



City of Farmington
354 W. Main Street
P.O. Box 150
Farmington, AR 72730
479-267-3865
479-267-3805 (fax)

CITY COUNCIL AGENDA
April 9, 2018

A regular meeting of the Farmington City Council will be held on
Monday, April 9, 2018 at 6:00 p.m.
City Hall
354 W. Main Street, Farmington, Arkansas.

1. Call to Order – Mayor Ernie Penn
2. Roll Call – City Clerk Kelly Penn
3. Pledge of Allegiance
4. Comments from Citizens – the Council will hear brief comments at this time from citizens. No action will be taken. All comments will be taken under advisement.
5. Approval of the minutes – March 12, 2018 City Council Minutes
6. Financial Reports
7. Entertain a motion to read all ordinances and resolutions by title only.
8. Proclamations, special announcements, committee/commission appointments.
9. Committee Reports
 - a. Street Committee
 - b. City Beautification Committee
 - c. Economic Development Committee
 - d. Park & Recreation Committee
 - e. Finance Committee
 - f. Historic Preservation Committee
10. Items to be removed from City of Farmington Inventory – **SEE MEMO**

NEW BUSINESS

11. Strategic Planning Discussion.
12. Request approval for permission to extend the hours of Creekside Park to setup outdoor viewing of films by Waylon Wilhite of Farmington First Baptist Church.
13. Ordinance No. 2018-05 – An ordinance to amend the wireless telecommunications ordinance for the City of Farmington, Arkansas, repeal all other ordinances and parts of ordinances in conflict herewith, and for other purposes.
14. Ordinance No. 2018-06 – An ordinance to establish standards for small wireless facilities to be placed in city rights-of-way in the City of Farmington, Arkansas; and for other purposes.

INFORMATIONAL ITEMS:

- A. City Business Manager Report
- B. Court Clerk Monthly Distribution Report
- C. Fire Department Report
- D. Police Department Report
- E. Building/Public Works Report
- F. Library Report
- G. Planning Commission Minutes

Minutes

Minutes of the Regular Farmington City Council Meeting March 12th, 2018

The regular meeting of the Farmington City Council scheduled for Monday, March 12th, 2018 was called to order at 6:00 pm by Mayor Ernie Penn. City Clerk Kelly Penn called the roll and the following Council Members answered to their names: Patsy Pike, Sherry Mathews, Keith Lipford, Linda Bell, Brenda Cunningham, Bobby Morgan, Diane Bryant and Shelly Parsley. Also present was City Business Manager Melissa McCarville and City Attorney Tennant. Mayor Penn led the Pledge of Allegiance.

Comments from Citizens – None

Approval of the minutes for the February 12th, 2018 regular meeting of the city council. On the motion of Council Member Lipford and seconded by Council Member Cunningham and by the consent of all Council Members present after a roll call vote, the minutes for the meeting were approved as presented 8-0.

Financial Reports – Mayor Penn presented the financial reports.

Entertain a motion to read all Ordinances and Resolutions by title only. On the motion of Council Member Bryant and seconded by Council Member Morgan and by the consent of all Council Members present after a roll call vote, the motion to read all Ordinances and Resolutions by title only was approved 8-0.

Proclamations, Special Announcements, Committee/Commission Appointments. Committee Reports

Mayor Penn announced the Farmington Fire Department Pancake Breakfast would be held Saturday March 17th. City Fireworks display this year will be Saturday June 30th.

Committee Reports – All committee reports were included in the council packets.

Items to be removed from City of Farmington Inventory - NONE

New Business

Request approval to purchase 2018 Dodge Charger Police Unit

Chief Hubbard advised this was a budgeted item and asked for permission to purchase a 2018 Dodge Charger for \$40,000.00. On the motion of Council Member Bryant and seconded by Council Member Cunningham and by the consent of all Council Members present after a roll

call vote, the Council approved the purchase of a 2018 Dodge Charger in the amount of \$40,000.00 by an 8 -0 vote.

Request approval of purchase contract for 7 acres from Farmington School District.

Mayor Penn reported to the council the Farmington School Board approved the purchase contract in the amount of \$157,500.00

On the motion of Council Member Bell and a second by Council Member Parsley and by the consent of all Council Members present after a roll call vote, the motion to approve the contract to purchase the land from Farmington School District for \$157,500.00 was approved by a vote of 8-0.

Request approval for the appropriation of \$25,000.00 dedicated to support the Farmington Senior Center.

Mayor Penn advised the city wanted to increase funding of our senior center due to the usage and need for services. This was not a budgeted item but going forward in the following years it will be. The \$25,000 will be used in the following capacity: \$10,000 for the Directors Salary, \$10,000 for a Driver and \$5000.00 for an exercise instructor. On the motion of Council Member Bryant and a second by Council Member Bell and by the consent of all Council Members present after a roll call vote, the motion to approve the \$25,000 to fund the senior center was approved by a vote of 8-0.

Ordinance No. 2018-04 An Ordinance to establish policy and procedures for the purchase of property and services in accordance with Ark. Code Ann 14-58-303, repealing all previous ordinances in conflict herewith, and for other purchases.

After much discussion, Council Member Bryant, with regards to section 4 of the ordinance, made a motion to have the word extended added in front of the word absence. On the motion of Council Member Bryant and a second by Council Member Parsley a roll call vote was taken and the following council members voted YES, Pike, Bell, Bryant, Parsley. The following Council Members voted NO, Mathews, Lipford, Cunningham, Morgan. The vote tied 4-4. Mayor Penn voted NO to break the tie and the motion failed.

Council Member Morgan made a motion to suspend the rule requiring the reading of an ordinance in full on 3 different dates be suspended and that Ordinance 2018-04 is to be read one time by title only. It was seconded by Council Member Cunningham, and by the consent of all Council Members present after a roll call vote, the motion was approved 8-0. Mayor Penn asked shall the ordinance pass? After a roll call vote it was approved by all those present 8-0.

A motion was made by Council Member Morgan and seconded by Council Member Cunningham to pass Ordinance 2018-02 with an emergency clause. After a roll call vote, it was approved by all those present 8-0.

There being no further business to come before the council and on the motion of Council Member Bryant and seconded by Council Member Lipford and by the consent of all members present, the meeting adjourned at 7:11 pm until the next regularly scheduled meeting to be held Monday April 9th, 2018 at in the City Council Chambers in City Hall, located at 354 West Main Street, Farmington, Arkansas.

Approved;

City Clerk Kelly Penn

Mayor Ernie Penn

Financial

FARMINGTON SALES TAX COMPARISON

| MONTH | CITY SALES TAX | | Extra 1/2 penny | STATE SALES TAX | |
|--|----------------|---------------|-----------------|-----------------|---------------|
| | 2017 | 2018 | | 2017 | 2018 |
| JANUARY | \$ 57,103.51 | \$ 63,631.38 | \$32,409.74 | \$ 94,536.33 | \$ 95,058.02 |
| FEBRUARY | \$ 61,852.68 | \$ 76,812.89 | \$45,591.25 | \$ 105,195.78 | \$ 111,896.20 |
| MARCH | \$ 64,178.41 | \$ 63,060.76 | \$31,839.12 | \$ 90,177.29 | \$ 91,349.64 |
| APRIL | \$ 64,037.29 | | | \$ 89,619.16 | |
| MAY | \$ 66,577.23 | | | \$ 99,256.59 | |
| JUNE | \$ 61,111.32 | | | \$ 93,107.16 | |
| JULY | \$ 69,900.21 | | | \$ 103,314.13 | |
| AUGUST | \$ 66,619.94 | | | \$ 100,462.04 | |
| SEPTEMBER | \$ 65,692.07 | | | \$ 98,935.97 | |
| OCTOBER | \$ 61,517.09 | | | \$ 100,562.81 | |
| NOVEMBER | \$ 65,220.51 | | | \$ 99,640.31 | |
| DECEMBER | \$ 66,565.66 | | | \$ 96,779.83 | |
| TOTALS | \$ 770,375.92 | \$ 203,505.03 | \$109,840.11 | \$ 1,171,587.40 | \$ 298,303.86 |
| Previous year compared to current year | | \$ (1,117.65) | Increase | \$ 54.70 | \$ 1,172.35 |

GENERAL FUND

3:51 PM

Statement of Revenue and Expenditures

| | Year-to-Date | Annual Budget | Jan 2018 |
|-----------------------------------|-----------------------|-----------------------|------------|
| | Jan 2018 | Jan 2018 | Dec 2018 |
| | Mar 2018 | Dec 2018 | Percent of |
| | Actual | | Budget |
| Revenue & Expenditures | | | |
| GENERAL REVENUES | | | |
| Revenue | | | |
| ACCIDENT REPORT REVENUES | 480.00 | 1,000.00 | 48.00% |
| ACT 833 | 0.00 | 20,000.00 | 0.00% |
| ALCOHOL SALES TAX | 951.80 | 3,000.00 | 31.73% |
| ANIMAL CONTROL REVENUES | 1,060.00 | 2,500.00 | 42.40% |
| BOND FUND REIMB REVENUES | 131,737.61 | 0.00 | 0.00% |
| BUILDING INSPECTION FEES | 21,257.00 | 60,000.00 | 35.43% |
| BUSINESS LICENSES | 5,200.00 | 5,000.00 | 104.00% |
| CITY COURT FINES | 30,986.20 | 100,000.00 | 30.99% |
| CITY SALES TAX REVENUES | 313,345.14 | 850,000.00 | 36.86% |
| COUNTY TURNBACK | 41,086.22 | 415,000.00 | 9.90% |
| DEVELOPMENT FEES | 15,593.75 | 7,000.00 | 222.77% |
| FRANCHISE FEES | 123,641.61 | 375,000.00 | 32.97% |
| GARAGE SALE PERMITS | 70.00 | 3,000.00 | 2.33% |
| INTEREST REVENUES | 1,359.51 | 2,000.00 | 67.98% |
| MISCELLANEOUS REVENUES | 877.27 | 1,200.00 | 73.11% |
| PARK RENTAL | 240.00 | 1,400.00 | 17.14% |
| SALES TAX - OTHER | 298,303.86 | 1,090,000.00 | 27.37% |
| SPORTS COMPLEX FEES | 27,015.00 | 50,000.00 | 54.03% |
| SRO REIMBURSEMENT REVENUES | 3,736.00 | 25,000.00 | 14.94% |
| STATE TURNBACK | 25,828.67 | 100,000.00 | 25.83% |
| Revenue | \$1,042,769.64 | \$3,111,100.00 | |

4/4/2018

GENERAL FUND

3:51 PM

Statement of Revenue and Expenditures

| | Year-to-Date | Annual Budget | Jan 2018 |
|--------------------------------|---------------------|---------------------|------------|
| | Jan 2018 | Jan 2018 | Dec 2018 |
| | Mar 2018 | Dec 2018 | Percent of |
| | Actual | | Budget |
| ADMINISTRATIVE DEPT | | | |
| Expenses | | | |
| ADDITIONAL SERVICES EXPENSE | 80,328.74 | 160,000.00 | 50.21% |
| ADVERTISING EXPENSE | 433.08 | 7,000.00 | 6.19% |
| BUILDING MAINT & CLEANING | 4,899.12 | 40,000.00 | 12.25% |
| CREDIT CARD FEE EXPENSE | 1,060.62 | 4,000.00 | 26.52% |
| ELECTION EXPENSES | 0.00 | 4,000.00 | 0.00% |
| INSURANCES EXPENSE | 1,630.01 | 31,000.00 | 5.26% |
| LEGAL FEES | 0.00 | 10,000.00 | 0.00% |
| MATERIALS & SUPPLIES EXPENSE | 3,095.03 | 20,000.00 | 15.48% |
| MISCELLANEOUS EXPENSE | 0.00 | 2,000.00 | 0.00% |
| NEW EQUIPMENT PURCHASE | 2,581.46 | 10,000.00 | 25.81% |
| PAYROLL EXP - CITY ATTRNY | 10,821.20 | 33,500.00 | 32.30% |
| PAYROLL EXP - ELECTED OFFICIAL | 18,983.10 | 121,500.00 | 15.62% |
| PAYROLL EXP - REGULAR | 59,394.39 | 225,000.00 | 26.40% |
| PLANNING COMMISSION | 1,928.32 | 19,400.00 | 9.94% |
| POSTAGE EXPENSE | 8.12 | 3,000.00 | 0.27% |
| PROFESSIONAL SERVICES | 8,287.10 | 45,000.00 | 18.42% |
| REPAIR & MAINT - EQUIPMENT | 73.95 | 0.00 | 0.00% |
| REPAIR & MAINT - OFFICE EQUIP | 71.02 | 5,000.00 | 1.42% |
| RETURNED CHECK | 125.00 | 250.00 | 50.00% |
| TECHNICAL SUPPORT | 3,661.22 | 20,000.00 | 18.31% |
| TELECOMMUNICATION EXPENSES | 0.00 | 1,000.00 | 0.00% |
| TRAVEL, TRAINING & MEETINGS | 4,835.20 | 11,000.00 | 43.96% |
| UTILITIES EXPENSES | 19,343.90 | 60,000.00 | 32.24% |
| Expenses | \$221,560.58 | \$832,650.00 | |

4/4/2018

GENERAL FUND

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Statement of Revenue and Expenditures

| | Year-to-Date | Annual Budget | Jan 2018 |
|------------------------------|---------------------|----------------------|-------------------|
| | Jan 2018 | Jan 2018 | Dec 2018 |
| | Mar 2018 | Dec 2018 | Percent of |
| | Actual | | Budget |
| ANIMAL CONTROL DEPT | | | |
| Expenses | | | |
| FUEL EXPENSES | 226.06 | 2,000.00 | 11.30% |
| MATERIALS & SUPPLIES EXPENSE | 69.63 | 600.00 | 11.61% |
| NEW EQUIPMENT PURCHASE | 0.00 | 800.00 | 0.00% |
| PAYROLL EXP - REGULAR | 15,250.80 | 56,000.00 | 27.23% |
| PROFESSIONAL SERVICES | 2,374.00 | 20,000.00 | 11.87% |
| REPAIR & MAINT - EQUIPMENT | 17.21 | 1,000.00 | 1.72% |
| TRAVEL, TRAINING & MEETINGS | 0.00 | 500.00 | 0.00% |
| UNIFORMS/GEAR EXPENSE | 0.00 | 800.00 | 0.00% |
| Expenses | \$17,937.70 | \$81,700.00 | |

4/4/2018

GENERAL FUND

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Statement of Revenue and Expenditures

| | Year-to-Date | Annual Budget | Jan 2018 |
|------------------------------|---------------------|----------------------|-------------------|
| | Jan 2018 | Jan 2018 | Dec 2018 |
| | Mar 2018 | Dec 2018 | Percent of |
| | Actual | | Budget |
| BUILDING PERMIT DEPT | | | |
| Expenses | | | |
| FUEL EXPENSES | 439.31 | 2,500.00 | 17.57% |
| PAYROLL EXP - REGULAR | 20,925.48 | 80,500.00 | 25.99% |
| REPAIR & MAINT - AUTOMOBILES | 57.56 | 1,500.00 | 3.84% |
| TRAVEL, TRAINING & MEETINGS | 428.00 | 5,000.00 | 8.56% |
| UNIFORMS/GEAR EXPENSE | 0.00 | 1,000.00 | 0.00% |
| Expenses | \$21,850.35 | \$90,500.00 | |

