

**MUNICIPAL MINUTES, CITY OF TUPELO**  
**STATE OF MISSISSIPPI**  
**MAY 21, 2019**

Be it remembered that a regular meeting of the Tupelo City Council was held in the Council Chambers in the City Hall Building on Tuesday, May 21, 2019 at 6:00 p.m. with the following in attendance: Markel Whittington, Lynn Bryan, Travis Beard, Nettie Y. Davis, Buddy Palmer, Mike Bryan, Willie Jennings, City Attorney Ben Logan; Amanda Daniel, Clerk of the Council.

Councilman Lynn Bryan gave the invocation, followed by the Pledge of Allegiance led by Kimmer Brown of Boy Scout Troop No. 12.

**IN THE MATTER OF CALLING THE MEETING TO ORDER**

President Travis Beard called the meeting to order at 6:00 p.m.

**IN THE MATTER OF CONFIRMATION OR AMENDMENT TO THE AGENDA AND AGENDA ORDER**

Councilwoman Davis moved, seconded by Councilman M. Bryan, to confirm the agenda and agenda order with the following amendment:

**ADD:**

**4.5B PROCLAMATION RECOGNIZING THE 60<sup>TH</sup> ANNIVERSARY OF THE  
TUPELO HIGH SCHOOL CLASS OF 1959**

The vote was unanimous in favor.

**PROCLAMATIONS, RECOGNITIONS, AND REPORTS AGENDA**

**IN THE MATTER OF RECOGNITION OF BOY AND GIRL SCOUTS**

Mayor Shelton recognized Boy Scout Kimmer Barber who is a member of Troop No. 12 sponsored by Tupelo First United Methodist Church. Merit Badge Counselor, Duke Loden accompanied him to the meeting. Kimmer is presently working on both the "Citizenship in the Community" and the "Communications" Merit Badges. Kimmer's proud parents are Kevin and Shannon Barber.

**IN THE MATTER OF RECOGNITION OF CITY EMPLOYEES**

No employees were present for recognition of reaching milestones in the tenure of service.

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**IN THE MATTER OF RECOGNITION OF MR. DAVEY COLE FOR 20 YEARS OF VOLUNTEER SERVICE TO THE YOUTH AND ADULT SOFTBALL PROGRAM**

Mr. Cole became involved in the Tupelo Softball Association in 1998 as the Youth Recreational Representative. Currently he is the President of the Tupelo Softball Association. As President of the Northeast Mississippi Umpire Association, Mr. Cole has participated in eleven national American Softball Association tournaments. With great pleasure, Mayor Shelton presented Mr. Cole with a Certificate of Appreciation and plaque recognizing him for twenty years of dedicated service to the Tupelo Softball Association.

**IN THE MATTER OF A PROCLAMATION RECOGNIZING “NATIONAL GARDEN WEEK”**

Mayor Shelton recognized “National Garden Week” by presenting members of the Tupelo Garden Club with a signed Proclamation to proclaim June 2 through June 9, 2019 as “National Garden Week” in the city. Gardening instills in all people both young and old, an appreciation for nature in general and for our beautiful land in particular. Gardens yield flowers of great variety and breathtaking beauty, bringing beauty to our lives and satisfying our aesthetic needs. A spokesperson for the Club thanked Mayor Shelton for the recognition and recapped a number of projects and fundraisers in which the Club has been involved. A copy of this proclamation is attached as **APPENDIX A.**

**IN THE MATTER OF A PROCLAMATION RECOGNIZING THE “GEORGE WASHINGTON CARVER CLASS OF 1959 DAY”**

In the fall of 1947, a group of bright, starry-eyed children began their formal journey of learning at George Washington Carver School. These students had well-prepared teachers with priorities of training their students. These students were segregated into a school for African-Americans only and missed opportunities to experience various learning experiences. These students still received effective academic training in addition to lessons, examples of discipline, respect, leadership, and many of the students in the class of 1959 excelled in their academic careers and were actively involved in sports, music, dramatics, and leadership roles in their community. Councilwoman Nettie Y. Davis accompanied by fellow classmate Mr. Ollie Collins received a signed Proclamation from Mayor Shelton recognizing Tuesday, May 21, 2019 as “George Washington Carver Class of 1959 Day.” A copy of this proclamation is attached to the minutes as **APPENDIX B.**

**IN THE MATTER OF A PROCLAMATION RECOGNIZING THE 60<sup>TH</sup> ANNIVERSARY OF THE TUPELO HIGH SCHOOL CLASS OF 1959**

In May 1959 Tupelo High School graduated 118 young men and women, many of those

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individuals have gone on to live successful lives, drawing from lessons in citizenship and leadership taught to them by their classroom teachers. Several members of the THS Class of 1959 were present to accept a Proclamation signed by Mayor Shelton proclaiming May 21, 2019, as a day of Recognition of the THS Class of 1959. Among the classmates present at the meeting was Mrs. Cecelia Palmer. Mrs. Palmer thanked Mayor Shelton for this recognition and gave a spirited description of herself and fellow classmates. A copy of this proclamation is attached to these minutes as **APPENDIX C.**

As a point of privilege, Mayor Shelton congratulated Councilwoman Nettie Y. Davis on receiving the Jack Reed, Sr. Northeast Mississippi Community Citizenship Award during a recent Create Foundation Awards Ceremony and Luncheon.

**IN THE MATTER OF PUBLIC RECOGNITIONS**

The City Council members made the following recognitions:

Councilman Jennings announced that he and his wife would be celebrating their 47<sup>th</sup> wedding anniversary this week. He publically thanked his wife for her dedication to their successful marriage.

Councilman Palmer extended an invitation to the Community to attend the Memorial Day service held on Monday, May 27, 2019 at Veterans Park. The program will begin at 9:00 a.m. with the Honorable Trent Kelly, Congressman, 1CD-MS and BG, MSARNG, as the keynote speaker.

Councilwoman Nettie Y. Davis thanked the individuals who made the recent purchase of the old Mr. Quick building located on North Green Street possible. Plans are in place to repurpose the building to benefit the Park Hill Community.

Councilwoman Davis offered her gratitude and thanks to philanthropist Robert Smith. On May 19, 2019, private equity billionaire, Robert F. Smith, was the commencement speaker at Morehouse College, a small historically black all male institution in Atlanta, Ga. During his speech, he announced that he would pay the student loan debt belonging to the entire Morehouse College graduating class of 2019. His decision was as unprecedented as it was generous: aiding nearly 400 young men at an estimated value up to \$40 million.

Councilman Travis Beard announced some great news! Tupelo has won the MML "Public Safety" award, which will be presented at this year's MML awards luncheon on Wednesday of the State Conference! This is primarily the result of the Fire Department's "Lunch Buddy" program. Councilman Beard gave a "shout out" to Chief Walker and the Tupelo Fire Department.

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**IN THE MATTER OF THE MAYOR'S REPORT**

Mayor Jason Shelton congratulated the Tupelo High School graduating Class of 2019. He gave accolades to Principal Art Dobbs as he successfully carries out his role as Principal to largest public high school located in Mississippi.

Mayor Shelton explained that "Tupelo Rocks" is a group of young entrepreneurs, community leaders, artists, and citizens who are interested in helping Tupelo find ways to improve. The group recently held the "Makers Market" where shoppers can purchase local handmade items from vendors whose offerings included artwork, pottery, repurposed lamps, woodworking, screen print items, handmade rugs, jewelry, bath salts, and needlework. Mayor Shelton encouraged everyone to take advantage of the next local "Markers Market".

Mayor Shelton announced that the 2019 Elvis Presley Festival is June 5 through June 9, 2019. Visitors all across the world will visit Tupelo during the festival week.

Mayor Shelton echoed Councilman Palmer in offering an invitation to attend the May 27, 2019 Memorial Day service at Veteran Park.

Mayor Shelton encouraged all city employees to participate in the Mayor's "Walk a Mile" challenge. Employees are asked to keep a daily log and walk up to 20 minutes or one mile per day.

(CLOSE THE REGULAR MEETING AND OPEN THE PUBLIC AGENDA)

**PUBLIC AGENDA**

**PUBLIC HEARINGS**

**IN THE MATTER OF A PUBLIC HEARING REGARDING A CAP LOAN PROGRAM FOR THE PURPOSE OF COMPLETING CAPITAL IMPROVEMENTS**

No one appeared to discuss this matter.

**IN THE MATTER OF A PUBLIC HEARING REGARDING THE LOT MOWING OF PROPERTIES**

<b>Parcel Number</b>	<b>Location</b>	
088N3314501	1218 EAST MAIN STREET	No one appeared to discuss this item.
075T1501102	2308 MCCULLOUGH BLVD.	No one appeared to discuss this item.

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<b>Parcel Number</b>	<b>Location</b>	
075T1501105	2394 MCCULLOUGH BLVD.	No one appeared to discuss this item.
075G1501401	2914 OLD BELDEN CIRCLE	No one appeared to discuss this item.
101B0213200	414 LAKEVIEW DRIVE	No one appeared to discuss this item.
101B0213000	418 LAKEVIEW DRIVE	No one appeared to discuss this item.
101H0123900	100 ANDREW CIRCLE	No one appeared to discuss this item.
077M3605701	1100 CHAPMAN DRIVE	No one appeared to discuss this item.
112B0400302	WILSON STREET	No one appeared to discuss this item.
088J330700	1193 KELLY STREET	No one appeared to discuss this item.
089F3010601	523 NORTH CHURCH STREET	No one appeared to discuss this item.
089F3002700	528 WEST BARNES STREET	No one appeared to discuss this item.
089F3008400	638 NORTH CHURCH STREET	No one appeared to discuss this item.
089F3004701	WALKER STREET	No one appeared to discuss this item.
089K3113000	521 WALNUT STREET	No one appeared to discuss this item.
077F2618800	708 LAR ELI DO DRIVE	No one appeared to discuss this item.
077F2607200	2512 PATTERSON DRIVE	No one appeared to discuss this item.
087S2600212	110 LOVELY LAND	No one appeared to discuss this item.
089P3120000	494 SOUTH GREEN STREET	No one appeared to discuss this item.
106G1312700	CRAIGMONT CIRCLE	No one appeared to discuss this item.
106G1312800	CRAIGMONT CIRCLE	No one appeared to discuss this item.
106D1308700	922 TERRY ROAD	No one appeared to discuss this item.
101L1211112	1604 RUFF CIRCLE	No one appeared to discuss this item.
105D1503500	3064 MOORE AVENUE	No one appeared to discuss this item.
106G1313200	3106 MONTCLAIR DRIVE	No one appeared to discuss this item.
106G1313300	3122 MONTCLAIR DRIVE	No one appeared to discuss this item.
106G1310400	3316 CRAIGMONT CIRCLE	No one appeared to discuss this item.
106G1310500	3332 CRAIGMONT CIRCLE	No one appeared to discuss this item.
106G1310600	3346 CRAIGMONT CIRCLE	No one appeared to discuss this item.
106G1311100	3412 CRAIGMONT CIRCLE	No one appeared to discuss this item.
106G1311200	3420 CRIAGMONT CIRCLE	No one appeared to discuss this item.
106G1315000	3471 CRAIGMONT CIRCLE	No one appeared to discuss this item.
106G1314900	3487 CRAIGMONT CIRCLE	No one appeared to discuss this item.
077K3506400	607 LUMPKIN AVENUE	No one appeared to discuss this item.
077D2510100	1220 LEE STREET	No one appeared to discuss this item.
074C1709000	3271 COUNTRYSIDE DRIVE	No one appeared to discuss this item.
074C1709800	3238 COUNTRYSIDE DRIVE	No one appeared to discuss this item.
074C1711800	HILLRIDGE DRIVE	No one appeared to discuss this item.

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**ACTION AGENDA**

**IN THE MATTER OF REVIEW, APPROVE, REJECT CONTRACT FOR PHASE II**  
**MASTER PLAN SERVICES CONTRACT (MOVED UP TO THE ACTION AGENDA**  
**MAY 7, 2019)**

Councilman Whittington moved, seconded by Councilman Mike Bryan to table this item. The vote was unanimous to table. There is a work session scheduled to discuss this matter in the City Council Chambers on May 28, 2019 at 4:00 p.m.

**IN THE MATTER OF REVIEW, APPROVE, REJECT AN ORDER CLOSING AND**  
**VACATING A PORTION OF RIAL DRIVE**

Councilman Whittington moved, seconded by Councilman Palmer to find that the portion of Rial Drive right-of-way as described and depicted in Exhibit "A" is not needed for municipal purposes, to close and vacate said portion of the right-of-way in the best interest of public safety and approve the order as submitted. The vote was unanimous in favor. The executed order and supporting document are attached hereto as **APPENDIX D.**

**ROUTINE AGENDA**

**IN THE MATTER OF REVIEW, APPROVE, REJECT THE MINUTES OF THE MAY 5,**  
**2019 REGULAR CITY COUNCIL MINUTES**

Councilman Jennings moved, seconded by Councilman Palmer, to approve the minutes as submitted. The vote was unanimous in favor.

