

# **REGULAR CALLED MEETING BOARD OF DIRECTORS**

**Boardroom**

**March 1, 2016**

**5:30 p.m.**

## **AGENDA**

1. Call to Order Mayor James Calhoun
2. Invocation
3. Consider Minutes from the February 16, 2016 Regular Board of Directors Meeting
4. Update from the MLK Subcommittee
5. Consider Sign Regulation Proposal From the Chamber of Commerce
6. Discuss Increasing Employee Raises from 1% to 2%
7. Consideration of Accepting Land Donation.
8. City Manager's Report
9. Future Agenda Items
10. Routine Business
11. Adjournment

## MEMO

**TO:** CITY BOARD MEMBERS  
**FROM:** CITY MANAGER JIMMY BOLT  
**SUBJECT:** AGENDA March 1, 2016

**Items 1-3:** Self-Explanatory

**Item 4:** During the December 15, 2015 meeting, Director Byrd made a motion, seconded by Assistant Mayor Rudolph, to place this item on the next agenda **and** until the charge of the subcommittee is complete; an update from the MLK Subcommittee.

**Item 5:** Per attached memo the Chamber of Commerce will be requesting two changes to the Sign Regulations. Staff is requesting direction from the Board in order to proceed.

**Item 6:** During the last meeting Mayor Calhoun made a motion seconded by Director Jones to place this item on the agenda.

**Item 7:** Per attached memo the staff is working on the Walnut Street drainage issue and is recommending accepting donation of all lots offered by Mr. Williams in the Lakewood Heights Subdivision.

**Items 8-11:** Self-Explanatory

**REGULAR CALLED MEETING  
BOARD OF DIRECTORS**

**Boardroom**

**February 16, 2016**

**5:30 P.M.**

**MEMBERS:**

Jason Jones, *Ward 1 Director*  
Dick Rudolph, *Ward 2 Director, Assistant Mayor (absent)*  
Scott Byrd, *Ward 3 Director (absent)*  
Joann Nelson, *Ward 4 Director (absent)*  
David Rider, *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 5:30 p.m.

**INVOCATION**

Mayor Calhoun

**APPROVAL OF MINUTES**

A motion was made by Director Winfrey seconded by Director Jones to approve the minutes from the February 2, 2016 Regular Called Board of Directors meeting as presented. The motion passed with a roll call vote and the vote was as follows:

|               |       |               |       |
|---------------|-------|---------------|-------|
| Jason Jones   | "Aye" | David Rider   | "Aye" |
| Julie Winfrey | "Aye" | Mayor Calhoun | "Aye" |

**CONSIDER BLACK HISTORY MONTH RESOLUTION**

Staff presented a resolution supporting Black History Month and recommended adoption. Director Jones made the motion seconded by Director Rider to adopt the resolution. **The motion passed unanimously.**

**UPDATE FROM THE MLK SUBCOMMITTEE**

Director Byrd and Nelson were both absent therefore no report was given.

**STATE OF THE CITY ADDRESS**

In accordance with Arkansas Law the City Manager is required to produce and review a Finance and Administrative Activity Report for the previous year by the second meeting in February every year. Mr. Bolt handed out the 2015 Finance and Administrative Activity Report and summarized where the city is, what accomplishments it has made, what the challenges are and how to tackle them.

**CITY MANAGER'S REPORT**

Mr. Bolt asked Derek Phillips to the podium to give everyone information about the upcoming event. There will be a free of charge drive in movie at the Rec center Friday February 26, 2015 starting at 7pm. The feature will be Jerry Maguire.

- Staff has completed what we hope will be the final review of the Arkadelphia Municipal Code and plan to present an ordinance adopting the code in March.
- Staff is preparing for a discussion about the street department to determine the direction the Board of Directors prefers. The topics will include milling, overlaying and micro sealing.
- The Street Department will begin crack sealing 26<sup>th</sup> Street starting at Pine and work their way north. This process will more than likely take all week and the crews will not start until after the school/work traffic is over.
- Staff is continuing to process the asbestos abatement grant as the first step to removing the Old Hospital.
- Our Sanitation Department supervisor Aaron Bopp tells me that recycling has increased so far this year. January recycling came in at 7 tons which is about double of what the beginning months of 2015 were. If we continue with these numbers, we should be close to double our recycling totals of 2015 by the end of this year. I want to encourage everyone to continue to recycle all clean paper products into the clear recycling bag. ADEQ did an inventory of our household trash and you can reduce your trash to land fill by about half by recycling all clean paper products.
- Staff believes the financing for the Utility department's water treatment upgrade is approved. This project is moving right along and staff hopes to have this project bid out by midyear.
- After a meeting with our local Chamber of Commerce they will be asking for two changes to the sign ordinances. One would be to allow one temporary sign per business and the other would be to allow the waving blow up figurines.
- Staff is working to acquire a donation of several lots to assist us with the creation of retention pond on the north side of Walnut. I plan to request formal approval of the lots at the next Board meeting.
- I want to take this opportunity to thank WMP Community Pharmacies LLC for providing \$15,000 to place computers in our police cruisers. This will allow these vehicles to remain on the streets providing increased police presence.

