

# **REGULAR CALLED MEETING BOARD OF DIRECTORS**

**Boardroom**

**December 18, 2018**

**5:30 p.m.**

## **AGENDA**

1. Call to Order Mayor- James Calhoun
2. Invocation
3. Approval of Board Minutes from December 4, 2018 - Mayor Calhoun
4. Approval of Board Minutes from December 11, 2018- Mayor Calhoun
5. Third Reading Ordinance Volunteer Doing Business with City – Gary Brinkley
6. Memorandum of Agreement on Hwy 51 Sign – Gary Brinkley/Leadership CC
7. City Manager's Report – Gary Brinkley
8. Routine Business – Mayor Calhoun
9. Adjournment – Mayor Calhoun

**REGULAR CALLED MEETING  
BOARD OF DIRECTORS**

**Boardroom**

**December 4, 2018**

**5:30 P.M.**

**MEMBERS:**

Taylor Chaney, *Ward 1 Director*  
Chris Porter, *Ward 2 Director*  
Scott Byrd, *Ward 3 Director, Assistant Mayor*  
Joann Nelson, *Ward 4 Director (Absent)*  
Jason Jones, *Ward 5 Director*  
Roland Gosey, *Ward 6, At Large Director*  
James Calhoun, *Ward 7, Mayor*

**OTHERS:**

Gary Brinkley, *City Manager*  
Jessica Davis, *City Clerk*

**CALL TO ORDER**

Mayor Calhoun called the meeting to order at 5:30 p.m.

**INVOCATION**

Director Jones.

**APPROVAL OF BOARD MINUTES FROM NOVEMBER 20, 2018**

A motion was made by Director Jones, seconded by Director Porter to approve the minutes from the November 20, 2018 regular called meeting of the Board of Directors.

**The motion passed on a roll call vote and the vote was as follows:**

<b>Taylor Chaney</b>	<b>“Aye”</b>	<b>Roland Gosey</b>	<b>“Aye”</b>
<b>Chris Porter</b>	<b>“Aye”</b>	<b>Jason Jones</b>	<b>“Aye”</b>
<b>Joann Nelson</b>	<b>Absent</b>	<b>Mayor Calhoun</b>	<b>“Aye”</b>
<b>Scott Byrd</b>	<b>“Aye”</b>		

**THIRD READING OF ORDINANCE TO REGULATE TRANSIENT  
MERCHANT**

Mr. Brinkley requested the Board adopt the ordinance following its third reading.

The Mayor called the Clerk to read the ordinance title only:

**AN ORDINANCE REGULATING TRANSIENT (TEMPORARY) MERCHANTS  
ENGAGING IN BUSINESS WITHIN THE CITY OF ARKADELPHIA, ARKANSAS**

A motion was made by Assist. Mayor Byrd, seconded by Director Chaney to adopt the ordinance. **The motion was passed with a roll call vote and the vote was as follows:**

<b>Taylor Chaney</b>	<b>“Aye”</b>	<b>Roland Gosey</b>	<b>“Aye”</b>
<b>Chris Porter</b>	<b>“Aye”</b>	<b>Jason Jones</b>	<b>“Aye”</b>
<b>Joann Nelson</b>	<b>Absent</b>	<b>Mayor Calhoun</b>	<b>“Aye”</b>
<b>Scott Byrd</b>	<b>“Aye”</b>		

**THIRD READING OF MOBILE FOOD VENDOR ORDINANCE**

Mr. Brinkley requested the Board adopt the ordinance following its third reading.

The Mayor called the Clerk to read the ordinance title only:

AN ORDINANCE REGULATING THE OPERATION OF MOBILE FOOD VENDORS (“MFV”) IN THE CITY OF ARKADELPHIA, ARKANSAS; REQUIRING A PERMIT; AND FOR OTHER PURPOSES

A motion was made by Assist. Mayor Byrd, seconded by Director Gosey to adopt the ordinance. **The motion was passed with a roll call vote and the vote was as follows:**

Taylor Chaney	“Aye”	Roland Gosey	“Aye”
Chris Porter	“Aye”	Jason Jones	“Aye”
Joann Nelson	Absent	Mayor Calhoun	“Aye”
Scott Byrd	“Aye”		

**THIRD READING OF ORDINANCE TO REZONE PORTIONS OF 1412 PINE ST. FROM RESIDENTIAL USE (R-2) TO HIGHWAY COMMERCIAL (C-2)**

Mr. Brinkley requested the Board adopt the ordinance following its third reading.

