



AGENDA

City of Oxford

Board of Aldermen

Regular Meeting

Tuesday, August 19, 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.-593
- 1.b. Adopt the agenda for the meeting.-611
- 1.c. Mayor's Report-612

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

- 2.a. Request permission to approve the minutes of the Regular Meeting on August 5, 2025, the Special Meeting on August 11, 2025, and the Special Meeting on August 18, 2025. (Ashley Atkinson)-609

Attachments

- 1. Draft_08052025_minutes.pdf
- 2. Draft_08112025_minutes.pdf
- 3. Draft_08182025_Sp_Minutes.pdf

- 2.b. Request permission to approve the accounts for all city departments. (Ashley Atkinson)-610

3. Consider the consent agenda:-60

3.a. Fixed Asset Management:-604

- i. Request permission to accept ownership of a 2017 Nissan Maxima, with VIN 1N4AA6AP7HC362648 and a Taurus 9mm handgun, with SN ACL485806 seized by Metro Narcotics, pursuant to Agreed Order of Forfeiture. (Alex Fauver)
- ii. Request permission to declare a Taurus 9mm handgun, with SN ACL485806 surplus in the Oxford Police Department - Metro Narcotics Division and authorize its disposal. (Alex Fauver)
- iii. Request permission to declare a 2014 Chevrolet SK1 truck, with VIN 3GCUKPEH0EG534749 and a 2014 Chevrolet SK1 truck with VIN 3GCUKPEH0EG534153 surplus in the Oxford Utilities-Electric Division and authorize their disposal. (Rob Neely)

- iv. Request permission to declare a 2008 Ford F150, with VIN 1FTRF12WX8KC86842, a Cybex Elliptical Arc Trainer, with asset tag 3464, a Cybex Elliptical Arc Trainer, with asset tag 3463, a 1998 Ford Ranger, with VIN 1FTYR14X3WPA50588, and a Life Fitness Cycle, with asset tag 3459 surplus in the Oxford Park Commission and authorize their disposal. (Seth Gaines)
- v. Request permission to declare a 2019 Apple iMac, with SN D25Y14TGJ1GP and asset tag 2858/ WASP tag 22718 surplus in the Development Services- Planning Department and authorize its disposal. (Ben Requet)
- vi. Request permission to declare a black Dell Latitude E6420 laptop, with SN 8BWV1, a Fujitsu ScanSnap Scanner, with SN A04B078833, a Gateway M685- E Laptop, with SN 0038614447 and asset tag 1533, an HP Color LaserJet Pro M452dw printer, with SN CF388-60113, an HP LaserJet P2035 printer, with SN VNB3B63619, an HP LaserJet Pro M402n printer, with SN PHBHF69092, a Sony DCR-SX85 Digital Video Camera Recorder, with SN 1274209, a Sharp MX-4101N Copier, with SN 95006167 surplus in the City Clerk's Office/ Multiple Departments and authorize their disposal. (Ashley Atkinson)
- vii. Request permission to transfer a surplus 2019 Dodge Charger, with VIN 2C3CDXAG8KH547008, to the Lexington Police Department, based on the finding that it is in the best interest of the taxpayers of the State of MS. (Jeff McCutchen)

Attachments

- 1. Metro- Agreed Order of Forfeiture.pdf
- 2. Metro- surplus.pdf
- 3. OU_surplus_equipment.pdf
- 4. Surplus Form 08 Ford F150.pdf
- 5. Surplus Form Cybex Elliptical 1.pdf
- 6. Surplus Form Cybex Elliptical 2.pdf
- 7. Surplus Form Ford ranger.pdf
- 8. Surplus Form life fitness Cycle 9500.pdf
- 9. Planning- Apple iMac Computer 8.19.25.pdf
- 10. Dell Latitude E6420 Laptop.pdf
- 11. Gateway Laptop.pdf
- 12. HP Printer 1- City Hall.pdf
- 13. HP Printer 2- City Hall.pdf
- 14. HP Printer 3- City Hall.pdf
- 15. Ox Util WS- Dell Computer.pdf
- 16. Sharp MS-4101N Copier.pdf
- 17. Sony Camcorder.pdf
- 18. Surplus of 2 totaled chargers.pdf
- 19. Fujitsu ScanSnap Scanner 8.19.25.pdf

