

# **REGULAR CITY COUNCIL MEETING**

## **MUNICIPAL MINUTES CITY OF TUPELO**

### **STATE OF MISSISSIPPI**

**OCTOBER 20, 2020**

Be it remembered that a regular meeting of the Tupelo City Council was held in the Council Chambers in the City Hall building on Tuesday, October 20, 2020 at 6:00 p.m. with the following in attendance: Council members Markel Whittington, Lynn Bryan, Travis Beard, Nettie Davis, Buddy Palmer, Mike Bryan, and Willie Jennings; Attorney Ben Logan and Missy Shelton, Clerk of the Council.

Councilman Travis Beard gave the invocation. Councilman Lynn Bryan led the pledge of allegiance.

President Mike Bryan called the meeting to order at 6:00 PM.

### **CONFIRMATION OR AMENDMENT TO THE AGENDA AND AGENDA ORDER**

Councilman Palmer moved, seconded by Councilman Jennings, to confirm the agenda and agenda order as presented. The vote was unanimous in favor.

### **PROCLAMATIONS, RECOGNITIONS AND REPORTS AGENDA**

#### **PROCLAMATIONS**

Mayor Jason Shelton presented the following:

1. Proclamation - Extra Mile Day - November 1, 2020 **APPENDIX A**
2. Proclamation - Extra Mile Hero - Leticia Gassaway **APPENDIX B**
3. Proclamation - Extra Mile Hero - Jason Martin **APPENDIX C**

#### **EMPLOYEE RECOGNITIONS**

Mayor Jason Shelton presented each of the following Certificates of Recognition for years of employment with the City of Tupelo:

1. Ruth Fondon - Administration Office - 5 years employment
2. Craig Russell - Bancorp South Arena - 25 years employment
3. Robert Woods - Fire Department - 25 years employment
4. Bart Aguirre - Police Department - 35 years employment

#### **PUBLIC RECOGNITION**

Councilman Willie Jennings encouraged everyone to continue to wear masks and to be safe.

Councilman Travis Beard said he had received phone calls concerning two Tupelo Police Officers - Officers Caldwell and Sheffield. They were commended on the way they handled a recent case and how

they went over and beyond to help with the victim(s). He also gave a shout out to Alex Farned who has worked diligently with the Kiwanis Club in the Keep Tupelo Beautiful efforts.

Councilwoman Nettie Davis extended a reminder to be sure to go vote on November 3, 2020.

### **MAYOR'S REMARKS**

Mayor Shelton began his remarks by thanking the Governor for including Lee County in the recent mask mandate. He also emphasized that it should be worn over the nose and mouth and that social distancing should be observed. He said that today is 'Tap Code Day', and that the event at the Lee County Library is currently in progress. Mississippi Department of Archives and History will be hosting an event on Wednesday, October 22, 2020, with the following persons speaking on behalf of Tupelo and the Oren Dunn Museum: Boyd Yarbrough, Carla Falkner, Sahaya Smith and Leesha Falkner. The Grandstand ground breaking was held this morning at 10:00 AM. On October 30, 2020, there will be a presentation of the Great American Mainstreet Award, of which Tupelo is a semifinalist.

### **PUBLIC AGENDA**

### **PUBLIC HEARINGS**

#### **IN THE MATTER OF DEMOLITION PUBLIC HEARING**

Attorney James Ford appeared on behalf of property owner, Canzella Smith, of 529 Robins Street in Tupelo. Ms. Smith and contractor John Perkins were also present. Mr. Ford explained to the Council that Ms. Smith wants to make improvements to her home and that they were in contact with a local engineering firm to obtain a structural report on the property. He also said that they would follow the engineer's report of repairs and would coordinate with Pat Falkner and Jimmy Farnham of the Development Services Department to make sure the property is repaired in accordance with City Codes. A complete list of the properties for Public Hearing is attached as **APPENDIX D**

#### **IN THE MATTER OF LOT MOWING PUBLIC HEARING**

No one appeared for the Lot Mowing Public Hearing on the following properties:

| <u>PARCEL</u> | <u>LOCATION</u> |
|---------------|-----------------|
| 101D0112500   | 922 TYLER DR    |
| 112J0902100   | 908 HADLEY ST   |

### **APPEALS**

#### **IN THE MATTER OF PLANNING COMMITTEE APPEAL HEARING**

No one appeared for the Planning Committee Appeal.

## **ROUTINE AGENDA**

### **IN THE MATTER OF APPROVAL OF MINUTES OF OCTOBER 6, 2020 REGULAR COUNCIL MEETING**

Councilman L Bryan moved, seconded by Councilman Beard, to approve the minutes of the regular Council meeting dated October 6, 2020. The vote was unanimous in favor.

### **IN THE MATTER OF REVIEW, PAY BILLS AND APPROVE UTILITY ADJUSTMENTS**

Bills were reviewed at 4:00 p.m. by Council members: Travis Beard, Markel Whittington, and Buddy Palmer; TWL Director Johnny Timmons and Accounts Payable Clerk Traci Dillard. Councilman Jennings moved, seconded by Councilman Palmer, to approve the payment of the checks, bills, claims and utility adjustments. The vote was unanimous in favor. **APPENDIX E**

### **IN THE MATTER OF 2020 AUDIT REPORT FOR THE CITY OF TUPELO ELECTRIC DEPARTMENT**

Councilman Whittington moved, seconded by Councilman Beard, to approve the Financial Report for the City of Tupelo Electric Department ending June 30, 2020. During the agenda review meeting Michael Little, representing Franks, Franks, Wilemon, & Haygood, P.A., reviewed this report with no instances of noncompliance with governmental accounting standards. The vote was unanimous in favor. A copy of this financial report is attached to these minutes as **APPENDIX F**.

### **IN THE MATTER OF SURPLUS VEHICLE**

Councilwoman Davis moved, seconded by Councilman Beard to declare the 2003 Toyota Matrix VIN# 2590 as surplus and no longer needed or usable by the municipality and disposed of by selling for scrap. This vehicle was seized in an undercover operation and the police department has been advised by the Public Works Shop, that due to the issues with the car, it should be scrapped. The vote was unanimous in favor. **APPENDIX G**

### **IN THE MATTER OF AWARD OF BID # 2020-031WL CAB AND CHASSIS 4 X 4**

Councilman Palmer moved, seconded by Councilman Jennings, to award Bid 2020-031WL - 2021 Cab and Chassis 4 x 4 to the lowest and best qualified bid submitted by Cannon Motors of MS & AR in the amount of \$51,500.00. The vote was unanimous in favor. **APPENDIX H**

### **IN THE MATTER OF MUNICIPAL COURT CLERK TRAINING AND FEE SCHEDULE**

Councilman Beard moved, seconded by Councilman Whittington, to accept the Municipal Court Clerk Training Certificate for Municipal Court Clerk, Rhonda L. Cole and the most recent copy of the Municipal Court's fine schedule and spread both on the municipal minutes. The vote was unanimous in favor. Mrs. Cole attended the Mississippi Municipal Court Clerk's Association Training Seminar via Zoom webinar, September 16-18, 2020. Under Mississippi code Sec. 21-23-12, a training certificate of the Municipal Court Clerk and the court's fine schedule are required to be made part of the permanent records of the City Council. A copy of the training certificate for Clerk Cole and the Municipal Court's most recent fine schedule are attached to these minutes and made part hereof as **APPENDIX I**.

**IN THE MATTER OF CHANGE ORDER #1 FOR SAND CREEK BANK STABILIZATION ALONG RANKIN BLVD**

Dennis Bonds, City Engineer, addressed the Council and requested that Change Order #1 for the Sand Creek Bank Stabilization along Rankin Blvd be approved. This change order adds a total of \$4,399.20 to the contract price making it a total contract of \$128,703.20 and is in response to additional erosion since the original price was reached. Councilwoman Davis moved, seconded by Councilman L Bryan, to approve the change order. The vote was unanimous in favor. **APPENDIX J.**

**IN THE MATTER OF PLANNING COMMITTEE MINUTES OF OCTOBER 5, 2020**

Councilman Beard moved, seconded by Councilman Whittington to accept the minutes of the Tupelo Planning Committee of October 5, 2020, as submitted. The vote was unanimous in favor. **APPENDIX K**

**IN THE MATTER OF DEMOLITION**

Councilman L Bryan moved, seconded by Councilman Whittington, to approve the Demolition List. The vote was unanimous in favor to approve the Demolition List. **APPENDIX L**

**IN THE MATTER OF FINAL LOT MOWING LIST**

Councilman Whittington moved, seconded by Councilman L Bryan, to approve the final lot mowing list. The vote was unanimous in favor. **APPENDIX M**

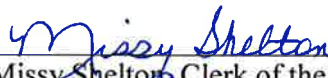
**ADJOURNMENT**

There being no further business to before the Council at the time, Councilman Jennings moved, seconded by Councilman L Bryan, to adjourn the meeting, this the 20th day of October, 2020 at 6:36 PM. The vote was unanimous in favor.



Mike Bryan, President  
City Council

ATTEST:

  
Missy Shelton, Clerk of the Council

  
Jason Shelton, Mayor

10-21-2020  
Date



OFFICE OF THE MAYOR

# EXTRA MILE DAY PROCLAMATION

**WHEREAS**, Tupelo, Mississippi is a community which acknowledges that a special vibrancy exists within the entire community when its individual citizens collectively “go the extra mile” in personal effort, volunteerism, and service; and

**WHEREAS**, Tupelo, Mississippi is a community which encourages its citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community; and

**WHEREAS**, Tupelo, Mississippi is a community which chooses to shine a light on and celebrate individuals and organizations within its community who “go the extra mile” in order to make a difference and lift up fellow members of their community; and

**WHEREAS**, Tupelo, Mississippi acknowledges the mission of Extra Mile America to create 550 Extra Mile cities in America and is proud to support “Extra Mile Day” on November 1, 2020.


**NOW THEREFORE**, I, Jason L. Shelton, Mayor of Tupelo, Mississippi, do hereby proclaim November 1, 2020, to be

## EXTRA MILE DAY

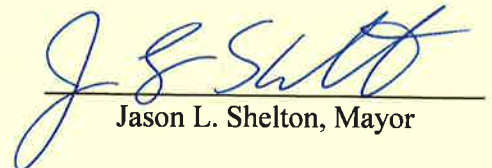
and I urge each individual in the community to take time on this day to not only “go the extra mile” in his or her own life, but to also acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of Tupelo, Mississippi to be affixed this the 20<sup>th</sup> day of October 2020.

ATTEST:

  
Kim Hanna, City Clerk



  
Jason L. Shelton, Mayor

APPENDIX A



OFFICE OF THE MAYOR

# EXTRA MILE HERO PROCLAMATION

**WHEREAS**, Tupelo, Mississippi is a community which acknowledges that a special vibrancy exists within the entire community when its individual citizens collectively “go the extra mile” in personal effort, volunteerism, and service; and

**WHEREAS**, Tupelo, Mississippi is a community which encourages its citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community; and

**WHEREAS**, Tupelo, Mississippi is a community which chooses to shine a light on and celebrate individuals and organizations within its community who “go the extra mile” in order to make a difference and lift up fellow members of their community; and

**WHEREAS**, Tupelo, Mississippi acknowledges the mission of Extra Mile America to create 550 Extra Mile cities in America and is proud to support “Extra Mile Day” on November 1, 2020, where Leticia Gassaway is recognized as an “Extra Mile Hero”.

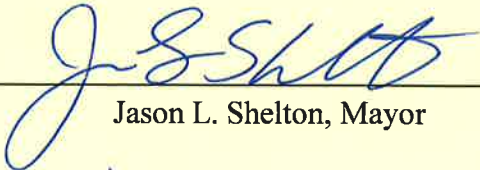
**NOW THEREFORE**, I, Jason L. Shelton, Mayor of Tupelo, Mississippi, do hereby proclaim

## LETICIA GASSAWAY


as an “Extra Mile Hero” in the City of Tupelo, and I urge each individual in the community to take time on this day to not only “go the extra mile” in his or her own life, but to also acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of Tupelo, Mississippi to be affixed this the 20<sup>th</sup> day of October 2020.



  
\_\_\_\_\_  
Jason L. Shelton, Mayor

ATTEST:

  
\_\_\_\_\_  
Kim Hanna, City Clerk



OFFICE OF THE MAYOR

# EXTRA MILE HERO PROCLAMATION

**WHEREAS**, Tupelo, Mississippi is a community which acknowledges that a special vibrancy exists within the entire community when its individual citizens collectively “go the extra mile” in personal effort, volunteerism, and service; and

**WHEREAS**, Tupelo, Mississippi is a community which encourages its citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community; and

**WHEREAS**, Tupelo, Mississippi is a community which chooses to shine a light on and celebrate individuals and organizations within its community who “go the extra mile” in order to make a difference and lift up fellow members of their community; and

**WHEREAS**, Tupelo, Mississippi acknowledges the mission of Extra Mile America to create 550 Extra Mile cities in America and is proud to support “Extra Mile Day” on November 1, 2020, where Jason Martin is recognized as an “Extra Mile Hero”.

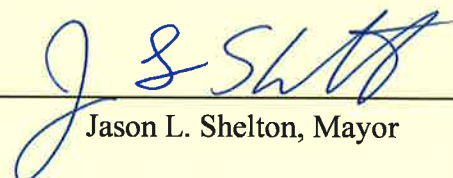
**NOW THEREFORE**, I, Jason L. Shelton, Mayor of Tupelo, Mississippi, do hereby proclaim

## JASON MARTIN

as an “Extra Mile Hero” in the City of Tupelo, and I urge each individual in the community to take time on this day to not only “go the extra mile” in his or her own life, but to also acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of Tupelo, Mississippi to be affixed this the 20<sup>th</sup> day of October 2020.



  
Jason L. Shelton, Mayor

ATTEST:



Kim Hanna, City Clerk

**Demolition List for 10/20/20 City Council Meeting**

**105 ANDREW CIRCLE**

**321 RILEY ST.**

**529 ROBINS ST.**

**2308 TORREY ST.**



# 105 Andrew Cir.

## BASIC INFORMATION

- ▶ PARCEL: 101M-12-001-00
- ▶ CASE : 30535
- ▶ WARD: 3
- ▶ TAX VALUE: \$120,440
- ▶ VACANT: YES
- ▶ REPAIRABLE: YES

## NEARBY PROPERTIES/ TAXES

|               |                 |           |
|---------------|-----------------|-----------|
| Right side    | 104 Andrew Cir. | \$133,240 |
| Left side     | 106 Andrew Cir. | \$113,110 |
| Rear          | 2101 Reagan     | \$120,770 |
| Across street | 103 Andrew Cir. | \$76,190  |

## TAXES/LIENS

Taxes – CURRENT

No city liens

## VISUAL INDICATORS OF BLIGHT

- ▶ STRUCTURAL DAMAGE OR FAILURE-YES
- ▶ EXTERIOR MATERIALS IN NEED OF REPLACEMENT OR REPAIR – YES
- ▶ BROKEN WINDOWS\DAMAGED DOORS – NO
- ▶ YARD OR GROUNDS POORLY MAINTAINED – YES
- ▶ ACCUMULATION OF JUNK - YES

## CODE ENFORCEMENT HISTORY

- ▶ 5 PRIOR VIOLATIONS
- ▶ CURRENT STATUS – 2 OPEN VIOLATIONS - CHAP 34 & SWIMMING POOL
- ▶ HOUSE WAS FORECLOSED ON IN 2018 BUT NEVER TAKEN OVER BY BANK/MORTGAGE HOLDER







## 321 Riley St.

### BASIC INFORMATION

- ▶ PARCEL: 089J-31-321-00
- ▶ CASE : 30533
- ▶ WARD: 3
- ▶ TAX VALUE: \$53,840
- ▶ VACANT: YES
- ▶ REPAIRABLE: POSSIBLY

### NEARBY PROPERTIES/ TAXES

|               |                    |          |
|---------------|--------------------|----------|
| Right side    | 325 Riley St.      | \$51,320 |
| Left side     | 1100 Jefferson St. | \$48,340 |
| Rear          | 206 Rankin Blvd.   | \$65,040 |
| Across street | 318 Riley St.      | \$67,210 |

