



Regular Meeting of the Board of Directors

City of Texarkana, Arkansas

216 Walnut Street

Agenda - Monday, September 16, 2024 - 6:00 PM

Call to Order

Roll Call

Invocation given by Director Steven Hollibush

Pledge of Allegiance led by Animal Care and Adoption Center Director Lenor Teague

CITIZEN COMMUNICATION

A limit of five (5) minutes per person is allotted for citizens to express their concerns to the Board of Directors, with a maximum of fifty (50) minutes reserved for Citizens Communication.

Please fill out a Citizen Communication Card with your name and contact information for the City Clerk's records.

PROCLAMATION(S)

1. Present a proclamation declaring September 17, 2024 as National IT Professionals Day. (CCD)

CONSENT

2. Approval of the minutes of the rescheduled regular meeting September 3, 2024. (CCD) City Clerk Heather Soyars
3. Adopt a Resolution appointing Laura Cowling to the Depository Board. (CCD) City Clerk Heather Soyars
4. Adopt a Resolution to approve a Sub-Recipient Monitoring Policy for sub-grantees of the City of Texarkana, Arkansas, and the Texarkana, Arkansas Police Department. (TAPD) Interim Police Chief Ed Chattaway

REGULAR

5. Consider the following action concerning the clean-up of nineteen (19) nuisance properties:
Conduct a Public Hearing to receive comments regarding certification of certain delinquent taxes.

Adopt a Resolution certifying amount to be put on tax books as delinquent and collected accordingly. (PWD) Building Official Roger Douglas

6. Adopt an Ordinance to prohibit living in any structure designed primarily for the storage of personal property. (PWD-Planning) City Planner Jamie Finley

The applicant requests an emergency clause. An emergency clause requires a separate and distinct vote of the board and is valid only if there is a two-thirds vote of approval by the board. (Hdbk. Const. Amend 7)

BOARD OF DIRECTORS' COMMENTARY

EXECUTIVE SESSION

7. Adopt a Resolution accepting the contract for Tyler Richards as the new City Manager. (BOD)
8. Adopt a Resolution making an appointment to the Airport Authority. (CCD) City Clerk Heather Soyars

NEXT MEETING DATE: Monday, October 7, 2024

ADJOURN

2024 City Calendar

Gateway Farmers Market – Holiday Market – Saturday – November 23rd

Texarkana Rec Center Calendar

Live to the Beat - 9AM-10AM - Monday through Friday

Ageless Grace - Mondays & Thursdays – 2PM - 3PM

The Fabric Shop - Thursdays - 8AM - 2PM

Quilters - Fridays - 9AM - 3PM

Gym Open - Daily - 3PM - 5PM

Dance Fitness - Tuesdays - 6PM & Saturdays - 11AM



CITY OF TEXARKANA, AR

BOARD OF DIRECTORS

AGENDA TITLE:	Approval of the minutes of the rescheduled regular meeting September 3, 2024. (CCD) City Clerk Heather Soyars
AGENDA DATE:	September 16, 2024
ITEM TYPE:	Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Other <input checked="" type="checkbox"/> : Minutes
DEPARTMENT:	City Clerk Department
PREPARED BY:	Heather Soyars, City Clerk
REQUEST:	Approval of meeting minutes.
EMERGENCY CLAUSE:	N/A
SUMMARY:	Approval of meeting minutes
EXPENSE REQUIRED:	N/A
AMOUNT BUDGETED:	N/A
APPROPRIATION REQUIRED:	N/A
RECOMMENDED ACTION:	The City Clerk recommends Board approval.
EXHIBITS:	Meeting minutes.



Rescheduled Regular Meeting of the Board of Directors

City of Texarkana, Arkansas
216 Walnut Street

Minutes - Tuesday, September 03, 2024 - 6:00 PM

Mayor Allen Brown called the meeting to order at 6:00 PM.

PRESENT: Mayor Allen Brown, Ward 1 Director Terry Roberts, Ward 2 Director Laney Harris, Ward 3 Director Steven Hollibush, Ward 4 Director Ulysses Brewer, Ward 5 Director Danny Jewell, and Assistant Mayor Ward 6 Director Jeff Hart.

ALSO, PRESENT: Acting City Manager Tyler Richards, City Attorney Josh Potter, City Clerk Heather Soyars, and Deputy City Clerk Jenny Narens.

Invocation given by Pastor Chris Owens.

Pledge of Allegiance led by Texarkana Regional Airport Director Paul Mehrlich.

CITIZEN COMMUNICATION

Mary McQueen, 708 Pinehurst Street, spoke about citizens in her neighborhood who would leave burn piles unattended.

Pastor Chris Owens, 3614 Garland Avenue, wanted to remind everyone about the City-wide cleanup on Saturday, September 7, 2024.

Bethany Hannah, 600 Pecan Street, asked for help with the homeless people around her house and rental properties.

Pete Cheatham, 1507 Ray Street, wanted to know if the roads in his ward would receive any upgrades. He also wanted to schedule a meeting for his ward with Director Hollibush to have an update on the Tri-State Iron and Metal issue and wanted the grass and tree debris removed from the recent storm.

PRESENTATION(S)

1. Presentation of the City of Texarkana, Arkansas Employee Service Awards. (ADMIN)

Hortense Shivers	TAPD Receptionist	25 Years
James Atkinson	TWU	5 Years
Tyanthony Jones	TWU	5 Years

2. Presentation of the quarterly financial report and the Director's report for the Texarkana Regional Airport Budget. (AIRPORT) Executive Director of Aviation Paul Mehrlich

CONSENT

Director Hollibush made the motion to adopt the Consent agenda, Seconded by Assistant Mayor Hart. The motion carried and the following item was approved:

3. Approval of the minutes of the regular meeting August 19, 2024. (CCD) City Clerk Heather Soyars

REGULAR

4. Resolution No. 2024-67 amended Resolution No. 2024-61, the FY2025 Airport Budget to include the removal of the real estate position. (AIRPORT) Director Paul Mehrlich

After a brief discussion, the motion to adopt the resolution made by Assistant Mayor Hart, Seconded by Director Hollibush.

Voting Yea: Mayor Brown, Director Roberts, Director Hollibush, Director Brewer, Director Jewell, and Assistant Mayor Hart.

Voting Nay: Director Harris.

The motion carried 6-1 and the Mayor declared the resolution adopted.

5. Resolution No. 2024-68 approved the Texarkana Water Utilities (TWU) FY2024-2025 Budget. (TWU) Executive Director Gary Smith and Finance Director Tricia Briggs

After a brief discussion, the motion to adopt the resolution made by Assistant Mayor Hart, Seconded by Director Roberts.

Voting Yea: Mayor Brown, Director Roberts, Director Harris, Director Hollibush, Director Brewer, Director Jewell, and Assistant Mayor Hart.

The motion carried 7-0 and the Mayor declared the resolution adopted.

BOARD OF DIRECTORS' COMMENTARY

Director Harris made mention about houses being torn down and wanted to know if the City would be able to hire a person to run a housing program.

Assistant Mayor Hart wanted to give a reminder about the City-wide clean-up this weekend starting at 7AM.

CITY MANAGER REPORT

Acting City Manager Tyler Richards said he and Interim Police Chief Chattaway had a positive meeting with the Police Department last week and hoped for a great turn out tonight for the civil service promotional exams.

EXECUTIVE SESSION

The Mayor requested an Executive Session to discuss City Manager applicants. The Board entered into Executive Session at 6:54 PM.

The Mayor reconvened the meeting at 7:25 PM.

Director Hollibush made a motion to enter into contract negotiations with Tyler Richards for the City Manager position, Seconded by Director Brewer.

Voting Yea: Mayor Brown, Director Roberts, Director Harris, Director Hollibush, Director Brewer, Director Jewell, and Assistant Mayor Hart.

The motion carried 7-0 and the Mayor declared the Board would enter into contract negotiations with Tyler Richards.

NEXT MEETING DATE: Monday, September 16, 2024

ADJOURN

Motion to adjourn made by Director Hollibush, Seconded by Assistant Mayor Hart.

Voting Yea: Mayor Brown, Director Roberts, Director Harris, Director Hollibush, Director Brewer, Director Jewell, and Assistant Mayor Hart.

The motion carried 7-0 and the meeting adjourned at 7:27 PM.

APPROVED this the 16th day of September 2024.

Jeff Hart, Assistant Mayor

Heather Soyars, City Clerk



CITY OF TEXARKANA, AR

BOARD OF DIRECTORS

AGENDA TITLE:	Adopt a Resolution appointing Laura Cowling to the Depository Board. (CCD) City Clerk Heather Soyars
AGENDA DATE:	September 16, 2024
ITEM TYPE:	Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Other <input type="checkbox"/> : _____
DEPARTMENT:	City Clerk
PREPARED BY:	Heather Soyars
REQUEST:	Make appointment to the Depository Board.
EMERGENCY CLAUSE:	N/A
SUMMARY:	A vacancy exists on the Depository Board. The Depository Board designates depositories and supervises the depositing of all city funds. The Board consists of the Mayor, City Clerk and Finance Director.
EXPENSE REQUIRED:	N/A
AMOUNT BUDGETED:	N/A
APPROPRIATION REQUIRED:	N/A
RECOMMENDED ACTION:	Make appointment to the Depository Board.
EXHIBITS:	Resolution

RESOLUTION NO. _____

WHEREAS, a vacancy occurred on the Depository Board when Finance Director Tyrhonda Henderson resigned; and

WHEREAS, the Depository Board designates depositories and supervises the depositing of all city funds; and

WHEREAS, the Depository Board consists of the Mayor, City Clerk, and Finance Director;

NOW, THEREFORE, BE IT RESOLVED, that Interim Finance Director Laura Cowling is hereby appointed to the Depository Board.

