

**MUNICIPAL DOCKET
MAYOR AND BOARD OF ALDERMEN MEETING
MAY 7, 2024 BEGINNING AT 6:00 P.M.**

ALDERMEN							
Mayor	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	At Large
Allen Latimer	Mike Guice	Tommy Bledsoe	Jackie Bostick	Dave Young	LaShonda Johnson	Robby DuPree	Danny Klein

Meeting Called To Order
Invocation:
Pledge of Allegiance:
Roll Call

Mayor Allen Latimer
Alderman Johnson
Alderman Young

I. Vote on Municipal Docket

II. Special Guests/ Presentations

- A. Mayor’s Youth Council 2023-2024 Graduation
- B. Representative Hester Jackson McCray – State Resolution - Ehlers-Danlos Syndrome (EDS)
- C. Senator Michael McClendon: Water/Sewer Funding (I&I) and Shoplifting Bill

III. Consent Agenda

- A. Approval of minutes for April 16, 2024 Mayor and Board of Aldermen meeting.
- B. Budget transfer in Animal Control Department.
- C. Approve sponsorship of the DeSoto County Economic Development Council 2024 membership dues in the amount of \$22,133.00, to be paid with hotel/motel tax proceeds, finding that said organization promotes the attributes of the City, and/or promotes the City’s tourism and economic development.
- D. Request to hire A. Simpson As Utility Laborer full time plus benefits at \$15.00 per hour, effective May 12, 2024.
- E. Request to hire M. Taylor part time without benefits at \$13.00 per hour as a Kennel Technician effective May 8, 2024.
- F. Acknowledgement of written reprimand for Employee #707 for violation of personnel policy #701.
- G. Request approval of Pay Application #9 in the amount of \$94,982.11 to Murphy & Sons, Inc for Horn Lake City Hall Renovation Project.
- H. Request to hire S. Forgacz as Assistant Director of Animal Services full time with benefits at \$21.10 per hour, effective June 1, 2024.

- I. Request to transfer 2010 Ford Ambulance VIN# 1FDWE3FP2ADA33279 from Fire Department to Police Department.
- J. Request to promote M. Collins to Certified Firefighter II at \$17.60 per hour effective May 12, 2024.
- K. Request to hire C. Price as Non-Certified Firefighter I at \$16.20 per hour plus benefits effective May 12, 2024.
- L. Request to hire J. Moore as Non-Certified Firefighter I at \$16.20 per hour plus benefits effective May 12, 2024.
- M. Request to hire J. Gee as Non-Certified Firefighter I at \$16.20 per hour plus benefits effective May 26, 2024.
- N. Request to increase stipend pay for C. Lindsey in the amount of \$200.00 annually for Confined Space effective May 12, 2024.
- O. Request to increase stipend pay for J. Miles in the amount of \$200.00 annually for Confined Space effective May 12, 2024.
- P. Request to increase stipend pay for R. Grissom in the amount of \$200.00 annually for EMS Driver effective May 12, 2024.
- Q. Request to increase stipend pay for C. Mustard in the amount of \$200.00 annually for EMS Driver effective May 12, 2024.
- R. Request to increase stipend pay for P. Liddell in the amount of \$200.00 annually for EMS Driver effective May 12, 2024.
- S. Request to suspend Employee #728 for 72 hours, without pay, to be served May 9, 14, and 16, 2024 for violation of City Policy #704 and Standard Operating Guide #34.
- T. Retirement of H. Gibson in Code Enforcement effective June 7, 2023.
- U. Authorize to adjust utility bill individual itemized list for April 2024 in the amount of \$8,563.31 and for any reductions finding the bill was unreasonably increased because of unforeseen circumstances and that the customer did not receive the benefit of the service.
- V. Request to purchase office furniture for police department and utility department office in the amount of \$4,530.00 from office Furniture Warehouse.
- W. Request approval of Planning Technician job description.
- X. Request approval of revised Assistant Planning Director job description.
- Y. Denial of claim of Oscar Javier Parra, Jr. on behalf of Oscar Javier Parra, Sr. (deceased), Ana Lila Dominguez, and Leonardo Parra.
- Z. Request to approve T. Matthews and T. Moorehead as seasonal contract workers in the Parks Department at a rate of \$10.00 per hour effective May 8, 2024.
- AA. Retirement of Deputy Chief S. Brown after 24 years of service to the Horn Lake Police Department effective June 30, 2024.
- BB. Request approval for sale of weapon for S. Brown, a Glock Model 22-40 caliber, serial number BLV6902 for \$1.00, pursuant to 45-9-131(1).
- CC. Resignation of M. Dotson in the Police Department effective April 19, 2024.
- DD. Resignation of B. Schenks effective April 26, 2024.

- EE. Acknowledgement and acceptance of receipt of a donation of a 1999 International Armored Truck VIN:1HTSCAAM2XH670036 to the Police Department from Tri-State Auto Parts, Inc.
- FF. Request to transfer D. Darby from telecommunicator to Data Entry /Reception at her current rate of pay \$23.34 per hour, effective May 7, 2024.
- GG. Request to approve job description for Utility Collections Clerk.
- HH. Request to approve job description for Utility Clerk III.
- II. Acknowledgement of \$50.00 donation from Mr. & Mrs. Conklin to HLAS in memory of Mr. William Egner.

IV. Claims Docket

V. Citizen Remarks

VI. New Business

- A. Resolution for cleaning Private Property.
- B. Request to accept and award contract for general construction of new animal control facility to Murphy & Sons, Inc in an amount not to exceed \$4,663,416.00, being the lowest and best bid received.

VII. Mayor / Alderman Correspondence

VIII. Department Head Correspondence

IX. Engineer Correspondence

X. City Attorney Correspondence

XI. Executive Session

XII. Adjourn

May 7, 2024

Be it remembered that the meeting of the Mayor and Board of Aldermen of the City of Horn Lake, Mississippi was held on May 7, 2024 beginning at 6:00 p.m., it being the said time and place for conducting the meeting.

When and where the following were present: Mayor Latimer, Alderman Klein, Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Johnson, Alderman DuPree, Alderman Young, Randy Joyner, Assistant Public Works Director, Nikki Pullen, Police Chief, David Linville, Fire Chief, Andrew Hockensmith, Planning Director, Drew Coleman, Parks and Rec Director, Vince Malavasi, City Engineer, Julie Valsamis, Deputy City Clerk, Jim Robinson CAO/City Clerk, Arianne Linville, HR Director/ Deputy City Clerk, and Billy Campbell, City Attorney.

**Glenn Andrews, Animal Control Director arrived at 6:08 p.m.

Absent: None.

Order # 05-01-24

Order to approve Municipal Docket

Be It Ordered:

By the Mayor and Board of Aldermen to approve the Municipal Docket as presented.

Said motion was made by Alderman Guice and seconded by Alderman Bledsoe.

A roll call vote was taken with the following results:

Ayes: Alderman Klein, Alderman Bledsoe, Alderman Guice, Alderman Johnson, Alderman DuPree, and Alderman Young.

Nays: Alderman Bostick.

Absent: None.

So ordered this 7th day of May, 2024.

Mayor

Attest:

CAO/City Clerk
Seal

**At this time the Mayor called forth Mrs. Linville to present the Mayor's Youth Council graduation. There was a short video presentation, as well as recognition for the school staff that assisted with the council, and recognition of the students.

**At this time the Mayor called forth Representative Hester Jackson McCray to present Mississippi House of Representatives Resolution No. 86 acknowledging the month of May 2024 for Ehlers- Danlos Syndrome and Hypermobility Spectrum Disorders Awareness Month across the state. A copy of HR No. 86 was presented to Mrs. Kirby Carter.

**At this time the Mayor called forth Senator Michael McClendon to present an update on the Legislative Session, and all the good that resulted for Horn Lake and DeSoto County.

Order #05-02-24

Order to approve Consent Agenda

Be It Ordered:

By the Mayor and Board of Aldermen to approve the Consent Agenda items A- II.

- A. Approval of minutes for April 16, 2024 Mayor and Board of Aldermen meeting.
- B. Budget transfer in Animal Control Department.
- C. Approve sponsorship of the DeSoto County Economic Development Council 2024 membership dues and various sponsorships in the amount of \$22,133.00, to be paid with hotel/motel tax proceeds, finding that said organization/events promote the attributes of the City, and/or promote the City's tourism and economic development.
- D. Request to hire A. Simpson As Utility Laborer full time plus benefits at \$15.00 per hour, effective May 12, 2024.
- E. Request to hire M. Taylor part time without benefits at \$13.00 per hour as a Kennel Technician effective May 8, 2024.
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- HH. Request to approve job description for Utility Clerk III.
- II. Acknowledgement of \$50.00 donation from Mr. & Mrs. Conklin to HLAS in memory of Mr. William Egner.

Said motion was made by Alderman Bostick and seconded by Alderman Guice.

A roll call vote was taken with the following results:

Ayes: Alderman Klein, Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Johnson, Alderman DuPree, and Alderman Young.

Nays: None.

Absent: None.

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So ordered this 7th day of May 2024.

Mayor

Attest:

CAO/City Clerk
Seal

**Horn Lake, Mississippi
BUDGET TRANSFER REQUEST**

Updated 10/13

Fund/Department # Animal Shelter
Date: 4/15/24

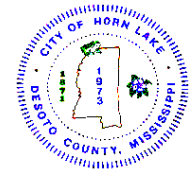
ACCT #	LINE ITEM	ANNUAL BUDGET	INCREASE	DECREASE	NEW ANNUAL BUDGET
401-611000	Materials	10,000		2,269	7,731
401-611803	Building Maintenance	15,000		7,000	8,000
401-630400	Machine and Equipment	5,000		1,000	4,000
401-622100	Professional Services	74,000	10,269		84,269
					0
					0
					0
	TOTALS	104,000	10,269	10,269	104,000

Reason for Request: I will need funding to be added to Professional services so that I can hire temp workers for deep cleaning and maintenance. This inc
(Show detailed justification)

Requested by: Glenn Andrews

For Department: Animal Shelter

ACCT	NAME	TYPE	WATER	TAX	SEWER	GARB	CHGI	MISC	L/C	TOTAL
01-0075200	POND, JOSEPH	ADJ	20.05-	.00	22.05-	.00	.00	.00	9.27-	51.37-
01-0181400	HOLLIDAY, GARY LEE	ADJ	4.01-	.00	4.41-	.00	.00	.00	.00	8.42-
01-0210100	MOORE, WILLIAM	ADJ	1986.75-	.00	41.27-	.00	.00	.00	.00	2028.02-
	BOOK TOTAL >>>		2010.81-	.00	67.73-	.00	.00	.00	9.27-	2087.81-
02-0072100	WHITE, LARRY	ADJ	.00	.00	.00	.00	.00	84.32	.00	84.32
02-0089700	COLEMAN, BELLE	ADJ	152.38-	.00	41.27-	.00	.00	.00	.00	193.65-
02-0196000	DONNIES DELI & GROC #2	ADJ	.00	.00	.00	.00	.00	3612.25	.00	3612.25
02-0196000	DONNIES DELI & GROC #2	ADJ	814.03-	56.98-	895.23-	.00	.00	.00	.00	1766.24-
02-0326900	LITWA, ALBERT	ADJ	296.74-	.00	41.27-	.00	.00	.00	33.81-	371.82-
02-0387700	B & R RENTAL PROPERTIES, LLC	ADJ	.00	.00	.00	.00	.00	.00	300.00	300.00
02-0387700	B & R RENTAL PROPERTIES, LLC	ADJ	.00	.00	.00	.00	.00	.00	300.00-	300.00-
	BOOK TOTAL >>>		1263.15-	56.98-	977.77-	.00	.00	3696.57	33.81-	1364.86
04-0023600	MCDERMOTT, JEFFREY	ADJ	46.68-	.00	40.07-	.00	.00	.00	.00	86.75-
04-0240100	JONES, MARY LEE	ADJ	12.03-	.00	13.23-	.00	.00	.00	.00	25.26-
04-0324600	RS RENTAL III-A LLC	ADJ	40.10-	.00	41.27-	.00	.00	.00	.00	81.37-
04-0491400	VAUGHN, MELANIE	ADJ	108.27-	.00	41.27-	.00	.00	.00	.00	149.54-
	BOOK TOTAL >>>		207.08-	.00	135.84-	.00	.00	.00	.00	342.92-
06-0030200	MEDFORD, HAROLD & ESTELA	ADJ	84.21-	.00	36.86-	.00	.00	.00	.00	121.07-
	BOOK TOTAL >>>		84.21-	.00	36.86-	.00	.00	.00	.00	121.07-
07-0051100	SANDERS, CATHY S	ADJ	28.07-	.00	30.87-	.00	.00	.00	.00	58.94-
07-0081500	KGS CAPITAL PROPERTIES LLC.	ADJ	497.24-	.00	28.04-	.00	.00	.00	.00	525.28-
07-0293300	SUNFIRE 3 LLC	ADJ	1391.47-	.00	32.45-	.00	.00	.00	.00	1423.92-
	BOOK TOTAL >>>		1916.78-	.00	91.36-	.00	.00	.00	.00	2008.14-
08-0038000	YOUNG, CHARLES DAVID	ADJ	4.00-	.00	.00	.00	.00	.00	.00	4.00-
08-0054000	STONE, CARLON RAY	ADJ	56.14-	.00	41.27-	.00	.00	.00	.00	97.41-
	BOOK TOTAL >>>		60.14-	.00	41.27-	.00	.00	.00	.00	101.41-
09-0025500	MCDERMOTT, RONALD	ADJ	72.18-	.00	41.27-	.00	.00	.00	.00	113.45-
09-0123300	PRIORITY ONE PROPERTIES	ADJ	76.19-	.00	41.27-	.00	.00	.00	.00	117.46-
	BOOK TOTAL >>>		148.37-	.00	82.54-	.00	.00	.00	.00	230.91-
10-0039200	PARVIN, RICKY G	ADJ	100.25-	.00	41.27-	.00	.00	.00	.00	141.52-
	BOOK TOTAL >>>		100.25-	.00	41.27-	.00	.00	.00	.00	141.52-
11-0148300	MUNGUIA, OBDULIA & MIGUEL	ADJ	24.06-	.00	26.46-	.00	.00	.00	.00	50.52-
	BOOK TOTAL >>>		24.06-	.00	26.46-	.00	.00	.00	.00	50.52-
13-0010900	LIR INVESTMENT	ADJ	48.12-	.00	41.27-	.00	.00	.00	.00	89.39-
	BOOK TOTAL >>>		48.12-	.00	41.27-	.00	.00	.00	.00	89.39-
21-3280000	ROBERTSON, PATRICIA	ADJ	14.44-	.00	16.41-	19.79-	.00	.00	55.06-	105.70-
21-3780000	NUNALLY, SAMUEL D	ADJ	14.44	.00	16.41	19.79	.00	.00	.00	50.64
21-3990000	CLARK, VIRGINIA A	ADJ	.00	.00	.00	.00	.00	174.00	.00	174.00
21-4398000	PATEL, RAJENDRAKUMAR	ADJ	1050.48-	73.67-	2402.83-	.00	.00	.00	.00	3526.98-
21-4399000	PATEL, RAJENDRAKUMAR	ADJ	679.44-	55.84-	772.36-	.00	.00	.00	457.16-	1964.80-
21-4400200	MAA MELDI INC	ADJ	.00	.00	.00	.00	.00	110.71	.00	110.71
21-5250200	RS RENTAL II LLC	ADJ	.00	.00	.00	.00	.00	107.48	.00	107.48
21-5350000	HUTCHESON, IRA N	ADJ	36.09-	.00	39.69-	.00	.00	.00	.00	75.78-
	BOOK TOTAL >>>		1766.01-	129.51-	3214.88-	.00	.00	392.19	512.22-	5230.43-



