



AGENDA

City of Oxford

Board of Aldermen

Regular Meeting

Tuesday, August 05, 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.-516
- 1.b. Adopt the agenda for the meeting.-517
- 1.c. Mayor's Report-518

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

- 2.a. Request permission to approve the minutes from the Regular Meeting on July 15, 2025 and the Recess Meeting on July 18, 2025. (Ashley Atkinson)-524

Attachments

- 1. 7.15.2025 Reg Mtg - Draft Minutes.pdf
- 2. 07182025_Recess_Minutes.pdf

- 2.b. Request permission to approve the accounts for all city departments. (Ashley Atkinson)-527
- 2.c. Request permission to approve a list of budget amendments and re-allocations. (Ashley Atkinson)-530

Attachments

- 1. Amendments_Reallocations_08052025.pdf

- 2.d. Request permission to approve participation in the new National Opioid Settlement. (Ashley Atkinson)-531

Attachments

- 1. New_Natl_Opioid_Settlement.pdf

3. Consider the consent agenda:-60

- 3.a. Fixed Asset Management:-523

- i. Request permission to transfer a Dell Flat Panel Monitor with SN CN-07W4X2-WSL00-13D-B4ZU-A02 and Service Tag 36TMQ83 and a Dell Flat Panel Monitor with SN CN-07W4X2-WSL00-13D-B4XU-A02 from the Environmental Services Department to the Municipal Court Department. (Amberlyn Liles)
- ii. Request permission to surplus a 2008 Honda Accord with VIN 1HGCP26848A132347 in the Oxford Police Department-Metro Narcotics Division and authorize its disposal; and to transfer a Ford F150 with VIN1FTFW1EV7AFD62148 from the Oxford Police Department- Metro Narcotics Division to the Oxford Park Commission. (Alex Fauver)
- iii. Request permission to declare a Continental Washing Machine with SN 1250844M04 surplus in the Oxford Fire Department and authorize its disposal. (Joey Gardner)
- iv. Request permission to declare equipment surplus in the Oxford Police Department and authorize its disposal. (Jeff McCutchen)
- v. Request permission to transfer the following 6 surplus Oxford Police Department vehicles to other government entities, based on the finding that it is in the best interest of the taxpayers of the State of MS: a 2014 Dodge Charger with VIN 2C3CDXAG5EH149307 to the Yalobusha County Sheriff's Department, a 2013 Dodge Charger with VIN 2C3CDXAG6DH592662 to the Yalobusha County Sheriff's Department, a 2013 Dodge Charger with VIN 2C3CDXAG8DH592663 to the Plantersville Police Department, a 2014 Dodge Charger with VIN 2C3CDXAG8EH149303 to the Panola County Sheriff's Department, a 2014 Dodge Charger with VIN 2C3CDXAG5EH149291 to the Webb Police Department, and a 2019 Dodge Charger with VIN 2C#CDXAGXK547009 to the Durant Police Department. (Jeff McCutchen)

Attachments

1. Env_Svcs_Transfer_1.pdf
2. Env_Svcs_Transfer_2.pdf
3. Metro- 2 surplus vehicles.pdf
4. Port. 17-OFD.pdf
5. Washer-Extractor_OFD.pdf

3.b. Human Resources:-519

- i. Request permission to accept the resignation of Trenton Bannerman in the Oxford Fire Department, effective July 16, 2025. (Braxton Tullos)
- ii. Request permission to promote Jacob Thompson in the Oxford Utilities- Water & Sewer Division, from WWTP Class IV Operator/ Lab Assistant to WWTP Class IV Operator/ Lab Assistant-Lead (1st shift), with a new annual salary of \$59,449.45, effective August 7, 2025. (Braxton Tullos)
- iii. Request permission to hire Angela Chase as a WWTP Operator/Lab Technician in the Oxford Utilities- Water & Sewer Division, effective September 4, 2025, with an annual salary of \$57,716.60. (Braxton Tullos)
- iv. Request permission to hire Kaci Patterson as a Part-Time Docent in the Development Services-Historic Properties Department, with an hourly rate of \$10.00. (Braxton Tullos)
- v. Request permission to hire Lily Levy as a paid intern for the Oxford Municipal Court, with an hourly rate of \$15.00. (Braxton Tullos)
- vi. Request permission to accept the resignation of Bridgette Barnett in the Oxford Police Department, effective July 29, 2025. (Braxton Tullos)
- vii. Request permission to hire Angela Carlisle and Ashley Thompson as Part-Time Communications Officers in the Oxford Police Department, each with an hourly rate of \$17.10. (Braxton Tullos)
- viii. Request permission to hire Thomas Michael, Jeannie Gonzalez, and Ajaluah Caldwell as Communications Officers in the Oxford Police Department, each with an annual salary of \$37,575.24; and to hire Dexter Carwyle as a Patrol Officer, with an annual salary of \$52,531.65, and to hire Amanda Roy as a Patrol Officer, with an annual salary of \$56,816.45. (Braxton Tullos)
- ix. Request permission to accept the resignation of Tylishia Hodges in the Environmental Services Department, effective August 8, 2025. (Braxton Tullos)
- x. Request permission to promote Jaquetta Powell from Seasonal Driver to ASL Driver, with a new annual salary of \$47,840.00, and to promote Keuntae Booker from Seasonal Driver to Knuckleboom Driver with a new annual salary of \$46,342.40, in the Environmental Services Department. (Braxton Tullos)
- xi. Request permission to hire Willie Dennis and Charles Ivy as Part-Time employees in the