4/4/2018

GENERAL FUND

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Statement of Revenue and Expenditures

| | Year-to-Date | Annual Budget | Jan 2018 |
|------------------------------|-----------------|---------------------|---------------------|
| | Jan 2018 | Jan 2018 | Dec 2018 |
| | Mar 2018 | Dec 2018 | Percent of |
| | Actual | | Budget |
| FIRE DEPT | | | |
| Expenses | | | |
| FUEL EXPENSES | 1,436.13 | 5,000.00 | 28.72% |
| HAZMAT EXPENSES | 2,270.12 | 2,400.00 | 94.59% |
| MATERIALS & SUPPLIES EXPENSE | 1,257.88 | 8,500.00 | 14.80% |
| MISCELLANEOUS EXPENSE | 0.00 | 500.00 | 0.00% |
| NEW EQUIPMENT PURCHASE | 0.00 | 6,500.00 | 0.00% |
| PAYROLL EXP - REGULAR | 97,563.11 | 380,000.00 | 25.67% |
| REPAIR & MAINT - EQUIPMENT | 308.13 | 3,000.00 | 10.27% |
| REPAIR & MAINT - TRUCK | 1,513.22 | 6,000.00 | 25.22% |
| TRAVEL, TRAINING & MEETINGS | 122.00 | 3,000.00 | 4.07% |
| UNIFORMS/GEAR EXPENSE | 2,878.98 | 12,200.00 | 23.60% |
| | Expenses | \$107,349.57 | \$427,100.00 |

4/4/2018

GENERAL FUND

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Statement of Revenue and Expenditures

| | Year-to-Date | Annual Budget | Jan 2018 |
|------------------------------|--------------------|---------------------|------------|
| | Jan 2018 | Jan 2018 | Dec 2018 |
| | Mar 2018 | Dec 2018 | Percent of |
| | Actual | | Budget |
| LAW ENFORCE - COURT | | | |
| Expenses | | | |
| MATERIALS & SUPPLIES EXPENSE | 1,358.56 | 1,300.00 | 104.50% |
| MISCELLANEOUS EXPENSE | 0.00 | 400.00 | 0.00% |
| NEW EQUIPMENT PURCHASE | 0.00 | 3,000.00 | 0.00% |
| PAYROLL EXP - REGULAR | 22,608.16 | 103,000.00 | 21.95% |
| SPECIAL COURT COSTS | 0.00 | 6,000.00 | 0.00% |
| TRAVEL, TRAINING & MEETINGS | 150.00 | 2,200.00 | 6.82% |
| Expenses | \$24,116.72 | \$115,900.00 | |

4/4/2018

GENERAL FUND

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Statement of Revenue and Expenditures

| | Year-to-Date | Annual Budget | Jan 2018 |
|------------------------------|---------------------|-----------------------|------------|
| | Jan 2018 | Jan 2018 | Dec 2018 |
| | Mar 2018 | Dec 2018 | Percent of |
| | Actual | | Budget |
| LAW ENFORCE - POLICE | | | |
| Expenses | | | |
| BREATHALYZER EXPENSES | 141.57 | 700.00 | 20.22% |
| DRUG TASK FORCE | 0.00 | 2,000.00 | 0.00% |
| FUEL EXPENSES | 6,291.09 | 30,000.00 | 20.97% |
| MATERIALS & SUPPLIES EXPENSE | 6,935.96 | 36,000.00 | 19.27% |
| MISCELLANEOUS EXPENSE | 0.00 | 500.00 | 0.00% |
| NEW EQUIPMENT PURCHASE | 0.00 | 32,000.00 | 0.00% |
| PAYROLL EXP - REGULAR | 230,839.66 | 890,000.00 | 25.94% |
| PAYROLL EXP - SRO | 18,747.73 | 61,000.00 | 30.73% |
| REPAIR & MAINT - AUTOMOBILES | 4,684.63 | 20,000.00 | 23.42% |
| REPAIR & MAINT - EQUIPMENT | 423.90 | 3,000.00 | 14.13% |
| TRAVEL, TRAINING & MEETINGS | 2,050.00 | 4,500.00 | 45.56% |
| UNIFORMS/GEAR EXPENSE | 2,378.19 | 9,500.00 | 25.03% |
| Expenses | \$272,492.73 | \$1,089,200.00 | |

4/4/2018

GENERAL FUND

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Statement of Revenue and Expenditures

| | Year-To-Date | Annual Budget | Jan 2018 |
|------------------|---------------------|----------------------|-------------------|
| | Jan 2018 | Jan 2018 | Dec 2018 |
| | Mar 2018 | Dec 2018 | Percent of |
| | Actual | | Budget |
| LIBRARY | | | |
| Expenses | | | |
| LIBRARY TRANSFER | 0.00 | 30,000.00 | 0.00% |
| Expenses | \$0.00 | \$30,000.00 | |

4/4/2018

GENERAL FUND

3:51 PM

Statement of Revenue and Expenditures

| | Year-To-Date | Annual Budget | Jan 2018 |
|------------------------------|---------------------|----------------------|-------------------|
| | Jan 2018 | Jan 2018 | Dec 2018 |
| | Mar 2018 | Dec 2018 | Percent of |
| | Actual | | Budget |
| PARKS DEPT | | | |
| Expenses | | | |
| FUEL EXPENSES | 620.97 | 3,000.00 | 20.70% |
| MATERIALS & SUPPLIES EXPENSE | 310.83 | 4,500.00 | 6.91% |
| MISCELLANEOUS EXPENSE | 0.00 | 1,000.00 | 0.00% |
| NEW EQUIPMENT PURCHASE | 0.00 | 10,000.00 | 0.00% |
| PAYROLL EXP - REGULAR | 28,067.29 | 89,000.00 | 31.54% |
| PAYROLL EXP - SPORTS COMPLEX | 10,439.60 | 55,000.00 | 18.98% |
| PROFESSIONAL SERVICES | 665.00 | 0.00 | 0.00% |
| REPAIR & MAINT - EQUIPMENT | 411.77 | 4,000.00 | 10.29% |
| SPORTS PARK FUEL | 128.43 | 1,500.00 | 8.56% |
| SPORTS PARK MATERIALS | 1,875.27 | 14,000.00 | 13.39% |
| SPORTS PARK NEW EQUIP | 0.00 | 12,000.00 | 0.00% |
| SPORTS PARK PROF SERV | 4,760.82 | 40,000.00 | 11.90% |
| SPORTS PARK REPAIR/MAINT | 304.42 | 6,000.00 | 5.07% |
| SPORTS PARK UNIFORMS | 0.00 | 900.00 | 0.00% |
| SPORTS PARK UTILITIES | 2,899.21 | 15,000.00 | 19.33% |
| UNIFORMS/GEAR EXPENSE | 0.00 | 1,000.00 | 0.00% |
| UTILITIES EXPENSES | 540.58 | 3,000.00 | 18.02% |
| Expenses | \$51,024.19 | \$259,900.00 | |

STREET FUND
Statement of Revenue and Expenditures

| | Year-To-Date Jan 2018 Mar 2018 Actual | Annual Budget Jan 2018 Dec 2018 | Jan 2018 Dec 2018 Percent of Budget |
|-----------------------------------|--|---------------------------------------|--|
| Revenue & Expenditures | | | |
| Revenue | | | |
| GRANTS | 26,483.97 | 0.00 | 0.00% |
| INTEREST REVENUES | 18.39 | 50.00 | 36.78% |
| MISCELLANEOUS REVENUES | 0.00 | 100.00 | 0.00% |
| PAYMENT IN LIEU OF | 120,000.00 | 0.00 | 0.00% |
| STREET CITY SALES TAX | 0.00 | 170,000.00 | 0.00% |
| STREET COUNTY TURNBACK | 5,688.20 | 40,000.00 | 14.22% |
| STREET STATE TURNBACK | 101,736.25 | 388,000.00 | 26.22% |
| Revenue | \$253,926.81 | \$598,150.00 | |
| Expenses | | | |
| ADDITIONAL SERVICES EXPENSE | 302.21 | 0.00 | 0.00% |
| ADVERTISING EXPENSE | 0.00 | 1,500.00 | 0.00% |
| FUEL EXPENSES | 1,057.50 | 8,000.00 | 13.22% |
| MATERIALS & SUPPLIES EXPENSE | 4,186.10 | 10,000.00 | 41.86% |
| MISCELLANEOUS EXPENSE | 70.25 | 500.00 | 14.05% |
| NEW EQUIPMENT PURCHASE | 8,634.00 | 35,000.00 | 24.67% |
| PAYROLL EXP - REGULAR | 46,889.99 | 190,000.00 | 24.68% |
| PROFESSIONAL SERVICES | 33,082.62 | 20,000.00 | 165.41% |
| REPAIR & MAINT - EQUIPMENT | 573.03 | 15,000.00 | 3.82% |
| STREET LIGHTS | 14,463.72 | 165,000.00 | 8.77% |
| STREET/ROAD REPAIRS | 4,200.00 | 100,000.00 | 4.20% |
| TRAVEL, TRAINING & MEETINGS | 0.00 | 500.00 | 0.00% |
| UNIFORMS/GEAR EXPENSE | 0.00 | 2,200.00 | 0.00% |
| UTILITIES EXPENSES | 1,786.99 | 5,000.00 | 35.74% |
| Expenses | \$115,246.41 | \$552,700.00 | |

LIBRARY FUND
Statement of Revenue and Expenditures

| | Current Period Jan 2018 Mar 2018 Actual | Annual Budget Jan 2018 Dec 2018 | Jan 2018 Dec 2018 Percent of Budget |
|-----------------------------------|--|---------------------------------------|--|
| Revenue & Expenditures | | | |
| Revenue | | | |
| FINES/LOST ITEMS | 1,549.87 | 4,000.00 | 38.75% |
| INTEREST REVENUES | 6.01 | 0.00 | 0.00% |
| MISCELLANEOUS REVENUES | 1,299.49 | 0.00 | 0.00% |
| TRANS FROM GENERAL FUND | 30,000.00 | 30,000.00 | 100.00% |
| WASHINGTON CO LIBRARY | 53,243.00 | 156,977.00 | 33.92% |
| Revenue | \$86,098.37 | \$190,977.00 | |
| Expenses | | | |
| ADVERTISING EXPENSE | | 500.00 | 0.00% |
| BOOKS AND MEDIA | 7,330.00 | 32,000.00 | 22.91% |
| INSURANCES EXPENSE | | 2,500.00 | 0.00% |
| MATERIALS & SUPPLIES EXPENSE | 2,203.58 | 12,277.00 | 17.95% |
| MISCELLANEOUS EXPENSE | | 500.00 | 0.00% |
| NEW EQUIPMENT PURCHASE | | 2,000.00 | 0.00% |
| PAYROLL EXP - REGULAR | 33,623.74 | 138,000.00 | 24.37% |
| POSTAGE EXPENSE | | 300.00 | 0.00% |
| PROGRAMS EXPENSE | 400.00 | 2,500.00 | 16.00% |
| REPAIR & MAINT - BUILDING | 1,562.48 | 6,000.00 | 26.04% |
| TECHNICAL SUPPORT | | 5,000.00 | 0.00% |
| TRAVEL, TRAINING & MEETINGS | 251.00 | 1,000.00 | 25.10% |
| UTILITIES EXPENSES | 665.03 | 2,400.00 | 27.71% |
| Expenses | \$46,035.83 | \$204,977.00 | |

**Bond Fund Expense Account
March 2018**

Street Construction Bond Fund

| | |
|------------------------------------|----------------|
| Beginning Balance | |
| 3/1/2018 | \$2,436,446.21 |
| March Expenses | |
| 3/6/2018 MWY | \$6,573.60 |
| 3/20/2018 Plymouth Engineering | \$1,237.50 |
| March Interest | |
| 3/1/2018 | \$1,869.07 |
| Statement Balance 2/28/2018 | |
| | \$2,430,504.18 |

Park Construction Bond Fund

| | |
|--|----------------|
| Beginning Balance | |
| 3/1/2018 | \$2,070,234.76 |
| March Expenses | |
| 3/6/2018 Commercial Audio Systems | \$2,000.00 |
| 3/6/2018 BSN Sports | \$7,907.88 |
| 3/30/2018 BSN Sports | \$7,907.88 |
| March Interest | |
| 3/2/2018 | \$1,588.09 |
| Statement Balance 1/31/2018 | |
| | \$2,054,007.09 |

Agenda Item 10

(remove from inventory)



City of Farmington
354 W. Main Street
P.O. Box 150
Farmington, AR 72730
479-267-3865
479-267-3805 (fax)

MEMO

To: Farmington City Council
Ernie Penn, Mayor
Kelly Penn, City Clerk
From: Brenda Coleman
Re: Remove Dell Optiplex SX 270 Computer
Date: April 9, 2018

Recommendation

Requesting the removal of the Dell Optiplex SX270 computer, serial #BRFN341, inventory tag #0016.

Background

Computer no longer works.

Budget Impact

none

Agenda Item 11

Strategic Planning Discussion --Teresa Ray will be the facilitator.

Agenda Item 12

To: The Mayor and City Council of Farmington
From: Waylon Wilhite
Date: 04/02/18
RE: Family Movie Night for Farmington, permission to extend the hours of Creekside Park

EVENT INFO:

I would like to offer a free public showing of family-friendly, faith-based, films at an agreed upon location in Farmington.

LOCATIONS:

I would like to setup an outdoor viewing of the films. My first choice for location is the Creekside Park and would like permission for extended hours at the park on these evenings. My second choice for location would be by the public library where the Christmas tree and Christmas parade judging takes place. My third choice would be at the Farmington sports complex baseball fields. I am also open to any other places the Council might suggest.

GOALS:

To offer a free, family-friendly event for the great citizens of Farmington and share the positive faith-based values these movies would present. If the response and turnout is positive I would like to show a movie at least once a month during favorable weather.

COSTS:

The cost for movie licenses, all equipment needed and setup would be paid for by me and other members of Farmington First Baptist Church. There would be no cost whatsoever to the city beyond minimal electrical costs to run projectors, sound equipment and a few auxiliary lights. This would also be a free event for the community. We would provide a small concessions stand to sell popcorn, candy, and drinks at their cost. This would be a non-profit event run by myself and volunteers from my church.

RESPONSIBILITIES:

The location would be left clean and intact and all trash would be disposed of by us in our church's dumpsters. We would leave any areas we use as we found them.

REFERENCES:

Cary Weaver, Pastor of Farmington First, [479-267-3159](tel:479-267-3159)

Thank you for your time and consideration.

Waylon Wilhite
479-236-1648
Member in good standing of Farmington First Baptist Church

Agenda Item 13

ORDINANCE NO. 2018-05

AN ORDINANCE TO AMEND THE WIRELESS TELECOMMUNICATIONS ORDINANCE FOR THE CITY OF FARMINGTON, ARKANSAS, REPEAL ALL OTHER ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH, AND FOR OTHER PURPOSES

WHEREAS, An ordinance was adopted on August 10, 2009 to provide a comprehensive wireless telecommunications facilities application and permit process to ensure the placement, construction or modification of wireless telecommunications facilities to establish a balanced, fair and efficient process for review and approval of such facilities to protect the health, safety and welfare of the citizens of the City of Farmington; and

WHEREAS, the ordinance was amended on July 11, 2011, in conjunction with the adoption of a revised zoning ordinance; and

WHEREAS, the Farmington Planning Commission voted on March 26, 2018, after a public hearing, to approve the amendment of the Wireless Telecommunications Ordinance, which addresses the latest federal laws for the location and installation of wireless telecommunication facilities.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FARMINGTON, ARKANSAS THAT:

Section 1: The revised Wireless Telecommunications Ordinance is attached hereto as Exhibit "A" and incorporated herein in its entirety.

Section 2: Repealing Clause. All other ordinances and parts of ordinances in conflict herewith, and more specifically Ordinance No. 2009-06, that was adopted on August 10, 2009, and Ordinance No. 2011-04 that was adopted on July 11, 2011, are hereby repealed.

Section 3: Severability Provision. In the event that any section, paragraph, subdivision, clause, phrase, or other provision or portion of this Ordinance shall be adjudged invalid or unconstitutional, the same shall not affect the validity of this Ordinance as a whole, or any part or provision, other than the part so decided to be invalid or unconstitutional, and the remaining provisions of this Ordinance shall be construed as if such invalid, unenforceable or unconstitutional provision or provisions had never been contained herein.

