

WATKINS & EAGER

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Jackson, Mississippi 39205  
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Attorneys and Counselors at Law  
est. 1895

ADAM H. GATES  
601-965-1804  
agates@watkinseager.com

July 16, 2025

Mr. Mike Espy  
Board Attorney  
Madison County Board of Supervisors  
[mike@mikespy.com](mailto:mike@mikespy.com); [mike.espy@madison-co.com](mailto:mike.espy@madison-co.com)  
Via Email

*Re: Removal of taxes on properties owned by Sunnybrook Children's Home, Inc.*

Dear Mr. Espy,

We represent Sunnybrook Children's Home, Inc. I spoke with you earlier this week about this situation, and I appreciate your openness to resolving the problem. I've tried to explain the situation clearly and have attached exhibits supporting our request, but please call me if you have any questions. If you can resolve the situation without Sunnybrook appearing before the Board of Supervisors, we welcome not having to do so. If not, I'm glad to appear at the meeting on July 21. If that is necessary, please include us on the agenda and let me know.

Sunnybrook has attempted to have three parcels in Flora recognized as exempt for several years now. The issue was brought to my attention last week because Sunnybrook received a notice of delinquent taxes for 2022 on two parcels: No. 081C-07-004/2.00 and No. 081C-07-004/02.01. As I've explained below, these parcels have been taxed in error. Sunnybrook applied for their exemption and provided the corporate charter you requested to complete the application, but the former Administrator did not complete the process.

On December 6, 2021, Sunnybrook submitted two applications for tax exemption for three parcels in Flora, Mississippi: (1) No. 081C-07-004/**07.00**; (2) No. 081C-07-004/**2.00**; and (3) No. 081C-07-004/**02.01**. (Applications at Ex. A) One application was for parcel 7.00 and the other application was for parcels 2.00 and 2.01. (Sunnybrook has owned parcels 2.00 and 2.01 since 2016.) At the December 6, 2021 meeting (at minute 20:40), you stated that you had no concern with the exemption of the parcels but asked that Sunnybrook provide its Charter from the Mississippi Secretary of State by e-mail to complete the applications. Mr. Banks made a motion that was passed unanimously by the Board to allow Sunnybrook to provide the Charter by email and the applications would be approved by the Board of Supervisors on the consent agenda at the December 20, 2021 meeting.

Later on the afternoon of December 6, 2021, Sunnybrook's Executive Director Myrle Grate emailed Sunnybrook Children's Home, Inc.'s Charter of Incorporation to Shelton Vance with a copy to you. (Email & Charter at Ex. B) This was the document that you had requested, and it completed the applications for all three parcels. But at the December 20 meeting, Mr. Vance only put the application for parcel 7.00 on the consent agenda. The video of the meeting shows that when the issue was raised (at min. 5:30), Mr. Vance said that Sunnybrook only provided the document needed for one application, and not the other (referring to the application for 2.0 and 2.01). He claimed that he gave Sunnybrook a deadline to provide it, but Sunnybrook did not receive any such email or it would have clarified the situation, as it later did. The December 21 Board meeting proceeded, and the application for parcel 7.00 was approved on the consent agenda, but the other application was not considered. (12/20/21 Minutes at Ex. C)

On January 3, 2022, Mr. Grate followed up with Mr. Vance by email. (Collection of Emails at Ex. D) Mr. Vance said that he received the information on one application but not the second. He apparently thought that Sunnybrook needed to provide a different charter for parcels 2.0 and 2.01, though it's not clear why given that they were all owned by Sunset Hill, LLC. Of course, no such charter exists or is required. On January 5, Mr. Grate explained to Vance that Sunset Hill, LLC is a disregarded entity for tax purposes because Sunnybrook is the sole member. Thus, the Charter for Sunnybrook Children's Home, Inc. completed both applications. Mr. Vance then asked for confirmation of this on February 28, 2022, and Mr. Grate confirmed it on March 1, 2022. These emails are included in Exhibit D.

Mr. Vance apparently did not act after this correspondence because Mr. Grate received a property tax notice on December 14, 2022. (Ex. D) He emailed Vance and asked if it was in error, but Vance had retired in June 2022. You responded on December 27, 2022, and told Mr. Grate that the tax notice was likely an error. Mr. Grate then corresponded with Mr. Higginbotham on January 24, 2023 to ensure that all of the properties were exempt, and he explained that if the other properties were approved, there was no need to apply again.

In 2023, Mr. Grate again ensured that parcel 7.0 was exempt, but parcels 2.0 and 2.01 were not included. (Emails, Ex. E) So, at the February 20, 2024 meeting (at min. 19:30), the application for parcels 2.0 and 2.1 was approved as Item 38 on the agenda based on your opinion that the application was sufficient. (2/20/24 Minutes at Ex. F) The only document Sunnybrook provided with the 2024 application, which was approved, that wasn't provided with the initial application in 2021, was Sunnybrook's Charter, which you requested at the meeting and Mr. Grate provided to Mr. Vance on December 6, 2021. (2/20/24 Approved Application at Ex. G) The Administrator thus had the only item needed to approve the application for parcels 2.0 and 2.01 on the consent agenda at the December 21, 2021 but failed to do so. Thus, the only reason the application was not approved on the consent agenda at the December 20 meeting was because Mr. Vance was confused about the LLC. Sunnybrook did as the Board asked, and any taxes assessed on these parcels after December 2021 should be voided.

Please let me know if you have any questions. Sunnybrook has owned the parcels on which these taxes have been assessed for years, and they were considered tax exempt from 2016 to 2021 and again from 2024 to now. They should have also been exempt in 2022 and 2023, but an oversight occurred at the Board level and we ask that it be made right.

Thank you for your consideration.

Sincerely,

/s/Adam Gates



STATE OF MISSISSIPPI

Madison County Chancery Clerk

Ronny Lott

P.O. Box 404 • Canton, MS 39046

146 W. Center Street • Canton, MS 39046

(601) 855-5609

## MADISON COUNTY

### LAND OWNER NOTICE OF DELINQUENT TAXES

PPIN/YR: 020039 2022 Notice: 113967 Type: 22 Batch: 000177

To: SUNNYBROOK: SUNSET HILL LLC  
ATTN: MYRLE GRATE  
222 SUNNYBROOK RD  
RIDGELAND, MS 39157-2205

You will take notice that the following lands  
PARCEL: 081C-07 -004/02.00 S/T/R 07 -08N-01E  
PPIN: 020039

assessed to you or supposed to be owned by you, was, on the 8/28/2023  
sold to BAH PROPERTIES, LLC for taxes for the year of 2022  
and that the title to said land will become absolute in BAH PROPERTIES, LLC  
unless redemption from said tax sale be made by 5:00pm on or before 8/28/2025.

**Payment must be made with Cash, Cashier's Check, Money Order, or Credit Card. Credit  
Cards will charge an additional 2.35% processing fee.**

*Please note that interest and fees continue to accrue monthly.*

Witness my hand and seal of office, this the 20th day of June, 2025.

Ronny Lott  
Chancery Clerk





STATE OF MISSISSIPPI

Madison County Chancery Clerk

Ronny Lott

P.O. Box 404 • Canton, MS 39046

146 W. Center Street • Canton, MS 39046

(601) 855-5609

MADISON COUNTY

LAND OWNER NOTICE OF DELINQUENT TAXES

PPIN/YR: 043740 2022 Notice: 114783 Type: 22 Batch: 000177

To: SUNNYBROOK: SUNSET HILL LLC  
ATTN: MYRLE GRATE  
222 SUNNYBROOK RD  
RIDGELAND, MS 39157-2205

You will take notice that the following lands  
PARCEL: 081C-07 -004/02.01 S/T/R 07 -08N-01E  
PPIN: 043740

assessed to you or supposed to be owned by you, was, on the 8/28/2023  
sold to FIG 20, LLC FBO SEC PTY for taxes for the year of 2022  
and that the title to said land will become absolute in FIG 20, LLC FBO SEC PTY  
unless redemption from said tax sale be made by 5:00pm on or before 8/28/2025.

**Payment must be made with Cash, Cashier's Check, Money Order, or Credit Card. Credit  
Cards will charge an additional 2.35% processing fee.**

*Please note that interest and fees continue to accrue monthly.*

Witness my hand and seal of office, this the 20th day of June, 2025.

  
Ronny Lott  
Chancery Clerk



**APPLICATION FOR TAX EXEMPTION**  
**MADISON COUNTY TAX ASSESSOR**  
**MADISON COUNTY BOARD OF SUPERVISORS**

**Instructions:**

Before you apply for a Tax Exemption please read the attached Qualifications for Tax Exemption in Mississippi (§27-31-1, et seq., MS Code of 1972 Annotated), and then answer the following questions to be considered for Tax Exemption:

1. APPLICANT FOR TAX EXEMPTION: Sunnybrook Children's Home
2. ADDRESS OF PROPERTY: 3841 Highway 22 Flora, MS 39071
3. PARCEL #: 081C-07-004 / 07.00
4. DATE PROPERTY ACQUIRED: 6/1/2020
5. REASON FOR TAX EXEMPTION: Sunnybrook uses this property in its non profit work to children
6. IF THE EXEMPTION CLAIM IS FOR A CHURCH PLEASE CONSIDER THE FOLLOWING CODE SECTION 79-11-33 MS CODE OF 1972 ANNOTATED:

*A religious society, ecclesiastical body and/or any congregation thereof may hold and own the following real property, **but no other:***

- a. A building used as a place of worship with a reasonable quantity of ground annexed thereto;*
- b. A quantity of ground annexed to the building used as a place of worship and used as a parish house; a community facility; a Sunday school facility; an educational facility; or for the care of children on a non-profit basis;*
- c. As a hospital or infirmary together with a reasonable amount of ground annexed thereto;*
- d. All buildings used as a school or college or seminary of learning;*
- e. All buildings used for an orphan asylum or institution;*
- f. All buildings used for a campground or assembly for religious purposes;*
- g. Lands for a cemetery of sufficient dimensions;*
- h. All buildings and grounds used for denominational headquarters and/or administrative purposes;*
- i. Any land which is maintained and used as a parking lot for the convenience of the members of the congregation, church, cathedral, mission, or other unit or administrative unit from which the society receives NO REVENUE, fee, charge or assessment.*

7. IF THE EXEMPTION CLAIM IS FOR A CHURCH WHICH OF THE ABOVE QUALIFIES THE CHURCH PROPERTY FOR TAX EXEMPTION:

\_\_\_\_\_

8. IF THE EXEMPTION CLAIM IS FOR A CHURCH ARE ALL PROPERTIES CLAIMED ANNEXED TO THE CHURCH: YES/NO;

9. IF THE EXEMPTION CLAIM IS FOR A CHURCH AND THE PROPERTY CLAIMED FOR EXEMPTION IS NON-CONTIGUOUS OR NOT ANNEXED TO THE CHURCH PROPERTY WHAT IS THE PURPOSE FOR THE EXEMPTION AND IS THE PURPOSE FOR A NON-PROFIT BENEFIT:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. IF THE EXEMPTION CLAIM IS FOR A NON-PROFIT PLEASE PROVIDE THE IRS EXEMPTION LETTER OR PROVIDE THE IRS EXEMPTION #:

64-0427465

11. IS THE NON-PROFIT INCORPORATED: YES/NO:

12. IF YES ATTACH COPY OF CHARTER FROM MS SEC OF STATE:

13. If your organization is receiving rent or some equivalent thereof for use of some of all of the real property for which you are requesting an exemption, please provide the amount of rent collected and what percentage of the property is being rented or leased;

\_\_\_\_\_  
\_\_\_\_\_

14. If your organization is allowing other groups to use the property for a fee, please provide a detailed description of the groups utilizing the property, the fees associated with that usage, and the estimated percentage of the calendar year when the property is utilized by other organizations;

\_\_\_\_\_

15. If your organization provides services for a fee, please describe the fee structure and identify what portion of your clientele (a) pay a reduced fee and/or (b) do not pay any fee for the service;

\_\_\_\_\_  
\_\_\_\_\_

16. Review the attached copy of Mississippi statute (Section 27-31-1) and list the specific section of that law that applies to your organization; d

17. Please attach or enclose any other information that will support your Application for tax exemption status.

The undersigned, individual owner(s) of the property (the Pastor and one Deacon if a Church, or the church Business Manager), or an authorized officer of the company that owns the property, certifies that, to the best of his/her knowledge, no information contained hereinabove or in the attachments hereto is false in any way and that all information is truly descriptive of the property and the development for which this application for tax exemption is being submitted.

