

# Minutes, City of Southaven, Southaven, Mississippi



MEETING OF THE MAYOR AND BOARD OF ALDERMEN  
SOUTHAVEN, MISSISSIPPI  
CITY HALL  
March 5, 2019  
6:00 p.m.  
AGENDA

1. Call To Order
2. Invocation
3. Pledge Of Allegiance
4. Approval of Minutes: February 19, 2019
5. Resolution for Contract with Mississippi Transportation Commission for Stateline Road Bridge
6. Interlocal with Desoto County for GIS Map
7. Elmore Road South Project Final Acceptance
8. Sole Source - SPD
9. Planning Agenda: Item #1 Request by Lifestyle Communities, LLC for subdivision approval of Silo Square lot 17 and commercial ROW on the west side of Getwell Road, between Goodman Road and Nail Road  
Item #2 Request by M & R Development for subdivision approval of Cherry Hill North Phase I on the north side of Rasco Road, east of Swinnea Road  
Item #3 Request by James Harris to revise lot 563 of Dickens Place Section "H" on the south side of College Road, west of Getwell Road
10. Mayor's Report
11. Citizen's Agenda
12. Personnel Docket
13. City Attorney's Legal Update
14. Utility Bill Adjustment Docket
15. Claims Dockets: Docket 1  
Docket 2  
Docket 3
16. Executive Session: Litigation/Claims against the City  
Economic Development (Industry/Business Locating to City)

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

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## MINUTES OF THE REGULAR MEETING OF March 05, 2019 OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI

**BE IT REMEMBERED** that the Mayor and Board of Aldermen of the City of Southaven, Mississippi met in Regular Session on the 5th day of March, 2019 at six o'clock (6:00) p.m. at City Hall.

**Present were:**

William Brooks	Alderman At Large
Kristian Kelly	Alderman, Ward 1
Charlie Hoots	Alderman, Ward 2
George Payne	Alderman, Ward 3
Joel Gallagher	Alderman, Ward 4
John David Wheeler	Alderman, Ward 5
Raymond Flores	Alderman, Ward 6

Also present were Mayor Musselwhite, Andrea Mullen, City Clerk, and Nick Manley, City Attorney. Approximately twenty (20) other people were present.

Mayor Musselwhite called the meeting to order. Alderman Gallagher led in prayer followed by the Pledge of Allegiance led by Alderman Payne. Next, a motion was made by Alderman Payne to approve the minutes of the regular meeting of February 19, 2019 with any corrections, deletions, or additions necessary. Motion was seconded by Alderman Brooks. Motion was put to a vote and passed unanimously.

### **RESOLUTION FOR CONTRACT WITH MISSISSIPPI TRANSPORTATION COMMISSION FOR STATELINE ROAD BRIDGE**

This resolution will authorize the Mayor to sign memorandum of agreement for the Stateline Road Project with the Mississippi Transportation Commission. The Commission is providing \$1,989,500.00 for the project as part of the agreement. The agreement provides the responsibilities of the city regarding the funds for the project, along with the requirements for advertising for bids in accordance with the agreement and state law. The resolution also sets forth that Civil Link will be the engineer for this project. Mayor Musselwhite added that he was contacted by Desoto County to split the remaining \$400,000.00 for the project. Mayor Musselwhite explained that with the additional funding, it is his recommendation to get the project underway. After hearing from Mayor Musselwhite and Mr. Manley, the Board of Alderman considered the following resolution and contract:

**A RESOLUTION BY THE THE CITY OF SOUTHAVEN, MISSISSIPPI  
AUTHORIZING THE MAYOR TO SIGN MOA WITH MISSISSIPPI  
TRANSPORTATION COMMISSION FOR PROJECT NO. ERBR-17-  
499(01)**

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**WHEREAS**, the Mississippi Legislature created a special fund known as Emergency Road and Bridge Repair Fund (the "ERBRF") pursuant to Section 7 and Section 8 of House Bill No. 1, First Extraordinary Session 2018; and

**WHEREAS**, pursuant to the aforementioned statute, sufficient funds have been deposited into the ERBRF; and

**WHEREAS**, the City of Southaven ("City") previously applied for the funds from the ERBRF for Project No. ERBR-17-499(01); and

**WHEREAS**, the City was selected and granted funds in an amount not to exceed \$1,989,500.00 for Project No. ERBR-17-499(01); and

**WHEREAS**, in order to receive the funds, the City Mayor must execute a Memorandum of Agreement with the Mississippi Transportation Commission; and

## **NOW THEREFORE BE IT RESOLVED:**

1. The City Mayor is authorized to sign the Memorandum of Agreement with the Mississippi Transportation Commission for Project ERBR-17-499(01) and take any and all actions required for Project ERBR-17-499(01).

