

REGULAR CALLED MEETING BOARD OF DIRECTORS

Boardroom

January 4, 2022

5:30 p.m.

AGENDA

1. Call to Order Mayor Scott Byrd
2. Invocation
3. Approval of Board Minutes from December 21, 2021 – Mayor Byrd
4. Adoption of 2022 Board Procedural Rules – Gary Brinkley
5. Consider Resolution to Clear Title at Industrial Park – Gary Brinkley
6. Consider Agreement with Community Family Enrichment Center – Gary Brinkley
7. Consider Agreement with Arkadelphia Council on Aging – Gary Brinkley
8. Consider Agreement with the Clark County Historical Association – Gary Brinkley
9. City Manager's Report – Gary Brinkley
10. Routine Business – Mayor Byrd
11. Adjournment – Mayor Byrd

Regular Meeting: Citizens speaking to the Board of Directors shall have a speaking time limit of **10 minutes**. The Board of Directors may ask follow up questions which may extend the time limit.

Open Session Forum: Speaking time limit is **5 minutes** a speaker may not yield his or her time to another speaker

**REGULAR CALLED MEETING
BOARD OF DIRECTORS**

Board Room

December 21, 2021

5:30 P.M.

MEMBERS:

Taylor Chaney, *Ward 1 Director*
Chris Porter, *Ward 2 Director*
Keith Crews, *Ward 3 Director*
Reo Cummings, *Ward 4 Director (Arrived at 5:34)*
Jason Jones, *Ward 5 Director*
Roland Gosey, *Assistant Mayor*
Scott Byrd, *Mayor*

OTHERS:

Gary Brinkley, *City Manager*
Samantha Roybal, *City Clerk*

CALL TO ORDER

The Mayor called the meeting to order at 5:31 p.m.

INVOCATION

Director Jones

APPROVAL OF BOARD MINUTES FROM DECEMBER 7, 2021

A motion was made by Director Porter, seconded by Assistant Mayor Gosey to approve the minutes from the December 7, 2021 Board Meeting.

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

Taylor Chaney	"Aye"	Roland Gosey	"Aye"
Chris Porter	"Aye"	Jason Jones	"Aye"
Reo Cummings	"Absent"	Mayor Byrd	"Aye"
Keith Crews	"Aye"		

CITIZEN REQUEST TO ADDRESS THE BOARD OF DIRECTORS

Mrs. Wilson addressed the Board concerning renaming Pine Street to Dr. Martin Luther King, Jr. Street.

No action was taken.

TRANSFER AIRPORT LIGHT TO MONTICELLO

In 2018 the runway/taxiway lights were upgraded to LED lights. The airport manager at Monticello contacted the Arkadelphia Airport asking if the airport would donate the former runway/taxiway lights to them.

A motion was made by Director Crews, seconded by Director Jones to donate the former runway/taxiway lights to Monticello

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

Taylor Chaney	“Aye”	Roland Gosey	“Aye”
Chris Porter	“Aye”	Jason Jones	“Aye”
Reo Cummings	“Aye”	Mayor Byrd	“Aye”
Keith Crews	“Aye”		

CONSIDER BID FOR REAL PROPERTY INSURANCE FOR 2022

Bids were opened at 10:00 a.m. for the Real Property Insurance for 2022. Only one bid was received from Price & Company for \$86,436 which is an increase of \$10,310 over 2021. The increase is primarily due to us adding \$1.4MM in coverage since last year. The policy includes a 1% wind and hail deductible as well as a \$5,000 deductible for all other covered perils.

A motion was made by Director Jones seconded by Assistant Mayor Gosey to accept the Bid from Price & Company for \$86,436.00.

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

Taylor Chaney	“Aye”	Roland Gosey	“Aye”
Chris Porter	“Aye”	Jason Jones	“Aye”
Reo Cummings	“Aye”	Mayor Byrd	“Aye”
Keith Crews	“Aye”		

ARKADELPHIA CHAMBER ANNUAL REPORT

Nikki Chandler was unable to attend but did provide the Annual written report for the Board to review.

CONSIDER RESOLUTION TO ADOPT 2022 BUDGET

Mr. Brinkley thanked the board and staff for all their hard work in the creation of the 2022 Budget. He requested the Board approve the Resolution to adopt the 2022 Budget.

A motion was made by Director Crews seconded by Director Jones to approve the 2022 Budget Resolution as presented.

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

Taylor Chaney	“Aye”	Roland Gosey	“Aye”
Chris Porter	“Aye”	Jason Jones	“Aye”
Reo Cummings	“Aye”	Mayor Byrd	“Aye”
Keith Crews	“Aye”		

2022 HOLIDAY LIST

Mr. Brinkley presented the 2022 Holiday List to the Board.

