

MUNICIPAL MINUTES, CITY OF TUPELO
STATE OF MISSISSIPPI

OCTOBER 21, 2014

Be it remembered that the regular meeting of the Tupelo City Council was held in the Council Chambers at City Hall Building on Tuesday, October 21, 2014, at 6:00 p.m. with the following in attendance: Council Members Markel Whittington, Lynn Bryan, Travis Beard, Nettie Y. Davis, Buddy Palmer, Mike Bryan and Willie Jennings; City Attorney Ben Logan, and Glenda Muse, Clerk of the Council.

The invocation was led by Sapada Thomas, Youth Director of First United Methodist Church, followed by the Pledge of Allegiance led by Councilman Whittington.

IN THE MATTER OF CALLING THE MEETING TO ORDER

President Mike Bryan called the regular meeting to order at 6:00 p.m.

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

Upon a motion by Councilman Palmer, seconded by Councilman Whittington, the council voted unanimously to confirm the agenda and agenda order, amended as follows:

DELETE: Item #4.4 Projects Update from Mayor's Youth Council

4. PROCLAMATIONS, RECOGNITIONS AND REPORTS AGENDA

IN THE MATTER OF RECOGNITION OF BOY/GIRL SCOUTS

No scouts were present to be recognized.

IN THE MATTER OF RECOGNITION OF CITY EMPLOYEES

Mayor Shelton presented a Certificate of Appreciation to the following employee for her many years of dedicated service to the City of Tupelo:

Cassandra Moore Director, Human Resources Department 25 years

Ms. Moore graciously accepted the certificate and introduced several members of her church who were present as she was given this honor.

IN THE MATTER OF PUBLIC RECOGNITIONS

The following public recognitions were made:

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Councilwoman Davis – Invited everyone to come out and enjoy the “Communities Forward Festival” scheduled for Saturday, November 1, 2014, at Gum Tree Park on Front Street. Parade is at 12:00 noon with other activities to begin at 1:00 p.m. including live entertainment, food, door prizes, cook- off and a kids’ zone.

Councilwoman Davis – Reminded everyone to come out and enjoy a free luncheon on Thursday, October 23, 2014, with “Tupelo Revived”, a group that is working with the City of Tupelo for a year. The event will be at noon at the PAL Center. Another event with this group will be held on Wednesday night, October 29, 2014, at Kingdom’s Gate Church beginning at 7:00 p.m.

Councilman Jennings – Announced that the Southern Heights Neighborhood Association would be sponsoring a Fall Festival on October 25, 2014, to be held at Theron Nichols Park on Mitchell Road. He invited everyone to come out and enjoy the free food and entertainment. Hours of the event are Noon – 4:00 p.m.

Mayor Shelton – Recognized Shields Haire who was present at the meeting for having raised \$8,000 for tornado victims by sales of t-shirts with assistance from various churches. Shields is only thirteen years of age.

IN THE MATTER OF PROCLAMATION IN RECOGNITION OF “EXTRA MILE DAY”

Mayor Shelton read a proclamation in recognition of “Extra Mile Day” to be celebrated on November 1, 2014. The proclamation states that Tupelo is a community which chooses to shine a light on and celebrate individuals and organizations within its community who “go the extra mile” in order to make a difference and lift up fellow members of the community. The mission of “Extra Mile America” is to create 500 Extra Mile cities in America and Tupelo is proud to be a part of this effort.

IN THE MATTER OF MAYOR’S REPORT

Highlights of Mayor Shelton’s report follow:

... City of Tupelo has recently launched its United Way Campaign under the leadership of Ms. Ebony Hattix and Ms. Sandy Shumaker. He thanked these two ladies for their efforts as well as everyone who is participating.

... The City of Tupelo together with several local churches will host a prayer service on October 28 at noon in the gym at St. Luke United Methodist Church to remember the six-month anniversary of the April 28 tornado.