CITY OF HORN LAKE DATE: 04/30/2024
 MONTHLY ADJUSTMENTS REPORT RUN DATE: 04/30/2024 1342

PAGE 2

ACCT	NAME	TYPE	WATER	TAX	SEWER	GARB	CHG1	MISC	I/C	TOTAL
22-0189100	HOLMES, CURTIS	ADJ	.00	.00	.00	.00	.00	165.00	.00	165.00
	BOOK TOTAL >>>		.00	.00	.00	.00	.00	165.00	.00	165.00
32-0031700	SMITH, JOEY	ADJ	.00	.00	.00	.00	.00	119.58	.00	119.58
	BOOK TOTAL >>>		.00	.00	.00	.00	.00	119.58	.00	119.58
34-0040300	MCGREGORY, JERAMERY	ADJ	.00	.00	.00	.00	.00	71.79	.00	71.79
34-0041000	LEE, JAMEL	ADJ	.00	.00	.00	.00	.00	59.79	.00	59.79
	BOOK TOTAL >>>		.00	.00	.00	.00	.00	131.58	.00	131.58
54-0440030	BOOTHE, QUARNESHIA	ADJ	.00	.00	.00	.00	.00	59.79	.00	59.79
	BOOK TOTAL >>>		.00	.00	.00	.00	.00	59.79	.00	59.79
-- TOTAL COLLECTED --			7628.98-	186.49-	4757.25-	.00	.00	4564.71	555.30-	8563.31-
TOTAL RECEIPTS:			.00		TOTAL ADJUSTMENTS:		8,563.31-			

City of Horn Lake

Job Description – Planning Technician

(May 2024)

Purpose of Position

The purpose of this position is to assist the Planning Department with being accessible to the public and staying on track with its review and processing of documents. This position will allow the public to have an additional point of contact with the Planning Department who may be able to answer questions or delegate those questions or requests to the appropriate personnel. The person in this position will also assist with reviewing applications for permits, site plans, and other important documents. Additionally, this person will help research issues that may arise during any review process.

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the class/position.

Major Duties and Responsibilities

- Interact with the public by answering phone calls to the department, answering emails to the department, and assisting walk-in customers with their requests and inquiries.
- Answer questions to the public about the code of ordinances, permitting, licensing, zoning, and any planning issues that come up.
- Receive and review permit applications such as those for building permits, accessory structure permits, fence permits, sign permits, electrical permits, and any other permits that may need review.
- Review site plans and other related plans.
- Research varying topics within the planning field such as case law, state codes, federal regulations, engineering practices, architecture, environmental science, geology, hydrology, and any other subjects related to the planning field.
- Work at the front desk in the lobby whenever there is a need, such as during times of high volume or when there is an absence of the Planning Clerk. This work may include answering questions, distributing applications, collecting payments, and directing customers to the appropriate personnel.
- Assist the department with assignments such as grant research and grant writing.
- Understand the comprehensive plan and assist the department with any research on implementing or updating the comprehensive plan.
- All other duties as assigned and relevant to the department.

Job Context

The Planning Technician is a full-time, permanent, and hourly position in the Planning Department. The immediate supervisor for this position is the Planning Director. This person is required to meet with his/her supervisor as necessary. The Planning Technician works regular hours, year-round, and mostly in the office. There may be occasional times when the need arises to visit sites within the city to gain basic information on planning cases. This position requires approximately 95% indoor work, while 5% will be outdoors.

The ideal education for this position would be a degree in any field of study; however, previous experience in the planning field, including paid and unpaid work, such as Planning Commissioner, Planning Clerk, Planning Technician, and/or similar positions may substitute for the education requirement.

Knowledge, Skills, and Abilities

Knowledge:

- General function and operations of municipal government.
- Knowledge of effective writing techniques.
- Knowledge of computer programs and applications, which include Microsoft Word, database management, and internet applications.
- Customer service, including tact, patience, and courtesy in difficult situations.
- Pertinent federal, state, and local laws, codes, and regulations including recent changes to each.
- Filing and record management procedures and practices.

Skills and Abilities:

- Work cooperatively with diverse groups of people to achieve results, value the input and expertise of others, acknowledge concerns, and support team decisions.
- Solve problems in a diplomatic and collaborative manner.
- Oral communication and interpersonal skills to explain rules and procedures clearly to the public.
- Problem-solving skills to gather relevant information to solve practical problems and address citizen inquiries and concerns.

- Ability to work on several projects or issues simultaneously.
- Ability to work independently or in a team environment as needed.
- Meet specified or required deadlines.
- Communicate effectively, both orally and through writing, with residents, elected officials, other city employees.
- Maintain confidentiality.
- Maintain professional composure in heated situations.
- Develop, implement, and follow departmental and city procedures.



FLSA: Non-Exempt

REPORTS TO: Planning Director

SUPERVISES: N/A

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change. The characteristics described in this job description are representative of those an employee encounters while performing this job. Reasonable accommodations may be made to enable individuals with disabilities to perform them.

Signature Acknowledging Job Description
Revision adopted: 5/7/2024

Date

City of Horn Lake

Job Description - Assistant Planning Director

Purpose of Position

To perform major tasks and assist the Planning Director with all major operations at hand. The person in this role will help the Planning Director research and implement major planning objectives. This person will additionally help with other any other tasks as assigned by the Planning Director, which may relate

to anything within the Planning Department's scope of work, including but not limited to planning, development, permitting, code enforcement, and zoning.

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the class/position.

Major Duties and Responsibilities

- Manage the Planning Department in the absence of the Planning Director.
 - Delegate tasks to personnel in the Planning Department.
 - Answer questions from the public on any issues or inquiries they may have regarding the city's planning process, the code of ordinances, permitting and licensing, the comprehensive plan, or anything within the scope of the planning field.
 - Receive and review permit applications such as those for building permits, accessory structure permits, fence permits, sign permits, electrical permits, plumbing permits, transient vendor permits, and any other permits that may need review.
 - Initiates, plans, coordinates, monitors, and enforce programs which accomplish compliance with Storm Water regulations associated with all new construction and re-development projects under five (5) acres in size, coordinates response, reporting, enforcement, and clean-up activities as necessary.
 - Review site plans and other related plans.
 - Create PowerPoint presentations for Planning Commission cases.
 - Create PowerPoint presentations for Mayor and Board of Aldermen cases.
 - Research varying topics within the planning field such as case law, state codes, federal regulations, engineering practices, architecture, environmental science, geology, hydrology, and any other subjects related to the planning field.
 - Understand the city's comprehensive plan and work on amendments to it as needed.
 - Work at the front desk in the lobby whenever there is a need, such as during times of high volume or when there is an absence of the Planning Clerk and Planning Technician. This may include answering questions, distributing applications, collecting payments, and directing customers to the appropriate personnel.
-
- Evaluate plans for residential and commercial developments to ensure that plans adhere to city ordinances and guidelines.
 - Notify the local media for notices of public hearings for both the Planning Commission and the Mayor and Board of Aldermen.
 - Write staff reports for planning cases that go to the Planning Commission and to the Mayor and Board of Aldermen.
 - Assist the department with assignments such as grant research and grant writing.

- Understand the comprehensive plan and assist the department with any research on implementing or updating the comprehensive plan.
- Perform other duties as assigned.

Job Context

The Assistant Planning Director is a full-time, permanent position in the Planning Department. The immediate supervisor for this position is the Planning Director. This person is required to meet with his/her supervisor as needed. The Assistant Planning Director works regular hours, year-round, however the position may require working more than the regularly scheduled hours on a regular basis. This position may also require night-work rarely. The person hired for this position will never perform any shift work and will never be on call. This position requires 95% to be indoor work, while 5% will be outdoors.

The position is responsible for assuring that there is no undue legal liability placed upon the City of Horn Lake. A master's degree in urban planning is preferred. A bachelor's degree in any field of study may be considered depending on experience. Applicants must be able to deal with various levels of stress. Applicant must also be able to walk through heavily muddy areas while observing various types of land and must be able to endure any weather condition.

Knowledge, Skills, and Abilities

Knowledge

- Knowledge on the basic history of the planning field, such as the legal basis of zoning and major federal and state supreme court cases on planning issues.
- Knowledge of past and current planning practices across the United States.
- Knowledge of transportation planning, traffic engineering, housing policies, environmental policies, zoning law, infrastructure, and other areas within the planning field.
- Knowledge of how city ordinances are drafted and enforced, as well as limitations within this process.

- Knowledge of municipal processes.
How to develop goals and objectives for the physical development of a city.
- OSHA standards and regulations concerning employee safety.
- Federal and state statutes concerning the work of municipal government.
- General function and operations of municipal government.

Skills and Abilities:

- Public Speaking.
- Computer knowledge.
- Organizational skills.
- Prioritizing daily work flow.
- Meet specified or required deadlines.
- Communicate effectively, both orally and through writing, with residents, elected officials, other city employees.
- Maintain confidentiality.
- Handle multiple tasks simultaneously with frequent interruptions.
- Maintain professional composure in heated situations.
- Develop, implement, and follow departmental and city procedures.
- Ability to read site plans and other related plans.
- Ability to communicate clearly, effectively, and politely to the public and to coworkers.
- Ability to delegate inquiries and tasks from the public and the Planning Director to the appropriate personnel.
- Ability to adapt to the changing needs of the Planning Department.

FLSA: Exempt

REPORTS TO: Planning Director

SUPERVISES: Building Inspector, Planning Clerk, Code Enforcement Officers, Rental Property Licensing Clerk, and Planning Technician in the absence of Planning Director

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change. The characteristics described in this job description are representative of those an employee encounters while performing this job. Reasonable accommodations may be made to enable individuals with disabilities to perform them.

Job Description – Utility Collections Clerk

Purpose of Position

Under the general supervision from the Customer Service Supervisor and/or Utility Manager, responsible for the collection of past due accounts, train and assist with utility clerk duties. Must display professionalism in communication, work environment, and customer service, and fulfill all assigned duties to assist in maintaining an efficient and productive work environment.

Major Duties & Responsibilities

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

- Greet citizens, answer, and direct numerous calls for the utility department.
- Collect revenue, including utility payments, fines, and fees, either in person at counter or at drive-up window, or by processing payments received through the mail.
- Enter cash collections on computer and balance cash drawer receipts with computer records daily.
- Issue work orders and process completed work-order forms using software program.
- Resolves overdue bills, collecting payment for those individuals or business responsible for them, daily utility payments, close out drawer and prepare monies for deposit.
- Requests and pursues payments on delinquent accounts via communication with account holders as well as any agencies that can provide help in the collections.
- Works closely with other water associations to help collect sewer and sanitation services fees where the water services are not handled by the city.
- Follow established guidelines to review and update account status.
- Maintains logs of payment promises, pertinent account details and schedules follow-up

communications with the account holders.

- Perform clerical filing of pertinent information into customer account files.
- Add special notes, corrections, and/or important information into accounts.
- Assist utility department customers with general questions.
- Address customer questions concerning their bills, readings, and charges.
- Responds to customer's issues regarding water, sewer, sanitation, and sanitation pickups and/or directs to appropriate departments for resolution.
- Assist with various miscellaneous duties in the utility department.
- Set up new residential or business accounts and final accounts as needed.
- Enter miscellaneous payments and process bulk pickup payments.
- Assist customers in applying for or cancelling bank drafts.
- Assist in the dissemination of daily mail and placing it in proper mail slots on a as needed basis.
- Maintain confidentiality.
- Handles and/or assists with telephone calls and/or citizen visits concerning utility billing or services.
- Researches and resolves the most difficult and complex customer service issues.
- Knowledge of general city operations and general City of Horn Lake information, for example: including but not limited to population, demographics, directions, etc.
- Other duties as assigned.

Knowledge, Skills, and Abilities

Knowledge:

- Skill in providing excellent customer service to persons of all ages, regardless of social or economic backgrounds.
- Must be able to work with patrons from all social groups including customers, co-workers, supervisors, and other city personnel.
- Must have excellent listening skills to understand the needs of the debtors to find a way to resolve the unpaid bills.
- Basic functions of a computer, typing, internet and billing systems
- Basic accounting techniques, proper methods of handling and processing cash
- Meter readings as listed on account.
- OSHA standards and regulations concerning employee safety.

