

Minutes, City of Southaven, Southaven, Mississippi



**MEETING OF THE MAYOR AND BOARD OF ALDERMEN
SOUTHAVEN, MISSISSIPPI
CITY HALL
May 1, 2018
6:00 p.m.
AGENDA**

1. Call To Order
2. Invocation
3. Pledge Of Allegiance
4. Approval of Minutes: April 17, 2018
5. Resolution Setting Hearing for TIF in an Amount Not to Exceed \$5,000,000.00
6. Resolution Declaring Municipal Clerks Week, May 6-12, 2018
7. Resolution for Retirement for Sgt. Todd Pierce
8. Contract Addendum with Windstream
9. Intergovernmental Transfer Agreement with Desoto County
10. LawFit Challenge Donation
11. Resolution to Clean Private Property
12. Planning Agenda
 - Item #1 Application by Vickie Bowen for subdivision approval of the Bowen Subdivision on the northeast corner of Stateline Road and Horn Lake Road.
 - Item #2 Application by Kevin McGhee for subdivision approval of the Angel Commercial Subdivision on the north side of Goodman Road, east of Elmore Road.
 - Item #3 Application by Whisper Lake Golf Synd LLC for subdivision approval to revise the Briargate Commercial Subdivision lot 7P on the west side of Hospitality Lane, north of Marathon Way.
13. Mayor's Report
14. Citizen's Agenda: Caroline Barnett, M.R. Davis Public Library
15. Personnel Docket
16. City Attorney's Legal Update
17. Claims Docket
18. Executive Session: Claims/Litigation against the City; Economic Development (business development within the City)

Any citizen wishing to comment on the above items may do so.
Items may be added to or omitted from this agenda as needed.

THIS PAGE WAS LEFT BLANK INTENTIONALLY

Minutes, City of Southaven, Southaven, Mississippi

MINUTES OF THE REGULAR MEETING OF May 1, 2018 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 Regular Session on the 1st day of May, 2018 at six o'clock (6:00) p.m. at City Hall.

Present were:

William Brooks	Alderman At Large
Kristian Kelly	Alderman, Ward 1
Charlie Hoots	Alderman, Ward 2
George Payne (By Teleconference)	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, Pam Pyle, Deputy City Clerk, and Nick Manley, City Attorney. Approximately twenty-five (25) 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 Brooks. Next, a motion was made by Alderman Brooks to approve the minutes of the regular meeting of April 17, 2018 with any corrections, deletions, or additions necessary. Motion was seconded by Alderman Kelly. Motion was put to a vote and passed unanimously.

RESOLUTION SETTING HEARING FOR TIF IN AN AMOUNT NOT TO EXCEED \$5,000,000.00

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

Mr. Manley stated that this resolution, along with the notice will set the TIF hearing for the May 15 meeting, which is required under the statutes. Mr. Manley explained that the TIF Plan will be on file with the Clerk's office during the review time. This resolution only sets the hearing for the TIF and does not bind the city to the TIF. After hearing from Mr. Manley, the Board of Alderman considered the following resolution:

RESOLUTION DECLARING THE INTENTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI, TO ISSUE TAX INCREMENT FINANCING BONDS OF SAID MUNICIPALITY IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED FIVE MILLION DOLLARS (\$5,000,000) TO FINANCE THE COST OF INSTALLING AND CONSTRUCTING CERTAIN PUBLIC INFRASTRUCTURE IMPROVEMENTS TO SUPPORT SILO SQUARE, WITHIN SAID CITY, IN ACCORDANCE WITH CHAPTER 45 OF TITLE 21, MISSISSIPPI CODE OF

Minutes, City of Southaven, Southaven, Mississippi

1972, AS AMENDED, AND DETERMINING THAT SILO SQUARE IS A PROJECT ELIGIBLE FOR TAX INCREMENT FINANCING ACCORDING TO SAID ACT; AND THAT A PUBLIC HEARING BE CONDUCTED IN CONNECTION WITH THE TAX INCREMENT FINANCING PLAN FOR SAID PROJECT, AND FOR RELATED PURPOSES.

