

REGULAR CALLED MEETING BOARD OF DIRECTORS

Boardroom

January 5, 2016

6:30 p.m.

AGENDA

1. Call to Order Mayor James Calhoun
2. Invocation
3. Consider Minutes from the December 15, 2015 Regular Board of Directors Meeting
4. Consider Board Procedural Rules
5. Consider Reappointment to the Housing Authority
6. Consider Amending Personnel Policy Handbook
7. Update from the MLK Subcommittee
8. Consider Ordinance Establishing Penalties for Violations of State Misdemeanors
9. City Manager's Report
10. Future Agenda Items
11. Routine Business
12. Adjournment

MEMO

TO: CITY BOARD MEMBERS
FROM: CITY MANAGER JIMMY BOLT
SUBJECT: AGENDA January 5, 2016

Items 1-3: Self-Explanatory

Item 4: The Arkansas Municipal League encourages City Directors to adopt procedural rules the first of every year. I have included the current procedural rules.

Item 5: The Housing Authority is nominating Gerald Browning for reappointment and is requesting the Board confirm.

Item 6: Staff is recommending amending the Personnel Handbook to address political activity.

Item 7: During the last meeting Director Byrd made a motion seconded by Assistant Mayor Rudolph to place on the next agenda and until the charge of the subcommittee is complete an update from the MLK Subcommittee.

Item 8: The attached ordinance is recommended by the Arkansas Municipal League to adopt before the final version of the Arkadelphia Code of Ordinances is adopted.

Items 9-12: Self-Explanatory

**REGULAR CALLED MEETING
BOARD OF DIRECTORS**

Boardroom

December 15, 2015

6:30 P.M.

MEMBERS:

Jason Jones, *Ward 1 Director*
Dick Rudolph, *Ward 2 Director, Assistant Mayor*
Scott Byrd, *Ward 3 Director*
Joann Nelson, *Ward 4 Director*
Vacant, *Ward 5 Director*
Julie Winfrey, *Ward 6, At Large Director*
James Calhoun, *Ward 7, Mayor*

OTHERS:

Jimmy Bolt, *City Manager*
Rendi Currey, *City Clerk*
Jamal Brown, *Press*

(see attached list)

CALL TO ORDER

Mayor Calhoun called the meeting to order at 6:30 p.m.

INVOCATION

Director Jones

APPROVAL OF MINUTES

A motion was made by Director Jones seconded by Director Byrd to approve the minutes from the November 24, 2015 Special Called Board of Directors meeting and the December 1, 2015 Regular Called Board of Directors meeting. The motion passed with a roll call vote and the vote was as follows:

Jason Jones	"Aye"	Scott Byrd	"Aye"
Joann Nelson	"Aye"	Julie Winfrey	"Aye"
Dick Rudolph	"Aye"	Mayor Calhoun	"Aye"

CONSIDER DIRECTOR JAEGER'S RESIGNATION

The Mayor has received a letter of resignation from Ward 5 representative Julian Jaeger. He asked the Board to accept the resignation and declare a vacancy. Assistant Mayor Rudolph made the motion seconded by Director Jones to accept Jaeger's resignation and declare a vacancy in Ward 5. **The motion passed unanimously on a roll call vote.** Director Winfrey made a motion seconded by Director Nelson to advertise the vacancy for Ward 5 for 30 days with a deadline of January 15, 2016 at 5:00 p.m. **The motion passed unanimously on a roll call vote.** Director Winfrey made a motion seconded by Assistant Mayor Rudolph to have the applicants introduce themselves at the January 19, 2016 meeting with a 5 minute limit in speaking. **The motion passed unanimously on a roll call vote.**

Jason Jones
had to leave
for a previous
engagement.

CONSIDER THE 2016 PROPOSED BUDGET RESOLUTION

Mr. Bolt delivered the budget on November 3, 2015 and gave a presentation on November 17, 2015. Director Byrd made the motion seconded by Mayor Calhoun to adopt the 2016 Budget Resolution. **The motion passed on a 3 to 2 vote with Nelson and Winfrey voting "No."**

CONSIDER RESOLUTION OF CONDEMNATION

Officer Free presented a structure for condemnation. The address is 407 South 9th Street. Officer Free reviewed the process that is established by ordinance B-470 for condemnation. This

department's budget is exhausted for funds for demolition however Free has had a conversation with the owner and he has expressed the promise to take down the structure. Director Winfrey made the motion seconded by Assistant Mayor Rudolph to adopt the Resolution of Condemnation for 407 South 9th Street. **The motion passed unanimously on a roll call vote.**

CONSIDER APPOINTMENTS TO THE MLK SUBCOMMITTEE

This item was placed on the agenda at the last meeting. Staff prepared a brief introduction of the proposed committee members. Assistant Mayor Rudolph made the motion seconded by Director Winfrey to appoint the following people to the MLK Subcommittee for a term of six months and to request longer if need be: Kyle Jones, Vicki Stovall, Mark McGraw, and Thannis Phillips.