PASSED AND APPROVED this 9th day of April, 2018.

APPROVED:

By: _____
Ernie Penn, Mayor

ATTEST:

By: _____
Kelly Penn, City Clerk

WIRELESS TELECOMMUNICATIONS ORDINANCE

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GENERAL PROVISIONS

§ 1 PURPOSE AND LEGISLATIVE INTENT.

- (A) The City recognizes that wireless communication facilities, and the location of them, are regulated by federal law, and this ordinance is not intended to conflict with federal law in any way. This ordinance has been adopted so that the location and installation of wireless communication facilities can be located and installed in a manner that best protects the health, welfare and safety of the citizens of Farmington, and seeks to regulate the location and installation only to the extent permitted by federal wireless facilities law.
- (B) It is also specifically noted that the City has reviewed publicly owned property in Farmington, specifically property owned by the city and has noted that in many instances the location and institutional and public uses of that property make location of wireless facilities appropriate. This ordinance seeks to recognize this fact by encouraging the location of such facilities on City owned property wherever appropriate.

§ 2 DEFINITIONS.

For the purpose of this chapter and where not inconsistent with the context of a particular section, the defined terms, phrases, words, abbreviations, and their derivations shall have the meaning given in this section. When not inconsistent with the context, words in the present tense include the future tense, words used in the plural number include words in the singular number and words in the singular number include the plural number. The word “shall” is always mandatory and not merely directory.

ACCESSORY FACILITY OR STRUCTURE. An accessory facility or structure serving or being used in conjunction with wireless facilities and located on the same property or lot as the wireless facilities including but not limited to, utility or transmission equipment, storage sheds or cabinets.

APPLICANT. Any wireless service provider submitting an application for a wireless facilities permit for wireless facilities.

APPLICATION. All necessary and appropriate documentation that an applicant submits in order to receive a wireless facilities permit for wireless facilities.

ANTENNA. A system of electrical conductors that transmit or receive electromagnetic waves or radio frequency or other wireless signals.

BUILDING CODE. The most recently adopted or amended building code of the City of Farmington.

CITY. The City of Farmington as a municipality, its citizenry and the City of Farmington by and through its planning commission and/or governing body.

CO-LOCATION. The use of an existing tower or other structure to support one or more antennae to provide wireless services.

COMPLETED APPLICATION. An application that contains all the submittals, information and/or data required under this chapter and necessary to enable an informed decision to be made with respect to an application.

EFFECTIVE DATE OF THIS ORDINANCE. _____, the date on which Ordinance _____ became effective.

FAA. The Federal Aviation Administration, or its duly designated and authorized successor agency.

FCC. The Federal Communications Commission, or its duly designated and authorized successor agency.

GOVERNING BODY. The governing body of the City of Farmington.

GUYED TOWER. A telecommunication tower that is supported, in whole or in part, by guy wires and ground anchors.

HEIGHT. When referring to a tower or structure, the distance measured from the grade level to the highest point on the tower or structure, even if the highest point is an antenna or lightning protection device. A substantial amount of fill may not be added to the site in order to purposefully circumvent the height restrictions for towers within.

LATTICE TOWER. A tapered structure broad at the base and narrower at the top consisting of cross-members and diagonal bracing and without guyed support.

SUBSTANTIAL CHANGE/MODIFICATION

Substantially change means

- 1) the mounting or installation of the proposed antenna on the existing wireless facility would increase the existing height of the existing wireless facility by more than (10%) ten percent, or by the height of one additional antenna array with separation from the nearest existing antenna not to exceed (20') twenty feet, whichever is greater, except that the mounting of the proposed antenna may exceed such size limits if necessary to avoid interference with existing wireless communications equipment;

- 2) the mounting of the proposed antenna would involve adding an appurtenance to the body of the existing wireless facility that would protrude from the edge of the existing wireless facility more than (20') twenty feet, or more than the width of the existing wireless facility at the level of the appurtenance, whichever is greater or
- 3) expansion of the boundaries of the leased or owned property surrounding the existing wireless facility by more than (10%) ten percent in area.

Ordinary repair and/or maintenance (which includes the replacement or upgrade of components with substantially similar components), without any material addition, removal or other material modification of any visible components or aspects of a wireless facility, shall not be considered a substantial modification for purposes of this chapter.

MODIFICATION or **MODIFY**. The addition, removal or change of any of the physical and visually discernable components or aspects of a wireless facility, such as antennas, cabling, equipment shelters, fencing, utility feeds, changing the color or materials of any visually discernable components, vehicular access, parking and/or equipment. Adding a new wireless carrier or service provider to a wireless facilities tower or wireless facilities site as a co-location is a **MODIFICATION**.

MONOPOLE TOWER. A telecommunication tower consisting of a single pole or spire self-supported by a permanent foundation, constructed without guy wires and ground anchors.

PANEL ANTENNA. An inconspicuous, relatively flat, square or rectangular antenna designed to be affixed to the wall of a building or structure in order to receive and transmit signals from a telecommunication device.

PERSON. Any individual, corporation, estate, trust, partnership, joint stock company, association of two or more persons having a joint common interest, or any other entity.

PERSONAL WIRELESS SERVICES (PWS) or **PERSONAL COMMUNICATIONS SERVICE (PCS)**. These terms shall have the same meaning as defined and used in the 1996 Wireless facilities Act.

PLANNING COMMISSION. The Planning Commission of the City of Farmington.

STATE. The State of Arkansas.

STEALTH OR STEALTH TECHNOLOGY. Technology or practice intended to minimize aesthetic and visual impacts on the land, property, buildings, and other equipment adjacent to, surrounding, and in generally the same area as the requested location of such wireless facilities towers and equipment, which shall mean using the least visually and physically intrusive tower and/or equipment that is not technologically or commercially impracticable under the facts and circumstances.

STEALTH FACILITY. Any stealth telecommunication tower or equipment which is designed using stealth technology to blend into the surrounding environment. Examples of

stealth facilities include, but are not limited to, architecturally screened roof-mounted antennas, antennas integrated into architectural elements, and telecommunication and/or personal wireless services towers designed to look like flag poles, different varieties of trees, tree towers and power poles, which shall mean using the least visually and physically intrusive tower and/or equipment that is not technologically or commercially impracticable under the facts and circumstances

WIRELESS FACILITIES. The transmission and/or reception of audio, video, data, and other information by wire, radio frequency, light, and other electronic or electromagnetic systems.

WIRELESS FACILITIES PERMIT. The official document or permit by which an applicant is allowed to file for a building permit to construct and use wireless facilities as granted or issued by the city.

WIRELESS FACILITIES STRUCTURE. A structure used in the provision of services described in the definition of **WIRELESS FACILITIES**

TEMPORARY. Temporary in relation to all aspects and components of this chapter; something intended to, or that does, exist for fewer than 90 days.

TOWER. Any structure designed primarily to support one or more antennae.

WIRELESS FACILITIES. This term means the structure, facility or location designed, or intended to be used as, or used to support antennas or other wireless facilities transmitting or receiving devices, including without limit, towers of all types and kinds and structures, including, but not limited to buildings, church steeples, silos, water towers, signs or other structures that can be used as a support structure for antennas or their functional equivalent, and all related facilities and equipment such as cabling, equipment shelters and other structures associated with the site. It is a structure and facility intended for transmitting and/or receiving radio, television, cellular, SMR, paging, 911, personal communications services (PCS), commercial satellite services, microwave services and any commercial wireless telecommunication service not licensed by the FCC.

§ 3 OVERALL POLICY, GOALS, AND INTENT.

In order to ensure that the placement, construction, and material modification of wireless facilities are conducted with due regard for the city's health, safety, public welfare, environmental features, the nature and character of the city and neighborhoods and other aspects of the quality of life specifically listed elsewhere in this chapter, the city hereby adopts an overall policy with respect to a wireless facilities permit for wireless facilities for the express purpose of achieving the following goals:

- (A) Provision of adequate wireless services throughout the City to provide the Citizens, businesses, healthcare facilities, schools, and other institutions with the coverage and capacity needed,

- (B) Requiring a wireless facilities permit (in adherence with Federal laws as interpreted by the FCC) for any new, co-location or substantial modification of a wireless facility.
- (C) Implementing an application process for person(s) seeking a wireless facilities permit.
- (D) Establishing a policy for examining an application for and issuing a wireless facilities permit that is both fair and consistent.
- (E) Promoting and encouraging, wherever possible, the sharing and/or co-location of wireless facilities among service providers.
- (F) Promoting and encouraging, wherever possible, the placement, height and quantity of wireless facilities in such a manner, including but not limited to:
 - i. Requiring the use of stealth or camouflaged wireless facilities technology to minimize aesthetic and visual impacts on the land, property, buildings, and other facilities adjacent to, surrounding, and in generally the same area as the requested location of such wireless facilities, which shall mean using the least visually and physically intrusive facility that is not technologically impracticable under the facts and circumstances.
 - ii. Requiring the screening of the tower base and accessory ground equipment.
 - iii. Requiring attractive screening, vegetation and landscaping where appropriate.
 - iv. Minimization of noise and light.
 - v. Creation of an environment where multiple carriers can be placed on each tower and needless over-proliferation of towers throughout the City is avoided.
 - vi. Requiring appropriate environmental compliance.

§ 4 PERIODIC REGULATORY REVIEW.

- (A) The city may at any time conduct a review and examination of this entire ordinance.
- (B) If after such a periodic review and examination of this ordinance, the city determines that one or more provisions of this ordinance should be amended, repealed, revised, clarified, or deleted, then the city may take whatever measures are necessary in accordance with applicable law in order to accomplish the same. It is noted that where warranted, and in the best interests of the city, the city may repeal this entire ordinance at any time.

(C) Notwithstanding the provisions of divisions (A) and (B) of this section, the city may at any time and in any manner (to the extent permitted by federal and state law), amend, add, repeal, and/or delete one or more provisions of this ordinance

PERMIT

§ 5 PERMIT REQUIRED.

(A) Placement of New Wireless Facilities or Communication Towers

- i. All New Communication or Wireless Facility Towers shall be required to first apply for and obtain a Conditional Use Permit from the City prior to applying for a wireless facilities or communications tower permit.
- ii. If a Conditional Use Permit to allow a new tower is approved by the City, no person shall be permitted to site, place, build, construct, or substantially modify a wireless facility after the effective date of this ordinance without having first completed the wireless facilities application and permit process and obtain the approval and wireless facilities permit from the City.
- iii. Notwithstanding anything to the contrary in this section, no wireless facilities permit shall be required for those facilities listed in Section 6.

(B) No person shall perform any construction of or on a wireless facility without having first obtained a building permit for such construction. In order to obtain a building permit for a wireless facility, the applicant must complete the wireless facilities permit process in addition to the building permit application.

(C) No person shall use a wireless facility for which a wireless facilities permit is required without the final inspection and approval of the wireless facility showing that the construction of the facility meets all requirements and conditions of the wireless facilities permit, and that all applicable building codes and related building requirements have been met.

(D) An applicant for or holder of a wireless facilities permit shall obtain, at its own expense, all permits and licenses required by applicable law, rule, regulation or code, and must maintain the same, in full force and effect, for as long as required by the city, the Federal Communications Commission or other governmental agencies having jurisdiction over the wireless facility.

(E) Repair and maintenance of a wireless facility shall not require a wireless facilities permit.

§ 6 EXEMPTIONS.

The following shall be exempt from this chapter:

(A) The city's fire and police departments or other public service facilities.

(B) Over-the-air reception devices including the reception antennas for direct broadcast satellites and other customer-end antennas that receive and transmit fixed wireless signals that are primarily used for reception.

(C) Facilities that are no more than thirty (30) feet in height that are used exclusively for private, non-commercial radio and television reception and private citizen's bands, and other similar non-commercial wireless facilities unless otherwise subject to applicable zoning and building code requirements.

(D) Improvements to an existing facility that does not constitute a substantial modification as defined herein.

§ 7 APPLICATION.

(A) All applicants for a wireless facilities permit shall comply with the requirements set forth in this ordinance. Applications for wireless facilities shall be submitted to the City which shall at its discretion obtain the services of engineers, consultants or governmental agencies or officials to review, analyze, evaluate and make their evaluations and recommendations to City Staff and to the commission.

(B) The city may reject applications not meeting the requirements stated herein or which are incomplete (within the federally mandated timeframe). An application will be considered complete when the applicant has provided all submittals required by this section, including but not limited to all required data, reports, attachments, certifications, and authorizations.

(C) Any and all written representations made by the applicant to the city during the application process, and oral representations made on the record during a hearing before the Farmington Planning Commission or other public meeting, shall be deemed a part of the application and may be relied upon in good faith by the city and the members of its commission.

(D) An application for a wireless facilities permit shall be signed on behalf of the applicant by the person or persons preparing the same and with knowledge of the contents and representations made therein and attesting to the truth and completeness of the information.

(E) The applicant shall provide written and notarized documentation to verify it has the right to proceed as proposed on the site and to employ such easements and/or other property interests to access the site as may be necessary for repair and maintenance of the facility. Such documentation may consist of an executed warranty deed or other conveyances clearly depicting the site and all easements for utilities, and ingress and egress.

(F) The applicant shall include a statement in writing:

(1) That the applicant's proposed wireless facilities shall be maintained in a safe manner, and in compliance with all conditions of the wireless facilities permit, without exception, as well as all applicable building codes and ordinances, including any and all applicable city, state and federal laws, rules, and regulations;

(2) That the construction of the applicant's wireless facilities is legally permissible.

(G) That all engineering certifications shall bear the signature and seal of a professional engineer licensed in the State of Arkansas.

(H) **Wireless Communications**

The following general requirements shall apply to all new wireless communications facilities.

(1) *Noise requirements.* Equipment used in connection with a tower or antenna array shall not generate noise that can be heard beyond the site. This prohibition does not apply to air conditioning units no noisier than ordinary residential units or generators used in emergency situations where regular power supply for a facility is temporarily interrupted; provided that any permanently installed generator shall be equipped with a functional muffler and any onsite fuel storage meet all applicable building codes.

(2) *Compliance with federal regulations.* Applicant shall comply with all applicable federal regulations. Proof of compliance shall be provided before the issuance of the facility building permit, or after the facility's construction.

(3) *Lighting and signage.* Wireless communications facilities shall be lighted only if required by the Federal Aviation Administration (FAA). Security lighting or motion-activated lighting may be used around the base of a tower and within the wireless communication facility, provided that the lighting is shielded in such a way that no light is directed towards adjacent properties or rights-of-way. Signs shall be limited to those needed to identify the property and the owner and warn of any danger. No signs, symbols, identifying emblems, flags, or banners shall be allowed on towers.

(I) **New towers.** New wireless communications towers shall meet the following requirements:

(1) *Type of towers allowed.* New towers shall be limited to monopole type structures (with internal antennas) or other stealth/camouflaged type tower structures.

(2) *Tower or antenna height limitations.* Towers or tower structures are permitted to a maximum height of 150 feet.

- (3) *Safety zone.* The minimum distance from the base of any tower to any residential dwelling unit shall be the tower height plus ten percent (10%) or the zoning/subdivision required setback, whichever is greater, unless all persons owning said residence or the land on which said residences are located sign a consent for the construction of said tower. This setback is considered a "safety zone." In the event that an existing structure (i.e. existing water tower, building or pole) is proposed as a mount for a wireless communication facility, a safety zone shall not be required
- (4) *Camouflaging or stealth technology for new towers.* If the applicant demonstrates that it is not feasible to locate on an existing structure, towers shall be designed to be camouflaged including, but not limited to, use of compatible building materials and colors, screening, landscaping, and placement within trees, and other structures that may screen or partially screen the view of the tower from adjacent properties or rights-of-way.
- (5) *Color of towers.* To the extent that any tower or antenna extends above the height of the vegetation immediately surrounding it, they shall be a neutral color, painted or unpainted, unless the FAA requires otherwise.

