



AGENDA

City of Oxford

Board of Aldermen

Regular Meeting

Tuesday, May 20, 2025 at 05:00 PM

City Hall Courtroom

Notice that certain aldermen may be included in the meeting via teleconference, subject to the City of Oxford Code of Ordinances, Section 2-82.

If you need special assistance related to a disability, please contact the ADA Coordinator or visit the office at: 107 Courthouse Square, Oxford, MS 38655. You may also call (662) 234-2453 (voice) or (662) 232-2300 (voice/TTY).

1. Opening the Meeting

- 1.a. Call to order.
- 1.b. Adopt the agenda for the meeting.
- 1.c. Mayor's Report

2. Regular Agenda: City Clerk's Office

- 2.a. Request permission to approve the minutes from the Regular Meeting on May 6, 2025, the Special Meeting on May 8, 2025, and the Recess Meeting on May 13, 2025. (Ashley Atkinson)

Attachments

- 1. [Draft_05062025_minutes.pdf](#)
- 2. [Draft_05082025_minutes.pdf](#)
- 3. [Draft_05132025_minutes.pdf](#)

- 2.b. Request permission to approve accounts for all City departments. (Ashley Atkinson)

3. Consider the consent agenda:

3.a. Fixed Asset Management:

- i. Request permission to rescind the previous action on April 15, 2025 to surplus two vehicles, 2014 Dodge Charger with VIN 2C3CDXAG3EH149306 and 2013 Dodge Charger with VIN 2C3CDXAG6DH592659, from the Oxford Police Department and reinstate them to the City's fleet. (Jeff McCutchen)
- ii. Request permission to declare a 2019 Dodge Charger with VIN 2C3CDXAG8KH547008 and a 2019 Dodge Charger with VIN 2C3CDXAGXKH547009 surplus in the Oxford Police Department and authorize their disposal. (Jeff McCutchen)

Attachments

1. [Rescind_surplus_OPD.pdf](#)

2. [OPD_surplus.pdf](#)

3.b. Human Resources:

- i. Request permission to approve Rachel Phillips and Will Robson as interns for the Oxford Police Department for the Summer/Fall semester. (Braxton Tullos)
- ii. Request permission to hire Marisol Lopez and Peyton Ray as Full-Time Patrol Officers, each with an annual salary of \$52,531.65 and to hire Montoya Lucas as a Full-Time Patrol Officer, with an annual salary of \$64,871.87 in the Oxford Police Department. (Braxton Tullos)
- iii. Request permission to accept the resignation of Oxford Police Department employee, Chadwick Carwile, effective May 13, 2025. (Braxton Tullos)
- iv. Request permission to promote Peter Heim from Corporal to Sergeant in the Oxford Police Department, with a new annual salary of \$69,092.40. (Braxton Tullos)
- v. Request permission to hire Jalen Gross and Trent Blevins as Seasonal employees in the Environmental Services Department, each with an hourly rate of \$15.00. (Braxton Tullos)
- vi. Request permission to hire Johanna Shay Lloyd, Dennis Dowdy, Henry Wilson, Ronald Hudspeth as Part-time employees in the Environmental Services Department-Recycling, each with an hourly rate of \$7.25. (Braxton Tullos)
- vii. Request permission to hire William Ledford as a Full-Time Grounds Worker in the Buildings & Grounds Department, with an annual salary of \$35,568.00. (Braxton Tullos)
- viii. Request permission to accept the resignation of mTrade Park Part-time employees, Aubree Booty, Kelly Brady, and Brody Breithaupt. (Braxton Tullos)
- ix. Request permission to accept the resignation of Brayden Warren in the Development Services-Street Department, effective May 14, 2025. (Braxton Tullos)
- x. Request permission to hire Trenton Bannerman as a Hydrant Technician in the Oxford Fire Department, with an annual salary of \$35,568.00. (Braxton Tullos)
- xi. Request permission to accept the resignation of Part-Time employee, William Carter, in the Oxford Fire Department, effective May 20, 2025. (Braxton Tullos)
- xii. Request permission to approve volunteers for the Oxford ARC. (Kelli Briscoe)

