



# TUPELO REGULAR CITY COUNCIL MEETING

DECEMBER 19, 2023 AT 6:00 PM  
CHURCH STREET SCHOOL AUDITORIUM  
445 NORTH CHURCH STREET

## AGENDA

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**INVOCATION:** COUNCIL MEMBER LYNN BRYAN

**PLEDGE OF ALLEGIANCE:** COUNCIL MEMBER NETTIE DAVIS

**CALL TO ORDER:** COUNCIL PRESIDENT TRAVIS BEARD

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

**PROCLAMATIONS, RECOGNITIONS AND REPORTS AGENDA**

PROCLAMATIONS

RECOGNITION GIRL/BOY SCOUTS

EMPLOYEE RECOGNITION

PUBLIC RECOGNITION

MAYOR'S REMARKS

(CLOSE REGULAR MEETING OPEN PUBLIC AGENDA)

**PUBLIC AGENDA**

PUBLIC HEARINGS

1. IN THE MATTER OF PUBLIC HEARING FOR DEMOLITIONS TN

APPEALS

CITIZEN HEARING

(CLOSE PUBLIC AGENDA AND OPEN REGULAR SESSION)

## **ACTION AGENDA**

- 2.** IN THE MATTER OF BID 2023-048DS – COMPREHENSIVE PLAN 2025-2040 - REQUEST FOR PROPOSALS (MOVED FROM STUDY AGENDA ON DECEMBER 5, 2023)TN

## **ROUTINE AGENDA**

- 3.** IN THE MATTER OF MINUTES OF DECEMBER 5, 2023
- 4.** IN THE MATTER OF BILL PAY **KH**  
  
NETTIE DAVIS  
BUDDY PALMER  
ROSIE JONES
- 5.** IN THE MATTER OF ADVERTISING AND PROMOTIONAL ITEMS **KH**
- 6.** IN THE MATTER OF MOU WITH DEPARTMENT OF FINANCE (HOUSE BILL 603 SECTION 28(nu) FUNDING TO MATCH FEDERAL FUNDS TO IMPROVE RAILROAD **KH**
- 7.** IN THE MATTER OF MOU WITH DEPARTMENT OF FINANCE (HOUSE BILL 603 SECTION 28(iu) FUNDING TO IMPROVE BALLARD PARK **KH**
- 8.** IN THE MATTER OF APPROVAL OF AN AGREEMENT BETWEEN THE MS DEPARTMENT OF PUBLIC SAFETY AND THE CITY OF TUPELO AND TO AUTHORIZE THE MAYOR TO SIGN SAID AGREEMENT – PROJECT SAFE NEIGHBORHOODS **AC**
- 9.** IN THE MATTER OF APPROVAL OF MUNICIPAL COURT TRAINING CERTIFICATE **RC**
- 10.** IN THE MATTER OF REVIEW/APPROVE PROPERTIES FOR DEMOLITION **TN**
- 11.** IN THE MATTER OF REVIEW/APPROVE LIEN RESOLUTIONS FOR UNPAID LOT MOWING INVOICES **TN**
- 12.** IN THE MATTER OF DEVELOPMENT CODE AMENDMENT – MULTIFAMILY (TABLED AT NOVEMBER 7, 2023 MEETING)TN
- 13.** IN THE MATTER OF DEVELOPMENT CODE AMENDMENT – CONGREGATE LIVING (TABLED AT NOVEMBER 7, 2023 MEETING)TN
- 14.** IN THE MATTER OF DEVELOPMENT CODE AMENDMENT – SIGNS (TABLED AT NOVEMBER 7, 2023 MEETING)TN

- [15.](#) IN THE MATTER OF AWARD OF BID 2023-057PW FOR BRIDGE NUMBER 202 REPLACEMENT ON WEST MAIN STREET AND AUTHORIZATION OF MAYOR TO SIGN ON BEHALF OF THE CITY **DRB**
- [16.](#) IN THE MATTER OF APPROVAL OF MAJOR THOROUGHFARE COMMITTEE MEETING MINUTES NOVEMBER 13, 2023 **DRB**
- [17.](#) IN THE MATTER OF ACCEPTING BID #2023-058PD **JQ**
- [18.](#) IN THE MATTER OF APPROVAL OF PROPOSED CHANGE ORDER F-1 FINAL CLOSEOUT FOR GUM TREE PARK DRAINAGE IMPROVEMENTS ARPA 2023-029PW **CW**
- [19.](#) IN THE MATTER OF APPROVAL OF CADENCE BANK ARENA MINUTES OF OCTOBER 16, 2023 **KK**
- [20.](#) IN THE MATTER OF BAD DEBT WRITE-OFF JULY 2022 – DECEMBER 2022 **JT**
- [21.](#) IN THE MATTER OF AN EMERGENCY PURCHASE OF 2,500 FEET OF # 2/0 UNDERGROUND PRIMARY WIRE **JT**
- [22.](#) IN THE MATTER OF AN EMERGENCY PURCHASE OF TWELVE (12) 25 kVA PADMOUNT TRANSFORMERS **JT**
- [23.](#) IN THE MATTER OF AN EMERGENCY PURCHASE OF FIFTEEN (15) 25 kVA CONVENTIONAL TRANSFORMERS **JT**
- [24.](#) IN THE MATTER OF REVIEW OF THE RESPONSES TO RFP 23-055PW AND TO AWARD A CONTRACT FOR DEBRIS REMOVAL SERVICES TO THE MOST RESPONSIBLE OFFEROR WHOSE PROPOSAL IS MOST ADVANTAGEOUS TO THE CITY OF TUPELO AS DETERMINED BY THE EVALUATION CRITERIA CONTAINED IN THE RFP, AND SUCH CONTRACT SHALL BE EXECUTED BY THE MAYOR AND SUBJECT TO SUBSEQUENT RATIFICATION BY THE CITY COUNCIL **SR**
- [25.](#) IN THE MATTER OF REVIEW OF THE RESPONSES TO RFP 23-056PW AND TO AWARD A CONTRACT FOR DEBRIS MONITORING SERVICES TO THE MOST RESPONSIBLE OFFEROR WHOSE PROPOSAL IS MOST ADVANTAGEOUS TO THE CITY OF TUPELO AS DETERMINED BY THE EVALUATION CRITERIA CONTAINED IN THE RFP, AND SUCH CONTRACT SHALL BE EXECUTED BY THE MAYOR AND SUBJECT TO SUBSEQUENT RATIFICATION BY THE CITY COUNCIL **SR**

**(CLOSE REGULAR SESSION)**

**STUDY AGENDA**

**EXECUTIVE SESSION**

**ADJOURNMENT**



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Tanner Newman, Director of Development Services  
**DATE:** December 19, 2023  
**SUBJECT:** IN THE MATTER OF PUBLIC HEARING FOR DEMOLITIONS TN

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### Request:

Public Hearing for demolition of substandard structures on the following properties:

<b>205 Bowen (Stephen D. Lee)</b>	<b>077Q-36-025-00</b>
<b>555 Magazine Street</b>	<b>089P-31-070-00</b>
<b>1849 McCullough Boulevard</b>	<b>076K-23-073-00</b>



## HEARING NOTICE

11/17/23

CITY OF TUPELO, MISSISSIPPI

COMPLAINT NO. 24029

Vs.

**ESTATE OF JAMES H. HARRIS AND  
MARY NEIL HARRIS AND ANY PERSON OR  
ENTITY HAVING CLAIM AT PROPERTY LOCATED  
AT 205 BOWEN STREET (STEPHEN D. LEE)**

The following is a notification as required by Mississippi State Law. Your property has not been maintained appropriately, and we have not received adequate response to the correspondence mailed to the owners of record regarding this property. A hearing will be held before the City Council of Tupelo, MS to give you, as an interested party in this property, an opportunity to plead your case prior to the council deciding whether your property should be subject to demolition. If you would like to discuss this matter prior to the meeting referenced below, please call Tanner Newman at 662-841-6510.

### PETITION UNDER MISS. CODE ANN. §21-19-11

The City of Tupelo, Mississippi, by and through the Department of Development Services, hereinafter referred to as "Petitioner," issues this Petition against the above named party or parties, hereinafter referred to as "Owner."

- 1. Charges.** The Petitioner, on its own motion, charges that, based on preliminary investigation as evidenced by Exhibit "A" attached hereto, the property of Owner located at **205 BOWEN STREET (STEPHEN D. LEE) PARCEL #077Q-36-025-00, TUPELO MS**, including building(s) thereon, is in such a state of uncleanness or demise as to be a menace to the public health, safety and welfare of the community, and that a hearing before the City Council pursuant to Miss. Code Ann. §21-19-11 is warranted.
- 2. Notice.** A hearing has been set before City Council of the City of Tupelo at its regularly scheduled meeting to be held on **12/05/2023, 445 North Church Street, Tupelo, MS at 6:00 p. m.** You have the right to attend and respond to the charges.
- 3. Finding.** If at said hearing the City Council adjudicates that the property or land in its then condition is a menace to the public health, safety and welfare of the community, then it shall order that the Owner undertake one or more of the following measures: cutting grass and weeds; filling cisterns; removing rubbish, removing dilapidated fences, removing outside toilets, **demolishing dilapidated buildings**, removing personal property and other debris; and draining cesspools and standing water, as warranted and applicable.

4. **Failure to Comply.** If the Owner fails to take the necessary action, the City shall proceed to do so by the use of municipal employees or by contract and may by resolution adjudicate the actual cost of cleaning the property, including administrative and legal costs, and may also impose a penalty of \$1,500.00 or 50% of the actual cost. The decision of the City Council may be appealed in the same manner as other appeals from a municipal governing authority are taken.
- 5.

An adjudication at the hearing that the property or parcel of land is in need of cleaning will authorize the municipality to reenter the property or parcel of land for a period of one (1) year after the hearing without any future hearing.

**WITNESS MY SIGNATURE, THIS THE 17TH DAY OF NOVEMBER, 2023.**



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Tanner Newman, Director  
Department of Development Services  
City Of Tupelo, Mississippi

# **BLIGHT REVIEW/COUNCIL PROPERTY INFORMATION**

Item # 1.

**ADDRESS: 205 BOWEN STREET (STEPHEN D. LEE)**

## **BASIC INFORMATION**

- ▶ PARCEL: 077Q-36-025-00
- ▶ CASE: 34029
- ▶ WARD: 4
- ▶ TAX VALUE: \$31,340
- ▶ VACANT: Yes
- ▶ REPAIRABLE: NO

## **NEARBY PROPERTIES/ TAXES**

Right side \$26,090

Left side \$37,240

Rear \$39,560

Across street Empty Lot

## **TAXES/LIENS**

Taxes – Delinquent City liens: Yes

## **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**

- ▶ PRIOR VIOLATIONS 3
- ▶ CURRENT STATUS – Owner is deceased
- ▶ The property has been in this shape since the death of the owners. It was adjudicated in 2022, but sisters wanted their nephew to repair and sell the property. No permit was obtained and no work was done to bring it up to code.



01/11/2018

HARRIS JAMES H & MARY N  
205 BOWEN  
TUPELO, MS 38801



Re: CASE # 24029  
205 STEPHEN D LEE ST,  
PARCEL NUMBER: 077Q3602500

Dear Property Owner or Tenant,

It is the mission of the Code Administration Division to help keep property values up and neighborhoods vibrant by finding and pointing out code violations on residential and commercial properties throughout the City of Tupelo. We hope to have the cooperation of owners and/ or tenants of these properties in resolving these code violations. Please see the information listed below and do your part to keep our community clean and safe.

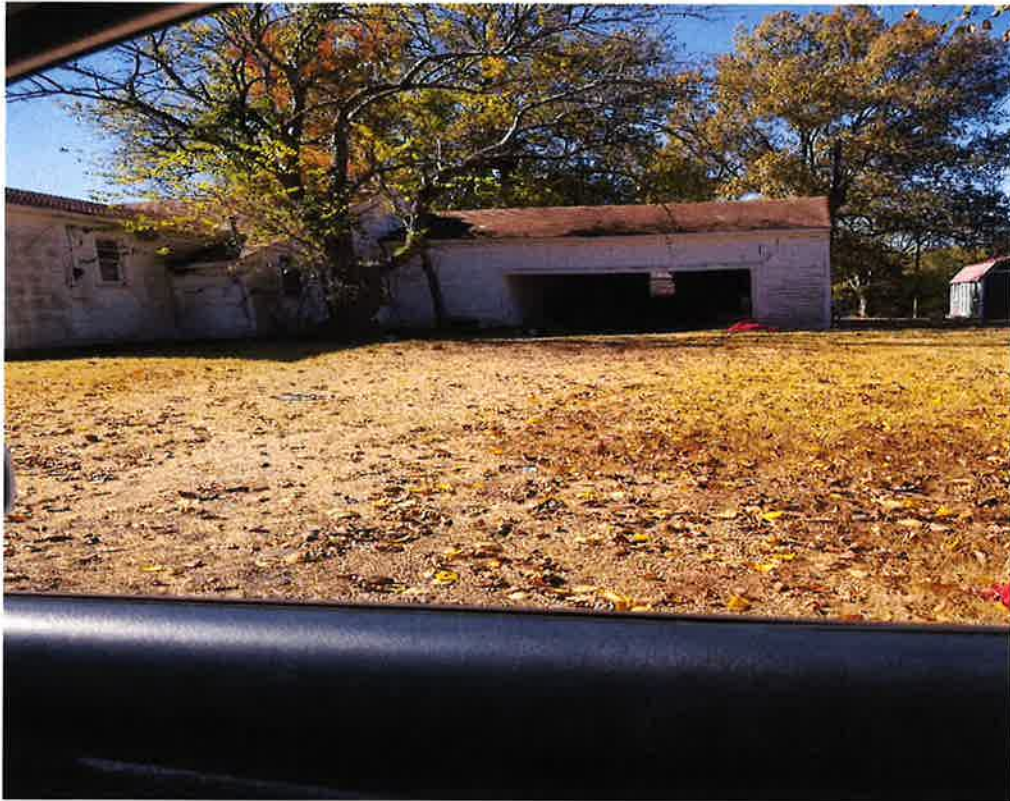
VIOLATION	DETAILS/REMEDY
DEMOLISH DILAPIDATED BUILDING	DILAPIDATED HOUSE INCLUDING MISSING SIDING, ROTTEN FASCIA BOARDS, ALGAE GROWING ON HOUSE
	BEAMS ARE ROTTEN AND HOUSE APPEARS UNSAFE TO ENTER.

<b>PLEASE CORRECT THE VIOLATION BY THE FOLLOWING DATE IN ORDER TO BE IN COMPLIANCE:</b>	<b>REINSPECTION DATE:</b>
04/01/2022	04/02/2022

Thank you in advance for your compliance. If you have questions, please call 662.841-6510.

Sincerely,

\_\_\_\_\_  
LYNDA FORD  
Code Enforcement







## HEARING NOTICE

11/17/23

CITY OF TUPELO, MISSISSIPPI

COMPLAINT NO. 45313

Vs.

ESTATE OF RUBY HUTCHISON AND ANY PERSON  
OR ENTITY HAVING INTEREST IN PROPERTY LOCATED  
AT 555 MAGAZINE STREET

The following is a notification as required by Mississippi State Law. Your property has not been maintained appropriately, and we have not received adequate response to the correspondence mailed to the owners of record regarding this property. A hearing will be held before the City Council of Tupelo, MS to give you, as an interested party in this property, an opportunity to plead your case prior to the council deciding whether your property should be subject to demolition. If you would like to discuss this matter prior to the meeting referenced below, please call Tanner Newman at 662-841-6510.

### PETITION UNDER MISS. CODE ANN. §21-19-11

The City of Tupelo, Mississippi, by and through the Department of Development Services, hereinafter referred to as "Petitioner," issues this Petition against the above named party or parties, hereinafter referred to as "Owner."

- 1. Charges.** The Petitioner, on its own motion, charges that, based on preliminary investigation as evidenced by Exhibit "A" attached hereto, the property of Owner located at **555 MAGAZINE STREET PARCEL #088P-31-070-00, Tupelo MS**, including building(s) thereon, is in such a state of uncleanness or demise as to be a menace to the public health, safety and welfare of the community, and that a hearing before the City Council pursuant to Miss. Code Ann. §21-19-11 is warranted.
- 2. Notice.** A hearing has been set before City Council of the City of Tupelo at its regularly scheduled meeting to be held on **12/19/2023, 445 North Church Street, Tupelo, MS at 6:00 p. m.** You have the right to attend and respond to the charges.
- 3. Finding.** If at said hearing the City Council adjudicates that the property or land in its then condition is a menace to the public health, safety and welfare of the community, then it shall order that the Owner undertake one or more of the following measures: cutting grass and weeds; filling cisterns; removing rubbish, removing dilapidated fences, removing outside toilets, **demolishing dilapidated buildings**, removing personal property and other debris; and draining cesspools and standing water, as warranted and applicable.

4. **Failure to Comply.** If the Owner fails to take the necessary action, the City shall proceed to do so by the use of municipal employees or by contract and may by resolution adjudicate the actual cost of cleaning the property, including administrative and legal costs, and may also impose a penalty
5. of \$1,500.00 or 50% of the actual cost. The decision of the City Council may be appealed in the same manner as other appeals from a municipal governing authority are taken.

An adjudication at the hearing that the property or parcel of land is in need of cleaning will authorize the municipality to reenter the property or parcel of land for a period of one (1) year after the hearing without any future hearing.

WITNESS MY SIGNATURE, THIS THE 17TH DAY OF NOVEMBER, 2023.



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Tanner Newman, Director  
Department of Development Services  
City Of Tupelo, Mississippi

# BLIGHT REVIEW/COUNCIL PROPERTY INFORMATION

Item # 1.

## ADDRESS: 555 MAGAZINE STREET

### BASIC INFORMATION

- ▶ PARCEL: 089P-31-070-00
- ▶ CASE: 45313
- ▶ WARD: 3
- ▶ TAX VALUE: \$2,796
- ▶ VACANT: NO
- ▶ REPAIRABLE: NO

### NEARBY PROPERTIES/ TAXES

Right side \$23,780

Left side \$3,1720

Rear RRX

Across street EMPTY LOT

### TAXES/LIENS

Taxes – CURRENT City liens: NO

### 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 - NO

### CODE ENFORCEMENT HISTORY

- ▶ PRIOR VIOLATIONS 5
- ▶ CURRENT STATUS – DAUGHTER OF OWNER LIVES IN THE HOUSE
- ▶ IT IS OUR SUSPICION THAT THE OWNER OF THE HOME IS ALLOWING THE HOMELESS TO LIVE IN THE SHED. AN EXTENSION CORD HAS BEEN RUN FROM THE MAIN HOUSE TO THE SHED.

10/18/2023

HUTCHISON RUBY ESTATE  
22250 ACHORD RD  
DENHAM SPRINGS, LA 70726



Re: CASE # 45313  
555 MAGAZINE ST,  
PARCEL NUMBER: 089P3107000

Dear Property Owner or Tenant,

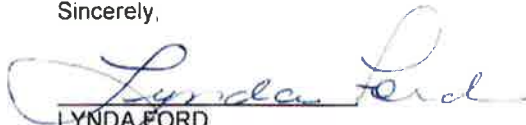
It is the mission of the Code Administration Division to help keep property values up and neighborhoods vibrant by finding and pointing out code violations on residential and commercial properties throughout the City of Tupelo. We hope to have the cooperation of owners and/ or tenants of these properties in resolving these code violations. Please see the information listed below and do your part to keep our community clean and safe.

VIOLATION	DETAILS/REMEDY
HOMELESSNESS	EVICT HOMELESS FROM YOUR SHED
JUNK AND LITTER	CLEAN UP ALL JUNK AND LITTER
DOG ON A ROPE	PUT DOG IN FENCED KENNEL
STORAGE OF MATERIALS	CLEAN OFF BACK PORCH

<b>PLEASE CORRECT THE VIOLATION BY THE FOLLOWING DATE IN ORDER TO BE IN COMPLIANCE: 10/30/2023</b>	<b>REINSPECTION DATE: 10/30/2023</b>
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Thank you in advance for your compliance. If you have questions, please call 662.587.7236.

Sincerely,

  
 LYNDA FORD  
 Code Enforcement

Buildings and structures, and parts thereof, shall be maintained in a safe and sanitary condition. Devices or safeguards which are required by this code shall be maintained in conformance with the code edition under which installed. The owner or the owner's designated agent shall be responsible for the maintenance of buildings and structures. To determine compliance with this subsection, the building official shall have the authority to require a building or structure to be re-inspected. The requirements of this chapter shall not provide the basis for removal or abrogation of fire protection and safety systems and devices in existing structures.

11.6.3(1) Outdoor Storage of Materials

- (a) No storage of any kind shall be permitted on a porch, open carport, or yard, except in an enclosed porch, as defined in Chapter 2 of this Ordinance. No refrigerators or similar appliances, or upholstered furniture, or similar items, may be stored or placed on the porch, unless the porch is enclosed.
- (b) No laundry shall be placed on any fence, porch, or clothesline, except in the rear yard.

11.6.3(6) Building Maintenance: It shall be unlawful and a violation of this code for any person to erect, maintain, use, place, deposit, cause, allow, leave or permit any of the following on any residential property:

- (a) Any wood surfaces unprotected from the elements by paint or other protective treatment;
- (b) Exterior painted surfaces with loose, cracked, scaling, chipping, or peeling paint, visible from a public area, in such amounts as to present a deteriorated or slum-like appearance;
- (c) Broken, rotted, split, curled or missing roofing material in such amounts as to present a deteriorated or slum-like appearance;
- (d) Property owners are responsible for maintenance of property and behavior of tenants in rental property.

11.6.3(8) Junk: It shall be unlawful for the owner or occupant of any property within the City to utilize said property for the storage and accumulation of used, discarded or worn out materials or manufactured products, whether reusable or not, including but not limited to appliances, building materials, building rubbish, trash, garbage, waste products, metal products, and similar items.

13.5.11 Penalties for Violations: No penalty shall be assessed unless and until the person alleged to be in violation has been notified of the violation in accordance with this Chapter. This notice requirement shall not apply in the case of a repeat offender violating the same provision for which notice has been previously given.

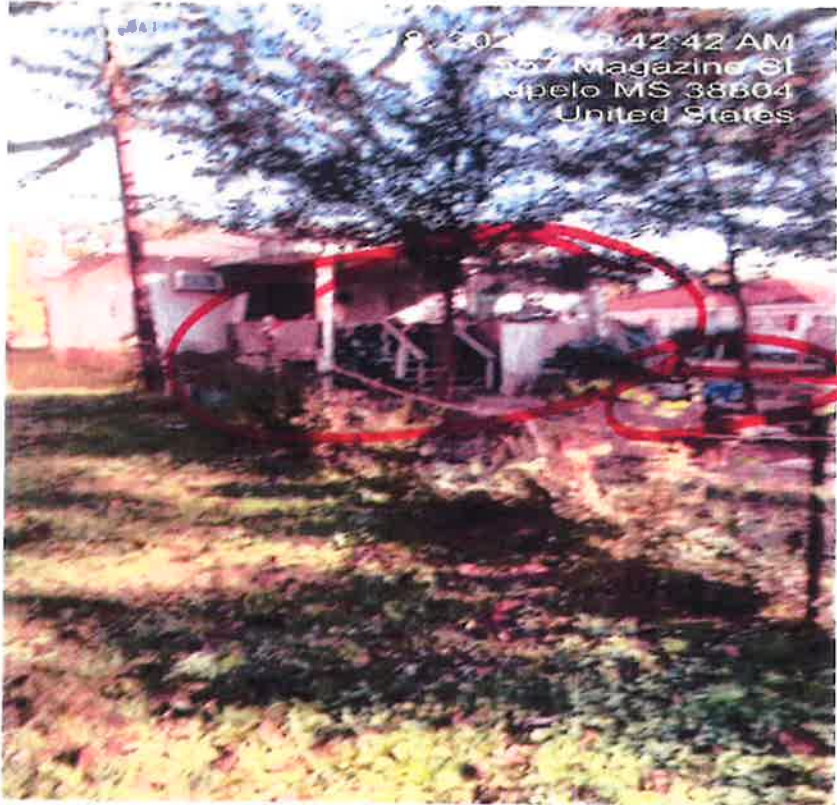
- (2) Pursuant to the Mississippi Code 17-1-27, any person convicted of violating provisions of this Code other than those referenced in Section 13.5.11(1) above shall, on conviction, be guilty of a misdemeanor and subject to a fine of not more than one thousand dollars (\$1,000) or shall be imprisoned in jail for not more than thirty (30) days, or shall be punished by both fine and imprisonment for each offense.
- (2) Each day that a violation continues shall constitute a separate and distinct violation or offense.