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... The City of Tupelo along with the Tupelo Garden Club, Mississippi State University and “Keep Tupelo Beautiful” will host a special reforestation conference on Saturday, October 25, 2014, at the BancorpSouth Arena from 9:00 a.m. – Noon for anyone who needs assistance in replanting/re-landscaping their yard after the tornado.

... The walk/race for the Susan G. Komen Foundation begins at 8:00 a.m. in Fairpark on Saturday, October 25, 2014.

... CSpire hosts Pigskins in the Park, a city-wide tailgate on Saturday, October 25, 2014.

... Celebration Village to benefit the Sanctuary Hospice House begins with its annual Kickoff Preview Party on Wednesday evening, October 22, 2014. Celebration Village will continue through Saturday and is a great way to support a very worthwhile organization in our community.

... The Tupelo Association of Educators, Mississippi Association of Educators (MAE), and the Mayor are co-sponsoring a community event titled Strengthen Our Schools: Keep the promise to fully fund public education to be held at the Tupelo City Hall on Monday, October 27, 2014.

... Mayor Shelton next announced the following awards and recognitions:

Tupelo Parks and Recreation Department:

1. Hayward Bo Phillips Design Award of Merit – Tupelo Aquatic Center
2. Special Event Award of Merit – Tupelo Aquatic Center Grand Opening
3. Award of Excellence in Special Event Sports Program – MS Swim, Inc. Short Course State Championships
4. Arts and Humanities Award of Merit – Cheerleading Program
5. Recreation Programming Award of Merit – Day Camp Program

Tupelo Convention and Visitors Bureau:

1. Public Relations Association of Mississippi – Award of Excellence for Social South article on the Tupelo Automobile Museum
2. Southern Public Relations Federation – Award of Excellence for #Hi5Friday, Lantern Award for Quick Brand Reference Guide; Lantern Award for Social South article on the Tupelo Automobile Museum; Lantern Award for the New Branding Campaign; Judge’s Choice Award for the New Branding Campaign
3. Mississippi Tourism Association – Social Media Campaign of the Year for #Hi5Friday; Tourism Promotion of the Year for the New

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Branding Campaign; Travel Attraction of the Year for Tupelo Aquatic Center; CVB/Tourism Office of the Year; Southeast Tourism Society – Rising Star Award – Jennie Bradford Curlee

Downtown Tupelo Main Street Association

1. Mississippi Main Street – Best Image or Branding Promotion – America Rhythm; Best Creative Fundraising Project – Feast for the Farmers
2. Elvis Tribute Industry Award-World – Best Elvis Tribute Event or Festival
3. Southeast Tourism Society – Top Events – Tupelo Elvis Festival
4. Daily Journal Reader’s Choice Awards – City-Wide Event – Tupelo Elvis Festival

(President Bryan closed the regular meeting and opened the Public Agenda)

5. PUBLIC AGENDA

5.1 PUBLIC HEARINGS

5.1.A LOT MOWING OF PROPERTIES

No one appeared to address this issue.

(President Bryan closed the Public Agenda and the council returned to regular session.)

6. ACTION AGENDA

IN THE MATTER OF REVIEW/ADOPT ORDINANCES ESTABLISHING POLICY FOR REGULATION, LOCATION AND PERMITTING OF MUNICIPAL RIGHT-OF-WAY USAGE BY PUBLIC UTILITIES

This item had previously been tabled and upon a motion by Councilwoman Davis, seconded by Councilman L. Bryan, the council voted unanimously to bring the matter off the table for consideration at this time.

Councilwoman Davis moved to adopt a Street, Trenching and Right-of-Way Management Ordinance; the motion was seconded by Councilman L. Bryan and unanimously passed by a vote of the council. An executed copy of this Ordinance outlining all particulars of this issue is attached hereto as **APPENDIX A.**

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Councilman L. Bryan moved to adopt a Telecommunications Permit Ordinance; the motion was seconded by Councilman Palmer and unanimously passed by a vote of the council. An executed copy of this Ordinance outlining all particulars of this issue is attached hereto as **APPENDIX B.**

7. ROUTINE AGENDA

IN THE MATTER OF REVIEW/APPROVE MINUTES OF REGULAR COUNCIL MEETING

Upon a motion by Councilman Palmer, seconded by Councilman Beard, the council voted unanimously to approve the minutes of the regular City Council meeting of Tuesday, October 7, 2014, as amended.

