

**REGULAR CALLED MEETING
BOARD OF DIRECTORS**

Boardroom

March 5, 2019

5:30 p.m.

AGENDA

1. Call to Order Mayor James Calhoun
2. Invocation
3. Approval of Board Minutes from February 19, 2018 – Mayor Calhoun
4. Approval of Work Order for Engineering Services on Drainage Project on Twin Rivers – Gary Brinkley
5. Executive Session to Discuss Personnel - Gary Brinkley – Mayor Calhoun
6. City Manager's Report – Gary Brinkley
7. Routine Business – Mayor Calhoun
8. Adjournment – Mayor Calhoun

**REGULAR CALLED MEETING
BOARD OF DIRECTORS**

Boardroom

February 19, 2019

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*

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

Director Jones.

APPROVAL OF BOARD MINUTES FROM FEBRUARY 5, 2019

A motion was made by Director Jones, seconded by Director Gosey to approve the minutes from the February 5, 2019 regular 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	‘Aye”
Chris Porter	Absent	Jason Jones	“Aye”
Joann Nelson	“Aye”	Mayor Calhoun	“Aye”
Scott Byrd	“Aye”		

RESOLUTION FOR REFINANCE OF 2014 BOND & FUNDING DRAINAGE PROJECT

Mr. Brinkley requested the Board adopt the Resolution authorizing the offering of Capital Improvement Revenue Bonds to refinance series 2014 Bonds and receive \$400,000 to rebuild the stormwater drainage facilities in the city.

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

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

ArDOT ARKADELPHIA OVERLAY NO. 2 FUNDING

Mr. Brinkley addressed the Board and asked they pass the request by staff to allocate \$27,000.00 in Street Funds to complete the funding of ArDOT Job C100004 for the total bid amount of \$277,696.12.

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

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

EASEMENTS FOR STREETScape IV SIDEWALKS

Mr. Brinkley requested the Board authorize the Mayor to execute three permanent easements of sidewalk areas along S. 6th St. to finish the fourth and final upgrade to the downtown area.

A motion was made by Director Nelson, seconded by Assistant Mayor Byrd to authorize the Mayor to execute the three easements. **The motion passed on a roll call vote and the vote was as follows:**

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

APPROVAL TO PURCHASE NEW TRUCK FOR WATER UTILITY

Mr. Brinkley requested the Board approve the purchase in the amount of \$19,676.00 for a vehicle for Water Utility from Southwest Auto Group whose price was lower than the State's.

A motion was made by Director Jones, seconded by Assistant Mayor Byrd to approve the purchase in the amount of \$19,676.00. **The motion passed on a roll call vote and the vote was as follows:**

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

CONDEMNATION FOR 1501 WALNUT ST.

Mr. Brinkley invited Officer Thomas Free up to address the Board.

Officer Free requested the Board condemn the property located at 1501 Walnut St.

A brief discussion was held.

A motion was made by Director Jones, seconded by Director Nelson to condemn the property at 1501 Walnut St. **The motion passed on a four to two roll call vote and the vote was as follows:**

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

CONDEMNATION PROCEEDINGS FOR 320 CLARK ST.

Mr. Brinkley invited Officer Thomas Free up to address the Board.

Officer Free addressed the Board concerning the condition of the structure at 320 Clark St. and recommended the Resolution be approved to condemn it.

A motion was made by Assistant Mayor Byrd, seconded by Director Nelson to approve the Resolution of condemnation.

Mr. Johnny Harris addressed the Board concerning his property at 320 Clark St. He stated he made repairs to the property and presented pictures to the Board of his work.

A discussion was held regarding Mr. Johnny Harris working with Officer Free and the City Manager to perform needed additional repairs to the structure.

Director Jones amended his original motion, seconded by Director Chaney to table any action regarding this Resolution for 30 days and for Mr. Harris to get with staff on a scope of work to be completed before the 30 days are complete. **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	Absent	Jason Jones	“Aye”
Joann Nelson	“Nay”	Mayor Calhoun	“Aye”
Scott Byrd	“Aye”		

LEGISLATIVE AUDIT FINDINGS

Mr. Brinkley address the Board regarding the 2017 Audit Report from the Legislative Joint Auditing Committee. No action from the Board was required.

2018 FINANCIAL RECAP

Mr. Brinkley presented the Financial & Administrative Activity Report for 2018.

CITY MANAGER’S REPORT

February 19, 2019

- The First Responders Banquet on Feb. 7th went well. Our thanks to the Lions Club and Patterson Credit Union for their support of this event.
- The Police Dept is hosting a 24-hour class this week with the Criminal Justice Institute Advanced Leadership and Supervision. There are 39 law enforcement supervisors from all over the state attending the class.
- Keith and I attended a benchmarking trip with the Chamber of Commerce. We stopped in El Dorado and met with their folks on what is going on in their city and then went to Ruston, LA who is a town with 2 colleges like us and moving in a positive direction. It was a great visit. We are doing several things right and if we continue to move forward, should see similar rewards. Similar trips will occur in the future.
- We continue to work with our attorney on the potential consolidation of Gum Springs and Arkadelphia water utilities. We anticipate having a Memorandum of Intent by our next meeting.
- On Friday we received the \$18,500 from the Friends of the Historic Ouachita River Bridge Assoc. and the Ouachita River Valley Assoc. This will allow us the funding to pay the pending Michael Baker invoice.