WHEREAS, the Mississippi "Tax Increment Financing Act", Title 21, Chapter 45, Mississippi Code of 1972, as amended (the "TIF Act"), authorizes municipalities in the State of Mississippi to undertake and carry out redevelopment projects, as defined therein, with the use of Tax Increment Financing ("TIF"), and also to carry out such projects; and

WHEREAS, the Mayor and the Board of Aldermen (the "Governing Body") of the City of Southaven, Mississippi (the "City") previously approved a *Tax Increment Financing Redevelopment Plan of 1991, Southaven, Mississippi, As Amended June 1994, Amended and Restated, April 2005*, (the "Redevelopment Plan"), which Redevelopment Plan constitutes a qualified plan under the TIF Act; and

WHEREAS, this Governing Body has heretofore identified various parts of the City in need of development and redevelopment; and

WHEREAS, pursuant to that certain *Tax Increment Financing Plan for Silo Square, City of Southaven, Mississippi, May 2018*, (the "TIF Plan"), attached hereto as Exhibit 1, Lifestyle Communities, LLC, a Mississippi limited liability company (the "Developer") intends to develop an approximately 228-acre, mixed-use development to be known as "Silo Square" including hotels, multifamily housing, single family residences, restaurants, a bank, and over 300,000 square feet of commercial space (the "Project") within the City; and

WHEREAS, the Governing Body does hereby find that the Project is of major economic significance to the City and qualifies as a project eligible for tax increment financing as set forth in the Redevelopment Plan and the TIF Act, and participation on the part of the City is necessary and in the public interest and in the best interests of the public health, safety, morals, and welfare of the City; and

WHEREAS, the Developer will request that the City issue tax increment financing bonds or notes (the "TIF Bonds") in a principal amount not to exceed Five Million Dollars (\$5,000,000) in order to finance the installation and construction of various public infrastructure improvements which may include but are not limited to, construction of roads; installation, and/or relocation of utilities such as water and sanitary sewer lines; construction of drainage improvements; related architectural/engineering fees, attorney's fees, issuance costs of the TIF Bonds or notes, capitalized interest, and other related soft costs (collectively, the "Infrastructure Improvements"); and

WHEREAS, the Project constitutes a private investment in excess of \$200,000,000; and

Minutes, City of Southaven, Southaven, Mississippi

WHEREAS, in connection with the Infrastructure Improvements, the Developer will incur expenses for which the Developer will advance funds and the City will reimburse the Developer for a portion of such expenses from the proceeds of such TIF Bonds; and

WHEREAS, pursuant to the TIF Act, the TIF Bonds will be secured solely by a pledge of all of the City's increased ad valorem taxes and sales tax rebates from the "TIF District" described in the TIF Plan and set forth on Exhibits A-1 and A-2 to the TIF Plan attached hereto, including personal property located therein, however excluding the ad valorem taxes resulting from the single family residential component of the project (the "Tax Increment"); and such TIF Bonds will be sized by using 50% of the Tax Increment from the TIF District; and

WHEREAS, as authorized by the TIF Act, the City will agree to pledge the Tax Increment for payment of debt service on such TIF Bonds; and

WHEREAS, the Governing Body shall publish a public hearing notice and conduct a public hearing in accordance with 21-45-11 of the TIF Act that the public may express opinions on the proposed TIF Plan and Project;

NOW, THEREFORE BE IT RESOLVED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI, ACTING FOR AND BEHALF OF THE CITY, AS FOLLOWS:

SECTION ONE. Pursuant to the TIF Act, the Governing Body, acting for and on behalf of the City, does hereby declare its intention to sell and issue TIF Bonds of the City in a total aggregate principal amount of not to exceed Five Million Dollars (\$5,000,000) for the Project.

