MINUTES

City of Oxford

Board of Aldermen

Regular Meeting

Tuesday, May 19, 2026 at 05:00 PM

City Hall Courtroom

1. Opening the Meeting

   1.a. Call to Order.

      The Regular Meeting of the Mayor and Board of Aldermen of the City of Oxford, Mississippi, was called to order by Mayor Robyn Tannehill at 5:00 p.m. on Tuesday, May 19, 2026, in the Courtroom of Oxford City Hall, at which time the following were present, unless otherwise noted as absent:

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

      Pope Mallette, PLLC of Counsel
      Hollis Green, Chief Operating Officer
      Rhonda Burchett, Chief Financial Officer
      Leslie McCormick, City Clerk
      Ben Requet, Development Services - Planning
      Braxton Tullos, Human Resources
      Greg Pinion, Building and Grounds
      Jeff McCutchen, Chief of Police
      Joey Gardner, Fire Chief
      Kelli Briscoe, Oxford Animal Resource Center
      Mark Levy, Special Projects
      Nick Matthews, Building and Grounds - Landscape Services
      Norman Nichols, Development Services - Engineering
      Seth Gaines, Oxford Park Commission

   1.b. Adopt the agenda for the meeting.

      It was moved by Alderman Bailey, seconded by Alderman Crowe, to adopt the agenda for the meeting with the addition of items 3.d.xi, 3.d.xii, 3.d.xiii, 3.d.xiv, and 4.d. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

1.c. Mayor's Report.

2. Regular Agenda: Financial Administration Office

2.a. Request permission to approve the minutes of the Regular Board of Aldermen meeting on May 5, 2026. (Leslie McCormick)

It was moved by Alderman Smith, seconded by Alderman Crowe, to approve the minutes of the Regular Board of Aldermen meeting on May 5, 2026. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

2.b. Request permission to approve the minutes of the Recess Board of Aldermen meeting on May 7, 2026. (Leslie McCormick)

It was moved by Alderman Crowe, seconded by Alderman Bailey, to approve the minutes of the Recess Board of Aldermen meeting on May 7, 2026. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

2.c. Request approval of the accounts for all city departments. (Leslie McCormick)

It was moved by Alderman Howell-Atkinson, seconded by Alderman Taylor, to approve the accounts for all city departments, including a claims docket showing General Fund claims numbered 140857-141015; ACH 370-374, Water & Sewer claims numbered 41015-41050; ACH 292-293, Trust & Agency claims numbered 54846-54875; ACH 257-259, Metro Narcotics claim numbered 9317-9318; ACH 127-128; OPC Activity Fund claims numbered 4882-4897, and Bond and Interest claim numbered 704, totaling $3,584,007.28. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

2.d. Request approval of Emergency Purchases made as a result of Winter Storm Fern, that occurred January 23-26, 2026. (Rhonda Burchett)

It was moved by Alderman Hyneman, seconded by Alderman Smith, to approve the Emergency Purchases made as a result of Winter Storm Fern, which occurred January 23–26, 2026. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

3. Consider the consent agenda:

It was moved by Alderman Hyneman, seconded by Alderman Crowe, to approve the following items as part of the consent agenda. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

3.a. Fixed Asset Management:

i. Request permission to declare a Husqvarna push mower (Serial Number: 42074619978; Fixed Asset Tag Number 22260) from mTrade Park surplus and authorize its disposal. (Clay Brownlee)
ii. Request permission to declare a 2014 Dodge Charger (Vin Number 2C3CDXAG3EH368251) from the Oxford Police Department surplus and authorize its disposal. (Jeff McCutchen)
iii. Request permission to declare a Dewalt DXCM303 air compressor (Serial Number: 1315103C2720019) and an Apple iPad (Fixed Asset Tag Number: 3617) from the Oxford Fire Department surplus and authorize their disposal. (Joey Gardner)
iv. Request permission to declare a 2004 Ford F450 (VIN Number: 1FDXW46544EC14278) from Oxford Utilities surplus and authorize its disposal. (Rob Neely)

