

REGULAR CALLED MEETING BOARD OF DIRECTORS

Boardroom

January 3, 2019

5:30 p.m.

AGENDA

1. Call to Order Mayor James Calhoun
2. Invocation
3. Swearing in of Newly Elected Directors – Judge Randy Hill
4. Election of Assistant Mayor – Mayor Calhoun
5. Approval of Board Minutes from December 18, 2018 – Mayor Calhoun
6. Resolution to Approve Bank Signatory's – Gary Brinkley
7. Adoption of 2019 Board Procedural Rules – Gary Brinkley
8. Public Hearing – Ordinance on Home Siding – Gary Brinkley
9. Consideration and Action Regarding Ordinance on Home Siding – Gary Brinkley
10. 2019 Budget Discussion – Gary Brinkley
11. City Manager's Report – Gary Brinkley
12. Routine Business – Mayor Calhoun
13. Adjournment – Mayor Calhoun

**REGULAR CALLED MEETING
BOARD OF DIRECTORS**

Boardroom

December 18, 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*
Jason Jones, *Ward 5 Director*
Roland Gosey, *Ward 6, At Large Director (Absent)*
James Calhoun, *Ward 7, Mayor*

OTHERS:

Gary Brinkley, *City Manager*
Jessica Davis, *City Clerk*
Tammy Beeler, *City Treasurer*

CALL TO ORDER

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

INVOCATION

Assistant Mayor Byrd.

APPROVAL OF BOARD MINUTES FROM DECEMBER 4, 2018

APPROVAL OF BOARD MINUTES FROM DECEMBER 11, 2018

A motion was made by Assist. Mayor Byrd, seconded by Director Chaney to approve the minutes from the December 4, 2018 regular called meeting of the Board of Directors and to approve the minutes from the December 11, 2018 special called meeting of the Board of Directors.

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

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

THIRD READING OF ORDINANCE VOLUNTEER DOING BUSINESS WITH CITY

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 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 Assistant Mayor Byrd, 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	Absent
Chris Porter	“Aye”	Jason Jones	“Aye”
Joann Nelson	“Nay”	Mayor Calhoun	“Aye”
Scott Byrd	“Aye”		

MEMORANDUM OF AGREEMENT ON HWY 51 SIGN

Mr. Brinkley requested the board approve the Memorandum of Agreement with The Alliance for the city to accept and maintain the new city marquee signage on Hwy. 51.

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

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

CITY MANAGER’S REPORT December 18, 2018

- December 10th Halff & Associates presented their 3 different park design concepts plans to the MLK committee and at a Public Comment forum. The MLK Park Committee picked out one of the plans and made comments on additional desires. Public comments will also be addressed in the next rendering for consideration. Halff will present the updated design to the committee in January and work towards a preliminary budget.
- Staff would like to thank the Chamber and Patterson Credit Union for sponsoring this year’s employee Christmas luncheon on December 11th at the Rec Center. It was greatly appreciated.
- I’d like to thank all of those who participated in the annual Christmas Parade last Monday night. It was an excellent turn out. And, publicly thank Chuck Fitzsimmons for his help in facilitating the post parade community celebration of the AHS 3 State band championships and 2 State football championships. Mr. Maxwell said this class of Seniors has won 7 state championships and has the opportunity to win 12 more before the years end. **To be confirmed.**
- Last Thursday night it was my honor to attend the Arkadelphia Public School Band concert at OBU and read the Proclamation naming December 11th Arkadelphia Badger Pride Marching Band Day in the City of Arkadelphia in recognition of their 3 consecutive state marching band championships. I can’t tell you how impressive all the bands were from 6th

- high school. They sounded great and if you have never attended this event the quality of the music is great and it will put you in the Christmas spirit!
- Officer Free worked with the Arkansas Dept. of Corrections and last week the prisoners picked up 640 pounds of trash on Monday and 880 pounds of trash on Tuesday. They worked N. 10th, Walnut, Pine, and Caddo.

