



AGENDA

City of Oxford

Board of Aldermen

Regular Meeting

Tuesday, December 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

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

2. Regular Agenda: City Clerk's Office

- 2.a. Request permission to approve the minutes from the Regular Meeting on November 18, 2025. (Rhonda Burchett)
- 2.b. Request permission to approve the accounts for all city departments. (Rhonda Burchett)
- 2.c. Request permission to accept the 2025 tax rolls for Real and Personal Property, as provided by the Lafayette County Tax Assessor's Office. (Rhonda Burchett)

Attachments

- 1. Landroll_Recap_2025_Tax_Roll.pdf

2.d. October budget report. (Rhonda Burchett)

Attachments

- 1. October_Budget_Report.pdf

2.e. Request permission to accept the proposal from FNB Oxford for Municipal Depository Services for calendar years 2026-2029. (Rhonda Burchett)

Attachments

- 1. Bank Bid FNB Oxford Dec 2025.pdf
- 2. Bank Bid Guaranty Bank Dec 2025.pdf
- 3. Bank Bid Paragon Bank Dec 2025.pdf
- 4. Bank Bid Renasant Bank Dec 2025.pdf

3. Consider the consent agenda:

3.a. Fixed Asset Management:

- i. Request permission to declare a 1983 Leyl Double Decker Bus with VIN NLT0755 and a 1986 Leyl Double Decker Bus with VIN 2325DOR surplus in the Environmental Services Department and authorize their disposal. (Amberlyn Liles)
- ii. Request permission to declare a Python III radar box with SN PYT846005633, a Code 3 Siren Box, an L3 Monitor with SN FBE310143, and a Federal Signal Siren Box with SN SS2000SS-D, and asset tags 1356, 1396, 1417, and 420 surplus in the Oxford Police Department and authorize their disposal. (Jeff McCutchen)
- iii. Request permission to accept a donation of equipment from the Junior Auxiliary for the benefit of the Oxford Police Department-Victim Services Division. (Jeff McCutchen)

Attachments

1. DD_Bus_Surplus_755.pdf
2. DD_Bus_Surplus_DOR.pdf
3. OPD_Surplus_Equipment.pdf

3.b. Human Resources:

- i. Request permission to hire Kelvin Wesson as a Full-Time Grounds Worker in the Landscape Services Department, with an annual salary of \$40,170.00. (Braxton Tullos)
- ii. Request permission to hire Travary Hart as a Concessionaire in the mTrade Park Department, with an hourly rate of \$10.00. (Braxton Tullos)
- iii. Request permission to accept the resignation of Tiffany Wilson in the Municipal Court Department, effective November 21, 2025. (Braxton Tullos)
- iv. Request permission to hire Robert Tucker as a Small Engine Mechanic in the City Shop Department, with an annual salary of \$40,170.00. (Braxton Tullos)
- v. Request permission to hire Emma Long as a Full-Time Patrol Officer in the Oxford Police Department, with an annual salary of \$58,520.94. (Braxton Tullos)
- vi. Request permission to approve volunteers for the Oxford ARC. (Kelli Briscoe)

3.c. Miscellaneous:

- i. Request permission to approve the water and sewer adjustments as per the Oxford Utilities Adjustment Policy. (Rob Neely)
- ii. Request permission to approve donations on behalf of the Oxford ARC. (Kelli Briscoe)
- iii. Request permission to approve donations for the Oxford Park Commission LLO Program. (Seth Gaines)

Attachments

1. WS_Adjustments_List_12022025.pdf

3.d. Travel Requests:

- i. Request permission for one employee to attend SLI FBI-LEEDA training on January 12-16, 2026 in Southaven, MS at no cost to the city. (Jeff McCutchen)
- ii. Request permission for two employees to attend Innovative Response Strategies to Domestic Violence on April 7-9, 2026 in New Orleans, LA at an estimated cost of \$2,427.00. (Jeff McCutchen)

4. Regular Agenda: Other Departments

4.a. Adopt a Retirement Resolution for City Clerk-Finance Director, Ashley Atkinson.