Attachments
1. SURPLUS - OPD - DODGE CHARGER.PDF
2. SURPLUS - OFD - AIR COMPRESSOR.PDF
3. SURPLUS - OFD - IPAD.PDF
4. SURPLUS - MTRADE - PUSH MOWER.PDF
5. SURPLUS - OXFORD UTILITIES - FORD F-450.PDF

3.b. Miscellaneous:

i. Consider the Early Childhood and Reading Development Partnership Spring Progress Report.
ii. Consider water and/ or sewer bill adjustments in accordance with Oxford Utilities Leak Adjustment Policy. (Rob Neely)

iii. Request permission to accept five Gillig buses from Lubbock, Texas, to be transferred into the OUT Program from the FTA at no cost, except for an estimated travel cost of $1,500.00 plus fuel. (Donna Zampella)
iv. Consider the resolution appointing Alderman Taylor as the Mississippi Municipal League 2026 voting delegate and Alderman Crowe as the first alternate.
v. Request permission to approve donations on behalf of the Oxford Animal Resource Center. (Kelli Briscoe)

Attachments
1. CONSENT - ECRD 2026 SPRING BOARD REPORT.PDF
2. OXFORD UTILITIES - ADJUSTMENTS.PDF
3. CONSENT - RESOLUTION - MML VOTING DELEGATE.PDF

3.c. Travel Requests:

i. Request permission for two employees from the Metro Narcotics Department to attend the Mississippi Law Enforcement Officers Association Summer Conference on May 30–June 5, 2026, in Bay St. Louis, Mississippi, at an estimated cost of $950.00. (Alex Fauver)
ii. Request permission for one employee from the Oxford Police Department to attend the Public Safety Summit on May 19–21, 2026, in Flowood, Mississippi, at an estimated cost of $571.36. (Jeff McCutchen)
iii. Request permission for one employee from the Oxford Police Department to attend the Interview and Interrogation course on June 2–5, 2026, in Pearl, Mississippi, at an estimated cost of $729.00. (Jeff McCutchen)
iv. Request permission for three employees from the Oxford Police Department to attend the Phlebotomy Certification on May 25– 28, 2026, in Waco, Georgia, at an estimated cost of $1,381.20. (Jeff McCutchen)
v. Request permission for ten employees from the Oxford Police Department to attend the MLEOA Conference on May 31– June 5, 2026, in Bay St. Louis, at an estimated cost of $8,230.00. (Jeff McCutchen)
vi. Request permission for one employee from Oxford Utilities to attend the TVPPA Valley Rally on July 19–22, 2026, in Washington DC, at an estimated cost of $987.00. (Rob Neely)
vii. Request permission for one employee from the Oxford Fire Department to attend the Mississippi Fire Chiefs Conference on May 27– 31, 2026, in Biloxi, Mississippi, at an estimated cost of $958.40. (Joey Gardner)
viii. Request permission for one employee from the Human Resources Department to attend the Annual Labor and Employment Law Conference on June 10-12, 2026, in New Orleans, Louisiana, at an estimated cost of $1,515.00. (Braxton Tullos)

Attachments
1. HR - TRAVEL REQUEST - TULLOS.PDF
2. OXFORD UTILITIES - TRAVEL REQUEST - TVPPA VALLEY RALLY.PDF

3.d. Human Resources:

i. Request permission to accept the resignation of Jakayla Pegues, Ronald Maxcy, Caroline Thacker, Jackson Robinson, Wesley Kilpatrick, Rilee Brown, Zane Hill, Jorja Hill, James Gregory, Collin Waldrip, Caroline Davis, Caleb Guest, Henry Riggsbee, Reagan Feathers, Deslyn Frierson, Audrey Farr, Sarah Morris, Jai Johnson, Lane Robertson, Lizah Holland, Amelia Ahmed, Randi Jumper, Brody Everett, Fianna Villacci, Robert Neely, Archer Murphey, and Emma Grace Ward as concessionaires from mTrade Park. (Braxton Tullos)
ii. Request permission to hire Zariyah McCray, Marterius Thompson, and Madison Smith concessionaires for mTrade Park at a rate of $10.00 per hour. (Braxton Tullos)
iii. Request permission to hire Tyler Roy as an Apprentice Lineman for Oxford Utilities - Electric Division with an annual salary of $49,899.20. (Braxton Tullos)
iv. Request permission to hire Destinee Shaw as a Customer Service Representative for Oxford Utilities with an annual salary of $45,905.60. (Braxton Tullos)
v. Request permission to hire Bruce Neil, Jaquanzi Johnson, and Jamael Johnson as seasonal landscapers for the Building and Grounds - Landscape Services Department at a rate of $15.00 per hour. (Braxton Tullos)
vi. Request permission to accept the resignation of Jeran Brown from the Environmental

Services Department effective May 8, 2026. (Braxton Tullos)

vii. Request permission to hire Richard Brown as a Patrol Officer for the Oxford Police Department with an annual salary of $56,226.00. (Braxton Tullos)

viii. Request permission to hire Sarah Scott as a certified part-time Communications Officer for the Oxford Police Department at a rate of $20.00 per hour. (Braxton Tullos)

ix. Request permission to approve the promotion of June Tillman, Monterius Flemons, and John Kirby from part-time Communications Officers to certified part-time Communications Officers for the Oxford Police Department at a new hourly rate of $20.00. (Braxton Tullos)

x. Request permission to hire Carter Wathen as an unpaid intern for the Municipal Court. (Braxton Tullos)

xi. Request permission to accept the resignation of Ladwain Bankston as a Lieutenant/ Paramedic 1 for the Oxford Fire Department, effective May 19, 2026. (Braxton Tullos)

xii. Request permission to approve the promotion of Nicolaas Jooste from Lieutenant/ Paramedic 1 to Captain/Paramedic for the Oxford Fire Department with a new annual salary of $77,316.84, effective May 20, 2026. (Braxton Tullos)

xiii. Request permission to hire Carson Newell as a Patrol Officer for the Oxford Police Department with an annual salary of $56,226.00. (Braxton Tullos)

xiv. Request permission to hire Julie Rinehart as an administrative assistant for the Development Services Department with an annual salary of $42,436.00. (Braxton Tullos)

4. Regular Agenda: Other Departments

4.a. Consider the Lamar Project Bond Resolution. (Sue Fairbank)

Attachments
1. OTHER - BOND RESOLUTION - THE LAMAR PROJECT.PDF

It was moved by Alderman Howell-Atkinson, seconded by Alderman Huelse, to approve the Lamar Project Bond Resolution. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.b. Consider extending the Local State of Emergency. (Leslie McCormick)

Attachments
1. OTHER - LOCAL EMERGENCY.PDF

It was moved by Alderman Huelse, seconded by Alderman Bailey, to extend the Local State of Emergency. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.c. Request permission to adopt and accept the non-binding grant through the National Fitness Campaign.(Seth Gaines)

Attachments
1. OPC - RESOLUTION - OUTDOOR FITNESS COURT.PDF

It was moved by Alderman Huelse, seconded by Alderman Crowe, to adopt and accept the non-binding grant through the National Fitness Campaign. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.d. Consider resolution honoring the men and women of the United States Armed Forces who made the ultimate sacrifice in service to our country on the occasion of Memorial Day.

Attachments
1. OTHER - MEMORIAL DAY RESOLUTION.PDF

It was moved by Alderman Bailey, seconded by Alderman Huelse, to approve the resolution honoring the men and women of the United States Armed Forces who made the ultimate sacrifice in service to our country on the occasion of Memorial Day. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

5. Regular Agenda: Development Services-Planning Department

5.a. Request approval for Case #3339, Plat Amendment for ‘The Summit, Phase 2’ requested by

Oxford Commons Lots, LLC (David Blackburn) for property located on Ed Perry Boulevard (PPINs #44206, #4407, #4408, & #4409). (Ben Requet)