**IN THE MATTER OF REVIEW, ACCEPT, REJECT REQUEST OF THE TUPELO**  
**HOUSING AUTHORITY TO REAPPOINT TILLMON CALVERT TO SERVE A FIVE**  
**YEAR TERM**

Councilwoman Davis moved, seconded by Councilman Mike Bryan, to accept this request as submitted and to approve the resolution reappointing Tillmon Calvert to serve a five-year term as commissioner of the Tupelo Housing Authority. The vote was unanimous in favor. A copy of the memorandum of request and executed resolution are attached hereto as **APPENDIX E.**

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**IN THE MATTER OF REVIEW, APPROVE, REJECT LIST OF ADVERTISING AND PROMOTIONAL EXPENSES**

Chief Financial Officer, Kim Hanna, submitted a request to the City Council to approve a list of expenditures for advertising and bringing into favorable notice the opportunities, possibilities, and resources of the City of Tupelo. Councilman Whittington moved, seconded by Councilman Palmer, to approve the advertising and promotional list as submitted. The vote was unanimous in favor. A copy of the list is attached to these minutes as **APPENDIX F.**

**IN THE MATTER OF REVIEW, PAY BILLS**

Bills were reviewed at 4:30 p.m. by council members: Travis Beard, Buddy Palmer, Markel Whittington, Lynn Bryan, Willie Jennings; Missy Shelton, Deputy Clerk; Johnny Timmons, Tupelo Water and Light Department.

Councilman Palmer moved, seconded by Councilman Jennings, to approve the payment of the checks bills, and claims. The vote was unanimous in favor.

CHECK NUMBERS 355738-356128  
ELECTRONIC TRANSFERS AS SHOWN ON THE FACE OF THE DOCKET  
INVOICES AS SHOWN ON THE FACE OF THE DOCKET

**IN THE MATTER OF REVIEW, APPROVE, REJECT THE PROPOSED BUDGET CALENDAR FOR FISCAL YEAR 2020**

Councilwoman Davis moved, seconded by Councilman Whittington, to approve the FY2020 Budget Calendar as submitted. The vote was unanimous in favor. A copy of the FY2020 Calendar is attached to these minutes as **APPENDIX G.**

**IN THE MATTER OF REVIEW, APPROVE, REJECT, FY19 BUDGET REVISION NO. 7**

Councilman Palmer moved, seconded by Councilman Whittington, to approve this budget amendment as submitted. The vote was unanimous in favor. A copy of the FY2019 Budget Revision No. 7 is attached as **APPENDIX H.**

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**IN THE MATTER OF REVIEW, APPROVE, REJECT REQUEST FOR APPROVAL TO OPEN TWO NEW BANK ACCOUNTS AT TRUSTMARK BANK**

Chief Financial Officer Kim Hanna submitted a request for approval to open two new bank accounts at Trustmark Bank for the following purposes:

1. City of Tupelo 2018 Revenue Bonds – Electric  
To separate remaining bond funds allocated for the Electric AMR project from the bond funds to be used for the Water and Sewer AMR project.
2. City of Tupelo 2019 Special Obligation Funds - Coliseum  
To receive bond proceeds and expend for the capital improvements designated in the Resolution of Intent.

Councilman Whittington moved, seconded by Councilman Jennings, to approve this request as submitted, a copy of the memorandum being attached hereto as **APPENDIX I.**

**IN THE MATTER OF REVIEW, APPROVE, REJECT AN APPLICATION TO THE CAP LOAN PROGRAM FOR THE PURPOSE OF COMPLETING A CAPITAL IMPROVEMENT IDENTIFIED AS THE PURCHASE OF A TECHNOLOGY INTENSIVE FACILITY**

The City proposes to authorize and approve application for a CAP loan from the Mississippi Development Authority for the purpose of completing capital improvements identified as the Purchase of a Technologically Intensive Facility at its regular meeting place at 6:00 p.m. on June 18, 2019, or some meeting held subsequent thereto. The date assigned to allows the city to meet program requirements mandating that four public notices be issued prior to loan closing. Councilman Whittington moved, seconded by Councilwoman Davis, to approve the application and authorize the mayor and city clerk to execute and authorize any and all documents necessary therefor. The vote was unanimous in favor, a copy being attached as **APPENDIX J.**

**IN THE MATTER OF REVIEW, APPROVE, REJECT A REQUEST TO REVISE EMPLOYEE POLICIES AND PROCEDURES HANDBOOK AS LISTED ON THE MEMORANDUM DATED MAY 16, 2019**

Councilwoman Davis moved, seconded by Councilman Whittington, to approve the following revisions to the Employee Handbook:

Page 3- Acknowledgement and Receipt – delete entire sentence regarding the Employee Link



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Page 34- Bereavement Leave – add language to clarify grandparent of spouse is “immediate family”

Page 54 – Donation of Leave- delete language regarding donation of sick leave to another employee “immediate family” and Delete number 6- does not comply with our sick leave policy.

The vote was unanimous in favor, and a copy of the request and supporting documents are attached as **APPENDIX K.**

**IN THE MATTER OF REVIEW, APPROVE, REJECT RESOLUTION APPOINTING THE 2019 VOTING DELEGATES FOR THE CITY OF TUPELO, MS**

Councilman Palmer moved, seconded by Councilman Whittington, to approve a resolution in accordance with the bylaws of the Mississippi Municipal League, to appoint voting delegate(s) of the municipality for the 2019 Mississippi Municipal League elections to be held at the annual convention on June 23-June 26, naming the following:

Voting Delegate:     Nettie Y. Davis, Council member

First Alternate:       Travis Beard, Council member

Second Alternate:     Buddy Palmer, Council member

The vote was unanimous in favor. A copy of the executed resolution is attached to these minutes as **APPENDIX L.**

**IN THE MATTER OF REVIEW, APPROVE REJECT CHANGE ORDER FOR TUPELO SRF FY14 SEWER SYSTEM IMPROVEMENTS – AREA 6 PROJECT**

Councilman Whittington moved, seconded by Councilwoman Jennings, to find the change order commercially reasonable, not made to circumvent the purchasing law and to approve the change order for SRF FY14 Sewer Improvements project. The vote was unanimous in favor. A copy of this change order is attached as **APPENDIX M.**

**IN THE MATTER OF REVIEW, ACCEPT, REJECT THE MINUTES OF THE MAY 6, 2019 PLANNING COMMITTEE MEETING**

Councilman Palmer moved, followed by Councilwoman Davis, to accept the minutes as submitted. The vote was unanimous in favor, a copy is attached as **APPENDIX N.**

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**IN THE MATTER OF REVIEW, APPROVE, REJECT THE FINAL LOT MOWING LIST OF MAY 21, 2019**

Councilman Whittington moved, seconded by Councilman Palmer, to approve the final lot-mowing list submitted by the Department of Development Services with the exception of 2394 McCullough, such properties being in such a state of uncleanness as to be a menace to public health, safety, and the welfare of the community, thereby authorizing the department to proceed with the mowing of these properties. The vote was unanimous in favor. A copy of the list is attached to these minutes as **APPENDIX O.**

**IN THE MATTER OF REVIEW, APPROVE, REJECT MEMORANDUM OF REQUEST TO ACCEPT THE DONATION OF A 1997 FORD F150 TRUCK TITLE NUMBER 8278338-05 TO THE CITY OF TUPELO FOR THE USE OF THE DOWNTOWN MAIN STREET ASSOCIATION (DTMSA)**

Joey Hutto of Ross and Yerger Insurance Company recommended that the vehicle be donated to the city with permissive use by DTMSA at no charge under the city's fleet policy for liability only. Comparatively, single vehicle automobile insurance premiums for DTMSA would cost \$1000 plus annually. Councilman L. Bryan moved, seconded by Councilman Jennings to accept the donation of the truck from Mr. Marty Brown and approve this course of action. The vote was unanimous in favor. The memorandum of request and supporting documents are attached as **APPENDIX P.**

**EXECUTIVE SESSION**

At 6:43 p.m., Councilwoman Davis moved, seconded by Councilman Whittington, to determine the need to leave the public meeting for the purpose of entering into executive session. City Attorney Ben Logan confirmed one item Mississippi Code Anno. §25-41-7 (4) (b) Strategy Session or Negotiation with Prospective Litigation, Litigation or Issuance of an Appealable Order when an Open Meeting would have a Detrimental Effect on the Litigation Position of the Public Body as a proper matter for executive session. The motion passed unanimously.

Councilman Whittington moved, seconded by Councilman Palmer, to enter into executive session. The vote was unanimous in favor. The City Council retired into executive session at 6:45 p.m.

Councilman Jennings moved, seconded by Councilman Palmer, to come out of executive session. The vote was unanimous in favor, and at 6:52 p.m., the city council resumed open session. No action was taken.

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**OPEN SESSION**


**IN THE MATTER OF ADJOURNMENT**

With no further business to come before the City Council, Councilman Jennings moved, seconded by Councilman Palmer, to adjourn the meeting at 6:53 p.m.

  
\_\_\_\_\_  
Travis Beard, Council President

ATTEST:

  
\_\_\_\_\_  
Amanda Daniel, Clerk of the Council

  
\_\_\_\_\_  
Jason Shelton, Mayor

6-5-19  
\_\_\_\_\_  
Date: June 5, 2019

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*City of Tupelo*  
*Office of the Mayor*  
*National Garden Week*  
**PROCLAMATION**

**WHEREAS**, gardeners have a passion for nurturing the beauty and resources of the earth through planting of seeds, the care of all plants, and the riches of their efforts, and;

**WHEREAS**, gardeners seek to add beauty, splendor, fragrance, and nutrition to our lives through the growing of herbs, vegetables, foliage, and flowers, and;

**WHEREAS**, gardeners work to preserve our country's traditional spirit of independence and initiative through innovation and hard work, and;

**WHEREAS**, gardeners advocate the importance of all creatures, large and small, that share our world and their roles in a balanced and productive ecology, and;

**WHEREAS**, gardening furnishes a challenging and productive activity for our citizens, for those just learning, as well as those having years of experience, and;

**WHEREAS**, gardening promotes a healthy lifestyle that lasts a lifetime, helps reduce stress from other areas of our lives, teaches that rewards can come from diligent efforts, and;

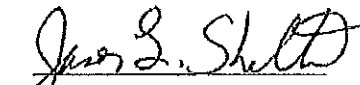
**WHEREAS**, gardening enables members of garden clubs across the nation and the globe to make a world of difference in communities, such as the City of Tupelo, where they reside and work;

**NOW, THEREFORE BE IT RESOLVED**, I, Jason L. Shelton, Mayor of the City of Tupelo, do here by proclaim June 2-9, 2019, as

**National Garden Week**

To acknowledge the importance of gardening and the numerous contributions of gardeners.



  
 Jason L. Shelton, Mayor





*City of Tupelo*  
*Office of the Mayor*  
*National Garden Week*  
**PROCLAMATION**

**WHEREAS**, gardeners have a passion for nurturing the beauty and resources of the earth through planting of seeds, the care of all plants, and the riches of their efforts, and;

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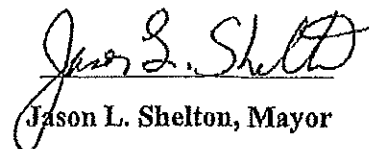
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**National Garden Week**

To acknowledge the importance of gardening and the numerous contributions of gardeners.



  
Jason L. Shelton, Mayor



*City of Tupelo*

*Office of the Mayor*

*On the 60<sup>th</sup> Anniversary of the Tupelo High School*

*Class of 1959*

**PROCLAMATION**

**WHEREAS**, in May 1959 Tupelo High School graduated 118 young men and women, and;

**WHEREAS**, 14 graduates and their spouses recently attended their 60<sup>th</sup> reunion, and;

**WHEREAS**, many of those individuals have gone on to live successful lives, drawing from lessons in citizenship and leadership taught to them by classroom teachers, and;

**WHEREAS**, many of those graduates distinguished themselves in many ways, including likely the most notable nationwide being Guy Hovis of Lawrence Welk Show fame, and;

**WHEREAS**, Tupelo High School remains a source of pride to these men and women;

**NOW, THEREFORE**, I, Jason Shelton, Mayor of the City of Tupelo, do hereby proclaim May 21, 2019, as a day of

**Recognition of the THS Class of 1959**

in Tupelo, and commend its observance to all citizens.

