

Minutes, City of Southaven, Southaven, Mississippi



MEETING OF THE MAYOR AND BOARD OF ALDERMEN
SOUTHAVEN, MISSISSIPPI
CITY HALL
July 1, 2025
6:00 PM
AGENDA

1. Call To Order
2. Invocation
3. Pledge Of Allegiance
4. Executive Session: City-wide Personnel and Appointments
5. Approval of Minutes: June 17, 2025
6. Selection of Mayor Pro Tempore
7. City Personnel Appointments
 - a. Police Chief
 - b. Fire Chief
 - c. City Prosecutors
 - d. City Judges
 - e. City Clerk
 - f. City Public Defenders
 - g. City Court Clerk
 - h. Deputy City Clerk
 - i. City Attorney
 - j. Assistant Deputy City Clerks
 - k. City Court Substitute Personnel
8. Appoint City Planning Commission
9. Appoint City Election Commissioners
10. Resolution to Adopt City Public Record Policy
11. Resolution to Adopt City Purchase Policy
12. Adopt City Employee Handbook
13. Approval for MML Travel
14. Resolution for MML Voting Delegate – 1 Delegate & 1 Alternate
15. Appointment of ADA Coordinator
16. Resolution for Hazard Mitigation Participation and Appointment
17. Resolution for Sanitation Assessment
18. Approval of Renewal City Insurance
19. Resolution for K-9 Surplus
20. Resolution for Budget Amendment

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21. Memorandum of Agreement with Regional Organized Crime Information Center
22. Approval of SPD Purchase of K-9s
23. Resolution to Clean Private Property
24. Planning Agenda: Item #1 Application by Bradrock LLC for design review approval of a pet resort and emergency vet hospital on the west side of Getwell Road, south of College Road;
 Item #2 Application by SMJ Enterprise, LLC for subdivision approval of Serenity Pointe Phase 3 on the east side of Tchulahoma Road, north of Nail Road;
 Item #3 Application by SMJ Enterprise, LLC for subdivision approval of Serenity Pointe Phase 4 on the north side of Nail Road, east of Tchulahoma Road;
 Item #4 Application by Ashaif Properties, LLC for subdivision approval to revise the Southaven General Baptist Church Two Lot subdivision on the east side of Greencliff Drive, north of Goodman Road.
25. Mayor's Report
26. Citizen's Agenda, Stacy Dodd, Woodland Recovery Center
27. Personnel Docket
28. City Attorney's Legal Update
29. Utilities Billing Leak Adjustment Docket
30. Claims Docket
31. Executive Session: Litigation/Claims by and against City SPD, SFD; Economic Development (Potential 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 July 1, 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 1st day of July, 2025 at six o'clock (6:00) p.m. at City Hall.

Present were:

George Payne	Alderman At Large
Judy Jenkins-Lewis	Alderman, Ward 1
Charlie Hoots	Alderman, Ward 2
William Jerome	Alderman, Ward 3
Joel Gallagher	Alderman, Ward 4
John David Wheeler	Alderman, Ward 5
Raymond Flores	Alderman, Ward 6

Also present were Mayor Musselwhite, Andrea Mullen, City Clerk, and Nick Manley, City Attorney. Approximately sixty (60) 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.

EXECUTIVE SESSION CITY-WIDE PERSONNEL AND APPOINTMENTS

A motion was made by Alderman Flores to move for a closed determination of the issue on whether or not to declare an Executive Session. Motion was put to vote and passed unanimously. Alderman Flores made the motion to go into Executive Session for the purpose of Discussing City-wide Personnel and Appointments. Motion was seconded by Alderman Jerome. Motion was put to vote and passed unanimously. The Mayor and Board discussed personnel and appointments with no action taken. Alderman Flores made the motion to re-open the public meeting. Motion was seconded by Alderman Hoots. Motion was put to vote and passed unanimously.

Next, a motion was made by Alderman Hoots to approve the Minutes of the Regular Meeting of June 17, 2025 with any corrections, deletions, or additions necessary. Motion was seconded by Alderman Jerome. Motion was put to a vote and passed unanimously.

SELECTION OF MAYOR PRO TEMPORE

Alderman Flores made the motion to appoint George Payne as Mayor Pro Tempore. Motion was seconded by Alderman Gallagher.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Lewis	YES
Alderman Hoots	YES
Alderman Jerome	YES

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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 1st day of July, 2025.

CITY PERSONNEL APPOINTMENTS

Alderman Flores made the motion to make the following appointments:

a. Police Chief - Seth Kern

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI APPOINTING SETH KERN AS POLICE CHIEF

WHEREAS, pursuant to Mississippi Code Sections 21-3-3, 21-21-1, and Southaven Ordinance Chapter 3, Article III, Section 1-76, the City of Southaven ("City") hereby desires to appoint a Police Chief; and

WHEREAS, the City Mayor and Board have considered the matter and desire to appoint Mr. Seth Kern as the City Police Chief; and

WHEREAS, Seth Kern as the City Police Chief shall be charged with all duties as set forth under Mississippi Code 21-21-1 and all other duties as set forth under Mississippi law.

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

1. The City hereby appoints Mr. Seth Kern as City Police Chief and compensation shall be set at the currently budgeted amount.
2. Mr. Seth Kern is charged with all duties and obligations under Mississippi Code 21-21-1 and all other duties as set forth under Mississippi law.

Motion was made by Alderman Flores and seconded by Alderman Hoots, and the question being put to a roll call vote, the result was as follows:

Alderman George Payne	voted: YES
Alderman Judy Jenkins-Lewis	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman William Jerome	voted: YES
Alderman Joel Gallagher	voted: YES

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Alderman John David Wheeler voted: YES
Alderman Raymond Flores voted: YES

RESOLVED AND DONE, this 1st day of July, 2025.

b. Fire Chief - Danny Scallions

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI APPOINTING DANNY SCALLIONS AS SOUTHAVEN FIRE CHIEF

WHEREAS, pursuant to Mississippi Code Sections 21-3-5 and 21-25-1, the City of Southaven ("City") hereby desires to appoint a Fire Chief; and

WHEREAS, the City Mayor and Board have considered the matter and desire to appoint Mr. Danny Scallions as the City Fire Chief, which shall be effective on January 19, 2018; and

WHEREAS, Danny Scallions as the City Fire Chief shall be charged with all duties as set forth under Mississippi Code 21-25-1 and all other duties as set forth under Mississippi law.

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

1. The City hereby appoints Mr. Danny Scallions as City Fire Chief effective and compensation shall be set at the currently budgeted amount.
2. Mr. Danny Scallions is charged with all duties and obligations under Mississippi Code 21-25-1 and all other duties as set forth under Mississippi law.

Motion was made by Alderman Flores and seconded by Alderman Hoots, and the question being put to a roll call vote, the result was as follows:

Alderman George Payne voted: YES
Alderman Judy Jenkins-Lewis voted: YES
Alderman Charlie Hoots voted: YES
Alderman William Jerome voted: YES
Alderman Joel Gallagher voted: YES
Alderman John David Wheeler voted: YES
Alderman Raymond Flores voted: YES

RESOLVED AND DONE, this 1st day of July, 2025.

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c. City Prosecutors – William Seale, Wallace Alfred Welshans, Tori Williams, Kenneth Stockton, Debbie Brannan

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN
OF THE CITY OF SOUTHAVEN, MISSISSIPPI
APPOINTING WILLIAM SEALE AS MUNICIPAL PROSECUTOR**

WHEREAS, the City of Southaven ("City"), pursuant to Mississippi Code Sections 21-3-5 and 21-23-3 desires to appoint the Municipal Prosecuting Attorney; and

WHEREAS, the City Board desires to appoint William Seale as Municipal Prosecutor; and

WHEREAS, Mr. Seale shall be charged with all duties and powers as set forth under Mississippi Code 21-23-3 and all other duties as set forth under Mississippi law; and

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

1. Pursuant to Mississippi Code 21-23-3, the City hereby appoints William Seale as Municipal Prosecutor and compensation shall be at budgeted amount.
2. Mr. Seale is charged with all duties and obligations under Mississippi Code 21-23-3 and all other duties as set forth under Mississippi law.