The Mayor called the Clerk to read the ordinance title only:

AN ORDINANCE TO REZONE CERTAIN PROPERTY IN THE CITY OF ARKADELPHIA, ARKANSAS KNOWN AS PARCEL 74-02738-000, A VACANT LOT ABUTTING 1412 PINE STREET TO THE NORTH, AND MORE ACCURATELY DESCRIBED AS, THE WEST ONE-HALF LOT AND EXCEPT THEREFROM THE NORTH 106 FEET THEREOF IN TRIGGS ADDITION TO THE CITY OF ARKADELPHIA, CLARK COUNTY, ARKANSAS; AMENDING THE ZONING MAP OF THE CITY OF ARKADELPHIA, ARKANSAS AND FOR OTHER PURPOSES

A motion was made by Director Gosey, seconded by Director Jones to adopt the ordinance. **The motion passed on a five to one roll call vote and the vote was as follows:**

Taylor Chaney	“Aye”	Roland Gosey	“Aye”
Chris Porter	“Aye”	Jason Jones	“Aye”
Joann Nelson	Absent	Mayor Calhoun	“Aye”
Scott Byrd	“Nay”		

**SECOND READING OF ORDINANCE VOLUNTEER DOING BUSINESS WITH CITY**

Mr. Brinkley requested the Board place the ordinance on its third reading at the next scheduled Board meeting.

The Mayor called the Clerk to read the ordinance, title only:

**AN ORDINANCE APPROVING CERTAIN CITY EMPLOYEES AND RELATIVES OF CITY EMPLOYEES TO CONTRACT WITH THE CITY OF ARKADELPHIA, ARKANSAS AND FOR OTHER PURPOSES**

A motion was made by Director Jones, seconded by Director Gosey to place the ordinance on its third reading at the next scheduled Board meeting. **The motion passed on a roll call vote and the vote was as follows:**

<b>Taylor Chaney</b>	<b>“Aye”</b>	<b>Roland Gosey</b>	<b>“Aye”</b>
<b>Chris Porter</b>	<b>“Aye”</b>	<b>Jason Jones</b>	<b>“Aye”</b>
<b>Joann Nelson</b>	<b>Absent</b>	<b>Mayor Calhoun</b>	<b>“Aye”</b>
<b>Scott Byrd</b>	<b>“Aye”</b>		

**RESOLUTION ON VOLUNTEER DOING BUSINESS WITH THE CITY**

Mr. Brinkley presented an updated resolution per the board’s request setting an annual expense limit not to exceed \$3,600 per year without additional notification. He also provided an alternate resolution to the Board setting an annual expense limit not to exceed \$1,000 for 2018 or \$3,600 for 2019 without additional notification. A brief discussion was held.

A motion was made by Director Chaney, seconded by Director Gosey to adopt the alternate resolution. **The motion passed on a roll call vote and the vote was as follows:**

<b>Taylor Chaney</b>	<b>“Aye”</b>	<b>Roland Gosey</b>	<b>“Aye”</b>
<b>Chris Porter</b>	<b>“Aye”</b>	<b>Jason Jones</b>	<b>“Aye”</b>
<b>Joann Nelson</b>	<b>Absent</b>	<b>Mayor Calhoun</b>	<b>“Aye”</b>
<b>Scott Byrd</b>	<b>“Aye”</b>		

**MEMORANDUM OF UNDERSTANDING WITH CFEC FOR 2019**

Mr. Brinkley requested the Board approve the Memorandum of Understanding between the City of Arkadelphia and the Community Family Enrichment Center, Inc. (CFEC) for the amount of \$2,400.00 dollars.

