

REGULAR CALLED MEETING BOARD OF DIRECTORS

Boardroom

June 6, 2023

5:30 p.m.

AGENDA

1. Call to Order Mayor Scott Byrd
2. Invocation
3. Approval of Board Minutes from May 16, 2023 – Mayor Byrd
4. Public Hearing on MLK Park – Mayor Byrd
5. Resolution of Support from Outdoor Parks Grant – Gary Brinkley
6. Update on Zoning & SubDivision Ordinance Rewrite – Gary Brinkley
7. Update on Code Enforcement Activities – Don Cleek
8. 2021 Legislative Audit Update – 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** and speaker may not yield his or her time to another speaker.

**REGULAR CALLED MEETING
BOARD OF DIRECTORS**

Board Room

May 16, 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*
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 5:34 p.m.

INVOCATION

Director Cummings

APPROVAL OF BOARD MINUTES FROM MAY 16, 2023

A motion was made by Director Chaney, seconded by Assistant Mayor Gosey to approve the minutes from the May 16, 2023, 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	“Aye”		

CITIZEN’S REQUEST TO ADDRESS THE BOARD

Mr. Jonathan Malone spoke on behalf of the request regarding Ms. Melva Bagwell’s property and the drainage issues from the watershed from Atwood’s property.

RECOMMENDATIONS TO RENEW WATER & SEWER COMMITTEE

Mr. Brinkley requested the Board renewal of Ian Cosh and Bill Fowler to the Water & Sewer committee with terms expiring 2/17/2028.

A motion was made by Director Crews, seconded by Director Porter to renew Ian Cosh and Bill Fowlers to the Water & Sewer committee with terms expiring 2/17/2028.

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”		

RESCHEDULING OF JULY 4TH MEETING

Mr. Brinkley requested the Board’s direction on the rescheduling of the July 4th meeting.

A motion was made by Director Crews, seconded by Director Jones to table the agenda item until the second board meeting in June.

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”		

SET PUBLIC HEARING FOR MLK PARK

Mayor Byrd announced that on June 6th a public hearing will occur to discuss the 2023 State Outdoor Grant for the MLK Park.

CONSIDERATION OF 10TH STREET BRIDGE

Mr. Brinkley requested the Board declare an emergency on the S. 10th Street bridge and make the necessary repairs to stabilize the facility. The S. 10th Street bridge main piling on the east side is rotten through by 80% and the wing walls are washed out and no longer protect the headwalls. Mr. Brinkley presented the Board with a proposal cost for the new bridge in the amount of \$137,500 for a contract with Southern State Construction. He asked the Board to appropriate the funds from the Emergency Reserve Account.

A motion was made by Director Jones, seconded by Director Crews to declare an emergency and approve the contract with Southern State Construction on the amount of \$137,000.00 and to use Emergency Reserve Account funds to cover the cost.

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”		

ANNOUNCEMENT OF HAZARDOUS WASTE EVENT

Mr. Brinkley announced the Household Hazardous Waste Event on Saturday, May 20, 2023, from 8:00 a.m. -12:00 p.m. at the Fairgrounds Facility.

FLYOVER OF BYPASS PROGRESS

A video from Dr. Wesley Kluck was presented on the progress of the bypass.

CITY MANAGER'S REPORT

May 16, 2023

- Thanks to a few people for their response to an incident on Mother's Day Weekend.
 - At approximately 1:30 on Monday am, Corporal Funderburk was on patrol and in the 1300 block of Pine when he smelled smoke. He drove around until he saw the fire inside the Mr. Suds laundromat.
 - The Fire Dept put out the fire with a minimal amount of water so as not to damage the entire property.
 - Building Dept. was on-site Monday morning to aid in the repairs process and by Monday pm Mr. Suds was back open to the public.

I can't tell you how proud I am to serve as the city manager for such a proactive group of employees who truly care about their job and those they serve.

I would suggest a special round of applause for Officer Funderburk and his policing skills that saved not only that business but the fireworks show that would have been Sherwin-Williams paint store!

- The Cinco de Mayo event on May 5th was such a huge success. Emergency services estimated the crowd to be over 2,750 for the 4-hour event. Our thanks to all who attended and helped with the event. It was truly a collective effort with all the departments contributing to the success.

