



AGENDA

City of Oxford

Board of Aldermen

Regular Meeting

Tuesday, September 02, 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.-648

1.b. Adopt the agenda for the meeting.-649

1.c. Mayor's Report-650

1.d. Consider a Resolution regarding the sale of city property not needed for municipal purposes.
(Mark Levy)-676

Attachments

1. Consider Resolution Regarding the Sale of City Property Not Needed for Municipal Purpose.pdf

1.e. Request permission to advertise for sealed bids for the sale of the Cedar Oaks house. (Mark Levy)-677

Attachments

1. Permission to solicit bids for the sale of Cedar Oaks.pdf

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

2.a. Request permission to approve a correction to the minutes of the Regular Meeting on September 17, 2024. (Ashley Atkinson)-682

Attachments

1. Corrected_minutes_09172024.pdf

2.b. Request permission to approve the minutes from the Recess Meeting on August 6, 2025 and the Regular Meeting on August 19, 2025. (Ashley Atkinson)-658

Attachments

1. Draft_08062025_Minutes.pdf

2. Draft_08192025_minutes.pdf

2.c. Request permission to approve the accounts for all city departments. (Ashley Atkinson)-675

2.d. Budget Hearing for fiscal year 2025-2026 proposed budget. (Ashley Atkinson)-660

Attachments

1. Resolution Mill Rate 2025-2026_2025_taxroll.pdf
2. FY2025_2026_Budget_Summary.pdf

3. Consider the consent agenda:-60

3.a. Fixed Asset Management:-651

- i. Request permission to declare a rim clamp 5060A tire machine with SN 594103937 surplus in the City Shop Department and authorize its disposal. (Lynwood Jones)
- ii. Request permission to declare an Apple iPad Air with SN DMPFN0ZJQ19C (audit system # 4010), an Apple Pencil with SN HJTfKWNNJKM & an Apple Smart Keyboard with SN FTPDJE7ZMJ66 (audit system # 4009- includes both pencil and keyboard), and an Apple iPad Pro with SN DMPTF2Z0GXQ4 (audit system # 2622) surplus in the Development Services - Building Department and authorize their disposal. (Johnathan Mizell)
- iii. Request permission to declare a 3rd Eye Side Camera, model AWT2049SC36 and SN 220653223, a 3rd Eye Rear Camera, model AWT2020T and SN 5374A TPC, a 3rd Eye Curbside Camera, model AWT2020T and SN 4C1FE8TPC, and a 3rd Eye Rear Camera, model AWT2020T and SN 4C1FE0TPC surplus in the Environmental Services Department and authorize their disposal. (Amberlyn Liles)
- iv. Request permission to declare a 2018 Ford Explorer with VIN 1FM5K8AR6JGA36971 (audit system # 2877) and a 2019 Dodge Charger with VIN 2C3CDXAG6KH547010 (audit system # 3650) surplus in the Oxford Police Department and authorize their disposal. (Jeff McCutchen)
- v. Request permission to declare a set of green John Deere pallet forks (audit system # 1515), a green John Deere grapple bucket with yellow asset tag 02759 & Wasp tag 22116 (audit system # 1895), a Ventrac Leaf Vac RU602 with SN RV602-AB01499 (audit system # 671), a Ventrac Edger ED202 with SN ED202-AA02322 and asset tag 03724 (audit system # 1023), a Ventrac Buffalo Turbine with SN 31173 and asset tag 03722 (audit system # 3327) surplus in the Buildings & Grounds Department and authorize their disposal. (Greg Pinion)
- vi. Request permission to declare a Motorola APX 6000 handheld radio with SN 481CRX9843, yellow asset tag 3122, and Wasp tag 21103 (audit system # 2363) surplus in the Oxford Fire Department and authorize its disposal. (Joey Gardner)

Attachments

1. Tire Machine Surplus.pdf
2. Dev Svcs_Bldg DeptSurplus.pdf
3. Surplus Form - 3rd Eye Camera from TK411 8.18.2025.pdf
4. Surplus Form - 3rd Eye Camera from TK433 8.18.2025.pdf
5. Surplus Form - 3rd Eye Camera from TK449 8.18.2025.pdf
6. Surplus form 3rd Eye Camera System Kit - TK424.pdf
7. Surplus form - Ice Maker Machine.pdf
8. Surplus of 2 totaled chargers.pdf
9. B_G_Surplus.pdf
10. OFD_surplus.pdf
11. Apple Inv AF10220253- Megan Baker old iPad.pdf
12. Megan Baker old ipad form.pdf
13. Purch. details- megan baker old ipad.pdf

