

**REGULAR CALLED MEETING  
BOARD OF DIRECTORS**

**Fire Station One Bay**

**April 21, 2019**

**5:30 p.m.**

**AGENDA**

1. Call to Order Mayor Scott Byrd
2. Invocation
3. Approval of Board Minutes from April 7, 2020 – Mayor Byrd
4. Second Reading Ordinance to Abandon Alley in Browning Addition Block32 – Gary Brinkley
5. Ordinance to Repeal O-20-01- Gary Brinkley
6. Slurry Seal Bid – Gary Brinkley
7. Accept FAA Grant Resolution– Gary Brinkley
8. Resolution to Address Capital Need at Airport – Gary Brinkley
9. Approve Affidavit of Documents to Destroy – Gary Brinkley
10. City Manager's Report – Gary Brinkley
11. Routine Business – Mayor Byrd
12. Adjournment – Mayor Byrd

**REGULAR CALLED MEETING  
BOARD OF DIRECTORS**

**Fire Station One Bay**

**April 7, 2020**

**5:30 P.M.**

**MEMBERS:**

Taylor Chaney, *Ward 1 Director*  
Chris Porter, *Ward 2 Director (Absent)*  
David Goodman, *Ward 3 Director*  
*Ward 4 Director*  
Jason Jones, *Ward 5 Director*  
Roland Gosey, *Assistant Mayor (Absent)*  
Scott Byrd, *Mayor*

**OTHERS:**

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

**CALL TO ORDER**

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

**INVOCATION**

Director Goodman

**APPROVAL OF BOARD MINUTES FROM March 17, 2020**

A motion was made by Director Chaney, seconded by Director Goodman to approve the minutes from the March 17, 2020 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	Absent
Chris Porter	Absent	Jason Jones	"Aye"
Ward 4	Absent	Mayor Byrd	"Aye"
David Goodman	"Aye"		

**PUBLIC HEARING TO ABANDON ALLEYWAY BROWNING ADDITION  
BLOCK 32**

Mayor Byrd adjourned the meeting at 5:32 pm. to begin the public hearing. He called on any interested parties to speak on the alleyway abandonment. No one spoke. The public hearing was closed and the meeting was called back into order at 5:33 pm.

Following the public hearing, Mr. Brinkley requested the Board place an Ordinance to vacate an alleyway located in Browning Addition Block 32 on its first reading.

A motion was made by Director Jones, seconded by Director Chaney to place the Ordinance on its first reading.

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

Taylor Chaney	"Aye"	Roland Gosey	Absent
Chris Porter	Absent	Jason Jones	"Aye"
Ward 4	Absent	Mayor Byrd	"Aye"
David Goodman	"Aye"		

The Mayor called for the Clerk to read the Ordinance in its entirety.

The Clerk read the Ordinance:

**AN ORDINANCE TO VACATE AN ALLEY LOCATED IN BROWNING ADDITION BLOCK 32.**

A motion was made by Director Jones, seconded by Director Chaney to place the Ordinance on its second reading, title only, 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>Absent</b>
<b>Chris Porter</b>	<b>Absent</b>	<b>Jason Jones</b>	<b>“Aye”</b>
<b>Ward 4</b>	<b>Absent</b>	<b>Mayor Byrd</b>	<b>“Aye”</b>
<b>David Goodman</b>	<b>“Aye”</b>		

**NOTIFICATION OF SELLING ASSETS ON GOVDEALS.COM**

Mr. Brinkley informed the Board of the following items to be listed for auction on GovDeals:

Street Dept.	1994 Mobil Street Sweeper
Grounds Dept.	2000 Dodge Ram 1500
Grounds Dept.	Parted Out 2009 John Deere 60' Ztrack Mower
Grounds Dept.	Parted Out 2012 John Deere 60' Ztrack Mower

Funds from the sale of the Street Sweeper will be applied to the bank note for the new Pelican Sweeper. Funds received for the Grounds Dept. equipment will go into the General Fund.

**NOTIFICATION OF DOCUMENTS TO BE DESTROYED**

Mr. Brinkley requested the Board approve a list of documents to be destroyed. A brief discussion was held. No action was taken and this item was tabled until a later date.

