

# Minutes, City of Southaven, Southaven, Mississippi

## CITY OF SOUTHAVEN

*Top of Mississippi*  
Office of the Mayor

DARREN MUSSELWHITE  
MAYOR



8710 Northwest Drive  
Southaven, MS 38671  
Phone: 662.393.6939  
Fax: 662.393.7294  
dmusselwhite@southaven.org


### NOTICE OF SPECIAL CALLED MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI

In accordance with Mississippi Code Annotated §21-3-21, notice is hereby given that a Special Meeting of the Mayor and Board of Aldermen of the City of Southaven shall be held on Thursday, the 7th day of August, 2025 from 9:30 AM to 12:00 PM in the Boardroom of Southaven City Hall, located at 8710 Northwest Drive, Southaven, Mississippi.

The subject matters of business (Agenda) to be acted upon at this Special Meeting are as follows, to-wit:

1. Budget Workshop (Department Head Presentations)
2. Executive Session: Citywide Personnel

This Special Meeting of the Mayor and Board of Aldermen is hereby called by the Mayor, Darren Musselwhite, on this, the 6th day of June, 2025:

  
Darren Musselwhite, Mayor

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## MINUTES OF THE SPECIAL CALLED MEETING OF August 7, 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 Special Called Meeting on the 7<sup>th</sup> day of August, 2025 at nine thirty o'clock (9:30) a.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	Alderman, Ward 5
Raymond Flores	Alderman, Ward 6

Absent were:

Judy Jenkins-Lewis	Alderman, Ward 1
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Also present were Mayor Musselwhite, Andrea Mullen, City Clerk, and Nick Manley, City Attorney. Approximately ten (15) other people were present.

Mayor Musselwhite called the meeting to order. Alderman Flores led in prayer followed by the Pledge of Allegiance led by Alderman Payne.

### FY2026 BUDGET WORKSHOP (DEPARTMENT HEAD PRESENTATIONS)

Department Heads (Whitney Choat-Cook, Wes Brown, Dylan Brink, Robert Booth, Chief Seth Kern, Thomas Mastin, Michael Norris, Andrea Mullen and Chief Danny Scallions) and Mayor Musselwhite were each given time to present their budget requests to the Board of Alderman. The following spreadsheets reflects departmental requests:

AD VALOREM TAX		0.04015 Millage Rate		Prior Year		0.4679 Millage Rate	
MILLAGE RATE ANALYSIS							
FISCAL YEAR 2025							
				\$771,711,959			
				\$55,595,277			
				\$28,739,803			
				\$686,352,889			
				\$886,352,889	\$46,214,222.03	(Total Revenue)	
				Growth Assessed Value (7.13%)		\$48,936,960.99	
				Growth Revenue		\$1,664,913.98	

	Millage	Net Assessed Value	TVA	In lieu	Total	Max Increase (10%)	Max Revenue
29,613,095.27	General Fund	34.75	21,371,095.63	2,137,439.78	\$00,000.00	34,095,535.42	
6,633,023.21	Debt Service Fund	5.40	4,874,932.85	463,194.10	-	6,344,126.95	
36,246,028.48	Total Millage	40.16	36,246,028.48	2,600,633.88	\$00,000.00	39,362,662.36	5,495,241.19
							\$40,700,463.22

Taxpayer Impact	\$	2,173,821.35	6.17%
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For Parks and Library Debt Millage Applied to Exempt Business as per Ad Valorem Tax Abatement Purposes:		
	FY 25 Expense	Millage
Library	300,000	0.00033
Parks	5,032,700	0.01001
Debt	5,870,347	0.00550
		0.01684

