

CITY OF SPRINGDALE
Committee Agendas
Monday, November 18th, 2013
Multi-Purpose Room #236
City Administration Building
Meetings begin at 5:30 p.m.

Police & Fire Committee, Chairman Eric Ford:

1. **A Discussion** concerning the 2014–2019 Fire Department Strategic Plan, presented by Mike Irwin, Fire Chief. **(A copy of this Strategic Plan has been placed in Dropbox.)**
2. **A Discussion** update on the Fire Stations, presented by Mike Irwin, Fire Chief.

Street & CIP Committee, Chairman Rick Evans:

3. **A Resolution** authorizing the City Attorney to begin condemnation proceedings for property located at 125 N. Mill Street in connection with the Springdale Downtown Revitalization Master Plan, presented by, Ernest Cate, City Attorney. **Pg. 2**
4. **A Resolution** authorizing the purchase of property located at 1104 N. Shiloh Street, Springdale, Arkansas, presented by Ernest Cate, City Attorney. **Pg. 3**
5. **A Resolution** expressing the willingness of the City of Springdale to apply for STP-A Funding to widen the Elm Springs Road Bridge over Interstate 540, presented by Alan Pugh, Director of Engineering. **Pg. 4**
6. **A Resolution** authorizing funding assistance to the Downtown Springdale Alliance for design/engineering services for the Catalytic Project for Downtown Springdale Revitalization Master Plan (Phase 1), presented by Doug Sprouse, Mayor & Patsy Christie, Planning & Community Development Division, Director. **Pg. 5**

Finance Committee, Chairman Brad Bruns:

7. **A Resolution** authorizing the District Court to make certain expenditures related to court security and for other purposes, presented by Jeff Harper, District Judge. **Pg's 6-10**

Budget Review with the following Departments:

Engineering

8. **A Resolution** approving the City of Springdale, Arkansas Budget for the Year 2014, presented by Mayor Doug Sprouse. **Pg. 11**
9. **A Resolution** amending Section 4.10 of the City of Springdale Personnel and Procedures Manual, presented by Wyman Morgan, Director of Administration & Financial Services. **Pg. 12**
10. **An Ordinance** setting the salaries of the elected officials and Planning Commission members of Springdale, Arkansas and repealing Ordinance Number 4653, presented by Mayor Doug Sprouse. **Pg. 13**

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE CITY ATTORNEY TO BEGIN CONDEMNATION PROCEEDINGS FOR PROPERTY LOCATED AT 125 N. MILL STREET IN CONNECTION WITH THE SPRINGDALE DOWNTOWN REVITALIZATION MASTER PLAN

WHEREAS, by Resolution No. 104-13 on July 9, 2013, the Springdale Downtown Revitalization Master Plan ("the Plan") was adopted by the City Council as a tool for the revitalization of downtown Springdale, and to make it a local and regional destination; and

WHEREAS, the property located at 125 N. Mill Street is identified on the Plan, and the property located at 125 N. Mill Street must be acquired by the City of Springdale to effectuate the Plan; and

WHEREAS, attempts by city staff at negotiating for the acquisition of the property located at 125 N. Mill Street have been unsuccessful; and

WHEREAS, it is now necessary to acquire the property located at 125 N. Mill Street by condemnation proceedings;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF SPRINGDALE, ARKANSAS, that the City Attorney is hereby authorized to begin condemnation proceedings to acquire the property located at 125 N. Mill Street to effectuate the Springdale Downtown Revitalization Master Plan, said acquisition to be funded by Capital Improvement Funds:

PASSED AND APPROVED this _____ day of _____, 2013.

