

REGULAR CALLED MEETING BOARD OF DIRECTORS

Boardroom

April 19, 2022

5:30 p.m.

AGENDA

1. Call to Order Mayor Scott Byrd
2. Invocation
3. Approval of Board Minutes from April 5, 2022 – Mayor Byrd
4. Citizen Request to Speak to the Board- Doug Nelson
5. Resolution to Set a Public Hearing to Abandon Portions of Two Undeveloped Streets- Gary Brinkley/DeAnna Graves
6. Update on Airport Terminal – Gary Brinkley
7. Consideration and Approval of First Qtr. 2022 Budget Adjustments – Gary Brinkley
8. Consider Water Delivery Upgrade to NW Water Supply Line – Gary Brinkley/David Green
9. Consideration and Action Regarding Water Utility Rate Adjustments- Gary Brinkley/David Green
10. City Manager's Report – Gary Brinkley
11. Routine Business – Mayor Byrd
12. 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

April 5, 2022

5:30 P.M.

MEMBERS:

Taylor Chaney, *Ward 1 Director*
Chris Porter, *Ward 2 Director*
Keith Crews, *Ward 3 Director (Absent)*
Reo Cummings, *Ward 4 Director*
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 5:30 p.m.

The Mayor announced a quorum present tonight.

INVOCATION

Assistant Mayor Gosey

APPROVAL OF BOARD MINUTES FROM MARCH 15, 2022

A motion was made by Assistant Mayor Gosey, seconded by Director Cummings to approve the minutes from the March 15, 2022 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	“Aye”	Mayor Byrd	“Aye”
Keith Crews	“Absent”		

PROCLAMATION FOR DELTA SIGMA THETA

Mayor acknowledged the proclamation for Delta Sigma Theta and anniversary.

THIRD READING OF ORDINANCE 2018 ARKANSAS PLUMBING CODE

Mr. Brinkley requested the Board adopt the 2018 Arkansas Plumbing code after its third reading.

The Mayor called for the Clerk to read to the Ordinance, title only.

The Clerk read the Ordinance, title only.

A motion was made by Director Porter seconded by Director Chaney to adopt the 2018 Arkansas Plumbing Code Ordinance.

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	“Absent”		

THIRD READING OF ORDINANCE 2021 ARKANSAS MECHANICAL CODE

Mr. Brinkley requested the Board adopt the 2021 Arkansas Mechanical Code after its third reading.

The Mayor called for the Clerk to read to the Ordinance, title only.

The Clerk read the Ordinance, title only.

A motion was made by Director Chaney seconded by Director Cummings to adopt the 2021 Arkansas Mechanical Code Ordinance.

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	“Absent”		

THIRD READING OF ORDINANCE 2018 ARKANSAS FUEL GAS CODE

Mr. Brinkley requested the Board adopt the 2018 Arkansas Fuel Gas Code after its third reading.

The Mayor called for the Clerk to read to the Ordinance, title only.

The Clerk read the Ordinance, title only.

A motion was made by Director Jones seconded by Director Chaney to adopt the 2018 Arkansas Fuel Gas Ordinance.

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	“Absent”		

APPROVAL OF RECOMMENDATION FROM ARKADELPHIA HOUSING AUTHORITY FOR MEMBER

Mr. Brinkley presented a Resolution from the Arkadelphia Housing Authority Commission requesting the Board to confirm the appointment of Mr. Gary Hunter with his term expiring on May 1, 2025.

A motion was made by Director Porter seconded by Director Chaney to confirm Mr. Gary Hunter's appointment to the Arkadelphia Housing Authority with his term expiring May 1, 2025.

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	"Absent"		

REQUEST TO APPROVE RESOLUTION ON ARKADELPHIA HOUSING PILOT PROGRAM

Mr. Brinkley requested the Board approve the resolution to waive the past due balance from the PILOT payment to the city in the amount of \$14,114.88.

A motion was made by Director Porter seconded by Director Cummings to approve the resolution to waive the remaining balance of the PILOT payments in the amount of \$14,114.88 with updates on how the money was invested back into the program.

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	"Absent"		

APPROVAL TO ACCEPT BID OF PAINTING 16TH STREET WATER TOWER

Bids were opened on March 15th for the painting of the 16th Street Water Tower. The lowest qualified bidder was Leher Painting of Arkansas with a bid of \$313,777.00. Mr. Brinkley requested the Board to approve the Bid from Leher Painting of Arkansas in the amount of \$313,777.00.

A motion was made by Assistant Mayor Gosey seconded by Director Jones to approve the bid from Leher Painting of Arkansas in the amount of \$313,777.00 and to allow the city manager to sign all necessary documents.