- Federal and State statutes concerning the work of the department.
- Mathematical skills, including additions, subtraction, division, and multiplication.
- General functions and operations of municipal government

Skills and Abilities

- Accurate typing and data entry skills using a personal computer.
- Use various pieces of office equipment, photocopiers, and facsimile machines.
- Customer service skills.
- Be bondable.
- Prioritize daily workflow.
- Be well motivated with a positive attitude.
- Work well with the public.
- Work as a team member with other employees.
- Meet specified and/or required deadlines.
- Make decisions within specified time restraints.
- Communicate effectively with residents, elected officials, other City employees, etc.
- Handle multiple tasks simultaneously with frequent interruptions.
- Works directly with other clerks to resolve departmental and/or billing issues, improve processing daily tasks and communication within the department.
- Work independently when necessary.
- Be able to diligently handle disgruntled citizens.
- Be able to deal with customers and co-workers in a professional manner while maintaining professional composure in heated situations.
- Develop, implement, and follow departmental and City procedures.
- Maintain confidentiality.

Job Context

The Utility Collections Clerk position is a full-time and permanent position of the Utility Department with a minimum of two (2) years of experience demonstrating knowledge, skills, and abilities. An employee in this position should be able to operate independently as directed and when necessary. The employee in this position is required to meet with the Customer Service Supervisor and/or Utility Manager as needed detailing any issues that need resolved. The work hours for this position are regular hours, year-round, occasionally requiring working

more than scheduled hours. This position does not require night work, or shift work, and will never be on call. This position is 100% indoors. The position is accountable for accuracy of accounts, handles monetary accountabilities, cash, checks, and other City receipts at times. He/she is also accountable for assuring that there is no undue legal liability placed upon the City and must be able to be successfully bonded.

Reports to: Customer Service Supervisor and Utility Manager

Supervises: ---

FSLA: Non-exempt

The applicant of this position must have a valid driver's license and completed high school/GED. A minimum of two (2) years of experience in this or a related field is strongly recommended to have experience in customer service, office related work, and computer-based work. The stress level associated with this position is moderate but may be high at times depending on the situation. Work is performed in an office environment with sustained posture in a seated position for prolonged periods of time with no exposure to chemicals or hazardous materials.

Note: The hourly rate and rate of increase for this position is adopted and approved each fiscal year as part of the department budget.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change. Characteristics described in this job description are representative of those an employee encounters while performing this job. Reasonable accommodations may be made to enable individuals with disabilities to perform them.

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

Signature Acknowledging Job Description

Date

City of Horn Lake – Utility Department

Job Description – Utility Clerk III

Purpose of Position

Under the general supervision from the Customer Service Supervisor and/or Utility Manager, train and assist with utility clerk duties and responsibilities as assigned. Assists

with the regular billing process and managing the office in the absence of Customer Service Supervisor. Must display professionalism in communication, work environment, and customer service, and fulfill all assigned duties to assist in maintaining an efficient and productive work environment.

Major Duties & Responsibilities

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

- Greet citizens, answer, and direct numerous calls for the utility department.
- Process receipt utility payments daily, close out drawer, and prepare monies for deposit.
- Review reports for accuracy and gather relevant information.
- Perform clerical filing of pertinent information into customer account files.
- Add special notes, corrections, and/or important information into accounts.
- Assist utility department customers with general questions.
- Address customer questions concerning their bills, readings, and charges.
- Responds to customer's issues regarding water, sewer, sanitation, and sanitation pickups and/or directs to appropriate departments for resolution.
- Assists in all aspects of utility billing as necessary.
- Prepares and types customer correspondence as necessary.
- Balances and deposits accounts receivable on a regular basis for Utility Department.
- Assist with various miscellaneous duties in the utility department.
- Set up new residential or business accounts and final accounts as needed.
- Enter miscellaneous payments and process bulk pickup payments.
- Assist customers in applying for or cancelling bank drafts.
- Assist in the opening of daily mail and placing it in proper mail slots on a as needed basis.
- Assess and then submit extension requests to the Utilities Manager if applicable.
- Handles and/or assists with telephone calls and/or citizen visits concerning utility billing or services.
- Prepares information required for the preparation of reports.
- Researches and resolves the most difficult and complex customer service issues.
- Trains and guides Utility Clerks as required.

- Cross trains to assist in customer service functions as necessary.

- Manages and handles the customer complaint logs in regard to our sanitation services.
- Knowledge of general city operations and general City of Horn Lake information, for example: including but not limited to population, demographics, directions, etc.
- Other duties as assigned.

Knowledge, Skills, and Abilities

Knowledge:

- Basic functions of a computer, typing, and Internet.
- Billing system.
- Basic accounting techniques, proper methods of handling and processing cash.
- Meter readings as listed on account.
- OSHA standards and regulations concerning employee safety.
- Federal and State statutes concerning the work of the department.
- Mathematical skills, including additions, subtraction, division, and multiplication.
- General functions and operations of municipal government.

Skills and Abilities

- Accurate typing and data entry skills using a personal computer.
- Use various pieces of office equipment, photocopiers, and facsimile machines.

- Customer service skills.
 - Prioritize daily workflow.
 - Be well motivated with a positive attitude.
 - Work well with the public.
 - Work as a team member with other employees.
 - Meet specified and/or required deadlines.
 - Make decisions within specified time restraints.
 - Communicate effectively with residents, elected officials, other City employees, etc.
 - Handle multiple tasks simultaneously with frequent interruptions.
 - Works directly with other clerks to resolve departmental and/or billing issues, improve processing daily tasks and communication within the department.
 - Work independently when necessary.
 - Be able to diligently handle disgruntled citizens.
 - Be able to deal with customers and co-workers in a professional manner while maintaining professional composure in heated situations.
 - Develop, implement, and follow departmental and City procedures.
-
- Must be bondable.
 - Experience in water office operations preferred.
 - Have above average knowledge of bookkeeping.
 - Maintain confidentiality.

Job Context

The Utility Clerk III position is a full-time and permanent position in the Utility Department with a minimum of two (2) years of experience demonstrating knowledge, skills, and abilities. An employee in this position should be able to operate independently as directed and when necessary. The employee in this position is required to meet with the Customer Service Supervisor and/or Utility Manager weekly detailing any issues that need resolved. The work hours for this position are regular hours, year-round, occasionally requiring working more than scheduled hours. This position does not require night work, or shift work, and will never

be on call. This position is 100% indoors. The position is accountable for managing accounts, handles monetary accountabilities, cash, checks, and other City receipts at times. He/she is also accountable for assuring that there is no undue legal liability placed upon the City and must be able to be successfully bonded.

Reports to: Customer Service Supervisor and Utility Manager

Supervises: ---

FSLA: Non-exempt

The applicant of this position must have a valid driver's license and completed high school/GED. A minimum of two (2) years of experience in this or a related field is strongly recommended to have experience in customer service, office related work, and computer-based work. The stress level associated with this position is moderate but may be high at times depending on the situation. Work is performed in an office environment with sustained posture in a seated position for prolonged periods of time with no exposure to chemicals or hazardous materials.

Note: The hourly rate and rate of increase for this position is adopted and approved each fiscal year as part of the department budget.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change. Characteristics described in this job description are representative of those an employee encounters while performing this job. Reasonable accommodations may be made to enable individuals with disabilities to perform them.

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

Signature Acknowledging Job Description

Date



**CITY OF HORN LAKE
BOARD MEETING
5/7/2024**

Department	4/18/2024	Overtime Amount
Animal Control	\$7,151.44	\$382.73
Judicial	\$14,041.85	\$53.56
Fire/Amb	\$159,640.77	\$0.00
Fire/Budgeted OT	\$0.00	\$14,144.73

Fire/Non Budgeted OT	\$0.00	\$1,654.68
Fire/ST Non Budgeted OT	\$0.00	\$276.30
Finance	\$16,051.47	\$0.00
Legislative	\$4,771.01	\$0.00
Executive	\$4,650.71	\$0.00
Parks	\$18,131.94	\$1,052.04
Planning	\$17,195.09	\$47.27
Police	\$166,864.06	\$6,043.34
Public Works - Streets	\$12,056.24	\$1,048.68
Public Works - Utility	\$34,677.89	\$2,650.86
Grand Total	\$455,232.47	\$27,354.19

**CITY OF HORN LAKE
BOARD MEETING
5/7/2024**

Department	5/2/2024	Overtime Amount
Animal Control	\$6,144.59	\$739.94
Judicial	\$14,884.25	\$93.59
Fire/Amb	\$162,214.01	\$0.00
Fire/Budgeted OT	\$0.00	\$21,310.90
Fire/Non Budgeted OT	\$0.00	\$1,649.63
Fire/ST Non Budgeted OT	\$0.00	\$171.00
Finance	\$16,057.55	\$18.24
Legislative	\$4,771.01	\$0.00
Executive	\$4,650.71	\$0.00
Parks	\$17,862.96	\$783.03
Planning	\$17,258.81	\$111.00
Police	\$168,015.86	\$8,300.83
Public Works - Streets	\$11,704.02	\$771.46
Public Works - Utility	\$31,351.18	\$2,687.29
Grand Total	\$454,914.95	\$36,636.91



CITY OF HORN LAKE

**BOARD MEETING
5/7/2024**

CLAIMS DOCKET RECAP D-050724 C-050724

NAME OF FUND	TOTAL
GENERAL FUND	\$577,357.78
COURT COSTS	\$2,993.90
EXECUTIVE	\$0.00
LEGISLATIVE	\$110.00
JUDICIAL	\$4,556.02
FINANCIAL ADMIN	\$478.00
PLANNING	\$536.76
POLICE	\$31,446.90
FIRE & EMS	\$254,776.52
STREET DEPARTMENT	\$37,503.98
ANIMAL CONTROL	\$6,843.26
PARKS & REC	\$17,197.88
PARK TOURNAMENT	\$0.00
PROFESSIONAL EXPENSE	\$220,914.56
DEBT SERVICES	\$0.00
HEALTH INSURANCE	\$0.00
 BOND FUNDED CAP PROJECT EXPENSE	 \$0.00
 LIBRARY FUND	 \$12,792.40
 ECONOMIC DEVELOPMENT FUND	 \$4,037.14
 UTILITY FUND	 \$622,459.26
 TOTAL DOCKET	 \$1,216,646.58

VENDOR	VENDOR NAME	ORG DESC	ACCOUNT DESC	AMOUNT	CHECK NO	FULL DESC
6626	ODP BUSINESS SOLUTIONS	JUDICIAL	OFFICE SUPPLIES	\$223.13	7190535	COURT SUPPLIES
6626	ODP BUSINESS SOLUTIONS	JUDICIAL	OFFICE SUPPLIES	\$12.89	7190535	COURT SUPPLIES

1702	FLEETCOR TECHNOLOGIE	PLANNING	FUEL & OIL	\$212.40	7190510	PLANNING 4/8 TO 4/14
1702	FLEETCOR TECHNOLOGIE	PLANNING	FUEL & OIL	\$161.95	7190523	PLANNING 4/15 TO 4/21
1702	FLEETCOR TECHNOLOGIE	PLANNING	FUEL & OIL	\$142.21	7190533	PLANNING 4/22 TO 4/28
5299	DEPT OF REVENUE	POLICE	VEHICLE MAINTENANCE	\$12.00	7190517	DODGE DURANGO VIN #154679
5299	DEPT OF REVENUE	POLICE	VEHICLE MAINTENANCE	\$12.00	7190517	DODGE DURANGO VIN #154682
1750	JLSHELTON & ASSOCIAT	POLICE	EQUIPMENT PARTS & SUPPLIES	\$1,731.55	7190513	LOST CHECK #7190337 50% UPFRONT
1702	FLEETCOR TECHNOLOGIE	POLICE	FUEL & OIL	\$3,601.88	7190511	POLICE 4/8 TO 4/14
1702	FLEETCOR TECHNOLOGIE	POLICE	FUEL & OIL	\$3,250.14	7190524	POLICE 4/15 TO 4/21
1702	FLEETCOR TECHNOLOGIE	POLICE	FUEL & OIL	\$3,229.87	7190539	POLICE 4/22 TO 4/28
4457	AT&T WIRELESS	POLICE	PROFESSIONAL SERVICES	\$2,618.00	7190515	PHONE SERVICE
6645	MISSISSIPPI ST UNIV	POLICE	PROFESSIONAL SERVICES	\$813.52	7190543	CANINE SASHA REPLACEMENT CHECK LOST IN MAIL
5299	DEPT OF REVENUE	FIRE & EMS	VEHICLE MAINTENANCE	\$12.00	7190519	FORD SUPER DUTY VIN #19019
1702	FLEETCOR TECHNOLOGIE	FIRE & EMS	FUEL & OIL	\$1,416.66	7190536	FIRE 4/8 TO 4/14
1702	FLEETCOR TECHNOLOGIE	FIRE & EMS	FUEL & OIL	\$830.64	7190537	FIRE 4/15 TO 4/21
1702	FLEETCOR TECHNOLOGIE	FIRE & EMS	FUEL & OIL	\$676.08	7190538	FIRE 4/22 TO 4/28
1356	ATMOS ENERGY	FIRE & EMS	UTILITIES	\$242.37	7190516	6770 TULANE RD
1356	ATMOS ENERGY	FIRE & EMS	UTILITIES	\$121.07	7190526	5711 HWY 51
5099	EMERGENCY EQUIP PROF	FIRE & EMS	VEHICLES	\$228,735.00	7190509	2024 AMBULANCE
1702	FLEETCOR TECHNOLOGIE	STREET DEPARTMENT	FUEL & OIL	\$516.75	7190522	FUEL FOR UT, ST, AND IT 4/8 TO 4/14
1702	FLEETCOR TECHNOLOGIE	STREET DEPARTMENT	FUEL & OIL	\$797.61	7190531	FUEL FOR UT AND ST 4/15 TO 4/21
1702	FLEETCOR TECHNOLOGIE	STREET DEPARTMENT	FUEL & OIL	\$512.91	7190540	FUEL FOR UT, ST, AND ADMIN 4/22 to 4/28