**APPROVAL OF AQUATIC PARK CONTRACT FOR DEFERRED MAINTENANCE**

Mr. Brinkley requested the Board approve the bid from Clarity Pools for \$71,352.60 to address the operational issues at the Aquatic Park. A motion was made by Director Goodman, seconded by Director Chaney to approve the bid from Clarity Pools for \$71,352.60.

**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>Absent</b>
<b>Chris Porter</b>	<b>Absent</b>	<b>Jason Jones</b>	<b>“Aye”</b>
<b>Ward 4</b>	<b>Absent</b>	<b>Mayor Byrd</b>	<b>“Aye”</b>
<b>David Goodman</b>	<b>“Aye”</b>		

**APPROVAL OF PLAN AQUATIC PARK REPAIRS- SLIDE TOWERS**

Mr. Brinkley informed the Board the project would be bid out by project item and requested they change the approved funding from Capital Expenditures (5999) to Maintenance (5306) coded invoices due to the smaller size of invoices and number of contractors. A motion was made by Director Jones, seconded by Director Goodman to approve the change for the slide tower repairs.

**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>Absent</b>
<b>Chris Porter</b>	<b>Absent</b>	<b>Jason Jones</b>	<b>“Aye”</b>
<b>Ward 4</b>	<b>Absent</b>	<b>Mayor Byrd</b>	<b>“Aye”</b>
<b>David Goodman</b>	<b>“Aye”</b>		

**CITY MANAGER’S REPORT**

**April 7, 2020**

- We continued meetings between the emergency services of the city and county under the leadership of Judge Tucker. We find these meetings productive and beneficial for our staffs and the public.
- We have moved to protect the public and staff by closing Town Hall, except the Water Dept pay window, Fire Station Two, Fire Station One, except lobby for reports, Police Dept, except lobby and the Rec Center. We’ll continue to adjust our business model as best practice models develop.
- Powers is down to tweaking the air conditioning system for operational efficiency.
- The bids for the new hanger at the south end of the airport were opened on March 27<sup>th</sup>. Grimes Engineering qualified the bids and applied on March 30<sup>th</sup> for a Dept. of Aeronautics grant which would pay 80% of the hanger and 90% of the apron which attaches the hangar and runway apron. It is not anticipated a grant will be awarded soon but advisable to get the grant in the que as soon as possible. We have a pending lease with a prospective tenant upon the approval of the grant by ADA.
- Staff has been working on ways, should it be necessary, to work as much remotely as possible. As you would suspect, we are behind on our technology but working diligently in case the crisis dictates a need.
- The Fire Dept. sold their hose reel you recently approved for \$550.

**Dates to Remember:**

- Due to the current self-quarantine directive, we have no events to promote at this time.

**ROUTINE BUSINESS**

**Taylor Chaney, Ward 1** – He asked the City Manager about some comments that were made in Sunday’s article in the Democrat Gazette. Mr. Brinkley confirmed it was the same information they were told.

**Chris Porter, Ward 2** – Absent.

**David Goodman, Ward 3** – Nothing

**Ward 4** – Absent

**Jason Jones, Ward 5** – He said to stay safe and stay away from people.

**Roland Gosey, Assistant Mayor** – Absent

**Scott Byrd, Mayor** – He said he had the privilege of being on a teleconference with the Governor and City and County officials from around the state. He said it was an extremely positive meeting and he appreciates our Governor’s leadership in these times. He said the Governor has taken an unpopular stance by not issuing a stay at home order but is leaving up to cities and counties to handle things as they need to but there is an executive order by him that a city or county cannot put a shelter in place order in the state which he later amended to include park closures and curfews. He asked those orders be coordinated through his office and the Municipal League so everyone is on the same page. The Governor holds a daily press conference at 1:30 pm. He said someone asked what can be done about large gatherings of people. There is Board of Health Hotline that people can call. To put things in perspective he went over some statistics. The number of cases across the US is just under 400,000, number of deaths was just under 12,000, cases in Arkansas was under 1,000, under 20 hospitalized. Many people say that is because we are not testing enough. He said if we compare our number of tests with surrounding states were fall in the middle. Arkansas was reported at 2.5 hospitalizations per 100,000 residents which is the lowest of any of our surrounding states who all have shelter in place orders. He said what we’re doing is working. We aren’t done with the race yet. Keep social distancing so we can finish this process and get back to life.