Motion was made by Alderman Flores and seconded by Alderman Hoots, and the question being put to a roll call vote, the result was as follows:

Alderman George Payne	voted: YES
Alderman Judy Jenkins-Lewis	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman William Jerome	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John David Wheeler	voted: YES
Alderman Raymond Flores	voted: YES

RESOLVED AND DONE, this 1st day of July, 2025.

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN
OF THE CITY OF SOUTHAVEN, MISSISSIPPI
APPOINTING WALLACE ALFRED WELSHANS, III As ASSISTANT
MUNICIPAL PROSECUTOR**

WHEREAS, the City of Southaven ("City"), pursuant to Mississippi Code Sections 21-3-5 and 21-23-3 desires

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to appoint an Assistant Municipal Prosecuting Attorney;
and

WHEREAS, the City Board desires to appoint Wallace Alfred Welshans, III as Assistant Municipal Prosecutor;
and

WHEREAS, Mr. Welshans shall be charged with all duties and powers as set forth under Mississippi Code 21-23-3 and all other duties as set forth under Mississippi law; and

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

1. Pursuant to Mississippi Code 21-23-3, the City hereby appoints Wallace Alfred Welshans as Municipal Prosecutor and compensation shall be at budgeted amount.
2. Mr. Welshans is charged with all duties and obligations under Mississippi Code 21-23-3 and all other duties as set forth under Mississippi law.

Motion was made by Alderman Flores and seconded by Alderman Hoots, and the question being put to a roll call vote, the result was as follows:

Alderman George Payne	voted: YES
Alderman Judy Jenkins-Lewis	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman William Jerome	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John David Wheeler	voted: YES
Alderman Raymond Flores	voted: YES

RESOLVED AND DONE, this 1st day of July, 2025.

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN
OF THE CITY OF SOUTHAVEN, MISSISSIPPI
APPOINTING TORI E. WILLIAMS AS
ASSISTANT MUNICIPAL PROSECUTOR**

WHEREAS, the City of Southaven ("City"), pursuant to Mississippi Code Sections 21-3-5 and 21-23-3 desires to appoint an Assistant Municipal Prosecuting Attorney;
and

WHEREAS, the City Board desires to appoint Tori E. Williams as Assistant Municipal Prosecutor; and

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WHEREAS, Ms. Williams shall be charged with all duties and powers as set forth under Mississippi Code 21-23-3 and all other duties as set forth under Mississippi law; and

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

1. Pursuant to Mississippi Code 21-23-3, the City hereby appoints Tori E. Williams as Municipal Prosecutor and compensation shall be at budgeted amount.
2. Ms. Williams is charged with all duties and obligations under Mississippi Code 21-23-3 and all other duties as set forth under Mississippi law.

Motion was made by Alderman Flores and seconded by Alderman Hoots, and the question being put to a roll call vote, the result was as follows:

Alderman George Payne	voted: YES
Alderman Judy Jenkins-Lewis	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman William Jerome	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John David Wheeler	voted: YES
Alderman Raymond Flores	voted: YES

RESOLVED AND DONE, this 1st day of July, 2025.

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN
OF THE CITY OF SOUTHAVEN, MISSISSIPPI
APPOINTING KENNETH STOCKTON AS ASSISTANT MUNICIPAL
PROSECUTOR**

WHEREAS, the City of Southaven ("City"), pursuant to Mississippi Code Sections 21-3-5 and 21-23-3 desires to appoint an Assistant Municipal Prosecuting Attorney; and

WHEREAS, the City Board desires to appoint Kenneth Stockton as Assistant Municipal Prosecutor; and

WHEREAS, Mr. Stockton shall be charged with all duties and powers as set forth under Mississippi Code 21-23-3 and all other duties as set forth under Mississippi law; and

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

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1. Pursuant to Mississippi Code 21-23-3, the City hereby appoints Kenneth Stockton as Municipal Prosecutor and compensation shall be at budgeted amount.
2. Mr. Stockton is charged with all duties and obligations under Mississippi Code 21-23-3 and all other duties as set forth under Mississippi law.

Motion was made by Alderman Flores and seconded by Alderman Hoots, and the question being put to a roll call vote, the result was as follows:

Alderman George Payne	voted: YES
Alderman Judy Jenkins-Lewis	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman William Jerome	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John David Wheeler	voted: YES
Alderman Raymond Flores	voted: YES

RESOLVED AND DONE, this 1st day of July, 2025.

d. City Judges - David Delgado, Joseph David Neyman, Jr.

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI APPOINTING DAVID DELGADO AS MUNICIPAL COURT JUDGE

WHEREAS, the City of Southaven ("City"), pursuant to Mississippi Code Sections 21-3-3 and 21-23-3 desires to appoint a Municipal Court Judge; and

WHEREAS, the City Board desires to appoint David Delgado, as Municipal Court Judge; and

WHEREAS, Mr. Delgado shall be charged with all duties and powers as set forth under Mississippi Code 21-23-3, and Mississippi Code 21-23-11, which includes the authority appoint other municipal employees as deputy clerks of the court to assist the clerk of the court in the conduct of the court's responsibilities; and

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

1. The City hereby appoints David Delgado to Municipal Judge and compensation shall be set at budgeted amount.

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2. Mr. Delgado is charged with all duties and obligations under Mississippi Code 21-23-3 and 21-23-11 and all other duties as set forth under Mississippi law.

Motion was made by Alderman Flores and seconded by Alderman Hoots, and the question being put to a roll call vote, the result was as follows:

Alderman George Payne	voted: YES
Alderman Judy Jenkins-Lewis	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman William Jerome	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John David Wheeler	voted: YES
Alderman Raymond Flores	voted: YES

RESOLVED AND DONE, this 1st day of July, 2025.

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN
OF THE CITY OF SOUTHAVEN, MISSISSIPPI
APPOINTING JOSEPH D NEYMAN, JR. ASSISTANT MUNICIPAL
COURT JUDGE**

WHEREAS, the City of Southaven ("City"), pursuant to Mississippi Code Sections 21-3-3 and 21-23-3, has the discretion to appoint an additional Municipal Court Judge who shall exercise the same authority, regardless of the presence or absence of the other Municipal Judge; and

WHEREAS, the City Board desires to appoint Joseph Neyman, Jr. as Assistant Municipal Court Judge to assist with the City Court; and

WHEREAS, the Mr. Neyman shall be charged with all duties and powers as set forth under Mississippi Code 21-23-3 and all other duties as set forth under Mississippi law, which includes the authority appoint other municipal employees as deputy clerks of the court to assist the clerk of the court in the conduct of the court's responsibilities; and

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

1. The City hereby appoints Joseph D. Neyman, Jr. to the position of Assistant Municipal Court Judge and compensation shall be set at current budget amount.

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2. Mr. Neyman is charged with all duties and obligations under Mississippi Code 21-23-3 and all other duties as set forth under Mississippi law.

Motion was made by Alderman Flores and seconded by Alderman Hoots, and the question being put to a roll call vote, the result was as follows:

Alderman George Payne	voted: YES
Alderman Judy Jenkins-Lewis	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman William Jerome	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John David Wheeler	voted: YES
Alderman Raymond Flores	voted: YES

RESOLVED AND DONE, this 1st day of July, 2025.

e. City Clerk - Andrea Mullen

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI APPOINTING ANDREA MULLEN AS CITY OF SOUTHAVEN CLERK

WHEREAS, pursuant to Mississippi Code Sections 21-3-3 and 21-15-3, and Southaven Ordinance Chapter 3, Article II, Section 1-61, the City of Southaven ("City") hereby desires to appoint a City Clerk; and

WHEREAS, the City Mayor and Board have considered the matter and desire to appoint Mrs. Andrea Mullen as the City Clerk; and

WHEREAS, Andrea Mullen as the City Clerk shall be charged with all duties as set forth under Mississippi Code 21-15-3, City ordinances, and as delegated by the City Mayor and Board; and

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

1. The City hereby appoints Mrs. Andrea Mullen as City Clerk and initial compensation shall be set at current budgeted amount.