The motion passed unanimously on a roll call vote.

CITY MANAGER'S REPORT

- Mr. Bolt had Aaron Bopp give an update of the upcoming trash bag vouchers and when the bags will be available. Vouchers will arrive in the mail next week and a drive through bag pickup will be located at the Rec Center from 7am to 7 pm the last week in December and also available at the Water Department and Hardman's Lumber Company.
- Staff has applied for a bridge grant. I learned about the grant while attending the AML convention in Springdale. This is an 80/20 grant and is a blessing for us if we can get it.
- Staff will apply for state aid funding to replace the Walnut and 10th street project at the beginning of the year as instructed by the AHTD State Aid Engineer.
- I've had positive feedback from the Land Commissioners office about the old Hospital. At the same time we are working to secure a grant to the asbestos removal.
- We will have one more ordinance to consider before adopting the Arkadelphia Municipal Code. Staff will present, for its first reading, an Ordinance adopting the Arkansas Code for misdemeanors on January 5th and then we will consider the first reading adopting entire code during the January 19th meeting.
- I have entered into negotiations with the County Judge concerning the sale of the Armory to the County.
- I am proud to announce that our Local Fireman's Pension fund has been removed from the projected insolvent list. I want to thank the Board of Directors for working with me to make this possible.
- While attending the Municipal League Convention the city was recognized as Volunteer Community of the year. On behalf of the city I want to talk all of the volunteers who work unselfishly to help others.
- The movie Elf was played downtown last Thursday night and an estimated crowd of about a 100 attended. I want to congratulate the Board, the CCSP, and our Community and Special Events Director for providing resources for such an event.
- I want to close by wishing everyone a Merry Christmas and a Happy New Year.

FUTURE AGENDA ITEMS

Director Byrd made a motion seconded by Assistant Mayor Rudolph to place on the next agenda and until the charge of the subcommittee is complete an update from the MLK Subcommittee.

The motion passed unanimously on a roll call vote.

ROUTINE BUSINESS

Jason Jones, Ward 1- He left early.

Scott Byrd, Ward 3- He apologized to Henry Wilson for being out of order by answering an audience members question and not letting Mr. Wilson ask a question.

Joann Nelson, Ward 4-She wished everyone a Merry Christmas and Happy New Year.

Vacant, Ward 5-

Julie Winfrey, Ward 6 Director at Large-She wished everyone a Merry Christmas and Happy New Year. She enjoyed the fall conference in Springdale. She is interested in condemning the Sale Barn.

Dick Rudolph, Ward 2 Assistant Mayor-He wished everyone a Merry Christmas and Happy New Year.

James Calhoun, Mayor-He enjoyed the conference and learned a lot. He appreciates all the decorations around town. His home was featured on Daybreak this morning. He wished everyone a Merry Christmas and Happy New Year.

ADJOURNMENT

There being no more business to discuss, Director Nelson made the motion seconded by Director Winfrey to adjourn. **The motion passed unanimously and the meeting adjourned at 7:55 p.m.**

James Calhoun, Mayor

Rendi Currey, City Clerk

REGULAR CALLED MEETING BOARD OF DIRECTORS

Boardroom

December 15, 2015

6:30 p.m.

Harley Martinelli
James Nelson
Jason Jackson
Nancy Anderson
Jennifer Story
Aaron Bopp
Henry Wilson
Johnathon Boyce
Brenda Gills
Matt Johnson
Kenny Myers
Beverly Myers
Mike Volz
Clay Sexton
Al Harris
Rick Mays
Christopher Sparks
David Rider
Anita Wiley
Matt Johnson
Chance Lemons



OFFICE OF THE CITY MANAGER

700 Clay Street • Arkadelphia, Arkansas 71923

Ph: (870) 246-9864 • Fax: (870) 246-1813

To: Arkadelphia Board of Directors
CC: Ed McCorkle
From: Jimmy Bolt, City Manager
Date: 12-29-15
Re: Consideration of Procedural Rules

The Board of Directors is required to conduct business meetings under Robert's Rules of Order. Robert's Rules of Order allows a small governing body to establish Procedural Rules. There is a new statute requiring us to adopt and is recommended by the Arkansas Municipal League.