3.b. Grants:-652

- i. Request permission to accept a grant, #25LE286, from the MS Office of Homeland Security, in the amount of \$102,000.00, for the Regional Fusion Center at the Oxford Police Department. (Jeff McCutchen)

Attachments

1. MOHS_grant_Fusion_Center.pdf

3.c. Human Resources:-653

- i. Request permission to promote Israel Ojeda from RDO I/EMT to Lieutenant I/EMT in the

- Oxford Fire Department, with a new annual salary of \$60,887.40. (Braxton Tullos)
- ii. Request permission to accept the resignation of Charles Barranco in the Oxford Fire Department, effective September 2, 2025. (Braxton Tullos)
 - iii. Request permission to accept the voluntary demotion of Marley Barlow from Patrol Corporal to Records Clerk in the Oxford Police Department, with a new annual salary of \$39,351.41, effective September 4, 2025. (Braxton Tullos)
 - iv. Request permission to hire Eden Cain as a Full-time Communications Officer in the Oxford Police Department, with an annual salary of \$37,575.24. (Braxton Tullos)
 - v. Request permission to promote Sam Rutherford to Corporal in the Oxford Police Department, with a new annual salary of \$60,222.86, effective September 4, 2025. (Braxton Tullos)
 - vi. Request permission to approve Thompson Dabney as an unpaid volunteer for the Oxford Police Department. (Braxton Tullos)
 - vii. Request permission to promote Caylynn Scott from Part-time Communications Officer to Full-time Communications Officer in the Oxford Police Department, with a new annual salary of \$37,575.24, effective September 1, 2025. (Braxton Tullos)
 - viii. Request permission to hire Senneca Evans as a Part-time employee, with an hourly rate of \$15.00, and to hire Beverly McGloflin as a Deputy Court Clerk, with an annual salary of \$45,205.60, in the Municipal Court Department. (Braxton Tullos)
 - ix. Request permission to hire Barry Arrington as a Part-time Sports Turf Specialist in the mTrade Park Department, with an hourly rate of \$30.00. (Braxton Tullos)
 - x. Request permission to hire Hannah Michaels as a Part-time Office Worker in the Environmental Services Department, with an hourly rate of \$15.00. (Braxton Tullos)
 - xi. Request permission to accept the resignation of Keuntea Booker in the Environmental Services Department, effective August 21, 2025. (Braxton Tullos)
 - xii. Request permission to approve volunteers for the Oxford ARC. (Kelli Briscoe)

3.d. Miscellaneous:-654

- i. Request permission to approve the water and sewer adjustments as per the Oxford Utilities Adjustment Policy. (Rob Neely)
- ii. Update several ADA policies. (Braxton Tullos)
- iii. Accept donations on behalf of the Oxford ARC. (Kelli Briscoe)

Attachments

1. Water_sewer_adj_09022025.pdf
2. LEP Policy - City of Oxford.pdf
3. City of Oxford MDOT Title VI Agreement.pdf
4. City of Oxford ADA Policy 2025.pdf
5. City of Oxford ADA Grievance Procedure.pdf
6. ADA GRIEVANCE FORM.pdf
7. ADA 2025 Updates Memo.pdf
8. donations.pdf

3.e. Travel Requests:-655

- i. Request permission for an employee to attend the MSAE Annual Conference in Cleveland, MS on November 3-5, 2025 at an estimated cost of \$656.00. (Micah Quinn)
- ii. Request permission for two employees to attend the MS Tourism Association Governor's Conference in Vicksburg, MS on October 1-3, 2025 at an estimated cost of \$1,505.00. (Micah Quinn)
- iii. Request permission for an employee to attend the 2025 Municipal Court Clerk's Conference in Oxford, MS on September 17-19, 2025 at no cost to the City. (Nickie Denley)
- iv. Request permission for an Alderman to attend the 2025 MML Small Town Conference in Choctaw, MS on October 15-16, 2025 at an estimated cost of \$500.00. (Ashley Atkinson)
- v. Request permission for two employees to attend the Central Service Association (CSA) Fall Financial Conference on November 19-21, 2025 in Franklin, TN at an estimated cost of \$2,603.00. (Rob Neely)

4. Regular Agenda: Other Departments-97

- 4.a. Adopt a proclamation declaring September as Suicide Prevention Month.-683

4.b. Consider an employee dress code.-659

Attachments

1. Dress Code Final.pdf

4.c. Second Reading and Public Hearing for 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)-671

Attachments

1. OFD_code_changes.pdf

4.d. Request permission to approve budget amendments for the 5311 grant for the Oxford-University Transit System. (Donna Zampella)-721

