THE CITY OF OXFORD

MINUTES

City of Oxford

Board of Aldermen

Regular Meeting

Tuesday, June 02, 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, June 2, 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 - via Teams
    Mary Martha Crowe, Alderman At-Large

    Pope Mallette, PLLC of Counsel
    Hollis Green, Chief Operating Officer
    Rhonda Burchett, Chief Financial Officer
    Kara Giles, Chief of Staff
    Leslie McCormick, City Clerk
    Amberlyn Liles - Environmental Services
    Ben Requet, Development Services - Planning
    Braxton Tullos, Human Resources
    Greg Pinion, Building and Grounds
    Jeff McCutchen, Chief of Police
    Joey Gardner, Fire Chief
    John Crawley, Development Services - Engineering
    Johnathan Mizell, Development Services - Building
    Kelli Briscoe, Oxford Animal Resource Center
    Mark Levy, Special Projects
    Marlee Carpenter, Stronger Together
    Nick Matthews, Building and Grounds — Landscape Services
    Rob Neely, Oxford Utilities
    Seth Gaines, Oxford Park Commission

Shane Fortner, Emergency Management

1.b. Adopt the agenda for the meeting.

It was moved by Alderman Smith, seconded by Alderman Crowe, to adopt the agenda for the meeting with the addition of items 3.c.xi, 3.c.xii, 3.d.viii, 4.c, and 6.b. 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 19, 2026. (Leslie McCormick)

It was moved by Alderman Crowe, seconded by Alderman Howell-Atkinson, to approve the minutes of the Regular Board of Aldermen meeting on May 19, 2026. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

2.b. Request permission to approve the minutes of the Special Board of Aldermen meeting on May 26, 2026. (Leslie McCormick)

It was moved by Alderman Smith, seconded by Alderman Taylor, to approve the minutes of the Special Board of Aldermen meeting on May 26, 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 Crowe, to approve the accounts for all city departments, including a claims docket showing General Fund claims numbered 141053-141286; ACH 375-376, Water & Sewer claims numbered 41052-41085; ACH 294-295, Trust & Agency claims numbered 54880-54982; ACH 260-261, Metro Narcotics claim numbered 9319-9320; ACH 129-130; OPC Activity Fund claims numbered 4908-4927, and Bond and Interest claim numbered 7049, totaling $3,063,479.09. 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 Howell-Atkinson, seconded by Alderman Crowe, to approve 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.

2.e. April 2026 budget report. (Rhonda Burchett)

Attachments
1. FINANCIAL ADMIN - APRIL 2026 BUDGET REPORT.PDF

This was an update. No motion was made on this item.

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 the addition of items 3.c.xi, 3.c.xii, and 3.d.iii. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

3.a. Fixed Asset Management:

i. Request permission to declare a 2014 Glaval bus (VIN Number: 4UZAEDT4FCGH3739), a 2010 Gillig bus (VIN Number: 15GGD2218Y1071157), and a 2014 Glaval bus (VIN Number: 4UZADEDT4FCGGH3741) from OUT surplus and authorize their disposal. (Donna Zampella)

Attachments
1. SURPLUS - OUT - BUS.PDF

3.b. Travel Requests:

i. Request permission for two employees from the Oxford Police Department to attend the 2026 MACP Summer Educational Conference in Biloxi, Mississippi, on June 14– 19, 2026, at an

estimated cost of $2,989.26. (Jeff McCutchen)
ii. Request permission for eight employees from the Oxford Police Department to attend the FLETC Basic Tactical Medical Instructor Course in Oxford, Mississippi, on June 22–24, 2026, at no cost to the city. (Jeff McCutchen)
iii. Request permission for seven employees from the Oxford Police Department to attend ARIDE training in Oxford, Mississippi, on June 2–3, 2026, at no cost to the city. (Jeff McCutchen)
iv. Request permission for Development Services - Planning Department staff to attend the Mississippi Outdoor Stewardship Trust Fund Workshop in Jackson, Mississippi, on June 16, 2026, at an estimated cost of $150.00. (Ben Requet)