IN THE MATTER OF REVIEW/PAY BILLS

Upon a motion by Councilman Jennings, seconded by Councilman Whittington, the council voted unanimously to approve payment of the following checks, bills having been reviewed at 4:30 p.m. by Council Members Whittington, L. Bryan, Palmer, Davis and Jennings:

Check Nos. 124676 through 125094 (Pool Cash Fund)
Electronic transfers as shown on the face of the docket.
Invoices as shown on the face of the docket.
Requests made by AFLAC to reimburse employees under Flex-One Plan
as shown on the face of the docket.

IN THE MATTER OF REVIEW/APPROVE APPOINTMENT TO “QUALITY OF LIFE” COMMITTEE

Mayor Shelton had recommended the appointment of Mr. Robin Haire as a member of the “Quality of Life” Committee, stating he felt he would be a great asset to this Committee and would further the purpose of it. Upon a motion by Councilman Whittington, seconded by Councilman Palmer, the council voted unanimously to approve the appointment of Mr. Haire to this committee. A copy of his bio is attached to these minutes as **APPENDIX C.**

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IN THE MATTER OF REVIEW/APPROVE FINAL RESOLUTION FOR AD VALOREM TAX EXEMPTION FOR COOPER TIRE & RUBBER COMPANY

Upon a motion by Councilman L. Bryan, seconded by Councilman Whittington, the council voted unanimously to approve a Final Resolution Granting Exemption from Ad Valorem Taxes to Cooper Tire & Rubber Company, except State and School District ad valorem taxes, for a period of ten (10) years beginning on the 1st day of January, 2014, and ending on the 31st day of December, 2023, with a total true value of \$16,507,593. The City Council had previously approved a resolution granting this exemption, and the Department of Revenue, Office of Property Tax, Exemptions & Public Utilities Bureau, State of Mississippi has reviewed the same and certifies by letter dated September 24, 2014, that this company is eligible for this ad valorem tax exemption. An executed copy of this Final Resolution is attached to these minutes and incorporated herein as **APPENDIX D.**

IN THE MATTER OF REVIEW/APPROVE FINAL RESOLUTION FOR AD VALOREM TAX EXEMPTION FOR LEGGETT & PLATT COMPONENTS COMPANY, INC.

Upon a motion by Councilman Jennings, seconded by Councilman Palmer, the council voted unanimously to approve a Final Resolution Granting Exemption from Ad Valorem Taxes to Leggett & Platt Components Company, Inc., except State and School District ad valorem taxes, for a period of ten (10) years beginning on the 1st day of January, 2014, and ending the 31st day of December, 2023, with a total true value of \$3,017,410. The City Council had previously approved a resolution granting this exemption, and the Department of Revenue, Office Property Tax, Exemptions & Public Utilities Bureau, State of Mississippi has reviewed the same and certifies by letter dated September 24, 2014, that this company is eligible for this ad valorem tax exemption. An executed copy of this Final Resolution is attached to these minutes and incorporated herein as **APPENDIX E.**

IN THE MATTER OF REVIEW/APPROVE FINAL RESOLUTION FOR AD VALOREM TAX EXEMPTION FOR GENLYTE THOMAS GROUP, LLC, D/B/A DAY-BRITE/CAPRI/OMEGA

Upon a motion by Councilman Whittington, seconded by Councilman Jennings, the council voted unanimously to approve a Final Resolution Granting Exemption from Ad Valorem taxes to Genlyte Thomas Group, LLC, D/B/A Day-Brite/Capri/Omega, except State and School District ad valorem taxes, for a period of ten (10) years beginning on the 1st day of January, 2014, and ending the 31st day of December, 2023, with a total true value of \$3,911,056, The City Council had previously approved a resolution

