

The Mayor and Board of Aldermen of the City of Hernando met in regular session at City Hall on Tuesday, October 4, 2016, at 6:00 P.M. with Mayor Chip Johnson presiding. Aldermen present were: Alderman Lauderdale, Alderman Bryant, Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, and Alderman Hobbs. Also present for the meeting were: City Clerk Katie Harbin, Fire Chief Hubert Jones, Police Chief Scott Worsham, City Attorney Kenny Stockton, Public Works Director Gary McElhannon, Planning Director Jared Darby, Athletic Director Daniel Carson, Human Resources Manager Julie Harris, Henry Bailey, Reba Wright, Merline Hansen, Harold Hansen, Tom Ferguson, Vickey McLendon, Ike and Amanda Barnett, Chad Robertson, Wesley Callahan, and Derick Biglane.

INVOCATION

Alderman Miller gave the invocation.

Agenda
City of Hernando
Mayor and Board of Alderman
Regular Meeting

October 4, 2016

6:00pm

- 1) Call the meeting to order
- 2) Invocation
- 3) Approve Agenda
- 4) Approve Docket of Claims No.'s 114917 – 115133 less 114937, 114959 – 114960, and 115051
- 5) Approve Docket of Claims No.'s (Lauderdale) 114937 and 115051
- 6) Approve Docket of Claims No.'s (Bryant) 114959 - 114960
- 7) Approve Minutes
- 8) Consent Agenda
 - A) Authorize Katie Harbin to attend the IIMC Region IV meeting in Jackson, MS on December 12-13, 2016 and authorize to pay registration and travel expenses.
 - B) Authorize Katie Harbin, Carla Scallorn, Eva Ward, and Julie Harris to attend the MMCCA Legislative Update in Jackson, MS on December 14-16, 2016 and authorize to pay registration and travel expenses.
 - C) Authorize a salary increase for Paige Williams in the amount of \$7,558
 - D) Authorize Joanna Herring to attend the MEMS Conference in Biloxi, MS on October 15th – 18th, 2016, and authorize to pay registration and travel expenses.
 - E) Authorize the Office of Planning to declare the HP Designjet T610 Plotter (property# 02561) surplus and dispose of
- 9) Presentation from Friends of Hernando Softball/Baseball
- 10) Authorize the Office of Planning to activate the McIngvale Realignment/New Construction project with the Mississippi Department of Transportation (MDOT).
- 11) Application for Final Subdivision titled Montclair Phase II; submitted by Blake Mendrop. The subdivision is comprised of 47 lots totaling 22.87 acres located on the south side of W. Oak Grove Rd at the intersection of Scott Road and Eden Crossing.; situated in

Section 23, Township 3 South, and Range 8 West. The property is currently zoned PUD, Planned Unit Development. (File: PL-1196)

- 12) Discussion of Preliminary Redistricting Plan
- 13) Authorize Mayor to sign service agreement with CSpire for the Gale Center
- 14) Authorize Mayor Johnson to sign the Hexagon agreement
- 15) Authorize Mayor Johnson to sign a Memorandum of Understanding with the Mississippi Department of Transportation regarding reporting of lane closures on designated roads
- 16) Discussion about City Water Donation property
- 17) Authorize Mayor Johnson to sign a contract with Williams, Pitts, Beard, PLLC. for engagement and Audit service fye 2016
- 18) Approve Municipal Compliance Questionnaire
- 19) Authorize to accept the lowest and bet bid from Live Oak Landscape and Camp Creek Landscaping for soccer turf improvements
- 20) Discussion of Traffic Lights on the Square
- 21) Executive Session for Water Negotiations
- 22) Adjourn

Motion was duly made by Alderman Miller, and seconded by Alderman Hobbs to approve the agenda as presented. A vote was taken with the following results:

Those voting "Aye": Alderman Lauderdale, Alderman Bryant, Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, and Alderman Hobbs.

Those voting "Nay": None.

ORDERED AND DONE this the 4th day of October, 2016.

APPROVE DOCKET OF CLAIMS NO.'S 114917 – 115133 LESS 114937, 114959 – 114960, AND 115051

The Board of Aldermen were presented with a docket of claims No. 114917 – 115133 less 114937, 114959 – 114960, and 115051 in the amount of \$1,318,548.48 for approval.

Motion was duly made by Alderman Bryant, and seconded by Alderman McLendon to approve the docket of claims for payment as presented. A vote was taken with the following results:

Those voting "Aye": Alderman Bryant, Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, and Alderman Lauderdale.

Those voting "Nay": None.

ORDERED AND DONE this the 4th day of October, 2016

APPROVE DOCKET OF CLAIMS NO.'S 114937 AND 115051 (LAUDERDALE)

Alderman Lauderdale recused himself and left the room.

The Board of Aldermen were presented with a docket of claims No. 1114937 and 115051 in the amount of \$244,236.95 for approval.

