646

Lafayette Parish Sheriff's Office
Training Center LA Scott,
Louisiana
10/24/22 - 10/28/22

7658

Coral Gables Public Safety
Building FL Coral Gables, Florida
11/14/22 - 11/18/22

7661

Houston Police Department
Tactical Village TX Houston,
Texas
12/05/22 - 12/09/22

Description

Length: 5 Days (40 Hours)

Designed For: This course is designed for all active sworn and certified state or local law enforcement officers who are currently serving on a tactical team or full time narcotics with duties involving serving drug search warrants.

Prerequisites: None

Description: Tactical Arrest and Control Procedures (TACP) will compliment any departments existing defensive tactics. The real-world techniques, tactics and procedures are easily digested, easy to teach and employ. This gives the organizations the ability to customize and evolve their defensive tactics gradually. TACP helps agencies develop realistic, safe, scenarios and drills that allow students to evolve their decision-making process under stress. This course is a realism based, task-specific system designed to bridge the gap between foundation training and the unique needs of the modern day tactical team. This course is designed to teach critical tactics to ensure officer survival and that the lowest level of force option is used. The course covers force continuum, weapon retention and transition and technique linkage.
Reference ATP 3-39.35

****This is an advanced course that requires a high level of physical conditioning. All students are required to be a part of a SRT/SWAT team or serve narcotics search warrants. Simmunitions are used at the end of the course during force on force scenarios. To be considered for this training or exemptions, contact Chad Pittman at (601) 818-0948.**

Recommended Attire & Equipment to bring for Participants:

1. Plate carrier / Duty vest
2. Duty/gun belt (Glock 17 sim guns are used during training scenarios)
3. Concealed carry holster (if applicable)
4. Helmet if applicable
5. Training uniform (Casual pants and t-shirt that allows for free movement.)
6. Rifle Sling
7. Flat Soled Shoes

Taught by certified members of the Mississippi Counterdrug Program

CITY OF BYRAM
REQUEST FOR ESTIMATED
TRAVEL EXPENSES

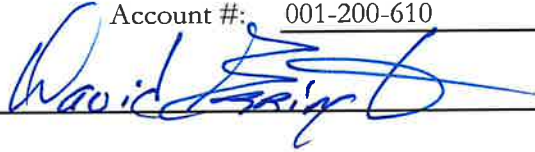
All travel expenses must have Department Head and Board
approval **prior** to commencement of travel.

Person Traveling: Officer Shawn Walters

Department: Police

Account #: 001-200-610

Department Head Approval: _____



City Clerk: _____

Dates of Travel: 03-05-2023/03-10-2023

Reason for Travel: Tactical Arrest & Control Procedures

Destination: RCTA - Meridian, MS

Mode of Transportation: Private _____ City X

Total Miles: _____ 0.58 per mile _____ 0.00

Airfare: _____

Rental Car: _____ Days @ \$ _____ per day _____

Lodging: _____ # Nights x _____ \$0.00

Hotel to send prepayment to: _____ Confirmation _____

Address: _____

Meals: _____ 6 46 \$276.00

Extra Costs: _____

Total not to exceed per diem per day unless otherwise Approved By:

Department Head _____

City Clerk _____

Purchasing Clerk _____

Total _____ \$276.00

_____ 0

A RETURN FROM TRAVEL FORM

Is to be filled out & turned into Purchasing Clerk within 5 days of returning to work.

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: January 26,
2023

AGENDA ITEM NO: (I)

CONSENT
AGENDA: \$1,978.00

TO: FBI-LEEDA, INC. - 5 Great
Valley Parkway, Suite 359-Malvern,
PA 19355

FOR: Sgt. T. Thomas to attend FBILEEDA CLI Class in Pensacola, FL

ACCOUNT NO: 001-200-610/611

INTRODUCED BY: David W. Errington, Chief

ATTACHMENTS:

	Description	Upload Date	Type	File Name
▣	FBILEEDA CLI SGT. T THOMAS	1/20/2023	Cover Memo	2023_FBILEEDA_T_THOMAS_0523.pdf

CITY OF BYRAM
REQUEST FOR ESTIMATED
TRAVEL EXPENSES

All travel expenses must have Department Head and Board
approval **prior** to commencement of travel.

Person Traveling: Sgt. Terris Thomas

Department: Police

Account #: 001-200-610

Department Head Approval: _____

City Clerk: _____

Dates of Travel: 05-21-23/05-26-23

Reason for Travel: FBI-LEEDA Command Leadership Institute Training

Destination: Pensacola, FL

Mode of Transportation: Private _____ City X

Total Miles: _____ 0.58 per mile _____ 0.00

Airfare: _____

Rental Car: _____ Days @ \$ _____ per day _____

Lodging: _____ 5 # Nights x _____ \$169.48 _____ \$847.40

Hotel to send prepayment to: Courtyard Pensacola Downtown Confirmation 71185529

Address: 700 E. Chase St. Pensacola, FL 32502 850-439-3330

Meals: _____ 6 _____ 56 _____ \$336.00

Extra Costs: _____

Total not to exceed per diem per day unless otherwise Approved By:

Department Head _____

City Clerk _____

Purchasing Clerk _____

Total \$1,183.40

0

A RETURN FROM TRAVEL FORM

Is to be filled out & turned into Purchasing Clerk within 5 days of returning to work.

Enter search criteria.



10

MENU

CLI - Pensacola, FL 5/2023

 Register  Map this Event  Tell a Friend (/members/send.asp?event=1621252)



5/22/2023 to 5/26/2023

When: Monday, May 22, 2023
8: 30 AM

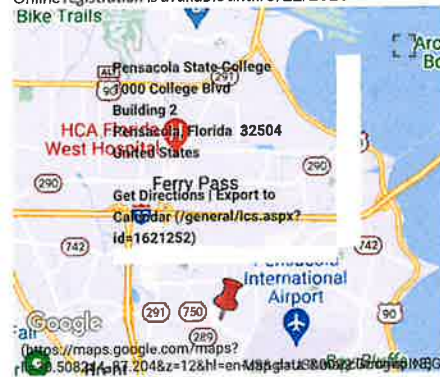
Where: [Map this event »](#)
Pensacola State College
1000 College Blvd
Building 2
Pensacola, Florida 32504
United States

Contact: Robert Goley
rgoley@pensacolastate.edu (mailto:rgoley@pensacolastate.edu)
850 484 1538

You registered for this event on 12/12/2022

Register

Online registration is available until: 5/22/2023



« [Go to Upcoming Event List \(/events/event_list.asp\)](/events/event_list.asp)

The Command Leadership Institute (CLI) is part two of the three-step leadership series that makes up the FBI-LEEDA Trilogy. The CLI is a dynamic and challenging program uniquely designed to prepare law enforcement leaders for command level positions.

The Command Leadership Institute provides real-life, contemporary, best-practice strategies and techniques for those who are already commanders or are aspiring to a command level assignment. CLI faculty members are passionate instructors who have executive level law enforcement and leadership experience.

CLI students will be engaged in such topics as: credibility, command discipline, liability, problem employees, and leading change within an organization. The Command Leadership Institute is student-centered with a high degree of student involvement.

The cost of the Command Leadership Institute is \$795.

FBI-LEEDA will send you a tuition invoice six-weeks prior to the start date of the class. To make special payment arrangements prior to being invoiced please email Finance at finance@fbileeda.org (mailto:finance@fbileeda.org).

- The registration fee includes the cost of the training and course materials; the fee does not include meals or travel expenses.
- Sworn and professional law enforcement staff are welcome to all FBI-LEEDA classes. You do not have to be a member to attend a class.
- Each student must register for classes under their own Username and Account.
- There are no prerequisites for this course; Trilogy courses can be taken in any order.
- A workbook will be provided; laptop is optional.
- Dress is business casual.
- This course is 28 contact hours.

For further information regarding this or any other FBI-LEEDA class, please contact FBI-LEEDA at 1-877-772-7712

Cancellation Policy: FBI-LEEDA, Inc. makes every attempt to complete all of our scheduled courses, however, we may have to postpone or cancel any course because of insufficient paid enrollment, host agency request, or for any unforeseen circumstance, such as weather or illness. If FBI-LEEDA postpones or cancels a course, the student will have the option of enrolling in another course or be refunded the course registration fees in full. Re-enrollment must be done within 30 days from date of cancellation or a refund will be issued. FBI-LEEDA is not responsible for any travel costs or fees incurred by the student for any cancelled or postponed course. A student may request to be withdrawn from any course by emailing the finance department at finance@fbileeda.org (mailto:finance@fbileeda.org) at least two business days prior to the start of the course. A \$75 cancellation fee will be applied to refunds for student-initiated cancellations. Refunds will not be issued for no-shows. **All registration fees must be paid in full prior to the start of the course.**

FBI-Law Enforcement Executive Development Association is a private non-profit organization and is not part of the Federal Bureau of Investigation or acting on its behalf.

Contact Us

Phone: 1-877-772-7712 or 484-321-7821
 Fax: 610-644-3193
 Email: info@fbileeda.org

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(<https://www.instagram.com/fbileeda/>)

Searchable: <http://fbileeda.org/#!/search>
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 Feedback
 Submit a Request for a Course
 Submit a Request for a Course

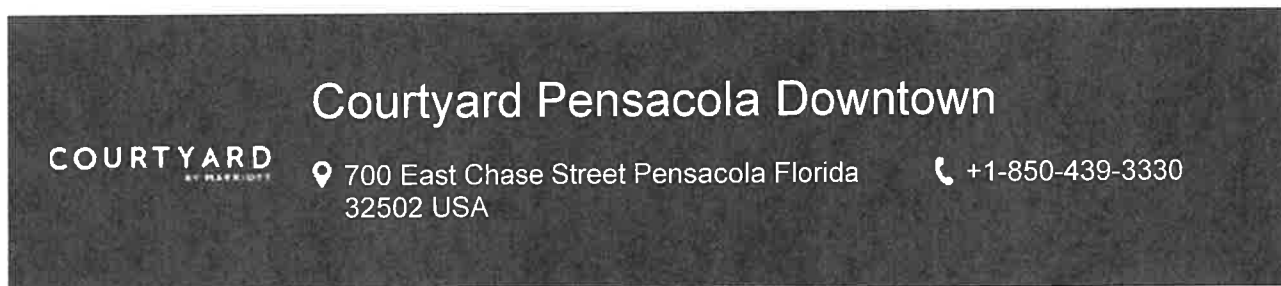
Ayn Reed

From: Linda White
Sent: Wednesday, December 21, 2022 4:30 PM
To: Ayn Reed
Subject: FW: [External]Reservation Confirmation #71185529 for Courtyard Pensacola Downtown

Linda White, CMC
City of Byram
Post Office Box 720222
Byram, MS 39272
601-372-7746 ext. 102

From: Courtyard By Marriott Reservations <reservations@res-marriott.com>
Sent: Wednesday, December 21, 2022 4:30 PM
To: Linda White <lwhite@byram-ms.us>
Subject: [External]Reservation Confirmation #71185529 for Courtyard Pensacola Downtown

[SUMMARY OF CHARGES](#) | [CONTACT US](#)



Thank you for booking with us, Terris Thomas.