- Environmental Services Department, each with an hourly rate of \$25.00. (Braxton Tullos)
- xii. Request permission to approve the voluntary demotion of Communications Officer, Joe Willard, in the Oxford Police Department. His new position is Part-time Communications Officer with an hourly rate of \$12.00 (Braxton Tullos)
 - xiii. Request permission to approve volunteers for the Oxford ARC. (Kelli Briscoe)

3.c. Miscellaneous:-520

- i. Request permission to accept a donation for the benefit of the Oxford Police Department-Mounted Patrol Unit. (Jeff McCutchen)
- ii. Request permission to approve the water and sewer adjustments as per the Oxford Utilities Adjustments Policy. (Rob Neely)
- iii. Request permission to accept donations for the benefit of the Oxford ARC. (Kelli Briscoe)

Attachments

1. WS_Adjustments_08052025.pdf

3.d. Travel Requests:-521

- i. Request permission for an employee to attend the Deep South Turf Expo on October 28-30, 2025 in Biloxi, MS at an estimated cost of \$1,200.00. (Greg Pinion)
- ii. Request permission for two employees to attend the 23 Annual Leadership Training and Development Summit in Jackson, MS on August 12-15, 2025 at an estimated cost of \$1,611.00 (to be paid by a RTAP Scholarship). (Donna Zampella)
- iii. Request permission for one employee to attend the FBI LEEDA class on September 22-26, 2025 in Senatobia, MS for an estimated cost of \$795.00. (Jeff McCutchen)
- iv. Request permission for one employee to attend the 2025 MS ESAP Emergency Services Administrative Professional Conference on September 2-5, 2025 in Biloxi, MS for an estimated cost of \$782.17. (Jeff McCutchen)
- v. Request permission for one employee to attend Human Trafficking training on August 19-22, 2025 in Southaven, MS at no cost to the city. (Jeff McCutchen)
- vi. Request permission for one employee to attend Basic Long Range Precision Rifle training on October 25-26, 2025 in Finger, TN for an estimated cost of \$1,400.00. (Jeff McCutchen)
- vii. Request permission for one employee to attend NECI Stress Management on August 16, 2025 in Tupelo, MS at no cost to the city. (Jeff McCutchen)
- viii. Request permission for two employees to attend VerkadaOne on September 21-26, 2025 in Chicago, IL at an estimated cost of \$5,286.14. (Chris Simmons)
- ix. Request permission for three employees to attend the TN Recycling Coalition Women's Environmental Leadership Summit on October 1-2, 2025 in Franklin, TN at an estimated cost of \$2,094.00. (Amberlyn Liles)
- x. Request permission for three employees to attend the MS Solid Waste Association Conference on October 12-16, 2025 in Natchez, MS at an estimated cost of \$3,574.00. (Amberlyn Liles)
- xi. Request permission for three employees to attend the Keep MS Beautiful State Affiliate Conference on October 23-24, 2025 in Louisville, MS at an estimated cost of \$801.00. (Amberlyn Liles)
- xii. Request permission for an employee to attend TVPPA Apprentice Lineman training in Murfreesboro, TN on September 7-12, 2025 at an estimated cost of \$2,620.66. (Rob Neely)

Attachments

1. OUT_Travel.pdf
2. Tennessee Recycling Coalition Women's Environmental Leadership Summit.pdf
3. 2025 Solid Waste Association of North America Regional Fall Conference.pdf
4. Keep Mississippi Beautiful State Affiliate Conference.pdf