He looks forward to hosting the Cannonball event in September.

**ADJOURNMENT**

There being no further business to discuss, Director Chaney made the motion, seconded by Director Jones to adjourn. **The motion passed unanimously, and the meeting adjourned at 6:01 p.m.**

---

Scott Byrd, Mayor

---

Jessica Davis, City Clerk

**REGULAR CALLED MEETING  
BOARD OF DIRECTORS**

**Fire Station One Bay**

**April 7, 2020**

**5:30 p.m.**

Jason Jackson  
Keith Beason  
Junior Rodemeyer  
DeAnna Graves  
Chuck Fitzsimmons  
Joe May - **Press**  
Bill Sutley - **Press**

DRAFT



## MEMORANDUM

**To:** Mayor Byrd & Board of Directors  
**From:** Gary Brinkley, City Manager  
**Date:** April 8, 2020  
**Re:** Ordinance to Abandon Alleyway  
Browning Addition Block 32 Second Reading

A handwritten signature in blue ink, appearing to read 'Gary Brinkley', is written over the 'From:' line of the memorandum.

---

Following the second reading, staff requests you place the Ordinance on its third and final reading at the next scheduled Board meeting.

**ORDINANCE NO. O-20\_\_**

**AN ORDINANCE TO VACATE AN ALLEY LOCATED IN BROWNING ADDITION BLOCK 32.**

**WHEREAS**, A Petition was filed with the Board of Directors of the City of Arkadelphia, Arkansas on March 17, 2020 to vacate and abandon an alley designated on the Browning Addition Block 32 to the City of Arkadelphia and;

**WHEREAS**, after due notice as required by law, the Board has, at the time and place mentioned in the notice, heard all persons desiring to be heard on the question and has ascertained that the easement of the portion thereof, herein before described, as heretofore been dedicated to the public, use as an easement herein described; that the owners of the property abutting upon the portion of Browning Addition Block 32 Alley to be vacated have filed with the Board of Directors their written consent to abandonment; and that public interest and welfare will not be adversely affected by the abandonment of the portion of Browning Addition Block 32 Alley.

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

**SECTION 1:** The City of Arkadelphia, Arkansas releases, vacates, and abandons all its rights, together with the rights of the public generally, in and to the portion of Browning Addition Block 32 designated as follows:

**The alley that runs East and West approximately 300 feet between Browning Addition Block 32 Lots 1, 2, 3, 4, 5 and 6 and Browning Addition Lots 7, 8, 9, 10, 11 and 12.**

**SECTION 2:** Abandonment is subject to the utility easements and/or other easements. Taylor King Enterprises and Welch Funeral Home acknowledges the easements and if necessary will pay all costs associated for any required relocation.

**SECTION 3:** A copy of the Ordinance duly certified by the City Clerk shall be filed in the office of the Recorder of Clark County and recorded in the deed records of the county.

**SECTION 4:** Any ordinance or parts of ordinances in conflict herewith are hereby repealed and this ordinance shall be in full force and effect from and after its passage and publication.

PASSED AND APPROVED this \_\_ day of \_\_\_\_\_, 2020.

APPROVED: \_\_\_\_\_  
Scott Byrd, Mayor

ATTEST: \_\_\_\_\_  
Jessica Davis, City Clerk





## MEMORANDUM

**To:** Mayor Byrd & Board of Directors  
**From:** Gary Brinkley, City Manager  
**Date:** April 16, 2020  
**Re:** Ordinance to Repeal O-20-01

A handwritten signature in blue ink, appearing to read 'Gary Brinkley', is positioned to the right of the 'From:' and 'Date:' fields.

---

Pursuant to the passage of Federal legislation to address victims and families affected by the Coronavirus, you passed Ordinance O-20-01. It was good that you passed this legislation as we had 5 people who needed this protection as they either tested positive or were quarantined until their results were confirmed.