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	“Absent”		

APPROVAL TO ACCEPT BID FOR AWU-GUM SPRINGS MAINTENANCE FACILITY

Bids were opened on March 22nd for the installation of the building and site work for the AWU-Gum Springs Maintenance Facility. The lowest bidder was Deaton Construction at the cost of \$305,578.00. Mr. Brinkley recommended the Board to approve the bid from Deaton Construction in the amount of \$305,578.00 contingent upon his completion of the remaining warranty work at the Airport by April 22, 2022.

A motion was made by Director Chaney seconded by Director Porter to approve recommendation for Deaton Construction in the amount of \$305,578.00 contingent upon his completion of the remaining work at the Airport by April 22, 2022.

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

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

The motion failed.

A discussion followed regarding the awarding of a of bid to a contactor while warranty work from August not been completed.

A second motion was made by Director Jones seconded by Director Cummings to reject the bid from Deaton Construction and accept the bid from Rogers Construction, Inc. in the amount of \$389,231.00 for the AWU-Gum Springs maintenance facility.

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

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

**RESOLUTION CALLING FOR A PUBLIC HEARING TO ABANDON
PLATTED STREETS**

Mr. Brinkley present a resolution calling for a public hearing to be held at the next meeting to discuss the closure of up to 3 platted streets, that were never developed.

A motion was made by Director Chaney seconded by Director Porter to hold a public meeting at the next meeting to discuss the closure of up to 3 platted streets.

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	“Absent”		

PRESENTATION OF THE 2021 YEAR-END REVIEW VIDEO

The 2021 Year End Review Video debuted at the Chamber Banquet.

No action was taken.

CITY MANAGER’S REPORT

April 5, 2022

- Bids came in for the Airport terminal. The lowest bid was over 100% more than the budget. We are reviewing options at this point. Addressing the floodplain issues and raising construction costs were major contributing factors.
- March sales report came in \$100,000 over expectations. I have instructed Ms. Wilson to move this money to our Emergency Reserve Fund to replace the money we used last year when the HVAC system at the Rec Center had to be replaced.
- Our thanks to Ms. Nikki Chanler & the Chamber/Alliance for a great banquet. Thank you to Director Crews and his wife for attending.
- The Park & Rec Dept has become the victim of its own success. We now have 24 programs with over 350 kids/adults participating. We will need to add an assistant program manager to help with the management of these kids and programs as well as the other programs that are currently being developed. The adjustment of priorities will be reflected in the quarterly budget adjustments presented to you at our next meeting.
- The MLK Park Funds stand at \$74,687.37 including the OBU Pledge. We are to receive an update from our Fundraising Co-Chairman, Dr. Fitz Hill on April 18th.
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- We had a successful training drill in the future police station. Caddo Valley & DeGray FD joined AFD. Caddo Valley and DeGray are our 2 automatic aid departments which added value to the training. They went back to Fire Station One for a debrief and much knowledge was gained.
- Ms. Wilson reports we are currently we are operating at 13.25% above average in fuel expenses.

Dates to Remember:

- Offices will be closed on Friday, April 15th in honor of Good Friday.
- Arkadelphia will be hosting the Arkansas City Managers Assoc. meeting April 20-22.
- Cinco De Mayo will be on May 5th at the Mural Parking Lot. Times are 5-9 pm with live music from 6-9 pm. This is a joint event with the Chamber of Commerce replacing their Taco Lot Fiesta in the summer. Please plan to attend.

ROUTINE BUSINESS

Taylor Chaney, Ward 1 – Expressed his congratulation to Mayor Byrd on his engagement. He asked Mr. Brinkley about the Emergency Reserve Fund.

Chris Porter, Ward 2 – Nothing.

Keith Crews, Ward 3 – Absent.

Reo Cummings, Ward 4 – He asked when the street signs would be replaced.

Jason Jones, Ward 5 – Nothing.

Roland Gosey, Assistant Mayor – Nothing.

Scott Byrd, Mayor – Followed up on the Emergency Reserve Fund history. He mentioned that he has been receiving plenty of calls asking when the next community event will occur and glad to see us working with the Chamber on the Cinco de Mayo event. He is excited about future events and still impressed along with others regarding the successful Cannonball event back in September.

ADJOURNMENT

There being no further business to discuss, Director Chaney made the motion, seconded by Director Cummings to adjourn. **The motion passed unanimously, and the meeting adjourned at 6:15 p.m.**

Scott Byrd, Mayor

Samantha Roybal, City Clerk

ADDITIONAL ATTENDEES

Lewis A. Shepherd

John Nelson

Julie Lacy

Jason Jackson


DeAnna Graves

Lainie Thomason

Matt Dunn



Memorandum

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager 
Date: April 11, 2022
Re: Request to Speak to the Board – Mr. Doug Nelson

Attached please find Mr. Doug Nelson's request to address the Board concerning the renaming Pine Street to Dr. Martin Luther King, Jr. Blvd.