Attachments
1. PLANNING - MOSTF TRAVEL REQUEST.PDF

3.c. Human Resources:

i. Request permission to hire Kaiden Gaines as a part-time facility worker for the Oxford Conference Center at an hourly rate of $15.00. (Braxton Tullos)
ii. Request permission to approve the promotion of Angela Chase as a WWTP Operator II/Lab Technician Superintendent with an annual salary of $60,756.80, effective June 3, 2026, and the promotion of Ashley Rogers to Office Assistant with an annual salary of $50,024.00, effective July 1, 2026, both for Oxford Utilities. (Braxton Tullos)
iii. Request permission to approve the resignation of Service Technician III, Bobby Pruitt, from the City Shop, effective June 5, 2026. (Braxton Tullos)
iv. Request permission to hire Elijah Hiser as a full-time Patrol Officer with an annual salary of $54,107.60 for the Oxford Police Department. (Braxton Tullos)
v. Request permission to approve a promotion of Stephen Allen to PACE Officer II with an annual salary of $3,460.84 for the Oxford Police Department. (Braxton Tullos)
vi. Request permission to hire Ky'leigh Draper and Berkeley Baddour as concessionaires at a rate of $10.00 per hour, approve the promotion of Detario Scott to grill cook at a rate of $15.00 per hour, and the promotion of Riley Hunter to supervisor at a rate of $15.00 per hour, all for mTrade Park. (Braxton Tullos)
vii. Request permission to hire Kennedy Gilliom as a seasonal landscaper at a rate of $15.00 per hour for the Buildings and Grounds—Landscape Services Department. (Braxton Tullos)
viii. Request permission to approve the resignation of Senneca Evans as an intern for the Municipal Court, effective June 2, 2026. (Braxton Tullos)
ix. Request permission to approve the resignation of Jalen Egerson as a laborer for the Environmental Services Department, effective June 2, 2026. (Braxton Tullos)
x. Request permission to approve the promotion and transfer of Ava Denley from the Environmental Services Department to the Oxford Animal Resource Center as a full-time Animal Care Technician with an annual salary of $40,170.00. (Braxton Tullos)
xi. Request permission to approve the lateral transfer of Cameren Brewer from Building and Grounds - Landscape Services Department to Oxford Utilities as a Water/ Wastewater Technician with his annual salary remaining at $41,375.10. (Braxton Tullos)
xii. Request permission to hire Seth Cohen as a Water/ Wastewater Technician for Oxford Utilities with an annual salary of $41,375.10. (Braxton Tullos)

3.d. Miscellaneous:

i. Consider a proclamation declaring June 7–13, 2026, National Garden Club Week in Oxford, Mississippi.
ii. Consider a proclamation in honor of the U.S. Army's 251st Birthday, this June 14, 2026.
iii. Request permission to approve Barrett B. Lott as a driver for Vero Transportation LLC. (Jeff McCutchen)
iv. Request permission to approve the water and sewer adjustments in accordance with the Oxford Utilities Adjustment Policy. (Rob Neely)
v. Request permission for the Lafayette County Law Enforcement Officers Association (LCLEA) to hold a fishing rodeo at Lamar Park. (Greg Pinion)
vi. Request permission to sign the 2026-2027 Interlocal Agreement for funding of the Early Childhood and Reading Program.
vii. Request permission to approve donations on behalf of the Oxford Animal Resource Center. (Kelli Briscoe)

viii. Request permission to release the funds allocated for the Oxford Juneteenth Festival 2026.

Attachments
1. CONSENT - PROCLAMATION - ARMY.PDF
2. CONSENT - EARLY CHILDHOOD INTERLOCAL AGREEMENT.PDF
3. OPD - TAXI DRIVER - VERO TRANSPORTATION LLC - B. LOTT
4. CONSENT - PROCLAMATION - 2026.PDF
5. OXFORD UTILITIES - ADJUSTMENTS.PDF

4. Regular Agenda: Other Departments

4.a. Request approval of the Oxford Utilities FY2027 Electric Division Budget. (Rob Neely)

Attachments
1. OXFORD UTILITIES - BUDGET FY2027.PDF

It was moved by Alderman Huelse, seconded by Alderman Smith, to approve the Oxford Utilities FY2027 Electric Division budget. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.b. Consider an electric retail rate adjustment. (Rob Neely)

