

# REGULAR CALLED MEETING BOARD OF DIRECTORS

Boardroom

January 17, 2023

5:30 p.m.

## AGENDA

1. Call to Order Mayor Scott Byrd
2. Invocation
3. Approval of Board Minutes from January 3, 2023 – Mayor Byrd
4. Proclamation of Appreciation for School Board Members – Mayor Byrd
5. Approval of Annual Contract with the Chamber of Commerce – Gary Brinkley
6. Annual Update from Community Family Enrichment Center – Dr. Patricia Wright
7. Annual Update from Clark County Historical Association – Debbie Francis/Stam Elrod
8. City Manager's Report – Gary Brinkley
9. Routine Business – Mayor Byrd
10. 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**

**January 3, 2023**

**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*  
Jason Jones, *Ward 5 Director (arrived at 5:34)*  
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 was present.

**INVOCATION**

Director Crews

**APPROVAL OF BOARD MINUTES FROM DECEMBER 20, 2022**

A motion was made by Director Cummings, seconded by Director Crews to approve the minutes from the December 20, 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	"Absent"
Reo Cummings	"Aye"	Mayor Byrd	"Aye"
Keith Crews	"Aye"		

**SWEARING IN OF DIRECTORS & MAYOR**

Honorable Judge Hill was present to administer the oath of office to Director Chaney, Director Cummings, Assistant Mayor Gosey, and Mayor Byrd.

**NOMINATE AND CONFIRM AN ASSISTANT MAYOR**

A motion was made by Director Chaney, seconded by Director Jones to suspend the rules to nominate an assistant mayor.

**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"		

Mayor Byrd called for a nomination.

A motion was made by Director Jones, seconded by Mayor Byrd to nominate Roland Gosey to continue to serve as the Assistant Mayor.

**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>“Aye”</b>
<b>Chris Porter</b>	<b>“Aye”</b>	<b>Jason Jones</b>	<b>“Aye”</b>
<b>Reo Cummings</b>	<b>“Aye”</b>	<b>Mayor Byrd</b>	<b>“Aye”</b>
<b>Keith Crews</b>	<b>“Aye”</b>		

#### **ADOPTION OF 2023 BOARD PROCEDURAL RULES**

There were no changes presented to the procedural rules for 2023. A motion was made by Assistant Mayor Gosey, seconded by Director Chaney, to adopt the procedural rules as presented for 2023.

**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>“Aye”</b>
<b>Chris Porter</b>	<b>“Aye”</b>	<b>Jason Jones</b>	<b>“Aye”</b>
<b>Reo Cummings</b>	<b>“Aye”</b>	<b>Mayor Byrd</b>	<b>“Aye”</b>
<b>Keith Crews</b>	<b>“Aye”</b>		

#### **CONSIDER AGREEMENT WITH THE COMMUNITY FAMILY ENRICHMENT CENTER**

Mr. Brinkley requested the Board approve the agreement with the Community Family Enrichment Center in the total amount of \$6,000 paid monthly in the amount of \$500.

A motion was made by Director Chaney, seconded by Director Crews to approve the agreement with the Community Family Enrichment Center in the amount of \$6,000 paid monthly at \$500 per month.

**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>“Aye”</b>
<b>Chris Porter</b>	<b>“Aye”</b>	<b>Jason Jones</b>	<b>“Aye”</b>
<b>Reo Cummings</b>	<b>“Aye”</b>	<b>Mayor Byrd</b>	<b>“Aye”</b>
<b>Keith Crews</b>	<b>“Aye”</b>		

#### **CONSIDER AGREEMENT WITH ARKADELPHIA COUNCIL ON AGING**

Mr. Brinkley requested the Board approve the annual agreement with the Arkadelphia Council on Aging in the total amount of \$6,000 paid every month at \$500.

A motion was made by Assistant Mayor Gosey, seconded by Director Chaney to approve the agreement with the Arkadelphia Council on Aging in the amount of \$6,000 paid at \$500 per month.

**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>“Aye”</b>
<b>Chris Porter</b>	<b>“Aye”</b>	<b>Jason Jones</b>	<b>“Aye”</b>
<b>Reo Cummings</b>	<b>“Aye”</b>	<b>Mayor Byrd</b>	<b>“Aye”</b>
<b>Keith Crews</b>	<b>“Aye”</b>		

**CONSIDER A CONTRACT WITH CLARK COUNTY HISTORICAL ASSOCIATION**

Mr. Brinkley requested the Board approve the annual contract with the Arkadelphia Historical Association in the total amount of \$6,000 to be paid monthly at \$500.

