



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

CITY COUNCIL AGENDA
September 10, 2018

A regular meeting of the Farmington City Council will be held on
Monday, September 10, 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 – August 13, 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
10. Items to be removed from City of Farmington Inventory – **NONE**

NEW BUSINESS

11. Resolution 2018-05 - A resolution establishing a fixed asset management policy for the City of Farmington, Arkansas.
12. Resolution 2018-06 – A resolution approving the salary of the office of the Farmington City Mayor commencing January 1, 2019.
13. Request approval of contractor to build the Public Works Building per Key Architectures recommendation.

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 August 13, 2018

The regular meeting of the Farmington City Council scheduled for Monday, August 13th, 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, Brenda Cunningham, Bobby Morgan, Diane Bryant and Shelly Parsley. Also present was City Business Manager Melissa McCarville and City Attorney Tennant. Council Member Linda Bell was absent. Mayor Penn led the Pledge of Allegiance.

Comments from Citizens – Jill Torre 306 Claybrook informed the council they have an infestation of animals in their neighborhood; armadillos, skunks, possums and woodchucks. Several residents have bought their own traps. What do they do once they have caught the animals? Mayor Penn asked Floyd Shelley to address the issue and he replied that all they have to do is call city hall and they will come pick them up since there is an infestation in that area. They will relocate the animals to the National Forrest.

Philip Miley 12048 Rivera Place, asked why we do not have glass recycling, Fayetteville & Springdale do it and there should be a cost-effective way to get this done and he would like to see it addressed in the waste management contract. Mayor Penn told him it would be addressed on the agenda item.

Approval of the minutes for the July 16th, 2018 regular meeting of the city council. On the motion of Council Member Lipford and seconded by Council Member Mathews and by the consent of all Council Members present after a roll call vote, the minutes for the meeting were approved as presented 7-0.

Financial Reports – Mayor Penn presented the financial reports. There were no questions.

Entertain a motion to read all Ordinances and Resolutions by title only. On the motion of Council Member Cunningham and seconded by Council Member Bryant 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 7-0.

Proclamations, Special Announcements, Committee/Commission Appointments.
Committee Reports - None

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 of Waste Management Contract.

City Attorney Tennant addressed Mr. Miley's question regarding glass recycling. It is not included because glass is no longer marketable to recycle to the waste companies, it is all taken to the dump. It is cost prohibitive to the provider and some waste companies do not accept glass at all. Fayetteville may take glass at their recycling receptacles but it all goes to the dump and Springdale does not recycle glass according to Waste Management. After a brief presentation by the City Attorney, 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 motion to approve the contract with Waste Management was approved 7-0.

There being no further business to come before the council and on the motion of Council Member Morgan and seconded by Council Member Bryant and by the consent of all members present, the meeting adjourned at 6:39 pm until the next regularly scheduled meeting to be held Monday September 10th, 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	CITY SALES TAX	Extra 1/2 penny	STATE SALES TAX	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	\$ 59,653.41	\$ 35,241.53	\$ 89,619.16	\$ 91,794.18
MAY	\$ 66,577.23	\$ 67,065.94	\$ 42,654.07	\$ 99,256.59	\$ 106,893.56
JUNE	\$ 61,111.32	\$ 70,180.31	\$ 44,181.44	\$ 93,107.16	\$ 101,436.80
JULY	\$ 69,900.21	\$ 76,809.32	\$ 52,397.44	\$ 103,314.13	\$ 107,449.78
AUGUST	\$ 66,619.94	\$ 81,987.06	\$ 57,575.19	\$ 100,462.04	\$ 107,854.33
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	\$ 559,201.07	\$341,889.78	\$ 1,171,587.40	\$ 813,732.51
Monthly Comparison - July 2017/July 2018		\$ 15,367.12	Increase (Decrease)	\$ 22,759.41	\$ 7,392.29
YTD comparison		Increase for 2018 over 2017 YTD - City Sales Tax	\$ 389,710.26	Increase for 2018 over 2017 YTD - State Sales Tax	\$ 138,526.07

Bond Fund Expense Account
August 2018

Street Construction Bond Fund

Beginning Balance
8/1/2018 \$2,152,351.61

August Expenses
8/20/2018 Olsson & Associates

\$612.85

8/2/2018 Key Architecture

\$30,867.49

8/6/2018 Bailey Environmental

\$500.00

8/14/2018 Diamond C Construction

\$137,366.32

August Interest & Dividend

8/1/2018 \$2,655.32

Statement Balance 8/31/2018

\$1,985,660.27

Park Construction Bond Fund

Beginning Balance
8/1/2018 \$2,042,030.55

August Expenses
8/2/2018 Key Architecture, Inc.

\$6,600.00

July Interest & Dividend Income

8/1/2018 \$2,473.08

Statement Balance 8/31/2018

\$2,037,903.63

9/4/2018

GENERAL FUND

10:43 AM

Statement of Revenue and Expenditures

	Year-to-Date	Annual Budget	Jan 2018
	Jan 2018	Jan 2018	Dec 2018
	Aug 2018	Dec 2018	Percent of
	Actual		Budget
Revenue & Expenditures			
GENERAL REVENUES			
Revenue			
ACCIDENT REPORT REVENUES	1,330.00	1,000.00	133.00%
ACT 833	10,665.36	20,000.00	53.33%
ALCOHOL SALES TAX	2,946.43	3,000.00	98.21%
ANIMAL CONTROL REVENUES	2,345.00	2,500.00	93.80%
BOND FUND REIMB REVENUES	131,737.61	0.00	0.00%
BUILDING INSPECTION FEES	126,653.00	60,000.00	211.09%
BUSINESS LICENSES	6,025.00	5,000.00	120.50%
CITY COURT FINES	93,048.12	100,000.00	93.05%
CITY SALES TAX REVENUES	901,727.85	850,000.00	106.09%
COUNTY TURNBACK	310,487.11	415,000.00	74.82%
DEVELOPMENT FEES	31,483.75	7,000.00	449.77%
FRANCHISE FEES	302,356.28	375,000.00	80.63%
GARAGE SALE PERMITS	2,060.00	3,000.00	68.67%
INTEREST REVENUES	5,707.19	2,000.00	285.36%
MISCELLANEOUS REVENUES	30,250.55	1,200.00	2,520.88%
PARK RENTAL	1,180.00	1,400.00	84.29%
SALES TAX - OTHER	813,732.51	1,090,000.00	74.65%
SPORTS COMPLEX FEES	44,220.00	50,000.00	88.44%
SRO REIMBURSEMENT REVENUES	12,993.90	25,000.00	51.98%
STATE TURNBACK	68,635.58	100,000.00	68.64%
Revenue	\$2,899,585.24	\$3,111,100.00	

9/4/2018

GENERAL FUND

10:43 AM

Statement of Revenue and Expenditures

	Year-to-Date	Annual Budget	Jan 2018
	Jan 2018	Jan 2018	Dec 2018
	Aug 2018	Dec 2018	Percent of
	Actual		Budget
ADMINISTRATIVE DEPT			
Revenue			
PAYMENT IN LIEU OF	16,200.00	0.00	0.00%
Revenue	\$16,200.00	\$0.00	
Gross Profit	\$16,200.00	\$0.00	
Expenses			
ADDITIONAL SERVICES EXPENSE	167,242.23	160,000.00	104.53%
ADVERTISING EXPENSE	4,199.58	7,000.00	59.99%
BUILDING MAINT & CLEANING	22,482.05	40,000.00	56.21%
CREDIT CARD FEE EXPENSE	2,486.35	4,000.00	62.16%
ELECTION EXPENSES	0.00	4,000.00	0.00%
INSURANCES EXPENSE	14,467.89	31,000.00	46.67%
LEGAL FEES	1,500.00	10,000.00	15.00%
MATERIALS & SUPPLIES EXPENSE	7,849.64	20,000.00	39.25%
MISCELLANEOUS EXPENSE	500.00	2,000.00	25.00%
NEW EQUIPMENT PURCHASE	7,152.71	10,000.00	71.53%
PAYROLL EXP - CITY ATTRNY	10,871.60	33,500.00	32.45%
PAYROLL EXP - ELECTED OFFICIAL	50,488.44	121,500.00	41.55%
PAYROLL EXP - REGULAR	154,618.18	225,000.00	68.72%
PLANNING COMMISSION	7,238.28	19,400.00	37.31%
POSTAGE EXPENSE	1,311.70	3,000.00	43.72%
PROFESSIONAL SERVICES	30,181.65	45,000.00	67.07%
REPAIR & MAINT - OFFICE EQUIP	750.44	5,000.00	15.01%
RETURNED CHECK	125.00	250.00	50.00%
SERVICE CHARGES	20.00	0.00	0.00%
TECHNICAL SUPPORT	5,184.60	20,000.00	25.92%
TELECOMMUNICATION EXPENSES	998.70	1,000.00	99.87%
TRAVEL, TRAINING & MEETINGS	13,771.11	11,000.00	125.19%
UTILITIES EXPENSES	49,073.13	60,000.00	81.79%
Expenses	\$552,513.28	\$832,650.00	

