

Minutes, City of Southaven, Southaven, Mississippi



MEETING OF THE MAYOR AND BOARD OF ALDERMEN
SOUTHAVEN, MISSISSIPPI
CITY HALL
May 6, 2025
6:00 PM
AGENDA

1. Call To Order
2. Invocation
3. Pledge Of Allegiance
4. Approval of Minutes: April 15, 2025
5. Presentation of Honor Cords for Graduating Class of Mayor's Youth Council
6. Resolution for City Parks Sole Source Purchase
7. Award of Bid for City Court Building Renovation
8. SPD Contract with Flock Safety
9. Resolution for Firearm Surplus for Southaven Police Officer Eric Sutton
10. City Utilities Contract with Tyler Technology
11. Resolution to Amend City Ordinance Title XIII, Chapter 12, Section 13-12(m), Chart 4
12. Amendment to City Employee Handbook
13. Resolution to Purchase Vehicles by SPD
14. City Parks Task Order with Quality Landscaping
15. Contract with Robert Half
16. Resolution to Clean Private Property
17. Planning Agenda: Item #1 Application by Crossroads Church for design review approval of an 8,000 sq. ft. church site on the west side of Getwell Road, south of Star Landing Road
Item #2 Application by Kennon Dickson for subdivision approval of the Hurt-Dickson Minor Subdivision on the east side of Elmore Road, north of Church Road
Item #3 Application by Timothy Abram for subdivision approval of the Timothy Abram Minor Subdivision on the east side of Elmore Road, north of Church Road
Item #4 Application by Alan Cook for subdivision approval for the Cook 3 Lot commercial subdivision on the east side of Hwy. 51, south of Whitworth Road
Item #5 Request of Scrivener's Error for three plats - Top of the Sip, Phases 1, 2 and 3 to revise ownership signature blocks
18. Mayor's Report
19. Personnel Docket
20. City Attorney's Legal Update
21. Utilities Billing Leak Adjustment Docket
22. Claims Dockets: Docket 1
Docket 2
23. Executive Session: City Purchase of Easement; Leasing of City Property; Litigation by and against City SPD; Economic Development (Industry/Business Locating to City); Interdepartmental Personnel with No Action

Items may be added to or omitted from this agenda as needed.

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MINUTES OF THE REGULAR MEETING OF May 6, 2025 OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI

BE IT REMEMBERED that the Mayor and Board of Aldermen of the City of Southaven, Mississippi met in a Regular Meeting on the 6th May, 2025 at six o'clock (6:00) p.m. at City Hall.

Present were:

George Payne	Alderman At Large
Charlie Hoots	Alderman, Ward 2
William Jerome	Alderman, Ward 3
Joel Gallagher	Alderman, Ward 4
John David Wheeler (By Teleconference)	Alderman, Ward 5
Raymond Flores	Alderman, Ward 6

Absent were:

Kristian Kelly	Alderman, Ward 1
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Also present were Mayor Musselwhite, Andrea Mullen, City Clerk, and Nick Manley, City Attorney. Approximately thirty (30) other people were present. Mayor Musselwhite called the meeting to order. Alderman Gallagher led in prayer followed by the Pledge of Allegiance led by Alderman Payne.

Next, a motion was made by Alderman Hoots to approve the Minutes of the Regular Meeting of April 15, 2025 with any corrections, deletions, or additions necessary. Motion was seconded by Alderman Jerome. Motion was put to a vote and passed unanimously.

PRESENTATION OF HONOR CORDS FOR GRADUATING CLASS OF MAYOR'S YOUTH COUNCIL

The following Mayor's Youth Council Seniors were presented with an honor cord:

Southaven High School

Izabel Alanzo
Lauren Gardner
Tavion Jackson
Alaya Turner

Desoto Central High School

Sidney Campbell
Paul Pixlar
David Phan
Vanessa Boyd
Cari Crawford

Northpoint Christian School

Griffin England

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Morgan Thompson
Moriah Tims
Claire Webby

RESOLUTION FOR CITY PARKS SOLE SOURCE PURCHASE

Nick Manley, City Attorney, presented this item to the Board.

Mr. Manley stated that this resolution will authorize the sole source purchase for fertilizer coated in Gal-Xe. Gal-Xe is a proprietary slow-release coating attached to the fertilizer granules and provides continuous nutrition upon application instead of the immediate but short-lived green and growth of a normal fertilizer. The Parks Department is purchasing 800 bags of Gal-xe time-released fertilizer 22-0-10 at \$23.86 per bag for use in common areas and neighborhood parks and 230 bags of Gal-xe time-released fertilizer 30-0-15 at \$41.95 per bag for use on athletic fields. Total cost is \$29,156.00. The different products contain different levels of nitrogen. After hearing from Mr. Manley, the Board of Alderman considered the following resolution:

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI AUTHORIZING SINGLE SOURCE ITEM PURCHASE

WHEREAS, the City of Southaven ("City") desires to purchase Gal-Xe Fertilizer for use at City Facilities and Grounds; and

WHEREAS, Gal-Xe is a proprietary slow-release coating attached to the fertilizer granules, which provides continuous nutrition upon application instead of the immediate but short-lived green and growth of a normal fertilizer; and