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granting this exemption, and the Department of Revenue, Office Property Tax, Exemptions & Public Utilities Bureau, State of Mississippi has reviewed the same and certifies by letter dated September 24, 2014, that this company is eligible for this ad valorem tax exemption. An executed copy of this Final Resolution is attached to these minutes and incorporated herein as **APPENDIX F.**

IN THE MATTER OF REVIEW/APPROVE FINAL RESOLUTION FOR AD VALOREM TAX EXEMPTION FOR HAWKEYE INDUSTRIES, INC.

Upon a motion by Councilman Palmer, seconded by Councilman Beard, the council voted unanimously to approve a Final Resolution Granting Exemption from Ad Valorem Taxes to Hawkeye Industries, Inc., except State and School District ad valorem taxes, for a period of ten (10) years beginning on the 1st day of January, 2014, and ending the 31st day of December, 2023, with a total true value of \$1,320,194. The City Council had previously approved a resolution granting this exemption, and the Department of Revenue, Office Property Tax, Exemptions & Public Utilities Bureau, State of Mississippi has reviewed the same and certifies by letter dated September 24, 2014, that this company is eligible for this ad valorem tax exemption. An executed copy of this Final Resolution is attached to these minutes and incorporated herein as **APPENDIX G.**

IN THE MATTER OF REVIEW/APPROVE FY 2015 BUDGET REVISION #1

Upon a motion by Councilman Whittington an a second by Councilman Jennings, the council voted unanimously to approve FY 2015 Budget Revision #1, a copy being attached to these minutes and incorporated herein as **APPENDIX H.**

IN THE MATTER OF REVIEW/APPROVE RESOLUTION OF INTENT IN REGARD TO GENERAL OBLIGATION BOND ISSUE

Councilman L. Bryan moved to approve the following Resolution:

RESOLUTION DECLARING THE INTENTION OF THE CITY COUNCIL OF THE CITY OF TUPELO, MISSISSIPPI, TO ISSUE A GENERAL OBLIGATION BOND, SERIES 2015 OF THE CITY OF TUPELO, MISSISSIPPI, FOR PURCHASE BY THE MISSISSIPPI DEVELOPMENT BANK, IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED TEN MILLION DOLLARS (\$10,000,000) TO RAISE MONEY FOR THE PURPOSE OF FINANCING CERTAIN CAPITAL PROJECTS AND IMPROVEMENTS WHICH SHALL CONSIST OF (I) CONSTRUCTING, IMPROVING OR PAVING STREETS, SIDEWALKS, DRIVEWAYS, PARKWAYS, WALKWAYS OR PUBLIC PARKING FACILITIES, AND PURCHASING LAND THEREFOR; (II) ERECTING, REPAIRING, IMPROVING, ADORNING AND

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EQUIPPING MUNICIPAL BUILDINGS AND PURCHASING BUILDINGS OR LAND THEREFOR; (III) PURCHASING LAND FOR PARKS, CEMETERIES AND PUBLIC PLAYGROUNDS, AND IMPROVING, EQUIPPING AND ADORNING THE SAME, INCLUDING THE CONSTRUCTING, REPAIRING AND EQUIPPING OF SWIMMING POOLS AND OTHER RECREATIONAL FACILITIES; (VI) PURCHASING FIRE-FIGHTING EQUIPMENT AND APPARATUS, AND PROVIDING HOUSING FOR SAME, AND PURCHASING LAND THEREFOR; (V) ERECTING OR PURCHASING WATERWORKS, GAS, ELECTRIC AND OTHER PUBLIC UTILITY PLANTS OR DISTRIBUTION SYSTEMS OR FRANCHISES, AND REPAIRING, IMPROVING AND EXTENDING THE SAME; (VI) ESTABLISHING SANITARY, STORM, DRAINAGE OR SEWERAGE SYSTEMS, AND REPAIRING, IMPROVING AND EXTENDING THE SAME; (VII) PURCHASING MACHINERY NOT LESS THAN TWELVE THOUSAND (12,000) POUNDS, WHICH HAVE AN EXPECTED USEFUL LIFE IN EXCESS OF TEN (10) YEARS WHICH EXPECTED USEFUL LIFE SHALL EXCEED THE LIFE OF THE BONDS FINANCING SUCH PURCHASE, AND (VIII) FOR OTHER AUTHORIZED PURPOSES UNDER MISSISSIPPI CODE ANN. SEC.31-25-1 ET SEQ., AS AMENDED AND/OR SUPPLEMENTED FROM TIME TO TIME AND SECTION 21-33-301 ET SEQ., AS AMENDED AND/OR SUPPLEMENTED FROM TIME TO TIME, INCLUDING PAYING FOR THE COST OF SUCH BORROWING; AND DIRECTING PUBLICATION OF NOTICE OF SUCH INTENTION.