**OWNER OR AUTHORIZED REPRESENTATIVE:**

Myrtle Grate  
Print Name

\_\_\_\_\_  
PASTOR

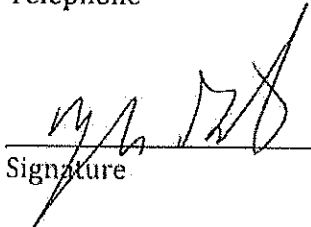
\_\_\_\_\_  
DEACON

Sunnybrook Children's Home  
Company or Organization Name

Executive Director  
Title

601-856-6555  
Telephone

mgrate@sunnybrookms.org  
Email Address

  
Signature

1/20/21  
Date



Library MADISON COUNTY TAX 2022

SUNNYBROOK: SUNSET HILL LLC

ATTN: MYRLE GRATE

222 SUNNYBROOK RD

Parcel 081C-07 -004/07.00 PPIN 38377

Alt Parcel 0810

Exempt Code JD 0 Tax District 2 M

Subdivision ADDENDUM

RIDGE LAND		MS 39157		St Addr		Neighborhood		Map	
Sect/Twn/Rng		07 08N 01E Blk		3841		HWY 22			
Cls	C-Acres	C-Value	U-Acres	U-Value	T-Acres	Improved	True	Assessed	
1	2.00	30000			2.00	445640	475640	71346	
2	17.78	5740	.22	50	18.00	15140	20930	3140	
	19.78	35740	.22	50	20.00	460780	496570	74486	
Homestead Type		1=065 2=DAV 3=DIS 4=Reg		Reg		100		DAV	
Mtg				Group		Eligible		C11 N (Y/N)	
New Value Added		F-Fire O-Override		Deed Bk 4038 Pg		116		Ext	
Drainage Code		Benefit Price Total		Deed Date 5 14 2021		Type			
2 PERSIMMON BU		74486.00 F		Current 2021 Yr		Added 11 12 2001			
				L 35790		CNV			
				B 460780		Chged 11 19 2021			
Levee Benefits		X =		Use1 1110 Use2 8160		SMEADOR			
F3-NEXT PARCEL F5-LEGAL F6-ADDENDUM F7-DEEDS F8-FLAGS F9-OPTIONS F24-EXIT									
F3 next record, Page-Up prev record, F13 Paperlink									

**APPLICATION FOR TAX EXEMPTION**  
**MADISON COUNTY TAX ASSESSOR**  
**MADISON COUNTY BOARD OF SUPERVISORS**

**Instructions:**

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1. APPLICANT FOR TAX EXEMPTION: Sunnybrook Children's Home
2. ADDRESS OF PROPERTY: 3815 Highway 22 Floor, MS 39071
3. PARCEL #: 081C-07-004-004/02.00 and 081C-07-004/02.01
4. DATE PROPERTY ACQUIRED: 12/1/2015
5. REASON FOR TAX EXEMPTION: Sunnybrook uses this property in its nonprofit work to children
6. IF THE EXEMPTION CLAIM IS FOR A CHURCH PLEASE CONSIDER THE FOLLOWING CODE SECTION 79-11-33 MS CODE OF 1972 ANNOTATED:

*A religious society, ecclesiastical body and/or any congregation thereof may hold and own the following real property, **but no other***

- a. A building used as a place of worship with a reasonable quantity of ground annexed thereto;*
- b. A quantity of ground annexed to the building used as a place of worship and used as a parish house; a community facility; a Sunday school facility; an educational facility; or for the care of children on a non-profit basis;*
- c. As a hospital or infirmary together with a reasonable amount of ground annexed thereto;*
- d. All buildings used as a school or college or seminary of learning;*
- e. All buildings used for an orphan asylum or institution;*
- f. All buildings used for a campground or assembly for religious purposes;*
- g. Lands for a cemetery of sufficient dimensions;*
- h. All buildings and grounds used for denominational headquarters and/or administrative purposes;*
- i. Any land which is maintained and used as a parking lot for the convenience of the members of the congregation, church, cathedral, mission, or other unit or administrative unit from which the society receives NO REVENUE, fee, charge or assessment.*

7. IF THE EXEMPTION CLAIM IS FOR A CHURCH WHICH OF THE ABOVE QUALIFIES THE CHURCH PROPERTY FOR TAX EXEMPTION:
- 
- 
8. IF THE EXEMPTION CLAIM IS FOR A CHURCH ARE ALL PROPERTIES CLAIMED ANNEXED TO THE CHURCH: YES/NO;
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- 
- 
- 
10. IF THE EXEMPTION CLAIM IS FOR A NON-PROFIT PLEASE PROVIDE THE IRS EXEMPTION LETTER OR PROVIDE THE IRS EXEMPTION #:
- 64-0427465
- 
11. IS THE NON-PROFIT INCORPORATED: YES/NO:
12. IF YES ATTACH COPY OF CHARTER FROM MS SEC OF STATE:
13. If your organization is receiving rent or some equivalent thereof for use of some of all of the real property for which you are requesting an exemption, please provide the amount of rent collected and what percentage of the property is being rented or leased;
- 
- 
14. If your organization is allowing other groups to use the property for a fee, please provide a detailed description of the groups utilizing the property, the fees associated with that usage, and the estimated percentage of the calendar year when the property is utilized by other organizations;
- 
15. If your organization provides services for a fee, please describe the fee structure and identify what portion of your clientele (a) pay a reduced fee and/or (b) do not pay any fee for the service;
- 
-

16. Review the attached copy of Mississippi statute (Section 27-31-1) and list the specific section of that law that applies to your organization; d

17. Please attach or enclose any other information that will support your Application for tax exemption status.

The undersigned, individual owner(s) of the property (the Pastor and one Deacon if a Church, or the church Business Manager), or an authorized officer of the company that owns the property, certifies that, to the best of his/her knowledge, no information contained hereinabove or in the attachments hereto is false in any way and that all information is truly descriptive of the property and the development for which this application for tax exemption is being submitted.

**OWNER OR AUTHORIZED REPRESENTATIVE:**

Myrtle Grate  
Print Name

\_\_\_\_\_  
PASTOR

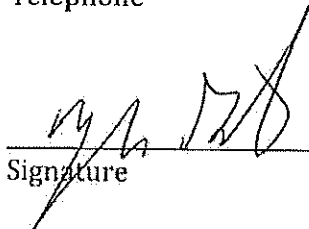
\_\_\_\_\_  
DEACON

Sunnybrook Children's Home  
Company or Organization Name

Executive Director  
Title

601-856-6555  
Telephone

mgrate@sunnybrookms.org  
Email Address

  
Signature

1/30/21  
Date

Library MADISON COUNTY TAX 2022

SUNNYBROOK: SUNSET HILL LLC

ATTN: MYRLE GRATE

222 SUNNYBROOK RD

Parcel 081C-07 -004/02.00 PPIN 20039

Alt Parcel 0810

Exempt Code 17 JD 0 Tax District 2 M

Subdivision ADDENDUM FLAG

RIDGE LAND		MS 39157		St Addr 3815 HWY 22		Map	
Sect/Twn/Rng 07 08N 01E Blk							
Cls	C-Acres	C-Value	U-Acres	U-Value	T-Acres	Improved	True Assessed
1			2.00	40000	2.00		40000 6000
2	47.30	10330	5.33	1160	52.63		11490 1724
	47.30	10330	7.33	41160	54.63		51490 7724
Homestead Type		1=O65 2=DAV 3=DIS 4=Reg		Reg		100	DAV
Mtg				Group		Eligible Cl1 N (Y/N)	
New Value Added		F-Fire O-Override		Deed Bk 4038 Pg		116 Ext	
Drainage Code		Benefit Price Total		Deed Date 5 14 2021 Type			
2 PERSIMMON BU		7724.00 F		Current 2021 Yr Added		11 12 2001	
				L 51490		CNV	
				B		Chged 12 1 2021	
Levee Benefits		X =		Use1 1111 Use2		DSRJ	
F3-NEXT PARCEL F5-LEGAL F6-ADDENDUM F7-DEEDS F8-FLAGS F9-OPTIONS F24-EXIT							
F3 next record, Page-Up prev record, F13 Paperlink							

Library MADISON COUNTY TAX 2022

SUNNYBROOK: SUNSET HILL LLC

ATTN: MYRLE GRATE

222 SUNNYBROOK RD

Parcel 081C-07 -004/02.01 PPIN 43740

Alt Parcel 0810

Exempt Code 17 JD 0 Tax District 2 M

Subdivision

ADDENDUM

## Neighborhood

## Map

RIDGELAND	MS 39157	St Addr	3815	HWY 22				
Sect/Twn/Rng	07 08N 01E Blk							
Cls C-Acres	C-Value	U-Acres	U-Value	T-Acres	Improved	True	Assessed	
1 2.00	30000			2.00	536920	566920	85038	
2 14.48	2970	3.52	770	18.00		3740	562	
16.48	32970	3.52	770	20.00	536920	570660	85600	
Homestead Type	1=O65 2=DAV 3=DIS 4=Reg			Reg	100	DAV		
Mtg				Group		Eligible Cl1 N (Y/N)		
New Value Added		F-Fire O-Override		Deed Bk 4038 Pg		116 Ext		
Drainage Code	Benefit	Price	Total	Deed Date 5 14 2021	Type			
2 PERSIMMON BU	85600.00	F		Current 2021 Yr	Added 12 13 2004			
				L 33740		DSKJ		
				B 536920		Chged 11 19 2021		
Levee Benefits	X	=		Use1 1110 Use2 8160		SMEADOR		
F3-NEXT PARCEL	F5-LEGAL	F6-ADDENDUM	F7-DEEDS	F8-FLAGS	F9-OPTIONS	F24-EXIT		
F3 next record, Page-Up prev record, F13 Paperlink								

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**Subject:** Re: Sunnybrook  
**Date:** Monday, December 6, 2021 at 4:32:15 PM Central Standard Time  
**From:** Myrle Grate  
**To:** Shelton Vance  
**CC:** Mike Espy  
**Attachments:** image001.jpg, Charter of Incorporation.pdf

Here you go, sorry for my confusion.  
Myrle

---

**From:** Shelton Vance <[Shelton.Vance@madison-co.com](mailto:Shelton.Vance@madison-co.com)>  
**Date:** Monday, December 6, 2021 at 4:08 PM  
**To:** Myrle Grate <[mgrate@sunnybrookms.org](mailto:mgrate@sunnybrookms.org)>  
**Cc:** Mike Espy <[Mike.Espy@madison-co.com](mailto:Mike.Espy@madison-co.com)>  
**Subject:** FW: Sunnybrook

Myrle,

After reviewing this document, I don't think this is what Mr. Espy was referring to.

I think that he was referring to a document that was from the Secretary of State.

SV

Shelton Vance, CPA  
County Administrator  
Madison County  
PO Box 608  
Canton, MS 39046  
601-855-5502 (voice)  
601-855-5875 (fax)

---

**From:** Myrle Grate <[mgrate@sunnybrookms.org](mailto:mgrate@sunnybrookms.org)>  
**Sent:** Monday, December 6, 2021 10:16 AM  
**To:** Shelton Vance <[Shelton.Vance@madison-co.com](mailto:Shelton.Vance@madison-co.com)>  
**Subject:** Sunnybrook

**CAUTION!** *External Content. Please use caution when*

***opening attachments and links. Do not provide your username and password if requested.***

Mr. Vance,

I am attaching Sunnybrook's tax exemption letter from the State of MS. If you need anything else please let me know.