**ATTEST:**

*Kim Hanna*

**Kim Hanna, City Clerk**



*Jason L. Shelton*  
**Mayor Jason Shelton**





*City of Tupelo*

*Office of the Mayor*

*On the 60<sup>th</sup> Anniversary of Graduation, Class of 1959*

*George Washington Carver High School*

**PROCLAMATION**

**WHEREAS**, in the fall of 1947, a group of bright, starry-eyed children began their formal journey of learning at George Washington Carver School, and;

**WHEREAS**, these students had well-prepared classroom teachers with priorities of training their students, and;

**WHEREAS**, these students were segregated into a school for African-Americans only and missed many opportunities to experience various learning experiences, these students still received effective academic training in addition to lessons and examples of discipline, respect, and leadership, and;

**WHEREAS**, many of the students in the Class of 1959 excelled in their academic careers and were actively involved in sports, music, dramatics, and leadership roles at George Washington Carver High School, and;

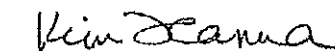
**WHEREAS**, many of the students in the Class of 1959 were also actively involved in community and church activities;

**THEREFORE**, I, Jason Shelton, Mayor of the City of Tupelo, do hereby proclaim this day, May 21, 2019, as

**George Washington Carver Class of 1959 Day**

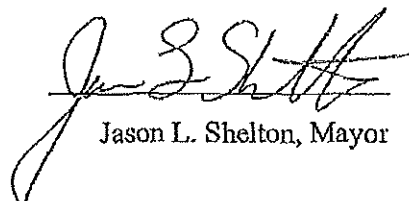
and urge all citizens of the City of Tupelo to pause to recognize the thirty-seven (37) graduates from that class, including: Sherman Adams, Dorothy P. Agnew, Louise Coleman, Ollie Collins, Jr., Lurine Collier, Ora Bell Collier, Theodore R. Debro, Jr., Margaret Ruth Dilworth, Charles Elliott, Norman Foster, George Edward Fuller, Melvin Green, Jack Johnson, Margaret Johnson, James Tolbert, Jr., Robert Tucker, Lorenzo Mayfield, Howard Monroe, Jeanette McBride, John McBride, Otha McBride, Charles McCoy, Lee Allen McCoy, William McCrady, Elizabeth McGlaun, Nettie Mae Norwood, Kermit Parsons, Raymond Parsons, Harold Payne, John Perry, George Ruff, John Richardson, Bessie Mae Scales, Shirley Ann Shannon, Carolyn Celeste Wise, Curtis Wheeler, and Nettie Anne Young.

ATTEST:



Kim Hanna, City Clerk



  
Jason L. Shelton, Mayor

**ORDER**

**AN ORDER CLOSING AND VACATING A  
PORTION OF RIAL DRIVE**

WHEREAS, the City of Tupelo ("CITY") is authorized under Section 21-37-7 of the Mississippi Code Annotated (1972), to close and vacate any street, alley or portion thereof; and

WHEREAS, a request has been received to close and vacate a portion of Rial Drive right-of-way described and depicted in Exhibit "A";

WHEREAS, the City Council has considered the request with the advice of various city departments and does find that the portion of the Rial Drive right-of-way as described and depicted in Exhibit "A", is not needed for municipal purposes and the closing and vacating of this portion of the right-of-way is in the best interest of public safety.

NOW, THEREFORE, IT IS ORDERED by the City Council of the City of Tupelo, Mississippi, that said portion of the Rial Drive, right-of-way as described and depicted on Exhibit "A" attached hereto, be closed and vacated. It is further ordered that the Mayor and City Clerk are hereby authorized and directed to execute on behalf of the City of Tupelo such quitclaim deeds as are necessary to convey the closed and vacated street to the adjoining landowners only upon prior or simultaneous written waiver of compensation.

The foregoing order was proposed in a motion by Councilmember Markel Whittington, seconded by Councilmember Buddy Palmer, and was brought to a vote as follows:

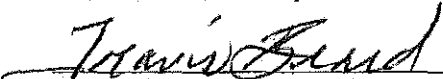
Councilmember M. Whittington voted Aye

Councilmember L. Bryan voted Aye

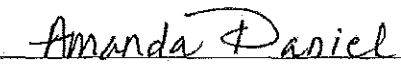
Councilmember Beard voted	<u>Aye</u>
Councilmember Davis voted	<u>Aye</u>
Councilmember Palmer voted	<u>Aye</u>
Councilmember M. Bryan voted	<u>Aye</u>
Councilmember Jennings voted	<u>Aye</u>

Whereupon, the Order having received a majority of affirmative votes, the President of the Council declared that the Order had passed and adopted on this the 21st day of May, 2019


CITY OF TUPELO, MISSISSIPPI

  
\_\_\_\_\_  
TRAVIS BEARD, City Council President

ATTEST:

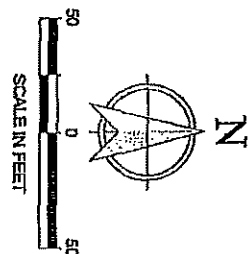
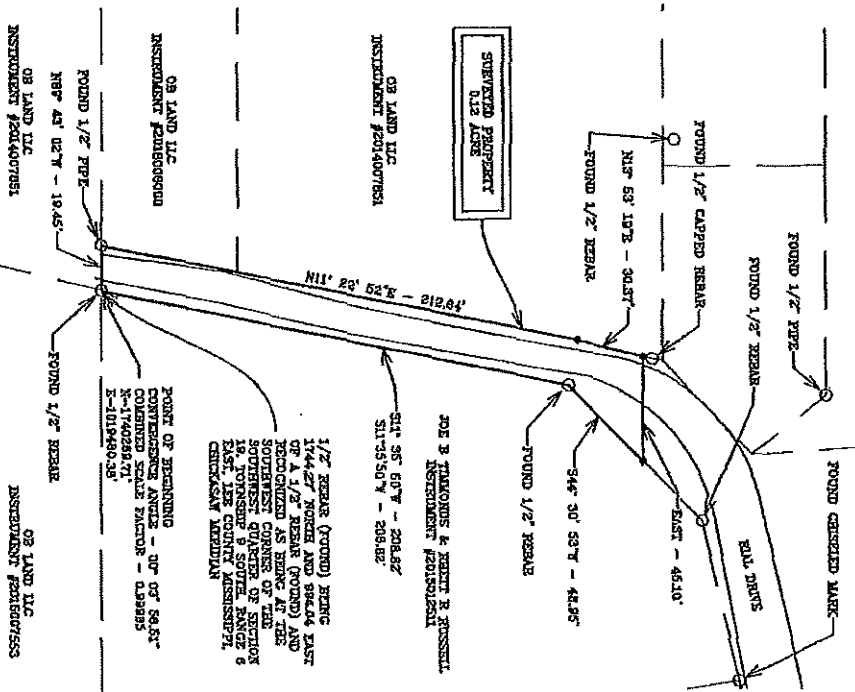
  
\_\_\_\_\_  
AMANDA DANIEL  
Clerk of the Council

APPROVED:

  
\_\_\_\_\_  
JASON L. SHELTON, Mayor

May 23, 2019  
DATE

- NOTES:
1. BEARINGS BASED ON GPS OBSERVATIONS (SPACE PLANE MISSISSIPPI EAST 83).
  2. THIS IS A CLASS "B" SURVEY.
  3. TITLE SEARCH NOT PERFORMED.
  4. SOURCE OF INFORMATION FROM DEEDS RECORDED AT THE LEE COUNTY, MISSISSIPPI, CLERK'S OFFICE IN TOWNSHIP 18 NORTH, RANGE 6 EAST, MISSISSIPPI.
  5. ALL MONUMENTS SET ARE 1/2" X 1/2" CAPPED REBAR, UNLESS NOTED OTHERWISE.
  6. THE FOUND POINTS ARE 1/2" CAPPED REBAR, UNLESS NOTED OTHERWISE.
  7. THE FOUND POINTS ARE 1/2" CAPPED REBAR, UNLESS NOTED OTHERWISE.
  8. PROPERTY IS SUBJECT TO ALL EASEMENTS RECORDED OR UNRECORDED, SHOWN OR NOT SHOWN ON THIS PLAN OF SURVEY.



- LEGEND
- BEARING-DISTANCE
  - BEARING-DISTANCE
  - MONUMENTS SET
  - POINT
  - ADJACENT PROPERTY LINES

This survey is intended to convey all of the Right-Of-Way for East Drive, South of an East-First line being 4510 feet in length and described below:

East Drive Right-Of-Way - Property Description - Lee County Mississippi

Commencing at a 1/2 inch Rebar (found) and accepted as being at the Southwest corner of the Southwest Quarter of Section 18, Township 18 North, Range 6 East, Lee County Mississippi, thence run North for a distance of 1744.27 feet to a point thence run East for a distance of 994.04 feet to a 1/2 inch Rebar (found) having a Convergence Angle of 90 Degrees 03 Minutes 58.51 Seconds and a Concluded Side Factor of 0.9999 and being the Point of Beginning; thence run North 89 Degrees 43 Minutes 02 Seconds West for a distance of 1945 feet to 1/2" Rebar (found); thence run North 11 Degrees 22 Minutes 02 Seconds West for a distance of 212.84 feet to a point thence run North 89 Degrees 43 Minutes 02 Seconds West for a distance of 4510 feet to a point thence run South 30 Minutes 53 Seconds West for a distance of 4510 feet to 1/2" Rebar (found); thence run South 11 Degrees 35 Minutes 50 Seconds West for a distance of 208.82 feet to the Point of Beginning.

Including hereinafter lying and being in the Southwest Quarter of Section 18, Township 18 North, Range 6 East, Lee County, Mississippi, thence containing the area, more or less.



1

NO.	DATE	REVISION
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

APPENDIX D

COMMERCIAL

ES ENGINEERING SOLUTIONS INC

100 WEST EXHIBIT DRIVE  
PO BOX 1000  
TOWNSHIP 18 NORTH  
RANGE 6 EAST  
LEE COUNTY, MISSISSIPPI 39001

PHONE 601-834-0000  
FAX 601-834-0001  
WWW.ESINC.COM

\* Accepted May 21, 2019



## TUPELO HOUSING AUTHORITY

P.O. BOX 3 • 701 SOUTH CANAL STREET  
TUPELO, MISSISSIPPI 38802-0003  
(662) 842-5122 • FAX (662) 680-9730  
www.tupha.org

COMMISSIONERS  
GEORGE TAYLOR, CHAIRPERSON  
TILLMON CALVERT, VICE-CHAIRPERSON  
GRACE CLARK, COMMISSIONER  
LISA HAWKINS, COMMISSIONER  
WESLEY WELLS, COMMISSIONER

EXECUTIVE DIRECTOR  
TABITHA SMITH

March 7, 2019

Mayor Jason L. Shelton  
City of Tupelo  
P. O. Box 1485  
Tupelo, Mississippi 38802-1485

Dear Mayor Shelton:

Mr. Tillmon Calvert's term as Commissioner of the Tupelo Housing Authority expired on February 28, 2018. Mr. Calvert has done an outstanding job representing the interest of low income families in our public housing communities. Mr. Calvert participates in training events and serves as a state representative on the Commissioners Standing Committee for the Mississippi Association of Housing and Redevelopment Officials (MAHRO). Through his stewardship, the Housing Authority has grown and progressed in a manner that has improved the living conditions of low income people in the City of Tupelo.

We would like to recommend reappointing Mr. Calvert to the Board of Commissioners. I am enclosing a sample reappointment resolution for your convenience, should you decide to reappoint Mr. Calvert.

Please contact me should you have any questions.

Sincerely,

Tabitha Smith  
Executive Director

TS:am

Enclosure

Email 5/23/19  
T. Smith  
J. Shelton  
R. Funden

*Together We Can Make A Difference!*

APPENDOX E

**RESOLUTION REAPPOINTING  
TILLMON CALVERT  
TO SERVE A FIVE-YEAR TERM  
AS COMMISSIONER OF THE  
TUPELO HOUSING AUTHORITY**

WHEREAS, Tillmon Calvert's current term of office as a Commissioner of the Tupelo Housing Authority expired on February 28, 2018; and

WHEREAS, Commissioner Tillmon Calvert is currently serving as Commissioner of the Authority's Board of Commissioners and has done an outstanding job in serving the City of Tupelo as a representative on the Tupelo Housing Authority Board of Commissioners; and

WHEREAS, Commissioner Tillmon Calvert serves as a state representative on the Commissioners Standing Committee for the Mississippi Association of Housing and Redevelopment Officials (MAHRO).

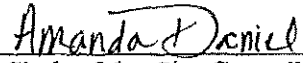
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Tupelo, Mississippi, assembled on this the 21st day of May, as follows:

That Tillmon Calvert is hereby reappointed to serve a five-year term on the Board of Commissioners of the Tupelo Housing Authority, and/or until his successor succeeds his in office, and that the term of this appointment shall begin on May 21, 2019, and shall expire on May 21, 2024.

DONE BY ORDER OF THE CITY COUNCIL OF THE CITY OF TUPELO, MISSISSIPPI, on this the 23rd day of May, 2019.