Motion was duly made by Alderman Hobbs, and seconded by Alderman Higdon to approve the docket of claims for payment as presented. A vote was taken with the following results:

Those voting "Aye": Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, and Alderman Bryant.

Those voting "Nay": None.

ORDERED AND DONE this the 4th day of October, 2016

APPROVE DOCKET OF CLAIMS NO.'S 114959 - 114960 (BRYANT)

Alderman Bryant recused himself and left the room.

The Board of Aldermen were presented with a docket of claims No. 114959 - 114960 in the amount of \$549.05 for approval.

Motion was duly made by Alderman Higdon, and seconded by Alderman Miller to approve the docket of claims for payment as presented. A vote was taken with the following results:

Those voting "Aye": Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, Alderman Lauderdale, and Alderman Miller.

Those voting "Nay": None.

ORDERED AND DONE this the 4th day of October, 2016

APPROVE MINUTES FROM THE REGULAR BOARD MEETING ON SEPTEMBER 20, 2016

Motion was duly made by Alderman Miller, and seconded by Alderman Higdon to approve the Minutes from the regular Board Meeting on September 20, 2016 as presented. A vote was taken with the following results:

Those voting "Aye": Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, Alderman Lauderdale, Alderman Bryant, Alderman Miller, and Alderman Higdon.

Those voting "Nay": None.

ORDERED AND DONE this the 4th day of October, 2016

CONSENT AGENDA

- A) Authorize Katie Harbin to attend the IIMC Region IV meeting in Jackson, MS on December 12-13, 2016 and authorize to pay registration and travel expenses.
- B) Authorize Katie Harbin, Carla Scallorn, Eva Ward, and Julie Harris to attend the MMCCA Legislative Update in Jackson, MS on December 14-16, 2016 and authorize to pay registration and travel expenses.
- C) Authorize a salary increase for Paige Williams in the amount of \$7,558
- D) Authorize Joanna Herring to attend the MEMS Conference in Biloxi, MS on October 15th – 18th, 2016, and authorize to pay registration and travel expenses.
- E) Authorize the Office of Planning to declare the HP Designjet T610 Plotter (property# 02561) surplus and dispose of

Motion was duly made by Alderman Higdon and seconded by Alderman Hobbs to approve the Consent Agenda as presented. A vote was taken with the following results:

Those voting "Aye": Alderwoman Brooks, Alderman Hobbs, Alderman Lauderdale, Alderman Bryant, Alderman Miller, Alderman Higdon, and Alderman McLendon.

Those voting "Nay": None.

ORDERED AND DONE this the 4th day of October, 2016

PRESENTATION FROM FRIENDS OF HERNANDO SOFTBALL/BASEBALL

Chad Robertson spoke about the baseball/softball program and fields. Stated that they are hosting a tournament starting next week and would like to invite the Board members out to throw the first pitch. We've heard negative comments about the fields and we want to change that. We all take pride in our community and we want to take pride in the fields. We want it to be something we can be proud of. We will use the tournament opportunity to raise money.

Mayor Johnson thanked them for their support and efforts.

AUTHORIZE THE OFFICE OF PLANNING TO ACTIVATE THE MCINGVALE REALIGNMENT/NEW CONSTRUCTION PROJECT WITH THE MISSISSIPPI DEPARTMENT OF TRANSPORTATION (MDOT)

Jared Darby presented the information on the project.

Alderman McLendon asked how much do we have set aside for this.

Mayor Johnson answered 1 million.

Motion was duly made by Alderman McLendon, and seconded by Alderwoman Brooks to authorize the Office of Planning to activate the McIngvale Realignment/New Construction project with the Mississippi Department of Transportation. A vote was taken with the following results:

Those voting "Aye": Alderman Lauderdale, Alderman Bryant, Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, and Alderman Hobbs.

Those voting "Nay": None.

ORDERED AND DONE this the 4th day of October, 2016

APPLICATION FOR FINAL SUBDIVISION TITLED MONTCLAIR PHASE II; SUBMITTED BY BLAKE MENDROP. THE SUBDIVISION IS COMPRISED OF 47 LOTS TOTALING 22.87 ACRES LOCATED ON THE SOUTH SIDE OF W. OAK GROVE AT THE INTERSECTION OF SCOTT ROAD AND EDEN CROSSING; SITUATED IN SECTION 23, TOWNSHIP 3 SOUTH, AND RANGE 8 WEST. THE PROPERTY IS CURRENTLY ZONED PUD, PLANNED UNIT DEVELOPMENT. (FILE PL-1196)

Blake Mendrop was present for any questions.

Jared Darby presented the information, stated that the Planning Department approved with comments A-J and K-N notes to be added.