2. Dan Cordell, with Civil Link, LLC, shall be the engineer for the City for Project ERBR-17-499(01).

3. The City Mayor and/or City's CAO or their designees are authorized to take any and all action required by the Memorandum of Agreement for compliance with the receipt of funds and construction of Project No. ERBR-17-499(01)

After due discussion, motion was made by Alderman Hoots to approve the Resolution. The motion was seconded by Alderman Kelly. The Resolution was then put to a roll call vote and the results were as follows, to-wit:

Alderman William Brooks YES  
Alderman Kristian Kelly YES  
Alderman Charlie Hoots YES  
Alderman George Payne YES  
Alderman Joel Gallagher YES  
Alderman John Wheeler YES  
Alderman Raymond Flores YES

Having received a majority of affirmative votes, the Mayor declared that the Resolution was carried and adopted as set forth above on this the 5<sup>th</sup> day of March, 2019.

CITY OF SOUTHAVEN, MISSISSIPPI

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

## INTERLOCAL WITH DESOTO COUNTY FOR GIS MAP

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

Mr. Manley stated that this interlocal with each City, Desoto County, E-911, and DCRUA sets forth the amounts for each entity to provide as part of the GIS Mapping by Desoto County. The total cost of the project is \$33,912.75 and the amounts are divided based on population in accordance with the following: Southaven \$8,739.45; Olive Branch \$6,055.06; Desoto County \$6,945.65; Hernando \$2,584.91; Horn Lake \$4,352.88; Walls \$205.10; DCRUA - \$2,500.00; E-911 \$2,500.0. The money will be paid to Desoto County, who will be in charge of the project. Alderman Brooks made the motion to approve the interlocal agreement for the GIS Map. Motion was seconded by Alderman Wheeler.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Brooks	YES
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 5<sup>th</sup> day of March, 2019.

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

## ELMORE ROAD SOUTH PROJECT FINAL ACCEPTANCE

Dan Cordell, City Consulting Engineer, presented this item to the Board.

Mr. Cordell stated that the Elmore Road South project has been finalized and approved by the Mississippi State Aid Engineer. Alderman Gallagher made the motion to approve the final acceptance and authorize Mayor Musselwhite to execute all closure documents. Motion was seconded by Alderman Wheeler.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Brooks	YES
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES

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Alderman Flores

YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 5<sup>th</sup> day of March, 2019.

A copy of the close out documents is attached and fully incorporated into these minutes.

## **SOLE SOURCE - SPD**

Steve Pirtle, Police Chief, presented this item to the Board.

Chief Pirtle stated that this request is to accept SkyCop / SCI Technologies Inc. as a sole source provider for the purchase of four (4) SkyCop cameras to be placed in City Parks. Chief Pirtle stated that the total cost is \$23,600.00. Funds from the JAG grant will cover the majority of this cost with the exception of \$1,067.00 to be paid by the City. Pursuant to Mississippi Code 31-7-13(m)(viii), Alderman Brooks made the motion to approve SkyCop / SCI Technologies Inc. as a sole source provider and authorize the purchase of four SkyCop cameras in the amount of \$23,600.00 utilizing JAG grant funds. Motion was seconded by Alderman Hoots. Motion was put to vote and passed unanimously.

A copy of the sole source letter and quote is attached and fully incorporated to these minutes.

## **PLANNING AGENDA**

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

**Item #1 Request by Lifestyle Communities, LLC for subdivision approval of Silo Square lot 17 and commercial ROW on the west side of Getwell Road, between Goodman Road and Nail Road**

Mrs. Choat-Cook requested to remove item #1 from the Planning Agenda to allow for further discussion with the developer. This item will be presented at the next meeting.

**Item #2 Request by M & R Development for subdivision approval of Cherry Hill North Phase I on the north side of Rasco Road, east of Swinnea Road**

Mrs. Choat-Cook stated that this application is for subdivision approval for Cherry Hill North Phase 1 on the north side of Rasco, east of Swinnea Road. Mrs. Choat-Cook stated that this is compliant with the overall PUD text and design that was submitted in 2017. This phase shows 50 lots with a minimum lot size of 6,116 sq. ft. and 3 common open spaces. There is a single point of access to the site which is directly off of Rasco Road called Jack Drive. This drive ends in a "T" intersection and then splits east and west into coves off of a proposed Hamilton Cove. Mrs. Choat-Cook stated that that with the 50 lots incorporated into this design and after speaking

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with the Fire Department, they asked the developer to take the cove and extend it down to Rasco Road to allow for a secondary access point for emergency services. The applicant complied and submitted a revised drawing based on the Emergency Services comments. Alderman Kelly made the motion to approve the application with the revised access point. Motion was seconded by Alderman Hoots.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Brooks	YES
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 5<sup>th</sup> day of March, 2019.