Pursue your Passion

Sun, May 21, 2023 – Fri, May 26, 2023
Confirmation Number: 71185529





Check-In: Sunday, May 21, 2023 03:00 PM

Check-Out: Friday, May 26, 2023 12:00 PM

Number of rooms 1 Room

Guests per room 1 Adult

Guarantee Method 4:00pm hold

Total for Stay (all rooms) 847.40 USD

Room 1

Room Type > Guest room, 1 King, Sofa bed

Guaranteed Requests:

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING January 26,
DATE: 2023 AGENDA ITEM NO: (m)

CONSENT TO:
AGENDA:

FOR:

ACCOUNT NO:

INTRODUCED BY:

ATTACHMENTS:

	Description	Upload Date	Type	File Name
	memo	1/13/2023	Backup Material	Ltr_- _Bd._Freightline_Pumper_sent_to_Crystal_Springs.docx



CITY OF BYRAM FIRE DEPARTMENT

200 Byram Parkway
Byram, MS 39272
Fire Chief Fred Green



2013 Freightline Pumper
Vin # 1FVACYBS4DHFG5774
FD1401
Radio-Mobile Asset #00716

1-12-23

To the Mayor & Board of Aldermen,

On March 22, 2018 the Board of Aldermen approved a pumper swap between the City of Byram Fire Department and the City of Crystal Springs Fire Department. We swapped our above referenced Freightline Pumper for their 2006 Ferrara Rescue Pumper, Vin # 44KFT42816WZ20960. The trucks both kept their original radio-mobile units as it was an even swap. The Freightline Pumper we sent to Crystal Springs had a radio-mobile with the asset #00716.

Sincerely,

Fire Chief Fred Green
City of Byram Fire Department

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING
DATE:

January 26,
2023

AGENDA ITEM NO: (n)

CONSENT
AGENDA: \$9,764.52

TO: Cooper Electric

FOR: Rebuild the pump at the Lagoon

ACCOUNT NO: 400-700-577

INTRODUCED BY: Bill Miley, Director of Public Works

ATTACHMENTS:

	Description	Upload Date	Type	File Name
📎	2 quotes	1/18/2023	Backup Material	Cooper_Electric.pdf



Quote

1/2

Attn

cc

Quote Number

RQ1408

Phone:

Fax:

Job Number

R2254

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: 1/16/2023

Customer ID: C30042

Quoted By: Matt Cooper

RFQ #:

Salesperson: Ronald Bridges

Terms: Net 30

Nameplate Information

ID	E2211
Submersible Pump-Make	Hydromatic
Submersible Pump-Model	S4LXP3000EC
Submersible Pump-Serial #	10622212
Job Location	Lagoon
HP	30
RPM	1750
1 OR 3 Phase	3

Connected Volt	230
Connected Amp	80.2
Cord Length	42
Cord/Cap	Y
Lifting Bracket	Y
Mating Flange	Y
Chain	Y
Stand/Legs	N

Quote Information

Ship Via:

Required Work:

Complete Rebuild
Rewind
Bearing Kit
Seal Kit
Oring Kit
Oil
Repot Cord Cap/Junction Box Assembly
New Power Cord
New Control Cord
Disassemble
Clean & Inspect Parts
Reassemble Test
Machine Work On Impeller Skit
Machine New Wear Ring
Machine Bearing Housing
Machine New Bushing

Comments:

Pick Up On

Lead Time

Total Price

Work Based on Straight Time:

\$9,764.52

Replacement Unit(s)

Lead Time

Total Price

New Pump

12

20,191.76

S4LXP3000EC

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 #
1/18/2023	4851

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

			Project
Description	Qty	Cost	Total
Complete Rebuild Hydromatic S4LXP3000EC 30HP, 1750RPM, 230 Volt A new units cost would be \$22,400.00)	1	10,825.00	10,825.00
Thank You for Your business. Stay Safe		Subtotal	\$10,825.00
		Sales Tax (0.0%)	\$0.00
		Total	\$10,825.00
E-mail			
tharvey@harveyservices.net			

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING
DATE:

January 26,
2023

AGENDA ITEM NO: (o)

CONSENT
AGENDA: \$8,500.00

TO: Drivin N Cryin

FOR: April 29 band

ACCOUNT NO: 100-550-676

INTRODUCED BY: Linda White, Deputy City Clerk

ATTACHMENTS:

	Description	Upload Date	Type	File Name
	contract	1/23/2023	Backup Material	Drivin_N_Cryin.pdf



Phoenix Rises Music Group, LLC

5381 Castlewood Circle

Jackson, MS 39212

601.566.3489

phoenix_rises_music@icloud.com

Contract

Any and All Riders Attached Hereto Are Made A Part Hereof

The Agreement is being entered into on 1/13/2023 by and between the agency and the purchaser / place of engagement. Whereas, the purchaser of music (herein called "Purchaser") is a business or organization desiring to hire entertainment, and whereas the agency (herein called "Phoenix Rises Music Group") are desiring to furnish the Purchaser their services. Therefore in consideration of the promises of the parties and for other good and valuable consideration as set forth below, the Purchaser agrees to hire the Performer and the Performer agrees to perform for the Purchaser upon the terms and conditions as set forth in this agreement. The agent (herein called "Agency") is Phoenix Rises Music Group.

** In the event that performance cannot be held due to any Act of God including weather, the price will still remain locked in and the deposit will still remain valid. Both parties, meaning buyer and artist, will agree upon a mutual set date within a 3 month timeframe from the date of the canceled event. **

1. Engagement : Indoor Event

2. Purchaser: City of Byram % Swinging Bridge Festival / Attn : Linda White

3. Performer : Drivin N Cryin

4. Engagement Dates : April 29, 2023

5. Type of Engagement : Outdoor Concert Performance

6. Full Price Agreed Upon : \$8500 Flat Guarantee USD

***No Taxes will be held from full price agreed upon at time of show* Band is to provide a W- 9 to Purchaser directly, if requested.**

Doors Open : 12 PM. Support Act to begin at 6:30 PM to 8:30 PM. Headliner (Drivin N Cryin) set to begin at 9 PM. Times subject to change. All times and sets to be advanced with stage manager Sam Slough @ 601.750.9666

Load In : To be advanced with stage production staff (Sam Slough) . Band will advance with Sam Slough for equipment needs and specs. Sound check to be advanced.

Show Starts : Doors at 12 PM. Show starts at 6:30 PM with Support Act, Full Moon Circus. Then changeover and Drivin N Cryin to follow at 9 PM.

Performance Time : 110 Minutes

7. Commission or Deposit Schedule: Deposit to be made out to Brian Jones and mailed to the address above or to be picked up, whichever is most convenient. Deposit to be sent within 7 days of receipt and execution of contract (1/28/2023). Deposit Balance is \$4,250. DOS remaining Balance to be paid is \$4,250 and balance to be paid to Brian Jones. Please note that payments to artists can be made via cash, certified check, official business check or via electronic bank transfer. DOS Balance to be made out to Brian Jones.

8. Special Provisions :

- Professional Sound & Monitors : Provided by Venue. Band to provide all Backline. FOH / Monitor Engineer provided. .**
- Purchaser Accomadations : 2 cases of stage water, 1 Pack of 12 Pepsi's on ice, 2 bags of Ice & Solo Cups, 10 stage hand towels, hot meals for 10 / preshow via on site catering (Dockery Grill), 1 Case of Miller Lite Beer on ice, 3 Large Pizzas for After Show, 5 Double Bed Hotel Rooms at Holiday**

Inn Express under the bands name Drivin N Cryin or under Marc Yevlove (Tour Manager), Raw vegetable tray for arrival.

- Merchandise Split : 100% to Artist
- Recorded Music : 100% to Artist
- Venue Capacity - Determined by local jurisdiction and ordinances.
- Guest List : Band is allotted 15 guests.
- Venue Curfew - As set forth by local ordinances / neighborhood association.
- Age Restriction : Set forth by venue.
- Social Media : Both parties responsible for marketing the event on all forms of social media through posting, creation of events, etc, if applicable and not a private event. Any monetary marketing is the responsibility of the artist. Artist shall be provided with the direct URL for ticketing site whereas we can post this on all social media outlets, etc, if applicable.
- Advanced Ticket Sales and Ticketing Link to be provided to band / agent in order to share links and the like on all social media outlets in applicable cases whereas advanced ticketing is conducted.

PURCHASER shall pay all other necessary expenses in connection therewith, PURCHASER AND ARTIST agrees to pay all sales and AMUSEMENT, as well as all STATE and FEDERAL taxes which may result from performance with no deductions whatsoever from artist guarantee on the day of show. It is expressly understood by the PURCHASER and the ARTIST who are party to this contract that neither Phoenix Rises Music Group nor its officers or employees or independent contractors are liable for the performance breach of any provisions contained herein. PURCHASER agrees to furnish at its own expense all that is necessary for the proper presentation of the entertainment presentation at performace. ARTIST shall have the right to APPROVE THE CHOICE of any other performers and reserve the right to regulate set lengths and times.

Both parties have read, understand, and agree to the conditions and terms of this contract and any riders attached to this contract and agreement.

Signature of Artists / Authorized Representative

____Brian Jones____1/13/2023

Authorized Agent % PhoenixRisesMusicGroup

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING January 26,
DATE: 2023 AGENDA ITEM NO: (p)

CONSENT TO:
AGENDA:

FOR: Approval of Contract with MS Delta Shows, LLC

ACCOUNT NO:

INTRODUCED BY: Linda White, Deputy City Clerk

ATTACHMENTS:

	Description	Upload Date	Type	File Name
	Contract	1/24/2023	Backup Material	Contract_Byram_2023.pdf

MISSISSIPPI DELTA SHOWS, LLC

P.O. Box 1766
Purvis, Ms 39475
Phone: 601-299-0556

This CONTRACT & AGREEMENT, made and entered into this 24th day of January 2023 by and between Mississippi Delta Shows, LLC hereinafter known as the Party of the First Part, and the City of Byram of the City of Byram State of Mississippi hereinafter known as the Party of the Second Part.

WITNESSETH: That for and in consideration of the sum of One Dollar(\$1.00) paid by each to the other, receipt for which is hereby acknowledged, and other valuable considerations hereby specified, both parties to this contract bind themselves as follows:

The Party of the First Part agrees to present their attractions known as the Mississippi Delta Shows, LLC in the City of Byram, State of Mississippi for a period of two days commencing April 28, 2023 and ending April 29, 2023, inclusive, under the following conditions

Party of the First Part is to furnish all paid attractions, shows, riding devices, concessions and privilege stands, posting paper, roll tickets, ticket boxes, cuts, press notices, transformers and electric cable, and make all electric connections to all attractions from transformer wagon and primary lines, all of which is to be free of any expense to the Party of the Second Part.

Party of the Second Part is to furnish a suitable location for Show Grounds, which is known as Jackson Motor Speedway situated at Byram, Ms same to be cleared of brush, refuse, and other objectionable matter, so that shows my exhibit without discomfort to themselves or the public, all Licenses that may be required by Law to operate all rides, shows and concessions, ticket takers and police protection.

Settlement on Rides to be made at closing of the event April 29, 2023

In consideration of fulfilling of this contract the Party of the First Part agrees to pay the Party of the Second Part 25% of the gross money taken in on all riding devices less Mississippi sales tax and \$25.00 for each game and concession stand.

Party of the Second Part agrees not to book or contract with any similar attractions preceding the above named date.

In case of accident or wrecks, cyclone, fire, flood, epidemic/pandemic, strikes, impassable roads or any other unforeseen accident, over which the Party of the First Part has no control then they are in no way to be held liable for damages by the Party of the Second Part.

Remarks: Party of the First Part agrees to keep the grounds clean at all times. Party of the Second Part agrees to provide a water supply.

Signed this 24th day of January, 2023
By the duly authorized representative of the parties hereto.

Signed

Party of the First Part

Party of the Second Part

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING
DATE:

January 26,
2023

AGENDA ITEM NO: (q)

CONSENT
AGENDA: \$4,300.00

TO: Full Moon Circus

FOR: Performance at SBF on April 29

ACCOUNT NO: 100-550-676

INTRODUCED BY: Linda White, Deputy City Clerk

ATTACHMENTS:

	Description	Upload Date	Type	File Name
	contract	1/25/2023	Backup Material	Full_Moon_Circus.pdf



Phoenix Rises Music Group, LLC

5381 Castlewood Circle

Jackson, MS 39212

601.566.3489

phoenix_rises_music@icloud.com

Contract

Any and All Riders Attached Hereto Are Made A Part Hereof

The Agreement is being entered into on 1/24/2023 by and between the agency and the purchaser / place of engagement. Whereas, the purchaser of music (herein called "Purchaser") is a business or organization desiring to hire entertainment, and whereas the agency (herein called "Phoenix Rises Music Group") are desiring to furnish the Purchaser their services. Therefore in consideration of the promises of the parties and for other good and valuable consideration as set forth below, the Purchaser agrees to hire the Performer and the Performer agrees to perform for the Purchaser upon the terms and conditions as set forth in this agreement. The agent (herein called "Agency") is Phoenix Rises Music Group.

