



## **Rescheduled Regular Meeting of the Board of Directors**

City of Texarkana, Arkansas  
216 Walnut Street

**Agenda - Tuesday, January 21, 2020 - 6:00 PM**

Call to Order

Roll Call

Invocation and Pledge of Allegiance given by Director Steven Hollibush

### **CONSENT**

- [1.](#) Approval of the minutes of the regular meeting January 6, 2020. (CCD)
- [2.](#) Adopt a Resolution authorizing the Depository Board to execute the 2020 depository agreement with Commercial National Bank. (FIN)
- [3.](#) Adopt a Resolution authorizing the City Manager to enter into an agreement with the City of Texarkana, Texas for police CID secretarial services. (FIN)

### **REGULAR**

### **CITIZEN COMMUNICATION**

**NEXT MEETING DATE: Monday, February 3, 2020**

### **ADJOURN**

#### **2020 City Calendar**

**5th Annual Martin Luther King Day Parade - Monday, January 20, 2020**

**29th Annual Black History Parade - Saturday, February 1, 2020**

**13th Annual Run the Line Half Marathon - Sunday, February 16, 2020**

**8th Annual Mardi Gras Parade - Saturday, February 22, 2020**

**Juneteenth Celebration - Saturday, June 27, 2020**

**2nd Annual Party in Pink - Thursday, October 15, 2020**

**Texarkana Race for the Cure - Saturday, October 17, 2020**





## CITY OF TEXARKANA, AR BOARD OF DIRECTORS

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<b>AGENDA TITLE:</b>	Approval of the minutes of the regular meeting January 6, 2020. (CCD)
<b>AGENDA DATE:</b>	January 21, 2020
<b>ITEM TYPE:</b>	Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Other <input checked="" type="checkbox"/> : Minutes
<b>DEPARTMENT:</b>	City Clerk Department
<b>PREPARED BY:</b>	Heather Soyars, City Clerk

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<b>REQUEST:</b>	Approval of meeting minutes.
<b>EMERGENCY CLAUSE:</b>	N/A

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<b>SUMMARY:</b>	Approval of meeting minutes
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<b>EXPENSE REQUIRED:</b>	N/A
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<b>AMOUNT BUDGETED:</b>	N/A
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<b>APPROPRIATION REQUIRED:</b>	N/a
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<b>RECOMMENDED ACTION:</b>	The City Clerk recommends Board approval.
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<b>EXHIBITS:</b>	Meeting minutes.
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## **Regular Meeting of the Board of Directors**

City of Texarkana, Arkansas

216 Walnut Street

**Minutes - Monday, January 06, 2020 - 6:00 PM**

Mayor Allen Brown called the meeting to order.

PRESENT: Mayor Allen Brown, Ward 1 Assistant Mayor Linda Teeters, Ward 2 Director Laney J. Harris, Ward 3 Director Steven Hollibush, Ward 5 Director Barbara S. Miner, and Ward 6 Director Terri Peavy.

ALSO PRESENT: City Manager Dr. Kenny Haskin, City Attorney George Matteson, City Clerk Heather Soyars and Deputy City Clerk Jenny Narens.

ABSENT: Ward 4 Director Travis Odom.

Invocation given by Chamber of Commerce President Mike Malone, guest of Director Laney Harris. Director Harris led the Pledge of Allegiance.

### **PRESENTATION(S)**

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

Mayor Brown acknowledged Charles E. Nelson for 5 years of service with the Public Works Department, William Moss, Jr., and Ryan Bean for 5 years of service with Texarkana Water Utilities.

### **CONSENT**

Motion to approve the Consent Agenda made by Assistant Mayor Linda Teeters, Seconded by Director Hollibush.

The motion carried unanimously, and Mayor Brown declared the Consent Agenda approved. The item approved was:

2. Approval of the minutes of the regular meeting December 16, 2019. (CCD)

### **REGULAR**

#### **CITIZEN COMMUNICATION**

Mike Malone spoke about the upcoming Chamber of Commerce events.

Director Harris announced he was streaming the meeting with Facebook Live.

**NEXT MEETING DATE: Tuesday, January 21, 2020**

**ADJOURN**

Motion to adjourn made by Director Peavy, Seconded by Director Miner.

Voting Yea: Mayor Brown, Assistant Mayor Teeters, Director Harris, Director Hollibush, Director Miner and Director Peavy.

The motion carried 6-0. The meeting adjourned at 6:13 PM.