Discussion followed regarding the Juneteenth Federal Holiday.

A Motion was made by Director Jones seconded by Assistant Mayor Gosey to add Juneteenth to the Holiday List and adopt the Holiday list with the addition of the Juneteenth Holiday.

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

Taylor Chaney	“Aye”	Roland Gosey	“Aye”
Chris Porter	“Aye”	Jason Jones	“Aye”
Reo Cummings	“Aye”	Mayor Byrd	“Aye”
Keith Crews	“Aye”		

CITY MANAGER’S REPORT

December 21, 2021

- We had discussed the Chamber Building coming down early in January. That has been delayed until the first of February. At the end of January, the Fire Dept will use the building for training purposes. It will be demolished after that training.
- Thank you to The Patterson Federal Credit Union for their sponsorship of the City Employee Christmas Party on the 9th. Also, our thanks to Sherriff Watson for use of the Armory to host the event. Samantha Roybal & Emma Milner did a fabulous job converting the Armory into a festive place. A special thanks to all the companies who donated prizes for the raffle drawing. They were greatly appreciated by the staff.
- The roofer finished the initial work on the CFEC building the second week of December. They used 3 cases of caulking and replaced or retorqued too many screws to count. After the last rain, there were a couple of small leaks reported in the assembly room. He will be addressing those shortly.
- I met with a representative of Entergy on Dec. 9th and we created a plan to replace the leaning utility pole in the alley between 519 N. Main & 550 Clay St. It will be a difficult job and will be done over a weekend after the first of the year.
- Last week we received our reimbursement from the County for the engineering costs for the light at Pine & Professional Drive. ArDOT received their funding and the traffic light is moving forward. As soon as I have a construction date, I will share that with you.

- The wind storm of December 10th tore down the City Christmas Tree but the staff was able to repair and reinstall it. Some damage to downtown buildings occurred but was minimal in comparison to our brothers and sisters in NE Arkansas.
- The Street Dept lost the use of one of its sweepers last week. They will be hauling it to Little Rock for diagnostic work and repairs. Please be patient as they get to all the streets around town.
- The Drainage Dept lost the use of their pick-up last week. The staff is diagnosing the engine failure and will be making a recommendation on the best course to move forward. Due to the shortage of available inventory, we will be pursuing all routes possible to repair the vehicle.
- We are on skeleton crews in most of our departments for the next few days.

Dates to Remember:

- Town Hall will be closed on Friday, Dec. 24th, and Monday, Dec. 27th in observance of the Christmas Holiday.
- Town Hall will be closed on Friday, December 31st in observance of the New Year Holiday.

ROUTINE BUSINESS

Taylor Chaney, Ward 1 – He mentioned that he did not see a Resolution to approve a Contract for a City Employee which was a compliment to Mr. Gary Brinkley's hard work.

Chris Porter, Ward 2 – He wished everyone a safe and Merry Christmas.

Keith Crews, Ward 3 – Wished everyone a safe and Merry Christmas.

Reo Cummings, Ward 4 – Nothing

Jason Jones, Ward 5 – Wished everyone a Merry Christmas.

Roland Gosey, Assistant Mayor – Thanked everyone who attended the Board Meeting and express his appreciation to the Board for adopting the Juneteenth Holiday.

Scott Byrd, Mayor – Thanked Assistant Mayor Gosey for addressing the Juneteenth Holiday. He also inquired about the Arkadelphia High School MLK Park Class fundraising program and requested that Assistant Mayor Gosey provide an update on those efforts. He thanked those who were able to attend the Board meeting and wished

everyone a safe and Merry Christmas and to remember those serving who are unable to be home for Christmas.

ADJOURNMENT

There being no further business to discuss, Assistant Mayor Gosey made the motion, seconded by Director Porter to adjourn. **The motion passed unanimously, and the meeting adjourned at 6:12 p.m.**

Scott Byrd, Mayor

Samantha Roybal, City Clerk

ADDITIONAL ATTENDEES

Jacqueline Wilson

Bruce Bell

Jason Hunt

Julie Lacy

Excelsior Universal #13 Masonic Lodge P.H.A (8 Members Attended)

Junior Rodemeyer

Nathan Price

Joel Phelps


Jason Jackson

Lewis A. Shepherd, Jr.



Memorandum

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: December 28, 2021
Re: Board of Directors Business Meeting Procedural Rules 2022

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

Attached please find the Board of Directors Business Meeting Procedural Rules for 2022.

You are required to adopt these at the first meeting of every new year.

There have been a few editorial changes to reflect intent or the way we actually conduct business.

Section, 2.2 Citizens.

We have all understood that if a citizen wishes to address the Board it was to be a citizen. In fact, 2.2.a reads, *Any citizen*, in the singular form. The following two sections were not singular.