With the passage of the new Federal laws, it is necessary to repeal this ordinance and acknowledge the federal laws as our policy.

My thanks to Ed McCorkle for his guidance and assistance on this matter.

Staff recommends the passage of this Ordinance and the Emergency Clause.

Thank you.

**Ordinance No. O-20-02**

AN ORDINANCE REPEALING ORDINANCE O-20-01 AND PROVIDING THAT THE CITY OF ARKADELPHIA, ARKANSAS WILL FOLLOW THE FEDERAL LEGISLATION CONCERNING BENEFITS FOR EMPLOYEES AFFECTED BY THE CORONAVIRUS, PRESCRIBING OTHER MATTERS THERETO AND DECLARING AN EMERGENCY.

WHEREAS, Ordinance O-20-01 was passed by the Board of Directors of the City of Arkadelphia, Arkansas on March 17, 2020, for the purpose of providing benefits to those employees of the City of Arkadelphia, Arkansas affected by the coronavirus; and

WHEREAS, the United States Federal Government has since passed legislation that addresses benefits for those individuals affected with the coronavirus and consequences caused by the spread of the virus.

Now therefore be it ordained by the Board of Directors the City of Arkadelphia, Arkansas:

1. Ordinance O-20-01 is hereby repealed effective with the passage of this ordinance.
2. The Arkadelphia City Employment Policy will follow the federal laws regarding benefits for employees affected by the spread of the coronavirus and the consequences thereof.
3. **EMERGENCY CLAUSE:**

It is hereby ascertained and declared that there is a great need for the City of Arkadelphia, Arkansas to align its employee benefits with the federal legislation regarding the spread of the coronavirus in order to provide stability and promote and protect the health, safety and welfare of the City employees and the City inhabitants. It is, therefore, declared that an emergency exists and this ordinance being necessary for the immediate preservation of the public peace, health and safety shall be enforced and take effect immediately from and after its passage.

Passed on this \_\_\_ day of \_\_\_\_\_, 2020

\_\_\_\_\_  
Scott Byrd , Mayor

ATTEST:

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

Emergency clause adopted this same date by a separate vote.



## MEMORANDUM

**To:** Mayor Byrd & Board of Directors  
**From:** Gary Brinkley, City Manager  
**Date:** April 16, 2020  
**Re:** Slurry Seal Bids

A handwritten signature in blue ink, appearing to read 'Gary Brinkley', is written over the 'Re:' line of the memorandum.

---

Staff opened sealed bids on March 25<sup>th</sup> for the unit pricing for the slurry sealing of an estimated 65,000 to 70,000 square yards of road in 2020. Half is to be funded through the Street Dept annual program and half by the Moving Arkadelphia Forward funds.

The only bid received was Vance Brothers, Inc of Conway, Arkansas with a unit price of \$3.00 per square yard. Vance Brothers has been doing the work in Arkadelphia for a number of years and staff is very pleased with the work performed.

This price is in keeping with the anticipated expense.

Staff will work with Vance Brothers to lay out the work in such a way as to maximize the amount of work accomplished in 2020. The proposed areas of work are listed on the attached highlighted map as you approved during the 2020 Budget process.

Staff recommends the acceptance of Vance Brothers, Inc for the slurry sealing work to be performed in Arkadelphia at a unit price of \$3.00 per square yard.

Thank you.

To: City Clerk  
City of Arkadelphia  
700 Clay Street  
Arkadelphia, AR 71923

From: Name of Company: Vance Brothers, Inc.

Legal Address: 5201 Brighton Ave.

City, State, Zip Code: Kansas City Mo 64130

**PROJECT: Arkadelphia – Slurry Seal Rehabilitation 2020**

**1. AGREEMENT: I agree to the following:**

- A. To hold my Bid open for the project which consists of an estimated 65,000 to 70,000 square yards.
- B. If awarded this Bid, to furnish all bonds and insurance required by Arkansas State Law (including Bid Bond and Payment and Performance Bond).
- C. To accomplish the Work in accordance with the attached Contract Documents.
- D. To complete the Work in 60 consecutive calendar days from and including the date of commencement of the Work and a completion date of no later than September 25, 2020.