Attachments
1. PLANNING - 3339 MBOA.PDF

It was moved by Alderman Bailey, seconded by Alderman Crowe, to approve Case #3339, Plat Amendment for 'The Summit, Phase 2' requested by Oxford Commons Lots, LLC (David Blackburn) for property located on Ed Perry Boulevard (PPINs #44206, #4407, #4408, and #4409). With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

5.b. Request approval for Case #3356, Preliminary and Final Plat for ‘Highclere’ subdivision requested by Russom Construction, LLC (Chad Russom) for property located on George G. “Pat” Patterson Parkway (PPINs #44044 & #44059). (James Hirsch)

Attachments
1. PLANNING - 3356 MBOA.PDF

It was moved by Alderman Hyneman, seconded by Alderman Huelse, to approve Case #3356, Preliminary and Final Plat for 'Highclere' subdivision requested by Russom Construction, LLC (Chad Russom) for property located on George G. "Pat" Patterson Parkway (PPINs #44044 & #44059). With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

6. Regular Agenda: Special Projects

6.a. Request permission to accept bid from AS Fornea Construction, LLC for the City of Oxford mTrade Park Indoor Practice Facility for the amount of $868,895.37. (Mark Levy)

Attachments
1. SPECIAL - PERMISSION TO ACCEPT BID - AS FORNEA - INDOOR PRACTICE FACILITY.PDF

It was moved by Alderman Crowe, seconded by Alderman Huelse, to accept the bid from AS Fornea Construction, LLC for the City of Oxford mTrade Park Indoor Practice Facility for the amount of $868,895.37. With all Aldermen, except Alderman Bailey, who recused himself and did not vote, voting aye, Mayor Tannehill declared the motion carried.

6.b. Request permission to accept recommendation of final completion for the Oxford Rubbish Site West Expansion Project and release retaining to Century Construction. (Mark Levy)

Attachments
1. SPECIAL - ACCEPT FINAL COMPLETION - OXFORD RUBBISH SITE.PDF

It was moved by Alderman Howell-Atkinson, seconded by Alderman Smith, to accept the recommendation for final completion of the Oxford Rubbish Site West Expansion Project and to release retaining to Century Construction. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

6.c. Consider Change Order No. 1 in the amount of $34,520.00 for the Conference Center Lighting Upgrade project. (Mark Levy)

Attachments
1. SPECIAL - CHANGE ORDER 1 - OCC - LIGHTING UPGRADE.PDF

It was moved by Alderman Smith, seconded by Alderman Taylor, to approve Change Order No. 1 in the amount of $34,520.00 for the Conference Center Lighting Upgrade project. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

6.d. Consider Addendum #1 to the Debris Removal and Disposal Services Agreement. (Mark Levy)

Attachments
1. SPECIAL - ADDENDUM 1 WITH LGS.PDF

It was moved by Alderman Crowe, seconded by Alderman Howell-Atkinson, to approve Addendum #1 to the Debris Removal and Disposal Services Agreement. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

6.e. Request permission to request proposals for non-disaster related bulk waste disposal. (Mark

Levy)

Attachments
1. SPECIAL - REQUEST PROPOSAL - BULK WASTE DISPOSAL.PDF

It was moved by Alderman Huelse, seconded by Alderman Bailey, to request proposals for non-disaster-related bulk waste disposal. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

7. Regular Agenda: Development Services-Engineering Department

7.a. Request permission to advertise for the mTrade Wells No. 3 and No. 4 Project. (Norman Nichols)

Attachments
1. ENGINEERING - REQUEST TO ADVERTISE FOR BIDS FOR MTRADE WATER WELLS 3 AND 4.PDF

It was moved by Alderman Bailey, seconded by Alderman Howell-Atkinson, to advertise for the mTrade Wells No. 3 and No. 4 project. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

7.b. Request permission to advertise for the Pat Patterson Pkwy Water Distribution Project. (Norman Nichols)