**** Any Acts of God including it not limited to acts such as inclement weather, emergency illnesses, Covid-19 regulations in which prohibits the show from occurring will not result in a price increase or decrease for either buyer or artist. In the event that the show must be canceled due to any of the aforementioned, the deposit will still be valid and in effect and both parties will mutually agree upon a new scheduled date to take place within 90 days of the canceled date. ****

1. Engagement : Outdoor Event

2. Purchaser: City of Byram / Swinging Bridge Festival 2023

3. Performer : Full Moon Circus (The Reunion) - Featuring members of Lillian Axe, US, Leif Garrett, and Velcro Pygmies.

4. Engagement Dates : April 29, 2022

5. Type of Engagement : Concert Performance

6. Full Price Agreed Upon : \$4300 USD Flat Guarantee.

***No Taxes / Ticketing Fees will be held from full price agreed upon at time of show* Band is to provide a W- 9 to Purchaser directly, if requested.**

Doors Open : 12 PM

Load In : TBA w/Production

Show Starts : 6:30 PM - 8:30 PM

Performance Time : 120 Minutes

7. Commission or Deposit Schedule: 50% of Gross due within 7 days of receipt of contract. Total deposit amount due is \$2150. The remaining balance of \$2150 to be paid on DOS directly to Mr. Brian Jones. Deposits can be sent via certified checks or money order to the address listed above and made out to Brian Jones or you may use our PayPal Friends / Family address which is ink_and_guitars@icloud.com or our Venmo address which is @Brian-Jones-757 and the due date again is Jan 31, 2023 by close of business.

8. Special Provisions :

- **Professional Sound & Monitors : Provided by venue. Band to provide all Backline.**
- **Purchaser Accomadations : 1 case of stage water, 5 black small hand towels, Hot Meals for 6 (on site is fine but needs to be advanced prior to day of show), 12 Pack of Gatorade.**
- **Merchandise Split : 100% to Artist**
- **Recorded Music : 100% to Artist**
- **Venue Capacity - Determined by local jurisdiction and ordinances.**
- **Venue Curfew - As set forth by local ordinances / neighborhood association.**
- **Age Restriction : Set forth by venue.**
- **Radius Clause : 30/60/60**
- **Social Media : Both parties responsible for marketing the event on all forms of social media through posting, creation of events, etc, if applicable and**

not a private event. Any monetary marketing is the responsibility of the artist. Artist shall be provided with the direct URL for ticketing site whereas we can post this on all social media outlets, etc, if applicable.

PURCHASER shall pay all other necessary expenses in connection therewith, PURCHASER AND ARTIST agrees to pay all sales and AMUSEMENT, as well as all STATE and FEDERAL taxes which may result from performance with no deductions whatsoever from artist guarantee on the day of show. It is expressly understood by the PURCHASER and the ARTIST who are party to this contract that neither Phoenix Rises Music Group nor its officers or employees or independent contractors are liable for the performance breach of any provisions contained herein. PURCHASER agrees to furnish at its own expense all that is necessary for the proper presentation of the entertainment presentation at performace. ARTIST shall have the right to APPROVE THE CHOICE of any other performers and reserve the right to regulate set lengths and times.

Both parties have read, understand, and agree to the conditions and terms of this contract and any riders attached to this contract and agreement.

Signature of Purchaser / Authorized Buyer

____Brian Jones _____1/24/2023
Authorized Agent % PhoenixRisesMusicGroup

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING
DATE:

January 26,
2023

AGENDA ITEM NO: (r)

CONSENT
AGENDA: \$3,000.00

TO: Sound Check

FOR: Performance at SBF on April 28

ACCOUNT NO: 100-550-676

INTRODUCED BY: Linda White, Deputy City Clerk

ATTACHMENTS:

	Description	Upload Date	Type	File Name
	contract	1/25/2023	Cover Memo	Sound_Check.pdf



Phoenix Rises Music Group, LLC

5381 Castlewood Circle

Jackson, MS 39212

601.566.3489

phoenix_rises_music@icloud.com

Contract

Any and All Riders Attached Hereto Are Made A Part Hereof

The Agreement is being entered into on 1/13/2023 by and between the agency and the purchaser / place of engagement. Whereas, the purchaser of music (herein called "Purchaser") is a business or organization desiring to hire entertainment, and whereas the agency (herein called "Phoenix Rises Music Group") are desiring to furnish the Purchaser their services. Therefore in consideration of the promises of the parties and for other good and valuable consideration as set forth below, the Purchaser agrees to hire the Performer and the Performer agrees to perform for the Purchaser upon the terms and conditions as set forth in this agreement. The agent (herein called "Agency") is Phoenix Rises Music Group.

** In the event that performance cannot be held due to any Act of God including weather, the price will still remain locked in and the deposit will still remain valid. Both parties, meaning buyer and artist, will agree upon a mutual set date within a 3 month timeframe from the date of the canceled event. **

1. Engagement : Indoor Event

2. Purchaser: City of Byram % Swinging Bridge Festival / Attn : Linda White

3. Performer : Soundcheck - The Band

4. Engagement Dates : April 28, 2023

5. Type of Engagement : Outdoor Concert Performance

6. Full Price Agreed Upon : \$3000 Flat Guarantee USD

***No Taxes will be held from full price agreed upon at time of show* Band is to provide a W- 9 to Purchaser directly, if requested.**

Doors Open : 5 PM. Support Act to begin at 5:30 PM to 7:30 PM. Soundcheck set to begin at 8 PM. Times subject to change. All times and sets to be advanced with stage manager Sam Slough @ 601.750.9666

Load In : To be advanced with stage production staff (Sam Slough) . Band will advance with Sam Slough for equipment needs and specs. Sound check to be advanced.

Show Starts : Doors at 5 PM. Show starts at 5:30 PM with Support Act, El Dorado Band. Then changeover and Soundcheck to follow at 8 PM.

Performance Time : 120 Minutes

7. Commission or Deposit Schedule: Deposit to be made out to Brian Jones and mailed to the address above or to be picked up, whichever is most convenient. Deposit to be sent within 7 days of receipt and execution of contract (1/28/2023). Deposit Balance is \$1,500. DOS remaining Balance to be paid directly to artist and the balance to be collected is \$1,500 prior to performance. Please note that payments to artists can be made via cash, certified check, official business check or via electronic bank transfer. DOS Blance to be made out to Crowd Pleasers Entertainment.

8. Special Provisions :

- **Professional Sound & Monitors : Provided by Venue. Band to provide all Backline. FOH / Monitor Engineer provided. .**
- **Purchaser Accomadations : 2 cases of stage water, 8 stage hand towels, hot meals for 8 / preshow via on site catering.**
- **Merchandise Split : 100% to Artist**
- **Recorded Music : 100% to Artist**

- **Venue Capacity - Determined by local jurisdiction and ordinances.**
- **Guest List : Band is allotted 10 guests.**
- **Venue Curfew - As set forth by local ordinances / neighborhood association.**
- **Age Restriction : Set forth by venue.**
- **Social Media : Both parties responsible for marketing the event on all forms of social media through posting, creation of events, etc, if applicable and not a private event. Any monetary marketing is the responsibility of the artist. Artist shall be provided with the direct URL for ticketing site whereas we can post this on all social media outlets, etc, if applicable.**
- **Advanced Ticket Sales and Ticketing Link to be provided to band / agent in order to share links and the like on all social media outlets in applicable cases whereas advanced ticketing is conducted.**

PURCHASER shall pay all other necessary expenses in connection therewith, PURCHASER AND ARTIST agrees to pay all sales and AMUSEMENT, as well as all STATE and FEDERAL taxes which may result from performance with no deductions whatsoever from artist guarantee on the day of show. It is expressly understood by the PURCHASER and the ARTIST who are party to this contract that neither Phoenix Rises Music Group nor its officers or employees or independent contractors are liable for the performance breach of any provisions contained herein. PURCHASER agrees to furnish at its own expense all that is necessary for the proper presentation of the entertainment presentation at performace. ARTIST shall have the right to APPROVE THE CHOICE of any other performers and reserve the right to regulate set lengths and times.

Both parties have read, understand, and agree to the conditions and terms of this contract and any riders attached to this contract and agreement.

Signature of Artists / Authorized Representative

_____**Brian Jones** _____**1/13/2023**
Authorized Agent % PhoenixRisesMusicGroup

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING DATE: January 26,
2023

AGENDA ITEM NO: 7.

CONSENT
AGENDA: \$446,064.00

TO:

FOR: Claims for January 4 through 18, 2023

ACCOUNT NO:

INTRODUCED BY: Linda White, Deputy City Clerk

ATTACHMENTS:

	Description	Upload Date	Type	File Name
	Claims	1/23/2023	Backup Material	Claims.pdf



CITY OF BYRAM
Claims Docket
01/04/2023 to 01/18/2023
JANUARY 27, 2023 CHECK RUN

Paid Claims:

PACKET # 7482	\$297,371.77	01/13/2023 AGENDA RUN, UTILITIES (IN HOUSE)	Pages 1-3 attached
PACKET # 7491	\$30,623.25	HEMPHILL CONSTRUCTION	Page 4 attached
PACKET # 7494	\$150.00	REPLACEMENT CHECK - GIBSON, ROSCHELLE	Page 5 attached

Unpaid Claims:

PACKET # 7487	\$82,264.80	01/27/2023 2nd A.P. (AP AUTOMATION)	Pages 6-8 attached
PACKET # 7488	\$9,057.41	01/27/2023 2nd A.P. (SEWER AUTOMATION)	Page 9 attached
PACKET # 7498	\$26,596.77	01/27/2023 2nd A.P. (IN HOUSE)	Pages 10-11 attached

Total Claims:	\$446,064.00
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City of Byram, MS

Page #1

Docket of Claims Register

APPKT007482 - 01/13/2023 AGENDA RUN, UTILITIES (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
01291	ALL SEASONS EVENTS, INC	5640	DEPOSIT - SBF 2023 (TENTS, CHAIRS, L	Invoice	01/10/2023	DEPOSIT - SBF 2023 (TENTS, CHAIRS, L	100-550-640	1,373.50
02047	AMAZON CAPITAL SERVICES	11QH-QTXG-N7WG	DURACELL PROCELL C ALKALINE BATTE	Invoice	12/27/2022	DURACELL PROCELL C ALKALINE BATTE	001-260-505	68.58
02563	ARVEST BANK	01102023	REISSUE CHECK TO REPLACE APA0003:	Invoice	01/10/2023	REISSUE CHECK TO REPLACE APA0003:	001-301-820 001-301-830	3,406.63 3,246.07 160.56
00161	AT & T	8919335708	NCIC 12/01/2022 - 12/31/2022	Invoice	01/01/2023	NCIC 12/01/2022 - 12/31/2022	001-200-609	214.61
02691	C SPIRE WIRELESS	12072022	CELL PHONES - ALL DEPARTMENTS	Invoice	12/07/2022	CELL PHONES - ALL DEPARTMENTS	001-120-606 001-140-606 001-200-606 001-200-606 001-260-606 001-260-606 001-280-606 001-301-606 001-550-606 400-700-606	2,152.55 34.33 81.88 427.95 1,098.56 34.33 190.20 95.10 95.10 47.55 47.55
02668	CADENCE INSURANCE	12092022	LIABILITY COVERAGE RENEWAL 1/1/20	Invoice	12/09/2022	LIABILITY COVERAGE RENEWAL 1/1/20	001-100-625 001-120-625 001-190-625 001-195-625 001-200-625 001-260-625 001-280-625 001-301-625 001-550-625 400-700-625	92,019.00 6,253.72 893.39 893.39 8,933.88 35,735.53 25,908.26 1,786.78 7,147.11 893.39 3,573.55