A motion was made by Assistant Mayor Gosey, seconded by Director Chaney to approve the contract in the amount of \$6,000 paid monthly at \$500.

**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>“Aye”</b>
<b>Chris Porter</b>	<b>“Aye”</b>	<b>Jason Jones</b>	<b>“Aye”</b>
<b>Reo Cummings</b>	<b>“Aye”</b>	<b>Mayor Byrd</b>	<b>“Aye”</b>
<b>Keith Crews</b>	<b>“Aye”</b>		

**THIRD READING OF ORDINANCE TO AMEND PURCHASE AUTHORITY.**

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

The City Clerk read the Ordinance, title only.

A motion was made by Director Crews, seconded by Director Porter to adopt the Ordinance.

**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>“Aye”</b>
<b>Chris Porter</b>	<b>“Aye”</b>	<b>Jason Jones</b>	<b>“Aye”</b>
<b>Reo Cummings</b>	<b>“Aye”</b>	<b>Mayor Byrd</b>	<b>“Aye”</b>
<b>Keith Crews</b>	<b>“Aye”</b>		

**THIRD READING OF ORDINANCE TO REZONE 1019 N. 10<sup>th</sup> STREET PROPERTY.**

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

The City Clerk read the Ordinance, title only.

A motion was made by Director Chaney, seconded by Director Crews to adopt the Ordinance.

**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>“Aye”</b>
<b>Chris Porter</b>	<b>“Aye”</b>	<b>Jason Jones</b>	<b>“Aye”</b>
<b>Reo Cummings</b>	<b>“Aye”</b>	<b>Mayor Byrd</b>	<b>“Aye”</b>
<b>Keith Crews</b>	<b>“Aye”</b>		

## **CITY MANAGER’S REPORT**

**January 3, 2023**

- Today we were notified of our updated ISO rating. All the investments in new equipment and additional training have paid dividends. We are reclassified to a #3 and very close to a #2. Again, the lower the number the higher the rating score. This pays dividends for those insurance carriers who use the ISO rating system to set their business and homeowner property insurance rates. In theory, the lower the score, the greater the savings.
- No substantial updates on any of our projects from the past 2 holiday weeks.
- The Drive-Thru trash bag pickup event at the Rec Center last week went well.
- Staff seems to have survived the Flu/Covid and the other maladies that plagued the community the last 3 weeks.
- Our Community Hazardous Mitigation Plan meetings have begun. It is critical that the plan be completed expeditiously and adopted by the Board as soon as possible. This will allow us to be eligible for future Hazardous Mitigation Grants and other programs to improve communities.

### **Dates to Remember:**

- Admin staff will be in Little Rock for the Municipal League Meeting on Jan 11-13.
- Offices will be closed on January 16<sup>th</sup> in observance of Dr. Martin Luther King Jr. Holiday.

- The annual Chamber of Commerce banquet will be on February 16<sup>th</sup> at the HSU Garrison. Please see Samantha for your reservation.
- On March 8, the Alliance will host the Legislative Appreciation Reception at ASU System Offices.

**Taylor Chaney, Ward 1** – He asked for an update on the shooting at the Lark Place apartment.

**Chris Porter, Ward 2** – Nothing.

**Keith Crews, Ward 3** – Nothing.

**Reo Cummings, Ward 4** – Nothing.

**Jason Jones, Ward 5** – He asked about the contract with the old movie theater.

**Roland Gosey, Assistant Mayor** – He asked for an update on the plan for the sav-u-more building regarding the 911 consolidation.

**Scott Byrd, Mayor** – He mentioned by choice he was able to ride in the back of the police vehicle and does not recommend it. He also asked Julie Lacy when the city could expect its next special event.

#### **ADJOURNMENT**

There being no further business to discuss, Director Chaney made the motion, seconded by Director Crews to adjourn. **The motion passed unanimously, and the meeting adjourned at 5:58 p.m.**

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Scott Byrd, Mayor

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Samantha Roybal, City Clerk

#### **ADDITIONAL ATTENDEES**

Julie Lacy

Brandon Beene

Jason Hunt

Dr. Lewis A. Shepherd Jr.