Doug Sprouse, Mayor

ATTEST:

Denise Pearce, City Clerk

APPROVED:

Ernest Cate, City Attorney

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE PURCHASE OF
PROPERTY LOCATED AT 1104 N. SHILOH STREET,
SPRINGDALE, ARKANSAS.**

WHEREAS, the acquisition of 1104 N. Shiloh Street, Parcel #815-28338-000 (as listed in the Washington County Assessor's Office) is needed to address flooding issues in the area, and

WHEREAS, the owner has agreed to sell this property to the City of Springdale for \$110,000.00, which is the appraised value of the property;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF SPRINGDALE, ARKANSAS that the Mayor is hereby authorized to execute all documents necessary for the acquisition of and tender payment from the Capital Improvement Fund for property located at 1104 N. Shiloh Street in Springdale, for a total purchase price of \$110,000.00.

PASSED AND APPROVED this _____ day of _____, 2013.

Doug Sprouse, Mayor

ATTEST:

Denise Pearce, City Clerk

APPROVED AS TO FORM:

Ernest B. Cate, City Attorney

RESOLUTION NO. _____

A RESOLUTION EXPRESSING THE WILLINGNESS OF THE CITY OF SPRINGDALE TO APPLY FOR STP-A FUNDING TO WIDEN THE ELM SPRINGS ROAD BRIDGE OVER INTERSTATE 540

WHEREAS, by letter dated February 5, 2013, Scott Bennett, Director of the Arkansas Highway and Transportation Department (AHTD) indicated that the Department has determined that the widening of the Elm Springs Road Bridge and additional turn lanes at the ramp terminal intersection would improve the level of service of the interchange; and

WHEREAS, resolution 32-13 has previously set aside funding for this partnership, and

WHEREAS, the improvements are regionally significant due to the improved access to the east and west sides of Interstate 540 and by reducing congestion at the ramps; and

WHEREAS, the current estimate for the entire project including 6 lanes across the bridge and an 8' wide multi-use trail is \$4,255,524.00 of which approximately \$1,850,000 will be the required from the City, and

WHEREAS, due to the regional significance STP-A funding may be available, and

WHEREAS, of the required \$1,850,000, the City intends to submit an application requesting 80% STP-A funding (approximately \$1,480,000 currently) and provide the required match of 20% (approximately \$370,000 currently), and;

WHEREAS, the estimates are subject to change based on the final plans and bidding of the project which may affect the City's required match;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF SPRINGDALE, ARKANSAS, that:

- The City of Springdale is committed to this widening project and recognizes its regional significance.
- The required matching funds for the project and STP-A application can be paid out of the previously committed funds so long as they do not exceed the funding set aside in Resolution 32-13.

PASSED AND APPROVED this _____ day of November, 2013.

Doug Sprouse, Mayor

ATTEST:

Denise Pearce, City Clerk

APPROVED AS TO FORM:

Ernest B. Cate, City Attorney

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING FUNDING ASSISTANCE
TO THE DOWNTOWN SPRINGDALE ALLIANCE FOR
DESIGN/ENGINEERING SERVICES FOR THE
CATALYTIC PROJECT FOR THE DOWNTOWN
SPRINGDALE REVITALIZATION MASTER PLAN
(PHASE 1)**

WHEREAS, by Resolution No. 104-13 on July 9, 2013, the Springdale Downtown Revitalization Master Plan ("the Plan") was adopted by the City Council as a tool for the revitalization of downtown Springdale, and to make it a local and regional destination; and

WHEREAS, the Downtown Springdale Alliance has identified a Catalytic Project for Phase I of the Plan to be the city block that is bounded by Johnson Avenue on the north, Spring Street on the east, Emma Avenue on the south, and Mill Street; and

WHEREAS, the Catalytic Project has been identified as the uncapping of a portion of the creek north of Shiloh Square while maintaining parking and access to the CID building; closing of Mill Street and the removal of the buildings that front on the east side of Mill Street; the extension of Shiloh Memorial Park into the area with the Razorback Greenway; and investigation of the management of low flows in the downtown stretch of Spring Creek including the opportunity for new permanent pool ponds on properties located on the west side of Shiloh Street between Huntsville Avenue and Sanders Avenue; and

WHEREAS, a scope of work to move forward with the engineering and design of this project was developed and approved by the Alliance in the form of a Work Order #2 with Alta Planning + Design to take the project through preliminary design and the development of an opinion of probable construction cost at a cost of \$220,000; and

WHEREAS, the Alliance has or will have obtained through private donation \$120,000 for the project and is requesting funding assistance from the City in the amount of \$100,000 to complete Work Order #2.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF SPRINGDALE, ARKANSAS, that funding assistance to the Downtown Springdale Alliance for the above described work order is hereby approved in an amount not to exceed \$100,000.