Staff has attached a document called *City of Arkadelphia - Board of Directors Business Meeting Procedural Rules* for your consideration. This follows the normal flow of how the city has managed the board meetings in the past and it allows us to conduct productive meetings.

Staff recommends adopting the *City of Arkadelphia - Board of Directors Business Meeting Procedural Rules*.

City of Arkadelphia

Board of Directors Business Meeting Procedural Rules

Accepted February 3, 2015 amended July 7, 2015 amended December 1, 2015

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 6:30 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 noon 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, which are covered by Arkansas state law 25-19-106.
- 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 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 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) If there is more than one speaker addressing a particular item, Board members shall hold all questions until all speakers have addressed the Board.
- g) 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.
- h) The presiding officer has the right to close debate at any time and speak last on any issue if he/she so desires.
- i) 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.
- j) During Board meetings cell phones are to be turned off or silenced. Use of cell phones by Board members and City staff for talking, texting, emailing or otherwise will not be allowed during meetings, except for emergency communications or while on breaks.
- k) 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 a Board of Director. Mayor will contact the applicant chosen and those that were not chosen.

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 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. Presentation shall be less than 10 minutes.

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) Future Agenda Items*
- h) Routine Business
- i) Adjournment

* Board Member request an item be placed on a future agenda and if he/she received a second the Board of Directors would vote on whether to include it or not.

- 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 two (2) years 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 insure 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**

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 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.

3.5 Consideration of an Ordinance with an Emergency Clause Attachment

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

When this method is taken the ordinance takes effect immediately upon passage.

- 3.6 **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 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.
- 3.7 **Motion to Lay on the Table** – To postpone a motion until a later, but as yet undetermined time.
- 3.8 **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 a 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.

3.9 Votes other than Yea or Nay- Any vote that is not a yea vote does not count towards passage of the motion.

3.10 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 were they can offer their opinions; ask questions and converse with Board Members and City staff.

- Mayor, Vice 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 - 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.



Office of the City Manager
700 Clay Street, Arkadelphia, Arkansas 71923
Phone: (870) 246-9864

To: Arkadelphia Board of Directors
cc: Ed McCorkle
From: Jimmy Bolt, City Manager
Date: 12-28-15
Re: Consideration of Nomination of Arkadelphia Housing Authority
Commissioner

Attachments: AHA Nomination, Information about Mr. Browning

The Arkadelphia Housing Authority is required to nominate persons to fill vacancies or reappointments as a commissioner to the Arkadelphia Board of Directors for consideration.

Attached you will find the nomination of Mr. Browning by the Arkadelphia Housing Authority Commission in a letter from Executive Director Hunter. Term expires 12-05-2018.



ARKADELPHIA HOUSING AUTHORITY

**670 SOUTH 6TH STREET
Arkadelphia, Arkansas 71923**

Executive Director: Shelia Hunter

Phone (870) 246-4632

December 07, 2015

On December 7, 2015 the Board of Commissioners reappointed Gerald Browning to a 2 year term on the Arkadelphia Housing Authority Board of Commissioners. Mr. Browning current term was to expire December 01, 2015. The new term will commence beginning 01/05/2016 and will end 01/04/2018.

Mr. Browning reappointment was approved by a vote of 4 for reappointment and 0 against reappointment. The Board of Commissioners would like to present Mr. Browning name to you for your approval of his reappointment to the board.

Respectively Submitted,

Shelia R. Hunter

Executive Director

Gerald Browning BIO



Gerald is 46 years old, has 2 children and 5 grandchildren, he is a member of the Greater Pleasant Hill Baptist church, where he is a very active member. He has been the Board Chair of the Arkadelphia Housing Authority for the past two years. He is currently employed with Rineco in Benton, Ar and has been an employee with this company for 25 years.



Office of the City Manager
700 Clay Street, Arkadelphia, Arkansas 71923
Phone: (870) 246-9864

To: Arkadelphia Board of Directors
cc: Ed McCorkle
From: Jimmy Bolt, City Manager
Date: 12-10-2015
Re: Consider Amending: Arkadelphia Personnel Policy Handbook
Attachment:

Staff is recommending amending the Personnel Handbook to address political activities.