SECTION TWO. The Governing Body has been presented with a Tax Increment Financing Plan entitled *Tax Increment Financing Plan for Silo Square, City of Southaven, Mississippi, May 2018* the purpose of which is to provide a financing mechanism to construct the Infrastructure Improvements, which may be constructed or installed within the TIF District or land adjacent to and/or serving the TIF District. The TIF Plan has attached as exhibits the map of and legal description of the land to be included in the proposed TIF District.

SECTION THREE. The TIF District to be established shall be described in the TIF Plan which shall be adopted and approved after holding a public hearing on the matter. The Governing Body hereby gives notice of its intention to create and establish the TIF District and to approve the TIF Plan as a part of the Redevelopment Plan as well as hold a public hearing as prescribed by law.

SECTION FOUR. The Governing Body hereby declares its intention, upon establishment of the TIF District and the approval of the TIF Plan as a part thereof, to issue TIF Bonds not to exceed Five Million Dollars (\$5,000,000). The funds derived from the sale of the TIF Bonds will be used for the Infrastructure Improvements as described herein. Said TIF Bonds will be secured solely by a pledge of all of the City's increased ad valorem taxes and sales tax rebates from

Minutes, City of Southaven, Southaven, Mississippi

the TIF District including personal property located therein, however excluding the ad valorem taxes resulting from the single family residential component of the project (the "Tax Increment"); and such TIF Bonds will be sized by using 50% of the Tax Increment. These TIF Bonds shall never constitute an indebtedness of the City within the meaning of any state constitutional provision or statutory limitation and shall never constitute or give rise to a pecuniary liability of the City, other than from the sources set forth herein, or a charge against its general credit or taxing powers.

SECTION FIVE. The Developer intends to acquire and construct the Infrastructure Improvements at its expense and to facilitate the development of the Project based on the anticipation that TIF moneys may be available in the future. Upon establishment of the TIF District, and the approval of the TIF Plan, the City intends to reimburse the Developer for this expense in whole or part, up to the amount of moneys available from the proceeds of TIF Bonds, in the principal amount not to exceed Five Million Dollars (\$5,000,000), at the time TIF Bonds are issued in the future.

SECTION SIX. The Project appears to be a project of major economic significance within the City and qualifies as a project eligible for TIF under the Redevelopment Plan; and the participation on the part of the City is necessary and would be in the public interest and would benefit the economic and financial well-being and the public health, safety and welfare of the City.

SECTION SEVEN. The Governing Body hereby declares its intention to hold a public hearing with respect of the TIF Plan and the issuance of the TIF Bonds at the Southaven City Hall at City Hall Board Room, 8710 Northwest Drive, Southaven, MS 38671 at 6:00 PM on May 15, 2018.

SECTION EIGHT. The City Clerk is hereby directed to publish the notice attached hereto as Exhibit 2 in *The DeSoto Times-Tribune* one (1) time not less than ten (10) days nor more than twenty (20) days prior to the date set forth in Section 7 hereof and pursuant to and in compliance with the requirements of Section 21-45-1 of the TIF Act. A copy of the TIF Plan will be available for examination in the office of the City Clerk at City Hall, Southaven, Mississippi.

Following the reading of the foregoing resolution, Alderman Flores moved and Alderman Brooks seconded the motion for its adoption. The matter was then put to a roll call vote:

Alderman William Brooks	YES
Alderwoman Kristian Kelly	YES
Alderman Charlie Hoots	YES
Alderman George Payne	YES (By Teleconference)
Alderman Joel Gallagher	YES
Alderman John David Wheeler	RECUSED
Alderman Raymond Flores voted	YES

Minutes, City of Southaven, Southaven, Mississippi

The motion having received the affirmative vote of a majority of the members present, the Mayor declared the motion carried and the resolution adopted on May 1, 2018.