PASSED AND APPROVED this _____ day of _____, 2013.

Doug Sprouse, Mayor

ATTEST:

Denise Pearce, City Clerk

APPROVED:

Ernest Cate, City Attorney

**A RESOLUTION AUTHORIZING THE DISTRICT COURT
TO MAKE CERTAIN EXPENDITURES RELATED TO
COURT SECURITY AND FOR OTHER PURPOSES**

WHEREAS, the Springdale District Judge has proposed making certain security improvements, which will enhance security for the Court;

WHEREAS, the Springdale District Court has already received a grant of \$4,797.51 from the Administrative Office of the Courts to make certain security improvements and the additional money requested under this Resolution would allow for other requested security improvements to be made at this time;

WHEREAS, the improvements requested include completing the project under grant (referred to as #4 in grant application), which allows for technology to lock down the courtroom entrance by employees in the front office, along with the additional expenditures for installation of a sound system with a camera to allow the Judge to arraign prisoners from the holding cell in the courtroom, two cameras to monitor the front area of the court lobby and pay windows, one camera to monitor the transport of prisoners to and from the court in the back hallway, and purchase and installation of two doors with the technology to open automatically in case of fire (one door will be constructed on the west side inside the courtroom to allow exit out of the courtroom and the other door will be installed in the back hallway where prisoners are transported);

WHEREAS, all the proposed expenditures are court related technology which will enhance security of the Springdale District Court;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUHCIL FOR THE CITY OF SPRINGDALE, ARKANSAS, that the District Court is authorized to make the purchases and expenditures as outlined in this Resolution from the Court Automation Fund, as all expenditures involve court related technology related to security of the Court, and the expenditures are not to exceed \$12,000.00.

PASSED AND APPROVED this ____ day of November, 2013.

Doug Sprouse, Mayor

ATTEST:

Denise Pearce, City Clerk
APPROVED AS TO FORM:

Ernest B. Cate, City Attorney

SPRINGDALE DISTRICT COURT

CITY ADMINISTRATION BUILDING
201 N. SPRING STREET
SPRINGDALE, ARKANSAS 72784
(479) 750-8143

JEFF C. HARPER
DISTRICT JUDGE

BETTY LEE
COURT CLERK

MEMORANDUM

TO: Springdale City Council Members

FROM: Jeff Harper, District Judge 

RE: Expenditures for court security

DATE: November 14, 2013

Recently, I submitted a grant proposal funded by the Administrative Office of the Courts. In the proposal, I requested funding and itemized the requests by priority. A copy of the letter to Judge Lindsay with the itemized requests are enclosed with this memorandum.

I was notified this week that the Springdale District Court would receive a total of \$4,797.51 under the grant. I met with Mike Janda and court staff, along with the Mayor, and it was decided that this money would pay for all of itemized item #1 under the grant and most of itemized item #4.

I would like to complete the entire project. I met with Mike Janda again and it was determined that expenditures for what is not paid in item #4, and all the rest of the expenditures, including a new sound system so the Judge can talk with the prisoners in the holding cell, would be under \$12,000.00. The money will be taken from the Court's technology fund as all proposed expenditures involve technology for the court. The only expenditures that are not mentioned in the proposal, which we are asking to add, and which are included in the total price above, is the costs of a sound system to allow the Judge to communicate with prisoners in the holding cell, and the costs of installing two doors, both equipped with the technology to open automatically in the event of a fire. One door will be located inside the courtroom on the west side, and the other will be located in the back hallway where prisoners are escorted to and from court. The prices, including installation, are covered in the \$12,000.00 figure above.

I will be able to know more about the exact cost by Monday's meeting, but the total will not exceed \$12,000.00. If you should have any questions, please let me know.