MAYOR AND BOARD OF ALDERMEN
FILE: PL-1196

DATE: October 4th, 2016

CAPTION: Final Subdivision, Montclair Subdivision, Phase 2, Mendrop Engineering Resources

INTRODUCTION:

Mendrop Engineering Resources, representing the owner of the subject property, is requesting a final subdivision approval for Montclair Phase 2. The subdivision will consist of 47 residential lots with one lot representing common open space. The subdivision is located on the south side of W. Oak Grove Road at the intersection of Scott Road and Eden Crossing.

DESCRIPTION:

The subdivision will consist of one entry point from the extension of Scott Road. New roads have been constructed to serve the various lots. Clair Circle North, Kalea's Cove, and Tate's Way are all new streets. The subdivision represents various lot sizes as outlined in the Montclair (Ivy Meadows) Development Plan. Estate Lots (30,000 sq. ft.), Large Lots (15,000 sq. ft.), and Standard Lots (10,000 sq. ft.) are all represented in various configurations. The Common Open Space "C" (not labeled) parallels the east side of the subdivision behind the lots along Tate's Way. The common open space will host a variety of trails.

PLANNING COMMISSION COMMENTS:

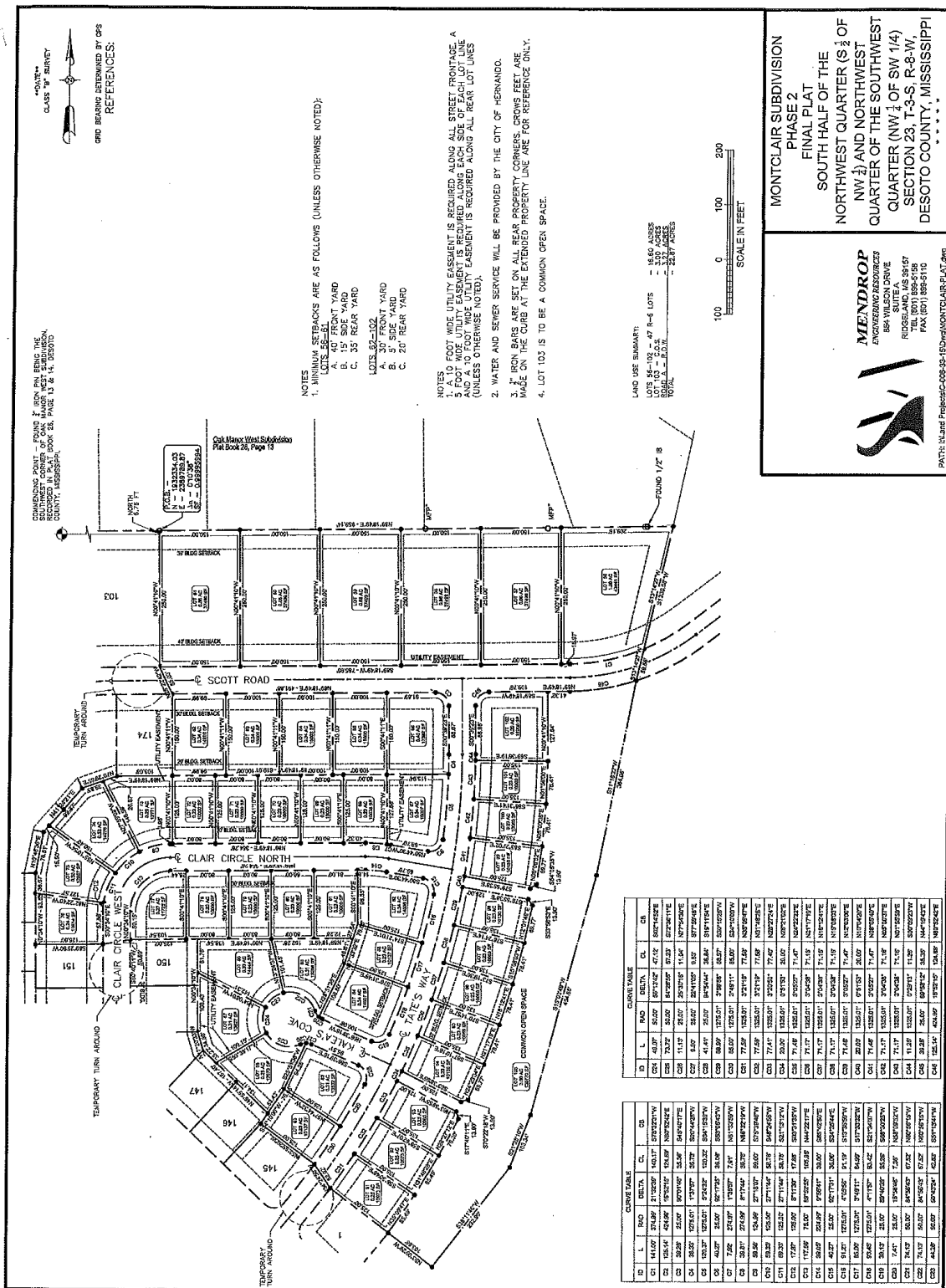
The Planning Commission has found that the geometry of the proposed plat meets the City of Hernando's Subdivision Regulations, and the lots are within keeping of the character of the neighborhood and the Montclair (Ivy Meadows) Development Plan. If the Mayor and Board of Aldermen were to approve the application, The Planning Commission recommends the following conditions of approval:

