



MINUTES

City of Oxford

Board of Aldermen

Recess Meeting

Friday, July 18, 2025 at 08:00 AM

City Hall Courtroom

1. Opening the Meeting

1.a. Call to Order.

The Recess Meeting of the Mayor and Board of Aldermen of the City of Oxford, Mississippi, was called to order by Mayor Tannehill at 8:00am on Friday, July 18, 2025 in the courtroom of Oxford City Hall when and where the following were present:

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

Pope Mallette, City Attorney-absent
Paul Watkins, City Attorney-absent
Ashley Atkinson, City Clerk-Finance Director
Hollis Green, Chief Operating Officer
Braxton Tullos, HR Director

1.b. Adopt the agenda for the meeting.

It was moved by Alderman Bailey, seconded by Alderman Huelse to adopt the agenda for the meeting. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

2. Regular Agenda:

2.a. Authorize appointment(s) to the Oxford Park Commission Board.

It was moved by Alderman Howell-Atkinson, seconded by Alderman Smith to appoint Corey Addy to the Oxford Park Commission Board for a five year term. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

2.b. Authorize appointment(s) to the Municipal Reserve & Trust Committee.

It was moved by Alderman Bailey, seconded by Alderman Crowe to appoint Mark Huelse to the Municipal Reserve & Trust Committee. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

It was moved by Alderman Crowe, seconded by Alderman Huelse to appoint Rick Addy to the Municipal Reserve & Trust Committee (to replace Bob Dowdy). All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

- 2.c. Approval of a Resolution appointing an updated Voting Delegate and Voting Alternate for the MML Annual Conference. (Ashley Atkinson)

Agenda Attachments

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

It was moved by Alderman Huelse, seconded by Alderman Smith to approve a Resolution appointing Kesha Howell-Atkinson as the voting delegate and Mary Martha Crowe as the voting alternate for the MML Annual Conference. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

- 2.d. Request permission to apply for two mini grants- one through Volunteer Mississippi and one through the Virginia Service Foundation- that will benefit Stronger Together Oxford's 9/11 Day of Service. (Marlee Carpenter)

It was moved by Alderman Howell-Atkinson, seconded by Alderman Smith to apply for two mini grants, one through Volunteer Mississippi and one through the Virginia Service Foundation, that will benefit Stronger Together Oxford's 9/11 Day of Service. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

- 2.e. Request permission to advertise for bids for Stone Center Pickleball Court Project. (Hollis Green)

It was moved by Alderman Huelse, seconded by Alderman Bailey to advertise for bids for the Stone Center Pickleball Court Project. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

- 2.f. Request permission to accept a donation from Keep Mississippi Beautiful for the benefit of the Environmental Services Department. (Amberlyn Liles)

It was moved by Alderman Howell-Atkinson, seconded by Alderman Smith to accept a donation, in the amount of \$2,000.00, from Keep Mississippi Beautiful, for the benefit of the Environmental Services Department. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

- 2.g. First Reading of a Proposed Ordinance to amend Chapter 2, Administration of the Code of Ordinances of the City of Oxford, Mississippi. (Ben Requet)

Agenda Attachments

1. [Chapter 2 First Reading Memo.pdf](#)

The second reading and public hearing on this proposed ordinance will be at the next regular meeting.

- 2.h. Discuss RFPs received for Parks and Trails Master Plan for the City of Oxford. (Ben Requet)

Minutes Attachments

1. [Parks and Trails Master Plan Memo and Proposals - Compressed.pdf](#)
2. [Oxford Parks and Trails Masterplan RFP Memo.pdf](#)

It was moved by Alderman Bailey, seconded by Alderman Huelse to accept the RFPs received and select Ecological Design Group (EDG), in partnership with Toole Design and Velocity Group, based on the recommendation from the selection committee. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

- 2.i. Budget Presentations from the following departments:

1. Media & Content
2. Emergency Management
3. Human Resources
4. City Clerk
5. Buildings & Grounds
6. Development Services- Admin
7. Development Services- Building

8. Development Services- Planning
9. Development Services- Engineering & Street
10. OCC
11. Municipal Court
12. OPD & Parking/PACE
13. General Government
14. Historic Properties
15. mTrade Park
16. Holly Jolly Holidays
17. Visit Oxford
18. OPC & OPC-Pool
19. Stronger Together Oxford
20. City Shop
21. Environmental Services
22. OFD
23. ARC

Agenda Attachments

1. [GF_Dev_Svcs_Budget_FY2526.pdf](#)
2. [Env Svcs.pdf](#)
3. [HJH.pdf](#)
4. [Visit Oxford.pdf](#)

It was moved by Alderman Huelse, seconded by Alderman Bailey to advertise for a new Building Inspector and buy a vehicle in the current budget due to increased need in the Development Services-Building Department. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

It was moved by Alderman Bailey, seconded by Alderman Huelse to get quotes to construct a sidewalk at mTrade Park, to be paid from the current budget, in an effort to increase pedestrian safety in the parking lot. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

The HR Director left the meeting at this time.

3. Closing the Meeting

3.a. Consider an executive session.

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

It was moved by Alderman Bailey, seconded by Alderman Crowe to enter into an executive session for personnel issues in all City Departments. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

The City Clerk left the meeting at this time.

It was moved by Alderman Bailey, seconded by Alderman Huelse to advertise for a Chief Financial Officer, with a salary of \$150,000.00. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

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

The City Clerk returned to the meeting.

3.b. Adjourn.

It was moved by Alderman Smith, seconded by Alderman Huelse to adjourn the meeting. All

the aldermen present voting aye, Mayor Tannehill declared the motion carried.

Robyn Tannehill, Mayor

Ashley Atkinson, City Clerk-Finance Director