2. Mrs. Andrea Mullen is charged with all duties and obligations under Mississippi Code 21-15-3, City ordinances, and all other duties as assigned by the City Mayor and Board.

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Motion was made by Alderman Flores and seconded by Alderman Hoots and the question being put to a roll call vote, the result was as follows:

Alderman George Payne	voted: YES
Alderman Judy Jenkins-Lewis	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman William Jerome	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John David Wheeler	voted: YES
Alderman Raymond Flores	voted: YES

RESOLVED AND DONE, this 1st day of July, 2025.

f. City Public Defenders - Ben Murphy, Keith Treadway

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI APPOINTING BENJAMIN MURPHY AS PUBLIC DEFENDER

WHEREAS, the City of Southaven ("City"), pursuant to Mississippi Code Sections 21-3-5 and 21-23-7(4) desire to appoint a public defender for the City Court; and

WHEREAS, the City Board desires to appoint Benjamin Murphy as public defender for the City Court; and

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

Pursuant to Mississippi Code 21-23-7(4), the City hereby appoints Benjamin Murphy as a City Public Defender and compensation shall be set at budgeted amount.

Motion was made by Alderman Flores and seconded by Alderman Hoots, and the question being put to a roll call vote, the result was as follows:

Alderman George Payne	voted: YES
Alderman Judy Jenkins-Lewis	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman William Jerome	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John David Wheeler	voted: YES
Alderman Raymond Flores	voted: YES

RESOLVED AND DONE, this 1st day of July, 2025.

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN

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OF THE CITY OF SOUTHAVEN, MISSISSIPPI APPOINTING KEITH TREADWAY AS PUBLIC DEFENDER

WHEREAS, the City of Southaven ("City"), pursuant to Mississippi Code Sections 21-3-5 and 21-23-7(4) desire to appoint a public defender for the City Court; and

WHEREAS, the City Board desires to appoint Keith Treadway as public defender for the City Court; and

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

Pursuant to Mississippi Code 21-23-7(4), the City hereby appoints Keith Treadway as a City Public Defender and compensation shall be set at budgeted amount.

Motion was made by Alderman Flores and seconded by Alderman Hoots, and the question being put to a roll call vote, the result was as follows:

Alderman George Payne	voted: YES
Alderman Judy Jenkins-Lewis	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman William Jerome	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John David Wheeler	voted: YES
Alderman Raymond Flores	voted: YES

RESOLVED AND DONE, this 1st day of July, 2025.

G. City Court Clerk - Thomas Mastin

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI APPOINTING THOMAS MASTIN AS CITY OF SOUTHAVEN COURT CLERK

WHEREAS, the City of Southaven ("City"), pursuant to Mississippi Code Sections 21-3-5 and 21-23-11 desires to appoint a Municipal Court Clerk; and

WHEREAS, the City Board desires to appoint Thomas Mastin, as Municipal Court Clerk; and

WHEREAS, Mr. Mastin shall be charged with all duties and powers as set forth under Mississippi Code 21-23-11; and

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

1. The City hereby appoints Thomas Mastin to Municipal Court Clerk and compensation shall be set at budgeted amount.
2. Mr. Mastin is charged with all duties and obligations under Mississippi Code 21-23-11 and all other duties as set forth under Mississippi law.

Motion was made by Alderman Flores and seconded by Alderman Hoots, and the question being put to a roll call vote, the result was as follows:

Alderman George Payne	voted: YES
Alderman Judy Jenkins-Lewis	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman William Jerome	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John David Wheeler	voted: YES
Alderman Raymond Flores	voted: YES

RESOLVED AND DONE, this 1st day of July, 2025.

h. Assistant City Clerk – Ashley Ford

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI APPOINTING ASHLEY FORD AS ASSISTANT CITY CLERK

WHEREAS, the City of Southaven ("City"), pursuant to Mississippi Code Sections 21-3-5 and 21-15-23 desires to appoint an Assistant City Clerk; and

WHEREAS, the City Board desires to appoint Ashley Ford as Assistant City Clerk; and

WHEREAS, Ashley Ford shall be charged with all duties and powers as set forth under Mississippi Code 21-15-23; and

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

1. The City hereby appoints Ashley Ford to Assistant City Clerk and compensation shall be set at the budgeted amount.

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- Ashley Ford is charged with all duties and obligations under Mississippi Code 21-15-23 and all other duties as set forth under Mississippi law.

Motion was made by Alderman Flores and seconded by Alderman Hoots, and the question being put to a roll call vote, the result was as follows:

Alderman George Payne	voted: YES
Alderman Judy Jenkins-Lewis	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman William Jerome	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John David Wheeler	voted: YES
Alderman Raymond Flores	voted: YES

RESOLVED AND DONE, this 1st day of July, 2025.

i. City Attorney - Butler Snow, Nick Manley

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI APPOINTING BUTLER SNOW LAW FIRM AS CITY ATTORNEY

WHEREAS, the City of Southaven ("City"), pursuant to Mississippi Code Section 21-15-27 desires to appoint a firm of attorneys as City Attorney; and

WHEREAS, the City Board desires to appoint Butler Snow Law Firm as City Attorney; and

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

- Pursuant to Mississippi Code 21-15-27, the City hereby appoints Butler Snow Law Firm as City Attorney.
- The Mayor is authorized to sign a contract with Butler Snow Law Firm in an amount consistent with the current budget and allow the Butler Snow to assist with litigation issues at an hourly rate as needed on a monthly basis.

Motion was made by Alderman Flores and seconded by Alderman Hoots, and the question being put to a roll call vote, the result was as follows:

Alderman George Payne	voted: YES
Alderman Judy Jenkins-Lewis	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman William Jerome	voted: YES

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Alderman Joel Gallagher	voted: YES
Alderman John David Wheeler	voted: YES
Alderman Raymond Flores	voted: YES

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j. Deputy City Clerks -

Elissa Trapolino
Alicia Ferguson
Alyssa Yount
Paige Kilgore
Kayla Pearson

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

WHEREAS, the City of Southaven ("City"), pursuant to Mississippi Code Section 21-3-5 desires to appoint Deputy Clerks; and

WHEREAS, the Deputy Clerks handle or have the custody of public funds; and

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

1. The City hereby appoints the following as Deputy Clerks:

Elissa Trapolino
Alicia Ferguson
Alyssa Yount
Paige Kilgore
Kayla Pearson

2. The Deputy Clerks' compensation shall be set at the budgeted amount.

Motion was made by Alderman Flores and seconded by Alderman Hoots and the question being put to a roll call vote, the result was as follows:

Alderman George Payne	voted: YES
Alderman Judy Jenkins-Lewis	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman William Jerome	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John David Wheeler	voted: YES
Alderman Raymond Flores	voted: YES

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RESOLVED AND DONE, this 1st day of July, 2025.

k. City Court Substitute Personnel -

Judges:

**Amanda Smith
Charles "Nick" Smith
Robert "Bob" Morris, III
Wayne Douglas "Doug" Hollowell, III
J. Rhea Tannehill, Jr.
James Preston Vance
Tommy W. Defer**

Prosecutors:

**Hiten Patel
Robert W. "Billy" Johnson, Jr.
Russell Jordan
Leslie Shumake**

Public Defenders:

**Robert W. "Billy" Johnson, Jr.
Stacey Spriggs
Matthew Dalton
Caroline Steward
M. Darin Vance
Robert E. Hayes
Joseph Whit Cooper**

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN
OF THE CITY OF SOUTHAVEN, MISSISSIPPI
APPROVING SUBSTITUTE JUDGES, PROSECUTORS, AND PUBLIC
DEFENDERS**

WHEREAS, from time to time, the City Court needs to utilize the services of substitute judges, prosecutors, and public defenders to ensure the City Court provides the appropriate due process; and

WHEREAS, the City pursuant to Mississippi Code Sections 21-3-5 and 21-23-3 may appoint prosecutors; and

WHEREAS, the City pursuant to Mississippi Code Sections 21-3-3 and 21-23-3 may appoint judges; and

WHEREAS, the City pursuant to Mississippi Code Sections 21-3-5 and 21-23-7(4) may appoint judges; and

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

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1. The following individuals may be utilized by the City Court as substitutes for City Judge, City Prosecutor, and City Public Defender:

Judges:

Amanda Smith
Charles "Nick" Smith
Robert "Bob" Morris, III
Wayne Douglas "Doug" Hollowell, III
J. Rhea Tannehill, Jr.
James Preston Vance
Tommy W. Defer

Prosecutors:

Hiten Patel
Robert W. "Billy" Johnson, Jr.
Russell Jordan
Leslie Shumake

Public Defenders:

Robert W. "Billy" Johnson, Jr.
Stacey Spriggs
Matthew Dalton
Caroline Steward
M. Darin Vance
Robert E. Hayes
Joseph Whit Cooper

2. Compensation for each substitute position shall be set at current budget amount.
3. Each individual, when substituting and serving in City Court, shall have all duties and obligations as set forth in Mississippi law.