WHEREAS, J.R. Simplot holds the patents and trademarks for Gal-Xe and has made arrangements for Florikan-ESA, LLC to be the exclusive distributor of Gal-Xe as set forth in Exhibit A; and

WHEREAS, the City hereby approves the single source purchase of Gal-Xe from Florikan-ESA, LLC to Mississippi Code 31-7-13(m) (viii); and

NOW, THEREFORE, BE IT ORDERED by the Board of Aldermen of the City, to wit:

Pursuant to **NOW, THEREFORE, BE IT ORDERED** by the Board of Aldermen of the City, to wit:

1. Pursuant to Mississippi Code 31-7-13(m) (viii), the City approves Florikan-ESA, LLC to be a single-source provider and accepts and approves the single-source quote and accompanying terms and conditions and approves

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the purchase as set forth in Exhibit A, specifically the 800 bags of Gal-xe time-released fertilizer 22-0-10 at \$23.86 per bag for use in common areas and neighborhood parks and 230 bags of Gal-xe time-released fertilizer 30-0-15 at \$41.95 per bag for use on athletic fields in the total amount of \$29,156.00.

2. The Mayor, City Clerk, Parks Director or their designee(s) are authorized to spend funds, execute documents and take such other action to effectuate the purpose and intent of this Resolution.

Following a reading of the foregoing resolution, Aldermen Payne made the motion and Alderman Hoots seconded the motion for its adoption. The Mayor put the question to a roll call vote and the result was as follows:

Alderman William Jerome	voted: YES
Alderman Kristian Kelly	voted: ABSENT
Alderman George Payne	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John Wheeler	voted: YES
Alderman Raymond Flores	voted: YES
Alderman Charlie Hoots	voted: YES

RESOLVED AND DONE, this 6th day of May, 2025.

A copy of the sole source letter and quote are attached and fully incorporated into these minutes.

AWARD OF BID FOR CITY COURT BUILDING RENOVATION

Nick Manley, City Attorney, presented this item to the Board.

Mr. Manley stated that the City's architect, Urban Arch, recently advertised and opened bids for the renovation of the new City Court Building. The lowest and best bid was in the amount of \$1,423,506.95 from C&M Builders and the contract completion time is 250 days once the notice to proceed is issued. Alderman Hoots made the motion to award the bid to C&M and authorize Mayor Musselwhite to sign the contract with C&M. Motion was seconded by Alderman Jerome.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Kelly	ABSENT
Alderman Hoots	YES
Alderman Jerome	YES
Alderman Payne	YES
Alderman Gallagher	YES

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Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 6th day of May, 2025.

A copy of the award recommendation letter is attached and fully incorporated into these minutes.

SPD CONTRACT WITH FLOCK SAFETY

Nick Manley, City Attorney, presented this item to the Board.

Mr. Manley stated that this contract with Flock Safety is for three (3) different intersections throughout the City. The SPD has budgeted for these cameras for this year and will continue to budget for these cameras in the future. The agreement allows for the SPD to try the cameras for 30 days before purchase, and the trial will not begin until all cameras have been installed at all 3 intersections. The cost for year one is \$23,250.00 (includes installation costs) and \$20,250.00 for year two and the software/hardware are ancillary to the services provided by the cameras. Alderman Gallagher made the motion to authorize Chief Vickers or Mayor Musselwhite to sign the contract. Motion was seconded by Alderman Hoots.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Kelly	ABSENT
Alderman Hoots	YES
Alderman Jerome	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 6th day of May, 2025.

A copy of the contract is attached and fully incorporated into these minutes.

RESOLUTION FOR FIREARM SURPLUS FOR SOUTHAVEN POLICE OFFICER ERIC SUTTON

Nick Manley, City Attorney, presented this item to the Board.

Mr. Manley stated that this resolution will surplus Southaven Police Officer Eric Sutton's firearm to him as he is retiring on May 9th. After hearing from Mr. Manley, the Board of Alderman considered the following resolution:

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE
CITY OF SOUTHAVEN, MISSISSIPPI**

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PRESENTING SOUTHAVEN POLICE OFFICER ERIC SUTTON HIS SERVICE WEAPON IN RECOGNITION OF HIS RETIREMENT

WHEREAS, the City of Southaven Police Department and City Board of Aldermen hereby desire to honor Southaven Police Officer Eric Sutton by presenting to him his service firearm, a Glock Model 45 9MM, Serial Number BVYF823 ("Weapon"), and

WHEREAS, after many years of serving the City and public, Mr. Sutton is retiring under a state retirement system; and

WHEREAS, in accordance with Mississippi Code Section 45-9-131, it has been recommended to the Mayor and Board of Aldermen that this Weapon be sold to Mr. Sutton for one dollar in recognition of his retirement and service to the City of Southaven, and

WHEREAS, the Mayor and Board of Aldermen hereby authorize that the Weapon as described above be provided to Southaven Police Officer Eric Sutton.

NOW, THEREFORE, BE IT ORDERED by the Mayor and Board of Aldermen of the City of Southaven, Mississippi as follows, to wit:

1. The Weapon be provided to Southaven Police Officer Sutton for One Dollar.
2. The Mayor and/or Police Chief are hereby authorized to take all actions to effectuate the intent of this Resolution.