**CLERK'S CERTIFICATE**

I, Amanda Daniel, Clerk for the City Council of the City of Tupelo, Mississippi, do hereby certify that the foregoing resolution is a true and correct copy of a resolution which was approved by the City Council of the City of Tupelo, Mississippi, in a meeting held on Tuesday, May 21, 2019, and that a copy of the resolution appears in the recorded minutes of that meeting.

  
Clerk of the City Council

## Finance Department

**To:** Mayor & City Council  
**From:** Kim Hanna  
**Date:** May 21, 2019  
**Re:** Review/Approve/Reject Advertising and Promotion Expense

Accepted  
5/21/19  
(AP)

The following expenditures are requested to be approved for the purpose of advertising and bringing into favorable notice the opportunities, possibilities and resources of the City of Tupelo.

### POLICE

Symbol Arts – Police Challenge Coin	\$3,375.00
-------------------------------------	------------

### ADMINISTRATION

NE MS Daily Journal – Memorial Day	460.23
NE MS Daily Journal - Reader's Choice – ½ page magazine	384.00
NE MS Daily Journal - Tupelo Traveler – ½ page brochure	265.00
NE MS Daily Journal - High School/College Football	250.00
Lee County Courier – Graduation – ¼ page	275.00
Lee County Courier – Memorial Day – ¼ page	275.00
MS Radio Group – July 4 <sup>th</sup> Salute Package	299.88

The proposed expenditures are included in the operating budget of the City of Tupelo.

Approved  
5/21/19  
AD

## PROPOSED BUDGET CALENDAR FY 2020

<u>Date</u>	<u>Process</u>
May	Distribute departmental request forms and notification of due date
June 28	Deadline for return of department request to the Finance Department
July	Revenue Projection (Section 21-35-5)
July 24 & 31	Publish notice twice for Public Hearing on Budget
August 6	Hold Public Hearing on Budget (Section 21-35-5)
August 19 - 30	Hold Budget Planning Sessions (To be determined by the Council)
August 5 - 9	Review anticipated Tax Levy to determine whether public notice is required for any levy
August 20 & 27	Publish notice of Public Hearing on Tax Levy for two weeks prior to adoption of the budget
September 3	Hold Public Hearing on Tax Levy (Section 27-39-203)
September 3	Adopt Lee County Tax Assessment Rolls (No later than 9/15/2019) (Section 21-33-45)
September 12	Set Tax Levy necessary to support adopted budget (No later than 9/15/2019) (Section 21-33-45)
September 12	Adopt Budget (No later than 9/15/2019) (Code Section 21-35-9)
September 17	Deliver Tax Levy to Lee County Tax Assessor (No later than 9/15/2019) (Code Section 21-33-45)
September 17	Deliver Tax Levy to State Department of Audit (No later than 9/15/2019) (Code Section 21-33-45)
September 17	Resolution of Fireman Fund for FY 2020
September 18 - 28	Give Public Notice of availability of budget for inspection by 9/30/2019
September 18 - 28	Publish adopted budget (Code Section 21-35-5)
October 1	Approve Municipal Compliance Questionnaire (State Department of Audit)



**City of Tupelo**  
**Fy 2019 Budget Revision #7**

Whereas, the Mayor and City Council of the City of Tupelo have determined that the budget estimates and certain increases are needed in the operating departments, it is hereby resolved to amend the FY 2019 Budget as follows:

	Original Budget	Amendment	Amended Budget
<b>Fund #327</b>			
<b>Tupelo Capital &amp; Infrastructure Fund</b>			
<b>Revenues</b>			
Grants	965,074		965,074
Transfer from Other Funds	2,908,000		2,908,000
Donations	18,136		18,136
Interest & Miscellaneous Revenue		18,750	18,750
Other Financing Sources	-	101,250	101,250
Unreserved Fund Balance	6,218,640	-	6,218,640
<b>Total Revenues</b>	<u>10,109,850</u>	<u>120,000</u>	<u>10,229,850</u>
<b>Expenditures</b>			
<b>Other Services &amp; Charges</b>			
Maintenance Projects	168,288		168,288
Street Overlay	1,800,968		1,800,968
Neighborhood Revitalization	1,202,693		1,202,693
Beautification Projects	28,885		28,885
Contingies/Grant Matches	300,000	-	300,000
<b>Total Other Services &amp; Charges</b>	<u>3,500,834</u>	<u>-</u>	<u>3,500,834</u>
<b>Capital</b>			
Infrastructure Improvements	3,146,155	18,750	3,164,905
Purchase of Property	502,931		502,931
Equipment	102,391	101,250	203,641
Building Improvements	500,306		500,306
Park Improvements	897,648		897,648
Vehicles	91,520		91,520
Police Vehicles/Equipment	66,785		66,785
Fire Equipment/Trucks	1,301,280		1,301,280
Contingencies(Grant Matches)	-	-	-
<b>Total Capital</b>	<u>6,609,016</u>	<u>120,000</u>	<u>6,729,016</u>
<b>Other Financing Uses</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Expenditures</b>	<u>10,109,850</u>	<u>120,000</u>	<u>10,229,850</u>

**Purpose** To allocate sidewalk mitigation funds for sidewalk projects recommended by Public Works.  
To purchase new tractors with proceeds from the surplus and sale of older tractors.

Council member Buddy Palmer moved and Council member Markel Whittington seconded the adoption of the foregoing resolution, and the question being put to a roll call vote, the result as follows:

	Voting
Councilman Lynn Bryan	<u>Aye</u>
Councilman Markel Whittington	<u>Aye</u>
Councilman Travis Beard	<u>Aye</u>
Councilwoman Nettie Davis	<u>Aye</u>
Councilman Mike Bryan	<u>Aye</u>
Councilman Willie Jennings	<u>Aye</u>

Approved:

Travis Beard  
President of the Council  
City of Tupelo

Attest:

Amanda Daniel  
Clerk of the Council  
City of Tupelo

James H. H. H.  
Mayor  
City of Tupelo

Attest:

Kim Hanna  
City Clerk  
City of Tupelo

# Memorandum

Approved  
5/21/19  
(AP)

To: Mayor and City Council

From: Kim Hanna (WH)

Date: May 21, 2019

## OPEN NEW BANK ACCOUNTs

I am requesting the approval to open a new bank account at Trustmark Bank

### 1. City of Tupelo 2018 Revenue Bonds-Electric

The purpose of this account is to separate remaining bond funds allocated for the Electric AMR project from the bond funds to be used for the Water & Sewer AMR project.

### 2. City of Tupelo 2019 Special Obligation Funds

The purpose of this account is to receive bond proceeds and expend for the capital improvements designated in the Resolution of Intent.

## CAP LOAN PROGRAM

### Public Notice

Mayor Jason Shelton, acting for and on behalf of the *City of Tupelo (the "City")* took up for consideration the matter of authorizing and approving a loan on behalf of the *(City)* from the Mississippi Development Authority (the "Department") for the purpose of completing capital improvements identified as:

Purchase of a Technology Intensive Facility

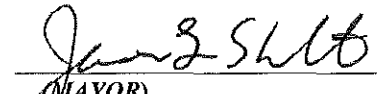
**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF TUPELO, AS FOLLOWS:**

**Section 1.** The Governing Body of the *City of Tupelo* does hereby declare its intention to enter into a loan agreement with the Department in the principal amount not to exceed Two Million Dollars (\$2,000,000) for the purpose of completing the capital improvements identified above.


**Section 2.** The Loan will be secured by a Note executed and delivered by the *City* to the Department. Failure of the *City* to meet its repayment obligations shall result in the forfeiture of sales tax allocation or homestead exemption reimbursement in an amount sufficient to repay obligations due until such time as the indebtedness has been discharged or arrangements to discharge such indebtedness satisfactory to the Department have been made.

**Section 3.** The Governing Body proposes to authorize and approve the Loan from the Department in the amount and for the aforesaid purposes at a meeting of the Governing Body to be held at its regular meeting place at Tupelo City Hall in Tupelo, Mississippi at 6:00 p.m. on the 18th day of June 2019 or at some meeting held subsequent thereto. This date assigned to authorize and approve the aforementioned loan documents has been set to meet program requirements which mandate that four public notices be issued prior to loan closing. This will allow sufficient time for public comments.

The motion having received the foregoing vote of the Governing Body, Mayor Jason Shelton declared the motion carried and the Resolution adopted, on this the 21st day of May, 2019.

  
(MAYOR)  
City of Tupelo, MS

(SEAL)

  
CLERK

Published on May 23, 2019  
May 30, 2019  
June 6, 2019  
and June 13, 2019  
in the Daily Journal  
(newspaper)



# 7.9

# MEMO

**To:** Ben Logan, Legal Counsel  
**From:** Contanna B. Purnell, HR Deputy Director  
**cc:** Kim Hanna, CFO, Don Lewis, COO and Cassandra L. Moore, HR Director  
**Date:** Thursday, May 16, 2019  
**Re:** Policy Review/Request for Revision

---

The following is a summary of requested changes to the Handbook:

- Page 3- Acknowledgement and Receipt -- Delete Entire Sentence regarding Employee link.
- Page 34- 302 Bereavement Leave- Add Language to clarify grandparent of spouse is "immediate family"
- Page 54- 315 Donation of Leave- Delete Language regarding donation of sick leave to another employee "immediate family" and Delete number 6- Does not comply with our sick leave policy.

## ACKNOWLEDGMENT AND RECEIPT

**I have received my copy of the Employee Handbook.**

The employee handbook describes important information about the City of Tupelo, and I understand that I should consult the Human Resources Department regarding any questions not answered in the handbook. I have entered into my employment relationship with the City of Tupelo voluntarily and acknowledge that there is no specified length of employment. **Accordingly, either I or the City of Tupelo can terminate the relationship at will, with or without cause, at any time, so long as there is not violation of applicable federal or state law.**

This manual and the policies and procedures contained herein supersede any and all prior practices, oral or written representations, or statements regarding the terms and conditions of your employment with the City of Tupelo. By distributing this handbook, the City expressly revokes any and all previous policies and procedures which are inconsistent with those contained herein.

I understand that, except for employment at-will status, any and all policies and practices may be changed at any time by the City of Tupelo, and the City reserves the right to change my hours, wages and working conditions at any time. All such changes will be communicated through official notices, and I understand that revised information may supersede, modify, or eliminate existing policies. Only the City of Tupelo Mayor and City Council has the ability to adopt any revisions to the policies in this handbook.

**I understand and agree that nothing in the Employee Handbook creates, or is intended to create, a promise or representation of continued employment and that employment at the City of Tupelo is employment at-will, which may be terminated at the will of either the City or myself. Furthermore, I acknowledge that this handbook is neither a contract of employment nor a legal document. I understand and agree that employment and compensation may be terminated with or without cause and with or without notice at any time by the City of Tupelo or myself.**

~~I have received a link (<http://www.tupeloms.gov/wp-content/uploads/2018/07/employee-handbook.pdf>) to the handbook, and~~ (Delete entire sentence, All employees including new hire can review and acknowledge changes on ESS) I understand that it is my responsibility to read and comply with the policies contained in this handbook and any revisions made to it.

---

Employee's Signature

---

Employee's Name (Print)

---

Date



<b>City of Tupelo Employee Handbook</b>	<b>Policy#</b>	<b>302</b>
<b>Error! Reference source not found.</b>	<b>Effective Date:</b>	<b>1/1/19</b>
<b>302 Bereavement Leave</b>	<b>Supersedes:</b>	

## 302 Bereavement Leave

Employees who wish to take time off due to the death of an immediate family member should notify their supervisor immediately.

Regular full-time employees will receive up to three (3) days of paid bereavement leave

Members of the Fire Department will receive twenty-four (24) work hours of paid bereavement leave due to the nature of the shift work.

Bereavement pay is calculated based on the base pay rate at the time of absence.

Bereavement leave will normally be granted unless there are unusual business needs or staffing requirements. Employees may, with their supervisors' approval, use any available paid leave for additional time off as necessary.

For purposes of this policy, "immediate family" means spouse, mother, father, mother-in-law, father-in-law, children, sister, brother, daughter-in-law, son-in-law, brother-in-law, sister-in-law, grandparents, (add language to clarify grandparent of spouse is immediate family for example grandparent-in-law") and grandchildren. Current step-grandparents, stepchildren, stepfather, stepmother, stepfather-in-law, niece nephew, or cousin, who resides in your household or over whom you are a court appointed guardian or conservator might also be treated as "immediate family."