#### **FUTURE AGENDA ITEMS**

Mayor Calhoun made the motion seconded by Director Jones to discuss amending the budget to increase the 1% raise to a 2% raise for the city employees not to be retroactive. **The motion passed unanimously.**

#### **ROUTINE BUSINESS**

**Jason Jones, Ward 1-** He congratulated Chris Oliver an Arkadelphia native attending college at OBU being awarded the NCAA Division II National Freshman football player of the year.

**Scott Byrd, Ward 3-** absent.

**Joann Nelson, Ward 4-** absent.

**David Rider, Ward 5-**He stated there was a job fair going on at the Rec Center February 17 and 18 from 10 until 6 for the new shoe store opening Shoe Sensation.

**Julie Winfrey, Ward 6 Director at Large-**She stated that the daddy – daughter dance My Prince and Me was a huge success last Sunday evening. She looks forward to more events like that. She is excited and the upcoming drive in event. She asked and was giving a brief update on Assistant Mayor Rudolph's health.

**Dick Rudolph, Ward 2 Assistant Mayor-**Absent.

**James Calhoun, Mayor**-He reminded everyone that early voting started today and Election Day is March 1.

**ADJOURNMENT**

There being no more business to discuss, Director Jones made the motion seconded by Director Rider to adjourn. **The motion passed unanimously and the meeting adjourned at 5:55 p.m.**

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James Calhoun, Mayor

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Rendi Currey, City Clerk

**REGULAR CALLED MEETING  
BOARD OF DIRECTORS**

**Boardroom**

**February 16, 2016**

**6:30 p.m.**

Jason Jackson  
Jennifer Story  
Henry Wilson  
Al Harris  
Brenda Gills  
James Langley  
Diana Langley

# Update from the MLK Subcommittee



**OFFICE OF THE CITY MANAGER**  
700 Clay Street • Arkadelphia, Arkansas 71923  
Ph: (870) 246-9864 • Fax: (870) 246-1813

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**To:** Arkadelphia Board of Directors  
**CC:** Ed McCorkle  
**From:** Jimmy Bolt, City Manager  
**Date:** 2-19-16  
**Attachments:** Sign Regulations  
**Re:** Consideration of Amendments to the Sign Regulations

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The Chamber of Commerce is requesting two changes to the Sign Regulations. One change would be to allow one temporary sign per lot (not to exceed 14 square feet). The second change would be to allow blow up waving figurines (not to exceed one per lot in place of a temporary sign).

To accomplish this, a Public Hearing would be required on the subject and an ordinance would have to be created to make the changes.

Staff is requesting direction from the Board of Directors on how it wishes to proceed before we create the necessary documents.





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:** 2-22-2016  
**Re:** Consideration of a 1% Increase of Base Pay for all Employees

**Attachments:**

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During the February 16<sup>th</sup> Board of Directors meeting the Board voted to place this item on the agenda. During the Board retreat in August 2015 we were preparing for the 2016 budget, staff recommended a 1 percent COLA salary and a 1% merit increase. It was staff's thought that we could afford the 2% increase and that the Board at that time wanted a tie in to a merit system of some type. The Board came to a consensus to give a one percent salary increase and confirmed it by vote during a meeting later in the year.

Staff still believes that we can afford an additional one percent increase due to our employee diligence. They protect our property, equipment and have an extremely low injury rate. While the actual inflation was only about 1% in 2015 this gives us an opportunity to give a very small real increase to the base pay.

The total yearly cost associated by fund is:

General Fund – \$28,269

Water and Sewer Utility- \$10,357

Street Fund - \$4,753



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700 Clay Street, Arkadelphia, Arkansas 71923  
Phone: (870) 246-9864

**To:** Arkadelphia Board of Directors  
**cc:** Ed McCorkle  
**From:** Jimmy Bolt, City Manager  
**Date:** 2-22-2016  
**Re:** Consideration of Accepting Land Donation.  
**Attachments:** Lakewood Heights Subdivision Plat

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Staff is working on the Walnut Street drainage issues. The original concept calls the removal of one structure and the construction of a detention pond. The project requires the purchase of the Langley home and it would be in a better position for success with us accepting donation of lots 12 and the remaining portion of lot 13 that the Langley's do not own in Block 2 of the Lakewood Heights subdivision. Mr. Williams has offered to donate those two lots and lots 3-9 in Block 1 of the Lakewood Heights Subdivision.

Staff recommends accepting the donations of all lots.

# Lakewood Heights Subdivision Proposed Property Donation

- Lot 3
- Lot 4
- Lot 5
- Lot 6
- Lot 7
- Lot 8
- Lot 9

- Lot 12
- Lot 13

18th

O Connell

Center

Hartford

Walnut