### TAXES/LIENS -

Taxes - current

No city liens

### VISUAL INDICATORS OF BLIGHT

- ▶ STRUCTURAL DAMAGE OR FAILURE-YES
- ▶ EXTERIOR MATERIALS IN NEED OF REPLACEMENT OR REPAIR – YES
- ▶ BROKEN WINDOWS\DAMAGED DOORS – YES
- ▶ YARD OR GROUNDS POORLY MAINTAINED – NO
- ▶ ACCUMULATION OF JUNK – NO

### CODE ENFORCEMENT HISTORY

- ▶ 5 PRIOR VIOLATIONS
- ▶ CURRENT STATUS – OPEN- CHAP 34 CASE













## 529 Robins St.

### BASIC INFORMATION

- ▶ PARCEL: 089J-31-057-00
- ▶ CASE: 32240
- ▶ WARD: 4
- ▶ TAX VALUE: \$100,000
- ▶ VACANT: YES
- ▶ REPAIRABLE: NO

### NEARBY PROPERTIES/ TAXES

- |                 |                |           |
|-----------------|----------------|-----------|
| ▶ Right side    | 531 Robins St. | \$116,280 |
| ▶ Left side     | 517 Robins St. | \$91,240  |
| ▶ Across street | 518 Robins St. | \$106,380 |

### TAXES/LIENS -

Taxes – current

No city liens

### VISUAL INDICATORS OF BLIGHT

- ▶ STRUCTURAL DAMAGE OR FAILURE- YES
- ▶ EXTERIOR MATERIALS IN NEED OF REPLACEMENT OR REPAIR – YES
- ▶ BROKEN WINDOWS\DAMAGED DOORS – NO
- ▶ YARD OR GROUNDS POORLY MAINTAINED – NO
- ▶ ACCUMULATION OF JUNK - NO

### CODE ENFORCEMENT HISTORY

- ▶ NO PRIOR VIOLATIONS
- ▶ CURRENT STATUS – OPEN - CHAPTER 34 CASE















## 2308 Torrey

### BASIC INFORMATION

- ▶ PARCEL: 077P-35-187-00
- ▶ CASE : 30194
- ▶ WARD: 2
- ▶ TAX VALUE: \$120,440
- ▶ VACANT: YES
- ▶ REPAIRABLE: NO

### NEARBY PROPERTIES

- ▶ RIGHT SIDE    2306 Torrey St.                    \$50,010
- ▶ LEFT SIDE     310 S. Foster St.                    \$74,680
- ▶ ACROSS        2311 Torrey St.                    \$66,760
- ▶ REAR           2307 Meadowview Dr.            \$62,190

#### ▶ TAXES/LIENS

Taxes – CURRENT                    No City Liens

### VISUAL INDICATORS OF BLIGHT

- ▶ STRUCTURAL DAMAGE OR FAILURE-YES
- ▶ EXTERIOR MATERIALS IN NEED OF REPLACEMENT OR REPAIR – YES
- ▶ BROKEN WINDOWS\DAMAGED DOORS – YES
- ▶ YARD OR GROUNDS POORLY MAINTAINED – YES
- ▶ ACCUMULATION OF JUNK - YES

### CODE ENFORCEMENT HISTORY

- ▶ 7 PRIOR VIOLATIONS
- ▶ CURRENT STATUS – OPEN- CHAP 34 VIOLATION
- ▶ HOUSE BURNED 1/17/20





**CHECK INFORMATION FOR COUNCIL MEETING  
OCTOBER 20, 2020**

| FUND                                | CHECK NUMBERS                      |
|-------------------------------------|------------------------------------|
| POOL CASH<br>EFT<br>TWL ADJUSTMENTS | 397452-397770<br>50000824-50000838 |

**ELECTRONIC TRANSFERS AS SHOWN ON THE FACE OF DOCKET**

**INVOICES AS SHOWN ON FACE OF DOCKET**

**FINANCIAL REPORT**  
**CITY OF TUPELO, MISSISSIPPI -**  
**ELECTRIC DEPARTMENT**  
**June 30, 2020 and 2019**

Franks, Franks, Wilemon & Hagood, P.A.  
Certified Public Accountants

APPENDIX F

**Draft Copy**

**CITY OF TUPELO, MISSISSIPPI -  
ELECTRIC DEPARTMENT**

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INDEPENDENT AUDITORS' REPORT



## INDEPENDENT AUDITORS' REPORT

Mayor and City Council  
City of Tupelo, Mississippi

### Report on the Financial Statements

We have audited the accompanying financial statements of the City of Tupelo-Electric Department as of and for the years ended June 30, 2020 and 2019, and the related notes to the financial statements, which collectively comprise the City of Tupelo – Electric Department's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

## Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the City of Tupelo-Electric Department as of June 30, 2020 and 2019, and the respective changes in financial position and cash flows thereof for the years then ended, in accordance with accounting principles generally accepted in the United States of America.

## Emphasis of a Matter

As discussed in Note 1, the financial statements of the City of Tupelo-Electric Department are intended to present the financial position and results of operations and the cash flows of the proprietary fund types of only that portion of the financial reporting entity of the City of Tupelo that is attributable to the transactions of the City of Tupelo-Electric Department. The financial statements are not intended to present fairly the financial position of the City of Tupelo and the results of operations and the cash flows of its proprietary fund types in conformity with accounting principles generally accepted in the United States of America.

## Other Matters

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 6, the schedule of proportionate share of the net pension liability on page 24, and the schedule of contributions on page 25 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

## Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated October 15, 2020 on our consideration of the City of Tupelo-Electric Department's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City of Tupelo-Electric Department's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Tupelo-Electric Department's internal control over financial reporting and compliance.

*Franks, Franks, Wilemon + Hagood P.A.*

FRANKS, FRANKS, WILEMON & HAGOOD, P.A.  
Tupelo, Mississippi  
October 15, 2020

MANAGEMENT'S DISCUSSION AND ANALYSIS

## CITY OF TUPELO – ELECTRIC DEPARTMENT MANAGEMENT’S DISCUSSION AND ANALYSIS

### Required Supplementary Information for the Year Ended June 30, 2020 and 2019

This section of the City of Tupelo - Electric Department’s Financial Report presents our discussion and analysis of the City of Tupelo - Electric Department’s financial performance during the fiscal years ending June 30, 2020 and 2019. Please read it in conjunction with the City of Tupelo - Electric Department’s financial statements, which follow this section.

#### FINANCIAL HIGHLIGHTS

- The assets of the City of Tupelo – Electric Department exceeded its liabilities at the close of the June 30, 2020 and 2019 fiscal years by \$31,160,827 and \$32,075,444, respectively. Of this amount, \$3,592,843 and \$6,280,631 may be used to meet the City of Tupelo – Electric Department’s ongoing obligations to citizens and creditors.
- As of the close of the June 30, 2020 and 2019 fiscal years, the City of Tupelo – Electric Department reported net position balances of \$31,160,827 and \$32,075,444, a decrease of \$914,617 and a decrease of \$507,097 in comparison to the prior year.
- The City of Tupelo – Electric Department’s total long-term debt outstanding at June 30, 2020 and 2019 was \$5,703,595 and \$6,045,410, respectively.
- The City of Tupelo – Electric Department is a Proprietary fund of the City of Tupelo, Mississippi. The management’s discussion and analysis and financial statements contained in this report present only the financial position and financial analysis of the Electric Department. It should not be used to evaluate the entire operation of the City of Tupelo or the total proprietary funds of the City of Tupelo. Proprietary funds are funds in which charges for services from customers in the form of a fee are reported. Proprietary funds provide both long and short-term financial information. The measurement focus of proprietary funds is upon determination of net income, financial position and change in financial position. These funds are maintained on the accrual basis of accounting. The Statement of Net Position, Statement of Revenues and Expenses, Statement of Changes in Net Position, and Statement of Cash Flows are all required statements.

## CITY OF TUPELO – ELECTRIC DEPARTMENT MANAGEMENT’S DISCUSSION AND ANALYSIS

### FINANCIAL ANALYSIS

Table A-1 provides a summary of the City of Tupelo – Electric Department’s net position at June 30, 2020 and 2019.

A large portion, 88.5% and 80.4%, of the City of Tupelo – Electric Department’s net position reflects its investment in capital assets (such as land, buildings, machinery, and equipment), less any related debt used to acquire those assets that is still outstanding for the years ended June 30, 2020 and 2019, respectively. The City of Tupelo – Electric Department uses these capital assets to provide services to citizens; however, these assets are not available for future spending.

Table A-1

#### City of Tupelo – Electric Department’s Statements of Net Position

|                                  | <u>Total<br/>6/30/20</u> | <u>Total<br/>6/30/19</u> |
|----------------------------------|--------------------------|--------------------------|
| Current and Other Assets         | \$ 17,166,215            | \$ 19,570,615            |
| Capital Assets                   | <u>33,271,579</u>        | <u>31,840,223</u>        |
| <b>Total Assets</b>              | <u>50,437,794</u>        | <u>51,410,838</u>        |
| <b>Total Deferred Outflows</b>   | <u>428,511</u>           | <u>359,009</u>           |
| Current and Other Liabilities    | 7,933,981                | 7,925,318                |
| Long-Term Liabilities            | <u>11,337,320</u>        | <u>11,416,168</u>        |
| <b>Total Liabilities</b>         | <u>19,271,301</u>        | <u>19,341,486</u>        |
| <b>Total Deferred Inflows</b>    | <u>434,177</u>           | <u>352,917</u>           |
| <b>Net Position</b>              |                          |                          |
| Net Investment in Capital Assets | 27,567,984               | 25,794,813               |
| Unrestricted                     | <u>3,592,843</u>         | <u>6,280,631</u>         |
| <b>Total Net Position</b>        | <u>\$ 31,160,827</u>     | <u>\$ 32,075,444</u>     |

## CITY OF TUPELO – ELECTRIC DEPARTMENT MANAGEMENT’S DISCUSSION AND ANALYSIS

**Revenues and Expenses.** Approximately 99.7% of the City of Tupelo – Electric Department’s revenue comes from fees charged for services. A negligible portion of revenues come from investment earnings.

Table A-2 and the narrative that follows consider the operations of City of Tupelo – Electric Department activities only for the years ended June 30, 2020 and 2019.

Table A-2

### Revenues and Expenses of the City of Tupelo – Electric Department

|  | Total F.Y.E.<br><u>6/30/20</u> | Total F.Y.E.<br><u>6/30/19</u> |
|--|--------------------------------|--------------------------------|
| <b>Revenues</b>                                      |                                |                                |
| Program Revenues:                                    |                                |                                |
| Charges for Services                                 | \$ 52,130,623                  | \$ 54,768,644                  |
| Investment Income                                    | <u>151,402</u>                 | <u>216,212</u>                 |
| <b>Total Revenues</b>                                | <b><u>52,282,025</u></b>       | <b><u>54,984,856</u></b>       |
| <b>Expenses</b>                                      |                                |                                |
| Power Cost   | 43,166,890                     | 46,391,727                     |
| Distribution Expense – Operating                     | 766,742                        | 767,014                        |
| Maintenance – General Plant                          | 1,459                          | 595                            |
| Distribution Expense – Maintenance                   | 870,453                        | 879,039                        |
| Customer Accounting & Collection                     | 782,360                        | 565,111                        |
| Customer Service and Information                     | 33,765                         | 40,103                         |
| Sales Expense  | 41,989                         | 41,607                         |
| Administrative and General                           | 1,271,382                      | 1,352,556                      |
| Depreciation Expense                                 | 1,948,389                      | 1,917,102                      |
| Loss on Disposal of Electric Plant                   | 636,784                        | -                              |
| Interest Expense                                     | 204,818                        | 211,149                        |
| Taxes and Equivalentents                             | <u>3,471,611</u>               | <u>3,325,950</u>               |
| <b>Total Expenses</b>                                | <b><u>53,196,642</u></b>       | <b><u>55,491,653</u></b>       |
| Excess (Deficit) of Revenue<br>Over (Under) Expenses | (914,617)                      | (507,097)                      |
| Transfers  | <u>-</u>                       | <u>-</u>                       |
| Net Income (Loss)                                    | (914,617)                      | (507,097)                      |
| Net Position – Beginning                             | <u>32,075,444</u>              | <u>32,582,541</u>              |
| <b>Net Position – Ending</b>                         | <b><u>\$ 31,160,827</u></b>    | <b><u>\$ 32,075,444</u></b>    |

### Business-Type Activities

The City of Tupelo – Electric Department net position decreased by \$914,617 for the fiscal year June 30, 2020 and decreased by \$507,097 for the June 30, 2019 fiscal year which was a 2.85% decrease and a 1.56% decrease, respectfully.

## CITY OF TUPELO – ELECTRIC DEPARTMENT MANAGEMENT’S DISCUSSION AND ANALYSIS

### CAPITAL ASSET AND DEBT ADMINISTRATION

**Capital Assets**—In accordance with GASB 34, the City of Tupelo – Electric Department has recorded depreciation expense associated with all of its capital assets. The City’s Electric Department investment in capital assets as of June 30, 2020 and 2019, amounted to \$33,271,579 and \$31,840,223, respectively, net of accumulated depreciation of \$33,488,753 and \$32,333,464. This investment in capital assets includes land, buildings, improvements other than buildings, machinery & equipment, and construction in progress.

Table A-3

#### City of Tupelo – Electric Department Capital Assets

|                          | <u>Total</u><br><u>6/30/20</u> | <u>Total</u><br><u>6/30/19</u> |
|--------------------------|--------------------------------|--------------------------------|
| Land                     | \$ 333,013                     | \$ 333,013                     |
| Distribution Equipment   | 56,540,400                     | 49,662,496                     |
| General Plant            | 6,066,114                      | 5,935,915                      |
| Transmission Equipment   | 1,866,826                      | 1,791,119                      |
| Construction-In-Progress | 1,953,979                      | 6,451,144                      |
| Accumulated Depreciation | <u>(33,488,753)</u>            | <u>(32,333,464)</u>            |
| <br>Total                | <br><u>\$ 33,271,579</u>       | <br><u>\$ 31,840,223</u>       |

**Long-term Debt**—At year-ends June 30, 2020 and 2019, the City of Tupelo – Electric Department had bonds payable in the amount of \$5,703,595 and \$6,045,410, respectively.

### ECONOMIC FACTORS AND NEXT YEAR’S BUDGETS AND RATES

The City of Tupelo – Electric Department revenues are dependent upon the customer base in the City of Tupelo, Mississippi and certain surrounding areas. The local economy and weather conditions can have a significant effect on the financial performance of the City of Tupelo – Electric Department. The City of Tupelo – Electric Department has one major customer that accounts for approximately 10.5% of the total revenues of the Electric Department. The City of Tupelo Electric Department anticipates no growth for next year in both revenue and expenditures. It is a practice for the Electric Budget to prepare for extreme weather to handle a larger than normal year without overcommitting to capital projects, therefore the Electric Department’s Budget is higher than actual revenues and expenditures from fiscal year 2020.

#### CONTACTING THE CITY OF TUPELO FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, and investors and creditors with a general overview of the City of Tupelo – Electric Department finances and to demonstrate the City of Tupelo – Electric Department’s accountability for the money it receives. If you have questions about this report or need additional financial information, contact the City of Tupelo – Electric Department, P.O. Box 1485 Tupelo, MS 38802-1485.

BASIC FINANCIAL STATEMENTS



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**CITY OF TUPELO - ELECTRIC DEPARTMENT**  
 TUPELO, MISSISSIPPI  
 STATEMENTS OF NET POSITION

| <b>ASSETS</b>  | <b>June 30,</b> |               |
|--|-----------------|---------------|
|  | <b>2020</b>     | <b>2019</b>   |
| <b>ELECTRIC PLANT:</b>   |                 |               |
| In Service - at Cost   | \$ 66,760,332   | \$ 64,173,687 |
| Less: Accumulated Provisions for Depreciation  | 33,488,753      | 32,333,464    |
| Net Electric Plant   | 33,271,579      | 31,840,223    |
| <b>CURRENT ASSETS:</b>   |                 |               |
| Cash and Cash Equivalents  | 8,049,266       | 9,761,682     |
| Accounts Receivable - (Net of Provision for Bad Debts<br>of \$69,116 for 2020 and \$74,110 for 2019) | 6,292,631       | 7,050,319     |
| Unbilled Revenue   | 1,362,437       | 1,359,278     |
| Other Accounts Receivable  | 288,282         | 286,645       |
| Due from Municipality  | -               | 13,516        |
| Materials and Supplies   | 735,534         | 634,312       |
| Prepaid Expenses   | 64,280          | 62,842        |
| Other Current Assets   | 146,893         | 115,644       |
| Total Current Assets   | 16,939,323      | 19,284,238    |
| <b>DEFERRED DEBITS AND OTHER ASSETS:</b>   |                 |               |
| Receivable from Customers for Energy<br>Conservation Loans   | 166,578         | 231,096       |
| Receivable from Central Service Association (CSA)  | 60,314          | 55,281        |
| Total Deferred Debits and Other Assets   | 226,892         | 286,377       |
| <b>TOTAL ASSETS</b>  | \$ 50,437,794   | \$ 51,410,838 |
| <b>DEFERRED OUTFLOWS OF RESOURCES</b>  | \$ 428,511      | \$ 359,009    |

See accompanying notes to the financial statements.