Motion was made by Alderman Flores and seconded by Alderman Wheeler, and the question being put to a roll call vote, the result was as follows:

Alderman George Payne	voted: YES
Alderman Judy Jenkins-Lewis	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman William Jerome	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John David Wheeler	voted: YES
Alderman Raymond Flores	voted: YES

RESOLVED AND DONE, this 1st day of July, 2025.

APPOINT CITY PLANNING COMMISSION

Alderman Jerome made the motion to appoint the following to the City Planning Commission:

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Mayor Darren Musselwhite	John Camp – Re-Appointment
Alderman Judy Jenkins-Lewis	Steven Winningham - Appointment
Alderman Charlie Hoots	Barrett Wilkinson - Re-Appointment
Alderman William Jerome	Ben Moore - Re-Appointment
Alderman George Payne	Les Hooper - Re-Appointment
Alderman Joel Gallagher	Dink Upchurch - Re-Appointment
Alderman John David Wheeler	Kevin Leeke - Re-Appointment
Alderman Raymond Flores	Bill Brewer - Re-Appointment

Motion was seconded by Alderman Hoots.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Lewis	YES
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 1st day of July, 2025.

APPOINT ELECTION CITY COMMISSIONERS

The item will be discussed at a future meeting.

RESOLUTION TO ADOPT CITY PUBLIC RECORD POLICY

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

Mr. Manley stated that this resolution will adopt the public records policy and the revised public records form, which has been revised to conform to Mississippi Public Records Act. After hearing from Mr. Manley, the Board of Alderman considered the following resolution:

A RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI, AMENDING RESOLUTION ADOPTING THE MISSISSIPPI PUBLIC RECORDS ACT OF 1983

WHEREAS, on February 21, 1984, the Mayor and Board of Aldermen of the City of Southaven, Mississippi, passed a Resolution Adopting the Mississippi Public Records Act of 1983,

WHEREAS, on July 20, 2010, the Mayor and Board of Alderman of the City of Southaven, Mississippi amended the City's Public Records Request Policy;

WHEREAS, the Mayor and Board of Aldermen of the City of Southaven have determined the need to amend the aforesaid City's Public Records Policy;

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WHEREAS, the Mississippi Public Records Act of 1983 provides access by any person to the records of all public bodies of government and requires standard procedures be established by all public bodies by which persons may become aware of their rights to examine and/or copy public records;

WHEREAS, the Mayor and Board of Aldermen of the City of Southaven, Mississippi hereby re-adopt and implement the following policies and procedures for the compliance with Mississippi Public Records Act of 1983 as amended.

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

1. That it shall be the policy of the Mayor and Board of Aldermen of the City of Southaven, Mississippi, that the terms, conditions and mandates contained in the Mississippi Public Records Act of 1983 shall strictly be adhered to in the operation of this government and no policy or policies in contravention of such statutes shall be condoned. The Mississippi Public Records Act of 1983 ("Act") is hereby incorporated by reference and each and every term and condition set forth therein is adopted for the use of this municipality.
2. That the following procedures in the implementation of the aforesaid Act are hereby and herein adopted and shall be complied with by the City of Southaven and by any person exercising the right to inspect, copy or mechanically reproduce or obtain a production of any public record held and controlled by the City of Southaven.
3. A person requesting any public record held or controlled by the City of Southaven, hereinafter referred to as City, may do so either in writing on forms provided by the City Clerk or City Police or in person on forms provided by the City. In either event, any such request shall be clear and concise and shall include only one subject matter. The date of the request shall be the date such request on proper forms is received by the City Clerk or the Southaven Police Department. The City Clerk or the Southaven Police Department shall see that each request bears the date of its receipt in a prominent place.
4. The City shall produce or deny all requests for production of documents or records within seven (7) working days from the receipt of each individual request. If the City is unable to produce a public record by the seventh (7th) working day after the request is made, the City must provide a written explanation to the person making the request stating that the record requested will be produced and specifying with particularity why the records cannot be produced within the seven-day period. Unless there is mutual agreement of the parties, in no event shall the date for the City's providing of the requested records be any later than fourteen (14) working days from the receipt by the public body of the original request. If the request is to be honored, the notice of such shall contain an estimate of the total cost of compliance with such request. The party requesting

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production must tender payment in the amount of that estimate before the requested records are produced. The costs and applications for City Public Records shall be reasonable and set in accordance with Mississippi law. Personnel assistance in processing request shall be charged the pay scale of the lowest level employee or contractor competent to respond to the request. A deposit of estimated cost may be collected prior to granting this request. The notice shall be timed so as to allow the requested production within seven (7) working days from the receipt of each individual request.

5. If any public record contains material which is not exempted under this chapter, the City shall redact the exempted and make the non-exempted material available for examination. The City shall be entitled to charge a reasonable fee for the redaction of any exempted material, not to exceed the agency's actual cost.
6. The City Clerk shall maintain at all times a file showing all requests made, the subject of the request, whether the same was honored or not, the time frames involved in compliance or in response to the request, and if the request was denied, a written response to the person requesting the same shall be forwarded detailing the reasons for failure to respond favorably to the request. Any such denial and the reasons therefore shall also be kept and maintained as a part of the record system of the City Clerk. All records kept and maintained hereunder shall be preserved for a period of three (3) years from the compliance with or denial of a request.
7. The City shall receive requests for information, on the forms prescribed by the City, at City Hall or City Police Department.
8. If computer records are requested, an additional charge according to the number of entries may be made. Requests made in person shall be made during normal business hours (8:00 A. M. to 5:00 P. M.) on normal working days, legal holidays, Saturdays and Sundays excepted. Adoption of the above and foregoing amended Resolution was moved by Alderman Gallagher and seconded by Aldermen Wheeler. Thereafter, the amended Resolution was put to a roll call vote, and the results were as follows, to-wit:

Alderman William Jerome	YES
Alderman Judy Jenkins-Lewis	YES
Alderman John David Wheeler	YES
Alderman George Payne	YES
Alderman Joel Gallagher	YES
Alderman John David Wheeler	YES
Alderman Raymond Flores	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 1st day of July, 2025.

CITY OF SOUTHAVEN, MISSISSIPPI

Minutes, City of Southaven, Southaven, Mississippi

Deadline _____

**CITY OF SOUTHAVEN
PUBLIC RECORD REQUEST**

8710 Northwest Drive
Southaven MS. 38671
Phone 662.280.2489
Fax 662.280.6556

Contact Information	
Name:	_____
Phone:	_____
Email:	_____

NOTICE: All Public Record Requests pertaining to the Southaven Police Department require additional information. Please use the appropriate form for SPD requests.

Date of Request: _____

TO: City Clerk

I, _____, hereby request that the City of Southaven ("City") provide the information below (please circle one) *as copies* or *access for review*.

