



THE CITY OF
OXFORD

AGENDA

City of Oxford
Board of Aldermen
Regular Meeting
Tuesday, February 18, 2025, 5:00pm-7:00pm
City Hall Courtroom

Notice that certain aldermen or commissioners may be included in the meeting via teleconference, subject to the City of Oxford Code of Ordinances, Section 2-82.

1. Call to order.

2. Adopt the agenda for the meeting.

3. Mayor's Report

4. Authorize the approval of the minutes of the Regular Meeting on February 4, 2025. (Ashley Atkinson)

5. Authorize the approval of accounts for all city departments. (Ashley Atkinson)

6. Consider the consent agenda:
 - a. Fixed Assets Management:
 - i. Request permission to [declare equipment surplus](#) in the Oxford Police Department and authorize its disposal. (Jeff McCutchen)

 - b. Grants:
 - i. Request permission to approve a [grant modification for the DUI Training Grant](#), requesting to change the indirect cost allowance from 10% to 15%. (Jeff McCutchen)

 - c. Human Resources:
 - i. Request permission to accept the resignation of an employee in the Oxford Police Department. (Braxton Tullos)
 - ii. Request permission to promote an employee in the Oxford Police Department. (Braxton Tullos)

- iii. Request permission to promote an employee in the Oxford Police Department. (Braxton Tullos)
 - iv. Request permission to approve the transfer of an employee in the Development Services-Planning Department and to change the title of an employee in the Human Resources Department, both with no change in salary. (Braxton Tullos)
 - v. Request permission to promote an employee in the Buildings & Grounds Department. (Braxton Tullos)
 - vi. Request permission to hire an employee in the Buildings & Grounds Department. (Braxton Tullos)
 - vii. Request permission to approve a step increase for an employee in the Development Services Department. (Braxton Tullos)
 - viii. Request permission to approve volunteers for the Oxford Animal Resource Center. (Kelli Briscoe)
- d. Miscellaneous:
- i. Request permission to approve donations for the benefit of the Oxford Animal Resource Center. (Kelli Briscoe)
 - ii. Request [approval of water and/or sewer adjustments](#) in accordance with the Oxford Utilities Leak Adjustment Policy. (Rob Neely)
- e. Travel Requests:
- i. Request permission for an employee to attend the MTA Spring Summit on April 9-11, 2025 in Greenwood, MS at an estimated cost of \$862.40. (Micah Quinn)
 - ii. Request permission for an employee to attend the ACAE Lunch and Learn on April 7, 2025 in Montgomery, AL at an estimated cost of \$399.00. (Micah Quinn)
 - iii. Request permission for up to 25 employees to attend Coach Train Evaluate Model FTO program by Command Presence in Oxford, MS at an estimated cost of \$22,500.00 (depends on number of attendees). (Jeff McCutchen)
 - iv. Request permission for the Oxford Police Department to host Enhancing Wellness for First Responders for OPD and OFD employees on May 8, 2025 at an estimated cost of \$8,325.00. (Jeff McCutchen)
 - v. Request permission for an employee to attend Amped Five Main Class on March 24-28, 2025 in Oxford at an estimated cost of \$1,800.00 (registration only). (Jeff McCutchen)
 - vi. Request permission for an employee to attend Proactive Criminal Patrol on March 3-5, 2025 in Clarksville, TN at an estimated cost of \$729.68. (Jeff McCutchen)
 - vii. Request permission for an employee to attend FBI LEEDA Executive Leadership Institute training on June 2-6, 2025 in Oxford at an estimated cost of \$795.00. (Jeff McCutchen)
 - viii. Request permission for an employee to teach Active Shooter training on March 10-11, 2025 in Horn Lake, MS at no cost to the City. (Jeff McCutchen)
 - ix. Request permission for an employee to attend Terminal Agency Coordinator Certification on February 24-28, 2025 in Pearl, MS at an estimated cost of \$989.20. (Jeff McCutchen)
 - x. Request permission for an employee to teach Active Shooter training in Moorhead, MS on March 16-18, 2025 at no cost to the City. (Jeff McCutchen)
 - xi. Request permission for two employees to attend the 18th Annual Drug and Alcohol Program National Conference on March 17-21, 2025 in Kansas City, MO at an estimated cost of \$2,736.12 (with \$2,628.00 being paid by RTAP scholarship). (Donna Zampella)
 - xii. Request permission for an employee to attend TVA meetings during 2025 at an estimated cost of \$885.00. (Rob Neely)

7. Announce vacancies on the Affordable Housing and Courthouse Square Historic Preservation Commissions.
8. Request permission to bind [Workers Comp Coverage](#) for Oxford University Transit in the amount of \$75,195.09 for the 2/25/2025- 2/25/2026 policy period. (Donna Zampella)
9. Request permission to advertise for bids for additional cameras for various City areas. (Shane Fortner)
10. Request permission to approve an [agreement with Mississippi State University](#) for Ground Penetrating Radar services at the Oxford Memorial Cemetery, based on the [quote received](#) and to amend the budget as necessary. (Shane Fortner)
11. Request permission to approve a Parade/Assembly permit for the YAC to host a Cycling event on [May 24, 2025 from 8:00am-12:00pm](#). (Jeff McCutchen)
12. Request permission to approve a Parade/Assembly permit for the United States Marshall Service to host a Fallen Heroes Honor Run on [March 7, 2025 from 6:00am-7:00am](#). (Jeff McCutchen)
13. Request permission to approve a Parade/Assembly permit for North MS Rural Legal Services to host a Dog Walk a Thon on [February 22, 2025 from 3:00pm-5:00pm](#). (Jeff McCutchen)
14. Request approval of a Preliminary Plat for [Case #3186](#), Oxford Commons Lots, LLC (David Blackburn) for "The Heights, Phases 9 & 14", for property located at Primrose Drive being further identified as PPIN 4503. (Kate Kenwright)
15. Request approval for the extension of City utilities for a development outside the City limits of Oxford that includes a Preliminary Plat for [Case #3189](#), Southern Land Holdings, LLC, for "The Julep-Phase 1", for property located on Old Taylor Road, South of CR 302, being further identified as PPIN 10510. (Ben Requet)

16. Accept bids received and approve a contract for the renovation of the old Oxford Police Station. (Mark Levy)

17. Request permission to advertise for bids for the renovation of City Hall. (Mark Levy)

18. Consider a request from Alliant Group to allocate Section 179D Energy Efficient Commercial Buildings Deduction Form on behalf of Corbett Legge and Associates for a new boiler at the Oxford Conference Center. (Mark Levy)

19. Consider [Change Order #2 and Pay App #4-Final](#) for the SR-7 Water Main Relocation Project, Phase IIC. (John Crawley)

20. Request permission to accept the [bids received](#) and award a contract for the Oxford Conference Re-Roof Project. (John Crawley)

21. Request permission to authorize emergency purchases for a sewer repair project on Front Street near Cambridge Station. (John Crawley)

22. Consider an executive session.

23. Adjourn