PASSED AND APPROVED this 16th day of September 2024.

Jeff Hart, Assistant Mayor

ATTEST:

Heather Soyars, City Clerk

APPROVED:

Joshua L. Potter, City Attorney



CITY OF TEXARKANA, AR

BOARD OF DIRECTORS

AGENDA TITLE: Adopt a Resolution to approve a Sub-Recipient Monitoring Policy for sub-grantees of the City of Texarkana, Arkansas, and the Texarkana, Arkansas Police Department. (TAPD) Interim Police Chief Ed Chattaway

AGENDA DATE: September 16, 2024

ITEM TYPE: Ordinance Resolution Other : _____

DEPARTMENT: Texarkana, Arkansas Police Department

PREPARED BY: Ed Chattaway, Interim Police Chief

REQUEST: Approval and resolution to adopt a Sub-Recipient Monitoring Policy for sub-grantees of the City of Texarkana, Arkansas, and the Texarkana, Arkansas Police Department.

EMERGENCY CLAUSE: N/A

SUMMARY: A Sub-Recipient Monitoring Policy is required by the Edward Byrne Memorial Fund (Local JAG Grant). TAPD applies for this grant then sub-grants a portion of the funding to the Miller County Sheriff's Office and it is necessary and prudent to have a policy in place to formalize the responsibilities of each party in the agreement. Proof of this documentation is also required by the Grant in order to qualify for current and future funding. We have drafted a document that will fit the criteria required and submitted this as an Exhibit to the agenda item.

EXPENSE REQUIRED: N/A

AMOUNT BUDGETED: N/A

**APPROPRIATION
REQUIRED:** N/A

**RECOMMENDED
ACTION:**

EXHIBITS: Resolution and Sub-Recipient Monitoring Policy Proposal (reviewed by City Attorney Josh Potter)

RESOLUTION NO. _____

WHEREAS, The City of Texarkana, Arkansas, and the Texarkana, Arkansas Police Department (TAPD) are recipients of the Edward Byrne Memorial Fund Local JAG Grant; and

WHEREAS, TAPD sub-grants a portion of the funding to the Miller County Sheriff's Office; and

WHEREAS, it is necessary and prudent to have a Sub-Recipient Monitoring Policy in place to formalize the responsibilities of each party in the agreement and is required by the Grant to qualify for current future funding;

NOW, THEREFORE, BE IT RESOLVED, that the proposed Sub-Recipient Monitoring Policy is hereby approved and adopted.

PASSED AND APPROVED this 16th day of September 2024.

Jeff Hart, Assistant Mayor

ATTEST:

Heather Soyars, City Clerk

APPROVED:

Joshua L. Potter, City Attorney

Sub-recipient Monitoring Policy and Procedures

7/15/2024

Sub-recipient Monitoring Policy & Procedures

Policy Statement

The City of Texarkana, Arkansas is responsible for monitoring the programmatic and financial activities of award sub-recipients to ensure proper stewardship of federal and state funds. The following policy, roles, and procedures address responsibilities and assists administrators to ensure that, in addition to achieving performance goals, sub-recipients comply with applicable federal laws and regulations, and with the provisions of grant award special conditions.

Sub-recipient Monitoring Policy

OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR 200) Uniform Guidance, specifically 200.331, requires pass-through entities to evaluate each sub-recipient's risk of noncompliance in order to determine the appropriate monitoring level, monitor the activities of sub-recipient organizations to ensure that the sub award is in compliance with applicable Federal statutes and regulations and terms of the sub award, and verify that sub-recipients are audited as required by Subpart F of the Uniform Guidance. The direct recipient of the federal award is required to provide evidence of due diligence in reviewing the ability of a sub-recipient to properly meet the objectives of the sub award and account for the use of the grantor's funds.

Roles and Responsibilities

The City of Texarkana, Arkansas

1. **Pre-award** - When applying for a federal or state grant where a sub-recipient is identified:
 - Collaborate with the sub-recipient regarding the sub-recipient's application narrative, goals of the sub award, and the sub-recipient's grant budget.
 - Collaborate to establish a draft scope of work.
 - Notify the sub-recipient of the grant award approval or denial.

2. **Post award** – after the Grantor has approved and awarded the grant:
 - Monitor and approve quarterly programmatic progress and ability of the sub-recipient to meet objectives of the sub award.
 - Participate in sub-recipient monitoring training, when available, in coordination with Financial Management and sub-recipient, if necessary.
 - Participate in annual sub-recipient monitoring site visits, if requested.
 - Complete *Attachment 3: Sub-award Monitoring Form*. Which clearly identifies the federal award information for the sub-recipient that includes the following:
 - Federal award number and name of federal grant
 - Sub-recipient name & DUNS number
 - Federal award date
 - Sub award period of performance start and end date
 - Amount of federal funds obligated to the sub-recipient
 - Total amount of federal award to the prime grantee
 - Federal award project description
 - Name of federal awarding agency, prime grant recipient, contact information of the awarding official

- CFDA number
- All requirements imposed by the prime grantee on the sub-recipient so that the federal award is used in accordance with federal statutes, regulations, and the terms and conditions of the grant award.
- Indirect cost rate, if applicable
- Access to the sub-recipient's financial records to meet the requirements of 2 CFR 200.
- Appropriate terms and conditions concerning closeout of the sub award
- Complete the sub-recipient risk assessment, assign a risk rating (*Attachment 1*)
- Review and approval of sub-recipient invoices.
- Coordinate programmatic progress reporting of sub-recipients.

Sub-recipient Monitoring Procedures

Annual risk assessment at award stage

- Perform a search on SAM.gov to determine if the organization has been debarred or excluded from doing business with the federal government. Print the screen shot of the SAM.gov search for the grant/sub-recipient file.
- Review sub-recipient's single audit report (CAFR), if applicable.
- Ensure applicable federal special conditions of grant award are passed down to the sub-recipient by requesting sub-recipient sign a document acknowledging receipt of, and agreement to comply with, the grant award special conditions (*see Attachment 2*).
- Complete *Attachment 1: Award Stage Assessment of Sub-recipient Checklist*, keep in Grant/Sub-recipient file
- Provide to the sub-recipient *Attachment 2: Requirements of Sub-award Documentation* to be submitted by sub-recipient to the Prime Grantee before any expenditures are made.
- Complete *Attachment 3: Subrecipient Monitoring Form*.

Continuous analysis during grant award period

The City of Texarkana, Arkansas will continuously analyze the administrative and programmatic performance of the sub-recipient through the following methods:

- Internal Controls (2CFR 200.303) – Ensure the sub-recipient provides reasonable assurance of sub-recipient compliance with federal statutes, regulations, and the terms and conditions of the federal award:
 - Sub-recipient must return signed acknowledgement of the terms and conditions of the sub award to the prime grantee, if applicable.
 - Sub-recipient must agree to evaluation and monitoring of their compliance with statutes, regulations, and terms and conditions of the sub award by allowing access to sub-recipient records and financial statements, and the performance of on-site reviews of the sub-recipient's program operations.
 - Sub-recipient must take prompt action when instances of noncompliance are identified
 - Sub-recipient must take reasonable measures to safeguard sensitive information consistent with applicable federal state, and local laws.
 - Sub-recipient must participate in programmatic reporting training, when available
- Regular communication with sub-recipient stakeholders.

- Invoice review – ensure invoices are timely, accurate, and contain the appropriate backup documentation to support the expense. For any questionable expense(s), request additional backup from the sub-recipient specific to the charge(s) prior to payment.
- Request financial reports from the sub-recipient that shows: sub award amount, invoice(s) submitted for reimbursement by sub award budget category, and remaining sub award amount after expenses. Ensure cumulative expenses do not exceed the total approved sub award amount and ensure the rate of spend is consistent with the timeline of the project.
- Review of any other financial or non-financial reports required by the sub award such as sub-recipient list of supplies and equipment purchased with grant funds. *(see Attachment 5 for an example)*
- Coordination of sub-recipient budget revision requests, process, submission, and grantor approval..
- Follow up with sub-recipient regarding findings during annual sub-recipient site visit and request sub-recipient’s resolution of site visit findings.
- For high risk sub awards, the following additional steps are required:
 - Request additional supporting detail for all financial invoices and expenses in accordance with the sub award terms and conditions
 - Document and retain communications regarding project performance
 - Further action could include: withholding payments, performing additional site visits, termination of the sub award

Process for closing out subawards

- At 120 days prior to the grant end date, the sub-recipient will be told they have 90 days after the grant end date to liquidate their encumbrance(s). At 120 days prior to the grant end date, the sub-recipient will be requested to provide confirmation via email that sub-recipient will spend the entire subaward and liquidate all encumbrance(s) within the 90 day period after the grant end date.
- All final invoices must be submitted to the Project Director along with a final financial report that shows subaward amount, all invoices reimbursed by the grant, and the amount remaining in subaward.
- The final programmatic report is due during the last quarter of the grant period.
- The following documents are typically required from the sub-recipient for close out by the date specified by the prime grantee:
 1. Final invoice(s)
 2. Final Financial Report
 3. Final Programmatic responses
 4. Final Supplies and Equipment report
- The City of Texarkana, Arkansas will perform a final audit of final invoices, final Financial Reports, and final Programmatic responses and, if necessary, may request additional supporting documentation.