Motion was made by Alderman Jerome and seconded by Alderman Hoots, for the Resolution, and the question being put to a vote:

Alderman William Jerome	voted: YES
Alderman Kristian Kelly	voted: ABSENT
Alderman George Payne	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John Wheeler	voted: YES
Alderman Raymond Flores	voted: YES
Alderman Charlie Hoots	voted: YES

RESOLVED AND DONE, this 6th day of May, 2025.

CITY UTILITIES CONTRACT WITH TYLER TECHNOLOGY

Nick Manley, City Attorney, presented this item to the Board.

Mr. Manley stated that this contract task order with Tyler will allow customers to see consumption and bill dates online. The cost for the first year of the contract is \$9,851.00 as it includes project management and implementation and the recurring costs are in the amount of \$3,551.00 as the software is ancillary to the service provided. Alderman Payne made the motion to authorize Ray Humphrey to sign the contract. Motion was seconded by Alderman Hoots.

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Roll call was as follows:

ALDERMAN	VOTED
Alderman Kelly	ABSENT
Alderman Hoots	YES
Alderman Jerome	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 6th day of May, 2025.

A copy of the contract is attached and fully incorporated into these minutes.

RESOLUTION TO AMEND CITY ORDINANCE TITLE XIII, CHAPTER 12, SECTION 13-12(m), CHART 4

Nick Manley, City Attorney, presented this item to the Board.

Mr. Manley stated that this resolution revises Title XIII, Chapter 12, Section 13-12(m), Chart 4 to require all quick service restaurants and those with drive through food services to go through the City's Conditional Use Permit process as set forth in the City's Ordinance. After hearing from Mr. Manley, the Board of Alderman considered the following resolution:

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI TO AMEND THE CITY OF SOUTHAVEN CODE OF ORDINANCES, TITLE XIII, CHAPTER 12, SECTION 13-12(m), CHART 4 COMMERCIAL ZONE DISTRICTS

The Mayor and Board of Aldermen of the City of Southaven, Mississippi (the "City"), considered the matter of amending the Southaven Code of Ordinances, specifically, TITLE XIII, CHAPTER 12, SECTION 13-12(m) CHART 4 COMMERCIAL ZONE DISTRICTS, ("Ordinances")

Thereupon Alderman Payne offered and moved the adoption of the following resolution:

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI TO AMEND THE CITY OF SOUTHAVEN CODE OF ORDINANCES, TITLE XIII, CHAPTER 12, SECTION 13-12(m), CHART 4 COMMERCIAL ZONE DISTRICTS

WHEREAS, pursuant to Miss. Code 17-1-3, the City is vested with authority of regulatory controls over zoning and land uses, and may do all things, consistent with the

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laws of the state, which they deem necessary to protect the health and welfare of the residents; and

WHEREAS, pursuant to Miss. Code Section 17-1-9, the City's regulation as set forth in this Resolution and amended ordinance is designed to lessen congestion in the streets; to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; and

WHEREAS, traffic control is necessary to ensure safety of the City's citizens and others when traveling in commercially zoned areas; and

WHEREAS, the City currently adheres and enforces regulations that allow for the review and recommendations of proposed land uses by the Planning and Development Department; and

WHEREAS, the City desires to amend the Ordinances to require a conditional use process for restaurants with carry-out, drive-in, or with drive-thru facilities to determine appropriate location and to further monitor traffic control in the proposed areas to lessen congestion in the streets and prevent overcrowding of land; and

WHEREAS, the requiring of a conditional use process for restaurants with carry-out, drive-in, or with drive-thru facilities will help to avoid undue concentration of population, along with preventing other dangers from panic in the event of an emergency in populous area; and

WHEREAS, due to the City's increased development and growth, this amendment will preserve the character and goals for the specific commercial zones by ensuring the peculiar suitability for particular uses, and with a view to conserving the value of buildings, and encouraging the most appropriate use of land throughout the City; and

WHEREAS, the Ordinances, as amended, provide specific guidelines for the governmental authorities, and serves the legitimate City interest; and

WHEREAS, the Board authorizes the Mayor, or his designee, to sign such documents or take actions that are necessary or required for the effectuation of the amended Ordinance; and

NOW, THEREFORE BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI, BY RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI TO AMEND THE CITY OF

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SOUTHAVEN CODE OF ORDINANCES, TITLE XIII, CHAPTER 12, SECTION 13-12(m), CHART 4
COMMERCIAL ZONE DISTRICTS as follows:

Chart 4. Commercial Zone Districts Legend

<i>Uses Permitted</i>	<i>O</i>	<i>RO</i>	<i>CI</i>	<i>C3</i>	<i>C4</i>	<i>PBP</i>	<i>MI</i>	<i>M2</i>
<i>PUD</i>								
Restaurants, Carry out, C				C	C		S	S
Drive-in, or with drive-thru Facilities								

NOW, THEREFORE BE IT ORDERED that the City Clerk, pursuant to Miss. Code 21-13-11, provide notice of the adoption of the Ordinance in the Desoto Times for one (1) time.

The foregoing Resolution was seconded by Alderman Gallagher and brought to a vote as follows:

Alderman Kristian Kelly	voted: ABSENT
Alderman Charlie Hoots	voted: YES
Alderman George Payne	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John David Wheeler	voted: YES
Alderman Raymond Flores	voted: YES
Alderman William Jerome	voted: YES

Having received a majority of affirmative votes, the Mayor declared that the Resolution was carried and adopted as set forth above on this the 6th day of May, 2025.