The motion was seconded by Councilman Whittington and unanimously passed by a vote of the council. An executed copy of the Resolution is attached hereto and incorporated herein as **APPENDIX I**.

**IN THE MATTER OF REVIEW/APPROVE RESOLUTION APPROVING
EMPLOYMENT OF PROFESSIONALS IN CONNECTION WITH ISSUANCE
OF GENERAL OBLIGATION BONDS**

Councilwoman Davis moved to approve the following Resolution:

RESOLUTION DECLARING THE INTENTION OF THE CITY OF TUPELO, MISSISSIPPI (THE "CITY"), TO EMPLOY CERTAIN PROFESSIONALS IN CONNECTION WITH THE ISSUANCE BY THE CITY OF ITS GENERAL OBLIGATION BOND, SERIES 2015, OF THE CITY IN THE PRINCIPAL AMOUNT NOT TO EXCEED TEN MILLION DOLLARS (\$10,000,000) FOR PURCHASE BY THE MISSISSIPPI DEVELOPMENT BANK, TO RAISE MONEY FOR THE PURPOSE OF FINANCING CERTAIN CAPITAL PROJECTS AND IMPROVEMENTS WHICH SHALL CONSIST OF (1) CONSTRUCTING, IMPROVING OR PAVING STREETS, SIDEWALKS, DRIVEWAYS, PARKWAYS,

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WALKWAYS OR PUBLIC PARKING FACILITIES, AND PURCHASING LAND THEREFOR; (II) ERECTING, REPAIRING, IMPROVING, ADORNING AND EQUIPPING MUNICIPAL BUILDINGS AND PURCHASING BUILDINGS OR LAND THEREFOR; (III) PURCHASING LAND FOR PARKS, CEMETERIES AND PUBLIC PLAYGROUNDS, AND IMPROVING, EQUIPPING AND ADORNING THE SAME, INCLUDING THE CONSTRUCTING, REPAIRING AND EQUIPPING OF SWIMMING POOLS AND OTHER RECREATIONAL FACILITIES; (IV) PURCHASING FIRE-FIGHTING EQUIPMENT AND APPARATUS, AND PROVING HOUSING FOR SAME, AND PURCHASING LAND THEREFOR; (V) ERECTING OR PURCHASING WATERWORKS, GAS, ELECTRIC AND OTHER PUBLIC UTILITY PLANTS OR DISTRIBUTION SYSTEMS OR FRANCHISES, AND REPAIRING, IMPROVING AND EXTENDING THE SAME; (VI) ESTABLISHING SANITARY, STORM DRAINAGE OR SEWERAGE SYSTEMS, AND REPAIRING, IMPROVING AND EXTENDING THE SAME; (VII) PURCHASING MACHINERY AND EQUIPMENT, INCLUDING MOTOR VEHICLES WEIGHING NOT LESS THAN TWELVE THOUSAND (12,000) POUNDS, WHICH HAVE AN EXPECTED USEFUL LIFE IN EXCESS OF TEN (10) YEARS WHICH EXPECTED USEFUL LIFE SHALL EXCEED THE LIFE OF THE BONDS FINANCING SUCH PURCHASE; AND (VIII) FOR OTHER AUTHORIZED PURPOSES UNDER MISSISSIPPI CODE ANN. SEC.31-25-1 ET SEQ., AS AMENDED AND/OR SUPPLEMENTED FROM TIME TO TIME, AND SECTIONS 21-33-301 ET SEQ. AS AMENDED AND/OR SUPPLEMENTED FROM TIME TO TIME, INCLUDING PAYING FOR THE COST OF SUCH BORROWING.