SPRINGDALE DISTRICT COURT

CITY ADMINISTRATION BUILDING
201 N. SPRING STREET
SPRINGDALE, ARKANSAS 72784
(479) 750-8143

JEFF C. HARPER
DISTRICT JUDGE

BETTY LEE
COURT CLERK

November 7, 2013

The Honorable Mark Lindsay
Circuit Judge
4th Judicial District of Arkansas
Washington County Courthouse
Fayetteville, AR. 72701

Dear Judge Lindsay:

Please accept this letter, with the enclosure, as the Springdale District Court's application for grant funds through the Administrative Office of the Courts. It is my understanding that there may be funding available for purchases which provide increased security to the courtroom.

I have prioritized the requests by the importance of each item to the overall security and of the Springdale District Court. I have also estimated the costs of each item. The estimates are from an analysis made by the City of Springdale's Building Maintenance Manager, in consultation with providers of the items to be purchased and installed.

If you need anything else from me in order for my grant application to be submitted, please let me know.

Sincerely,



Jeff Harper
Springdale District Judge

**PRIORITY LISTING OF EXPENDITURES APPLIED FOR BY
SPRINGDALE DISTRICT COURT UNDER GRANT**

1. Construction involving extension of a wall between the Judge's chambers and the bench. Currently the wall goes about half-way up to the ceiling and this would extend the wall upward 8'5". In addition, a door will be constructed from where the court clerk sits in the courtroom to allow the clerk to get behind the wall in case there is a problem in the courtroom. The current wall contains bullet resistant material (kevlar) and the added wall will also contain this same bullet resistant material. By doing this, the Judge and the clerk in the courtroom will have added protection and a better chance of reaching safety in the event of an explosive situation in the courtroom.

ESTIMATED COST = \$3400

2. Installation of a sound system and purchase of a camera, with video storage, to be located from within the holding room where prisoners are held to see the Judge. By installing such a system, the Judge will be able to see and communicate with the prisoners while they are locked in the holding room. There are already windows constructed in the holding room but this sound system and camera would ensure the Judge and the prisoners could hear and see each other and this way the Judge can communicate with the prisoners at arraignment and pleas, without the prisoner(s) having to be taken into the courtroom. This would greatly enhance security because currently, the prisoners are taken out in open court, often with spectators in the courtroom, as well as court staff, and this will allow all the business to be conducted without the prisoner actually going into open court. The most potentially dangerous incident we had in the past few years is when we had a prisoner become unruly in the courtroom and there were many other people present in the courtroom. With this system outlined above, that incident would not have occurred in the courtroom. This approach will only be used for arraignments and pleas and not for trials.

ESTIMATED COST = \$866.25

3. Purchase and installation of two (2) cameras with video storage and equipment to monitor the front entrance of the courtroom and the front pay windows so that court employees can better monitor people coming into the lobby and going into the courtroom. This will enhance security in the court because it allows for better monitoring of the court entrance and front pay windows.

ESTIMATED COST = \$1732.50

4. Purchase and installation of a locking system so the two court clerks who work the front area near the courtroom could lock down the entrance of the courtroom if they saw something suspicious. This would keep anyone from entering the courtroom but the system includes a push to exit button so persons within the courtroom could exit. Material estimate is \$1,502.00 and labor estimate added would make the total estimated cost at \$2,000.

ESTIMATED COST = **\$2000**

5. Purchase and installation of a video camera with video storage to monitor the back hallway where prisoners are transported from the Springdale Jail to the courtroom. This would allow court personnel to monitor the movement of prisoners from the jail to court and would enhance security and would allow for quicker action to be taken in the event of a problem with a prisoner.