EXHIBIT A



DOG KENNEL

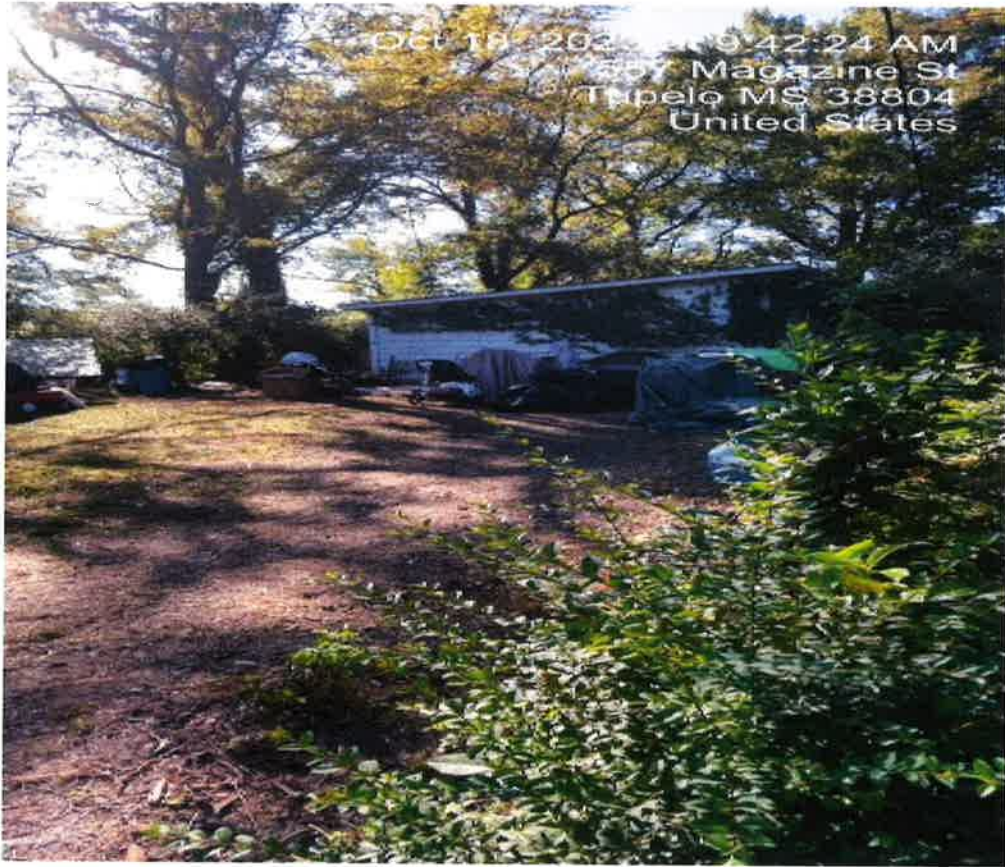




Clean up  
yard &  
back  
porch



Clean  
up ground  
shed.  
No Homeless







## HEARING NOTICE

11/17/23

CITY OF TUPELO, MISSISSIPPI

COMPLAINT NO. 44215

Vs.

LAURENLUX NAILS & SPA, LLC

The following is a notification as required by Mississippi State Law. Your property has not been maintained appropriately, and we have not received adequate response to the correspondence mailed to the owners of record regarding this property. A hearing will be held before the City Council of Tupelo, MS to give you, as an interested party in this property, an opportunity to plead your case prior to the council deciding whether your property should be subject to demolition. If you would like to discuss this matter prior to the meeting referenced below, please call Tanner Newman at 662-841-6510.

### PETITION UNDER MISS. CODE ANN. §21-19-11

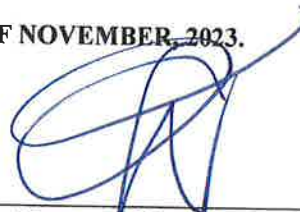
The City of Tupelo, Mississippi, by and through the Department of Development Services, hereinafter referred to as "Petitioner," issues this Petition against the above named party or parties, hereinafter referred to as "Owner."

- Charges.** The Petitioner, on its own motion, charges that, based on preliminary investigation as evidenced by Exhibit "A" attached hereto, the property of Owner located at **1849 MCCULLOUGH BOULEVARD, PARCEL #076K-23-073-00, Tupelo MS**, including building(s) thereon, is in such a state of uncleanness or demise as to be a menace to the public health, safety and welfare of the community, and that a hearing before the City Council pursuant to Miss. Code Ann. §21-19-11 is warranted.
- Notice.** A hearing has been set before City Council of the City of Tupelo at its regularly scheduled meeting to be held on **12/19/2023, 445 North Church Street, Tupelo, MS at 6:00 p. m.** You have the right to attend and respond to the charges.
- Finding.** If at said hearing the City Council adjudicates that the property or land in its then condition is a menace to the public health, safety and welfare of the community, then it shall order that the Owner undertake one or more of the following measures: cutting grass and weeds; filling cisterns; removing rubbish, removing dilapidated fences, removing outside toilets, **demolishing dilapidated buildings**, removing personal property and other debris; and draining cesspools and standing water, as warranted and applicable.

4. **Failure to Comply.** If the Owner fails to take the necessary action, the City shall proceed to do so by the use of municipal employees or by contract and may by resolution adjudicate the actual cost of cleaning the property, including administrative and legal costs, and may also impose a penalty
5. of \$1,500.00 or 50% of the actual cost. The decision of the City Council may be appealed in the same manner as other appeals from a municipal governing authority are taken.

An adjudication at the hearing that the property or parcel of land is in need of cleaning will authorize the municipality to reenter the property or parcel of land for a period of one (1) year after the hearing without any future hearing.

WITNESS MY SIGNATURE, THIS THE 17TH DAY OF NOVEMBER, 2023.



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Tanner Newman, Director  
Department of Development Services  
City Of Tupelo, Mississippi

# BLIGHT REVIEW/COUNCIL PROPERTY INFORMATION

Item # 1.

## ADDRESS: 1849 MCCULLOUGH BOULEVARD

### BASIC INFORMATION

- ▶ PARCEL: 076K-23-073-00
- ▶ CASE: 44215
- ▶ WARD: 6
- ▶ TAX VALUE: \$29,240
- ▶ VACANT: YES
- ▶ REPAIRABLE: NO

### NEARBY PROPERTIES/ TAXES

Right side \$23,780

Left side \$3,1720

Rear RRX

Across street EMPTY LOT

### TAXES/LIENS

Taxes – CURRENT City liens: NO

### 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 - NO

### CODE ENFORCEMENT HISTORY

- ▶ PRIOR VIOLATIONS 2
- ▶ CURRENT STATUS – OUT OF TOWN OWNERS
- ▶ THIS BUILDING WAS AN OLD SERVICE STATION MANY YEARS AGO. IT HAS BEEN VACANT FOR THE PAST 15 YEARS

06/01/2023

LAURENLUX NAIL & SPA LLC  
6300 SANDBOURNE EAST  
OLIVE BRANCH, MS. 39654

Re: CASE # 44215  
MCCULLOUGH BLVD,  
PARCEL NUMBER: 076Q2402600



Dear Property Owner or Tenant,

It is the mission of the Code Administration Division to help keep property values up and neighborhoods vibrant by finding and pointing out code violations on residential and commercial properties throughout the City of Tupelo. We hope to have the cooperation of owners and/ or tenants of these properties in resolving these code violations. Please see the information listed below and do your part to keep our community clean and safe.

VIOLATION	DETAILS/REMEDY
21-19-11 DEMOLITION	RAPAIR OR DEMOLISH BUILDING BY DATE BELOW

<b>PLEASE CORRECT THE VIOLATION BY THE FOLLOWING DATE IN ORDER TO BE IN COMPLIANCE: 7.2.23</b>	<b>REINSPECTION DATE: 7.2.23</b>
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Thank you in advance for your compliance. If you have questions, please call 662.587.7632.

Sincerely,

\_\_\_\_\_  
LYNDA FORD  
Code Enforcement

SEC 110.1 General. The code official shall order the owner or owner's authorized agent of any premises upon which is located any structure, which in the code official's or owner's authorized agent judgment after review is so deteriorated or dilapidated or has become so out of repairs as to be dangerous, unsafe, insanitary or otherwise unfit for human habitation or occupancy.....the code official shall order the owner or owner's authorized agent to demolish and remove such structure.....(110.1-110.4 INCUDED)

**13.5.11 Penalties for Violations:** No penalty shall be assessed unless and until the person alleged to be in violation has been notified of the violation in accordance with this Chapter. This notice requirement shall not apply in the case of a repeat offender violating the same provision for which notice has been previously given.

- (2) Pursuant to the Mississippi Code 17-1-27, any person convicted of violating provisions of this Code other than those referenced in Section 13.5.11(1) above shall, on conviction, be guilty of a misdemeanor and subject to a fine of not more than one thousand dollars (\$1,000) or shall be imprisoned in jail for not more than thirty (30) days, or shall be punished by both fine and imprisonment for each offense.
- (3) Each day that a violation continues shall constitute a separate and distinct violation or offense.









## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Tanner Newman, DDS Director

**DATE** December 14, 2023

**SUBJECT:** IN THE MATTER OF BID 2023-048DS – COMPREHENSIVE PLAN 2025-2040 - REQUEST FOR PROPOSALS (MOVED FROM STUDY AGENDA ON DECEMBER 5, 2023)TN

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**Request:**

For approval of Bid 2023-048DS – Comprehensive Plan 2025-2040 – RFQs.

<b>Rubric/ Points Available</b>	<b>Firm</b>	<b>JS</b>	<b>TN</b>	<b>NM</b>	<b>NOTES:</b>
A. Qualifications: Firm qualifications, represented by previous experience, proven sustainability of prior work, references supporting previous experience, and firm access and availability to engage with City of Tupelo Administrative and Planning staff: <b>0-20 points</b>	GMC	18	20	20	Southeastern based firm, large staff, diverse client listing similar to Tupelo, 10 month projection, immediate start date
	CZB	13	14	18	Smaller firm, Northeastern based offices, start date February 2024, 5 month projection, “boutique” client base, primarily Northeastern, impressive data modeling
B. Experience: The firm's experience in diverse areas of planning, including neighborhood connectivity, tax abatement incentives, blight and abandoned property development, infrastructure improvements, future land use planning, and beautification strategies: <b>0-20 points</b>	GMC	20	20	20	Subjective approach to project development and deliverables, diverse deliverables across clients, variety of connectivity focused projects developed, Team experience in infrastructure development, projects developed based on rural struggles and tax based approaches
	CZB	12	15	18	Data-centric approach to Comprehensive Plan development, some area specific development/planning presented in submittal
C. Technical Expertise: The firm's technical expertise in data analysis in areas of density, drainage, connectivity concepts, zoning, and market feasibility of commercial development: <b>0-15 points</b>	GMC	15	15	15	Wide array of expertise among staff and project development/clientele. Project development produced in house among 582 staff members, Storm water expert assigned to Tupelo project team
	CZB	15	15	15	Impressive research and feasibility concept presentation; expertise at detailed technical legal document deliverables
D. Publication Experience: The firm's experience in producing data for publication in the form of maps, analytics, policies and procedures, anticipated project outcomes, and municipal	GMC	8	9	10	Multiple comprehensive plans completed, detailed public information available online to document process, variety of legal deliverables and analytical studies presented
	CZB	10	9	9	Highly data based, market and community research and publication materials consistent across clientele, detailed analytics

comprehensive plan publications: <b>0-10 points</b>					
E. Legal Documentation Experience: The firm's experience in producing legal documents for implementation into governing processes such as municipal Ordinances and Development Code amendments: <b>0-20 points</b>	GMC	15	15	20	Code revisions, unified land development code production among clientele, documents reflect subjective needs of clientele, are inviting and user friendly
	CZB	15	15	20	Wide variety of detailed zoning, ordinance, and development code documents produced for clientele, research-based modeling evident
F. Public Engagement Experience: The firm's ability to conduct public forums, provide opportunities to receive and analyze public feedback, and to engage with citizen participation efforts and community engagement and education of planning processes and outcomes. <b>0-15 points.</b>	GMC	15	15	15	Online forms, forums, process updates, website development, strategic neighborhood based public engagement meetings and feedback sessions, user friendly engagement processes, dynamic presentation
	CZB	10	12	13	Detailed community engagement across multiple deliverables for Greenville, SC, thorough data oriented processes for public information sharing
<b>TOTAL POINTS</b>	GMC	91	94	100	
	CZB	75	80	93	

# MEMO

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To: Tupelo City Council

From: Jenny Savely, City Planner, Department of Development Services

CC: Tanner Newman, Director of Development Services  
Don Lewis, Chief Operating Officer  
Kim Hanna, Chief Financial Officer  
Missy Shelton, Council Clerk

Re: BID # 2023-048DS, Comprehensive Plan 2025-2040, Request for Qualifications

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The Department of Development Services received submittals in response to a Request for Qualifications from two (2) qualified firms by the deadline of November 3, 2023. A review committee composed of Tanner Newman, Director of Development Services, Neal McCoy, City of Tupelo Project Manager, and Jenny Savely, City Planner. Opened bids on November 14, 2023 to review according to the publicized rubric.

The review committee has completed their review met and determined to enter into negotiations with Goodwyn Mills Caywood (GMC), see attached rubric score sheet.

We request that Council permit negotiations for scope of work and contract fee to begin with GMC toward a contract offer to consult in the development of the City's Comprehensive Plan.



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Missy Shelton, Council Clerk  
**DATE** December 14, 2023  
**SUBJECT:** IN THE MATTER OF MINUTES OF DECEMBER 5, 2023

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**Request:**

For your approval.

**REGULAR CITY COUNCIL MEETING**  
**MUNICIPAL MINUTES CITY OF TUPELO**  
**STATE OF MISSISSIPPI**  
**DECEMBER 05, 2023**

Be it remembered that a regular meeting of the Tupelo City Council was held in the Church Street School auditorium on Tuesday, December 5, 2023, at 6:00 p.m. with the following in attendance: Council Members Chad Mims, Lynn Bryan, Travis Beard, Nettie Davis, Buddy Palmer, Janet Gaston and Rosie Jones; Ben Logan, City Attorney, and Missy Shelton, Clerk of the Council. Council Member Bryan led the invocation. Council Member Davis led the pledge of allegiance.

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

Council Member Davis moved, seconded by Council Member Palmer, to amend the agenda and agenda order as follows:

DELETE # 13            IN THE MATTER OF TRA MINUTES OF SEPTEMBER 21, 2023

ADD # 16                IN THE MATTER OF APPROVAL OF SOLICITATIONS OF RFPs FOR  
DEPOSITORY BID

The vote was unanimous in favor.

**EMPLOYEE RECOGNITION**

Mayor Todd Jordan recognized the following for their employment with the City of Tupelo:

Michael Bowens - Police Department - 20 years

Davis Manning - Police Department - 10 years

**PUBLIC RECOGNITION**

Council Member Nettie Davis thanked the Outreach Committee for the Thanksgiving service held at the Link Center. She also reminded everyone that the Reed's Christmas Parade is scheduled for December 8.

Council Member Rosie Jones asked for all to keep the family of Lacey Elkins in their prayers.

Council Member Janet Gaston invited everyone to attend the 10th anniversary of the Aqua-Thon Celebration on Saturday, December 9. The money raised will go towards the purchase of lighting upgrades to LEDs and upgrades to the sound system.

Council Member Travis Beard thanked Alex and the Park and Recreation team for the outstanding event of the Lighting of the Park and the Oren Dunn Museum event with Mr. and Mrs. Clause.

**MAYOR'S REMARKS**

Mayor Todd Jordan invited everyone to join in at the Christmas Parade on Friday night at 6:00 PM. He also shared that Council Member Janet Gaston will be swimming in the Aqua-Thon on Saturday.

**IN THE MATTER OF MINUTES OF NOVEMBER 21, 2023 MEETING**

Council Member Davis moved, seconded by Council Member Bryan, to approve the minutes of the November 21, 2023 regular Council meeting. The vote was unanimous in favor.

**IN THE MATTER OF BILL PAY**

Bills were reviewed at 4:30 p.m. by Council Members Beard, Gaston, Davis and Palmer. Council Member Jones moved, seconded by Council Member Mims, to approve the payment of the checks, bills, claims and utility adjustments. The vote was unanimous in favor. APPENDIX A

**IN THE MATTER OF ADVERTISING AND PROMOTIONAL ITEMS**

Council Member Palmer moved, seconded by Council Member Jones, to approve the advertising and promotional items, as follows:

MS Radio Group     \$299.00     Christmas Greeting radio ads from City of Tupelo

**IN THE MATTER OF BUDGET AMENDMENT #3 FOR FY 2023-2024**

Council Member Palmer moved, seconded by Council Member Jones, to approve budget amendment #3 for the 2023-2024 budget. The vote was unanimous in favor. APPENDIX B

**IN THE MATTER OF LICENSE COMMISSION MINUTES OF OCTOBER 24, 2023**

Council Member Davis moved, seconded by Council Member Jones, to approve the License Commission minutes of October 24, 2023. The vote was unanimous in favor. APPENDIX C

**IN THE MATTER OF PLANNING COMMITTEE MINUTES OF OCTOBER 2, 2023**

Council Member Gaston moved, seconded by Council Member Mims, to approve the Planning Committee minutes of October 2, 2023. The vote was unanimous in favor. APPENDIX D

**IN THE MATTER OF DEVELOPMENT CODE AMENDMENT – SIGNS (TABLED AT NOVEMBER 7, 2023 MEETING)**

This item was unanimously left on the table.

**IN THE MATTER OF DEVELOPMENT CODE AMENDMENT – MULTIFAMILY (TABLED AT NOVEMBER 7, 2023 MEETING)**



This item was unanimously left on the table.

**IN THE MATTER OF DEVELOPMENT CODE AMENDMENT – CONGREGATE LIVING (TABLED AT NOVEMBER 7, 2023 MEETING)**

This item was unanimously left on the table.

**IN THE MATTER OF DISPOSAL OF PERSONAL PROPERTY (PARKING CURBS) BY AGREEMENT WITH CITY OF SALTILLO**

Council Member Palmer moved, seconded by Council Member Gaston, to find that 80 parking curbs from the Park and Recreation Department had ceased to be used for public purposes, and an agreement to dispose of them to the City of Saltillo would promote the best interest of the governing authority. The vote was unanimous in favor. APPENDIX E

**IN THE MATTER OF AWARD OF ROW LINE CLEARANCE CONTRACT (BID NO. 2023-015WL)**

Council Member Gaston moved, seconded by Council Member Palmer, to approve a contract between the Tupelo Water and Light Department and R.O.W. Pro, LLC, for bid # 2023-051WL. The vote was unanimous in favor. APPENDIX F

**IN THE MATTER OF APPROVAL OF CHANGE ORDER # 1 & SUMMARY FOR THE NORTH GREEN STREET SUBSTATION (BID NO 2023-033WL)**

Council Member Davis moved, seconded by Council Member Bryan, to find as commercially reasonable and not made to circumvent the purchasing laws and to approve change order #1 and summary for Bid 2023-033WL - North Green Street Substation. This change order decreases the total amount by \$39,484.65 based on final quantities. The vote was unanimous in favor. APPENDIX G

**IN THE MATTER OF APPROVAL OF SOLID WASTE DISPOSAL SERVICE AGREEMENT BETWEEN THREE RIVERS SOLID WASTE AUTHORITY AND CITY OF TUPELO, MISSISSIPPI AND AUTHORIZATION OF MAYOR TO SIGN ON BEHALF OF THE CITY**

Council Member Bryan moved, seconded by Council Member Davis, to approve a Solid Waste Disposal Service Agreement Between Three Rivers Solid Waste Authority and City of Tupelo, Mississippi and Authorization of Mayor to Sign on Behalf of the City. The vote was unanimous in favor. APPENDIX H

**IN THE MATTER OF THE APPROVAL OF AN APPLICATION MADE BY THE NEIGHBORHOOD DEVELOPMENT CORPORATION FOR CONDITIONAL AMNESTY OF LIENS ASSESSED AGAINST REAL PROPERTY LOCATED OWNED BY IT AT 1100 CHAPMAN DRIVE**

Council Member Davis moved, seconded by Council Member Jones, to approve an Order Authorizing Conditional Amnesty of Liens Assessed Against Real Property Owned by the Neighborhood Development Corporation and Located at 1100 Chapman Drive in Accordance with MISS Code Ann.

§21-19-12 (1972, as Amended). The liens total \$8,922.73. The vote was unanimous in favor.

APPENDIX I

**IN THE MATTER OF APPROVAL OF AUTHORIZATION OF THE SOLICITATION OF BIDS FOR THE SELECTION OF ONE MOR MORE MUNICIPAL DEPOSITORIES OF THE CITY OF TUPELO**

Council Member Palmer moved, seconded by Council Member Mims, to Authorize the Solicitation of Bids from Qualified Financial Institutions, to be Received at the January 16, 2024 Regular Meeting of the Tupelo City Council, for the Selection of One or More Municipal Depositories of the City of Tupelo in Accordance with Miss. Code Ann § 21-105-305 snf 27-105-353 (1972, as Amended). The vote was unanimous in favor. APPENDIX J

**IN THE MATTER OF APPROVAL OF BID 2023-048DS – COMPREHENSIVE PLAN 2025-2040 - REQUEST FOR PROPOSALS**

Upon the unanimous agreement of the City Council, the Matter of Approval of Bid 2023-048DS - Comprehensive Plan 2025-2040 - Request for Qualifications is moved from the Study Agenda to the Active Agenda at the next regular meeting of the City Council.

**ADJOURNMENT**

There being no further business to come before the Council at this time, Council Member Palmer moved, seconded by Council Member Jones, to adjourn the meeting. The vote was unanimous in favor at 6:19 PM.

This the 5th day of December, 2023.

\_\_\_\_\_  
Travis Beard, Council President

ATTEST:

\_\_\_\_\_  
Missy Shelton, Council Clerk

APPROVED

\_\_\_\_\_  
Todd Jordan, Mayor

\_\_\_\_\_  
Date



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Kim Hanna, CFO/City Clerk  
**DATE** December 14, 2023  
**SUBJECT:** IN THE MATTER OF BILL PAY **KH**

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**Request:**

For your approval.



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Kim Hanna, CFO  
**DATE** December 19, 2023  
**SUBJECT:** IN THE MATTER OF ADVERTISING AND PROMOTIONAL ITEMS **KH**

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**Request:**

Proposed item for approval is for the purpose of advertising and bringing into favorable notice the opportunities, possibilities and resources of the City of Tupelo.