CITY OF SOUTHAVEN, MISSISSIPPI

AMENDMENT TO CITY EMPLOYEE HANDBOOK

Nick Manley, City Attorney, presented this item to the Board.

Mr. Manley stated that this amendment sets for the policy for City employees who transfer from one City Department to another. The employee must have completed the probationary period and is only eligible to transfer every twelve (12) months with Department Head approval. The employee must complete the application process for the opening and it must be approved by the Mayor and both City Department Heads. Alderman Gallagher made the motion to approve the employee handbook amendment. Motion was seconded by Alderman Payne.

Roll call was as follows:

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ALDERMAN	VOTED
Alderman Kelly	ABSENT
Alderman Hoots	YES
Alderman Jerome	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 6th day of May, 2025.

A copy of the policy is attached and fully incorporated into these minutes.

RESOLUTION TO PURCHASE VEHICLES BY SPD

Nick Manley, City Attorney, presented this item to the Board.

Mr. Manley stated that this resolution authorizes the City Police to purchase each of the vehicles from Kansas Highway Patrol in the total amount of \$112,825.00 pursuant to Mississippi Code 31-7-13(m)(v) and (vi). After hearing from Mr. Manley, the Board of Alderman considered the following resolution:

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI AUTHORIZING PURCHASE OF VEHICLES

WHEREAS, the City of Southaven ("City") Police Department is in need of vehicles for its officers; and

WHEREAS, the Kansas State Highway Patrol, a governmental entity as set forth by Miss. Code 31-71-13(m)(v) and (vi), offers used police vehicles for sale at auction; and

WHEREAS, the City Police desire to purchase the vehicles from the Kansas State Highway Patrol in accordance with Miss. Code 31-7-13(m)(v) and (vi); and

NOW, THEREFORE, BE IT ORDERED by the Board of Aldermen of the City, to wit:

1. Pursuant to Mississippi Code 31-7-13(m)(v) and (vi), the City Police may purchase each of the vehicles at the prices as specifically set forth in Exhibit A and pay the purchase price for each vehicle as further set forth in Exhibit A to the Kansas Highway Patrol in the total amount of \$112,825.00.

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2. The Mayor, City Police Chief or their designee(s) are authorized to spend funds and take all actions to effectuate the intent of this Resolution.

Following a reading of the foregoing resolution, Alderman Hoots made the motion and Alderman Jerome seconded the motion for its adoption. The Mayor put the question to a roll call vote and the result was as follows:

Alderman William Jerome	voted: YES
Alderman Kristian Kelly	voted: ABSENT
Alderman George Payne	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John Wheeler	voted: YES
Alderman Raymond Flores	voted: YES
Alderman Charlie Hoots	voted: YES

RESOLVED AND DONE, this 6th day of May, 2025.

A copy of the quote is attached and fully incorporated into these minutes.

CITY PARKS TASK ORDER WITH QUALITY LANDSCAPING

Mayor Musselwhite presented this item to the Board.

Mayor Musselwhite stated that Alderman Wheeler introduced the hummingbird park concept that will enhance Snowden Grove Park in some of the wooded areas throughout the park. Previously in June of 2024, the Board approved a master contract with Quality Landscaping. The contract set forth the terms between the City and Quality and allowed for task orders for various projects for the City by Quality. This task order in the amount of \$137,779.00 will authorize Quality to provide the landscaping and area for a hummingbird park at Snowden. The task order and exhibit to the task order set forth the specific plants and layout for the park. Alderman Jerome made the motion to approve the task order. Motion was seconded by Alderman Wheeler.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Kelly	ABSENT
Alderman Hoots	YES
Alderman Jerome	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 6th day of May, 2025.

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A copy of the task order and park layout are attached and fully incorporated into these minutes.

CONTRACT WITH ROBERT HALF

Nick Manley, City Attorney, presented this item to the Board.

Mr. Manley stated that this contract will authorize Robert Half to assist the City with finding an individual for the financial director position. If Robert Half provides and/or refers the candidate that the City hires, the City will compensate Robert Half in an amount equal to 25% of the first year salary of the individual. Alderman Payne made the motion to authorize Melanie Drisdale to sign the contract letter. Motion was seconded by Alderman Gallagher.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Kelly	ABSENT
Alderman Hoots	YES
Alderman Jerome	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 6th day of May, 2025.