**2. TOTAL BASE BID: I will construct this project under unit pricing per square yard:**

Three Dollars (\$ 3.00 )

Bidder: [Signature]

**Robert A. Vance  
Sr. Vice President**

Bid Accepted by City of Arkadelphia

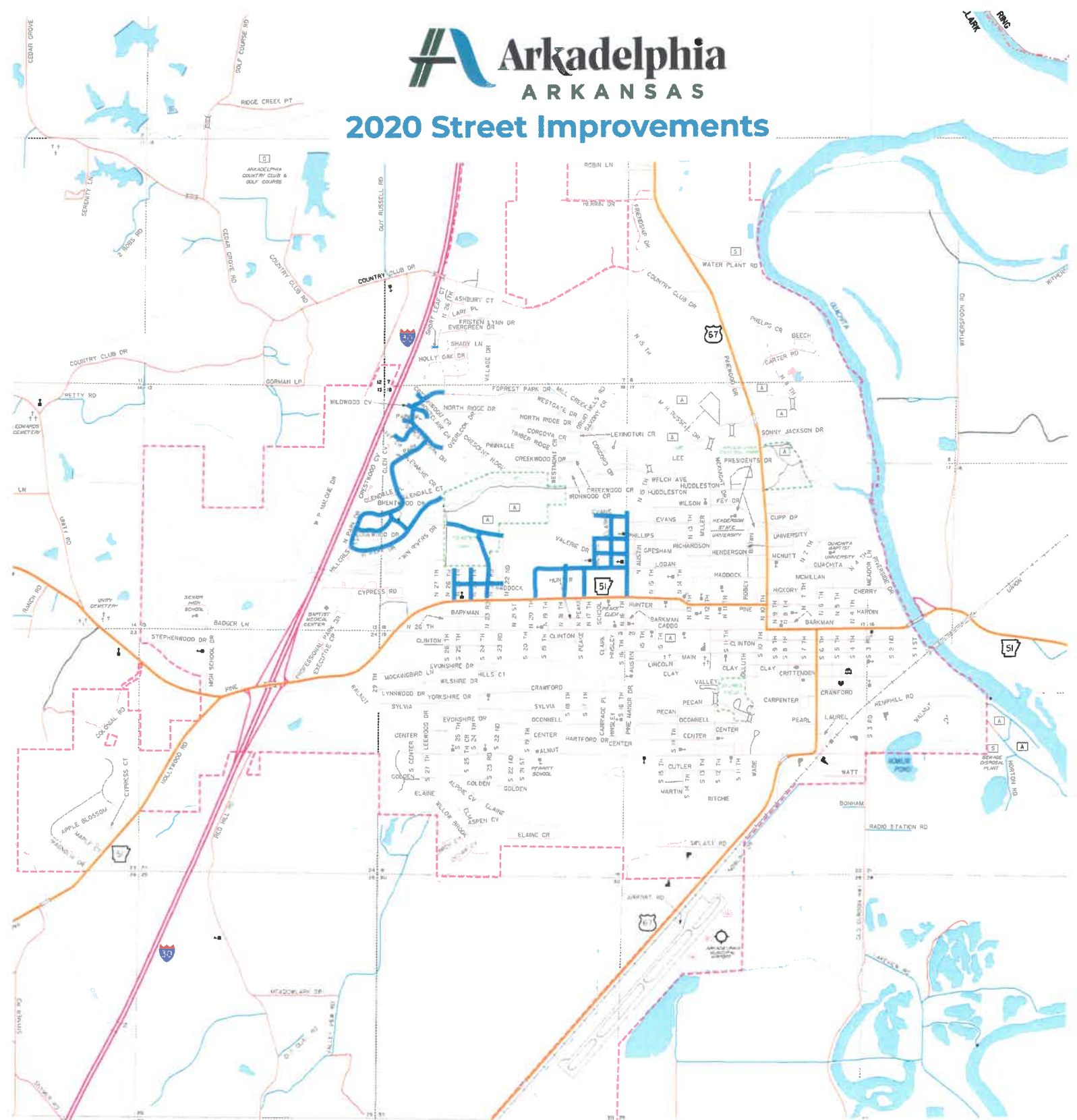
City Manager

Date 3/23/20

Date \_\_\_\_\_

# Arkadelphia ARKANSAS

## 2020 Street Improvements





## MEMORANDUM

**To:** Mayor Byrd & Board of Directors  
**From:** Gary Brinkley, City Manager  
**Date:** April 15, 2020  
**Re:** Accept FAA Grant