A motion was made by Director Chaney, seconded by Assistant Mayor Byrd to approve the Memorandum of Understanding. **The motion passed on a roll call vote and the vote was as follows:**

<b>Taylor Chaney</b>	<b>“Aye”</b>	<b>Roland Gosey</b>	<b>“Aye”</b>
<b>Chris Porter</b>	<b>“Aye”</b>	<b>Jason Jones</b>	<b>“Aye”</b>
<b>Joann Nelson</b>	<b>Absent</b>	<b>Mayor Calhoun</b>	<b>“Aye”</b>

**Scott Byrd**                      **“Aye”**

**CONTRACT WITH CLARK COUNTY HISTORICAL ASSOCIATION**

Mr. Brinkley requested the Board approve the annual contract with the Clark County Historical Association for the amount of \$6,000.00 dollars for 2019.

A motion was made by Director Chaney, seconded by Director Porter to approve the contract. **The motion passed on a roll call vote and the vote was as follows:**

<b>Taylor Chaney</b>	<b>“Aye”</b>	<b>Roland Gosey</b>	<b>“Aye”</b>
<b>Chris Porter</b>	<b>“Aye”</b>	<b>Jason Jones</b>	<b>“Aye”</b>
<b>Joann Nelson</b>	<b>Absent</b>	<b>Mayor Calhoun</b>	<b>“Aye”</b>
<b>Scott Byrd</b>	<b>“Aye”</b>		

**MEMORANDUM OF UNDERSTANDING WITH ARKADELPHIA COUNCIL ON AGING**

Mr. Brinkley requested the Board approve the annual Memorandum of Understanding with the Arkadelphia Council on Aging for the amount of \$2,400.00 for 2019.

A motion was made by Director Chaney, seconded by Director Porter to approve the Memorandum of Understanding. **The motion passed on a roll call vote and the vote was as follows:**

<b>Taylor Chaney</b>	<b>“Aye”</b>	<b>Roland Gosey</b>	<b>“Aye”</b>
<b>Chris Porter</b>	<b>“Aye”</b>	<b>Jason Jones</b>	<b>“Aye”</b>
<b>Joann Nelson</b>	<b>Absent</b>	<b>Mayor Calhoun</b>	<b>“Aye”</b>
<b>Scott Byrd</b>	<b>“Aye”</b>		

**ADDITIONAL COMPENSATION**

Mr. Brinkley requested the Board approve the additional compensation for employees of the City. Total cost for the compensation which includes mandatory unemployment and FICA taxes is \$31,551.00. Of that, the General fund cost is \$23,000.00. The Street fund cost is \$1,549.00. The Water Department cost is \$6,363.00 and the Airport fund cost is \$639.00.

A motion was made by Director Chaney, seconded by Director Gosey to approve the additional compensation. **The motion passed on a roll call vote and the vote was as follows:**

<b>Taylor Chaney</b>	<b>“Aye”</b>	<b>Roland Gosey</b>	<b>“Aye”</b>
<b>Chris Porter</b>	<b>“Aye”</b>	<b>Jason Jones</b>	<b>“Aye”</b>
<b>Joann Nelson</b>	<b>Absent</b>	<b>Mayor Calhoun</b>	<b>“Aye”</b>
<b>Scott Byrd</b>	<b>“Aye”</b>		

**CONSIDERATION AND APPROVAL OF REAL PROPERTY INSURANCE FOR FY 2019**

Mr. Brinkley requested the Board accept the bid from Price & Company for the amount of \$61,336.00 for calendar year 2019.

A motion was made by Director Jones, seconded by Director Gosey to accept the bid. **The motion passed on a roll call vote and the vote was as follows:**

<b>Taylor Chaney</b>	<b>“Aye”</b>	<b>Roland Gosey</b>	<b>“Aye”</b>
<b>Chris Porter</b>	<b>“Aye”</b>	<b>Jason Jones</b>	<b>“Aye”</b>
<b>Joann Nelson</b>	<b>Absent</b>	<b>Mayor Calhoun</b>	<b>“Aye”</b>
<b>Scott Byrd</b>	<b>“Aye”</b>		