Myrle



**Myrle Grate**

Executive Director

Sunnybrook Children's Home, Inc.

[www.sunnybrookMS.org](http://www.sunnybrookMS.org)

205.218.5347



# State of Mississippi



## Office of Secretary of State Jackson

*I, Heber Ladner, Secretary of State, do certify that the Charter of Incorporation hereto attached entitled the Charter of Incorporation of*

**SUNNYBROOK CHILDREN'S HOME, INC.**

*was, pursuant to the provisions of Title 21, Code of Mississippi of 1942, as amended, Recorded in the Records of Incorporations in this office, in* **PHOTOSTAT BOOK NUMBER ONE HUNDRED FORTY FOUR, PAGES 235-240**



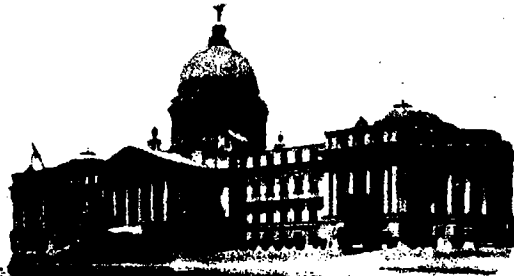
*Given under my hand and the Great Seal of the State of Mississippi hereunto affixed this*  
**TENTH day of DECEMBER, 1963**

*Heber Ladner*

Secretary of State

# The State of Mississippi

EXECUTIVE



OFFICE

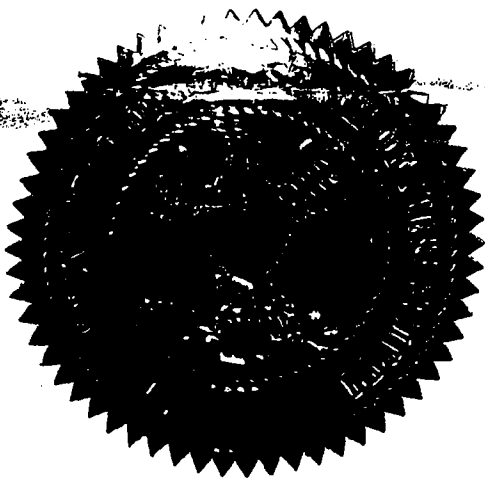
JACKSON

The within and foregoing Charter of Incorporation of

SUNNYBROOK CHILDREN'S HOME, INC.

is hereby approved.

In testimony whereof, I have hereunto set  
my hand and caused the Great Seal of  
the State of Mississippi to be affixed.  
this \_\_\_\_\_ 10th \_\_\_\_\_ day of  
December, \_\_\_\_\_ 19 63.



*Ross Barnett*

Governor

By the Governor

*John L. Hodges*

Secretary of State

LOWI, JAMES S. MISSISSIPPI DEPARTMENT

STATE OF MISSISSIPPI, County of Hinds:

I, Charles A. Scott, Clerk of the Chancery Court of said County, certify that the within instrument was filed for record in my office this 26 day of Feb., 1964, at 1 o'clock P M., and was duly recorded on the 27 day of Feb., 1964, Book No. 52 Page 611 in my office.

Witness my hand and seal of office, this the 27 day of Feb., 1964.

CHARLES A. SCOTT, Clerk

By John R. Rine, D. C.

## CHARTER OF INCORPORATION

OF

SUNNYBROOK CHILDREN'S HOME, INC.

1. The corporate title of said corporation is:

SUNNYBROOK CHILDREN'S HOME, INC.

2. The names and post-office addresses of the incorporators, all of whom are adult resident citizens of the State of Mississippi, and are authorized by said organization in its minutes, to apply for this charter are:

H. J. Massie	632 Mohawk	Jackson, Miss.
Robert M. Moon	2037 Southwood Road	Jackson, Miss.
J. C. Redd	3942 Azalea Drive	Jackson, Miss.
Clark Stringer	3940 Oakhill Drive	Jackson, Miss.
Alonzo D. Welch	1111 Meadowbrook Road	Jackson, Miss.

3. The domicile of said corporation in this state is:

4114 Northview Drive, Jackson, Mississippi

~~There shall be no shares of stock shall be~~  
issued. It consists only of a Board of Directors each one of which shall serve without compensation either directly or indirectly. All of the income shall be devoted exclusively to charitable and benevolent purposes.

5. The period of existence shall be perpetual.

6. The purposes, rights and powers of said corporation, not contrary to law shall be:

To establish, provide and operate a home for dependent, destitute or homeless children and for any other child or children who may need the services and facilities of the institution either on a temporary or permanent basis, all of whom shall be received into the custody, care or guardianship of the home in accordance with the by-laws of the corporation and in compliance with the laws of the State of Mississippi; To operate as a licensed adoption agency and to engage in a program of temporary foster home care; To provide the facilities, personnel, food, shelter, clothing, education, supervision, discipline

and any other thing necessary to the establishment of the care and atmosphere comparable to that provided by natural parents in a Christian home and incidental to the proper and adequate spiritual, physical, social and intellectual development of children; To solicit, receive, accept, hold, administer, invest and disburse funds either generally or upon special request for the care of children; To acquire property, real, personal or mixed, by purchase, gift, devise, bequest ~~or in any other lawful manner, unconditionally or in trust for specified~~ purposes within the limitations of this charter, and to hold, sell, mortgage, exchange or improve such properties as a means of furthering the objectives of this corporation; To borrow money or to issue bonds and to mortgage or pledge the real estate or personal property of the corporation as security for such loans; To conduct such additional activities on the properties of said home as farming, stock raising or other activities reasonably incidental to its purpose in accordance with the by-laws of the corporation. This corporation shall have all the rights and powers which are now or may hereafter be granted to corporations or institutions of such kind. No part of ~~the assets of this corporation shall be used for the carrying on of propaganda or otherwise~~ attempting to influence legislation or participating or intervening in any political campaign on behalf of any candidate for public office.

In the event of the dissolution of this corporation, or upon any liquidation of its assets, none of the assets shall be distributed to any member, director, or officer, or to any other individual, or to any corporation or other organization engaged in business for profit, but such assets shall be paid over and delivered to a similar corporation or association which is operated and controlled by members of the churches of Christ and which is a nonprofit corporation or association organized and operated exclusively for charitable purposes, as shall be selected by a two-thirds majority vote of the directors of this corporation.

7. This corporation shall not be required to make publication of its charter, shall issue no shares of stock, shall divide no dividends or profits among its members, shall vest in each member the right to one

vote in the election of all officers, shall make the loss of membership, by death or otherwise, the termination of all interest of such members in the corporate assets, and there shall be no individual liabilities against the members for corporate debts, but the entire corporate property shall be liable for the claims of creditors.

H. J. Massie  
H. J. Massie

Robert M. Moon  
Robert M. Moon

J. C. Redd  
J. C. Redd

Clark Stringer  
Clark Stringer

Alonzo D. Welch  
Alonzo D. Welch

INCORPORATORS

\*  
STATE OF MISSISSIPPI\*  
\*  
COUNTY OF HINDS \*  
\*

This day personally appeared before me, the undersigned authority,  
H. J. Massie, Robert M. Moon, J. C. Redd, Clark Stringer, and Alonzo D.  
Welch, incorporators of the corporation known as the Sunnybrook Children's  
Home, Inc., who acknowledged that they signed and executed the above and  
foregoing articles of incorporation as their act and deed on this the  
9<sup>th</sup> day of December, 1963.

Lawrence M. Keenan  
NOTARY PUBLIC *(Lawrence M. Keenan)*

My commission expires 1-4-66

Received at the office of the Secretary of State this the 10<sup>th</sup>  
day of December, A. D., 1963, together with the sum of \$20.00 deposited to  
cover the recording fee, and referred to the Attorney General for his

Walter L. Linder  
SECRETARY OF STATE

Jackson, Mississippi  
December 10, 1963

I have examined this application for a charter of incorporation and  
am of the opinion that it is not violative of the Constitution and laws  
of the State, or of the United States.

Joe T. Patterson  
ATTORNEY GENERAL

By J. R. Stringer  
ASSISTANT ATTORNEY GENERAL

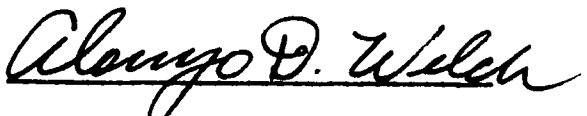
## RESOLUTION

At a called meeting of the Sunnybrook Children's Home, held on the 7th day of December, 1963, upon a duly approved motion the following resolution was legally adopted, to wit:

"RESOLVED that H. J. Massie, Robert M. Moon, J. C. Redd, Clark Stringer, and Alonzo D. Welch, members of the Sunnybrook Children's Home, proceed to incorporate as a nonprofit corporation and that they be hereby authorized and directed to apply for a charter of incorporation and to do all other things necessary and incidental to the formation of said corporation."

I, H. J. Massie, as President, and Alonzo D. Welch, as Secretary, of the Sunnybrook Children's Home, do hereby certify that the foregoing is a true, accurate, and correct copy of a resolution, duly and legally passed at a meeting of said Children's Home on the 7th day of December, 1963.

  
President

  
Secretary



**MINUTES OF THE BOARD OF SUPERVISORS  
OF MADISON COUNTY, MISSISSIPPI**

REGULAR MEETING OF DECEMBER 20, 2021  
Adjourned from a meeting conducted December 6, 2021

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly convened, held and conducted on December 20, 2021 in the Board Room on the first floor of the Madison County Office Complex, 125 West North Street, Canton, Mississippi, as follows, to-wit:

The President of the Board, Karl Banks presided and called the meeting to order. The following members were present that day:

Present:

Absent:

Supervisor Sheila Jones  
Supervisor Trey Baxter  
Supervisor Karl Banks  
Supervisor Gerald Steen  
Supervisor Paul Griffin  
Chancery Clerk Ronny Lott  
Sheriff Randy Tucker

Also Present:

County Administrator Shelton Vance  
Board Attorney Mike Espy  
Deputy Chancery Clerk Stacey Toten

The President of the Board announced that the members of the Board present constituted a quorum and declared the meeting duly convened. Gerald Steen opened the meeting with a prayer and Will Sligh led the members and the audience in the Pledge of Allegiance to the Flag of the United States of America.