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**CITY OF TUPELO - ELECTRIC DEPARTMENT**  
 TUPELO, MISSISSIPPI  
 STATEMENTS OF NET POSITION

| <b>LIABILITIES</b>                                | <b>June 30,</b>      |                      |
|---|----------------------|----------------------|
|   | <b>2020</b>          | <b>2019</b>          |
| <b>CURRENT LIABILITIES:</b>                       |                      |                      |
| Accounts Payable                                  | \$ 4,384,215         | \$ 4,482,808         |
| Accrued Expenses                                  | 182,415              | 251,632              |
| Accrued Interest                                  | 38,984               | 40,451               |
| Due to Municipality                               | 83,281               | 34,171               |
| Customer Deposits                                 | 2,940,086            | 2,816,256            |
| Bonds Payable                                     | 305,000              | 300,000              |
| Total Current Liabilities                         | 7,933,981            | 7,925,318            |
| <b>NONCURRENT LIABILITIES:</b>                    |                      |                      |
| Budget Billing Advances                           | 6                    | 6                    |
| Net Pension Liability                             | 5,766,823            | 5,429,391            |
| Advances from TVA - For Energy Conservation Loans | 171,896              | 241,361              |
| Bonds Payable                                     | 5,398,595            | 5,745,410            |
| Total Noncurrent Liabilities                      | 11,337,320           | 11,416,168           |
| <b>TOTAL LIABILITIES</b>                          | <b>\$ 19,271,301</b> | <b>\$ 19,341,486</b> |
| <b>DEFERRED INFLOWS OF RESOURCES</b>              | <b>\$ 434,177</b>    | <b>\$ 352,917</b>    |
| <b>NET POSITION</b>                               |                      |                      |
| Net Investment in Capital Assets                  | 27,567,984           | 25,794,813           |
| Unrestricted                                      | 3,592,843            | 6,280,631            |
| <b>TOTAL NET POSITION</b>                         | <b>\$ 31,160,827</b> | <b>\$ 32,075,444</b> |

See accompanying notes to the financial statements.

**CITY OF TUPELO - ELECTRIC DEPARTMENT**  
**TUPELO, MISSISSIPPI**  
**STATEMENTS OF REVENUES AND EXPENSES**

|                                    | <b>For the years ended June 30,</b> |                     |
|------------------------------------|-------------------------------------|---------------------|
|                                    | <b>2020</b>                         | <b>2019</b>         |
| <b>OPERATING REVENUES:</b>         |                                     |                     |
| Residential Sales                  | \$ 13,156,131                       | \$ 13,697,779       |
| Commercial Sales                   | 7,845,368                           | 8,348,124           |
| Industrial Sales                   | 28,165,180                          | 29,829,751          |
| Street and Athletic Lighting       | 1,199,763                           | 1,111,240           |
| Outdoor Lighting                   | 800,212                             | 815,722             |
| <b>Total Electric Revenues</b>     | <b>51,166,654</b>                   | <b>53,802,616</b>   |
| Revenue from Late Payments         | 196,584                             | 200,995             |
| Customer Service Charge            | 184,870                             | 184,372             |
| Rent from Electric Property        | 352,678                             | 340,853             |
| Miscellaneous Revenue              | 229,837                             | 239,808             |
| <b>Total Operating Revenues</b>    | <b>52,130,623</b>                   | <b>54,768,644</b>   |
| <b>OPERATING EXPENSES:</b>         |                                     |                     |
| Power Purchased                    | 43,166,890                          | 46,391,727          |
| Distribution Expense - Operating   | 766,742                             | 767,014             |
| Maintenance - General Plant        | 1,459                               | 595                 |
| Distribution Expense - Maintenance | 870,453                             | 879,039             |
| Customer Accounting and Collection | 782,360                             | 565,111             |
| Customer Service and Information   | 33,765                              | 40,103              |
| Sales Expense                      | 41,989                              | 41,607              |
| Administrative and General         | 1,271,382                           | 1,352,556           |
| Depreciation Expense               | 1,948,389                           | 1,917,102           |
| Taxes and Equivalent               | 3,471,611                           | 3,325,950           |
| <b>Total Operating Expenses</b>    | <b>52,355,040</b>                   | <b>55,280,804</b>   |
| <b>OPERATING INCOME (LOSS)</b>     | <b>(224,417)</b>                    | <b>(512,160)</b>    |
| <b>OTHER INCOME (EXPENSES):</b>    |                                     |                     |
| Loss on Disposal of Electric Plant | (636,784)                           | -                   |
| Interest Expense                   | (204,818)                           | (211,149)           |
| Interest Income                    | 151,402                             | 216,212             |
| <b>Total Other Income</b>          | <b>(690,200)</b>                    | <b>5,063</b>        |
| <b>NET INCOME (LOSS)</b>           | <b>\$ (914,617)</b>                 | <b>\$ (507,097)</b> |

See accompanying notes to the financial statements.

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**CITY OF TUPELO - ELECTRIC DEPARTMENT**  
TUPELO, MISSISSIPPI  
STATEMENTS OF CHANGES IN NET POSITION

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|  | <b>For the years ended June 30,</b> |                      |
|--|-------------------------------------|----------------------|
|  | <b>2020</b>                         | <b>2019</b>          |
| Balance - Beginning of Year  | \$ 32,075,444                       | \$ 32,582,541        |
| Net Income (Loss) for the Years as Shown<br>on Statements of Revenues and Expenses | <u>(914,617)</u>                    | <u>(507,097)</u>     |
| Balance - End of Year  | <u>\$ 31,160,827</u>                | <u>\$ 32,075,444</u> |

See accompanying notes to the financial statements.

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**CITY OF TUPELO - ELECTRIC DEPARTMENT**  
 TUPELO, MISSISSIPPI  
 STATEMENTS OF CASH FLOWS

|  | <b>For the years ended June 30,</b> |                            |
|--|-------------------------------------|----------------------------|
|  | <b>2020</b>                         | <b>2019</b>                |
| <b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>                         |                                     |                            |
| Receipts from Customers  | \$ 52,831,104                       | \$ 54,776,474              |
| Payments to Suppliers  | (43,629,438)                        | (47,075,655)               |
| Payments to Employees  | (2,269,669)                         | (2,130,537)                |
| Payments for Other Services and Charges                              | (4,304,994)                         | (3,977,117)                |
| Other Receipts (Payments)  | 21,162                              | 32,761                     |
| Net Cash Provided (Used) by Operating Activities                     | <u>2,648,165</u>                    | <u>1,625,926</u>           |
| <b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:</b>              |                                     |                            |
| Due To (From) Municipality   | <u>62,626</u>                       | <u>5,033,098</u>           |
| Net Cash Provided (Used) by Noncapital Financing Activities          | <u>62,626</u>                       | <u>5,033,098</u>           |
| <b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>     |                                     |                            |
| Purchases of Capital Assets  | (3,936,388)                         | (6,151,861)                |
| Cost of Removal Net of Salvage                                       | 556,643                             | (139,277)                  |
| Principal Paid on Bonds  | (300,000)                           | (280,000)                  |
| Interest Paid  | (248,100)                           | (267,090)                  |
| Conservation Advances from TVA                                       | (69,465)                            | (68,548)                   |
| Net Cash Provided (Used) by Capital and Related Financing Activities | <u>(4,634,094)</u>                  | <u>(6,906,776)</u>         |
| <b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>                         |                                     |                            |
| Interest and Dividends   | 151,402                             | 216,212                    |
| Receivable from Customers for Energy Conservation Loans              | 64,518                              | 72,371                     |
| (Increase) Decrease in Receivable from CSA                           | <u>(5,033)</u>                      | <u>(3,892)</u>             |
| Net Cash Provided (Used) by Investing Activities                     | <u>210,887</u>                      | <u>284,691</u>             |
| Net Increase (Decrease) in Cash Equivalents                          | (1,712,416)                         | 36,939                     |
| <b>Cash and Cash Equivalents - Beginning of Year</b>                 | <u>9,761,682</u>                    | <u>9,724,743</u>           |
| <b>Cash and Cash Equivalents - End of Year</b>                       | <u><u>\$ 8,049,266</u></u>          | <u><u>\$ 9,761,682</u></u> |

See accompanying notes to the financial statements.

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**CITY OF TUPELO - ELECTRIC DEPARTMENT**  
 TUPELO, MISSISSIPPI  
 STATEMENTS OF CASH FLOWS

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|  | <b>For the years ended June 30,</b> |              |
|--|-------------------------------------|--------------|
|  | <b>2020</b>                         | <b>2019</b>  |
| Reconciliation of Operating Income (Loss) to Net Cash Provided (Used) by Operating Activities:       |                                     |              |
| Operating Income (Loss)  | \$ (224,417)                        | \$ (512,160) |
| Adjustment to Reconcile Operating Income (Loss) to Net Cash Provided (Used) by Operating Activities: |                                     |              |
| Depreciation Expense   | 1,948,389                           | 1,917,102    |
| Net Pension Expense  | 349,190                             | 380,844      |
| Provision for Uncollectible Accounts   | (4,994)                             | (26,586)     |
| Change in Assets and Liabilities:  |                                     |              |
| Accounts Receivable  | 762,682                             | (115,318)    |
| Unbilled Revenue   | (3,159)                             | 201,348      |
| Other Accounts Receivable  | (1,637)                             | (18,853)     |
| Materials and Supplies   | (101,222)                           | 228,114      |
| Prepaid Expenses   | (1,438)                             | 7            |
| Other Current Assets   | (31,249)                            | -            |
| Accounts Payable   | (98,593)                            | (570,712)    |
| Accrued Expenses   | (69,217)                            | (11,280)     |
| Customer Deposits  | 123,830                             | 153,420      |
| Net Cash Provided (Used) by Operating Activities   | \$ 2,648,165                        | \$ 1,625,926 |

See accompanying notes to the financial statements.

NOTES TO FINANCIAL STATEMENTS

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**CITY OF TUPELO - ELECTRIC DEPARTMENT**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2020 and 2019**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The City of Tupelo, Mississippi - Electric Department is an Enterprise fund of the City of Tupelo. The Department provides electric utility service for customers within the City and in a limited surrounding area.

The accounting policies of the Department conform to accounting principles generally accepted in the United States of America as applicable to governments. The following is a summary of significant accounting policies:

Fund Accounting

Governmental basis reports are organized on the basis of funds, each of which is considered to be a separate accounting entity. The transactions of each fund are accounted for with a separate set of self-balancing accounts that include its assets, liabilities, fund balances, revenues, and expenditures/expenses. Resources are allocated to and accounted for in the individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Proprietary Funds

Proprietary Funds are accounted for on a flow of economic resources measurement focus. The accounting objectives are a determination of net income, financial position and changes in cash flow. All assets and liabilities associated with a Proprietary Fund's activities are included on its balance sheet. The following are the Proprietary Fund types:

Enterprise Funds

The Enterprise Funds are used for activities which are financed and operated in a manner similar to private business enterprise where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, or where the governing body has decided that periodic determination of revenues earned, expenses incurred, or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

Measurement Focus/Basis of Accounting

Measurement focus refers to what is being measured; basis of accounting refers to when revenues and expenditures are recognized and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The Proprietary Fund Types are accounted for on an economic resources measurement focus using the accrual basis of accounting. Revenues are recorded when they are earned, including unbilled water and sewer services which are accrued. Expenses are recorded at the time liabilities are incurred.



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**CITY OF TUPELO - ELECTRIC DEPARTMENT**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2020 and 2019**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued**

Electric Plant

The electric plant is carried at cost. Additions to plant are recorded at cost, which includes materials, labor and overhead. Plant retirements including original cost and removal cost less salvage are charged against appropriate accumulated depreciation accounts. The cost of current repairs and maintenance is charged to appropriate operating expenses and clearing accounts. The cost of renewals and replacements are capitalized.

Straight-line depreciation is provided on a composite basis at prescribed rates that approximate the useful life of the assets. Current rates in effect are: transmission plant - 3%, distribution plant - 2.25% to 5% and general plant - 2% to 10%.

Inventories

Inventories are priced at average cost.

Accounts Receivable

The Department's Customer Accounts Receivable balance, net of unbilled receivables, for June 30, 2020 and 2019 was \$6,292,631 and \$7,050,319, respectively. The net provision for bad debts is calculated by comparing actual annual write offs for the past five 5 years to annual sales revenue. When accounts are 90 to 120 days past due, they are turned over to a collection agency. If the agency is unable to collect the account it is written off as a bad debt, after approval of the Council. All bad debts are written off twice a year. If an account that has been previously written off is collected, it is posted to the bad debt reserve account.

Cash Equivalents

For purposes of the statements of cash flows, the Department considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

Estimates

Management and the Council use estimates and assumptions in preparing financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. Actual results could differ from those estimates. Significant estimates used in preparing these financial statements include those assumed in computing the net pension liability, as mentioned in Note 7. It is as least reasonably possible that the significant estimates used will change within the next year.

Encumbrances

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditures of monies are recorded in order to reserve that portion of the applicable appropriation, is not used by the Department.

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**CITY OF TUPELO - ELECTRIC DEPARTMENT**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2020 and 2019**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued**

Concentrations of Credit Risks

The Department sells electric utility service to local customers with its facilities located in Tupelo, Mississippi. The Department extends credit to customers located within the City and surrounding areas.

Deferred Outflows / Inflows of Resources

In addition to assets and liabilities, the statement of net position will sometimes report a separate section for deferred outflows and deferred inflows of resources. These separate financial statement elements, deferred inflows and deferred outflows, represent a consumption of net position that applies to future periods (deferred outflows) or an acquisition of net position that applies to future periods (deferred inflows). The Department has deferred outflows and inflows related to pensions. See Note 7 for further details.

Long-Term Debt and Bond Discounts / Premiums

In the financial statements, outstanding debt is reported as liabilities. Bond discounts or premiums are capitalized and amortized over the terms of the respective bonds using a straight line method.

Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the City of Tupelo-Electric Department's participation in the Public Employees' Retirement System of Mississippi (PERS), and additions to/deductions from the City of Tupelo-Electric Department's fiduciary net position have been determined on the same basis as they are reported by the Public Employees' Retirement System of Mississippi (PERS). For this purpose, benefits (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms of the Public Employees' Retirement System of Mississippi (PERS). Investments are reported at fair value.

Reclassifications

Certain accounts in the prior-year financial statements have been reclassified for comparative purposes to conform with the presentation in the current-year financial statements.

**NOTE 2 - CASH, OTHER DEPOSITS AND CASH INVESTMENTS**

*Deposits - Custodial credit risk:* The entity's entire bank balances were covered by federal depository insurance or collateralized in accordance with state law at year end. The collateral for public entities' deposits in financial institutions is now held in the name of the State Treasurer under a program established by the Mississippi State Legislature and is governed by Section 27-105-5 Miss. Code Ann. (1972). Under this program, the entity's funds are protected through a collateral pool administered by the State Treasurer. Financial institutions holding deposits of public funds must pledge securities as collateral against those deposits. In the event of failure of a financial institution, securities pledged by that institution would be liquidated by the State Treasurer to replace the public deposits not covered by the Federal Depository Insurance Corporation.