Information will be provided within seven (7) working days of receipt of the request. If the City is unable to produce a public record by the seventh working day after the request is made, the City will provide a written explanation stating that the record requested will be produced and specifying with particularity why the records cannot be produced within the seven-day period. Unless there is mutual agreement of the parties, the City will provide the records no later than fourteen (14) working days from the receipt by the City of the original request.

Please provide, as specific as possible, including locations and addresses, the information you are requesting:

I understand that the City of Southaven will assess me the following charges for processing the above request: Checks should be made payable to the *City of Southaven*.

COPIES	BLACK/WHITE	COLOR
8 ½ x 11	0.15 per side	0.15 per side
8 ½ x 14	0.15 per side	0.15 per side
11 x 17	0.15 per side	0.15 per side

Any larger size require by plotter/scanner will be assessed at the actual charge incurred by the City.

Personnel assistance in processing request shall be charged at a rate of at the pay scale of the lowest level employee or contractor competent to respond to the request. An additional \$1.00 records filing fee will be assessed to support MDAH. The fees for the request shall be collected by the City in advance of complying with the request. This pre-payment is a deposit, and any unused deposit will be refunded.

Approved <input type="checkbox"/>	Number of Pages _____
Denied <input type="checkbox"/>	Amount Due _____
City Clerk/ Deputy City Clerk _____	Date _____

RESOLUTION TO ADOPT CITY PURCHASE POLICY

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

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

WHEREAS, the City of Southaven ("City") desires to comply with Mississippi Code Sections 31-7-1 and 31-7-13 for the purchases for all commodities and printing; contracts for garbage collection or disposal; contracts for solid waste collection or disposal; contracts for sewage collection or disposal; contracts for public construction; and contracts for rentals; and

WHEREAS, the City Governing Authorities have reviewed the City Purchase Policy as attached hereto as Exhibit A; and

WHEREAS, based on the review of the Policy and the Policy's guidelines, along with the authority provided by the Policy to the City Department Heads to purchase those commodities which are below \$75,000.00 provided that strict compliance is adhered to under Mississippi Code 31-7-13(a) and (b); and

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WHEREAS, the City Governing Authorities desire to adopt the Policy as provided in Exhibit A; and

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

1. The City Purchase Policy, as set forth in Exhibit A, is hereby adopted by the City and shall be incorporated in the City minutes.
2. The Mayor, City Clerk and City Department Heads are hereby authorized to take all actions to effectuate the intent of this Resolution and City Purchase Policy.

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

Alderman William Jerome	YES
Alderman Judy Jenkins-Lewis	YES
Alderman George Payne	YES
Alderman Joel Gallagher	YES
Alderman John David Wheeler	YES
Alderman Raymond Flores	YES
Alderman Charlie Hoots	YES

RESOLVED AND DONE this 1st day of July, 2025.

EXHIBIT A

PURCHASE POLICY AND PROCEDURES

CITY OF SOUTHAVEN

Top of Mississippi

8710 Northwest Drive
662.393.6939
Southaven, MS 388671



CITY OF SOUTHAVEN PURCHASE POLICY Re-Adopted July 1, 2025

- **\$0-\$5,000**...Department Head's Responsibility for Competitive Pricing - Itemized Invoice Required - Purchase Order Number Optional.
- **\$5,000-\$75,000**...Department Head shall procure two (2) written bids and submit to City Clerk with Requisition for Purchase Order Number prior to order.
- **Above \$75,000**...Bids Required with Board Approval.

*All contracts and service agreements must be approved by the Board.

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*Contracts should be kept in the department and City Clerk's files, without exception, and a copy forwarded to the Mayor.

*Professional Service Providers with an ongoing relationship providing service to the city need a general service contract regardless of the dollar amount.

*Sole-Source Providers are still subject to rules and Board approval even though multiple bids are not available.

*Term Bid Contracts will still require an estimate and PO number for purchases above \$5,000. These contracts are labor contracts so materials are still subject to other purchase laws.

*Demand Checks and Claim Settlements must be approved by the Board and Mayor.

*Department Heads should proceed with the lowest and best bid and document in detail on the bid in situations when the lowest bid is not deemed to be the best, as well as provide the reasoning to the Mayor and Board for approval.

*Munis entries should always have details and indicate if a purchase is project-specific.

*Department Heads should make continuous recommendations to the Mayor, as needed, regarding the quality of services by contractors being used by their respective departments.

ADOPT CITY EMPLOYEE HANDBOOK

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

Alderman Flores made the motion to approve the employee handbook.
Motion was seconded by Alderman Wheeler.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Lewis	YES
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 1st day of July, 2025.

A copy of the handbook is available on the City Website.

APPROVAL FOR MML TRAVEL

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

Alderman Gallagher made the motion to approve MML Travel. Motion was seconded by Alderman Jerome.

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Roll call was as follows:

ALDERMAN	VOTED
Alderman Lewis	YES
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 1st day of July, 2025.

RESOLUTION FOR MML VOTING DELEGATE- 1 DELEGATE & 1 ALTERNATE

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

RESOLUTION APPOINTING MISSISSIPPI MUNICIPAL LEAGUE 2025 VOTING DELEGATES FOR THE CITY OF SOUTHAVEN

WHEREAS, the Mississippi Municipal League needs to elect the MML 2nd Vice President; and

WHEREAS, the City of Southaven ("City") Board desire to designate in its minutes the voting delegate and two alternates to cast the vote for the City; and

NOW, THEREFORE, BE IT RESOLVED BY THE OF THE CITY OF SOUTHAVEN:

The voting delegate(s) for the July 22, 2025 Mississippi Municipal League election to be held at the annual convention on are as follows:

Voting Delegate: Alderman William Jerome
First Alternate: Alderman Joel Gallagher
Second Alternate: Alderman George Payne

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

The above and foregoing Resolution, after having been first reduced to writing, was introduced by Alderman Payne seconded by Alderman Hoots, and was adopted by the following vote, to-wit:

Alderman George Payne	voted: YES
Alderman Judy Jenkins-Lewis	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman William Jerome	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John David Wheeler	voted: YES
Alderman Raymond Flores	voted: YES

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RESOLVED AND DONE, this 1st day of July, 2025.

APPOINTMENT OF ADA COORDINATOR

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

Alderman Flores made the motion to re-appoint Melanie Drisdale as the ADA Coordinator. Motion was seconded by Alderman Payne.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Lewis	YES
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 1st day of July, 2025.

RESOLUTION FOR HAZARD MITIGATION PARTICIPATION AND APPOINTMENT

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

Mr. Manley stated that there is one hazard mitigation plan for the district that the City is in and the current plan is good till April 2027, but MEMA is working on a contract now with a vendor to help write the 2027 plan. The cost would be 25% match divide among each jurisdiction. The last plan had the same match, but MEMA was able to cover the whole cost not requiring the 25% local match. MEMA's hope is this will be the same, but if not the estimate MEMA gave is the 25% local match would be around \$2,400, which is \$400.00 for the City. The SFD recommends that the City participate and nominate Chris Olson as the City's representative. Alderman Flores made the motion to appoint Chris Olson for Hazard Mitigation Participation. Motion was seconded by Alderman Payne.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Lewis	YES
Alderman Hoots	YES
Alderman Jerome	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES

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Alderman Flores

YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 1st day of July, 2025.

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

RESOLUTION FOR SANITATION ASSESSMENT

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

Mr. Manley stated that this resolution will authorize assessments for those who have not paid the sanitation fee. After hearing from Mr. Manley, the Board of Alderman considered the following resolution:

RESOLUTION FOR ASSESSING UNPAID SANITATION FEES

WHEREAS, the City of Southaven ("City") operates and maintains a garbage and rubbish collection system; and

WHEREAS, the City previously implemented a \$20.00 per month sanitation fee to defray the cost for the operating and maintaining of the garbage and rubbish collection system; and

WHEREAS, despite correspondence requesting that the City residents pay the sanitation fee and providing the residents the opportunity to address the City Board at previous City meetings, the residents listed at the properties on Exhibit A have failed to pay the sanitation fee; and

WHEREAS, the individuals were provided an opportunity for a hearing at the City Board Meetings regarding the delinquent assessments and chose not to attend the hearing; and

WHEREAS, the City desires to collect the sanitation fees from the individuals and in the amount as set forth in Exhibit A; and

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

1. Pursuant to Mississippi Code Section 21-19-2, the City Public Works Director and his staff are authorized to notify the Desoto County Tax Collector of the unpaid fees for those residents as set forth in Exhibit A. Upon receipt of the residents and addresses as set forth in Exhibit A from the City, the Desoto County Tax Collector shall not issue or renew a motor vehicle road and bridge privilege license for the motor vehicle owned by those individuals, unless such fees or charges, in addition to any other taxes or fees assessed against the motor vehicle, are paid.