1702	FLEETCOR TECHNOLOGIE	ANIMAL CONTROL	FUEL & OIL	\$101.19	7190520	FUEL FOR SHELTER 4/8 TO 4/14
1702	FLEETCOR TECHNOLOGIE	ANIMAL CONTROL	FUEL & OIL	\$44.61	7190529	FUEL FOR ANIMAL SHELTER 4/15 TO 4/21
1702	FLEETCOR TECHNOLOGIE	ANIMAL CONTROL	FUEL & OIL	\$125.33	7190541	FUEL FOR ANIMAL CONTROL 4/22 TO 4/28
1356	ATMOS ENERGY	ANIMAL CONTROL	UTILITIES	\$84.22	7190527	6410 CENTER
1702	FLEETCOR TECHNOLOGIE	PARKS & REC	FUEL & OIL	\$97.64	7190521	FUEL FOR PARKS 4/8 TO 4/14
1702	FLEETCOR TECHNOLOGIE	PARKS & REC	FUEL & OIL	\$129.41	7190530	FUEL FOR PARKS 4/15 TO 4/21
1702	FLEETCOR TECHNOLOGIE	PARKS & REC	FUEL & OIL	\$109.44	7190542	FUEL FOR PARKS 4/22 TO 4/28
6626	ODP BUSINESS SOLUTIO	ADMINISTRATIVE EXPENSE	OFFICE SUPPLIES	\$210.59	7190512	OFFICE SUPPLIES
6626	ODP BUSINESS SOLUTIO	ADMINISTRATIVE EXPENSE	OFFICE SUPPLIES	\$131.81	7190525	OFFICE SUPPLIES
6626	ODP BUSINESS SOLUTIO	ADMINISTRATIVE EXPENSE	OFFICE SUPPLIES	\$120.98	7190525	OFFICE SUPPLIES
6626	ODP BUSINESS SOLUTIO	ADMINISTRATIVE EXPENSE	OFFICE SUPPLIES	\$19.98	7190525	OFFICE SUPPLIES
6626	ODP BUSINESS SOLUTIO	ADMINISTRATIVE EXPENSE	OFFICE SUPPLIES	\$31.99	7190525	OFFICE SUPPLIES
1702	FLEETCOR TECHNOLOGIE	ADMINISTRATIVE EXPENSE	FUEL & OIL	\$70.92	7190522	FUEL FOR UT, ST, AND IT 4/8 TO 4/14
1702	FLEETCOR TECHNOLOGIE	ADMINISTRATIVE EXPENSE	FUEL & OIL	\$99.33	7190540	FUEL FOR UT, ST, AND ADMIN 4/22 to 4/28
6772	AMY LEE ROBERTS	ADMINISTRATIVE EXPENSE	POSTAGE	\$30.45	7190514	REIMBURSEMENT FOR POSTAGE
4457	AT&T WIRELESS	ADMINISTRATIVE EXPENSE	TELEPHONE EXPENSE	\$1,295.00	7190515	PHONE SERVICE
1356	ATMOS ENERGY	ADMINISTRATIVE EXPENSE	UTILITIES	\$107.78	7190518	7460 HWY 301
1702	FLEETCOR TECHNOLOGIE	UTILITY SYSTEM	FUEL & OIL	\$516.74	7190522	FUEL FOR UT, ST, AND IT 4/8 TO 4/14
1702	FLEETCOR TECHNOLOGIE	UTILITY SYSTEM	FUEL & OIL	\$797.61	7190531	FUEL FOR UT AND ST 4/15 TO 4/21
1702	FLEETCOR TECHNOLOGIE	UTILITY SYSTEM	FUEL & OIL	\$512.92	7190540	FUEL FOR UT, ST, AND ADMIN 4/22 to 4/28

940	HORN LAKE POSTMASTER	UTILITY SYSTEM	TELEPHONE & POSTAGE	\$3,357.38	7190534	MAY 2024 MAILING OF UTILITY BILLS 6400 CENTER
1356	ATMOS ENERGY	UTILITY SYSTEM	UTILITIES	\$271.79	7190528	
6451	MID SOUTH SEPTIC	UTILITY SYSTEM	VEHICLES	\$401,570.00	7190532	AQUATECH MODEL B6 COMBO SEWER JETTER / VAC TRUCK M
9997	KAYLA THREATT	GENERAL FUND	DEPOSITS ON HOLD - COURT BONDS	\$400.00	7190570	CB REFUND K. THREATT CASE# M2024-00100
9997	YVONNE TYSON HORTON	GENERAL FUND	DEPOSITS ON HOLD - COURT BONDS	\$400.00	7190572	CB REFUND Y. HORTON CASE# 122341A
9997	SONYA DOWNS	GENERAL FUND	DEPOSITS ON HOLD - COURT BONDS	\$50.00	7190571	CB REFUND S. DOWNS CASE# M2024-00308
9997	JENEVIA A WILLIAMS	GENERAL FUND	DEPOSITS ON HOLD - COURT BONDS	\$150.00	7190569	CB REFUND J. WILLIAMS CASE# 123716A
9997	ANDREW STREET	GENERAL FUND	DEPOSITS ON HOLD - COURT BONDS	\$10.50	7190568	CB REFUND A. STREET CASE# M2024-00305
6743	MISSISSIPPI AMBULANC	GENERAL FUND	AMBULANCE BILLING REV	\$1,983.40	7190635	TREAT PAYMENT
5103	MS MUNICIPAL	LEGISLATIVE	TRAVEL & TRAINING-WD 4	\$75.00	7190636	CMO WEBINAR D. YOUNG
5103	MS MUNICIPAL	LEGISLATIVE	TRAVEL & TRAINING-WD 4	\$35.00	7190636	CMO GRADUATION
3185	CATALIS LLC	JUDICIAL	PROFESSIONAL SERVICES	\$2,160.00	7190563	COURT SOFTWARE
3185	CATALIS LLC	JUDICIAL	PROFESSIONAL SERVICES	\$2,160.00	7190563	COURT SOFTWARE
1869	STEGALL NOTARY SERVI	FINANCIAL ADMINISTRATION	PROFESSIONAL SERVICES	\$178.00	7190651	NOTARY RENEWAL FOR A. LINVILLE
6726	LIPSCOMB & PITTS	FINANCIAL ADMINISTRATION	PROFESSIONAL SERVICES	\$300.00	7190629	RENEWAL J. ROBINSON
4111	DESOTO TIMES TRIBUNE	PLANNING	ADVERTISING	\$20.20	7190580	PLANNING POP
939	HORN LAKE ANIMAL HOS	POLICE	DOG SUPPLIES/VET SERVICES	\$289.80	7190596	KP NAPOLEAN ANNUAL VET VISIT
939	HORN LAKE ANIMAL HOS	POLICE	DOG SUPPLIES/VET SERVICES	\$69.04	7190609	JOKER VET VISIT

6798	AMAZON CAPITAL SERVI	POLICE	OFFICE SUPPLIES	\$54.91	7190548	SHREDDER FOR POLICE
6798	AMAZON CAPITAL SERVI	POLICE	OFFICE SUPPLIES	\$51.12	7190548	OFFICE SUPPLIES
6798	AMAZON CAPITAL SERVI	POLICE	OFFICE SUPPLIES	\$147.82	7190548	INK FOR POLICE
815	GRIFFITH TOWING	POLICE	VEHICLE MAINTENANCE	\$450.00	7190592	T.A.C.T TRUCK TOWED TO CITY SHOP
815	GRIFFITH TOWING	POLICE	VEHICLE MAINTENANCE	\$175.00	7190592	UNIT# 2995: TOWED TO DEALER
1180	MAGNOLIA TIRE	POLICE	VEHICLE MAINTENANCE	\$180.00	7190630	UNIT# 8424: COMPUTER FLASH
1180	MAGNOLIA TIRE	POLICE	VEHICLE MAINTENANCE	\$257.50	7190630	UNIT# 4619: COMPUTER CHECK & DIAGNOSE
1180	MAGNOLIA TIRE	POLICE	VEHICLE MAINTENANCE	\$1,271.60	7190630	UNIT# 6985: FUEL PUMP, TOWED TO MAGNOLIA FROM WEST
1489	NORTH MISSISSIPPI TW	POLICE	VEHICLE MAINTENANCE	\$116.51	7190639	UNIT# 3610: HIGH BAND ANTENNA, CONNECTOR & BRACKET
1518	O'REILLY AUTO PARTS	POLICE	VEHICLE MAINTENANCE	\$69.98	7190640	UNIT# 2517: A/F, O/F, OIL
1518	O'REILLY AUTO PARTS	POLICE	VEHICLE MAINTENANCE	\$187.91	7190640	UNIT# 8424: WINDOW SWITCH
1518	O'REILLY AUTO PARTS	POLICE	VEHICLE MAINTENANCE	\$263.28	7190640	UNIT# 8424: 2 NEW BATTERIES
1518	O'REILLY AUTO PARTS	POLICE	VEHICLE MAINTENANCE	\$139.99	7190640	UNIT# 5170: CERAMIC PADS, ROTOR
1518	O'REILLY AUTO PARTS	POLICE	VEHICLE MAINTENANCE	\$139.99	7190640	UNIT# 5170: REAR BRAKE PADS , ROTORS
1518	O'REILLY AUTO PARTS	POLICE	VEHICLE MAINTENANCE	\$64.87	7190640	UNIT# 6086: O/F, A/F, OIL
1518	O'REILLY AUTO PARTS	POLICE	VEHICLE MAINTENANCE	\$99.53	7190640	UNIT# 5649: A/F, OIL, O/F
1518	O'REILLY AUTO PARTS	POLICE	VEHICLE MAINTENANCE	\$68.02	7190640	UNIT# 5493: A/F, OIL, O/F
1518	O'REILLY AUTO PARTS	POLICE	VEHICLE MAINTENANCE	\$99.53	7190640	UNIT# 5870: A/F, O/F, OIL
1518	O'REILLY AUTO PARTS	POLICE	VEHICLE MAINTENANCE	\$71.53	7190640	UNIT# 6087: A/F, O/F, OIL

1518	O'REILLY AUTO PARTS	POLICE	VEHICLE MAINTENANCE	\$38.10	7190640	UNIT# 6985: DRIVER LOCK SWITCH
1518	O'REILLY AUTO PARTS	POLICE	VEHICLE MAINTENANCE	\$96.05	7190640	UNIT# 6985: WATER PUMP,ANTIFREZ
1518	O'REILLY AUTO PARTS	POLICE	VEHICLE MAINTENANCE	\$81.75	7190640	UNIT# 6985: P/R DOOR LOCK
1518	O'REILLY AUTO PARTS	POLICE	VEHICLE MAINTENANCE	\$149.29	7190640	UNIT# 8406: BATTERY, CLEANER
1518	O'REILLY AUTO PARTS	POLICE	VEHICLE MAINTENANCE	\$49.87	7190640	UNIT# 0718: O/F, OIL, A/F
4513	A & B FAST AUTOGLASS	POLICE	VEHICLE MAINTENANCE	\$318.14	7190544	UNIT# 9672: NEW WINSHIELD
5299	DEPT OF REVENUE	POLICE	VEHICLE MAINTENANCE	\$12.00	7190575	DODGE DURANDO VIN# 154678
5299	DEPT OF REVENUE	POLICE	VEHICLE MAINTENANCE	\$12.00	7190575	DODGE DURANGO VIN#154680
5299	DEPT OF REVENUE	POLICE	VEHICLE MAINTENANCE	\$12.00	7190575	DODGE DURANGO VIN#154681
926	THE HOME DEPOT	POLICE	BUILDING & EQUIP MAINT	\$172.97	7190659	HQ REMODELING: HANGING KIT, DRYWALL ANCHORS
2753	TRI-TECH INC	POLICE	EQUIPMENT PARTS & SUPPLIES	\$388.60	7190664	DUI BLOOD KIT RE-STOCK
4160	BATTERIES + BULBS	POLICE	EQUIPMENT PARTS & SUPPLIES	\$225.36	7190553	AA BATTERY RE-STOCK
2483	A TO Z ADVERTISING I	POLICE	UNIFORMS	\$105.00	7190545	RIVERA'S CLOTHES ALLOTMENT
3157	J C PENNY	POLICE	UNIFORMS	\$334.47	7190622	DET. STOUT -- 2024 UNIFORM ALLOTMENT - JCPENNY NOT
5099	EMERGENCY EQUIP PROF	POLICE	UNIFORMS	\$913.00	7190585	ROBERT MOORE - NEW HIRE UNIFORMS AND EQUIPMENT
5099	EMERGENCY EQUIP PROF	POLICE	UNIFORMS	\$151.00	7190585	STEVEN CORTES - NEW HIRE UNIFORMS
463	DPS CRIME LAB	POLICE	PROFESSIONAL SERVICES	\$300.00	7190582	MARCH 2024 MS STATE LAB FEE
1905	SYMBOL ARTS	POLICE	PROFESSIONAL SERVICES	\$195.00	7190655	ASST CHIEF RETIREMENT BADGE