City of Tupelo Employee Handbook	Policy#	315
Error! Reference source not found.	Effective Date:	5/21/19
315 Donation of Leave	Supersedes:	1/1/19

### 315 Donation of Leave

Any City of Tupelo employee may donate a portion of his or her earned personal leave, vacation and/or sick leave to another employee who is suffering from a catastrophic illness or injury, ~~or to another employee who has a member of his or her immediate family who is suffering from a catastrophic illness or injury, in accordance with the following~~ (Language Does not comply with sick leave policy)

1. The employee donating the leave (the "donor employee") shall designate the employee who is to receive the leave (the "recipient employee") and the amount of earned vacation and/or sick leave that is to be donated, and shall notify the donor employee's department head of his or her designation. The donor employee's department head shall then notify the recipient employee's department head of the amount of leave that has been donated by the donor employee to the recipient employee. The recipient employee's department head must receive approval from the Personnel Department for the donated leave.
2. The maximum amount of earned leave that an employee may donate to any other employee may not exceed a number of days which would leave the donor employee fewer than seven (7) days of vacation leave. The maximum amount of earned sick leave an employee may donate to any other employee may not exceed fifty percent (50%) of the earned sick leave of the donor employee. An employee who retires from employment with the City of Tupelo may donate all accrued vacation and sick leave
3. An employee must have exhausted all of his or her earned vacation and sick leave before he or she will be eligible to receive any leave donated by another employee.
4. Before an employee may receive donated leave, he or she must provide his or her department head and the Human Resources Department with a physician's statement that states the beginning date of the catastrophic illness or injury, a description of the illness or injury, a prognosis for recovery and an anticipated date that the recipient employee will be able to return to work.
5. If the total amount of leave donated to any employee is not used by the recipient employee, the donated leave will be returned to the donor employees on a pro rata basis, based on the ratio of the number of days of leave donated by each donor employee to the total number of days of leave donated by all employees.
6. ~~For purposes of this policy, "immediate family" means spouse, child, stepchild, parent, stepparent, parent-in-law or sibling. (Delete to comply with revision request)~~



**RESOLUTION AMENDING THE CITY OF TUPELO EMPLOYEE HANDBOOK  
ACKNOWLEDGMENT AND POLICIES 302 - BEREAVEMENT LEAVE AND  
315 - DONATION OF LEAVE**

WHEREAS, on March 19, 2019 the City of Tupelo City Council adopted a City of  
Tupelo Employee Handbook; and

WHEREAS, the Acknowledgment of the Employee Handbook cites a link for the  
employee to access said Handbook online; and

WHEREAS, the link is no longer utilized or accessible to city employees and the City  
wishes to delete it from the Acknowledgment; and

WHEREAS, Section 309 - Bereavement Leave of said Employee Handbook establishes  
bereavement leave for an employee upon the death of an immediate family member; and

WHEREAS, the City wishes to modify and expand the definition of immediate family to  
include the grandparent of a spouse.

WHEREAS, Section 315 – Donation of Leave of said Handbook establishes criteria for a  
donation of leave between employees and Number Six (#6) of Policy 315 defines the term  
“immediate family”; and

WHEREAS, Number 6 of the Donation of Leave Policy does not comply with our sick  
leave policy and therefore should be removed from Policy 315.

**THEREFORE LET IT BE RESOLVED** by the City Council of the City of Tupelo as  
follows:

1. The prefatory paragraphs of this Resolution are hereby found and determined to  
be necessary and in the best interest of the public health and welfare of the  
City of Tupelo.
2. The Acknowledgment shall be modified to delete the link to the Employee  
Handbook that is no longer accessible to employees.

3. The last paragraph of Policy 302 – Bereavement Leave shall be amended by substituting the following language:

*"For purposes of this policy, "immediate family" means spouse, child, stepchild, parent, step-parent, parent of spouse, sibling, sibling of spouse, grandparent and grandparent of spouse"*

4. The first unnumbered paragraph of this Policy shall read:

*"Any City of Tupelo employee may donate a portion of his or her earned personal leave, vacation and/or sick leave to another employee who is suffering from a catastrophic illness or injury."*

And 315.6 shall be deleted.

After a full discussion of this matter, Council Member Nettie Y. Davis moved that the foregoing Resolution be adopted and said motion was seconded by Council Member Markel Whittington and upon the question being put to a vote, the results were as follows:

Councilmember Whittington voted	<u>Aye</u>
Councilmember L. Bryan voted	<u>Aye</u>
Councilmember Beard voted	<u>Aye</u>
Councilmember Davis voted	<u>Aye</u>
Councilmember Palmer voted	<u>Aye</u>
Councilmember M. Bryan voted	<u>Aye</u>
Councilmember Jennings voted	<u>Aye</u>

The motion having received the affirmative vote of a majority of the members present, the President declared the motion carried and the resolution adopted.

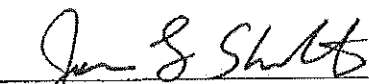
CITY OF TUPELO, MISSISSIPPI

By Travis Beard  
TRAVIS BEARD  
City Council President

ATTEST:

Amanda Daniel  
AMANDA DANIEL, Clerk of the Council

APPROVED:

  
\_\_\_\_\_  
JASON L. SHELTON, Mayor

May 23, 2019  
\_\_\_\_\_  
DATE

**RESOLUTION APPOINTING MISSISSIPPI MUNICIPAL LEAGUE  
2019 VOTING DELEGATES FOR THE CITY OF TUPEO, MS**

**WHEREAS**, the Mississippi Municipal League amended the bylaws of the association to provide for a ballot election, to be conducted by the officers of the Mississippi Municipal Clerks and Collections Association, to be held each year at the summer convention, to elect a second vice-president and to vote on any proposed bylaw changes; and

**WHEREAS**, the amended bylaws require the governing authority body, City Council, to designate in its minutes the voting delegate and two alternates to cast the vote for each member municipality.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE  
CITY OF TUPELO, MISSISSIPPI:**

In accordance with the bylaws of the Mississippi Municipal League, the voting delegate(s) for the 2019 Mississippi Municipal League election to be held at the annual convention on June 23 – June 26, 2019 are as follows:

Voting Delegate:     Nettie Y. Davis, Councilwoman

First Alternate:       Travis Beard, Councilman

Second Alternate:     Buddy Palmer, Councilman

That public interest and necessity requiring same, this Resolution shall become effective upon passage.

After a full discussion of this matter, Council Member Buddy Palmer moved that the foregoing Resolution be adopted and said motion was seconded by Council Member Markel Whittington and upon the question being put to a vote, the results were as follows:

Councilmember Whittington voted	<u>Aye</u>
Councilmember L. Bryan voted	<u>Aye</u>
Councilmember Beard voted	<u>Aye</u>
Councilmember Davis voted	<u>Aye</u>
Councilmember Palmer voted	<u>Aye</u>
Councilmember M. Bryan voted	<u>Aye</u>
Councilmember Jennings voted	<u>Aye</u>

The motion having received the affirmative vote of a majority of the members present, the President declared the motion carried and the resolution adopted.

**WHEREUPON**, the foregoing Resolution was declared, passed and adopted at a regular meeting of the Council on this the 21st day of May, 2019.

Council Meeting 5/21/19  
Item 7.10

CITY OF TUPELO, MISSISSIPPI

By: Travis Beard  
TRAVIS BEARD  
City Council President

ATTEST:

Amanda Daniel  
AMANDA DANIEL, Clerk of the Council

APPROVED:

Jason L. Shelton  
JASON L. SHELTON, Mayor

May 23, 2019

DATE



# City of Tupelo

Jason L. Shelton  
Mayor

Water and Light  
Johnny Timmons, Director

## COUNCIL

Markel Whittington

Ward One

Lynn Bryan

Ward Two

Travis Beard

Ward Three

Nettie Y. Davis

Ward Four

Buddy Palmer

Ward Five

Mike Bryan

Ward Six

Willie Jennings

Ward Seven

May 15, 2019

Mayor Jason Shelton and Council of the City of Tupelo  
City of Tupelo  
Tupelo, Mississippi 38804

Dear Mayor Shelton and Council Members:

The following change order is submitted for approval at your regular meeting on Tuesday, May 21, 2019:

**Tupelo SRF FY14 Sewer System Improvements – Area 6 – Summary Change Order** – This summary change order includes final contract quantities and shows an increase in the contract amount of \$17,136.19. This increase brings the final contract price to \$963,038.69.

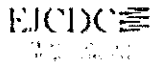
I have reviewed this change order and find it to be correct. If you have any questions, please feel free to call upon me.

Sincerely,

  
Johnny N. Timmons  
Manager

Attachment

( Last Cont.  
of Annex  
Increase  
17,136



Change Order No. Summary

Date of Issuance: May 10, 2019	Effective Date: May 10, 2019
Owner: City of Tupelo	Owner's Contract No.: 1482WL
Contractor: Ensco LLC	Contractor's Project No.:
Engineer: Cook Coggin Engineers, Inc.	Engineer's Project No.: CCE 3-08827-13M
Project: SRF Sewer FY14	Contract Name: Area 6

The Contract is modified as follows upon execution of this Change Order:

Summary Change Order to include final contract quantities.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price:  \$ 945,902.50	Original Contract Times: 210 days Substantial Completion: <u>January 14, 2019</u> Ready for Final Payment: <u>January 14, 2019</u> days or dates
[Increase] [Decrease] from previously approved Change Orders No. <u>   </u> to No. <u>   </u> :  \$ NA	[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>2</u> : Substantial Completion: <u>97</u> Ready for Final Payment: <u>97</u> days
Contract Price prior to this Change Order:  \$ 945,902.50	Contract Times prior to this Change Order: Substantial Completion: <u>April 21, 2019</u> Ready for Final Payment: <u>April 21, 2019</u> days or dates
Increase of this Change Order:  \$ 17,136.19	[Increase] of this Change Order: Substantial Completion: <u>NA</u> Ready for Final Payment: <u>NA</u> days or dates
Contract Price Incorporating this Change Order:  \$ 963,038.69	Contract Times with all approved Change Orders: Substantial Completion: <u>April 21, 2019</u> Ready for Final Payment: <u>April 21, 2019</u> days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: <u>[Signature]</u> Engineer (if required)	By: <u>   </u> Owner (Authorized Signature)	By: <u>[Signature]</u> Contractor (Authorized Signature)
Title: <u>Project Engineer</u>	Title: <u>Manager</u>	Title: <u>Project Manager</u>
Date: <u>05/10/2019</u>	Date: <u>5/22/2019</u>	Date: <u>5/10/19</u>

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_  
Title: \_\_\_\_\_

Date: \_\_\_\_\_

[Signature]

Summary Change Order  
Sanitary Sewer System Improvement FY14 Area 6  
City of Tupelo, Bld No. 1482WL  
CCE # 3-08827 SRF # C280885-06

**CCE** CONSULTANTS  
**COOK COBBIN ENGINEERS, INC.**  
703 Crossover Road, Tupelo, MS 38801 (662) 842-7361 / FAX 644-4564