A copy of the staff report, subdivision plat and revision 1 is attached and fully incorporated into these minutes.

### **Item #3 Request by James Harris to revise lot 563 of Dickens Place Section "H" on the south side of College Road, west of Getwell Road**

Mrs. Choat-Cook stated that this request is to revise lot 563 of Dickens Place, Section H. It is a single lot located on the south side of College Road and west Getwell Road. M&H Construction, the developer of the lot, placed a pipe for drainage on the east side of the property and they are now requesting that the pipe be included in a twenty-foot public drainage easement. Mrs. Choat-Cook stated she asked Civil Link to look at it to ensure that it was either private or public water. Mr. Cordell submitted a letter stating that it was an improvement tied to the existing storm drain from Lakes of Nicholas that is taking on public water. Mr. Cordell suggested that it would be beneficial to take it into the twenty-foot drainage easement. In order to do that, the City would have to revise the lot to record it with the public drainage easement. Mrs. Choat-Cook stated that they will also be required to get signatures from the adjacent property owners. Alderman Flores made the motion based on the recommendation of Civil Link to accept the twenty-foot drainage easement and to revise lot 563 of Dickens Place, Section H. Motion was seconded by Alderman Wheeler.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Brooks	YES
Alderman Kelly	YES
Alderman Hoots	YES

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Alderman Payne YES  
 Alderman Gallagher YES  
 Alderman Wheeler YES  
 Alderman Flores YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 5<sup>th</sup> day of March, 2019.

A copy of the recommendation letter from Civil Link is attached and fully incorporated into these minutes

## MAYOR'S REPORT

### Washington Congressional Briefing Trip

Mayor Musselwhite stated that the Desoto Economic Council is trying to finalize travel plans and needs to know as soon as possible which Board members plan on attending the Washington Congressional Briefing Trip April 10 – 12.

## CITIZEN'S AGENDA

No Citizen's Agenda

## PERSONNEL DOCKET

### Personnel Docket

March 5, 2019

Payroll Additions	Department	Position Title	Start Date	Rate of Pay
Brandon Bolton*	Fire	Paramedic	TBD	\$18.26
*pending 1 pre-emp screening ** pending 2 pre-emp screenings				
Re-Hire	Department	Position Title	Start Date	Rate of Pay
James O'Daniel	Parks	Turf Tech	TBD	\$7.25
Pay Adjustments	Previous Classification	New Classification	Effective Date	Proposed Rate of Pay
<i>Fire</i>				
Niles Beers	Fire Fighter II	Fire Fighter III	03/04/2019	\$15.87
Alonzo Carter	Fire Fighter II/Paramedic	Fire Fighter III/Paramedic	03/04/2019	\$16.55
Bradley Striplin	Fire Fighter II	Fire Fighter III	03/04/2019	\$15.87
<i>Police</i>				
Jeremy Bond	Sergeant	Master Sergeant	03/18/2019	\$24.26
Bradley Hodge	Master Sergeant	Lieutenant	03/18/2019	\$26.76
Fredrick Payne	Sergeant	Master Sergeant	03/18/2019	\$24.26
Resignations/Terminations	Department	Current Position Title	Effective Date	Rate of Pay
Anthony B. Burse	Parks	PT Front Desk	1/11/2019	\$7.25
Derrick Clay	Fire	Paramedic	2/22/2019	\$18.26



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DeAndrius Lane                      Parks                      Laborer I                      3/6/2019                      \$11.50