Thus, 2.2.c was edited to read "A citizen" and 2.2.d was edited to read "A citizen"

City Attorney McCorkle has always requested we read the Emergency Clause before adoption. Which we have done, and is required.

Section 3.4.2 Emergency Adoption Procedures

Thus 3.4.2.30 is added. "The Mayor asks the Clerk to read the emergency clause."

The remainder of the document is consistent with 2021.

Thank you.

City of Arkadelphia

Board of Directors Business Meeting Procedural Rules

Adopted January 4, 2022

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) Topical experts who are asked shall be allowed to address the Board.
- g) If there is more than one speaker addressing a particular item, Board members shall hold all questions until all speakers have addressed the Board.

- h) 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.
- i) The presiding officer has the right to close debate at any time and speak last on any issue if he/she so desires.
- j) Any Board member may appeal a ruling, by the presiding officer, 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.
- k) During Board meetings cell phones are to be turned off or silenced.
- l) 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) A citizen 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) A citizen speaking to the Board of Directors shall have a speaking time limit of 10 minutes. The time limit may be extended with dialogue between the speaker and the Board of Directors.
- e) 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.

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. The Mayor asks the Clerk to read the emergency clause.
30. A Board Member makes a motion to adopt the emergency clause.
31. A Board member seconds the motion.
32. The Mayor asks for any discussion.
33. The Mayor calls for the vote.
34. The Clerk records the vote. (Requires 5 yes votes)
35. 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 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, Assistant 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.



Memorandum

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager 
Date: December 29, 2021
Re: Resolution – Clear Title Blemish at Industrial Park

Attached please find a resolution that was drafted by City Attorney McCorkle to aid in the cleaning of a title blemish that was discovered when we attempted to purchase a title insurance policy for the 1.5 acres in the Industrial Park for the Water Dept. you approved.

Courthouse records show that on September 22, 1989 a filing was made listing the city and county as second lien mortgagees to property in the Industrial Park in the amount of \$1. Neither the city nor county hold any debt on the Industrial Park land. There is nothing in either of our financial statements that reference any interest in the Industrial Park.

Ed and I have visited with numerous people who were part of the process in the 1980s and are comfortable the city and county have no liens on the property and the attached resolution will clear the title.

Therefore, the staff requests you approve the attached resolution so we can clear the title and move forward with the purchase of the title insurance policy.

We need to finalize the closing of the 1.5 acres in the Industrial Park for AWU-Gum Springs water utility soon and get the facility built.

Thank you.

RESOLUTION R-22- _____

A RESOLUTION PROVIDING FOR THE RELEASE OF LIEN FOR CERTAIN PROPERTIES IN THE ARKADELPHIA INDUSTRIAL PARK LOCATED IN CLARK COUNTY, ARKANSAS BY THE CITY OF ARKADELPHIA BOARD OF DIRECTORS AND OTHERS PURPOSES

WHEREAS, the Clark County Industrial Council, Inc. executed a mortgage (second lien) in favor of the City of Arkadelphia, Arkansas and Clark County, Arkansas as “mortgagee” which was executed on September 22, 1989, and filed of record September 22, 1989, in Record Book 472, Page 6 of the records of Clark County, Arkansas; and,

WHEREAS, there was no dollar amount listed in the second lien mortgage other than ONE DOLLAR AND NO CENTS (1.00) all of which, if any, was either repaid or forgiven as neither the City of Arkadelphia, Arkansas nor the County of Clark County, Arkansas, to the best knowledge of the City Board of Directors and the Clark County Quorum County, contend monies are due to the City of Arkadelphia, Arkansas and/or Clark County, Arkansas as a result of the second lien real estate mortgage filed in Book 472, Page 6 of the records of Clark County, Arkansas

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

The City of Manager of Arkadelphia, Arkansas, Gary Brinkley, is hereby authorized by the Board of Directors of the City of Arkadelphia, Arkansas to sign any satisfaction of mortgage necessary to release the lien recorded in Book 472, Page 6 on the property located in Sections 7 and 8, Township 8 South, Range 19 West, and Section 12 and 13, Township 8 South, Range 20 West of Clark County, Arkansas owned by the Clark County Industrial Council, Inc. as more fully described in the said mortgage.

PASSED THIS 4th DAY OF JANUARY, 2022

ATTEST:

Scott Byrd, Mayor

Samantha Roybal, City Clerk



MEMORANDUM

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: December 29, 2021
Re: 2022 Memorandum of Understanding with the
Community Family Enrichment Center

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

As is customary this time of year, attached please find the agreement with CFEC for 2022 to operate the facility and address the needs of the community as defined for the same monthly amount as in prior years.