EXHIBIT 1

THE TIF PLAN

(ATTACHED)

EXHIBIT 2

NOTICE OF HEARING

(ATTACHED)

RESOLUTION DECLARING MUNICIPAL CLERKS WEEK, MAY 6-12, 2018

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

Mr. Manley stated that this resolution will designate Municipal Clerks Week for the week of May 6-12. The following resolution was then considered by the Board of Alderman:

Proclamation

Municipal Clerks Week
May 6 - 12, 2018

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Minutes, City of Southaven, Southaven, Mississippi

Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

Whereas, The Municipal Clerk serves as the information center on functions of local government and community.

Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

Now, Therefore, I, Darren Musselwhite, Mayor of Southaven, do recognize the week of May 6 through May 12, 2018, as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, Andrea Mullen, Deputy City Clerk, Pam Pyle, and Deputy Clerks, Ashley Ford, Nicole Hilario, Elissa Prewitt and Sonya Pride for the vital services they perform and their exemplary dedication to the communities they represent.

Alderman Brooks made the motion to declare May 6-12, 2018, as Municipal Clerks Week in the City of Southaven. Motion was seconded by Alderman Gallagher.

Roll call:

Alderman William Brooks	YES
Alderman Kristian Kelly	YES
Alderman Charlie Hoots	YES
Alderman George Payne	YES (By Teleconference)
Alderman Joel Gallagher	YES
Alderman John David Wheeler	YES
Alderman Raymond Flores voted	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 1st day of May, 2018.

Minutes, City of Southaven, Southaven, Mississippi

RESOLUTION FOR RETIREMENT SERGEANT TODD PIERCE

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

Mr. Manley state that this resolution will acknowledge the service and retirement for Todd Pierce and allow him his firearm due to his retirement. The following resolution was then considered by the Board of Alderman:

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI PRESENTING SGT. TODD PIERCE HIS SERVICE WEAPON IN RECOGNITION OF HIS RETIREMENT

WHEREAS, the City of Southaven Police Department hereby desires to honor Sgt. Todd Pierce by presenting to him his service firearm, a Glock model 43, 9mm caliber pistol, serial number ABSX744 (Weapon"), and

WHEREAS, Todd Pierce 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 Sgt. Todd Pierce 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 Sgt. Todd Pierce.

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 Sgt. Todd Pierce.
2. The Mayor and Chief are hereby authorized to take all actions to effectuate the intent of this Resolution.

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

Alderman William Brooks	YES
Alderman Kristian Kelly	YES
Alderman Charlie Hoots	YES
Alderman George Payne	YES (By Teleconference)
Alderman Joel Gallagher	YES
Alderman John David Wheeler	YES
Alderman Raymond Flores voted	YES

Minutes, City of Southaven, Southaven, Mississippi

RESOLVED AND DONE, this 1st day of May, 2018.

CONTRACT ADDENDUM WITH WINDSTREAM

Nick Manley, City Attorney, presented these items to the Board.

Mr. Manley stated that the Police Department on Northwest Drive is currently using Windstream for their phone services. This contract addendum will add the West Precinct on Highway 51 to the agreement for service. After noting that the equipment being purchased in ancillary to the service provided, Alderman Brooks made the motion to authorize Chris Shelton to sign the agreement. Motion was seconded by Alderman Flores. Motion was put to vote and passed unanimously.

A copy of the contract addendum is attached to these minutes.

INTERGOVERNMENTAL TRANSFER AGREEMENT WITH DESOTO COUNTY

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

Mr. Manley explained that this agreement will allow for the City to purchase items for the Animal Shelter from Desoto County in the amount of \$10.00. Alderman Kelly made the motion to authorize Mayor Musselwhite to sign the intergovernmental transfer agreement with Desoto County. Motion was seconded by Alderman Wheeler. Motion was put to vote and passed unanimously.

A copy of the agreement is attached to these minutes.