Attachments
1. ENGINEERING - REQUEST TO ADVERTISE FOR BIDS FOR PAT PATTERSON PKWY WATER EXTENSION.PDF

It was moved by Alderman Bailey, seconded by Alderman Crowe, to advertise for the Pat Patterson Pkwy Water Distribution Project. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

7.c. Request permission to advertise for the Sandy Cove Sewer Extension Project. (Norman Nichols)

Attachments
1. ENGINEERING - REQUEST TO ADVERTISE FOR BIDS FOR SANDY COVE SEWER EXTENSION PROJECT.PDF

It was moved by Alderman Bailey, seconded by Alderman Crowe, to advertise for the Sandy Cove Sewer Extension Project. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

7.d. Request permission to advertise for bids for the Hazard Mitigation Grant Program Project DR-576-0030-F, Flood Threat Recognition System. (Norman Nichols)

Attachments
1. ENGINEERING - REQUEST TO ADVERTISE FOR FTRS.PDF

It was moved by Alderman Bailey, seconded by Alderman Hyneman, to advertise for bids for the Hazard Mitigation Grant Program Project DR-576-0030-F Flood Threat Recognition System. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

7.e. Consider the request from RKA Construction to close a portion of Monroe Avenue between North Lamar Blvd and Boure. (Norman Nichols)

Attachments
1. ENGINEERING - REQUEST TO CLOSE A PORTION OF MONROE AVENUE.PDF

It was moved by Alderman Crowe, seconded by Alderman Hyneman, to approve RKA Construction's request to close a portion of Monroe Avenue between North Lamar Blvd and Boure to connect a new fire sprinkler line to the water main in the street. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

7.f. Consider resolution authorizing the submittal of an application to the FY2026 Safe Streets and Roads For All (SS4A) Grant Program. (Norman Nichols)

Attachments
1. ENGINEERING - RESOLUTION - SAFE STREETS AND ROADS GRANT PROGRAM.PDF

It was moved by Alderman Bailey, seconded by Alderman Huelse, to approve the resolution authorizing the submittal of an application to the FY2026 Safe Streets and Roads for all (SS4A) Grant Program. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

7.g. Request permission to close South Lamar Blvd from University Avenue to the Square from the hours of 11:00 p.m. to 7:00 a.m. on Tuesday, May 26, 2026 and Wednesday, May 27, 2026, to perform painting of the crosswalks along the stretch of roadway. (Norman Nichols)

It was moved by Alderman Bailey, seconded by Alderman Crowe, to close South Lamar Blvd from University Avenue to the Square from the hours of 11:00 p.m. to 7:00 a.m. on Tuesday, May 26, 2026, and Wednesday, May 27, 2026, to perform painting of the crosswalks along the stretch of roadway. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

8. Regular Agenda: Closing the Meeting

8.a. Consider an executive session.

It was moved by Alderman Bailey, seconded by Alderman Crowe, to consider an executive session to discuss matters related to potential litigation/land acquisition. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

The City Clerk left the room at this time.

It was moved by Alderman Crowe, seconded by Alderman Bailey, to enter an executive session to discuss matters related to potential litigation/land acquisition for property located on Molly Barr Road, property located on 9th and 10th Street, and affordable housing property. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

Alderman Hyneman left the room at this time.

It was moved by Alderman Bailey, seconded by Alderman Huelse, to extend an offer to purchase the City-owned property located on Molly Barr Road for $825,000.00. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

Alderman Hyneman returned to the room at this time.

It was moved by Alderman Huelse, seconded by Alderman Crowe, to extend an offer to purchase City-owned property located on 9th Street for $146,000.00 plus the appraisal fee of $1,100.00. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

It was moved by Alderman Huelse, seconded by Alderman Bailey, to extend an offer to purchase City-owned property located on 10th Street for $294,000.00, plus the appraisal fee of $1,100.00. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

It was moved by Alderman Howell-Atkinson, seconded by Alderman Bailey, to have John Crawley prepare a road plan to determine which properties are needed for affordable housing. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

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

8.b. Adjourn.

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

Robyn Tannehill, Mayor

Leslie McCormick, City Clerk