Attachment 1

Award Stage Risk Assessment for Sub-recipient - Checklist

- _____ Performed search of SAM.gov for debarment/exclusion

- _____ Reviewed single audit (CAFR) of sub-recipient organization

- _____ Reviewed sub-recipient single audit (CAFR) recommendations and findings to determine timely and effective resolutions and corrections by sub-recipient organization

- _____ Issued grant award special conditions to sub-recipient and received acknowledgement from the sub-recipient of receipt and agreement for compliance to grant special conditions

Based on my review and sub-recipient's past performance, this sub-recipient is determined to be

_____	_____	_____
Low Risk	Medium Risk	High Risk
_____	_____	
Project Director	Date	

Attachment 2: Sub-Recipient Requirements

Requirements of sub-award documentation to be submitted by sub-recipient:

1. Copy of signed Sub-award Agreement.
2. Signed acknowledgement of receipt of grant award special conditions and agreement to comply with grant award special conditions, if applicable.
3. Financial and progress reports as outlined in the Sub-award Agreement.
4. At grant closeout, within the time frame defined by the prime grantee:
 - a. Final invoice(s)
 - b. Final Financial Report
 - c. Final Programmatic responses
 - d. Final Supplies and Equipment report see *Attachment 5 for example*)

By signing below, I agree to provide all documents listed above, and additional documentation if needed, to the prime grantee by the date requested by the prime grantee.

Sub-awardee Representative

Date

Attachment 3: SUBRECIPIENT MONITORING FORM

This form will be considered valid for three (3) years from the date of signature by your organization’s Authorized Official.

SECTION A: SUBRECIPIENT INFORMATION	
Legal Name:	DUNS # (Dun & Bradstreet):
Organization’s Address (Include ZIP Code + 4 or other postal code):	Congressional District (if in U.S.):
Performance Site Address (if different from above): Include ZIP Code +4 or other postal code:	Congressional District (if in U.S.):
What is the subrecipient’s classification? (Check only if applicable)	
<input type="checkbox"/> Large Business <input type="checkbox"/> Veteran-Owned <input type="checkbox"/> Small Business <input type="checkbox"/> Government Entity <input type="checkbox"/> Historically Black College I University <input type="checkbox"/> Small Disadvantaged Business <input type="checkbox"/> Tribal <input type="checkbox"/> Historically Underutilized Business Zone <input type="checkbox"/> Woman-Owned <input type="checkbox"/> Volunteer Organization <input type="checkbox"/> Minority Institution/Owned	
Domestic Organizations:	International Organizations:
Federal Employer Identification Number Registered in CCR? <input type="checkbox"/> Yes <input type="checkbox"/> No Expiration Date: _____ CAGE Code: (Commercial and Government Entity)	NAIS Code: (North American Industry Classification System) (NCAGE) Code:

Executive Compensation (complete when collaborating on a U.S. federal project only):

- Yes No During the previous fiscal year my organization received eighty percent (80%) or more of its annual gross revenues in federal awards AND twenty-five million dollars (\$25M) or more in annual gross revenues from federal awards.
- Yes No My organization regularly reports information on the compensation of its senior executives in response to section 13(a) or 15 (d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78(d) or section 6104 of the Internal Revenue Code of 1986?

Name of Subrecipient Project Director/PI (Required): _____

Phone: _____ **Email:** _____

Amount of Funding Requested by Subrecipient: \$ _____

Cost Sharing Provided by Subrecipient (if applicable): \$ _____

SECTION B: SUBRECIPIENT ELIGIBILITY AND CERTIFICATIONS

1. Please answer the following questions BEFORE completing the rest of the form.

- Yes No Is your organization presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in any Federal department or Agency?
- Yes No Is your organization delinquent on repayment of any Federal debt including direct and guaranteed loans and other debt as defined in OMB Circular A-129, “Managing Federal Credit Programs”?

2. Lobbying (for U.S. federal projects only):

- Yes No My organization certifies that no payments have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this proposed project. (If “No,” attach explanation.)

SECTION B: SUBRECIPIENT ELIGIBILITY AND CERTIFICATIONS

4. Additional Debarment and Suspension Information (check as applicable):

- Yes No Is the project director (or any other employee planning to participate in this project) debarred, suspended or otherwise excluded from or ineligible for participation in federal assistance programs or activities? (If "Yes," attach explanation.)
- Yes No Is the organization presently indicted for, or otherwise criminally or civilly charged by a government entity? (If "Yes," attach explanation.)
- Yes No Has the organization within three (3) years preceding this offer had one or more contracts terminated for default by any federal agency? (If "Yes," attach explanation.)

5. Audit Status / Fiscal Responsibility:

- Yes No Does your organization receive an annual audit in accordance with OMB Circular A-133?

If "Yes", please provide a link:

If "No," please indicate why your organization is not subject to A-133 audit requirements:

- My organization is a non-profit that expended less than \$500,000 in U.S. federal funds during our previous fiscal year.
- My organization is a foreign entity.
- My organization is a for-profit entity.
- My organization is a U.S. government entity.

If "Yes", respond to the following:

- Yes No Has your organization's A-133 audit been completed for the most recent fiscal year?
- Yes No Were there any findings or exceptions noted? If "Yes" attach an explanation.

Please note: Your most recent A-133 audit report will be requested prior to the establishment of a subaward.

6. Does the Subrecipient have a formal, written personnel policy that addressed the following:

- Pay Rates and Benefits Yes No
- Time and Attendance Yes No
- Leave Yes No
- Discrimination Yes No
- Federally Approved Travel Policy Yes No
- Federally Approved Purchasing System Yes No

SECTION C: AUTHORIZED REPRESENTATIVE APPROVAL

APPROVED FOR SUBRECIPIENT

The information, certifications and representations above have been read, signed and made by an authorized official of the Subrecipient named herein. The appropriate programmatic and administrative personnel involved in this application are aware of agency policy in regard to subawards and are prepared to establish the necessary inter-institutional agreements consistent with those policies. Any work begun and/or expenses incurred prior to execution of a subaward agreement are at the Subrecipient's own risk.

Signature of Subrecipient's Authorized Official

Date: _____

Name and Title of Authorized Official

Email: _____

Phone: _____

Fax: _____

If Subrecipient is owned or controlled by a parent entity, please provide the following information:

Parent Entity Legal Name:

Parent Entity Address, City, State, ZIP+4:

Attachment 4: Sub-award Monitoring Checklist

Below is a sub-award monitoring checklist that satisfies administrative, financial, and programmatic elements of a site Visit

_____ Is prime Grantee in receipt of signed Memorandum of Understanding (MOU), signed acknowledgement of grant special conditions, and signed 'Requirements of sub award documents to be submitted by sub-recipient'?

_____ List of invoices paid under each federal grant and corresponding list of equipment/supplies to be reviewed during the annual site visit provided to sub-recipient?

_____ Are invoices from sub-recipient delayed, inconsistent, failure to provide backup, improperly documented?

_____ Do the sub-recipient's invoices support the goals and objectives of the grant?

_____ Does sub-recipient submit a financial report each quarter that lists invoices paid by the sub award and sub award remaining balance?

_____ Does sub-recipient submit information required for quarterly programmatic progress reports?

_____ Is the sub-recipient's rate of spending appropriate for their progress?

_____ Has the sub-recipient provided a list (inventory) of supplies and equipment purchased with grant funds (*see Attachment 5 for an example*)

_____ Is programmatic performance progressing in an expected manner to support the goals and objectives of the grant?

_____ Are there severe programmatic or administrative issues which will lead to the sub award being terminated?

_____ Does the sub-recipient respond timely to requests for financial, programmatic, budget/scope revision information?

Attachment 5: Grant Supplies Equipment Inventory

Attachment 3
Grant supplies.equip inventory

Example for subrecipient monitoring

FY 15 Justice Assistance Grant		Subrecipient Name: Mecklenburg County Sheriff									
Grant # 2015-DJ-BX-0995											
Description	Serial #	Source/Vendor	Title Holder ID	Acquisition Date	Cost of Property	% Federal Participation in Property Cost	Location	Condition	Disposition Date	Disposition Sale Price	
Meggitt training system for firing range	00009304	Meggitt Training Systems	Mecklenburg County Sheriff	12/18/2015	102,105.00	100%	Jail North	excellent	n/a	n/a	
Hydroponics supplies, fish plants	n/a	Vendor x,y,z	Mecklenburg County Sheriff	3/31/2016	2,500.00	100%	Jail North	excellent	n/a	n/a	
Hydroponics supplies, barrels and lights	n/a	Vendor x,y,z	Mecklenburg County Sheriff	3/31/2016	1,500.00	100%	Jail North	excellent	n/a	n/a	
Hydroponics storage shelves	n/a	Vendor x,y,z	Mecklenburg County Sheriff	3/31/2016	3,400.00	100%	Jail North	excellent	n/a	n/a	



CITY OF TEXARKANA, AR

BOARD OF DIRECTORS

AGENDA TITLE: Consider the following action concerning the clean-up of nineteen (19) nuisance properties:

Conduct a Public Hearing to receive comments regarding certification of certain delinquent taxes.

Adopt a Resolution certifying amount to be put on tax books as delinquent and collected accordingly. (PWD) Building Official Roger Douglas

AGENDA DATE: September 16, 2024

ITEM TYPE: Ordinance Resolution Other : _____

DEPARTMENT: Public Works Department

PREPARED BY: Tracie Lee, Assistant Public Works Director

REQUEST: Certifying amount to be put on tax books as delinquent and collected accordingly

EMERGENCY CLAUSE: N/A

SUMMARY: A resolution to place liens on Miller County tax books to recover cost of removal of overgrowth, trash and debris from nineteen (19) nuisance properties as attached.