The motion was seconded by Councilman Jennings and unanimously passed by a vote of the council. An executed copy of the Resolution is attached to these minutes and incorporated herein as **APPENDIX J.**

IN THE MATTER OF REVIEW/APPROVE FINANCIAL REPORT FOR
TUPELO ELECTRIC DEPARTMENT, JUNE 30, 2013-2014

Greg Jarrell, representing Franks, Franks, Jarrell & Wilemon, P. A., had reviewed for the City Council the Financial Report for the Tupelo Electric Department for June 30, 2014 and 2013, at the agenda review on Monday, October 20, 2014. He had informed the Council that the audit by his firm disclosed no instances of noncompliance in accordance with Government Auditing Standards. Therefore, upon a motion by Councilman Whittington, seconded by Councilman Palmer, the council voted unanimously to approve this financial report for the Tupelo Electric Department as presented by Franks, Franks, Jarrell & Wilemon, P. A. A copy of the same is attached to these minutes as **APPENDIX K.**

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**IN THE MATTER OF REQUEST FOR OUT-OF-COUNTRY TRAVEL FOR
MAYOR SHELTON**

Upon a motion by Councilwoman Davis and a second by Councilman Jennings, the council voted unanimously to approve a request from Mayor Shelton to travel out of the country to Amberg, Germany. At the request of the Community Development Foundation, the group will be visiting Grammer World Headquarters on November 2, 2014 – November 5, 2014.

**IN THE MATTER OF REVIEW/APPROVE AGREEMENT BETWEEN
SOFTWARE VENDOR AND CITY FOR TUPELO AQUATIC CENTER**

Upon a motion by Councilman Whittington and a second by Councilman Palmer, the council voted unanimously to approve an agreement between the Tupelo Aquatic Center and Motionsoft, a software vendor. The one-time fee for services provided by Motionsoft is \$2,292.00. A copy of this agreement, including Statement of Work, is attached to these minutes and incorporated herein as **APPENDIX L.**

IN THE MATTER OF REVIEW/APPROVE LISTING OF LOT MOWINGS

Councilman L. Bryan moved to approve a listing of lot mowings submitted by the Department of Development Services as being in such a state of uncleanness as to be a menace to public health, safety and welfare of the community, thereby authorizing the Department to proceed with mowing of these properties. The motion was seconded by Councilman Beard and unanimously approved by a vote of the council. A Public Hearing had been conducted earlier in this meeting with no one appearing to address any of the listed properties. A copy of the listing is attached to these minutes as **APPENDIX M.**

**IN THE MATTER OF REVIEW/RATIFY CONTRACT WITH CIVIL-LINK,
LLC-DESIGN OF WINFIELD DRAINAGE IMPROVEMENTS PROJECT**

Upon a motion by Councilman L. Bryan, seconded by Councilman Palmer, the council voted unanimously to ratify a contract between the City of Tupelo and Civil-Link, LLC, to provide professional engineering services for the proposed Drainage Improvements Project – Winfield Subdivision – Winfield Drive & Hillfield Cove. According to John Crawley, City Engineer, the fee for this contract is \$9,500. Mr. Crawley recommends that the City accept these terms and allow Civil-Link, LLC, to begin work on this project. A copy of the Letter Agreement between the two parties is attached to these minutes as **APPENDIX N.**