**ITEMS:**

ICC	\$1,000	ICC 75 <sup>th</sup> Diamond Anniversary Gala Sponsorship
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## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Kim Hanna, CFO

**DATE:** December 19, 2023

**SUBJECT:** IN THE MATTER OF MOU WITH DEPARTMENT OF FINANCE (HOUSE BILL 603 SECTION 28(nu) FUNDING TO MATCH FEDERAL FUNDS TO IMPROVE RAILROAD **KH**

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**Request:**

Approval of the MOU between the City of Tupelo and the MS Department of Finance & Administration (DFA) to match federal money for Railroad Improvements.

**ATTACHED:**

MOU WITH DFA AS SPECIFIED IN SECTION 28(iu) of House Bill 603, 2023.

Government

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (hereinafter the “MOU”) is entered into between the Mississippi Department of Finance and Administration (hereinafter the “DFA”) and the City of Tupelo (match federal funds for construction of railroad improvements...for public safety and economic development improvements) for the purpose of establishing the agreed upon conditions under which the DFA may disburse funds to assist the City of Tupelo in paying costs associated with the local project (hereinafter the “Project”) specified in Section 28(nu) of House Bill 603, 2023 Regular Legislative Session, Laws of 2023, (hereinafter the “Act”). This MOU is entered into in accordance with Miss. Code Ann. Section 27-104-351, also known as the Line-Item Appropriation Transparency Act, and pursuant to, and subject to the terms of the Act, which authorizes an amount not to exceed (\$4,600,000.00) (hereinafter the “Project Funds”), for the Project. **(PLEASE NOTE THAT IT IS YOUR RESPONSIBILITY TO SPEND THE FUNDS RECEIVED FROM THE STATE IN ACCORDANCE WITH THE ACT AS WELL AS ALL STATE AND FEDERAL LAWS AND REGULATIONS.)**

### RECITALS

**WHEREAS**, Section 28 of House Bill 603, 2023 Regular Legislative Session, authorized expenditures from the 2023 Local Improvements Projects Fund for certain projects; and

**WHEREAS**, pursuant to Section 28(nu) of House Bill 603, 2023 Regular Legislative Session, Laws of 2023, the Legislature has appropriated funds to the City of Tupelo to pay the costs of the Project; and

**WHEREAS**, the Act authorizes the DFA to disburse monies in the 2023 Local Improvements Projects Fund to pay the costs of the Project; and

**WHEREAS**, the City of Tupelo shall maintain the Project Funds in a separate bank account; and

**WHEREAS**, the DFA has requested the City of Tupelo to maintain on file the documentation listed in “Exhibit A” attached hereto and incorporated herein by reference, to the extent the City of Tupelo is subject to the State’s procurement laws; and

**WHEREAS**, the City of Tupelo agrees to expend the funds within thirty-six (36) months from the date of receipt from the DFA; and

**WHEREAS**, the City of Tupelo agrees that if any proceeds from the Project Funds are remaining at the completion of the Project, the City of Tupelo will immediately notify and consult with the DFA regarding the disposition of the funds, and said funds shall be directed in accordance with the Act; and

**WHEREAS**, the City of Tupelo agrees to provide quarterly notarized reports to the DFA which describe and itemize the expenditure of the Project Funds and also provide an update on the status of the Project including future expenditure of the funds. The quarterly reports must be provided on a form designated by the DFA and must include all invoices and bank statements associated with the reported expenditures. The quarterly reports shall be provided within thirty (30) days of each calendar quarter end. The City of Tupelo shall also provide to the DFA a final report no more than thirty (30) days after final expenditure of funds, summarizing the expenditures and use of the Project Funds upon completion of the Project. All invoices that have not previously been submitted, shall be submitted upon completion of the Project; and

**WHEREAS**, the DFA finds that it is in the best interest of the DFA and the City of Tupelo that the funds on deposit in the 2023 Local Improvements Projects Fund for the City of Tupelo (match federal funds for construction of railroad improvements...for public safety and economic development improvements) should be disbursed to the City of Tupelo and that the City of Tupelo shall directly administer the expenditure of such funds for the Project.

**NOW THEREFORE, IT IS MUTALLY AGREED BY THE MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION AND THE CITY OF TUPELO AS FOLLOWS:**

**Section 1.** The DFA, pursuant to the Act, shall disburse the Project Funds from the 2023 Local Improvements Projects Fund upon written request of the City of Tupelo to pay the costs associated with the Project.

**Section 2.** The City of Tupelo certifies and agrees to make every effort to expend all funds received from the 2023 Local Improvements Projects Fund within thirty-six (36) months from the date of receipt and **solely** for the costs of the Project as set forth in the Act and upon the terms and provisions of this MOU. Failure of the City of Tupelo to adhere to any provision within this MOU may result in immediate action by the State to recover project funds.

**Section 3.** The City of Tupelo agrees to procure any necessary construction, goods, and services for the Project in accordance with State procurement laws to the extent the City of Tupelo is subject to same. Failure to adhere may cause the DFA to withhold all sums for the Project and seek recovery of same. Further, the City of Tupelo agrees to maintain on file the documentation listed in "Exhibit A" attached hereto and incorporated herein, in accordance with State law and the recitals of this MOU.

**Section 4.** The City of Tupelo agrees to provide the DFA quarterly notarized reports as set forth hereinabove, in a format designated by the DFA. The quarterly reports shall be provided within thirty (30) days of each calendar quarter end. The City of Tupelo shall also provide the DFA with a final report summarizing the expenditures and use of the Project Funds no more than thirty (30) days after final expenditure of the Project Funds.

**Section 5.** The City of Tupelo agrees to maintain copies of all invoices, bank statements, and similar documentation for each expenditure of all funds received from the 2023 Local Improvements Projects Fund sufficient to satisfy and confirm, to the DFA's satisfaction, that such funds have been expended **solely** for the costs of the project as authorized and provided by the Act.

**Section 6.** The City of Tupelo agrees that if any proceeds from the Project Funds are remaining at the completion of the Project, the City of Tupelo will immediately notify and consult with the DFA regarding the disposition of the funds and said funds shall be directed in accordance with the Act.

**Section 7.** The City of Tupelo agrees that Project Funds shall be expended in accordance with all State and Federal laws and regulations, and that failure to do so may cause the DFA to withhold funds for the Project or seek recovery of same.

**Section 8.** All notices or information pursuant to this MOU shall be provided as follows:

City of Tupelo  
Attn: Todd Jordan, Mayor  
Post Office Box 1485  
Tupelo, Mississippi 38802  
Phone: 662-841-6509  
Email: [kim.hanna@tupeloms.gov](mailto:kim.hanna@tupeloms.gov)

Mississippi Department of Finance and Administration  
Attention: Gilda Reyes, Bond Advisory Director  
501 North West Street, Suite 1301  
Jackson, Mississippi 39201  
Telephone: 601-359-5516  
Email: [Gilda.Reyes@dfa.ms.gov](mailto:Gilda.Reyes@dfa.ms.gov)

**Section 9.** This MOU shall be effective from and after the final signature date.

**IN WITNESS WHEREOF**, the parties have affixed their signatures on the dates indicated below.

**MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION**

By: \_\_\_\_\_  
Liz Welch, Executive Director

Date: \_\_\_\_\_

**CITY OF TUPELO**

By: \_\_\_\_\_  
Todd Jordan, Mayor

Date: \_\_\_\_\_



## EXHIBIT A

The City of Tupelo (match federal funds for construction of railroad improvements...for public safety and economic development improvements) shall maintain on file, the following items in relation to the Project:

1. Proof of Advertisement (i.e. copy of the advertisement, MPTAP and/or procurement portal posting, etc.) for any Request for Qualification (RFQ), Request for Proposals (RFP), or Invitation for Bid (IFB).
2. The Program of Work for the Project.
3. All solicitation documents (RFQ, RFP, IFB, etc.).
4. A list of bidders/respondents, including the Bid Tabulation Form/Register of Proposals. For construction awards, include recommendation of the Professional for the award of contract. For items procured by RFQ or RFP, include evaluation committee tally sheets/overall scoring in support of award decision.
5. A copy of all payment requests or invoices for said construction, goods, and services. In the case of construction contractor payment applications, include Professional's approval of payment.
6. All contracts awarded for the Project.
7. All bank statements.
8. Any and all other documentation which may be required to document, to the DFA's satisfaction, that the Project funds are expended **solely** for the costs of the Project as set forth in the Act and upon the terms and provisions of this MOU.



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Kim Hanna, CFO

**DATE** December 19, 2023

**SUBJECT:** IN THE MATTER OF MOU WITH DEPARTMENT OF FINANCE (HOUSE BILL 603 SECTION 28(iu) FUNDING TO IMPROVE BALLARD PARK **KH**

---

**Request:**

Approval of the MOU between the City of Tupelo and the MS Department of Finance & Administration (DFA) to improve Ballard Bark.

**ATTACHED:**

MOU WITH DFA AS SPECIFIED IN SECTION 28(iu) of House Bill 603, 2023.

Government

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (hereinafter the “MOU”) is entered into between the Mississippi Department of Finance and Administration (hereinafter the “DFA”) and the City of Tupelo (improvements to Ballard Park, including, but not limited to, inclusive playground equipment... for special needs children) for the purpose of establishing the agreed upon conditions under which the DFA may disburse funds to assist the City of Tupelo in paying costs associated with the local project (hereinafter the “Project”) specified in Section 28(iu) of House Bill 603, 2023 Regular Legislative Session, Laws of 2023, (hereinafter the “Act”). This MOU is entered into in accordance with Miss. Code Ann. Section 27-104-351, also known as the Line-Item Appropriation Transparency Act, and pursuant to, and subject to the terms of the Act, which authorizes an amount not to exceed (\$500,000.00) (hereinafter the “Project Funds”), for the Project. **(PLEASE NOTE THAT IT IS YOUR RESPONSIBILITY TO SPEND THE FUNDS RECEIVED FROM THE STATE IN ACCORDANCE WITH THE ACT AS WELL AS ALL STATE AND FEDERAL LAWS AND REGULATIONS.)**

### RECITALS

**WHEREAS**, Section 28 of House Bill 603, 2023 Regular Legislative Session, authorized expenditures from the 2023 Local Improvements Projects Fund for certain projects; and

**WHEREAS**, pursuant to Section 28(iu) of House Bill 603, 2023 Regular Legislative Session, Laws of 2023, the Legislature has appropriated funds to the City of Tupelo to pay the costs of the Project; and

**WHEREAS**, the Act authorizes the DFA to disburse monies in the 2023 Local Improvements Projects Fund to pay the costs of the Project; and

**WHEREAS**, the City of Tupelo shall maintain the Project Funds in a separate bank account; and

**WHEREAS**, the DFA has requested the City of Tupelo to maintain on file the documentation listed in “Exhibit A” attached hereto and incorporated herein by reference, to the extent the City of Tupelo is subject to the State’s procurement laws; and

**WHEREAS**, the City of Tupelo agrees to expend the funds within thirty-six (36) months from the date of receipt from the DFA; and

**WHEREAS**, the City of Tupelo agrees that if any proceeds from the Project Funds are remaining at the completion of the Project, the City of Tupelo will immediately notify and consult with the DFA regarding the disposition of the funds, and said funds shall be directed in accordance with the Act; and

**WHEREAS**, the City of Tupelo agrees to provide quarterly notarized reports to the DFA which describe and itemize the expenditure of the Project Funds and also provide an update on the status of the Project including future expenditure of the funds. The quarterly reports must be provided on a form designated by the DFA and must include all invoices and bank statements associated with the reported expenditures. The quarterly reports shall be provided within thirty (30) days of each calendar quarter end. The City of Tupelo shall also provide to the DFA a final report no more than thirty (30) days after final expenditure of funds, summarizing the expenditures and use of the Project Funds upon completion of the Project. All invoices that have not previously been submitted, shall be submitted upon completion of the Project; and

**WHEREAS**, the DFA finds that it is in the best interest of the DFA and the City of Tupelo that the funds on deposit in the 2023 Local Improvements Projects Fund for the City of Tupelo (improvements to Ballard Park, including, but not limited to, inclusive playground equipment... for special needs children) should be disbursed to the City of Tupelo and that the City of Tupelo shall directly administer the expenditure of such funds for the Project.

**NOW THEREFORE, IT IS MUTALLY AGREED BY THE MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION AND THE CITY OF TUPELO AS FOLLOWS:**

**Section 1.** The DFA, pursuant to the Act, shall disburse the Project Funds from the 2023 Local Improvements Projects Fund upon written request of the City of Tupelo to pay the costs associated with the Project.

**Section 2.** The City of Tupelo certifies and agrees to make every effort to expend all funds received from the 2023 Local Improvements Projects Fund within thirty-six (36) months from the date of receipt and **solely** for the costs of the Project as set forth in the Act and upon the terms and provisions of this MOU. Failure of the City of Tupelo to adhere to any provision within this MOU may result in immediate action by the State to recover project funds.

**Section 3.** The City of Tupelo agrees to procure any necessary construction, goods, and services for the Project in accordance with State procurement laws to the extent the City of Tupelo is subject to same. Failure to adhere may cause the DFA to withhold all sums for the Project and seek recovery of same. Further, the City of Tupelo agrees to maintain on file the documentation listed in "Exhibit A" attached hereto and incorporated herein, in accordance with State law and the recitals of this MOU.

**Section 4.** The City of Tupelo agrees to provide the DFA quarterly notarized reports as set forth hereinabove, in a format designated by the DFA. The quarterly reports shall be provided within thirty (30) days of each calendar quarter end. The City of Tupelo shall also provide the DFA with a final report summarizing the expenditures and use of the Project Funds no more than thirty (30) days after final expenditure of the Project Funds.

**Section 5.** The City of Tupelo agrees to maintain copies of all invoices, bank statements, and similar documentation for each expenditure of all funds received from the 2023 Local Improvements Projects Fund sufficient to satisfy and confirm, to the DFA's satisfaction, that such funds have been expended **solely** for the costs of the project as authorized and provided by the Act.

**Section 6.** The City of Tupelo agrees that if any proceeds from the Project Funds are remaining at the completion of the Project, the City of Tupelo will immediately notify and consult with the DFA regarding the disposition of the funds and said funds shall be directed in accordance with the Act.

**Section 7.** The City of Tupelo agrees that Project Funds shall be expended in accordance with all State and Federal laws and regulations, and that failure to do so may cause the DFA to withhold funds for the Project or seek recovery of same.

**Section 8.** All notices or information pursuant to this MOU shall be provided as follows:

City of Tupelo  
Attn: Todd Jordan, Mayor  
Post Office Box 1485  
Tupelo, Mississippi 38802  
Phone: 662-841-6509  
Email: [kim.hanna@tupeloms.gov](mailto:kim.hanna@tupeloms.gov)

Mississippi Department of Finance and Administration  
Attention: Gilda Reyes, Bond Advisory Director  
501 North West Street, Suite 1301  
Jackson, Mississippi 39201  
Telephone: 601-359-5516  
Email: [Gilda.Reyes@dfa.ms.gov](mailto:Gilda.Reyes@dfa.ms.gov)

**Section 9.** This MOU shall be effective from and after the final signature date.

**IN WITNESS WHEREOF**, the parties have affixed their signatures on the dates indicated below.

**MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION**

By: \_\_\_\_\_  
Liz Welch, Executive Director

Date: \_\_\_\_\_

**CITY OF TUPELO**

By: \_\_\_\_\_  
Todd Jordan, Mayor

Date: \_\_\_\_\_

## EXHIBIT A

The City of Tupelo (improvements to Ballard Park, including, but not limited to, inclusive playground equipment... for special needs children) shall maintain on file, the following items in relation to the Project:

1. Proof of Advertisement (i.e. copy of the advertisement, MPTAP and/or procurement portal posting, etc.) for any Request for Qualification (RFQ), Request for Proposals (RFP), or Invitation for Bid (IFB).
2. The Program of Work for the Project.
3. All solicitation documents (RFQ, RFP, IFB, etc.).
4. A list of bidders/respondents, including the Bid Tabulation Form/Register of Proposals. For construction awards, include recommendation of the Professional for the award of contract. For items procured by RFQ or RFP, include evaluation committee tally sheets/overall scoring in support of award decision.
5. A copy of all payment requests or invoices for said construction, goods, and services. In the case of construction contractor payment applications, include Professional's approval of payment.
6. All contracts awarded for the Project.
7. All bank statements.
8. Any and all other documentation which may be required to document, to the DFA's satisfaction, that the Project funds are expended **solely** for the costs of the Project as set forth in the Act and upon the terms and provisions of this MOU.



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Abby Christian, Grant Administrator

**DATE** 19 December 2023

**SUBJECT:** IN THE MATTER OF APPROVAL OF AN AGREEMENT BETWEEN THE MS DEPARTMENT OF PUBLIC SAFETY AND THE CITY OF TUPELO AND TO AUTHORIZE THE MAYOR TO SIGN SAID AGREEMENT – PROJECT SAFE NEIGHBORHOODS AC

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**Request:** The City of Tupelo has been awarded a grant in the amount of \$34,610.00 for 6 Neighborhood Watch Cameras.

**Agency:** Mississippi Department of Public Safety

**Grant:** FY'21 Project Safe Neighborhoods – Northern District

**Grant #:** 21PS2321

**Match:** There is no match.



STATE OF MISSISSIPPI  
DEPARTMENT OF PUBLIC SAFETY  
DIVISION OF PUBLIC SAFETY PLANNING

TATE REEVES  
GOVERNOR

SEAN J. TINDELL  
COMMISSIONER

November 15, 2023

Todd Jordan, Mayor  
City of Tupelo  
Post Office Box 7381  
Tupelo, MS 38802

Subject:           Project Number:       21PS2321  
                          Program:                Project Safe Neighborhoods (PSN – Northern District)  
                          Effective Date:        November 15, 2023

Dear Mayor Jordan:

We are pleased to inform you that the Division of Public Safety Planning has approved your subgrant application for the **MS Project Safe Neighborhoods (PSN)** in the amount of **\$34,610.00**. Enclosed are the following contractual items. Please read these documents to determine your requirements under the subgrant.

1. Subgrant Signature Sheet
2. Budget Summary - *initial*
3. Cost Summary Support Sheet – *initial*
4. OJP PSN Statement of Special Conditions – *initial all sheets*
5. OJP Subgrant Standard Assurances (*Attachment A*)
6. Certification of Equal Employment Opportunity (*Attachment B*)
7. Federal Civil Rights Compliance Checklist (*Attachment C-1*)
8. Civil Rights Training Certificate (*Attachment C-2*)
9. Discrimination Complaint Policy and Procedures (*Attachment E*)
10. Certification Regarding Debarment (*Attachment F*)
11. Certification Regarding Lobbying (*Attachment G*)
12. Match Certification (*Attachment H*)
13. Copy of Current CCR Registration
14. Return Document Checklist

We particularly want to bring to your attention the requirement that items 1 – 13 (*with the exception of item #9*) should be signed or initialed in blue ink and returned to the Department of Public Safety Planning immediately. Please retain a copy for your files. If there are any questions concerning this award, please contact O.J. Craft at (601) 391-4889.

Sincerely,

  
Emberly K. Holmes  
Office Director



## PSN AWARD PACKET RETURN CHECKLIST

Please check the list below against the items you are returning to ensure that all pertinent information is enclosed. **Do not return Attachment E. It is intended as an example of what complaint policies and forms should look like.**

- One Signature Sheet signed in blue ink.
- Budget Summary Sheet (initialed)
- Cost Summary Sheet (initialed)
- OJP PSN Statement of Special Conditions
- OJP Sub-grant Standard Assurances (Attachment A)
- Certification of Equal Employment Opportunity (Attachment B)
- Federal Civil Rights Compliance Checklist (Attachment C-1)
- Civil Rights Training Certification Form (Attachment C-2)
- Certification Regarding Debarment (Attachment F)
- Certification Regarding Lobbying (Attachment G)
- Document Return Checklist

All of the above award documents (**signed in blue ink**) are enclosed and returned by:

  
\_\_\_\_\_

Sub-grant Contact Person

05 Dec. 2023  
\_\_\_\_\_

Date



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Rhonda Cole, Court Administrator

**DATE:** December 14, 2023

**SUBJECT:** IN THE MATTER OF APPROVAL OF MUNICIPAL COURT TRAINING  
CERTIFICATE-RC

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**Request:**

Approval of Municipal court training certificate.



# Certificate of Completion

The Mississippi Judicial College  
of the University of Mississippi Law Center  
Presents this Certificate to

**Rhonda L. Cole**

for having attended the

2023 Municipal Court Clerks Conference  
Silver Star Convention Center ~ Philadelphia, Mississippi  
September 20-22, 2023

**12.75 Hours**

*Nancy Daniel*

Program Manager

*Carole Murphy*

Interim Director



# AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Tanner Newman, Director of Development Services

**DATE:** December 19, 2023

**SUBJECT:** IN THE MATTER OF REVIEW/APPROVE PROPERTIES FOR DEMOLITION  
TN

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**Request:**

Review and approve the demolition of substandard structures on the following properties:

<b>205 Bowen (Stephen D. Lee)</b>	<b>077Q-36-025-00</b>
<b>555 Magazine Street</b>	<b>089P-31-070-00</b>
<b>1849 McCullough Boulevard</b>	<b>076K-23-073-00</b>



## HEARING NOTICE

11/17/23

CITY OF TUPELO, MISSISSIPPI

COMPLAINT NO. 24029

Vs.

**ESTATE OF JAMES H. HARRIS AND  
MARY NEIL HARRIS AND ANY PERSON OR  
ENTITY HAVING CLAIM AT PROPERTY LOCATED  
AT 205 BOWEN STREET (STEPHEN D. LEE)**

The following is a notification as required by Mississippi State Law. Your property has not been maintained appropriately, and we have not received adequate response to the correspondence mailed to the owners of record regarding this property. A hearing will be held before the City Council of Tupelo, MS to give you, as an interested party in this property, an opportunity to plead your case prior to the council deciding whether your property should be subject to demolition. If you would like to discuss this matter prior to the meeting referenced below, please call Tanner Newman at 662-841-6510.

### PETITION UNDER MISS. CODE ANN. §21-19-11

The City of Tupelo, Mississippi, by and through the Department of Development Services, hereinafter referred to as "Petitioner," issues this Petition against the above named party or parties, hereinafter referred to as "Owner."

- 1. Charges.** The Petitioner, on its own motion, charges that, based on preliminary investigation as evidenced by Exhibit "A" attached hereto, the property of Owner located at **205 BOWEN STREET (STEPHEN D. LEE) PARCEL #077Q-36-025-00, TUPELO MS**, including building(s) thereon, is in such a state of uncleanness or demise as to be a menace to the public health, safety and welfare of the community, and that a hearing before the City Council pursuant to Miss. Code Ann. §21-19-11 is warranted.
- 2. Notice.** A hearing has been set before City Council of the City of Tupelo at its regularly scheduled meeting to be held on **12/05/2023, 445 North Church Street, Tupelo, MS at 6:00 p. m.** You have the right to attend and respond to the charges.
- 3. Finding.** If at said hearing the City Council adjudicates that the property or land in its then condition is a menace to the public health, safety and welfare of the community, then it shall order that the Owner undertake one or more of the following measures: cutting grass and weeds; filling cisterns; removing rubbish, removing dilapidated fences, removing outside toilets, **demolishing dilapidated buildings**, removing personal property and other debris; and draining cesspools and standing water, as warranted and applicable.