3.b. Grants:-605

- i. Request permission to accept the FY2025-2026 MOHS 402-Police Traffic Services grant, in the amount of \$21,960.50. (Jeff McCutchen)
- ii. Request permission to accept the FY2025-2026 MOHS 405D-Alcohol and Drug grant, in the amount of \$163,441.82. (Jeff McCutchen)
- iii. Request permission to accept a grant from the Department of Public Safety, Office of Homeland Security, Grant No. 25HS286, in the amount of \$27,000.00, for the Oxford Fire Department. (Joey Gardner)

Attachments

- 1. OXFORD 402 POLICE TRAFFIC SERVICES - FY26 Grant Agreement sent to BOA.pdf
- 2. OXFORD 405D ALCOHOL AND DRUG - FY26 Grant Agreement to send to BOA.pdf

3.c. Human Resources:-606

- i. Request permission to accept the resignation of Marie Matthews in the Municipal Court Department, effective August 7, 2025. (Braxton Tullos)
- ii. Request permission to accept the resignation of Caitlan McLarty in the City Clerk's Office, effective August 31, 2025. (Braxton Tullos)
- iii. Request permission to accept Abigail Gacek, Antonella Rescigno, Grace Cecchini, Emily Woodruff, Helen Tremble, Haley Rivers, Joseph Vozniak, Olivia Helmke, Kyra Jones, Kelly Blackburn, and Shannon Anderson as unpaid interns for the fall semester at the Oxford

- Police Department. (Braxton Tullos)
- iv. Request permission to accept the resignation of Ajaluah Caldwell, in the Oxford Police Department, effective August 7, 2025. (Braxton Tullos)
 - v. Request permission to hire Nolan Chaney- Long and Caylynn Scott as Part- Time Communications Officers in the Oxford Police Department, each with an hourly rate of \$17.10. (Braxton Tullos)
 - vi. Request permission to hire Dylan Edwards as a Communications Officer, with an annual salary of \$37,575.24, and to hire Seth Hunter as a PACE Officer, with an annual salary of \$40,253.24, and to hire Cody Conner as a Patrol Officer, with an annual salary of \$52,531.65 in the Oxford Police Department. (Braxton Tullos)
 - vii. Request permission to promote LaTessa Salter from Communications Officer to Lead TAC Communications Officer in the Oxford Police Department, with a new annual salary of \$43,307.83, effective August 21, 2025. (Braxton Tullos)
 - viii. Request permission to transfer Part-time employee, Annslee Martin, from the Oxford Park Commission to the mTrade Park Department, as a Concessionaire, with an hourly rate of \$12.00. (Braxton Tullos)
 - ix. Request permission to approve Abdullah Elhawy as an unpaid intern for the Development Services Department. (Braxton Tullos)
 - x. Request permission to accept the resignation of Micah Uline in the Stronger Together Oxford Department, effective August 18, 2025. (Braxton Tullos)
 - xi. Request permission to transfer Landon Hudson from the Environmental Services Department to the Buildings & Grounds department, as a Full-Time Grounds Worker, with an annual salary of \$35,568.00 and to promote Omari Frierson from Part-time Driver to Driver in the Environmental Services Department, with a new annual salary of \$43,680.00; and to promote Lukas Vanlandingham from Part-time Laborer to Laborer in the Environmental Services Department, with an annual salary of \$35,568.00. (Braxton Tullos)
 - xii. Request permission to approve volunteers for the Oxford ARC. (Kelli Briscoe)
 - xiii. Request permission to approve SaLayah Freeman as an unpaid intern for the Oxford Municipal Court. (Braxton Tullos)
 - xiv. Request permission to hire Keith Ray, as a Building Inspector, in the Development Services- Building Department, with an annual salary of \$62,500.00. (Braxton Tullos)

3.d. Miscellaneous:-607

- i. Request permission to accept a donation from Endeavor Capital, LLC, in the amount of \$440.00, for the benefit of the Oxford Police Department. (Jeff McCutchen)
- ii. Request permission to approve Grace Lewis as a new taxi company/driver for Local Bike Taxi, LLC. (Jeff McCutchen)
- iii. Request permission to approve the water and sewer adjustments as per the Oxford Utilities Adjustment Policy. (Rob Neely)