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**CITY OF TUPELO - ELECTRIC DEPARTMENT**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2020 and 2019**

**NOTE 3 - ELECTRIC PLANT**

The following is a summary of the electric plant at June 30, 2020 and 2019:

|                                      | <u>2020</u>          | <u>2019</u>          |
|--------------------------------------|----------------------|----------------------|
| <b>Transmission</b>                  |                      |                      |
| Land and Land Rights                 | \$ 31,802            | \$ 31,802            |
| Poles and Fixtures                   | 1,253,039            | 1,177,332            |
| Overhead Conductors                  | <u>613,787</u>       | <u>613,787</u>       |
| Total Transmission                   | <u>1,898,628</u>     | <u>1,822,921</u>     |
| <b>Distribution Equipment</b>        |                      |                      |
| Land & Land Rights                   | 180,345              | 180,345              |
| Station Equipment                    | 11,722,538           | 11,317,325           |
| Poles, Towers Etc.                   | 7,840,000            | 7,642,211            |
| Overhead Conductors and Devices      | 5,497,478            | 5,462,933            |
| Underground Conductors and Devices   | 1,964,190            | 1,951,758            |
| Underground Conduit                  | 4,374,474            | 4,027,738            |
| Line Transformers                    | 9,150,973            | 8,953,972            |
| Service                              | 1,517,516            | 1,638,210            |
| Meters                               | 7,537,022            | 2,115,053            |
| Installations on Customer's Premises | 2,531,050            | 2,285,749            |
| Street Lights and Signal System      | <u>4,405,159</u>     | <u>4,267,547</u>     |
| Total Distribution Equipment         | <u>56,720,745</u>    | <u>49,842,841</u>    |
| <b>General Plant</b>                 |                      |                      |
| Land and Land Rights                 | 120,866              | 120,866              |
| Structure and Improvements           | 1,953,364            | 1,953,364            |
| Office Furniture and Equipment       | 81,960               | 81,829               |
| Transportation Equipment             | 1,367,059            | 1,259,826            |
| Stores Equipment                     | 8,065                | 8,065                |
| Tools, Shop and Garage Equipment     | 169,114              | 159,008              |
| Power Operated Equipment             | 2,360,386            | 2,345,063            |
| Communications Equipment             | 49,513               | 52,107               |
| Miscellaneous Equipment              | <u>76,653</u>        | <u>76,653</u>        |
| Total General Plant                  | <u>6,186,980</u>     | <u>6,056,781</u>     |
| Total Plant In Service               | 64,806,353           | 57,722,543           |
| Construction Work In Progress        | <u>1,953,979</u>     | <u>6,451,144</u>     |
| Total Plant                          | <u>66,760,332</u>    | <u>64,173,687</u>    |
| Less: Accumulated Depreciation       | <u>33,488,753</u>    | <u>32,333,464</u>    |
| Net Electric Plant                   | \$ <u>33,271,579</u> | \$ <u>31,840,223</u> |

**CITY OF TUPELO - ELECTRIC DEPARTMENT**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2020 and 2019**

**NOTE 4 - RECEIVABLE FROM CUSTOMERS FOR ENERGY CONSERVATION LOANS**

Receivables from customers for energy conservation loans represent unbilled amounts due from customers as a result of their participation in an energy conservation program sponsored by the Tennessee Valley Authority (TVA) in which the customers install energy conservation measures approved by a TVA energy advisor. The installation charges are paid by the Department and billed to the customer over a period of time on the customer's monthly utility bill. TVA reimburses the Department for amounts paid out under the program. Repayments are made to TVA by the Department as collections are made from the customers.

**NOTE 5 - ADVANCES FROM TVA FOR ENERGY CONSERVATION LOANS**

Advances from TVA for energy conservation loans represent the amounts advanced by TVA, net of repayments, under the energy conservation loan program referred to in Note 4.

**NOTE 6 - RECEIVABLE FROM CENTRAL SERVICE ASSOCIATION**

The Department is a member of the Central Service Association. At June 30, 2020 and 2019, the amount loaned to C.S.A. by the Department was \$60,314 and \$55,281. Repayment of the loan will begin upon retirement of the debt for a new building constructed to house the Central Service Association. Interest is payable yearly and the rate at June 30, 2020 and 2019 was 1.25% and 1.25%, respectively. Interest income in the amount of \$383 and \$395 was received for years ended June 30, 2020 and 2019, respectively.

**NOTE 7 - DEFINED BENEFIT PENSION PLAN**

*Plan Description* - Employees of the City of Tupelo-Electric Department are provided a defined benefit pension plan through the Public Employees' Retirement System of Mississippi (PERS), a cost-sharing agent multiple-employer pension plan. The Public Employees' Retirement System of Mississippi (PERS) was created with the purpose to provide pension benefits for all state and public education employees, sworn officers of the Mississippi Highway Safety Patrol, other public employees whose employers have elected to participate in the System, and elected members of the State Legislature and the President of the Senate. PERS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to Public Employees' Retirement System of Mississippi, PERS Building, 429 Mississippi Street, Jackson, MS 39201 or by calling (601) 359-3589 or 1-800-444-PERS.

*Benefits Provided* - For the cost-sharing plan participating members who are vested and retire at or after age 60 or those retire regardless of age with at least 30 years of creditable service (25 years of creditable service for employees who became members of PERS before July 1, 2011) are entitled, upon application, to an annual retirement allowance payable monthly for life in an amount equal to 2.00% of their average compensation for each year of creditable service up to and including 30 years (25 years for those who became members of PERS before July 1, 2011), plus 2.50% for each additional year of creditable service with an actuarial reduction in the benefit for each year of creditable service below 30 years or the number of years in age the member is below 65, whichever is less. Average compensation is the average of the employee's earnings during the four highest compensated years of creditable service. A member may elect a reduced retirement allowance payable for life with the provision that, after death, a beneficiary receives benefits for life or for a specified number of years. Benefits vest upon completion of eight years of membership service (four years of membership service for those who became members of PERS before July 1, 2007). PERS

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**CITY OF TUPELO - ELECTRIC DEPARTMENT**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2020 and 2019**

**NOTE 7 - DEFINED BENEFIT PENSION PLAN - continued**

also provides certain death and disability benefits. In the event of death prior to retirement of any member whose spouse and/or children are not entitled to a retirement allowance, the deceased member's accumulated contributions and interest are paid to the designated beneficiary. A Cost-of-Living Adjustment (COLA) payment is made to eligible retirees and beneficiaries. The COLA is equal to 3.0 percent of the annual retirement allowance for each full fiscal year of retirement up to the year in which the retired member reaches age 60 (55 for those who became members of PERS before July 1, 2011), with 3.0 percent compounded for each fiscal year thereafter.

Employee membership data related to the Plan, as of June 30, 2018 was as follows:

|   |                |
|---|----------------|
| Inactive Members or Beneficiaries Currently Receiving Benefits      | 104,973        |
| Inactive Members Assumed Eligible for a Benefit at Retirement Date  | 16,578         |
| Inactive Members Assumed Not to Receive Service Retirement Benefits | 52,763         |
| Active Members  | <u>150,687</u> |
| Total   | <u>325,001</u> |

*Contributions* - The contribution requirements of PERS members and employers are established and may be amended only by the State of Mississippi Legislature. PERS members are required to contribute 9.00% of their annual covered salary and the City of Tupelo is required to contribute at an actuarially determined rate. The current rate is 17.40% of annual covered payroll. The contributions are deducted from the employees' wages or salary and remitted by the City to PERS on a monthly basis. By law, employer contributions are required to be paid. The employer's actuarially determined contribution and member contributions are expected to finance the costs of benefits earned by members during the year, the cost of administration, as well as an amortized portion of any unfunded liability.

For the year ended June 30, 2020, the City of Tupelo-Electric Department's total payroll for all employees was \$2,200,452. Total covered payroll was \$2,118,167. Covered payroll refers to all compensation paid by the Electric Department to active employees covered by the Plan.

*Pension Liabilities, Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions*- At June 30, 2020, the City of Tupelo-Electric Department reported a liability of \$5,766,823 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2019, and the total pension liability percentage used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City of Tupelo-Electric Department's proportion of the net pension liability was based on a projection of the City of Tupelo-Electric Department's long-term share of contributions to the pension plan relative to the projected contributions of all participating entities, actuarially determined. At June 30, 2019, the City of Tupelo-Electric Department's proportion was 0.032781%.

For the year ended June 30, 2020, the City of Tupelo-Electric Department recognized pension expense of \$349,190. At June 30, 2020, the City of Tupelo-Electric Department reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

**CITY OF TUPELO - ELECTRIC DEPARTMENT**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2020 and 2019**

**NOTE 7 - DEFINED BENEFIT PENSION PLAN - continued**

|  | <u>Deferred<br/>Outflows of<br/>Resources</u> | <u>Deferred<br/>Inflows of<br/>Resources</u> |
|--|---|--|
| Difference Between Expected and<br>Actual Experience               | \$ 3,412                                      | \$ 6,207                                     |
| Changes of Assumptions   | 56,538  | -  |
| Changes in Proportion of Net Pension Liability                     | -   | 364,878                                      |
| City Pension Contributions Subsequent<br>to the Measurement Date   | 368,561                                       | -  |
| Net Difference Between Projected and<br>Actual Investment Earnings | -   | 63,092                                       |
| Total  | \$ <u>428,511</u>                             | \$ <u>434,177</u>                            |

The \$368,561 of deferred outflows of resources resulting from the Electric Department's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending June 30, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources will be recognized in pension expense as follows:

| Fiscal Year Ending June 30, | <u>Amount</u>       |
|-----------------------------|---------------------|
| 2021                        | \$ (127,617)        |
| 2022                        | (218,561)           |
| 2023                        | (54,377)            |
| 2024                        | 26,328              |
| Total                       | \$ <u>(374,227)</u> |

*Actuarial Assumptions* -The total pension liability was determined by an actuarial valuation as of June 30, 2019, using the following actuarial assumptions, applied to all periods included in the measurement:

|                           |  |
|---------------------------|--|
| Inflation                 | 2.75%  |
| Salary increases          | 3.00 – 18.50%, average, including inflation                        |
| Investment rate of return | 7.75%, net of pension plan investment expense, including inflation |

Mortality rates for June 30, 2019 were based on the RP-2014 Healthy Annuitant Blue Collar Table projected Scale BB to 2022, with rates set forward one year for males with adjustments.

The actuarial assumptions used in the June 30, 2018 valuation were based on the results of an actuarial experience study for the period July 1, 2012 to June 30, 2016. The experience report is dated April 18, 2017.

The long-term expected rate of return on pension plan investments was determined using a log-normal distribution analysis in which best-estimate ranges of expected future real rates of return (expected nominal returns, net of pension plan investment expense and the assumed rate of inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

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**CITY OF TUPELO - ELECTRIC DEPARTMENT**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2020 and 2019**

**NOTE 7 - DEFINED BENEFIT PENSION PLAN - continued**

The target asset allocation and best estimates of arithmetic real rates of return for each major asset class as of June 30, 2019, are summarized in the following table:

| Asset Class          | Target Allocation | Long-Term Expected Real Rate of Return |
|----------------------|-------------------|--|
| Domestic Equity      | 27.00 %           | 4.90 %                                 |
| International Equity | 22.00             | 4.75                                   |
| Global Equity        | 12.00             | 5.00                                   |
| Debt Securities      | 20.00             | 1.50                                   |
| Real Estate          | 10.00             | 4.00                                   |
| Private Equity       | 8.00              | 6.25                                   |
| Cash Equivalents     | 1.00              | 0.25                                   |
| Total                | 100.00            |  |

*Discount Rate* - The discount rate used to measure the total pension liability was 7.75%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate (9.00%) and that employer contributions will be made at the current contribution rate (17.40%). Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

*Sensitivity of the City of Tupelo-Electric Department's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate* -The following presents the City of Tupelo-Electric Department's proportionate share of the net pension liability using the discount rate of 7.75 %, as well as what the City of Tupelo-Electric Department's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.75 %) or 1-percentage-point higher (8.75 %) than the current rate:

|                       | Discount Rate | Electric Department's Proportionate Share of Net Pension Liability |
|-----------------------|---------------|--|
| 1% Decrease           | 6.75%         | \$ 7,179,315   |
| Current Discount Rate | 7.75%         | 5,766,823  |
| 1% Increase           | 8.75%         | 4,112,594  |

*Plan Fiduciary Net Position*-Detailed information about the Plan's fiduciary net position is available in the separately issued Public Employees' Retirement System of Mississippi (PERS) financial report.

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**CITY OF TUPELO - ELECTRIC DEPARTMENT**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2020 and 2019**

**NOTE 8 - LONG-TERM DEBT**

**BONDS PAYABLE**

The Department issued series 2018 special obligation bonds during the year to provide financing for the cost of improvement, repair and extension of the electric system of the City of Tupelo. The bonds are dated April 12, 2018, with a maturity date of May 1, 2033. The bonds have a coupon rate ranging from 2% to 5% with principal and interest payments due semiannually commencing November 1, 2018.

During the fiscal year, the following changes occurred in long-term debt:

|                          | <b>Balances</b>     |                    | <b>Balances</b>     |
|--------------------------|---------------------|--------------------|---------------------|
|                          | <b>July 1,</b>      | <b>Additions</b>   | <b>Reductions</b>   |
|                          | <b>June 30,</b>     |                    |                     |
| Special Obligation Bonds | \$ 5,460,000        | \$ -               | \$ 300,000          |
| Premium                  | 627,225             | -                  | 627,225             |
| Amortization of Premium  | (41,815)            | (41,815)           | (83,630)            |
|                          | <b>\$ 6,045,410</b> | <b>\$ (41,815)</b> | <b>\$ 300,000</b>   |
|                          |                     |                    | <b>\$ 5,703,595</b> |

The annual debt service requirements to maturity are as follows:

| <b>Fiscal Year</b> | <b>Principal</b> | <b>Interest</b> | <b>Total</b> |
|--------------------|------------------|-----------------|--------------|
| <b>Ending</b>      |                  |                 |              |
| <b>June 30,</b>    |                  |                 |              |
| 2021               | \$ 305,000       | \$ 239,100      | \$ 544,100   |
| 2022               | 315,000          | 229,950         | 544,950      |
| 2023               | 325,000          | 220,500         | 545,500      |
| 2024               | 335,000          | 210,750         | 545,750      |
| 2025               | 350,000          | 194,000         | 544,000      |
| 2026-2030          | 2,045,000        | 688,000         | 2,733,000    |
| 2031-2033          | 1,485,000        | 151,000         | 1,636,000    |
| Total              | \$ 5,160,000     | \$ 1,933,300    | \$ 7,093,300 |

**NOTE 9 - ECONOMIC DEPENDENCY**

Sales to one major customer during the years ended June 30, 2020 and 2019 totaled approximately \$5,496,558 and \$6,245,884, respectively. This represented approximately 10.5% and 11.3% of the Department's total revenues for the years ended June 30, 2020 and 2019, respectively.



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**CITY OF TUPELO - ELECTRIC DEPARTMENT**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2020 and 2019**

**NOTE 10 - DUE FROM / TO MUNICIPALITY**

The Electric Department is an Enterprise Fund of the City of Tupelo, thus it has certain inter-fund transfers with other Departments. Customers are billed for electric, water, and sanitation services on the same bill. The Electric Department collects the bills and then disburses the fees collected to the respective departments/funds of the City. The City of Tupelo Accounting and Finance Department provides accounting services to the Electric Department for which it reimburses the General Fund for the cost of services provided. The Electric Department also reimburses the City a portion of the Mayor and City Council salaries based on the amount of time their duties were devoted to the Electric Department. The Electric Department makes in lieu property tax payments to the General Fund based on the Electric Department properties located in the City.

The Department has certain quasi-external transactions, which are reported as revenues and receivables as if they involved organizations external to the City that consist of utility billings to the City departments. Thus, the receivable related to the sale of electric power to the City is recorded in accounts receivable.

The balance of Due From Municipality and Due To Municipality at June 30, 2020 and 2019, consisted of the following:

|                        | 2020      | 2019      |
|------------------------|-----------|-----------|
| Due From Municipality  |           |           |
| General Fund           | \$ -      | \$ 13,516 |
| Water and Sewer Fund   | -         | -         |
| Total                  | \$ -      | \$ 13,516 |
|                        |           |           |
| Due To Municipality    |           |           |
| Solid Waste Management | \$ 18,449 | \$ 7,958  |
| Water and Sewer Fund   | 64,832    | 26,213    |
| Total                  | \$ 83,281 | \$ 34,171 |

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**CITY OF TUPELO - ELECTRIC DEPARTMENT**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2020 and 2019**

**NOTE 11 - RISK MANAGEMENT**

The Department is exposed to various risks of losses related to torts: theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. Significant losses are covered by commercial insurance for all major programs of the City except for certain employment practices liabilities, certain environmental liabilities, worker's compensation liabilities funded through a public entity risk pool, and catastrophic natural disasters that may exceed insurance coverages for which the City retains the risk of loss.