**Parks Dept Tournament (412)**

March 5, 2019

***New Hires***

<b>Payroll Additions</b>	<b>Position</b>	<b>Start Date</b>	<b>Rate of Pay</b>
Lasaja Ayers	Concessions	03/06/2019	\$7.25
Leah Baine	Concessions	03/06/2019	\$7.25
Alex Belew	Grounds	03/06/2019	\$7.25
Carter Bentley	Grounds	03/06/2019	\$7.25
Madison Bloodworth	Concessions	03/06/2019	\$7.25
Reagan Bloodworth	Gates	03/06/2019	\$7.50
Tyler Bright	Grounds	03/06/2019	\$7.25
Preston Burks	Grounds	03/06/2019	\$7.25
Hannah Canankamp	Concessions	03/06/2019	\$7.25
John Carpenter	Grounds	03/06/2019	\$7.25
Jace Carter	Grounds	03/06/2019	\$7.25
Michael Declue	Concessions	03/06/2019	\$7.25
Lorenzo Dorse	Gates	03/06/2019	\$7.50
Christine Gardner	Gates	03/06/2019	\$7.50
Anna Garrett	Concessions	03/06/2019	\$7.25
Abbigail Green	Concessions	03/06/2019	\$7.25
Toya Gronke	Gates	03/06/2019	\$7.50
Kelei Heindel	Concessions	03/06/2019	\$7.25
Baylee Hogan	Concessions	03/06/2019	\$7.25
Jonathan Howell	Grounds	03/06/2019	\$7.25
Clara Johnston	Concessions	03/06/2019	\$7.25
Jalyn Joyner	Concessions	03/06/2019	\$7.25
Breckyn Kuykendall	Concessions	03/06/2019	\$7.25
Aleecia Loggins	Gates	03/06/2019	\$7.50
Michelle Magnifico	Gates	03/06/2019	\$7.50
Derrick Massey	Grounds	03/06/2019	\$7.25
Calysia Moore	Concessions	03/06/2019	\$7.25
Terrence Moore	Grounds	03/06/2019	\$7.25
Sally Norton	Gates	03/06/2019	\$7.50
Andrew O'Neal	Concessions	03/06/2019	\$7.25
Anna Pair	Concessions	03/06/2019	\$7.25

***New Hires continued***

<b>Payroll Additions</b>	<b>Position</b>	<b>Start Date</b>	<b>Rate of Pay</b>
Lincoln Perry	Concessions	03/06/2019	\$7.25
Linda Pollard	Gates	03/06/2019	\$7.50
Ethan Rogers	Grounds	03/06/2019	\$7.25
Parker Rosella	Grounds	03/06/2019	\$7.25
Austin Sandifer	Grounds	03/06/2019	\$7.25
Katherine Satchfield	Concessions	03/06/2019	\$7.25
Dexter Simoneaux Jr.	Concessions	03/06/2019	\$7.25
Terrence Smith	Grounds	03/06/2019	\$7.25
Namiya Starks	Concessions	03/06/2019	\$7.25
Betty Stump	Gates	03/06/2019	\$7.50
J'Marrion Summers	Gates	03/06/2019	\$7.50
Sarah Sullivan	Gift Shop	03/06/2019	\$7.25

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Nolan Thomas	Concessions	03/06/2019	\$7.25
Dalton Turner	Grounds	03/06/2019	\$7.25
Daniel Tutos	Grounds	03/06/2019	\$7.25
Nhung Walker	Concessions	03/06/2019	\$7.25
Madison White	Gift Shop	03/06/2019	\$7.25

**ReHires**

Payroll Additions	Position	Start Date	Rate of Pay
Grant Eubanks	Grounds Crew Head Morning	03/06/2019	\$7.25
Marilyn Gonzalez	Supervisor	03/06/2019	\$9.00
Matthew Jolly	Grounds Crew	03/06/2019	\$7.25
Conner Latimer	Grounds Crew	03/06/2019	\$7.25

Alderman Brooks made the motion to approve the Personnel Docket of March 5, 2019 as presented to this Board. Motion was seconded by Alderman Kelly.

**CITY ATTORNEY'S LEGAL UPDATE**

Mr. Manley stated that in the recent past, the City had recommended that the developer of the Eastgate Complex on Highway 51 do a lift station, which they did not do. They are now requesting that the City take the easement and the lift station. Since that time, they have built the lift station to the City's specification and it is compliant. Mr. Manley stated that authorization is needed to accept the easement. Alderman Payne made the motion to authorize Ray Humphrey to sign the agreement with Southaven Desoto Investment, Inc. accepting the easement contingent upon engineer review of the actual description as set forth in the attached Exhibit B. Motion was seconded by Alderman Brooks. Motion was put to vote and passed unanimously.

A copy of the agreement, legal description, and plat plan is attached and fully incorporated into these minutes.