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**IN THE MATTER OF REVIEW/APPROVE TWO AGREEMENTS AS
SUBMITTED BY TUPELO WATER AND LIGHT DEPARTMENT**

Johnny Timmons, Manager, Tupelo Water and Light Department, had submitted two agreements involving the newly Annexed Areas for the City Council's approval:

Upon a motion by Councilman Palmer and a second by Councilman Beard, the council voted unanimously to approve the following agreement:

Drinking Water System Improvements Revolving Loan Fund (DWSIRLF) loan in the amount of \$4,058,529 for Annexed Areas – Water Improvements Project. This agreement is executed by the State of Mississippi Local Governments and Rural Water Systems Improvements Board acting through the Mississippi State Department of Health and the City of Tupelo. A copy of this agreement is attached to these minutes as **APPENDIX O.**

Upon a motion by Councilman Palmer, seconded by Councilman Jennings, the council voted unanimously to approve the following agreement:

Water Pollution Control Revolving Loan Fund (WPCRLF) loan in the amount of \$7,218,868 for Sewer Collection Extension in Annexed Areas. This agreement is executed by the State of Mississippi Commission on Environmental Quality acting through the Department of Environmental Quality and the City of Tupelo. A copy of this agreement is attached to these minutes as **APPENDIX P.**

**IN THE MATTER OF REVIEW/APPROVE APPEAL BOND/FILING FEE FOR
APPEAL OF MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY,
DECISION GRANTING WELL PERMITS TO NORTH LEE COUNTY WATER
ASSOCIATION**

City Attorney Ben Logan had requested the approval of an appeal bond and filing fee for an appeal of the Mississippi Department of Environmental Quality's decision granting well permits to North Lee County Water Association. Councilman Whittington offered a motion to approve the appeal bond and filing fee in the amount of \$500.00 in this matter. Councilman L. Bryan seconded the motion which was approved unanimously by a vote of the council.

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IN THE MATTER OF REVIEW/APPROVE REQUEST FOR ENGAGEMENT LETTER OF FRANKS, FRANKS, JARRELL AND WILEMON TO PERFORM OPERATIONAL AUDIT OF TUPELO AIRPORT AUTHORITY

Upon a motion by Councilman Whittington, seconded by Councilman L. Bryan, the council voted unanimously to approve an engagement letter between Franks, Franks, Jarrell and Wilemon and the City of Tupelo, Mississippi, to perform an operational analysis of the Tupelo Airport Authority and Tupelo Aviation Unlimited (TAA). According to the terms of this engagement letter, this firm will provide limited consulting services to assist the City in evaluating the operations of TAA. An analysis of the effectiveness and efficiency of its current and future operations will assist City leaders in determining TAA's ability to meet future cash flow requirements. A copy of the executed Engagement Letter is attached to these minutes and incorporated herein as **APPENDIX Q.**

IN THE MATTER OF REVIEW/AWARD/REJECT BID FOR WASTEWATER TREATMENT FACILITIES IMPROVEMENTS – CHEMICAL ADDITIONS

Johnny Timmons, Manager, Tupelo Water and Light Department, had submitted the following bid awards for the City Council's consideration:

Wastewater Treatment Facilities Improvements – Chemical Additions
Low Qualified Bid: J & P Construction Company in the amount of
\$2,882,000.

This bid was recommended, also, by Cook Coggin Engineers. Councilman L. Bryan moved to award this bid to J & P Construction Company. The motion was seconded by Councilman Palmer and unanimously passed by a vote of the council. A copy of the bid package is attached hereto as **APPENDIX R.**

IN THE MATTER OF REVIEW/APPROVE RESOLUTION AMENDING OPEN RECORDS POLICY, ELECTRONIC MESSAGE POLICY, RECORD RETENTION POLICY, AND AMENDING PROVISIONS OF EMPLOYEE HANDBOOK

Councilman Whittington moved to approve a Resolution Amending Open Records Policy, Electronic Message Policy, Record Retention Policy, and Amending Provisions of Employee Handbook. The motion was seconded by Councilwoman Davis. The City of Tupelo desires to establish an Electronic Messages Policy and a Records Management Policy to conform to the requirements of the Mississippi Open Records Law and the passage and execution of this Resolution will accomplish this.