- A. All landscaping in all common open space areas, natural areas, buffer areas, streetscape areas, medians, islands, and the entrance signage areas and such other associated improvements shall be installed/constructed prior to the issuance of any building permit within that respective phase of the development. Street trees may be bonded insuring their installation prior to the final inspection and occupancy of the residence upon each lot.
- B. Improvements to be the responsibility of the developer and not the responsibility of the City of Hernando.
- C. Grading, drainage, and engineering construction plans to be approved by the City Engineer and Public Works Director.
- D. The developer shall install drainage pipe, erosion control material, sewer mains and service, water mains, fire hydrants, and service, gas mains and service, curb and gutter for all streets, and gravel or soil cement base for the streets and one (1) layer of blacktop, 1½" thick, before the plat of the subdivision, or any phase of the subdivision, is recorded. A performance guarantee must be filed for the remainder of the improvements in an amount set by the City Engineer. This includes another 1½" of blacktop making a total of three (3") of blacktop surface and sidewalks.

- E. Sidewalks to be installed on the both sides of all streets.
- F. Finished floor elevations shall be listed for each lot.
- G. Streetlights to be installed at the developer's expense. Streetlight plans to be submitted to the City Engineer and Planning Director for approval.
- H. All utilities and services (electric, telephone, cable, etc.) to be installed underground. The water service lines shall be installed with tracing wire at the top.
- I. Final approval by the Board of Aldermen and recording of the plat.
- J. No relocated buildings will be allowed.
- K. Location map shall be referenced by Section-Township-Range.
- L. Surrounding properties that are within 100 ft. shall be outlined with ownership records given.
- M. Federal Emergency Management Agency designated floodplain shall be illustrated on the plat.
- N. Bond for construction traffic along Scott Road shall be submitted at the discretion of the City Engineer. A secondary construction only entrance is preferable.

INCLUDED EXHIBITS:

- Montclair Subdivision Phase 2
-



Motion was duly made by Alderman Hobbs, and seconded by Alderman Bryant to approve the application for the final subdivision titled Montclair Phase II; submitted by Blake Mendrop. The subdivision is comprised of 47 lots totaling 22.87 acres located on the south side of W. Oak Grove at the intersection of Scott Road and Edens Crossing; situated in section 23, township 3 south, and range 8 west. The property is currently zoned PUD, planned unit development, file PL-1196. A vote was taken with the following results:

Those voting "Aye": Alderman Bryant, Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, and Alderman Lauderdale.

Those voting "Nay": None.

ORDERED AND DONE this the 4th day of October, 2016

DISCUSSION OF PRELIMINARY REDISTRICTING PLAN

Mike Slaughter presented a draft redistricting plan. Mr. Slaughter went over the major changes from the 2000 census to the 2010 census. The draft was completed using the 2010 census.

Alderman Miller asked how many Aldermen did Mr. Slaughter meet with.

Mr. Slaughter answered 3.

Alderman Miller asked did that happen.

Mr. Slaughter answered yes, I met with them.

Alderman Hobbs asked Mr. Slaughter if anyone gave him direction.

Mr. Miller stated that a block was over looked.

Mr. Slaughter answered that if it was overlooked, that was exactly what it was, overlook. Mr. Slaughter stated that his goal is to be fair, that is why I want input.

Alderman McLendon asked Mr. Slaughter to explain the one man one vote.

Mr. Slaughter answered it is to make sure we have equal representation in the City, in each ward.

Alderman Higdon asked about Ward 3, stated that he had trouble following the lines and what he was trying to do.

Mr. Slaughter answered that he did get Mr. Higdon's suggestions, and will make changes but haven't yet. Mr. Slaughter stated that he had to make some changes to balance the population. This is just a draft plan.

Alderman McLendon asked if it was better for voters or Aldermen.

Mr. Slaughter answered that it was for one man one vote. Mr. Slaughter stated that he is not trying to do anything to make anything better for anyone. I'm not doing anything to hurt anyone.

Mr. McLendon stated that he thinks it is confusing to have the only block west of Hwy 51 to be my house.

Mr. Slaughter stated that there is a lot of change, I don't see any problems or confusion with the map.

Alderman Miller stated by law you can't dilute the ward.

Mr. Slaughter stated that he had meet with an attorney that understands the voting rights act, and wanting to satisfy the one man one vote he said "at 97.5% there is no way they can sit on that, you have to get that down". If we take it down to 10% it would dilute. I would like authorization by the Board to use 20% deviation instead of 10%. I would like permission to develop a draft plan using 20% and to put the neighborhood left out back in.