3.c. Miscellaneous:

- i. Request permission to approve the water and sewer adjustments as per the Oxford Utilities Adjustments Policy. (Rob Neely)
- ii. Request permission to approve donations for the benefit of the Oxford ARC. (Kelli Briscoe)
- iii. Request permission to accept the donation of two Little Free Pantry boxes, that were built by Corelogic. (Marlee Carpenter)

Attachments

1. [ARC donations.pdf](#)

2. [Water_sewer_adjustments_05202025.pdf](#)

3.d. Travel Requests:

- i. Request permission for an employee to travel to the MS Women's Summit on September 7-10, 2025 in Jackson, MS at an estimated cost of \$700.00. (Marlee Carpenter)
- ii. Request permission for three employees to attend MLEOA Summer Conference on June 8-13, 2025 in Bay St. Louis, MS at an estimated cost of \$2,259.00. (Jeff McCutchen)
- iii. Request permission for twelve employees to attend FBI-LEEDA Executive Leadership course on June 2-6, 2025 in Oxford, MS at an estimated cost of \$9,540.00. (Jeff McCutchen)
- iv. Request permission for four employees to attend Managing Police Records on June 17, 2025 in Oxford, MS at an estimated cost of \$809.10. (Jeff McCutchen)
- v. Request permission for four employees to attend Releasing and Redacting Law Enforcement Records on June 26, 2025 in Oxford, MS at an estimated cost of \$519.10.00. (Jeff McCutchen)
- vi. Request permission for two employees to attend FBI-LEEDA Supervisor Leadership training on June 16-20, 2025 in Senatobia, MS at an estimated cost \$1,590.00. (Jeff McCutchen)
- vii. Request permission for an employee to attend the MS Women's Summit on September 7-10, 2025 in Flowood, MS at an estimated cost of \$700.00. (John Crawley)
- viii. Request permission for an employee to attend the MS Women's Summit on September

- 7-10, 2025 in Flowood, MS at an estimated cost of \$700.00. (Braxton Tullos)
- ix. Request permission for an employee to attend the Annual Labor and Employment Law Conference and visit the Gulfport Human Resources Department on June 10-13, 2025 in Biloxi, MS at an estimated cost of \$1,472.60. (Braxton Tullos)
 - x. Request permission for an employee to attend the MS Fire Chief's Conference on May 28-31, 2025 in Vicksburg, MS at an estimated cost of \$1,500.00. (Joey Gardner)

Attachments

- 1. [Consent Agenda- Travel Request Form for BOA Approval - Allison Ferris.pdf](#)
- 2. [Women's Leadership Summit- Holly Tubbs - HR.pdf](#)
- 3. [Travel - Annual Labor and Employment Law Conference - Tullos - HR.pdf](#)

4. Regular Agenda: Other Departments

- 4.a. Request permission to adopt a Resolution of the Mayor and Board of Aldermen of the City of Oxford, Mississippi awarding the sale of five million dollars (\$5,000,000.00) City of Oxford, Mississippi General Obligation Bonds (Public Improvements Issue); Series 2025; directing the issuance of said bonds; providing for the levy of taxes for the payment thereof; authorizing the preparation and distribution of a final official statement in connection with said bonds; and for related purposes. (Sue Fairbank)

Attachments

- 1. [Oxford 2025 GO Bonds - Award Resolution.pdf](#)

- 4.b. Authorize an appointment to the Oxford School District Board.