- 4. **Failure to Comply.** If the Owner fails to take the necessary action, the City shall proceed to do so by the use of municipal employees or by contract and may by resolution adjudicate the actual cost of cleaning the property, including administrative and legal costs, and may also impose a penalty of \$1,500.00 or 50% of the actual cost. The decision of the City Council may be appealed in the same manner as other appeals from a municipal governing authority are taken.
- 5.

An adjudication at the hearing that the property or parcel of land is in need of cleaning will authorize the municipality to reenter the property or parcel of land for a period of one (1) year after the hearing without any future hearing.

**WITNESS MY SIGNATURE, THIS THE 17TH DAY OF NOVEMBER, 2023.**



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Tanner Newman, Director  
Department of Development Services  
City Of Tupelo, Mississippi

# **BLIGHT REVIEW/COUNCIL PROPERTY INFORMATION**

Item # 10.

**ADDRESS: 205 BOWEN STREET (STEPHEN D. LEE)**

## **BASIC INFORMATION**

- ▶ PARCEL: 077Q-36-025-00
- ▶ CASE: 34029
- ▶ WARD: 4
- ▶ TAX VALUE: \$31,340
- ▶ VACANT: Yes
- ▶ REPAIRABLE: NO

## **NEARBY PROPERTIES/ TAXES**

Right side \$26,090

Left side \$37,240

Rear \$39,560

Across street Empty Lot

## **TAXES/LIENS**

Taxes – Delinquent City liens: Yes

## **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**

- ▶ PRIOR VIOLATIONS 3
- ▶ CURRENT STATUS – Owner is deceased
- ▶ The property has been in this shape since the death of the owners. It was adjudicated in 2022, but sisters wanted their nephew to repair and sell the property. No permit was obtained and no work was done to bring it up to code.

01/11/2018

HARRIS JAMES H & MARY N  
205 BOWEN  
TUPELO, MS 38801



Re: CASE # 24029  
205 STEPHEN D LEE ST,  
PARCEL NUMBER: 077Q3602500

Dear Property Owner or Tenant,

It is the mission of the Code Administration Division to help keep property values up and neighborhoods vibrant by finding and pointing out code violations on residential and commercial properties throughout the City of Tupelo. We hope to have the cooperation of owners and/ or tenants of these properties in resolving these code violations. Please see the information listed below and do your part to keep our community clean and safe.

VIOLATION	DETAILS/REMEDY
DEMOLISH DILAPIDATED BUILDING	DILAPIDATED HOUSE INCLUDING MISSING SIDING, ROTTEN FASCIA BOARDS, ALGAE GROWING ON HOUSE
	BEAMS ARE ROTTEN AND HOUSE APPEARS UNSAFE TO ENTER.

<b>PLEASE CORRECT THE VIOLATION BY THE FOLLOWING DATE IN ORDER TO BE IN COMPLIANCE:</b>	<b>REINSPECTION DATE:</b>
04/01/2022	04/02/2022

Thank you in advance for your compliance. If you have questions, please call 662.841-6510.

Sincerely,

\_\_\_\_\_  
LYNDA FORD  
Code Enforcement









## HEARING NOTICE

11/17/23

CITY OF TUPELO, MISSISSIPPI

COMPLAINT NO. 45313

Vs.

ESTATE OF RUBY HUTCHISON AND ANY PERSON  
OR ENTITY HAVING INTEREST IN PROPERTY LOCATED  
AT 555 MAGAZINE STREET

The following is a notification as required by Mississippi State Law. Your property has not been maintained appropriately, and we have not received adequate response to the correspondence mailed to the owners of record regarding this property. A hearing will be held before the City Council of Tupelo, MS to give you, as an interested party in this property, an opportunity to plead your case prior to the council deciding whether your property should be subject to demolition. If you would like to discuss this matter prior to the meeting referenced below, please call Tanner Newman at 662-841-6510.

### PETITION UNDER MISS. CODE ANN. §21-19-11

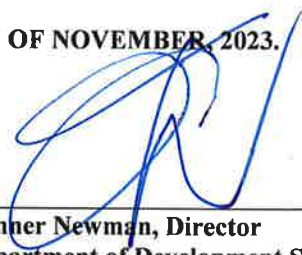
The City of Tupelo, Mississippi, by and through the Department of Development Services, hereinafter referred to as "Petitioner," issues this Petition against the above named party or parties, hereinafter referred to as "Owner."

- 1. Charges.** The Petitioner, on its own motion, charges that, based on preliminary investigation as evidenced by Exhibit "A" attached hereto, the property of Owner located at **555 MAGAZINE STREET PARCEL #088P-31-070-00, Tupelo MS**, including building(s) thereon, is in such a state of uncleanliness or demise as to be a menace to the public health, safety and welfare of the community, and that a hearing before the City Council pursuant to Miss. Code Ann. §21-19-11 is warranted.
- 2. Notice.** A hearing has been set before City Council of the City of Tupelo at its regularly scheduled meeting to be held on **12/19/2023, 445 North Church Street, Tupelo, MS at 6:00 p. m.** You have the right to attend and respond to the charges.
- 3. Finding.** If at said hearing the City Council adjudicates that the property or land in its then condition is a menace to the public health, safety and welfare of the community, then it shall order that the Owner undertake one or more of the following measures: cutting grass and weeds; filling cisterns; removing rubbish, removing dilapidated fences, removing outside toilets, **demolishing dilapidated buildings**, removing personal property and other debris; and draining cesspools and standing water, as warranted and applicable.

- 4. **Failure to Comply.** If the Owner fails to take the necessary action, the City shall proceed to do so by the use of municipal employees or by contract and may by resolution adjudicate the actual cost of cleaning the property, including administrative and legal costs, and may also impose a penalty
- 5. of \$1,500.00 or 50% of the actual cost. The decision of the City Council may be appealed in the same manner as other appeals from a municipal governing authority are taken.

An adjudication at the hearing that the property or parcel of land is in need of cleaning will authorize the municipality to reenter the property or parcel of land for a period of one (1) year after the hearing without any future hearing.

**WITNESS MY SIGNATURE, THIS THE 17TH DAY OF NOVEMBER, 2023.**



---

**Tanner Newman, Director  
Department of Development Services  
City Of Tupelo, Mississippi**

# BLIGHT REVIEW/COUNCIL PROPERTY INFORMATION

Item # 10.

## ADDRESS: 555 MAGAZINE STREET

### BASIC INFORMATION

- ▶ PARCEL: 089P-31-070-00
- ▶ CASE: 45313
- ▶ WARD: 3
- ▶ TAX VALUE: \$2,796
- ▶ VACANT: NO
- ▶ REPAIRABLE: NO

### NEARBY PROPERTIES/ TAXES

Right side \$23,780

Left side \$3,1720

Rear RRX

Across street EMPTY LOT

### TAXES/LIENS

Taxes – CURRENT City liens: NO

### 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 - NO

### CODE ENFORCEMENT HISTORY

- ▶ PRIOR VIOLATIONS 5
- ▶ CURRENT STATUS – DAUGHTER OF OWNER LIVES IN THE HOUSE
- ▶ IT IS OUR SUSPICION THAT THE OWNER OF THE HOME IS ALLOWING THE HOMELESS TO LIVE IN THE SHED. AN EXTENSION CORD HAS BEEN RUN FROM THE MAIN HOUSE TO THE SHED.

10/18/2023

HUTCHISON RUBY ESTATE  
22250 ACHORD RD  
DENHAM SPRINGS, LA 70726



Re: CASE # 45313  
555 MAGAZINE ST,  
PARCEL NUMBER: 089P3107000

Dear Property Owner or Tenant,

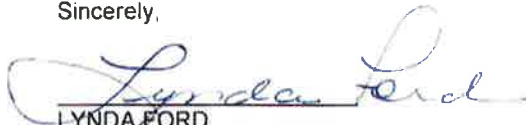
It is the mission of the Code Administration Division to help keep property values up and neighborhoods vibrant by finding and pointing out code violations on residential and commercial properties throughout the City of Tupelo. We hope to have the cooperation of owners and/ or tenants of these properties in resolving these code violations. Please see the information listed below and do your part to keep our community clean and safe.

VIOLATION	DETAILS/REMEDY
HOMELESSNESS	EVICT HOMELESS FROM YOUR SHED
JUNK AND LITTER	CLEAN UP ALL JUNK AND LITTER
DOG ON A ROPE	PUT DOG IN FENCED KENNEL
STORAGE OF MATERIALS	CLEAN OFF BACK PORCH

<b>PLEASE CORRECT THE VIOLATION BY THE FOLLOWING DATE IN ORDER TO BE IN COMPLIANCE: 10/30/2023</b>	<b>REINSPECTION DATE: 10/30/2023</b>
--	--------------------------------------

Thank you in advance for your compliance. If you have questions, please call 662.587.7236.

Sincerely,

  
 LYNDA FORD  
 Code Enforcement

Buildings and structures, and parts thereof, shall be maintained in a safe and sanitary condition. Devices or safeguards which are required by this code shall be maintained in conformance with the code edition under which installed. The owner or the owner's designated agent shall be responsible for the maintenance of buildings and structures. To determine compliance with this subsection, the building official shall have the authority to require a building or structure to be re-inspected. The requirements of this chapter shall not provide the basis for removal or abrogation of fire protection and safety systems and devices in existing structures.

11.6.3(1) Outdoor Storage of Materials

- (a) No storage of any kind shall be permitted on a porch, open carport, or yard, except in an enclosed porch, as defined in Chapter 2 of this Ordinance. No refrigerators or similar appliances, or upholstered furniture, or similar items, may be stored or placed on the porch, unless the porch is enclosed.
- (b) No laundry shall be placed on any fence, porch, or clothesline, except in the rear yard.

11.6.3(6) Building Maintenance: It shall be unlawful and a violation of this code for any person to erect, maintain, use, place, deposit, cause, allow, leave or permit any of the following on any residential property:

- (a) Any wood surfaces unprotected from the elements by paint or other protective treatment;
- (b) Exterior painted surfaces with loose, cracked, scaling, chipping, or peeling paint, visible from a public area, in such amounts as to present a deteriorated or slum-like appearance;
- (c) Broken, rotted, split, curled or missing roofing material in such amounts as to present a deteriorated or slum-like appearance;
- (d) Property owners are responsible for maintenance of property and behavior of tenants in rental property.

11.6.3(8) Junk: It shall be unlawful for the owner or occupant of any property within the City to utilize said property for the storage and accumulation of used, discarded or worn out materials or manufactured products, whether reusable or not, including but not limited to appliances, building materials, building rubbish, trash, garbage, waste products, metal products, and similar items.

13.5.11 Penalties for Violations: No penalty shall be assessed unless and until the person alleged to be in violation has been notified of the violation in accordance with this Chapter. This notice requirement shall not apply in the case of a repeat offender violating the same provision for which notice has been previously given.

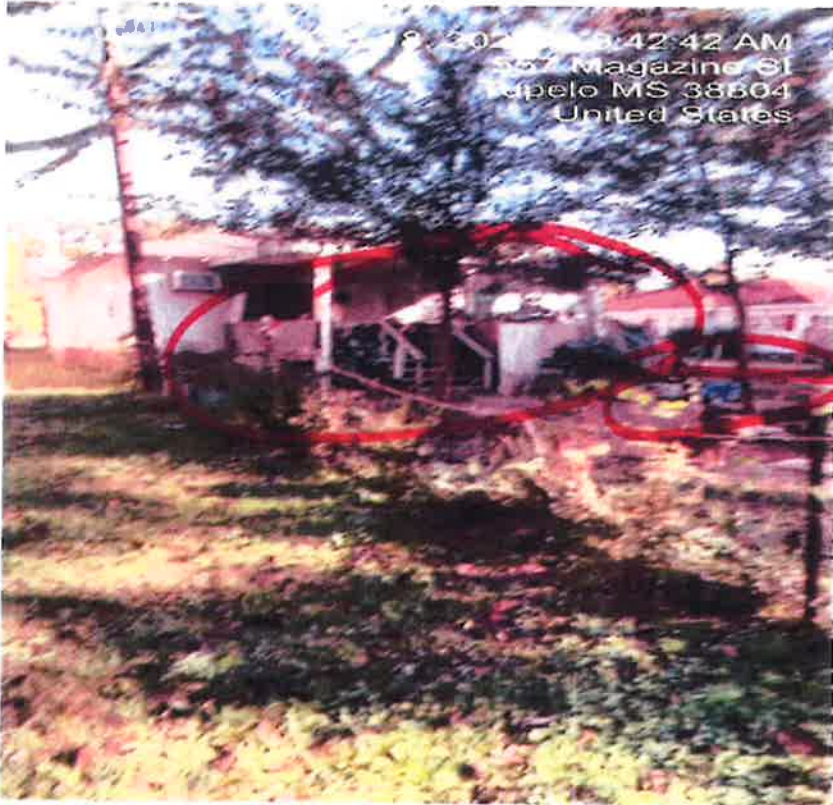
- (2) Pursuant to the Mississippi Code 17-1-27, any person convicted of violating provisions of this Code other than those referenced in Section 13.5.11(1) above shall, on conviction, be guilty of a misdemeanor and subject to a fine of not more than one thousand dollars (\$1,000) or shall be imprisoned in jail for not more than thirty (30) days, or shall be punished by both fine and imprisonment for each offense.

- (2) Each day that a violation continues shall constitute a separate and distinct violation or offense.

EXHIBIT A



DOG KENNEL

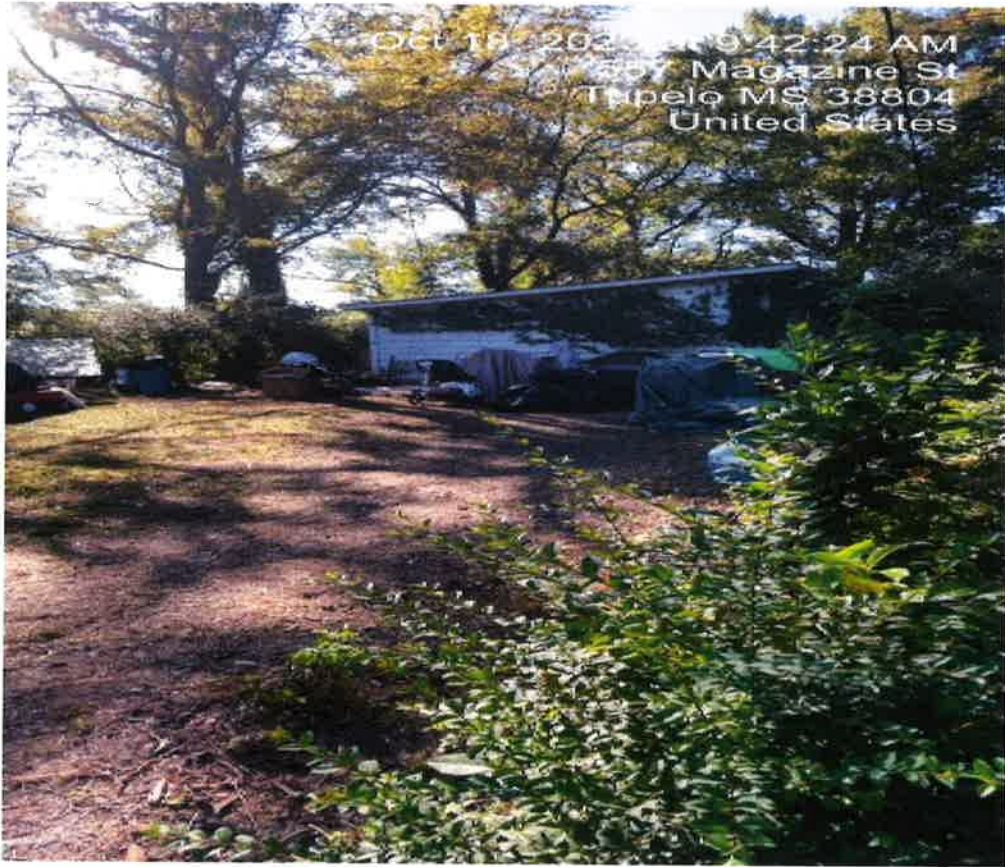


Clean up  
yard &  
back  
porch



Clean  
up ground  
shed.  
No Homeless









## HEARING NOTICE

11/17/23

CITY OF TUPELO, MISSISSIPPI

COMPLAINT NO. 44215

Vs.

LAURENLUX NAILS & SPA, LLC

The following is a notification as required by Mississippi State Law. Your property has not been maintained appropriately, and we have not received adequate response to the correspondence mailed to the owners of record regarding this property. A hearing will be held before the City Council of Tupelo, MS to give you, as an interested party in this property, an opportunity to plead your case prior to the council deciding whether your property should be subject to demolition. If you would like to discuss this matter prior to the meeting referenced below, please call Tanner Newman at 662-841-6510.

### PETITION UNDER MISS. CODE ANN. §21-19-11

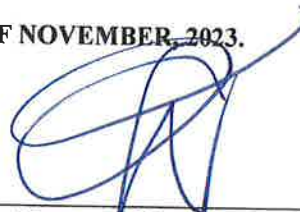
The City of Tupelo, Mississippi, by and through the Department of Development Services, hereinafter referred to as "Petitioner," issues this Petition against the above named party or parties, hereinafter referred to as "Owner."

- Charges.** The Petitioner, on its own motion, charges that, based on preliminary investigation as evidenced by Exhibit "A" attached hereto, the property of Owner located at **1849 MCCULLOUGH BOULEVARD, PARCEL #076K-23-073-00, Tupelo MS**, including building(s) thereon, is in such a state of uncleanness or demise as to be a menace to the public health, safety and welfare of the community, and that a hearing before the City Council pursuant to Miss. Code Ann. §21-19-11 is warranted.
- Notice.** A hearing has been set before City Council of the City of Tupelo at its regularly scheduled meeting to be held on **12/19/2023, 445 North Church Street, Tupelo, MS at 6:00 p. m.** You have the right to attend and respond to the charges.
- Finding.** If at said hearing the City Council adjudicates that the property or land in its then condition is a menace to the public health, safety and welfare of the community, then it shall order that the Owner undertake one or more of the following measures: cutting grass and weeds; filling cisterns; removing rubbish, removing dilapidated fences, removing outside toilets, **demolishing dilapidated buildings**, removing personal property and other debris; and draining cesspools and standing water, as warranted and applicable.

4. **Failure to Comply.** If the Owner fails to take the necessary action, the City shall proceed to do so by the use of municipal employees or by contract and may by resolution adjudicate the actual cost of cleaning the property, including administrative and legal costs, and may also impose a penalty
5. of \$1,500.00 or 50% of the actual cost. The decision of the City Council may be appealed in the same manner as other appeals from a municipal governing authority are taken.

An adjudication at the hearing that the property or parcel of land is in need of cleaning will authorize the municipality to reenter the property or parcel of land for a period of one (1) year after the hearing without any future hearing.

WITNESS MY SIGNATURE, THIS THE 17TH DAY OF NOVEMBER, 2023.



---

Tanner Newman, Director  
Department of Development Services  
City Of Tupelo, Mississippi

# **BLIGHT REVIEW/COUNCIL PROPERTY INFORMATION**

Item # 10.

## **ADDRESS: 1849 MCCULLOUGH BOULEVARD**

### **BASIC INFORMATION**

- ▶ PARCEL: 076K-23-073-00
- ▶ CASE: 44215
- ▶ WARD: 6
- ▶ TAX VALUE: \$29,240
- ▶ VACANT: YES
- ▶ REPAIRABLE: NO

### **NEARBY PROPERTIES/ TAXES**

Right side \$23,780

Left side \$3,1720

Rear RRX

Across street EMPTY LOT

### **TAXES/LIENS**

Taxes – CURRENT City liens: NO

### **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 - NO

### **CODE ENFORCEMENT HISTORY**

- ▶ PRIOR VIOLATIONS 2
- ▶ CURRENT STATUS – OUT OF TOWN OWNERS
- ▶ THIS BUILDING WAS AN OLD SERVICE STATION MANY YEARS AGO. IT HAS BEEN VACANT FOR THE PAST 15 YEARS

06/01/2023

LAURENLUX NAIL & SPA LLC  
6300 SANDBOURNE EAST  
OLIVE BRANCH, MS. 39654

Re: CASE # 44215  
MCCULLOUGH BLVD,  
PARCEL NUMBER: 076Q2402600



Dear Property Owner or Tenant,

It is the mission of the Code Administration Division to help keep property values up and neighborhoods vibrant by finding and pointing out code violations on residential and commercial properties throughout the City of Tupelo. We hope to have the cooperation of owners and/ or tenants of these properties in resolving these code violations. Please see the information listed below and do your part to keep our community clean and safe.

VIOLATION	DETAILS/REMEDY
21-19-11 DEMOLITION	RAPAIR OR DEMOLISH BUILDING BY DATE BELOW

<b>PLEASE CORRECT THE VIOLATION BY THE FOLLOWING DATE IN ORDER TO BE IN COMPLIANCE: 7.2.23</b>	<b>REINSPECTION DATE: 7.2.23</b>
--	----------------------------------

Thank you in advance for your compliance. If you have questions, please call 662.587.7632.

Sincerely,

\_\_\_\_\_  
LYNDA FORD  
Code Enforcement

SEC 110.1 General. The code official shall order the owner or owner's authorized agent of any premises upon which is located any structure, which in the code official's or owner's authorized agent judgment after review is so deteriorated or dilapidated or has become so out of repairs as to be dangerous, unsafe, insanitary or otherwise unfit for human habitation or occupancy.....the code official shall order the owner or owner's authorized agent to demolish and remove such structure.....(110.1-110.4 INCUDED)

**13.5.11 Penalties for Violations:** No penalty shall be assessed unless and until the person alleged to be in violation has been notified of the violation in accordance with this Chapter. This notice requirement shall not apply in the case of a repeat offender violating the same provision for which notice has been previously given.

- (2) Pursuant to the Mississippi Code 17-1-27, any person convicted of violating provisions of this Code other than those referenced in Section 13.5.11(1) above shall, on conviction, be guilty of a misdemeanor and subject to a fine of not more than one thousand dollars (\$1,000) or shall be imprisoned in jail for not more than thirty (30) days, or shall be punished by both fine and imprisonment for each offense.
- (3) Each day that a violation continues shall constitute a separate and distinct violation or offense.









# AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Tanner Newman, Director of Development Services

**DATE:** October 17, 2023

**SUBJECT:** IN THE MATTER OF REVIEW/APPROVE LIEN RESOLUTIONS FOR UNPAID LOT MOWING INVOICES TN

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**Request:**

Please review and approve the attached Resolution Adjudicating Cost and Assessing Lien Against Real Property under MISS.CODE ANN. §21-19-11 (1972) AS AMENDED for the following property:

<b>Address:</b>	<b>Parcel #</b>
<b>202 Enoch Avenue</b>	<b>077Q-36-219-00</b>
<b>418 Lakeview</b>	<b>101B-02-130-00</b>

**BEFORE THE MAYOR AND CITY COUNCIL OF  
THE CITY OF TUPELO, MISSISSIPPI**

**CITY OF TUPELO, MISSISSIPPI**

**LIENOR**

**VS.**

**CASE NO. 45357**

**OSCAR HILARIO**

**OWNER**

**RESOLUTION ADJUDICATING COST AND ASSESSING LIEN AGAINST REAL PROPERTY UNDER  
MISS. CODE ANN. 21-19-11 (1972) AS AMENDED**

1. Pursuant to Miss. Code Ann. §21-19-11 (1972), as amended, the City of Tupelo gave notice of a public hearing before the governing authorities of the City of Tupelo to **OSCAR HILARIO**. (Owner of the property described herein below) to determine whether the real property described herein below was in such a state of uncleanliness as to be a menace to the public health, safety and welfare of the community.