Dates to Remember:

- The Chamber Banquet is February 28th at 6:00 pm at OBU Walker Conference Center. Please see Jessica and advise her if you are planning to attend.

ROUTINE BUSINESS

Taylor Chaney, Ward 1 – He gave his own personal opinion regarding condemnations. It is his least favorite thing to do as a Board member. He is willing to give Mr. Harris the chance to fix his property.

Chris Porter, Ward 2 – Absent

Joann Nelson, Ward 4 – She mentioned there is a street flooding concern at the corner of 16th St. and Logan St.

Jason Jones, Ward 5 – Nothing.

Roland Gosey, Ward 6 Director at Large – He spoke about condemnations and the process of it. He would like to see more information on warnings given before a condemnation is requested. He supports Officer Free and first responders, serving as a Deputy Coroner himself. He asked the City Manager to check on a condemnation that occurred at home on Austin St regarding lien placement.

Scott Byrd, Ward 3, Assistant Mayor – He would also like to see more consistency and clarification with condemnations. He does not take condemnations lightly. He appreciates Officer Free.

James Calhoun, Mayor – Nothing.

ADJOURNMENT

There being no further business to discuss, Assistant Mayor Byrd made the motion seconded by Director Gosey to adjourn. **The motion passed unanimously and the meeting adjourned at 7:00 p.m.**

James Calhoun, Mayor

Jessica Davis, City Clerk

REGULAR CALLED MEETING BOARD OF DIRECTORS

Boardroom

February 19, 2019

5:30 p.m.

Jason Jackson
Johnny Harris
Thomas Free
Alvin Hill
Ruthie Gibson
David Green
Elyse Thaxton
Chuck Fitzsimmons
Keith Beason
Jamal Brown - **Press**
Bill Sutley- **Press**
X
X



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

To: Arkadelphia City Board
Cc: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: February 27, 2019
Re: Engineering Services for Drainage Project on Twin River Dr.

Attached for your review and approval please find the agreement with McClellan Engineering for the Engineering Design Services associated with the replacement of the collapsed storm drain lines on Twin Rivers Drive. It is noted as Work Order No. 12.

The scope of work represents survey, design and construction services.

The contract amount is \$38,000 including survey. The fees appear to be in line with the project size and scope.

Atty Ed McCorkle has reviewed the documents and has no comments.

Your approval is requested along with the direction for the City Manager to execute the agreement.

WORK ORDER NO. 12
ENGINEERING DESIGN SERVICES
FOR
DRAINAGE IMPROVEMENTS ON TWIN RIVERS DRIVE
ARKADELPHIA, ARKANSAS

This Work Order amends Articles 1, 2, and 5 of the Basic Agreement executed the 23rd day of October, 2006 between McClelland Consulting Engineers, Inc., hereinafter referred to as the Engineer and the City of Arkadelphia, Arkansas, hereinafter referred to as the Owner.

ARTICLE 1

The Owner desires to replace existing corrugated metal storm drainage pipes that are on the west side of Twin Rivers Dr. These pipes run along the Arkadelphia Feaster Trail from the intersection of Twin Rivers Dr. and Cypress Rd. to Mill Creek, which is approximately 450 feet. The existing pipes are in poor condition and have resulted in sinkholes in the yards. The **Engineer** will assist the **Owner** by providing design and services during construction as follows:

The **Engineer** will:

Task 1 – Topographic Survey

- Complete a detailed topographic survey of the project area from the intersection of Cypress Rd. and Twin Rivers Dr. to Mill Creek.
- Locate and survey existing property pins located within survey limits.

Task 2 – Design

- Attend meetings with OWNER as requested.
- Delineate drainage basin, calculate drainage flows and size storm drain pipes.
- Submit design Plans and Specifications to OWNER for review and approval.
- Assist with coordinating utility relocations if necessary.
- Prepare estimate of probable construction costs.
- Attend bid opening and prepare certified bid tabulation.

Task 3 – Services During Construction

- Attend pre-construction meeting with OWNER and Contractor.
- Review submittals.
- Prepare monthly pay estimates based on quantities verified and approved by the OWNER.
- Conduct partial on-site construction observation as requested by the OWNER.
- Attend final inspection.
- Prepare as-built drawings utilizing contractor measurements approved by OWNER.

ARTICLE 2

The compensation for services to be provided in Article 1 shall be as follows:

Task 1 – Survey

- Compensation for topographic survey shall be based on a lump sum of \$3,000.

Task 2 – Design

- Compensation for design shall be on a lump sum basis of \$35,000.