Dates to Remember:

- Next week and the following, departments will be operating with skeleton crews as so many folks are taking vacation and compensatory time before the end of the year.
- Offices will be closed December 24th and December 25th in observance of the Christmas Holiday.
- Offices will be closed on Tuesday, January 1st for the New Year's Day holiday.
- The Board meeting has been moved from January 1st to January 3rd for New Year's Day celebrations.

ROUTINE BUSINESS

Taylor Chaney, Ward 1 – He wished everyone a Merry Christmas and hopes everyone has a good holiday. He said if you attended the State Championship game, bless you.

Chris Porter, Ward 2 – He said it was a good time of year to be thankful and humble.

Joann Nelson, Ward 4 – She wished everyone a Merry Christmas and blessed New Year. She said don't drive drunk because you might save your own life or someone else's and to remember this is Christ's birthday and give back to others.

Jason Jones, Ward 5 – He reminded everyone there are several organizations that need donations this time of year and encouraged others to give back.

Roland Gosey, Ward 6 Director at Large – Absent

Scott Byrd, Ward 3, Assistant Mayor – He said he received an update from the city manager about 15th St. and it is still being worked on.

James Calhoun, Mayor – He said moving the Christmas parade turned out to be good. The crowd turn out for the community rally was great. There was a reception for Beverly Hankins at the Pregnancy Council. She is doing a good job there. The 75th Anniversary reception for the Lion's Club was last Thursday. He appreciates everything they do. Saturday was the Bicentennial Birthday. The 18th of December of 1818 is when Clark County was officially established. They had the Bicentennial celebration and it was very

cold but a good number showed up for it. The City Manager and he attended the parade judging awards ceremony this morning. He thanked everyone involved in that process.

ADJOURNMENT

There being no further business to discuss, Director Nelson made the motion seconded by Assistant Mayor Byrd to adjourn. **The motion passed unanimously and the meeting adjourned at 5:42 p.m.**

James Calhoun, Mayor

Jessica Davis, City Clerk

REGULAR CALLED MEETING BOARD OF DIRECTORS

Boardroom

December 18, 2018

5:30 p.m.

Tyler Freeman
Scott Freeman
Jason Jackson
Henry Wilson
Tammy Beeler
Chuck Fitzsimmons
Keith Beason
Bill Sutley- **Press**
Joe May- **Press**



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: January 3, 2019
Re: Resolution to Approve Bank Signatures

Pursuant to the recent elections, it may be necessary to change the signatory cards at the financial institutions we use.

The proposed resolution sets forth Mayor Calhoun, Assistant Mayor (to be filled), City Manager Gary Brinkley and City Treasurer Tammy Beeler as the approved signatures. Having two signatures from the Board and two from the staff will allow for the consistent flow of check processing with the required double signatures.

Should someone other than Dr. Byrd be elected Assistant Mayor, staff recommends inserting the name of the new Assistant Mayor and pass the Resolution.

RESOLUTION NO. R-19-

A RESOLUTION BY THE BOARD OF DIRECTORS OF THE CITY OF ARKADELPHIA, ARKANSAS, DESIGNATING OFFICERS AUTHORIZED TO SIGN FOR WITHDRAWAL OF CITY FUNDS WITH ANY AUTHORIZED DEPOSITORY BANK OF THE CITY OF ARKADELPHIA, ARKANSAS, IDENTIFYING THE SIGNATURES OF SUCH AUTHORIZED OFFICIALS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Board of Directors elected a new Assistant Mayor, all signature cards with each financial institution will need to reflect this change; and

Whereas, the City Board of Directors of the City of Arkadelphia now desires to designate new officers of the City to serve as designated signatories for all authorized depositories of the City.

NOW THEREFORE, BE IT RESOLVED BY THE CITY BOARD OF DIRECTORS FOR THE CITY OF ARKADELPHIA, ARKANSAS THAT:

SECTION 1. This resolution shall authorize and designate officials who can sign for withdrawal of City funds with any depository bank and any such prior resolutions are hereby rescinded and revoked.

SECTION 2. Only the officials, designated in this resolution shall henceforth be and they are hereby authorized to execute checks, drafts or other instruments for withdrawal of municipal funds in the name of the City.