Page 38

Item No.	Item	Unit	Unit Price	Original Quantities	Original Contract Amount	Final Quantities	Final Contract Amount	Summary CO Amount
1	Lift Station No. 1, 80 GPM. Includes Access Drive and All Site work	LS	\$120,000.00	1.00	\$ 120,000.00	1	\$ 120,000.00	0.00
2	Lift Station Electrical Service Allowance	LS	\$5,000.00	1.00	\$ 5,000.00	0	\$ -	(5,000.00)
3	Package Simplex Grinder Station	EA	\$7,700.00	2.00	\$ 15,400.00	2	\$ 15,400.00	0.00
4	2" PVC PRESSURE SEWER LINE, CL200	LF	\$5.00	3,750.00	\$ 18,750.00	2280	\$ 11,300.00	(7,450.00)
5	4" PVC PRESSURE SEWER LINE, CL200	LF	\$6.00	2,100.00	\$ 12,600.00	3720	\$ 22,320.00	9,720.00
6	1" COMBINATION SEWAGE AIR VALVE ASSEMBLY W/ MANHOLE	EA	\$4,500.00	2.00	\$ 9,000.00	2	\$ 9,000.00	0.00
7	PRESSURE SEWER LINE CONNECTION TO MANHOLE	EA	\$750.00	1.00	\$ 750.00	1	\$ 750.00	0.00
8	DUCTILE IRON PIPE FITTINGS, M.J. COMPACT	Lb.	\$10.00	30.00	\$ 300.00	27	\$ 270.00	(30.00)
9	PIPELINE IDENTIFICATION MARKERS	EA	\$55.00	9.00	\$ 495.00	10	\$ 550.00	55.00
10	8" SDR 26 PVC GRAVITY SEWER LINE 0-5' CUT	LF	\$24.00	1,851.00	\$ 44,424.00	1911	\$ 45,864.00	1,440.00
11	8" SDR 26 PVC GRAVITY SEWER LINE 5' - 7.5' CUT	LF	\$27.00	4,433.00	\$ 119,691.00	4593	\$ 124,011.00	4,320.00
12	8" SDR 26 PVC GRAVITY SEWER LINE 7.5' - 10' CUT	LF	\$30.00	2,525.00	\$ 75,750.00	2121	\$ 63,630.00	(12,120.00)
13	8" SDR 26 PVC GRAVITY SEWER LINE 10' - 12.5' CUT	LF	\$35.00	1,444.00	\$ 50,540.00	1507	\$ 52,745.00	2,205.00
14	8" SDR 26 PVC GRAVITY SEWER LINE 12.5' - 15' CUT	LF	\$40.00	335.00	\$ 13,400.00	315	\$ 12,600.00	(800.00)
15	8" DIP GRAVITY SEWER LINE	LF	\$40.00	1,885.00	\$ 75,400.00	1629	\$ 65,160.00	(10,240.00)
16	10" DIP GRAVITY SEWER LINE	LF	\$55.00	94.00	\$ 5,170.00	94	\$ 5,170.00	0.00
17	10" DIP GRAVITY SEWER LINE, CLASS 54, FLANGED	LF	\$150.00	105.00	\$ 15,750.00	105	\$ 15,750.00	0.00
18	CONCRETE PIPE SUPPORT WITH OUT PILING.	EA	\$2,000.00	1.00	\$ 2,000.00	1	\$ 2,000.00	0.00
19	CONCRETE PIPE CRADLE	EA	\$1,000.00	1.00	\$ 1,000.00	1	\$ 1,000.00	0.00
20	REINFORCED CONCRETE PILE SUPPORTS	EA	\$14,316.00	2.00	\$ 28,632.00	2	\$ 28,632.00	0.00
21	16" X 0.250" BORED STEEL CASING	LF	\$214.00	174.00	\$ 37,236.00	174	\$ 37,236.00	0.00
22	48" MANHOLE, 0'-6" DEPTH	EA	\$2,500.00	52.00	\$ 130,000.00	55.2	\$ 138,000.00	8,000.00
23	48" MANHOLE EXTRA DEPTH	LF	\$200.00	107.10	\$ 21,420.00	119.21	\$ 23,842.00	2,422.00
24	GRAVITY SEWER LINE CONNECTION TO EXISTING MANHOLE	EA	\$2,000.00	1.00	\$ 2,000.00	1	\$ 2,000.00	0.00
25	POST CONSTRUCTION VIDEO	LF	\$1.00	12,578.00	\$ 12,578.00	0	\$ -	(12,578.00)
26	8" X 6" OR 6" WYE OR TEE BRANCH PVC	EA	\$120.00	9.00	\$ 1,080.00	13	\$ 1,560.00	480.00
27	SERVICE LINE CONNECTION TO MANHOLE	EA	\$500.00	13.00	\$ 6,500.00	8	\$ 4,000.00	(2,500.00)
28	4" PVC SERVICE LINE, SCH 40	LF	\$20.00	220.00	\$ 4,400.00	361	\$ 7,220.00	2,820.00
29	4" HDD SOLVENT WELD PVC GRAVITY SERVICE LINE, SCH. 40, NO ENCASEMENT	LF	\$52.00	75.00	\$ 3,900.00	25	\$ 1,300.00	(2,600.00)
30	4" SERVICE LINE CLEANOUT	EA	\$250.00	22.00	\$ 5,500.00	0	\$ -	(5,500.00)
31	TOP SOIL RESTORATION	LF	\$7.50	2,245.00	\$ 16,837.50	1379	\$ 10,342.50	(6,495.00)
32	CRUSHED STONE FOUNDATION	CuYd	\$70.00	249.00	\$ 17,430.00	7.4	\$ 518.00	(16,912.00)
33	SELECTED BORROW MATERIAL	CuYd	\$15.00	155.00	\$ 2,325.00	2268	\$ 34,020.00	31,695.00
34	CRUSHER RUN STONE FOR TEMPORARY SURFACE & ROAD BASE	CuYd	\$70.00	31.00	\$ 2,170.00	173.36	\$ 12,135.20	9,965.20
35	CRUSHED STONE RESURFACING	CuYd	\$70.00	20.00	\$ 1,400.00	81.71	\$ 5,719.70	4,319.70
36	BITUMINOUS RESURFACING	SqYd	\$60.00	74.00	\$ 4,440.00	528.27	\$ 31,756.20	27,316.20
37	STONE RIP RAP (200 #)	TON	\$55.00	400.00	\$ 22,000.00	448.65	\$ 24,565.75	2,565.75
38	TEMPORARY SILT FENCE	LF	\$4.00	1,500.00	\$ 6,000.00	660	\$ 2,640.00	(3,360.00)
39	WATTLES, 20" DIAMETER	LF	\$10.00	100.00	\$ 1,000.00	0	\$ -	(1,000.00)
40	SEEDING AND MULCHING SERVICE LINE	LF	\$2.00	220.00	\$ 440.00	196	\$ 392.00	(48.00)
41	SEEDING AND MULCHING GRAVITY LINE	LF	\$2.00	12,473.00	\$ 24,946.00	11,100	\$ 22,199.34	(2,746.66)
42	SEEDING AND MULCHING SEWER LINE	LF	\$2.00	3,724.00	\$ 7,448.00	3,720	\$ 7,440.00	(8.00)
43	SOLID SODDING	SqYd	\$4.00	200.00	\$ 800.00	0	\$ -	(800.00)

Original Contract Amount \$945,902.50

Total Work Completed \$963,038.69

Final Contract Amount \$963,038.69

Summary Change Order Amount \$17,136.19

APPENDIX M



Accepted  
5/21/19

(A7)

# MEMO

**TO:** Mayor, City Council members  
**FROM:** Pat Falkner  
**DATE:** May 15, 2019  
**RE:** Routine agenda item: Review/accept minutes of May 6, 2019 Planning Committee meeting.

Attached are the minutes of the May 6 Planning Committee meeting.  
Actions taken were as follows:

**FLEXVAR 18-03:** Application from Jason Price to allow construction of 1,200 square foot accessory building at 142 Traceview Drive.

Approved

**FLEXVAR 19-03:** Application from Joe Earp of Millcreek LLC to allow construction of two Congregate Living Level 1 group homes less than the required 2,500 feet apart.

Approved

**MAJSUB 19-03:** Application from Justin Davis for 5 lot commercial subdivision on West Main Street at Rutherford Road.

Approved

## **TUPELO PLANNING COMMITTEE**

**May 6, 2019**

### **CALL TO ORDER**

Chairman Mack-Arthur Turner Jr. called the meeting to order. Other members present were Mr. Gus Hildenbrand, Mr. Scott Davis, Mr. Bill Smith, Mrs. Patti Thompson, Mr. Ted Moll, Mr. Eddie Armstrong, Mr. Christian Reed, and Leslie Mart. Mr. Smith provided the invocation and Mr. Reed led the Pledge of Allegiance. Staff present were Pat Falkner and Marilyn Vail of the Development Services Department.

### **APPROVAL OF MINUTES**

Mr. Hildenbrand made a motion to approve the minutes of the March 4 meeting. The motion was seconded by Mr. Smith and approved by unanimous vote.

### **REPORT OF COUNCIL ACTION**

Mr. Falkner reported that the council had accepted the March 4 minutes at their April 2 meeting, and that the Feemster Lake Road rezoning was finalized April 16.

Mr. Turner stated that the Committee had been asked to move the first new business item up ahead of the old business to allow Councilman Willie Jennings to hear that discussion and still attend a neighborhood meeting.

### **NEW BUSINESS**

**FLEXVAR 19-03:** application from Joe Earp on behalf of Mill Creek to construct two congregate living 1 homes less than 2,500 feet from each other.

Mr. Joe Earp, Director of Supervised Living for Mill Creek, 1445 Nesbit Drive, Hernando MS, appeared on behalf of the application. He said that Mill Creek has 15 locations in DeSoto County where they provide residential services for adults with mental and physical disabilities. These are not people with mental health problems, but people who are over 21 years old and need to live in a setting outside their families. The company plans to construct two four bedroom, three bath homes on the property at the intersection of Highway 278 and Southern Heights Road. The homes will have garages and the vehicle used to transport residents would be kept in the garage, with no more than two vehicles on site. The residents would be in a day program from 7:30 to 3, with staff in the home at all times when residents are there.

Ms. Mart asked if the homes would be coed. Mr. Earp said no, that men and women would be housed separately. Residents would be encouraged to be in bedrooms by 10 on weeknights and 12 on weekends. The day program is located on Wilson Street and includes skills training, job coaching, money management and community integration activities.

## **OLD BUSINESS**

**FLEXVAR18-03** Application from Mr. Jason Price for a Flexible Variance to build a 1,200 square foot accessory building on his property at 142-146 Traceview. This application was originally heard in August 2018 and was tabled while the Code Enforcement staff dealt with conditions on the property.

Jason Price spoke on behalf of the application, saying that his property was located on a dead end road where most of the other properties have storage buildings that exceed the city's size limits.

Mr. Turner asked Mr. Falkner if the staff was satisfied with the applicant's progress in removing junk vehicles and other violations on the property. Mr. Falkner said that they were.

Mr. Davis asked Mr. Price if he still planned on removing the old shed once the new building is complete; Mr. Price said that he did.

Ms. Mart asked if the building would have plumbing or HVAC that would allow it to become a rental space. Mr. Price said it would not, there would be water and power but no residential type fixtures.

Mr. Davis said that as Mr. Price had reduced the size of the requested building and complied with code enforcement, it was appropriate to recognize the standards of the area. He moved to approve the application. Ms. Mart seconded and the motion passed with all voting in favor.

## **OTHER BUSINESS**

**MAJSUB19-03** Application for a new five lot commercial subdivision on West Main Street across from Ballard Park.

Justin Davis, 2808 St. Andrews Drive, spoke on the application. He explained that it was to subdivide an 8 acre tract at West Main Street and Rutherford Road into five or more commercial lots.

Ms. Mart asked if the lots would have direct access onto Main Street. Mr. Davis said that most of the lots would not, with the subdivision designed to use existing points of access at Rutherford Road and Venture Drive rather than new driveways, except for the lot at the west end of the development. Ms. Mart asked Mr. Falkner if the proximity of the site to Ballard Park and Parkway Elementary School would limit what could be located there. Mr. Falkner responded that a restaurant serving beer might be affected, but since the separation distance for this requirement is measured from building to building it did not appear likely to have an impact.

Ms. Mart asked if the lot lines shown were firm. Mr. Falkner explained that with commercial subdivisions, the practice has been to allow the developer flexibility in recording lots according to demand as long as the overall form of the subdivision is maintained and lots meet minimum dimensions.

FINAL REPORT FOR LOT MOWING FOR May 21, 2019

	Violation Ref	Parcel	Location	Owner	Owner Address	Owner City State Zip	Inspector
1.	28973	088N3314501	1218 E MAIN ST	MORAN FOODS INC	100 CORPORATE OFFICE DRIVE	EARTH CITY, MO 63045	JLS
2.	28974	075T1501102	2308 MCCULLOUGH BLVD	BOATNER CHALRES L JR	P O BOX 307	SHERMAN, MS 38869	JLS
3.	28975	075T1501105	2394 MCCULLOUGH BLVD	MANSOUR BEVERLY BEASLEY	1020 N GLOSTER ST #112	TUPELO, MS 38804	JLS
4.	28976	075G1501401	2914 OLD BELDEN CIR	WEATHERS MARY KELLY	1014 HARRISON ST	TUPELO, MS 38801	JLS
5.	28987	101B0213200	414 LAKEVIEW DR	TTLBL LLC	4747 EXECUTIVE DR STE 510	SAN DIEGO, CA 92121	MB
6.	28989	101B0213000	418 LAKEVIEW DR	NEWSOME FELICIA & COUTRNEY	107 LEWIS	TUPELO, MS 38801-4605	MB
7.	28991	101H0123900	100 ANDREW CIR	The BANK OF NEW YORK MELLON TRUST	1661 WORTHINGTON ROAD, SUITE 100	WEST PALM BEACH, FL 33409	DJ
8.	28995	077M3605701	1100 CHAPMAN DR	DAVIDSON STEPHANIE	4360 SOUTHERN AVE SE	WASHINGTON, DC 20019	DJ
9.	29025	088J3307600	202 ELVIS PRESLEY DR	AHMED MONA HAMZAH	102 SERENITY CT	BRANDON, MS 39042	JLS
10	29026	112B0400302	WILSON ST	MONAGHAN THOMAS A	713 LUMPKIN ST	TUPELO, MS 38801	JLS
11	29027	088J3301700	1193 KELLY ST	RODRIGUEZ ROSA CARMINA	1193 KELLY ST	TUPELO, MS 38804	JLS
12	29049	089F3010601	523 N CHURCH ST	CABRAL SENOVIA	2512 PATTERSON DR	TUPELO, MS 338804	MB