Task 5 – Services During Construction

- Compensation for services during construction shall be based upon labor hours expended and expenses incurred, utilizing standard hourly rates in effect at the time services are provided. The compensation shall be payable monthly as the construction phase progresses. Fees for Services During Construction are estimated to be \$15,000. MCE’s current hourly rates and fees are attached.

Expenses - Expenses for review fees and other reimbursable charges (i.e. printing, color printing, postage, mileage, etc.) are not included in the individual tasks above and will be billed at cost plus a 5% markup. Mileage will be charged at \$0.52/mile.

ARTICLE 3

IN WITNESS WHEREOF, the parties hereto each herewith subscribe the same in duplicate.

FOR THE CITY OF ARKADELPHIA

By: _____
Gary Brinkley
City Manager

Attest: _____

McCLELLAND CONSULTING ENGINEERS, INC.

By: _____
Dan Beranek, P.E.
President

Attest: _____

February 25, 2019

**Arkadelphia Twin Rivers Dr. Drainage Improvements
Proposed Project Schedule**

- Receive notice to proceed on March 1, 2019
- Complete topographic survey by March 15th
- Complete 30% design with options and costs by April 15th
- Complete 90% design by May 15th
- Get design documents ready to advertise by June 10th



2019

McCLELLAND CONSULTING ENGINEERS, INC.

***STANDARD HOURLY RATES**

As of January 1, 2019

Chief Draftsman	\$95 - \$110
Clerical	\$45 - \$75
Construction Observer	\$70 - \$130
Draftsman	\$65 - \$95
Environmental Scientist/Designer	\$105 - \$120
Geotech Engineer	\$85 - \$150
HR/Payroll Admin	\$75-\$100
Landscape Architect	\$90 - \$130
Media Specialist	\$80 - \$100
Principal	\$160 - \$230
Project Accountant	\$70 - \$145
Project Designer	\$70 - \$140
Project Engineer	\$120 - \$175
Project Manager	\$120 - \$200
Registered Land Surveyor	\$95 - \$140
Soils Lab Technician	\$50 - \$95
Specification Writer	\$50 - \$75
Sr. Project Manager	\$140 - \$240
Survey (2 man or Robotic) Crew	\$115 - \$160
Survey (3 man) Crew	\$135 - \$180
Survey Field (1 Man or Rodman)	\$45 - \$95
Survey GPS	\$75 - \$130
Survey Technician	\$65 - \$95
Water Lab Supervisor	\$70 - \$90
Expenses	@ Cost
Mileage	.58/mi

** Standard Hourly Rates may be adjusted annually in accordance with the normal salary review practices of McClelland Consulting Engineers.*

City of Arkadelphia

Twin Rivers Drainage-Option B

Civil Site/Utility/Landscaping Utility

Estimate of Probable Construction Costs

Prepared by McClelland Consulting Engineers, Inc.

Date: 1-4-2018



Civil Site/Landscape/Utility Package - Construction Costs

Item No.	Description	Unit	Estimated Quantity	Estimated Unit Costs	Estimated Cost
1	Site Preparation	LS	1	\$7,500.00	\$7,500.00
2	Erosion Control	LS	1	\$3,500.00	\$3,500.00
3	Remove Asphalt	SQ YD	35	\$50.00	\$1,750.00
4	Remove Existing 48" CMP	LF	800	\$35.00	\$28,000.00
5	Install 60" RCP	LF	800	\$200.00	\$160,000.00
6	Install Concrete Headwall	EA	1	\$3,000.00	\$3,000.00
7	Install Junction Box	EA	2	\$4,500.00	\$9,000.00
8	Install Concrete Paving (6")	SQ YD	130	\$50.00	\$6,500.00
9	Install SB2 (6")	SQ YD	130	\$45.00	\$5,850.00
10	Remove and Replace Curb and Gutter	LF	140	\$80.00	\$11,200.00
11	Remove and Rebuild Concrete Trail	SQ YD	50	\$25.00	\$1,250.00
12	Topsoil/Sodding	SQ YD	540	\$25.00	\$13,500.00
13	Irrigation Repair	LS	1	\$1,500.00	\$1,500.00
14	Landscaping Allowance	LS	1	\$2,500.00	\$2,500.00
15	Relocate Signage	EA	2	\$2,500.00	\$5,000.00
16	Utility Relocation Allowance	LS	1	\$25,505.00	\$25,505.00
17	Miscellaneous (Mobilization, Demobilization, Bonds, Insurance, As-Built Record Drawings, Seeding of Construction Area, and Any Items not Covered Elsewhere to Complete the Project per the Drawings and Specifications)	LS	1	\$28,555.50	\$28,555.50

Subtotal Estimate of Probable Construction Costs \$314,110.50

10% Construction Contingency \$31,411.05

Total Estimate of Probable Construction Costs \$345,521.55

Survey \$3,000.00

Design \$34,552.16

Construction Administration \$13,820.86

Total Project \$396,894.57