(6) *Information required to process new tower Conditional Use Permit requests.*

- (a) Provide a map of the approximate geographic area that your project will serve;
- (b) All new tower applications shall include a letter of intent to locate from at least one carrier.
- (c) Provide a map showing the approximate location of all other existing communication towers within the area and a written explanation as to why co-location is not possible on an existing tower structure. Describe your efforts to co-locate your facility on one of the poles or towers that currently exists, or is under construction. The applicant should demonstrate a good faith effort to co-locate with other carriers. This paragraph does not apply to applicants who desire to construct a tower for the primary purpose of attracting other persons to collocate on the tower.
- (d) If the proposed tower is being constructed to provide service for a particular communications carrier, please provide a map that shows other adjacent existing or adjacent planned facilities that will be used by the wireless communication service provider who is making the application;
- (e) Provide a scaled site plan containing information showing the property boundaries, proposed tower lease area (if applicable), proposed tower, existing land use, surrounding land uses and zoning, access road(s) location and surface material, existing and proposed structures and topography. The plan shall indicate any existing significant trees or vegetation, proposed landscaping, fencing, parking areas, location of any signage and specifications on proposed lighting of

the facility. The proposed surface material of the ingress/egress shall be considered in regard to compatibility with the surroundings.

- (f) Provide a letter stating why the proposed site was chosen.
 - i. Please submit a written statement describing how your proposed site and plan meet the City of Farmington's "Statement of Goals and Intent" (As listed in Section 3(f) of this ordinance)
 - ii. Each Goal should be addressed individually and in detail.
 - iii. The document should also include: visual aspects, setbacks, and proximity of single-family residences;
 - iv. Describe how you will accommodate other antenna arrays that could co-locate on your facility. Describe how this accommodation will impact both your pole or tower, and your ground mounted facilities. Provide documentation of your provider's willingness (if applicable) to accommodate other providers who may be able to co-locate on your facility.

(7) *Optional balloon test and crane test photographs.* If the Planning Commission or City Staff find it necessary, the proposed tower shall be photographed from four locations taken 90° apart and (three hundred) 300 feet from the center of the tower (or wherever the tower can be seen best if three hundred, 300 feet from the center of the tower the view is obstructed, etc.). The proposed tower shall be superimposed on the photographs. A balloon or crane test may be performed to illustrate the height of the tower and photographed from the same four locations. The four locations shall be approved by the Planning Administrator (or other City designee).

(8) *Sight line representation.* A sight line representation shall be drawn from four points 90° apart and 100 feet from the proposed tower. Each sight line shall be depicted in section, drawn at one-inch equals (forty) 40 feet. The sections shall show all intervening trees and buildings.

Review and Construction Requirements for new Communication Towers if Conditional Use Permit is granted

(A) Structural integrity and inspections of towers.

(1) If a conditional use permit for the tower is approved, the applicant shall provide a complete set of plans for the proposed tower and a site plan of the property or proposed lease area.

(a) Tower Plans:

- 1. Engineer Stamped Plans for the proposed Tower and an accompanying structural analysis

2. Engineer stamped plans for the proposed tower foundation based on the local geotechnical information gathered for the specific site.
3. A statement that the tower meets or exceeds design criteria for federal requirements regarding the construction of the tower.

(b) Site Plan

1. Name & address of owner, applicant & surveyor.
 2. Date, scale (1"-100' preferred), and north arrow.
 3. Vicinity map covering a minimum of one mile with a scale and north arrow indicating surrounding roads, municipal limit lines, growth area boundaries, state lines & county lines as applicable
 4. Legal description of the property on which the tower is to be placed, with dimensions and angles sufficient to locate all lines. Property shall be located by Section, Township and Range, and tied to the nearest defined and referenced Section or Quarter Section Corner.
 5. The precise location and dimensions of the proposed tower or existing tower as it is to be modified.
 6. The location and identification of existing roads or access ways within and to the property (including proposed access easements).
 7. The location and size of existing access and/or utility easements on or adjoining the property, or a note there are none.
 8. The location of flood areas on the property or a note indicating there are none.
 9. The location of USGS documented perennial and intermittent watercourses on or adjoining the property or a note indicating there are none.
 10. The area set aside to accommodate future outbuildings and/or equipment pads to be placed on the property in the future in connection with the tower
 11. The location of all personal residences within the height of the tower (plus ten percent- 10%) from the perimeter of the base of the tower.
 12. The names of the owners of such residences and copies of their signed consent to the placement of the proposed tower (if applicable).
 13. The existing topography on the property, as per existing U.S. Geological Services survey maps or other more current source
 14. A note describing any plat and deed restrictions, or a note indicating there are none.
- (c) If a wireless communication facility fails to comply with the requirements and criteria above and within this code and constitutes a danger to persons or property, then upon written notice being provided to the owner of the tower, the owner shall have 90 days to bring such tower into compliance with such requirements and criteria. If the owner fails to bring such tower into compliance within 90 days, the city may terminate the owner's conditional use permit and/or cause the removal of such tower (at the owner's expense). In no instance shall this process prevent the City from taking whatever action to protect the public from imminent harm. Including but not limited to immediate removal of a tower.
- (d) By making application hereunder, the applicant agrees to regularly maintain and keep in a reasonably safe and workmanlike manner all towers, antenna arrays, fences and

outbuildings owned by applicant which are located in the city. The applicant further agrees to conduct inspections of all such facilities not less frequently than every 12 months. The applicant agrees that said inspections shall be conducted by one or more designated persons holding a combination of education and experience so that they are reasonably capable of identifying functional problems with the facilities.

- (2) *Security fencing and anti-climbing device.* Using security fencing, towers and equipment shall be enclosed by opaque fencing not less than eight feet in height. The fencing material shall be wood or other opaque fencing material. The tower shall also be equipped with an appropriate anti-climbing device. The facility shall place signs indicating "No Trespassing," "High Voltage," or other pertinent information on the outside of the fence, unless it is decided that the goals of this ordinance would be better served by waiving these provisions in a particular instance. Barbed wire fencing or razor wire shall be discouraged.
- (3) *Vegetative screening recommendations.* It is recommended that wireless communications facilities shall be surrounded by buffers of dense tree growth and understory vegetation in all directions to create an effective year-round visual buffer. Trees and vegetation may be existing on the subject property, installed as part of the proposed facility, or a combination of both. The need for screening shall be evaluated during the Conditional Use Permit process. If additional vegetative screening is determined to be necessary, the Planning Commission will consider adding a condition of approval that takes into account the following:
 - a. Vegetative screening should be designed to visually screen the area by using groups of clustered vegetation to achieve a screen natural in appearance. The screened area may exclude access and utility easements.
 - b. The screened area should include a mixture of evergreen and deciduous vegetation types of varying heights. Depending on the setting and existing vegetation on or near the tower property or leased area, a landscape easement adjacent to the site/leased area may be required. If a landscape easement is needed, it must be at least a minimum of 15' in width.
 - c. In order to effectively screen the tower site, for every 25 linear feet of perimeter of the leased area, property line (or defined property used for the tower site), the following landscaping is recommended to be installed:
 - i. One (1) large tree
 - ii. Two (2) understory trees
 - iii. Five (5) large shrubs
 - d. If there is existing vegetation onsite or within close proximity that currently provides screening for the site, then the Planning Administrator may determine that lesser amounts of additional landscaping may be needed. Offsite landscape easements may be required to assure the existing vegetation persists.
 - e. A landscape plan depicting varieties, size (upon planting), and proposed placement of all landscape materials shall be submitted with the Wireless Facilities application or the Conditional Use Permit application if necessary. All

proposed or existing easements should also be shown (utility, access, rights of way, and landscape easements, etc.).

- f. Irrigation- shall not be required, but the owners shall be required to care for the planted vegetation and replace any vegetation that does not survive.

- (4) *Setbacks from property lines.* Wireless communication facilities shall meet current setbacks as required by zoning.

(B) Co-location.

The Planning Commission, following an administrative review without the requirement of an issuance of conditional use permit, may approve the following antenna installation (if said application is in compliance with all applicable requirements).

- (1) *Locating on existing structures.* Installation of an antenna or antenna array on an existing structure other than a tower (such as a building, light pole, electric transmission tower, water tank, or other free-standing non-residential structure) provided the antenna or antenna array and its support are not more than 20 feet in height.
- (2) *Locating on existing towers.* Additional antennas may be placed or upgraded upon any tower so long as such additional antenna would not violate any requirements of the conditional use permit or other provisions of the original approval. *For the purpose of co-location,* the applicant must submit information from a licensed professional engineer certifying the capacity of the tower for additional providers and a letter of intent from the applicant indicating their intent to share space.

Existing antennas may be replaced by updated antennas or equipment, however, a statement regarding the loading of the replacement equipment shall be submitted and the applicant shall certify that the loading of the proposed equipment shall be less than or equal to the existing equipment. If no certification can be made, then a structural analysis for the tower and the proposed equipment shall be required.

(C) Other requirements.

- (1) *Wireless communications facilities placed on top of buildings.* When a wireless communications facility extends above the roof height of a building on which it is mounted, every effort shall be made to conceal the facility within or behind existing architectural features to limit its visibility from public ways. Stealth (RF Transparent) screening visually appropriate to the specific site should be explored as an effective compatibility tool.
- (2) *Wireless communications facilities placed on sides of buildings.* Antennas which are side-mounted on buildings shall be painted, constructed of, or have a stealth covering made up of materials to match the color of the building material directly behind them.

- (3) *Expiration.* Once the CUP is approved, the applicant shall have one year to submit an application for a wireless facilities construction permit.

Except when due to circumstances beyond an applicant's reasonable control, all approved applications for a wireless facilities permit shall be constructed within 1 year of receiving building permit, or both CUP and building permit shall be deemed void and new applications must be submitted.

§ 8 APPLICATION REVIEW COSTS.

(A) The city may hire any engineer and/or consultant necessary to assist the city in reviewing and evaluating applications, and for inspecting construction and/or modification of wireless facilities

(B) For new towers, the CUP application fee shall be a non-refundable review fee of \$2,000.00 (two thousand dollars) at the time the application is accepted. In the event that engineering review fees exceed \$2,000.00, the owners and/or developers shall reimburse the City of Farmington for all additional expenses incurred throughout the CUP review process.

(C) For co-location or new antennae applications, the application fee shall be a non-refundable review fee of \$300.00 (three hundred dollars) at the time the application is accepted. In the event that engineering review fees exceed \$300.00, the owners and/or developers shall reimburse the City of Farmington for all additional expenses incurred throughout the review process.

(D) For administrative wireless facility applications for a new tower (following the approval of a CUP to allow a new towers), the application fee shall be a non-refundable review fee of \$500.00 (five hundred dollars) at the time the application is accepted. In the event that engineering review fees exceed \$500.00, the owners and/or developers shall reimburse the City of Farmington for all additional expenses incurred throughout the review process.

§ 9 PUBLIC HEARING AND NOTICE REQUIREMENTS.

(A) A public hearing is required only for the Conditional Use Permit Application portion of this process. The public hearing shall follow public hearing requirements as laid out in the City of Farmington Code of Ordinances. Apply existing CUP notification and hearing requirements.

§ 10 ACTION ON APPLICATION.

(A) The Planning Commission will undertake a review of a completed application in a timely fashion, compliant with federal regulations, consistent with its responsibilities, and shall act within a reasonable period of time given the relative complexity of the application and the circumstances, with due regard for the public's interest and need to be involved, and the applicant's desire for a timely resolution. When an application is complete, including the

submission of all reports and other submittals required hereunder and same has been reviewed by the city's engineer and/or consultant, the Planning Commission shall act on the proposed permit within parameters compliant with federal regulations.

(B) After formally considering the application, the Planning Commission may approve, approve with conditions, or deny a wireless facilities permit, based on the applicant's compliance with the requirements of this ordinance. Its decision shall be in writing and shall be supported by substantial evidence contained in a written record and statements made by the applicant at public hearings and meetings of the Planning Commission.

(C) If the Planning Commission approves the wireless facilities permit and construction of facilities, then the applicant shall be notified of such approval in writing, and the wireless facilities permit shall be issued within five (5) calendar days of the Planning Commission's action.

(D) If the Planning Commission denies the wireless facilities permit, then the applicant shall be notified of such denial in writing within five (5) calendar days of the Planning Commission's action. Such written notice shall enumerate, with particularity, the specific deficiencies, omissions, and/or instances of noncompliance with the requirements of this ordinance.

(E) If the Planning Commission denies a wireless facilities permit, and the grounds for such denial concern matters that may be cured within a reasonable time, the applicant may amend, supplement, or re-submit its application within sixty (60) days of the Planning Commission's denial, and such amendment(s), supplement(s), or re-submission shall be evaluated as part of the applicant's original application. All additional costs associated with the city's engineer and /or consultant shall be borne by the applicant.

§ 11 REVOCATION OF PERMIT.

The extent and parameters of a wireless facilities permit shall be as follows:

(A) A wireless facilities permit may, following a hearing upon due prior notice to the holder of the permit, be revoked, canceled, or terminated for a violation of the conditions and provisions of the wireless facilities permit. The CUP granted for the tower or facility, may, following a hearing upon due prior notice to the holder of the permit, be revoked, cancelled, or terminated for a material violation of this ordinance and the failure to cure the violation as provided herein.

§ 13 HEIGHT OF TOWERS; COMPLIANCE WITH CODES AND REGULATIONS.

(A) Towers within the city limits of Farmington shall not exceed 150' in height.

(B) All wireless facilities shall be constructed, operated, maintained, repaired, provided for removal of, modified or restored in strict compliance with all current applicable technical, safety and safety-related codes adopted by the city, state, or United States, including but not limited to the most currently adopted editions of the ANSI

Code, National Electrical Safety Code and the International Building Code, as well as accepted and responsible workmanlike industry practices and recommended practices of the National Association of Tower Erectors. The codes referred to are codes that include, but are not limited to, construction, building, electrical, fire, safety, health, and land use codes. In the event of a conflict between or among any of the preceding, the more stringent rule shall apply.

(C) All utilities at a wireless facilities site shall be installed underground, to the extent practicable, and in compliance with all laws, ordinances, rules and regulations of the city.

(D) All wireless facilities sites shall include an access road, turn around space and parking, adequate to assure emergency and service access. Maximum use of existing roads, whether public or private, shall be made to the extent practicable. Road construction shall at all times minimize ground disturbance and the cutting of vegetation. Road grades shall closely follow natural contours to assure minimal visual disturbance and reduce soil erosion in more remote areas of property zoned Agriculture. The construction of asphalt driveways and parking for facilities in industrial and commercial, and residential zones shall be in compliance with city building requirements.

(E) The following items must be provided to the City:

- (1) A copy of the FCC license applicable for the intended use of the wireless facilities.
- (2) A copy of the structural analysis or structural design report for the proposed wireless facility.
- (3) A copy of the City of Farmington business license.
- (4) The applicant shall provide written documentation of FAA and FCC compliance as part of the Building/ Construction Permit application.

§ 14 SIGNAGE.

(A) Each wireless facility shall display a sign no larger than four square feet, containing the site identification number and emergency phone number(s) of the permit holder or other person (s) operating the facility. The sign shall be on the equipment shelter or cabinet of the applicant and be visible from the access point of the site and must identify the equipment owner of the shelter or cabinet. The signs shall not be lighted, unless applicable law, rule or regulation requires lighting. No other signage, including advertising, shall be permitted.

(B) The applicant or future owner of the site shall update the site identification number and emergency phone number of the wireless facility as displayed on the required sign within 60 calendar days of any sale, assignment, or transfer.

ENFORCEMENT

§ 15 PERFORMANCE SECURITY, DEFAULT, and REMOVAL.