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## FY 2026 BUDGET REQUESTS

DEPARTMENT	PROPOSED CHANGES	BUDGET IMPACT	NOTES	
PLANNING & DEVELOPMENT	Assistant Planner Position	\$75,000		
	Merit Pay:			
	Code Enforcement Superintendent	\$5,000		
	Code Enforcement Officer 2	\$5,000		
	Code Enforcement Admin. Asst.	\$5,000		
	Planning Admin. Asst.	\$5,000		
	Market Pay (5%)	\$35,406		
	Increase Telephones	\$2,000		
	Vehicles	-\$45,000	\$45K - \$0	
	<b>Net Budget Impact</b>		<b>\$87,406</b>	
PARKS & RECREATION	Hummingbird Garden (Phase 2)	\$0	\$150,000 (Tourism)	
	Scoreboards at Snowden	\$0	\$150,000 (Tourism)	
	Split Rail Fence at Snowden Grove	\$0	\$186,000 (Tourism)	
	Amphitheater	Water Monsters (3)	\$0	\$6K (Enterprise)
		Plaza & Artist Café Concrete Extension	\$0	\$80K (Enterprise)
		Increase Repairs & Maintenance to \$50K	\$0	\$45K Increase (Enterprise)
		Facility Enhancements (Add Budget Line)	\$0	(Enterprise)
<b>Net Budget Impact</b>		<b>\$0</b>		
FACILITIES	Renovations: FS#3 Addition and FS#2 Roof	\$185,000	\$315K - \$500K	
	Merit Pay:			
	HVAC Tech	\$1,200	\$61,800 - \$63K	
	Janitor	\$1,200	\$33,100 - \$34,300	
	Janitorial	\$29,000	\$95K - \$124K	
	Cummins Contract	\$20,211	\$46,789 - \$ 67K	
	Office Supplies	\$1,700		
	Materials	\$5,000		
	Vehicle Maintenance	\$2,500		
	Vehicles	-\$55,000	\$55K - \$0	
<b>Net Budget Impact</b>		<b>\$190,811</b>		
PUBLIC WORKS	Machinery & Equipment:	\$60,000	\$300K - \$360	
	3 Zero-turn Mowers			
	1 Trackhoe			
	1 Tractor			
	Striping Machine		\$240K (Alternate Funding Source)	
	Utilities	\$25,000	\$75K - \$100K	
	Materials	-\$40,000	\$240K - \$200K	
	Vehicle Maintenance	-\$50,000	\$200K - \$150K	
	Professional Services (Remove Budget Line)	-\$30,000	\$30K - 0	
	Animal Control	Cleaning Supplies	\$3,000	\$5K - \$8K
		Materials	\$1,000	\$6,500 - \$7,500
		Uniforms	\$500	\$2,500 - \$3,000
		Feed	\$2,000	\$10K - \$12K
Professional Services (Change Budget Line to Veterinarian Services)		\$10,000	\$30K - \$40K	
<b>Net Budget Impact</b>			<b>-\$18,500</b>	
POLICE	Police Officer Expansion Goal (162)			
	Pay Increases:	\$1,477,832		
	7% Officers			

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	4% Records		
	3% Fleet Maintenance		
	10 New Vehicles	\$300,000	\$300K - \$600K
	Vehicle Maintenance	\$200,000	\$500K - \$700K
	Machinery & Equipment (Ammo)	-\$459,000	\$609K - \$150K
	Uniforms	\$82,000	\$180K - \$262K
	Investigative Services	-\$25,000	\$250K - \$225K
	Materials	\$3,465	\$104,535 - \$108,000
	Service Contracts	\$532,707	
	Cleaning Supplies	\$200	\$4,000 - \$4,200
	Add SWAT Budget Line (Uniforms/Ammo/Equipment)	\$38,000	
	Add MDT Budget Line (Vehicle Computers)	\$45,000	Mobile Data Terminals
	Add LPR Rekor & PTZ Recording Cameras	\$50,000	5 New Locations
	Emergency Communications		
	Pay Increases (5%)	\$28,638	
	<b>Net Budget Impact</b>	<b>\$2,273,842</b>	
<b>COURT</b>	<b>Court Clerk II Promotions:</b>		
	Kim Kelly	\$3,899	\$37,440 - \$38,563
	Wanda Reynolds	\$3,899	\$37,440 - \$38,563
	Add Public Defender	\$17,600	
	Pay Increase for Appointed Positions	\$10,800	\$1,200 per Position
	3% COLA Pay Increases	\$23,700	
	Court Supplies	\$8,000	\$92K - \$100K
	Professional Services	\$9,000	\$18K - \$27K
	Travel & Training	\$1,000	\$5K - \$6K
	Delete Credit Card Fees	-\$10,000	\$10K - 0
	<b>Net Budget Impact</b>	<b>\$67,898</b>	