FINAL REPORT FOR LOT MOWING FOR May 21, 2019

	Violation Ref	Parcel	Location	Owner	Owner Address	Owner City State Zip	Inspector
13	29053	089F3002700	528 W BARNES ST	SPENCER WILLIAM ESTATE	3870 INNSBROOK DR	MEMPHIS, TN 38115	MB
14	29057	089F3008400	638 N CHURCH ST	JOHNSON ANTOINETTA	376 ROAD 1	TUPELO, MS 38804	MB
15	29069	089F3004701	WALKER ST	MAYHORN STEVEN	7863 KENWICK WAY #103	MEMPHIS, TN 38119	MB
16	29072	089K3113000	521 WALNUT ST	FOSTER HERBERT W & MARY L	2830 OAK COVE LANE	JACKSONVILLE, FL 32277	MB
17	29076	077F2618800	708 LAR-ELI-DO DR	SMITH MICHAEL J & KRISTY B	708 LAR ELI DO DR	TUPELO, MS 38801	MB
18	29085	077F2607200	2512 PATTERSON DR	CABRAL LUIS (DECEASED)	2512 PATTERSON DR	TUPELO, MS 38801	MB
19	29086	087S2600212	110 LOVELY LN	SMITH EULA M	110 LOVELY LN	TUPELO, MS 38804	JLS
20	29087	089P3120000	494 S GREEN ST	PLUMBING SERVICES INC	P O BOX 2093	TUPELO, MS 38803	DJ
21	29112	106G1312700	CRAIGMONT CIR	WILEMON R J LLC	P O BOX 2639	TUPELO, MS 38803	DJ
22	29113	106G1312800	CRAIGMONT CIR	WILEMON R J LLC	P O BOX 2639	TUPELO, MS 38803	DJ
23	29116	106D1308700	922 TERRY RD	MATTHEWS ALICE ROBERTA	614 SANDRINGHAM DRIVE	ALPHARETTA, GA 30004	DJ
24	29128	101L1211102	1604 RUFF CIR	LAKEVIEW LOAN SERVICING LLC	4425 POONCE DE LEON BLVD	MS 5/251	DJ

APPENDIX C

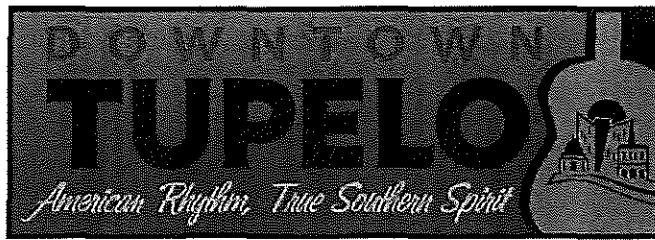
FINAL REPORT FOR LOT MOWING FOR May 21, 2019

	Violation Ref	Parcel	Location	Owner	Owner Address	Owner City State Zip	Inspector
25	29142	105D1503500	3064 MOORE AVE	RICHARDSON MEGAN	P O BOX 87	RED BANKS, MS 38661	DJ
26	29143	106G1313200	3106 MONTCLAIR DR	WILEMON R J LLC	P O BOX 2639	TUPELO, MS 38803	DJ
27	29146	106G1313300	3122 MONTCLAIR DR	WILEMON R J LLC	P O BOX 2639	TUPELO, MS 38803	DJ
28	29149	106G1310400	3316 CRAIGMONT CIR	WILEMON R J LLC	P O BOX 2639	TUPELO, MS 38803	DJ
29	29150	106G1310500	3332 CRAIGMONT CIR	WILEMON R J LLC	P O BOX 2639	TUPELO, MS 38803	DJ
30	29152	106G1310600	3346 CRAIGMONT CIR	WILEMON R J LLC	P O BOX 2639	TUPELO, MS 38803	DJ
31	29154	106G1311100	3412 CRAIGMONT CIR	WILEMON R J LLC	P O BOX 2639	TUPELO, MS 38803	DJ
32	29155	106G1311200	3420 CRAIGMONT CIR	WILEMON R J LLC	P O BOX 2639	TUPELO, MS 38803	DJ
33	29156	106G1315000	3471 CRAIGMONT CIR	WILEMON R J LLC	P O BOX 2639	TUPELO, MS 38803	DJ
34	29157	106G1314900	3487 CRAIGMONT CIR	WILEMON R J LLC	P O BOX 2639	TUPELO, MS 38803	DJ
35	29159	077K3506400	607 LUMPKIN AVE	SCOTT MILDRED R & BILLY D (DECEASED)	607 LUMPKIN	TUPELO, MS 38801	MB
36	29160	077D2510100	1220 LEE ST	MASK ANNA CLAIRE	230 SILVER LAKE ESTATES	GUNTOWN, MS 38849	MB

ITEM 7.13

FINAL REPORT FOR LOT MOWING FOR May 21, 2019

	Violation Ref	Parcel	Location	Owner	Owner Address	Owner City State Zip	Inspector
25	29142	105D1503500	3064 MOORE AVE	RICHARDSON MEGAN	P O BOX 87	RED BANKS, MS 38661	DJ
26	29143	106G1313200	3106 MONTCLAIR DR	WILEMON R J LLC	P O BOX 2639	TUPELO, MS 38803	DJ
27	29146	106G1313300	3122 MONTCLAIR DR	WILEMON R J LLC	P O BOX 2639	TUPELO, MS 38803	DJ
28	29149	106G1310400	3316 CRAIGMONT CIR	WILEMON R J LLC	P O BOX 2639	TUPELO, MS 38803	DJ
29	29150	106G1310500	3332 CRAIGMONT CIR	WILEMON R J LLC	P O BOX 2639	TUPELO, MS 38803	DJ
30	29152	106G1310600	3346 CRAIGMONT CIR	WILEMON R J LLC	P O BOX 2639	TUPELO, MS 38803	DJ
31	29154	106G1311100	3412 CRAIGMONT CIR	WILEMON R J LLC	P O BOX 2639	TUPELO, MS 38803	DJ
32	29155	106G1311200	3420 CRAIGMONT CIR	WILEMON R J LLC	P O BOX 2639	TUPELO, MS 38803	DJ
33	29156	106G1315000	3471 CRAIGMONT CIR	WILEMON R J LLC	P O BOX 2639	TUPELO, MS 38803	DJ
34	29157	106G1314900	3487 CRAIGMONT CIR	WILEMON R J LLC	P O BOX 2639	TUPELO, MS 38803	DJ
35	29159	077K3506400	607 LUMPKIN AVE	SCOTT MILDRED R & BILLY D (DECEASED)	607 LUMPKIN	TUPELO, MS 38801	MB
36	29160	077D2510100	1220 LEE ST	MASK ANNA CLAIRE	230 SILVER LAKE ESTATES	GUNTOWN, MS 38849	MB



Accepted  
5/21/19

(AD)

May 20, 2019

City of Tupelo  
Mayor Jason Shelton  
City Council

The Downtown Tupelo Main Street Association has received a donation of a 1997, Ford pickup truck. This truck will be used during all of our activities/events for transporting equipment that is needed to various site locations. DTMSA contacted Joey Hutto of Ross and Yerger to insure said vehicle. After review of the cost, Mr. Hutto recommended that we title to city with permissive use to downtown and memorialize this at no charge for liability only. Otherwise single or mono auto premiums for DTMSA would be \$1000 plus per year.

DTMSA respectfully requests that this vehicle be donated to the City of Tupelo for insurance and tag purposes for our use.

Sincerely,

*Deborah Brangenberg*

Debbie Brangenberg  
Director  
Downtown Tupelo Main Street Association



# CERTIFICATE OF TITLE

Form 79-001-11-7-1-000

**STATE OF MISSISSIPPI**

**ORIGINAL**

88 001280

VEHICLE IDENTIFICATION NUMBER	MAKE	YEAR	MODEL	BODY	TITLE NUMBER
1FTDX1728VNC21088	FORD	1997	F15	3C	8278338-05

TITLE DATE	DATE OF FIRST SALE FOR USE NEW ONLY	NO. CYL.	NEW / USED	TYPE OF VEHICLE	PASS. OR GVW
03292017		06	X	TRUCK	000

ODOMETER - TENTHS NOT INCLUDED

000000

**EXEMPT FROM DISCLOSURE  
REQUIREMENTS**

OWNER

BROWN MARTY  
4891 WEST MAIN  
TUPELO MS 38801

1ST LIENHOLDER (OR OWNER IF NO LIEN)

FIRST AMERICAN NATIONAL BANK  
1251 FIRST AMERICAN DR  
IUKA MS 38852

DATE:

MONTH | DAY | YEAR

02/02/2017

2ND LIENHOLDER

DATE:

MONTH | DAY | YEAR

LIEN SATISFACTION: THE UNDERSIGNED HOLDER OF ABOVE DESCRIBED LIEN(S) ON THE MOTOR VEHICLE DESCRIBED HEREON HEREBY ACKNOWLEDGES SATISFACTION THEREOF.

1ST LIEN First American National Bank BY [Signature]  
(LIENHOLDER) (SIGNATURE AND TITLE)

THIS 1st DAY OF September 20 17

2ND LIEN \_\_\_\_\_ BY \_\_\_\_\_  
(LIENHOLDER) (SIGNATURE AND TITLE)

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20 \_\_\_\_\_



IN WITNESS WHEREOF I HAVE HEREUNTO SET MY HAND THIS

THE 29 DAY OF MARCH 20 17  
17087037516 00927

The Mississippi Department of Revenue hereby certifies that on application duly made, the person named herein is registered by this office as the lawful owner of the vehicle described subject to the liens or security interests as may subsequently be filed with the Mississippi Department of Revenue. This certificate of title is issued pursuant to the Mississippi Motor Vehicle Title Law Section 63-21-1, Mississippi Code of 1972, and subject to the provisions thereof.

CONTROL NUMBER

MISSISSIPPI DEPARTMENT OF REVENUE

[Signature: Herb Frierson]

VOID IF ALTERED

## YOUR PRIVATE CAR SALES CONTRACT

### The Car Details

Make 1997 Ford F150 SOLD FOR: \$ 0.00

Model Pick-Up

Registration Number 1FTDX1728VNC21088

Registration Document completed by buyer/seller ..... Yes/No

Mileage 298000

Registration Document (V5) exchanged ..... Yes/No

Additional notes and comments agreed on this sale

### SELLER'S DETAILS:

Name Marty Brown

Address 4891 West Main Street

Tupelo, MS 38801

### CERTIFICATE of PURCHASE:

I am the undersigned buyer of the above car. I have purchased it from the seller named above for the amount of cash also mentioned above (SOLD FOR).

This is the final price agreed. I have paid for this car in full and I am in receipt of this car and all the relevant documents to it.

The Seller above also acknowledges being in full receipt of all monies but I do accept that full title to the car does not fully pass from the seller to purchaser until all monies are paid with cleared funds. Any cheques will need to be cleared before full title passes to myself. It is fully understood that this vehicle is sold as seen. I the buyer agree that I have tried, tested and approved this car as suitable for my personal needs without any representations, warranties or conditions expressed or implied whatsoever.

Buyer's Name: \_\_\_\_\_

Buyer's Address: \_\_\_\_\_

Buyer's Signature in agreement: \_\_\_\_\_

Seller's Signature in agreement: Marty Brown

Date: \_\_\_\_\_

Home Car Values Cars For Sale Car Reviews Awards & Top 10s Research Tools

Advertisement

See Trade-In Values



## Used 1997 Ford F150 Super Cab Long Bed

near Tupelo, MS 38801

Lowest Priced Style

1997

Print

Typical Mileage: 168,134 Edit mileage and options

## Pricing

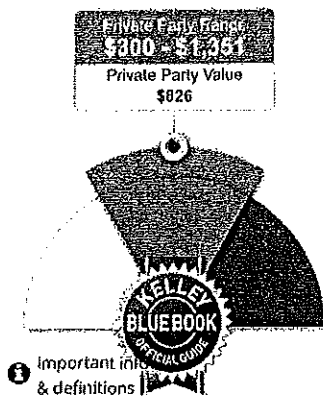
Advertisement

Updated weekly, the Kelley Blue Book Fair Purchase Price shows you what others have been paying for this car recently.

Buy from a Dealer

Buy Certified from a Dealer

Buy from a Private Party



Advertisement

2 styles available

Long Bed

Advertisement

Based on Fair Condition  
Valid for ZIP Code 38801 through 05/17/2019

## For Sale Near 38801

10 Ford F150 Super Cab vehicles in your area.

Browse Listings

APPENDIX P



1995 Used  
Ford  
F150  
2WD SuperCab

\$4,495

Mileage: 228,317  
42 miles away



1998 Used  
Ford  
F150  
2WD Regular Cab

\$3,500

Mileage: 234,951  
158 miles away



1997 Used  
Ford  
F150  
2WD SuperCab

\$3,200

Mileage: 215,505  
128 miles away



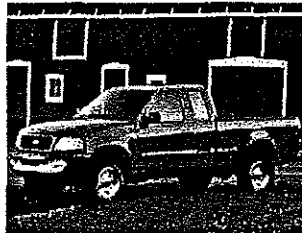
1997 Use-  
Ford  
F150  
XLT

\$5,000

Mileage: 99  
84 miles away

## Payment Calculator

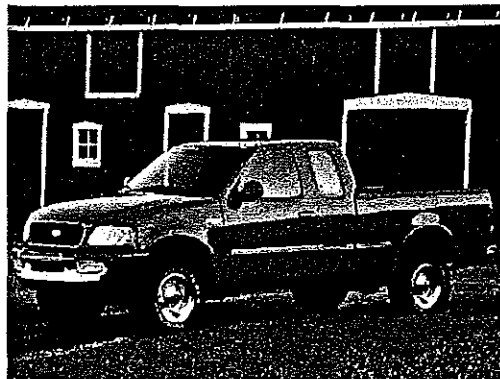
\$177/month



See Payment Details

\*Estimated payments shown based on 3.19% APR for 60 months with \$0 down for well-qualified buyers. Payments and terms shown here are for informational purposes only and do not constitute an actual offer or commitment to lend by a lender.