Mayor Johnson stated that would protect the minority ward. Mayor Johnson stated that he asked how quickly the county could update our voter rolls, they said they could by January.

Mayor Johnson asked Mr. Slaughter to talk about having voters on one side of a road versus both sides.

Mr. Slaughter stated that when you have visible lines, roads, it is easier to tell the difference in wards and you are splitting a census block if you take the houses on both sides of the road. A census is done down the middle of a street.

Alderman Miller stated but it's not illegal to split a census block.

Alderman McLendon stated that it looks like we are segregating ourselves. It is 93.3% white citizens voting in my ward.

Mr. Slaughter answered that it was already at 88%.

Mr. Slaughter stated that his first process is ward 2, he would pick the blocks that help protecting the minority vote, then he would look at other wards.

Mayor Johnson stated that after Mr. Slaughter completes the new draft, he will get it out to the Board.

An audience member asked if the City will notify the citizens if their ward changes.

Mayor Johnson answered yes they will be notified. Dale Thompson's office will get new cards sent out.

**AUTHORIZE MAYOR JOHNSON TO SIGN A SERVICE AGREEMENT WITH CSPIRE
FOR THE GALE CENTER**

Police Chief Worsham spoke about the agreement.

Motion was duly made by Alderman Hobbs, and seconded by Alderman Miller to authorize Mayor Johnson to sign a service agreement with CSpire for the Gale Center. A vote was taken with the following results:

Those voting "Aye": Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, Alderman Lauderdale, Alderman Bryant, and Alderman Miller.

Those voting "Nay": None.

ORDERED AND DONE this the 4th day of October, 2016

AUTHORIZE MAYOR JOHNSON TO SIGN THE HEXAGON AGREEMENT

Kenny Stockton and Police Chief Worsham gave information about the agreement.

Alderman Miller stated that he didn't think it was fair that we pay the same prices as all of the other cities, we have less population.

Police Worsham explained that it is our reporting system, the record management program, not equipment.

Motion was duly made by Alderman Higdon and seconded by Alderman Hobbs to authorize Mayor Johnson to sign the Hexagon Agreement. A vote was taken with the following results:

Those voting "Aye": Alderman Lauderdale, Alderman Bryant, Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, and Alderman Hobbs.

Those voting "Nay": None.

ORDERED AND DONE this the 4th day of October, 2016

**AUTHORIZE MAYOR JOHNSON TO SIGN A MEMORANDUM OF UNDERSTANDING
WITH THE MISSISSIPPI DEPARTMENT OF TRANSPORTATION REGARDING
REPORTING OF LANE CLOSURES ON DESIGNATED ROADS**

Mayor Johnson went over the Memorandum Of Understanding with MDOT. We have to notify MDOT of any problems causing traffic delays or closing roads. It will be for Commerce Street from McIngvale to Hwy 51 and Hwy 51 in the City Limits.

Alderman Miller stated that we would have to report our races.

Alderman Lauderdale mentioned the railroad.

Mayor Johnson stated he would ask Mitch.

Motion was duly made by Alderman Miller, and seconded by Alderman Hobbs to authorize Mayor Johnson to sign a memorandum of understanding with the Mississippi Department of Transportation regarding reporting of lane closures on designated roads. A vote was taken with the following results:

Those voting "Aye": Alderman Bryant, Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, and Alderman Lauderdale.

Those voting "Nay": None.

ORDERED AND DONE this the 4th day of October, 2016

DISCUSSION ABOUT CITY WATER DONATION PROPERTY

City Attorney Kenny Stockton stated that he has researched this to try to find any information or other situations similar to this.

Mr. Tom Ferguson stated that he knows what the City can do, he has the information needed. The City can pay me to help. I've volunteered a lot for the City already.

Mr. Stockton asked Mr. Ferguson what information he had.

Mr. Ferguson stated that the City can pay him first.

Motion was duly made by Alderman Higdon, and seconded by Alderman Hobbs to approve to have the City attorney Kenny Stockton research this and write for an AG opinion to see what we can do. A vote was taken with the following results:

Those voting "Aye": Alderman Bryant, Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, and Alderman Lauderdale.

Those voting "Nay": None.

ORDERED AND DONE this the 4th day of October, 2016

AUTHORIZE MAYOR JOHNSON TO SIGN A CONTRACT WITH WILLIAMS, PITTS, BEARD, PLLC FOR ENGAGEMENT AND AUDIT SERVICES FYE 2016

Motion was duly made by Alderman Miller, and seconded by Alderman Hobbs to authorize to Mayor Johnson to sign a contract with Williams, Pitts, Beard, PLLC for engagement and audit services fye 2016. A vote was taken with the following results:

Those voting "Aye": Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, Alderman Lauderdale, Alderman Bryant, and Alderman Miller.

Those voting "Nay": None.