A handwritten signature in blue ink, appearing to read 'Gary Brinkley', is written over the 'Re:' line of the memorandum.

---

As part of the CARES Act the FAA has established grant funds for airports such as ours in the amount of \$30,000 to be used for operations.

It is the intent of the FAA to have the funds distributed to us by the end of the month.

As is customary, when the city receives a grant it is incumbent upon the Board of Directors to formally accept the grant via a Resolution.

Attached please find the Resolution authorizing the city to accept the FAA grant for operational expenses and for the City Manager to execute the appropriate documents.

Thank you.

**RESOLUTION NO. R-20-\_\_**

**A RESOLUTION AUTHORIZING THE CITY OF ARKADELPHIA,  
THROUGH ITS CITY MANAGER, TO ENTER INTO A GRANT  
AGREEMENT WITH THE FEDERAL AVIATION  
ADMINISTRATION TO ACCEPT FUNDS FOR OPERATIONS  
UNDER THE CARES ACT FOR DEXTER B. FLORENCE  
MEMORIAL FIELD**

**WHEREAS**, Dexter B. Florence Memorial Field in the City of Arkadelphia is eligible to apply for a FAA grant under the Cares Act. and;

**WHEREAS**, the City Manager, on behalf of the City of Arkadelphia, is authorized to sign grant agreements with the Board of Director's approval.

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

The City of Arkadelphia desires to enter into a grant to supplement operating expenses under the CARES Act at Dexter B. Florence Memorial Field. The grant shall consist of approximately \$30,000 payable from funds of the US Government for operational expenses incurred.

The City Manager, on behalf of the City of Arkadelphia, is authorized to sign the grant agreements and take whatever actions necessary to implement the grant.

Passed on this \_\_\_ day of April, 2020.

---

Scott Byrd, Mayor

---

Jessica Davis, City Clerk



## MEMORANDUM

**To:** Mayor Byrd & Board of Directors  
**From:** Gary Brinkley, City Manager  
**Date:** April 15, 2020  
**Re:** Capital Expense for Mower

A handwritten signature in blue ink, appearing to read 'Gary Brinkley', is positioned to the right of the 'Re:' field.

---

It was staff's intention to crutch along with the Airport's zero turn mower for one more year.

The current model is a 12-year-old piece of equipment that has reached obsolescence as a primary mower. Airport staff has spent over \$600 in parts this year to keep it operational but the machine is simply too dated for daily use.

Staff reviewed mowers from the local vendors and it is their recommendation to purchase from the low bidder a 60" World Lawn King Cobra zero turn at the cost of \$8,855.00. The other 2 bids ranged from \$9,239.12 to \$9,570.00. This is a commercial grade mower and although new to the market, 2 Strokes Saw and Small Engines is a long-term vendor to the city.

The attached Budget Resolution will amend the budget.

Your approval of the purchase and the Resolution are requested.



**RESOLUTION NO. R-20-\_\_**

**A RESOLUTION AMENDING THE 2020 AIRPORT BUDGET FOR THE CITY OF  
ARKADELPHIA, ARKANSAS**

**WHEREAS**, periodically, it is necessary to adjust the operating budget; and

**WHEREAS**, amendments to the budget must be by formal resolution in order to comply with standards of legislative audit; thus

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

The following adjustments are made in the 2020 Airport operating budget:

Line Item #4900 Federal Aid – FAA increased from the original budget amount of -\$0- to an amended budget amount of \$30,000.

Line item #5999 Capital Projects increased from the original budget amount of \$-0- to an amended budget amount of \$8,855.00 for the purchase of a new zero turn mower.