Property Owner: OSCAR HILARIO  
Address of Owner: 168 MOUNTAIN LEADER TRAIL  
SALTILLO, MS 38866  
Parcel Number: 077Q-36-219-00  
Address of Violation: 202 ENOCH AVENUE

2. The hearing was held before the Mayor and City Council of the City of Tupelo on **11/21/2023** following which the property referenced above was found to be a menace to the public health and safety, and the property was ordered to be cleaned immediately. Subsequent to this date, and in accordance with Miss. Code Ann. §21-19-11 (1972), as amended, the City of Tupelo proceeded to have the property mowed.

3. Pursuant to Miss. Code Ann. §21-19-11 (1972, as amended), City of Tupelo shall charge Owner with the actual cost of demolition, including administrative and legal costs of the municipality, and may also impose a penalty of one-half of the actual cost or \$1500.00, whichever is more.

4. The City of Tupelo, by and through its council, at a regularly scheduled meeting held on **12/05/2023**, adjudicated the actual cost of lot mowing to be **\$300.00**. This amount is assessed as a lien on the real property described above.

5. This assessment will be enrolled as a judgment lien on the Lee County, Mississippi judgment roll in the office of the Circuit Clerk of Lee County, Mississippi by providing a certified copy of this resolution to the Circuit Clerk. If unpaid, the lien shall be turned over to the tax collector of the municipality on the 30<sup>th</sup> day of September, 2024, who shall proceed place on the tax roll and to sell the land to satisfy the lien as now provided by law for the sale of lands for delinquent municipal taxes. The lien against the property shall be an encumbrance upon the property and shall follow title of the property.

6. Prior to its collection as a judgment lien, this assessment may be collected as a civil debt, and the City of Tupelo may institute a suit on open account against the owner of the property in a court of competent jurisdiction in the manner provided by law for the cost and any penalty, plus court costs, reasonable attorney's fees and interest from the date that the property was cleaned. Pursuant to Miss. Code Ann. § 27-41-9 (1972, as amended), an interest charge of one-half of one percent (1/2 of 1%) will accrue monthly on all unpaid liens.

7. The Director of Development Services is hereby directed to cause a copy of this Resolution to be mailed to the owner advising of the assessment of a lien against the property, and the Owner's right to appeal under Miss. Code Ann §11-51-75 (1972, as amended).

WHEREUPON, the foregoing Resolution was declared passed and adopted at a regular meeting of the City Council of Tupelo, Mississippi, on this, the 5th day of December, 2023.

CITY OF TUPELO, MISSISSIPPI

BY: \_\_\_\_\_  
TRAVIS BEARD, Council President

ATTEST:

\_\_\_\_\_  
MISSY SHELTON, Clerk of the Council

APPROVED:

\_\_\_\_\_  
TODD JORDAN., Mayor

\_\_\_\_\_  
Date

**BEFORE THE MAYOR AND CITY COUNCIL OF  
THE CITY OF TUPELO, MISSISSIPPI**

**CITY OF TUPELO, MISSISSIPPI**

**LIENOR**

**VS.**

**CASE NO. 45275**

**TTLBL, LLC**

**OWNER**

**RESOLUTION ADJUDICATING COST AND ASSESSING LIEN AGAINST REAL PROPERTY UNDER  
MISS. CODE ANN. 21-19-11 (1972) AS AMENDED**

1. Pursuant to Miss. Code Ann. §21-19-11 (1972), as amended, the City of Tupelo gave notice of a public hearing before the governing authorities of the City of Tupelo to **TTLBL, LLC**. (Owner of the property described herein below) to determine whether the real property described herein below was in such a state of uncleanliness as to be a menace to the public health, safety and welfare of the community.

Property Owner: TTLBL, LLC  
Address of Owner: 4747 EXECUTIVE DRIVE STE 510  
SAN DIEGO, CA 92121  
Parcel Number: 101B-021-30-00  
Address of Violation: 418 LAKEVIEW DRIVE

2. The hearing was held before the Mayor and City Council of the City of Tupelo on **11/07/2023** following which the property referenced above was found to be a menace to the public health and safety, and the property was ordered to be cleaned immediately. Subsequent to this date, and in accordance with Miss. Code Ann. §21-19-11 (1972), as amended, the City of Tupelo proceeded to have the property mowed.

3. Pursuant to Miss. Code Ann. §21-19-11 (1972, as amended), City of Tupelo shall charge Owner with the actual cost of demolition, including administrative and legal costs of the municipality, and may also impose a penalty of one-half of the actual cost or \$1500.00, whichever is more.

4. The City of Tupelo, by and through its council, at a regularly scheduled meeting held on **12/05/2023**, adjudicated the actual cost of lot mowing to be **\$300.00**. This amount is assessed as a lien on the real property described above.

5. This assessment will be enrolled as a judgment lien on the Lee County, Mississippi judgment roll in the office of the Circuit Clerk of Lee County, Mississippi by providing a certified copy of this resolution to the Circuit Clerk. If unpaid, the lien shall be turned over to the tax collector of the municipality on the 30<sup>th</sup> day of September, 2024, who shall proceed place on the tax roll and to sell the land to satisfy the lien as now provided by law for the sale of lands for delinquent municipal taxes. The lien against the property shall be an encumbrance upon the property and shall follow title of the property.

6. Prior to its collection as a judgment lien, this assessment may be collected as a civil debt, and the City of Tupelo may institute a suit on open account against the owner of the property in a court of competent jurisdiction in the manner provided by law for the cost and any penalty, plus court costs, reasonable attorney's fees and interest from the date that the property was cleaned. Pursuant to Miss. Code Ann. § 27-41-9 (1972, as amended), an interest charge of one-half of one percent (1/2 of 1%) will accrue monthly on all unpaid liens.

7. The Director of Development Services is hereby directed to cause a copy of this Resolution to be mailed to the owner advising of the assessment of a lien against the property, and the Owner's right to appeal under Miss. Code Ann §11-51-75 (1972, as amended).

WHEREUPON, the foregoing Resolution was declared passed and adopted at a regular meeting of the City Council of Tupelo, Mississippi, on this, the 5th day of December, 2023.

CITY OF TUPELO, MISSISSIPPI

BY: \_\_\_\_\_  
TRAVIS BEARD, Council President

ATTEST:

\_\_\_\_\_  
MISSY SHELTON, Clerk of the Council

APPROVED:

\_\_\_\_\_  
TODD JORDAN., Mayor

\_\_\_\_\_  
Date



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Tanner Newman, DDS Director

**DATE:** November 2, 2023

**SUBJECT:** IN THE MATTER OF DEVELOPMENT CODE AMENDMENT –  
MULTIFAMILY (TABLED AT NOVEMBER 7, 2023 MEETING)TN

---

**Request:**

For discussion, review and approval.



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Tanner Newman, DDS Director

**DATE** November 2, 2023

**SUBJECT:** IN THE MATTER OF DEVELOPMENT CODE AMENDMENT –  
CONGREGATE LIVING (TABLED AT NOVEMBER 7, 2023 MEETING)TN

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**Request:**

For discussion, review and approval.



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Tanner Newman, DDS Director

**DATE** November 2, 2023

**SUBJECT:** IN THE MATTER OF DEVELOPMENT CODE AMENDMENT – SIGNS  
(TABLED AT NOVEMBER 7, 2023 MEETING)TN

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**Request:**

For discussion, review and approval.





## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Dennis Bonds, City Engineer

**DATE** December 15, 2023

**SUBJECT:** IN THE MATTER OF AWARD OF BID 2023-057PW FOR BRIDGE NUMBER 202 REPLACEMENT ON WEST MAIN STREET AND AUTHORIZATION OF MAYOR TO SIGN ON BEHALF OF THE CITY **DRB**

---

**Request:** Engineer's estimate was for \$2,200,000. The lowest and best bid was submitted by Ste-Bil Grading, Inc. for the amount of \$1,736,041.75 This is 21.1% **BELOW** the Engineer's Estimate.



VISION | DRIVE | PRECISION

CCE 3-10040

December 14, 2023

Honorable Mayor Todd Jordan  
City of Tupelo  
PO Box 1485  
Tupelo, MS 38802

**BRIDGE NUMBER 202 REPLACEMENT ON WEST MAIN STREET  
CITY OF TUPELO, MS**

Following the receipt and opening of bids on the captioned project, we have checked and tabulated the bids. A copy of the tabulation is enclosed along with the original bids.

Please note that **STE-BIL GRADING, INC.** submitted the low **TOTAL BASE BID** of **\$1,736,041.75**.

*Ste-Bil Grading, Inc.* is an experienced contractor in reputable standing and has the essential resources to perform the work required.

Please advise should there be concerns.

A handwritten signature in dark ink, appearing to read 'Mark Weeden', is written over a light blue horizontal line.

Mark Weeden, P.E.  
Principal/ Project Manager

**TABULATION OF BIDS**  
**BRIDGE NUMBER 202 REPLACEMENT ON WEST MAIN STREET**  
**3-10040**

December 14, 2023 @ 10AM Tupelo City Hall - Conference Room B, 71 East Troy Street, Tupelo, MS 38804				22458-MC Ste-Bil Grading, Inc. 148 County Road 509 Waterford, MS 38685		12513-MC M&N Excavators, Inc. PO Box 2489 Oxford, MS 38655		14987-MC Glasgow Construction Co., Inc 521 Glasgow Loop Guin, AL 35563		22593-MC Cook and Son, LLC 60146 Seminole Rd Smithville, MS 38870		11403-MC Century Const. Group, Inc. PO Box 1366 Tupelo, MS 38802		02175-MC Talbot Bros. Contracting, Inc. PO Box 364 Nesbit, MS 38651	
Item No.	Item	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
<b>BRIDGE 202 REPLACEMENT</b>															
<b>ROA:</b>															
1	Mobilization	1.00	LS	\$ 120,000.00	\$ 120,000.00	\$ 91,400.00	\$ 91,400.00	\$ 56,100.00	\$ 56,100.00	\$ 306,316.00	\$ 306,316.00	\$ 70,000.00	\$ 70,000.00	\$ 200,000.00	\$ 200,000.00
2	Clearing and Grubbing	1.00	LS	\$ 25,000.00	\$ 25,000.00	\$ 30,500.00	\$ 30,500.00	\$ 20,000.00	\$ 20,000.00	\$ 5,000.00	\$ 5,000.00	\$ 90,000.00	\$ 90,000.00	\$ 60,000.00	\$ 60,000.00
3	Removal of Bridge	1.00	Unit	\$ 50,000.00	\$ 50,000.00	\$ 42,000.00	\$ 42,000.00	\$ 40,000.00	\$ 40,000.00	\$ 75,000.00	\$ 75,000.00	\$ 124,000.00	\$ 124,000.00	\$ 55,000.00	\$ 55,000.00
4	Removal of Inlets	3.00	Unit	\$ 1,500.00	\$ 4,500.00	\$ 1,570.00	\$ 4,710.00	\$ 500.00	\$ 1,500.00	\$ 2,500.00	\$ 7,500.00	\$ 3,350.00	\$ 10,050.00	\$ 1,000.00	\$ 3,000.00
5	Removal of Curb & Gutter	380.00	LF	\$ 10.00	\$ 3,800.00	\$ 11.50	\$ 4,370.00	\$ 25.00	\$ 9,500.00	\$ 15.00	\$ 5,700.00	\$ 27.00	\$ 10,260.00	\$ 12.00	\$ 4,560.00
6	Removal of Driveways (All Types)	525.00	SY	\$ 10.00	\$ 5,250.00	\$ 20.50	\$ 10,762.50	\$ 25.00	\$ 13,125.00	\$ 20.00	\$ 10,500.00	\$ 42.00	\$ 22,050.00	\$ 10.00	\$ 5,250.00
7	Removal of Pipe (All Sizes)	20.00	LF	\$ 10.00	\$ 200.00	\$ 112.50	\$ 2,250.00	\$ 100.00	\$ 2,000.00	\$ 25.00	\$ 500.00	\$ 50.00	\$ 1,000.00	\$ 10.00	\$ 200.00
8	Excess Excavation (PM)	909.00	CY	\$ 15.00	\$ 13,635.00	\$ 15.00	\$ 13,635.00	\$ 20.00	\$ 18,180.00	\$ 12.00	\$ 10,908.00	\$ 15.00	\$ 13,635.00	\$ 10.00	\$ 9,090.00
9	Borrow Excavation (Contractor Furnished) (Class9-6) (PM)	3,087.00	CY	\$ 18.00	\$ 55,566.00	\$ 22.00	\$ 67,914.00	\$ 20.00	\$ 61,740.00	\$ 18.00	\$ 55,566.00	\$ 29.00	\$ 89,523.00	\$ 26.00	\$ 80,262.00
10	Geotextile Fabric Stabilization (Type V) (AOS <0.43)	1,774.00	SY	\$ 3.00	\$ 5,322.00	\$ 3.00	\$ 5,322.00	\$ 7.00	\$ 12,418.00	\$ 2.50	\$ 4,435.00	\$ 4.00	\$ 7,096.00	\$ 5.00	\$ 8,870.00
11	Granular Material (LVM) (Class 5, Group "C")	62.00	CY	\$ 100.00	\$ 6,200.00	\$ 89.00	\$ 5,518.00	\$ 55.25	\$ 3,425.50	\$ 60.00	\$ 3,720.00	\$ 165.00	\$ 10,230.00	\$ 75.00	\$ 4,650.00
12	Crushed Stone (3/4" & Down) (FM)	664.00	CY	\$ 100.00	\$ 66,400.00	\$ 112.00	\$ 74,368.00	\$ 61.63	\$ 40,922.32	\$ 70.00	\$ 46,480.00	\$ 120.00	\$ 79,680.00	\$ 99.00	\$ 65,736.00
13	Hot Mix Asphalt, ST, 9.5 mm	382.00	TON	\$ 200.00	\$ 76,400.00	\$ 254.00	\$ 97,028.00	\$ 232.76	\$ 88,914.32	\$ 155.00	\$ 59,210.00	\$ 250.00	\$ 95,500.00	\$ 221.57	\$ 84,639.74
14	Hot Mix Asphalt, ST, 12.5 mm	210.00	TON	\$ 265.00	\$ 55,650.00	\$ 232.50	\$ 48,825.00	\$ 341.12	\$ 71,635.20	\$ 150.00	\$ 31,500.00	\$ 365.00	\$ 76,650.00	\$ 324.61	\$ 68,168.10
15	Cold Milling of Bituminous Pavement, All Depths	107.00	SY	\$ 15.00	\$ 1,605.00	\$ 76.00	\$ 8,132.00	\$ 85.07	\$ 9,102.49	\$ 10.00	\$ 1,070.00	\$ 91.00	\$ 9,737.00	\$ 100.00	\$ 10,700.00
16	Structural Concrete, Minor Structures	18.00	CY	\$ 3,000.00	\$ 54,000.00	\$ 1,270.00	\$ 22,860.00	\$ 2,600.00	\$ 46,800.00	\$ 2,000.00	\$ 36,000.00	\$ 3,200.00	\$ 57,600.00	\$ 4,000.00	\$ 72,000.00
17	Reinforcing Steel	1,092.00	LB	\$ 3.00	\$ 3,276.00	\$ 2.40	\$ 2,620.80	\$ 1.50	\$ 1,638.00	\$ 1.50	\$ 1,638.00	\$ 1.80	\$ 1,965.60	\$ 2.00	\$ 2,184.00
18	18" Reinforced Concrete Pipe, Class III	12.00	LF	\$ 100.00	\$ 1,200.00	\$ 210.00	\$ 2,520.00	\$ 158.64	\$ 1,903.68	\$ 100.00	\$ 1,200.00	\$ 150.00	\$ 1,800.00	\$ 200.00	\$ 2,400.00
19	Castings	237.00	LB	\$ 10.00	\$ 2,370.00	\$ 3.00	\$ 711.00	\$ 15.00	\$ 3,555.00	\$ 5.00	\$ 1,185.00	\$ 7.25	\$ 1,718.25	\$ 10.00	\$ 2,370.00
20	Guardrail, "W" Beam	250.00	LF	\$ 34.00	\$ 8,500.00	\$ 43.00	\$ 10,750.00	\$ 37.35	\$ 9,337.50	\$ 33.95	\$ 8,487.50	\$ 40.00	\$ 10,000.00	\$ 33.95	\$ 8,487.50
21	Guardrail, Bridge End Section, Type "I" Thrie Beam	4.00	EA	\$ 4,210.00	\$ 16,840.00	\$ 5,330.00	\$ 21,320.00	\$ 4,631.00	\$ 18,524.00	\$ 4,210.00	\$ 16,840.00	\$ 5,000.00	\$ 20,000.00	\$ 4,210.00	\$ 16,840.00
22	Guardrail, Terminal End Section	4.00	EA	\$ 4,149.00	\$ 16,596.00	\$ 5,250.00	\$ 21,000.00	\$ 4,565.00	\$ 18,260.00	\$ 4,150.00	\$ 16,600.00	\$ 5,000.00	\$ 20,000.00	\$ 4,150.00	\$ 16,600.00
23	Roadway Construction Surveying	1.00	LS	\$ 10,000.00	\$ 10,000.00	\$ 8,865.00	\$ 8,865.00	\$ 16,750.00	\$ 16,750.00	\$ 5,000.00	\$ 5,000.00	\$ 30,000.00	\$ 30,000.00	\$ 35,000.00	\$ 35,000.00
24	Bridge Construction Surveying	1.00	LS	\$ 10,000.00	\$ 10,000.00	\$ 8,865.00	\$ 8,865.00	\$ 8,000.00	\$ 8,000.00	\$ 10,000.00	\$ 10,000.00	\$ 30,000.00	\$ 30,000.00	\$ 25,000.00	\$ 25,000.00
25	Concrete Driveway	181.00	SY	\$ 110.00	\$ 19,910.00	\$ 100.00	\$ 18,100.00	\$ 200.00	\$ 36,200.00	\$ 105.00	\$ 19,005.00	\$ 140.00	\$ 25,340.00	\$ 115.00	\$ 20,815.00
26	Concrete Header Curb	102.00	LF	\$ 35.00	\$ 3,570.00	\$ 25.00	\$ 2,550.00	\$ 75.00	\$ 7,650.00	\$ 35.00	\$ 3,570.00	\$ 42.00	\$ 4,284.00	\$ 35.00	\$ 3,570.00
27	Combination Concrete Curb & Gutter	789.00	LF	\$ 35.00	\$ 27,615.00	\$ 37.00	\$ 29,193.00	\$ 45.00	\$ 35,505.00	\$ 35.00	\$ 27,615.00	\$ 42.00	\$ 33,138.00	\$ 35.00	\$ 27,615.00
28	Maintenance of Traffic	1.00	LS	\$ 11,000.00	\$ 11,000.00	\$ 13,900.00	\$ 13,900.00	\$ 15,000.00	\$ 15,000.00	\$ 11,000.00	\$ 11,000.00	\$ 18,000.00	\$ 18,000.00	\$ 11,000.00	\$ 11,000.00
29	Additional Construction Signs		SF	\$ 10.00	\$ -	\$ 10.00	\$ -	\$ 22.00	\$ -	\$ 10.00	\$ -	\$ -	\$ -	\$ 10.00	\$ -
30	4" Wide Thermoplastic Edge Stripe (Continuous White) (60 Mil. Min)	0.67	MI	\$ 8,000.00	\$ 5,360.00	\$ 10,000.00	\$ 6,700.00	\$ 9,280.00	\$ 6,217.60	\$ 8,000.00	\$ 5,360.00	\$ 9,000.00	\$ 6,030.00	\$ 8,000.00	\$ 5,360.00
31	4" Wide Thermoplastic Traffic Stripe (Continuous Yellow) (90 Mil. Min.)	1,140.00	LF	\$ 3.00	\$ 3,420.00	\$ 3.80	\$ 4,332.00	\$ 3.36	\$ 3,830.40	\$ 3.00	\$ 3,420.00	\$ 3.50	\$ 3,990.00	\$ 3.00	\$ 3,420.00
32	18" Wide Thermoplastic Detail Stripe (4" Equivalent Length) (120 Mil. Min.)	941.00	LF	\$ 10.00	\$ 9,410.00	\$ 12.70	\$ 11,950.70	\$ 11.61	\$ 10,925.01	\$ 10.00	\$ 9,410.00	\$ 11.00	\$ 10,351.00	\$ 10.00	\$ 9,410.00
33	4" Wide Thermoplastic Detail Stripe (4" Equivalent Length) (Yellow) (90 Mil. Min.)	1,256.00	LF	\$ 4.00	\$ 5,024.00	\$ 5.00	\$ 6,280.00	\$ 4.72	\$ 5,928.32	\$ 4.00	\$ 5,024.00	\$ 4.50	\$ 5,652.00	\$ 4.00	\$ 5,024.00
34	18" Wide Thermoplastic Detail Stripe (4" Equivalent Length) (Yellow) (120 Mil. Min.)	414.00	LF	\$ 4.00	\$ 1,656.00	\$ 5.00	\$ 2,070.00	\$ 4.72	\$ 1,954.08	\$ 4.00	\$ 1,656.00	\$ 4.50	\$ 1,863.00	\$ 4.00	\$ 1,656.00
35	Thermoplastic Legend (White) (120 Mil. Min.)	80.00	LF	\$ 15.00	\$ 1,200.00	\$ 19.00	\$ 1,520.00	\$ 17.43	\$ 1,394.40	\$ 15.00	\$ 1,200.00	\$ 17.00	\$ 1,360.00	\$ 15.00	\$ 1,200.00
36	Two Way Yellow Reflective High Performance Raised Markers	116.00	EA	\$ 10.00	\$ 1,160.00	\$ 12.70	\$ 1,473.20	\$ 11.67	\$ 1,353.72	\$ 10.00	\$ 1,160.00	\$ 11.00	\$ 1,276.00	\$ 10.00	\$ 1,160.00
37	Reflectorized Traffic Object Marker (Encapsulated Lens) (Type 3)	4.00	EA	\$ 200.00	\$ 800.00	\$ 255.00	\$ 1,020.00	\$ 233.40	\$ 933.60	\$ 125.00	\$ 500.00	\$ 200.00	\$ 800.00	\$ 125.50	\$ 502.00
38	Reflectorized Traffic Delineator Sign (Encapsulated Lens)	20.00	EA	\$ 60.00	\$ 1,200.00	\$ 76.00	\$ 1,520.00	\$ 67.20	\$ 1,344.00	\$ 23.25	\$ 465.00	\$ 60.00	\$ 1,200.00	\$ 23.25	\$ 465.00
39	Reflectorized Traffic Regulatory Sign With Supp. Plate (Encapsulated Lens)	4.00	EA	\$ 300.00	\$ 1,200.00	\$ 380.00	\$ 1,520.00	\$ 350.00	\$ 1,400.00	\$ 300.00	\$ 1,200.00	\$ 350.00	\$ 1,400.00	\$ 300.00	\$ 1,200.00
<b>ERO:</b>															
40	Agricultural Limestone	2.00	TON	\$ 500.00	\$ 1,000.00	\$ 633.00	\$ 1,266.00	\$ 800.00	\$ 1,600.00	\$ 500.00	\$ 1,000.00	\$ 600.00	\$ 1,200.00	\$ 500.00	\$ 1,000.00
41	Commerical Fertilizer (13-13-13)	1.00	TON	\$ 1,200.00	\$ 1,200.00	\$ 1,583.00	\$ 1,583.00	\$ 1,300.00	\$ 1,300.00	\$ 1,250.00	\$ 1,250.00	\$ 1,400.00	\$ 1,400.00	\$ 1,000.00	\$ 1,000.00
42	Ammonium Nitrate	0.25	TON	\$ 2,000.00	\$ 500.00	\$ 5,100.00	\$ 1,275.00	\$ 4,500.00	\$ 1,125.00	\$ 4,000.00	\$ 1,000.00	\$ 4,000.00	\$ 1,000.00	\$ 2,500.00	\$ 625.00
43	Seeding	1.00	ACRE	\$ 1,200.00	\$ 1,200.00	\$ 1,900.00	\$ 1,900.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,800.00	\$ 1,800.00	\$ 2,000.00	\$ 2,000.00
44	Vegetative Materials for Mulch	2.00	TON	\$ 1,000.00	\$ 2,000.00	\$ 1,270.00	\$ 2,540.00	\$ 1,100.00	\$ 2,200.00	\$ 1,000.00	\$ 2,000.00	\$ 1,175.00	\$ 2,350.00	\$ 500.00	\$ 1,000.00
45	Solid Sodding	100.00	SY	\$ 8.00	\$ 800.00	\$ 12.70	\$ 1,270.00	\$ 20.00	\$ 2,000.00	\$ 10.00	\$ 1,000.00	\$ 11.75	\$ 1,175.00	\$ 10.00	\$ 1,000.00
46	Temporary Silt Fence (Type I or II)	2,373.00	LF	\$ 5.00	\$ 11,865.00	\$ 4.50	\$ 10,678.50	\$ 5.00	\$ 11,865.00	\$ 3.50	\$ 8,305.50	\$ 4.25	\$ 10,085.25	\$ 4.50	\$ 10,678.50
47	Loose Riprap, 100 Lb	79.00	TON	\$ 100.00	\$ 7,900.00	\$ 67.00	\$ 5,293.00	\$ 60.00	\$ 4,740.00	\$ 50.00	\$ 3,950.00	\$ 85.00	\$ 6,715.00	\$ 80.00	\$ 6,320.00
48	Geotextile Under Riprap, Type V. AOS <0.43	97.00	SY	\$ 3.00	\$ 291.00	\$ 3.00	\$ 291.00	\$ 20.00	\$ 1,940.00	\$ 2.50	\$ 242.50	\$ 5.00	\$ 485.00	\$ 5.00	\$ 485.00
49	Wattles, 20"	480.00	LF	\$ 8.00	\$ 3,840.00	\$ 7.60	\$ 3,648.00	\$ 20.00	\$ 9,600.00	\$ 6.00	\$ 2,880.00	\$ 6.00	\$ 2,880.00	\$ 6.00	\$ 2,880.00
<b>PRESTRESSED CONCRETE BEAM SPANS - 40'</b>															
<b>CLEAR ROADWAY</b>															
50	Test Piles	2.00	EA	\$ 20,000.00	\$ 40,000.00	\$ 12,930.00	\$ 25,860.00	\$ 5,500.00	\$ 11,000.00	\$ 2,500.00	\$ 5,000.00	\$ 2,500.00	\$ 5,000.00	\$ 17,000.00	\$ 34,000.00
51	Conventional Static Pile Load Test		EA	\$ 5,000.00	\$ -	\$ 40,000.00	\$ -	\$ 4,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000.00	\$ -
52	12" Steel Piling	2,050.00	LF	\$ 80.00	\$ 164,000.00	\$ 126.00	\$ 258,300.00	\$ 90.00	\$ 184,500.00	\$ 68.00	\$ 139,400.00	\$ 70.00	\$ 143,500.00	\$ 76.50	\$ 156,825.00
53	18" Pre-Formed Pile Hole	1,695.00	LF	\$ 1.00	\$ 1,695.00	\$ 0.01	\$ 16.95	\$ 52.80	\$ 89,496.00	\$ 60.00	\$ 101,700.00	\$ 50.00	\$ 84,750.00	\$ 51.00	\$ 86,445.00
54	Bridge Concrete, Class "A"	267.71	CY	\$ 1,400.00	\$ 374,794.00										