***In re: Approval of Minutes from December 6, 2021***

WHEREAS, Chancery Clerk Ronny Lott did present the Board with the Minutes of the previous meeting of the Board of Supervisors having been conducted on December 6, 2021,

Mr. Baxter did offer and Ms. Jones did second a motion to approve the minutes of December 6, 2021 as presented and to authorize the Board President to execute same. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and the minutes of December 6, 2021 were and are hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

**President's Initials:** \_\_\_\_\_

**Date Signed:** \_\_\_\_\_

***For Searching Reference Only: Page 1 of 19 (12/20/21)***

***In re: Approval of Increases of Assessment of Real and Personal Property***

At the request and recommendation of Tax Assessor Norman Cannady, Ms. Jones did offer and Mr. Griffin did second a motion to open the public hearing on the matter of increasing certain real and personal property assessments for the 2021 tax year. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and the public hearing was and is hereby opened.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

Thereafter, the Chancery Clerk did advise that the appropriate notices on the matter of increasing certain real and personal property assessments for 2021 tax year on certain parcels in the county, a spreadsheet and the petition listing the property owners, the parcel numbers, and amount of the proposed assessment increase may be found in the Miscellaneous Appendix to these Minutes, by regular mail to the affected property owners, and the Board does find that said notices were sufficient, and

WHEREAS, no one did appear to contest or protest said assessment increases,

Ms. Jones did offer and Mr. Griffin did second a motion to close the public hearing. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and the public hearing was and is hereby closed.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

Thereafter, Mr. Griffin did offer and Ms. Jones did second a motion to approve the assessment increase for the individual(s) and parcel number(s) as set forth in the aforesaid spreadsheet and petitions. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and the assessment of the parcel(s) reflected thereon were and are hereby approved and adopted.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

**President’s Initials:**\_\_\_\_\_

**Date Signed:**\_\_\_\_\_

***In re: Approval of Consent Agenda Items***

WHEREAS, the Board President did explain that any Supervisor could, in advance of the call of the question, request that any item be removed from the Consent Agenda, and

Supervisor Banks did request that Item No. 11 be pulled for further discussion, and

Mr. Griffin did offer and Ms. Jones did second a motion to take the following actions on the Consent Agenda:

- 3. HR - Approve Personnel Matters**  
(Attached as Exhibit A)
- 4. CA - Authorize Payment of MACAC Membership Application**
- 5. CA - Approve Payment of License Fee of \$112.25 - MS Board of Public Accountancy / Vance, White & Hilliard**
- 6. CA - Acknowledge Madison County Nursing Home Budget**
- 7. CA - Acknowledge FY 2020 / 2021 Financial Report - South Madison County Fire Protection District**
- 8. CA - Approve Request from Mississippi Department of Child Protection Services**
- 9. CA - Approve Associated Office Systems Maintenance Contract Renewal and Authorize Payment - Justice Court**  
(Attached as Exhibit B)
- 10. CA - Approve Tax Exemption Request - Sunnybrook Children's Home**
- 12. ChClrk - Approve 16th Section Land Leases**
- 13. ChClrk - Approve Payment for Special Master & Attorneys**
- 14. ChClrk - Acknowledge DOR Final Approval of Certificate with the Assessment Roll**
- 15. COMP - Approve Clerk of Board - October 2021**
- 16. COMP - Acknowledge Solid Waste Report**
- 17. COMP - Approve Maintenance Agreement Renewal for Stenograph**  
(Attached as Exhibit C)
- 18. COMP - Declare Supplies as Surplus and Authorize Disposal**
- 19. COMP - Declare Property as Surplus and Authorize Disposal**
- 20. COMP - Approve Rejection of Invoice - Hammett Gravel**
- 21. COMP - Approve Rejection of Invoice - Divco Data**
- 22. EMA - Approve Annual License Agreement and Authorize Payment thereof**
- 23. EMA - Approve Travel and Related Expenses for Training and Certification of Pilots /**

**President's Initials:**\_\_\_\_\_

**Date Signed:**\_\_\_\_\_

***For Searching Reference Only: Page 3 of 19 (12/20/21)***

- 24. ENG - Approve Canton Municipal Utilities Permit - Moss Road
- 25. ENG - Approve Request for Payment - Reunion Parkway, Phase II / Barnett Place Properties, LLC
- 26. ENG - Approve Request for Payment - Reunion Parkway, Phase II / JAMPOP, LLC
- 27. ENG - Approve Request for Payment - Mt. Pilgrim State Aid Bridge Project / Roy Anthony Girard & Kim Marie Lassere Girard
- 28. PC - Approve December 2021 Procurement Card Reconciliation and Authorize Payment Thereof
- 29. PC - Approve December 2021 Travel Card Reconciliation and Authorize Payment Thereof
- 30. TA - Approve 2021 Real Property Decreases
- 31. TA - Approve 2021 Homestead Exemption Deletion
- 32. TA - Approve 2021 Homestead Exemption Amended Applications

The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and each item was and is hereby approved, adopted and authorized as described herein above.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Consideration of Redistricting***

Mr. Steen did offer and Mr. Banks did second a motion to hold a public hearing regarding redistricting for Madison County and to post the proposed new district lines at least two (2) weeks prior to said hearing, with said hearing to be held on January 25, 2022 at 6:00 p.m.to be conducted by Mr. Tommy Cardin of Butler Snow. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said public hearing was and is hereby set for January 25, 2022 at 6:00 p.m.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

President’s Initials: \_\_\_\_\_  
Date Signed: \_\_\_\_\_

***In re: Authorization of Lobbyists***

Mr. Steen did offer and Mr. Griffin did second a motion to authorize Butler Snow to lobby at the federal level on behalf of Madison County . The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and Butler Snow was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

Thereafter, Mr. Steen did offer and Mr. Baxter did second a motion to authorize Clearwater Group to lobby at the state level on behalf of Madison County. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and Clearwater Group was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Request for Property Tax  
Exemption - Mt. Zion Missionary Baptist Church***

Mr. Griffin did offer and Mr. Banks did second a motion to approve the request of Mt. Zion Missionary Baptist Church for property tax exemption for the year beginning January 1, 2022 for property located at 514 North West Street in Canton to be used for church parking. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said request for property tax exemption was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Request for Property Tax  
Exemption - Goodwill Industries of Mississippi***

Mr. Steen did offer and Mr. Banks did second a motion to approve the request of Goodwill Industries of Mississippi for personal property tax exemption for the year beginning January 1,

**President's Initials:**\_\_\_\_\_

**Date Signed:**\_\_\_\_\_

***For Searching Reference Only: Page 5 of 19 (12/20/21)***

2022 for new goods inventory. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said request for personal property tax exemption was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Budget & Equipment Purchase  
for Madison County Mega Site Alliance  
Fire District Board***

Mr. Baxter did offer and Mr. Steen did second a motion to **(1)** approve the 2021-2022 budget for the Madison County Mega Site Alliance Fire District, attached as Exhibit D, and **(2)** authorize the purchase of necessary equipment for the Madison County Mega Site Alliance Fire District, attached as Exhibit E. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said 2021-2022 budget was and is hereby approved and said equipment purchase was and is hereby authorized .

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Acknowledgment of Fire Class Rating***

At the request and recommendation of Fire Coordinator Minor Norman, Mr. Steen did offer and Ms. Steen did second a motion to acknowledge the Notification Letter of Fire Class rating 8 for the Southwest Madison County Fire Protection District, attached as Exhibit F. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said Notification Letter was and is hereby acknowledged .

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

**President's Initials:**\_\_\_\_\_

**Date Signed:**\_\_\_\_\_

***For Searching Reference Only: Page 6 of 19 (12/20/21)***

***In re: Approval of Actual Cost  
Reimbursement Agreement***

At the request of County Engineer Tim Bryan, Mr. Steen did offer and Mr. Baxter did second a motion to approve the Actual Cost Reimbursement Agreement related to the Bozeman Road Widening Project, attached as Exhibit G, and authorize Board President to execute the same.. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said agreement was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Final Plat & Letter  
of Credit - Ashby Ridge Phase 2***

At the request and recommendation of County Engineer Tim Bryan, Mr. Baxter did offer and Ms. Jones did second a motion to approve the final plat of Ashby Ridge, Phase 2 consisting of approximately 19.4 acres with 35 lots and acknowledge Letter of Credit # 80686338 for final wearing surface. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said final plat was and is hereby approved and said Letter of Credit was and is hereby acknowledged.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Change Order #1  
Way Road & Banks Road  
Culvert Replacements***

At the request of County Engineer Tim Bryan, Mr. Griffin did offer and Ms. Jones did second a motion to approve Change Order #1 with Southern Rock, LLC for the Way Road and Banks Road Culvert Replacements, attached as Exhibit H, and authorize the Board President to execute the same. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

**President’s Initials:**\_\_\_\_\_

**Date Signed:**\_\_\_\_\_

the matter carried unanimously and said Change Order # 1 was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Speed Limit  
Reduction - Cedar Hill Road***

At the request of County Engineer Tim Bryan, Mr. Banks did offer and Mr. Baxter did second a motion to approve the reduction of the speed limit on Cedar Hill Road from Highway 22 to MS 463 from 45 mph to 35 mph. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said speed limit reduction was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Emergency Action  
Plan - Sulphur Springs Park Lake***

At the request of County Engineer Tim Bryan, Mr. Griffin did offer and Ms. Jones did second a motion to acknowledge the updated Emergency Action Plan for the Sulphur Springs Park Lake. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said updated Emergency Action Plan was and is hereby acknowledged.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Zoning Matter  
Set Appeal Hearing***

At the request of Zoning Administrator Scott Weeks, Mr. Griffin did offer and Ms. Jones did second a motion to set an appeal hearing regarding the Petition to Rezone filed by Prakash Agrawal which was denied by the Planning and Zoning Commission. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye

**President's Initials:** \_\_\_\_\_

**Date Signed:** \_\_\_\_\_

***For Searching Reference Only: Page 8 of 19 (12/20/21)***



Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said appeal hearing was and is hereby set for February 7, 2022 at 9:00 a.m.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Zoning Matter***  
**Preliminary Plat**

At the request of Zoning Administrator Scott Weeks, Mr. Griffin did offer and Ms. Jones did second a motion to approve the preliminary plat of Deerfield Clubhouse Estates being located in Supervisor District 5. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said preliminary plat was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Zoning Matter***  
**Preliminary Plat**

At the request of Zoning Administrator Scott Weeks, Mr. Griffin did offer and Ms. Jones did second a motion to approve the preliminary plat of Glendale Farms being located in Supervisor District 5. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said preliminary plat was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Zoning Matter***  
**Preliminary Plat**

At the request of Zoning Administrator Scott Weeks, Mr. Banks did offer and Mr. Griffin did second a motion to approve the preliminary plat of Bellemeade of Caroline being located in Supervisor District 4. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye

**President's Initials:**\_\_\_\_\_

**Date Signed:**\_\_\_\_\_

***For Searching Reference Only: Page 9 of 19 (12/20/21)***

Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said preliminary plat was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Zoning Matter  
Preliminary Plat***

At the request of Zoning Administrator Scott Weeks, Mr. Griffin did offer and Mr. Banks did second a motion to approve the preliminary plat of Magnolia Pointe Part Two being located in Supervisor District 5. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said preliminary plat was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Zoning Matter  
Plat Amendment***

At the request of Zoning Administrator Scott Weeks, Mr. Banks did offer and Mr. Steen did second a motion to approve the plat amendment of Livingston Acres Revised being located in Supervisor District 4. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said plat amendment was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Zoning Matter  
Gated Public Access Subdivision***

At the request of Zoning Administrator Scott Weeks, Ms. Jones did offer and Mr. Steen did second a motion to approve a gated entrance for Hampton Hills Subdivision being located in Supervisor Districts 1 and 5. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye

**President's Initials:**\_\_\_\_\_

**Date Signed:**\_\_\_\_\_

***For Searching Reference Only: Page 10 of 19 (12/20/21)***

Supervisor Paul Griffin

Aye

the matter carried unanimously and said gated entrance was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Acknowledgment of Resolution Identifying  
Legislative Objectives***

At the request and recommendation of Board Attorney Mike Espy, Ms. Jones did offer and Mr. Steen did second a motion to acknowledge the Resolution Identifying Legislative Objectives for Madison County for the 2021-2022 Legislative Session. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said Resolution was and is hereby acknowledged.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Interlocal Agreement***

At the request of Board Attorney Mike Espy, Ms. Jones did offer and Mr. Banks did second a motion to approve the Interlocal Agreement between Madison County and the City of Madison regarding the funding of road improvements located in the City of Madison, attached as Exhibit I, and authorize Board President to execute the same. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said interlocal agreement was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Acknowledgment of Settlement  
Documents***

At the request and recommendation of Board Attorney Mike Espy, Mr. Steen did offer and Ms. Jones did second a motion to acknowledge the documents related to the opioid settlement found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

**President's Initials:** \_\_\_\_\_

**Date Signed:** \_\_\_\_\_

***For Searching Reference Only: Page 11 of 19 (12/20/21)***

the matter carried unanimously and said settlement documents were and are hereby acknowledged.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Authorization of Board Attorney***