**CITY MANAGER’S REPORT**  
December 4, 2018

- Halff & Associates continues their work on producing 3 park concepts plans for the MLK committee and public to review for input. The MLK Park Committee will meet at 9:00 am followed by the public unveiling for comment and input from 1:00-3:00 pm.
- **ALERT** - N. 12<sup>th</sup> Street from Wilson/Key to Huddleston will be closed for one week, December 17 - 21, to allow HSU contractors to complete the brick work on Smith Hall. You may recall the brick had worked loose and HSU has been correcting this issue the past few months. HSU staff and contractors have been working closely with the city and the Police Dept who is the point of contact for such issues.
- Thank you to all who were able to attend Ms. Anita Wiley’s Retirement Celebration on the 27<sup>th</sup>. Her 21 years of service to this city is greatly appreciated.
- On November 29<sup>th</sup> the Mayor and I attend the ArML Legislative Update Regional Meeting in Hope, AR. There are 20 legislative initiatives being proposed by ArML, most of which are simple items that need updating. ArML will continue to monitor proposed legislation and work on behalf.
- You asked about the State Aid work on Caddo and Walnut that was approved at the last meeting. I spoke with the state office and they are hoping to let the project in January 2019 and estimate the cost to be around \$257,000. That said, if they find a hungry contractor the expense may be less but the value is still there.

Dates to Remember:

- The end of year employee luncheon will be on December 11th at the Rec Center. Our thanks the Chamber and Patterson Credit Union for their facilitation.

**ROUTINE BUSINESS**

**Taylor Chaney, Ward 1** – He expressed his condolences to the Thomason and Beeler families. The State finals are Saturday. The weather will be cold and rainy but everyone needs to come out to support the Badgers.

**Chris Porter, Ward 2** – He expressed his condolences to the Thomason family for their loss. He congratulated the football team for what they have done. His son has been able to be a part of it and they learn so much more than just athletics.

**Joann Nelson, Ward 4** – Absent

**Jason Jones, Ward 5** – Nothing

**Roland Gosey, Ward 6 Director at Large** – Nothing

**Scott Byrd, Ward 3, Assistant Mayor** – He mentioned on street parking on 15<sup>th</sup> St. He encouraged people to see the Badgers play. Go Badgers

**James Calhoun, Mayor** – He enjoyed being at the Arkansas Municipal League Meeting. It was well attended. He is looking forward to the conference coming up in January as well. He was able to attend the Cone Foundation Awards yesterday at the Ross Foundation. He also attended the ribbon cutting at Daylynn's Bakery. He asked everyone to remember the parade coming up. The Badgers have represented our community well.

**ADJOURNMENT**

There being no further business to discuss, Director Chaney made the motion seconded by Assistant Mayor Byrd to adjourn. **The motion passed unanimously and the meeting adjourned at 6:03 p.m.**

---

James Calhoun, Mayor

---

Jessica Davis, City Clerk

**REGULAR CALLED MEETING  
BOARD OF DIRECTORS**

**Boardroom**

**December 04, 2018**

**5:30 p.m.**

Jason Jackson  
Johnathon Boyce  
Aaron Bopp  
Chuck Fitzsimmons  
Keith Beason  
Brown Hardman  
Henry Wilson  
Bill Sutley- **Press**

DRAFT



**SPECIAL CALLED MEETING  
BOARD OF DIRECTORS  
2019 Budget Workshop**

**Conference Room 2**

**December 11, 2018**

**5:30 P.M.**

**MEMBERS:**

Taylor Chaney, *Ward 1 Director*  
Chris Porter, *Ward 2 Director(Absent)*  
Scott Byrd, *Ward 3 Director, Assistant Mayor*  
Joann Nelson, *Ward 4 Director*  
Jason Jones, *Ward 5 Director*  
Roland Gosey, *Ward 6, At Large Director*  
James Calhoun, *Ward 7, Mayor(Absent)*

**OTHERS:**

Gary Brinkley, *City Manager*  
Jessica Davis, *City Clerk*  
Chief Jackson, *Police*  
Chuck Fitzsimons, *GIS*  
Aaron Bopp, *Sanitation*

**CALL TO ORDER**

Assistant Mayor Byrd called the meeting to order at 5:38 p.m.

**2019 BUDGET**

A discussion was held concerning the forthcoming 2019 Budget.