4. Regular Agenda: Other Departments-97

- 4.a. Request permission to accept the FY 2025-2026 Budget Request from the Oxford Separate School District. (Bradley Roberson)-532

Attachments

1. 2025 2026 Ad Valorem Tax Request Worksheet - Board Approved.pdf

- 4.b. Request permission to approve a contract with IDEMIA for the purchase of LiveScan equipment for the Oxford Municipal Court. (Nickie Denley)-558

Attachments

- 1. LIVE SCAN ORDER.pdf

- 4.c. Consider an appointment to the Oxford Transit Commission Board.-570

Attachments

- 1. updated resume CWB.pdf

- 4.d. Appoint a Mayor Pro-Tempore.-528

5. Regular Agenda: Police Department-96

- 5.a. Request permission to approve a Parade/Assembly permit for Student Activities Association to host the Ole Miss Homecoming Parade on October 10, 2025 from 5:15pm-7:00pm. (Jeff McCutchen)-538

Attachments

- 1. Permit_HC_Parade_UM.pdf

- 5.b. Request permission to approve a Parade/Assembly permit for the City of Oxford to host a Trunk or Treat Event on October 16, 2025 from 5:00pm-7:00pm. (Jeff McCutchen)-539

Attachments

- 1. Permit_Trunk_or_Treat.pdf

- 5.c. Request permission to approve a Parade/Assembly permit for the Chamber of Commerce to host the Run of Champions 5K on October 4th, 2025 from 6:30am-8:30am. (Jeff McCutchen)-540

Attachments

- 1. Permit_Chamber_5k.pdf

- 5.d. Request permission to approve a Parade/Assembly permit for Nicholas Air to host a 5K Run on October 25, 2025 from 9am-12pm. (Jeff McCutchen)-541

Attachments

- 1. Permit_Nicholas_Air_5k.pdf

- 5.e. Request permission to approve a Parade/Assembly Permit for Visit Oxford to host a second line parade on Friday, August 29, 2025 from 6:00pm-6:30pm. (Jeff McCutchen)-559

Attachments

- 1. Second Line parade permit 2025.pdf

6. Regular Agenda: Development Services-Planning Department-94

- 6.a. Second reading and public hearing on a proposed Ordinance amending Chapter 2-Administration, of the Code of Ordinances of the City of Oxford, Mississippi. (Ben Requet)-529

Attachments

- 1. Chapter 2 Second Reading Memo.pdf

- 6.b. First Reading of a proposed Ordinance amending the official Zoning Map for Case #3244 by Snider Development, LLC. (Greg Snider), to rezone +/- 10 acres from Suburban Residential (SR) to Neighborhood Residential (NR) for property located on Christman Road & Northwood Trails, being further identified as PPIN #27674. (Ben Requet)-536

Attachments

- 1. 3244 MBoA First Reading.pdf

- 6.c. First Reading of a proposed Ordinance amending the official Zoning Map for Case #3245 by Snider Development, LLC. (Greg Snider), to remove property from the Blackberry Hills PUD for property located on Christman Road & Northwood Trails, being further identified as PPIN #27674. (Ben Requet)-537

Attachments

1. 3245 MBoA First Reading.pdf

- 6.d. Request approval of a Preliminary and Final Plat for Case #3238, Rebel Properties, KP7, LLC (Jonathan Fronczek) for 'Anderson Road Development', for property located at Anderson Rd, being further identified as PPIN #32319. (James Hirsch)-534

Attachments

1. 3238 MBoA.pdf

- 6.e. Request approval of a Preliminary and Final Plat for Case #3237, Larry McAlexander for 'Evergreen's Subdivision, Phase IV', for property located at 5207 George G. "Pat" Patterson Pkwy, being further identified as PPIN #2487. (James Hirsch)-533

Attachments

1. 3237 MBoA.pdf

7. Regular Agenda: Special Projects-99

- 7.a. Request permission to authorize a contract with Jubilee Decor, LLC for commercial Christmas decorations for Holly Jolly Holidays. (Mark Levy)-553

Attachments

1. Request permission to Authorize Contract Documents with Jubilee Decor.pdf

- 7.b. Consider Change Order #1 for the Woodlawn Davis Park Trail Extension. (Mark Levy)-554

Attachments

1. Consider Change Order No 1 from TM Productions for Woodlawn Davis Park Trail Extension.pdf

- 7.c. Request permission to approve a professional services contract with Precision Engineering, Inc. for the City of Oxford Pickleball Park Project. (Mark Levy)-555