The Arkansas Municipal Leagues is encouraging us to use the model language, it states:

POLITICAL CAMPAIGNS

No city employee shall campaign on city time for any candidate or ballot measure at a federal, state, or local level. Employees are prohibited by law and this policy from using City equipment, property, funds or other resources to campaign for a candidate or ballot measure. After working hours, employees are free to campaign and support candidates and ballot measures in federal, state, county, and local campaigns as long as they do not use city property, funds, equipment or resources. No campaign banners, campaign signs, or other campaign literature shall be placed on any cars, trucks, tractors, or other vehicle belonging to the City.

Staff is recommending including the above statement concerning political campaigns to the Arkadelphia Personnel Handbook in Section IV Standards of Conduct and to have all employees to acknowledge the change by signing an acknowledgement of stated change.



Office of the City Manager
700 Clay Street, Arkadelphia, Arkansas 71923
Phone: (870) 246-9864

To: Arkadelphia Board of Directors
cc: Ed McCorkle
From: Jimmy Bolt, City Manager
Date: 12-28-15
Re: Consideration of First Reading of an Ordinance adopting all Criminal Misdemeanors Statutes
Attachments: Proposed ordinance

As one of the last steps to create the Arkadelphia Code of Ordinances Lanny Richmond II, Staff Attorney with the Arkansas Municipal League, has suggested that the board might need to pass an ordinance adopting the state misdemeanors if we would like to have the City Attorney prosecute them. If this is done now it will be included into our code. He sent a draft ordinance for us to use.

Staff recommends placing an ordinance establishing penalties for violation of state misdemeanors under the authority provided in AR Code 14-55-501 on its first reading.

ORDINANCE NO. O-16-

AN ORDINANCE ESTABLISHING PENALTIES FOR VIOLATIONS OF STATE MISDEMEANORS UNDER THE AUTHORITY PROVIDED IN ARK. CODE ANN. §§ 14-55-501.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ARKADELPHIA, ARKANSAS, THAT:

Section 1: All criminal statutes of the state relating to misdemeanors and the laws of criminal procedure in connection therewith, three (3) copies of which are on file in the City Clerk's office, are hereby enacted by the City Council to form a part of the laws of the city and any person, firm or corporation being found guilty of the violation of any such laws shall be deemed guilty of the violation of the ordinances of the city and shall be fined or imprisoned or both in the manner set out under the state statutes.

Section 2: The same minimum and maximum penalties for the violation of misdemeanors as are provided in the state statutes are hereby adopted as the minimum and maximum fines for the violation of the same offenses which are prohibited by the ordinance of the city.

Passed and approved this _____ day of _____, 2016.

James Calhoun, Mayor

ATTEST:

Rendi Currey, City Clerk

**Information
Only**

ARKANSAS STATE HIGHWAY COMMISSION



DICK TRAMMEL
CHAIRMAN
ROGERS

THOMAS B. SCHUECK
VICE CHAIRMAN
LITTLE ROCK

ROBERT S. MOORE, JR.
ARKANSAS CITY

FRANK D. SCOTT, JR.
LITTLE ROCK

DALTON A. FARMER, JR.
JONESBORO

SCOTT E. BENNETT, P.E.
DIRECTOR OF
HIGHWAYS AND TRANSPORTATION

P.O. Box 2261
LITTLE ROCK, ARKANSAS 72203-2261
PHONE (501) 569-2000 • VOICE/TTY 711 • FAX (501) 569-2400
WWW.ARKANSASHIGHWAYS.COM • WWW.IDRIVEARKANSAS.COM

December 21, 2015

Mr. Jimmy Bolt
City Manager
City of Arkadelphia
700 Clay St.
Arkadelphia, AR 71923

Dear Mr. Bolt:

Reference is made to your application for Transportation Alternatives Program (TAP) funding for the Arkadelphia Streetscape Phase IV project. Congratulations, this project has been selected to receive \$349,930 in Federal funding for construction of the project.

A program kick-off meeting will be held at 10:00 AM on Thursday, January 28, 2016, weather permitting, at the Arkansas State Highway and Transportation Department's Central Office Headquarters building, located at 10324 Interstate 30, Little Rock, Arkansas, 72209 (Exit 130 off of Interstate 30). The meeting will be held in the auditorium of the 10-story building. The person who will be in charge of the project must attend this meeting.

If you should have any questions regarding your project prior to the meeting, please contact Daniel Siskowski at (501) 569-2261.

Sincerely,

A handwritten signature in cursive script that reads "Scott E. Bennett".

Scott E. Bennett, P.E.
Director of Highways
and Transportation

c: Highway Commission
Deputy Director and Chief Operating Officer
Deputy Director and Chief Engineer
Assistant Chief Engineer – Planning
Environmental
Program Management