Docket of Claims Register

APPKT007482 - 01/13/2023 AGENDA RUN, UTILITIES (IN HOUSE)

Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
02668	CADENCE INSURANCE 12202022	DKT0033185 WORKERS COMP RENEWAL 10/01/22	Invoice	12/20/2022	WORKERS COMP RENEWAL 10/01/22	001-100-491 001-110-491 001-120-491 001-140-491 001-190-491 001-260-491 001-280-491 001-301-491 001-550-491 400-700-491	33,211.80 448.10 562.53 73.82 740.44 147.64 10,887.32 2,524.72 9,426.99 2,537.27 5,862.97
00631	CITY OF BYRAM 01122023-1 01122023-2	DKT0033186 JANUARY 2023 BOND & INTEREST JANUARY 2023 PAYROLL & A/P TRANSI	Invoice Invoice	01/12/2023 01/12/2023	JANUARY 2023 BOND & INTEREST JANUARY 2023 PAYROLL & A/P TRANSI	400-900-991 400-000-005	43,002.94 30,000.00 13,002.94
02711	DALTON, SANDRA INV0071936	DKT0033187 DALTON, SANDRA	Invoice	01/09/2023	DALTON, SANDRA	400-000-156	0.52 0.52
02662	EMBASSY SUITES 01102023	DKT0033188 CONF # 92030948, CYNTHIA ELABOR, I	Invoice	01/10/2023	CONF # 92030948, CYNTHIA ELABOR, I	001-140-610	447.00 447.00
02337	EXTENSION CENTER FOR GOVERI 01102023	DKT0033189 REGISTRATION - CYNTHIA ELABOR, FEI	Invoice	01/10/2023	REGISTRATION - CYNTHIA ELABOR, FEI	001-140-611	200.00 200.00
02558	FIRST NAT'L BANK OF OMAHA 01092023 1941	DKT0033190 IIMC TRAINING	Invoice	01/09/2023	IIMC TRAINING	001-140-611	625.00 625.00
02712	FLENKER, RANDY W. INV0071938	DKT0033191 FLENKER, RANDY W.	Invoice	01/09/2023	FLENKER, RANDY W.	400-000-156	46.41 46.41
02455	GIBSON, ROSCHELLE 01102023	DKT0033192 REIMBURSEMENT, MS BLACK CAUCUS	Invoice	01/10/2023	REIMBURSEMENT, MS BLACK CAUCUS	001-100-611	150.00 150.00
00860	HEMPHILL CONSTRUCTION CO 123122-01	DKT0033193 PO6264 ALIXANDRIA DR DRAINAGE IV	Invoice	01/10/2023	PO6264 ALIXANDRIA DR DRAINAGE IV	130-301-908	30,623.25 30,623.25
01269	INTERNATIONAL ASSOCIATION C 0252405	DKT0033194 MEMBERSHIP RENEWAL - DAVID ERRII	Invoice	12/19/2022	MEMBERSHIP RENEWAL - DAVID ERRII	001-200-622	190.00 190.00
00264	KENTWOOD SPRINGS 12083768 010823	DKT0033195 PD WATER	Invoice	01/08/2023	PD WATER	001-200-505	99.95 99.95
01819	METRIX SOLUTIONS, LLC M85713	DKT0033196 PO6407-BODYWORN ANNUAL BILLING	Invoice	12/05/2022	PO6407-BODYWORN ANNUAL BILLING	001-200-640	79,078.00 79,078.00
00977	MS DEPARTMENT OF PUBLIC SAI 01122023	DKT0033197 BACKGROUND CHECK - NEW EMPLOYE	Invoice	01/12/2023	BACKGROUND CHECK - NEW EMPLOYE	001-140-681	32.00 32.00
00980	NATIONAL LEAGUE OF CITIES 181031	DKT0033198 ANNUAL MEMBERSHIP	Invoice	11/03/2022	ANNUAL MEMBERSHIP	001-195-622	1,652.00 1,652.00

Page # 3

Docket of Claims Register

APPKT007482 - 01/13/2023 AGENDA RUN, UTILITIES (IN HOUSE)

Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
00689	NFPA	DKT0033199					350.00
	8283212X	ANNUAL MEMBERSHIP - MICHAEL STE	Invoice	12/02/2022	ANNUAL MEMBERSHIP - MICHAEL STE	001-260-622	175.00
	8331349X	ANNUAL MEMBERSHIP - FRED GREEN	Invoice	12/02/2022	ANNUAL MEMBERSHIP - FRED GREEN	001-260-622	175.00
02710	POWELL, TINA W. INV0071934	DKT0033200 POWELL, TINA W.	Invoice	01/09/2023	POWELL, TINA W.	400-000-156	75.65
01635	PYRO SHOWS, INC 22MS000047	DKT0033201 DEPOSIT - SBF 2023	Invoice	01/01/2023	DEPOSIT - SBF 2023	100-550-676	6,600.00
02709	RAMIREZ, ELMER INV0071932	DKT0033202 RAMIREZ, ELMER	Invoice	01/09/2023	RAMIREZ, ELMER	400-000-156	67.19
00506	TRIPLE V, INC 01132023	DKT0033203 REPLACEMENT FOR CHECK #5618828	Invoice	01/13/2023	REPLACEMENT FOR CHECK #5618828	001-200-683	107.54
02360	VIRTUAL ACADEMY VA9336	DKT0033204 EMPLOYEE ONLINE TRAINING	Invoice	12/03/2022	EMPLOYEE ONLINE TRAINING	001-200-611	1,435.00
02708	WARD, DETRA 12152022	DKT0033205 TRAVEL REIMBURSEMENT, HATTIESBU	Invoice	12/15/2022	TRAVEL REIMBURSEMENT, HATTIESBU	001-200-610	82.65
01516	WILLIAMS, LEWIS L 09242022-2	DKT0033206 REPLACEMENT FOR CHECK # 5529668	Invoice	09/24/2022	REPLACEMENT FOR CHECK # 5529668	001-550-665	60.00
						Total Claims: 28	Total Payment Amount: 297,371.77



City of Byram, MS

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APPKT007491 - HEMPHILL CONSTRUCTION CO

By Docket/Claim Number

Vendor #	Vendor Name	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
00860	HEMPHILL CONSTRUCTION CO	123122-01	DKT0033207	PO6264 ALIXANDRIA DR DRAINAGE IV Invoice	01/10/2023	PO6264 ALIXANDRIA DR DRAINAGE IV	130-301-908	30,623.25
Total Claims: 1							Total Payment Amount:	30,623.25



City of Byram, MS

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Docket of Claims Register

APPKT007494 - REPLACEMENT CHECK - GIBSON, ROSCHELLE

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
02455	GIBSON, ROSCHELLE	DKT0033208					150.00
	01102023	REIMBURSEMENT, MS BLACK CAUCUS	Invoice	01/10/2023	REIMBURSEMENT, MS BLACK CAUCUS	001-100-611	150.00
Total Claims: 1						Total Payment Amount:	150.00



City of Byram, MS

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APPKT007487 - 01/27/2023 2nd A.P. (AP 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
00006	AUTO TRIM DESIGNS	DKT0033228					104.00
	I-111314	LETTERING REMOVAL & INSTALLATION	Invoice	01/09/2023	LETTERING REMOVAL & INSTALLATION	001-260-570	104.00
00750	AUTO ZONE	DKT0033229					267.15
	3850449936	PO6415 BATTERIES FOR INTERNATION	Invoice	01/06/2023	PO6415 BATTERIES FOR INTERNATION	001-301-570	246.70
	3850450936	BLUEDEF	Invoice	01/07/2023	BLUEDEF	001-260-570	20.45
02439	BANCORP SOUTH EQUIPMENT FI	DKT0033230					22,674.02
	01112023	LEASE # 109243 GRAPPLE LOADER	Invoice	01/11/2023	LEASE # 109243 GRAPPLE LOADER	001-301-820	19,458.79
						001-301-830	3,215.23
00611	BARNETT'S BODY SHOP	DKT0033231					105.00
	74611	OIL CHANGE	Invoice	01/05/2023	OIL CHANGE	001-200-570	35.00
	74623	OIL CHANGE	Invoice	01/13/2023	OIL CHANGE	001-200-570	35.00
	74654	OIL CHANGE	Invoice	01/13/2023	OIL CHANGE	001-200-570	35.00
02351	BERKLEY INSURANCE COMPANY	DKT0033232					50,827.00
	40015496 010923	INSURANCE - PROPERTY, INLAND MAR	Invoice	01/09/2023	INSURANCE - PROPERTY, INLAND MAR	001-140-625	661.22
						001-195-625	2,098.74
						001-200-625	2,653.25
						001-200-625	14,579.14
						001-200-625	3,447.93
						001-260-625	2,653.25
						001-260-625	3,668.93
						001-260-625	7,345.59
						001-280-625	991.83
						001-301-625	2,653.25
						001-301-625	3,668.93
						001-301-625	1,049.37
						001-550-625	661.22
						400-700-625	2,653.25
						400-700-625	991.83
						400-700-625	1,049.27
00123	CAPITAL ONE TRADE CREDIT	DKT0033233					84.60
	07722	CLEANING/JANITORIAL, OFFICE & OTH	Invoice	01/11/2023	CLEANING/JANITORIAL, OFFICE & OTH	001-260-500	35.15
						001-260-505	35.48
						001-260-510	13.97

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APPKT007487 - 01/27/2023 2nd A.P. (AP AUTOMATION)

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
01197	CINTAS CORPORATION #210	DKT0033234					90.38
	4142448787	UNIFORM RENTALS	Invoice	01/05/2023	UNIFORM RENTALS	001-301-535	31.08
						001-550-535	1.78
						400-700-535	12.33
	4143142695	UNIFORM RENTALS	Invoice	01/11/2023	UNIFORM RENTALS	001-301-535	31.08
						001-550-535	1.78
						400-700-535	12.33
00301	JACKSON COMMUNICATIONS	DKT0033235					850.91
	169233	PO6417 FD RADIO EQUIP, INSTALLED	Invoice	01/06/2023	PO6417 FD RADIO EQUIP, INSTALLED	001-260-559	850.91
00069	JACKSON PAPER	DKT0033236					615.10
	1312895	PAPERTOWELS, TISSUE, CENTERPULL F	Invoice	10/17/2022	PAPERTOWELS, TISSUE, CENTERPULL F	001-260-505	162.10
	1320486	PO6413 FD PAPER SUPPLIES FOR STA	Invoice	12/13/2022	PO6413 FD PAPER SUPPLIES FOR STA	001-260-505	209.27
	1322833	PO6427 FD PAPER PRODUCTS	Invoice	01/06/2023	PO6427 FD PAPER PRODUCTS	001-260-505	243.73
01013	JEFCOAT FENCE COMPANY	DKT0033237					171.50
	AC36024	GATE REPAIR	Invoice	01/03/2023	GATE REPAIR	001-301-576	171.50
00074	MEA DRUG TESTING CONSORTIL	DKT0033238					42.00
	16718	RANDOM DRUG SCREENING	Invoice	12/19/2022	RANDOM DRUG SCREENING	001-200-699	42.00
02483	MHP SECURITY INC.	DKT0033239					2,330.85
	5280	PO6368-DOOR CONTROLLER/KEYPAD/	Invoice	01/09/2023	PO6368-DOOR CONTROLLER/KEYPAD/	001-200-560	2,330.85
00076	MID SOUTH UNIFORM & SUPPLY	DKT0033240					560.97
	635654	PO6421 FD PANTS AND BOOTS FOR N	Invoice	01/09/2023	PO6421 FD TRU-SPEC 24/7 PANTS FO	001-260-535	161.97
					PO6421 FD WELLINGTON/ROCKY BO	001-260-535	399.00
00087	PRECISION DELTA COPRPORATIC	DKT0033241					1,597.84
	25095	PO6238-9MM 124GR JHP +P RANGER	Invoice	10/26/2022	PO6238-9MM 124GR JHP +P RANGER	001-200-537	714.62
	25145	PO6244-5.56MM 64 GR RANGER BONI	Invoice	10/31/2022	PO6244-5.56MM 55 GR. FULL METAL J	001-200-537	829.22
	25521	TQ-19 & FREIGHT CHARGE	Invoice	12/05/2022	TQ-19 & FREIGHT CHARGE	001-200-505	54.00
00345	PRECISION PEST MANAGEMENT	DKT0033242					355.00
	38729	PD PEST CONTROL	Invoice	01/10/2023	PD PEST CONTROL	001-200-560	65.00
	38730	PW PEST CONTROL	Invoice	01/10/2023	PW PEST CONTROL	001-301-560	25.00
						400-700-560	25.00
	38731	DAVIS ROAD PARK PEST CONTROL	Invoice	01/10/2023	DAVIS ROAD PARK PEST CONTROL	001-550-560	50.00
	38732	FD PEST CONTROL	Invoice	01/10/2023	FD PEST CONTROL	001-260-560	125.00
	38733	CH PEST CONTROL	Invoice	01/10/2023	CH PEST CONTROL	001-195-560	65.00
00089	REVELL HARDWARE	DKT0033243					105.01
	182905/4	LED BULB	Invoice	01/04/2023	LED BULB	001-195-505	80.74
	182924/4	DOOR HOLD KICK-DWN 4" SC (DOOR S	Invoice	01/05/2023	DOOR HOLD KICK-DWN 4" SC (DOOR S	001-195-505	24.27