Risk of loss related to workers compensation for injuries to City employees is covered through the Mississippi Municipal Workers' Compensation Group, a public entity risk pool. The pool was formed on March 28, 1989, by the Mississippi Nonprofit Corporation Act, pursuant to Section 71-3-75, Mississippi Code Annotated (1972), to provide public entities within the State of Mississippi workers compensation and employers' liability coverage. The City pays premiums to the pool for its worker's compensation insurance coverage based on total payroll. The participation agreement provides that the pool will be self-sustaining through member premiums. The risk of loss is remote for claims exceeding the pool's retention liability. Expenditures and claims are recognized when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. In determining claims, events that might create claims, but for which none have been reported, are considered. For insured programs there have been no significant reductions in insurance coverage. Settlement amounts have not exceeded insurance coverage for the current year or the three prior years.

The City Attorney estimates that the amount of actual or potential claims against the City as of June 30, 2020 and 2019, will not materially affect the financial condition of the City. Therefore, no provisions have been made for estimated claims. There have been no material claims paid by the City during the current or prior year.

**NOTE 12 - COMMITMENTS AND CONTINGENCIES**

Under its wholesale power agreement, the Department is committed to purchase its power from the Tennessee Valley Authority. The rates paid for such purchases are subject to review annually.

**NOTE 13 - SUBSEQUENT EVENTS**

Date of Management Evaluation

Management has evaluated subsequent events through October 15, 2020, the date on which the financial statements were available to be issued.

REQUIRED SUPPLEMENTARY INFORMATION

**CITY OF TUPELO - ELECTRIC DEPARTMENT**  
**TUPELO, MISSISSIPPI**  
 Schedule of the Department's Proportionate  
 Share of the Net Pension Liability  
 For the six years ended June 30, 2020

|   | <u>2020</u>  |   | <u>2019</u>  |   | <u>2018</u>  |   | <u>2017</u>  |   | <u>2016</u>  |   | <u>2015</u>  |   |
|---|--------------|---|--------------|---|--------------|---|--------------|---|--------------|---|--------------|---|
| Tupelo Electric's proportion of net pension liability (%)   | 0.032781     | % | 0.032642     | % | 0.031707     | % | 0.030491     | % | 0.030470     | % | 0.032011     | % |
| Tupelo Electric's proportionate share of net pension liability  | \$ 5,766,823 |   | \$ 5,429,391 |   | \$ 5,270,811 |   | \$ 5,446,490 |   | \$ 4,560,118 |   | \$ 3,580,761 |   |
| Tupelo Electric's covered payroll   | \$ 2,118,167 |   | \$ 2,104,997 |   | \$ 2,065,238 |   | \$ 2,074,070 |   | \$ 1,967,778 |   | \$ 1,903,784 |   |
| Tupelo Electric's proportionate share of net pension liability as a percentage of its covered payroll (%) | 272.26       | % | 257.93       | % | 255.22       | % | 262.60       | % | 231.74       | % | 188.09       | % |
| Plan fiduciary net position as a percentage of total pension liability                                    | 61.59        | % | 62.54        | % | 61.49        | % | 57.47        | % | 61.70        | % | 67.21        | % |

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Schedule is intended to show information for 10 years. Additional years will be available as they become available. The accompanying notes to the required supplementary information are an integral part of this schedule.

**CITY OF TUPELO - ELECTRIC DEPARTMENT**

TUPELO, MISSISSIPPI

Schedule of the Department's Contributions

For the seven years ended June 30, 2020

|  | <u>2020</u>  | <u>2019</u>  | <u>2018</u>  | <u>2017</u>  | <u>2016</u>  | <u>2015</u>  | <u>2014</u>  |
|--|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Statutorily required contributions               | \$ 368,561   | \$ 331,537   | \$ 325,275   | \$ 326,666   | \$ 309,925   | \$ 299,846   | \$ 308,146   |
| Actual contributions                             | \$ 368,561   | \$ 331,537   | \$ 325,275   | \$ 326,666   | \$ 309,925   | \$ 299,846   | \$ 308,146   |
| Contribution deficiency (excess)                 | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         |
| Department's covered payroll                     | \$ 2,118,167 | \$ 2,104,997 | \$ 2,065,238 | \$ 2,074,070 | \$ 1,967,778 | \$ 1,903,784 | \$ 1,956,483 |
| Contributions as a % of covered employee payroll | 17.40 %      | 15.75 %      | 15.75 %      | 15.75 %      | 15.75 %      | 15.75 %      | 15.75 %      |

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Schedule is intended to show information for 10 years. Additional years will be available as they become available.

Contribution rate changed to 17.40% on July 1, 2019.

The accompanying notes to the required supplementary information are an integral part of this schedule.

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**CITY OF TUPELO – ELECTRIC DEPARTMENT**  
**Notes to the Required Supplementary Information**  
**For the year ended June 30, 2020**

**Changes of Assumptions**

- 2019 The expectation of retired life mortality was changed to the PubS.H-2010(B) Retiree Table with the following adjustments:
- For males, 112% of male rates from ages 18 to 75 scaled down to 105% for ages 80 to 119.
  - For females, 85% of the female rates from ages 18 to 65 scaled up to 102% for ages 75 to 119.
  - Projection scale MP-2018 will be used to project future improvements in life expectancy generationally.

The expectation of disabled mortality was changed to PubT.H-2010 Disabled Retiree Table for disabled retirees with the following adjustments:

- For males, 137% of male rates at all ages.
- For females, 115% of female rates at all ages.
- Projection scale MP-2018 will be used to project future improvements in life expectancy generationally.

The price inflation assumption was reduced from 3.00% to 2.75%.

The wage inflation assumption was reduced from 3.25% to 3.00%.

Withdrawal rates, pre-retirement mortality rates, and service retirement rates were also adjusted to more closely reflect actual experience.

The percentage of active member disabilities assumed to be in the line of duty was increased from 7% to 9%.

- 2017 The expectation of retired life mortality was changed to the RP-2014 Healthy Annuitant Blue Collar Mortality Table projected with Scale BB to 2022. Small adjustments were also made to the Mortality Table for disabled lives.

The wage inflation assumption was reduced from 3.75% to 3.25%.

Withdrawal rates, pre-retirement mortality rates, disability rates and service retirement rates were also adjusted to more closely reflect actual experience.

The percentage of active member disabilities assumed to be in the line of duty was increased from 6% to 7%.

- 2016 The assumed rate of interest credited to employee contributions was changed from 3.50% to 2.00%.

- 2015 The expectation of retired life mortality was changed to the RP-2014 Healthy Annuitant Blue Collar Table projected to 2016 using Scale BB rather than the RP-2000 Mortality Table, which was used prior to 2015.

The expectation of disabled mortality was changed to the RP-2014 Disabled Retiree Table, rather than the RP-2000 Disabled Mortality Table, which was used prior to 2015.

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**CITY OF TUPELO – ELECTRIC DEPARTMENT**  
**Notes to the Required Supplementary Information**  
**For the year ended June 30, 2020**

**Changes of Assumptions (continued)**

Withdrawal rates, pre-retirement mortality rates, disability rates and service retirement rates were also adjusted to more closely reflect actual experience.

Assumed rates of salary increase were adjusted to more closely reflect actual and anticipated experience.

The price inflation and investment rate of return assumptions were changed from 3.50% to 3.00% and 8.00% to 7.75%, respectively.

**Changes of Benefit Provisions**

2016 Effective July 1, 2016, the interest rate on employee contributions shall be calculated based on the money market rate as published by the Wall Street Journal on December 31 of each preceding year with a minimum rate of one percent and a maximum rate of five percent.

REPORT ON COMPLIANCE AND INTERNAL CONTROL



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF THE FINANCIAL STATEMENTS PERFORMED  
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Mayor and City Council  
City of Tupelo, Mississippi

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the City of Tupelo, Mississippi-Electric Department as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the City of Tupelo, Mississippi-Electric Department's basic financial statements and have issued our report thereon dated October 10, 2019.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the City of Tupelo, Mississippi-Electric Department's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Tupelo, Mississippi-Electric Department's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Tupelo, Mississippi-Electric Department's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

## Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Tupelo, Mississippi-Electric Department's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Franks, Franks, Wilemon & Hagood P.A.

FRANKS, FRANKS, WILEMON & HAGOOD, P.A.  
Tupelo, Mississippi  
October 15, 2020



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Bart Aguirre, Chief  
**DATE** October 7, 2020  
**SUBJECT:** IN THE MATTER OF SURPLUS VEHICLE **BA**

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### **Request:**

Please accept this letter of request to surplus for scrap the following vehicle, Silver 2003 Toyota Matrix VIN# 2T1KR32E73C712590.



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Johnny Timmons, Manager TW&L  
**DATE** October 14, 2020  
**SUBJECT:** IN THE MATTER OF BID AWARD 2020-031WL **JT**

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**Request:**

Review and award the attached bid:

Bid No. 2020-031WL – 2021 Cab and Chassis 4x4 (Equal or equivalent to a 2021 Ford F-550 4x4 SD Super Cab) – to the low qualified bid submitted by Cannon Motors of MS & AR in the amount of \$51,100.00.

From: [Traci Dillard](#)  
 To: [Pam Blessingame](#)  
 Subject: 2020-031WL  
 Date: Monday, October 5, 2020 10:17:30 AM  
 Attachments: [image001.png](#)

| Reverse Auction Bid History |                          | Print this form |            |           |                                      |             |                         |
|-----------------------------|--------------------------|-----------------|------------|-----------|--------------------------------------|-------------|-------------------------|
| BidID                       | Vendor                   | Username        | First Name | Last Name | Email Address                        | Bidamount   | Bid Submittal Date/Time |
| 47176                       | Cannon Motors of MS & AR | cannonmotors    | Steven     | Hand      | shand@nobodybeatsacannondeal.com     | \$51,100.00 | 05-Oct-2020 10:07:56 AM |
| 47175                       | Summit Truck Group       | SummitTupelo    | Bruce      | Underwood | bruce.underwood@summittruckgroup.com | \$51,190.00 | 05-Oct-2020 10:07:18 AM |
| 47174                       | Cannon Motors of MS & AR | cannonmotors    | Steven     | Hand      | shand@nobodybeatsacannondeal.com     | \$51,275.00 | 05-Oct-2020 10:06:30 AM |
| 47173                       | Summit Truck Group       | SummitTupelo    | Bruce      | Underwood | bruce.underwood@summittruckgroup.com | \$51,375.00 | 05-Oct-2020 10:05:52 AM |
| 47172                       | Cannon Motors of MS & AR | cannonmotors    | Steven     | Hand      | shand@nobodybeatsacannondeal.com     | \$51,475.00 | 05-Oct-2020 10:05:22 AM |
| 47171                       | Summit Truck Group       | SummitTupelo    | Bruce      | Underwood | bruce.underwood@summittruckgroup.com | \$51,489.00 | 05-Oct-2020 10:05:03 AM |
| 47170                       | Cannon Motors of MS & AR | cannonmotors    | Steven     | Hand      | shand@nobodybeatsacannondeal.com     | \$51,589.00 | 05-Oct-2020 10:04:32 AM |
| 47169                       | Summit Truck Group       | SummitTupelo    | Bruce      | Underwood | bruce.underwood@summittruckgroup.com | \$51,689.00 | 05-Oct-2020 10:02:43 AM |
| 47168                       | Cannon Motors of MS & AR | cannonmotors    | Steven     | Hand      | shand@nobodybeatsacannondeal.com     | \$51,751.00 | 05-Oct-2020 10:01:18 AM |
| 47167                       | Summit Truck Group       | SummitTupelo    | Bruce      | Underwood | bruce.underwood@summittruckgroup.com | \$55,689.00 | 05-Oct-2020 10:01:16 AM |

Traci Dillard  
 Purchasing/Accounts Payable Manager  
 City of Tupelo  
 PO Box 1485  
 Tupelo, MS 38801  
 w: 662-841-6456  
 c: 662-401-6597

270  
**REQUEST FOR PROPOSALS**

**\*Un-Priced Technical Proposals\***

To provide

**2021 CAB AND CHASSIS 4x4  
(Equal or Equivalent to a 2021 F-550 4x4 SD Super Cab)  
Quantity: 1**

**A Reverse Auction Event  
For  
City of Tupelo, Mississippi**

**BID # 2020-031WL**

Publication Dates:..... August 25, 2020 and September 1, 2020  
BID Response Deadline: ..... September 14, 2020 10:00 AM  
Reverse Auction Window:..... October 5, 2020 10:00 – 10:15 AM

## **ADVERTISEMENT FOR PROPOSALS**

The City of Tupelo is seeking un-priced technical proposals from equipment dealers for:

**2021 CAB AND CHASSIS 4X4  
(Equal or equivalent to a 2021 F-550 4x4 SD Super Cab)  
Quantity: 1  
BID # 2020-031WL**

Deadline for receipt of un-priced technical proposals is 10:00 AM on September 14, 2020 at City Hall, 71 East Troy Street, Tupelo, Mississippi 38804 PO Box 1485 Tupelo, Mississippi 38802-1485.

Pursuant to MS Code 31-7-13 and House Bill 1109, this commodity will be procured through a multi-step procurement process, including a Reverse Auction. In Phase One, un-priced technical proposals are evaluated for potential acceptability based upon pre-determined criteria. In Phase Two, only those bidders whose technical proposals are determined acceptable shall be invited to provide priced bids for consideration. City of Tupelo encourages vendor participation in this multi-step process. Complete instructions are provided in the specifications package.

Official un-priced proposal documents can be downloaded from Central Bidding at [www.centralbidding.com](http://www.centralbidding.com) for a fee. Detailed specifications may also be obtained by contacting Traci Dillard, Purchasing Agent at 662-841-6456, [Traci.Dillard@tupeloms.gov](mailto:Traci.Dillard@tupeloms.gov) or from the address above. Electronic bids and/or reverse auction bids and proposals can be submitted at [www.centralbidding.com](http://www.centralbidding.com) at no charge. For any questions relating to the electronic bidding process, please call Central Bidding at 225-810-4814.

The City of Tupelo is an equal opportunity employer and hereby notifies all bidders that it will affirmatively insure that, in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, sex, age, disability or national origin in consideration for an award.

The City of Tupelo reserves the right to reject any and or all bids, waive technicalities, informalities or irregularities in the bids received, solicit new bids or to choose that bid which is deemed to be in the best interest of the City of Tupelo.

Traci Dillard  
Purchasing Agent

Publishing Dates:  
August 25, 2020 and September 1, 2020

**(PHASE ONE OF A MULTI-STEP PROCUREMENT PROJECT)**

**2021 CAB AND CHASSIS 644**  
**(Equal or equivalent to a 2021 F-550 4x4 SD Super Cab)**  
**Quantity: 1**  
**BID # 2020-031WL**

**I. GENERAL**

The City of Tupelo will accept competitive sealed un-priced proposals until September 14, 2020, at City Hall, 71 East Troy Street, Tupelo, Mississippi 38804 or online at [www.centralbidding.com](http://www.centralbidding.com). All un-priced proposals must be equal in performance and quality to the specifications.

If City Hall is closed for business at the time of the deadline, proposals will be accepted and opened on the next business day of the City, at the originally scheduled hour.

**II. TECHNICAL SPECIFICATIONS**

The City of Tupelo will be accepting proposals for one (1) 2021 Cab and Chassis 4x4 (Equal or equivalent to a 2021 F-550 4x4 SD Super Cab) to be used with a Bucket Truck.