- We received a letter last week that our MS4 permit report was received and we were approved for another year. MS4 stands for Municipal Separate Storm Sewer Systems. It is an exhaustive report that DeAnna Graves must prepare annually. DeAnna does an excellent job for us and I want to publicly acknowledge her good work.
- April 1st the ISO rating of 3 became official. We have heard from a couple of staff member that their friends/family's saw a reduction in their premiums this month. Hope we are all so fortunate.
- The Haddock Street stormwater drainage project is approximately 80% complete.
- Auction on the old Fire Truck brought \$28,500. We were hoping for \$10,000 so wonderfully surprised. The winner was a department from the Great Lakes Surplus Equipment. (Detroit area).
- The Sanitation Transfer Station had a major repair performed this month. The whole floor of the compactor was replaced by staff with some assistance from a local welder over a weekend. This allowed us to kept up with production. Our thanks to the crew for making that happen.
- The financial data is nearing completion in conjunction with the water/wastewater bond package. We remain diligent to get the bond issuance to the market.
- We are in final negotiations with Hostess on the pretreatment agreement for their production waste.
- I want to personally thank Ms. Julie Lacy for her 3 years of service to the city. Julie is going back to Henderson State to work with student engagement. We look forward to working with Julie, again, as a representative of HSU.
- The storage shed behind Fire Station #1 is completed.

Dates to Remember:

- It is our high Honor to welcome Carry the Load to town on May 24th . They will arrive at Cliff Harris Stadium at 11:00 am and will step off at Noon on a walk to the Brookshires parking lot. If you are not aware of Carry the Load, I would recommend you research it and if possible, join us on the 24th.

- The staff city-wide cleanup day is May 25th from 8a-Noon. You are more than welcome to participate with one of our crew should your schedule allow.

Lunch will be provided by our friends at Southern Bancorp.

That night from 4p-7p will be employee night at the pool. It is chance for our Aquatic Park staff to have a soft opening experience and to allow our staff to enjoy an evening together. Food will be provided by our friends at Patterson Federal Credit Union.

- June 8th & 9th the Arkadelphia Alliance will be doing video shoots around the community which will be used in business recruitment. Please make sure the fronts of your homes, stores and offices are especially clean during this time.

Taylor Chaney, Ward 1 – Asked from some clarification on the Board procedural rules. He wished Julie well.

Chris Porter, Ward 2 – Nothing.

Keith Crews, Ward 3 – He requested an update on the rezoning project from Half.

Reo Cummings, Ward 4 – He thanked Julie and asked that the O’Connell Street bridge be looked at next.

Jason Jones, Ward 5 – He requested an update from the Code Enforcement officer.

Roland Gosey, Assistant Mayor – He congratulated Julie on her new position at HSU. He is thankful that a code enforcement update was requested because Pine Street needs to be cleaned up.

Scott Byrd, Mayor – Thanked Julie for all her hard work and wished her well on her next adventure. He asked for an update on the progress sign/message for the City regarding the Bypass and Pine St widening.

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 6:14 p.m.**

Scott Byrd, Mayor

Samantha Roybal, City Clerk

ADDITIONAL ATTENDEES

Tara Rollins

Jason Jackson

Julie Lacy

Lewis A. Shepherd Jr.

Greg Vardaman



Memorandum

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: June 1, 2023
Re: Public Hearing- Matching Grant for MLK Park

A handwritten signature in blue ink, appearing to read 'Gary Brinkley'.


In accordance with the requirements for the Arkansas Department of Parks, Heritage, and Tourism Outdoor Grant, a public hearing before June 30th is required to achieve the maximum amount of points for consideration for our application.

The ad stating the date and time of the public hearing was run in the Southern Standard the last two weeks.

Thank you.



Memorandum

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager 
Date: June 1, 2023
Re: Resolution of Support for Arkansas Dept of Parks, Heritage, and Tourism Outdoor Grant.

It is necessary for you to pass a resolution of acknowledgments for us to submit for the Arkansas Outdoor Grant.

This is a 50/50 matching grant with a maximum reimbursement of \$250,000. It is our intention to submit for the maximum amount of funding.

The Resolution is drafted straight from the provided example. The list of obligations on behalf of the city are exactly what we have previously committed to performing and in keeping with the way the city operates.

Staff recommends you pass the Resolution to apply for the Arkansas Dept of Parks, Heritage, and Tourism Outdoor Grant.

Thank you.

RESOLUTION NO. R-23-

**A RESOLUTION EXPRESSING THE WILLINGNESS OF CITY OF ARKADELPHIA,
ARKANSAS TO UTILIZE THE OUTDOOR RECREATION MATCHING GRANT
THROUGH THE ARKANSAS DEPARTMENT OF PARKS, HERITAGE AND TOURISM**

WHEREAS, the City of Arkadelphia, Arkansas seeks to improve the recreation facilities and wishes to seek grant funding assistance; and

WHEREAS, in order to obtain the funds necessary to develop and/or improve the site for such recreation area, it is necessary to obtain an Outdoor Recreation Matching Grant from the Arkansas Department of Parks, Heritage and Tourism; and