3.e. Travel Requests:-608

- i. Request permission for one employee in the City Clerk's Office to attend the Fall Session of the Certified Municipal Clerk Program on Sept. 30-Oct. 3, 2025, in Hattiesburg, MS, at an estimated cost of \$750.00. (Ashley Atkinson)
- ii. Request permission for one employee to attend the NECI Crimes in Progress training on September 13, 2025 in Tupelo, MS for an estimated cost of \$150.00. (Jeff McCutchen)
- iii. Request permission for one employee to attend the 2025 MS ESAP Emergency Services Administrative Professionals Conference on September 2-5, 2025 in Biloxi, MS for an estimated cost of \$777.00. (Jeff McCutchen)
- iv. Request permission for two employees to attend Dispatcher CIT Training on September 8-10, 2025 in Magee, MS for an estimated cost of \$647.98. (Jeff McCutchen)
- v. Request permission for two employees to attend the MS Damage Prevention Summit on November 5-7, 2025 in Biloxi, MS at an estimated cost of \$1,426.00. (Rob Neely)
- vi. Request permission for an employee to attend the American Planning Association Congressional Fly-In on September 16-18, 2025 in Washington, D.C. at an estimated cost of \$500.00. (Ben Requet)

4. Regular Agenda: Other Departments-97

- 4.a. Request permission to approve a contract extension for RATP-Dev for management services for Oxford-University Transit for FY2025-2026, and to modify the contract, as presented. (Donna Zampella)-617

Attachments

1. extension Request Oxford.pdf
2. 8-19-2025 Amended Contract OUT.pdf

- 4.b. Presentation of the quarterly report from the Oxford Park Commission. (Seth Gaines)-627

Attachments

1. Copy of Quarterly report Q3 24-25 seth.pdf

- 4.c. Request approval of two Purchase Agreements for equipment for mTrade Park. (Brad Freeman/Clay Brownlee)-603

Attachments

1. mTrade- Purchase Agreement- FungoMan.pdf
2. mTrade- Purchase Agreement- HitTrax.pdf
3. mTrade- Quote- FungoMan.pdf
4. mTrade- Quote- HitTrax.pdf

- 4.d. First Reading of a proposed Ordinance amending Chapter 38, Article II-Technical Codes of the Code of Ordinances of The City of Oxford, to accept the 2024 edition of the International Fire Code. (Joey Gardner)-619

Attachments

1. OFD_code_changes.pdf

- 4.e. Request permission to advertise for bids for a reverse auction for a directional drill boring machine for the Oxford Utilities-Electric Division. (Rob Neely)-628

Attachments

1. OU Item #4.pdf

- 4.f. Appoint a member to the Oxford Park Commission Board.-626

5. Regular Agenda: Police Department-96

- 5.a. Second Reading and Public Hearing 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)-616

- 5.b. Request permission to approve a Parade/Assembly Permit for OHS to host a homecoming parade on September 21, 2025 at 6:00pm. (Jeff McCutchen)-625

Attachments

1. 2025 parade permit OHS.pdf

- 5.c. Consider a request from 7 Brew Coffee to hire uniformed, off-duty officers for traffic details. (Jeff McCutchen)-647

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

- 6.a. Request approval of a Preliminary Plat for Case #3247, York Developments (Chance Walker) for 'York Flatts', for property located at Anchorage Road, being further identified as PPIN 6384. (James Hirsch)-630

Attachments

1. 3247 MBoA.pdf

- 6.b. Consider a request for City Utilities which includes approval of a Preliminary Plat for Case #3251, L&M Holdings (Hudson Magee) for 'Lafayette Landing', for property located at MS Hwy 7 South, being further identified as PPIN 18389. (James Hirsch)-631

Attachments

1. 3251 MBoA.pdf

- 6.c. Second Reading and Public Hearing on a proposed Ordinance amending the Zoning Map for Case

#3234 by Snider Development, LLC (Greg Snider), to rezone +/- 10 acres from Suburban Residential (SR) to Neighborhood Residential (NR) for property located on Northwood Trails and Christman Road, being further identified as PPIN 27674. (Ben Requet)-633