EXPENSE REQUIRED: \$0.00

AMOUNT BUDGETED: \$0.00

**APPROPRIATION
REQUIRED:** \$0.00

**RECOMMENDED
ACTION:**

EXHIBITS: Resolution, Invoices to Property Owner's and List of property addresses, legal descriptions, owner's names and address, and amount of liens.

RESOLUTION NO. _____

WHEREAS, notice was given pursuant to Ark. Code Ann. §14-54-904 to the property owners of the properties listed in Exhibit A of a hearing before the Texarkana, Arkansas, Board of Directors to determine the amount of the lien, if any, to be placed on the properties for the expense incurred by the City for removal of overgrowth, trash and debris from nuisance properties of such parcel of real property under the provisions of Ark. Code Ann. §14-56-201. Et seq., and Ark. Code Ann. §14-54-901, et seq., and the *City of Texarkana, Arkansas, Code of Ordinances*, including, without limitation Chapter 11, Article VI; and

WHEREAS, such notice was given pursuant to applicable law more than thirty (30) days prior to the date of the hearing and stated that the hearing on the matter would be before the City Board of Directors on September 16, 2024, commencing at 6:00 p.m. in the Texarkana, Arkansas, Municipal Building Board Room; and

WHEREAS, a hearing on such claim by the City was held this date pursuant said notice and in accordance with the provisions of applicable law and the *City of Texarkana, Arkansas, Code of Ordinances*; and

WHEREAS, the properties at issue, property owners, and lien amounts (with the amount of the lien on each said parcel being the City's incurred expense for such parcel plus 10% penalty as provided by law, including without limitation, Ark. Code Ann. §14-54-904) are listed on Exhibit A attached hereto; and

WHEREAS, the Board of Directors has determined that there should be certified to the Miller County, Arkansas, Tax Collector to be placed on the books as delinquent taxes the amount set forth for each said parcel of real property;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City of Texarkana, Arkansas, that the amounts set forth for each piece of property in Exhibit A are hereby certified to the Tax Collector for Miller County, Arkansas, for placement on the tax books as delinquent taxes on the respective parcels of real property identified and described therein and collected accordingly as provided for by applicable law, including, without limitation, Ark. Code Ann. §14-54-901, et. seq.

PASSED AND APPROVED this 16th day of September 2024.

Jeff Brown, Assistant Mayor

ATTEST:

Heather Soyars, City Clerk

APPROVED:

Joshua L. Potter, City Attorney

EXHIBIT A

<u>ADDRESS, WARD NUMBER AND MILLER COUNTY PARCEL NUMBER</u>	<u>LEGAL DESCRIPTION (PER MILLER COUNTY ASSESSOR, NOT INDEPENDENTLY VERIFIED)</u>	<u>OWNER</u>	<u>COST</u>
820 Laurel Ward 2 Parcel 4410180	Legal: All Lot 8 Block/Lot: 003/008 Subdivision: Odonnell's	Barry, Dante Deshun 5125 Summer Hill Dr Zephyrhills, FL 33542	\$220.00
2124 Walter Ward 2 Parcel 2250130	Legal: All Lot 1 Block/Lot: 003/001 Subdivision: Cuckler's	Fiho, Julio Mancano 111 Pennington St Newark, NJ 07105	\$220.00
1518 Prospect Ward 2 Parcel 1695330	Legal: All Lots 25-26-27 AKA/ Heilbron;s Subd Block / Lot: 001 / 027 Subdivision: Bronway Hgts	Stephens, Howard C Po Box 24897 Tempe, AZ 85285	\$220.00
604 Kirby Ward 2 Parcel 1610290	Legal: All Lots 21 thru 24 & S 6' of lot 25 Block / Lot: 015 / 025 Subdivision: Bramble Highland Park Rev	Guta Lands USA Dept B Po Box 103 Greenland AR 72737	\$220.00
8 Ferguson Ward 2 Parcel 00345100	Legal: N PT Lot 15 & 16 NE SW Block / Lot: NA / NA Subdivision: 29-15S-28W	Donelson, Ben & Hawkins Pearl 2305 E 12th Texarkana AR 71854	\$220.00
1707 Dudley Ward 2 Parcel 00345000	Legal: S PT Lots 15 - 16 NE SW Block / Lot: NA/NA Subdivision: 29-15S28W	PLP Promise Land Properties LLC 1854 W 169th St Unit A Gardena, CA 90247	\$220.00
1409 Dudley Ward 2 Parcel 5410100	Legal: All Lot 3 Block / Lot: 002 / 003 Subdivision: Towery's	Gibson, Odessa Odara 19454 NW 29th Court Miami Gardens, FL 330560	\$220.00
1411 Dudley Ward 2 Parcel 5410110	Legal: All Lot 4 Block / Lot: 002 / 004 Subdivision: Towery's	Johnson-Willis-Hall-Johnson 2208 Grove St Texarkana AR 71854	\$220.00
1819 Dudley Ward 2 Parcel 2710280	Legal: All Lot 16 & S 10' x 40 of alleyway Block / Lot: 002 / 017 Subdivision: Fouke, G W	Howard, Lamarcus 3124 Bettin Dr Forney, TX 75126	\$220.00
1821 Dudley Ward 2 Parcel 2710290	Legal: All Lot 17 & S10' x 40' pf alley way Block / Lot: 002/017 Subdivision: Fouke, G W	Howard, Lamarcus 3124 Bettin Dr Forney, TX 75126	\$220.00
1010 Grape Ward 2 Parcel 3451630	Legal: All Lots 7 thru 10 AKA Martin, A L Subd Block / Lot: 038/ 010 Subdivision: Kirby College	Harris, Standerek 1010 Grape St Texarkana AR 71854	\$220.00

900 Draughn Ward 2 Parcel 1610710	Legal: All Lots 19 & 20 Block / Lot: 021 / 020 Subdivision: Bramble Highland Park Rev	Sheil, Leonard Carraigmore, Parkgarraiffie, Monkstown Cork, Ireland 712 FY9E	\$220.00
2218 Selma Ward 1 Parcel 485490	Legal: All of Lots 10 & 11 Block / Lot: 006 / 011 Subdivision: Scoggins So Side	McAdams, Charles W 2218 Selma Texarkana AR 71854	\$220.00
509 East Ward 2 Parcel 1690030 & 1690031	Legal: All Lot 5 off E Side Vol 216 PG 288 Block / Lot: 001 / 005 Subdivision: Bronway Hgts	Ayala, Zorayda 10202 Forum Park Dr #220 Houston TX 77036	\$220.00
313 East St Ward 2 Parcel 5610450	Legal: All Lot 4 Block / Lot: 011 / 004 Subdivision: Williams SO Side	Laresa, Ray 2451 Oaklawn Dr Texarkana TX 75501	\$220.00
2703 Pearl Ward 2 Parcel 3450300	Legal: All Lot 7 Block / Lot: 007 / 007 Subdivision: Kirby College	Kayastha, Saurav 30 N Cedar Lake Dr E Columbia, MO 65203	\$220.00
2021 Division Ward 2 Parcel 3452310	Legal: All Lots 5 & 6 Block / Lot: 062 / 006 Subdivision: Kirby College	Butler, Phillip & Sam 1215 Rolling Ridge Dr Texarkana AR 71854	\$220.00
603 Orleans Ward 2 Parcel 3090060	Legal: All of Lots 1 & 2 Block / Lot: 002 / 002 Subdivision: Hillcrest	Rogers, Ronald D & Donna 2018 W 7th Texarkana TX 75501	\$220.00
403 Pecan Ward 2 Parcel 1011840	Legal: S/2 of Lots 5 & All of Lot 6 Block / Lot: 044 / 006 Subdivision: Original City	Daniels, Molena Frances 5911 Amber Bay Loop Anchorage, AK 99515	\$220.00



CITY OF TEXARKANA ARKANSAS
DEPARTMENT OF PUBLIC WORKS
216 WALNUT ST 71854-6024
P O BOX 2711 TEXARKANA ARKANSAS 75504-2711
PHONE (870) 779-4971 – FAX (870) 773-2395

INVOICE

May 24, 2024

Barry, Dante Deshun
5125 Summer Hill Dr
Zephyrhills, Fl 33542

Re: **Parcel# 4410180**

This billing is for the mowing/cleaning of the property located at the above legal description, and/or the physical address of **820 Laurel.**

Total: \$200.00

Please make check payable to:

City of Texarkana Arkansas
Public Works Department
P.O Box 2711
Texarkana, Arkansas 75504

If payment is not received within 30 days of billing date this will be turned over to the City Attorney for further action.