9/4/2018

GENERAL FUND

10:43 AM

Statement of Revenue and Expenditures

	Year-to-Date	Annual Budget	Jan 2018
	Jan 2018	Jan 2018	Dec 2018
	Aug 2018	Dec 2018	Percent of
	Actual		Budget
ANIMAL CONTROL DEPT			
Expenses			
FUEL EXPENSES	952.29	2,000.00	47.61%
MATERIALS & SUPPLIES EXPENSE	211.46	600.00	35.24%
NEW EQUIPMENT PURCHASE	0.00	800.00	0.00%
PAYROLL EXP - REGULAR	39,530.01	56,000.00	70.59%
PROFESSIONAL SERVICES	6,374.00	20,000.00	31.87%
REPAIR & MAINT - AUTOMOBILES	49.22	0.00	0.00%
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%
	<u>Expenses</u>	<u>\$47,134.19</u>	<u>\$81,700.00</u>

9/4/2018

GENERAL FUND

10:43 AM

Statement of Revenue and Expenditures

	Year-To-Date	Annual Budget	Jan 2018
	Jan 2018	Jan 2018	Dec 2018
	Aug 2018	Dec 2018	Percent of
	Actual		Budget
BUILDING PERMIT DEPT			
Expenses			
FUEL EXPENSES	1,213.44	2,500.00	48.54%
PAYROLL EXP - REGULAR	54,004.82	80,500.00	67.09%
REPAIR & MAINT - AUTOMOBILES	83.52	1,500.00	5.57%
TRAVEL, TRAINING & MEETINGS	1,615.24	5,000.00	32.30%
UNIFORMS/GEAR EXPENSE	0.00	1,000.00	0.00%
Expenses	\$56,917.02	\$90,500.00	

9/4/2018

GENERAL FUND

10:43 AM

Statement of Revenue and Expenditures

	Year-to-Date	Annual Budget	Jan 2018
	Jan 2018	Jan 2018	Dec 2018
	Aug 2018	Dec 2018	Percent of
	Actual		Budget
FIRE DEPT			
Expenses			
FUEL EXPENSES	3,652.69	5,000.00	73.05%
HAZMAT EXPENSES	2,270.12	2,400.00	94.59%
MATERIALS & SUPPLIES EXPENSE	4,102.60	8,500.00	48.27%
MISCELLANEOUS EXPENSE	0.00	500.00	0.00%
NEW EQUIPMENT PURCHASE	3,973.59	6,500.00	61.13%
PAYROLL EXP - REGULAR	266,878.22	380,000.00	70.23%
REPAIR & MAINT - BUILDING	391.24	0.00	0.00%
REPAIR & MAINT - EQUIPMENT	2,159.71	3,000.00	71.99%
REPAIR & MAINT - TRUCK	4,000.88	6,000.00	66.68%
TRAVEL, TRAINING & MEETINGS	446.00	3,000.00	14.87%
UNIFORMS/GEAR EXPENSE	5,544.42	12,200.00	45.45%
Expenses	\$293,419.47	\$427,100.00	

9/4/2018

GENERAL FUND

10:43 AM

Statement of Revenue and Expenditures

	Year-to-Date	Annual Budget	Jan 2018
	Jan 2018	Jan 2018	Dec 2018
	Aug 2018	Dec 2018	Percent of
	Actual		Budget
LAW ENFORCE - COURT			
Expenses			
MATERIALS & SUPPLIES EXPENSE	2,310.24	1,300.00	177.71%
MISCELLANEOUS EXPENSE	0.00	400.00	0.00%
NEW EQUIPMENT PURCHASE	0.00	3,000.00	0.00%
PAYROLL EXP - CITY ATTRNY	21,642.40	0.00	0.00%
PAYROLL EXP - REGULAR	55,376.66	103,000.00	53.76%
SPECIAL COURT COSTS	0.00	6,000.00	0.00%
TRAVEL, TRAINING & MEETINGS	672.88	2,200.00	30.59%
Expenses	\$80,002.18	\$115,900.00	

9/4/2018

GENERAL FUND

10:43 AM

Statement of Revenue and Expenditures

	Year-To-Date	Annual Budget	Jan 2018
	Jan 2018	Jan 2018	Dec 2018
	Aug 2018	Dec 2018	Percent of
	Actual		Budget
LAW ENFORCE - POLICE			
Expenses			
BREATHALYZER EXPENSES	376.70	700.00	53.81%
DRUG TASK FORCE	0.00	2,000.00	0.00%
FUEL EXPENSES	18,296.63	30,000.00	60.99%
MATERIALS & SUPPLIES EXPENSE	23,101.43	36,000.00	64.17%
MISCELLANEOUS EXPENSE	0.00	500.00	0.00%
NEW EQUIPMENT PURCHASE	25,822.50	32,000.00	80.70%
PAYROLL EXP - REGULAR	573,159.91	890,000.00	64.40%
PAYROLL EXP - SRO	46,020.45	61,000.00	75.44%
REPAIR & MAINT - AUTOMOBILES	13,602.88	20,000.00	68.01%
REPAIR & MAINT - EQUIPMENT	1,307.86	3,000.00	43.60%
TRAVEL, TRAINING & MEETINGS	5,212.24	4,500.00	115.83%
UNIFORMS/GEAR EXPENSE	6,262.51	9,500.00	65.92%
Expenses	\$713,163.11	\$1,089,200.00	

9/4/2018

GENERAL FUND

10:43 AM

Statement of Revenue and Expenditures

	Year-To-Date	Annual Budget	Jan 2018
	Jan 2018	Jan 2018	Dec 2018
	Aug 2018	Dec 2018	Percent of
	Actual		Budget
LIBRARY			
Expenses			
LIBRARY TRANSFER	30,000.00	30,000.00	100.00%
Expenses	<u>\$30,000.00</u>	<u>\$30,000.00</u>	

9/4/2018

GENERAL FUND

10:43 AM

Statement of Revenue and Expenditures

	Year-To-Date	Annual Budget	Jan 2018
	Jan 2018	Jan 2018	Dec 2018
	Aug 2018	Dec 2018	Percent of
	Actual		Budget
PARKS DEPT			
Expenses			
FUEL EXPENSES	2,579.36	3,000.00	85.98%
MATERIALS & SUPPLIES EXPENSE	1,660.30	4,500.00	36.90%
MISCELLANEOUS EXPENSE	0.00	1,000.00	0.00%
NEW EQUIPMENT PURCHASE	0.00	10,000.00	0.00%
PAYROLL EXP - REGULAR	74,635.16	89,000.00	83.86%
PAYROLL EXP - SPORTS COMPLEX	29,894.37	55,000.00	54.35%
PROFESSIONAL SERVICES	1,465.00	0.00	0.00%
REPAIR & MAINT - EQUIPMENT	1,254.64	4,000.00	31.37%
SPORTS PARK FUEL	734.58	1,500.00	48.97%
SPORTS PARK MATERIALS	19,593.52	14,000.00	139.95%
SPORTS PARK NEW EQUIP	768.19	12,000.00	6.40%
SPORTS PARK PROF SERV	29,321.72	40,000.00	73.30%
SPORTS PARK REPAIR/MAINT	1,466.56	6,000.00	24.44%
SPORTS PARK UNIFORMS	0.00	900.00	0.00%
SPORTS PARK UTILITIES	10,290.01	15,000.00	68.60%
UNIFORMS/GEAR EXPENSE	0.00	1,000.00	0.00%
UTILITIES EXPENSES	1,323.62	3,000.00	44.12%
Expenses	\$174,987.03	\$259,900.00	