SECTION 3. Such authorized officials of the City of Arkadelphia, Arkansas, any two of whom shall be authorized to jointly sign such drafts, checks and other instruments for withdrawal of municipal funds, or as shall be approved by the Board of Directors, are the following four officials, to wit: Tammy Frazier-Beeler, Treasurer; James Calhoun, Mayor, _____, Assistant Mayor; Gary Brinkley, City Manager, which authorization shall apply to Regions Bank, Southern Bancorp, Bank of the Ozarks, and US Bank, or their successors, and any other bank that is or becomes an authorized depository bank of the City of Arkadelphia Arkansas.

SECTION 4. The genuine signatures in the aforesaid four designated officials, any two of whom may jointly act for the City of Arkadelphia, Arkansas, as above provided in this resolution, are as follows:

OFFICAL	NAME	SIGNATURE
TREASURER	TAMMY FRAZIER-BEELER	_____
MAYOR	JAMES T. CALHOUN	_____
ASSISTANT MAYOR	_____	_____
CITY MANAGER	GARY BRINKLEY	_____

SECTION 5. Said above names, banks, and any other authorized depository of the City of Arkadelphia, Arkansas, to which a signed and certified copy of this resolution is delivered, shall be entitled to rely upon this resolution and the signatures herein shown until said bank shall receive notice of a change in said designated officials, or in the authority hereby granted said officials, respectively.

SECTION 6. This Resolution shall be in full force and effect from and after the date of its passage and it is so resolved. PASSED AND APPROVED ON THIS _____ DAY OF JANUARY, 2019.

James Calhoun, Mayor

ATTEST:

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: 2019 Procedural Rules
Re: December 28, 2018

Attached are the Procedural Rules for 2019 for your approval.

At our December 11th meeting you mentioned these had worked well in 2018 and you desired to continue their usage.

Staff recommends your approval.

City of Arkadelphia

Board of Directors Business Meeting Procedural Rules

Adopted January 3, 2019

Statement of Purpose - The term rules of order, or procedural rules refers to these written rules of parliamentary procedure formally adopted by an assembly or an organization. Such rules relate to the orderly transaction of business in meetings and to the duties of officers in that connection. The object of rules of order is to facilitate the smooth functioning of the assembly of the assembly and to provide a firm basis for resolving questions of procedure that may arise.

Definitions

Adjourn: To terminate a meeting officially.

Adopt: To approve, to give effect to.

Agenda: The official list of business to be considered at a meeting.

Amend: To change, by adding, deleting, or substituting words or provisions.

Annul: To void or cancel an action previously taken.

Appeal: A decision of the presiding officer may be appealed from. An appeal requires that the decision be referred to the Board for its determination by a vote.

Common law: Law developed by court decisions. Judge-made law.

Debatable: Capable of being discussed.

Division of question: Separation of main motion into two or more independent parts each of which is capable of standing alone.

General consent: An informal method of disposing of routine and generally favored proposals by the city manager/mayor assuming the group's approval, unless objection is raised. Also called "unanimous consent."

Gender: A word importing the masculine gender only shall extend and be applied to females and to firms, partnerships corporations, as well as to males.

Lay on the table: To postpone a motion.

Limit debate: To place restrictions on the time to be devoted to debate on a question or the number of speakers or the time allotted each.

Main motion: A motion presenting a subject to the Board for discussion and decision.

Majority: Determined by ACA 14-47-123 and other state statutes

Object to consideration: To oppose discussion and decision on a main motion.

Order of business: The formal program of sequence of different business items or classes of business arranged in the order in which they are to be considered.

Ordinance: Law made by Legislative Body of a Municipality.

Pending question: A question, or motion, before the Board, which has not yet been voted upon.

Point of order: When a member thinks that the rules of the assembly are being violated, he can make a *Point of Order* (or “raise a question of order,” as it is sometimes expressed), thereby calling upon the chair for a ruling and an enforcement of the regular rules.

Precedence: The right of prior proposal and consideration of one motion over another, or the order or priority of consideration.

Refer to committee: Motion to delegate work to a small group of members for study, decision, or action.

Special committee: A committee appointed to accomplish a particular task and to submit a special report. It ceases to exist when its task is completed.