## Gallery



See full gallery

## Specifications



Fuel Economy



Fuel Type  
Gas



APPENDIX P  
Basic Warranty  
3 years or 36000 miles

City 15/Hwy 20/Comb 17  
MPG



Max Seating  
6



Horsepower  
205 @ 4400 RPM



Maximum Towing  
8000 lbs.

[See all specifications](#)

### Check a Used Car History

Need the vehicle history of a used **Ford F150 Super Cab**? Find it here.

License Plate (Opt) State  Go



### Need a Car Loan?

Compare multiple loan offers in minutes.

[Get Started Today](#)



## KBB Expert Review

We're sorry, our experts haven't reviewed this car yet. Check back with us soon.

## Consumer Reviews

# 4.5

Overall Consumer Rating 4.5 / 5

★★★★☆ 1070 Ratings

for 1997 - 2000 models

[Write a review](#)



Value  
4.6



Quality  
4.6



Reliability  
4.7



Performance  
4.6



Comfort  
4.6



Styling  
4.6  
APPENDIX P

See all 1070 reviews

## Ratings

### Crash Test Rating

Not Available

Driver Front

Passenger Front

Front Side

Rear Side

Rollover Rating

Provided by the National Highway Traffic Safety Administration

## For Sale Near 38801

10 Ford F150 Super Cab vehicles in your area.

[Browse Listings](#)

## Next Steps to Buying Smart

Get your  
FICO Score



Go

Save on car  
insurance with

GEICO  
**GEICO**

Go

Get a free auto  
warranty quote

CARCHEX

Go

## Compare



Image coming soon

Ford  
F150 Super Cab  
Long Bed

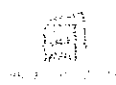

APPENDIX P

MSRP

MPG

N/A

WARRANTY

3 years or  
36000 miles
  
**Ford**  
**F150 Super Cab**  
**XL**
  
**Chevrolet**  
**Silverado 1500 Double**  
**Cab**  
**Work Truck**

ENGINE

V8, 4.6 Liter

SEATS

6 seats

CARGO  
SPACE

FUEL TYPE

Gas

City 19/Hwy  
25/Comb 22 MPGCity 16/Hwy  
21/Comb 17 MPG3 years or 36000  
miles3 years or 36000  
milesV6, Flex Fuel, 3.3  
LiterV6, EcoTec3, Flex  
Fuel, 4.3 Liter

6 seats

6 seats

31.6 cu.ft.

Flexible Fuel

Flexible Fuel

## Compare more items

## Other Years' Used

2018 Ford F150 Super Cab

2015 Ford F150 Super Cab

2012 Ford F150 Super Cab

2017 Ford F150 Super Cab

2014 Ford F150 Super Cab

2011 Ford F150 Super Cab

2016 Ford F150 Super Cab

2013 Ford F150 Super Cab

2010 Ford F150 Super Cab

2009 Ford F150 Super Cab

2007 Ford F150 Super Cab

2005 Ford F150 Super Cab

2008 Ford F150 Super Cab

2006 Ford F150 Super Cab

2004 Ford F150 Super Cab

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# CERTIFICATE OF TITLE

Form 79-001-11-7-1-000

**STATE OF MISSISSIPPI**

**ORIGINAL**

88 001280

VEHICLE IDENTIFICATION NUMBER	MAKE	YEAR	MODEL	BODY	TITLE NUMBER
1FTDX1728VNC21088	FORD	1997	F15	3C	8278338-05

TITLE DATE	DATE OF FIRST SALE FOR USE NEW ONLY	NO. CYL.	NEW / USED	TYPE OF VEHICLE	PASS. OR GVW
03292017		06	X	TRUCK	000

ODOMETER - TENTHS NOT INCLUDED

000000

EXEMPT FROM DISCLOSURE  
REQUIREMENTS

OWNER

BROWN MARTY  
4891 WEST MAIN  
TUPELO MS 38801

1ST LIENHOLDER (OR OWNER IF NO LIEN)

FIRST AMERICAN NATIONAL BANK  
1251 FIRST AMERICAN DR  
IUKA MS 38852

DATE:

MONTH | DAY | YEAR

02/02/2017

2ND LIENHOLDER

DATE:

MONTH | DAY | YEAR

LIEN SATISFACTION: THE UNDERSIGNED HOLDER OF ABOVE DESCRIBED LIEN(S) ON THE MOTOR VEHICLE DESCRIBED HEREON HEREBY ACKNOWLEDGES SATISFACTION THEREOF.

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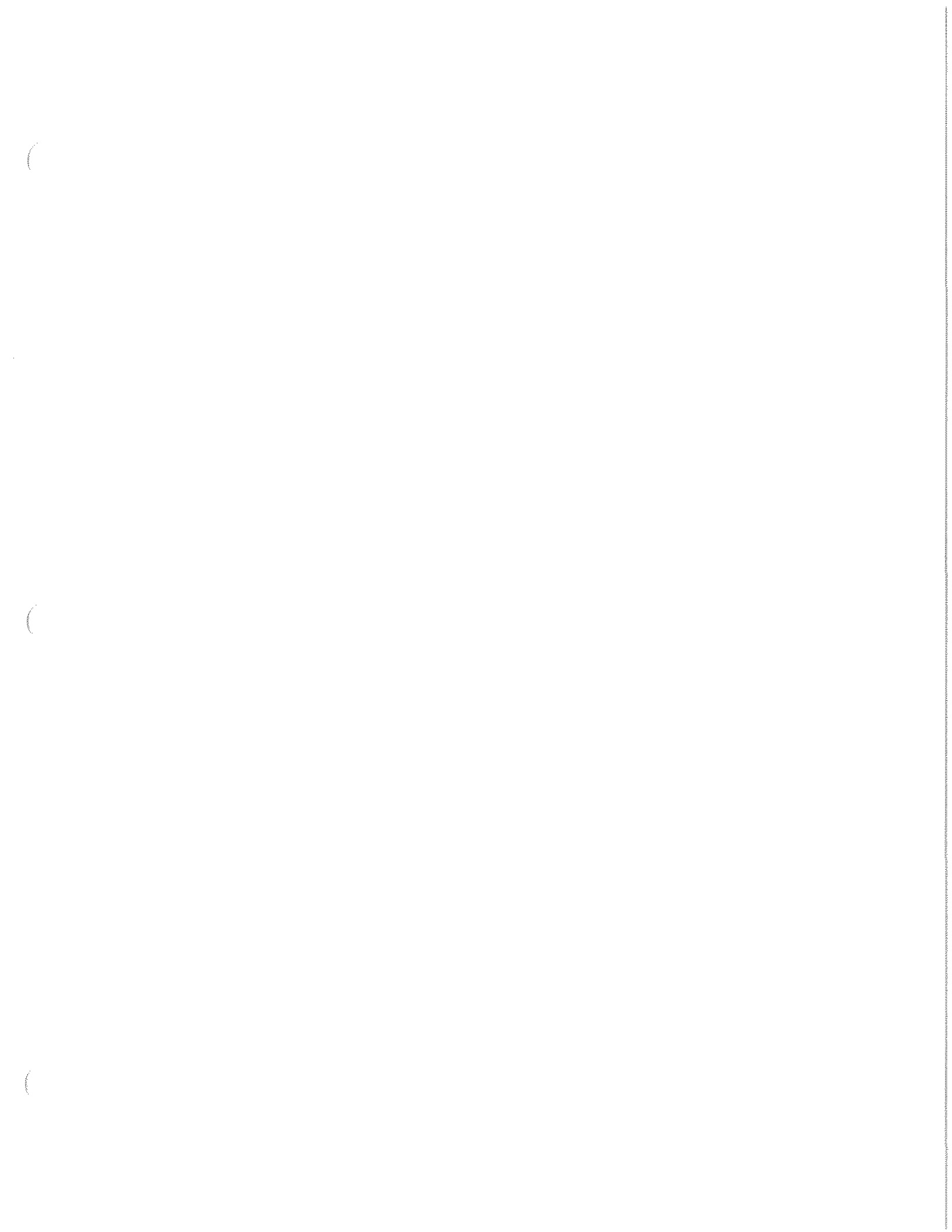
24868909

MISSISSIPPI DEPARTMENT OF REVENUE

Herb Frierson

VOID WHEN REPEATED





Federal and State Law requires that you state the mileage in connection with the transfer of ownership. Failure to complete, or providing a false statement, may result in fines and/or imprisonment.

ASSIGNMENT OF TITLE BY REGISTERED OWNER		
Name: _____ Address: _____		
I certify to the best of my knowledge that the odometer reading of the vehicle being sold is correct and that the following statement is checked.		
<div style="display: flex; justify-content: space-around;"> <div>CAUTION: READ CAREFULLY BEFORE YOU CHECK A BLOCK</div> <div>1. The mileage stated is in excess of its mechanical limits. 2. For odometer reading is not the actual mileage. WARNING - ODOMETER DISCREPANCY</div> </div>		
ODOMETER READING (in miles): _____		
SELLER: Signature(s): _____	Printed Name(s): <u>MARTY L. BROWN</u>	Date of Sale: _____
I am aware of the above odometer certification made by seller.		
BUYER: Signature(s): _____ Printed Name(s): _____		

FIRST RE-ASSIGNMENT BY LICENSED DEALER		
Name: _____ Address: _____		
I certify to the best of my knowledge that the odometer reading of the vehicle being sold is correct and that the following statement is checked.		
<div style="display: flex; justify-content: space-around;"> <div>CAUTION: READ CAREFULLY BEFORE YOU CHECK A BLOCK</div> <div>1. The mileage stated is in excess of its mechanical limits. 2. For odometer reading is not the actual mileage. WARNING - ODOMETER DISCREPANCY</div> </div>		
ODOMETER READING (in miles): _____		
DEALER OR AGENT: Signature(s): _____	Printed Firm Name: _____	Date of Sale: _____
I am aware of the above odometer certification made by seller.		
BUYER: Signature(s): _____ Printed Name(s): _____		

SECOND RE-ASSIGNMENT BY LICENSED DEALER		
Name: _____ Address: _____		
I certify to the best of my knowledge that the odometer reading of the vehicle being sold is correct and that the following statement is checked.		
<div style="display: flex; justify-content: space-around;"> <div>CAUTION: READ CAREFULLY BEFORE YOU CHECK A BLOCK</div> <div>1. The mileage stated is in excess of its mechanical limits. 2. For odometer reading is not the actual mileage. WARNING - ODOMETER DISCREPANCY</div> </div>		
ODOMETER READING (in miles): _____		
DEALER OR AGENT: Signature(s): _____	Printed Firm Name: _____	Date of Sale: _____
I am aware of the above odometer certification made by seller.		
BUYER: Signature(s): _____ Printed Name(s): _____		

THIRD RE-ASSIGNMENT BY LICENSED DEALER		
Name: _____ Address: _____		
I certify to the best of my knowledge that the odometer reading of the vehicle being sold is correct and that the following statement is checked.		
<div style="display: flex; justify-content: space-around;"> <div>CAUTION: READ CAREFULLY BEFORE YOU CHECK A BLOCK</div> <div>1. The mileage stated is in excess of its mechanical limits. 2. For odometer reading is not the actual mileage. WARNING - ODOMETER DISCREPANCY</div> </div>		
ODOMETER READING (in miles): _____		
DEALER OR AGENT: Signature(s): _____	Printed Firm Name: _____	Date of Sale: _____
I am aware of the above odometer certification made by seller.		
BUYER: Signature(s): _____ Printed Name(s): _____		

LIENHOLDER TO BE SHOWN ON NEW TITLE	
Name in block of _____	Address of _____

UNREGISTERED, DISASSEMBLED, OR DESTROYED VEHICLE - This is to be filed in the Vehicle Room, California at Title may be applied or delivered in the Licensing Department of Revenue, fees hereby waived from the vehicle identified on this transfer. If the Certificate was required, completed, or forwarded to \_\_\_\_\_