A copy of the contract letter is attached and fully incorporated into these minutes

RESOLUTION TO CLEAN PRIVATE PROPERTY

Mayor Musselwhite introduced the cleaning of property and asked if there were any comments from the Board and there were none. Mayor Musselwhite then asked for any comments from the public and there were none. The Board then considered the following resolution to clean private property:

RESOLUTION GRANTING AUTHORITY TO CLEAN PRIVATE PROPERTY

WHEREAS, the governing authorities of the City of Southaven, Mississippi, have received numerous complaints regarding the parcel of land located at the following address, to-wit:

CONDEMNATION ADDRESS

**2211 Cedarwood Cove
1945 Gilliss Point N
1676 Custer Dr**

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8987 Hwy 51 N
8989 Hwy 51 N
8985 Hwy 51 N
680 Thornwood Dr.
1841 Vaught Circle
8903 Mary Frances Dr.
8911 Mary Frances Dr.
8923 Mary Frances Dr.
1969 Dorchester Dr.
6572 Airways Blvd.
PARCEL# 1085212000028900
PARCEL # 2073050000000500
PARCEL # 1078282000000400
PARCEL# 1078282000000500
PARCEL# 1078281300019100
PARCEL# 1075211000011500
PARCEL# 1074202600015100
PARCEL# 1078280000001302
PARCEL# 1086240000000500

To the effect that the said parcel of land has been neglected whereby the grass height is in violation and there exist other unsafe conditions and that the parcel of land in the present condition is deemed to be a menace to the public health and safety of the community.

WHEREAS, pursuant to Section 21-19-11 of the Mississippi Code Annotated (1972), the governing authorities of the City of Southaven, Mississippi, provided the owners of the above described parcel of land with notice of the condition of their respective parcel of land and further provided them with notice of a hearing before the Mayor and Board of Aldermen on Tuesday, **May 6th, 2025** by United States mail and by posting said notice, to determine whether or not the said parcel of land were in such a state of uncleanliness as to be a menace to the public health and safety of the community.

WHEREAS, none of the owners of the above described parcel of land appeared at the meeting of the Mayor and Board of Aldermen on Tuesday, **May 6, 2025**, to voice objection or to offer a defense.

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Mayor and Board of Alderman of the City of Southaven, Mississippi, that the above described parcel of land located at:

CONDEMNATION ADDRESS

2211 Cedarwood Cove
1945 Gilless Point N
1676 Custer Dr
8987 Hwy 51 N
8989 Hwy 51 N
8985 Hwy 51 N
680 Thornwood Dr.

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1841 Vaught Circle
8903 Mary Frances Dr.
8911 Mary Frances Dr.
8923 Mary Frances Dr.
1969 Dorchester Dr.
6572 Airways Blvd.
PARCEL# 1085212000028900
PARCEL # 2073050000000500
PARCEL # 1078282000000400
PARCEL# 1078282000000500
PARCEL# 1078281300019100
PARCEL# 1075211000011500
PARCEL# 1074202600015100
PARCEL# 1078280000001302
PARCEL# 1086240000000500

is deemed in the existing condition to be a menace to the public health and safety of the community.

BE IT FURTHER RESOLVED that the City of Southaven shall, if the owners of the above described parcel of land do not do so themselves, immediately proceed to clean the respective parcel of land, by the use of municipal employees or by contract, by cutting weeds and grass and removing rubbish and other debris.

Following the reading of this Resolution, it was introduced by Alderman Payne and seconded by Alderman Hoots. The Resolution was then put to a roll call vote and the results were as follows, to-wit:

ALDERMAN	VOTED
Alderman William Jerome	voted: YES
Alderman Kristian Kelly	voted: ABSENT
Alderman George Payne	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John Wheeler	voted: YES
Alderman Raymond Flores	voted: YES
Alderman Charlie Hoots	voted: YES

The Resolution, having received a majority vote of all Aldermen present, was declared adopted on this, the **6th day of May, 2025**.

PLANNING AGENDA

Planning Agenda presented by Whitney Cook, Director of Planning & Development.

Item #1 Application by Crossroads Church for design review approval of an 8,000 sq. ft. church site on the west side of Getwell Road, south of Star Landing Road

Mrs. Choat cook stated that the applicant is seeking design review

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approval for the development of a church located on the west side of Getwell Road, south of Star Landing Road. Building elevations, landscape and lighting plan were submitted. Mrs. Choat-Cook stated that staff is generally supportive of the building's color palette and architectural design. However, the following comments were provided: 1. East Elevation (Getwell Road): Given its visibility along a high-traffic corridor, staff recommends enhancing this elevation with an additional design element—such as a wooden architectural feature or a symbolic accent representing the church. 2. North Elevation: Although adjacent to a future expansion area, this elevation remains prominently visible. Staff recommends incorporating additional design treatments to reduce the perception of it being the rear of the building.

Landscaping Adjustments: • Shade trees (Maples and Oaks) should be specified at a minimum of 3"–3.5" caliper to meet ordinance standards. • Shrubs should be shown with minimum container sizes of 3 or 5 gallons, based on species. • An evergreen ornamental hedge should be added around the dumpster enclosure to comply with required screening provisions.

Lighting: The proposed building-mounted lighting is acceptable. For consistency with adjacent developments, staff recommends the installation of decorative “acorn-style” lights along the Getwell Road frontage—two on each side of the entrances. Security lighting may be placed within the parking area as desired by the applicant. Alderman Flores made the motion to approve the application Crossroads Church with the above stated comments. Motion was seconded by Alderman Payne.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Kelly	ABSENT
Alderman Hoots	YES
Alderman Jerome	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 6th day of May, 2025.

A copy of the staff report, GIS map, building elevations, and land scape plan are attached and fully incorporated into these minutes.