STREET FUND
Statement of Revenue and Expenditures

	Year-To-Date Jan 2018 Aug 2018 Actual	Annual Budget Jan 2018 Dec 2018	Jan 2018 Dec 2018 Percent of Budget
Revenue & Expenditures			
Revenue			
GRANTS	48,509.98	0.00	0.00%
INTEREST REVENUES	326.58	50.00	653.16%
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	35,317.96	40,000.00	88.29%
STREET STATE TURNBACK	278,590.00	388,000.00	71.80%
Revenue	\$482,744.52	\$598,150.00	
Expenses			
ADDITIONAL SERVICES EXPENSE	302.21	0.00	0.00%
ADVERTISING EXPENSE	298.30	1,500.00	19.89%
BUILDING MAINT & CLEANING	152.31	0.00	0.00%
ENGINEERING FEES	4,583.75	0.00	0.00%
FUEL EXPENSES	3,765.90	8,000.00	47.07%
MATERIALS & SUPPLIES EXPENSE	7,224.59	10,000.00	72.25%
MISCELLANEOUS EXPENSE	358.33	500.00	71.67%
NEW EQUIPMENT PURCHASE	12,292.00	35,000.00	35.12%
PAYROLL EXP - REGULAR	120,809.33	190,000.00	63.58%
PROFESSIONAL SERVICES	58,813.40	20,000.00	294.07%
REPAIR & MAINT - EQUIPMENT	5,293.07	15,000.00	35.29%
STREET LIGHTS	36,869.87	165,000.00	22.35%
STREET/ROAD REPAIRS	36,154.00	100,000.00	36.15%
TRAVEL, TRAINING & MEETINGS	0.00	500.00	0.00%
UNIFORMS/GEAR EXPENSE	373.05	2,200.00	16.96%
UTILITIES EXPENSES	2,974.89	5,000.00	59.50%
Expenses	\$290,265.00	\$552,700.00	

LIBRARY FUND
Statement of Revenue and Expenditures

	Current Period Jan 2018 Aug 2018 Actual	Annual Budget Jan 2018 Dec 2018	Jan 2018 Dec 2018 Percent of Budget
Revenue & Expenditures			
Revenue			
FINES/LOST ITEMS	4,039.99	4,000.00	101.00%
INTEREST REVENUES	122.08	0.00	0.00%
MISCELLANEOUS REVENUES	1,737.81	0.00	0.00%
TRANS FROM GENERAL FUND	30,000.00	30,000.00	100.00%
WASHINGTON CO LIBRARY	118,648.00	156,977.00	75.58%
Revenue	\$154,547.88	\$190,977.00	
Expenses			
ADVERTISING EXPENSE		500.00	0.00%
BOOKS AND MEDIA	20,248.25	32,000.00	63.28%
INSURANCES EXPENSE		2,500.00	0.00%
MATERIALS & SUPPLIES EXPENSE	10,702.83	12,277.00	87.18%
MISCELLANEOUS EXPENSE		500.00	0.00%
NEW EQUIPMENT PURCHASE	1,888.99	2,000.00	94.45%
PAYROLL EXP - REGULAR	88,337.40	138,000.00	64.01%
POSTAGE EXPENSE		300.00	0.00%
PROGRAMS EXPENSE	700.00	2,500.00	28.00%
REPAIR & MAINT - BUILDING	3,887.09	6,000.00	64.78%
TECHNICAL SUPPORT	4,055.00	5,000.00	81.10%
TRAVEL, TRAINING & MEETINGS	316.00	1,000.00	31.60%
UTILITIES EXPENSES	1,437.03	2,400.00	59.88%
Expenses	\$131,572.59	\$204,977.00	

Committee Reports

FARMINGTON ECONOMIC DEVELOPMENT

August 9 at City Hall

The meeting began at noon with a short lunch. In attendance were: Tommy Cornwell, Chad Ball, Sally Z., Josh F. Judy H., Tracy Nelson, Diane Bryant.

We began discussing plans for our Farmington Fall Festival. Below are some of the items we discussed.

EVENT	LOCATION	RESPONSIBLE PARTY
Art design for promotion		K. Gardenhire - in process
Art Work 1-3 gr	Back Fence	S. Zelenka- in process
Banner (2 would be nice)	At park, city hall	T. Nelson & MM
Bulb Distribution	Pavilion (FUM youth?)	D & J- in process (garden club)
Bulb sacking	city hall(maybe)	D & J- in process (garden club)
Contact Lynn Kutter	publication in enterprise Led	D. Bryant- done
Contact Casey Luther UMC	Help during event	D. Bryant - in process
Contact Ministerial Alliance		D. Bryant -done
Curb on Broyles	To park in designated area	? D. Bryant- in process (garden club)
Demo on bulb planting	Pavilion	club)
Drone	overhead	J. Frye- in process
Face Paint	? Vendor area?	J. Horne -in process
FB promotional	On city FB page	MM?
Food events	North side	K Gardenhire- in process
Hay bales & photo op	?	S. Zelenka- in process
Layout	Park	C. Ball - in process
Park Plans for Creekside	Pavilion	City Officials- in process
Party Time Ponies	On parking lot	J. Horne- done
Press release		D. Bryant & C. Ball- in process
Promote with PBS	radio announcement	D. Bryant- in process
Promotional by other means		J. Frye- in process
Rain barrels	?	MM in process
Recreation & outdoors	?	Rachel S. with extension office
Stage area	E of pavilion	S. Zelenka - done
Touch a Truck	Around playground	MM & T, Nelson - in process

Next meeting is scheduled for August 23rd at the city park

Submitted
Diane Bryant, chair of
Economic Development

FARMINGTON ECONOMIC DEVELOPMENT COMMITTEE

August 23, 2018 at Creekside Park at noon

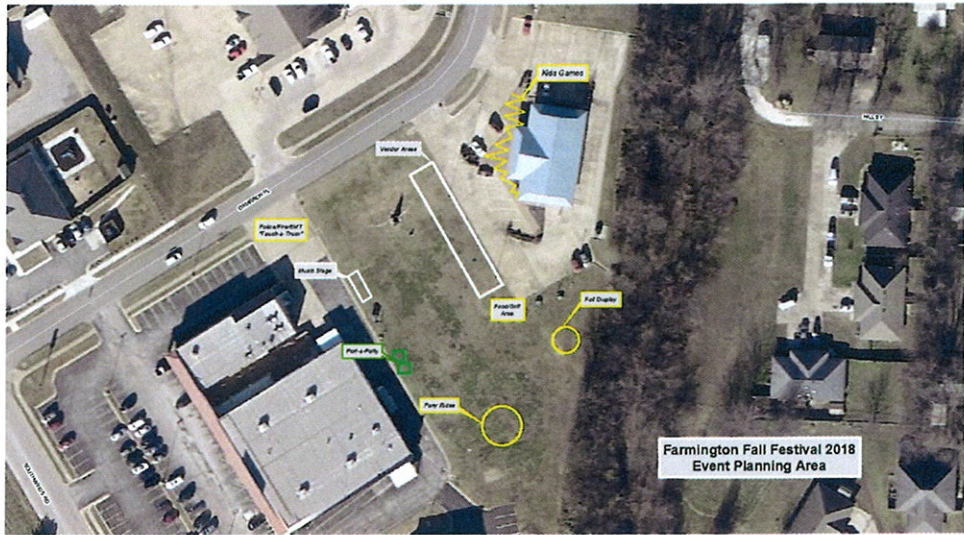
Attendees: Chad Ball, Lynn Kutter, Judy Horne, Josh Frye, Floyd Shelly, M. Wilibanks

D. Bryant, Marci Abrecht,

We met at the park to go over plans for our Fall Festival. It was raining so the attendance was off, but we had some motivated leaders who came together to work out a plan.