ESTIMATED COST = **\$716.25**

RESOLUTION NO. _____

**A RESOLUTION APPROVING THE CITY OF
SPRINGDALE, ARKANSAS BUDGET FOR
THE YEAR 2014**

WHEREAS, the Mayor has presented a proposed budget for the calendar year 2014 to the City Council for the City of Springdale, Arkansas as required by Arkansas Code 14-58-201; and

WHEREAS, the proposed budget includes a compensation step increase for eligible employees and a one-time bonus for employees at the top of their pay scale; and

WHEREAS, the City Council Finance Committee held budget work sessions to review, study, discuss and adjust the 2014 budget proposed by the Mayor and has recommended adoption with amendments;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPRINGDALE, ARKANSAS, that the 2014 Mayor's proposed budget and the salary increases, as revised by the City Council Finance Committee, are hereby passed and approved with the compensation step increases to be effective January 1, 2014 and the bonuses to be paid in April of 2014.

PASSED AND APPROVED this 26th day of November, 2013.

Doug Sprouse, Mayor

ATTEST:

Denise Pearce, City Clerk

APPROVED AS TO FORM

Ernest B. Cate, City Attorney

RESOLUTION NO. _____

**A RESOLUTION AMENDING SECTION 4.10 OF THE
CITY OF SPRINGDALE PERSONNEL AND
PROCEDURES MANUAL**

WHEREAS, some of the services provided by the City of Springdale require having employees "On-Call" after normal working hours, and

WHEREAS, when an employee is assigned the responsibility of being on call they incur some personal restrictions and inconveniences, and

WHEREAS, Animal Control Officers, Information Technology Department employees and employees of the Public Works Signalization Division should be compensated for being "On-Call";

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF SPRINGDALE, ARKANSAS, that Section 4.10 of the City of Springdale Personnel and Procedures Manual is hereby amended to read as follows, effective January 1, 2014.

4.10 Additional Compensation for Certain Employees:

In addition to regular pay, including any holiday compensation, certified full-time paramedics of the Springdale Fire Department shall receive an additional salary compensation, to be determined by the City Council. Those full-time firefighters who are members of HAZMAT shall receive additional compensation in an amount to be determined by the City Council.

Police officers who have attained any certificate, except the Basic Certificate, under the Arkansas Commission on Law Enforcement Standards, shall receive an additional compensation each month for each certificate earned above the "Basic Certificate," and said compensation amount shall be set by the City Council.

Animal Control Officers, employees of the Information Technology Department and employees of the Public Works Signalization Division shall receive additional compensation of \$105.00 per week when required to be "On-Call" after normal work hours.

All additional pay set out in this policy is paid bi-weekly ~~semi-monthly~~, and such compensation is set out on the employee's paycheck.

PASSED AND APPROVED this 26th day of November, 2013.

Doug Sprouse, Mayor

ATTEST:

Denise Pearce, City Clerk

APPROVED AS TO FORM:

Ernest B. Cate, City Attorney

ORDINANCE NO. _____

AN ORDINANCE SETTING THE SALARIES OF THE ELECTED OFFICIALS AND PLANNING COMMISSION MEMBERS OF SPRINGDALE, ARKANSAS AND REPEALING ORDINANCE NUMBER 4653

WHEREAS, the Arkansas Municipal League legal staff has recommended that salaries of elected officials be established by ordinance, and

WHEREAS, the 2014 proposed budget includes increases in compensation for some elected officials, and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL FOR THE CITY OF SPRINGDALE, ARKANSAS, that

1. Effective January 1, 2014, the annual compensation for Springdale elected officials and Planning Commission members shall be as shown below.

City Council Members	\$ 10,200
Planning Commission Members	3,600
Mayor	111,227
City Clerk/Treasurer	77,922
City Attorney	101,898
District Judge	123,580

2. Ordinance Number 4653 setting salaries for elected officials is hereby repealed effective January 1, 2014.
3. **Emergency Clause.** It is hereby declared that an emergency exists, and this ordinance being necessary for the immediate preservation of the health, safety, and welfare of the citizens of Springdale, Arkansas, shall be effective January 1, 2014.

PASSED AND APPROVED this 26th day of November, 2013.

Doug Sprouse, Mayor

ATTEST:

Denise Pearce, City Clerk

APPROVED AS TO FORM

Ernest B. Cate, City Attorney