Special meeting: A meeting called to consider certain specific business which must be set forth in the call.

Standing committee: A committee to handle all business on a certain subject, which may be referred to it, and usually, having a term of service corresponding to the term of office of the officers of the organization.

Voice vote: A vote taken by calling for “yes” and “no” and judged by volume of voice response.

Vote immediately: Motion to close debate, shut off subsidiary motion, and take a vote at once.

Voting: A “Yes: vote to a question is a yes before the Board of Directors.
A “No” vote to a question is a no before the Board of Directors.
A “Present” vote is not a YES or a NO vote; it is acknowledging a motion without taking a stand one way or the other.

Withdraw: Motion by a member to remove his motion from consideration by the Board with consent of a second.

General Rules

- 1.1 Regular Meetings** – The City Board of Directors will hold business meetings on the first and third Tuesday of every month beginning at 5:30 p.m. If all scheduled business cannot be conducted during the allotted time the Board may set a date to complete their business based on convenience of a majority of members and at a time agreed upon by a majority vote of the Board.
- a) Directors respond to motions by either a YES, NO, or PRESENT when voice voting.
- 1.2 Special Meetings** – Special meetings of the Board can be called at any time by the Mayor or by directors representing a majority of the elected membership of the Board.
- 1.3 Agenda** – The Agenda will be established by the City Manager in concurrence Mayor by Monday of the week prior to the week of the Board meeting. Agenda packages will be delivered on Friday of the week prior to the Board meeting, when a holiday conflicts the agenda packages will be delivered on Monday of the following week. The agenda will be released to the news media and posted on the web site immediately after delivery to Board Members.
- 1.4 Public Notice** – The agenda for all regular meetings shall be posted by the City Clerk in accordance with City ordinance and Arkansas state law. The Board packet will be posted on the city’s website by 6:00 pm on Friday before the Board meeting on Tuesday.
- 1.5 Executive Session** – The Board of Directors may adjourn into executive session by a motion, second and vote to discuss the consideration of employment issues, appointment, promotion, demotion, disciplining, or resignation of any public officer or employee and other reasons granted by Arkansas state law 25-19-106. The specific purpose of the executive session shall be announced in public before going into executive session.
- 1.6 Quorum** – Four members of the board must be present to constitute a quorum for the transaction of business; five votes are required to suspend the rules.

- 1.7 **Routine business-** An opportunity for all Directors to present to the other Board of Directors all aspects concerning their ward and or any other city business they may feel is pertinent. This is an opportunity for discussion amongst the Directors, Mayor and City Manager. A 5-minute limit for each Board member.
- 1.8 **City Manager Participation** – The City Manager, or his/her designee, shall attend all meetings of the Board of Directors unless excused. The City Manager can make recommendations to the Board of Directors and has an opportunity to participate in all discussions, but shall have no vote.
- 1.9 **City Attorney Participation** – The City Attorney, or his/her designee, shall attend meetings of the Board of Directors upon the request of the presiding officer, City Manager or by majority of Arkadelphia City Directors. The City Attorney will upon request, give an opinion on questions of law, and act as the Board of Directors’ parliamentarian.
- 1.10 **City Clerk Participation** – The City Clerk or his designee shall attend all meetings of the Board of Directors. The City Clerk shall keep accurate records of all actions taken by the Board.
- 1.11 **Laws Governing Open Meetings** – The City of Arkadelphia and its Board of Directors is a political subdivision of the State of Arkansas, and consequently subject to the laws governing open meetings. The City Board of Directors pledges to comply with all provisions of state law governing these sessions.
- 1.12 **Application of Rules-**These rules shall be used to conduct business of committees/commissions when acceptable.

Regular Business Meeting Conduct

2.1 Board of Directors

- a) All Board Members are expected to assist the presiding officer to ensure smooth and orderly meeting. Members are expected to obey the orders of the presiding officer and the rules of the Board.
- b) Board Members wanting to speak; concerning the topic at hand shall request permission from the presiding officer.
- c) Board Members wanting to question city staff, other than City Attorney, shall address the City Manager. The City Manager will have the option of answering questions or designating a member of city staff to do so.