Attachments

1. Ashley Atkinson Resolution.pdf

4.b. Request permission to approve and authorize the Mayor to sign a letter for Oxford-University Transit to purchase buses from outside the State of Mississippi, as approved by MDOT and FTA. The cost to the City is \$102,709.50. (Donna Zampella)

Attachments

1. Critical Need Vehicles 2025.pdf

- 4.c. Request permission to approve a contract for professional services for Oxford Utilities-Water & Sewer Division. (Rob Neely)

Attachments

1. 250924_FORM_LSA Phase 2_contract.pdf

5. Regular Agenda: Police Department

- 5.a. Request permission to approve and authorize the Mayor and/or the Police Chief to sign an agreement with Flock for 6 cameras. (Jeff McCutchen)

Attachments

1. Flock_Agreement_OPD.pdf

- 5.b. Request permission to approve and authorize the Mayor and/or the Police Chief to sign a data service agreement with Insight LPR. (Jeff McCutchen)

Attachments

1. Insight_LPR_agreement_OPD.pdf

- 5.c. Request permission to approve a Resolution of the Mayor and Board of Aldermen requesting the Alcoholic Beverage Control Commission extend the hours for alcohol sales for Super Bowl LX on Sunday, February 8, 2026. (Jeff McCutchen)

Attachments

1. ABC_request_extended_alcohol_Sales_Super_BowlLX.pdf

6. Regular Agenda: Development Services-Planning Department

- 6.a. Second Reading and Public Hearing for an Ordinance (Case #3291) Modifying Articles 3, 5 & 9 of the Land Development Code. (Ben Requet)

Attachments

1. 3291 MBoA 2nd Reading.pdf

7. Regular Agenda: Development Services-Engineering Department

- 7.a. Consider a request from Dismuke Design/PLOWSHARE Creative to temporarily block the sidewalk, if needed, on the alley side of Moe's Original BBQ at Tyler Avenue and South Lamar Boulevard for no longer than two weeks beginning Wednesday, December 3rd. (John Crawley)

Attachments

1. Memo - Request to Temporarily Block Sidewalk at Moe's Original BBQ - Combined.pdf

- 7.b. Consider a request from Magnolia Materials, LLC, for the city to provide water service to the proposed hot mix asphalt plant to be located on Pat Patterson Parkway in Lafayette County, MS. (John Crawley)

Attachments

1. Memo - Request to Provide Water to Proposed Magnolia Materials Asphalt Plant - Combined.pdf

- 7.c. Consider a request from the Donald Smith Company, Inc. to work outside of regular working hours for the Regional Water Supply Haley Well No. 2 Project. (John Crawley)

Attachments

1. Memo - After Hours Request from Donald Smith Company for Haley Well No. 2 - Combined.pdf

- 7.d. Consider a reimbursement request from Prince Oil, due to reported sewer damage as a result of the SR 7 Phase 2C Water Relocation Project. (John Crawley)

Attachments

1. Memo - Request for Reimbursement for Prince Oil - Combined.pdf
2. Prince_Oil_Invoices.pdf

- 7.e. Consider the proposed updated schedule of connection fees from the Oxford Utilities- Water & Sewer Division. (John Crawley)

Attachments

1. Memo - Request to Approve Updated Connection Fee Schedule for Oxford Utilities - Combined.pdf

- 7.f. Consider a Task Order from Waggoner Engineering to develop a wastewater plan. (John Crawley)

Attachments

1. Memo - Request to Approve Task Order 16 for Waggoner Engineering for Sanitary Sewer Plan - Combined.pdf

- 7.g. Consider a request for 24-hour workdays, Monday-Sunday, until 12/31/2025, on Anderson Road. (John Crawley)

Attachments

1. Memo-Request from Montgomery Martin for 24 hr work.pdf
2. Anderson Rd. Student Housing.pdf

8. Regular Agenda: Closing the Meeting

- 8.a. Consider an executive session.
8.b. Adjourn.