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Councilman L. Bryan offered an amendment to the original motion that the policies set forth in the Resolution take effect December 1, 2014. The amendment was seconded by Councilman Jennings and unanimously approved by a vote of the council. Vote on the original motion to approve this Resolution was unanimous. An executed copy of this document is attached to these minutes and incorporated herein as

APPENDIX S.

IN THE MATTER OF REVIEW/APPROVE LETTER OF AGREEMENT FOR PROFESSIONAL SERVICES, LLC, TO REPRESENT CITY ON POLITICAL AND BUSINESS OBJECTIVES

Mayor Shelton had presented a letter of agreement between the City of Tupelo and Capitol Resources, LLC, for the City Council's consideration. The purpose of this agreement is that Capitol Resources, LLC, will work with the City to help achieve its political and business objectives. This firm will provide consulting services to the City beginning November 1, 2014, for a minimum retainer fee of \$60,000 per year. Their team will work with Tupelo to map out goals and a plan to reach and influence a broader audience, including statewide elected officials, agency heads, agency inner-departmental leaders, legislators, and other potential public/private partnerships to maximize the City's public sector. An executed copy of this letter agreement is attached to these minutes as

APPENDIX T.

Councilman L. Bryan moved to approve this Letter of Agreement with Capitol Resources, LLC; the motion was seconded by Councilman Palmer and unanimously approved by a vote of the council.

IN THE MATTER OF REVIEW/ACCEPT MINUTES OF HISTORIC PRESERVATION COMMISSION MEETING

Upon a motion by Councilwoman Davis, seconded by Councilman Beard, the council voted unanimously to accept the minutes of the Historic Preservation Commission meeting of September 11, 2014, a copy being attached hereto as

APPENDIX U.

IN THE MATTER OF REVIEW/APPROVE APPOINTMENT TO HISTORIC PRESERVATION COMMISSION

Pat Falkner, City Planner, had submitted a request to the City Council to approve the appointment of Katie Wright to serve as a member of the Historic Preservation Commission. Ms. Wright meets the requirements of the Historic Preservation

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Ordinance, according to Mr. Falkner, and has been approved by the Historic Preservation Commission. Upon a motion by Councilman Whittington, seconded by Councilman Palmer, the council voted unanimously to approve the appointment of Katie Wright to serve as a member of the Historic Preservation Commission. A copy of her bio is attached to these minutes as **APPENDIX V.**

IN THE MATTER OF REVIEW/ACCEPT MINUTES OF PLANNING COMMITTEE MEETING

Upon a motion by Councilman Palmer and a second by Councilman L. Bryan, the council voted unanimously to accept the minutes of the Planning Committee meeting of October 6, 2014, a copy being attached to these minutes as **APPENDIX W.**

IN THE MATTER OF REVIEW/RATIFY CONTRACT BETWEEN CITY OF TUPELO AND SCHNEIDER ELECTRIC COMPANY FOR ENERGY AUDIT

Upon a motion by Councilman L. Bryan, seconded by Councilman Palmer, the council voted unanimously to ratify a contract between the City of Tupelo, Mississippi, and Schneider Electric Company to perform an energy audit for the City. A copy of the contract is attached to these minutes as **APPENDIX X.**

8. STUDY AGENDA

There were no items on the Study Agenda for consideration.

9. EXECUTIVE SESSION

City Attorney Logan stated there was no need for an executive session.

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10. ADJOURNMENT

There being no further business to come before the City Council, upon a motion by Councilwoman Davis, seconded by Councilman Beard, the council voted unanimously to adjourn the regular meeting at 7:00 p.m.

ATTEST:

CLERK OF THE COUNCIL

PRESIDENT

APPROVED:

MAYOR