2685	THOMSON WEST	POLICE	PROFESSIONAL SERVICES	\$256.38	7190660	MARCH 2024 WESTLAW
5870	SUPERIOR HEALTH	POLICE	PROFESSIONAL SERVICES	\$85.00	7190654	PRE EMP S. CORTES
6347	IDEMIA ID & SEC	POLICE	PROFESSIONAL SERVICES	\$472.05	7190619	IDEMIA - LIVE SCAN MAINTENACE
6555	TRUE MEDICAL TESTING	POLICE	PROFESSIONAL SERVICES	\$315.00	7190665	BAC KYLES, JONES, SUGGARS
6695	SKYDIO INC	POLICE	PROFESSIONAL SERVICES	\$1,999.00	7190648	SKYDIO SOFTWARE RENEWAL
1447	INTERNATIONAL ACAD	POLICE	TRAVEL & TRAINING	\$98.00	7190621	EMD CARD LICENSE 04-01-2024 TO 03-31-2025
1447	INTERNATIONAL ACAD	POLICE	TRAVEL & TRAINING	\$110.00	7190621	EMD RECERTIFICATION RENFROE & VALENZUELA
3323	CADENCE BANK	POLICE	TRAVEL & TRAINING	\$8.50	7190561	CPR CARDS
5159	DANNY EYTCHISON	POLICE	TRAVEL & TRAINING	\$300.00	7190574	BLS-CPR INSTRUCTOR CLASS
926	THE HOME DEPOT	POLICE	MACHINERY & EQUIPMENT	\$286.08	7190659	PAVING STONE FOR K9 JOKER
3323	CADENCE BANK	POLICE	MACHINERY & EQUIPMENT	\$1,209.98	7190561	KENNEL & DOG HOUSE FOR K9 JOKER
3323	CADENCE BANK	POLICE	MACHINERY & EQUIPMENT	\$179.99	7190560	10X10 KENNEL TOPPER FOR K9 JOKER
5236	RAY ALLEN MANUFACTUR	POLICE	MACHINERY & EQUIPMENT	\$90.98	7190643	K9 HEAT ALARM FAN
6850	KIMBERLY A THOMPSON	POLICE	MACHINERY & EQUIPMENT	\$448.45	7190625	COMMAND BOARDS
6852	OMNI DISTRIBUTION IN	POLICE	MACHINERY & EQUIPMENT	\$1,250.00	7190641	K(-MINIKIT MINI KIT WITH 15 SCENTS, JARS, & PELICA
301	CAMPER CITY USA INC	POLICE	VEHICLES	\$1,246.00	7190562	2024 (4) NEW DURANGO WINDOW TINT UNIT# 9672: WINDO
1203	HENRY SCHEIN, INC.	FIRE & EMS	MEDICAL SUPPLIES	\$121.33	7190594	EMS SUPPLIES
1203	HENRY SCHEIN, INC.	FIRE & EMS	MEDICAL SUPPLIES	\$33.90	7190594	EMS SUPPLIES
1203	HENRY SCHEIN, INC.	FIRE & EMS	MEDICAL SUPPLIES	\$799.06	7190594	EMS SUPPLIES

1203	HENRY SCHEIN, INC.	FIRE & EMS	MEDICAL SUPPLIES	\$885.08	7190594	EMS SUPPLIES
1203	HENRY SCHEIN, INC.	FIRE & EMS	MEDICAL SUPPLIES	\$10.68	7190594	EMS SUPPLIES
2202	ZOLL MEDICAL CORPORA	FIRE & EMS	MEDICAL SUPPLIES	\$395.25	7190676	EMS SUPPLIES
5824	STRYKER	FIRE & EMS	MEDICAL SUPPLIES	\$10,647.99	7190653	PROCARE SERVICE POWERPRO AND POWERLOADS
6384	TELEFLEX LLC	FIRE & EMS	MEDICAL SUPPLIES	\$1,345.50	7190657	EMS SUPPLIES
1489	NORTH MISSISSIPPI TW	FIRE & EMS	VEHICLE MAINTENANCE	\$1,541.24	7190639	UNIT 1
1518	O'REILLY AUTO PARTS	FIRE & EMS	VEHICLE MAINTENANCE	\$47.99	7190640	106 SUPPLIES
5099	EMERGENCY EQUIP PROF	FIRE & EMS	VEHICLE MAINTENANCE	\$338.00	7190585	ENGINE #3
5099	EMERGENCY EQUIP PROF	FIRE & EMS	VEHICLE MAINTENANCE	\$2,756.74	7190585	UNIT 1 REPAIRS
5299	DEPT OF REVENUE	FIRE & EMS	VEHICLE MAINTENANCE	\$12.00	7190575	FORD SUPER DUTY AMBULANCE VIN# 19019
1812	SOUTHERN PIPE & SUPP	FIRE & EMS	BUILDING & EQUIP MAINT	\$37.60	7190650	STATION 3 REPAIR
1812	SOUTHERN PIPE & SUPP	FIRE & EMS	BUILDING & EQUIP MAINT	\$25.05	7190650	STATION 3 TOILET REPAIR
3323	CADENCE BANK	FIRE & EMS	BUILDING & EQUIP MAINT	\$299.98	7190561	YARD SUPPLIES
5099	EMERGENCY EQUIP PROF	FIRE & EMS	BUILDING & EQUIP MAINT	\$39.00	7190585	O RINGS
6798	AMAZON CAPITAL SERVI	FIRE & EMS	BUILDING & EQUIP MAINT	\$325.81	7190548	SHACKLES AND CARABINERS
4624	THE DISCOVERY GROUP	FIRE & EMS	PROFESSIONAL SERVICES	\$35.00	7190658	BACKGROUND CHECKS
5870	SUPERIOR HEALTH	FIRE & EMS	PROFESSIONAL SERVICES	\$85.00	7190654	PRE EMP P. LIDDELL
5870	SUPERIOR HEALTH	FIRE & EMS	PROFESSIONAL SERVICES	\$85.00	7190654	PRE EMP C. MUSTARD
5870	SUPERIOR HEALTH	FIRE & EMS	PROFESSIONAL SERVICES	\$85.00	7190654	PRE EMP T. JONES
5870	SUPERIOR HEALTH	FIRE & EMS	PROFESSIONAL SERVICES	\$85.00	7190654	PRE EMP M. PATTERSON
5870	SUPERIOR HEALTH	FIRE & EMS	PROFESSIONAL SERVICES	\$85.00	7190654	PRE EMP B. KELLER
651	ENTERGY	FIRE & EMS	UTILITIES	\$900.15	7190586	6363 HWY 301
651	ENTERGY	FIRE & EMS	UTILITIES	\$541.92	7190586	5711 HWY 51 N
651	ENTERGY	FIRE & EMS	UTILITIES	\$572.84	7190586	6770 TULANE
3323	CADENCE BANK	FIRE & EMS	TRAVEL & TRAINING	\$90.00	7190561	CPR CARDS FD

3323	CADENCE BANK	FIRE & EMS	TRAVEL & TRAINING	\$68.00	7190561	CPR CARDS
5159	DANNY EYTCHISON	FIRE & EMS	TRAVEL & TRAINING	\$300.00	7190574	CPR INSTRUCTOR M DENMAN
6842	MICHAEL COLLINS	FIRE & EMS	TRAVEL & TRAINING	\$147.59	7190633	MEALS WEEK 7
745	G & C SUPPLY CO INC	STREET DEPARTMENT	MATERIALS	\$164.09	7190591	CAUTION TAPE FOR UT
745	G & C SUPPLY CO INC	STREET DEPARTMENT	MATERIALS	\$675.50	7190591	SIGNS
745	G & C SUPPLY CO INC	STREET DEPARTMENT	MATERIALS	\$41.00	7190591	SIGNS
745	G & C SUPPLY CO INC	STREET DEPARTMENT	MATERIALS	\$61.50	7190591	SIGNS
1518	O'REILLY AUTO PARTS	STREET DEPARTMENT	MATERIALS	\$9.63	7190640	ADHESIVE FOR SHOP
1831	SOUTHAVEN SUPPLY	STREET DEPARTMENT	MATERIALS	\$60.87	7190649	KEYS AND GARDEN HOSE FOR SHOP
1831	SOUTHAVEN SUPPLY	STREET DEPARTMENT	MATERIALS	\$84.98	7190649	PUMP / HOSE FOR DEF AND CHEMICALS
1831	SOUTHAVEN SUPPLY	STREET DEPARTMENT	MATERIALS	\$84.98	7190649	HOSE AND PUMP FOR DEF TANK
6576	LAKE TREE SERVICE	STREET DEPARTMENT	MATERIALS	\$2,500.00	7190627	TREE REMOVAL / DITCH CLEARING
6576	LAKE TREE SERVICE	STREET DEPARTMENT	MATERIALS	\$1,500.00	7190627	DITCH CLEAN UP
1002	INTEGRATED COMMUNIC	STREET DEPARTMENT	VEHICLE MAINTENANCE	\$326.00	7190620	MONTHLY GPS FOR PW
1002	INTEGRATED COMMUNIC	STREET DEPARTMENT	VEHICLE MAINTENANCE	\$326.00	7190620	MONTHLY GPS FOR PW
1002	INTEGRATED COMMUNIC	STREET DEPARTMENT	VEHICLE MAINTENANCE	\$978.00	7190620	INSTALLED GPS ON PUBLIC WORK TRUCKS / EQUIP
1002	INTEGRATED COMMUNIC	STREET DEPARTMENT	VEHICLE MAINTENANCE	\$326.00	7190620	MONTHLY GPS FOR PW
1518	O'REILLY AUTO PARTS	STREET DEPARTMENT	VEHICLE MAINTENANCE	\$319.99	7190640	FLOOR JACK FOR SHOP
78	AMERICAN TIRE REPAIR	STREET DEPARTMENT	BUILDING & EQUIP MAINT	\$185.00	7190549	SERVICE CALL TO REPAIR FLAT BACKHOE TIRE
4028	RELIABLE EQUIPMENT L	STREET DEPARTMENT	BUILDING & EQUIP MAINT	\$196.38	7190644	BLADES FOR HUSTLER MOWER
6474	HERNANDO EQUIPMENT	STREET DEPARTMENT	BUILDING & EQUIP MAINT	\$308.90	7190595	MATERIALS FOR CHAINSAWS

6474	HERNANDO EQUIPMENT	STREET DEPARTMENT	BUILDING & EQUIP MAINT	\$448.79	7190595	FLUID AND WEED EATER TRIMMER HEADS
6175	UNIFIRST CORPORATION	STREET DEPARTMENT	UNIFORMS	\$85.65	7190668	UNIFORMS FOR UT AND ST
6175	UNIFIRST CORPORATION	STREET DEPARTMENT	UNIFORMS	\$85.65	7190668	UNIFORMS
6175	UNIFIRST CORPORATION	STREET DEPARTMENT	UNIFORMS	\$81.42	7190668	UNIFORMS FOR UT AND ST
5792	TIMOTHY M. BYRD	STREET DEPARTMENT	PROFESSIONAL SERVICES	\$1,250.00	7190661	BEAVER CONTROL
6739	EXPRESS SERVICES INC	STREET DEPARTMENT	PROFESSIONAL SERVICES	\$1,191.75	7190587	TEMP SERVICE
6739	EXPRESS SERVICES INC	STREET DEPARTMENT	PROFESSIONAL SERVICES	\$829.50	7190587	TEMP EMPLOYEE
6739	EXPRESS SERVICES INC	STREET DEPARTMENT	PROFESSIONAL SERVICES	\$824.25	7190587	TEMP SERVICE
651	ENTERGY	STREET DEPARTMENT	STREETS/TRAFFIC LIGHTING	\$21,344.75	7190586	STREET LIGHTS
651	ENTERGY	STREET DEPARTMENT	STREETS/TRAFFIC LIGHTING	\$199.72	7190586	1007 GOODMAN RD W
651	ENTERGY	STREET DEPARTMENT	STREETS/TRAFFIC LIGHTING	\$52.64	7190586	1025 HWY 302
651	ENTERGY	STREET DEPARTMENT	STREETS/TRAFFIC LIGHTING	\$43.03	7190586	301 NAIL RD
651	ENTERGY	STREET DEPARTMENT	STREETS/TRAFFIC LIGHTING	\$50.26	7190586	MS 302 @ HORN LAKE
651	ENTERGY	STREET DEPARTMENT	STREETS/TRAFFIC LIGHTING	\$239.43	7190586	HWY 51 GOODMAN
651	ENTERGY	STREET DEPARTMENT	STREETS/TRAFFIC LIGHTING	\$97.83	7190586	NAIL @ HWY 51
651	ENTERGY	STREET DEPARTMENT	STREETS/TRAFFIC LIGHTING	\$41.42	7190586	HWY 302 & MALLARD
651	ENTERGY	STREET DEPARTMENT	STREETS/TRAFFIC LIGHTING	\$50.18	7190586	4188 GOODMAN W
651	ENTERGY	STREET DEPARTMENT	STREETS/TRAFFIC LIGHTING	\$207.08	7190586	3455A LAUREL
651	ENTERGY	STREET DEPARTMENT	STREETS/TRAFFIC LIGHTING	\$26.20	7190586	SHADOW OAKS PKWY NLGT
651	ENTERGY	STREET DEPARTMENT	STREETS/TRAFFIC LIGHTING	\$56.07	7190586	4035 SHADOW OAKS LGTS
651	ENTERGY	STREET DEPARTMENT	STREETS/TRAFFIC LIGHTING	\$123.72	7190586	HWY 302 @ TULANE
651	ENTERGY	STREET DEPARTMENT	STREETS/TRAFFIC LIGHTING	\$63.25	7190586	4275 HWY 51 N