As it currently stands this is what we are planning for the land **next to the library** for September 29th from 10 am to 2 pm. Next month we will meet at the library lot on September 6th (noon)

EVENT	LOCATION	RESPONSIBLE PARTY
Art design for promotion		K. Gardenhire - in process
Art Work 1-3 gr	Hung form poles	S. Zelenka- in process
Banner (2 would be nice)	First security bank& city hall	T. Nelson & MM
Bulb Distribution	Tent next to library	D & J- in process (garden club)
Bulb sacking	city hall(maybe)	D & J- in process (garden club)
Contact Lynn Kutter	publication in enterprise Led	D. Bryant- done
Contact Casey Luther UMC	Help during event	D. Bryant - in process
Contact Ministerial Alliance		D. Bryant -done
Games	next to library	Rheas Mill Baptist
Demo on bulb planting	Library lot	D. Bryant- garden club
Drone	postponed	J. Frye- next year
Face Paint	H. S kids	J. Horne -in process
FB promotional	On city FB page	MM?
Food events	North side Lot next to library	K Gardenhire- in process
Hay bales & photo op	Next to Library	S. Zelenka- in process
Layout	Library- 1-acre lot	C. Ball - in process
Park Plans for Creekside	Library tent	City Officials- in process
Party Time Ponies	Back acre of lib. lot	J. Horne- done
Press release		D. Bryant & C. Ball- done
Promote with PBS	radio announcement	D. Bryant- in process
Promotional by other means	First Security web page	J. Frye- in process
Rain barrels	next to library	MM in process
Recreation & outdoors	?	Rachel S. with extension office
Inside Out	land by library	S. Zelenka - done
Touch a Truck	Behind businesses	MM & T, Nelson - in process



Agenda Item 11

RESOLUTION NO. 2018-05

**A RESOLUTION ESTABLISHING A FIXED ASSET MANAGEMENT POLICY FOR
THE CITY OF FARMINGTON, ARKANSAS**

WHEREAS, the State of Arkansas requires each City to establish a fixed asset policy as required by Ark. Code Ann. §14-59-107.

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

Section 1 The City Council of the City of Farmington shall adopt the Fixed Asset Management Policy included as Attachment A.

PASSED AND APPROVED on this 10th day of September, 2018.

APPROVED:

By: _____
Ernie Penn, Mayor

ATTEST:

By: _____
Kelly Penn, City Clerk



Fixed Asset Management Policy

1. Purpose

The purpose of this policy is to set forth the regulations and procedures governing the control and reporting of capital and controlled assets. It is intended to assist personnel in implementing and maintaining an effective property control program. The implementation of an effective and accurate process for tracking fixed assets is necessary for several reasons:

State Law requires us to track an asset's cost, depreciation, and the disposal of the asset. Assets that will be depreciated have been categorized and assigned a depreciation life. (For example, technology equipment has an expected book life of five (5) years).

We also utilize asset records for insurance purposes. In the event of a loss it is necessary to have an accurate record of the asset to ensure adequate insurance coverage, of the item lost.

The most important reason is accountability. Assets are purchased using taxpayers' funds. It is important to have a process in place to account for the use of taxpayers' funding.

2. Definitions

For the purpose of these policies and procedures the following definitions apply:

Assets - Refers to both "capital" and "controlled assets" when used without specifically indicating either.

Capital Assets - Refers to real or tangible personal property having:

A value greater than or equal to the capitalization threshold for the particular classification of the capital asset; and having an estimated useful life of greater than one year from the time of acquisition.

Controlled Assets - Refers to those items with a historical cost of less than \$1000, but which are particularly at risk or vulnerable to loss or theft.

3. Responsibility

The Department Heads shall be responsible for administering the policy and related regulations and procedures.

The Department Head is responsible for custody and control of assets assigned to the applicable department/facility.

The City Administrative Assistant is responsible for coordinating asset audits and physical inventories with the department head as well as recording capital asset acquisitions, transfers, and disposals.

4. Tagging and Identifying Assets to be Inventoried

Reason to Tag - To identify assets in the inventory as belonging to the organization.

What to Tag - All furniture and equipment with a replacement value above \$1,000 must be tagged, including, but not limited to:

- Furniture
- Computers and Laptops (if over \$1,000)
- Audio Visual Equipment (if over \$1,000)
- Other equipment above \$1,000 such as kitchen, health and fitness, or office machines

Controlled Assets - Include assets that are sensitive, portable, or prone to theft.

When to Tag - All items shall be tagged upon receipt.

When Not to Tag - When impractical or impossible. Reasons not to mark are, but are not limited to, when the item:

- Has a unique, permanent serial number usable for identification, security, and inventory control (such as vehicles);
- Would lose significant historical or resale value if marked; and,
- Would have its warranty negatively impacted if permanently marked.

5. Method for Marking

Additions to Fixed Assets - In order to maintain accurate asset records, when receiving a new asset into the organization, the first step is to determine if the asset should receive a property tag. Any item that the cost exceeds \$1,000 and has a life greater than one year should be tagged. Once an asset has been labeled, it needs to be recorded. The Asset Information Form is used to reporting all adjustments required in the Fixed Asset Master File. When receiving a new asset, fill out the form (attached). The Asset Information Form shall be completed in entirety and forwarded to the administrative assistant with the invoice and purchase order.

6. Transfer of Assets

In order to maintain accurate asset records, asset transfers shall be recorded promptly. A permanent transfer is one that has no current plans of return.

The department head transferring equipment will complete an Asset Information Form.

7. Disposition of Assets

In order to maintain accurate asset records, asset disposals shall be recorded promptly. These records shall reflect whether the items have been traded in, sold, stolen, or destroyed. The department head will submit items to the City Council for approval for disposal. Asset Information Form should be completed for each requested item.

8. Conducting Physical Inventory

A physical inventory will be conducted annually for all assets that are able to be inventoried.



City of Farmington Asset Information Form

Department: _____ Date: _____

Asset General Information: _____

Capital Outlay Asset (Equal or greater than \$1,000): _____

Small & Attractive Asset: _____

Description: _____

Model #: _____ Serial #: _____

Invoice Date: _____ PO#: _____ Vendor: _____

Purchase Price (receipt attached): _____

Expenditure Acct: _____

Status of Asset: New/Used Donation Other Federal Grant

Intra-City Transfer: Yes No

Transfer to:	
Transfer from:	

Disposition of Asset:

Auction/Bid:		Value \$
Disposed of:		Value \$
Sold to:		Value \$
Trade/Donated		Value \$

Equipment Replacement:

Replaces tag #	
----------------	--

Lost or Stolen: Stolen Lost

Department Head _____ Date _____

Agenda Item 12



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

Memo

To: Farmington City Council
From: Mayor Ernie L Penn
Re: Salary for a Full Time Mayor in 2019 – Resolution 2018-06
Date: September 10, 2018

Recommendation

Increase the salary to \$72,000 per year beginning January 1, 2019 – Resolution 2018-06.

Background

The City of Farmington has been discussing having a full time Mayor for the past several years. In the 2018 budget, we allocated a salary of \$72,000 for a full time Mayor and the full City Council approved the presented budget which included that salary. The current ordinance for the Mayor's salary has a range of \$36,000 to \$72,000. The Mayor's salary is set by resolution of the City Council: Resolution 2018-06.

Discussion

The salary for the Mayor should be based on several factors, which include but are not limited to: number of years of experience in city government, management background, education, and financial knowledge or expertise.

In our past discussions with Legislative Audit, we have made the commitment to have a full time Mayor which would give us the additional staff to provide the oversight needed to segregate duties with regard to finance. If this is not accomplished, it will continue to be a comment through our audit process. In our recent exit interview for 2017 audit, the Auditor expressed that having a Mayor with a financial background would be an asset for the City.