**APPROVAL** of the minutes on this 21st day of January, 2020.

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Allen L. Brown, Mayor

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Heather Soyars, City Clerk



## CITY OF TEXARKANA, AR BOARD OF DIRECTORS

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<b>AGENDA TITLE:</b>	Adopt a Resolution authorizing the Depository Board to execute the 2020 depository agreement with Commercial National Bank. (FIN)
<b>AGENDA DATE:</b>	January 21, 2020
<b>ITEM TYPE:</b>	Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Other <input type="checkbox"/> : _____
<b>DEPARTMENT:</b>	Finance
<b>PREPARED BY:</b>	TyRhonda Henderson, Finance Director

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<b>REQUEST:</b>	N/A
<b>EMERGENCY CLAUSE:</b>	N/A

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<b>SUMMARY:</b>	This agreement involves a house-keeping measure that requires City Board approval. The Depository Board of the City of Texarkana, Arkansas will execute the attached 2020 local bank depository agreement with Commercial National Bank. The Depository Agreement for Regions Bank was approved by the Board of Directors and executed February 6, 2013. The depository agreement with Bank of the Ozarks was approved by the Board of Directors and executed February 2, 2015. They do not expire until the security interest has been terminated.
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<b>EXPENSE REQUIRED:</b>	\$0
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<b>AMOUNT BUDGETED:</b>	\$0
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<b>APPROPRIATION REQUIRED:</b>	\$0
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<b>RECOMMENDED ACTION:</b>	City Manager and staff recommend Board approval.
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<b>EXHIBITS:</b>	Resolution and local bank depository agreement for Commercial National Bank
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**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, the Depository Agreement for Commercial National Bank has expired; and

**WHEREAS**, the City Manager and staff recommend execution of the 2020 Depository Agreement with Commercial National Bank;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City of Texarkana, Arkansas, that the Depository Board is hereby authorized and directed to enter into a Depository Agreement with Commercial National Bank, and may deposit the funds of the City of Texarkana, Arkansas, pursuant to that agreement and A.C.A. 19-8-101, *et seq.* and 19-8-201, *et seq.*

**PASSED AND APPROVED** this 21<sup>st</sup> day of January, 2020.

\_\_\_\_\_  
Allen L. Brown, Mayor

**ATTEST:**

\_\_\_\_\_  
Heather Soyars, City Clerk

**APPROVED:**

\_\_\_\_\_  
George Matteson, City Attorney

IN THE MATTER OF  
CITY DEPOSITORIES OF THE  
CITY OF TEXARKANA, ARKANSAS

**CONTRACT**

THIS CONTRACT made and entered into at Texarkana, Arkansas, by and between, ALLEN BROWN, Mayor, HEATHER SOYARS, City Clerk, and TYRHONDA HENDERSON, Finance Director of the CITY OF TEXARKANA, ARKANSAS, composing the City Depository Board of the City of Texarkana, Arkansas, hereinafter referred to as the "CITY" and COMMERCIAL NATIONAL BANK OF TEXARKANA, Texarkana, U.S.A., hereinafter referred to as the "BANK".

WITNESSETH:

WHEREAS, the said COMMERCIAL NATIONAL BANK OF TEXARKANA, Texarkana, U.S.A. has been designated by the Bank Commissioner of Arkansas eligible to qualify as a City depository of public funds of the CITY OF TEXARKANA, ARKANSAS, and desires to contract as such depository; and,

WHEREAS, the CITY by proper resolution hereto attached has designated the BANK as a depository for public funds of the CITY OF TEXARKANA, ARKANSAS;

NOW, THEREFORE, it is agreed by and between the parties hereto:

Section 1. That the BANK shall duly and properly perform all of the duties and obligations devolving upon it as a depository of public funds of the CITY OF TEXARKANA, ARKANSAS, under Act No. 21 of the General Assembly of the State of Arkansas in reference to the deposit of public funds, for a period beginning January 15, 2020 and ending January 14, 2021 said BANK agreeing to pay promptly upon presentation all checks lawfully drawn upon said depository by the lawful agents and officials of said CITY authorized and empowered under the laws of the state of the State of Arkansas to withdraw said funds to the amount of said public funds deposited in said depository, and in all things to comply with the laws of the State of Arkansas in reference to the deposit and payment of public funds of city depositories;

Section 2 (A). That the BANK shall at all times provide collateral for the CITY'S deposits to the extent said deposits exceed F.D.I.C. or other depository insurance. Such collateral shall consist of a pledge of securities allowed by Section 4 of Act 61 of 1933 of the General Assembly of the State of Arkansas, as amended. Securities pledged to CITY deposits under this section need not be in the CITY'S name; provided, however, that all pledged securities shall be held by the CITY, an agent of the CITY, or the BANK'S trust department.



Section 2 (B). That the BANK shall provide to the CITY the following information pertaining to the status of CITY deposits as of the last business day of the months of June and December:

- (1) Total deposits on hand
- (2) Total amount of depository insurance on CITY deposits
- (3) Total pledged securities in CITY'S name
- (4) Total pledged securities not in the CITY'S name; and
- (5) Holder(s) of pledged securities.