Your approval along with the directive for the City Manager to execute the document is requested.

Thank you.



MEMORANDUM OF AGREEMENT

This agreement entered into as of 1st of January 2022 between the City of Arkadelphia ("City") and the Community Family Enrichment Center, Inc. ("CFEC").

The City will pay Six Thousand (\$6,000.00) to the CFEC for services payable at \$500 per month. This is to provide emergency food and family support services for economically disadvantaged families and children in Arkadelphia.

WITNESS THAT THE CFEC SHALL:

1. Provide a food pantry that is open two days per week providing non-perishable food and other toiletry items to support families and seniors.
 - a. Provide emergency food for families that are considered homeless, due to accident, loss of home or other catastrophic life event.
 - b. Provide case management services that include referrals and assistance for clothing, shelter and other basic needs.
 - c. Provide access for the use of computers, copiers, fax machines or other electronic equipment required for completion of documents.
2. Maintain such records as necessary to fully disclose the provision of said services to eligible participants.
3. Furnish the City with such reasonable information as requested on a monthly basis.
4. Provide all services without discrimination on the grounds of race, sex, color, handicap, religion or national origin.
5. Comply with all applicable laws, ordinances, and codes of national, state and local governments.
6. Commence performance of this agreement the January 1, 2022 and shall complete performance with the year which ends December 31, 2022.

Agency

City of Arkadelphia

By: _____
Gary Brinkley

Date: _____

Contractor

Community Family Enrichment
Center, Inc.

By: _____
Patricia Wright

Date: _____



MEMORANDUM

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: December 29, 2021
Re: 2022 Memorandum of Understanding -
Arkadelphia Council on Aging

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

As is customary this time of year, attached please find the agreement with ACA to address the needs of the community as defined for the same monthly amount as in prior years.

Your approval of the agreement with the City Manager's authority to sign is requested.

Thank you.



MEMORANDUM OF UNDERSTANDING

This agreement entered into as of the 1st day of January 2022 between THE CITY OF ARKADELPHIA ("City") and the ARKADELPHIA COUNCIL ON AGING ("ACA").

The City will pay Six Thousand (\$6,000.00) to the ACA for services payable at \$500.00 per month. This is to help provide home delivered meals to seniors in Arkadelphia.

WITNESS THAT THE ARKADELPHIA COUNCIL ON AGING SHALL PROVIDE:

1. Home delivered meals to Arkadelphia senior citizens
2. Keep such records necessary to fully disclose the provision of said services to eligible participants.
3. Furnish the City with such reasonable information as they may from time to time request.
4. Provide all services without discrimination on the grounds of race, sex, color, handicap, religion or national origin.
5. Comply with all applicable laws, ordinances, and codes of the nation, state and local governments.
6. Commence performance of the contract on January 1, 2022 and shall complete performance within the program years which ends December 31, 2022.

ATTEST:

CITY OF ARKADELPHIA, ARKANSAS

Samantha Roybal, City Clerk

Gary Brinkley, City Manager

ATTEST:


ARKADELPHIA COUNCIL ON AGING:

Secretary



MEMORANDUM

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: December 29, 2021
Re: 2022 Memorandum of Understanding with the Clark County Historical Association

A handwritten signature in blue ink, appearing to be 'G. Brinkley', is located to the right of the 'From:' line.

As is customary this time of year, attached please find the agreement with CCHA to operate the facility and facilitate the needs of the community for 2022 as defined for the same monthly amount as in prior years.

Your approval along with the directive for the City Manager to execute the document is requested.

Thank you.



Memorandum of Understanding

This agreement entered into as of the 1st day of January 2022 between THE CITY OF ARKADELPHIA (“City”) and the CLARK COUNTY HISTORICAL ASSOCIATION (“Association”).

The City will pay Six Thousand (\$6,000.00) to the Association for services payable at \$500.00 per month. This is to help provide services listed below:

1. The City is the owner of a building known as the Depot in which is located in the Amtrak waiting room, Clark County Museum and the Association offices. The museum provides for the citizens of the City various exhibits and repositories for the documentation and collection of historical items of interest that involve the City all of which inures to the economic benefit of the City.
2. In consideration of the Association maintaining the museum and building for the benefit of the general public and providing other maintenance services for the building owned by the City, the City hereby agrees to pay to the Association in the sum of SIX THOUSAND DOLLARS (\$6,000) beginning January 1, 2022 and expiring on December 31, 2022 payable at the rate of FIVE HUNDRED (\$500) per month.

DATE THIS ___ day of _____, 2022

ATTEST:

City of Arkadelphia, Arkansas:

Samantha Roybal, City Clerk

Gary Brinkley, City Manager

ATTEST:

Clark County Historical Association:

Secretary

President