Lynn Kilgore
Public Works
Administrative Assistant



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INVOICE

May 24, 2024

Filho, Julio Mancano
111 Pennington St
Newark, NJ 07105

Re: **Parcel# 2250130**

This billing is for the mowing/cleaning of the property located at the above legal description, and/or the physical address of **2124 Walter.**

Total: \$200.00

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INVOICE

May 24, 2024

Stephens, Howard C
C/O Rosemary Haynie
Po Box 24897
Tempe, Az 85285

Re: **Parcel# 1695330**

This billing is for the mowing/cleaning of the property located at the above legal description, and/or the physical address of **1518 Prospect.**

Total: \$200.00

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INVOICE

May 24, 2024

**Guta Lands USA
Dept B Po Box 103
Greenland, Ar 72737**

Re: **Parcel# 1610290**

This billing is for the mowing/cleaning of the property located at the above legal description, and/or the physical address of **604 Kirby.**

Total: \$200.00

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INVOICE

May 24, 2024

Donelson, Ben & Hawkins, Pearl
C/O Willie Donelson
2305 E 12th
Texarkana, Ar 71854

Re: Parcel# 00345100

This billing is for the mowing/cleaning of the property located at the above legal description, and/or the physical address of **8 Ferguson.**

Total: \$200.00

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INVOICE

May 24, 2024

PLP Promise Land Properties LLC
1854 W 169th St Unit A
Gardena, Ca 90247

Re: **Parcel# 00345000**

This billing is for the mowing/cleaning of the property located at the above legal description, and/or the physical address of **1707 Dudley.**

Total: \$200.00

Please make check payable to:

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Texarkana, Arkansas 75504

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216 WALNUT ST 71854-6024

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INVOICE

May 24, 2024

Gibson, Odessa Odara
19454 NW 29th Court
Miami Gardens, FL 330560

Re: Parcel# 5410100

This billing is for the mowing/cleaning of the property located at the above legal description, and/or the physical address of **1409 Dudley.**

Total: \$200.00

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INVOICE

May 24, 2024

Johnson-Willis-Hall-Johnson
2208 Grove St
Texarkana, Ar 71854

Re: **Parcel# 5410110**

This billing is for the mowing/cleaning of the property located at the above legal description, and/or the physical address of **1411 Dudley.**

Total: \$200.00

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INVOICE

May 24, 2024

Howard, Lamarcuse
3124 Bettin Dr
Forney, Tx 75126

Re: **Parcel# 2710280**

This billing is for the mowing/cleaning of the property located at the above legal description, and/or the physical address of **1819 Dudley.**

Total: \$200.00

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INVOICE

May 24, 2024

Howard, Lamarcuse
3124 Bettin Dr
Forney, Tx 75126

Re: **Parcel# 2710290**

This billing is for the mowing/cleaning of the property located at the above legal description, and/or the physical address of **1821 Dudley.**

Total: \$200.00

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INVOICE

May 24, 2024

Harris, Standerek
1010 Grape St
Texarkana, Ar 71854

Re: **Parcel# 3451630**

This billing is for the mowing/cleaning of the property located at the above legal description, and/or the physical address of **1010 Grape.**

Total: \$200.00

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INVOICE

June 7, 2024

Sheil, Leonard
Carraigmor, Parkgarriffe, Monkstown
Cork, Ireland 712 FY9E

Re: **Parcel# 1610710**

This billing is for the mowing/cleaning of the property located at the above legal description, and/or the physical address of **900 Draughn.**

Total: \$200.00

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PHONE (870) 779-4971 – FAX (870) 773-2395

INVOICE

June 7, 2024

Charles W McAdams
2218 Selma
Texarkana, Ar 71854

Re: **Parcel# 4850490**

This billing is for the mowing/cleaning of the property located at the above legal description, and/or the physical address of **2218 Selma.**

Total: \$200.00

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DEPARTMENT OF PUBLIC WORKS

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PHONE (870) 779-4971 – FAX (870) 773-2395

INVOICE

June 7, 2024

**Ayala, Zorayda
10202 Forum Park Dr #220
Houston, Texas 77036**

Re: Parcel# 1690030 & 1690031

This billing is for the mowing/cleaning of the property located at the above legal description, and/or the physical address of **509 East St.**

Total: \$200.00

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Texarkana, Arkansas 75504

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INVOICE

June 7, 2024

Laresa, Ray
2451 Oaklawn Dr
Texarkana, Tx 75501

Re: **Parcel# 5610450**

This billing is for the mowing/cleaning of the property located at the above legal description, and/or the physical address of **313 East St.**

Total: \$200.00

Please make check payable to:

City of Texarkana Arkansas
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P.O Box 2711
Texarkana, Arkansas 75504

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Administrative Assistant



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PHONE (870) 779-4971 - FAX (870) 773-2395

INVOICE

June 7, 2024

Kayastha, Saurav
30 N Cedar Lake Dr E
Columbia, Mo 65203

Re: **Parcel# 3450300**

This billing is for the mowing/cleaning of the property located at the above legal description, and/or the physical address of **2703 Pearl.**

Total: \$200.00

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PHONE (870) 779-4971 – FAX (870) 773-2395

INVOICE

June 7, 2024

**Butler, Phillip & Sam
1215 Rolling Ridge Dr
Texarkana, Ar 71854**

Re: **Parcel# 3452310**

This billing is for the mowing/cleaning of the property located at the above legal description, and/or the physical address of **2021 Division.**

Total: \$200.00

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PHONE (870) 779-4971 – FAX (870) 773-2395

INVOICE

June 7, 2024

Rogers, Ronald D & Donna
2018 W 7th
Texarkana, Tx 75501

Re: **Parcel# 3090060**

This billing is for the mowing/cleaning of the property located at the above legal description, and/or the physical address of **603 Orleans.**

Total: \$200.00

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Texarkana, Arkansas 75504

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PHONE (870) 779-4971 – FAX (870) 773-2395

INVOICE

June 7, 2024

Daniels, Molena Frances
2911 Amber Bay Loop
Anchorage, Ak 99515

Re: **Parcel# 1011840**

This billing is for the mowing/cleaning of the property located at the above legal description, and/or the physical address of **403 Pecan.**

Total: \$200.00

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Administrative Assistant

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403 Pecan Ward 2 Parcel 1011840	Legal: S/2 of Lots 5 & All of Lot 6 Block / Lot: 044 / 006 Subdivision: Original City	Daniels, Molena Frances 5911 Amber Bay Loop Anchorage, AK 99515	\$220.00



CITY OF TEXARKANA, AR

BOARD OF DIRECTORS

AGENDA TITLE: Adopt an Ordinance to prohibit living in any structure designed primarily for the storage of personal property. (PWD-Planning) City Planner Jamie Finley

The applicant requests an emergency clause. An emergency clause requires a separate and distinct vote of the board and is valid only if there is a two-thirds vote of approval by the board. (Hdbk. Const. Amend 7)

AGENDA DATE: September 16, 2024

ITEM TYPE: Ordinance Resolution Other : _____

DEPARTMENT: Public Works/Planning

PREPARED BY: Jamie Finley

REQUEST: Adopt an ordinance (Sec. 83-83) to prohibited living, either permanently or temporarily, in any structure designed primarily for the storage of personal property to include but not limited to, personal belongings, vehicles, equipment or goods for sale. The term “structure” as used in this context shall include but not be limited to, mini-storage warehouses, storage units, storage buildings or storage sheds.

EMERGENCY CLAUSE: YES – people are living there right now

SUMMARY: The Planning Commission recommendation is approval.

EXPENSE REQUIRED: 0

AMOUNT BUDGETED: 0

**APPROPRIATION
REQUIRED:** 0

**RECOMMENDED
ACTION:**

EXHIBITS: Ordinance, Memo to City Manager

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE *CITY OF TEXARKANA, ARKANSAS, CODE OF ORDINANCES*, CHAPTER 28, TO ADD A PROVISION THAT PROHIBITS LIVING IN ANY STRUCTURE DESIGNATED PRIMARILY FOR THE STORAGE OF PERSONAL PROPERTY, AND FOR OTHER PURPOSES

WHEREAS, the City of Texarkana, Arkansas, has had issues with persons living in storage units without water or electricity in violation of International Residential Code and local zoning and residential requirements; and

WHEREAS, the Planning Commission voted to pass an ordinance that prohibits persons from living either permanently or temporarily in any structure designated primarily for the storage of personal property;

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the City of Texarkana, Arkansas, that the following amendments to Section 28 of the *City of Texarkana, Arkansas, Code of Ordinances*, be adopted:

Section 1: The following is added to the Code as stated:

Sec. 28-83. – Storage facilities

1. Anywhere within the city limits of Texarkana Arkansas, it shall be prohibited from living, either permanently or temporarily, in any structure designed primarily for the storage of personal property to include but not limited to, personal belongings, vehicles, equipment or goods for sale. The term “structure” as used in this context shall include but not be limited to, mini-storage warehouses, storage units, storage buildings or storage sheds that do not meet the requirements for a residence as stated in the International Residential Code and be in compliance with all zoning and residential requirements of the *City of Texarkana, Arkansas, Code of Ordinances*.

PASSED AND APPROVED this 16th day of September 2024.

Jeff Hart, Mayor

ATTEST:

Heather Soyars, City Clerk

APPROVED:

Joshua L. Potter, City Attorney



CITY OF TEXARKANA ARKANSAS

DEPARTMENT OF PUBLIC WORKS

216 WALNUT ST 71854-6024

P O BOX 2711 TEXARKANA ARKANSAS 75504-2711

PHONE (870) 779-4971 – FAX (870) 773-2395

MEMORANDUM

TO: Tyler Richards, Acting City Manager

FROM: Jamie Finley, City Planner

DATE: September 10, 2024

SUBJECT: Board of Directors Agenda item for 9-16-2024, request to adopt an ordinance to prohibit living, either permanently or temporarily in any structure designed primarily for the storage of personal property to include but not limited to, personal belongings, vehicles, equipment or goods for sale.

REASON FOR REQUEST: Over the past few months, Code Enforcement has received several calls from both private citizens and the TAPD concerning citizens living in storage facilities or structures. This practice is both unsafe and unhealthy and is a detriment to surrounding property. There is currently no ordinance prohibiting such actions.

CONFORMANCE WITH APPLICABLE ORDINANCES AND/OR STATE STATUTES:

The *Arkansas Code of 1987 Annotated (14-56-422B)* requires the following – “All plans, recommended ordinances, and regulations shall be adopted through the following procedure for adoption of plans and regulations:

- (1) (A) The Planning Commission shall hold a public hearing on the plans, ordinances, and regulations proposed under this subchapter.
- (B) Notice of public hearing shall be published in a newspaper of general circulation in the city, at least (1) time fifteen days prior to the hearing.