LAWFIT CHALLENGE DONATION

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

Mr. Manley explained that this is a donation of \$5,000.00 through the Community Foundation for the LawFit Challenge. This donation will assist with the cost of hotel rooms for the participants and is done pursuant to MS Code 17-3-1. After noting the favorable notice to the City through the donation and in accordance with MS Code 17-3-1, Alderman Brooks made the motion to approve the donation. Motion was seconded by Alderman Wheeler. Motion was put to vote and passed unanimously.

A copy of the letter of request is attached to 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 was none. Mayor Musselwhite then asked for any comments from the public and there was none. The Board then considered the following resolution to clean private property:

Minutes, City of Southaven, Southaven, Mississippi

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:

- Parcel 1086140000002000
- Parcel 1074192400000500
- Parcel 1074192400000600
- Parcel 1074192400000400
- Parcel 1074190000000700
- Parcel 2074180400001000
- Parcel 1074200000004500
- Parcel 2081011100002600
- Parcel 2081011100002700
- Parcel 1074190000000200
- Parcel 1074192400000300
- Parcel 1085210100003600
 - 292 Woodsmoke Dr
 - 680 Thornwood Pl
 - 526 Christybrook Cv

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 1, 2018**, 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, May 1, 2018**, to voice objection or to offer a defense.

Minutes, City of Southaven, Southaven, Mississippi

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:

- Parcel 1086140000002000
- Parcel 1074192400000500
- Parcel 1074192400000600
- Parcel 1074192400000400
- Parcel 1074190000000700
- Parcel 2074180400001000
- Parcel 1074200000004500
- Parcel 2081011100002600
- Parcel 2081011100002700
- Parcel 1074190000000200
- Parcel 1074192400000300
- Parcel 1085210100003600
- 292 Woodsmoke Dr
- 680 Thornwood Pl
- 526 Christybrook Cv

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 Brooks and seconded by Alderman Kelly. The Resolution was then put to a roll call vote and the results were as follows, to-wit:

ALDERMAN	VOTED
Alderman William Brooks	YES
Alderwoman Kristian Kelly	YES
Alderman Charlie Hoots	YES
Alderman George Payne	YES (By Teleconference)
Alderman Joel Gallagher	YES
Alderman John David Wheeler	YES
Alderman Raymond Flores	voted YES

The Resolution, having received a majority vote of all Aldermen present, was declared adopted on this, the 1st day of May, 2018.

Minutes, City of Southaven, Southaven, Mississippi

CITY OF SOUTHAVEN, MISSISSIPPI

PLANNING AGENDA:

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

Item #1 Application by Vickie Bowen for subdivision approval of the Bowen Subdivision on the northeast corner of Stateline Road and Horn Lake Road

Mrs. Choat-Cook stated that this application request is for subdivision approval for the Bowen Subdivision. It consists of 7.69 acres on the northeast corner of Horn Lake Road and Stateline Road. The comprehensive plan and rezoning in 2005 allowed for future land use to go commercial on the immediate corner and office going to the east. The applicant is requesting to leave the homestead house at the north end. Mrs. Choat-Cook stated that the comprehensive plan calls for both Stateline and Horn Lake Road to have a minimum 68' of right of way with a typical road section showing four lanes of traffic. Per the City's comprehensive plan, Horn Lake Road is designed to have sixty-eight (68) feet of right of way. Mrs. Choat-Cook added that the applicant should identify the remaining eight (8) feet of right of way dedication along Horn Lake Road and adjust the boundary measurements on the plat prior to recording. Alderman Brooks made the motion to approve the subdivision application. Motion was seconded by Alderman Kelly.

ALDERMAN

VOTED

Alderman William Brooks	YES
Alderman Kristian Kelly	YES
Alderman Charlie Hoots	YES
Alderman George Payne	YES (By Teleconference)
Alderman Joel Gallagher	YES
Alderman John David Wheeler	YES
Alderman Raymond Flores	voted YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 1st day of May, 2018.

A copy of the staff report and preliminary plat is attached to these minutes and fully incorporated into these minutes.