Attachments
1. OXFORD UTILITIES - ELECTRIC RATES.PDF

It was moved by Alderman Huelse, seconded by Alderman Hyneman, to approve a 4% increase in the electric retail rate. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.c. Request permission for the mayor to sign the contract for the facility renovation for OUT. (Donna Zampella)

Attachments
1. OUT - MDOT CONTRACT (2).PDF
2. OUT - MDOT CONTRACT.PDF

It was moved by Alderman Huelse, seconded by Alderman Smith, to approve the contract for the OUT facility renovation. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

5. Regular Agenda: Special Projects

5.a. Request permission to accept proposal from Jubilee Decor for the Walk of Lights Expansion Phase 2 project. (Mark Levy)

Attachments
1. SPECIAL - WALK OF LIGHTS - PROPOSAL.PDF

It was moved by Alderman Howell-Atkinson, seconded by Alderman Crowe, to accept the proposal from Jubilee Decor for the Walk of Lights Expansion Phase 2 project. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

5.b. Request permission to authorize contract with Jubilee Decor for the Walk of Lights Expansion Phase 2 project. (Mark Levy)

Attachments
1. SPECIAL - WALK OF LIGHTS - CONTRACT.PDF

It was moved by Alderman Crowe, seconded by Alderman Smith, to authorize the contract with Jubilee Decor for the Walk of Lights Expansion Phase 2 project. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

5.c. Request permission to authorize contract with IPS for new multi-space parking kiosks in downtown Oxford. (Mark Levy)

Attachments
1. SPECIAL - IPS - PARKING METERS - CONTRACT - APPROVED.PDF

It was moved by Alderman Huelse, seconded by Alderman Crowe, to authorize the contract submitted by IPS during the prior week for new multi-space parking kiosks in downtown Oxford. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

5.d. Request permission to authorize contract with A.S. Fornea Construction for the Indoor Practice Facility renovation project. (Mark Levy)

Attachments
1. SPECIAL - AS FORNEA - IPF - CONTRACT.PDF

It was moved by Alderman Howell-Atkinson, seconded by Alderman Smith, to authorize the contract with A.S. Fornea Construction for the Indoor Practice Facility renovation project. With all Aldermen present, except for Alderman Bailey, who recused himself and did not vote, voting aye, Mayor Tannehill declared the motion carried.

6. Regular Agenda: Development Services-Engineering Department

6.a. Request permission to approve Change Order No. 4, Payment Application No. 9, and Final for the North Lamar Sewer Project. (John Crawley)

Attachments
1. ENGINEERING - NORTH LAMAR SEWER.PDF

It was moved by Alderman Huelse, seconded by Alderman Taylor, to approve Change Order No. 4, Payment Application No. 9, and Final for the North Lamar Sewer Project. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

6.b. Consider the recommendation to select Waggoner Engineering for the City of Oxford water and wastewater resources planning. (John Crawley)

Attachments
1. ENGINEERING - WAGGONER ENGINEERING - WATER AND WASTEWATER RESOURCES PLANNING.PDF

It was moved by Alderman Huelse, seconded by Alderman Crowe, to select Waggoner Engineering for the City of Oxford water and wastewater resources planning. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

7. Regular Agenda: Closing the Meeting

7.a. Consider an executive session.

It was moved by Alderman Howell-Atkinson, seconded by Alderman Smith, to consider an executive session to discuss personnel matters and 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 Howell-Atkinson, seconded by Alderman Smith, to enter an executive session to discuss matters related to potential litigation/land acquisition for property located on Molly Barr Road and personnel matters in the Animal Resource Center, Environmental Services Department, Oxford Park Commission, and Development Services Department. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

It was moved by Alderman Crowe, seconded by Alderman Howell-Atkinson, to approve a five-day suspension for Megan Cockayne from the Animal Resource Center for performance issues. With all aldermen present voting aye, Mayor Tannehill declared the motion carried.

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

7.b. Adjourn.

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

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Robyn Tannehill, Mayor

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Leslie McCormick, City Clerk