WHEREAS, the plans for such recreation areas have been prepared and the price therefore has been established; and

WHEREAS, this governing body understands the grantee and grantor will enter into a binding agreement which obligates both parties to policies and procedures contained within the Outdoor Recreation Matching Grant Application Guide, including, not limited to, the following; the park area defined by the project boundary map, submitted with the application, must remain in outdoor recreation use in perpetuity, regardless if the property is bought or developed with matching grant funds and; all future overhead utility lines within the project boundary must be placed underground and; the project area must remain open and available for use by the public at all reasonable times of the day and year; facilities can be reserved for special events, league play, etc. but cannot be reserved, leased or assigned for exclusive use, and; the project area must be kept clean, maintained, and operated in a safe and healthful manner.

The Board of Directors is well aware and apprised of the above-mentioned project, and will provide the local portion of the development cost of the entire project.

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the City of Arkadelphia, Arkansas:

SECTION I: The City of Arkadelphia will participate in accordance with its designated responsibility, including maintenance of this project.

SECTION II: City Manager, Gary Brinkley, is hereby authorized to make application to the Arkansas Department of Parks, Heritage and Tourism for assistance to develop recreational facilities for the City.

Passed on this _____ day of _____, 2023.

Signed: _____
Mayor Scott Byrd

ATTEST: _____
(SEAL) Samantha Roybal, City Clerk



Memorandum

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: June 1, 2023
Re: Arkadelphia Code Update

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

Attached please find a written update from our engineers at Halff regarding the rewrite.

The last meeting we had with Halff engineers was very productive. We are moving towards finalization. Halff is currently incorporating our comments, working on graphs and pictorial inserts and the executive summary to denote the changes made in our current ordinances and the proposed rewrite. This executive summary may be one of the toughest parts of the project as we were so far behind in updating our codes.

Ed is assisting us in procedural issues so we are in line with current Arkansas law.

Please note the July 18th date which will be a joint meeting with the Planning Commission to discuss the final draft and answer questions.

We are nearing the end of the journey with an anticipated adoption in September.

Thank you.

CODE REWRITE – JUNE 6TH UPDATE

Code Process:

- Phase 1 began in May 2021
- Community Visioning/Engagement – July 2021
- Module 1: *Zoning Districts and Land Uses* delivered to staff in May 2022; Finalized July 2022
- Phase 2 began in August 2022
- Module 2 (complete draft code) delivered March 2023

➤ Today: In final review and edits with staff

Next Steps:

- Halff Presentation to Board July 18th
- Public Review Period 45-60 days
- Final Adoption **September**





Memorandum

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: June 1, 2023
Re: Update on Code Enforcement Activities

A handwritten signature in blue ink, appearing to read 'Gary Brinkley', located to the right of the 'From:' field.

Sgt. Don Cleek will be updating the Board with recent Code Enforcement Activities.

Thank you.



Memorandum

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: June 1, 2023
Re: 2021 Legislative Audit Review

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

On May 30th we received the official 2021 Legislative Audit.

The attached page 6 from the audit states: "No issues came to our attention that we consider necessary to report to management".

The full report will be on your desk.

My congratulations to City Treasurer Shacresha Wilson for another clean audit.

Thank you.

Arkansas



Sen. David Wallace
Senate Chair
Sen. John Payton
Senate Vice Chair

Rep. Jimmy Gazaway
House Chair
Rep. Richard Womack
House Vice Chair

Roger A. Norman, JD, CPA, CFE, CFF
Legislative Auditor

LEGISLATIVE JOINT AUDITING COMMITTEE ARKANSAS LEGISLATIVE AUDIT

MANAGEMENT LETTER

RECEIVED MAY 30 2023

City of Arkadelphia, Arkansas Officials and Board of Directors
Legislative Joint Auditing Committee

The commentary contained in this letter relates to the following officials who held office during 2021:

Mayor: Scott Byrd
City Manager: Gary Brinkley
Treasurer: Shacresha Wilson
Police Chief: Jason Jackson

No issues came to our attention that we considered necessary to report to management.

This letter is intended solely for the information and use of the Legislative Joint Auditing Committee, the City Board of Directors (or local governing body) and City management, and other parties as required by Arkansas Code and is not intended to be and should not be used by anyone other than these specified parties. However, pursuant to Ark. Code Ann. § 10-4-417, all reports presented to the Legislative Joint Auditing Committee are matters of public record, and distribution is not limited.

ARKANSAS LEGISLATIVE AUDIT

A handwritten signature in black ink, appearing to read "Timothy R. Jones".

Timothy R. Jones, CPA, CFF
Deputy Legislative Auditor

Little Rock, Arkansas
March 30, 2023