Item #2 Application by Kevin McGhee for subdivision approval of the Angel Commercial Subdivision on the north side of Goodman Road, east of Elmore Road.

Minutes, City of Southaven, Southaven, Mississippi

Mrs. Choat-Cook stated that this application request is for subdivision approval for the Angel Commercial Subdivision on the north side of Goodman, east of Elmore Road. This is a request to separate it into two (2) lots. Lot 1 is going to be all linear footage on Goodman Road and would include 1.48 acres. The remaining 13.14 acres would incorporate into Lot 2. There are no curb cuts to the individual lot, it already has a recorded ingress/egress that will be carried on to Lot 2 in the back. Mrs. Choat-Cook stated that this subdivision application is compliant and the Planning Commission voted unanimously in favor. Alderman Brooks made the motion to approve the subdivision application. Motion was seconded by Alderman Gallagher.

ALDERMAN	VOTED
Alderman William Brooks	YES
Alderwoman Kristian Kelly	YES
Alderman Charlie Hoots	YES
Alderman George Payne	YES (By Teleconference)
Alderman Joel Gallagher	YES
Alderman John David Wheeler	YES
Alderman Raymond Flores voted	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 1st day of May, 2018.

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

Item #3 Application by Whisper Lake Golf Synd LLC for subdivision approval to revise the Briargate Commercial Subdivision lot 7P on the west side of Hospitality Lane, north of Marathon Way.

This item was removed from the Planning Agenda and was not discussed at this meeting.

MAYOR’S REPORT

Adoption of the FY2017 Audit

Alderman Flores made the motion to adopt the FY2017 audit. Motion was seconded by Alderman Hoots.

Roll call was as follows:

ALDERMAN	VOTED
Alderman William Brooks	YES
Alderwoman Kristian Kelly	YES
Alderman Charlie Hoots	YES
Alderman George Payne	YES (By Teleconference)

Minutes, City of Southaven, Southaven, Mississippi

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

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 1st day of May, 2018.

Serve Day

Mayor Musselwhite announced that the very first Serve Day in the City of Southaven will be on Saturday, May 5th. Volunteers will begin at 8:00 am with beautification projects and assist those in need of help.

Postal Address Change Update

Mayor Musselwhite explained that a few meetings back they discussed having postal addresses changed for some of the residents in annexed areas. Years back, some of the annexations never had their zip codes changed. There are some zip codes in Southaven that are listed as Olive Branch, Nesbit and Walls. Mayor Musselwhite stated that for whatever reason, the US Postal Service declined changing those areas to a Southaven address. Mayor Musselwhite explained that since that time, they have revisited the issue because it is causing problems from a 911 standpoint as it causes confusion and affects public safety in the City. Mayor Musselwhite stated that he and Chris Wilson have spoken with representatives with the postal service and the latest update given is that it causes problems from a mail delivery and personnel standpoint to change the zip codes but recommended changing the name to Southaven and no changes to the zip code. No action was taken – update only.

Arena Drainage Update from Dan Cordell

Mr. Cordell explained to the Board of Alderman that there is a drainage issue at the arena. When the City first approached the leveling of the floor, it appeared to be a simple process of just adding in material to level the floor to improve future use. Mr. Cordell stated that he visited the site after several rains and found that water was bubbling up from the slab and when they drilled below the slab in the arena area, they found that the sub surface soil was significantly wet. There are beams underneath the floor at each column and the 25 downspouts are 8x6". A significant amount of water is coming out when you split the north and south side to handle all of the water that the downspouts bring to you and an 18-24" pipe is needed. The original design of the building showed those downspouts going into a 10" PVC pipe, getting past the footer, and then going into a head pipe and into the city drain system. Mr. Cordell stated that the problem is that the 10" tie in inadvertently became 3-4" PVC pipes so there is a bottle neck there and there is no protection from them. Mr. Cordell explained that with maintenance, water pressure, and mowing, the downspouts have been knocked over and disconnected, so they are going straight into the ground. Mr. Cordell stated that they dug into the header pipe which was supposed to be an 18" pipe, but it turned out to be a 10-12" pipe that were completely full of water. The pipes were never connected and you cannot find where they tie into. Mr. Cordell stated that his recommendation was to maintain the original intent of the sub surface drainage and to do that, they would need to replace the header pipes because there is