**POWERTRAIN**

- Engine
  - 6.7L 4V OHV V8 Turbo Diesel B20 (Equal or equivalent to Power Stroke)
  - 240 Amp Heavy Duty Alternator
  - Dual 78-AH 750 CCA Batteries
  - GVWR: 19,500 lb Payload Package
- Transmission
  - 10-Speed Automatic (Equal or equivalent to TorqShift)
  - Drive Modes: Normal, Tow/Haul, Eco and Deep Sand/Snow and Slippery
  - Limited Slip w/4.88 Axle Ratio
- Transfer case skid plates
- Transmission Power Take-Off Provision (Shall include transmission mounted live drive and stationary mode PTO)

**WHEELBASE**

- 192" Wheelbase

**WHEELS & TIRES**

- Tires: 225/70Rx19.5G BSW Traction
- Shall include four (4) traction tires on the rear and two (2) A/P tires on the front
- Wheels: 19.5" Argent Painted Steel

**SEATS & SEAT TRIM**

- HD Vinyl 40/20/40 Split Bench Seat (Shall include center armrest, cup holder, storage and driver's side manual lumbar)

**POWER EQUIPMENT GROUP**

- Accessory Delay
- Advanced Security Pack (Shall include anti-theft System and inclination/intrusion sensors) (Equal or equivalent to SecuriLock Passive Anti-Theft System)
- Trailer Tow Mirrors w/Power Heated Glass (Shall include manual telescoping, heated convex spotter mirror and integrated clearance lights and turn signal indicators.)
- Power Locks



- Power Front and Rear Side Windows (Shall include 1-touch up/down driver/passenger window)
- Remote Keyless Entry

### **EXTRA HEAVY-DUTY FRONT END SUSPENSION – 7,500 GAWR**

### **REAR VIEW CAMERA & PREP KIT**

### **STEERING WHEEL-MOUNTED CRUISE CONTROL**

### **DAYTIME RUNNING LAMPS**

### **PICK-UP BOX DELETE**

- Delete Pick-Up Box
- Rear Bumper Delete
- Spare Wheel, Tire, Carrier and Jack Delete

### **TRAILER BRAKE CONTROLLER**

- Shall be compatible with electronic actuated drum brakes
- Shall include smart trailer tow connector
- Class “V” Trailer Hitch

### **RADIO**

- AM/FM Stereo

### **COLORS**

- Exterior: Oxford White
- Interior: Gray

### **BODY (Provided by Tupelo Water & Light Department)**

- Cab and chassis must be drop shipped to successful body bidder

### **EMISSIONS**

- 50-State Emissions System

### **WARRANTY**

- Basic: 36,000 Miles/36 Months
- Powertrain: 60,000 Miles/60 Months
- Corrosion Perforation: Unlimited Miles/60 Months
- Roadside Assistance: 60,000 Miles/60 Months

### **GENERAL BIDDER REQUIREMENTS**

- The City of Tupelo reserves the right to reject any and all bids, to waive informalities in the bid, or to award to whomsoever they may choose.
- The City of Tupelo will reject any and all bids which include an escalation charge or clause (including fuel surcharges).
- Bidder shall state details of all standard and extended warranties furnished, including parts and labor for all components.
- Any warranty labor to be performed by City of Tupelo mechanics shall be reimbursed by the bidder at the City of Tupelo’s current labor rate.
- Delivery – The successful bidder shall deliver the truck to the Tupelo Water & Light Department, 320 N Front Street, Tupelo, MS 38804.

### III. **SUBMISSION OF UN-PRICED TECHNICAL PROPOSALS:**

There are several documents to submit in order to be considered for invitation to participate in the Reverse Auction and possible award on this project. Proposals shall contain the following documentation at a minimum. SEE INSTRUCTIONS, FORMS AND CHECKLISTS PROVIDED ON THE FOLLOWING PAGES.

It is understood that bidders who submit proposals have read, understood and accepted these specifications as written, and by submitting a proposal, agree to meet the specifications as written. Proposal modifications, alterations or corrections received after the closing time specified shall not be considered. Proposals must remain valid for a minimum of 60 days from the opening date. City of Tupelo is a Tax Exempt Government Entity.

To be considered, un-priced technical proposals must be signed by an owner or authorized officer or manager of the bidding company. It is the bidder's responsibility to ensure timely and complete proposals are received with all required documentation included. Late and/or incomplete proposals will not be considered.

***If you are selected to receive an invitation to provide priced bids, complete instructions for submitting priced bids shall be provided in the invitation.***

### IV. **QUESTIONS**

Failure to examine any specifications and instructions will be at bidder's risk. All procedural and technical questions, or if the attached specifications are incomplete, not clear, or not standardized, shall be made in writing and addressed to the following.

General questions regarding this request should be directed to Traci Dillard, Purchasing Agent, at the City of Tupelo Purchasing Department, 71 East Troy Street, Tupelo, MS 38804. The phone number is 662-841-6456. Email: [Traci.Dillard@tupeloms.gov](mailto:Traci.Dillard@tupeloms.gov)

For questions concerning the technical specifications, prospective bidders may contact Tommy Monts at Tupelo Water & Light Department. The phone number is 662-841-6463. Email: [Tommy.Monts@tupeloms.gov](mailto:Tommy.Monts@tupeloms.gov)

No oral explanations by any member of the City staff will be binding. Receipt of addenda must be acknowledged in writing. Submitting vendors shall be responsible for ensuring that they have received any and all addenda.

### V. **OPENING**

Proposal openings, whether electronic or traditional paper method, shall be conducted any time after they are received and shall be conducted by at least two procurement officials. From that point forward, proposals will be considered under advisement. City of Tupelo may conduct written or oral discussions with potential bidders.

The City of Tupelo reserves the right to determine responsive offers or proposals, waive minor informalities in the process, to reject any and all offers or proposals, and to invite priced bids from those companies believed most advantageous to the City.

## VI. OTHER

### **THIS IS A MULTI-STEP PROCUREMENT PROJECT TO BE COMPLETED IN TWO SEPARATE PHASES.**

**Phase One** is the solicitation and receipt of un-priced technical proposals for consideration. Deadline for receipt of technical proposals is 10:00 AM on, 2020 September 14, 2020 at City Hall, 71 East Troy Street, Tupelo, Mississippi 38804 or PO Box 1485, Tupelo, Mississippi 38802-1485 or electronically at [www.centralbidding.com](http://www.centralbidding.com) by the same time.

**Phase Two** is the Reverse Auction Event in which bidders will provide priced bids for the equipment requested, based upon their approved technical proposal. If your un-priced technical proposal is approved as acceptable, you will be invited to enter the Reverse Auction Event and assigned a username and password for access to the online bidding site by Central Bidding. Central Bidding can be contacted at [www.centralbidding.com](http://www.centralbidding.com) or by calling 225-810-4814.

- Time window for receipt of priced bids will be October 5, 2020 10:00 AM – 10:15 AM
- **Reverse Auction** is an auction event in which bidders submit pricing in a decreasing manner. In the City of Tupelo Reverse Auctions, all bidders will be able to see and consider their competitors' bids and decide if additional bidding is necessary on their part.
- There is no advantage for a bidder to wait until near closing time of the auction to place a bid. Any bid placed during the last 5 minutes of the bidding time window will cause an automatic 5-minute extension of time. Each additional bid after that will cause another 5-minute extension, and will continue until 5 minutes have gone by without a bid. At that point, the system will shut down and the auction will end.
- More information regarding the live Reverse Auction event will be provided in the invitation to participate.

## VII. INSTRUCTIONS

The following information applies to all proposals. The documents listed below must be included in your proposal, whether submitted by envelope or by electronic method. After you obtained the Specification Package, you can submit proposals by:

### 1. PROPOSAL SUBMISSION BY SEALED ENVELOPE:

Prior to the deadline for receipt of un-priced technical proposals, deliver your sealed envelope, marked as shown, to the City of Tupelo Purchasing Department, 71 East Troy Street, Tupelo, MS 38804. The envelope must be clearly marked with the Bidder's name and address on the outside and the following in the lower left corner:

THE ADMINISTRATIVE OFFICE OF  
**Tupelo Municipal Court**  
P.O. BOX 765, 316 Court Street.  
TUPELO, MISSISSIPPI 38804-0765  
(662) 841-6516  
Fax (662) 841-6410

JAY WEIR, MUNICIPAL JUDGE  
WILLIE ALLEN, MUNICIPAL JUDGE

RICHARD BABB, PROSECUTOR  
JOHN KNIGHT, ADMINISTRATOR

Date: October 14, 2020

To: Mayor Jason Shelton  
Tupelo City Council

From: Rhonda Cole

Re: Municipal Court Clerk training certificate and updated fine schedule.

As a "Matter of housekeeping" attached is a copy of my certificate of attendance for the mandatory Municipal Court Clerk training.

Mississippi code 21-23-12 requires the training certificate of the Municipal Court Clerk be made part of the permanent record of the minutes of the City Council. I Have also included the most recent copy of our fine schedule.

Please place these items on the agenda of the next City Council meeting for their Approval.

Thank you for the opportunity to serve as your Municipal Court Clerk.



# Certificate of Attendance

The University of Mississippi Law Center  
Awards this Certificate to

**Rhonda L. Cole**

for having attended the

**2020 MUNICIPAL COURT CLERK CONFERENCE**

Via Zoom Webinar

September 16-18, 2020

conducted by the

**Mississippi Judicial College**

**12 Hours Certification**

Program Manager

Director

**FINE SCHEDULE**

| OFFENSE  | FINE    | TV    | DARE | QM     | CL | IC     | TECH  | NCADD | OTHER  | TT    | CS   | CC  | TOTAL   | BOND    |
|--|---------|-------|------|--------|----|--------|-------|-------|--------|-------|------|-----|---------|---------|
| *** BOND JUMPING                               | 350.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 479.00  | 1100.00 |
| CARELESS DRIVING                               | 50.00   | 90.50 | 5.00 |        |    |        | 10.00 |       |        | 10.00 | 1.00 | .50 | 167.00  | 300.00  |
| *** CARRYING CONCEALED WEAPON                  | 400.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 529.00  | 1000.00 |
| CHILD RESTRAINT                                | 25.00   | 90.50 | 5.00 |        |    |        | 10.00 |       |        |       | 1.00 | .50 | 132.00  | 200.00  |
| *** CONTRIBUTE TO DELINQUENCY                  | 500.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 629.00  | 1500.00 |
| *** COUNTERFEIT MONEY                          | 999.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 1128.00 | 1500.00 |
| *** CREDIT CARD FORGERY                        | 999.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 1128.00 | 1500.00 |
| CROSSING DOUBLE YELLOW LINE                    | 51.00   | 90.50 | 5.00 |        |    |        | 10.00 |       |        |       | 1.00 | .50 | 158.00  | 300.00  |
| DEIRAUDING AN INNKEEPER                        | 200.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 329.00  | 500.00  |
| *** DISOBEYING A POLICE OFFICER                | 100.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 229.00  | 400.00  |
| *** DISORDERLY CONDUCT                         | 150.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 279.00  | 400.00  |
| *** DISTROY CITY/PRIVATE PROPERTY              | 200.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 329.00  | 500.00  |
| *** DISTROY COIN-OPERATED MACHINE 1ST          | 200.00  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 328.25  | 400.00  |
| *** DISTROY COIN-OPERATED MACHINE 2ND          | 500.00  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 628.25  | 700.00  |
| *** DISTURBING THE PEACE                       | 250.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 379.00  | 600.00  |
| DRAG RACING                                    | 201.00  | 90.50 | 5.00 |        |    |        | 10.00 |       |        |       | 1.00 | .50 | 308.00  | 500.00  |
| *** DRIVER LICENSE                             | 226.00  |       | 5.00 |        |    |        | 10.00 |       |        |       | 1.00 | .50 | 333.00  | 600.00  |
| *** DRIVER LICENSE 2 <sup>nd</sup> offense     | 351.00  | 90.50 | 5.00 |        |    |        | 10.00 |       |        |       | 1.00 | .50 | 458.00  | 800.00  |
| *** DRIVER LICENSE 3 <sup>rd</sup> offense     | 500.00  | 90.50 | 5.00 |        |    |        | 10.00 |       |        |       | 1.00 | .50 | 607.00  | 1000.00 |
| *** DRIVING UNDER INFLUENCE (1 <sup>ST</sup> ) | 801.00  |       | 5.00 |        |    | 243.50 | 10.00 | 1.00  |        |       | 1.00 | .50 | 1112.00 | 1900.00 |
| *** DRIVING UNDER INFLUENCE (2 <sup>ND</sup> ) | 1001.00 |       | 5.00 |        |    | 243.50 | 10.00 | 1.00  |        |       | 1.00 | .50 | 1312.00 | 3000.00 |
| *** EMBEZZLEMENT                               | 701.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 830.00  | 1500.00 |
| EXCESSIVE NOISE                                | 101.00  | 90.50 | 5.00 |        |    |        | 10.00 |       |        |       | 1.00 | .50 | 208.00  | 400.00  |
| *** EXHIBITING A WEAPON                        | 200.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 329.00  | 500.00  |
| FAIL TO MAINTAIN CONTROL                       | 51.00   | 90.50 | 5.00 |        |    |        | 10.00 |       |        |       | 1.00 | .50 | 158.00  | 300.00  |
| *** FAIL TO STOP AND RENDER AID                | 100.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 229.00  | 300.00  |
| *** FAIL TO YIELD TO BLUE LIGHTS               | 76.00   | 90.50 | 5.00 |        |    |        | 10.00 |       |        |       | 1.00 | .50 | 183.00  | 300.00  |
| *** FAIL TO YIELD TO EMERGENCY VEH.            | 100.00  | 90.50 | 5.00 |        |    |        | 10.00 |       |        |       | 1.00 | .50 | 207.00  | 300.00  |
| FAIL TO YIELD RIGHT OF WAY                     | 51.00   | 90.50 | 5.00 |        |    |        | 10.00 |       |        |       | 1.00 | .50 | 158.00  | 200.00  |
| *** FALSE PRETENSE                             | 200.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 329.00  | 500.00  |
| *** FALSE REPORTING TO 911                     |         |       |      |        |    |        |       |       |        |       |      |     | JUDGE   | 600.00  |
| *** FAMILY DISTURBANCE                         | 500.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 629.00  | 1000.00 |
| *** FEIN/ELUDING LAW ENFORCEMENT               | 999.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 1128.00 | 1500.00 |
| FOLLOWING TOO CLOSELY                          | 51.00   | 90.50 | 5.00 |        |    |        | 10.00 |       |        |       | 1.00 | .50 | 158.00  | 300.00  |
| GAMBLING                                       | 500.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 629.00  | 1000.00 |
| *** HARRASS/THREATENING PHONE CALLS            | 100.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 229.00  | 400.00  |
| IMPROPER EQUIPMENT                             | 76.00   | 90.50 | 5.00 |        |    |        | 10.00 |       |        |       | 1.00 | .50 | 183.00  | 300.00  |
| IMPROPER TURN                                  | 51.00   | 90.50 | 5.00 |        |    |        | 10.00 |       |        |       | 1.00 | .50 | 158.00  | 300.00  |
| *** INDECENT EXPOSURE                          | 250.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 379.00  | 600.00  |
| *** INDECENT EXPOSURE (2 <sup>ND</sup> )       | 499.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 628.00  | 800.00  |
| INSURANCE VIOLATION (1 <sup>ST</sup> )         | 100.00  | 90.50 | 5.00 |        |    |        | 10.00 |       | 200.00 |       | 1.00 | .50 | 407.00  | 1000.00 |
| INSURANCE VIOLATION (2 <sup>ND</sup> )         | 100.00  | 90.50 | 5.00 |        |    |        | 10.00 |       | 300.00 |       | 1.00 | .50 | 507.00  | 1000.00 |
| INSURANCE VIOLATION (3 <sup>RD</sup> )         | 100.00  | 90.50 | 5.00 |        |    |        | 10.00 |       | 400.00 |       | 1.00 | .50 | 607.00  | 1000.00 |
| *** LEAVING THE SCENE OF ACCIDENT              | 100.00  | 90.50 | 5.00 |        |    |        | 10.00 |       |        |       | 1.00 | .50 | 207.00  | 400.00  |
| LITTERING (\$25.00 FEE)                        | 50.75   |       | 5.00 | 121.75 |    |        |       |       | 25.00  |       | 1.00 | .50 | 204.00  | 300.00  |
| *** MALICIOUS MISCHIEF                         | 150.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 279.00  | 400.00  |
| *** MOVE OVER LAW                              | 100.00  | 90.50 | 5.00 |        |    |        | 10.00 |       |        |       | 1.00 | .50 | 207.00  | 300.00  |
| NO MOTORCYCLE HELMET                           | 76.00   | 90.50 | 5.00 |        |    |        | 10.00 |       |        |       | 1.00 | .50 | 183.00  | 300.00  |
| NO TAIL LIGHTS                                 | 76.00   | 90.50 | 5.00 |        |    |        | 10.00 |       |        |       | 1.00 | .50 | 183.00  | 300.00  |
| OBSTRUCT CITY SIDEWALKS/STREETS (97)           | 250.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 379.00  | 600.00  |
| *** OBSTRUCTION OF HIGHWAY                     | 250.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 379.00  | 600.00  |
| OPEN CONTAINER/BEER/ALCOHOL                    | 100.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 230.00  | 300.00  |
| *** PASSING STOPPED SCHOOL BUS                 | 251.00  | 90.50 | 5.00 |        |    |        | 10.00 |       |        |       | 1.00 | .50 | 358.00  | 500.00  |
| *** PETT LARCENY                               | 350.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 479.00  | 1200.00 |
| POSS. BEER/ALCOHOL UNDER AGE                   | 100.75  |       | 5.00 | 121.75 |    |        |       |       |        |       | 1.00 | .50 | 230.00  | 300.00  |