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Dennis Bonds, City Engineer

**DATE:** December 13, 2023

**SUBJECT:** IN THE MATTER OF APPROVAL OF MAJOR THOROUGHFARE COMMITTEE MEETING MINUTES NOVEMBER 13, 2023 **DRB**

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**Request: DRB**

See attached minutes from the November 13, 2023 Major Thoroughfare Meeting



# Tupelo Major Thoroughfare Program Minutes

**Date:** 11/13/2023 **Time:** 4:30 PM **Call to Order:** Greg Pirkle **Meeting Adjourned:** 5:30 PM

ROLL CALL: Brent Spears

## In Attendance

### MAJOR THOROUGHFARE MEMBERS PRESENT:

Greg Pirkle      Danny Riley      Jon Milstead(ZOOM)      Ernie Joyner      Charlotte Loden  
 Dan Rupert      Terry Bullard      George Jones      Raphael Henry(ZOOM)

### MAJOR THOROUGHFARE MEMBERS NOT PRESENT:

Ted Roach      Bill Cleveland      C W Jackson      Stuart Johnson      Robin Haire Drew  
 Drew Robertson

### OTHERS PRESENT:

Brent Spears      Kim Hanna      Dennis Bonds      Scott Costello      Billy Humphries  
 Brit Harris      Ken Harris      Johnny Timmons      Charlie Langford      Jinna Parsons

## Approval of Minutes

Chairman Greg Pirkle asked the Committee to review and approve the minutes of the October 9, 2023 Major Thoroughfare Program regular meeting Terry Bullard made a motion to accept the minutes. Dan Rupert seconded the motion.

Minutes were approved unanimously by Committee.

## Budget Report

Kim Hanna reviewed the Major Thoroughfare Phase VII Budget Report for the month ending September 30, 2023. Beginning Cash Balance was \$4,398,590. Total Revenue from Interest Earned was \$324. Total Expenditures for October was \$129,400. Payments included \$8,662 for Personnel Cost \$36,738 for Maintenance Cost, \$84,000 for West Jackson (Thomas to Joyner). The ending cash balance was \$4,269,514.

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## Current Projects

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Dennis Bonds reviewed updates on the current projects

- Maintenance Work –Work completed for 2023. Beginning to plan for 2024 Road Work List.
- Update on Main Street Safety Improvements Project – Ahead of schedule. Work is approximately 75% completed.
- Jackson Street (Madison to Front) Legal Advertisement has run, bids open on 11/30. Will report back with results as soon as A&H has those tabulated and ready to review. A bidder's pre-bid conference will be held Thursday, 11/16 at A&H's Office at 119 Robins Street.
- Eason Blvd (Veterans to Briar Ridge) – Traffic Signal final set and small finish up items remain to close out job.
- Veterans (Main to Hamm) – Road Sign installation pending. Job will be punch listed and closed out.
- Main Street Bridge – First legal advertisement will run in tomorrow's classifieds. See the attached timeline. Potential for West Main Street Improvements west of bridge.

## Open Discussion

1. Several members of the neighborhood came to discuss and ask questions about the Jackson Street (Madison to Front) project. (Jinna Parsons, Billy Humphries, Brit Harris, Tony Ford, & Ken Harris)
2. Jinna Parsons stated that the committee had turned their neighborhood street into a Thoroughfare and the least they could do was follow thru with their commitment
3. George Jones asked if they still planned on removing the traffic light at Church St and Jackson St intersection.
4. Greg Pirkle responded that had been discussed and what we would prefer.
5. There were other questions and discussion about signage, sidewalks, right-of-way, and tree removal etc...
6. There was discussion of the access road from Gloster to West Barnes Crossing extended.
7. Dennis Bonds informed the committee that there would be permitting issues such as floodplain.
8. Charlotte Loden made a motion to move along with the design of the access road.
9. Danny Riley seconded the motion and all were in favor of the motion.
10. John Timmons stated that the traffic lights on Gloster from Best Buy to Barnes Crossing were controlled from somewhere in Jackson. He had talked with MDOT about them turning the control of those over to TW&L but was getting resistance.

With no further business to discuss, the meeting was adjourned.

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**Chairman Greg Pirkle**

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**Recorded by Brent Spears**

**Submitted by Dennis Bonds**



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** John Quaka, Chief  
**DATE:** December 12, 2023  
**SUBJECT:** IN THE MATTER OF ACCEPTING BID #2023-058PD **JQ**

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### **Request:**

Please accept this letter of request to accept BID #2023-058PD from Cannon Motors in the amount of \$336,505.52. This will be for the purchase of 1 Dodge Durango Police Vehicle @ \$41,041.52, and 6 Ford Explorers Police Vehicles @ \$49,244.00 each.



**CITY OF TUPELO  
SIX (6) FORD EXPLORERS AND ONE(1) DODGE DURANGO  
BID # 2023-058PD**

<b>Start Date / Time</b>	Dec 12, 2023 10:30 AM US/Central
<b>End Date / Time</b>	Dec 12, 2023 11:00 AM US/Central

<b>Six (6) Ford Explorers</b>					
<b>Company</b>	<b>Unit Price</b>	<b>Qty</b>	<b>Total Price</b>	<b>Bidding Time</b>	<b>Delivery Lead Time</b>
Cannon Motors	\$ 49,244.00	6	\$ 295,464.00	10:41:47 AM US/Central	2 weeks

<b>One (1) Dodge Durango</b>					
<b>Company</b>	<b>Unit Price</b>	<b>Qty</b>	<b>Total Price</b>	<b>Bidding Time</b>	<b>Delivery Lead Time</b>
Cannon Motors	\$ 41,041.52	1	\$ 41,041.52	10:41:47 AM US/Central	2 weeks

<b>GRAND TOTAL FOR ALL:</b>	<b>\$ 336,505.52</b>
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## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Chuck Williams, Director – Public Works

**DATE:** December 13, 2023

**SUBJECT:** IN THE MATTER OF APPROVAL OF PROPOSED CHANGE ORDER F-1  
FINAL CLOSEOUT FOR GUM TREE PARK DRAINAGE IMPROVEMENTS  
ARPA 2023-029PW - **CW**

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**Request:**

Request to approve proposed Change Order F-1 for Gumtree Park Drainage Improvements ARPA – Bid No. 2023-029PW.

Per the attached change order, it is recommended to provide final reconciliation of actual contract quantities following the completed improvements of the project.

The total change is a price reduction for the contract price from \$413,736.00 to \$410,357.00. A difference of -\$3,379.00. All work is complete and a request has been sent for the final pay application including retainage.



December 12, 2023

Mr. Chuck Williams  
Director, Public Works Dept.  
604 Crossover Road  
Tupelo, Mississippi 38801

REFERENCE: RECOMMENDATION OF CHANGE ORDER NO. F-1 (Final Closeout)  
GUMTREE PARK DRAINAGE IMPROVEMENTS  
BID NO. 2023-029PW

Dear Mr. Williams:

I am pleased to submit to you, along with the Mayor and City Council, the attached Change Order No. F-1 for this project. The proposed change order is recommended to provide final reconciliation of actual contract quantities following the completed improvements of the project.

The attached change order is based on the final work that was provided / completed by Townes construction for the referenced project. The total change in price is a reduction of the contract price of -\$3,379.00 from \$413,736.00 to \$410,357.00. All work is complete and this will be the final contract total amount for this project. Thus, it is our recommendation that the City approve Change Order No. F-1 for the referenced project and authorize the Mayor to execute the Change Order on behalf of the City of Tupelo.

A final pay application has been sent along with this change order showing the remaining balance, including retainage, to be paid to the contract for final completion of the work. We appreciate the opportunity to be of service to you and to be involved with this project. Please let us know should have any questions or require additional information.

Sincerely,  
DABBS CORPORATION

Dustin D. Dabbs, PE  
President

- C: Mr. Don Lewis, COO, City of Tupelo
- Ms. Kim Hanna, CFO, City of Tupelo
- Mr. Ben Logan, City Attorney, City of Tupelo
- Mr. Alex Farned, Director, Parks & Recreation
- Mr. Dennis Bonds, PE, Director, Dev. Services
- Ms. Jayme Baker, ICM

[@dabbscorp](#)

OFFICE 662.840.4162

1005 N. Eason Boulevard

MOBILE 601.927.4012

Tupelo, MS 38804

**CONTRACT CHANGE ORDER**

DATE: 12/12/23 CHANGE ORDER NO. F-1 (Final)  
 CONTRACT FOR: Gumtree Park Drainage Improvements  
 PROJECT NO.: BID NO. 2023-029PW  
 OWNER: CITY OF TUPELO  
 CONTRACTOR: Townes Construction

You are hereby requested to comply with the following changes from the contract plans and specifications:

Description of Changes (Supplemental Plans and Specifications Attached)					DECREASE in Contract Price	INCREASE in Contract Price
ITEM	DESCRIPTION	UNIT	UNIT PRICE	C.O. QNTY.		
<b>SEE ATTACHED BREAKDOWN OF COSTS / SUMMARY OF QUANTITIES</b>						
TOTALS					\$ 3,379.00	\$ -
<b>NET CHANGE IN CONTRACT PRICE</b>					<b>(\$3,379.00)</b>	

JUSTIFICATION FOR CHANGES: This change order is necessary in order to provide the final adjustment to quantites that is required to complete the project in accordance with the project requirements set forth in the Contract Documents. Adjustments were necessary to various pay items based on field conditions and impacts of weather, etc.

Original Contract Price: \$ 413,736.00  
 Previous Change Order(s) Amount: \$ -  
 The amount of the Contract will be INCREASED by the Sum Of: Dollars \$ (3,379.00)  
 The Contract Total Including this and previous Change Orders Will Be: Dollars \$ 410,357.00  
 The Contract Period Provided for Completion Will Be ~~(Increased)~~ ~~(Decreased)~~ (Unchanged): Days.

This document will become a supplement to the contract and all provisions will apply hereto.

Accepted \_\_\_\_\_ (Owner) \_\_\_\_\_ (Date)  
 Recommended D.H.D.D.M \_\_\_\_\_ 12/12/23  
 \_\_\_\_\_ (Owner's Architect/Engineer) \_\_\_\_\_ (Date)  
 Accepted \_\_\_\_\_ (Contractor) \_\_\_\_\_ (Date)

**CHANGE ORDER #F-1 (FINAL SUMMARY OF QUANTITIES)**  
**GUMTREE PARK DRAINAGE IMPROVEMENTS - BID NO. 2023-029PW**  
**CONTRACTOR: TOWNES CONSTRUCTION**  
**CITY OF TUPELO, MISSISSIPPI**

ITEM NO.	DESCRIPTION	PLAN QNTY	UNIT	UNIT PRICE	CONTRACT TOTAL	FINAL QNTY	FINAL TOTAL	C.O. F-1 TOTAL
1	MOBILIZATION	1	LS	\$32,412.00	\$ 32,412.00	1.00	\$ 32,412.00	\$0.00
2	CLEARING & GRUBBING	1	LS	\$1,500.00	\$ 1,500.00	1.00	\$ 1,500.00	\$0.00
3	REMOVE & REINSTALL EXISTING STREET SIGNS	2	EA	\$600.00	\$ 1,200.00	2.00	\$ 1,200.00	\$0.00
4	REMOVAL OF ASPHALT PAVEMENT	400	SY	\$12.00	\$ 4,800.00	449.00	\$ 5,388.00	\$588.00
5	REMOVAL OF CONCRETE SIDEWALK	200	SY	\$12.00	\$ 2,400.00	200.00	\$ 2,400.00	\$0.00
6	REMOVAL OF CONCRETE GRATE INLETS	3	EA	\$1,000.00	\$ 3,000.00	3.00	\$ 3,000.00	\$0.00
7	REMOVAL OF CONCRETE JUNCTION BOX	1	EA	\$1,500.00	\$ 1,500.00	1.00	\$ 1,500.00	\$0.00
8	REMOVAL OF 30" CMP	420	LF	\$15.00	\$ 6,300.00	420.00	\$ 6,300.00	\$0.00
9	REMOVAL OF 48" CMP	450	LF	\$15.00	\$ 6,750.00	450.00	\$ 6,750.00	\$0.00
10	REMOVAL OF 60" RCP	415	LF	\$30.00	\$ 12,450.00	415.00	\$ 12,450.00	\$0.00
11	ASPHALT PAVEMENT	90	TONS	\$200.00	\$ 18,000.00	99.00	\$ 19,800.00	\$1,800.00
12	CONCRETE SIDEWALK, MATCH EXISTING	200	SY	\$65.00	\$ 13,000.00	200.00	\$ 13,000.00	\$0.00
13	SAWCUTTING	140	LF	\$15.00	\$ 2,100.00	140.00	\$ 2,100.00	\$0.00
14	CRUSHED STONE BASE MATERIAL	100	TONS	\$60.00	\$ 6,000.00	100.00	\$ 6,000.00	\$0.00
15	BORROW EXCAVATION	80	CY	\$34.00	\$ 2,720.00	0.00	\$ -	(\$2,720.00)
16	REINFORCED CONCRETE INLETS, W/ CAST IRON GR	4	EA	\$6,729.00	\$ 26,916.00	7.00	\$ 47,103.00	\$20,187.00
17	REINFORCED CONCRETE JUNCTION BOX	1	EA	\$6,888.00	\$ 6,888.00	0.00	\$ -	(\$6,888.00)
18	10' PVC DRAIN BASIN, W/ CAST IRON GRATE	1	EA	\$8,500.00	\$ 8,500.00	0.00	\$ -	(\$8,500.00)
19	36" HDPE HP STORM PIPE	1550	LF	\$85.00	\$ 131,750.00	1,550.00	\$ 131,750.00	\$0.00
20	48" HDPE HP STORM PIPE	450	LF	\$134.00	\$ 60,300.00	450.00	\$ 60,300.00	\$0.00
21	FLOWABLE FILL, NON-EXCAVATABLE	85	CY	\$250.00	\$ 21,250.00	96.00	\$ 24,000.00	\$2,750.00
22	CONCRETE, CLASS B	5	CY	\$1,000.00	\$ 5,000.00	0.00	\$ -	(\$5,000.00)
23	CONNECT TO EXISTING PIPES	5	EA	\$2,000.00	\$ 10,000.00	0.00	\$ -	(\$10,000.00)
24	SOLID SODDING	3300	SY	\$6.00	\$ 19,800.00	3,909.00	\$ 23,454.00	\$3,654.00
25	TEMPORARY FENCING / BARRIER	900	LF	\$3.00	\$ 2,700.00	1,150.00	\$ 3,450.00	\$750.00
26	EROSION CONTROL	1	LS	\$6,500.00	\$ 6,500.00	1.00	\$ 6,500.00	\$0.00
				<b>TOTALS</b>	<b>\$413,736.00</b>		<b>\$410,357.00</b>	<b>(\$3,379.00)</b>



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Kevan Kirkpatrick, Director Cadence Bank Arena

**DATE:** December 6, 2023

**SUBJECT:** IN THE MATTER OF APPROVAL OF CADENCE BANK ARENA MINUTES OF OCTOBER 16, 2023 **KK**

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**Request:**

PLEASE REVIEW AND ACCEPT MINUTES OF OCTOBER 16, 2023



**CADENCE BANK**  
Arena & Conference Center

Tupelo Coliseum Commission  
Regular Meeting Minutes  
October 16, 2023

Be it known the Tupelo Coliseum Commission did meet in regular session Monday, October 16, 2023 at 3:00 p.m. in the Commerce Room with the following present:

Chair- Jason Hayden  
Vice Chair- Stephanie Coomer  
Commissioner-Jessica Hollinger  
Commissioner- Nat Grubbs  
Commissioner- Marcus McCoy  
Commissioner- Darrell Marcle

Representatives of the City of Tupelo Present:

Kevan Kirkpatrick –Executive Director -Cadence Bank Arena and Conference Center  
Kim Hanna-CFO

Chair Jason Hayden called the meeting to order at 3:00 p.m.

**Approval of Minutes from August 21, 2023 Regular Meeting**  
**Approval of Minutes from September 18, 2023 Regular Meeting**  
**Approval of Minutes from September 25, 2023 Special Called Meeting**

Commissioner Marcus McCoy made a motion to approve the minutes as written, seconded by Vice Chair Stephanie Coomer. All commission members voting aye, the motion passed.

**Financial Report**

Kim Hanna discussed the financial report.

**Director's Report**

Kevan began his report by telling us about the IEBA Conference he attended in Nashville. He was able to secure our Winter Jam date and had several successful meetings with promoters.

Kevan informed us the Inn Keepers association nominated Romanda Ofosu-Darkwan as our new Commission member. Her first Commission Meeting will be in November.

Kevan gave us an update on our past events. We had Jelly Roll on 09/26 with 8,300 people attending. We had the Tupelo Fair from 09/28-10/01, Truckin' The Trace 10/13-10/14 and 47 meeting events.



**CADENCE BANK**  
Arena & Conference Center

Kevan also gave us an update on our upcoming events. We have a Steak Competition in the parking lot on 11/03-11/04, Blues is Alright 11/10, WWE on 11/18, 69 meeting events and we start making ice on 10/30.

**Old Business:**

None

**New Business**

Daikin Maintenance agreement was discussed to use for our chiller and cooling tower service provider. Commissioner Nat Grubbs made a motion to approve the agreement, seconded by Commissioner Jessica Hollinger. All commission members voting aye, the motion passed.

Franklin Collections contract was discussed to start using as our collection company on outstanding receivables. Commissioner Darrell Marcle made a motion to approve the contract, seconded by Commissioner Nat Grubbs. All commission members voting aye, the motion passed.

Conference Center wedding deposit refund was discussed to refund the customers deposit back to him since he's stationed overseas. Commissioner Jessica Hollinger made a motion to approve the refund, seconded by Vice Chair Stephanie Coomer. All commission members voting aye, the motion passed.

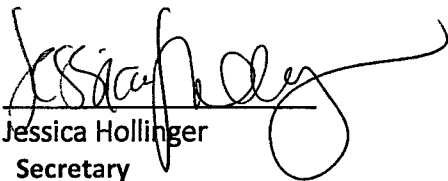
GovDeals chair auction was discussed to auction off some old outdated chairs we have stored in the warehouse. Commissioner Nat Grubbs made a motion to approve the auction, seconded by Commissioner Darrell Marcle. All commission members voting aye, the motion passed.

**Check Approval:**

Commissioner Marcus McCoy made a motion to approve the checks from August and September, seconded by Vice Chair Stephanie Coomer. All commissioners voted aye; the motion passed.

**Adjournment:**

Chair Jason Hayden adjourned the meeting at approximately 3:25 p.m.

  
Jessica Hollinger  
Secretary

  
Jason Hayden  
Chair

**ORDER**

**AN ORDER DECLARING 700 FOLDING CHAIRS TO BE SURPLUS PROPERTY AND AUTHORIZING THE SELL OF SUCH CHAIRS BY AUCTION IN ACCORDANCE WITH MISS. CODE ANN. § 17-25-25 (1972, AS AMENDED)**

**WHEREAS**, local governing authorities may sell or dispose of any personal property belonging to the authority when the property has ceased to be used for public purposes or when, in the authority's judgment, a sale thereof would promote the best interest of the governing authority pursuant to Mississippi Code Anno. § 17-25-25 (1) (1972 as amended); and

**WHEREAS**, the term "personal property," includes, but is not limited to, equipment, vehicles, fixtures, furniture, firearms, and commodities; and

**WHEREAS**, the above statutory authority allows multiple means of disposal, including by public auction so long as conducted by an auctioneer or auction company that meets the standards established by the State Department of Audit, and is hired by the governing authority of a county or municipality; and

**WHEREAS**, the Commission has contracted with GovDeals, a bonafide online auction company doing business in the State of Mississippi, and on behalf of several state agencies and local governments in the State of Mississippi, including, but not limited to, the Department of Finance and Administration; and

**WHEREAS**, the Commission desires to surplus Seven Hundred (700) green folding chairs because they have ceased to be needed for public purposes, and it is in the best interest of the City to auction the personal property; and

**WHEREAS**, a public auction was held on or about October 3, 2023 by GovDeals for the sale of the real property mentioned herein, and was sold to Burrell's E-Z Tire and Transport ("Buyer"), the highest bidder, in the amount of \$1,505.00; and

**WHEREAS**, Buyer will take direct possession of the real property and will pay GovDeals that amount of their bid, including all taxes and fees, and GovDeals shall compensate the Commission the amount owed for the personal property.