ORDERED AND DONE this the 4th day of October, 2016

APPROVE MUNICIPAL COMPLIANCE QUESTIONNAIRE

Municipal Compliance Questionnaire

As part of the municipality's audit, the governing authorities of the municipality must make certain assertions with regard to legal compliance. The municipal compliance questionnaire was developed for this purpose.

The following questionnaire and related certification must be completed at the end of the municipality's fiscal year and entered into the official minutes of the governing authorities at their next regular meeting.

The governing authorities should take care to answer these questions accurately. Incorrect answers could reduce the auditor's reliance on the questionnaire responses, resulting in the need to perform additional audit procedures at added cost.

Information

Note: Due to the size of some municipalities, some of the questions may not be applicable. If so, mark N/A in answer blanks. Answers to other questions may require more than "yes" or "no," and, as a result, more information on this questionnaire may be required and/or separate work papers may be needed.

1. Name and address of municipality:
City of Hernando

2. List the date and population of the latest official U.S. Census or most recent official census:
2010 14,090

3. Names, addresses and telephone numbers of officials (include elected officials, chief administrative officer, and attorney).
See attached list

4. Period of time covered by this questionnaire:
From: 10/1/2015 To: 9/30/2016
5. Expiration date of current elected officials' term: 7/2017

MUNICIPAL COMPLIANCE QUESTIONNAIRE
Year Ended September 30, 2016

Answer All Questions: Y - YES, N - NO, N/A - NOT APPLICABLE

PART I - General

- | | |
|---|---|
| 1. Have all ordinances been entered into the ordinance book and included in the minutes? (MCA § 21-13-13) | Y |
| 2. Do all municipal vehicles have public license plates and proper markings? (MCA § 25-1-87 and 27-19-27) | Y |
| 3. Are municipal records open to the public? (MCA § 25-61-5) | Y |
| 4. Are meetings of the board open to the public? (MCA § 25-41-5) | Y |
| 5. Are notices of special or recess meetings posted? (MCA § 25-41-13) | Y |
| 6. Are all required personnel covered by appropriate surety bonds? | Y |
| · Board or council members (MCA § 21-17-5) | Y |
| · Appointed officers and those handling money, see statutes governing the form of government (i.e., MCA § 21-3-5 for Code Charter) | Y |
| · Municipal clerk (MCA § 21-15-38) | Y |
| · Deputy clerk (MCA § 21-15-23) | Y |
| · Chief of police (MCA § 21-21-1) | Y |
| · Deputy police (MCA § 45-5-9) (if hired under this law) | Y |
| 7. Are minutes of board meetings prepared to properly reflect the actions of the board? (MCA § 21-15-17 and 21-15-19) | Y |
| 8. Are minutes of board meetings signed by the mayor or majority of the board within 30 days of the meeting? (MCA § 21-15-33) | Y |
| 9. Has the municipality complied with the nepotism law in its employment practices? (MCA § 25-1-53) | Y |
| 10. Did all officers, employees of the municipality, or their relatives avoid any personal interest in any contracts with the municipality during their term or within one year after their terms of office or employment? (MCA § 25-4-105) | Y |
| 11. Does the municipality contract with a Certified Public Accountant or an auditor approved by the State Auditor for its annual audit within twelve months of the end of each fiscal year? (MCA § 21-35-31) | Y |

12. Has the municipality published a synopsis or notice of the annual audit within 30 days of acceptance?
(MCA § 21-35-31 or 21-17-19)

Y

PART II - Cash and Related Records

1. Where required, is a claims docket maintained?
(MCA § 21-39-7)
2. Are all claims paid in the order of their entry in the claims docket? (MCA § 21-39-9)
3. Does the claims docket identify the claimant, claim number, amount and fund from which each warrant will be issued? (MCA § 21-39-7)
4. Are all warrants approved by the board, signed by the mayor or majority of the board, attested to by the clerk, and bearing the municipal seal? (MCA § 21-39-13)
5. Are warrants for approved claims held until sufficient cash is available in the fund from which it is drawn?
(MCA § 21-39-13)
6. Has the municipality adopted and entered on its minutes a budget in the format prescribed by the Office of the State Auditor? (MCA § 21-35-5, 21-35-7 and 21-35-9)
7. Does the municipality operate on a cash basis budget, except for expenditures paid within 30 days of fiscal year end or for construction in progress? (MCA § 21-35-23)
8. Has the municipality held a public hearing and published its adopted budget? (MCA § 21-35-5, 27-39-203, & 27-39-205)
9. Has the municipality complied with legal publication requirements when budgetary changes of 10% or more are made to a department's budget? (MCA § 21-35-25)
10. If revenues are less than estimated and a deficit is anticipated, did the board revise the budget by its regular July meeting? (MCA § 21-35-25)