I have been in Banking for 42 years and have 20 years of Municipal Government experience, 4 years as Council Member and 16 years as Mayor. I have a BSBA from the U of A. In the past 12 years, (2006 -2017) our city sales tax has increased by 288%. I recently received a letter of congratulations from Congressman Steve Womack regarding our growth under my leadership. With the continued growth in our City and the numerous projects in process, it is time for the Mayor's position to be full time and paid accordingly.

Budget Impact

The salary is in the current 2018 budget and would be carried forward in the 2019 budget.

RESOLUTION NO. 2019-06

A RESOLUTION APPROVING THE SALARY OF THE OFFICE OF
THE FARMINGTON CITY MAYOR COMMENCING JANUARY 1, 2019

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
FARMINGTON, ARKANSAS:

Section 1: That the City Council of the City of Farmington, Arkansas adopted Ordinance No. 2014-16 on November 10, 2014 to establish the salary of the office of the Farmington City Mayor. The salary of the mayor shall not be less than \$3,000 per month and shall not exceed \$6,000 per month, with said amount to be determined by the Farmington City Council and adopted by resolution.

Section 2: That the City Council of the City of Farmington, Arkansas hereby authorizes a salary of \$6,000 per month for the office of the Farmington City Mayor, commencing January 1, 2019.

PASSED AND APPROVED this 10th day of September, 2018.

APPROVED:

By: _____
Ernie Penn, Mayor

ATTEST:

Kelly Penn, City Clerk

Agenda Item 13



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

August 30, 2018

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

Mayor Ernie Penn
City of Farmington
P.O. Box 150
Farmington, AR 72730

RE: Recommendation for Contractor Selection
New Public Works Facility
380 N. Broyles Street
Farmington, AR 72730

Dear Melissa and Ernie;

We have reviewed all bids received on August 23, 2018 for this project and recommend that Southern Building Services be awarded the Contract for construction for this facility.

We have checked their license status with the State Contractors Licensing Board and they have no outstanding issues and are current with their registration. Based on this and their low bid for the aforementioned facility and based on the Contractor's Qualification Statement they have submitted, we feel they will provide a quality job for the City of Farmington.

Attached please find our Bid Tabulation Form showing all bids received together with a copy of their qualification statement submitted. If you have any questions, please let us know.

Upon approval by the City Council to proceed, we will issue a Notice of Intent to Award and request that certificates of insurance and Performance and Payment Bond be remitted to you along with a draft contract for construction.

Respectfully,
Key Architecture, Inc.

James T. Key, President



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

Bid Tabulation Form

Project: New Farmington Public Works Building
 380 N. Boyles St.
 Farmington, AR 72730
 Owner: City of Farmington

Date: August 23, 2018
 Time: 2:00 PM

GENERAL CONTRACTOR	CONTRACTOR'S LICENSE NUMBER	# OF DAYS	APPENDIX RECEIVED		BASE BID	UNIT PRICES				PLUMBING CONTRACTOR	ELECTRICAL CONTRACTOR	ROOFING AND SHEETMETAL	METAL BUILDING ERECTOR		
			# 1	# 2		# 3	# 4								
SOUTHERN BUILDING SERVICES, INC. 5% Bond? Y	0093000419	150	Y	Y	\$973,700	\$50/ft deduct \$70/ft add	\$5/ft deduct \$10/ft add			\$250/cy	\$18/cy	Allied Plumbing	Hill Electric	Southern Building Services, Inc.	Southern Building Services, Inc.
COYLE ENTERPRISES, INC. 5% Cashier Check	0141140419	130	Y	Y	\$998,364	\$400/ft deduct \$400/ft add	\$24/ft deduct \$24/ft add			\$500/cy	\$25/cy	Kimbel Mechanical	Hill Electric	Quality Metal	Elite Steel
Don Peters Construction 5% Bond? Y	0069930419	150	Y	Y	\$1,037,273	\$0/ft deduct \$0/ft add	\$0/ft deduct \$0/ft add			\$250/cy	\$16.75/cy	Multicraft	Barnett Electric	ANDCO	ANDCO
DELKE CONSTRUCTION COMPANY 5% Bond? Y	0220000519	195	Y	Y	\$1,042,308	\$0/ft deduct \$7,500/ft add	\$0/ft deduct \$6,000/ft add			\$300/cy	\$18/cy	Ready Rooter	Hill Electric	Elite Steel	Elite Steel
Pick-It Construction, Inc. 5% Bond? Y	0140461218	165	Y	Y	\$1,047,300	\$0/ft deduct \$200/ft add	\$0/ft deduct \$20/ft add			\$250/cy	\$17.75/cy	Allied Plumbing	Hill Electric	Elite Steel	Elite Steel
BENCHMARK CONSTRUCTION 5% Bond? Y	0033500519	150	Y	Y	\$1,093,000	\$8/ft deduct \$12/ft add	\$5/ft deduct \$15/ft add			\$500/cy	\$22/cy	Ready Rooter	King Electric	Benchmark Construction	Benchmark Construction
Tri Star Contractors, LLC 5% Bond? Y	0186220319	180	Y	Y	\$1,099,735	\$100/ft deduct \$200/ft add	\$40/ft deduct \$80/ft add			\$175/cy	\$21/cy	I&L Plumbing	Electrical Resources	Tri Star Construction	Tri Star Construction
Ellingson Contracting 5% Bond? Y	0324340319	180	Y	Y	\$1,107,000	\$30/ft deduct \$50/ft add	\$15/ft deduct \$25/ft add			\$300/cy	\$17/cy	Ward and Sons Plumbing	Hill Electric	Elite Steel	Elite Steel
TURN KEY CONSTRUCTION MANAGEMENT, INC. 5% Bond? Y	0186310419	150	Y	Y	\$1,112,327	\$0/ft deduct \$50/ft add	\$0/ft deduct \$40/ft add			\$250/cy	\$21/cy	S&G Plumbing	Dolle Electric	ACI Building systems	Elite Steel
DC SPARKS CONSTRUCTION 5% Bond? Y	0349560319	160	Y	Y	\$1,227,142	\$500/ft deduct \$600/ft add	\$200/ft deduct \$200/ft add			\$600/cy	\$17/cy	S&G Plumbing	Nash Electric	Pinnacle Structures	Elite Steel
R CLINARD CONSTRUCTION & CONSULTING, LLC 5% Bond? Y	0356200519	180	Y	Y	\$1,298,464	\$0/ft deduct \$10/ft add	\$0/ft deduct \$10/ft add			\$250/cy	\$30/cy	Midland Plumbing & Mechanical	Barnett Electric	ACI Building systems	Elite Steel
Cornerstone Construction 5% Bond? Y	0208640519	280	Y	Y	\$1,398,839	\$125/ft deduct \$175/ft add	\$4/ft deduct \$8/ft add			\$250/cy	\$30.95/cy	Allied Plumbing	Hill Electric	Cornerstone Construction	Cornerstone Construction

I, James T. Key, President of Key Architecture, Inc., do hereby certify that the bid information recorded above is accurate and that all information complies with the Contract Document requirements for this Project

James T. Key

Date: 8/29/18

Informational Items



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

City Business Manager Report
September 10, 2018
City Council Meeting

- Mark Cunningham will celebrate 14 years with the City as fulltime Fire Chief this month. Thank him for his service!
- Windgate Subdivision (on Rheas Mill) is complete.
- Hunter Street bridge replacement has begun. We ran into some issues with a waterline.
- By this meeting the Southwinds project should be complete. The street will be closed Thursday and Friday (September 6th & 7th) for final paving.
- Legislative Audit completed our exit interview last week. The report is not public until it is presented to the legislative committee. Once that occurs we will have more information for you.
- Planning Commission is still working on language for the paved parking ordinance.
- Several commercial businesses have recently contacted us about developing along Main Street. We'll let you know more as these situations evolve!
- I have been in contact with Teresa Ray regarding our strategic planning process. All the information has been collated and we will plan to meet again in the next couple weeks to discuss results and next steps.
- At your place you will find the Washington County Environmental Education News. Lots of information is included. Lots of events for participation.