- (A) If a wireless communication facility fails to comply with the requirements and criteria in this ordinance and constitutes a danger to persons or property, then upon written notice being provided to the owner of the tower, the owner shall have 90 (ninety) days to bring such tower into compliance with such requirements and criteria. If the owner fails to bring such tower into compliance within 90 (ninety) days, the city may terminate the owner's conditional use permit and/or cause the removal of such tower (at the owner's expense). In no instance shall this process prevent the City from taking immediate action to protect the public from imminent harm, which includes but is not limited to, immediate removal of a tower.
- (B) By making application hereunder, the applicant agrees to regularly maintain and keep in a reasonably safe and workmanlike manner all towers, antenna arrays, fences and outbuildings owned by applicant which are located in the city. The applicant further agrees to conduct inspections of all such facilities not less frequently than every 12 (twelve) months. The applicant agrees that said inspections shall be conducted by one or more designated persons holding a combination of education and experience so that they are reasonably capable of identifying functional problems with the facilities.

§ 16 INSPECTION.

- (A) In order to verify that the holder of a wireless facilities permit, and any and all lessees and/or licensees of wireless facilities, construct, maintain and operate such facilities in accordance with this ordinance and all state and federal rules and regulations, the wireless facilities permit issued for such facility, and all technical, safety, fire, building, and zoning codes, laws, ordinances and regulations and other applicable requirements, the city may inspect all facets of the permit holder's, lessee's or licensee's placement, construction, modification and maintenance of such facilities, including, but not limited to, towers, antennas and buildings or other structures constructed or located on the permitted site.

§ 17 COMPLIANCE WITH FEDERAL AND STATE REGULATIONS.

- (A) Any holder of such a wireless facilities permit shall adhere to, and comply with, all applicable rules, regulations, standards, and provisions of any state or federal agency, including, but not limited to, the FAA and the FCC. Specifically included in this requirement are any rules and regulations regarding height, lighting, security, electrical and RF emission standards.
- (B) To the extent that applicable rules, regulations, standards, and provisions of any state or federal agency, including but not limited to, the FAA and the FCC, and specifically including any rules and regulations regarding height, lighting, and security are changed and/or are modified during the duration of a wireless facilities permit, then the holder of such a wireless facilities permit shall conform the permitted wireless facilities to the applicable changed and/or modified rule, regulation, standard, or provision within a maximum of six (6) months of the

effective date of the applicable changed and/or modified rule, regulation, standard, or provision, or sooner as may be required by the issuing entity.

(C) A final determination by a state or federal agency with jurisdiction that a rule or regulation has been violated shall be grounds to revoke a wireless facilities permit.

§ 18 APPEALS.

(A) Language will be provided at the April 9 city council meeting.

§ 19 PENALTIES.

(A) In addition to other remedies available in this ordinance, the city may impose against the holder of a wireless facilities permit the penalties as set forth below.

(B) A failure to obtain a permit when required or a violation of any wireless facilities permit issued pursuant to this ordinance is hereby declared to be an offense, punishable by a fine not exceeding \$500 (five hundred dollars) per occurrence upon conviction. Each week's continued violation shall constitute a separate additional violation.

(C) Notwithstanding anything in this section, the holder of a wireless facilities permit may not use the payment of fines to evade or avoid compliance with this ordinance or any section of this ordinance. An attempt to do so shall subject the holder of the wireless facilities permit to termination and revocation of its wireless facilities permit. The city may also seek injunctive relief to prevent the continued violation of this ordinance, without limiting other remedies available to the city.

Agenda Item 14

ORDINANCE NO. 2018-06

AN ORDINANCE TO ESTABLISH STANDARDS FOR SMALL WIRELESS FACILITIES TO BE PLACED IN CITY RIGHTS-OF-WAY IN THE CITY OF FARMINGTON, ARKANSAS; AND FOR OTHER PURPOSES

WHEREAS, the City of Farmington, Arkansas encourages wireless infrastructure investment and wishes to provide a fair and predictable process for the deployment of small wireless facilities while enabling the City of Farmington to promote management of the rights-of-way in the overall interests of the public health, safety and welfare; and

WHEREAS, the City of Farmington recognizes that small wireless facilities, including facilities commonly referred to as small cells and distributed antenna systems, are critical to delivering wireless access to advanced technology, broadband, and 911 services to residences, businesses, an schools within the City; and

WHEREAS, the City intends to fully comply with State and Federal Law to the extent it may preempt local municipal control.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FARMINGTON, ARKANSAS:

SECTION 1. DEFINITIONS

Small cell telecommunications facility (“Small Cell”). A facility, excluding a satellite television dish antenna, established for the purpose of providing wireless voice, data and/or image transmission within a designated service area. A small cell telecommunications facility must not be staffed, and consists of one or more antennas attached to a Support Structure. An antenna or wireless antenna base station which provides wireless voice, data and image transmission within a designated service area as part of a small cell telecommunications facility, and may not be larger than a maximum height of three (3) feet and a maximum width of two (2) feet.

A small cell telecommunications antenna may be installed on existing rooftops, structures or support structures where permitted. A small cell telecommunications facility also consists of related equipment which may be located within a building, an equipment cabinet outside a building, an equipment cabinet on a rooftop when in a commercial zone or attached to a commercial structure, or when in a residential zone attached to a residential structure or rooftop, or an equipment room within a building. Such related equipment shall have a maximum square footage of ten (10) square feet and a maximum height of two (2) feet.

The placement of all antennas and equipment must comply with all applicable safety standards- including, but not limited to not exceeding the OSHA standards for RF exposure.

SECTION 2. PROPOSED SMALL CELL REGULATIONS

- A. All new small cell applications shall be approved via the Conditional Use Permit process only.
- B. The primary goals of regulation of small cell infrastructure by the City shall be as follows:
1. Health, safety, and welfare of Citizens;
 2. Minimization of visual clutter;
 3. Minimization of the number of traditional communication towers; and
 4. Provision of good wireless service to all citizens and organizations throughout the City.
- C. All small cell installations (and any corresponding equipment) shall be installed only with the use of stealth concealment techniques.
The stealth concealment systems available allow for a variety of concealment methods including, but not limited to the following.
1. For location on newly proposed Structures;
 - a) Smart poles (able to accommodate either single or multiple carriers),
 - b) Smart poles with streetlights,
 - c) Flag poles.
 2. For location on existing Pole Structures;
 - a) Stealth pole toppers (completely encased antennas to match the existing poles),
 - b) Stealth base cabinet enclosures (completely encases base cabinet equipment to match existing poles).
 3. For location on existing Building Structures;
 - a) New steeple, extension to existing steeple, and replacement steeple concealment structures,
 - b) Chimney concealment structures,
 - c) Chimney pot concealment structures,
 - d) Rooftop façade extension concealment,
 - e) Rooftop cupola concealment,
 - f) Rooftop screen concealment,
 - g) Roof top pod concealment systems,

h) Building side grid concealment structures,

i) Rooftop or wall mounted lantern concealment structures.

SECTION 3. PREFERENCE FOR CO-LOCATION ON EXISTING STRUCTURES.

A. In order to reduce visual clutter and the addition of vertical elements to the townscape, the applicant must attempt to co-locate the antennas and ancillary equipment on or within existing structures, poles, etc.

1. All stealth proposals shall visually match existing structures, poles, or infrastructure on which the antennas and/or ancillary equipment shall be mounted.
2. All stealth proposals shall completely enclose, cover, or otherwise disguise all elements of the proposed system.

B. If no existing poles or structures are present, or are limited in nature, then the addition of new stealth poles or other stealth structures may be considered.

SECTION 4. PROPOSAL/APPLICATION DETAILS

A. The applicant shall submit the following items with their proposal, in order to comply with the CUP requirements for small cells which are in addition to the requirements for all CUPs in the city:

1. A completed CUP Application for a Small Cell Network
2. The appropriate review fee
3. A detailed diagram of the entire proposed small cell network for which the applicant is applying
4. Written statement detailing how the applicant has met the City's Stated goals for Small Cell Infrastructure (goals listed in Section 2, b above) as well as the CUP requirements for the city.

B. The applicant should clearly depict within their proposal which antenna, equipment, and other components; are proposed to be located on existing structures; and which (antenna, equipment, and other components) are proposed to be located on newly proposed structures.

C. All small cell proposals should be submitted by the applicant for review and conditional approval as an entire network package.

1. The submittal package shall consist of the entire network of proposed antennas and related equipment (equipment cabinets, additional electrical service or communications cables) proposed to be installed.
2. The submittal shall depict the proposed location and height of each antenna and equipment cabinet (or similar) and the stealth device used for each. The deployment of stealth techniques shall be uniform throughout

the deployment, or tailored to be uniform to- or match particular existing structures.

SECTION 5. CONSTRUCTION APPROVAL PROCESS

- A. If the proposed small cell application CUP application is conditionally approved, then the following items shall be submitted for administrative review and final construction permit approval (within 12 months of CUP approval).
1. A completed application for construction of a Small Cell Network.
 2. An updated submittal package as detailed in Section 4, items 2 and 3 above. This updated package should address any Conditions of the CUP.
 3. If offsite easements or agreements are needed for the placement of any antenna, cabling, or ancillary equipment, copies of all easements and/or agreements shall be submitted (financial lease or agreement information may be omitted)
 4. Loading information for all new and proposed antennas, ancillary equipment, and stealth equipment to be attached to both new and existing structures
 5. Detailed stealth concealment proposals for all new antennas and ancillary equipment.
 6. All necessary building permit applications and associated fees as deemed necessary by the City.

SECTION 6. SEVERABILITY PROVISION In the event that any section, paragraph, subdivision, clause, phrase, or other provision or portion of this Ordinance shall be adjudged invalid or unconstitutional, the same shall not affect the validity of this Ordinance as a whole, or any part or provision, other than the part so decided to be invalid or unconstitutional, and the remaining provisions of this Ordinance shall be construed as if such invalid, unenforceable or unconstitutional provision or provisions had never been contained herein.

PASSED AND APPROVED this 9th day of April, 2018.

APPROVED:

Ernie Penn, Mayor

ATTEST:

Kelly Penn, City Clerk

Informational Items



354 W. Main Street
P.O. Box 150
Farmington, AR 72730
479-267-3865
479-267-3805 (fax)

City Business Manager Report
April 9, 2018
City Council Meeting

- Floyd Shelley (6) has a work anniversary this month, thank him for his service!
- Both our engineering projects are moving forward. We will meet with the engineers this week regarding the Southwinds /Rainsong project; we may have more information for you at the council meeting. We plan to have a meeting soon to talk with the Meadowsweet area residents about our plans for that area.
- The annual Chamber Banquet will be April 10, 2018 from 6:00-7:30, please plan to attend.
- The Mayor's prayer breakfast will be May 3, 2018 at 7:00 am. This is an awesome event, mark your calendars.
- I'm attaching a request for an additional amount for engineering and design on our Public Works Facility for \$19,775. In addition there is a proposal for services for an addition to the library; this agreement is \$10,500. These are the only two expenditures over \$10,000 for the month of March.
- The lot split for the school property is almost complete. Once we have those documents we can close on the property. Closing may happen before the next Council meeting. This would be expenditure over \$10,000 but it is coming out of the bond fund and has previously been approved by the City Council.
- We may bid Southwinds and Rainsong Drainage projects before the next City Council meeting.
- Attached is a concept for a disc golf course at Creekside Park. A group of avid users of these facilities has designed the course. At this time we do not have an estimate for cost.
- There are two flyers attached: one for the ribbon cutting on the Springdale Northern Bypass and one for a free workshop on "Growing Mobility for a Growing Region."

"Some old fashioned things like fresh air and sunshine are hard to beat."

~Laura Ingalls Wilder



KEY ARCHITECTURE, INC. P.O. BOX 748 FAYETTEVILLE, ARKANSAS 72702 PH: 479.444.6066 FAX: 479.444.1445

March 29, 2018

Melissa McCarville, City Manager
City of Farmington

RE: City of Farmington Public Works Facility

Melissa:

This is a letter to document the change in our scope of services. The original project description was for a 9,000 sf facility to include 8,000 sf of shop space and 1,000 sf of office area. Through the past months the overall scope was adjusted to modify overall configuration to include 11,100 sf total area, with expanded office space and additional bay for Fire Department sub-station. Additionally, since Large-Scale Development plans and preliminary plans were originally prepared and approved, additional fees to redo this work on the new proposed site is necessary. The additional work involved has increased estimated total development cost to has resulted in additional services and fees for the [structural and mechanical engineers, as well as for us for architectural] work. Below is a breakdown of our revised Fees.

| | Original | Added | Amended Costs |
|--|-------------|-------------|--------------------|
| • <u>Architectural Fee -- Lump Sum</u> | \$33,750.00 | \$4,550.00 | \$38,300.00 |
| <u>Engineering Consultants' Fees -- Lump Sum</u> | | | |
| • <u>Civil Engineering- [Engineer Name]</u> | \$14,175.00 | \$10,500.00 | \$24,675.00 |
| • <u>Structural Engineering -- [Engineer Name]</u> | \$3,675.00 | \$1,575.00 | \$5,250.00 |
| • <u>M/E/P Engineering - [Engineer Name]</u> | \$5,827.50 | \$3,150.00 | \$8,977.50 |
| Engineering Consultants' Subtotal | | | \$38,902.50 |
| TOTAL FEE | | | \$77,202.50 |

TOTAL ADDITIONAL FEE \$19,775.00

Please let us know if you would like to discuss this further. We do appreciate your business and are working to keep costs down as much as possible.

Thank you,
James T. Key, President
Key Architecture, Inc.

Signature Date 3/30/2018

Melissa A. McCarville, Business Manager

Ernie Penn, Mayor

James Thomas Key, President

Date 3/29/18

Name and Title -- Printed

Client:
City of Farmington
354 W. Main Street
Farmington, AR 72730

Making Architecture Accessible



KEY ARCHITECTURE, INC. P.O. BOX 748 FAYETTEVILLE, ARKANSAS 72702 PH: 479.444.6066 FAX: 479.444.1445

March 29, 2018

Melissa McCarville, City Manager
City of Farmington
P.O. Box 150
Farmington, AR 72730

Re: Revised Proposal for Services: Farmington Public Library Addition

Dear Melissa:

Per our earlier meeting, this revised proposal letter is to confirm the extent of services for initial preliminary services for planned improvements for the City's Public Library as referenced above. These services will include Site and boundary survey, Preliminary Design, and meeting and review for an addition within the \$300,000 budget as directed. Services will include civil engineering, structural engineering and mechanical/electrical engineering services as well as architectural services for all planned improvements.

Upon completion of these services and approval to proceed, we will provide a final fee commitment letter to include full civil engineering, structural engineering and mechanical/electrical engineering services as well as architectural services for all planned improvements.

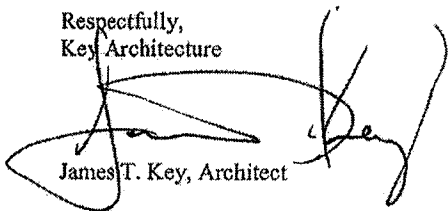
Per our past meetings and discussions, KAI proposes to provide these initial professional services for a stipulated fee. It is anticipated that work will involve a smaller addition affecting as few existing parking spaces as possible, and renovations to interior use areas for program expansions and better utilization of space. This will include survey work by Bates and Associates and the total fee for such work based on the above criteria will be:

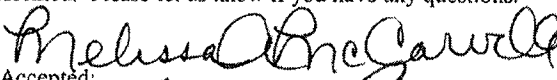

Fee: _____ \$10,500.00

Upon notice to proceed we will begin such services and upon approval of preliminary plans and budget, a final fee commitment letter for full remaining services will be prepared for City Council approval. After receiving such final approval, documents will then be prepared for solicitation of bidders, bidding, permitting, and construction. Key Architecture, Inc. has included services from Bates and Associates for Civil Engineering, JLA Engineers, Inc. for Structural Engineering, and Tim Geary Engineering for Mechanical and Electrical Engineering services. Upon completion of documents and approval of State agencies as required and advertisement for bids working together with you we will then coordinate a Pre-Bid Meeting with all interested parties prior to bid date then review and confirm validity of bidders qualifications working with you and the City of Farmington. Upon selection of a successful bidder and execution of contract for construction, a Pre-Construction Meeting will be coordinated and Construction Administration services provided through completion of the Work.