**ADJOURNMENT**

There being no further business to discuss, Director Jones made the motion seconded by Director Nelson to adjourn. **The motion passed unanimously and the meeting adjourned at 6:30 p.m.**

---

James Calhoun, Mayor

---

Jessica Davis, City Clerk



Office of the City Manager  
700 Clay Street  
Arkadelphia, Arkansas 71923  
870-246-9864 phone  
870-246-1813 fax

**To:** Arkadelphia Board of Directors  
**CC:** Ed McCorkle, City Attorney  
**From:** Gary Brinkley, City Manager  
**Date:** December 5, 2018  
**Re:** Ordinance Regarding Employee To Contract Svc.  
Third Reading – Title Only

GB - JD

---

This is the third and final reading, title only, as was approved at the December 4<sup>th</sup> meeting.

Staff recommends, following the third reading, that the Board adopt the ordinance.

Thank you.

**ORDINANCE -O-18**

**AN ORDINANCE APPROVING CERTAIN CITY EMPLOYEES AND RELATIVES OF CITY EMPLOYEES TO CONTRACT WITH THE CITY OF ARKADELPHIA, ARKANSAS AND FOR OTHER PURPOSES**

WHEREAS, the City of Arkadelphia, Arkansas has a need for qualified individuals to furnish supplies, equipment, or services for the city; and

WHEREAS, restricting city employees or their relatives would handicap the city's efforts to employ qualified personnel in the positions listed below and handicap the city from being able to contract for needed supplies, equipment, or services for the city; and

WHEREAS, A.C.A. 14-42-107 and A.C.A. 14-47-137 may be interpreted as preventing elected officials, current employees and relatives of elected officials and current employees from holding employment or contracts in the absence of an authorizing ordinance.

NOW, THEREFORE BE IT ORDAINED by the Board of Directors of the City of Arkadelphia, Arkansas:

Section 1. Authorization. Pursuant to A.C.A. 14-42-107 and A.C.A. 14-47-137, the city of Arkadelphia, Arkansas, through its City Board of Directors, specifically approves previous contacts for goods and services with employees or their relatives as follows:

Durae Ferguson, Volunteer Fireman                      Durae Ferguson Construction (owner) \$1,846.71

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
James Calhoun, Mayor

\_\_\_\_\_  
Jessica Davis, City Clerk



Office of the City Manager  
700 Clay Street  
Arkadelphia, Arkansas 71923  
870-246-9864 phone  
870-246-1813 fax

**To:** Arkadelphia Board of Directors  
**CC:** Ed McCorkle, City Attorney  
**From:** Gary Brinkley, City Manager  
**Date:** December 5, 2018  
**Re:** Memorandum of Agreement on Hwy 51 Sign

GB - JD

---

The attached agreement with The Alliance is for the city to accept and maintain the new city marquee signage SE of town on Hwy 51.

This was a project of the recent Leadership Clark County class who worked out the location, raised the funds and designed the sign, at our request, to correspond with the existing signage on Hwy 67.

I brought Mr. McCorkle into the discussions concerning this agreement and he has approved the language presented.

Staff recommends your approval.

Thank you.

**MEMORANDUM OF AGREEMENT  
AND  
MAINTENANCE CONTRACT**

Comes on now the parties, City of Arkadelphia, Arkansas, (“City”) and Arkadelphia Regional Economic Development Alliance - Leadership Clark County, and hereby agree as follows:

Arkadelphia Regional Economic Development Alliance - Leadership Clark County, has agreed to procure and erect a welcome sign near the City’s corporate limits in the vicinity of the Ouachita River Bridge. The sign will be donated by Arkadelphia Regional Economic Development Alliance - Leadership Clark County, to the City.

In exchange for this donation, the City agrees to maintain the sign and the property adjacent to the sign to, among other things, keep the sign visible and free from obstructions. Such maintenance will include mowing and trimming in the immediate area adjacent to the location of the sign.

The parties shall agree on the precise location of the sign and agree that the City may remove the sign at some point in the future, if necessary.

\_\_\_\_\_  
CITY OF ARKADELPHIA

\_\_\_\_\_  
ARKADELPHIA REGIONAL  
ECONOMIC DEVELOPMENT  
ALLIANCE - LEADERSHIP CLARK  
COUNTY