Attachments

1. OUT Budget Amendment SA#1 8-2025.pdf
2. OUT-SA #1 5311 503730 City of Oxford 24-25 Transmittal Letter.pdf

5. Regular Agenda: Police Department-96

5.a. Request permission for St. John's Catholic Church to hire uniformed, off duty officers for traffic assistance, at an hourly rate of \$46.00. (Jeff McCutchen)-665

5.b. Request permission for St. Peter's Episcopal Church to hire uniformed, off duty officers for traffic assistance, at an hourly rate of \$46.00. (Jeff McCutchen)-684

5.c. Request permission to approve a Parade/Assembly permit for MS Sports Medicine to host a Radio show on September 8, 2025 from 1:30pm-2:30pm. (Jeff McCutchen)-672

Attachments

1. Sports_Med_Parade_permit.pdf

5.d. Request permission to approve a Parade/Assembly permit for Janice Carr to host a Peaceful Protest on October 18, 2025 from 11am-1pm. (Jeff McCutchen)-673

Attachments

1. Carr_permit.pdf

5.e. Request permission to approve seven Parade/Assembly Permits for Visit Oxford to host events around the square during the upcoming months. (Kinney Ferris/Jeff McCutchen)-666

Attachments

1. VO-permits_.pdf

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

6.a. Second Reading and Public Hearing for a proposed Ordinance amending the Zoning Map for Case #3253 by Elizabeth Fitts, to rezone +/- .44 acres from Suburban Residential (SR) to Neighborhood Residential (NR) for property located on Christman Road, being further identified as PPIN #30663. (Ben Requet)-662

Attachments

1. 3253 MBoA Second Reading.pdf

6.b. Second Reading and Public Hearing for a proposed Ordinance amending the Zoning Map for Case #3254 by Elizabeth Fitts, to remove +/- .44 acres from the Blackberry Hills Planned Unit Development for property located on Christman Road, being further identified as PPIN #30663. (Ben Requet)-663

Attachments

1. 3254 MBoA Second Reading.pdf

6.c. Second Reading and Public Hearing for a proposed Ordinance amending the Zoning Map for Case #3255 by Andy Callicutt, to amend the Blackberry Hills Planned Unit Development for property located on Northwood Trails & Christman Road, being further identified as PPIN #4975, #5004, #5047, #26268 & #30362. (Ben Requet)-664

Attachments

1. 3255 MBoA Second Reading.pdf

7. Regular Agenda: Special Projects-99

- 7.a. Consider the recommendation of the Avent Park Selection Committee to accept a proposal and begin negotiations on a contract for the purchase of playground equipment. (Mark Levy) -678

Attachments

1. Avent Park Playground Selection Committee.pdf

- 7.b. Consider bids received for a Temporary Ice Skating Rink for Holly Jolly Holidays at mTrade Park. (Mark Levy)-679

Attachments

1. Consider bids for the Temporary Ice Skating Rink for Holly Jolly Holiday.pdf

- 7.c. Consider Change Order No. 1 from Century Construction for the City Hall Renovation Project. (Mark Levy)-681

Attachments

1. Consider Change Order No. 1 with Century Construction for the renovation to the Historic City Hall.pdf

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

- 8.a. Request permission to approve and authorize the Mayor to sign a contract for the purchase of Lot 2, Anderson Road Student Housing Development. (John Crawley)-667

Attachments

1. Memo - Authorize Mayor to Sign Contract for Purchase of Lot 2 Anderson Road Student Housing Property - Combined.pdf

- 8.b. Request permission to accept the bids received and award a low bid for the Punkin Water System Water Plant Demolition Project. (John Crawley)-668

Attachments

1. Memo - Award Low Bid for Punkin Water System Plant Demolition - Combined.pdf

- 8.c. Request permission to accept the bids received and award a low bid for the Punkin Water Well Abandonment Project. (John Crawley)-669

Attachments

1. Memo - Award Low Bid for Punkin Water Well Abandonment - Combined.pdf

- 8.d. Consider a request from Mid-South Companies, LLC for the City of Oxford to provide water services to a proposed development on CR 101, north of the City limits. (John Crawley)-670

Attachments

1. Memo - Request to Supply Water to Lamar Lakes in Lafayette County - Combined.pdf

- 8.e. Consider a request for overnight work and a street closure on Jefferson Avenue, from 11th Street to 14th Street, to repair crosswalks. (John Crawley)-674

Attachments

1. Memo - Request for Overnight Work and Street Closure of Jefferson Avenue for Street Dept_.pdf

9. Regular Agenda: Closing the Meeting-98

- 9.a. Consider an executive session.-656

- 9.b. Recess to meet on Wednesday, September 10, 2025 at 4:00pm.-657