*"Gratitude is riches - Complaint is poverty."
~Doris Day*



2018 FARMINGTON DISTRICT COURT MONTHLY DISTRIBUTION WORKSHEET MONTH OF AUGUST

ADMIN OF JUSTICE FUND	Check #1	Dept. of Finance and Administration	Total for Check # 1	\$4,380.90	Chk#2063
	Check #2	General Fund	Total for Check # 2	\$1,814.85	Chk#2064
	Check #3	Washington County Treasurer (Act 1256)	Total for Check # 3	\$1,532.75	Chk#2065
Total Checks Admin of Justice					\$7,728.50
COURT COST & FINE	Check #4	Administration of Justice Fund			
		CCCR- Court Cost-Criminal		\$1,064.50	
		CCRO-CourtCost Criminal Ordinance		\$80.00	
		CCDRUG-Court Costs - Drug		\$65.00	
		CCDWI-Court Cost DWI		\$535.00	
		CCTR- Court Cost-Traffic		\$3,244.00	
		CCTRO- Court Cost-Traffic Ordinance		\$2,665.00	
		CCSEAT - Court Cost - Seat Belt		\$50.00	
		CCFTPI - Fail to Present Insurance		\$25.00	
		Total for Check # 4 (Chk#3431)			\$7,728.50
	Check #5	General Fund			
		FINE- Fines Collected		\$8,037.45	
		SRFL - Sealing Records Fee - Local		\$25.00	
	NLIFL-No Liability Ins. Fines		\$285.00		
	FTPIPFL- Failure to present Ins Proof 20% Local		\$5.00		
	FTPRLoc-Fines Local		\$315.00		
	Total for Check # 5 (Chk#3432)			\$8,667.45	
Check #6	Court Automation Fund				
	CFEE-Local Court Automation		\$678.50		
	Total for Check # 6 (Chk#3433)			\$678.50	
Check #7	Department of Finance & Administration				
	CFEES - State Court Automation Fee		\$675.00		
	DCSAF - Drug Crime Special Assess Fee		\$50.00		
	DVPPF - Domestic Violence Peace Fund Fee		\$25.00		
	DVSFF - Domestic Violence Shelter Fund Fee		\$5.00		
	FTPRAHP - FTPR Fines - AHP		\$15.00		
	NIFS - New Installment Fee - State		\$1,336.00		
	SRFS - Sealing Records Fee - State		\$25.00		
	Total for Check # 7 (Chk#3434)			\$2,131.00	
Check #8	Arkansas State Treasury				
	FTPFPFS - Arkansas First Respond		\$20.00		
	Total for Check # 8 (Chk#3435)			\$20.00	
Check #9	Washington County Treasurer				
	JBAF - Jail Booking and Admin Fee		\$20.00		
	CJF - County Jail Fee + Warrant Fees		\$1,785.00		
	Total for Check # 9 (Chk#3436)			\$1,805.00	
Check #10	RF - Restitution Fee				
	Walmart Neighborhood Market, Michael Blair CR-16-228		\$55.00		
	Total for Check # 10 (Chk#3437)			\$55.00	
Check #11	RF - Restitution Fee				
	Milissa Parsley, Reschke/TR-17-250		\$25.00		
	Total for Check # 11 (Chk#3438)			\$25.00	
Check #12	RDP - Refund Due Payer				
	Edward Geyer Thomas /TR-17- 659		\$100.00		
	Total for Check # 12 (Chk#3439)			\$100.00	
Check #13	RDP - Refund Due Payer				
	Patrick N. Vafakos TR-18-336		\$145.00		
	Total for Check # 13 (Chk#3440)			\$145.00	
Monthly Total				\$21,355.45	
Year To Date				\$184,815.41	

Kim Bentley, Chief Court Clerk

Ernie Penn, Mayor Date

Graham Nations, District Judge 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

August 2018 Monthly Report for Mayor and City Council

The fire department responded to over 88 calls during the month of August and that is above average for of this year for calls, and that gives us a total of 604 runs for the year to date.

August was a very hot month, but we did receive some good rainfall and that was very beneficial to us for vegetation fires, as well as for house fires. We have been experiencing an increase in car accidents this month. The record shows that our numbers of calls are up because of all the medical calls that we are receiving, and I don't perceive this getting any fewer but increasing in number instead.

We have finish everything that we are required to do for the year except for our pump testing and truck maintenance. We will be doing this sometime in September I hope but we still have to confirm the date with the contractor that does this for us. We usually do this with Robbie Still Services LLC, but I will let you know on this the closer we get to the designated time.

Well school is back in session and so is the traffic that associated with that. The school has closed two buildings on Double springs road and that has helped with the traffic on Double Springs road but it has worsened the problem on Rheas mills road that any emergency vehicle would not be able to respond down this road between 2:45 and 3:30 in the afternoon and from 7:30 to 8:00 in the morning. The Mayor has formed a task force of Brian Hubbard, Brian Law and myself to come up with an solution to this problem, and we plan on doing so.

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

Mark Cunningham
Fire Chief

Farmington Police Dept.

Offenses for Month 8/2017 and 8/2018

9/3/2018 7:13:24 AM



	<u>2017</u>	<u>2018</u>
AGENCY ASSIST	0	1
AGGRAVATED ASSAULT ON A FAMILY OR HOUSEHOLD MEMBER	3	0
ASSAULT ON FAMILY OR HOUSEHOLD MEMBER - 3RD DEGREE / APPREHENSION OF IMMINE	2	4
BATTERY - 2ND DEGREE / INJURE POLICE, FIRE, CODE ENFORCE, CORRECTIONAL IN LINE OF DUTY	0	1
BATTERY - 3RD DEGREE / PURPOSE OF CAUSING INJURY, CAUSES INJURY	1	1
BREAKING OR ENTERING / VAULT, SAFE, REGISTER, SAFETY DEPOSIT BOX	1	0
Breaking or Entering/Vehicle	0	2
BURGLARY, COMMERCIAL	0	2
BURGLARY, RESIDENTIAL	0	3
CARELESS DRIVING	0	2
CRIMINAL MISCHIEF - 1ST DEGREE PROPERTY OF ANOTHER VALUE \$500 OR LESS	0	2
CRIMINAL MISCHIEF - 1ST DEGREE / PROPERTY OF ANOTHER VALUE \$500 OR MORE	0	2
CRIMINAL MISCHIEF - 2ND DEGREE / RECKLESSLY DESTROYS	1	3
CRIMINAL TRESPASS IN OR ON A VEHICLE OR STRUCTURE / PREMISES	0	5
Discharge of Firearm in city	1	0
DISORDERLY CONDUCT	2	3
DISORDERLY CONDUCT / OBSTRUCTS VEHICULAR OR PEDESTRIAN TRAFFIC	0	1
DISORDERLY CONDUCT / UNREASONABLE OR EXCESSIVE BEHAVIOR	0	1
DOMESTIC BATTERING - 3RD DEGREE / PURPOSE OF CAUSING INJURY, CAUSES INJURY	1	2
Drivers License Required		

	<u>2017</u>	<u>2018</u>
	0	1
DRIVING ON SUSPENDED LICENSE		
	4	3
DWI (UNLAWFUL ACT)		
	3	4
DWI - DRUGS (UNLAWFUL ACT)		
	1	0
Excess Speed		
	2	0
FAILURE TO APPEAR		
	11	23
FAILURE TO PAY FINES & COSTS		
	11	23
FLEEING		
	0	1
Following Too Close		
	1	0
FORGERY		
	1	1
FRAUDULENT USE OF A CREDIT CARD / CARD OR ACCOUNT NUMBER ARE FORGED		
	1	0
FRAUDULENT USE OF A CREDIT CARD / CARD OR ACCOUNT NUMBER IS STOLEN		
	1	1
FURNISHING PROHIBITED ARTICLES		
	1	0
INDECENT EXPOSURE		
	1	0
Left of Center		
	1	1
No Proof Insurance		
	1	3
No Tag Light		
	0	1
No Turn Signal		
	1	1
OBSTRUCTING GOVERNMENTAL OPERATIONS / REFUSES TO PROVIDE INFORMATION FOR A		
	1	2
POSSESSING INSTRUMENTS OF CRIME		
	1	0
POSSESSION OF A CONTROLLED SUBSTANCE - MARIJUANA		
	1	3
POSSESSION OF DRUG PARAPHERNALIA		
	1	9
Possession of Drug Paraphernalia		
	1	2