Mr. Griffin did offer and Mr. Steen did second a motion to authorize Board Attorney, County Administrator, Lobbyists, County Engineer, and Waggoner Engineering to work together to draft a Resolution to send to Legislators for Madison County in support of funding for broadband, flooding, and for the Bozeman Road Project, and bring said Resolution back to the Board at the first meeting in January 2022. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and Board Attorney, County Administrator, Lobbyists, County Engineer, and Waggoner Engineering were and are hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Authorization to Advertise***

Mr. Griffin did offer and Ms. Jones did second a motion to authorize County Administrator to advertise for the RFP for broadband services for Madison County. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and County Administrator was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Acknowledgment of Letter  
from Lt. Governor***

At the request of County Administrator Shelton Vance, Mr. Steen did offer and Mr. Baxter did second a motion to acknowledge the letter from Lt. Governor Delbert Hosemann related to the Legislative Budget Recommendation for FY 2023, attached as Exhibit J. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye

**President’s Initials:**\_\_\_\_\_

**Date Signed:**\_\_\_\_\_

Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said letter was and is hereby acknowledged.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Emergency Management Performance Grant***

At the request of County Administrator Shelton Vance, Ms. Jones did offer and Mr. Griffin did second a motion to approve the Emergency Management Performance Grant and authorize Board President to execute the same. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said Emergency Management Performance Grant was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Reimbursement***

At the request of County Administrator Shelton Vance, Mr. Griffin did offer and Ms. Jones did second a motion to approve reimbursement to Kyrie Lucas in the amount of \$86.76 for the purchase of fuel for his county vehicle. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said reimbursement was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Award of Bid***

At the request of County Administrator Shelton Vance, Mr. Steen did offer and Ms. Jones did second a motion to award the bid for the Madison County Annex exterior repairs to JH&H Architects as the lowest and best bid. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

**President’s Initials:**\_\_\_\_\_

**Date Signed:**\_\_\_\_\_

the matter carried unanimously and said bid was and is hereby awarded.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Consideration of Survey of  
Sulphur Springs Park***

At the request of County Administrator Shelton Vance, Mr. Griffin did offer and Ms. Jones did second a motion to authorize payment of \$600.00 to County Surveyor Richard Tolbert for a topographical survey for the playground area at Sulphur Springs Park. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said payment was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Budget Amendments &  
Interfund Cash Transfers***

At the request and recommendation of Comptroller Na'Son White, Mr. Steen did offer and Ms. Jones did second a motion to approve the Madison County Budget Amendments & Interfund Cash Transfers, attached as Exhibit K . The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said budget amendments and interfund cash transfers were and are hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Claims Docket and  
Payroll Docket for December 8, and 13, 2021***

At the request and recommendation of Comptroller Na' Son White, assuring the Board of Supervisors that all claims had been properly documented and where necessary, purchase orders were obtained in advance as required by law, Mr. Griffin did offer and Ms. Jones did second a motion to approve the following:

- (1) General Claims Docket
- (2) Payroll Claims Docket No. 1, dated December 8, 2021
- (2) Payroll Claims Docket No. 2, dated December 13, 2021

**President's Initials:** \_\_\_\_\_

**Date Signed:** \_\_\_\_\_

***For Searching Reference Only: Page 14 of 19 (12/20/21)***

WHEREAS, the following is a summary of all claims and funds from which said claims are to be paid relative to the primary claims docket:

Fund	Claim Nos.	No. of Claims	Amount
001	475 to 571	97	556,680.18
012	34 to 41	8	20,903.53
015	15 to 19	5	335,723.75
030	6 to 7	2	5,882.24
097	19 to 22	4	5,107.41
103	1 to 1	1	1,870.00
104	8 to 9	2	635.93
105	17 to 21	5	24,736.06
115	40 to 41	2	2,107.30
150	154 to 183	30	250,045.76
160	18 to 20	3	97,250.94
190	15 to 17	3	434.74
191	41 to 41	2	157.34
194	17 to 19	3	7,093.35
226	13 to 13	1	820.00
302	3 to 3	1	19,391.70
322	5 to 5	1	161,636.23
324	3 to 5	3	40,863.75
328	7 to 9	3	74,428.31
331	3 to 3	1	16,229.34
697	6 to 6	1	723.04
698	6 to 6	1	413.33
699	6 to 6	1	36.01
TOTAL ALL FUNDS		180	1,623,170.24

and further directed the Chancery Clerk to publish the Summary of Claims as required by law and approve the Claims Docket approving payment of said claims, found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously, and said General Claims Docket and Payroll Dockets 1-2 were and are hereby approved and the Chancery Clerk was and is instructed to issue pay warrants accordingly.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Justice Court Wedding Report***

At the request and recommendation of Comptroller Na'Son White, Mr. Steen did offer and Ms. Jones did second a motion to approve the Justice Court Wedding Report. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye

**President's Initials:**\_\_\_\_\_

**Date Signed:**\_\_\_\_\_

***For Searching Reference Only: Page 15 of 19 (12/20/21)***

Supervisor Paul Griffin

Recused<sup>1</sup>

the matter carried unanimously and said wedding report was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Planning & Zoning  
Commission Per Diem***

At the request and recommendation of Comptroller Na'Son White, Mr. Steen did offer and Ms. Jones did second a motion to approve the Planning and Zoning Commission per diem for December 16, 2021, attached as Exhibit L. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Recused <sup>2</sup>

the matter carried unanimously and said per diem was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Claims of Fleetcor Technologies***

At the request and recommendation of Comptroller Na' Son White, Mr. Griffin did offer and Ms. Jones did second a motion to approve a supplemental claims docket containing the claims of Fleetcor Technologies and direct that invoice numbers should be attached to each claim listed on the supplemental docket and direct the Chancery Clerk to include said claims in the Summary of Claims to be published as required by law, found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Recused <sup>3</sup>
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said Held Claims were and are hereby approved and the Chancery Clerk was and is instructed to issue pay warrants accordingly.

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<sup>1</sup>Prior to consideration of this item of business, Mr. Griffin recused himself from the meeting, departed the meeting room and did not participate in discussion of deliberation of this matter whatsoever.

<sup>2</sup>Prior to consideration of this item of business, Mr. Griffin recused himself from the meeting, departed the meeting room and did not participate in discussion of deliberation of this matter whatsoever.

<sup>3</sup>Prior to consideration of this item of business, Mr. Steen recused himself from the meeting, departed the meeting room and did not participate in discussion of deliberation of this matter whatsoever.

**President's Initials:** \_\_\_\_\_

**Date Signed:** \_\_\_\_\_

***For Searching Reference Only: Page 16 of 19 (12/20/21)***



SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Acknowledgment of Circuit  
Clerk Employee Handbook***

Mr. Steen did offer and Mr. Baxter did second a motion to acknowledge the Circuit Clerk Employee Handbook. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said Circuit Clerk Employee Handbook was and is hereby acknowledged.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Acknowledgment of MDOC Invoices***

At the request of Sheriff Randy Tucker, Mr. Baxter did offer and Ms. Jones did second a motion to acknowledge receipt of MDOC invoices for September 2021 in the amount of \$20,019.34 and authorize Board President to execute the same. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said invoices were and are hereby acknowledged and Board President was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

Thereafter, Ms. Jones did offer and Mr. Baxter did second a motion to acknowledge receipt of MDOC invoices for October 2021 in the amount of \$24,088.45 and authorize Board President to execute the same. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said invoices were and are hereby acknowledged and Board President was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

**President's Initials:** \_\_\_\_\_

**Date Signed:** \_\_\_\_\_

***For Searching Reference Only: Page 17 of 19 (12/20/21)***

***In re: Authorization to Use Sheriff's Department for Movie Filming***

At the request and recommendation of Sheriff Randy Tucker, Mr. Steen did offer and Ms. Jones did second a motion to authorize movie filming at the Madison County Sheriff's Department and authorize the hiring of off duty officers to be used in background filming of the movie. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said filming was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Entering into "Closed Session" to Determine Whether or not the Board Should Declare an Executive Session***

WHEREAS, the Board of Supervisors, after beginning the meeting in open session, determined that it was necessary to enter into closed session for a brief discussion to ascertain whether an Executive Session was needed as to discuss litigation, economic development, and right of way acquisition,

Following discussion and pursuant to the terms of Miss. Code Ann. § 25-41-7, as amended, Ms. Jones did offer and Mr. Steen did second a motion to make a closed determination upon the issue of whether or not to declare an Executive Session for the purpose of discussing personnel matters, with the following persons deemed necessary for Board discussions, deliberations, and recording of such Executive Session, to wit: members of the Board, Chancery Clerk Ronny Lott, County Engineer Tim Bryan, Jim Turner, Greg Thompson, Board Attorney Mike Espy, and Sheriff Randy Tucker. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and the Board took up the matter of entering into Executive Session.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Entering into Executive Session***

WHEREAS, the Board Attorney advised the Board that discussion of the proposed matters of business was properly the subject of executive session,

Following discussion, Mr. Griffin did offer and Mr. Baxter did second a motion to enter into Executive Session to discuss personnel matters. The vote on the matter being as follows:

**President's Initials:** \_\_\_\_\_

**Date Signed:** \_\_\_\_\_

***For Searching Reference Only: Page 18 of 19 (12/20/21)***

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and Board President declared the Board to be in Executive Session for the consideration of such matters and Chancery Clerk Ronny Lott announced to the public the purpose for the Executive Session.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

Thereafter, Mr. Baxter did offer and Mr. Banks did second a motion to adjourn the Executive Session and announce to the public that no action was taken therein. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and the Board President declared Executive Session adjourned and the Chancery Clerk did announce no action was taken during Executive Session.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

THERE BEING NO FURTHER BUSINESS to come before the Board of Supervisors of Madison County, Mississippi, upon motion duly made by Supervisor Griffin and seconded by Supervisor Baxter and approved by the unanimous vote of those present, the December 20, 2021 meeting of the Board of Supervisors was recessed until January 3, 2022 at 9:00 a.m.

---

Karl M. Banks, President  
Madison County Board of Supervisors

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

ATTEST:

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Ronny Lott, Chancery Clerk

President's Initials: \_\_\_\_\_

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

*For Searching Reference Only: Page 19 of 19 (12/20/21)*

**President's Initials:** \_\_\_\_\_

**Date Signed:** \_\_\_\_\_

***For Searching Reference Only: Page 19 of 19 (12/20/21)***

**Subject:** RE: Sunnybrook

**Date:** Tuesday, January 24, 2023 at 3:05:06 PM Central Standard Time

**From:** Greg Higginbotham

**To:** Myrle Grate

Myrle,

If the other properties have been approved for a tax exemption and they have not changed ownership, no further applications should be necessary. A tax exemption does not expire or sunset unless ownership changes.

Greg

---

**From:** Myrle Grate <mgrate@sunnybrookms.org>

**Sent:** Tuesday, January 24, 2023 3:01 PM

**To:** Greg Higginbotham <greg.higginbotham@madison-co.com>

**Subject:** Re: Sunnybrook

***CAUTION! External Content. Please use caution when opening attachments and links. Do not provide your username and password if requested.***

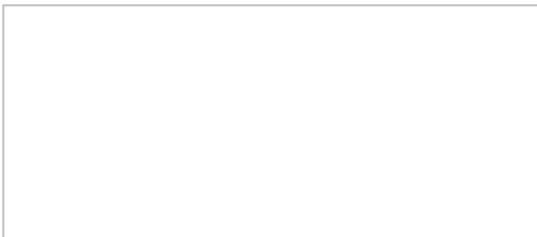
Greg,

Thank you for the application.

Just so I am clear, do we have to apply for Tax Exemption on all properties that we own in Madison County? Some of these have had the designation for decades and some for just a few years.

