

**THE ADMINISTRATIVE OFFICE OF
Tupelo Municipal Court**
P.O. BOX 765, 316 Court Street.
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JAY WEIR, MUNICIPAL JUDGE
WILLIE ALLEN, MUNICIPAL JUDGE

RICHARD BABB, PROSECUTOR
RHONDA COLE, ADMINISTRATOR

Date: February 24, 2025

To: Mayor Todd Jordan
Tupelo City Council

From: Rhonda Cole

Re: Municipal Court Clerk training certificate

As a "Matter of housekeeping" attached is a copy of my certificate of attendance for the mandatory Municipal Court Clerk training certificate.

Mississippi code 21-23-12 requires the training certificate of the Municipal Court Clerk be made part of the permanent record of the minutes of the City Council.

Please place these items on the agenda of the next City Council meeting for their Approval.

Thank you for the opportunity to serve as your Municipal Court Clerk and Court Administrator.



Certificate of Completion

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

Rhonda L. Cole

for having completed the

2024 Municipal Court Clerks Conference
Golden Nugget ~ Biloxi, Mississippi
September 18-20, 2024

15.00 Hours

Nancy Daniel

Program Manager

Carrie Murphy

Interim Director