2903	EAGLE SPECIALTY	STREET DEPARTMENT	STREETS/TRAFFIC LIGHTING	\$135.30	7190584	MONTHLY TRAFFIC LIGHT MAINT.
1831	SOUTHAVEN SUPPLY	ANIMAL CONTROL	MATERIALS	\$9.59	7190649	NUTS AND BOLTS FOR REPAIRS AT THE ANIMAL SHELTER
6798	AMAZON CAPITAL SERVI	ANIMAL CONTROL	MATERIALS	\$594.00	7190548	PAILS
939	HORN LAKE ANIMAL HOS	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$887.84	7190597	VET SERVICE
939	HORN LAKE ANIMAL HOS	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$100.32	7190598	VET SERVICE
939	HORN LAKE ANIMAL HOS	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$13.28	7190599	VET SERVICE
939	HORN LAKE ANIMAL HOS	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$17.25	7190600	VET SERVICES
939	HORN LAKE ANIMAL HOS	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$126.29	7190601	VET SERVICES
939	HORN LAKE ANIMAL HOS	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$17.25	7190602	VET SERVICES
939	HORN LAKE ANIMAL HOS	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$17.25	7190603	VET SERVICES
939	HORN LAKE ANIMAL HOS	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$35.80	7190604	VET SERVICES
939	HORN LAKE ANIMAL HOS	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$134.07	7190605	VET SERVICES
939	HORN LAKE ANIMAL HOS	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$169.49	7190606	VET SERVICES
939	HORN LAKE ANIMAL HOS	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$121.19	7190607	VET SERVICES
939	HORN LAKE ANIMAL HOS	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$124.74	7190608	VET SERVICES
939	HORN LAKE ANIMAL HOS	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$125.60	7190610	VET SERVICE
939	HORN LAKE ANIMAL HOS	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$126.29	7190611	VET SERVICE
939	HORN LAKE ANIMAL HOS	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$75.00	7190612	VET SERVICE
939	HORN LAKE ANIMAL HOS	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$114.54	7190613	VET SERVICE
939	HORN LAKE ANIMAL HOS	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$142.52	7190614	VET SERVICE
939	HORN LAKE ANIMAL HOS	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$98.77	7190615	VET SERVICE
939	HORN LAKE ANIMAL HOS	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$75.00	7190616	VET SERVICE
939	HORN LAKE ANIMAL HOS	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$35.80	7190617	VET SERVICE
2016	TRACTOR SUPPLY CREDI	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$615.78	7190662	ANIMAL SHELTER ACCT #6499
2016	TRACTOR SUPPLY CREDI	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$335.88	7190662	ANIMAL SHELTER ACCT #6499
4624	THE DISCOVERY GROUP	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$17.50	7190658	BACKGROUND CHECKS
5870	SUPERIOR HEALTH	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$30.00	7190654	PRE EMP T. PRUETT

5870	SUPERIOR HEALTH	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$30.00	7190654	PRE EMP J. HEIDER
6327	DIXIE MEMORIAL PET	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$125.00	7190581	CREMATION FOR ANIMAL SHELTER
6739	EXPRESS SERVICES INC	ANIMAL CONTROL	PROFESSIONAL SERVICES	\$1,233.75	7190587	TEMP SERVICE
651	ENTERGY	ANIMAL CONTROL	UTILITIES	\$817.56	7190586	6464 CENTER E
651	ENTERGY	ANIMAL CONTROL	UTILITIES	\$120.56	7190586	6520 CENTER E
6605	TYKARRIS ROSE	PARKS & REC	ASSISTING CONTRACT EMPOLYEES	\$445.00	7190666	CONTRACT WORK 4/8 TO 4/28/2024
6657	TAMEKA HERRON	PARKS & REC	ASSISTING CONTRACT EMPOLYEES	\$130.00	7190656	CONTRACT WORK 4/8 TO 4/28/2024
6734	KOLE ANDREW KUSEK	PARKS & REC	ASSISTING CONTRACT EMPOLYEES	\$70.00	7190626	CONTRACT WORK 4/8 TO 4/28/2024
6742	BRODIE FAULKNER	PARKS & REC	ASSISTING CONTRACT EMPOLYEES	\$70.00	7190557	CONTRACT WORK 4/8 TO 4/28/2024
6827	CHAQUEZ WHITEHEAD	PARKS & REC	ASSISTING CONTRACT EMPOLYEES	\$240.00	7190565	CONTRACT WORK 4/8 TO 4/28/2024
6828	DYLAN THOMAS GUNNELS	PARKS & REC	ASSISTING CONTRACT EMPOLYEES	\$130.00	7190583	CONTRACT WORK 4/8 TO 4/28/2024
6829	JAKOBE MAYFIELD	PARKS & REC	ASSISTING CONTRACT EMPOLYEES	\$40.00	7190623	CONTRACT WORK 4/8 TO 4/28/2024
6846	DESHUN HURT	PARKS & REC	ASSISTING CONTRACT EMPOLYEES	\$160.00	7190576	CONTRACT WORK 4/8 TO 4/28/2024
6847	CHRISTOPHER HURT	PARKS & REC	ASSISTING CONTRACT EMPOLYEES	\$275.00	7190566	CONTRACT WORK 4/8 TO 4/28/2024
6848	BRAYDEN TERRELL COBB	PARKS & REC	ASSISTING CONTRACT EMPOLYEES	\$320.00	7190555	CONTRACT WORK 4/8 TO 4/28/2024
265	BSN SPORTS, INC	PARKS & REC	MATERIALS	\$987.96	7190559	MATERIALS
552	DESOTO COUNTY COOPER	PARKS & REC	MATERIALS	\$44.00	7190577	SULFUR
552	DESOTO COUNTY COOPER	PARKS & REC	MATERIALS	\$780.00	7190577	WEED KILLER
926	THE HOME DEPOT	PARKS & REC	MATERIALS	\$59.52	7190659	PAINT

926	THE HOME DEPOT	PARKS & REC	MATERIALS	\$802.87	7190659	EDGERS, TRIMMER LINE AND LIGHT BULBS
1831	SOUTHAVEN SUPPLY	PARKS & REC	MATERIALS	\$3.94	7190649	KEY
1831	SOUTHAVEN SUPPLY	PARKS & REC	MATERIALS	\$30.71	7190649	NUTS, BOLTS, SCREWS & WASHERS
6510	BARTLETT SMALL ENGIN	PARKS & REC	MATERIALS	\$486.80	7190552	BLADES FOR LAWNMOWER
6854	ROBERT KUBLER	PARKS & REC	MATERIALS	\$102.50	7190646	TREES
4694	MARK TATKO	PARKS & REC	UMPIRES	\$2,280.00	7190631	UMPIRES FOR REC
6591	QUALITY SAFE & LOCK	PARKS & REC	BUILDING MAINT	\$135.00	7190642	DOOR REPAIR
4624	THE DISCOVERY GROUP	PARKS & REC	PROFESSIONAL SERVICES	\$35.00	7190658	BACKGROUND CHECKS
4624	THE DISCOVERY GROUP	PARKS & REC	PROFESSIONAL SERVICES	\$35.00	7190658	BACKGROUND CHECKS
5870	SUPERIOR HEALTH	PARKS & REC	PROFESSIONAL SERVICES	\$30.00	7190654	PRE EMP D. HURT
5870	SUPERIOR HEALTH	PARKS & REC	PROFESSIONAL SERVICES	\$30.00	7190654	PRE EMP C. HURT
651	ENTERGY	PARKS & REC	UTILITIES	\$156.04	7190586	HOLLY HILLS PARK CHAPEL HILL
651	ENTERGY	PARKS & REC	UTILITIES	\$170.22	7190586	FLOODS FAIRFIELD MEADOW PARK
651	ENTERGY	PARKS & REC	UTILITIES	\$50.26	7190586	FLOOD LIGHT CHOCTAW PARK
651	ENTERGY	PARKS & REC	UTILITIES	\$32.94	7190586	7345 HURT
651	ENTERGY	PARKS & REC	UTILITIES	\$162.29	7190586	5633 TULANE
651	ENTERGY	PARKS & REC	UTILITIES	\$42.56	7190586	SHADOW OAKS PARK
651	ENTERGY	PARKS & REC	UTILITIES	\$119.59	7190586	3500 LAUREL CV T BURMA HOBBS PARK
651	ENTERGY	PARKS & REC	UTILITIES	\$32.17	7190586	5586 TULANE
651	ENTERGY	PARKS & REC	UTILITIES	\$159.08	7190586	6955 TULANE E GREG MAXEY PARK
651	ENTERGY	PARKS & REC	UTILITIES	\$30.47	7190586	RIDGEWOOD PARK COMM CSM B
651	ENTERGY	PARKS & REC	UTILITIES	\$1,016.55	7190586	5633 TULANE BLDG A
651	ENTERGY	PARKS & REC	UTILITIES	\$173.27	7190586	RIDGEWOOD PARK COMM CSM
651	ENTERGY	PARKS & REC	UTILITIES	\$1,078.19	7190586	5633 TULANE BLDG D
651	ENTERGY	PARKS & REC	UTILITIES	\$559.32	7190586	5633 TULANE BLDG F
651	ENTERGY	PARKS & REC	UTILITIES	\$222.61	7190586	5633 TULANE BLDG TENN

651	ENTERGY	PARKS & REC	UTILITIES	\$1,635.65	7190586	5633 TULANE BLDG B
4111	DESOTO TIMES TRIBUNE	PARKS & REC	PROMOTIONS	\$35.26	7190580	PLAYGROUND POP
50	AFFINITY LANDSCAPE	PARKS & REC	FIELD REPAIR & MAINTENANCE	\$275.00	7190547	IRRIGATION REPAIRS
2493	SGA TROPHY & AWARDS	PARKS & REC	AWARDS/TROPHIES	\$130.00	7190647	MEMORIAL PLAQUES
6798	AMAZON CAPITAL SERVI	PARKS & REC	AWARDS/TROPHIES	\$105.56	7190548	MEMORIAL GARDEN MARKERS
6798	AMAZON CAPITAL SERVI	PARKS & REC	AWARDS/TROPHIES	\$71.37	7190548	MEMORIAL GARDEN MARKER
4000	ACTION CHEMICAL	PARKS & REC	PARK SUPPLIES	\$600.26	7190546	JANATORIAL SUPPLIES FOR PARK
4000	ACTION CHEMICAL	PARKS & REC	PARK SUPPLIES	\$1,719.70	7190546	JANITORIAL SUPPLIES FOR PARK
6798	AMAZON CAPITAL SERVI	PARKS & REC	PARK SUPPLIES	\$27.98	7190548	CLIPBOARDS
6798	AMAZON CAPITAL SERVI	PARKS & REC	PARK SUPPLIES	\$438.55	7190548	FISHING RODEO SUPPLIES
6798	AMAZON CAPITAL SERVI	PARKS & REC	PARK SUPPLIES	\$93.20	7190548	FISHING RODEO SUPPLIES
4000	ACTION CHEMICAL	ADMINISTRATIVE EXPENSE	CLEANING & JANITORIAL	\$334.80	7190546	WYPALL WIPES
2198	YULETIDE OFFICE SUPP	ADMINISTRATIVE EXPENSE	OFFICE SUPPLIES	\$472.00	7190675	OFFICE SUPPLY
3323	CADENCE BANK	ADMINISTRATIVE EXPENSE	OFFICE SUPPLIES	\$163.79	7190561	CERTIFICATE HOLDERS
3323	CADENCE BANK	ADMINISTRATIVE EXPENSE	OFFICE SUPPLIES	\$88.56	7190561	PICTURE FRAMES
50	AFFINITY LANDSCAPE	ADMINISTRATIVE EXPENSE	FACILITIES MANAGEMENT	\$900.00	7190547	LAWN SERVICE TO CITY HALL
3323	CADENCE BANK	ADMINISTRATIVE EXPENSE	FACILITIES MANAGEMENT	\$83.12	7190561	WALMART
4908	UPCHURCH SERVICES	ADMINISTRATIVE EXPENSE	FACILITIES MANAGEMENT	\$354.00	7190669	CLEARED SEWER LINES @ CITY HALL
4908	UPCHURCH SERVICES	ADMINISTRATIVE EXPENSE	FACILITIES MANAGEMENT	\$664.00	7190669	SERVICE CALL FOR CITY HALL
6798	AMAZON CAPITAL SERVI	ADMINISTRATIVE EXPENSE	FACILITIES MANAGEMENT	\$13.99	7190548	HANGING FLAG POLES
301	CAMPER CITY USA INC	ADMINISTRATIVE EXPENSE	PROFESSIONAL SERVICES	\$188.00	7190562	TINT ALDERMAN'S REQUEST
3098	FIRST CITIZENS BANK	ADMINISTRATIVE EXPENSE	PROFESSIONAL SERVICES	\$29.16	7190589	COPIER LEASE AGREEMENT

3098	FIRST CITIZENS BANK	ADMINISTRATIVE EXPENSE	PROFESSIONAL SERVICES	\$66.92	7190589	COPIER LEASE AGREEMENT
3098	FIRST CITIZENS BANK	ADMINISTRATIVE EXPENSE	PROFESSIONAL SERVICES	\$90.05	7190589	COPIER LEASE AGREEMENT
5956	RJ YOUNG	ADMINISTRATIVE EXPENSE	PROFESSIONAL SERVICES	\$294.49	7190645	COPIER LEASE AGREEMENT
5956	RJ YOUNG	ADMINISTRATIVE EXPENSE	PROFESSIONAL SERVICES	\$480.06	7190645	COPIER LEASE AGREEMENT
5956	RJ YOUNG	ADMINISTRATIVE EXPENSE	PROFESSIONAL SERVICES	\$342.85	7190645	COPIER LEASE AGREEMENT
5956	RJ YOUNG	ADMINISTRATIVE EXPENSE	PROFESSIONAL SERVICES	\$109.45	7190645	COPIER LEASE AGREEMENT
5956	RJ YOUNG	ADMINISTRATIVE EXPENSE	PROFESSIONAL SERVICES	\$55.45	7190645	COPIER LEASE AGREEMENT
5956	RJ YOUNG	ADMINISTRATIVE EXPENSE	PROFESSIONAL SERVICES	\$483.81	7190645	COPIER LEASE AGREEMENT
5956	RJ YOUNG	ADMINISTRATIVE EXPENSE	PROFESSIONAL SERVICES	\$106.02	7190645	COPIER LEASE AGREEMENT
5956	RJ YOUNG	ADMINISTRATIVE EXPENSE	PROFESSIONAL SERVICES	\$44.19	7190645	COPIER LEASE AGREEMENT
6324	TRI STAR COMPAINES	ADMINISTRATIVE EXPENSE	PROFESSIONAL SERVICES	\$2,135.00	7190663	QUARTER PREV MAINT
6647	VISUAL EDGE IT. INC.	ADMINISTRATIVE EXPENSE	PROFESSIONAL SERVICES	\$23.00	7190670	COPIER LESE AGREEMENT
6726	LIPSCOMB & PITTS	ADMINISTRATIVE EXPENSE	PROFESSIONAL SERVICES	\$150.00	7190629	RENEWAL EMPLOYMENT BOND
6797	BIBBEE FAMILY ENTPRI	ADMINISTRATIVE EXPENSE	PROFESSIONAL SERVICES	\$114.35	7190554	SHRED SERVICE
6728	BROWN LAWN AND CLEAN	ADMINISTRATIVE EXPENSE	DISTRESSED PROPERTY CLEANING	\$2,275.00	7190558	CODE MAINTENANCE
6788	JERRY W. HARRIS SR	ADMINISTRATIVE EXPENSE	DISTRESSED PROPERTY CLEANING	\$1,175.00	7190624	CODE MAINTENANCE
553	DESOTO COUNTY SHERIF	ADMINISTRATIVE EXPENSE	FEES TO COUNTY JAIL	\$13,230.00	7190579	MARCH 2024 JAIL & MEDICAL
3323	CADENCE BANK	ADMINISTRATIVE EXPENSE	POSTAGE	\$1,035.00	7190561	POSTAGE
651	ENTERGY	ADMINISTRATIVE EXPENSE	UTILITIES	\$31.86	7190586	7262 INTERSTATE
651	ENTERGY	ADMINISTRATIVE EXPENSE	UTILITIES	\$227.65	7190586	7460 HWY 301
651	ENTERGY	ADMINISTRATIVE EXPENSE	UTILITIES	\$4,694.39	7190586	3101 GOODMAN W
4111	DESOTO TIMES TRIBUNE	ADMINISTRATIVE EXPENSE	ADVERTISING	\$104.00	7190580	CITY OF HORN LAKE POP
291	CDW GOVERNMENT INC	ADMINISTRATIVE EXPENSE	MACHINERY & EQUIPMENT	\$1,362.27	7190564	COMPUTER ITEMS
291	CDW GOVERNMENT INC	ADMINISTRATIVE EXPENSE	MACHINERY & EQUIPMENT	\$1,717.40	7190564	COMPUTER ITEMS
3323	CADENCE BANK	ADMINISTRATIVE EXPENSE	MACHINERY & EQUIPMENT	\$161.00	7190561	ATERA