- d) Once a Board Member is recognized, he or she shall not be interrupted by other members unless called to order by the presiding officer, unless a point of order is raised or unless the speaker chooses to yield to questions.
- e) Board Members shall confine their questions and remarks to the particular matter being discussed by the Board.
- f) If there is more than one speaker addressing a particular item, Board members shall hold all questions until all speakers have addressed the Board.
- g) If a Board Member will be absent or have to leave a meeting early, he/she is expected to notify the City Manager's office.
- h) The presiding officer has the right to close debate at any time and speak last on any issue if he/she so desires.
- i) Any Board member may appeal a ruling, by the presiding office, provided it is done so immediately following the ruling in question. If the appeal is seconded, the member making the appeal may state his or her reason for doing so, and the presiding officer may briefly explain their decision. There is no further debate on the appeal.
- j) During Board meetings cell phones are to be turned off or silenced. Use of cell phones by Board members and City staff for talking, texting, emailing or otherwise will not be allowed during meetings, except for emergency communications or while on breaks.
- k) If a Board of Directors leaves his/her position prior to the end of their term the following will apply. All applicants to fill the position are reviewed by the Arkadelphia Board of Directors. A decision by the Majority of the Board of Directors is needed to approve the Board of Director replacement. Mayor will contact any applicant who is absent during the selection meeting.

2.2 Citizens

- a) Citizens and visitors are welcomed and encouraged to attend all public Board of Directors business meetings.
- b) Any citizen may request to be placed on the agenda by notifying the City Manager or City Clerk in writing by no later than noon Monday the week prior to week of the meeting.

- c) Citizens wanting to address the Board must provide in writing:
 - a. The nature of business to be discussed
 - b. Describe results desired
 - c. If action is requested reasoning must be stated
- d) Citizens and other visitors shall observe the same rules of propriety, decorum and good conduct applicable to the Board of Directors. Any person making personal attacks, impertinent remarks, using profanity, employing disruptive tactics or language, or other similar remarks will be declared out of order, and ordered removed from the meeting. Presentation shall be less than 15 minutes.

2.3 City Staff

- a) Members of City staff shall observe the same rules of propriety; decorum and good conduct applicable to the Board of Directors and general public.
- b) Members of City staff who address the Board shall limit their remarks to the particular item being discussed. Staff will address their comments to the Board collectively, not a specific member.
- c) No City staff member shall address the Board without first being recognized by the presiding officer.

Order of Business

- 3.1 **Order of Business** – Unless otherwise dictated by the content of the meeting, the agenda shall reflect the following format:

- a) Call to order
- b) Invocation
- c) Consider the minutes of the previous meetings.
- d) Attending Citizens
- e) Agenda items
- f) City Manager's report
- g) Routine Business
- h) Adjournment

- 3.2 **Rules of Order** – The City Board will determine the rules of procedure they will follow, and may amend the rules with a 4/7ths majority vote.

- a) Rules shall be adopted every year or/and when new Directors are sworn in during the first meeting.

3.3 Ordinances and Resolutions – All ordinances and resolutions shall be presented to the Board with the agenda packet in writing. The city attorney shall review all the ordinances or resolutions to be considered by the Board to ensure that the proposed ordinances and resolutions are not in conflict with other ordinances and state laws in compliance with the enabling acts.

3.4 Consideration of an Ordinance

3.4.1 Standard Adoption Procedures

1. The Mayor will ask for any discussion about the proposed ordinance.
2. A Board Member makes a motion to hear the first reading of the ordinance.
3. A Board Member seconds the motion.
4. The Mayor asks for any discussion.
5. The Mayor calls for the vote.
6. The Clerk records the vote.
7. The Mayor calls for the Clerk to read the ordinance.
8. The Clerk reads the ordinance as directed.
9. A Board Member makes a motion to place the ordinance on its second reading title only in the next meeting.
10. A Board Member seconds the motion.
11. The Mayor calls for discussion.
12. The Mayor calls for the vote.
13. The Clerk records the vote.