**NOW THEREFORE**, it is hereby resolved and ordered by the Tupelo Coliseum Commission Board of Commissioners the following:

1. The prefatory paragraphs of this Order are hereby adopted, found, and determined to be in accordance with the necessary and warranted exercise of the authority of the Tupelo Coliseum Commission and shall be incorporated herein.
2. The 700 green folding chairs are no longer needed or useful for public or related purposes and is hereby declared surplus.
3. The sale of the 700 green folding chairs by auction to Burrell's E-Z Tire and Transport in



the amount of \$1,505.00 is hereby approved and found to be commensurate with the fair market value of the property.

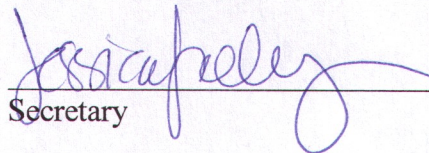
4. GovDeals is found to have met the requirements of an online auction company, and the online action of the real property authorized herein is in the best interest of the Coliseum Commission and the City of Tupelo.
5. The Executive Director of the Cadence Bank Arena and Conference Center is hereby authorized to facilitate the trade of the two items contemplated herein.

After a full discussion of this matter, Commissioner Nat Grubbs moved that the foregoing Order be adopted and said motion was seconded by Commissioner Darrell March and upon the question being put to a vote was approved unanimously by the Board on this the 16<sup>th</sup> day of October, 2023.

TUPELO COLISEUM COMMISSION

  
Chairman

ATTEST:

  
Secretary



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Johnny Timmons, Manager TW&L

**DATE:** December 13, 2023

**SUBJECT:** IN THE MATTER OF BAD DEBT WRITE-OFF JULY 2022 – DECEMBER 2022 **JT**

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**Request:**

Review and approve the attached bad debt write-off for Tupelo Water & Light Department. The bad debt amount represents 0.11% of the total revenue for the period of July 2022 thru December 2022.

**TUPELO WATER & LIGHT  
CUSTOMER SERVICE AND COLLECTIONS**

BAD DEBT (Transfer to WRITE OFF FILE)

**For Period – JULY 2022 – DECEMBER 2022**

**TOTAL REVENUE FOR THE PERIOD**

<b><u>ELECTRIC</u></b>	<b><u>WATER &amp; SEWER</u></b>	<b><u>SANITATION</u></b>	<b><u>TOTAL REVENUE</u></b>
\$34,294,604.82	\$7,767,219.82	\$2,078,771.15	\$44,140,595.79

**TOTAL UNPAID ACCOUNTS FOR THE PERIOD COMBINED ALL SERVICES ON CMB  
EL,WT,SW,SA**

\$52,814.39

**TOTAL UNPAID ACCOUNTS FOR THIS PERIOD**

<b>ELECTRIC</b>	<b>WATER &amp; SEWER</b>	<b>SANITATION</b>	<b>TOTAL BAD DEBT</b>
\$40,667.08	\$8,978.45	\$3,168.86	\$52,814.39

**PERCENTAGE OF LOSS = 0.11%**



ACCOUNT NUMBER	TURN OFF DATE	Name	Service Address	Mailing Address	Mailing CityStateZip	Amount
214045-101584	7/27/2022	ANGELA M WILLIAMS	908 LUMPKIN AVE	908 LUMPKIN AVE	TUPELO, MS 38804	PAGE 2 404.98
220304-119797	7/29/2022	RENARDO COLEMAN	2938 BEASLEY DR	147 ROAD 892	TUPELO MS 38801	106.58
220412-135647	7/29/2022	HEATHER A PERRY	3318 MEADOW DR	3318 MEADOW DR	TUPELO, MS 38801	147.17
220313-100934	7/29/2022	CLARA D FREEMAN	3018 MOORE AVE	3018 MOORE AVE	TUPELO, MS 38801	918.89
222382-128462	7/29/2022	PEGGY S KING	169 KING RD	169 KING RD	BELDEN, MS 38826	31.97
201708-137253	7/29/2022	JACQUAVIA T FINNIE	508 OAK CREEK APT 35	921 PARISH DR	TUPELO, MS 38801	366.75
					<b>TOTAL.....</b>	<b>6079.79</b>

		TUPELO WATER & LIGHT DEPARTMENT								PAGE 3	
		BAD DEBT LEDGER & FRANKLIN COLLECTION									
ACCOUNT NUMBER	TURN OFF DATE	Name	Service Address	Mailing Address	Mailing City	State	Zip	Amount			
211453-137569	8/1/2022	JASMINE R WEST	1809 RANCH RD	1809 RANCH RD	TUPELO, MS	38804		567.15			
211867-138231	8/1/2022	BOBBY R JOSLIN	703 W JEFFERSON ST APT 1	703 JEFFERSON ST APT 1	TUPELO, MS	38804		355.35			
218095-117623	8/1/2022	CALVIN ROBERSON	4092 WOODBURY CIR	4092 WOODBURY CIR	TUPELO, MS	38801		191.64			
216823-136825	8/2/2022	LAWSON A LAIRD	1837 B W JACKSON ST	610 CR 16	BELMONT, MS	38827		133.48			
200015-100016	8/4/2022	CYNETHIA S LYLES	1322 THE GLEN APT A-1	1005 CR 64 S	NEW ALBANY, MS	38652		111.52			
200477-133553	8/4/2022	YVONNE A GILLENLINE	201 MILFORD ST APT 40	1224 LAMBARD DR	TUPELO, MS	38801		14.46			
206236-133751	8/4/2022	TERESA A TALLIE	1020 CHICKASAW TRL	1020 CHICKASAW TRL	TUPELO, MS	38801		282.74			
208116-110426	8/4/2022	BARBARA E HOPPER	130 S MADISON ARMS APT 1	130 S MADISON ST APT 1	TUPELO, MS	38804		358.22			
221105-137294	8/4/2022	GARRETT L GRAYSON	2944 OLD BELDEN CIR	2944 OLD BELDEN CIR	BELDEN, MS	38826		1.26			
202054-102143	8/5/2022	STACY L BUMPHIS	HILLDALE APTS APT H-61	320 MONUMENT DR APT H-61	TUPELO, MS	38801		196.23			
202654-102764	8/5/2022	MELISSA B WHITE	406 S FOSTER ST	406 S FOSTER ST	TUPELO, MS	38801		415.56			
204352-104419	8/5/2022	AUTUMN L POOLE	109 A STANFORD DR #10-A	109 A STANFORD DR #10-A	SALTILLO, MS	38866		115.47			
204617-134475	8/8/2022	EMITRA A HUMPHRIES	6 COVENTRY PL	6 COVENTRY PL	TUPELO, MS	38801		269.12			
206566-137893	8/9/2022	TYREASHA V CLEAVES	840 BARLEY ST APT 56	1008 A TRICE ST	SHANNON, MS	38868		71.56			
206820-106852	8/9/2022	VIRGINIA B EDWARDS	2983 S TIMBERLAWN APT 56	903 PRIVET CV APT B	TUPELO, MS	38804		176.01			
220533-120030	8/9/2022	JIMMY D CARUTHERS	124 E GARRISON ST	124 E GARRISON ST	TUPELO, MS	38801		9.89			
203075-135303	8/10/2022	KINETIC KICK c/o RAHTONYA WALLACE	143 S COLEY RD	126 CALVERT DR	TUPELO, MS	38801		637.11			
204852-133978	8/10/2022	TABITHA A MONTGOMERY	1049 D GREEN TEE RD	1049 D GREEN TEE RD	TUPELO, MS	38801		439.00			
214542-101864	8/10/2022	WYLIE F LAVENDER II	2604 JACKSON WEST APT 22	2604 W JACKSON ST APT 22	TUPELO, MS	38801		25.72			
216901-131153	8/11/2022	CANDICE R HALL	330 BATTLEFIELD DR	306 SIMMONS LN	BELDEN, MS	38826		529.35			

ACCOUNT NUMBER	TURN OFF DATE	Name	Service Address	Mailing Address	Mailing CityStateZip	Amount
200370-133819	8/12/2022	STEVEN M PULLIAM	KIRKWOOD APTS APT 254	202 MILFORD ST APT 254	TUPELO, MS 38801	44.32
201679-137576	8/12/2022	MELISSA A LOCKLER	508 OAK CREEK APT 15	5697 CHESTERVILLE RD APT 21	TUPELO, MS 38801	7.69
201727-127856	8/12/2022	TAMEKKA K SCALES	508 OAK CREEK APT 49	20168 WHITE ROCK RD	ABERDEEN, MS 39730	393.98
204887-136058	8/12/2022	SHENANIGANS c/o SHALONDA LINTON	2702 S GLOSTER ST	2702 S GLOSTER ST	TUPELO, MS 38801	640.45
208115-108059	8/15/2022	CAROLINE M DAVIDSON	130 S MADISON ARMS APT 14	130 S MADISON ST APT 14	TUPELO, MS 38804	61.70
217528-137563	8/15/2022	TIFFANY N TAYLOR	826 E BAY CIR	826 E BAY CIR	TUPELO, MS 38801	305.22
202069-102171	8/16/2022	TACHINA L MOSES	HILLDALE APTS APT J-74	107 JOHNSON AVE	VERONA, MS 38801	83.89
203505-103612	8/16/2022	STEVE A WILLIAMSON	2700 W PARKWAY TERRACE APT 23	106 N PARK DR APT 3	SALTILLO, MS 38866	173.25
203594-103715	8/16/2022	ARTHUR D JOHNSON	2700 W PARKWAY TERRACE APT 41	2700 W MAIN ST APT 41	TUPELO, MS 38801	150.13
201551-135627	8/17/2022	TIANNA S GRIFFIN	1990 A CENTRAL AVE	8468 CROSS POINT DR	OLIVE BRANCH, MS 38654	121.56
208123-138680	8/17/2022	WENDY CARD	130 S MADISON ARMS APT 6	130 S MADISON ST APT 6	TUPELO, MS 38804	143.03
213461-113174	8/17/2022	APRIL A WOFFORD	501 SHIRLEY	501 SHIRLEY	TUPELO, MS 38804	201.85
200496-137861	8/19/2022	JONATHAN E HERNANDEZ	201 MILFORD ST APT 59	201 MILFORD ST APT 59	TUPELO, MS 38801	86.24
208015-136201	8/19/2022	SYDNEY'S TRANSPORT LLC c/o ROY TUCCILLO	113 CLARK ST SUITE 5	113 CLARK ST STE 5	TUPELO, MS 38801	81.00
212725-138668	8/19/2022	JAMES JOHNSON	699 VISTA RIDGE APT 703	699 NATION HILLS DR APT 703	TUPELO, MS 38804	289.79
213520-137082	8/19/2022	MEMREE O YOUNG	624 HIBNER DR	624 HIBNER DR	TUPELO, MS 38804	189.17
210860-137669	8/22/2022	KIMBERLEY D DILLON	2816 OAKVIEW DR	130 DRIVE 826	TUPELO, MS 38801	41.70
212347-112049	8/22/2022	MAGGIE G WOFFORD	1515 DEBRO ST	224 MORRIS ST	DESOTO, TX 75115	67.82
211126-110972	8/23/2022	DAVID CAMPBELL	1910 SIMPSON DR	1910 SIMPSON DR	TUPELO, MS 38804	485.45
214335-114039	8/23/2022	PERRY N ERICKSON	688 ALBANY ST	688 ALBANY ST	TUPELO, MS 38801	143.34
216706-116232	8/23/2022	CORY J SMITH	2310 REDBUD LN	2310 REDBUD LN	TUPELO, MS 38801	245.53
211047-136406	8/24/2022	LISA J MCCAULEY	1718 HAMM ST	1718 HAMM ST	TUPELO, MS 38804	723.17
210447-137404	8/26/2022	CHRISTOPHER D BUCHANAN	1460 S FEEMSTER LAKE APT 23	1460 S FEEMSTER LAKE DR APT 23	TUPELO, MS 38804	230.67
213735-130740	8/26/2022	CYNTHIA M AGNEW	1205 BLAIR APT 6	1205 BLAIR ST APT 6	TUPELO, MS 38804	28.25

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ACCOUNT NUMBER	TURN OFF DATE	Name	Service Address	Mailing Address	Mailing CityStateZip	Amount
200684-100746	8/29/2022	KENNETH H CASTRO	109 LEWIS DR	109 LEWIS DR	TUPELO, MS 38801	PAGE 5 130.83
209740-137862	8/30/2022	MATTHEW J PUGH	1012 WILSON ST	6183 LAUREN CIR	TUPELO, MS 38801	72.59
214363-109197	8/30/2022	TYLESHIA S SMITH	2479 CRESSANT	320 CHARTER HILL DR APT 12	BALDWYN, MS 38824	400.14
221692-134540	8/30/2022	JOHN A MURPHY	817 LOCUST LN	365 MAGNOLIA ST APT A	POPE, MS 38658	33.68
200800-128516	8/31/2022	MATCOM D PALMER	1236 BOGGAN DR	1236 BOGGAN DR	TUPELO, MS 38801	758.00
206172-109998	8/31/2022	JOE M ALLEN	912 LYNDEN BLVD	5697 CHESTERVILLE RD APT 69	TUPELO, MS 38801	337.70
220482-128092	8/31/2022	SHEREA Y QUINN	2763 GREEN TEE RD	PO BOX 2542	TUPELO, MS 38803	75.95
					<b>TOTAL.....</b>	<b>11648.93</b>



ACCOUNT NUMBER	TURN OFF DATE	Name	Service Address	Mailing Address	Mailing CityStateZip	Amount
TUPELO WATER & LIGHT DEPARTMENT						
BAD DEBT LEDGER & FRANKLIN COLLECTION						
PAGE 6						
SEPTEMBER 2022						
213621-112919	9/1/2022	ARTASIA Q WEBBER	1205 B PARKWOOD GRV	225 RANKIN BLVD	TUPELO, MS 38804	179.94
201200-138792	9/2/2022	GERALD R BLACKMON	306 S HIGHLAND DR	306 S HIGHLAND DR	TUPELO, MS 38801	825.88
201418-101461	9/2/2022	JOHNNY C EVERETTE	118 TEDFORD DR	4430 MEADOW LAKE DR	TUPELO, MS 38801	103.15
208824-133961	9/2/2022	ERNEST B COVAN	304 BLOSSOM LN APT B	424 1/2 B N GREEN ST	TUPELO, MS 38804	53.60
212448-112962	9/2/2022	DORA W WILSON	512 RATLIFF	512 RATLIFF ST	TUPELO, MS 38804	103.82
212693-131339	9/2/2022	PRENTICE L HUGHES	699 VISTA RIDGE APT 514	699 NATION HILLS DR APT 514	TUPELO, MS 38804	72.48
212696-137091	9/2/2022	TAMMY J FIELDS	699 VISTA RIDGE APT 515	699 NATION HILLS DR APT 515	TUPELO, MS 38804	72.48
214387-137123	9/2/2022	RICARDO S SHUMPERT	2552 ARLINGTON DR	2552 ARLINGTON DR	TUPELO, MS 38801	146.80
208136-131162	9/6/2022	ONEAKIA Q MCCRAY	130 S MADISON ARMS APT 11	3482 CRAIGMONT CIR	TUPELO, MS 38801	35.31
209745-138696	9/6/2022	SYLVIA E PRADO	701 HILL N DALE	710 LARRY ST	RIPLEY, MS 38863	53.51
209096-138815	9/8/2022	REBECCA L PARKER	419 N MADISON ST	419 N MADISON ST	TUPELO, MS 38804	367.74
200773-137182	9/9/2022	TERRENCE D HARRIS	1128 B BRYSON DR	840 BARLEY COURT APT 56	TUPELO, MS 38801	143.59
201080-135903	9/9/2022	PAYTON M DANCER	HIDDEN VALLEY APTS APT A-5	1 HIDDEN VALLEY DR APT A-5	TUPELO, MS 38801	146.85
202431-102538	9/9/2022	JULIA P SHARP	2607 BRYAN DR	2607 BRYAN DR	TUPELO, MS 38801	172.62
203532-136240	9/9/2022	ASHTON M FEARS	2700 W PARKWAY TERRACE APT 118	2700 W PARKWAY TERRACE APT 118	TUPELO, MS 38801	272.28
204042-133253	9/9/2022	WHITNEY L STULTS	112 INDIAN VILLAGE LN	112 INDIAN VILLAGE LN	SALTILLO, MS 38866	25.53
204145-136701	9/9/2022	MILTON A CLARK	119 A HORN LN APT 30	119 A HORN LN APT 30	SALTILLO, MS 38866	40.75
204157-104223	9/9/2022	BETTY HESTER	2387 BARNES CROSSING RD	2387 BARNES CROSSING RD	SALTILLO, MS 38866	173.16
204836-135083	9/9/2022	CHADRICK K ADKINSON	1117 GREEN TEE RD 2-A	1117 GREEN TEE RD APT 2-A	TUPELO, MS 38801	2.46
204858-138376	9/9/2022	CREDENCE A LAUDERDALE	1051 H GREEN TEE RD	3094 MOORE AVE	TUPELO, MS 38801	145.65
205895-105945	9/9/2022	JONE B CORNELIUS	1104 NIXON DR	1104 NIXON DR	TUPELO, MS 38801	709.37

ACCOUNT NUMBER	TURN OFF DATE	Name	Service Address	Mailing Address	Mailing City State Zip	Amount
206208-101803	9/9/2022	TEQUILLA N CASSIBERRY	917 CHICKASAW TRL	917 CHICKASAW TR	TUPELO, MS 38801	165.97
206234-134586	9/9/2022	DAVID S SALINAS	1100 CHICKASAW TRL	1100 CHICKASAW TRL	TUPELO, MS 38801	707.79
206373-106419	9/9/2022	AISHA N BERRY	1311 ERIN	1311 ERIN	TUPELO, MS 38801	448.95
206646-131843	9/9/2022	EL TERRIA S ISBY	2944 S SOUTH PARK APT 9	2944 S GREEN ST APT 9	TUPELO, MS 38801	23.88
207152-134649	9/9/2022	ARSENIO V BANKS	2727 WOODGLEN	2727 WOODGLEN	TUPELO, MS 38801	470.86
207328-107369	9/9/2022	KRISTIL AGNEW	1113 EVELYN DR	1113 EVELYN DR	TUPELO, MS 38801	443.17
219108-118594	9/9/2022	GEORGE C WILLIAMS	6511 CHESTERVILLE RD	6511 CHESTERVILLE RD	TUPELO, MS 38801	111.11
211242-111088	9/12/2022	DAZZIE J FOWLER	124 GARDEN LN	124 GARDEN LN	TUPELO, MS 38804	82.11
213312-135206	9/12/2022	LAQUONDA D BRINKER	1632 LOCKRIDGE APT 2	1312 PALMETTO RD APT 2	TUPELO, MS 38801	38.43
200312-132872	9/13/2022	AMINA J COWLEY	KIRKWOOD APTS APT 141	202 MILFORD ST APT 141	TUPELO, MS 38801	277.18
208164-138663	9/13/2022	KEISHA S THRASHER	611 W MAIN ST COURT YARD APTS 25	611 W MAIN ST APT 25	TUPELO, MS 38804	176.94
214619-114281	9/13/2022	MARGIE D BAGGETT	1332 GUN CLUB RD	51 CR 7370	BOONEVILLE, MS 38829	25.92
208863-108749	9/16/2022	LAKEASH S MCBRIDE	425 N GREEN ST	425 N GREEN ST	TUPELO, MS 38804	481.76
209086-133685	9/16/2022	BRIDGETT A COPELAND	436 THE QUARTER APT 8	436 GOODLETT ST APT 8	TUPELO, MS 38804	95.54
209430-138478	9/16/2022	TASHONDA R CAVINESS	109 WAYSIDE	109 WAYSIDE	TUPELO, MS 38804	173.67
209459-109330	9/16/2022	ERIC T JEFFERSON	336 LAKE ST	PO BOX 3664 3664	TUPELO, MS 38810	1181.62
209472-109343	9/16/2022	JAMES T WEST	1404 MARTIN ST	1404 MARTIN ST	TUPELO, MS 38804	705.87
209784-108392	9/16/2022	KAYLA S NEWSON	907 A HILL N DALE DR	2421 RHENDA ST	TUPELO, MS 38804	60.14
201615-132284	9/19/2022	COURTNEY D NEWSOME	1839 NELLE ST	2304 RASBERRY ST	TUPELO, MS 38801	235.74
206158-106207	9/21/2022	RUPERT PULLIAM	906 RIDGECREST	906 RIDGECREST	TUPELO, MS 38801	264.21
203527-132447	9/23/2022	ADRIAN D MADLOCK	2700 W PARKWAY TERRACE APT 119	222 TITUS CV	MOOREVILLE, MS 38857	719.70
212179-137864	9/23/2022	SHIRLEY J TURNER	577 N CHURCH ST APT B	577 N CHURCH ST APT B	TUPELO, MS 38804	50.75
213250-134662	9/23/2022	SHYKERIA L ASHBY	1628 N GREEN APT 1	1628 N GREEN ST APT 1	TUPELO, MS 38804	79.73
214547-134299	9/23/2022	TEONA CHANTE RICHARDSON	2610 JACKSON WEST APT 48	2610 W JACKSON ST APT 48	TUPELO, MS 38801	218.58
222483-135132	9/23/2022	JEARLD V SANDBERG	105 JONES LN	105 JONES LN	BELDEN, MS 38826	10.53

ACCOUNT NUMBER	TURN OFF DATE	Name	Service Address	Mailing Address	Mailing CityStateZip	Amount
						<b>PAGE 8</b>
214332-134613	9/26/2022	CHRISTIAN S MORELAN	664 ALBANY ST	107 MISSION RD	WINONA, MS 38967	43.96
201527-101568	9/27/2022	LATERRA K MITCHELL	204 HANCOCK ST	204 HANCOCK ST	TUPELO, MS 38801	271.42
210338-137867	9/28/2022	JULIA M KNIGHT	1690 A FEEMSTER LK	1690 A FEEMSTER LK	TUPELO, MS 38804	111.73
218955-132889	9/30/2022	ELAINE N NEELY	133 CHESTERVILLE RD APT A	133 CHESTERVILLE RD APT A	TUPELO, MS 38801	20.56
220420-119910	9/30/2022	CARRIE WILLIAMS	3317 MEADOW DR	3317 MEADOW DR	TUPELO, MS 38801	200.18
				<b>TOTAL.....</b>		<b>11744.97</b>