Pursuant to the Board of Directors Business Meeting Procedural Rules adopted January 4, 2022, a citizen requesting to address the Board is limited to 10 minutes.

Thank you.



CITIZENS ADDRESSING THE CITY BOARD OF DIRECTORS

Board of Directors Procedural Rules

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 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.

Citizen's Name: Denny Nelson

Citizen's Address: 804 S 26th

Citizen's Phone Number: 1-870-210-5100

Nature of business to be discussed:
MLK Commuted

Describe results desired:
Renaming pin to MLK Blvd

If action is requested reasoning must be stated:

Signature: Denny Nelson Date: 4-11-22



Memorandum

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: April 18, 2022
Re: Approval of Resolution for a Public Hearing

Attached please find the Resolution calling for a public hearing to be held at the next meeting to discuss the closure of 2 platted but never developed roads.

In addition to calling for the public hearing we are required to have it posted in a newspaper of general circulation in the county for 2 consecutive weeks which did not occur. Thus, the reason for tonight's reaffirmation to host a public hearing.

Thank you.

RESOLUTION R-22-_____

A RESOLUTION CALLING FOR A PUBLIC HEARING ON MAY 3, 2022 BY THE CITY OF ARKADELPHIA BOARD OF DIRECTORS, ARKADELPHIA, CLARK COUNTY ARKANSAS.

WHEREAS, Arkansas Code § 14-301-302 requires the announcement of a public hearing prior to the actual hearing to discuss the closure of a road; and,

WHEREAS, there is interest in closing platted roads in Arkadelphia that have never been developed; and,

WHEREAS, the closing of roads would benefit the citizenry of Arkadelphia; and,

WHEREAS, it is the obligation of the Board of Directors to call for such a hearing via Resolution.

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

The City of Arkadelphia Board of Directors do hereby call for a public hearing to be held on May 3, 2022 at 5:30 pm in the Board Room during the regularly scheduled Board Meeting and for the City Clerk to give notice of meeting by publication once a week for two consecutive weeks prior to the meeting.

PASSED THIS 19th DAY OF April, 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: April 18, 2022
Re: Airport Terminal Update

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

We opened bids on March 22nd at 2:00pm for the demolition of the existing airport terminal and the building of a new terminal.

You will recall we have received \$400,000 from the Department of Aeronautics for this project.

The bids were:

Seale Construction Co. Inc \$1,185,975

CDI Contractors \$1,487,000

Coker Building Co. \$1,444,234

We have asked the low bidder, Seals Construction, to meet with our architect to discuss value engineering the project to bring in closer in-line with our budget.

We will report back to you the findings.

Thank you.



Memorandum

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
Gary Brinkley, City Manager
From: Shacresha Wilson, City Treasurer
Date: April 14, 2022
Re: 2022 Budget – First Quarter Adjustments

Attached please the Resolution to facilitate the First Quarter Budget Adjustments. Most of the adjustments are line item in nature.

Previously, we made one major budget adjustment at the end of each year. The city's operations have grown such that we feel it is best practice to review these needs on a quarterly basis and present adjustments to you for approval.

General Fund – The overall budget will remain within the approved budget.

Airport Fund - Currently operating at 1% above approved budget. Will monitor to verify if an adjustment will be needed in the future.

Street Department – Currently operating at less than 1% over approved budget. Will monitor to verify if an adjustment will be needed in the future.

Thank you.

RESOLUTION R-22- _____

A RESOLUTION PROVIDING FOR AND AMENDING OF THE BUDGET FOR THE CITY OF ARKADELPHIA, ARKANSAS, BEGINNING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022, APPROPRIATING MONEY FOR EACH AND EVERY ITEM OF EXPENDITURE THEREIN.

WHEREAS, periodically, it is necessary to adjust or correct the city budget; and

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

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

The following adjustments or corrections are made to the 2022 Budget:

Aquatic Park:

Line Item 5407 Telephone: increase \$3,500 not included in approved budget by error.

Line Item 5999 Capital: \$16,495, outstanding bill from 2020 carried over.

Community / Special Events:

Line item 5999: \$55,000 Purchase of risers to release old stage and electrical upgrades required at Town Square. Add parking lot lights in Town Square

Fire:

Line 5101 Holiday Pay: \$2,467 Addition of Juneteenth holiday

General Gov:

Line Item 5207: \$5,000 Certification courses and training are occurring in person in 2022 thus increasing registration fees and travel expenses.