Minutes, City of Southaven, Southaven, Mississippi

unknown quantity and not the correct size. Mr. Cordell explained that he would then put a cast iron couplings that would tie the down spout so mowers, etc. wouldn't damage it. Mr. Cordell recommended taking a two-step approach:

1. While volleyball is going on get the drainage off of them by getting the water to the down spouts which would eliminate some maintenance of the sub floors during volleyball season.
2. Once volleyball is done, they could then put the floor in. Mr. Cordell stated that no matter what the decision, he recommend that the drainage issue be fixed.

Mayor Musselwhite asked Mr. Cordell to explain the disconnect from the downspouts into the drainage system. Mr. Cordell explained that the footer extends from the building about 5 to 6 feet. They didn't want the water going straight into the footer, so the pipe was extended past the footer to get it into the head pipe, the main drain line. That main drain line is there, is an inadequate size, and does not go anywhere. Right now, there is water standing, so if the downspouts are reconnected there is nowhere for the water to go. This was to update the Board of Alderman and no action was taken.

CITIZEN'S AGENDA

Caroline Barnett, M.R. Davis Public Library
Ms. Barnett introduced Meredith Wickam as the new Director of the M.R. Davis Public Library.

Ms. Florence
Ms. Florence stated that she lives on Iris Drive and had a number of issues to report. Ms. Florence expressed concern about cats running loose, cut pine trees on Swinnea Road, individuals making right hand turns onto Goodman from Elmore, pine tree growth hanging over onto street on Swinnea, drainage issues on Iris Drive, standing water in water meters, ducks in her yard, shrub growth at the I-55 entrance ramp heading north, street lights out on Goodman at Lowe's and people parking in bike lanes. Mayor Musselwhite stated that Perry Mason with the animal shelter would look into the duck issue, Entergy would be contacted if related to power lines, over grown bushes would be addressed by the contractor that takes care of the manicured right of ways, there is a leash law regarding cats running loose, the city is allowing a transition period for the bike lanes since they are a new plan, the City can address issues if it is on public property, if related to power lines, then the City would contact Entergy.

PERSONNEL DOCKET

Personnel Docket
May 1, 2018

Payroll Additions	Department	Position Title	Start Date	Rate of Pay
Thomas W. McCraw *	Building/Planning	Code Enforcement Officer	TBD	\$14.00
Louis T. Williams	Public Works	Streets Laborer	5/7/2018	\$12.00

*pending 1 pre-emp screening
** pending 2 pre-emp screenings

Minutes, City of Southaven, Southaven, Mississippi

Pay Adjustments	Previous Classification	New Classification	Effective Date	Proposed Rate of Pay
Brian Durdin	Seasonal Grounds Crew	Grounds Crew	05/01/2018	\$11.50
Marketh Fleming	Seasonal Grounds Crew	Grounds Crew	05/01/2018	\$11.50

Stipend	Type of Stipend	Effective Date	Yearly Amount
Fire			
Dillon Collins	EMT	03/31/2018	\$600.00
Antoris J. Patty	EMT	04/27/2018	\$600.00

Resignations/Terminations	Department	Current Position Title	Effective Date	Rate of Pay
Seth A. Bonetti	Utility	Field Service Tech	4/27/2018	\$13.05
Joseph M. Spradlin	Police	Police Officer I	*declined position*	\$17.38