Item #2 Application by Kennon Dickson for subdivision approval of the Hurt-Dickson Minor Subdivision on the east side of Elmore Road, north of Church Road

Mrs. Choat cook stated that the applicant is requesting subdivision approval for a single lot minor subdivision on the east side of Elmore

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Road, south of Church Road. This application involved two separate parcels of land, one owned by the Hurt family and the other Dickson family. The request is to remove 0.51 acres out of the Hurt family property and incorporate it into the Dickson family property. The Hurt property has the linear frontage along Elmore Road and currently has 4.02 acres with an existing home. The Dickson property is located directly behind the Hurt property and currently has 5.00 acres with an existing fifty (50) foot ingress/egress. The acreage requested in the revision is located at the south end of the Hurt property. The proposed revision to these properties still keeps both of them in compliance with the AG and low-density designations. The request to plat the Dickson lot is a simple approval which allows the lot to have a more formal identification but it does not allow or require anything different than what is allowed now. This application does not request nor does it require the Hurt property to be platted but a simple meets and bounds survey will record that change. Alderman Flores made the motion to approve the application by Kennon Dickson. Motion was seconded by Alderman Jerome.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Kelly	ABSENT
Alderman Hoots	YES
Alderman Jerome	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 6th day of May, 2025.

A copy of the staff report, GIS map, and final plat are attached and fully incorporated into these minutes.

Item #3 Application by Timothy Abram for subdivision approval of the Timothy Abram Minor Subdivision on the east side of Elmore Road, north of Church Road

Mrs. Choat cook stated that the applicant is requesting subdivision approval for a three (3) lot minor subdivision on the east side of Elmore Road, north of Church Road. There is an existing thirty (30) foot wide ingress/egress that starts at Elmore Road and goes east to gain access to the existing 5214 Elmore Road which is the applicant's home. There is an additional 7.65 acres which is both north and south of this address that is encompassed as one larger parcel. The applicant is requesting to take the portion to the north and create a lot and additionally take a similar acreage south of the existing address and create a third lot. The remainder of the property to the south will stay as is under the ownership of Mr. Bennie

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Abrams. Each of these lots have approx.. 1.20 acres and all will have access to the existing ingress/egress. To get approved as a minor lot subdivision, the application must have three or less lots with AG zoning. The lots must also have a minimum of one (1) acre each. The submitted plat has the AG zoning and the necessary acreage to comply with these requirements. The only thing that is not provided is the necessary access. As it stands right now, the only proposed lot with access is lot 2. Lot 1 and 3 would be considered landlocked which is not something staff can approve. The applicant should take the easement and run it north/south to both of its boundaries along the other lots so that each lot shown has a direct point of access to the recorded ingress/egress. The lots should also have all utility easements shown on all sides to ensure proper infrastructure installation. Alderman Flores made the motion to approve the application by Timothy Abram with the above stated comments. Motion was seconded by Alderman Jerome.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Kelly	ABSENT
Alderman Hoots	YES
Alderman Jerome	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 6th day of May, 2025.

A copy of the staff report, GIS map, and final plat are attached and fully incorporated into these minutes.

Item #4 Application by Alan Cook for subdivision approval for the Cook 3 Lot commercial subdivision on the east side of Hwy. 51, south of Whitworth Road

Mrs. Choat cook stated that the applicant is requesting subdivision approval for the Cook 3 Lot Subdivision on the east side of Hwy. 51 North, south of Whitworth Road. There are existing buildings on all of the proposed lots. The applicant is proposing to take two parcels of land which sit side by side and incorporate them into a commercial subdivision with three lots. Lot 1 would include the buildings associated with the address 8580 Hwy. 51 North and encompass 1.22 acres with three existing buildings. Lot 2 would include the building currently identified as 8570 Hwy. 51 North and encompass 0.22 acres, which is currently shown on a parcel of land with another existing building located south of it. Lot 3 would include the building to the south of lot 1 identified as 8560 Hwy. 51

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North and 1.206 acres. There are no right of way dedications or road improvements shown with this plat. There are no utility easements shown on the plat. The proposed subdivision formally plats each of these users. All of these entities have been in place for years and have been grandfathered in with their present situation. This proposed subdivision cleans up the non-conformance and allows for each addressed building to stand on its own lot. Staff's only request would be to incorporate the standard utility easements on the boundaries. Alderman Hoots made the motion to approve the application by Alan Cook with the above stated comments. Motion was seconded by Alderman Gallagher.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Kelly	ABSENT
Alderman Hoots	YES
Alderman Jerome	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 6th day of May, 2025.

A copy of the staff report, GIS map, and survey are attached and fully incorporated into these minutes.

Item #5 Request of Scrivener's Error for three plats - Top of the Sip, Phases 1, 2 and 3 to revise ownership signature blocks

Mrs. Choat cook stated that this request is for three Scrivener's Errors. The owner signatures on the owner plat are not correct and a warranty deed was provided to show the corrections that need to be made. There are three phases that are already platted, but will need an adjustment of name change from SMJ Enterprises to Top of the Sip, LLC.

Top of the Sip P.D., Phase 1, Lots 1 & 2, Section 34, Township1South, Range 7 West recorded in Book 148, Pages 5-6

Top of the Sip P.D., Phase 2, Lots 3 & 4, Section 34, Township 1South, Range 7 West recorded in Book 154, Pages 31-33

Top of the Sip P.D., Phase 3, Lot 5, Section 34, Township1South, Range 7 West recorded in Book 154, Pages 29-30

Alderman Hoots made the motion to approve the scrivener's errors. Motion was seconded by Alderman Jerome.