THIS CONTRACT made and entered into by and between the parties hereto at Texarkana, Arkansas, on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

CITY OF TEXARANA, ARKANSAS

\_\_\_\_\_  
ALLEN BROWN, Mayor

\_\_\_\_\_  
HEATHER SOYARS, City Clerk

\_\_\_\_\_  
TYRHONDA HENDERSON, Finance Director

COMMERCIAL NATIONAL BANK OF TEXARKANA

BY: \_\_\_\_\_

Robert Sanderson, President



## CITY OF TEXARKANA, AR BOARD OF DIRECTORS

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<b>AGENDA TITLE:</b>	Adopt a Resolution authorizing the City Manager to enter into an agreement with the City of Texarkana, Texas for police CID secretarial services. (FIN)
<b>AGENDA DATE:</b>	January 21, 2020
<b>ITEM TYPE:</b>	Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Other <input type="checkbox"/> : _____
<b>DEPARTMENT:</b>	Finance
<b>PREPARED BY:</b>	TyRhonda Henderson, Finance Director

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<b>REQUEST:</b>	N/A
<b>EMERGENCY CLAUSE:</b>	N/A

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<b>SUMMARY:</b>	Board approval is requested for the 2020 agreement with the City of Texarkana, Texas, for the shared position of CID Secretary. This service is provided by a Texarkana, Texas employee, and we pay half of the personnel costs for this position each year. Approval of this contract is recommended. This contract was executed by the City of Texarkana, Texas' City Manager, Shirley Jaster. There is a 4.33% increase associated with this expense.
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<b>EXPENSE REQUIRED:</b>	\$25,934.79
<b>AMOUNT BUDGETED:</b>	\$24,859.00
<b>APPROPRIATION REQUIRED:</b>	\$1,075.79

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<b>RECOMMENDED ACTION:</b>	City Manager and Staff recommend approval of summary above.
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<b>EXHIBITS:</b>	Resolution and Police CID Secretarial Services Contract
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# RESOLUTION NO. \_\_\_\_\_

**WHEREAS**, the City of Texarkana, Arkansas, previously entered into an agreement with the City of Texarkana, Texas, for police CID secretarial services; and

**WHEREAS**, the agreement should be renewed, and the amounts adjusted; and

**WHEREAS**, \$24,859.00 was budgeted for this expense, however, the actual expense is \$25,934.79 with \$1,075.79 appropriation required; and

**WHEREAS**, the City Manager and staff recommend approval.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City of Texarkana, Arkansas, that the City is hereby authorized and directed to enter into an agreement with the City of Texarkana, Texas, for police CID secretarial services in the amount of \$25,934.79 for fiscal year 2020 and, further, that the corresponding appropriation is required.

**PASSED AND APPROVED** this 21st day of January, 2020.

\_\_\_\_\_  
Allen L. Brown, Mayor

**ATTEST:**

\_\_\_\_\_  
Heather Soyars, City Clerk

**APPROVED:**

\_\_\_\_\_  
George Matteson, City Attorney

**THE STATE OF ARKANSAS**

**COUNTY OF MILLER**

**CITY OF TEXARKANA**

**AGREEMENT**

**THIS AGREEMENT** entered into to be effective the 1<sup>st</sup> day of January 2020, by and between the City of Texarkana, Texas (hereinafter called the "Contractor"), and the City of Texarkana, Arkansas, (herein called the "City").

**WITNESSETH**

**WHEREAS**, the Contractor has employed a full time Criminal Investigation Division Secretary/Receptionist; and

**WHEREAS**, the City desires to engage the Contractor's Criminal Investigation Division Secretary/Receptionist to render certain services of a similar nature therewith;

**NOW, THEREFORE**, the parties hereto mutually agree as follows:

1. Scope of Services. The Contractor's Secretary/Receptionist shall, in a satisfactory and proper manner as determined by the City, perform the following service:
  - a. Provide Secretarial/Receptionist services for the Criminal Investigation Division.
2. Time of Performance. The services of the Contractor are to commence January 1, 2020, and continue for a period of one year, at which time the contract may be continued by mutual agreement of both parties.
3. Compensation. The City agrees to pay the Contractor one half of the salary and benefits which shall constitute full and complete compensation for the Contractor's Secretarial/Receptionist services and expenses incurred under this contract. Such sum shall be paid to Contractor upon the receipt of the properly recognized invoice of same by the City and in no case shall the total payment exceed \$25,934.79 for the fiscal billing year of the Contractor.
4. Compliance with Rules and Regulations. It is further agreed that Contractor will abide by all Federal, State, and Local Laws, Ordinances, Rules, and Regulations that are commonly imposed on Secretarial/Receptionist services.

5. Insurance, Other Costs. The Contractor herein agrees to provide adequate insurance limits, and all related employee benefits as prescribed by law for all employees who will act as the Contractor's agent in performing Secretarial/Receptionist services in Texarkana, Arkansas.

**IN WITNESS WHEREOF**, the City and the Contractor have hereunto set our hands on this the \_\_\_\_ day of \_\_\_\_\_, and do hereby affirm and ratify the effective date of this agreement to be the 1<sup>st</sup> day of January, 2020.

CITY OF TEXARKANA, ARKANSAS

\_\_\_\_\_  
City Manager

ATTEST:

\_\_\_\_\_  
City Clerk

CITY OF TEXARKANA, TEXAS

  
\_\_\_\_\_  
City Manager

ATTEST:

  
\_\_\_\_\_  
City Secretary