Last year when we applied for a new piece that we had acquired the previous year there was some confusion b/c it was in our LLC, but I believe it was ultimately approved. If then all of our properties are currently receive the tax exemption does that mean that we are having to now apply for all of them or just some?

Thanks for your help, I am happy to get on a call if that is easier,  
Mr. Myrle Grate



---

**From:** Greg Higginbotham <[greg.higginbotham@madison-co.com](mailto:greg.higginbotham@madison-co.com)>

**Date:** Friday, January 6, 2023 at 4:44 PM

**To:** Myrle Grate <[mgrate@sunnybrookms.org](mailto:mgrate@sunnybrookms.org)>, Mike Espy <[mikesmike@mikespy.com](mailto:mikesmike@mikespy.com)>

**Subject:** RE: Sunnybrook

Ms. Grate,

The application for tax exemption is attached. It is also available at [https://www.madison-co.com/sites/default/files/tax\\_exemp\\_application\\_1.19.21.pdf](https://www.madison-co.com/sites/default/files/tax_exemp_application_1.19.21.pdf). Our next meeting is January 17<sup>th</sup> at 9:00 AM.

Thanks,  
Greg

---

**From:** Myrle Grate <[mgrate@sunnybrookms.org](mailto:mgrate@sunnybrookms.org)>

**Sent:** Friday, January 6, 2023 4:23 PM

**To:** Mike Espy <[mikesmike@mikespy.com](mailto:mikesmike@mikespy.com)>; Greg Higginbotham <[greg.higginbotham@madison-co.com](mailto:greg.higginbotham@madison-co.com)>

**Subject:** Re: Sunnybrook

***CAUTION! External Content. Please use caution when opening attachments and links. Do not provide your username and password if requested.***

Sorry to bother you Mike but I couldn't find the Tax Exemption application on line and the wait at the Office is 1.5 hours.

Any way you could email me a copy or send me the link?  
Myrle

---

**From:** Mike Espy <[mikesmike@mikespy.com](mailto:mikesmike@mikespy.com)>

**Date:** Tuesday, December 27, 2022 at 1:18 PM

**To:** Myrle Grate <[mgrate@sunnybrookms.org](mailto:mgrate@sunnybrookms.org)>, Greg Higginbotham <[greg.higginbotham@madison-co.com](mailto:greg.higginbotham@madison-co.com)>

**Subject:** Re: Sunnybrook

Ms Grate. Shelton is no longer employed by the county. The new Administrator is Greg Higginbotham, who I have copied on this email.

On your issue this tax notice is most likely an error.

However, the new policy in the county is for the non-profit tax exempt candidate to file an application for Tax Exemption. This application can be found at the Madison County Tax Assessor's office, and is online (if I am not mistaken). After you fill out the application it will be presented to the Board of Supervisors for acknowledgement and the board will confirm the exemption.

Most candidates actually come before the board with a completed application. When you appear you need to make sure that all entities of Sunnybrook Children's Home are listed on the tax exemption application.

Once this exemption is in the official minutes there should be no problem going forward. Our next meeting is January 2, 2023 at 9am.

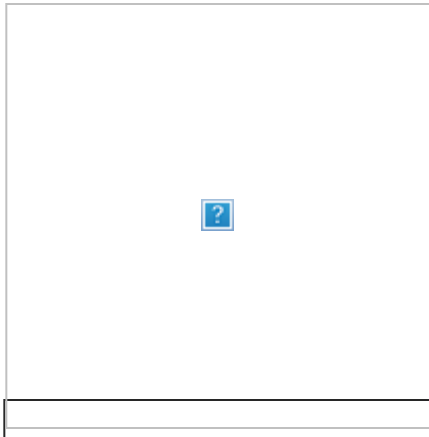
On Dec 14, 2022, at 10:26 AM, Myrle Grate <[mgrate@sunnybrookms.org](mailto:mgrate@sunnybrookms.org)> wrote:

Shelton,

We just received a property tax notice for one of our properties in Flora. Is this an error? If not what else do we need to do to ensure it is tax exempt.

Thank you,

Myrle



---

**From:** Myrle Grate <[mgrate@sunnybrookms.org](mailto:mgrate@sunnybrookms.org)>

**Date:** Tuesday, March 1, 2022 at 11:12 AM

**To:** Shelton Vance <[Shelton.Vance@madison-co.com](mailto:Shelton.Vance@madison-co.com)>

**Cc:** Mike Espy <[Mike.Espy@madison-co.com](mailto:Mike.Espy@madison-co.com)>

**Subject:** Re: Sunnybrook

That is correct all of the properties on Highway 22 were place in LLCs as advised by our council but they are all wholly owned subsidiaries of Sunnybrook.

---

**From:** Shelton Vance <[Shelton.Vance@madison-co.com](mailto:Shelton.Vance@madison-co.com)>

**Date:** Monday, February 28, 2022 at 4:41 PM

**To:** Myrle Grate <[mgrate@sunnybrookms.org](mailto:mgrate@sunnybrookms.org)>

**Cc:** Mike Espy <[Mike.Espy@madison-co.com](mailto:Mike.Espy@madison-co.com)>

**Subject:** RE: Sunnybrook

Myrle,

In trying to provide information for consideration on Sunset Hill, I need to verify our earlier conversation.

If I recall correctly, you indicated that Sunset Hill was not registered as a non-profit with any government entity. It is a domestic Mississippi LLC. Sunset Hill is a wholly owned subsidiary of Sunnybrook.

Is this correct?

SV

Shelton Vance, CPA

County Administrator  
Madison County  
PO Box 608  
Canton, MS 39046  
601-855-5502 (voice)  
601-855-5875 (fax)

---

**From:** Myrle Grate <[mgrate@sunnybrookms.org](mailto:mgrate@sunnybrookms.org)>  
**Sent:** Wednesday, January 5, 2022 3:52 PM  
**To:** Shelton Vance <[Shelton.Vance@madison-co.com](mailto:Shelton.Vance@madison-co.com)>  
**Cc:** Mike Espy <[Mike.Espy@madison-co.com](mailto:Mike.Espy@madison-co.com)>  
**Subject:** Re: Sunnybrook

***CAUTION! External Content. Please use caution when opening attachments and links. Do not provide your username and password if requested.***

Just in case you need it I am attaching the operating agreement.  
Myrle  
Sunnybrook

---

**From:** Myrle Grate <[mgrate@sunnybrookms.org](mailto:mgrate@sunnybrookms.org)>  
**Date:** Wednesday, January 5, 2022 at 9:33 AM  
**To:** Shelton Vance <[Shelton.Vance@madison-co.com](mailto:Shelton.Vance@madison-co.com)>  
**Cc:** Mike Espy <[Mike.Espy@madison-co.com](mailto:Mike.Espy@madison-co.com)>  
**Subject:** Re: Sunnybrook

Shelton,  
If you mean the LLC then Sunnybrook Children's Home, Inc. is the sole owner and member of Sunnybrook: Sunset Hill, LLC. The real estate was transferred to the LLC for liability purposes. The LLC is disregarded for tax purposes and the property for tax purposes is deemed to be owned by Sunnybrook Children's Home, Inc. through the LLC.  
Do you need anything further in order to confirm the tax exemption for the property?  
Myrle

---

**From:** Shelton Vance <[Shelton.Vance@madison-co.com](mailto:Shelton.Vance@madison-co.com)>  
**Date:** Monday, January 3, 2022 at 12:10 PM  
**To:** Myrle Grate <[mgrate@sunnybrookms.org](mailto:mgrate@sunnybrookms.org)>  
**Cc:** Mike Espy <[Mike.Espy@madison-co.com](mailto:Mike.Espy@madison-co.com)>  
**Subject:** RE: Sunnybrook

Myrle,



There were two different entities seeking a tax exemption. We received the Secretary of State's information on one entity, but not the second.

SV

Shelton Vance, CPA  
County Administrator  
Madison County  
PO Box 608  
Canton, MS 39046  
601-855-5502 (voice)  
601-855-5875 (fax)

---

**From:** Myrle Grate <[mgrate@sunnybrookms.org](mailto:mgrate@sunnybrookms.org)>  
**Sent:** Monday, January 3, 2022 10:59 AM  
**To:** Shelton Vance <[Shelton.Vance@madison-co.com](mailto:Shelton.Vance@madison-co.com)>  
**Cc:** Mike Espy <[Mike.Espy@madison-co.com](mailto:Mike.Espy@madison-co.com)>  
**Subject:** Re: Sunnybrook

***CAUTION! External Content. Please use caution when opening attachments and links. Do not provide your username and password if requested.***

Shelton,  
Do you know if Sunnybrook's request was approved?  
Thank you,  
Myrle Grate

---

**From:** Myrle Grate <[mgrate@sunnybrookms.org](mailto:mgrate@sunnybrookms.org)>  
**Date:** Monday, December 6, 2021 at 4:32 PM  
**To:** Shelton Vance <[Shelton.Vance@madison-co.com](mailto:Shelton.Vance@madison-co.com)>  
**Cc:** Mike Espy <[Mike.Espy@madison-co.com](mailto:Mike.Espy@madison-co.com)>  
**Subject:** Re: Sunnybrook

Here you go, sorry for my confusion.  
Myrle

---

**From:** Shelton Vance <[Shelton.Vance@madison-co.com](mailto:Shelton.Vance@madison-co.com)>  
**Date:** Monday, December 6, 2021 at 4:08 PM  
**To:** Myrle Grate <[mgrate@sunnybrookms.org](mailto:mgrate@sunnybrookms.org)>  
**Cc:** Mike Espy <[Mike.Espy@madison-co.com](mailto:Mike.Espy@madison-co.com)>  
**Subject:** FW: Sunnybrook

Myrle,

After reviewing this document, I don't think this is what Mr. Espy was referring to.

I think that he was referring to a document that was from the Secretary of State.

SV

Shelton Vance, CPA  
County Administrator  
Madison County  
PO Box 608  
Canton, MS 39046  
601-855-5502 (voice)  
601-855-5875 (fax)

---

**From:** Myrle Grate <[mgrate@sunnybrookms.org](mailto:mgrate@sunnybrookms.org)>  
**Sent:** Monday, December 6, 2021 10:16 AM  
**To:** Shelton Vance <[Shelton.Vance@madison-co.com](mailto:Shelton.Vance@madison-co.com)>  
**Subject:** Sunnybrook

***CAUTION! External Content. Please use caution when opening attachments and links. Do not provide your username and password if requested.***

Mr. Vance,  
I am attaching Sunnybrook's tax exemption letter from the State of MS. If you need anything else please let me know.  
Myrle

<image001.jpg>

**Subject:** Re: Sunnybrook

**Date:** Monday, February 27, 2023 at 11:24:19 AM Central Standard Time

**From:** Myrle Grate

**To:** Mike Espy

People mix it up all the time, no problem.

Thanks for your help.

---

**From:** Mike Espy <mikesmike@mikespy.com>

**Date:** Friday, February 24, 2023 at 10:52 AM

**To:** Myrle Grate <mgrate@sunnybrookms.org>, Greg Higginbotham <greg.higginbotham@madison-co.com>

**Subject:** Fwd: Sunnybrook

Mr. Grate- sorry to have mis-assumed your gender.

I have asked the MC Adm to put this issue on the agenda for the next meeting.

You don't need to show up. I will handle under my name. We have all of the associated documents.

Begin forwarded message:

**From:** Mike Espy <[mikesmike@mikespy.com](mailto:mikesmike@mikespy.com)>

**Subject:** Fwd: Sunnybrook

**Date:** February 24, 2023 at 10:38:24 AM CST

**To:** Greg Higginbotham <[greg.higginbotham@madison-co.com](mailto:greg.higginbotham@madison-co.com)>, Gerald Steen <[Gerald@sprintmart.com](mailto:Gerald@sprintmart.com)>, Myrle Grate <[mgrate@sunnybrookms.org](mailto:mgrate@sunnybrookms.org)>, Norman Cannady <[norman.cannady@madison-co.com](mailto:norman.cannady@madison-co.com)>

Greg-

Ms. Grate has revised the tax-exemption application to reflect that the only applicant is Sunnybrook Children's Home, a non-profit charitable organization. In the previous application she affixed relevant documents from the MS Sec of State and IRS showing that Sunnybrook Children's Home was an incorporated, non-profit charitable organization, and that the premises would be used for ministry related purposes.