	<u>2017</u>	<u>2018</u>
POSSESSION OF METH OR COCAINE GT 10GM BUT LT 200GM	0	1
POSSESSION OF METH OR COCAINE GT 2GM BUT LT 10GM	1	0
POSSESSION OF METH OR COCAINE LT 2GM	0	3
POSSESSION OF METH OR COCAINE PURPOSE TO DELIVER GT 2GM BUT LT 10GM	0	2
POSSESSION OF SCH IV OR V LT 28GM	1	0
POSSESSION OF SCH VI WITH PURPOSE TO DELIVERY	0	2
PUBLIC INTOXICATION / DRINKING IN PUBLIC	7	8
RECKLESS DRIVING	1	0
RESISTING ARREST - REFUSAL TO SUBMIT TO ARREST / ACTIVE OR PASSIVE REFUSAL	0	4
Run Stop(red) Light	0	2
Tail Lights/Reflectors (Improper)	0	1
TAMPER WITH PHYSICAL EVIDENCE- OBSTRUCT PROSECUTION /DEFENSE FELONY	0	1
TERRORISTIC THREATENING	2	0
THEFT \$1,000 OR LESS - ALL OTHERS	0	4
THEFT \$1,000 OR LESS - FROM BUILDING	0	3
THEFT \$1,000 OR LESS - FROM VEHICLE	0	4
THEFT BY DECEPTION	1	0
THEFT BY RECEIVING	2	1
THEFT OF PROPERTY / ALL OTHER	1	2
THEFT OF VEHICLE VALUED AT \$5,000 OR LESS BUT GREATER THAN \$1,000	0	1
THEFT OF VEHICLE VALUED AT LESS THAN \$25,000 BUT GREATER THAN \$5,000	2	0
UNATTENDED DEATH/NATURAL CAUSES	1	0
VIOLATION OF A PROTECTION ORDER- MISDEMEANOR		

	<u>2017</u>	<u>2018</u>
VIOLATION OF IMPLIED CONSENT	1	0
VIOLATION OF OPEN CONTAINER	0	1
	1	0
Totals:	<hr/> 79	<hr/> 154

Farmington Police Dept.

Tickets Issued by Officer and Month for 2018

9/3/2018 7:13:47 AM

Officer	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Bertorello, James	22	16	17	3	9	23	5	6	0	0	0	0	101
Brotherton, James	11	15	15	17	7	12	0	4	0	0	0	0	81
Catron, Joshua	27	24	28	5	4	51	15	8	0	0	0	0	162
Collins, John	1	0	0	0	0	0	0	0	0	0	0	0	1
Collins, Justin	79	40	53	46	27	67	60	19	0	0	0	0	391
Long, Dustin	25	30	33	5	25	50	10	21	0	0	0	0	199
Mahone, Taron	132	67	107	109	107	97	118	86	0	0	0	0	823
Parrish, Chad	1	0	2	0	0	2	1	0	0	0	0	0	6
Stine, Jacob	0	0	0	0	0	0	0	64	0	0	0	0	64
Talley, Taylor	65	55	41	26	37	32	36	32	0	0	0	0	324
Wilbanks, Johnie	0	4	0	0	3	0	0	3	0	0	0	0	10
Totals:	363	251	296	211	219	334	245	243	0	0	0	0	2162

Permit Report

08/01/2018 - 08/31/2018

Permit #	Permit Date	Site Address	Permit Type	Type of Building	Description of Work	Contractor	Material & Labor	Total Fees
2221	8/31/2018	638 Bison Run	Electric	Residential	Electric for new house	Fast Electric	4,900	\$35.00
2220	8/30/2018	10882 S Appleby	Electric	Residential	Electric for new house	Hill Electric	12,500	\$75.00
2219	8/29/2018	188 Glen	Electric	Residential	Electric for storage building	Smith Services	1,000	\$20.00
2218	8/29/2018	429 Concho	Electric	Residential	Electric for new house	Fast Electric	4,900	\$35.00
2217	8/29/2018	443 Concho	Electric	Residential	Electric for new house	Fast Electric	4,900	\$35.00
2216	8/29/2018	457 Concho	Electric	Residential	Electric for new house	Fast Electric	4,900	\$35.00
2215	8/28/2018	60 E Main	Plumbing/Gas	Commercial	Plumbing for Damon's	SMS Plumbing LLC	51,000	\$264.00
2214	8/27/2018	56 Yukon Way, suite 3	Sign	Commercial	Sign for office		0	\$9.00
2213	8/27/2018	449 La Riata	Building	Residential	re-inspection fee	Riggins Construction	25	\$25.00
2212	8/24/2018	103 Barbara	Plumbing/Gas	Residential	New water line	Murray Plumbing	1,000	\$20.00
2211	8/20/2018	10882 S Appleby	Mechanical	Residential	HVAC for new house	Air Control	11,987	\$70.00
2210	8/15/2018	515 Vista del Valle	Building	Residential	New House	Riggins Construction	244,000	\$892.00
2209	8/15/2018	299 Kelli	Building	Commercial	Magnolia Coffee House	Clinard Construction and Consulting	44,000	\$367.00
2208	8/15/2018	68 E Main	Building	Commercial	Farmington Village, Phase B	Nail Construction	1,240,000	\$5,240.00

2207	8/15/2018	60 E Main	Building	Commercial	New Pavillion	Nall Construction	60,000	\$330.00
2206	8/13/2018	33 E Pitman	Plumbing/Gas	Residential	New sewer line	Morrow Plumbing	2,500	\$25.00
2205	8/13/2018	25 East Main	Plumbing/Gas	Commercial	Adding clean out to existing sewer.	Always Plumbing	1,000	\$20.00
2203	8/8/2018	110 E Main	Mechanical	Commercial	HVAC for bank addition	Advantage Heat and Air	17,325	\$100.00
2202	8/7/2018	10872 Appleby	Mechanical	Residential	HVAC for new house	Comfort Heat and Air	6,200	\$45.00
2201	8/7/2018	10882 S Appleby	Building	Residential	Detached Garage	Home owner	0	\$0.00
2200	8/7/2018	420 Rheas Mill	Building	Residential	Addition to shop	Home Owner	4,000	\$30.00
2199	8/7/2018	670 Bison Run	Building	Residential	New House	Riggins Construction	288,000	\$1,024.00
2198	8/7/2018	10718 S Appleby	Plumbing/Gas	Residential	Plumbing for new house	Jerry's Plumbing	15,000	\$85.00
2197	8/6/2018	429 Concho	Mechanical	Residential	HVAC for new house	Anderson Heating and Air	4,985	\$35.00
2196	8/6/2018	443 Concho	Mechanical	Residential	HVAC for new house	Anderson Heating and Air	4,985	\$35.00
2195	8/6/2018	457 Concho	Mechanical	Residential	HVAC for new house	Anderson Heating and Air	4,985	\$35.00
2194	8/6/2018	506 Concho	Mechanical	Residential	HVAC for new house	Anderson Heating and Air	4,985	\$35.00
2193	8/6/2018	492 Concho	Mechanical	Residential	HVAC for new house	Anderson Heating and Air	3,725	\$30.00

2192	8/6/2018	478 Concho	Mechanical	Residential	HVAC for new house	Anderson Heating and Air	3,725	\$30.00
2191	8/6/2018	673 Arroyo	Mechanical	Residential	HVAC for new house	Anderson Heating and Air	4,985	\$35.00
2190	8/6/2018	649 Arroyo	Mechanical	Residential	HVAC for new house	Anderson Heating and Air	4,985	\$35.00
2189	8/6/2018	456 Concho	Mechanical	Residential	HVAC for new house	Anderson Heating and Air	3,725	\$30.00
2188	8/6/2018	498 Concho	Mechanical	Residential	HVAC for new house	Anderson Heating and Air	4,985	\$35.00
2187	8/3/2018	135 W. Main	Sign	Commercial	Sign for new Car dealership		0	\$40.00
2186	8/3/2018	10872 Appleby	Electric	Residential	Electric for new house	Rob's Electric	10,000	\$60.00
2185	8/1/2018	3991 E Heritage Parkway	Mechanical	Residential	HVAC for new house	Doyle's heating and cooling	19,000	\$105.00
								\$9,321.00

