

**THE ADMINISTRATIVE OFFICE OF  
Tupelo Municipal Court**  
P.O. BOX 765, 316 Court Street.  
TUPELO, MISSISSIPPI 38804-0765  
(662) 841-6516  
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JAY WEIR, MUNICIPAL JUDGE  
WILLIE ALLEN, MUNICIPAL JUDGE

RICHARD BABB, PROSECUTOR  
JOHN KNIGHT, ADMINISTRATOR

Date: 11/15/2021

To: Mayor Todd Jordan  
Tupelo City Council

From: Rhonda Cole

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RE: Municipal Court Clerk Training Certificate and updated fine schedule.

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

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. I have also included the most recent copy of our fine schedule.

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.



# Certificate of Attendance

The University of Mississippi Law Center  
Awards this Certificate to

**Rhonda L. Cole**

for having attended the

**2021 MUNICIPAL COURT CLERKS CONTINUING EDUCATION COURSE**

Silver Star Conference Center & Zoom – Choctaw, Mississippi

September 22 -24, 2021

conducted by the

**Mississippi Judicial College**

**12.00 Hours**

*Nancy Daniel*

Program Manager

*RR*

Director