- (2) Following the public hearing, proposed plans may be adopted, and proposed ordinance and regulations may be recommended as presented, or in modified form, by a majority vote of the entire commission.
- (3) Following its adoption of plans and recommendation of ordinances and regulations, the commission shall certify adopted plans of recommended ordinances and regulations to the legislative body of the city for its adoption.
- (4) The legislative body of the city may return the plans and recommended ordinances and regulations to the commission for further study or rectification, or, by a majority vote of the entire membership, may, by ordinance or resolution, adopt the plans and recommended ordinances or regulations submitted by the commission. However, nothing in this subchapter shall be construed to limit the city board's authority to recall the ordinances and resolutions by a vote of a majority of the council.
- (5) Following adoption by the legislative body, the adopted plans, ordinances, and regulations shall be filed in the office of the City Clerk. The City Clerk shall file, with the county recorder of the counties in which territorial jurisdiction is being exercised such plans, ordinances, and regulations as pertain to the territory beyond the corporate limits.

The required notice was published in the Sunday, August 25, 2024 edition of the Texarkana Gazette.

PLANNING COMMISSION CERTIFICATION:

The Planning Commission met on September 10, 2024, and certified recommendation of the proposed ordinance described previously in this document contingent on review by the City Attorney. Review has been completed and revised ordinance approved. A motion was made by Commissioner Cori Mobbs seconded by Commissioner Randall Hickerson. Motion passed with a roll call vote of 6-0, with one absent.

Anderson Neal	Absent
Anita Pickett	Yes
Chris Owens	Yes
Jason Dupree	Yes
Randall Hickerson	Yes
Boots Thomas, Chairperson	Yes
Cori Mobbs	Yes

BOARD ACTION REQUESTED:

The City Board is requested to approve this ordinance revision.

The *Arkansas Code of 1987 Annotated* requires every ordinance to be read three times before adoption. These three readings may all occur at the same meeting or at the second and third subsequent meetings after the first reading of the ordinance.

PROPOSED STORAGE UNIT ORDINANCE

Sec. 28-83. – Storage facilities

1. Anywhere within the city limits of Texarkana Arkansas, it shall be prohibited from living, either permanently or temporarily, in any structure designed primarily for the storage of personal property to include but not limited to, personal belongings, vehicles, equipment or goods for sale. The term “structure” as used in this context shall include but not be limited to, mini-storage warehouses, storage units, storage buildings or storage sheds that do not meet the requirements for a residence as stated in the International Residential Code and be in compliance with all zoning and residential requirements of the *City of Texarkana, Arkansas, Code of Ordinances*.



CITY OF TEXARKANA, AR

BOARD OF DIRECTORS

AGENDA TITLE:	Adopt a Resolution accepting the contract for Tyler Richards as the new City Manager. (BOD)
AGENDA DATE:	September 16, 2024
ITEM TYPE:	Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Other <input type="checkbox"/> : _____
DEPARTMENT:	Board of Directors
PREPARED BY:	Heather Soyars, City Clerk
REQUEST:	Contract for the new City Manager
EMERGENCY CLAUSE:	N/A
SUMMARY:	Accepting the contract for Tyler Richards as the new City Manager.
EXPENSE REQUIRED:	N/A
AMOUNT BUDGETED:	N/A
APPROPRIATION REQUIRED:	N/A
RECOMMENDED ACTION:	Accept the contract for Tyler Richards as the new City Manager.
EXHIBITS:	Resolution and contract

RESOLUTION NO. _____

WHEREAS, the City of Texarkana, Arkansas, has conducted a thorough search for a new City Manager; and

WHEREAS, Tyler Richards has been selected to fill the position of City Manager; and

WHEREAS, a contract has been negotiated and has been presented to the Board of Directors for acceptance;

NOW, THEREFORE, BE IT RESOLVED, that the Texarkana, Arkansas, Board of Directors hereby accepts the contract for Tyler Richards as the new City Manager.

PASSED AND APPROVED this 16th day of September 2024.

Jeff Hart, Assistant Mayor

ATTEST:

Heather Soyars, City Clerk

APPROVED:

Joshua L. Potter, City Attorney

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4). CITY MANAGER EMPLOYMENT AGREEMENT – ENDING

RESOLUTION NO. _____

WHEREAS, the City of Texarkana, Arkansas, has conducted a thorough search for a new City Manager; and

WHEREAS, Tyler Richards has been selected to fill the position of City Manager; and

WHEREAS, a contract has been negotiated and has been presented to the Board of Directors for acceptance;

NOW, THEREFORE, BE IT RESOLVED, that the Texarkana, Arkansas, Board of Directors hereby accepts the contract for Tyler Richards as the new City Manager.

PASSED AND APPROVED this 16th day of September 2024.

Jeff Hart, Assistant Mayor

ATTEST:

Heather Soyars, City Clerk

APPROVED:

Joshua L. Potter, City Attorney

CITY MANAGER EMPLOYMENT AGREEMENT

THIS AGREEMENT made and entered into as of this 3rd of September 2024, with an effective date of the 3rd day of September 2024, (the "Effective Date"), by and between the City of Texarkana, Arkansas, a municipal corporation, hereinafter referred to as ("City"), and Tyler Richards, hereinafter referred to as ("City Manager"), as follows:

WHEREAS, the City desires to employ the above-named person as City Manager of the City of Texarkana, Arkansas; and

WHEREAS, it is the desire of the Board of Directors (the "Board"), of the City to provide certain salary and benefits and to establish certain conditions of employment for the City Manager's position; and

WHEREAS, the above-named person agrees to employment as the City Manager of the said City under the terms and conditions herein set out;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

Section 1. Employment Commitment by City Manager.

It is mutually agreed by the parties hereto that the City Manager and the Board both desires longer service and continuity in the office of the City Manager. Therefore, the City Manager will not actively seek employment with another organization and thus honor his commitment to the City, and its citizens, so long as this Employment Agreement is in place.

Section 2. Conflict of Interest Prohibition.

(a) The Board agrees that the City Manager shall comply with any and all federal, state, local law, or ordinance in performing his duties hereunder and be guided by the ICMA Code of Ethics as established for City Managers in conducting City business. For and during the term of this Agreement, the City Manager shall not, except for a personal

residence or residential property acquired or held for future use as the City Manager's personal residence, invest in any other real estate or property improvements within the City without the prior written consent of the Board. City Manager will devote full time and effort to the performance of the City Manager's Duties and shall remain in the exclusive employ of the City during the term of this agreement; provided that, with the prior consent of the Board, City Manager may provide professional engineering services to third parties for compensation, provided this action does not interfere with the City Manager performing his duties hereunder. Such services shall only be performed on the City Manager's time off and shall in no way be related to business of the City.

(b) During the term of this Agreement, the City Manager can engage in existing business activities that do not violate Section (2)(a) and Section (2)(c) below.

(c) Other business activities cannot be conducted during business hours or affect the job functions and duties of the City Manager.

Section 3. Duties.

(a) The City Manager is to perform the functions and duties specified in the statutes of the State of Arkansas, and by the ordinances of the City, dealing with the duties and responsibilities of the City Manager and to perform such other functions and duties as the Board may from time to time assign to the City Manager. Without limiting the generality of the above, the City Manager acknowledges receipt of a job description outlining certain, but not necessarily all of the duties and responsibilities of the City Manager position. The City Manager hereby affirms that he is aware of and capable of performing the duties and responsibilities associated with the City Manager position set out herein and in said description.

(b) The City will fiscally support continued membership of professional associations and conferences that are deemed necessary for the job functions as City Manager.

Section 4. Duration, Effective Date, Policy Modification, Waiver, Termination and Resignation.

(a) The above-named person is employed as City Manager for a period of three (3) years commencing on the date this Agreement is signed. This Agreement shall automatically extend for an additional year upon the conclusion of the three (3) year term, and an additional year upon the anniversary date each year thereafter; provided, however, the Board may suspend such extension by resolution adopted and approved on or before the specified anniversary date. The Board may also act by resolution to extend Contract duration in some other manner.

(b) The City may terminate the services of the City Manager at any time, either with or without cause, for any reason or for no reason. Without limiting the foregoing, termination for cause may include, but is not limited to: illegal acts, acts for personal gain, neglect of duty, failure to carry-out the obligations contained in this Agreement or direction given by the Board, willful breach of this Agreement, moral turpitude, and/or misfeasance or malfeasance in office.

(c) The City Manager may resign at any time.

(d) In the event the form of government of the City is changed for any reason, including, without limitation, by a proper vote of the citizens or as otherwise provided by state law or local law, the City Manager shall be deemed to be terminated, with cause, on the date such change in government became effective; provided, however, nothing contained herein shall be deemed or interpreted to prevent or restrict the City's ability to

terminate the City Manager at any time - including in anticipation or before such a change in government.

(e) Any termination or resignation shall be effective immediately (unless otherwise agreed in writing signed by the City Manager and approved by the Board), and any unpaid base salary shall be prorated as of the date such termination or resignation is effective (but paid in the normal course and at the normal time of payroll distribution).

(f) In the event that the Employee, within the first year of commencing their new role as City Manager, determines that the position is not a suitable fit, or the Board determines that the Employee is not meeting the performance expectations of the new role, the Employee may request, in writing, to return to their previous position of Public Works Director/Assistant City Manager. The Employee's return to their previous positions is contingent upon:

1. Availability of the previous position, or a comparable position, at the time of the request.
2. The Board's assessment that the Employee is still qualified to perform the duties of the previous position.