Her lawyer also explained that the LLC designation in the previous application was to be considered as a "disregarded entity" for liability purposes. That being the case I asked that the LLC not be included on the MC tax exempt application.

She has resubmitted the application without the LLC designation. So, unless the TA has an objection to this current application I believe that it should be approved by the BOS at our next meeting.

Begin forwarded message:

**From:** Myrle Grate <[mgrate@sunnybrookms.org](mailto:mgrate@sunnybrookms.org)>  
**Subject:** Re: Sunnybrook  
**Date:** February 24, 2023 at 9:10:55 AM CST  
**To:** Mike Espy <[mikesmike@mikespy.com](mailto:mikesmike@mikespy.com)>  
**Cc:** "greg.higginbotham@madison-co.com" <[greg.higginbotham@madison-co.com](mailto:greg.higginbotham@madison-co.com)>, "Martin, Leonard" <[lmartin@bakerdonelson.com](mailto:lmartin@bakerdonelson.com)>

Mike,

I am attaching a revised Application for Tax Exemption and Sunnybrook's charter from the SOS. If any of this is not correct please let me know.

Thank you for your help and patience,  
Myrle

---

**From:** Gerald Steen <[Gerald@sprintmart.com](mailto:Gerald@sprintmart.com)>  
**Date:** Thursday, February 23, 2023 at 3:05 PM  
**To:** "Leonard (Len) Martin" <[lmartin@bakerdonelson.com](mailto:lmartin@bakerdonelson.com)>  
**Cc:** Greg Higginbotham <[greg.higginbotham@madison-co.com](mailto:greg.higginbotham@madison-co.com)>, Myrle Grate <[mgrate@sunnybrookms.org](mailto:mgrate@sunnybrookms.org)>, Mike Espy <[mikesmike@mikespy.com](mailto:mikesmike@mikespy.com)>  
**Subject:** RE: Sunnybrook

Thanks for the reply. I have included Mike Espy, Madison County Board attorney on the email for his reply.

---

**From:** Martin, Leonard <[lmartin@bakerdonelson.com](mailto:lmartin@bakerdonelson.com)>  
**Sent:** Thursday, February 23, 2023 3:03 PM  
**To:** Gerald Steen <[Gerald@sprintmart.com](mailto:Gerald@sprintmart.com)>  
**Cc:** [greg.higginbotham@madison-co.com](mailto:greg.higginbotham@madison-co.com); Myrle Grate <[mgrate@sunnybrookms.org](mailto:mgrate@sunnybrookms.org)>  
**Subject:** Sunnybrook

**CAUTION! THIS IS AN EXTERNAL E-MAIL!** Use extreme caution when opening attachments or replying to requests for information.

Gerald, Mr. Myrle Grate sent me your email with your question. Thank you very much for reaching out to us. I am the attorney for Sunnybrook Children's Home. The LLCs that are entirely owned by Sunnybrook Children's Home are ignored for tax purposes, and are disregarded entities for tax purposes. They were put in place for liability protection only. It is a common practice for large public charities all over the country to put their real estate holdings in single member disregarded LLC's for liability protection. If a claim arises related to the real estate owned by the LLC, in theory, the plaintiff would only have a claim against the LLC assets, and could not reach the considerable other assets and endowment owned by the public charity. Attorneys all over the country recommend that large operating public charities place their individual real estate holdings in disregarded LLCs for this reason. The properties are still used by Sunnybrook for Charitable purposes and are not for profit. Again Sunnybrook is the only owner and member of these nonprofit LLC's owning real estate used for charity purposes. Please let me know if you have any other concerns. Thank you. Len

Leonard C. Martin

Baker, Donelson, Bearman, Caldwell & Berkowitz, PC

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**MINUTES OF THE BOARD OF SUPERVISORS  
OF MADISON COUNTY, MISSISSIPPI**

**REGULAR MEETING OF FEBRUARY 20, 2024**  
Adjourned from a meeting conducted FEBRUARY 5, 2024

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly convened, held and conducted on February 20, 2024 in the Board Room on the first floor of the Madison County Office Complex, 125 West North Street, Canton, Mississippi, as follows, to-wit:

The President of the Board, Gerald Steen presided and called the meeting to order. The following members were present that day:

Present:	Absent:
Supervisor Casey Brannon	Supervisor Karl Banks
Supervisor Trey Baxter	
Supervisor Gerald Steen	
Supervisor Paul Griffin	
Chancery Clerk Ronny Lott	
Sheriff Randy Tucker	

Also Present:  
County Administrator Greg Higginbotham  
Board Attorney Mike Espy  
Board Secretary/Chief Deputy Chancery Clerk Gena Permenter

The President of the Board announced that the members of the Board present constituted a quorum and declared the meeting duly convened. Duane Thompson opened the meeting with a prayer and Will Sligh led the members and the audience in the Pledge of Allegiance to the Flag of the United States of America.

***In re: Approval of Minutes from February 5, 2024***

WHEREAS, Chancery Clerk Ronny Lott did present the Board with the Minutes of the previous meeting of the Board of Supervisors having been conducted on February 5, 2024,

Mr. Baxter did offer and Mr. Griffin did second a motion to approve the minutes of February 5, 2024 as presented, and authorize the Board President to execute same. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and the minutes of February 5, 2024 were and are hereby approved.

SO ORDERED this the 20<sup>th</sup> day of February, 2024.

**President's Initials:** \_\_\_\_\_  
**Date Signed:** \_\_\_\_\_  
*For Searching Reference Only: Page 1 of 12 (2/20/24)*

***In re: Consideration of MLHPD’s Findings and Recommendations  
Related to Application for Conditional Use - The Oaks - Assisted Living Facility***

Following discussion, Mr. Brannon did offer and Mr. Baxter did second a motion to deny the Application for Conditional Use filed by Chad Phillips for The Oaks Assisted Living Facility. Prior to call of the motion, Mr. Steen did offer and Mr. Griffin did second a substitute motion to send said matter back to the Planning and Zoning Commission for further consideration. The vote on the matter being as follows:

Supervisor Casey Brannon	No
Supervisor Trey Baxter	No
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter failed for lack of a majority vote.

SO ORDERED this the 20<sup>th</sup> day of February, 2024.

Thereafter, the Board President called for a vote of the original motion made by Mr. Brannon and seconded by Mr. Baxter to deny the request to approve the Application for Conditional Use for the The Oaks Assisted Living Facility. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	No
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	No

the matter failed for lack of a majority vote.

SO ORDERED this the 20<sup>th</sup> day of February, 2024.

***In re: Approval of Consent Agenda Items***

WHEREAS, the Board President did explain that any Supervisor could, in advance of the call of the question, request that any item be removed from the Consent Agenda, and

Mr. Griffin did offer and Mr. Steen did second a motion to take the following actions on the Consent Agenda:

- 3. **HR - Approve Personnel Matters (Attached as Exhibit A)**
- 4. **HR - Approve Time Clock Plus - Renewal of Annual Support & Maintenance (Attached as Exhibit B)**
- 5. **B&G - Approve Use of Courthouse Grounds - Canton Flea Market - May 5, 8, & 9, 2024**
- 6. **B&G - Approve Use of Courthouse Grounds - Canton Convention & Visitors Bureau for Various Events**
- 7. **B&G - Approve Change Order #3 - Madison County Multipurpose Building - Peoples Construction (Attached as Exhibit C)**
- 8. **B&G - Approve Change Order #4 - Madison County Multipurpose Building - Peoples Construction (Attached as Exhibit D)**

**President’s Initials:**\_\_\_\_\_

**Date Signed:**\_\_\_\_\_

9. **B&G - Approve Change Order #5 - Madison County Multipurpose Building - Peoples Construction (Attached as Exhibit E)**
10. **B&G - Approve Change Order #6 - Madison County Multipurpose Building - Peoples Construction (Attached as Exhibit F)**
11. **CA - Approve Travel & Related Expenses for 2024 Annual Mississippi Association of Supervisors Minority Caucus Conference / Supervisor Griffin and Supervisor Banks / Hattiesburg, MS / April 9-12, 2024**
12. **CA - Approve Travel & Related Expenses for Amazon Project / Minor Norman & Norman Cannady / Columbus OH / February 21-23, 2024**
13. **ChClrk - Approve Payment for Special Master & Attorneys**
14. **ChCrt - Approve Chancery Court ADA Business Information Systems (BIS Digital) Service & Support Renewal Contract and Authorize Payment (Attached as Exhibit G)**
15. **CircuitCrt - Approve Applying for Drug Court Grant with U.S. Department of Justice**
16. **CircuitCrt - Approve Applying for (SAMSHA) Drug Court Grant with U.S. Department of Justice**
17. **CircuitCrt - Approve Applying for (BJA) Drug Court Grant with U.S. Department of Justice**
18. **COMP - Approve Arbitrage Rebate Calculation Agreement for \$5,300,000 Madison County, MS General Obligation Notes, Series 2023**
19. **COMP - Acknowledge Arbitrage Report for \$5,250,000 Madison County, MS / General Obligation Note - Series 2022**
20. **COMP - Approve Actuarial Services Contract with Madison County, MS and Cavanaugh MacDonald Consulting, LLC**
21. **COMP - Approve Clerk of the Board - January 2024**
22. **CountyCrt - Approve Travel & Related Expenses for (NADCP) National Drug Court Convention / Stafford, Ballard, & Nisbett / Anaheim, CA / May 22-25, 2024**
23. **ENG - Approve Travel & Related Expenses for 2024 Mississippi Engineering Society Winter Meeting / Brandon Johnson / Jackson Convention Complex / February 28 - March 1, 2024**
24. **ENG - Approve Comcast Cable Utility Permit - Sweetbriar Circle**
25. **ENG - Approve Telepak Networks, Inc. / cSpire Utility Permit - Allie Land and Charleigh Circle**
26. **ENG - Approve Memorandum of Agreement for the I-55 from Bozeman Road to Parkway East (Reunion Interchange) Project and Authorize Board President to Sign**
27. **ENG - Approve Mississippi Department of Transportation Executive Compensation Certificate for Transparency Act and Authorize Board President to Sign**

**President's Initials:\_\_\_\_\_**

**Date Signed:\_\_\_\_\_**

***For Searching Reference Only: Page 3 of 12 (2/20/24)***



- 28. IT - Approve Renewal of Meraki Wireless Network Equipment and Authorize Payment
- 29. PC - Approve February 2024 Procurement Card Reconciliation and Authorize Payment Thereof
- 30. PC - Approve February 2024 Travel Card Reconciliation and Authorize Payment Thereof
- 31. TA - Approve Travel and Related Expenses for 2024 Certified Appraisers School / Courtney Sones / Starkville, MS / April 29 - May 3, 2024
- 32. TA - Approve Travel and Related Expenses for 2024 Certified Appraisers School / Tori McDaniel / Starkville, MS / April 29 - May 3, 2024
- 33. TA - Approve 2023 Real Property Decreases
- 34. TA - Approve 2023 Amended Homesteads
- 35. TC - Approve Request for Void of Tax Sales August 2021 & 2022
- 36. JuvDrgCrt - Approve Contract for Professional Services with Essential Touchstones, LLC
- 37. JuvDrgCrt - Approve Fixed Price Research Agreement

The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and each item was and is hereby approved, adopted, and authorized as described herein above.

SO ORDERED this the 20<sup>th</sup> day of day of February, 2024.