| OFFENSE   | FINE   | TV    | DARE | OM     | CL    | IC     | TECH  | NCADD | OTHER | TT    | CS   | CC  | TOTAL   | BOND      |
|---|--------|-------|------|--------|-------|--------|-------|-------|-------|-------|------|-----|---------|-----------|
| ***POSS CONTROLLED SUBSTANCE                      | 500.75 |       | 5.00 | 121.75 | 70.00 |        |       | 1.00  |       |       | 1.00 | .50 | 700.00  | 2100.00   |
| ***POSSESSION OF CRACK PIPE                       | 450.75 |       | 5.00 | 121.75 | 70.00 |        |       | 1.00  |       |       | 1.00 | .50 | 650.00  | 1200.00   |
| ***POSS OF MARIJUANA                              | 249.75 |       | 5.00 | 121.75 | 70.00 |        |       | 1.00  |       |       | 1.00 | .50 | 449.00  | 600.00    |
| ***POSS OF MARIJUANA IN AUTO                      | 500.75 |       | 5.00 | 121.75 | 70.00 |        |       | 1.00  |       |       | 1.00 | .50 | 700.00  | 2100.00   |
| ***POSS OF PARAPHERNALIA                          | 150.75 |       | 5.00 | 121.75 | 70.00 |        |       | 1.00  |       |       | 1.00 | .50 | 350.00  | 400.00    |
| ***PROSTITUTION                                   | 200.75 |       | 5.00 | 121.75 |       |        |       |       |       |       | 1.00 | .50 | 329.00  | 500.00    |
| PUBLIC DRUNK                                      | 100.75 |       | 5.00 | 121.75 |       |        |       | 1.00  |       |       | 1.00 | .50 | 230.00  | 300.00    |
| PUBLIC PROFANITY                                  | 75.75  |       | 5.00 | 121.75 |       |        |       |       |       |       | 1.00 | .50 | 204.00  | 200.00    |
| RAN RED LIGHT/STOP SIGN                           | 51.00  | 90.50 | 5.00 | 121.75 |       |        | 10.00 |       |       |       | 1.00 | .50 | 158.00  | 300.00    |
| ***RECKLESS DRIVING                               | 100.00 | 90.50 | 5.00 |        |       |        | 10.00 |       |       | 10.00 | 1.00 | .50 | 217.00  | 400.00    |
| ***RESISTING ARREST                               | 250.75 |       | 5.00 | 121.75 |       |        |       |       |       |       | 1.00 | .50 | 379.00  | 600.00    |
| SEATBELT VIOLATION                                | 25.00  |       |      |        |       |        |       |       |       |       |      |     | 25.00   | 100.00    |
| ***SELL ALCOHOL TO MINOR                          | 500.75 |       | 5.00 | 121.75 |       |        |       | 1.00  |       |       | 1.00 | .50 | 630.00  | 1000.00   |
| SELL ALCOHOL W/O PERMIT                           | 500.75 |       | 5.00 | 121.75 |       |        |       | 1.00  |       |       | 1.00 | .50 | 630.00  | 1000.00   |
| ***SHOPLIFTING                                    | 701.75 |       | 5.00 | 121.75 |       |        |       |       |       |       | 1.00 | .50 | 830.00  | 1500.00   |
| ***SHOPLIFTING (2 <sup>ND</sup> )                 | 900.75 |       | 5.00 | 121.75 |       |        |       |       |       |       | 1.00 | .50 | 1029.00 | 2100.00   |
| ***SHOPLIFTING (3 <sup>RD</sup> )                 | 999.75 |       | 5.00 | 121.75 |       |        |       |       |       |       | 1.00 | .50 | 1128.00 | 3000.00   |
| ***SIMPLE ASSAULT                                 | 250.75 |       | 5.00 | 121.75 |       |        |       | 1.00  |       |       | 1.00 | .50 | 379.00  | 600.00    |
| ***SIMPLE ASSAULT (2 <sup>ND</sup> )              | 500.75 |       | 5.00 | 121.75 |       |        |       |       |       |       | 1.00 | .50 | 629.00  | 1000.00   |
| ***SA—DOMESTIC VIOLENCE                           | 250.75 |       | 5.00 | 121.75 |       |        |       |       |       |       | 1.00 | .50 | 379.00  | 1000.00   |
| ***SA—DOMESTIC VIOLENCE (2 <sup>ND</sup> )        | 500.75 |       | 5.00 | 121.75 |       |        |       |       |       |       | 1.00 | .50 | 628.00  | Judge set |
| SPEEDING (1-9 MILES)                              | 51.00  | 90.50 | 5.00 |        |       |        | 10.00 |       |       |       | 1.00 | .50 | 158.00  | 300.00    |
| SPEEDING (10-20 MILES)                            | 51.00  | 90.50 | 5.00 |        |       |        | 10.00 |       |       | 10.00 | 1.00 | .50 | 168.00  | 300.00    |
| SPEEDING (21-30 MILES)                            | 65.00  | 90.50 | 5.00 |        |       |        | 10.00 |       | 20.00 |       | 1.00 | .50 | 192.00  | 300.00    |
| SPEEDING (31 + MPH)                               | 75.00  | 90.50 | 5.00 |        |       |        | 10.00 |       | 30.00 |       | 1.00 | .50 | 212.00  | 400.00    |
| SPILLING LOAD                                     | 51.00  | 90.50 | 5.00 |        |       |        | 10.00 |       |       |       | 1.00 | .50 | 158.00  | 300.00    |
| ***STALKING/HARASSMENT                            | 500.75 |       | 5.00 | 121.75 |       |        |       |       |       |       | 1.00 | .50 | 629.00  | 1000.00   |
| ***SUSPENDED DL                                   | 226.00 | 90.50 | 5.00 |        |       |        | 10.00 |       |       |       | 1.00 | .50 | 333.00  | 600.00    |
| ***SUSPENDED DRIVER LICENSE (FTA) 2 <sup>ND</sup> | 351.00 | 90.50 | 5.00 |        |       |        | 10.00 |       |       |       | 1.00 | .50 | 458.00  | 600.00    |
| ***SUSPENDED DRIVER LICENSE (FTA) 3 <sup>RD</sup> | 500.00 | 90.50 | 5.00 |        |       |        | 10.00 |       |       |       | 1.00 | .50 | 607.00  | 600.00    |
| ***SUSPENDED DL (IC) 1 <sup>ST</sup>              | 301.00 |       | 5.00 |        |       | 243.50 | 10.00 | 1.00  |       |       | 1.00 | .50 | 562.00  | 900.00    |
| ***SUSPENDED DL (IC) 2 <sup>ND</sup>              | 351.00 |       | 5.00 |        |       | 243.50 | 10.00 | 1.00  |       |       | 1.00 | .50 | 612.00  | 1000.00   |
| ***SUSPENDED DL (IC) 3 <sup>RD</sup>              | 451.00 |       | 5.00 |        |       | 243.50 | 10.00 | 1.00  |       |       | 1.00 | .50 | 712.00  | 1100.00   |
| ***SUSPENDED DL (IC) 4 <sup>TH</sup>              | 500.00 |       | 5.00 |        |       | 243.50 | 10.00 | 1.00  |       |       | 1.00 | .50 | 761.00  | 1200.00   |
| TAG   | 75.75  |       | 5.00 | 121.75 |       |        |       |       |       |       | 1.00 | .50 | 204.00  | 400.00    |
| ***TAG (SWITCHED)                                 | 50.75  |       | 5.00 | 121.75 |       |        |       |       |       |       | 1.00 | .50 | 179.00  | 300.00    |
| TAG—IMPROPER DEALER                               | 99.75  |       | 5.00 | 121.75 |       |        |       |       |       |       | 1.00 | .50 | 228.00  | 400.00    |
| ***TINT LAW VIOLATION                             | 100.00 | 90.50 | 5.00 |        |       |        | 10.00 |       |       |       | 1.00 | .50 | 207.00  | 400.00    |
| TRESPASSING                                       | 250.75 |       | 5.00 | 121.75 |       |        |       |       |       |       | 1.00 | .50 | 379.00  | 600.00    |
| TRESPASSING 2 <sup>ND</sup>                       | 350.75 |       | 5.00 | 121.75 |       |        |       |       |       |       | 1.00 | .50 | 479.00  | 600.00    |
| TRESPASSING 3 <sup>RD</sup>                       | 499.75 |       | 5.00 | 121.75 |       |        |       |       |       |       | 1.00 | .50 | 628.00  | 600.00    |
| TRESPASSING (FEDERAL)                             | 500.75 |       | 5.00 | 121.75 |       |        |       |       |       |       | 1.00 | .50 | 629.00  | 1000.00   |
| TRESPASSING-LESS LARCENY (UNAUTH. USE)            | 250.75 |       | 5.00 | 121.75 |       |        |       |       |       |       | 1.00 | .50 | 379.00  | 600.00    |
| ***UTILITY THEFT                                  | 200.75 |       | 5.00 | 121.75 |       |        |       |       |       |       | 1.00 | .50 | 329.00  | 1200.00   |
| ***UTTERING A FORGERY                             | 999.75 |       | 5.00 | 121.75 |       |        |       |       |       |       | 1.00 | .50 | 1128.00 | 1500.00   |
| WRONG WAY ON A ONE WAY                            | 51.00  | 90.50 | 5.00 |        |       |        | 10.00 |       |       |       | 1.00 | .50 | 158.00  | 300.00    |
| WRONG SIDE OF ROAD                                | 51.00  | 90.50 | 5.00 |        |       |        | 10.00 |       |       |       | 1.00 | .50 | 158.00  | 300.00    |

OFFENSE  
 JUNK VEHICLES  
 BUILDING CODES  
 ANIMAL CONTROL  
 VICIOUS ANIMAL  
 SMOKING/INDIVIDUAL  
 SMOKING/BUSINESS

100.00  
 1000.00  
 50.00  
 50.00  
 100.00

MANDATORY  
 MANDATORY  
 MANDATORY  
 MANDATORY  
 MANDATORY

2<sup>ND</sup> OFFENSE  
 MANDATORY  
 MANDATORY  
 MANDATORY  
 MANDATORY  
 MANDATORY

3<sup>RD</sup> OFFENSE  
 MANDATORY  
 MANDATORY  
 MANDATORY  
 MANDATORY  
 MANDATORY

PARKING  
 2 HR/IMPROPER  
 NO PARKING ZONE  
 YELLOW LINE  
 BLOCKING DRIVEWAY  
 HANDICAPPED  
 FIRE LANE

1-7 DAYS  
 15.00  
 15.00  
 15.00  
 15.00  
 50.00

8 + DAYS  
 50.00  
 50.00  
 50.00  
 50.00  
 100.00  
 100.00



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Dennis Bonds, City Engineer  
**DATE** October 14, 2020  
**SUBJECT:** IN THE MATTER OF CHANGE ORDER FOR SAND CREEK BANK STABILIZATION ALONG RANKIN BLVD **DRB**

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**Request: DRB**

Review and approve change order in amount of \$4,399.20 on Sand Creek Bank Stabilization Project. Change order necessitated by additional washing and cavitation underneath concrete parking area adjacent to Bank Stabilization Project area. See attached information.



### CHANGE ORDER

CCE NO. 3-09634

CHANGE ORDER NO.: 1- -FINAL SUMMARY

OWNER: City of Tupelo

PROJECT: SAND CREEK BANK STABILIZATION

CONTRACTOR: ENSCOR, LLC

The following changes on the project, with quantities and items involved, are recommended for the reasons stated:

ADJUSTMENT FOR FINAL QUANTITIES - SEE ATTACHED

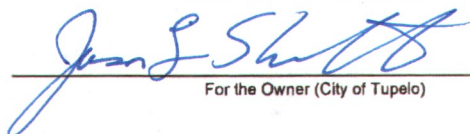
It is further understood and agreed that this modification constitutes compensation in full on behalf of the contractor and its subcontractors and suppliers for all costs and markups directly or indirectly attributable to the change order herein, of all delays related thereto, and for performance of the changes within the time frame stated.

|  |                             |
|--|-----------------------------|
| Original Contract Cost                   | <u>\$124,304.00</u>         |
| Previously Approved C.O.'s Add (Deduct): | <u>\$0.00</u>               |
| PREVIOUS CONTRACT TOTAL:                 | <u>\$124,304.00</u>         |
| Estimated Amount Added by this C.O. :    | <u>\$4,399.20</u>           |
| Estimated Amount Deducted by this C.O. : | <u>                    </u> |
| CONTRACT TOTAL:                          | <u><u>\$128,703.20</u></u>  |

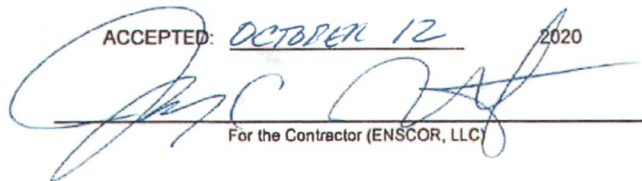
DATE: 10/13 2020

  
For Cook Coggin Engineers, Inc.

APPROVED: 10-20- 2020

  
For the Owner (City of Tupelo)

ACCEPTED: OCTOBER 12 2020

  
For the Contractor (ENSCOR, LLC)

CHANGE ORDER NO. 1 - FINAL QUANTITY SUMM

SAND CREEK BANK STABILIZATION

CCE 3-09634

OWNER: CITY OF TUPELO

CONTRACTOR: ENSCOR, LLC

| Item No. | Item Description                | Contract Quantity | Unit  | Unit Price   | Contract Amount | Final Construction Quantities | Summary Change Order Amount | Final Contract Amount |
|----------|---------------------------------|-------------------|-------|--------------|-----------------|-------------------------------|-----------------------------|-----------------------|
| 1        | Mobilization                    | 1                 | LS    | \$ 14,000.00 | \$ 14,000.00    | 1                             | \$0.00                      | \$14,000.00           |
| 2        | Clearing & Grubbing             | 1                 | LS    | \$ 5,000.00  | \$ 5,000.00     | 1                             | \$0.00                      | \$5,000.00            |
| 3        | Excess Excavation, PM           | 289               | CUYd  | \$ 10.00     | \$ 2,890.00     | 289                           | \$0.00                      | \$2,890.00            |
| 4        | Selected Borrow Material, PM    | 259               | CUYd  | \$ 20.00     | \$ 5,180.00     | 259                           | \$0.00                      | \$5,180.00            |
| 5        | Drainage Backfill, PM           | 50                | CUYd  | \$ 70.00     | \$ 3,500.00     | 50                            | \$0.00                      | \$3,500.00            |
| 6        | Removal of Concrete             | 90                | SqYd  | \$ 10.00     | \$ 900.00       | 123                           | \$330.00                    | \$1,230.00            |
| 7        | Concrete Pavement               | 90                | SqYd  | \$ 135.00    | \$ 12,150.00    | 123                           | \$4,455.00                  | \$16,605.00           |
| 8        | Crushed Limestone               | 15                | CUYd  | \$ 70.00     | \$ 1,050.00     | 15                            | \$0.00                      | \$1,050.00            |
| 9        | Minor Structure Concrete        | 1                 | CUYd  | \$ 1,000.00  | \$ 1,000.00     | 1                             | \$0.00                      | \$1,000.00            |
| 10       | 15" Concrete Flared End Section | 1                 | Ea    | \$ 1,000.00  | \$ 1,000.00     | 1                             | \$0.00                      | \$1,000.00            |
| 11       | Gabion Wall, 3 x 3              | 8,850             | CuFt  | \$ 5.74      | \$ 50,799.00    | 8850                          | \$0.00                      | \$50,799.00           |
| 12       | Geotextile Fabric               | 210               | SqYd  | \$ 3.50      | \$ 735.00       | 254                           | \$154.00                    | \$889.00              |
| 13       | Stone Riprap, 300 Lb            | 160               | Tons  | \$ 60.00     | \$ 9,600.00     | 168                           | \$460.20                    | \$10,060.20           |
| 14       | Grout for Stone Riprap          | 35                | CUYd  | \$ 400.00    | \$ 14,000.00    | 35                            | \$0.00                      | \$14,000.00           |
| 15       | Solid Sodding                   | 200               | SqYd  | \$ 5.00      | \$ 1,000.00     |                               | (\$1,000.00)                | \$0.00                |
| 16       | Turbidity Curtain               | 300               | LinFt | \$ 5.00      | \$ 1,500.00     | 300                           | \$0.00                      | \$1,500.00            |
| 17       |                                 |                   |       |              | \$ -            |                               |                             | \$0.00                |

TOTAL ORIGINAL CONTRACT AMT \$124,304.00

Summary Change Order Amount \$4,399.20

Final Contract Amount \$128,703.20



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Pat Falkner, Director, Development Services  
**DATE** October 14, 2020  
**SUBJECT:** IN THE MATTER OF REVIEW/ACCEPT PLANNING COMMITTEE MINUTES

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**Request:** Review/Accept Minutes of October 5, 2020 Planning Committee meeting.