Upon returning to the previous position, the Employee's compensation, benefits, and seniority will revert to the levels in place immediately prior to the commencement of the new role, subject to any City-wide changes that have occurred in the interim. This clause does not guarantee the Employee a right to return to their previous position. It simply provides an option that may be exercised subject to the conditions outlined above. The Employer reserves the right to make the final decision regarding the Employee's return to their previous position. All decisions made by the Employer in this regard shall be considered final and binding.

Section 5. Severance Upon Termination or Resignation.

(a) In the event that the City terminates this Agreement without cause, the City Manager shall be entitled to a severance equal to four (4) months of the annual salary set forth in Section 6 below, which shall be paid by the City installments, in the normal course, and at the normal time of payroll distributions for the four (4) months following the final date of employment.

(b) During the four (4) month severance period the City Manager is entitled to the City's health insurance.

(c) In the event that the City Manager resigns, or the City terminates this Agreement with cause, the City Manager shall not be entitled to any severance.

Section 6. Salary and Reimbursable Expenses.

(a) The City Manager's set annual salary is \$170,000 per year. The City Manager will be reimbursed for specific expenses in addition to their limitations, listed below. In no event, however, shall any such expenses (or annual sum of the same) exceed the budgeted amount in any given year without prior authorization by majority vote of the Board.

(b) The City will provide the City Manager with a laptop computer, software, cell phone, and other reasonable tools required for the City Manager to perform the job and to maintain communication. The City agrees to pay or reimburse City Manager for the actual and incidental costs incurred by City Manager, during travel, in the continuing performance of City Manager's duties under this Agreement. Such actual or incidental costs may include, but are not limited to, gasoline, hotels and accommodations, meals, rental car, and other expenses incurred in the performance of the business of the City. The total amount to be incurred in this manner is to be budgeted in the annual City budget and

may not exceed the budgeted amount without prior authorization by a majority vote of the Board.

(c) The City Manager's duties require him to have the exclusive and unrestricted use of his vehicle at all times during his employment with the City. The City will pay six hundred and no/100 dollars (\$600.00) per month car allowance, which will be included with the last payroll of each month. The City Manager shall be responsible for paying liability, property damage, and comprehensive insurance (at least to the minimum limits required by the laws of the State of Arkansas for private vehicle operation), and for the paying of all operating costs, including fuel, maintenance, and repair of the automobile. The City Manager will indemnify, defend and hold the City harmless from and against any and all claims, including, without limitations, claims for serious bodily injury or death, arising from or relating to the use of his vehicle or vehicles hereunder.

Section 7. Vacation and Sick Leave.

(a) The City Manager shall accumulate vacation time and sick leave at the same rate as other non-civil service City employees. Leave accrual and annual carryover rates will follow the terms set forth in the City's Personnel Policy; provided, however, that the City Manager may not to carryover, accrue or accumulate any vacation, sick, holiday or other leave time or pay in excess of that allowed or permitted to other non-civil service employees without the prior approval of the Board. Notwithstanding any other provision of this Agreement, this Agreement shall not be construed, and the Board does not intend for this Agreement, to superseded, restrict, or limit any leave and benefits that the City Manager has accrued or otherwise secured entitlement from his continuous City employment preceding his appointment as City Manager.

Section 8. Health and Other Insurance.

The City Manager may participate in any insurance plan or plans, if any, offered from time-to-time by the City to non-civil service City employees. Such participation by the City Manager and any corresponding payment of premium(s) shall be on the same terms and conditions as available from time-to-time to other non-civil service employees. Participation in any insurance plan or plans by the City Manager on or after the date of termination or resignation shall be on the same terms and conditions as continuing participation is available, if at all, to other non-civil service employees on the date of the City Manager's termination or resignation.

Section 9. Retirement.

(a) The City Manager may participate in any retirement plan or plans, if any, offered from time-to-time by the City to non-civil service City employees. Such participation by the City Manager and any corresponding contribution by the City shall be on the same terms and conditions as available from time-to-time to other non-civil service employees. In no event shall the City be required to contribute to any retirement plan in conjunction with or in relation to any severance payable to the City Manager hereunder.

Section 10. Residency.

(a) The City Manager represents and warrants to the City that he or she is or will within the time required by applicable law become a resident of the City and will thereafter maintain his or her abode and domicile in said City, will continue to maintain the same within the corporate boundaries of the City during the term of this Agreement.

Section 11. Performance Evaluation.

(a) The Board may provide a performance evaluation of the City Manager from time to time, but no less often than annually on or about the first regularly scheduled meeting of the Board occurring after June 30, of each year (provided, however,

nonoccurrence of an annual review, for any reason, shall not constitute an event of default by the City under this Employment Agreement). The performance review process, at minimum, shall include the opportunity for both parties to (1) prepare a written evaluation, (2) meet and discuss the evaluation, and (3) present a written summary of the evaluation results. If reasonably possible, the final written evaluation should be completed and delivered to the City Manager within sixty (60) days of the evaluation meeting.

(b) Annually, the Board and the City Manager may define such goals and performance objectives as they determine necessary as part of the planning for the fiscal year. Said goals shall be provided in writing to the City Manager. Said goals shall generally be measurable and attainable within the time limitations as specified and the annual operating and capital budgets and appropriations provided. The Board may also specify in writing, in a separate document to the City Manager, other performance improvements that it expects from time to time.

Section 12. Other Terms and Conditions of Employment.

(a) The Board may fix such other terms and conditions of employment as it may determine from time to time relating to the duties and responsibilities of the City Manager, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the state laws regarding the duties and responsibilities of a City Manager, or the City ordinances involving the duties and responsibilities of the City Manager.

(b) In addition to the salary set forth in Section 6 above, the City Manager shall be eligible for certificate pay and longevity pay on the same terms and conditions as may be available from time-to-time to other non-civil service employees.

Section 13. General Provisions.

(a) Except for performance evaluations or other correspondence relating to the City Manager's day-to-day activities, duties, obligations, or personal insurance, payroll, tax or retirement information, any notice required or desired to be given under this Agreement shall be deemed given if in writing acknowledged by the recipient or sent by certified mail, return receipt requested or reputable overnight courier that requires confirmation of delivery to: if to the City: 216 Walnut Street, Texarkana, Arkansas, 71854, Attention: City Clerk; or, if to the City Manager, to the most current address for the City Manager then on file with the City's personnel department.

(b) Any provision herein containing or referencing the Board, or the Board of Directors shall be a reference to the Board of Directors of the City of Texarkana, Arkansas, and a provision hereof requiring the approval or majority vote of the Board of Directors shall mean the approval of a majority the total number of the Board of Directors (and not necessarily a majority of Directors present at a given meeting).

(b) This Agreement contains the entire understanding of the parties. It may not be changed orally but only by an agreement in writing signed by the party against whom enforcement of any waiver, change, modification, extension, or discharge is sought.

(c) Headings in this Agreement are for convenience only and shall not be used to interpret or construe this Agreement or its provisions.

(d) This Agreement may be executed in two (2) or more counterparts, each of which shall be deemed an original but all of which together shall constitute one of the same instruments. Facsimile or photocopies of this Agreement shall have the same force and effect as an original. This Agreement shall be construed and enforced in accordance with the laws of the State of Arkansas.

IN WITNESS WHEREOF, the City of Texarkana, Arkansas, has by Resolution of the Board of Directors caused this Agreement to be signed and executed on its behalf by its Mayor and Board of Directors and duly attested by the City Clerk, and the City Manager has signed and executed this Agreement, both in duplicate, the day and year first above written.

CITY OF TEXARKANA, ARKANSAS

TYLER RICHARDS

Allen Brown, Mayor

Tyler Richards

ATTEST:

Heather Soyars, City Clerk



CITY OF TEXARKANA, AR

BOARD OF DIRECTORS

AGENDA TITLE: Adopt a Resolution making an appointment to the Airport Authority.
(CCD) City Clerk Heather Soyars

AGENDA DATE: September 16, 2024

ITEM TYPE: Ordinance Resolution Other : _____

DEPARTMENT: City Clerk

PREPARED BY: Heather Soyars

REQUEST: Make appointment to the Airport Authority.

EMERGENCY CLAUSE: N/A

SUMMARY: A vacancy exists on the Airport Authority for the unexpired term of Robin Hickerson 05/14/2024----2025.

EXPENSE REQUIRED: N/A

AMOUNT BUDGETED: N/A

**APPROPRIATION
REQUIRED:** N/A

**RECOMMENDED
ACTION:** Make appointment to the Airport Authority.

EXHIBITS: Resolution

RESOLUTION NO. _____

WHEREAS, a vacancy exists on the Texarkana Airport Authority; and

WHEREAS, it is necessary that an appointment be made to fill the vacant position;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the City of Texarkana, Arkansas, that the following appointment is hereby approved:

Applicant

Term

05/14/2024-----2025

PASSED AND APPROVED this 16th day of September 2024.

Jeff Hart, Assistant Mayor

ATTEST:

Heather Soyars, City Clerk

APPROVED:

Joshua L. Potter, City Attorney

CITY OF TEXARKANA, ARKANSAS

Application for Appointment to Citizen Advisory Board or Commission

BOARD OR COMMISSION DESIRED (Please apply for one (1) board or commission per application.)