5. Regular Agenda: Police Department

- 5.a. Request permission to approve a Parade/Assembly Permit for Tamara Baker to host a Walk for Jesus on June 28, 2025 from 3:00pm-3:30pm. (Jeff McCutchen)

Attachments

- 1. [Parade_Permit_Baker.pdf](#)

6. Regular Agenda: Development Services-Planning Department

- 6.a. Request permission to approve a Preliminary and Final Plat for Case #3209, 'One Adams Place', for property located at 1418 Adams Avenue, being further identified as PPIN #6162. (Kate Kenwright)

Attachments

- 1. [3209 MBoA.pdf](#)

- 6.b. Request permission to approve a Preliminary and Final Plat for Case #3218, Connie's Chicken (Nickle Smith) for 'Connie's Chicken', for property located at 2622 West Jackson Avenue being further identified as PPIN #7875. (James Hirsch)

Attachments

- 1. [3218 MBoA.pdf](#)

7. Regular Agenda: Development Services-Building Department

- 7.a. First Reading of an Ordinance amending and/or re-locating multiple sections of Chapter 22-Buildings, of the Code of Ordinances of the City of Oxford. (Johnathan Mizell)

Attachments

- 1. [First Reading Code Adoption.pdf](#)

8. Regular Agenda: Special Projects

- 8.a. Consider a contract with William Beckwith for a bronze sculpture at the Morgan Family Park. (Mark Levy)

Attachments

- 1. [Consider contract with William Beckwith for bronze sculpture at the Morgan Family Park.pdf](#)

- 8.b. Request permission to approve Task Order #12 to the General Services Agreement between Waggoner Engineering, Inc. and the City of Oxford, MS. (Mark Levy)

Attachments

1. [Waggoner_Task_Order_12.pdf](#)

- 8.c. Request permission to approve Amendment #2 to the General Services Agreement between City of Oxford, MS and Waggoner Engineering, Inc. to update fees charged. (Mark Levy)

Attachments

1. [Waggoner_Amendment_2_Fee_change.pdf](#)

9. Regular Agenda: Development Services-Engineering Department

- 9.a. Second reading and public hearing for an Ordinance amending the Traffic Calming Policy. (John Crawley)

Attachments

1. [MEMO - Second Reading of Changes to Traffic Calming Policy - 5.20.25.pdf](#)

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

Attachments

1. [Memo - First Read of Changes to Telecommunications Ordinance and ROW - Combined.pdf](#)

- 9.c. Request permission to widen the mTrade "Shop" access road. (Brad Freeman/John Crawley)

Attachments

1. [Memo - mTrade Park Access Road Widening Project - Combined.pdf](#)

- 9.d. Request permission to approve Change Order No. 1 for final quantities and Final Payment Application No. 4 for the Varner Loop and North Lamar Drainage Project. (John Crawley)

Attachments

1. [Memo - Final Change Order No. 1 and Pay App No. 4 for Varner Loop and North Lamar - Combined.pdf](#)

- 9.e. Request permission to approve Change Order No. 2 for the North Lamar Sewer Project. (John Crawley)

Attachments

1. [Updated Memo - Change Order No. 2 for North Lamar Sewer - Combined.pdf](#)

- 9.f. Request permission to approve Change Order No. 5 for the SR 7 Water Improvements Project, Phase IIB. (John Crawley)

Attachments

1. [Memo - Change Order No. 5 for SR 7 Phase II B - Combined.pdf](#)

- 9.g. Request permission to accept the reverse auction bid(s) for a dump truck (14 yards) with snow plow attachment for Development Services - Street Department. (John Crawley)

Attachments

1. [Memo - Reverse Auction Bid for 14 Yard Dump Truck with Snow Plow Attachment for Street Dept - Combined.pdf](#)

- 9.h. Request permission to approve and authorize the Mayor to execute contract documents for the Oxford Conference Center Re-Roof Project. (John Crawley)

Attachments

1. [MEMO - Request Approval for Execution of Contract Documents OCC Re-Roof.pdf](#)

10. Regular Agenda: Closing the Meeting

- 10.a. Consider an executive session.

10.b. Adjourn.