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Roll call was as follows:

ALDERMAN	VOTED
Alderman Kelly	ABSENT
Alderman Hoots	YES
Alderman Jerome	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 6th day of May, 2025.

A copy of the plats are attached and fully incorporated into these minutes.

MAYOR'S REPORT

Springfest Update

Mayor Musselwhite stated that several security changes were made this year for Springfest. The festival was a huge success and security issues will continue to be monitored to ensure for a safe event.

Fire Station 5 Update

Mayor Musselwhite stated that Fire Station 5 project is nearing completion and they anticipate occupying the building late this week, early next week.

Landers Center

Mayor Musselwhite stated that recently MDOT completed the interchange enhancement at Turman and Highway 51. The reason this request was made to MDOT about three years ago was to change the truck routes. A few years back, all of the roads were repaved around Landers Center and they were not built for the truck traffic, which is why they are in such bad condition. With the Turman and Highway 51 signalization being done, the truck route will need to be changed to turn the trucks along Turman to Highway 51 and Church Road. The trucks will be removed off of Pepperchase and Venture Drive, which will also improve traffic. Mayor Musselwhite stated that they will amend the truck route ordinance and bring back to the Board for final approval. This amendment is going to be a big change and is not going to be well received by some. Message boards will be placed in the city to assist with notification of the change.

Swearing In of New Mayor and Board of Alderman

Mayor Musselwhite stated that the swearing in of the new Mayor and Board of Alderman will be on the front lawn of the Snowden House on Monday, June 30th at 4:00 p.m.

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Residential Neighborhood Challenges

Mayor Musselwhite stated that the City is facing challenges in some of the residential neighborhoods, especially those with smaller lots, with having a large number of vehicles parked on the street. Not only is it bad aesthetically, it becomes a problem with parking and causes safety issues. Mayor Musselwhite stated that about a year ago, a citizen (unsolicited) sent an ordinance that is used in the City of Memphis that restricts the number of vehicles that can be parked at a dwelling unit, that are not completely enclosed. Mayor Musselwhite asked the Board to give this ordinance consideration and a special meeting will be called to discuss ordinance revisions in the near future.

PERSONNEL DOCKET

Alderman Payne made the motion to approve the Personnel Docket of May 6, 2025 as presented to this Board. Motion was seconded by Alderman Hoots.

Personnel Docket

May 6, 2025

New Hire	Department	Position Title	Start Date	Rate of Pay
		General	5/12/202	
Eric Jackson	Facilities	Construction Tech	5	\$21.50
Jacob Jones	Utilities	Service Tech	TBD	\$16.50
	Emergency		5/12/202	
Rachel Dorsey	Communications	Dispatcher 1	5	\$23.44
	Emergency		5/12/202	
Jessica Jamerson	Communications	Dispatcher 1	5	\$23.44
			5/12/202	
Keagan Lancaster	Police	Police Officer 1	5	\$26.77
			5/26/202	
Marcus Lanos	Police	Police Officer 3	5	\$28.95

Re-Hire	Department	Position Title	Start Date	Rate of Pay
	Emergency		5/12/202	
Ashton Thomas	Communications	Dispatcher 1	5	\$23.44
Jackson Harty	Parks	PT Trash Attendant	5/7/2025	\$13.00

Promotion	Current Position Title	New Position Title	Effective Date	Rate of Pay
Brandon McCormick	Parks Laborer 1	Parks Laborer II	5/7/2025 4/22/202	\$17.25
Eric Messenger	Fire Driver II	Fire Driver III	5 4/22/202	\$22.03
Bradley Striplin	Fire Driver II	Fire Driver III	5	\$22.03

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Taylor Crawford	Dispatch Call Taker	Dispatcher 1	3/19/2025 5	\$23.44
Lily Sanders	Dispatch 3	Dispatcher 4 Dispatch Shift	4/25/2025 5	\$27.62
Stormi Morrow	Dispatch 4	Supervisor	5/7/2025	\$29.52
Tryston Goodman	Utilities Crew Service Field Tech	Utilities Operator in Training	5/5/2025	\$18.50
Brandon Logsdon	Utilities Crew Service Field Tech	Utilities Operator in Training	5/5/2025	\$18.50
Martin Roby	Police Sergeant	Police Lieutenant	5/5/2025	\$34.97
Dustin Whiteaker	Police Officer 4	Police Sergeant	5/19/2025 5	\$32.77
				Stipend
Stipend	Department	Stipend	Effective Date	Rate Annually
Jacquez Hardy	Fire	EMT	4/22/2025 5	\$600.00
Nicholas Cupples	Fire	EMT	5/5/2025	\$600.00
Resignations/Terminations	Department	Current Position Title	Effective Date	Rate of Pay
Khilan Jones	Public Works	Laborer/Grass Cutter	5/6/2025 4/18/2025	\$16.75
Cameron Waddell	Parks Emergency	Laborer II Dispatch Shift	5 4/23/2025	\$17.25
Michaela Heaston	Communications	Supervisor	5	\$29.52
Eric Sutton	Police	Police Officer 4	5/9/2025	\$31.03
Jason Scallorn	Police	Deputy Chief	5/30/2025 5	\$108,000 annually
Brent Vickers	Police	Police Chief	5/23/2025 5	\$120,000 annually
Jeffrey Scott	Police	Police Officer 4	5/1/2025	\$31.03
Timothy Hadaway	Fire	Fire Lieutenant	4/18/2025 5	\$25.00

Roll call was as follows:

ALDERMAN	VOTED
Alderman Kelly	ABSENT
Alderman Hoots	YES
Alderman Jerome	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 6th day of May, 2025.