6798	AMAZON CAPITAL SERVI	ADMINISTRATIVE EXPENSE	MACHINERY & EQUIPMENT	\$375.35	7190548	COMPUTER SUPPLIES
6798	AMAZON CAPITAL SERVI	ADMINISTRATIVE EXPENSE	MACHINERY & EQUIPMENT	\$467.87	7190548	COMPUTER EQUIPMENT
6798	AMAZON CAPITAL SERVI	ADMINISTRATIVE EXPENSE	MACHINERY & EQUIPMENT	\$213.91	7190548	COMPUTER SUPPLIES
6798	AMAZON CAPITAL SERVI	ADMINISTRATIVE EXPENSE	MACHINERY & EQUIPMENT	\$126.46	7190548	COMPUTER CABLES
6798	AMAZON CAPITAL SERVI	ADMINISTRATIVE EXPENSE	MACHINERY & EQUIPMENT	\$220.35	7190548	COMPUTER EQUIPMENT
6798	AMAZON CAPITAL SERVI	ADMINISTRATIVE EXPENSE	MACHINERY & EQUIPMENT	\$419.57	7190548	COMPUTER EQUIPMENT
6798	AMAZON CAPITAL SERVI	ADMINISTRATIVE EXPENSE	MACHINERY & EQUIPMENT	\$336.17	7190548	CAMERA EQUIPMENT
6798	AMAZON CAPITAL SERVI	ADMINISTRATIVE EXPENSE	MACHINERY & EQUIPMENT	\$452.35	7190548	COMPUTER EQUIPMENT
6798	AMAZON CAPITAL SERVI	ADMINISTRATIVE EXPENSE	MACHINERY & EQUIPMENT	\$356.24	7190548	SCREEN PROTECTORS
6798	AMAZON CAPITAL SERVI	ADMINISTRATIVE EXPENSE	MACHINERY & EQUIPMENT	\$367.34	7190548	COMPUTER EQUIPMENT
6798	AMAZON CAPITAL SERVI	ADMINISTRATIVE EXPENSE	MACHINERY & EQUIPMENT	\$82.92	7190548	ANTENNA EQUIPMENT
6798	AMAZON CAPITAL SERVI	ADMINISTRATIVE EXPENSE	MACHINERY & EQUIPMENT	\$73.86	7190548	COMPUTER CABELS
6798	AMAZON CAPITAL SERVI	ADMINISTRATIVE EXPENSE	MACHINERY & EQUIPMENT	\$58.44	7190548	COMPUTER SUPPLIES
434	COVINGTON SALES & SE	ADMINISTRATIVE EXPENSE	ROAD IMPROVEMENTS	\$6,073.79	7190573	PHPM 50 EMULSION FOR FALCON MACHINE
1125	LEHMAN ROBERTS CO	ADMINISTRATIVE EXPENSE	ROAD IMPROVEMENTS	\$571.55	7190628	WASHED SAND FOR IMPROVEMENTS
2082	VULCAN MATERIALS	ADMINISTRATIVE EXPENSE	ROAD IMPROVEMENTS	\$1,251.26	7190671	LA 610 FOR IMPROVEMENTS
6221	AQUA RAINSCAPES	ADMINISTRATIVE EXPENSE	ROAD IMPROVEMENTS	\$2,550.00	7190550	CURB / DRIVEWAY REPAIRS
6221	AQUA RAINSCAPES	ADMINISTRATIVE EXPENSE	ROAD IMPROVEMENTS	\$5,000.00	7190550	CONCRETE REPAIRS
5189	WASTE CONNECTIONS TN	ADMINISTRATIVE EXPENSE	SANITATION CONTRACT EXPENSE	\$119.00	7190673	FEB 2024 6 YARD ON CALL
5189	WASTE CONNECTIONS TN	ADMINISTRATIVE EXPENSE	SANITATION CONTRACT EXPENSE	\$119.00	7190673	APRIL 2024 6 YARD ON CALL

5495	ARROW DISPOSAL SERV	ADMINISTRATIVE EXPENSE	SANITATION CONTRACT EXPENSE	\$165,238.91	7190551	APRIL REFUSE
3323	CADENCE BANK	ADMINISTRATIVE EXPENSE	CITY HALL RENOVATIONS	\$105.85	7190561	WALMART
3323	CADENCE BANK	ADMINISTRATIVE EXPENSE	CITY HALL RENOVATIONS	\$118.00	7190561	WALMART
6798	AMAZON CAPITAL SERVI	ADMINISTRATIVE EXPENSE	CITY HALL RENOVATIONS	\$166.93	7190548	CITY HALL SUPPLIES RENNOVATION
6798	AMAZON CAPITAL SERVI	ADMINISTRATIVE EXPENSE	CITY HALL RENOVATIONS	\$47.99	7190548	HANGING FLAG POLES
6798	AMAZON CAPITAL SERVI	ADMINISTRATIVE EXPENSE	CITY HALL RENOVATIONS	\$81.99	7190548	CHAIR MATS
651	ENTERGY	LIBRARY EXPENSE	UTILITIES	\$1,104.90	7190586	2885 GOODMAN W
702	FIRST REGIONAL LIBRA	LIBRARY EXPENSE	AD VAL OWED TO LIBRARY	\$11,687.50	7190590	LIBRARY FUND
3323	CADENCE BANK	ECONOMIC DEVELOPMENT	PROMOTIONS	\$194.52	7190561	MYC
3323	CADENCE BANK	ECONOMIC DEVELOPMENT	PROMOTIONS	\$587.04	7190561	PRIZES FOR FISHING RODEO
3323	CADENCE BANK	ECONOMIC DEVELOPMENT	PROMOTIONS	\$455.58	7190561	FOOD FOR FISHING RODEO
6855	TYLER WIGINGTON	ECONOMIC DEVELOPMENT	PROMOTIONS	\$2,800.00	7190667	FISH FOR FISHING RODEO
544	DESOTO COUNTY REGION	UTILITY SYSTEM FUND	DCRUA ESCROW ACCOUNT	\$57,942.92	7190578	MONTHLY ANNUAL REQUIREMENT
1264	METER SERVICE SUPPLY	UTILITY SYSTEM	MATERIALS	\$443.80	7190632	MANHOLE COVER
1264	METER SERVICE SUPPLY	UTILITY SYSTEM	MATERIALS	\$847.40	7190632	FCC AND HYMAX FLIP - MATERIALS FOR UT
1264	METER SERVICE SUPPLY	UTILITY SYSTEM	MATERIALS	\$634.00	7190632	MATERIALS FOR UT
1264	METER SERVICE SUPPLY	UTILITY SYSTEM	MATERIALS	\$2,039.70	7190632	FCC AND FLIP FOR U
1264	METER SERVICE SUPPLY	UTILITY SYSTEM	MATERIALS	\$537.40	7190632	PVC PIPE
1264	METER SERVICE SUPPLY	UTILITY SYSTEM	MATERIALS	\$469.00	7190632	MATERIALS FOR UT
1264	METER SERVICE SUPPLY	UTILITY SYSTEM	MATERIALS	\$396.00	7190632	RESETTER FOR UT

1831	SOUTHAVEN SUPPLY	UTILITY SYSTEM	MATERIALS	\$9.85	7190649	KEYS FOR NAIL RD WATER PLANT
1831	SOUTHAVEN SUPPLY	UTILITY SYSTEM	MATERIALS	\$45.98	7190649	BLADES FOR UT
1831	SOUTHAVEN SUPPLY	UTILITY SYSTEM	MATERIALS	\$31.48	7190649	TUBE CUTTER FOR UT
5006	BRENNTAG MIDSOUTH	UTILITY SYSTEM	MATERIALS	\$3,259.38	7190556	CHEMICALS FOR NAIL RD WATER PLANT
78	AMERICAN TIRE REPAIR	UTILITY SYSTEM	VEHICLE MAINTENANCE	\$35.00	7190549	FLAT TIRE REPAIR ON UT 2355
78	AMERICAN TIRE REPAIR	UTILITY SYSTEM	VEHICLE MAINTENANCE	\$166.19	7190549	TIRE FOR UT 444
78	AMERICAN TIRE REPAIR	UTILITY SYSTEM	VEHICLE MAINTENANCE	\$141.18	7190549	NEW TIRE FOR UT 2351
1002	INTEGRATED COMMUNIC	UTILITY SYSTEM	VEHICLE MAINTENANCE	\$326.00	7190620	MONTHLY GPS FOR PW
1002	INTEGRATED COMMUNIC	UTILITY SYSTEM	VEHICLE MAINTENANCE	\$326.00	7190620	MONTHLY GPS FOR PW
1002	INTEGRATED COMMUNIC	UTILITY SYSTEM	VEHICLE MAINTENANCE	\$978.00	7190620	INSTALLED GPS ON PUBLIC WORK TRUCKS / EQUIP
1002	INTEGRATED COMMUNIC	UTILITY SYSTEM	VEHICLE MAINTENANCE	\$326.00	7190620	MONTHLY GPS FOR PW
1518	O'REILLY AUTO PARTS	UTILITY SYSTEM	VEHICLE MAINTENANCE	\$61.14	7190640	OIL AND FILTER FOR ST 4311
1518	O'REILLY AUTO PARTS	UTILITY SYSTEM	VEHICLE MAINTENANCE	\$63.18	7190640	OIL AND FILTERS FOR UT 511
78	AMERICAN TIRE REPAIR	UTILITY SYSTEM	BUILDING & EQUIP MAINT	\$151.53	7190549	TIRE FOR UT TRAILER
6175	UNIFIRST CORPORATION	UTILITY SYSTEM	UNIFORMS	\$85.66	7190668	UNIFORMS FOR UT AND ST
6175	UNIFIRST CORPORATION	UTILITY SYSTEM	UNIFORMS	\$85.66	7190668	UNIFORMS
6175	UNIFIRST CORPORATION	UTILITY SYSTEM	UNIFORMS	\$81.42	7190668	UNIFORMS FOR UT AND ST
410	CONTROL SYSTEMS INC	UTILITY SYSTEM	PROFESSIONAL SERVICES	\$4,786.15	7190567	SERVICE CALL TO HWY 301 WATER PLANT
687	FEDERAL EXPRESS CORP	UTILITY SYSTEM	PROFESSIONAL SERVICES	\$639.19	7190588	SHIPPED WATER SAMPLES

2095	WALLS WATER ASSOCIAT	UTILITY SYSTEM	PROFESSIONAL SERVICES	\$8,779.85	7190672	SEWER COLLECTED IN HL , WALLS AND ADMIN FEE
4624	THE DISCOVERY GROUP	UTILITY SYSTEM	PROFESSIONAL SERVICES	\$17.50	7190658	BACKGROUND CHECKS
6221	AQUA RAINSCAPES	UTILITY SYSTEM	PROFESSIONAL SERVICES	\$4,200.00	7190550	DRIVEWAY REPAIRS AT 6700 EDMONTON ST
6838	NATIONAL WATER SERVI	UTILITY SYSTEM	PROFESSIONAL SERVICES	\$4,650.00	7190638	2024 PWN AND FLOW TEST FOR WATER PLANTS
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$180.61	7190586	KINGSTON ESTATE SPU
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$117.61	7190586	7356 SUSIE LN
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$155.30	7190586	5408A RIDGEFIELD
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$43.10	7190586	7268 HORN LAKE
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$214.59	7190586	POPLAR FOREST LOT 38
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$34.93	7190586	7076 CHANCE
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$136.51	7190586	DESOTO ROAD PUMP
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$55.12	7190586	HICKORY FOREST LIFT STA
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$513.50	7190586	WELL @ HOLLY HILLS COMM CSM
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$36.16	7190586	7445 HICKORY ESTATE
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$79.98	7190586	6285 MANCHESTER
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$246.34	7190586	4410 SHADOW GLEN
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$13.85	7190586	3400 TULANE W
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$15.99	7190586	6947 ALLEN
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$216.53	7190586	5235 GOODMAN
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$149.14	7190586	4871 GOODMAN
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$2,065.43	7190586	3101 GOODMAN W
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$72.89	7190586	LIFT STA LAKE FOREST
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$16.73	7190586	4959 PECAN