Attachments

1. Request permission to authorize professional services contract with Precision Engineering.pdf

- 7.d. Request permission to authorize a contract with Century Construction for the Oxford City Hall Renovations Project. (Mark Levy)-556

Attachments

1. Authorize permission to enter contract with Century Construction for the Renovations to Oxford City Hall_.pdf

- 7.e. Request permission to accept the bids received and authorize a contract for the Activity Center Campus Camera System Project. (Mark Levy)-557

Attachments

1. Permission to accept bid for the the Activity Center Campus Camera System.pdf

- 7.f. Request permission for extended working hours for Century Construction for Interior Renovations to City Hall. (Mark Levy)-571

Attachments

1. Century_construction_working_hours.pdf

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

- 8.a. Request permission to advertise for the 2025-2026 Materials Bids for the City of Oxford, MS. (John Crawley)-542

Attachments

1. Memo - Request Permission to Advertise for Bids 2025-2026 Material Bids.pdf

- 8.b. Request permission to advertise for bids for the drainage improvement projects on South 11th Street, Fillmore Avenue, and Lincoln Avenue. (John Crawley)-543

Attachments

1. Memo - Request Permission to Advertise for Drainage Improvements on South 11th Street Fillmore Avenue and Lincoln Avenue.pdf

- 8.c. Request permission to release the performance bond and accept the warranty bond from Oxford Commons III, LLC for The Heights, Phase 5. (John Crawley)-544
- Attachments
1. Memo - Request to Release Performance Bond For The Heights Phase 5 and Accept Warranty Bond - Combined.pdf
- 8.d. Request permission for the mayor to execute contract documents for the North Lamar/Molly Barr Road Roundabout Project. (John Crawley)-545
- Attachments
1. Memo - Request Permission for Mayor to Execute Contract Documents for North Lamar Molly Barr Roundabout.pdf
- 8.e. Request permission for the mayor to execute contract documents for the City of Oxford Micro-Surfacing 2025 Project. (John Crawley)-546
- Attachments
1. Memo - Request Permission for Mayor to Execute Contract Documents for City of Oxford Micro-Surfacing 2025 Project - Combined.pdf
- 8.f. Request permission to execute an agreement for AAA Holdings and the City of Oxford, MS. (John Crawley)-547
- Attachments
1. Memo - Request Permission to Execute Agreement for AAA Holdings - Combined.pdf
- 8.g. Consider a request for approval of special overnight work hours for the Whirlpool Well No. 3 Project. (John Crawley)-548
- Attachments
1. Memo - Request Permission to Work Special Hours for Whirlpool Well 3.pdf
- 8.h. Consider the request from Patton and Taylor Enterprises for the approval of special work hours for The Rise, located on Oxford Way. (John Crawley)-549
- Attachments
1. Memo - Request Permission for Special Work Hours for The Rise - Combined.pdf
- 8.i. Consider request for approval of Change Order No. 3 for the North Lamar Sewer Project. (John Crawley)-550
- Attachments
1. Memo - Request to Approve CO3 for North Lamar Sewer Project - Combined.pdf
- 8.j. Consider the request for the abandonment of the existing City of Oxford Street Right-of-Way, Landis Road, formerly County Road 356. (John Crawley)-551
- Attachments
1. Memo - Request to Abandon Landis Road ROW- Combined.pdf
- 8.k. Consider a request to accept the low quote for the Crosswalk Stamping Project in Downtown Oxford. (John Crawley)-552
- Attachments
1. Memo - Request Permission to Accept the Low Quote for Crosswalk Stamping in Downtown- Combined.pdf
- 8.l. Request permission to release the warranty bond for Burroughs Restaurant Group for Guthrie's Chicken. (John Crawley)-560
- Attachments
1. Memo - Request to Release Warranty Bond for Burroughs Restaurant Group - Guthrie's Chicken - Combined.pdf
- 8.m. Request permission to accept the bids received for the Haley Well No. 2 Project. (John Crawley)-561
- Attachments

1. Memo - Request to accept low bid for Haley Well 2 Project.pdf
2. Oxford Haley Well 2_Bid Tab_8-1-25_Signed.pdf
3. ROA - Oxford Haley Well 2_8-1-25_Signed.pdf

9. Regular Agenda: Closing the Meeting-98

9.a. Consider an executive session.-525

9.b. Recess to meet on Wednesday, August 6, 2025 at 9:00am.-526