Minutes, City of Southaven, Southaven, Mississippi

2. In lieu of filing the assessments with the Desoto County Tax Collector, the City, pursuant to Mississippi Code 21-19-2, may file a lien on the property offered the sanitation service.

3. The Mayor, City Public Works Director and any of their designees are authorized to take any and all action to effectuate the intent of this Resolution.

After a full discussion of this matter, ALDERMAN Payne moved that the foregoing Resolution be adopted. The motion was seconded by ALDERMAN Jerome. Upon the question being put to a vote, Members of the Board of Aldermen voted as follows:

Alderman William Jerome	voted: YES
Alderman Judy Jenkins-Lewis	voted: YES
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 1st day of July 2025.

The standard penalties for the lots along with a list containing street names, parcel id#, and assessment totals is attached to these minutes.

APPROVAL OF RENEWAL CITY INSURANCE

Mayor Musselwhite presented this item to the Board.

Mayor Musselwhite stated that this renewal is for the City Property Casualty Insurance with Travelers. The City has been with Travelers Insurance for many years, and our broker, Mike Merritt with Collier Insurance, shopped the market for the best rates. Mayor Musselwhite reported that the insurance market isn't great right now and the options were not great either. Mayor Musselwhite stated that with those options the City will be renewing at a 2.1 rate adjustment. The policy includes property insurance for all assets, general liability, personal property, workers compensation, law enforcement liability, public entity liability, auto liability, and auto physical damage.

Rate adjustment	2.1 %
Last year	\$2,004, 553.00
This year	\$2,348,853.00
Net Change	\$344,300.00

Mayor Musselwhite stated that the increase is as a result of a budget increase with the addition of 48 vehicles, increase in reconstruction cost of property values, increase in inland marine schedule of equipment, payroll increase, and addition of thirteen (13) new law enforcement officers. The rate increase was due to the added exposure not just the rate. Mayor

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Musselwhite stated that it is his recommendation to renew the policy with Travelers for the above stated reasons. Alderman Gallagher made the motion to accept Mayor Musselwhite's recommendation. Motion was seconded by Alderman Wheeler.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Lewis	YES
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 1st day of July, 2025.

RESOLUTION FOR K-9 SURPLUS

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

Mr. Manley stated that this resolution will surplus K-9, Bob. Bob is a ten-year-old Belgian Malinois who is suffering from arthritis and showing signs of diminished physical capability. His current handler, Officer Angela Carden, will retain K9 Bob as her personal property and has signed the release. 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 DECLARING SURPLUS PROPERTY

WHEREAS, the City of Southaven ("City") Police Department pursuant to Mississippi Code 21-21-5 previously purchased a police K-9, Belgian Malinois, named Bob; and

WHEREAS, Bob is a ten (10) year old Belgian Malinois who is suffering from arthritis and showing signs of diminished physical capability.; and

WHEREAS, Bob has reached the end of his useful ability to serve as a member of the Southaven Police K-9 Unit, and it is recommended that Bob be retired from service; and

WHEREAS, pursuant to Mississippi Code Section 45-3-52, the City Mayor and Board of Aldermen authorize Southaven Police Officer Angela Carden to retain Bob as her personal property; and

Minutes, City of Southaven, Southaven, Mississippi

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

1. Southaven Police Officer Angela Carden ("Carden") is authorized to retain Bob as her personal property.
2. Carden has signed a release, which releases the City from any and all liability associated with his ownership of Bob.
3. The City Police Chief, or his designee, is hereby authorized to take any and all action to effectuate the intent of this Resolution.

Motion was made by Alderman Hoots and seconded by Alderman Payne, for the adoption of the above and foregoing Resolution, and the question being put to a roll call vote, the result was as follows:

Alderman William Jerome	voted: YES
Alderman Judy Jenkins-Lewis	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman George Payne	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John Wheeler	voted: YES
Alderman Raymond Flores	voted: YES

RESOLVED AND DONE, this 1st day of July, 2025.

RESOLUTION FOR BUDGET AMENDMENT

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

Mr. Manley stated that the budget amendment moves funds from the Trauma Care Trust Fund (Revenue Acct) to EMS Machinery & Equipment (Expense Acct) in order to purchase \$92,000 of mechanical CPR Devices. 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 FY 2025 BUDGET

The Mayor and Board of Aldermen of the City of Southaven, Mississippi (the "City"), considered the matter of amending the 2025 City Budget.

WHEREAS, pursuant to Miss. Code 21-35-25, the City desires to amend its FY 25 Budget by transferring funds from the Trauma Care Trust Fund (Revenue Acct) to EMS Machinery & Equipment (Expense Acct) in order to purchase \$92,000 worth of mechanical CPR Devices as further set forth in Exhibit A; and

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

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1. The City Board approves the budget amendment amending the FY 25 budget as described above and further set forth in Exhibit A.
2. The Budget Amendment is not required to be advertised.
3. The Mayor or his designee are authorized to take all actions to further effectuate the intent of this Resolution.

Following the reading of the foregoing Resolution, Alderman Hoots made the motion and Alderman Payne 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 Judy Jenkins-Lewis	voted: YES
Alderman George Payne	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John David Wheeler	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman Raymond Flores	voted: YES

RESOLVED AND DONE, this the 1st day of July, 2025.

City of Southaven			
Budget Amendment Request			
Fund Name	General		
Department	Fire/EMS		
	Current	Amend	Amended Total
EMS Trauma Care Trust Fund (Revenue 0010-490702)	30,000	64,382	64,382
EMS Machinery & Equipment (Expense 297-630400)	100,000	64,382	164,382
Total Expenditures	100,000	64,382	164,382
SUMMARY			
The budget amendment moves funds from the Trauma Care Trust Fund (Revenue Acct) to EMS Machinery & Equipment (Expense Acct) in order to purchase \$92,000 worth of mechanical CPR devices.			
10% PUBLICATION RULE			
<i>Per Mississippi state statute, public notice must be provided (in the same manner as the municipality must use for the publication of its final adopted budget) when budget amendments result in a ten percent increase or decrease in a municipal department's total budget. For purposes of determining if a ten percent change has occurred, all amendments made to a department's budget since its budget was originally adopted, or since the last adopted published revision, must be added together.</i>			
Is publication required due to this budget amendment?			
<input checked="" type="checkbox"/>	No. Total amendment does not exceed ten percent of the total of either the department's originally adopted budget or its last adopted published revision.		
	Yes. The adopted revision will be published within two weeks of the adoption of this budget amendment.		

Minutes, City of Southaven, Southaven, Mississippi

MEMORANDUM OF AGREEMENT WITH REGIONAL ORGANIZED CRIME INFORMATION CENTER

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

Mr. Manley stated that this MOA is required as the SPD has a new Chief. The MOA allows for the SPD to participate in the interjurisdictional Regional Organized Crime Information Center. Alderman Payne made the motion to approve the MOA with the Regional Crime Information Center. Motion was seconded by Alderman Jerome.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Lewis	YES
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 1st day of July, 2025.

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

APPROVAL OF SPD PURCHASE OF K-9'S

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

Mr. Manley stated that pursuant to Miss. Code 21-21-5, the SPD desires to purchase two (2) dual-purpose pre-trained narcotics dogs from Vohne Liche Kennels. Alderman Flores made the motion to approve the purchase of two K-9's. Motion was seconded by Alderman Gallagher.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Lewis	YES
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 1st day of July, 2025.