Y

Y

Y

Y

Y

Y

Y

Y

Y

Y

11. Have financial records been maintained in accordance with the chart of accounts prescribed by the State Auditor? (MCA § 21-35-11) Y
12. Does the municipal clerk submit to the board a monthly report of expenditures against each budget item for the preceding month and fiscal year to date and the unexpended balances of each budget item? (MCA § 21-35-13) Y
13. Does the board avoid approving claims and the city clerk not issue any warrants which would be in excess of budgeted amounts, except for court-ordered or emergency expenditures? (MCA § 21-35-17) Y
14. Has the municipality commissioned municipal depositories? (MCA § 27-105-353 and 27-105-363) Y
15. Have investments of funds been restricted to those instruments authorized by law? (MCA § 21-33-323) Y
16. Are donations restricted to those specifically authorized by law? [MCA § 21-17-5 (Section 66, Miss. Constitution) -- MCA § 21-19-45 through 21-19-59, etc.] Y
17. Are fixed assets properly tagged and accounted for? (Property Accounting System Chapter) Y
18. Is all travel authorized in advance and reimbursements made in accordance with MCA § 25-3-41? Y
19. Are all travel advances made in accordance with the State Auditor's regulations? (MCA § 25-3-41) Y

PART III - Purchasing and Receiving

1. Are bids solicited for purchases, when required by law (written bids and advertising)? [MCA § 31-7-13(b) and (c)] Y
2. Are all lowest and best bid decisions properly documented? [MCA § 31-7-13(d)] Y
3. Are all one-source item and emergency purchases documented on the board's minutes? [MCA § 31-7-13(m) and (k)] Y
4. Do all officers and employees understand and refrain from accepting gifts or kickbacks from suppliers? (MCA § 31-7-23) Y

PART IV - Bonds and Other Debt

- | | | |
|----|--|--------------|
| 1. | Has the municipality complied with the percentage of taxable property limitation on bonds and other debt issued during the year? (MCA § 21-33-303) | Y
_____ |
| 2. | Has the municipality levied and collected taxes, in a sufficient amount for the retirement of general obligation debt principal and interest? (MCA § 21-33-87) | Y
_____ |
| 3. | Have the required trust funds been established for utility revenue bonds? (MCA § 21-27-65) | N/A
_____ |
| 4. | Have expenditures of bond proceeds been strictly limited to the purposes for which the bonds were issued? (MCA § 21-33-317) | Y
_____ |
| 5. | Has the municipality refrained from borrowing, except where it had specific authority? (MCA § 21-17-5) | Y
_____ |

PART V - Taxes and Other Receipts

- | | | |
|----|--|--------------|
| 1. | Has the municipality adopted the county ad valorem tax rolls? (MCA § 27-35-167) | Y
_____ |
| 2. | Are interest and penalties being collected on delinquent ad valorem taxes? (MCA § 21-33-53) | Y
_____ |
| 3. | Has the municipality conducted an annual land sale for delinquent ad valorem taxes? (MCA § 21-33-63) | N/A
_____ |
| 4. | Have the various ad valorem tax collections been deposited into the appropriate funds? (Separate Funds for Each Tax Levy) (MCA § 21-33-53) | Y
_____ |
| 5. | Has the increase in ad valorem taxes, if any, been limited to amounts allowed by law? (MCA § 27-39-320 and 27-39-321) | Y
_____ |
| 6. | Are local privilege taxes collected from all businesses located within the municipality, except those exempted? (MCA § 27-17-5) | Y
_____ |
| 7. | Are transient vendor taxes collected from all transient vendors within the municipality, except those exempted? (MCA § 75-85-1) | Y
_____ |
| 8. | Is money received from the state's "Municipal Fire Protection Fund" spent only to improve municipal fire departments? (MCA § 83-1-37) | Y
_____ |
| 9. | Has the municipality levied or appropriated not less than 1/4 | |

- mill for fire protection and certified to the county it provides its own fire protection or allowed the county to levy such tax? (MCA § 83-1-37 and 83-1-39) Y
- 10. Are state-imposed court assessments collected and settled monthly? (MCA § 99-19-73, 83-39-31, etc.) Y
- 11. Are all fines and forfeitures collected when due and settled immediately to the municipal treasury? (MCA § 21-15-21) Y
- 12. Are bids solicited by advertisement or, under special circumstances, three appraisals obtained when real property is sold? (MCA § 21-17-1) Y
- 13. Has the municipality determined the full and complete cost for solid waste for the previous fiscal year? (MCA § 17-17-347) Y
- 14. Has the municipality published an itemized report of all revenues, costs and expenses incurred by the municipality during the immediately preceding fiscal year in operating the garbage or rubbish collection or disposal system? (MCA § 17-17-348) Y
- 15. Has the municipality conducted an annual inventory of its assets in accordance with guidelines established by the Office of the State Auditor? (MMAAG) Y