<input type="checkbox"/>	Advertising & Promotion Commission	<input type="checkbox"/>	Heating & Air Conditioning Board of Review
<input checked="" type="checkbox"/>	Airport Authority	<input type="checkbox"/>	Historic District Commission
<input type="checkbox"/>	Board of Adjustment	<input type="checkbox"/>	Library Board
<input type="checkbox"/>	City Beautiful Commission	<input type="checkbox"/>	Planning Commission
<input type="checkbox"/>	Civil Service Commission	<input type="checkbox"/>	Plumbing Board of Review
<input type="checkbox"/>	Electrical Review Board	<input type="checkbox"/>	Public Facilities Board
<input type="checkbox"/>	Equalization Board	<input type="checkbox"/>	Other: _____

Name: Kyle Bass Home Phone: 903-824-6692

Address: 401 N Rondo Rd, Texarkana, AR 71854 Texarkana Resident Yes No 38 Years

E-Mail Address: kyle@beltinc.com Miller Co. Voter Registration No. 3983956

Employer: Belt Construction, Inc. Work Phone: 870-772-7216

Position: Owner/CEO Cell Phone: 903-824-6692

Education:
College: University of Arkansas-Fayetteville 2yrs High School: Pleasant Grove ISD

Special knowledge or past experience qualifying you for this appointment: (Please feel free to attach resume):

see attached

Other relevant information (civic activities, memberships, etc.):

see attached

References: List the name and phone number of at least one Texarkana resident as a reference, especially any City staff, member of the Board of Directors, or current Committee members who may be contacted on your behalf.

Name: Ray Abernathy, Tyler Richards Phone Number: Ray (903) 826-8214
Tyler (903) 824-7302

Interest: Explain why you are interested in being appointed to this board or commission.

see attached

Experience: Indicate what meeting(s) you have attended of the committee for which you wish to be considered.
n/a

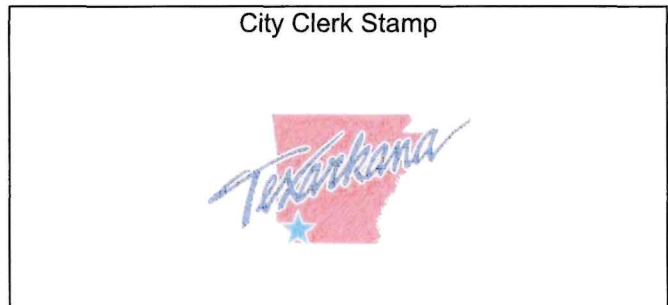
Number of Texarkana, Arkansas Board of Directors Meetings you have attended in the past 12 months: n/a

Please read the statement below and sign your name to indicate your understanding.

I UNDERSTAND MY ATTENDANCE WILL BE REQUIRED AT ALL COMMITTEE MEETINGS AND THE INFORMATION PROVIDED ABOVE IS TRUE AND CORRECT.

Signature of Applicant:  Date Submitted: 8-30-24

Return completed application to:
Heather Soyars, City Clerk
216 Walnut Street (or)
P O Box 2711
Texarkana TX 75504-2711
Phone 870-779-4995
heather.soyars@txkusa.org



Please Note: This application will be on file for one (1) year.

Kyle Bass

401 N Rondo Rd
Texarkana, AR 71854
903-824-6692
kyle@beltinc.com

Special Knowledge or Past Experience

As CEO/Owner of Belt Construction, Inc. for the past 10 years, Kyle Bass directly oversees all aspects of projects including operations and finance. His experience building Belt Construction and multiple other successful businesses combined with his proficient leadership and management style qualifies him as a solid candidate for the Texarkana Regional Airport Authority Board.

Kyle began working in the mechanical and utility construction industry in 1999 for the family business, Dual Construction, Inc. In May of 2014, after serving in every capacity in the family company, including laborer, foreman, superintendent, estimator, project manager, and Vice President, Kyle started his own company, Belt Construction, Inc. Kyle has expanded Belt Construction, Inc.'s operations across Arkansas, Oklahoma, Louisiana, and Texas. Under Kyle's leadership, Belt formed its own fleet of vehicles and equipment to over 250 pieces of equipment and vehicles as well as an in-house maintenance department to maximize productivity. Starting with only seven employees and a small budget, Belt has grown in the past ten years to over 150 full-time employees with an annual revenue of over \$80,000,000.00. Other businesses Kyle owns and operates include Belt Construction of Texas LLC, Kyle Bass Equipment LLC, Legacy Ranch LLC, JSK Equipment LLC, L&N Leasing, LLC, Bass Equipment LLC, and Sewer Tech Inc. Kyle is part owner in JSK Service Holdings, LLC, Stover Inc, and Red River Angus LLC.

Interest in Airport Authority

Kyle's interest in serving on the Texarkana Regional Airport authority centers around his love for flight, airplanes, and business development. His father and grandfather were both pilots and business owners, and his desire to fly and interest in air transportation as well as business development began at an early age. As an active member of AOPA and owner of a G58 Barron he spends a considerable amount of time flying in and out of TXK airport as well as airports across the country. He has the background, knowledge and personal desire to see the Texarkana Regional Airport flourish. His experience with construction management and business management qualifies him as an asset to assist the Airport Authority Board with the expansion of the runway and taxiways as well as other projects using recent funding. As a lifelong resident of Texarkana, Kyle understands the needs and wants of the community, and he will positively impact the growth and development of the Texarkana Regional Airport and understands the goal of making it financially independent.

Kyle and his wife Haylie have been married for almost 20 years and have three children.

Licenses and Certifications

Municipal & Utility Construction - State of Arkansas
Municipal & Public Works Construction - State of Louisiana
Private Pilot License – Single and Multiengine, with instrument rating and type rating in TBM900.

CITY OF TEXARKANA, ARKANSAS

Application for Appointment to Citizen Advisory Board or Commission

(Please type or print clearly)

BOARD OR COMMISSION DESIRED (Please apply for one (1) board or commission per application.)

<input type="checkbox"/> Advertising & Promotion Commission	<input type="checkbox"/> Historical District Commission
<input checked="" type="checkbox"/> Airport Authority	<input type="checkbox"/> Library Board
<input type="checkbox"/> City Beautiful Commission	<input type="checkbox"/> Planning Commission
<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Plumbing Review Board
<input type="checkbox"/> Civil Service Commission	<input type="checkbox"/> Public Facilities Board
<input type="checkbox"/> Electrical Review Board	<input type="checkbox"/> SWAWIB-Southwest Arkansas Workforce Investment Board
<input type="checkbox"/> Heating & Air Conditioning Board of Review	<input type="checkbox"/> Other:

Name: Cori Mobbs Home Phone: 903-748-4163

Address: 6118 Timbercreek Texarkana Resident Yes No 38 Years

E-Mail Address: Cori.mobbs@outlook.com Miller Co. Voter Registration No. _____

Employer: Enhabit Home Health Work Phone: 903-793-0264

Position: OT Cell Phone: 903-748-4163

Education: _____
College: UCA High School: AR High

Special knowledge or past experience qualifying you for this appointment: (Please feel free to attach resume):
resident & I just want to see Texarkana AR thrive

Other relevant information (civic activities, memberships, etc.):

Delta Zeta Sorority

References: List the name and phone number of at least one Texarkana resident as a reference, especially any City staff, City Council, or current Committee members who may be contacted on your behalf.

Name: Jeff Hart Ward 6 Phone Number: _____

Interest: Explain why you are interested in being appointed to this board or commission.

went to Board mtg

Experience: Indicate what meeting(s) you have attended of the committee for which you wish to be considered.

Board mtg & P&Z mtg

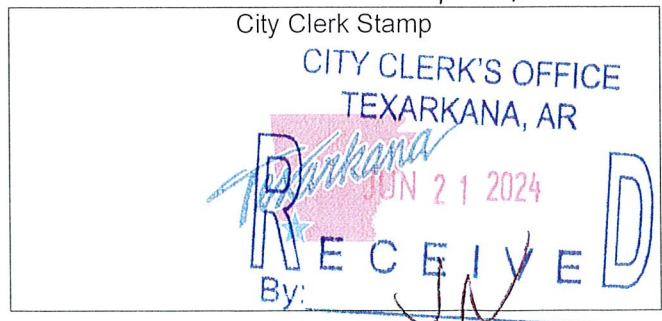
Number of Texarkana, Arkansas Board of Directors Meetings you have attended in the past 12 months: 2

Please read the statement below and sign your name to indicate your understanding.

I UNDERSTAND MY ATTENDANCE WILL BE REQUIRED AT ALL COMMITTEE MEETINGS AND THE INFORMATION PROVIDED ABOVE IS TRUE AND CORRECT.

Signature of Applicant: Cori Mobbs Date Submitted: 6/18/24

Return completed application to:
Heather Soyars, City Clerk
216 Walnut Street (or)
P O Box 2711
Texarkana TX 75504-2711
Phone 870-779-4995 or Fax 870-774-3170



Please Note: This application will be on file for one (1) year.

AIRPORT AUTHORITY

3 – YEAR TERMS

	<u>Appointment</u>	<u>Term Date</u>	<u>Term</u>	<u>Ward</u>
Robin Hickerson 6504 Northern Hills Drive 903-908-1814	Resolution No. 2023-11 Reappointment	05/14/2022----2025	2	6
Ronald Bruce 3601 North Rondo Road 870-571-5997	Resolution No. 2023-37 Appointment	05/14/2023----2026	1	3
Adger Smith 308 Meadows Road 903-824-4924	Resolution No. 2023-37 Appointment	05/14/2023----2026	1	3
Rob Sitterley 6204 Deerfield Drive Texarkana, Texas 75503 At Large Member	Resolution No. 2024-25 Reappointment	05/14/2023----2026	2	
Ray Abernathy 2515 Sugarhill Acres Drive 903-826-8214	Resolution No. 2024-36 Reappointment	05/14/2024----2027	3	6

4 – Members

1 – At Large Member