At the next regular called Board of Directors meeting

14. Mayor calls for the Clerk to read the ordinance title only.
15. The Clerk reads the ordinance title only
16. A Board Member makes a motion to place ordinance on its third reading title only in the next meeting.
17. A Board Member seconds the motion.
18. The Mayor calls for discussion.
19. The Mayor calls for the vote.
20. The Clerk records the vote.

At the next regular called Board of Directors meeting

21. Mayor calls for the Clerk to read the ordinance title only.
22. The Clerk reads the ordinance title only.
23. A Board Member makes a motion to adopt the ordinance.
24. A Board Member seconds the motion.
25. The Mayor calls for discussion.
26. The Mayor calls for the vote.
27. The Clerk records the vote.

When this method is taken the ordinance takes effect 30 days after passage and publication.

3.4.2 Emergency Adoption Procedures

1. The Mayor will ask for any discussion about the proposed ordinance.
2. A Board Member makes a motion to hear the first reading of the ordinance.
3. A Board Member seconds the motion.
4. The Mayor asks for any discussion.
5. The Mayor calls for the vote.
6. The Clerk records the vote.
7. The Mayor calls for the Clerk to read the ordinance.
8. The Clerk reads the ordinance in its entirety.
9. A Board Member makes a motion to suspend the rules and place the ordinance on its second reading, title only.
10. A Board Member seconds the motion.
11. The Mayor asks for any discussion.
12. The Mayor calls for the vote.
13. The Clerk records the vote. (requires 5 yes votes)
14. The Mayor calls for the Clerk to perform the second reading, title only, of the ordinance.
15. The Clerk reads the title only of the ordinance.
16. A Board member makes a motion to suspend the rules and place the ordinance of its third and final reading, title only.
17. A Board Member seconds the motion.
18. The Mayor asks for any discussion.
19. The Mayor calls for the vote.
20. The Clerk records the vote. (requires 5 yes votes)
21. The Mayor calls for the Clerk to perform the third reading, title only of the ordinance.
22. The Clerk reads the title only of the ordinance.
23. A Board Member makes a motion to adopt the ordinance.
24. A Board Member seconds the motion.
25. The Mayor asks for any discussion.
26. The Mayor calls for the vote.
27. The Clerk records the vote. (simple majority passes)
28. The Mayor declares the ordinance adopted.
29. A Board Member makes a motion to adopt the emergency clause.
30. A Board member seconds the motion.
31. The Mayor asks for any discussion.
32. The Mayor calls for the vote.
33. The Clerk records the vote. (requires 5 yes votes)
34. The Mayor declares the emergency clause adopted.

When this method is taken the ordinance takes effect immediately upon passage.

- 3.5 Explaining a Vote During Voting** – Once all debates have been completed, the Board shall proceed to a vote. On any roll call vote, the Mayor shall vote last. At the time of voting, a Director shall vote for or against the proposition, Present or, in appropriate cases, may abstain. Neither a Director nor the Mayor is permitted to explain a vote at the time the vote is being made.
- 3.6 Motion to Lay on the Table** – To postpone a motion until a later, but as yet undetermined time.
- 3.7 Motion to Remove from the Agenda** – A motion to remove a matter from the agenda is a priority motion that requires a second. It is a debatable and is a priority motion that requires a majority vote to be successful. It is a means for deferring a matter set for consideration by the Board of Directors to an unspecified date. A motion to remove an ordinance from the agenda may occur at any time prior to the third reading of the ordinance; a motion to remove a resolution from the agenda may occur at any time prior to a vote on the resolution.
- 3.8 Votes other than Yea or Nay-** Any vote that is not a yea vote does not count towards passage of the motion.
- 3.9 Results of Vote** – Mayor to state the result.

Appendix A: After Meeting Open Forum Session

Open Forum Session Rules

The intent and spirit of the rules are to allow the Board of Directors to focus on creating an opportunity for Arkadelphia residents to engage in a positive, informal dialogue where speakers can offer their opinions; ask questions and converse with Board Members and City staff.

