



AGENDA

City of Oxford

Board of Aldermen

Regular Meeting

Tuesday, July 15, 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-92

- 1.a. Call to Order.-465
- 1.b. Adopt the agenda for the meeting.-466
- 1.c. Mayor's Report-467

2. Regular Agenda: City Clerk's Office-91

- 2.a. Request permission to approve the minutes from the Regular Meeting on July 1, 2025 and the Special Meeting on July 8, 2025. (Ashley Atkinson)-476

Attachments

- 1. Draft_Minutes_07082025_SP.pdf
- 2. Draft_minutes_07012025.pdf

- 2.b. Request permission to approve the accounts for all City departments. (Ashley Atkinson)-477

3. Consider the consent agenda:-60

- 3.a. Fixed Asset Management:-486

- i. Request permission to declare equipment surplus in the Oxford Police Department and authorize its disposal. (Jeff McCutchen)

Attachments

- 1. OPD- surplus.pdf

- 3.b. Human Resources:-488

- i. Request permission to accept the resignation of Debbie Herdahl, a full- time Communications Officer in the Oxford Police Department, effective July 11, 2025. (Braxton Tullos)

- ii. Request permission to hire Richard Carlton a part-time employee in the Oxford Police Department, at a rate of \$17.00 per hour. (Braxton Tullos)
- iii. Request permission to promote Johnnie Hudson from full-time PACE Officer to full-time Patrol Officer in the Oxford Police Department, with a new annual salary of \$52,531.65. (Braxton Tullos)
- iv. Request permission to hire Maggie Kate Kuchta as a full-time Patrol Officer in the Oxford Police Department, with an annual salary of \$52,531.65. (Braxton Tullos)
- v. Request permission to hire Sammy McEwen as a part-time employee in the Oxford Conference Center Department, with a rate of \$15.00 per hour. (Braxton Tullos)
- vi. Request permission to accept the resignation of part-time Docent, Robrecus Toles, in the Historic Properties Department, effective July 15, 2025. (Braxton Tullos)
- vii. Request permission to accept the resignation of full-time Firefighter Matthew Scerbak in the Oxford Fire Department, effective June 28, 2025. (Braxton Tullos)
- viii. Request permission to transfer and promote David Gray from the Buildings & Grounds Department to the Development Services- Building Department, where he will serve as a Building Inspector with a new annual salary of \$43,000.00, effective July 24, 2025. (Braxton Tullos)
- ix. Request permission to promote Landon Denley from Intern Lineman to Apprentice Lineman in the Oxford Utilities-Electric Department, with a new annual salary of \$45,260.80, effective July 31, 2025. (Braxton Tullos)
- x. Request permission to promote two Seasonal Laborers in the Environmental Services Department, to serve as full-time Grounds Workers in the Buildings & Grounds Department. Kiree Wilson's new annual salary will be \$35,568.00, effective July 17, 2025. Xavier Houston's new annual salary will be \$35,568.00, effective July 24, 2025. (Braxton Tullos)
- xi. Request permission to approve volunteers for the Oxford ARC. (Kelli Briscoe)
- xii. Request approval of a take-home vehicle for Perry Rogers in the Oxford Utilities- Water & Sewer Division, in accordance with City policy. (Braxton Tullos)

3.c. Miscellaneous:-489

- i. Request permission to approve the water and sewer adjustments as per the Oxford Utilities Adjustments Policy. (Rob Neey)
- ii. Request permission to accept donations for the benefit of the Oxford ARC. (Kelli Briscoe)