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

Minutes, City of Southaven, Southaven, Mississippi

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

**8206 Cedarbrook Dr.
8350 Greenbrook Pkwy
Parcel # 10752112000 22900
Parcel # 20720300 00000200
2215 Greencliff Dr.
2453 Bethany Dr.
8090 Shellbourne Lane E
736 Old Forge Rd.
8182 Cedarbrook Dr.
8193 Cedarbrook Dr.
8348 Laurett Cove**

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, **July 1, 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 uncleanness 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, **July 1, 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

**8206 Cedarbrook Dr.
8350 Greenbrook Pkwy
Parcel # 10752112000 22900
Parcel # 20720300 00000200**

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2215 Greencliff Dr.
2453 Bethany Dr.
8090 Shellbourne Lane E
736 Old Forge Rd.
8182 Cedarbrook Dr.
8193 Cedarbrook Dr.
8348 Laurett Cove

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

The Resolution, having received a majority vote of all Aldermen present, was declared adopted on this, the **1st day of July, 2025**.

PLANNING AGENDA

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

Item #1 Application by Bradrock LLC for design review approval of a pet resort and emergency vet hospital on the west side of Getwell Road, south of College Road;

Mrs. Choat-Cook stated that the applicant is requesting design review approval for a pet resort and emergency animal hospital on the west side of Getwell Road, south of College Road. Building elevations and a landscape plan were submitted. Mrs. Choat-Cook stated that they have been working with the applicant for some time regarding this site. Both buildings incorporate the elements of the already approved Precious Paws office, which is a very attractive building. The landscape is well designed

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with a good mixture of materials and proper sizing. The lighting is incorporated well and meets the requirements for ornamental streetscape design. Staff has no comments and recommends approval as submitted. Alderman Flores made the motion to approve the application by Bradrock, LLC. Motion was seconded by Alderman Payne.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Lewis	YES
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 1st day of July, 2025.

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

Item #2 Application by SMJ Enterprise, LLC for subdivision approval of Serenity Pointe Phase 3 on the east side of Tchulahoma Road, north of Nail Road;

Mrs. Choat-Cook stated that the applicant is requesting subdivision approval for Serenity Pointe Phase 3, Areas C and D, located on the east side of Tchulahoma Road, south of May Boulevard. This phase includes a total of 52 lots, incorporating all 23 lots within Area D. These Area D lots will be accessed through a gated entrance and are subject to a minimum lot size of ½ acre and a minimum heated square footage requirement of 3,000 square feet. In addition, a portion of Area C is included in this phase. This section is located within the interior of the overall subdivision. Per the PUD, lots in Area C require a minimum size of 10,000 square feet and a minimum heated square footage of 2,800 square feet. This phase also includes the subdivision's second entrance from Tchulahoma Road, along with the required 53 feet of right-of-way (ROW) dedication. A 15-foot landscape buffer is provided along the length of the Tchulahoma frontage, behind the ROW. The layout features two cul-de-sacs and two streets that stub out into future phases of the subdivision. Seven designated common open space areas are shown on the plat, including: • the landscape buffer along Tchulahoma Road, • the landscaped entry median, • a greenway access between Lots 91 and 92 that leads to the pond, • an open space lot between Lots 83 and 94, and a large green space between Lots 84 and 96 that extends southward, connecting to the already platted pond area. The proposed design is compliant with the requirements set forth in the PUD text approved in 2022. Staff's only comment is regarding

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Tchulahoma Road. Tchulahoma Road improvements are the responsibility of the developer of the property. The applicant will need to work with the city engineering consultants to finalize the design needed for the entrance widening as well as the multi-use path extension. An agreement will have to be reached and the paperwork will need to be signed by both parties prior to platting. All previous comments regarding internal street typical sections shall pertain to this phase as well. This will include the total ROW width and tree planting. Staff would like the PUD text referenced on the plat since it details out the design criteria as well as the home sizes, etc. Staff would also like confirmation of the formation of the HOA prior to platting as well as a copy of the proposed covenants that can be distributed to the commission for review prior to commission signatures for platting. Mrs. Choat-Cook stated that staff has no further comments and recommends approval pending compliance. Alderman Flores made the motion to approve the application by SMJ Enterprise, LLC. Motion was seconded by Alderman Gallagher.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Lewis	YES
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 1st day of July, 2025.

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

Item #3 Application by SMJ Enterprise, LLC for subdivision approval of Serenity Pointe Phase 4 on the north side of Nail Road, east of Tchulahoma Road;

Mrs. Choat-Cook stated that the applicant is requesting subdivision approval for Serenity Pointe Phase 4, Area B, located on the north side of Nail Road. This phase consists of 41 lots, each with a minimum lot size of 10,000 square feet and a minimum heated square footage of 2,200 square feet. This phase is situated within the interior of the previously approved and platted portion of Area B, which has direct access from Nail Road. It includes the continuation of previously stubbed-out streets from the initial section of Area B, ensuring internal connectivity. The plat identifies two common open space (COS) areas:

- The first is a large section of the greenbelt that runs between Areas B and C and includes a proposed trail for resident use.

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- The second COS is centrally located within the road network and features mail kiosks along with a proposed community pool for neighborhood amenities.

The proposed design is compliant with the requirements set forth in the PUD text approved in 2022. All previous comments regarding internal street typical sections shall pertain to this phase as well. This will include the total ROW width and tree planting. Staff would like the PUD text referenced on the plat since it details out the design criteria as well as the home sizes, etc. Staff would also like confirmation of the formation of the HOA prior to platting as well as a copy of the proposed covenants that can be distributed to the commission for review prior to commission signatures for platting. Mrs. Choat-Cook stated that staff has no further comments and recommends approval pending compliance. Alderman Flores made the motion to approve the application by SMJ Enterprise, LLC. Motion was seconded by Alderman Gallagher.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Lewis	YES
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 1st day of July, 2025.

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

Item #4 Application by Ashaif Properties, LLC for subdivision approval to revise the Southaven General Baptist Church Two Lot subdivision on the east side of Greencliff Drive, north of Goodman Road.

Mrs. Choat-Cook stated that the applicant is requesting subdivision approval to revise the Southaven General Baptist Church Two Lot Subdivision on the south side of Greencliff Drive, east side of Greenbrook Pkwy. The current plat shows two lots on site with lot 1 encompassing 2.43 acres of property and the second lot with 0.22 acres. Lot 1 contains a church sanctuary and church gymnasium. Lot 2 encompasses 0.22 acres and contains a single-family residence which is used by the church. The applicant is requesting to further subdivide lot 1 into two lots with lot 1a containing 1.0709 acres and lot 1b having 1.179 acres. Lot 2 is proposed to remain the same. The already approved ingress/egress to the

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Centerbrook Subdivision is also shown on this plat which has been codified with the Chancery Clerks office. There is no required ROW dedication or improvements required or submitted. The site has no proposed use to staff's knowledge. There is an existing church sanctuary and a gymnasium on site which is in a condemnable state; however, the owners have been working with staff to determine the highest and best use of the property and solutions to fix the buildings if possible. This subdivision proposal separates the church and gym onto different lots which will allow the usage to be individualized for repair and/or reuse. The revision requirements set forth in the ordinance require that all adjacent property owners sign the proposed plat and/or provide notarized proper documentation per planning staff agreeing to the revisions. Mrs. Choat-Cook stated that staff has no further comments and recommends approval. Mayor Musselwhite made the recommendation to approve contingent that the property owners bring the property into compliance with code violations. Alderman Jerome made the motion to approve the application by Ashaif Properties, LLC contingent upon the Mayor's recommendation to bring the property into compliance with code violations. Motion was seconded by Alderman Hoots.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Lewis	YES
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 1st day of July, 2025.