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CITY ATTORNEY'S LEGAL UPDATE

No Legal Update

UTILITY BILL ADJUSTMENT DOCKET

RESIDENTIAL	PAUL AUSBURN	1196	BRANDYWINE	(409.50)	LEAK IN LAUNDRY ROOM
RESIDENTIAL	VICTORIA WHITE	2087	EUBANKS LN	(158.78)	SERVICE LINE LEAK
RESIDENTIAL	JAMES HUNT	7646	RAGLAND PL	(280.80)	SERVICE LINE LEAK
RESIDENTIAL	JAMES WILSON	1920	BRENTWOOD TRACE	(87.75)	LEAK UNDER SLAB
RESIDENTIAL	DONNA SAPPINGTON	7684	IRIS DR	(198.90)	LEAK UNDER SLAB
RESIDENTIAL	BEVERLY WOODS	8498	DEEPWELL PL	(58.50)	HOT WATER HEATER LEAK
RESIDENTIAL	TACORIA JACKSON	8904	TACORIA JACKSON	(225.47)	TOILET LEAK
RESIDENTIAL	LILLIE MCKINNIE	7725	CHERRY VALLEY	(140.40)	TOILET LEAK
RESIDENTIAL	JAMES LEWIS	1230	REDFIELD	(94.72)	POOL ADJUSTMENT
RESIDENTIAL	LYNN SIMMONS	7105	COUNTRY OAKS DR	(23.40)	TOILET LEAK
RESIDENTIAL	LACENIA HOUSE	8295	GREENBROOK PKWY	(216.45)	SERVICE LINE LEAK
RESIDENTIAL	KENDRICK PRICE	7631	SOUTHAVEN CR W	(748.80)	2 TOILET LEAKS
RESIDENTIAL	KELSEY DEGRAW	2193	CUSTER DR	(70.20)	SLAB LEAK
RESIDENTIAL	HUBERT MANNING	265	COLLEGE RD	(46.24)	SERVICE LINE LEAK
RESIDENTIAL	ALEXIS HARDIMAN	2220	ASHLAND DR	(468.00)	TOILET LEAK
RESIDENTIAL	ROGER ELVIR	3872	MARCIA LOUISE DR	(27.88)	POOL ADJUSTMENT
RESIDENTIAL	KRISTI ALTMAN	977	BIRCHFIELD PL	(204.75)	SERVICE LINE LEAK
RESIDENTIAL	JOYCE ENGLAND	5932	FOXDALE LOOP S	(198.90)	TOILET LEAK
RESIDENTIAL	TYWANDA STARKS	9187	PIMLICO DR	(257.64)	TOILET LEAK
RESIDENTIAL	LULA MUKES	8854	CAT TAIL CV	(201.49)	FAUCET LEAK
RESIDENTIAL	MALIC GAYE	4788	BRIARTON DR	(167.82)	TOILET LEAK

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Alderman Payne made the motion to approve the Utility Bill Adjustment Docket of May 6, 2025 in the amount of \$4,286.39. Motion was seconded by Alderman Hoots.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Kelly	ABSENT
Alderman Hoots	YES
Alderman Jerome	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 6th day of May , 2025.

CLAIMS DOCKET

A motion was made by Alderman Payne to approve the Claims Docket of May 6, 2025 in the amount of \$2,882,477.00 Motion was seconded by Alderman Flores.

Excluding voucher numbers:

439446, 439681, 439703, 439709, 439711, 439712, 439729, 439916, 439917, 440085, 440162, 440211, 440213, 440248, 440259, 440283, 440298, 440334, 440345, 440443, 440444, 440558

Roll call was as follows:

ALDERMAN	VOTED
Alderman Kelly	ABSENT
Alderman Hoots	YES
Alderman Jerome	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried and approved for payment on the 6th day of May, 2025.

SPECIAL CLAIMS DOCKET

Alderman Hoots recused himself and left the room.

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Alderman Payne made the motion to approve the Special Claims Docket of May 6 2025 in the amount of \$20,838.26. Motion was seconded by Alderman Jerome.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Jerome	YES
Alderman Kelly	ABSENT
Alderman Hoots	RECUSED
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 6th day of May, 2025.

Alderman Hoots then returned to the room.

EXECUTIVE SESSION

A copy of the Executive Session Minutes are maintained in the City Clerk's Office.

There being no further business to come before the Board of Aldermen, a motion was made by Alderman Gallagher to adjourn. Motion was seconded by Alderman Jerome. Motion was put to a vote and passed unanimously May 6, 2025 at 8:00 p.m.

Darren Musselwhite,
Mayor

Andrea Mullen,
City Clerk
(Seal)

All exhibits and attachments are electronically filed in the City Clerk's Office.

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