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APPKT007487 - 01/27/2023 2nd A.P. (AP AUTOMATION)

Vendor #	Vendor Name	Docket/Claim #	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
00901	ROBERT J YOUNG COMPANY INC	DKT0033244						1,096.67
	INV6082639	PO6409 PW COPIER RENTAL 11-15 - 1:	Invoice	12/15/2022	PO6409 PW COPIER RENTAL 11-15 - 1:	001-190-650		43.39
						001-280-650		43.39
						001-301-650		84.22
						400-700-650		84.22
	INV6108433	PD RECORDS COPIES 12/01/2022 - 12/	Invoice	01/03/2023	PD RECORDS COPIES 12/01/2022 - 12/	001-200-605		228.82
	INV6108434	PD PATROL COPIES 12/01/2022 - 12/3:	Invoice	01/03/2023	PD PATROL COPIES 12/01/2022 - 12/3:	001-200-650		63.75
	INV6108435	PD DISPATCH COPIES 12/01/2022 - 12/	Invoice	01/03/2023	PD DISPATCH COPIES 12/01/2022 - 12/	001-200-650		43.66
	INV6108436	PD CID COPIES 12/01/2022 - 12/31/20	Invoice	01/03/2023	PD CID COPIES 12/01/2022 - 12/31/20	001-200-605		63.75
	INV6108437	COURT COPIER 12/01/2022 - 12/31/20	Invoice	01/03/2023	COURT COPIER 12/01/2022 - 12/31/20	001-110-650		174.85
	INV6121235	CH BLACK & WHITE/COLOR COPIES 12/	Invoice	01/10/2023	CH BLACK & WHITE/COLOR COPIES 12/	001-100-500		25.09
						001-100-500		16.28
						001-110-500		0.06
						001-110-500		0.29
						001-120-500		0.20
						001-120-500		0.61
						001-140-500		-16.94
						001-190-500		0.09
						001-190-500		0.20
						001-195-500		0.20
						001-195-650		223.44
						001-200-500		17.01
						001-280-500		0.09
01402	ROOZEN, MICHAEL J.	DKT0033245						156.00
	1247177	HEAVY DUTY SELF-INKING DATER	Invoice	01/04/2023	HEAVY DUTY SELF-INKING DATER	001-110-500		52.00
						001-140-500		52.00
						001-260-500		52.00
00419	STEVE'S AUTO GLASS INC	DKT0033246						69.95
	9003	WINDSHIELD REPAIR	Invoice	01/04/2023	WINDSHIELD REPAIR	001-260-570		69.95
00340	THORNTON, MELVIN G	DKT0033247						127.88
	83023	OIL CHANGE	Invoice	01/05/2023	OIL CHANGE	001-260-570		127.88
00701	VAN'S PROCESSING	DKT0033248						32.97
	01102023	NYLON BRUSH, CLEANING TOOL, SOLV	Invoice	01/10/2023	NYLON BRUSH, CLEANING TOOL, SOLV	001-200-503		32.97
Total Claims: 21							Total Payment Amount:	82,264.80



City of Byram, MS

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APPKT007488 - 01/27/2023 2nd A.P. (SEWER AUTOMATION)

By Docket/Claim Number

Vendor #	Vendor Name	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
01283	COOPER ELECTRIC MOTOR SERV	SI-3525	DKT0033209 PO6412	Invoice	01/05/2023	PO6412 PARTS FOR PUMPS	400-700-556	250.00 250.00
00757	DIER, LARRY MICHAEL	132080	DKT0033210 PO6404 PUMP OUT WEST RIDGE	Invoice	01/02/2023	PO6404 PUMP OUT WEST RIDGE	400-700-635	1,050.00 350.00
		132081	PO6419 PUMP OUT RANCH & APARTN	Invoice	01/06/2023	PO6419 PUMP OUT RANCH & APARTN	400-700-635	700.00
00516	DULANEY ELECTRIC & ASSOCIATI	9097	DKT0033211 PO6373 ELECTRICAL WORK AT LAGOO	Invoice	12/19/2022	PO6373 ELECTRICAL WORK AT LAGOO	400-700-577	2,129.10 906.60
		9108	PO6416 (2) PUMP STATION REPAIRS L	Invoice	01/06/2023	PO6416 (2) PUMP STATION REPAIRS L	400-700-577	1,222.50
01616	FLUID PROCESS & PUMPS, LLC	0025975	DKT0033212 PO6393 2 NEW PUMPS	Invoice	12/27/2022	PO6393 2 NEW PUMPS	400-700-556	4,590.00 4,590.00
02350	HYDRA SERVICE, INC	164597	DKT0033213 PO6400 SERVICE CALL RENTAL SWAP C	Invoice	01/11/2023	PO6400 SERVICE CALL RENTAL SWAP C	400-700-640	665.63 665.63
00898	SOUTHERN HOSE & INDUSTRIAL	237139	DKT0033214 PO6405 3" GREEN SUCTION HOSE	Invoice	01/06/2023	PO6405 3" GREEN SUCTION HOSE	400-700-505	372.68 372.68
Total Claims: 6							Total Payment Amount:	9,057.41



City of Byram, MS

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APPKT007498 - 01/27/2023 2nd A.P. (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	01112023	NCIC MONITORING 01/11/2023 - 02/1	Invoice	01/11/2023	NCIC MONITORING 01/11/2023 - 02/1	001-200-609	36.55
00042	AT&T	01112023	POLICE DEPARTMENT PHONES 01/11/	Invoice	01/11/2023	POLICE DEPARTMENT PHONES 01/11/	001-200-609	507.67
01992	C SPIRE BUSINESS SOLUTIONS	0000684790-54	PHONES - ALL DEPARTMENTS	Invoice	12/26/2022	PHONES - ALL DEPARTMENTS	001-110-605 001-190-605 001-195-605 001-200-605 001-260-605 001-280-605 001-301-605 400-700-605	5,387.66 179.83 166.45 1,106.66 1,871.92 1,230.60 166.44 332.88 332.88
00048	CENTERPOINT ENERGY	PW01172023	GENERATOR/LAGOON 12/12/2022 - 0:	Invoice	01/17/2023	GENERATOR/LAGOON 12/12/2022 - 0:	400-700-630	16.72
00361	DPS CRIME LAB	90126884	ANALYTICAL FEES	Invoice	01/05/2023	ANALYTICAL FEES	001-200-614	900.00
0005	ENTERGY	10017188365 145006962801 210005337356 265006068528 450003117811 480003115947	COLLECTIVE BILL (TRAFFIC SIGNALS) # CH 5901 TERRY RD 12/08/2022 - 01/1 PD 141 SOUTHPOINTE DR 12/07/2022 FD 200 BYRAM PKWY 12/08/2022 - 01 PD-2 130 SOUTHPOINTE DR STE G 12/ PW 231 SOUTHPOINTE DR 12/07/202	Invoice Invoice Invoice Invoice Invoice Invoice	01/18/2023 01/13/2023 01/12/2023 01/13/2023 01/12/2023 01/12/2023	COLLECTIVE BILL (TRAFFIC SIGNALS) # CH 5901 TERRY RD 12/08/2022 - 01/1 PD 141 SOUTHPOINTE DR 12/07/2022 FD 200 BYRAM PKWY 12/08/2022 - 01 PD-2 130 SOUTHPOINTE DR STE G 12/ PW 231 SOUTHPOINTE DR 12/07/202	001-301-631 001-195-630 001-200-630 001-260-630 001-200-630 001-301-630 400-700-630	4,642.89 509.76 849.94 876.97 1,660.38 91.05 327.40 327.39
0005	ENTERGY	10017188366	COLLECTIVE BILL (SEWER) # 10201798	Invoice	01/18/2023	COLLECTIVE BILL (SEWER) # 10201798	400-700-632	7,204.80

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APPKT007498 - 01/27/2023 2nd A.P. (IN HOUSE)

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
00058	FLEETCOR TECHNOLOGIES OPER.	DKT0033222					6,838.13
	NP6361451	VEHICLE FUEL FOR 01/02/2023 - 01/08	Invoice	01/09/2023	VEHICLE FUEL FOR 01/02/2023 - 01/08	001-200-525	1,811.21
						001-260-525	267.06
						001-280-525	45.22
						001-301-525	399.55
						001-550-525	77.90
						400-700-525	126.72
	NP63659631	VEHICLE FUEL FOR 01/09/2023 - 01/15	Invoice	01/16/2023	VEHICLE FUEL FOR 01/09/2023 - 01/15	001-200-525	2,701.08
						001-260-525	294.13
						001-280-525	120.29
						001-301-525	507.29
						001-550-525	77.54
						400-700-525	410.14
00264	KENTWOOD SPRINGS	DKT0033223					45.96
	10602189 011323	CH WATER	Invoice	01/13/2023	CH WATER	001-195-505	45.96
02599	ODP BUSINESS SOLUTIONS	DKT0033224					83.11
	284513628001	OFFICE SUPPLIES	Invoice	01/04/2023	OFFICE SUPPLIES	001-100-500	83.11
00028	PETTY CASH CUSTODIAN / LINDA	DKT0033225					203.97
	01132023	REIMBURSEMENT TO PETTY CASH	Invoice	01/13/2023	REIMBURSEMENT TO PETTY CASH	001-195-505	137.39
						001-200-503	12.80
						001-200-505	43.88
						001-200-683	9.90
02251	PROFESSIONAL OUTDOOR WASH	DKT0033226					643.45
	236	PO 6440 PRESURE WASHING CH	Invoice	01/11/2023	PO 6440 PRESURE WASHING CH	001-195-560	643.45
00340	THORNTON, MELVIN G	DKT0033227					85.86
	81225-2	OIL CHANGE/REPLACE 11/11 CK	Invoice	01/19/2023	OIL CHANGE/REPLACE 11/11 CK	001-260-570	42.93
	81667-2	OIL CHANGE/REPLACE 11/11 CK	Invoice	01/19/2023	OIL CHANGE/REPLACE 11/11 CK	001-200-570	42.93
Total Claims: 13						Total Payment Amount:	26,596.77

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING January 26,
DATE: 2023

AGENDA ITEM NO: 8.