***In re: Approval of Request for Property Tax  
Exemption - Sunnybrook Children’s Home, Inc.***

Mr. Steen did offer and Mr. Griffin did second a motion to approve the request of Sunnybrook Children’s Home, Inc. for property tax exemption for the year beginning January 1, 2024 for property at 3841 Highway 22 in Flora bearing Parcel Numbers 081C-07-004/02.00 and 081C-07-004/02.01. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said request for property tax exemption was and is hereby approved.

**President’s Initials:** \_\_\_\_\_  
**Date Signed:** \_\_\_\_\_  
*For Searching Reference Only: Page 4 of 12 (2/20/24)*

SO ORDERED this the 20<sup>th</sup> day of day of February, 2024.

***In re: Approval of Congestion Mitigation Project***  
**Application - Weisenberger Road**

At the request of County Engineer Tim Bryan, Mr. Steen did offer and Mr. Griffin did second a motion to approve the Application for a Congestion Mitigation Project grant related to the widening of Weisenberger Road from U.S. Highway 51 to Parkway East within the City of Gluckstadt and authorize Board President to execute documents related thereto. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said application was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of day of February, 2024.

***In re: Approval of Congestion Mitigation Project***  
**Application - Stribling Road/Catlett Road**

At the request of County Engineer Tim Bryan, Mr. Baxter did offer and Mr. Brannon did second a motion to approve the Application for a Congestion Mitigation Project grant related to the widening of Stribling Road from the intersection of Caroline Boulevard to the intersection of Red Fox Lane in Madison County and authorize Board President to execute documents related thereto. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said application was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of day of February, 2024.

***In re: Approval of Safety Improvements Project***  
**Application - Yandell Road**

At the request of County Engineer Tim Bryan, Mr. Griffin did offer and Mr. Steen did second a motion to approve the Application for a Safety Improvements Project grant for intersection improvements at the intersection of Yandell Road at North Old Canton Road including installation of a traffic signal and authorize Board President to execute documents related thereto. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye

**President’s Initials:**\_\_\_\_\_

**Date Signed:**\_\_\_\_\_

Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said application was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of day of February, 2024.

***In re: Consideration for Bid***

Mr. Brannon did offer and Mr. Baxter did second a motion to re-advertise for bids for the Bozeman Road Phase 1 Project. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	No
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	No

the matter failed for lack of a majority vote.

SO ORDERED this the 20<sup>th</sup> day of February, 2024.

***In re: Approval of Candidate Petition  
for Election Commissioner***

Mr. Steen did offer and Mr. Baxter did second a motion to approve the Candidate Petition for Election Commissioner for District 3 in Madison County filed by Joanne Pearson and acknowledge documentation in support of this position presented by Board Attorney. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	No

the matter carried by a majority vote (3-1) of the Board and said petition was and is hereby approved and documentation was and is hereby acknowledged.

SO ORDERED this the 20<sup>th</sup> day of day of February, 2024.

***In re: Acknowledgment of Letter***

At the request of Board Attorney Mike Espy, Mr. Griffin did offer and Mr. Baxter did second a motion to acknowledge the letter dated February 14, 2024 from Canton Municipal Utilities rescinding their previous letter dated November 14, 2023 requesting reimbursement of \$95,117.93 from the Board of Supervisors, attached as **Exhibit H**, related to a 2001 Lease Agreement between Madison County and Canton Municipal Utilities. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
--------------------------	-----

**President’s Initials:**\_\_\_\_\_

**Date Signed:**\_\_\_\_\_

Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said letter was and is hereby acknowledged and Board President was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of day of February, 2024.

***In re: Acknowledgment of Documentation***

Mr. Steen did offer and Mr. Griffin did second a motion to acknowledge the documentation presented by Phyllis Doby related to the MLHPD presentation of Findings and Recommendations. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said documentation was and is hereby acknowledged.

SO ORDERED this the 20<sup>th</sup> day of day of February, 2024.

***In re: Acknowledgment of Documentation***

Mr. Baxter did offer and Mr. Griffin did second a motion to acknowledge the Road Project Funding mechanisms documentation. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said funding mechanisms were and are hereby acknowledged.

SO ORDERED this the 20<sup>th</sup> day of day of February, 2024.

***In re: Acknowledgment of Duties and Responsibilities of County Administrator***

At the request of County Administrator, Mr. Griffin did offer and Mr. Steen did second a motion to acknowledge the duties and responsibilities of County Administrator pursuant to MS Code 19-4-7. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye

**President’s Initials:**\_\_\_\_\_

**Date Signed:**\_\_\_\_\_

Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said duties and responsibilities of County Administrator were and are hereby acknowledged.

SO ORDERED this the 20<sup>th</sup> day of day of February, 2024.

***In re: Approval to Ratify Emergency Declaration***

At the request of County Administrator, Mr. Griffin did offer and Mr. Steen did second a motion to ratify the Emergency Declaration, attached as **Exhibit I**, related to a water line break at the Madison County Sheriff’s Office. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said emergency declaration was and is hereby ratified.

SO ORDERED this the 20<sup>th</sup> day of day of February, 2024.

***In re: Approval of Budget Amendments & Interfund Cash Transfers***

At the request and recommendation of Comptroller Na’Son White, Mr. Steen did offer and Mr. Griffin did second a motion to approve the Madison County Budget Amendments & Interfund Cash Transfers, attached as **Exhibit J**. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said budget amendments and interfund cash transfers were and are hereby approved.

SO ORDERED this the 20<sup>th</sup> day of day of February, 2024.

***In re: Approval of Claims Docket & Payroll Docket***

At the request and recommendation of Comptroller Na’Son White, assuring the Board of Supervisors that all claims had been properly documented and where necessary, purchase orders were obtained in advance as required by law, Mr. Griffin did offer and Mr. Steen did second a motion to approve the following:

- (1) General Claims Docket

President’s Initials: \_\_\_\_\_  
Date Signed: \_\_\_\_\_  
*For Searching Reference Only: Page 8 of 12 (2/20/24)*

- (2) Payroll Docket 1 - January 31, 2024
- (3) Payroll Docket 1 - February 14, 2024

WHEREAS, the following is a summary of all claims and funds from which said claims are to be paid relative to the primary claims docket:

Fund	Claim Nos.	No. of Claims	Amount
001	1358 to 1451, 1453 to 1489, 1492 to 1497	137	450,394.45
012	51 to 55	5	7,654.88
015	32 to 34	3	307,066.24
030	17 to 18	2	2,566.00
097	43 to 44	2	11,309.80
105	39 to 40	2	16,733.93
114	7 to 8	2	5,635.00
115	65 to 67	3	825.37
150	244 to 275	32	124,623.11
160	40 to 43	4	115,295.27
185	18 to 18	1	2,050.00
186	16 to 16	1	123.75
187	4 to 4	1	103.68
190	29 to 29	1	2,196.25
191	54 to 60	7	27,497.70
194	31 to 34	4	2,138.61
324	5 to 5	1	53,311.05
327	3 to 3	1	2,085.00
328	2 to 2	1	128,989.97
331	8 to 9	2	12,768.75
345	8, 1	2	40,408.36
TOTAL ALL FUNDS		214	1,313,777.17

and further directed the Chancery Clerk to publish the Summary of Claims as required by law and approve the Claims Docket approving payment of said claims, found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present, and said General Claims Docket and Payroll Dockets 1 and 2 were and are hereby approved, and the Chancery Clerk was and is instructed to issue pay warrants accordingly.

SO ORDERED this the 20<sup>th</sup> day of day of February, 2024.

**In re: Approval of Planning & Zoning  
Commission Per Diem**

At the request and recommendation of Comptroller Na’Son White, Mr. Steen did offer and Mr. Brannon did second a motion to approve the Planning and Zoning Commission per diem for February 2024, attached as **Exhibit K**. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
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President’s Initials: \_\_\_\_\_  
Date Signed: \_\_\_\_\_  
*For Searching Reference Only: Page 9 of 12 (2/20/24)*

Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Recused <sup>1</sup>

the matter carried by the unanimous vote of those present and said per diem was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of day of February, 2024.

***In re: Approval of Claims of Fleetcor Technologies***

At the request and recommendation of Comptroller Na’Son White, Mr. Brannon did offer and Mr. Griffin did second a motion to approve a supplemental claims docket dated February 15, 2024 containing the claims of Fleetcor Technologies and direct that invoice numbers should be attached to each claim listed on the supplemental docket and direct the Chancery Clerk to include said claims in the Summary of Claims to be published as required by law, found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Recused <sup>2</sup>
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said Held Claims were and are hereby approved and the Chancery Clerk was and is instructed to issue pay warrants accordingly.

SO ORDERED this the 20<sup>th</sup> day of day of February, 2024.

***In re: Approval of Payment to Mississippi Development Authority***

At the request and recommendation of Comptroller Na’Son White, Mr. Steen did offer and Mr. Brannon did second a motion to approve the Request for Payment from Mississippi Development Authority Industry Incentive Financing Revolving Fund, found in the Miscellaneous Appendix to these Minutes and authorize Board President to execute the same. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said payment was and is hereby approved and Board President was and is hereby authorized.

---

<sup>1</sup>Prior to consideration of this item of business, Mr. Griffin recused himself from the meeting, departed the meeting room and did not participate in discussion of deliberation of this matter whatsoever.

<sup>2</sup>Prior to consideration of this item of business, Mr. Steen recused himself from the meeting, departed the meeting room and did not participate in discussion of deliberation of this matter whatsoever.

SO ORDERED this the 20<sup>th</sup> day of day of February, 2024.

***In re: Acknowledgment of MDOC Invoices***

At the request of Sheriff Randy Tucker, Mr. Steen did offer and Mr. Griffin did second a motion to acknowledge receipt of MDOC invoices for January 2024 in the amount of \$5,188.91, found in the Miscellaneous Appendix to these Minutes, and authorize Board President to execute the same. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried unanimously vote of those present and said invoices were and are hereby acknowledged, and Board President was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of day of February, 2024.

***In re: Acceptance of Retirement of K-9 Kelly***

At the request of Sheriff Randy Tucker, Mr. Brannon did offer and Mr. Griffin did second a motion to accept retirement of K-9 Kelly and allow her to remain with Deputy Connor Smith. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried unanimously vote of those present and said retirement was and is hereby accepted.

SO ORDERED this the 20<sup>th</sup> day of day of February, 2024.

***In re: Approval of Summit Food Service Agreement Modification***

At the request of Sheriff Randy Tucker, Mr. Steen did offer and Mr. Griffin did second a motion to approve the Summit Food Service Agreement Modification #4, attached as **Exhibit L**, and authorize Board President to execute the same. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried unanimously and said report was and is hereby acknowledged and Board President was and is hereby authorized .

SO ORDERED this the 20<sup>th</sup> day of day of February, 2024.

**President’s Initials:**\_\_\_\_\_

**Date Signed:**\_\_\_\_\_



***In re: Approval of Sole Source Declaration***

At the request and recommendation of Sheriff Randy Tucker, Mr. Griffin did offer and Mr. Brannon did second a motion to approve Airworx, LLC as sole source declaration for unmanned robotics vehicles. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried unanimously and Airworx, LLC was and is hereby approved as a sole source provider.

SO ORDERED this the 20<sup>th</sup> day of day of February, 2024.

THERE BEING NO FURTHER BUSINESS to come before the Board of Supervisors of Madison County, Mississippi, upon motion duly made by Supervisor Griffin and seconded by Supervisor Steen and approved by the unanimous vote of those present, the February 20, 2024 meeting of the Board of Supervisors was adjourned until February 26, 2024 at 9:00 a.m.

\_\_\_\_\_  
Gerald Steen, President  
Madison County Board of Supervisors

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

ATTEST:

\_\_\_\_\_  
Ronny Lott, Chancery Clerk

President’s Initials: \_\_\_\_\_  
Date Signed: \_\_\_\_\_

**President’s Initials:**\_\_\_\_\_

**Date Signed:**\_\_\_\_\_