ACCOUNT NUMBER	TURN OFF DATE	Name	Service Address	Mailing Address	Mailing CityStateZip	Amount
214157-138334	10/17/2022	DEBRA A STARKS	1408 LUMPKIN AVE	1408 LUMPKIN AVE	TUPELO, MS 38801	<b>PAGE 10</b> 263.63
200733-100801	10/18/2022	CHAQUATTA M FLEMINGS	1137 A MARIE ST NORTH SIDE	1906 FILLMORE DR	TUPELO, MS 38801	34.09
211456-111297	10/21/2022	ANGELO D EDWARDS	1808 RANCH RD	912 NEW TEMPLE RD SW	FULTON, MS 38843	637.03
211997-137159	10/21/2022	KASHAUNDRA R WATKINS	603 N GREEN ST NORTH SIDE	603 N GREEN ST APT B	TUPELO, MS 38804	44.05
213899-131983	10/28/2022	ELBERT E LAWSON	1304 A LEONARD DR	1304 A LEONARD DR	TUPELO, MS 38801	269.17
214103-127905	10/28/2022	JEFFREY A WILLARD	1305 ACKIA TRL	1305 ACKIA TRL	TUPELO, MS 38801	933.59
					<b>TOTAL.....</b>	<b>10501.15</b>

NOVEMBER 2022	TURN OFF DATE	Name	Service Address	Mailing Address	Mailing City/State/Zip	Amount
			2500 HAMPTON	199 BARNES ST	TUPELO, MS 38801	5.50
			KIRKWOOD APTS APT 192	202 MILFORD ST APT 192	TUPELO, MS 38801	101.70
			2474 BARNES CROSSING RD	2474 BARNES CROSSING RD	SALTILLO, MS 38866	98.95
			2944 S SOUTH PARK APT 106	2944 S GREEN ST APT 106	TUPELO, MS 38801	201.51
			2944 S SOUTH PARK APT 12	1004 MONROE ST	TUPELO, MS 38801	38.10
			1896 CREELY RD	1916 CREELY RD	TUPELO, MS 38804	156.72
			411 N MADISON ST APT B	411 N MADISON ST APT B	TUPELO, MS 38804	20.74
			518 MAPLE ST	518 MAPLE ST	TUPELO, MS 38804	107.93
			1363 B MITCHELL RD	1363 B MITCHELL RD	TUPELO, MS 38801	60.33
			552 W MIDDLETON APTS APT 13	552 W JEFFERSON ST APT 13	TUPELO, MS 38804	76.99
			914 DIXIE CREEK RD	914 DIXIE CREEK RD	SALTILLO, MS 38866	100.00
			114 DAVID KEITH LN	114 DAVID KEITH LN	SALTILLO, MS 38866	143.51
			HILLDALE APTS APT D-31	320 MONUMENT DR APT D-31	TUPELO, MS 38801	143.60
			HILLDALE APTS APT F-45	320 MONUMENT DR APT F-45	TUPELO, MS 38801	60.51
			405 MAYNARD	PO BOX 1003	VERONA, MS 38879	3.29
			915 POPLARVILLE	915 POPLARVILLE ST	TUPELO, MS 38801	230.92
			KIRKWOOD APTS APT 236	3284 ROBERT KENNEDY DR	TUPELO, MS 38801	168.75
			199 REVIVAL RD	199 REVIVAL RD	TUPELO, MS 38801	69.17
			1011 WILSON ST	PO BOX 618	OKOLONA, MS 38860	109.24
			2828 EVANS CIR	2828 EVANS CIR	TUPELO, MS 38801	175.27
			535 S CHURCH ST APT 7	535 S CHURCH ST APT 7	TUPELO, MS 38804	31.33
			699 VISTA RIDGE APT 1101	699 NATION HILLS DR APT 1101	TUPELO, MS 38804	104.80

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ACCOUNT NUMBER	TURN OFF DATE	Name	Service Address	Mailing Address	Mailing CityStateZip	Amount
209121-139176	11/18/2022	JAMES R HAWKINS	617 ALLEN ST APT 4 UP WEST SIDE	617 ALLEN ST APT 4	TUPELO, MS 38804	13.09
209011-134695	11/21/2022	WYATT C LEWIS	328 N MADISON ST APT 5	2420 COCHRAN RD	BELDEN, MS 38826	93.00
206530-135414	11/21/2022	KEYUNA S SMITH	840 BARLEY ST APT 1	141 WILLOW ST	SHANNON, MS 38868	105.78
220519-134733	11/28/2022	ARLESHA N BUCHANAN	106 HAYS DR	106 HAYS DR	TUPELO, MS 38801	119.82
200703-130197	11/30/2022	JACQUELINE U HARRELL	1201 W MAIN ST APT 1	PO BOX 812	VERONA, MS 38879	47.34
200341-130824	11/30/2022	PARIS A CLAY	KIRKWOOD APTS APT 221	136 ROAD 133	TUPELO, MS 38804	80.99
201719-137550	11/30/2022	CLARA L BEAN	OAK CREEK APT 48	508 LUMPKIN AVE APT 48	TUPELO, MS 38801	107.06
					<b>TOTAL.....</b>	<b>2775.94</b>

TUPELO WATER & LIGHT DEPARTMENT		BAD DEBT LEDGER & FRANKLIN COLLECTION		TUPELO WATER & LIGHT DEPARTMENT		BAD DEBT LEDGER & FRANKLIN COLLECTION		TUPELO WATER & LIGHT DEPARTMENT		BAD DEBT LEDGER & FRANKLIN COLLECTION	
ACCOUNT NUMBER	TURN OFF DATE	Name	Service Address	Mailing Address	Mailing City/State/Zip	Amount					
210684-135467	12/1/2022	ARIEL J WALTON	314 BLUEBIRD DR	112 SONGBIRD LN	TUPELO, MS 38801	171.44					
212653-135549	12/5/2022	JAMIAYA V HODGES	699 VISTA RIDGE APT 203	699 NATION HILLS DR APT 203	TUPELO, MS 38804	25.94					
212389-128421	12/6/2022	MELISSA S TIMMS	1506 DEBRO ST	1506 DEBRO ST	TUPELO, MS 38804	63.91					
217394-116935	12/6/2022	KEITH HANLON	810 BEECHNUT ST	915 POPLARVILLE ST	TUPELO, MS 38801	155.65					
211871-136617	12/8/2022	THERESE R PERRY	133 ROBINS ST APT 2	1063 HUNTER AVE	TUPELO, MS 38804	56.02					
200238-131820	12/9/2022	REBECCA L SMITH	1321 THE GLEN APT M-13	1321 IDA B WELLS ST APT M-13	TUPELO, MS 38801	81.76					
201331-137188	12/9/2022	ROGER I THOMAS	1516 CENTRAL AVE	1516 CENTRAL AVE	TUPELO, MS 38801	185.68					
202222-102317	12/9/2022	SUMMER L GOODWIN	116 MAYNARD DR	120 DRIVE 1452	TUPELO, MS 38804	99.37					
204097-104161	12/9/2022	ALLEN ROBISON	2481 BARNES CROSSING RD	2481 BARNES CROSSING RD	SALTILLO, MS 38866	114.18					
204839-136385	12/9/2022	KELSEY J GRAYTON	1117 GREEN TEE RD 2-D	1117 GREEN TEE RD APT 2-D	TUPELO, MS 38801	94.38					
208135-131493	12/13/2022	FREDRICK L BOYD	130 S MADISON ARMS APT 25	130 S MADISON ST APT 25	TUPELO, MS 38804	13.98					
204121-135302	12/14/2022	ROCHELLE D HARRIS	109 TUTOR DR	982 CAMPGROUND RD	PONTOTOC, MS 38863	12.03					
208408-108330	12/14/2022	SHERRI L JOHNSON	1007 JEFFERSON ST	1007 JEFFERSON ST	TUPELO, MS 38804	59.37					
216489-133879	12/14/2022	TAKLA D WEATHERSPOON	720 A ROBINDALE DR	720 A ROBINDALE DR	TUPELO, MS 38801	214.52					
207220-133154	12/16/2022	NATHAN SIZEMORE	3304 S GREEN ST	155 ROAD 1215	NETTLETON, MS 38858	378.58					
207339-107381	12/16/2022	LEATHA A HALE	1110 TERRY RD	1110 TERRY RD	TUPELO, MS 38801	264.82					
208452-137465	12/16/2022	HALEY N RENO	318 RILEY ST	318 RILEY ST	TUPELO, MS 38804	541.47					
209363-138202	12/16/2022	ANDREW S BOTTS	909 HIGH ST	909 HIGH ST	TUPELO, MS 38804	684.35					
209693-109547	12/16/2022	SARAH EASLEY	1715 S VETERANS BLVD	1715 S VETERANS BLVD	TUPELO, MS 38804	463.20					
210399-134800	12/16/2022	KATAVIOUS S PRATHER	1572 S FEEMSTER LAKE APT 15	1572 S FEEMSTER LAKE RD APT 15	TUPELO, MS 38804	50.96					
211344-134422	12/16/2022	THOM J MCCOY	191 AUSTON DR	191 AUSTON DR	TUPELO, MS 38804	37.03					
219653-128415	12/16/2022	COREY CHUNN	753 JONES DR	1929 MCCULLOUGH BLVD	TUPELO, MS 38801	592.29					
223436-134590	12/16/2022	NEKEDRA K WILLIAMS	523 BROWN ST	523 BROWN ST	TUPELO, MS 38804	36.41					

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ACCOUNT NUMBER	TURN OFF DATE	Name	Service Address	Mailing Address	Mailing City/State/Zip	Amount
200375-100417	12/19/2022	HOPE N VONDOLTEREN	KIRKWOOD APTS APT 251	202 MILFORD ST APT 251	TUPELO, MS 38801	230.11
223474-135333	12/19/2022	ASHLEY S HAIRSTON	2044 KENNER LN	102 KELLY LN	COLUMBUS, MS 39705	26.33
202232-102328	12/21/2022	MELISSA J LYONS	214 NANNEY DR	214 NANNEY DR	TUPELO, MS 38801	162.83
219230-118714	12/22/2022	MICHAEL W REESE JR	5997 VERMELLE DR	5997 VERMELLE DR	TUPELO, MS 38801	42.61
220237-119729	12/22/2022	LONDON MCKINNEY	2919 BEASLEY DR	2919 BEASLEY DR	TUPELO, MS 38801	162.62
217315-116855	12/27/2022	MELISSA L SWANN	1224 LEE ST	4100 N GLOSTER ST APT F108	TUPELO, MS 38804	137.01
205623-118465	12/28/2022	CLC ENTERPRISES C/O COREY CHUNN	1400 FILLMORE	753 JONES DR	TUPELO, MS 38801	258.92
206701-106728	12/29/2022	SANDRA G MCASLAN	2944 S SOUTH PARK APT 63	2944 S GREEN ST APT 63	TUPELO, MS 38801	97.43
214567-137988	12/30/2022	JOE REBAZA	2606 JACKSON WEST APT 26	2606 W JACKSON ST APT 26	TUPELO, MS 38801	0.00
222081-131921	12/30/2022	UNITED FURNITURE INC	3301 ADAMS FARM RD	PO BOX 519	VERONA, MS 38879	3968.43
222082-131921	12/30/2022	UNITED FURNITURE INC	3301 ADAMS FARM RD	PO BOX 519	VERONA, MS 38879	31.23
222611-121984	12/30/2022	UNITED FURNITURE INDUSTRIES INC	5380 HWY 45 S	PO BOX 519	VERONA, MS 38879	548.75
					<b>TOTAL.....</b>	<b>10063.61</b>

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## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Johnny Timmons, Manager TW&L  
**DATE** December 13, 2023  
**SUBJECT:** IN THE MATTER OF AN EMERGENCY PURCHASE OF 2,500 FEET OF # 2/0 UNDERGROUND PRIMARY WIRE **JT**

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**Request:**

I respectfully request your approval of an emergency purchase for the following:

2,500 feet of # 2/0 copper underground primary wire – T&C Specialty Distributors, Inc. submitted the lowest quote for this wire at \$19.67 per foot, for a total of \$49,175.00. This cost is subject to review at the time of shipment. The lead time for this wire is twenty (20) weeks.

This emergency purchase is requested due to the following factors:

- Volatility of the metals market and key transformer and wire cost factors beyond the manufacturer's control
- Lead/delivery times

Please let me know if you have any questions.

**ORDER****ORDER AUTHORIZING EMERGENCY PURCHASE OF  
2,500 FEET OF # 2/0 UNDERGROUND PRIMARY WIRE**

**WHEREAS**, the Tupelo Water and Light Department has nearly exhausted its supply of #2/0 underground primary wire; and

**WHEREAS**, in order to replenish this wire, quotes for 2,500 feet of # 2/0 UG primary wire were obtained, and on November 30, 2023, T&C Specialty Distributors, Inc. submitted the lowest and best quote at \$19.67 per foot, for a total of \$49,175.00; and

**WHEREAS**, due to the lead time of twenty (20) weeks for this wire, T&C Specialty Distributors, Inc. would not hold the quote, and the cost is subject to review at the time of shipment; and

**WHEREAS**, the manufacturer cited the volatility of the metals market and other key factors beyond the manufacturer's control for being unable to guarantee the pricing; and

**WHEREAS**, an emergency purchase is authorized by Miss. Code Ann. § 31-7-13(k) to allow governing authorities to emergency purchase where it would otherwise be a detriment to the interest of the municipality to allow time for obtaining firm quotes and issuing purchase orders; and

**WHEREAS**, these materials and supplies are critical to placement of new and replacement of existing electrical projects, and the lead times involved between order and delivery pose an emergency of running out of these supplies and materials.

**NOW, THEREFORE, BE IT ORDERED BY THE CITY COUNCIL OF THE CITY OF TUPELO, MISSISSIPPI**, as follows:

**SECTION 1.** The prefatory clauses above are incorporated in the findings of the City Council.

**SECTION 2.** The City Council finds that further delay will be detrimental to the city, and an emergency purchase is required to order the materials and supplies without a firm delivery price.

**SECTION 3.** The Water and Light Department is authorized on an emergency basis to order these transformers without a firm delivery price.

The foregoing order was proposed in a motion by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, and after discussion, no council member having called for a reading, was brought to a vote as follows:

- Councilman Chad Mims \_\_\_\_\_
- Councilman Lynn Bryan \_\_\_\_\_
- Councilman Travis Beard \_\_\_\_\_
- Councilwoman Nettie Davis \_\_\_\_\_
- Councilman Buddy Palmer \_\_\_\_\_
- Councilwoman Janet Gaston \_\_\_\_\_
- Councilwoman Rosie Jones \_\_\_\_\_

Whereupon, the motion having received a majority of affirmative votes, the President of the Council declared that the Ordinance has been passed and adopted on this the \_\_\_\_\_ day of December, 2023.

**CITY OF TUPELO, MISSISSIPPI**

**BY:** \_\_\_\_\_  
**Lynn Bryan, President**

**ATTEST:**

\_\_\_\_\_  
**Missy Shelton, Clerk of the Council**

**APPROVED:**

\_\_\_\_\_  
**Todd Jordan, Mayor**

**DATE:** \_\_\_\_\_



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Johnny Timmons, Manager TW&L  
**DATE** December 13, 2023  
**SUBJECT:** IN THE MATTER OF AN EMERGENCY PURCHASE OF TWELVE (12) 25 kVA PADMOUNT TRANSFORMERS JT

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**Request:**

I respectfully request your approval of the following emergency purchase:

Twelve (12) 25 kVA single phase padmount transformers 7200/120/240 with taps at 2 ½% above and below nominal rating – Arkansas Electric Cooperative, Inc. submitted the lowest quote for these twelve (12) transformers at \$3,089.00 each for a total of \$37,068.00. This cost is subject to review at the time of shipment. The estimated delivery date for these transformers is February 5, 2024.

This emergency purchase is requested due to the following factors:

- Volatility of the metals market and key transformer and wire cost factors beyond the manufacturer's control
- Lead/delivery times

Please let me know if you have any questions.

**ORDER****ORDER AUTHORIZING EMERGENCY PURCHASE OF  
TWELVE (12) 25 kVA SINGLE PHASE PADMOUNT TRANSFORMERS**

**WHEREAS**, the Tupelo Water and Light Department has nearly exhausted its supply of 25 kVA single phase padmount transformers; and

**WHEREAS**, in order to replenish these transformers, quotes for twelve (12) 25 kVA single phase padmount transformers were obtained, and on November 21, 2023, Arkansas Electric Cooperatives, Inc. submitted the lowest and best quote at \$3,089.00 each, for a total of \$37,068.00; and

**WHEREAS**, due to the lead time of a minimum of three (3) months for these transformers, Arkansas Electric Cooperatives, Inc. would not hold the quote, and the cost is subject to review at the time of shipment; and

**WHEREAS**, the manufacturer cited the volatility of the metals market and other key factors beyond the manufacturer's control for being unable to guarantee the pricing; and

**WHEREAS**, an emergency purchase is authorized by Miss. Code Ann. § 31-7-13(k) to allow governing authorities to emergency purchase where it would otherwise be a detriment to the interest of the municipality to allow time for obtaining firm quotes and issuing purchase orders; and

**WHEREAS**, these materials and supplies are critical to placement of new and replacement of existing electrical projects, and the lead times involved between order and delivery pose an emergency of running out of these supplies and materials.

**NOW, THEREFORE, BE IT ORDERED BY THE CITY COUNCIL OF THE CITY OF TUPELO, MISSISSIPPI**, as follows:

**SECTION 1.** The prefatory clauses above are incorporated in the findings of the City Council.

**SECTION 2.** The City Council finds that further delay will be detrimental to the city, and an emergency purchase is required to order the materials and supplies without a firm delivery price.

**SECTION 3.** The Water and Light Department is authorized on an emergency basis to order these transformers without a firm delivery price.

The foregoing order was proposed in a motion by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, and after discussion, no council member having called for a reading, was brought to a vote as follows:

- Councilman Chad Mims \_\_\_\_\_
- Councilman Lynn Bryan \_\_\_\_\_
- Councilman Travis Beard \_\_\_\_\_
- Councilwoman Nettie Davis \_\_\_\_\_
- Councilman Buddy Palmer \_\_\_\_\_
- Councilwoman Janet Gaston \_\_\_\_\_
- Councilwoman Rosie Jones \_\_\_\_\_

Whereupon, the motion having received a majority of affirmative votes, the President of the Council declared that the Ordinance has been passed and adopted on this the \_\_\_\_\_ day of December, 2023.

**CITY OF TUPELO, MISSISSIPPI**

**BY:** \_\_\_\_\_  
**Lynn Bryan, President**



**ATTEST:**

\_\_\_\_\_  
**Missy Shelton, Clerk of the Council**

**APPROVED:**

\_\_\_\_\_  
**Todd Jordan, Mayor**

**DATE:** \_\_\_\_\_



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Johnny Timmons, Manager TW&L  
**DATE** December 13, 2023  
**SUBJECT:** IN THE MATTER OF AN EMERGENCY PURCHASE OF FIFTEEN (15) 25 kVA CONVENTIONAL TRANSFORMERS **JT**

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**Request:**

I respectfully request your approval of the following emergency purchase:

Fifteen (15) 25 kVA single phase conventional transformers 7200/120/240 with taps at 2 ½% above and below nominal rating – Border States submitted the lowest quote for these fifteen transformers at \$1,591.00 each for a total of \$23,865.00. This cost is subject to review at the time of shipment. The lead time for these transformers is a minimum of thirteen (13) months.

This emergency purchase is requested due to the following factors:

- Volatility of the metals market and key transformer and wire cost factors beyond the manufacturer's control
- Lead/delivery times

Please let me know if you have any questions.

**ORDER****ORDER AUTHORIZING EMERGENCY PURCHASE OF  
FIFTEEN (15) 25 kVA SINGLE PHASE CONVENTIONAL TRANSFORMERS**

**WHEREAS**, the Tupelo Water and Light Department has nearly exhausted its supply of 25 kVA single phase conventional transformers; and

**WHEREAS**, in order to replenish these transformers, quotes for fifteen (15) 25 kVA single phase conventional transformers were obtained, and on September 26, 2022, Border States Electric - JAC submitted the lowest and best quote at \$1,591.00 each, for a total of \$23,865.00; and

**WHEREAS**, due to the lead time of a minimum of thirteen (13) months for these transformers, Border States Electric - JAC would not hold the quote, and the cost is subject to review at the time of shipment; and

**WHEREAS**, the manufacturer cited the volatility of the metals market and other key factors beyond the manufacturer's control for being unable to guarantee the pricing; and

**WHEREAS**, an emergency purchase is authorized by Miss. Code Ann. § 31-7-13(k) to allow governing authorities to emergency purchase where it would otherwise be a detriment to the interest of the municipality to allow time for obtaining firm quotes and issuing purchase orders; and

**WHEREAS**, these materials and supplies are critical to placement of new and replacement of existing electrical projects, and the lead times involved between order and delivery pose an emergency of running out of these supplies and materials.

**NOW, THEREFORE, BE IT ORDERED BY THE CITY COUNCIL OF THE CITY OF TUPELO, MISSISSIPPI**, as follows:

**SECTION 1.** The prefatory clauses above are incorporated in the findings of the City Council.

**SECTION 2.** The City Council finds that further delay will be detrimental to the city, and an emergency purchase is required to order the materials and supplies without a firm delivery price.

**SECTION 3.** The Water and Light Department is authorized on an emergency basis to order these transformers without a firm delivery price.

The foregoing order was proposed in a motion by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, and after discussion, no council member having called for a reading, was brought to a vote as follows:

- Councilman Chad Mims \_\_\_\_\_
- Councilman Lynn Bryan \_\_\_\_\_
- Councilman Travis Beard \_\_\_\_\_
- Councilwoman Nettie Davis \_\_\_\_\_
- Councilman Buddy Palmer \_\_\_\_\_
- Councilwoman Janet Gaston \_\_\_\_\_
- Councilwoman Rosie Jones \_\_\_\_\_

Whereupon, the motion having received a majority of affirmative votes, the President of the Council declared that the Ordinance has been passed and adopted on this the \_\_\_\_\_ day of December, 2023.

**CITY OF TUPELO, MISSISSIPPI**

**BY:** \_\_\_\_\_  
**Lynn Bryan, President**

**ATTEST:**

\_\_\_\_\_  
**Missy Shelton, Clerk of the Council**

**APPROVED:**

\_\_\_\_\_  
**Todd Jordan, Mayor**

**DATE:** \_\_\_\_\_



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Stephen N. Reed, Assistant City Attorney

**DATE** December 14, 2023

**SUBJECT:** IN THE MATTER OF REVIEW OF THE RESPONSES TO RFP 23-055PW AND TO AWARD A CONTRACT FOR DEBRIS REMOVAL SERVICES TO THE MOST RESPONSIBLE OFFEROR WHOSE PROPOSAL IS MOST ADVANTAGEOUS TO THE CITY OF TUPELO AS DETERMINED BY THE EVALUATION CRITERIA CONTAINED IN THE RFP, AND SUCH CONTRACT SHALL BE EXECUTED BY THE MAYOR AND SUBJECT TO SUBSEQUENT RATIFICATION BY THE CITY COUNCIL **SR**

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**Request:**

See attached Resolution.



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Stephen N. Reed, Assistant City Attorney

**DATE** December 14, 2023

**SUBJECT:** IN THE MATTER OF REVIEW OF THE RESPONSES TO RFP 23-056PW AND TO AWARD A CONTRACT FOR DEBRIS MONITORING SERVICES TO THE MOST RESPONSIBLE OFFEROR WHOSE PROPOSAL IS MOST ADVANTAGEOUS TO THE CITY OF TUPELO AS DETERMINED BY THE EVALUATION CRITERIA CONTAINED IN THE RFP, AND SUCH CONTRACT SHALL BE EXECUTED BY THE MAYOR AND SUBJECT TO SUBSEQUENT RATIFICATION BY THE CITY COUNCIL **SR**

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**Request:**

See attached Resolution.