CONSENT
AGENDA:

TO:

FOR:

ACCOUNT NO:

INTRODUCED BY:

DISCUSSION: Discussion of Audit Firms, proposals from CRI and from

ATTACHMENTS:

	Description	Upload Date	Type	File Name
▣	memo	1/25/2023	Backup Material	memo.pdf
▣	Watkins, Ward & Stafford proposal	1/23/2023	Backup Material	Audit_Byram_FY22_-_3_Year_Agreement.pdf
▣	CRI proposal	1/23/2023	Backup Material	CRI_Audit_proposal.pdf



City Clerk's Office

To: Mayor White and the Board of Aldermen

From: Angela Richburg, City Clerk 

RE: Municipal Audit

Date: January 25, 2023

After reviewing the attached proposals for the annual audits of fiscal year 2022, 2023, and 2024, my recommendation is to approve the proposal of Watkins, Ward and Stafford, PLLC. The lead auditor for this proposal is Mr. David Engel, who has been the lead auditor of several Byram audits with Fortenberry and Ballard, PC. Mr. Engel assisted with several Annual Comprehensive Financial Reports that have achieved the Government Financial Reporting Achievement Award.

The quote for professional services of Watkins, Ward, and Stafford, PLLC. is \$48,500.00 annually which includes a single audit if required. The quote from Carr, Riggs & Ingram, LLC is \$45,00.00 the first year without a single audit and increased annually based on the Consumer Price Index for All Urban Consumers. Carr, Riggs & Ingram, LLC also charges \$7,000 to 10,000 if a single audit is required.

Therefore, it is my opinion that the proposal from Watkins, Ward and Stafford, PLLC is the overall lowest and best quote.

CITY OF BYRAM, MISSISSIPPI
PROPOSAL FOR AUDIT SERVICES

WATKINS, WARD AND STAFFORD, PLLC
CERTIFIED PUBLIC ACCOUNTS
3205 N. CHURCH AVENUE P.O. BOX 270
LOUISVILLE, MS 39339
662-773-7841

September 30, 2022, 2023 and 2024

**CITY OF BYRAM
TECHNICAL PROPOSAL
SEPTEMBER 30, 2022, 2023 and 2024**

1. Experience in Performing Single Audits of Counties, Cities, and School Districts and Peer Review Participation

Audits of Counties, Cities and School Districts

Our firm has considerable experience in performing governmental audits over the past twenty years. We have served as auditors for:

- Seventeen (17) municipalities in Mississippi
- Thirteen (13) counties
- Six (6) purchase clerks
- Thirty-seven (37) school districts
- Two (2) gas systems
- Six (6) electric utilities
- Three (3) other public utilities
- Two (2) day care centers
- Five (5) planning and development
- Six (6) head starts funded by the Department of Health and Human Services and the Department of Agriculture
- Eighteen (18) county-owned hospitals and nursing homes
- Four (4) community action program agencies
- One (1) human resource agency
- Two (2) community colleges

The following subsections present details of our county, city and school audit experience.

A. Audit of Counties

We have performed audits for thirteen counties as follows:

- Oktibbeha County
- Neshoba County
- Marshall County
- Chickasaw County
- Monroe County
- Clay County
- Noxubee County
- Panola County
- Winston County
- Lowndes County
- Newton County
- Webster County

Some of the above county audits were conducted in accordance with regulations in effect at that time and were done prior to the Uniform Guidance guidelines (single audit). These guidelines relate to federal funds received. All other aspects of the county audits performed by us would be identical. We have extensive federal program experience in our municipal, schools, planning and development districts, and non-profit audits.

B. Audits of Cities

We have conducted audits of the following municipalities under the Uniform Guidance guidelines:

City of Holly Springs
City of West Point
City of Picayune
City of Starkville
City of Okolona
City of Eupora
City of Macon
City of Louisville
City of Kilmichael
City of DeKalb
City of Philadelphia
City of Columbus
City of Houston

Other city audits performed did not have sufficient federal funds to require a single audit.

C. Audits of School Districts

We have conducted audits of the following school districts under the Uniform Guidance guidelines (Single Audit):

Lowndes County	Clay County	Starkville
Kemper County	Lee County	Amory
Scott County	Okolona	Oxford
Yalobusha County	Neshoba County	Philadelphia
Chickasaw County	Winona	Forest
Montgomery County	Attala County	Houston
Webster County	Holly Springs	New Albany
Lauderdale County	Louisville Municipal	Tate County
Claiborne County	Durant Public	Leake County
Leflore County	Noxubee County	West Point
Marshall County	Claiborne County	Jackson
		Madison County

D. Peer Review

Our firm is a member of the American Institute of Certified Public Accountants' Division of Firms Private Company's Practice Section. This is voluntary membership by which we elect to be part of a group enhancing higher standards of practice in our profession. As a member, we are subjected to an external Quality Control Review every three years, the latest of which was during 2020. As a result of this review, we received a peer review rating of pass. See attachment for a copy of this opinion.

2. Firm Profile and Location

We are certified public accountants with offices in sixteen cities in North and Central Mississippi. We are licensed by the State of Mississippi and are members of the Mississippi Society of Certified Public Accountants and the American Institute of Certified Public Accountants. We have a staff of approximately ninety people. The size of our staff allows us to offer flexibility in scheduling the audit engagement to meet the convenience of your staff. Further, the size of our staff enables us to offer specialization in various areas including audits of governmental entities.

We have approximately forty people on our staff who are qualified under Yellow Book standards to perform governmental audits.

Location of Offices:

Ridgeland, Mississippi	Madison County
Columbus, Mississippi	Lowndes County
West Point, Mississippi	Clay County
Okolona, Mississippi	Chickasaw County
Eupora, Mississippi	Webster County
Starkville, Mississippi	Claiborne County
Louisville, Mississippi	Winston County
Philadelphia, Mississippi	Neshoba County
Macon, Mississippi	Noxubee County
Amory, Mississippi	Monroe County
Houston, Mississippi	Chickasaw County
Calhoun City, Mississippi	Calhoun County
Holly Springs, Mississippi	Marshall County
Kosciusko, Mississippi	Attala County
Oxford, Mississippi	Lafayette County
Pontotoc, Mississippi	Pontotoc County

Classification of Professional Staff:

Partners (Members)	23
Managers	8
Supervisors	5
Senior Accountants	3
In-Charge Accountants	7
Staff Accountants	21

Our firm consists of approximately one hundred ten people of whom forty-two are certified public accountants who staff the sixteen locations throughout Northeast Mississippi. Our philosophy of practice is to provide a partner (member) of our firm to clients and to staff client services from our personnel based on expertise and experience.

Stephen Flake, partner, will be assigned the responsibility for providing services for this engagement and other services you may need.

Due to the size, quality and flexibility of our staff and the knowledge and experience of the partner to be assigned the responsibility of the engagement, we feel we are the best qualified to perform the audit. We believe the success and stability of our firm and the long-term relationships we have with existing governmental clients substantiate this belief. Our Louisville office will be primarily assigned to complete your audit.

3. Staff Qualifications

As members of the American Institute of Certified Public Accountants' Division of Firms Private Company's Practice Section, all of our professional staff are required to obtain an average of 40 hours of continuing education annually. Additionally, those professionals assigned to governmental audits are required to have 24 hours of governmental accounting and auditing education every two years.

Stephen Flake, CPA, Partner

Mr. Flake is a graduate of Mississippi State University (1989). He has been with Watkins, Ward & Stafford, PLLC, since 1989 and a partner since 2005. He has thirty-two years of experience in auditing Federal programs, local governments, non-profit organizations, municipal and county school districts, and commercial entities. He will be the partner-in – charge of this engagement.

David Engel, MBA, Manager – Government Services

Mr. Engel is a graduate of the University of Mississippi (1994). He has recently joined Watkins, Ward & Stafford, PLLC as Government Services Manager. He has twenty-six years of experience in auditing Federal programs, local, county and state governments, municipal and county school districts, and internal audit of commercial entities.

Justin Keller, CPA, In -Charge Accountant

Mr. Keller is a graduate of Mississippi State University (2012). He has been with Watkins, Ward & Stafford, PLLC since 2013. He has six years of experience in auditing Federal programs, municipalities, school districts and non-profit organizations.

Thad Scott, CPA, Staff Accountant

Mr. Scott is a graduate of the University of Mississippi (2020). He has been with Watkins, Ward & Stafford PLLC since August 2021. He has experience in auditing Federal programs, municipalities, school districts and non-profit organizations.

4. Understanding of Services to be Performed

It is our understanding that these services shall consist of a financial audit for all funds of City of Byram, for the fiscal year ending September 30, 2022, in accordance with Government Auditing Standards and the Uniform Guidance (if applicable). We plan to start our work as soon as the City suggests a schedule that is convenient for its staff and submit our report to the State Audit Department no later than June 30 if there is a requirement for single audit under the Uniform Guidance and August 31 if there is no requirement for single audit under the Uniform Guidance.

The professional services will be performed in conformity with the following:

- a. Generally accepted auditing standards and the industry audit guide, *Audits of State and Local Government Units*, established by the American Institute of Certified Public Accountants.
- b. Statements of financial accounting standards as prescribed by the Financial Accounting Standards Board and the Governmental Accounting Standards Board.
- c. *Government Auditing Standards* as required by the U.S. Government Accountability Office. (The Yellow Book).
- d. OMB Uniform Grant Guidance, Audits of State, Local Governments, and Non-profit Organizations.
- e. The Single Audit Act Amendments of 1996.
- f. Mississippi Code Annotated (1972) for compliance with applicable state laws.
- g. A state legal compliance audit program given the Firm by the Office of the State Auditor.
- h. Attestation standards established by the American Institute of Certified Public Accountants as applicable to the examination of the Purchasing System and Internal Control System.

The audit will include tests of the accounting records of City of Byram and other procedures we will consider necessary to enable us to express an unmodified opinion that the financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the Schedule of Federal Financial Assistance (If applicable) and on City of Byram's compliance with laws and regulations and its internal controls as required for a single audit should there be one required.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also request certain written representations from you about the financial statements and related matters.

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. Also, we will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. As required by OMB Uniform Grant Guidance (If applicable), our audit will include tests of applicable laws and regulations. However, because of the concept of reasonable assurance and because we will not perform a detailed examination of all transactions, there is a risk that material errors, irregularities, or illegal acts, including fraud or defalcations, may exist and not be detected by us. We will advise you, however, of any matters of that nature that come to our attention, and will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to matters that might arise during any later periods for which we are not engaged as auditors.

We understand that you will provide us with financial statements prepared in accordance with accounting principles generally accepted in the United States of America including required supplementary information and footnote disclosures, and that you are responsible for the accuracy and completeness of the financial statements.

We understand that your employees will locate any invoices and any other information selected by us for testing.

5. Commitment to Perform the Work Within the Time Period

With our resource of personnel and policy of assigning responsibilities, we will commence the audit at the convenience of the City's staff which we anticipate to be by April 1 in each listed fiscal year and will complete our field work in ample time to prepare the audit report for submission to State Audit Department prior to April 30 of each listed fiscal year, deadline for each fiscal year.