Total Records: 36

9/4/2018

Library
Circulation and Patron Services

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
2018												
Total Circulation	3,657	3,471	3,930	3,945	4,144	4,705	4,640	4,678				
YTD Circulation	3,657	7,128	11,058	15,003	19,147	23,852	28,492	33,170				
Holds Satisfied	684	650	681	661	680	673	765	768				
YTD Hold Satisfied	684	1,334	2,015	2,676	3,356	4,029	4,794	5,562				
PAC Logins	870	784	969	929	821	795	892	806				
YTD PAC Logins	870	1,654	2,623	3,552	4,373	5,168	6,060	6,866				
New Cardholders	39	38	11	22	34	62	33	38				
YTD New Cardholders	39	77	88	110	144	206	239	277				

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
2017												
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

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2018												
Early Literacy Station Users	101	114	134	105	112	126	103	130				
YTD Early Literacy Station Users	101	215	349	454	566	692	795	925				
Users	231	245	235	241	237	256	240	259				
YTD Users	231	476	711	952	1,189	1,445	1,685	1,944				
Device Checkout	0	0	1	2	4	6	2	5				
YTD Device Checkout	0	0	1	3	7	13	15	20				

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2017												
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	34	16	347	23	28				
YTD Color Print Services	28	60	97	131	147	494	517	545				
Copy/Print Services	929	1,420	1,412	2,029	1,389	1,206	1,374	1,670				
YTD Copy/Print Services	929	2,349	3,761	5,790	7,179	8,385	9,759	11,429				
Fax Services	90	71	74	142	94	68	75	128				
YTD Fax Services	90	161	235	377	471	539	614	742				
Notary Services	2	1	2	1	3	8	7	7				
YTD Notary Services	2	3	5	6	9	17	24	31				
Reference Transactions	221	248	346	275	213	273	352	379				
YTD Reference Transactions	221	469	815	1,090	1,303	1,576	1,928	2,307				
Scanning Services	20	14	39	41	15	17	15	65				
YTD Scanning Services	20	34	73	114	129	146	161	226				
Staff Supervised Volunteer Hours	35	33	27	14	9	38	21	5				
YTD Staff Supervised Volunteer Hours	35	68	95	109	118	156	177	182				
Test Proctor	0	0	0	0	0	1	1	1				
YTD Test Proctor	0	0	0	0	0	1	2	3				
2017												
Color Print Services	53	31	24	20	110	40	59	49	14	21	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	9	9	10	9	8				
Community Story Time		51	57	56		131	102					
Craft Fridays						104	8					
Kids Book Club	3	16	14	7								
Kindergarten Story Time		111	226	187		40						
LEGO® Club							72					
Meeting Room Use		7		7	7	7	11	5				
Nonfiction Book Club			1	1	1	1	2	2	2	2		
Painting Class			18									
Summer Reading Club Parties						100	30					
Summer Reading Club Programs						169	86					
Technology Instruction	1	5	3	3	3	3	3	3				
Theater Performance by YAG		34										
Total Monthly Program Attendance	4	232	329	263	53	591	240	13				
Number of Juvenile Programs	1	8	9	8	1	19	12	0				
Number of Young Adult Programs		0	0	0	0	0	0	0				
Number of Adult Programs	1	2	5	2	2	2	2	2				
Number of Non-library Meeting Room Events		1		1	1	1	1	1				

Library
Daily Visitors

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2018												
Visits	2,170	2,183	2,584	2,384	2,358	n/a	2,963	2,500				
YTD Visits	2,170	4,353	6,937	9,321	11,679	11,679	14,642	17,142				
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

Planning Commission Minutes July 23, 2018

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

PRESENT

Gerry Harris
Robert Mann, Chair
Judy Horne
Howard Carter
Matt Hutcherson
Bobby Wilson

ABSENT

Jay Moore
Toni Lindsey

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

2. **Approval of Minutes:** June 25, 2018 Minutes were approved with corrections.

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

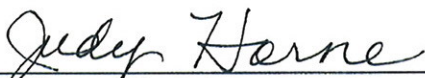
4A. Discussion- Parking Ordinance: Melissa opened with the comment that this ordinance needs to be put in place and that there are a lot of issues for consideration. A property owner has been notified that he needs to adhere to the ordinances. This was given to them four months ago by Steve Tennant. We need to put penalties in place as well as get Steve everything he needs to do this ordinance. Mayor Ernie Penn stated this is the perfect time and that it can be a consistent design standard for properties with Highway 62 frontage. If they don't adhere to the ordinance then a penalty shall be enforced. He wants a consistent parking layout. We need it written to where it holds the property owner accountable. They have a right to a variance. Out in the open materials, equipment and such needs to be enclosed and hid from plain sight. Robert Mann stated that we need to define the areas that need to be paved. The ordinance needs to be written as anything other than green space needs to be paved. Rick Bramall added that they also need to address side roads as well as ingresses and egresses. A worksheet with issues for consideration was given to the commission by Melissa. These are the questions as follows:

1. Will any businesses be grandfathered in? Everyone was in agreeance that no business was going to be exempt from this ordinance.
2. How long do existing businesses get to pave their parking? Robert Mann suggested giving the land owner two to three years to completely get the paving done. Bobby Wilson said we don't want to give them that long to complete it. We should do two years at most. We could split the time up to where at 12 months they have to have half done and then at the two year mark they have to have it completely done. Ernie stated that he was thinking one year to get it done. It was settled that they would do 1 year to complete the paving. They can receive a 6 month extension only if they have work done. They must come before the Planning Commission to be granted the extension.
3. If a new business goes into an existing location do we want the ordinance to go into effect immediately? Yes the paving ordinance will come into place as well as the schedule outlined in the ordinance. They also agreed anything that they park, drive or store on must be paved.
4. Do we consider offering the services of a contractor and potentially try to negotiate a price for a number of areas at once? Yes. Matt Hutcherson stated that this may bring more participation from the property owners if we can get a contractor that will do all of it and get a set price for all of these areas. Ernie concurred with this statement.

5. Do we invite the effected property owners, specifically, to a meeting to discuss the ordinance? Melissa suggested that we send a letter informing them that a new ordinance will be put into effect that will have an impact on their property. She said that the Commission could just invite them the to the Public Hearing regular meeting. Matt stated that he would like to have a meeting before the Public Hearing. Robert stated that could invite them to the work session to talk about it before hand. They could just open the floor like in the Public Hearing.
6. Should we tonight set a public hearing for the review for this ordinance for the August Planning Commission meeting? Public Hearing set for September and a work session for August to discuss with the property owners and discuss the ordinance further.
7. What areas specifically need to be paved and how do we decide how much area. Do we include all our door storage as an area needing to be paved?
8. Do we only ask that areas used as client/visitor parking be paved? Do areas used for employee parking need to be paved? Yes. They both need to be paved.
9. Does any area with gravel need to be hard surfaced regardless of the use? Yes. Ernie stated that it depends on the business if they need a social surface.
10. If outdoor storage is screened does it need to be paved? Yes. If needs anything changed must get a variance.
11. Are there any situations where unpaved parking would be considered? Robert stated that in special events this would be a case where unpaved parking would be considered.
12. What is the penalty if parking is not paved within the allotted time? There would be a couple of considered penalties which would be ticketing, attaching liens or putting a hold on taxes.
13. How is the penalty enforced? Steve said that he would have to look into the penalties as well as ways to enforce them.
14. Is this only on Main Street or does it cover any area with a business? The area that has Highway 62 frontage is the priority but all businesses are subject to the new ordinance.

4B. Discussion- Design Standards for Commercial Buildings: Judy Horne suggested that they take it home to read and then next meeting they would discuss it.

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



Judy Horne - Secretary



Robert Mann - Chair