- Mayor, Vice Mayor or Senior Board member to act as presiding officer
- Presiding officer shall end the meeting if rules are not followed
- Meetings not mandatory for Board Members or City staff
- Limited to citizens of Arkadelphia, or those owning land, or those owning a business inside the city limits of Arkadelphia - Speaker to give name and address after recognition by the presiding officer
- Speaking time limit is five minutes a speaker may not yield his or her time to another speaker
- No discussion allowed about personalities or personnel
- No personal attacks of "other citizens"
- No formal Board action can be taken

Meeting shall be immediately following each regular Board meeting and shall last no longer than 30 minutes.

Citizens and other visitors shall observe the same rules of propriety, decorum and good conduct applicable to the Board of Directors. Any person making personal attacks, impertinent remarks, using profanity, employing disruptive tactics or language, or other similar remarks will be declared out of order, and ordered removed from the meeting.



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: Metal Siding Material in Residential Districts
Re: December 28, 2018

Following much research by staff and discussion on the Planning Commission, the Commission recommended the attached ordinance be passed to allow metal siding applications in residential districts. The ordinance allows for the use of metal as a siding material or accent piece much like you find in current use with vinyl within Arkadelphia.

You will be asked to hold a public hearing which correlates with the Planning Commission's hearing on December 20th. The issue is with a once a week paper the Planning Commission met 14 days after the notice was placed and law requires 15 days, thus the hearing at the City Board on January 3rd to be in compliance. Future notices will need to be 21 days out and the Building Department is making this change.

Following the public hearing, staff recommends you accept the ordinance as presented.



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: Metal Siding Material in Residential Districts
Re: December 28, 2018

Following much research by staff and discussion on the Planning Commission, the Commission recommended the attached ordinance be passed to allow metal siding applications in residential districts. The ordinance allows for the use of metal as a siding material or accent piece much like you find in current use with vinyl within Arkadelphia.

You will be asked to hold a public hearing which correlates with the Planning Commission's hearing on December 20th. The issue is with a once a week paper the Planning Commission met 14 days after the notice was placed and law requires 15 days, thus the hearing at the City Board on January 3rd to be in compliance. Future notices will need to be 21 days out and the Building Department is making this change.

Following the public hearing, staff recommends you accept the ordinance as presented.

ORDINANCE NO. O-1__-__

AN ORDINANCE REGULATING PERMITTED MATERIALS FOR THE EXTERIOR WALLS OF SINGLE, TWO AND MULTI-FAMILY DWELLINGS; AND FOR OTHER PURPOSES.

WHEREAS, there is a community need to regulate materials permitted for the exterior walls of single, two and multi-family dwellings.

WHEREAS, the Planning Commission held a public hearing on December 20, 2018 and recommended approval to the City Board of Directors

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE CITY OF ARKADELPHIA, ARKANSAS THAT:

Section 1. The Land Use Ordinance, Part A – Zoning, Chapter V – General Provisions Applying To All or Several Districts, is hereby amended to add Article 5-14 to read as follows:

Article 5-14 PERMITTED MATERIALS FOR THE EXTERIOR WALLS OF SINGLE, TWO AND MULTI-FAMILY DWELLINGS

- a) The exterior walls of all single-family, two-family and multi-family residences shall be similar in appearance to normal wood or masonry construction. Any metal siding upon single-family, two-family and multi-family residence structures shall have a vertical dimension no greater than twelve (12) inches. Sheet metal siding shall not be permitted on single-family, two-family and multi-family dwellings. Metal may be used for trim or accent up to 15% of any facade.
- b) Metal shall be treated with a factory applied color coating system.

Section 2. Severability – if any section of this ordinance shall be declared unconstitutional or unlawful, only that section of the ordinance shall be affected and all other provisions of the ordinance shall remain in full force and effect.

Section 3. All parts of ordinances in conflict herewith are hereby repealed.

ORDINANCE NO. O-1__-__

Passed and approved this _____ day of _____, 201_.

James Calhoun, Mayor

ATTEST:

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 28, 2018
Re: 2019 Budget Discussion

Pursuant to the comments of the Board on December 11th, you will be presented with a budget for review and comment.

The 2019 Budget will be tweaked as requested and voted on at the January 17th meeting.