**UTILITY BILL ADJUSTMENT DOCKET**

UTILITY BILL ADJUSTMENT DOCKET 03/05/19			
<u>The addresses below experienced unforeseen circumstances in their utilities for which no benefit was received</u>			
HOUSE #	STREET	ADJUSTED AMOUNT	REASON FOR LEAK ADJUSTMENT
280	SOUTHWICK	(\$224.48)	LEAK AT TOILET
7630	BROOKWOOD PLACE	(\$48.80)	LEAK IN YARD
1766	DORCHESTER DRIVE	(\$43.92)	LEAK AT TOILET
616	CHURCH ROAD EAST	(\$334.99)	WATER LINE BROKEN BY CONSTRUCTION COMPANY

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1901	MISSISSIPPI VALLEY	(\$29.28)	LEAK IN SERVICE LINE IN FLOWER BED
3925	MARCIA LOUISE DR	(\$92.72)	TOILET STUCK AND RAN
2328	COLLEGE ROAD	(\$546.56)	BROKE COUPLING AT WATER
7878	BRENTWOOD DRIVE	(\$34.16)	LEAK AT WATER METER
3691	KENTON DRIVE	(\$448.96)	LEAK AT TOILET
2871	CHATTERING LANE	(\$118.28)	LEAK AT TOILET
7787	PARKVIEW CR. W	(\$103.31)	LEAK IN KITCHEN
2071	REDWOOD RD	(\$66.69)	POOL FILLUP ADJUSTED SEWER ONLY
3057	CENTRAL PKWY	(\$326.96)	PIPE BURST UNDERGROUND
3208	PRIOR'S FERRY LN	(\$824.72)	LEAK AT TOILET
8030	JAMESBROOK DRIVE	(\$82.96)	LEAK AT TOILET
463	PEAR CV	(\$29.28)	LEAK AT SERVICE LINE
3129	FOREST BEND DRIVE	(\$151.28)	LEAK AT TOILET
642	VALLEY SPRINGS DRIVE	(\$63.44)	LEAK AT TOILET
7771	WALNUT GLENN DR	(\$43.92)	LEAK AT TOILET
1921	WINNERS CR CV	(\$53.68)	SERVICE LINE LEAK
		(\$3,668.39)	

A motion was made by Alderman Payne to approve the Utility Bill Adjustment Docket of March 5, 2019 in the amount of \$3,668.39. Motion was seconded by Alderman Kelly.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Brooks	YES
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 5<sup>th</sup> day of March, 2019.

### CLAIMS DOCKET

A motion was made by Alderman Payne to approve the Claims Docket of March 5, 2019 in the amount of \$3,082,697.28. Motion was seconded by Alderman Flores.

### **Excluding voucher numbers:**

316453, 316498, 316517, 316536, 316623, 316638, 316701, 316763, 316804, 316939, 316975, 316976, 317016, 317017, 317069, 317225

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Roll call was as follows:

ALDERMAN	VOTED
Alderman Brooks	YES
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried and approved for payment on the 5<sup>th</sup> day of March, 2019.

## **SPECIAL CLAIMS DOCKET 1**

Alderman Flores recused himself and left the room.

Alderman Payne made the motion to approve the Special Claims Docket 1 of March 5, 2019 in the amount of \$82.95. Motion was seconded by Alderman Brooks.

Roll call was as follows:

ALDERMAN	VOTED
Alderman William Brooks	YES
Alderman Kristian Kelly	YES
Alderman Charlie Hoots	YES
Alderman George Payne	YES
Alderman Joel Gallagher	YES
Alderman John David Wheeler	YES
Alderman Raymond Flores	RECUSED

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried and approved for payment on the 5<sup>th</sup> day of March, 2019.

Alderman Flores returned to the room.

## **SPECIAL CLAIMS DOCKET 2**

Alderman Hoots recused himself and left the room.

Alderman Payne made the motion to approve the Special Claims Docket 2 of March 5, 2019 in the amount of \$16,544.99. Motion was seconded by Alderman Brooks.

Roll call was as follows:

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<b>ALDERMAN</b>	<b>VOTED</b>
Alderman William Brooks	YES
Alderman Kristian Kelly	YES
Alderman Charlie Hoots	RECUSED
Alderman George Payne	YES
Alderman Joel Gallagher	YES
Alderman John David Wheeler	YES
Alderman Raymond Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried and approved for payment on the 5th day of March, 2019.

Alderman Flores returned to the room.

## **EXECUTIVE SESSION**

A copy of the Executive Session Minutes are maintained in the City Clerk's Office.

There being no further business to come before the Board of Aldermen, a motion was made by Alderman Brooks to adjourn. Motion was seconded by Alderman Kelly. Motion was put to a vote and passed unanimously March 5, 2019 at 7:20 p.m.

\_\_\_\_\_  
Darren Musselwhite,  
Mayor

\_\_\_\_\_  
Andrea Mullen,  
City Clerk  
(Seal)

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