6. **Engagement Time Budget and Cost Statement**

2021-2022 Fiscal Year

<u>Staff</u>	<u>Hours</u>	<u>Billing Rate</u>	<u>Cost</u>
<u>Quality Control Review</u>	20		
<u>Flake</u>	71		
<u>Engel</u>	120		
<u>Scott</u>	57		
<u>2nd Auditor</u>	32		
<u>Total Proposed Fee</u>	300	\$ 159.95	\$ <u>47,985</u>
Travel Expenses			<u>515</u>
<u>Total</u>			\$ <u>48,500</u>

2022-2023 Fiscal Year

<u>Staff</u>	<u>Hours</u>	<u>Billing Rate</u>	<u>Cost</u>
<u>Quality Control Review</u>	20		
<u>Flake</u>	71		
<u>Engel</u>	120		
<u>Scott</u>	57		
<u>2nd Auditor</u>	32		
<u>Total Proposed Fee</u>	300	\$ 159.95	\$ <u>47,985</u>
Travel Expenses			<u>515</u>
<u>Total</u>			\$ <u>48,500</u>

2023-2024 Fiscal Year

<u>Staff</u>	<u>Hours</u>	<u>Billing Rate</u>	<u>Cost</u>
<u>Quality Control Review</u>	20		
<u>Flake</u>	71		
<u>Engel</u>	120		
<u>Scott</u>	57		
<u>2nd Auditor</u>	32		
<u>Total Proposed Fee</u>	300	\$ 159.95	\$ <u>47,985</u>
Travel Expenses			<u>515</u>
<u>Total</u>			\$ <u>48,500</u>

7. **Contact Person**

The firm's contact person with the State Auditor's Office is:

Stephen D. Flake, CPA
Watkins, Ward & Stafford, PLLC
P.O. Box 270
Louisville, Mississippi 39339
(662) 773-7841

Angela Richburg

From: Greg Derrick <gderrick@cricpa.com>
Sent: Monday, January 16, 2023 10:43 AM
To: Angela Richburg
Cc: Elton Sims
Subject: [External]City of Byram Audit

Follow Up Flag: Follow up
Flag Status: Flagged

Angela,

It was great to see you the other day! We are excited about the possibility of working with you and the City of Byram (the "City"). As you requested, we are providing a quote to perform the audit of the annual comprehensive financial statements of the City of Byram for the year ended September 30, 2022 under *Government Auditing Standards*. Our fees for this service are \$45,000. The fees include required conversion and GASB related entries and the preparation of the financial statements and related disclosures. We would also propose to audit the annual comprehensive financial statements of the City for the years ended September 30, 2023 and 2024. The fees for these two fiscal years would increase based on the change in the Consumer Price Index for All Urban Consumers (CPI-U) All Items Index for each subsequent fiscal year ended September 30th (i.e. 8.2% for the fiscal year ended September 30, 2022). If the implementation of any new governmental accounting standards appear to warrant additional time and fees, we will discuss those in advance and agree to a fee. This would be billed separately from the audit fees.

We also understand you may require a single audit to be performed under the Uniform Guidance for federal award expenditures. If a single audit is required for the year ended September 30, 2022, we would charge a fee ranging from \$7,500 to \$10,000 based on the type of major program(s) and compliance requirements required to be tested. If a single audit is required, we will issue a separate engagement letter that details these fees in addition to the financial statement audit fees. Should a single audit be required for the 2023 or 2024 year, the fees will be adjusted in the same manner as described above according the increase in the CIP for each fiscal year.

As we discussed, we are fully staffed through busy season, but we feel like we would be able to start work on the audit in the mid to late March timeframe. We understand that you would request a 60 day extension of time to file the annual comprehensive financial statements with the GFOA due to a change in auditors if we are selected. We will do our best to complete the audit and single audit in the most timely and efficient manner in order to meet this deadline. If selected, we would be able to schedule the 2023 and 2024 audits in order to complete them by the required GFOA filing deadline of March 31st.

Please feel free to contact the following references:
City of Clinton
Russell Wall, CPA
City Clerk & Chief Financial Officer
601.924.5474
Audit, single audit and consulting services since 2016

Mississippi Band of Choctaw Indians
Karen Adams
Chief Financial Officer
601.650.1628
Audit, single audit and consulting services since 2012

Mississippi Department of Corrections
Derrick Garner, CPA, CFA
Chief of Fiscal Affairs and Budgeting
601.359.5215
Audit services since 2019

If you would like for us to provide a formal proposal, we can also do that for you. It would include additional information about our audit methodology, the proposed engagement team members other than myself, and other relevant information. Please feel free to contact me at your convenience if you have additional questions or need any further clarification. I would also be happy to come meet with you and the Board of Aldermen if so desired.

Kind regards,
Greg Derrick

[Inflation, and income taxes, and retirement plans, oh my! What do the 2023 Cost of Living Adjustments mean for you? Download our handy Cost of Living Adjustments chart for an easy at-a-glance reference as you plan for 2023.](#)



Greg Derrick, CPA, CGMA

Partner
Carr, Riggs & Ingram, LLC
400 West Parkway Place
Suite 300
Ridgeland, MS 39157
Voice: 601-499-2530
Fax: 601-853-9331
CRIcpa.com

The information contained in this message may be privileged and confidential and protected from disclosure. It is intended exclusively for the individual or entity to which it is addressed. This communication may contain information that is proprietary, privileged or confidential or otherwise legally exempt from disclosure. If the reader of this message is not the intended recipient, or an employee or agent responsible for delivering this message to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by replying to the message and deleting it from your computer. Thank you. Carr, Riggs & Ingram, LLC

THIS EMAIL IS FROM AN EXTERNAL SENDER. DO NOT click links, open attachments, or provide any information if the sender is unknown or the email is unexpected.

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING January 26,
DATE: 2023

AGENDA ITEM NO: 9.

CONSENT
AGENDA:

TO:

FOR:

ACCOUNT NO: 001-100/120/140/301-610

INTRODUCED BY:

DISCUSSION: Discussion of \$5,640.00 to Double Tree by Hilton for 10 rooms (40 room nights) for the MML Conference, June 24-29, 2023 in Biloxi, MS. Rooms are for Mayor, 7 Aldermen, City Clerk and Public Works Director

INTRODUCED BY: Linda White, Deputy City Clerk

BOARD ACTION:

ATTACHMENTS:

	Description	Upload Date	Type	File Name
▣	travel	1/18/2023	Backup Material	MML_Hotels.pdf

CITY OF BYRAM
REQUEST FOR ESTIMATED
TRAVEL EXPENSES

All travel expenses must have Department Head and Board
approval **prior** to commencement of travel.

Person Traveling: Richard White

Department: Mayor Account #: 001-120-610

Department Head Approval: _____

City Clerk: _____

Dates of Travel: 6/25-28/2023

Reason for Travel: MML Convention

Destination: Biloxi, MS

Mode of Transportation: Private x City _____

Total Miles: 315.21 0.625 per mile = 197.01

Airfare: _____

Rental Car: _____ Days @ \$ _____ per day _____

Lodging: 3 # Nights x \$139.00 \$417.00

Hotel to send prepayment to: Double Tree Biloxi Confirmation 97571801

Address: Biloxi, MS

Meals: 4 days @ \$46.00 per day = \$184.00

Extra Costs: _____

Hotel parking _____

Total not to exceed per diem per day unless otherwise Approved By:

Department Head _____

City Clerk _____

Purchasing Clerk _____

Total Expense \$614.01

A RETURN FROM TRAVEL FORM

Is to be filled out & turned into Purchasing Clerk within 5 days of returning to work.

CITY OF BYRAM
REQUEST FOR ESTIMATED
TRAVEL EXPENSES

All travel expenses must have Department Head and Board
approval **prior** to commencement of travel.

Person Traveling: Roshunda Harris-Allen

Department: Elected Official Account #: 001-100-610

Department Head Approval: _____

City Clerk: _____

Dates of Travel: 6/25-28/2023

Reason for Travel: MML Convention

Destination: Biloxi, MS

Mode of Transportation: Private x City _____

Total Miles: 315.21 0.625 per mile = 197.01

Airfare: _____

Rental Car: _____ Days @ \$ _____ per day _____

Lodging: 4 # Nights x \$139.00 \$556.00

Hotel to send prepayment to: Double Tree Biloxi Confirmation 97571801

Address: Biloxi, MS

Meals: 5 days @ \$46.00 per day = \$230.00

Extra Costs: _____

Hotel parking _____

Total not to exceed per diem per day unless otherwise Approved By:

Department Head _____

City Clerk _____

Purchasing Clerk _____

Total Expense \$983.01

Travel Advance on 6/22/23 \$197.14

Balance \$785.87

A RETURN FROM TRAVEL FORM

Is to be filled out & turned into Purchasing Clerk within 5 days of returning to work.

CITY OF BYRAM
REQUEST FOR ESTIMATED
TRAVEL EXPENSES

All travel expenses must have Department Head and Board
approval **prior** to commencement of travel.

Person Traveling: Roschelle Gibson

Department: Elected Official Account #: 001-100-610

Department Head Approval: _____

City Clerk: _____

Dates of Travel: 6/25-29/2023

Reason for Travel: MML Convention

Destination: Biloxi, MS

Mode of Transportation: Private x City _____

Total Miles: 315.21 0.625 per mile = 197.01

Airfare: _____

Rental Car: _____ Days @ \$ _____ per day _____

Lodging: 4 # Nights x \$139.00 \$556.00

Hotel to send prepayment to: Double Tree Biloxi Confirmation 97571801

Address: Biloxi, MS

Meals: 5 days @ \$46.00 per day = \$230.00

Extra Costs: _____

Hotel parking _____

Total not to exceed per diem per day unless otherwise Approved By:

Department Head _____

City Clerk _____

Purchasing Clerk _____

Total Expense \$983.01

Travel Advance on 6/22/23 \$197.14

Balance \$785.87

A RETURN FROM TRAVEL FORM

Is to be filled out & turned into Purchasing Clerk within 5 days of returning to work.

CITY OF BYRAM
REQUEST FOR ESTIMATED
TRAVEL EXPENSES

All travel expenses must have Department Head and Board
approval **prior** to commencement of travel.

Person Traveling: Robert Amos

Department: Elected Official Account #: 001-100-610

Department Head Approval: _____

City Clerk: _____

Dates of Travel: 6/25-29/2023

Reason for Travel: MML Convention

Destination: Biloxi, MS

Mode of Transportation: Private x City _____

Total Miles: 315.21 0.625 per mile = 197.01

Airfare: _____

Rental Car: _____ Days @ \$ _____ per day _____

Lodging: 4 # Nights x \$139.00 \$556.00 *Prepaid*

Hotel to send prepayment to: Double Tree Biloxi Confirmation 97571801

Address: Biloxi, MS

Meals: 5 days @ \$46.00 per day = \$230.00

Extra Costs: _____

Hotel parking _____

Total not to exceed per diem per day unless otherwise Approved By:

Department Head _____

City Clerk _____

Purchasing Clerk _____

Total Expense \$983.01

Travel Advance on 6/22/23 \$197.14

Balance \$785.87

A RETURN FROM TRAVEL FORM

Is to be filled out & turned into Purchasing Clerk within 5 days of returning to work.

CITY OF BYRAM
REQUEST FOR ESTIMATED
TRAVEL EXPENSES

All travel expenses must have Department Head and Board
approval **prior** to commencement of travel.

Person Traveling: Diandra Hosey

Department: Elected Official

Account #: 001-100-610

Department Head Approval: _____

City Clerk: _____

Dates of Travel: 6/25-29/2023

Reason for Travel: MML Convention

Destination: Biloxi, MS

Mode of Transportation: Private x City _____

Total Miles: 315.21 0.625 per mile = 197.01

Airfare: _____

Rental Car: _____ Days @ \$ _____ per day _____

Lodging: 4 # Nights x \$139.00 \$556.00

Hotel to send prepayment to: Double Tree Biloxi Confirmation 97571801

Address: Biloxi, MS

Meals: 5 days @ \$46.00 per day = \$230.00

Extra Costs: _____

Hotel parking _____

Total not to exceed per diem per day unless otherwise Approved By:

Department Head _____

City Clerk _____

Purchasing Clerk _____

Total Expense \$983.01

Travel Advance on 6/22/23 \$197.14

Balance \$785.87

A RETURN FROM TRAVEL FORM

Is to be filled out & turned into Purchasing Clerk within 5 days of returning to work.