We're pleased to provide this commitment for services and fees and upon your approval and acceptance, KAI will schedule to begin work. Should additional work be required beyond that estimated herein, the extent of additional time and services will be coordinated and approved by Owner prior to work being performed. Please let us know if you have any questions.

Respectfully,
Key Architecture


James T. Key, Architect


Accepted: 

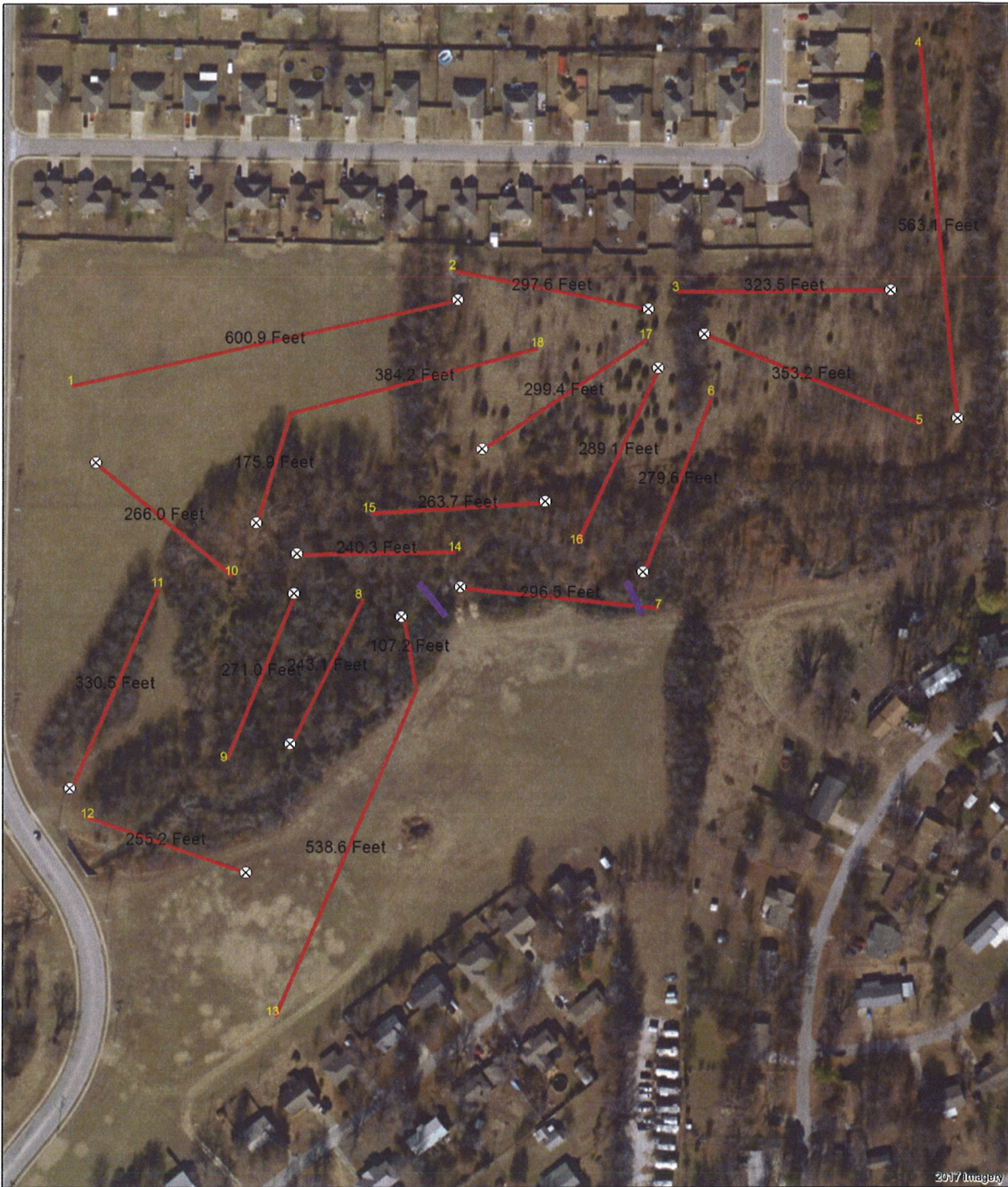
Signature _____ Date 3/30/2018
Melissa A. McCarville, Business Manager

Ernie Penn, Mayor

Name (printed)

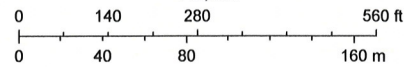
Title

Farmington, AR



March 29, 2018

1:2,257



The data contained herein was compiled from various sources for the sole use and benefit of the City of Fayetteville Geographic Information System and the public agencies it serves. Any use of the data by anyone other than the City of Fayetteville is at the sole risk of the user, and by acceptance of this data, the user does hereby agree to indemnify the City of Fayetteville and hold the City of Fayetteville harmless from and without liability for any claims, actions, cost for damages of any nature, including the city's cost of defense, asserted by user or by another arising from the use of this data. The City of Fayetteville makes no express or implied warranties with reference to the data. No word, phrase, or clause found herein shall be construed to waive that tort immunity set forth under Arkansas law.



Joe Milazzo II, PE
Executive Director
Regional Transportation
Alliance Raleigh-Durham

You Are Invited to a Lecture and Discussion as part of the "Growing Mobility for a Growing Region" Series

Part 3: The Business Case for Transit How and Why the Raleigh-Durham and Indianapolis Business Communities Support Transit

THURSDAY, APRIL 19, 2018
4:30 P.M. - 6:30 P.M.
Northwest Arkansas Board of Realtors
314 N. Good Springs Rd., Lowell, AR

RSVP and Registration at https://mobility_speakers_part3.eventbrite.com



Mark Fisher
Chief Policy Officer
Indy Chamber
Indianapolis

Joe Milazzo serves as Executive Director of the Regional Transportation Alliance (RTA) business coalition. RTA elevated a scalable, bus rapid transit-based approach as a viable option for improving transit in Wake County.

Joe serves on the Rethinking Southern Cities Council for Urban Land Institute (ULI) Carolinas and holds master's degrees in both business management and civil engineering from NC State and a bachelor's degree in civil engineering from Penn State. He has been a licensed professional engineer in North Carolina for more than 20 years.

Mark Fisher serves as the Chief Policy Officer for the Indy Chamber. In this role, Mark is responsible for the overall public policy direction of the Indy Chamber, while focusing his efforts on economic & community development, transportation, local government and fiscal policy matters.

Mark holds a Bachelor's degree in Sociology, certificate in Business, a minor in Economics from Indiana University-Bloomington and a Master's of Public Affairs from Indiana University-Indianapolis. Mark is serving as a member of the board for IndyGo (the Indianapolis transit agency), EmployIndy, Midtown Indy and the Indianapolis LISC office.



WALTON FAMILY
FOUNDATION



OZARK REGIONAL TRANSIT



Urban Land
Institute
Northwest Arkansas

Contact Tim Conklin
(479) 751-7125/ext.103
tconklin@nwarpc.org



WE'RE CUTTING A RIBBON! SPRINGDALE NORTHERN BYPASS



It's the event of 2018 you don't want to miss! Join us as we gather to celebrate completion of the first section of the Springdale Northern Bypass (future U.S. Highway 412).

We'll cut a ribbon ON the bypass just west of the new I-49 interchange. Directions to the event and how to access the site are included in the attached map.

Let us know if you can make it! Please confirm your attendance.

EVENT DETAILS

DATE / TIME:

Wednesday
April 18, 2018
11:00 a.m.

LOCATION:

[View Map](#)



2018 FARMINGTON DISTRICT COURT MONTHLY DISTRIBUTION WORKSHEET MONTH OF MARCH

| | | | | | |
|------------------------------|--------------------------------------|---|---------------------|-------------------|-------------------|
| ADMIN OF JUSTICE FUND | Check #1 | Dept. of Finance and Administration | Total for Check # 1 | \$5,563.90 | Chk#2048 |
| | Check #2 | General Fund | Total for Check # 2 | \$1,814.85 | Chk#2049 |
| | Check #3 | Washington County Treasurer (Act 1256) | Total for Check # 3 | \$1,532.75 | Chk#2050 |
| | Total Checks Admin of Justice | | | | \$8,911.50 |

| | | | | | |
|------------------------------|---|---------------------------------------|------------|--------------------|-------------------|
| COURT COST & FINE | Check #4 | Administration of Justice Fund | | | |
| | | CCCR- Court Cost-Criminal | | \$1,477.00 | |
| | | CCCRO-CourtCost Criminal Ordinance | | \$50.00 | |
| | | CCTR- Court Cost-Traffic | | \$3,764.50 | |
| | | CCTRO- Court Cost-Traffic Ordinance | | \$3,115.00 | |
| | | CCSEAT - Court Cost - Seat Belt | | \$50.00 | |
| | | CCDWI-Court Cost DWI | | \$455.00 | |
| | | Total for Check # 4 (Chk#3374) | | | \$8,911.50 |
| | Check #5 | General Fund | | | |
| | | FINE- Fines Collected | | \$9,411.50 | |
| | | WFCITY - Warrant Fee - City | | \$100.00 | |
| | | NLIFL-No Liability Ins. Fines | | \$2,062.50 | |
| | FTPIPFL- Failure to present Ins Proof 20% Local | | \$5.00 | | |
| | FTPRLC-Fines Local | | \$330.00 | | |
| | Total for Check # 5 (Chk#3375) | | | \$11,909.00 | |
| Check #6 | Court Automation Fund | | | | |
| | CFEE-Local Court Automation | | \$1,307.50 | | |
| | Total for Check # 6 (Chk#3376) | | | \$1,307.50 | |
| Check #7 | Department of Finance & Administration | | | | |
| | CFEES - State Court Automation Fee | | \$1,305.00 | | |
| | DCSAF - Drug Crime Special Assess Fee | | \$120.00 | | |
| | DVPPF - Domestic Violence Peace Fund Fee | | \$25.00 | | |
| | NIFS - New Installment Fee - State | | \$2,220.00 | | |
| | AHPZFS-AHP "Z" Ticket Fines - 50% State | | \$252.50 | | |
| | Total for Check # 7 (Chk#3377) | | | \$3,922.50 | |
| Check #8 | Arkansas State Treasury | | | | |
| | FTPIPS - Arkansas First Responder | | \$20.00 | | |
| | Total for Check # 8 (Chk#3378) | | | \$20.00 | |
| Check #9 | Washington County Treasurer | | | | |
| | JBAF - Jail Booking and Admin Fee | | \$32.00 | | |
| | CJF - County Jail Fee | | \$2,271.00 | | |
| | Total for Check # 9 (Chk#3379) | | | \$2,303.00 | |
| Check #10 | RF - Restitution Fee | | | | |
| | Walmart Neighborhood Market, Blair/ CR-16-227 & CR-16-228 | | \$50.00 | | |
| | Total for Check # 10 (Chk#3380) | | | \$50.00 | |
| Check #11 | RF - Restitution Fee | | | | |
| | Walmart Neighborhood Market, Tracy Terhune/ CR-17-306 | | \$20.00 | | |
| | Total for Check # 11 (Chk#3381) | | | \$20.00 | |
| Check #12 | RDP - Refund Due Payer | | | | |
| | Sarah M. Brown, Case No.CR-17-521, CR-17-522, CR-17-523 | | \$780.00 | | |
| | Total for Check # 12 (Chk#3382) | | | \$780.00 | |

Monthly Total **\$29,223.50**
Year To Date **\$65,275.15**

Ernie Penn, Mayor 4-3-18 Date

Kim Bentley, Court Clerk 4/2/18 Date

Graham Nations, District Judge 4-3-18 Date



City of Farmington
372 W. Main st.
P.O. Box 150
Farmington, AR 72730

Fire Department

Mark Cunningham
Fire Chief

Phone 479-267-3338
Fax 479-267-3302

March 2018 Monthly Report for Mayor and City Council

The fire department responded to over 86 calls during the month of March and that is quite a lot over our average for all of last year for calls. The weather has changed exponentially this month and has caused us many different challenges in fighting fires. We have had a lot of large brush fires and structure fires in the first part of the month because of the dry and cold weather and then latter in the month we have been having more structure fires because of the cold and wet weather. This in turn has caused us to delay our fire hydrant testing until the weather becomes conducive for this activity, we will try this again in April hopefully.

March was a very busy month for us also for receiving our new fire truck that our Rural Association bought us. There is quite a long list to accomplish to get this truck in service and we will continue working on this for some time until we can finish this project, I hope to bring it to our April Council meeting.

Our annual fire department Pancake breakfast went very well and was the biggest pancake breakfast that we have ever had in the history of our fire department. We estimated well over a thousand supporters attended and for two hours they were in line all the way to the highway. Strangely enough there were only a few politicians in attendance, everyone seems to have had a very good time visiting with each other and seeing the people that they haven't seen since last year. This pancake breakfast takes so much work preparing for it and putting it on and is so demanding on myself and our firefighters that it is not worth it, but for the people in the community that loves it so much, is why we keep on doing it.

Thank you as always for your continued support of the fire department;

Mark Cunningham
Fire Chief

Farmingington Police Dept.

Tickets Issued by Officer and Month for 2018

4/2/2018 11:13:23 AM

| Officer | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Total |
|-------------------|------------|------------|------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|------------|
| Bertorello, James | 22 | 16 | 17 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 55 |
| Brotherton, James | 11 | 15 | 15 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 41 |
| Catron, Joshua | 27 | 24 | 28 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 79 |
| Collins, John | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Collins, Justin | 79 | 40 | 53 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 172 |
| Long, Dustin | 25 | 30 | 33 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 89 |
| Mahone, Taron | 132 | 67 | 107 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 311 |
| Parrish, Chad | 1 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| Talley, Taylor | 65 | 55 | 41 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 161 |
| Wilbanks, Johnie | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Totals: | 363 | 248 | 296 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 913 |

Farmington Police Dept.