The Committee denied a request for approval of a proposed telecommunications tower at 203 South Feemster Lake Road. That action has been appealed.

**TUPELO PLANNING COMMITTEE****October 5, 2020****CALL TO ORDER**

Chair Leslie Mart called the meeting to order by Zoom. Gus Hildenbrand, Scott Davis, Patti Thompson, and Jimmy Swann were present, with Pam Hadley and Lindsay Leake also attending by Zoom. Mr. Hildebrand provided the invocation and Mrs. Thompson led the Pledge of Allegiance. Staff present were Pat Falkner and Marilyn Vail of the Development Services Department.

**APPROVAL OF MINUTES**

The minutes of the September 14 meeting were approved on a motion by Mrs. Thompson, seconded by Mr. Hildenbrand.

Mr. Falkner reported that the City Council would be reviewing those minutes at their October 6 meeting, including the appeal of the Committee's action.

**NEW BUSINESS**

FLEX 20-04: Application by Louis Burrill for approval to build a 155 foot telecommunications tower in a Low Density Residential zoning district, at 203 South Feemster Lake Road.

Brian Youngken of Metro Site, the company handling site acquisition for the proposed tower, spoke for the application by Zoom. He explained that his company had been asked to locate a site for a new tower within a limited distance from an existing tower off Eason Boulevard. The location was based on the need to maintain service coverage in that area of East Tupelo.

Ms. Mart asked for an explanation of the site plan submitted with the application. Mr. Youngken explained that the location of the tower on the property was based on the highest point of elevation. The tower would be in the wooded area behind the existing house on the property. The higher location would offer expanded coverage compared to the tower located 700 feet to the east.

Ms. Mart asked for the staff recommendation. Mr. Falkner explained that the criteria for approval of a flexible use included a finding that the proposed use would be in harmony with the area and not injurious to the value of surrounding properties. The area around the proposed site is predominantly single family housing, one story structures, on relatively large lots. A cell tower would be out of character with that development pattern and would be expected to diminish value of the homes around it.

Mr. Hildenbrand and Mr Swann asked about the visibility of the proposed tower relative to the trees on the site. Mr. Youngken said that the upper part of the tower would be visible above the tree line, but that it could be built in a design resembling a pine tree.

Ms. Mart asked about landscaping of the site. Mr. Youngken explained that the landscape design was not submitted but that the company typically includes trees planted on 6 foot centers and a fence.

Mr. Hildenbrand asked how far the tower would be from Feemster Lake Road. Mr. Youngken answered that it would be 280 feet from the street right of way line. He also noted that the tower would be 125 feet from the north line of the property and 74 feet from the south line, and that it was designed, in the event of structural failure, to fall within the footprint of the tower rather than off the property.

Ms. Mart asked about the time line for the project. Mr. Youngken replied that it was projected for the third quarter of 2021. Ms. Mart asked how much of the tower could be camouflaged as a tree. Mr Youngken answered 30 to 35%.

Mrs. Thompson asked about the choice of location, if that was based on service complaints. Mr. Youngken answered that the carriers wanted a new tower because of the cost of continuing to use the existing tower. Mrs. Thompson followed up with a question whether the existing pole would be removed if the carrier went away. Mr. Youngken said that would depend on the owner of that tower.

The meeting was opened to the public.

Mike Pettigrew of 281 McNeece Street spoke, saying that he owns a number of properties in the McNeece Street and Feemster Lake Road area. He said that the existing tower was visible from Feemster Lake Road and that a second tower would devalue the neighborhood. Mr. Pettigrew also said that the location of a second tower appeared to be based on financial considerations rather than coverage needs, and suggested that the site acquisition company should find a location that is not in a residential zoning district.

Ms. Mart asked the applicant about that. Mr. Youngken answered that the company had contacted all property owners in the other zoning districts within the location search radius and none had responded. He also noted that the company was avoiding a wetland area.

Mrs. Thompson asked if any of the residents had service issues. Those present indicated that they did not. She asked if they had any objection to the tower if it were camouflaged. Mrs. Gillie Doty of 257 South Feemster Lake said that she can see the existing tower from her house and the proposed tower would be even more visible.

Ms. Mart asked if the Committee could require the removal of the existing tower if the new tower was approved. Mr. Falkner answered that the existing tower was owned by a different company which would not be bound by the Committee's action.

Ms. Mart asked what would be the effects of a denial on current service. Mr. Youngken said that the carrier might relocate and the coverage in the area could be affected. Ms.

Mart asked if the staff had a recommendation. Mr. Falkner replied that based on the finding that the structure would not be in harmony with the area around it, the staff had recommended disapproval.

Mr. Davis said that he did not see why the Committee should approve placement of a new tower in a residential area for the financial benefit of the carrier service. He moved to deny the application. Mr. Hildenbrand seconded the motion which passed with all voting in favor. Mr. Falkner explained the appeal process to Mr. Youngken who verbally indicated that the applicant wanted to appeal the decision.

Mr. Falkner reported to the committee that he was beginning to explore some of the questions that would have to be addressed in a new comprehensive plan for the city, as a result of the economic impacts of the Covid pandemic. To begin this process, Shane Homan, Chief Operation Officer of CDF, had been invited to give the foundation's perspective on those economic impacts. His remarks are summarized as follows:

Mr. Homan identified three significant patterns. First, both employment and education have been moved toward a hybrid model, with more work and more schooling conducted from homes. This changing structure has been challenging for employers and for school systems as well as for citizens trying to accommodate work and school or child care into their home settings. The hybrid model will no doubt continue to evolve, but is expected to impact both residential and commercial development in ways that the comprehensive plan will need to recognize.

Second, the national impact of the pandemic is driving a trend of migration away from larger metropolitan areas toward smaller cities, including those designated as micropolitans like Tupelo. People whose jobs allow them to work primarily from home are able to choose less expensive or more appealing places to live, rather than being tied to the area where the job site is located. This is an opportunity for Tupelo to compete more strongly for skilled workers and entrepreneurs.

The third area where the pandemic is disrupting earlier patterns is the acceleration of the shift of retail activity away from in person settings toward e-commerce. On line businesses were already cutting deeply into retail market shares, and the pandemic is simply strengthening the trend. We can expect a reduced need for higher quality office and retail space, as well as a redesign of restaurants. Changing supply chains may stimulate a need for local manufacturing or distribution space, but this would not necessarily offset the likelihood of reduced local sales tax revenue.

Mr. Homan also offered several observations about different priorities for things the city might do to adapt to these changes. There is definitely a need for an enhanced effort to get high-capacity internet service in all parts of the city. This is critical infrastructure for business, government, and especially for residences. It will be a key to the possibility of growing the residential core of the city with implications both for supporting local businesses and strengthening the school system. Closely related is a need for community centers that can provide space for school age children to do class work while adults work

at their jobs and younger children are cared for. Also, with many college students having to take classes from home, recreational and other activity programming aimed at this group could engage them in ways that benefit both those young people and the local economy. Outdoor infrastructure such as trails, pedestrian connectivity and bike paths would be effective for this group while also contributing to economic vitality of business areas that could be accessed this way. Finally, the city should be looking for ways to support the retailers still in place, especially in the mall area, as well as for potential conversions of vacant 'big box' retail buildings.

In reference to a question about the work of CDF in the pandemic, Mr. Homan explained their staff's close involvement in support of local businesses as they accessed stimulus funding. With this support, Lee County employment levels have come back close to pre-pandemic levels. Many local firms are having trouble filling job vacancies; some of this may have been a result of the high level of unemployment compensation provided early in the summer, but it also reflects health concerns and child care issues. Mr. Homan also expressed concern about the effects of the disrupted school years, noting that this is likely to affect students already at a disadvantage in education.

Mr. Falkner noted that several applications had been received for the November meeting. Ms. Mart set the work session for October 25 and the meeting for November 2.

The meeting was adjourned on a motion by Mrs. Thompson, seconded by Mr. Swann.

**Demolition List for 10/20/20 City Council Meeting**

**105 ANDREW CIRCLE**

**321 RILEY ST.**

**529 ROBINS ST.**

**2308 TORREY ST.**



# 105 Andrew Cir.

## BASIC INFORMATION

- ▶ PARCEL: 101M-12-001-00
- ▶ CASE : 30535
- ▶ WARD: 3
- ▶ TAX VALUE: \$120,440
- ▶ VACANT: YES
- ▶ REPAIRABLE: YES

## NEARBY PROPERTIES/ TAXES

|               |                 |           |
|---------------|-----------------|-----------|
| Right side    | 104 Andrew Cir. | \$133,240 |
| Left side     | 106 Andrew Cir. | \$113,110 |
| Rear          | 2101 Reagan     | \$120,770 |
| Across street | 103 Andrew Cir. | \$76,190  |

## TAXES/LIENS

Taxes – CURRENT

No city liens

## VISUAL INDICATORS OF BLIGHT

- ▶ STRUCTURAL DAMAGE OR FAILURE-YES
- ▶ EXTERIOR MATERIALS IN NEED OF REPLACEMENT OR REPAIR – YES
- ▶ BROKEN WINDOWS\DAMAGED DOORS – NO
- ▶ YARD OR GROUNDS POORLY MAINTAINED – YES
- ▶ ACCUMULATION OF JUNK - YES

## CODE ENFORCEMENT HISTORY

- ▶ 5 PRIOR VIOLATIONS
- ▶ CURRENT STATUS – 2 OPEN VIOLATIONS - CHAP 34 & SWIMMING POOL
- ▶ HOUSE WAS FORECLOSED ON IN 2018 BUT NEVER TAKEN OVER BY BANK/MORTGAGE HOLDER







## 321 Riley St.

### BASIC INFORMATION

- ▶ PARCEL: 089J-31-321-00
- ▶ CASE : 30533
- ▶ WARD: 3
- ▶ TAX VALUE: \$53,840
- ▶ VACANT: YES
- ▶ REPAIRABLE: POSSIBLY

### NEARBY PROPERTIES/ TAXES

|               |                    |          |
|---------------|--------------------|----------|
| Right side    | 325 Riley St.      | \$51,320 |
| Left side     | 1100 Jefferson St. | \$48,340 |
| Rear          | 206 Rankin Blvd.   | \$65,040 |
| Across street | 318 Riley St.      | \$67,210 |

### TAXES/LIENS -

Taxes - current

No city liens

### VISUAL INDICATORS OF BLIGHT

- ▶ STRUCTURAL DAMAGE OR FAILURE-YES
- ▶ EXTERIOR MATERIALS IN NEED OF REPLACEMENT OR REPAIR – YES
- ▶ BROKEN WINDOWS\DAMAGED DOORS – YES
- ▶ YARD OR GROUNDS POORLY MAINTAINED – NO
- ▶ ACCUMULATION OF JUNK – NO

### CODE ENFORCEMENT HISTORY

- ▶ 5 PRIOR VIOLATIONS
- ▶ CURRENT STATUS – OPEN- CHAP 34 CASE













## 529 Robins St.

### BASIC INFORMATION

- ▶ PARCEL: 089J-31-057-00
- ▶ CASE: 32240
- ▶ WARD: 4
- ▶ TAX VALUE: \$100,000
- ▶ VACANT: YES
- ▶ REPAIRABLE: NO

### NEARBY PROPERTIES/ TAXES

- |                 |                |           |
|-----------------|----------------|-----------|
| ▶ Right side    | 531 Robins St. | \$116,280 |
| ▶ Left side     | 517 Robins St. | \$91,240  |
| ▶ Across street | 518 Robins St. | \$106,380 |

### TAXES/LIENS -

Taxes – current

No city liens

### VISUAL INDICATORS OF BLIGHT

- ▶ STRUCTURAL DAMAGE OR FAILURE- YES
- ▶ EXTERIOR MATERIALS IN NEED OF REPLACEMENT OR REPAIR – YES
- ▶ BROKEN WINDOWS\DAMAGED DOORS – NO
- ▶ YARD OR GROUNDS POORLY MAINTAINED – NO
- ▶ ACCUMULATION OF JUNK - NO

### CODE ENFORCEMENT HISTORY

- ▶ NO PRIOR VIOLATIONS
- ▶ CURRENT STATUS – OPEN - CHAPTER 34 CASE















## 2308 Torrey

### BASIC INFORMATION

- ▶ PARCEL: 077P-35-187-00
- ▶ CASE : 30194
- ▶ WARD: 2
- ▶ TAX VALUE: \$120,440
- ▶ VACANT: YES
- ▶ REPAIRABLE: NO

### NEARBY PROPERTIES

- ▶ RIGHT SIDE    2306 Torrey St.                    \$50,010
- ▶ LEFT SIDE     310 S. Foster St.                    \$74,680
- ▶ ACROSS        2311 Torrey St.                    \$66,760
- ▶ REAR            2307 Meadowview Dr.            \$62,190

#### ▶ TAXES/LIENS

Taxes – CURRENT                    No City Liens

### VISUAL INDICATORS OF BLIGHT

- ▶ STRUCTURAL DAMAGE OR FAILURE-YES
- ▶ EXTERIOR MATERIALS IN NEED OF REPLACEMENT OR REPAIR – YES
- ▶ BROKEN WINDOWS\DAMAGED DOORS – YES
- ▶ YARD OR GROUNDS POORLY MAINTAINED – YES
- ▶ ACCUMULATION OF JUNK - YES

### CODE ENFORCEMENT HISTORY

- ▶ 7 PRIOR VIOLATIONS
- ▶ CURRENT STATUS – OPEN- CHAP 34 VIOLATION
- ▶ HOUSE BURNED 1/17/20





Final Lot Mowing Report for 09/23/2020-10/06/2020

| Violation Ref | Parcel      | Location                 | Owner                           | Owner Address     | Owner City State Zip | Inspector |
|---------------|-------------|--------------------------|---------------------------------|-------------------|----------------------|-----------|
| 1. 32470      | 088J3304500 | 1200 REESE ST            | SANDERS BETTY<br>HOUSTON        | 1250 REESE STREET | TUPELO, MS 38804     | RS        |
| 2. 32486      | 113J0703700 | 1016<br>CHICKASAW<br>TRL | TUPELO RENTAL<br>PROPERTIES LLC | 2555 WENDOVER DR  | BELDEN, MS 38826     | JLS       |
| 3.            |             |                          |                                 |                   |                      |           |
| 4.            |             |                          |                                 |                   |                      |           |
| 5.            |             |                          |                                 |                   |                      |           |
| 6.            |             |                          |                                 |                   |                      |           |
| 7.            |             |                          |                                 |                   |                      |           |
| 8.            |             |                          |                                 |                   |                      | 309       |
| 9.            |             |                          |                                 |                   |                      |           |
| 10            |             |                          |                                 |                   |                      |           |
| 11            |             |                          |                                 |                   |                      |           |
| 12            |             |                          |                                 |                   |                      |           |