John Nelson

Jason Jackson

DeAnna Graves

*Office of the Mayor*

Arkadelphia, Arkansas

# Proclamation

WHEREAS, the mission of public schools is meet the diverse educational needs of all children and to empower them to become competent, productive contributors to a democratic society and an ever-changing world; and

WHEREAS, local school board members work closely with parents, educational professionals, and other community members to create the educational vision we want for our students; and

WHEREAS, local school board members are responsible for ensuring the structure that provides a solid foundation for our school system; and

WHEREAS, local school board members are strong members advocates for public education and are responsible for communicating the needs of the school district to the public and the public's expectations to the district;

NOW THEREFORE, I, Scott Byrd, Mayor of the City of Arkadelphia, recognizes and salutes the Arkadelphia Public School Board Members by proclaiming the month of January 2023 as

**School Board Recognition Month  
In the City of Arkadelphia**

I urge all citizens to join me in recognizing the dedication and hard work of local school board members and in working with them to mold an education system that meets the needs of both today's and tomorrow's children.

*In witness whereof I have hereunto set  
my hand and caused this seal to be affixed.*

\_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_

Date: \_\_\_\_\_





## Memorandum

**To:** Arkadelphia Board of Directors  
**CC:** Ed McCorkle, City Attorney  
**From:** Gary Brinkley, City Manager  
**Date:** January 7, 2023  
**Re:** 2023 Service Contract - Arkadelphia Chamber of Commerce



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Attached for your review and approval, please find the Service Contract with the Arkadelphia Chamber for 2023.

The contract is an annual one commencing January 1, 2023. The cost is \$35,000, to be paid evenly in 12 monthly payments was included in the 2023 budget.

Staff recommends approval of this Service Contract and for City Manager to execute.





## ARKADELPHIA ALLIANCE AND AREA CHAMBER OF COMMERCE SERVICE CONTRACT

### Terms and Conditions

This contract made on this 18th day of January, 2023 is entered into by and between the City of Arkadelphia (hereinafter called the City), and the Arkadelphia Regional Economic Development Alliance and Area Chamber of Commerce (hereinafter called the Alliance), for the purpose of creating, facilitating, and coordinating economic development in Arkadelphia, AR.

THEREFORE, for the good and valuable consideration described below, the receipt of which is hereby acknowledged, the City and the Alliance do mutually agree to the following:

### Responsibility of the Alliance

The Alliance shall provide the following personnel and administrative services in the performance of this contract:

- Work closely with the City Manager and Board of Directors with tangible measurable updates through quarterly meetings with the City Manager, mid-year report at City Board retreat if requested and year end written report, year end verbal report if requested.
- Alliance staff will work closely with the Arkadelphia Parks and Recreation Department to advertise and promote all tournaments.
- Staff will work jointly with the Downtown Arkadelphia organization to organize downtown events.
- Staff will provide support to all city events with the goal of expansion annually.
- Staff will serve on the Downtown Arkadelphia Board, Downtown Merchants group.
- The City will be the sponsor of two Chamber events as well as sponsoring the weekly e-newsletter.
- The Alliance and Area Chamber will host the annual Chamber Banquet to celebrate new business and industry as well as award those businesses whose success should be recognized.

- Offer business seminars to Arkadelphia businesses through a partnership with the Henderson State University Small Business Technology Development Center.
- A 2022 Arkadelphia Relocation Guide will be created and 5000 printed to be used for retail, industry and tourism recruitment. Staff will be responsible for distribution within the city as well as provide guides for university recruitment efforts.
- Gather, update, research and distribute information and data to be used as advertisements and presentations to general and specific economic development prospects.
- Staff will maintain records of retail, commercial and industrial buildings and real estate for recruitment needs.
- Staff will reach out to new and expanding businesses for Chamber membership and hold ribbon cuttings which will further promote businesses and add to their marketing strategy.
- Maintain the Diamond Lakes Visitor's Center including staffing.

**RESPONSIBILITY OF THE CITY**

- The City shall provide the following in the performance of this contract:
- Commit to and conduct itself with a willingness to work with residents of Arkadelphia to achieve the purpose of economic development and provide technical assistance as needed.
- Assist with site visits and data collection as needed for company representatives.
- Assist the Alliance and Area Chamber of Commerce in promoting the conditions necessary for economic development.
- The City shall pay \$35,000, divided evenly into 12 monthly payments.

**Effective Date and Term of Contract**

This contract shall become effective on January 1, 2023, and shall remain in effect for a term of one year. The parties agree that by the execution of the contract by the persons set forth below is authorized by the respective boards of either party.

City of Arkadelphia

Arkadelphia Alliance and Area Chamber of Commerce

By: \_\_\_\_\_  
Gary Brinkley, City Manager

By: \_\_\_\_\_  
Shelley Short, President and CEO