Offenses for Month 3/2017 and 3/2018

4/2/2018 11:13:06 AM

| | <u>2017</u> | <u>2018</u> |
|--|-------------|-------------|
| AGGRAVATED ASSAULT | | |
| 5-13-204 | 1 | 0 |
| ANIMAL ORDINANCE 2006-3 | | |
| 2006-3 | 1 | 0 |
| ASSAULT ON FAMILY OR HOUSEHOLD MEMBER - 3RD DEGREE / APPREHENSION OF IMMINE | | |
| 5-26-309 | 3 | 2 |
| BATTERY - 3RD DEGREE / PURPOSE OF CAUSING INJURY, CAUSES INJURY | | |
| 5-13-203A(1) | 0 | 1 |
| BREAKING OR ENTERING / ARTICLES FROM VEHICLE | | |
| 5-39-202A(1)(c) | 1 | 0 |
| BREAKING OR ENTERING / BUILDING OR STRUCTURE | | |
| 5-39-202A(1) | 0 | 1 |
| Breaking or Entering/Vehicle | | |
| 5-39-202 | 1 | 1 |
| BURGLARY, RESIDENTIAL | | |
| 5-39-201A(1) | 2 | 0 |
| CRIMINAL MISCHIEF - 1ST DEGREE PROPERTY OF ANOTHER VALUE \$500 OR LESS | | |
| 5-38-203A(1) | 1 | 0 |
| CRIMINAL MISCHIEF - 1ST DEGREE / PROPERTY OF ANOTHER VALUE \$500 OR MORE | | |
| 5-38-203C | 0 | 4 |
| CRIMINAL MISCHIEF - 2ND DEGREE / RECKLESSLY DESTROYS | | |
| 5-38-204(a)(1) | 0 | 2 |
| CRIMINAL TRESPASS IN OR ON A VEHICLE OR STRUCTURE / PREMISES | | |
| 5-39-203A | 3 | 1 |
| Discharge of Firearm in city | | |
| 5.6 | 1 | 0 |
| DISORDERLY CONDUCT | | |
| 5-71-207 | 1 | 0 |
| DISORDERLY CONDUCT / FIGHTING OR VIOLENT, THREATENING, OR TUMULTUOUS BEHAV | | |
| 5-71-207A(1) | 0 | 1 |
| DOMESTIC BATTERING - 2ND DEGREE / PHYSICAL INJURY | | |
| 5-26-304 | 1 | 0 |
| DOMESTIC BATTERING - 3RD DEGREE / PURPOSE OF CAUSING INJURY, CAUSES INJURY | | |
| 5-26-305A(2) | 1 | 0 |
| Drivers License Required | | |
| 27-16-602 | 0 | 1 |
| DRIVING ON SUSPENDED LICENSE | | |
| 27-16-303 | 0 | 3 |
| DWI (UNLAWFUL ACT) | | |

| | <u>2017</u> | <u>2018</u> |
|---|-------------|-------------|
| 5-65-103A | 0 | 5 |
| DWI - DRUGS (UNLAWFUL ACT) | | |
| 5-65-103B | 0 | 1 |
| DWI - OPERATION OF VEHICLE DURING DWI LICENSE SUSPENSION OR REVOCATION | | |
| 5-65-105 | 0 | 2 |
| Excess Speed | | |
| 27-51-201 | 0 | 3 |
| FAILURE TO APPEAR | | |
| 5-54-120 | 8 | 16 |
| FAILURE TO PAY FINES & COSTS | | |
| 5-4-203 | 6 | 15 |
| Fictitious Tags | | |
| 27-14-306 | 0 | 1 |
| FLEEING | | |
| 5-54-125 | 0 | 1 |
| FORGERY | | |
| 5-37-201 | 0 | 2 |
| HARASSING COMMUNICATIONS / TELEPHONE, TELEGRAPH, MAIL, OR ANY WRITTEN FORM | | |
| 5-71-209A(1) | 0 | 1 |
| Improper Lane Change/Use | | |
| 27-51-302 | 0 | 1 |
| Info Only | | |
| IO | 0 | 1 |
| Interference with Emergency Communication/1st dgree/disables communication | | |
| 5-60-124 | 0 | 1 |
| Left of Center | | |
| 27-51-301 | 0 | 2 |
| LOITERING | | |
| 5-71-213 | 0 | 2 |
| No Brake Lights/Turn Signal | | |
| 27-36-216 | 0 | 2 |
| No Proof Insurance | | |
| 27-22-104 | 0 | 5 |
| No Proof of Ownership | | |
| 27-14-701C | 0 | 1 |
| No Turn Signal | | |
| 27-51-403 | 0 | 2 |
| OBSTRUCTING GOVERNMENTAL OPERATIONS / REFUSES TO PROVIDE INFORMATION FOR A | | |
| 5-54-102A(2) | 0 | 1 |
| POSSESSING INSTRUMENTS OF CRIME | | |
| 5-73-102 | 1 | 0 |
| POSSESSION OF A CONTROLLED SUBSTANCE - MARIJUANA | | |
| 5-64-401 | 0 | 2 |
| Possession of Drug Paraphernalia | | |
| 5-64-403(c)(1)(A)(i) | 0 | 3 |

| | <u>2017</u> | <u>2018</u> |
|---|-------------|-------------|
| POSSESSION OF DRUG PARAPHERNALIA | | |
| 5-64-443 | 0 | 6 |
| POSSESSION OF METH OR COCAINE LT 2GM | | |
| 5-64-419B(1)A | 0 | 2 |
| POSSESSION OF METH OR COCAINE PURPOSE TO DELIVER LT 2GM | | |
| 5-64-420B(1) | 0 | 1 |
| POSSESSION OF SCH I OR II LT 2GM | | |
| 5-64-419B(2)A | 0 | 2 |
| POSSESSION OF SCH IV OR V LT 28GM | | |
| 5-64-419B(4)A | 0 | 1 |
| POSSESSION OF SCH VI LT 4OZ | | |
| 5-64-419B(5)1 | 0 | 1 |
| PUBLIC INTOXICATION / DRINKING IN PUBLIC | | |
| 5-71-212 | 6 | 0 |
| PURCHASE, POSSESSION OF INTOXICATING LIQUOR BY MINOR | | |
| 3-3-203 | 2 | 3 |
| RESISTING ARREST - REFUSAL TO SUBMIT TO ARREST / ACTIVE OR PASSIVE REFUSAL | | |
| 5-54-103B(1) | 0 | 1 |
| Run Stop Sign | | |
| 27-51-601 | 0 | 1 |
| RUNAWAY | | |
| 90I | 1 | 2 |
| SEXUAL ASSAULT - 2ND DEGREE | | |
| 5-14-125 | 1 | 0 |
| SEXUAL ASSAULT - 4TH DEGREE | | |
| 5-14-126 | 0 | 1 |
| SEXUAL INDECENCY WITH A CHILD | | |
| 5-14-110 | 1 | 0 |
| TERRORISTIC THREATENING - 1ST DEGREE / THREATENS PHYSICAL INJURY TO SCHOOL | | |
| 5-13-301A(1B) | 0 | 1 |
| TERRORISTIC THREATENING/2nd Degree | | |
| 5-13-301(2)A | 1 | 1 |
| THEFT \$1,000 OR LESS - ALL OTHERS | | |
| 5-36-103(b)(4)(A) | 2 | 2 |
| THEFT \$1,000 OR LESS - FROM BUILDING | | |
| 5-36-103(b)(4)(A) | 0 | 1 |
| THEFT \$1,000 OR LESS - FROM VEHICLE | | |
| 5-36-103(b)(4)(A) | 2 | 1 |
| THEFT BY DECEPTION | | |
| 5-36-103(a)(2)(b) | 1 | 0 |
| THEFT OF PROPERTY / ALL OTHER | | |
| 5-36-103A(1) | 1 | 1 |
| THEFT OF VEHICLE VALUED AT \$5,000 OR LESS BUT GREATER THAN \$1,000 | | |
| 5-36-103(b)(3)(A) | 1 | 1 |
| THREATENING A FIRE OR BOMBING | | |

| | <u>2017</u> | <u>2018</u> |
|---|-------------|-------------|
| 5-71-211A | 0 | 1 |
| UNAUTHORIZED USE OF A VEHICLE | | |
| 5-36-108 | 0 | 1 |
| Unlawful Disposal of Trash/Appliances/Solid Waste | | |
| 8-6-401(10)(A) | 1 | 0 |
| VIOLATION OF OPEN CONTAINER | | |
| 2009-01 | 0 | 1 |
| Totals: | 52 | 119 |

Permit Report

03/01/2018 - 03/31/2018

| Permit # | Permit Date | Site Address | Permit Type | Type of Building | Description of Work | Contractor | Material & Labor | Total Fees |
|----------|-------------|--------------------|--------------|------------------|-------------------------|------------------------|------------------|------------|
| 1983 | 3/29/2018 | 442 La Riata | Building | Residential | New House | Riggins Construction | 210,000 | \$790.00 |
| 1982 | 3/29/2018 | 470 La Riata | Building | Residential | New House | Riggins Construction | 228,000 | \$844.00 |
| 1981 | 3/29/2018 | 498 La Riata | Building | Residential | New House | Riggins Construction | 210,000 | \$790.00 |
| 1980 | 3/29/2018 | 428 La Riata | Building | Residential | New House | Riggins Construction | 228,000 | \$844.00 |
| 1979 | 3/26/2018 | 290 E Main | Plumbing/Gas | Commercial | New bathrooms for gym | Cedar Valley Plumbing | 0 | \$40.00 |
| 1978 | 3/26/2018 | 188 W Main suite 6 | Electric | Commercial | Meter Inspection | Burl Smith Electric | 125 | \$20.00 |
| 1977 | 3/22/2018 | 11446 Club House | Building | Residential | New House | Trademark Custom Homes | 279,000 | \$997.00 |
| 1975 | 3/21/2018 | 11164 Frisco | Mechanical | Residential | HVAC change out | K D 's heat and air | 7,300 | \$45.00 |
| 1974 | 3/20/2018 | 11324 Frisco | Mechanical | Residential | HVAC change out | Paschal Heat and Air | 13,445 | \$80.00 |
| 1973 | 3/20/2018 | 297 Willow | Mechanical | Residential | HVAC change out | Paschal Heat and Air | 5,200 | \$35.00 |
| 1972 | 3/19/2018 | 222 Wedgeview Dr | Building | Residential | Covering existing patio | Home Owner | 3,500 | \$30.00 |
| 1970 | 3/14/2018 | 10896 Windswept | Building | Residential | New House | Cox Development LLC | 344,000 | \$1,192.00 |
| 1969 | 3/14/2018 | 10884 Windswept | Building | Residential | New House | Cox Development LLC | 343,000 | \$1,189.00 |

| | | | | | | | | | |
|------|-----------|-------------------|------------------|-------------|-----------------------------------|--------------------------|--------------------|------------|--|
| 1968 | 3/13/2018 | 423 Eagle Ridge | Mechanical | Residential | HVAC change out | Paschal Heat and Air | 4,770 | \$35.00 | |
| 1967 | 3/13/2018 | 11363 Club House | Building | Residential | New House | Trademark Custom Homes | 247,000 | \$901.00 | |
| 1966 | 3/13/2018 | 40 Bellwood | Building | Residential | Adding new room to existing house | Chris Webb | 38,000 | \$200.00 | |
| 1965 | 3/13/2018 | 468 Eagle Ridge | Electric | Residential | Electric for new pool | Graves Electric | 1,500 | \$20.00 | |
| 1964 | 3/9/2018 | 164 Louise | Plumbing/Gas | Residential | Repair gas line | DPH Plumbing | 150 | \$20.00 | |
| 1963 | 3/8/2018 | 503 Twin Falls | Mechanical | Residential | HVAC for new house | Air Control | 10,000 | \$60.00 | |
| 1962 | 3/7/2018 | 60 E Main | Building | Commercial | Daemon's Restaurant | Nail Construction | 495,000 | \$2,715.00 | |
| 1961 | 3/7/2018 | 329 Claybrook | Storage Building | Residential | Storm Shelter | Survive-A Storm-Shelters | 3,695 | \$30.00 | |
| 1960 | 3/2/2018 | 508 Caballo | Electric | Residential | Electric for new house | Fast Electric | 4,200 | \$35.00 | |
| 1959 | 3/2/2018 | 484 La Riata | Electric | Residential | Electric for new house | Fast Electric | 4,200 | \$35.00 | |
| 1958 | 3/2/2018 | 344 E Main | Electric | Commercial | Solar panels on rooftop | Shine Solar | 18,000 | \$100.00 | |
| 1957 | 3/2/2018 | 97 Double Springs | Plumbing/Gas | Residential | Plumbing for new house | My Plumber | 7,000 | \$45.00 | |
| 1956 | 3/1/2018 | 25 East Main | Plumbing/Gas | Commercial | Replacing water line | Always Plumbing | 600 | \$20.00 | |
| | | | | | | | \$11,112.00 | | |

Total Records: 26

4/2/2018

Library
Circulation and Patron Services

| 2018 | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEPT | OCT | NOV | DEC |
|---------------------|-------|-------|--------|-----|-----|-----|-----|-----|------|-----|-----|-----|
| Total Circulation | 3,657 | 3,471 | 3,930 | | | | | | | | | |
| YTD Circulation | 3,657 | 7,128 | 11,058 | | | | | | | | | |
| Holds Satisfied | 684 | 650 | 681 | | | | | | | | | |
| YTD Hold Satisfied | 684 | 1,334 | 2,015 | | | | | | | | | |
| PAC Logins | 870 | 784 | 969 | | | | | | | | | |
| YTD PAC Logins | 870 | 1,654 | 2,623 | | | | | | | | | |
| New Cardholders | 39 | 38 | 11 | | | | | | | | | |
| YTD New Cardholders | 39 | 77 | 88 | | | | | | | | | |

| 2017 | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEPT | OCT | NOV | DEC |
|---------------------|-------|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Total Circulation | 4,294 | 3,602 | 4,182 | 4,076 | 4,186 | 4,897 | 4,356 | 3,669 | 4,121 | 4,121 | 3,658 | 3,422 |
| YTD Circulation | 4,294 | 7,896 | 12,078 | 16,154 | 20,340 | 25,237 | 29,593 | 33,262 | 37,383 | 41,504 | 45,162 | 48,584 |
| Holds Satisfied | 809 | 742 | 767 | 800 | 763 | 803 | 679 | 772 | 734 | 805 | 676 | 621 |
| YTD Hold Satisfied | 809 | 1,551 | 2,318 | 3,118 | 3,881 | 4,684 | 5,363 | 6,135 | 6,869 | 7,674 | 8,350 | 8,971 |
| PAC Logins | 869 | 758 | 901 | 826 | 840 | 837 | 754 | 806 | 710 | 886 | 799 | 744 |
| YTD PAC Logins | 869 | 1,627 | 2,528 | 3,354 | 4,194 | 5,031 | 5,785 | 6,591 | 7,301 | 8,187 | 8,986 | 9,730 |
| New Cardholders | 39 | 26 | 32 | 29 | 26 | 52 | 32 | 34 | 25 | 21 | 22 | 14 |
| YTD New Cardholders | 39 | 65 | 97 | 126 | 152 | 204 | 236 | 270 | 295 | 316 | 338 | 352 |

Library
Computer Use

| 2018 | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|----------------------------------|-----|-----|-----|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| Early Literacy Station Users | 101 | 114 | 134 | | | | | | | | | |
| YTD Early Literacy Station Users | 101 | 215 | 349 | | | | | | | | | |
| Users | 231 | 245 | 235 | | | | | | | | | |
| YTD Users | 231 | 476 | 711 | | | | | | | | | |
| Device Checkout | 0 | 0 | 1 | | | | | | | | | |
| YTD Device Checkout | 0 | 0 | 1 | | | | | | | | | |
| 2017 | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
| Early Literacy Station Users | 95 | 86 | 96 | 93 | 109 | 105 | 123 | 128 | 103 | 110 | 97 | 84 |
| YTD Early Literacy Station Users | 95 | 181 | 277 | 370 | 479 | 584 | 707 | 835 | 938 | 1,048 | 1,145 | 1,229 |
| Users | 314 | 293 | 301 | 271 | 308 | 224 | 241 | 365 | 334 | 237 | 221 | 264 |
| YTD Users | 314 | 607 | 908 | 1,179 | 1,487 | 1,711 | 1,952 | 2,317 | 2,651 | 2,888 | 3,109 | 3,373 |
| Device Checkout | 0 | 0 | 0 | 0 | 2 | 3 | 0 | 4 | 2 | 0 | 0 | 0 |
| YTD Device Checkout | 0 | 0 | 0 | 0 | 2 | 5 | 5 | 9 | 11 | 11 | 11 | 11 |