Attachments

1. WS_adjustments_07152025.pdf

3.d. Travel Requests:-490

- i. Request permission for one employee to attend Basic Life Support training on July 18, 2025 in Memphis, TN at an estimated cost of \$79.00. (Jeff McCutchen)
- ii. Request permission for three employees to attend the DRE Conference on August 4-7, 2025 in Chicago, IL (to be paid by DUI Training Grant). (Jeff McCutchen)
- iii. Request permission for three employees to attend Mounted Patrol Certification and Training on July 21-25, 2025 in Oxford, MS at no cost to the city. (Jeff McCutchen)
- iv. Request permission for one employee to attend IAED 40 Hour Basic training on July 28-August 1, 2025 in Grenada, MS at an estimated cost of \$395.00. (Jeff McCutchen)
- v. Request permission for an employee to attend the Certified Public Manager Program (online) on various dates throughout the year at no cost to the City. (Shane Fortner)
- vi. Request permission for an employee to attend the TVPPA Engineering and Operations Conference in Chattanooga, TN on August 27-29, 2025 at an estimated cost of \$1,363.00. (Rob Neely)

4. Regular Agenda: Police Department-96

- 4.a. First Reading of a proposed Ordinance amending Chapter 82-Peddlers of the Code of Ordinances of the City of Oxford, Mississippi, to add Article II-Solicitation and Panhandling, as referenced by HB1197. (Jeff McCutchen)-491

Attachments

1. Solicitation Panhandling 2025.pdf

2. Oxford_Panhandling_Permit_Policy_Updated.pdf

3. panhandle_permit updated 2.pdf

- 4.b. Second Reading and Public Hearing for a Proposed Ordinance amending Chapter 74, Article I, to add Section 74-14 of the Code of Ordinances of the City of Oxford. (Jeff McCutchen)-495

Attachments

1. OPD- 74 14 Hemp Ordinance.pdf

- 4.c. Request permission to approve a Parade/Assembly permit for the National Alliance on Mental Illness to host an awareness walk on October 25, 2025 from 9am-11am. (Jeff McCutchen)-493

Attachments

1. NAMI_permit.pdf

- 4.d. Request permission to approve a Parade/Assembly permit for Ashley Callery to host the annual Witches Ride on October 27, 2025 from 6:30pm-7pm. (Jeff McCutchen)-494

Attachments

1. Callery_Permit.pdf

5. Regular Agenda: Special Projects-99

- 5.a. Consider Change Order #4 from JP Corp Construction for the Development Services Building Remodel Project. (Mark Levy)-496

Attachments

1. Gen Govt- JP Corp- Change Order 4.pdf

- 5.b. Consider the recommendation from Visit Oxford/mTrade Park for the Holly Jolly Holidays Walk of Lights Expansion, based on RFPs received. (Mark Levy)-497

Attachments

1. HJH RFP- Memo.pdf

2. HJH RFP- Scoresheet.pdf

6. Regular Agenda: Development Services-Engineering Department-95

- 6.a. Request permission to accept the bid received for the 2025 Micro-Surfacing Project. (John Crawley)-498

Attachments

1. Memo - Request to Accept the Bid for the Micro-Surfacing 2025 Project - Combined.pdf

- 6.b. Request permission to accept the bids received and award the bid for the Contract B-Anderson Road Water Treatment Plant Project. (John Crawley)-499

Attachments

1. Memo - Request to Accept the Low Bid for the Contract B - Anderson Road Water Treatment Plant Project - Combined.pdf

- 6.c. Request permission to accept the bids received and award a bid for Contract A-Anderson Wells No. 3 and No. 4 Project. (John Crawley)-500

Attachments

1. Memo - Request to Accept the Low Bid for the Contract A - Anderson Road Production Wells No. 3 and No. 4.pdf

- 6.d. Consider a request to close portions of Christman Drive, as needed, for a sanitary sewer installation project. (John Crawley)-501

Attachments

1. Memo - Request to Have Moving Closures of Christman Drive for Sanitary Sewer Project.pdf

- 6.e. Request permission for MaxxSouth to perform work on Monroe Avenue on the following Sundays: July 20th and July 27th. (John Crawley)-502

Attachments

1. Memo - Request Permission for Maxxsouth to work on Sunday July 20 and 27 on Monroe

Avenue.pdf

6.f. Consider the request for the installation of speed tables on Chickasaw Road. (John Crawley)-572

7. Regular Agenda: Closing the Meeting-98

7.a. Consider an executive session.-443

7.b. Recess to meet on Friday, July 18, 2025 at 8:00am.-444