CITY OF BYRAM
REQUEST FOR ESTIMATED
TRAVEL EXPENSES

All travel expenses must have Department Head and Board
approval **prior** to commencement of travel.

Person Traveling: David Moore

Department: Elected Official Account #: 001-100-610

Department Head Approval: _____

City Clerk: _____

Dates of Travel: 6/25-29/2023

Reason for Travel: MML Convention

Destination: Biloxi, MS

Mode of Transportation: Private x City _____

Total Miles: 315.21 0.625 per mile = 197.01

Airfare: _____

Rental Car: _____ Days @ \$ _____ per day _____

Lodging: 4 # Nights x \$139.00 \$556.00 *Prepaid*

Hotel to send prepayment to: Double Tree Biloxi Confirmation 97571801

Address: Biloxi, MS

Meals: 5 days @ \$46.00 per day = \$230.00

Extra Costs: _____

Hotel parking _____

Total not to exceed per diem per day unless otherwise Approved By:

Department Head _____

City Clerk _____

Purchasing Clerk _____

Total Expense \$983.01

Travel Advance on 6/22/23 \$197.14

Balance \$785.87

A RETURN FROM TRAVEL FORM

Is to be filled out & turned into Purchasing Clerk within 5 days of returning to work.

CITY OF BYRAM
REQUEST FOR ESTIMATED
TRAVEL EXPENSES

All travel expenses must have Department Head and Board
approval **prior** to commencement of travel.

Person Traveling: Teresa Mack

Department: Elected Official Account #: 001-100-610

Department Head Approval: _____

City Clerk: _____

Dates of Travel: 6/24-29/2023

Reason for Travel: MML Convention

Destination: Biloxi, MS

Mode of Transportation: Private x City _____

Total Miles: 315.21 0.625 per mile = 197.01

Airfare: _____

Rental Car: _____ Days @ \$ _____ per day _____

Lodging: 5 # Nights x \$139.00 \$695.00 *Prepaid*

Hotel to send prepayment to: Double Tree Biloxi Confirmation 97571801

Address: Biloxi, MS

Meals: 6 days @ \$46.00 per day = \$276.00

Extra Costs: _____

Hotel parking _____

Total not to exceed per diem per day unless otherwise Approved By:

Department Head _____

City Clerk _____

Purchasing Clerk _____

Total Expense \$1,168.01

Travel Advance on 6/22/23 197.01

Balance \$971.00

A RETURN FROM TRAVEL FORM

Is to be filled out & turned into Purchasing Clerk within 5 days of returning to work.

CITY OF BYRAM
REQUEST FOR ESTIMATED
TRAVEL EXPENSES

All travel expenses must have Department Head and Board
approval **prior** to commencement of travel.

Person Traveling: Bill Miley

Department: Public Works Account #: 001-301-610

Department Head Approval: _____

City Clerk: _____

Dates of Travel: 6/25-29/2023

Reason for Travel: MML Convention

Destination: Biloxi, MS

Mode of Transportation: Private _____ City x

Total Miles: _____ 0.625 per mile = _____ 0.00

Airfare: _____

Rental Car: _____ Days @ \$ _____ per day _____

Lodging: _____ 4 # Nights x _____ \$139.00

\$556.00

Prepaid

Hotel to send prepayment to: Double Tree Biloxi Confirmation 97571801

Address: Biloxi, MS

Meals: _____ 5 days @ \$46.00 per day = _____ \$230.00

Extra Costs: _____

Hotel parking _____

Total not to exceed per diem per day unless otherwise Approved By:

Department Head _____

City Clerk _____

Purchasing Clerk _____

Total Expense \$786.00

A RETURN FROM TRAVEL FORM

Is to be filled out & turned into Purchasing Clerk within 5 days of returning to work.

CITY OF BYRAM
REQUEST FOR ESTIMATED
TRAVEL EXPENSES

All travel expenses must have Department Head and Board
approval **prior** to commencement of travel.

Person Traveling: Erma Johnson

Department: Elected Official Account #: 001-100-610

Department Head Approval: _____

City Clerk: _____

Dates of Travel: 6/25-29/2023

Reason for Travel: MML Convention

Destination: Biloxi, MS

Mode of Transportation: Private x City _____

Total Miles: 315.21 0.625 per mile = 197.01

Airfare: _____

Rental Car: _____ Days @ \$ _____ per day _____

Lodging: 4 # Nights x \$49.00 \$196.00 **PREPAID**

Hotel to send prepayment to: Double Tree Biloxi Confirmation 97571801

Address: Biloxi, MS

Meals: 5 days @ \$46.00 per day = \$230.00

Extra Costs: _____

Hotel parking _____

Total not to exceed per diem per day unless otherwise Approved By:

Department Head _____

City Clerk _____

Purchasing Clerk _____

Total Expense \$1,023.01

Travel Advance on 6/22/23 \$197.14

Balance \$825.87

A RETURN FROM TRAVEL FORM

Is to be filled out & turned into Purchasing Clerk within 5 days of returning to work.

CITY OF BYRAM
REQUEST FOR ESTIMATED
TRAVEL EXPENSES

All travel expenses must have Department Head and Board
approval **prior** to commencement of travel.

Person Traveling: Angela Richburg

Department: Admin Account #: 001-140-610

Department Head Approval: _____

City Clerk: _____

Dates of Travel: 6/25-29/2023

Reason for Travel: MML Convention

Destination: Biloxi, MS

Mode of Transportation: Private _____ City x

Total Miles: _____ 0.625 per mile = _____ 0.00

Airfare: _____

Rental Car: _____ Days @ \$ _____ per day _____

Lodging: _____ 4 # Nights x \$149.00 \$596.00 *Prepaid*

Hotel to send prepayment to: Double Tree Biloxi Confirmation 97571801

Address: Biloxi, MS

Meals: _____ 5 days @ \$46.00 per day = \$230.00

Extra Costs: _____

Hotel parking _____

Total not to exceed per diem per day unless otherwise Approved By:

Department Head _____

City Clerk _____

Purchasing Clerk _____

Total Expense \$786.00

A RETURN FROM TRAVEL FORM

Is to be filled out & turned into Purchasing Clerk within 5 days of returning to work.

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING January 26,
DATE: 2023 AGENDA ITEM NO: 10.

CONSENT TO:
AGENDA:

FOR:

ACCOUNT NO:

INTRODUCED BY:

DISCUSSION: Please check your calendars and be ready at the meeting to say whether or not you will be attending.

ATTACHMENTS:

	Description	Upload Date	Type	File Name
📎	training	1/23/2023	Backup Material	training.pdf

THE MISSISSIPPI MUNICIPAL LEAGUE

IN CONJUNCTION WITH



THE CENTER FOR
GOVERNMENT
& COMMUNITY DEVELOPMENT



EXTENSION

IS PROUD TO ANNOUNCE A SERIES OF

CMO ELECTIVE EVENING CLASSES

THE CMO ELECTIVE COURSE

FEMA ICS 402: Incident Command Overview for Elected Officials

WILL BE OFFERED AT THE THREE FOLLOWING LOCATIONS:

February 15th

5:30 – 7:30 PM
Embassy Suites
Ridgeland
200 Township Ave
Ridgeland, MS
REGISTRATION
DEADLINE:
February 8, 2023

March 29th

5:30 – 7:30 PM
Hilton Garden Inn
133 Plaza Dr.
Hattiesburg, MS
REGISTRATION
DEADLINE:
March 22, 2023

April 12th

5:30 – 7:30 PM
Oxford
Conference
Center
102 Ed Perry
Blvd.
REGISTRATION
DEADLINE:
April 5, 2023

NEW

April 26th

5:30 – 7:30 PM
Cleveland
Location TBA
REGISTRATION
DEADLINE:
April 12, 2023

Attendees will receive three CMO elective credits for attending any ONE of the THREE sessions. (May not duplicate class)

Cost of registration for one of the sessions is \$25 and includes dinner 5:00-5:30). If you would like to attend a CMO night class, please complete the registration form below and return to the MML office along with payment.

Name: _____ Title: _____

Municipality: _____ Location of CMO Night Class: _____

Address: _____

City: _____ Zip: _____

Cell Phone: _____ Email: _____

Payment Method: ☐ Check # _____ ☐ Please Invoice _____ ☐ Charge: (See below)

To pay by credit card, please list an email address to receive electronic payment link:

PLEASE FAX REGISTRATION TO 601-353-6980 OR MAIL TO 600 E. AMITE STREET, STE. 104 JACKSON, MS 39201

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING January 26,
DATE: 2023 AGENDA ITEM NO: 11.

CONSENT TO:
AGENDA:

FOR:

ACCOUNT NO:

INTRODUCED BY:

DISCUSSION: Approval to hire Jasmine Bridgers as a Public Safety Dispatcher with full benefits. This is contingent upon successful completion of the hiring process.

INTRODUCED BY: David W. Errington, Chief

BOARD ACTION:

ATTACHMENTS:

	Description	Upload Date	Type	File Name
▣	NEW HIRE J BRIDGERS	1/20/2023	Cover Memo	2023_NEW_HIRE_J_BRIDGERS.pdf



BYRAM POLICE DEPARTMENT

CHIEF DAVID ERRINGTON

P.O. BOX 720222 ~ BYRAM, MS 39272

~ Accredited by the Mississippi Law Enforcement Accreditation Commission 2012 ~



January 10th, 2023

Jasmine Bridgers

HAND DELIVERED: CONDITIONAL OFFER OF EMPLOYMENT

Dear: Jasmine Bridgers

I am pleased to extend this conditional offer of employment for the position of Public Safety Dispatcher with the Byram Police Department in accordance with the provisions of the American with Disabilities Act, 1990. Starting pay for this position is \$12.62 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. JB Initial

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

Jasmine Bridgers
Signature

Jan. 11, 2023
Date

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING January 26,
DATE: 2023 AGENDA ITEM NO: 12.

CONSENT TO:
AGENDA:

FOR:

ACCOUNT NO:

INTRODUCED BY:

DISCUSSION: Approval to hire Officer Jonathan Evans, a certified Law Enforcement Officer This is contingent upon successful completion of the hiring process.

INTRODUCED BY: David W. Errington, Chief

BOARD ACTION:

ATTACHMENTS:

	Description	Upload Date	Type	File Name
▣	NEW HIRE LEO J EVANS	1/20/2023	Cover Memo	2023_NEW_HIRE_LEO_J_EVANS.pdf



BYRAM POLICE DEPARTMENT

CHIEF DAVID ERRINGTON

P.O. BOX 720222 ~ BYRAM, MS 39272

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01/12/2023

Jonathan Evans

HAND DELIVERED: CONDITIONAL OFFER OF EMPLOYMENT

Dear: Jonathan Evans

I am pleased to extend this conditional offer of employment for the position of Police Officer with the Byram Police Department in accordance with the provisions of the American with Disabilities Act, 1990. Starting pay for this position is \$16.83 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. JE 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

01/12/2023
Date

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING January 26,
DATE: 2023

AGENDA ITEM NO:

CONSENT
AGENDA:

TO:

FOR:

ACCOUNT NO:

INTRODUCED BY:

-
- DISCUSSION:
- Ward 3 Meeting with Alderman Robert Amos - Monday, January 30, 6:00 p.m., City Hall, 5901 Terry Road
 - Mayor and Board of Aldermen Work Session – Monday, February 6, 6:30 p.m., City Hall, 5901 Terry Road
 - Mayor and Board of Aldermen Meeting – Thursday, February 9, 7:00 p.m., City Hall, 5901 Terry Road

ATTACHMENTS:

Description	Upload Date	Type	File Name
No Attachments Available			

CITY OF BYRAM AGENDA ITEM FACT SHEET

BOARD MEETING January 26,
DATE: 2023

AGENDA ITEM NO: a.

CONSENT
AGENDA:

TO:

FOR:

ACCOUNT NO:

INTRODUCED BY:

ATTACHMENTS:

Description	Upload Date	Type	File Name
No Attachments Available			