Library
Miscellaneous Services

| | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|--------------------------------------|-------|-------|-------|-------|-------|-------|-------|--------|--------|--------|--------|--------|
| 2018 | | | | | | | | | | | | |
| Color Print Services | 28 | 32 | 37 | | | | | | | | | |
| YTD Color Print Services | 28 | 60 | 97 | | | | | | | | | |
| Copy/Print Services | 929 | 1,420 | 1,412 | | | | | | | | | |
| YTD Copy/Print Services | 929 | 2,349 | 3,761 | | | | | | | | | |
| Fax Services | 90 | 71 | 74 | | | | | | | | | |
| YTD Fax Services | 90 | 161 | 235 | | | | | | | | | |
| Notary Services | 2 | 1 | 2 | | | | | | | | | |
| YTD Notary Services | 2 | 3 | 5 | | | | | | | | | |
| Reference Transactions | 221 | 248 | 346 | | | | | | | | | |
| YTD Reference Transactions | 221 | 469 | 815 | | | | | | | | | |
| Scanning Services | 20 | 14 | 39 | | | | | | | | | |
| YTD Scanning Services | 20 | 34 | 73 | | | | | | | | | |
| Staff Supervised Volunteer Hours | 35 | 33 | 27 | | | | | | | | | |
| YTD Staff Supervised Volunteer Hours | 35 | 68 | 95 | | | | | | | | | |
| Test Proctor | 0 | 0 | 0 | | | | | | | | | |
| YTD Test Proctor | 0 | 0 | 0 | | | | | | | | | |
| 2017 | | | | | | | | | | | | |
| Color Print Services | 53 | 31 | 24 | 20 | 110 | 40 | 59 | 49 | 14 | | 56 | 36 |
| YTD Color Print Services | 53 | 84 | 108 | 128 | 238 | 278 | 337 | 386 | 400 | 421 | 477 | 513 |
| Copy/Print Services | 1,205 | 1,336 | 1,373 | 1,211 | 1,696 | 1,429 | 1,677 | 1,627 | 1,730 | 1,453 | 1,411 | 1,798 |
| YTD Copy/Print Services | 1,205 | 2,541 | 3,914 | 5,125 | 6,821 | 8,250 | 9,927 | 11,554 | 13,284 | 14,737 | 16,148 | 17,946 |
| Fax Services | 38 | 35 | 39 | 51 | 87 | 78 | 55 | 72 | 103 | 108 | 69 | 77 |
| YTD Fax Services | 38 | 73 | 112 | 163 | 250 | 328 | 383 | 455 | 558 | 666 | 735 | 812 |
| Notary Services | 9 | 0 | 10 | 17 | 5 | 10 | 4 | 6 | 5 | 10 | 0 | 0 |
| YTD Notary Services | 9 | 9 | 19 | 36 | 41 | 51 | 55 | 61 | 66 | 76 | 76 | 76 |
| Reference Transactions | 189 | 188 | 235 | 241 | 204 | 224 | 241 | 291 | 240 | 195 | 122 | 179 |
| YTD Reference Transactions | 189 | 377 | 612 | 853 | 1,057 | 1,281 | 1,522 | 1,813 | 2,053 | 2,248 | 2,370 | 2,549 |
| Scanning Services | 18 | 14 | 15 | 28 | 18 | 22 | 10 | 21 | 24 | 23 | 25 | 33 |
| YTD Scanning Services | 18 | 32 | 47 | 75 | 93 | 115 | 125 | 146 | 170 | 193 | 218 | 251 |
| Staff Supervised Volunteer Hours | 46 | 53 | 45 | 68 | 17 | 13 | 11 | 21 | 21 | 34 | 13 | 2 |
| YTD Staff Supervised Volunteer Hours | 46 | 99 | 144 | 212 | 229 | 242 | 253 | 274 | 295 | 329 | 342 | 344 |
| Test Proctor | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | 2 | 3 | 0 | 3 |
| YTD Test Proctor | 0 | 0 | 0 | 0 | 0 | 1 | 2 | 2 | 4 | 7 | 7 | 10 |

Library
Programs and Meetings

| | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|---|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| 2018 | | | | | | | | | | | | |
| Book Club | | 8 | 10 | | | | | | | | | |
| Community Story Time | | 51 | 57 | | | | | | | | | |
| Kids Book Club | | 3 | 16 | 14 | | | | | | | | |
| Kindergarten Story Time | | | 111 | 226 | | | | | | | | |
| Meeting Room Use | | 7 | | | | | | | | | | |
| Nonfiction Book Club | | | 1 | | | | | | | | | |
| Painting Class | | | | 18 | | | | | | | | |
| Technology Instruction | | 1 | 5 | 3 | | | | | | | | |
| Theater Performance by YAG | | | 34 | | | | | | | | | |
| Total Monthly Program Attendance | | 4 | 232 | 329 | | | | | | | | |
| Number of Juvenile Programs | 1 | 8 | 9 | | | | | | | | | |
| Number of Young Adult Programs | | 0 | 0 | | | | | | | | | |
| Number of Adult Programs | 1 | 2 | 5 | | | | | | | | | |
| Number of Non-library Meeting Room Events | | | | | | | | | | | | 1 |

Library
Daily Visitors

| | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|------------|-------|-------|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 2018 | | | | | | | | | | | | |
| Visits | 2,170 | 2,183 | 2,584 | | | | | | | | | |
| YTD Visits | 2,170 | 4,353 | 6,937 | | | | | | | | | |
| 2017 | | | | | | | | | | | | |
| Visits | 2,431 | 2,526 | 2,616 | 2,553 | 2,381 | 3,078 | 2,659 | 2,617 | 2,491 | 2,827 | 2,244 | 2,307 |
| YTD Visits | 2,431 | 4,957 | 7,573 | 10,126 | 12,507 | 15,585 | 18,244 | 20,861 | 23,352 | 26,179 | 28,423 | 30,730 |

Farmington Public Library
Board Meeting
March 13, 2018

Call to Order: Meeting called to order by President Hummel at 6:05 p.m. Members present: Betty Hummel, Linda Morrow, LaDeana Mullinix, Anita Sampley, and Nadine Sewak. Librarian, Rachel Sawyer, also attended.

November 14, 2017 Board Minutes: Mullinix moved to accept the November minutes. Sampley seconded and the motion passed.

Director's Quarterly Informational Report:

Opened the library in the evening for the Kiwanis Christmas Parade and Chamber Tree Lighting on December 2.

Hosted Randall Lynch Middle School's EAST class while they worked on their videography and interviewing skills. Williams Elementary kindergarten classes also visited and sang Christmas carols.

Assisted Elkins and Lincoln library with questions they have about our children's services position.

Met with Archetype, a graphic design and marketing firm, and discussed creating a visual identity for the library, improving our promotional materials, and web design. Services are budgeted in our technical support line item.

Recycled some old printers and requested city council remove public workstation computers purchased in 2011 from library inventory.

Completed reports for 2017. Library was \$42,000 under budget for the year. The amended 2017 budget presented at the February council meeting (Informational Item C.). We ended the year with \$183,000 in checking.

Created book displays for notable books and New York Times bestsellers of 2017.

A pipe that runs above the storage room was leaking. The city repaired the pipe.

Trained a new group of high school volunteers in January.

City added Martin Luther King, Jr. Day to our list of holidays.

Applied for and received 2016 E-rate reimbursement for internet and telephone for \$604.49. Completed 2017 E-rate funding request forms and started 2018 forms.

Received tax forms and instruction booklets through the Tax Form Outlet Program. Attended a webinar presented by Arkansas Free File to assist low income patrons in obtaining free tax preparation services.

Young Actors Guild of Ft. Smith presented a theater production of Wonderland: The Real Story on February 17.

Attended Red Cross CPR, AED and First Aid training on February 27. Fire Department changed out old AED battery and expired pads.

Started a project to remove graphic novels from other collections and put them in their own collection in children, young adult, and adult areas.

Led our first Nonfiction Book Club meeting on March 1.

Hosted Washington County United Soccer Club for kid's sign-ups.

Completed State Aid Worksheet and submitted it to the county. New state workshops on trustee training, long range planning, and disaster preparedness planning are in the works.

Organized two art classes for March 17 and 19. 12 participants are registered for each class.

Friends meeting scheduled for Saturday, April 7 at 10 a.m. At least two committees are needed: Program Volunteers and Materials Delivery volunteers. We need a pool of volunteers to help with summer programming and volunteers to read for story times. We deliver materials to sick or homebound patrons, the high schools, and Peachtree and could use a group of volunteers during busy times.

Children's Services Librarian Quarterly Informational Report:

Summer Reading Preparation

- Program will run June 4-July 16 (6 weeks)
- Kick-Off with be Monday, June 4 @ 10:00
- Wandoo
 - This year we will be using Wandoo, a Demco program, to sign readers up for the Summer Reading Program and track their participation. Wandoo uses themes, fun challenges and a game-like experience to encourage readers to keep reading and logging their time from home, on the go, or at the library. It will also allow us to easily view participation statistics. We will also be giving out sticker logs for readers who want to continue to keep track of reading that way (or want to use them in conjunction).
- Presenters scheduled so far-
 - Magician George Reader (June 11 @ 10:00)
 - Musician Dino O'Dell (June 25 @ 10:00)
 - Nastassja Riley and Students from the NWA Suzuki School of Music (July 9 @10:00)
 - Mobile Aquarium (June 20 Time TBD)

- Tommy Terrific (July 6 @ 10:00)
- Dr. Katherine Auld (June 13 Time TBD)
- Programs planned so far-
 - Little Cardinal's Story Time (Tuesday @ 10:30)
 - LEGO Club (Tuesday time TBD)
 - Make It and Take It Crafts (Friday from 10 to 2)
- I have applied for a Dollar General Summer Reading Program Grant to help with the cost of Summer Reading. Recipients will be notified on May 10, 2018.

Kindergarten Story Times

- In the past, Sherry was doing a Monday morning Story Time for our Kindergarteners at the library. I took this over in February and the transition has gone smoothly since I was able to introduce myself to all the classes before Christmas break.
- I hope to plan meetings with all of the kindergarten teachers this spring to discuss plans for next school year's story time schedule and any changes that we would like to make.
- I read to 171 kindergarteners in February.

Little Cardinal's Story Time

- Tuesday, February 6 was the first day of our new community story time-Little Cardinal's Story Time. This program is for ages 2-5 but younger and older children are welcome. During the month of February I had 51 attendees.

Readers and Dreamers Book Club

- I took over the Readers and Dreamers Book Club in February. For that meeting we concentrated on coding and technology and introduced Ozobot Evo. We received five Ozobot Evo's from the Arkansas State Library during the *Coding with Kids* training I attended in December. For that book club I had 16 attendees.

Odds and Ends

- Added holiday labels to picture books so that they would be easily pulled during the holidays.
- Added more Beginning Reading books to our Easy Reading Collection.
- Attended the January 18th Children's Meeting hosted by Sherry to prepare the Children's staff for summer and pass down her supplies.
- Attended *Coding with Kids* training in Bentonville on December 18th and received a box full of tech gadgets and games that I have been using with our Readers and Dreamers Book Club.
- I have been very busy preparing felt pieces for Kindergarten and Little Cardinal's Story Times.
- Attended two online trainings for Wandoo to prepare me for using the program this summer.

Displays

- November

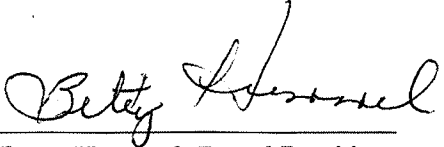
- Thanksgiving
- December
 - Winter
 - New Books
- January
 - Snow
 - World War II
 - New Books
- February
 - President's Day
 - African American History Month
 - New Books

Amended 2017 Budget: Sawyer presented 2017 amended budget. Books and Media line item discussed. State library annual report requires audiovisual material expenses to be reported separately from book expenses. Line items for children's materials may need to be added in the future.

2017 Annual Report: Sawyer presented 2017 annual report.

Policy and Procedures Manual: The board discussed the first five pages of the policy manual. Suggestions made to simplify sections and bring more logic to the document. Sawyer to make revisions and board to discuss first six pages at June meeting.

Adjourn: 7:25 p.m.



Betty Hummel, Board President

**Planning Commission Minutes
February 26, 2018**

1. **ROLL CALL** – Meeting was called to order by Chairman Robert Mann. A quorum was present.

PRESENT

Jay Moore
Gerry Harris
Bobby Wilson
Robert Mann, Chair
Judy Horne

ABSENT

Howard Carter
Matt Hutcherson
Toni Bahn

City Employees Present: Melissa McCarville, City Business Manager; Rick Bramall, City Inspector; Steve Tennant, City Attorney; Chris Brackett, City Engineer

2. **Approval of Minutes:** January 22, 2018 Minutes were approved as written.

3. **Comments from Citizens:** No comments from citizens.

PUBLIC HEARING

4A. Rezoning Request for 541/555 Rheas Mill Rd. from R-1 to R-0, owned by Brent Vinson:

Brent Vinson was present to answer questions. He went on to explain that he and his family had restored an old barn that is on their property. They replaced the roof and did some other cosmetic updates to preserve the barn which is over 100 years old. The family has held several family events at the location. He has gotten several requests from the general public to use the barn for their events. The family home is on the back of the property. Brent went on to share the master plan for the barn to be used as a pavilion and landscaped park. His plan consists of dressing rooms, restrooms, office, kitchen, and more. The barn sits on a 3 acre tract of land that is just east of the Baptist Church on Rheas Mill Rd.

Judy Horne said she feels that this would be a great addition to our growing city.

Steve Tennant, City Attorney; said the main purpose for R-0 zoning is for certain businesses or home offices that are transitioning between commercial and residential zones. He does not feel that fits this particular location. He also noted that if food and/or alcohol are served it will create other issues, but those would have to be addressed by other entities. He used Pratt Inn in Fayetteville for reference which is in a commercial zone. He went on to explain the processes and requirements.

Bobby Wilson asked if Mr. Vinson had been given other options. Melissa McCarville, City Business Manager, explained that the City cannot offer options to applicants, but the Planning Commission can.

After much deliberation by the Planning Commission members decided a Conditional Use permit for one year, while leaving the property zoned R-1 might be a better solution. This would protect homeowners in the R-1 properties and the Church in the future. This provisional conditional use would

assure surrounding owners that if the operation became objectionable due to noise, traffic, or other problems that the Planning Commission would not grant another Conditional Use permit.

Public Comment:

Chris Danenhauer- 533 Rheas Mill Rd.- Mr. Danenhauer has lived next door to the Vinson property for 10 years. He said that he was a quiet, respectful, good neighbor. He stated that he is in favor of the pavilion and park. This would be a great addition to Farmington.

Miranda Lunsford- 548 Rheas Mill- was not opposed to the use of the property for events. She said she liked the idea of a conditional use. She was mainly worried about the parking and proximity of the barn.

Comments from the City:

Rick Bramall said if the structure is considered as an event center it does not qualify for R-0 zoning. Robert Mann asked Mr. Vinson if he would be willing to agree to the conditional use permit. Mr. Vinson stated he had no issues with doing a conditional use permit. Jay Moore asked if the permit went with the property or the person. Steve Tennant answered that it will be with the person.

Jay Moore moved that the Planning Commission grant a one- year conditional use permit for the property located at 541 and 555 Rheas Mill Rd contingent upon 1) the parking lot use agreement with the Baptist church being approved, 2) any music events would end at 10pm, 3) a conditional use application must be completed and 4) a city business license must be obtained. This would be done instead of rezoning the property from R-1 to R-0 as had been initially requested. Motion was seconded by Gerry Harris. Motion passed unanimously 5-0.

4B. Variance request for 541/555 Rheas Mill Rd. - variance for paved parking, owned by Brent Vinson: This request was made null void due to the vote and stipulations for a conditional use permit in 4A. The request was stricken from the record.

5. Set Public Hearing for cell tower ordinance:

Planning commission unanimously approved setting a public hearing for a revised cell tower ordinance for the next meeting on March 26, 2018.

6. Annual Election of Officers:

The annual election of officers for the next year was held with this slate of officers: Robert Mann, Chair; Gerry Harris, vice chair; Judy Horne, secretary. There were no further nominations and the officers listed were accepted by acclamation.

7. Adjournment: Having no further business, meeting was adjourned.



Judy Horne / Secretary



Robert Mann - Chair