Attachments

1. 3244 MBoA Second Reading.pdf

- 6.d. Second Reading and Public Hearing on a proposed Ordinance amending the Zoning Map for Case #3245 by Snider Development, LLC (Greg Snider), to remove +/- 10 acres from Blackberry Hills Planned Unit Development (PUD) for property located on Northwood Trails and Christman Road, being further identified as PPIN #27674. (Ben Requet)-634

Attachments

1. 3245 MBoA Second Reading.pdf

- 6.e. First Reading of a proposed Ordinance amending the Zoning Map, for Case #3253, by Elizabeth Fitts, to rezone +/- 0.44 acres from Suburban Residential (SR) to Neighborhood Residential (NR) for property located on Northwood Trails and Christman Road, being further identified as PPIN 30663. (Ben Requet)-635

Attachments

1. 3253 MBoA First Reading.pdf

- 6.f. First Reading of a proposed Ordinance amending the Zoning Map, for Case #3254, by Elizabeth Fitts, to remove +/- 0.44 acres from Blackberry Hills Planned Unit Development (PUD) for property located on Northwood Trails and Christman Road, being further identified as PPIN 30663. (Ben Requet)-636

Attachments

1. 3254 MBoA First Reading.pdf

- 6.g. First Reading of a proposed Ordinance amending the Zoning Map, for Case #3255, by Andy Callicutt, to Amend the Blackberry Hills Planned Unit Development (PUD) for property located on Molly Barr Road and Blackberry Hills Parkway, being further identified as PPINs 4975, 5004, 5047, 26268, and 30362. (Ben Requet)-637

Attachments

1. 3255 MBoA First Reading.pdf

- 6.h. Request permission to approve and authorize the Mayor to sign a professional services contract with EDG for the City Parks Plan. (Ben Requet)-639

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

- 7.a. Request permission to approve and authorize the Mayor to sign the contracts for Contract A-Anderson Production Wells No. 3 and No. 4. (John Crawley)-620

Attachments

1. Memo - Request Permission for Mayor to Execute Contract Documents Contract A- Anderson Wells No. 3 and No.4.pdf

- 7.b. Request permission to approve and authorize the Mayor to sign the contracts for Contract B-Anderson Road Water Treatment Plant. (John Crawley)-621

Attachments

1. Memo - Request Permission for Mayor to Execute Contract Documents Contract B - Anderson Road Water Treatment Plant.pdf

- 7.c. Request permission to approve and authorize the Mayor to sign Task Order No. 14 for the Oxford Regional Supply and Treatment Project, Haley Well #2. (John Crawley)-622

Attachments

1. Memo - Request Permission for Mayor to Sign Task Order No. 14 - Combined.pdf

- 7.d. Consider a request from Miller-Valentine to work on the following Sundays, (9/7, 9/14, 9/21, and 9/28) for the Colonnade Self-Storage Facility located at 1667 Bainbridge Street. (John Crawley)-623

Attachments

1. Memo - Request for Sunday Work in September for 1669 Bainbridge - Combined.pdf

- 7.e. Request permission to accept the infrastructure for utilities and streets in The Oxford Commons, Phase 1, Lot 4. (John Crawley)-624

Attachments

1. Memo - Request Acceptance of Infrastructure Oxford Commons Phase 1 Lot 4 - Combined.pdf

- 7.f. Request permission to approve a safety improvement project at West Jackson Avenue and Galleria Drive East. (John Crawley)-629

Attachments

1. Memo - Request Approval for Safety Project on West Jackson Avenue at Chick Fil A.pdf

- 7.g. Request permission to approve and authorize the Mayor to sign an engineering agreement with Elliott & Britt Engineering, PA, for the North Lamar Boulevard Corridor Plan. (John Crawley)-645

Attachments

1. Memo - Request Permission for Mayor to Execute Engineering Agreement.pdf
2. engineering agreement E and B.pdf

- 7.h. Request permission to approve and authorize the Mayor to sign a contract for the purchase of land from the Davis Estate on Anderson Road. (John Crawley)-646

Attachments

1. Memo - Request Permission for Mayor to Sign Contract for Purchase - Davis Estate - Combined.pdf

- 7.i. Consider a request to close a portion of Landas Road. (John Crawley)-661

Attachments

1. Request to Consider Abandoning Landis Road ROW.pdf

8. Regular Agenda: Closing the Meeting-98

- 8.a. Consider an executive session.-613

- 8.b. Adjourn.-614