PASSED AND APPROVED THIS \_\_\_\_ day of April, 2020.

---

Scott Byrd, Mayor

ATTEST:

---

Jessica Davis, City Clerk

2 Strokes Saw and Small  
Engines, Inc.  
408 South 7th Street  
Arkadelphia, AR 71923  
US  
(870) 246-5872  
jacksonrogers16@gmail.  
com



Estimate 1090

ADDRESS

Arkadelphia City Air  
Port  
#2 Airport Rd.  
Arkadelphia, AR 71923

DATE  
04/16/2020

TOTAL  
\$8,855.00

ACTIVITY	QTY	RATE	AMOUNT
60" KING COBRA WORLD LAWN	1	8,050.00	8,050.00T
SUBTOTAL			8,050.00
TAX (10%)			805.00
TOTAL			\$8,855.00

THANK YOU.

Accepted By

Accepted Date

HUSQVARNA      KAWASAKI      HONDA      GENERAC      OREGON  
BRIGGS & STRATTON      JONSERED      BOB CAT      BIG DOG

J+K Outdoor Power Equipment, Inc.

914 Hwy 67 south  
P.O. Box 411  
Arkadelphia, AR 71923

# Estimate

Date	Estimate #
4/16/2020	12186

Name / Address  
Arkadelphia Airport

P.O. No.                      Project

Item	Description	Qty	Cost	Total
LZE742GKC604A3	Original price \$9,499 20% discount bid		8,399.20	8,399.20T

<b>Subtotal</b>	\$8,399.20
<b>Sales Tax (10.0%)</b>	\$839.92
<b>Total</b>	\$9,239.12

*We Doze We Never Close*

**Phil's Auto & Transmission**

1200 North 10th Street  
 Arkadelphia, AR. 71923  
 Phone - 870-246-9127 Fax - 870-245-3048

**SOLD** CITY OF ARKADELPHIA - CITY OF ARKADELPHIA  
**TO** 700 CLAY ST  
 Arkadelphia, AR 71923  
 []

**For:**

**Lic # :** -

**Vin # :**

**Unit # :**

Qty	Part Number	Part Description	Sale	Line Total
1.00	4240	BAD BOY ROGUE 61 KOHLER EFI	8,700.00	8,700.00
			Parts and Fees Subtotal: 8,700.00	

Payment Method: [ Payments - ]

<b>Labor :</b> \$ 0.00	<b>Parts Total :</b> 8,700.00	<b>Tax :</b> \$ 870.00	<b>Total:</b>	\$ 9,570.00
			<b>Less Payments:</b>	0.00
			<b>Remaining Due:</b>	\$9,570.00

*Complete Auto Repair*

A buyer of this product has the right to have this product serviced or repaired during the warranty period. The warranty period will be extended for the number of whole days that the product has been out of the buyer's hands for warranty repair. If a defect exists within the warranty period, the warranty will not expire until the defect has been fixed. The warranty period will be extended if the warranty repairs did not remedy the defect and the buyer notifies the manufacturer or seller of the failure of the repairs within 60 days after sale.



## MEMORANDUM

**To:** Mayor Byrd & Board of Directors  
**From:** Gary Brinkley, City Manager  
**Date:** April 15, 2020  
**Re:** Document Retention

A handwritten signature in blue ink, appearing to read 'Gary Brinkley', is written over the 'Re:' line of the memorandum.

---

As a follow up to our last meeting, the City Clerk, Jessica Davis, spoke with the Municipal League and our City Attorney as requested for documenting the authority under which we were allowed to dispose of dated documents.

The proposed Affidavit is in keeping with the current statues under ACA § 14-59-114.

As to recorded storage instruments such as cassette tapes, floppy discs, etc., prior to last year there was no law regarding the requirement to keep these. It was at the discretion of each municipality. In July 2019, ACA § 25-19-106 (d) (2) now requires that we keep the records for a period of one year.

We look forward to providing you additional affidavits as we clean up our file systems.

Staff requests you approve the attached affidavit for the disposition of the documents listed.

We welcome any questions you may have about the disposition.

Thank you.