Line Item 5104 Worker's Comp.: \$1,000 Calculation error in budget percentage actual .5% versus .02%

Line Item 5110 Unemployment: (\$1,000) overstated and reallocating to Worker's Comp.

Line Item 5208 Building Supplies: \$3,500 Work completed on 3rd floor of Town Hall for storage and maintenance.

Line Item 5101 Education /Salary: reallocation from educational incentive pay to salary.

Parks & Rec:

Line Item 5999 Capital: (\$100,000) Sand volleyball park postponed in 2023. Funds reallocated.

Line Item 5409 Gas: \$1,100 Increased services and costs driving costs.

Police:

Line 5101 Holiday Pay: \$3,312 Addition of Juneteenth holiday.

Sanitation:

Line Item 5404 Contracts & Special Svc: \$5,000 Carry over from 2021 contracted labor

Line Item 5301 Office Equipment: \$2,000 Replacement of outdated office equipment for new Department Director.

Airport:

Line Item 5402 Insurance Other: \$10,851 Final insurance rate was approve but not calucuated into the budget by error.

Line Item 5302 Motor Vehicle Maint: \$1,100 Replcement of golf cart batteries, unanticipated expense.

Streets:

Line Item 5407 Telephone: \$3,500 Transition companies causing increase to costs.

Line Item 5101 Base Salary: \$2,151 Base salary error corrections

PASSED THIS _____ DAY OF April, 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: April 18, 2022
Re: Upgrade to Water Supply Line NW Quadrant for Future Development



As water is extended to the Northwest for future development, we came across an opportunity that needs an investment.

The Northridge housing development water supply is fed off the Gorman Loop Road distribution system. Although the main distribution line to this area is 8" the Gorman Loop line is only 6". This constricts the amount of water to be fed to the new housing development and restricts future development.

When the original line to Gorman Loop was installed, this was not part of the city limits and no one could have anticipated that one day new homes would be in the area in need of service. Even if they had forethought, there was not going to be immediate development to pay for an increase water line.

In researching David Green and our engineers found that we could remove the Gorman Loop feed, replace it with an 8" supply line and achieve the volumes we need for future development in the area OR, we could upsize the proposed 6" water line feeding Northridge development and provide the water we need in the area for the future. It is obviously less expense to upsize pipe than remove and replace piping.

The Northridge development is planned with 6" pipe, like Gorman Loop, to meet their needs. We would propose entering into a Memorandum of Understanding with the Northridge developers to upgrade the pipe from 6" to 8" which would allow for the supply of the water we want for future development.

This is a price difference of not to exceed \$35,000.

Funds will come from the ARPA monies we received last August so there is no expense to the water utility customers or the tax payers of Arkadelphia. ARPA money is earmarked for drainage utility work but you'll recall we received an additional award of \$115,721.25 on March 16th for the Caddo/27th Street drainage project so we easily meet this cost.

RECOMMENDATION:


Staff recommends you approve us to enter into a Memorandum of Understanding where by the developers of Northridge will install an 8" water distribution line and the city of Arkadelphia will reimburse the developer, not to exceed \$35,000 for the price difference from a 6" pipe to an 8" pipe with all other costs being borne by the developer to ensure future water development needs and give the City Manager the authority to sign the necessary documents. Funds will be allocated from the ARPA monies to cover the \$35,000 expense.

Thank you.



MEMORANDUM

To: Mayor Byrd & Board of Directors
From: Gary Brinkley, City Manager
Date: April 18 2022
Re: Water Rate Adjustment – Arkadelphia Water Utility



As we discussed in our Water Workshop Meeting with the Water Committee after the last Board meeting, we are in dire need of a water rate adjustment to address current and immediate future needs. We will need over \$21 million in the next five years to address deferred maintenance and deficiencies in the current distribution and collection systems. Most of these projects will have to be bonded but we'll need funds to repay these bonds.

Crist Engineers performed a water rate study with the intent to determine how we might staircase annual adjustments to reach an annual operating breaking even point in our revenues versus expenses in 5 years. A rate adjustment to bring us immediately in-line to meet our needs would be a considerable step for the citizens.

At the workshop we discussed 3 models and their implications. At your request a 4th scenario was added for your contemplation. All four will be discussed Tuesday night.

Your recommendation to move the start of the adjustment to October was excellent and will be incorporated into the modeling.

Following the presentation, you will have the opportunity to make a decision on how best to move forward with the water/waste water pricing for the Arkadelphia Utility.

Thank you.