Name	Title	Address	Phone Number
Chip Johnson	Mayor	2671 School Street Hernando, MS 38632	901-371-7743
Sam Lauderdale	Alderman at Large	2275 Mt. Pleasant Rd Hernando, MS 38632	901-833-5472
Sonny Bryant	Alderman - Ward 1	1909 West Oak Grove Rd Hernando, MS 38632	901-604-3818
Andrew Miller	Alderman - Ward 2	3030 Caffey St. Hernando, MS 38632	901-827-5651
Gary Higdon	Alderman - Ward 3	545 Augusta Dr Hernando, MS 38632	901-262-7212
Michael McLendon	Alderman - Ward 4	2245 Memphis St Hernando, MS 38632	901-219-0900
Cathy Brooks	Alderman - Ward 5	320 Shady Grove Rd Hernando, MS 38632	901-485-8486
Jeff Hobbs	Alderman - Ward 6	1055 Wooten Rd Hernando, MS 38651	901-233-3751
Kenny Stockton	City Attorney	449 West Commerce St, Hernando MS 38632	662-429-3469

Motion was duly made by Alderman Higdon, and seconded by Alderwoman Brooks to approve the Municipal Compliance Questionnaire fye 2016. A vote was taken with the following results:

Those voting "Aye": Alderman Lauderdale, Alderman Bryant, Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, and Alderman Hobbs.

Those voting "Nay": None.

ORDERED AND DONE this the 4th day of October, 2016

**AUTHORIZE TO ACCEPT THE LOWEST AND BEST BID FROM LIVE OAK
LANDSCAPE AND CAMP CREEK LANDSCAPING FOR SOCCER TURF
IMPROVEMENTS**

Joe Frank Lauderdale presented the information on the bids. Joe Frank Lauderdale stated that the lowest and best bid was from Live Oak Landscape and Camp Creek Landscaping for \$155,915.06. This will get us 3 fields.

Motion was duly made by Alderman Higdon, and seconded by Alderwoman Brooks to authorize to accept the lowest and best bid from Live Oak Landscape and Camp Creek Landscaping for the soccer turf improvements. A vote was taken with the following results:

Those voting "Aye": Alderman Bryant, Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, and Alderman Lauderdale.

Those voting "Nay": None.

ORDERED AND DONE this the 4th day of October, 2016

DISCUSSION OF TRAFFIC LIGHTS ON THE SQUARE

Alderman Miller stated that only 3 ½ cars can get through the light at Loshier and Highway 51 before it turns yellow. Traffic is backing up all the way around the square and back down Commerce. The Board needs to send a letter to MDOT. It is creating traffic problems.

Frankie Shannon stated that we could use a light at Oak Grove.

Mayor Johnson stated that we've tried to get a light there and we have been told that it is not warranted.

Mayor Johnson stated that he would write a letter to MDOT about the traffic lights.

**GO INTO CLOSED SESSION TO DISCUSSION GOING INTO EXECUTIVE SESSION
FOR WATER NEGOTIATIONS**

Motion was duly made by Alderman Higdon, and seconded by Alderman McLendon to go into closed session to discussion going into executive session for water negotiations. A vote was taken with the following results:

Those voting "Aye": Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, Alderman Lauderdale, Alderman Bryant, and Alderman Miller.

Those voting "Nay": None.

ORDERED AND DONE this the 4th day of October, 2016

GO INTO EXECUTIVE SESSION FOR WATER NEGOTIATIONS

Motion was duly made by Alderman Higdon, and seconded by Alderman Lauderdale to go into executive session for water negotiations. A vote was taken with the following results:

Those voting "Aye": Alderman Lauderdale, Alderman Bryant, Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, and Alderman Hobbs.

Those voting "Nay": None.

ORDERED AND DONE this the 4th day of October, 2016

COME OUT OF EXECUTIVE SESSION FOR WATER NEGOTIATIONS

Motion was duly made by Alderman Higdon, and seconded by Alderman Hobbs to come out of executive session for water negotiations. A vote was taken with the following results:

Those voting "Aye": Alderman Bryant, Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, and Alderman Lauderdale.

Those voting "Nay": None.

ORDERED AND DONE this the 4th day of October, 2016

MAYOR TO SIGN LETTER OF INTENT TO NORTH MISSISSIPPI WATER ASSOCIATION

Motion was duly made by Alderman Lauderdale, and seconded by Alderman McLendon to authorize Mayor Johnson to sign a letter of intent to purchase with North Mississippi Water Association. A vote was taken with the following results:

Those voting "Aye": Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, Alderman Lauderdale, and Alderman Bryant.

Those voting "Nay": None.

ORDERED AND DONE this the 4th day of October, 2016

ADJOURN

There being no further business at this time a motion was duly made by Alderman Lauderdale, seconded by Alderman Bryant to adjourn.

Motion passed with a unanimous vote of "Aye".

MAYOR CHIP JOHNSON

ATTEST:

KATIE HARBIN, CITY CLERK