<b>INFORMATION TECHNOLOGY</b>	<b>Change Line Name to Technical Service Contracts</b>	<b>\$281,000</b>	<b>\$2K - \$283K (transfer from computers)</b>
	(Microsoft 365)		
	Computers & Equipment	-\$130,000	\$275K - \$145K
	Delete Utilities Line	-\$4,000	\$4K - 0
	3% COLA Pay Increases	\$14,833	\$597,431 - \$612,264
	<b>Net Budget Impact</b>	<b>\$161,833</b>	
<b>CITY CLERK</b>	<b>Merit/Promotion Pay Increases:</b>		
	Ashley Ford	\$5,000	\$64K - \$69K
	Elissa Trapolino	\$5,264	\$47,736 - \$53K
	COLA Pay Increases	\$8,320	\$1/Hr. Increase for 4 Clerks
	Membership Dues	\$1,000	\$1K - \$2K
	Travel & Training	\$6,000	\$10K - \$16K
	<b>Net Budget Impact</b>	<b>\$25,584</b>	
<b>FIRE</b>	<b>3.92% Pay Increase</b>	<b>\$465,596</b>	
	Uniforms	\$5,000	\$80K - \$85K
	Utilities	\$7,000	\$118K - \$125K
	Printing	\$2,000	\$6K - \$8K
	Vehicles	-\$30,000	\$85K - \$55K
<b>EMS</b>	<b>Billing Services</b>	<b>-\$20,000</b>	<b>\$210K - \$190K</b>
	Medical Control	-\$1,000	\$21K - \$20K
	Travel & Training	\$10,000	\$50K - \$60K
	Machinery & Equipment	-\$25,000	\$100K - \$75K
	New Ambulance	\$0	\$345,291

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Net Budget Impact		\$413,596	
DEPT. OF HUMAN RESOURCES & FINANCE	No Changes Requested but include COLA Pay Raises if Applicable	\$0	
Net Budget Impact		\$0	
GENERAL (902 - 905)	Street Resurfacing	\$2,000,000	\$5M - \$7M
	Property/Casualty Insurance (Change Name)	\$503,853	\$1,845,000 - \$2,348,853
	Landscaping Services (Contracts)	\$210,000	\$375K - \$585K
	Landscaping Projects (New Budget Line)	\$20,000	
	Election Equipment	-\$30,000	\$30K - 0
	Delete Facilities Management Line	\$0	Moved to Facilities
	Delete Software Fees	-\$90,000	
	Delete Professional Services	-\$50,000	\$50K - \$0
	Civil Engineering Services (Stormwater Inspections/Mgm)	\$50,000	\$25K - \$75K
	Bank/Credit Card/MVR Fees	-\$40,000	\$115K - \$75K
	Bond Admin Fees	-\$20,000	\$20K - \$0
	Condemned Property Demolitions (New Budget Line)	\$125,000	
	Add Condemned Property Demolitions	\$100,000	\$0K-\$100K
	Legal Claims	\$15,000	\$10K-\$25K
	Delete Autumn Woods Drainage Project		
	Delete Carriage Hills Drainage Project		
Net Budget Impact		\$2,793,853	
KEY PERSONNEL	*See Attached Spreadsheet		

Net Budget Impact		\$0	
Total GF Net Budget Impact		\$5,996,323	
UTILITIES	New Sewer Technician	\$36,421	
	Merit Pay Adjustments:	\$30,131	
	Rhonda Smith (5%)		
	Robert Allen (10%)		
	Ronnie Bailey (12.07%)		
	Marco Resendiz (10%)		
	Deonta Strong (12.85%)		
	Pierre Wells (12.07%)		
	3% COLA Pay Increases	\$92,282	
	Machinery & Equipment	\$0	See Detailed List
	Vehicles	\$20,000	See Detailed List
	Capital improvements	\$0	See Detailed List
Total Utilities Net Budget Impact		\$178,834	

## EXECUTIVE SESSION

A motion was made by Alderman Hoots 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 Hoots made the motion to go into Executive Session for the purpose of discussing Personnel for upcoming FY26 budget year. Motion was seconded by Alderman Jerome. Motion was put to vote and passed unanimously.

The Mayor and Board discussed personnel. No action taken.

A motion was made by Alderman Flores made the motion to end executive session and re-open the meeting. The motion was seconded by Alderman Wheeler. Motion was put to vote and passed unanimously.

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There being no further business to come before the Board of Aldermen, a motion was made by Alderman Flores to adjourn. Motion was seconded by Alderman Wheeler. Motion was put to a vote and passed unanimously August 7, 2025 at 12:30 p.m.

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Darren Musselwhite,  
Mayor

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Andrea Mullen,  
City Clerk  
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