Parks Dept Tournament & Seasonal Personnel Docket

May 1, 2018

New Hires

Payroll Additions	Position	Start Date	Rate of Pay
Presley Blann	Gates-Tournaments	05/01/2018	\$7.50
Joshua Booker	Seasonal Grounds Crew	05/01/2018	\$8.50
Jacob Brown	Seasonal Grounds Crew	05/01/2018	\$8.50
Tucker Fredrickson	Seasonal Grounds Crew	05/01/2018	\$8.50
Rodger Gentry	Seasonal Grounds Crew	05/01/2018	\$8.50
Grant Kyle	Seasonal Grounds Crew	05/01/2018	\$8.50
Alyssa Long	Concessions - Tournaments	05/02/2018	\$7.25
Nichole Presley	PT Front Desk (411)	05/02/2018	\$7.25
Dalton Wade	PT Front Desk (411) & Turf	05/02/2018	\$7.25
Kayla Warren	Gates-Tournaments	05/01/2018	\$7.50
Zach Woodiel	Seasonal Grounds Crew	05/01/2018	\$8.50

Adjustments

Pay Adjustments	Previous Classification	New Classification	Effective Date	Proposed Rate of Pay
Demi Foucault	Concessions	Concessions Supervisor	05/02/2018	\$8.00
Stephanie Hill	Cash Control	Data Entry	05/01/2018	\$10.00

Terminations

Name	Position	Effective Date	Rate of Pay
Valerie Dalton	Concessions	05/02/2018	\$7.25
Madison Glenn	Concessions Supervisor	05/02/2018	\$8.00
Adrianna Rodgers	Concessions	05/02/2018	\$7.25
Karen True	PT Front Desk	05/01/2018	\$7.25
Jackie L. Thompson	PT Front Desk	05/01/2018	\$7.25

Minutes, City of Southaven, Southaven, Mississippi

Alderman Brooks made the motion to approve the Personnel Docket of May 1, 2018 as presented to this Board. Motion was seconded by Alderman Flores. The motion was put to vote and passed unanimously.

CITY ATTORNEY'S LEGAL UPDATE

Employee Handbook Correction

Mr. Manley requested authorization for Chris Wilson, City Administrator, to correct a scrivener's error on page 63 of the employee handbook. The code section 25-9-115 is the wrong code and should not be in the handbook. This deletion will not change the context or the purpose of this portion of the handbook. Alderman Flores made a motion to authorize Chris Wilson to delete the scrivener's error on page 63. Motion was seconded by Alderman Wheeler. Motion was put to vote and passed unanimously.

Foreclosure Sale Surplus Distribution Agreement

Alderman Flores made the motion to authorize Nick Manley to sign a Foreclosure Sale Surplus Distribution Agreement that will allow for the City to receive payment owed of \$1779.00 as the Junior Lien holder on a home that was foreclosed on. Alderman Flores made the motion to authorize Nick Manley to sign the agreement. Motion was seconded by Alderman Brooks. Motion was put to vote and passed unanimously.

A copy of the agreement is attached to these minutes.

CLAIMS DOCKET

A motion was made by Alderman Brooks to approve the Claims Docket of May 1, 2018 in the amount of \$2,317,955.31. Motion was seconded by Alderman Flores.

Excluding voucher numbers:

299581, 299612, 299673, 299719, 299745, 299777, 299821, 299822, 299832, 299851, 299915, 299927, 300181, 300207, 300284, 300378, 300399, 300400, 300410, 300441, 300497

Roll call was as follows:

ALDERMAN	VOTED
Alderman Brooks	YES
Alderman Kelly	YES
Alderman Hoots	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 1st day of May, 2018.

Minutes, City of Southaven, Southaven, Mississippi

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 Brooks to adjourn. Motion was seconded by Alderman Hoots. Motion was put to a vote and passed unanimously May 1, 2018 at 8:00 p.m.

Darren Musselwhite,
Mayor

Andrea Mullen,
City Clerk
(Seal)

THIS PAGE WAS LEFT BLANK INTENTIONALLY