651	ENERGY	UTILITY SYSTEM	UTILITIES	\$13.34	7190586	4585 PECAN
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$15.83	7190586	6652 ALICE
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$30.73	7190586	4854 SHERRY
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$13.32	7190586	4704 LAKE CV
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$3,325.36	7190586	NAIL RD
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$1,474.63	7190586	2885 MEADOWBROOK
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$530.72	7190586	3259 NAIL
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$63.70	7190586	KINGSVIEW LAKE
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$997.43	7190586	6357 HURT WELL COMM CSM
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$132.18	7190586	5536 WINTERWOOD
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$287.85	7190586	5241 NAIL
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$132.79	7190586	5900 TWIN LAKES
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$119.23	7190586	5111 CAROLINE APT R
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$39.57	7190586	5881 JACKSON
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$48.66	7190586	5696 LAURIE CV APT R
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$83.58	7190586	LIFT PUMP 5768 CHOCTAW
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$43.57	7190586	5921 CAROLINE
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$13.60	7190586	COLE RD
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$564.03	7190586	6400 CENTER E
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$312.27	7190586	4526 ALDEN LAKE W
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$111.07	7190586	4356 SHARON
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$37.03	7190586	CROSS RD PUMP
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$267.37	7190586	4787 BONNE TERRE
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$27.10	7190586	4556 BONNE TERRE
651	ENERGY	UTILITY SYSTEM	UTILITIES	\$391.59	7190586	SPIKE LN
5964	XYLEM DEWATERING	UTILITY SYSTEM	RENTAL EQUIPMENT	\$250.00	7190674	FLOAT RENTAL
4645	STEVEN BOXX	UTILITY SYSTEM	TRAVEL & TRAINING	\$15.89	7190652	MWPCOA ANNUAL CONFERENCE
844	HANCOCK BANK CORPTRU	UTILITY SYSTEM	REFUNDED 2015 W/S BOND	\$39,787.50	7190593	WATER & SEWER

2555	MSDEVELOPMENT AUTHOR	UTILITY SYSTEM	CAP LOAN	\$1,858.36	7190637	LOAN #50709
2555	MSDEVELOPMENT AUTHOR	UTILITY SYSTEM	CAP LOAN	\$2,409.72	7190637	LOAN #50399
2555	MSDEVELOPMENT AUTHOR	UTILITY SYSTEM	CAP LOAN	\$3,260.51	7190637	LOAN #50479
937	HORN LAKE CREEK BASI	UTILITY SYSTEM	HL CREEK INTERCEPTOR SWR	\$53,444.02	7190618	HLCBISD
1264	METER SERVICE SUPPLY	UTILITY SYSTEM	SEWER MAINTENANCE EXP	\$443.80	7190632	MANHOLE COVER FOR UT
1812	SOUTHERN PIPE & SUPP	UTILITY SYSTEM	SEWER MAINTENANCE EXP	\$337.80	7190650	PVC GASKET FOR TWIN LAKES AND PATRICIA LS
5964	XYLEM DEWATERING	UTILITY SYSTEM	SEWER MAINTENANCE EXP	\$765.00	7190674	PUMP RENTAL
6451	MID SOUTH SEPTIC	UTILITY SYSTEM	SEWER MAINTENANCE EXP	\$2,878.50	7190634	LIFT STATION CLEAN OUT
6451	MID SOUTH SEPTIC	UTILITY SYSTEM	SEWER MAINTENANCE EXP	\$3,984.30	7190634	LIFT STATION CLEAN OUT
				\$1,216,646.58		

Order #05-03-24

Approval of Claims Docket

Be It Ordered:

By the Mayor and Board of Aldermen to approve the Claims Docket as presented, provided funds are budgeted and available, finding that the expenditures are to objects authorized by law.

Said motion was made by Alderman Guice and seconded by Alderman DuPree.

A roll call vote was taken with the following results:

Ayes: Alderman Klein, Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Young, Alderman Johnson, and Alderman DuPree.

Nays: None.

Absent: None.

So ordered this 7th day of May 2024.

Mayor

Attest:

CAO/City Clerk
Seal

Citizen Remarks

At this time the Mayor called forth Mr. George Dixon of Horn Lake. Mr Dixon stated that while we need a new animal shelter, there are much more pressing needs in the community, such as sidewalks, streetlights, and road repairs.

Mrs. Nancy Dixon of Horn Lake reiterated Mr. Dixons remarks.

Mr. Richard Troutt of Horn Lake state that \$4.6 million was entirely too much money to spend when so many other things needed doing, and to be purchased, such as repairs to fire stations and new fire trucks, and that other cities also built new shelters at a fraction of the cost projected for this project.

Mr. Grant Harlow of Horn Lake also expressed his concern regarding the cost projected for the new animal shelter.

Mrs. Courtney Richardson came forth to address the parking situation in her community and the frustration she and her family are experiencing with the parking violations and stickers being placed on vehicles parking in the street. She stated that there was room for two cars only in her driveway, her daughter is home from school, and has nowhere to park, and as they are not blocking the road, they should have the right to park on the street.

Ms. Priscilla Carter of Horn Lake also came forward to reiterate the concerns of Mrs. Richardson with regards to the parking issue in their community.

**At this time, the Mayor opened the public hearing on the properties alleged to be in need of cleaning. No one appeared to speak or offer evidence to dispute the need for cleaning as provided by City Code Enforcement. The hearing was declared closed.

Resolution 05-01-24

RESOLUTION FOR CLEANING PRIVATE PROPERTY

WHEREAS the governing authorities of the City of Horn Lake have received complaints regarding the following properties:

5722 Chickasaw Drive	5020 Fleetwood Cove	1415 Goodman Road	6320
Valleybrook Cove			
6355 Forest Glen	7357 Mallard Creek	5573 Cherokee Dr.	
5089 Longview Cove	7042 Foxhall Dr.	6275 Foxbriar	
5075 Fleetwood Circle	Parcel 1088281400025400	2975 Devon Circle	

To the effect that said properties have been neglected to the point that weeds and grass are overgrown and there may exist other significant code and hazardous issues on the properties and that the properties in their present condition are a menace to the public health, safety and welfare of the community; and

WHEREAS, pursuant to Section 21-19-11 of the Mississippi Code of 1972 Annotated, as Amended, the municipal authorities have attempted notifying the property owner of the condition of the property, giving at least two (2) weeks' notice before the date of the public hearing, by mailing the notice to the address of the subject property and to the address where the ad valorem tax notice for such property is sent by the office charged with collecting the ad valorem tax; and on the property or parcel of land alleged to be in need of cleaning, giving notice of a hearing, by the Mayor and Board of Aldermen at their regular meeting on 5/7/2024 **and**

WHEREAS, pursuant to Section 21-19-11 of the Mississippi Code of 1972 Annotated, as Amended by HB 1281 of the 2010 regular session, a copy of the notice form, that was mailed and posted on the property or parcel is set out below to be included in the minutes of the governing authority in conjunction with this hearing.

Date

To:

The enclosed Notice of Hearing is given to you, as owner of the property located at, **property address** pursuant to Section 21-19-11 of the Mississippi Code. The public hearing will be held for the governing authority to determine if the above-described property needs cleaning. **The public hearing on this property will be held_5/7/2024_____ on beginning at 6:00 p.m., at City Hall, 3101 Goodman Road, Horn Lake, Mississippi 38637.**

If pursuant to the public hearing the above-described property is found to need cleaning and it is authorized by the governing authority, the city will mow the grass and/or clean this property and make any other necessary repairs to bring this property into compliance with codes and ordinances adopted by the city.

If the property is cleaned by the city, the actual cost of cleaning the property, a penalty as set by the governing authority (up to the maximum of \$1,500.00), and any administrative and legal costs incurred by the city will be recorded as a tax lien against the property with the Desoto County Tax Collector's Office.

You are further advised should the Board of Aldermen, pursuant to this hearing, determine that this property is in need of cleaning and adjudicate such on its minutes, that will authorize the city to reenter this property or parcel of land for a period of one (1) year after the hearing, without any further hearing, if notice is posted on the property or parcel of land and at city hall or another place in the city where such notices are generally posted at least seven (7) days before the property or parcel of land is reentered for cleaning.

I declare that the notice with this acknowledgement was mailed and/or posted on the property on or before 4/16/2024

Code Enforcement Division
662-393-6174

WHEREAS the Mayor and Board of Aldermen on said date conducted a hearing to determine whether said parcels of land in their present condition were a menace to the public health, safety and welfare of the community. The property owner did not appear at said hearing, nor was any defense presented on their behalf.

THEREFORE, BE IT RESOLVED AND ADJUDICATED by the Mayor and Board of Aldermen of the City of Horn Lake that the said parcels of land located at said properties in the City of Horn Lake in their present condition are a menace to the public health, safety and welfare of the community and if said land owners do not do so themselves the City of Horn Lake with the use of municipal employees or contract services will immediately proceed to clean the land, cutting weeds, removing rubbish, other debris and make any other necessary repairs. All actual costs, plus penalties, administrative and legal costs will become an assessment and be filed as a tax lien against the property.

Following the reading of the Resolution it was introduced by Alderman Bostick. And seconded by Alderman Bledsoe for adoption and the Mayor put said Resolution to a Roll Call Vote with the following results, to wit:

ALDERMAN KLEIN	AYE
ALDERMAN GUICE	AYE
ALDERMAN BLEDSOE	AYE

ALDERMAN BOSTICK	AYE
ALDERMAN YOUNG	AYE
ALDERMAN JOHNSON	AYE
ALDERMAN DUPREE	AYE

The resolution having received the proper vote of all Aldermen present was declared to be carried and adopted on the 7th Day of May, 2024.

ALLEN LATIMER, MAYOR

ATTEST:

CAO/City Clerk

Seal

**At this time Mayor Latimer opened the floor for discussion/action on item VI (B). Alderman Young presented statistics, cost, and sizes of surrounding cities' recent buildouts of their respective shelters, outlining the costs of each, and the tax impact for their citizens, stating that while we need an animal shelter, this is not cost effective for the city.

Alderman Guice also stated the necessity of a new facility, and the need of the current projected size and cost of the facility, citing rising cost of everything, including construction materials, and that yes, while it is a lot of money, better to build a quality, strong, sustainable structure, instead of the cheaply made structures that have been erected by the city in the past, due to haste or lack of funding.

Alderman Bledsoe indicated his support of the animal shelter, citing the similarity of initial apprehensions when Latimer Lakes Park was built. Alderman Bledsoe stated that yes, it was the biggest project the City had undertaken, and there were concerns, but look at the jewel we have now.

Order #05-04-24

Order to accept bid and award contract for animal shelter construction

Be it Ordered:

By the Mayor and Board of Aldermen to accept the bid from and award contract for general construction of new animal control facility to Murphy & Sons, Inc in the total amount of \$4,663,416.00 being a base bid of \$4,672,000.00, alternate 1 (+) \$118,127.00, alternate 2(+) \$30,888.00, alternate 3 (-) \$98,487.000, and alternate 5 (-) \$ 59,112.00, and to include a unit price of \$38.00 per cubic yard for removal of poor soil and replacement of select fill, being the lowest and best bid received.

Said Motion was made by Alderman Guice and seconded by Alderman Bostick.

A roll call vote was taken with the following results:

Ayes: Alderman Klein, Alderman Bledsoe, Alderman Guice, Alderman Bostick, and Alderman Johnson.

Nays: Alderman DuPree and Alderman Young.

Absent: None.

So ordered this 7th day of May 2024.

Mayor

Attest:

CAO/City Clerk
Seal

**At this time Mr. Malavasi stated the need for a motion to approve advertising for bids on Nail Road/ Interstate Boulevard traffic signalization project.

Order #05-05-24

Order to authorize to advertise for bids

Be it Ordered:

By the Mayor and Board of Aldermen to approve and authorize Neel-Schaffer to advertise for bids for the Nail Road/ Interstate Boulevard traffic signalization project.

Said Motion was made by Alderman Young and seconded by Alderman Bledsoe.

A roll call vote was taken with the following results:

Ayes: Alderman Klein, Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Johnson, Alderman DuPree, and Alderman Young.

Nays: None.

Absent: None.

So ordered this 7th day of May 2024.

Mayor

Attest:

CAO/City Clerk
Seal

**At this time Mr. Campbell noted the need for a motion to approve the terms of the bond issue for the animal shelter, as a decision is necessary prior to the Mayor and Board of Aldermen meeting on the 21st of May.

Order #05-06-24

Order to approve term sheet

Be it Ordered:

By the Mayor and Board of Aldermen to approve the May 7, 2024 term sheet for a 15 year Bond not to exceed \$6,500,000.00 at 4.45% with Regions Capital Advantage, Inc.

Said Motion was made by Alderman Guice and seconded by Alderman Klein.

A roll call vote was taken with the following results:

Ayes: Alderman Klein, Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Johnson, and Alderman DuPree.

Nays: Alderman Young.

Absent: None.

So ordered this 7th day of May 2024.

Mayor

Attest:

CAO/City Clerk
Seal

Order #05-07-24

Order to Adjourn

Be it Ordered:

By the Mayor and Board of Aldermen to adjourn this meeting.

Said Motion was made by Alderman Young and seconded by Alderman Guice.

A roll call vote was taken with the following results:

Ayes: Alderman Klein, Alderman Bledsoe, Alderman Guice, Alderman Bostick, Alderman Johnson, Alderman DuPree, and Alderman Young.

Nays: None.

Absent:None.

So ordered this 7th day of May, 2024.

Mayor

Attest:

CAO/City Clerk
Seal

The minutes for the May 7, 2024, Mayor and Board of Aldermen meeting, were presented to the Mayor for his signature on _____, 2024.

CAO/City Clerk