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

MAYOR'S REPORT

Mississippi Main Street Program

Mayor Musselwhite stated that he and Mrs. Choat-Cook met with the officials of the Main Street Program a few years back to gage the value for the City of Southaven. The program has been successful throughout Mississippi renovating older Mississippi towns and squares. Mayor Musselwhite stated that the City of Southaven has developed in a different manner than some of the older towns in Mississippi and he does not want to miss out on the program's potential, especially with the revitalization efforts in the West End business district. Mayor Musselwhite added that they need to gage the value before entering into budget discussions with the entry fee being \$10,000.00. Mayor Musselwhite stated that they assessed a few years ago and did not feel that there was value in participating at that time, but decided to revisit in

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case the program is something that could help the City. Mayor Musselwhite asked the Board to consider the program and to individually contact him with comments. This item will be placed on a future agenda for consideration.

July 4th Fireworks Show

Mayor Musselwhite reported that the City's firework show will be Friday, July 4, 2025, at BankPlus Amphitheater. All are invited to attend and gates open at 5 PM and fireworks at 9:15 PM. Mayor Musselwhite reminded everyone that it is illegal to shoot fireworks in the City and to be mindful and respectful of others concerns.

CITIZEN'S AGENDA, STACY DODD, WOODLAND RECOVERY CENTER

Mr. Dodd with Woodland Recovery Center stated that he is hoping to reveal some exciting plans for the West End District in the near future. Also, Mr. Dodd shared that the Cities have the option to allocate settlement funds from the opioid epidemic to the Woodland Recovery Center for substance use disorders treatment. Mr. Dodd expressed understanding that the City of Southaven EMS has used that funding for over dose victims to date and asked for future consideration of funding to be allocated the Woodland Recovery Center. Mayor Musselwhite stated that he and the Board will revisit during budget discussions and expressed great appreciation to Mr. Dodd for all of his hard work with addiction victims.

PERSONNEL DOCKET

Alderman Payne made the motion to approve the Personnel Docket of July 1, 2025 as presented to this Board. Motion was seconded by Alderman Hoots.

Personnel Docket		July 1, 2025		
All other current City employees shall continue their at will employment with the City of Southaven at their current compensation, subject to Mayor and Board review of employment and compensation, and subject to any and all handbooks, policies, orders, guides, rules, and/or regulations governing their employment. This continuation of employment, including all statutory appointments, does not create any contractual right to employment or term of employment.				
New Hire	Department	Position Title	Start Date	Rate of Pay
Stacey Bell	Planning/Code Enforcement	Code Enforcement Officer I	7/21/2025	\$21.63
Promotions	Current Position Title	New Position Title	Effective Date	Rate of Pay
Christopher Barr	Police Officer 1	Police Officer 2	6/30/2025	\$27.86
Harrison Brown	Police Officer 1	Police Officer 2	6/30/2025	\$27.86
Mary Jackson	Police Officer 1	Police Officer 2	6/30/2025	\$27.86
Shakeria Jackson	Police Officer 1	Police Officer 2	6/30/2025	\$27.86
Christopher Jones	Police Officer 1	Police Officer 2	6/30/2025	\$27.86
Ethan King	Police Officer 1	Police Officer 2	6/30/2025	\$27.86
Nathan Villalobos	Police Officer 1	Police Officer 2	6/30/2025	\$27.86
Andrew Warren	Police Officer 1	Police Officer 2	6/30/2025	\$27.86
Zaelon Washington	Police Officer 1	Police Officer 2	6/30/2025	\$27.86
Stipend	Department	Stipend	Effective Date	Stipend Rate Annually
Nicholas Cupples	Fire	Haz-Mat	4/22/2025	\$600.00
Kenny Hall	Fire	Haz-Mat	6/1/2025	\$600.00
Dale Wilmet	Fire	EMT	6/15/2025	\$600.00
Parks Tournaments				
Promotions	Current Position Title	New Position Title	Effective Date	Rate of Pay
Jaxson Dalton	Concessions	Concessions 3 (Cook)	7/2/2025	\$11.00
Emma Avent	Concessions	Concession 2	7/2/2025	\$10.25
Rate of Pay Correction	Correct Rate of Pay			
Parker Willimas	\$11.75			

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Roll call was as follows:

ALDERMAN	VOTED
Alderman Lewis	YES
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 1st day of July, 2025.

CITY ATTORNEY'S LEGAL UPDATE

Mr. Manley entered the Old Dominion amphitheater concert contracts into the minutes. No approval needed.

UTILITY BILL ADJUSTMENT DOCKET

RESIDENTIAL	JOSHUA FREDRICK	1624	CHERRY CREEK DR	(157.95)	LEAK IN BATHROOM WALL
RESIDENTIAL	L. PATTERSON	2885	DOVE MEADOWS	(20.72)	POOL ADJUSTMENT
RESIDENTIAL	MARK CALHOUN	4165	PINEHURST DR	(68.08)	POOL ADJUSTMENT
RESIDENTIAL	PEGGY JONES	835	TALL PINE CV	(41.44)	POOL ADJUSTMENT
RESIDENTIAL	LINDA/KEVIN WILLIS	4099	WELADAY CV	(130.24)	POOL ADJUSTMENT
RESIDENTIAL	LATITIA STOCKMAN	2038	EAGLE POINT CV	(62.16)	POOL ADJUSTMENT
RESIDENTIAL	JANEEN BALTES	3692	CASTLE POINTE DR	(47.36)	POOL ADJUSTMENT
RESIDENTIAL	SARA TATUM	5563	KAYLA DRIVE	(17.76)	POOL ADJUSTMENT
RESIDENTIAL	JAMIE WRIGHT	2782	TOWER COVE	(20.72)	POOL ADJUSTMENT
COMMERCIAL	CATO CORPORATION	485	STATELINE RD	(342.38)	TOILET LEAK
RESIDENTIAL	KIM WALKER	8450	OAKWOOD LN	(99.45)	SERVICE LINE LEAK
RESIDENTIAL	DAVID TATUM	2059	CUSTER DR	(257.40)	BATHROOM FAUCET LEAK
RESIDENTIAL	CALLEY HARRIS	421	BLAIR DR	(152.10)	SERVICE LINE LEAK

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RESIDENTIAL	ERMA AKINS	8789	CAT TAIL CV	(146.25)	TOILET LEAK
RESIDENTIAL	JUDY JACKSON	4536	GLENLEIGH CR	(64.35)	TOILET LEAK
RESIDENTIAL	TONY HENDERSON	8389	GRAYCE DR	(163.80)	SERVICE LINE LEAK
RESIDENTIAL	CECILIA SILGUERO	975	WATERFORD PL	(88.80)	POOL ADJUSTMENT
RESIDENTIAL	MELANIE VAUGHN	4453	ABERTON DR	(49.13)	POOL ADJUSTMENT
RESIDENTIAL	KRYSTLE HOLLIDAY	1901	MARCIA LOUISE	(94.72)	POOL ADJUSTMENT
RESIDENTIAL	AKARINA ARREOLA	5504	EAST POINTE DR	(136.16)	POOL ADJUSTMENT
RESIDENTIAL	DENNIS WOODS	7347	GREENBROOK PKWY	(263.25)	LEAK UNDER SLAB
			Total	(2422.22)	

Alderman Payne made the motion to approve the Utility Bill Adjustment Docket of July 1, 2025 in the amount of \$2,422.22. Motion was seconded by Alderman Jerome.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Lewis	YES
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 1st day of July, 2025.

CLAIMS DOCKET

A motion was made by Alderman Payne to approve the Claims Docket of July 1, 2025 in the amount of \$3,035,134.08. Motion was seconded by Alderman Flores.

Excluding voucher numbers:

443731, 443782, 444007, 444304, 444350, 444364, 444365, 444530, 444651, 444676

Roll call was as follows:

ALDERMAN	VOTED
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Alderman Kelly	YES
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 17th day of June, 2025.

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 Jerome to adjourn. Motion was seconded by Alderman Gallagher. Motion was put to a vote and passed unanimously July 1, 2025 at 7:50 p.m.

Darren Musselwhite,
Mayor

Andrea Mullen,
City Clerk
(Seal)

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