



Rescheduled Regular Meeting of the Board of Directors

City of Texarkana, Arkansas
216 Walnut Street

Agenda - Tuesday, January 02, 2024 - 6:00 PM

Call to Order

Roll Call

Invocation given by Director Danny Jewell

Pledge of Allegiance led by Bi-State Justice Building Manager Kristine Barron

ASSISTANT MAYOR

1. Adopt a Resolution appointing Director Jeff Hart Assistant Mayor for the term of 1 year. (BOD)
2. Oath of Office for Assistant Mayor Ward 6 Jeff Hart. (BOD)

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.

PRESENTATION(S)

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

CONSENT

4. Approval of the minutes of the regular meeting December 18, 2023. (CCD) City Clerk Heather Soyars
5. Adopt a Resolution approving the Rules of Order and Procedure per ACA 14-43-501, every 1st meeting in January. (CCD) City Clerk Heather Soyars
6. Adopt a Resolution authorizing and directing the City Manager to enter into a renewal agreement with the Texarkana Housing Authority for services of two (2) officers assigned from the Texarkana Arkansas Police Department for special patrols and enforcement operations on Housing Authority properties. (TAPD) Police Chief Michael Kramm

7. Adopt a Resolution authorizing the City Manager to enter into a contract with KAJACS of Little Rock, Arkansas, for the Highway 71 Waterline Relocation Project. (TWU) Executive Director Gary Smith
8. Adopt a Resolution authorizing the City Manager to enter into a contract with RBIS, LLC, for the 12” Sewer Main Rehab Project on East Broad Street and East 3rd Street. (TWU) Executive Director Gary Smith

ACTION ITEMS

9. Adopt an Ordinance to rezone a tract of land located at 4000 Arkansas Boulevard, from C-2 Central Business and M-1 Limited Manufacturing to a Planned Unit Development in order to build a comprehensive multi-purpose campus for Harvest International Ministries. (Ward 3) (PWD-Planning) City Planner Jamie Finley

NON-ACTION ITEMS

BOARD OF DIRECTORS' COMMENTARY

NEXT MEETING DATE: Tuesday, January 16, 2024

ADJOURN

2024 City Calendar

City Holiday - Martin Luther King, Jr. Day - Monday, January 15th

8th Annual Martin Luther King, Jr. Day Parade - Monday, January 15th

Mardi Gras Parade & Festival - Saturday, February 10th

City Holiday - President's Day - Monday, February 19th

Texarkana Rec Center Calendar

Ageless Grace - Mondays – 2PM – 3PM

Gym Open - Mondays, Wednesdays & Fridays – 8AM - 7PM & Saturdays - 8AM – Noon

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



CITY OF TEXARKANA, AR

BOARD OF DIRECTORS

AGENDA TITLE:	Adopt a Resolution appointing Director Jeff Hart Assistant Mayor for the term of 1 year. (BOD)
AGENDA DATE:	January 2, 2024
ITEM TYPE:	Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Other <input type="checkbox"/> : _____
DEPARTMENT:	Board of Directors
PREPARED BY:	Heather Soyars
REQUEST:	Appointment of Assistant Mayor
EMERGENCY CLAUSE:	N/A
SUMMARY:	Appointment of Assistant Mayor per Ordinance No. 2-2023.
EXPENSE REQUIRED:	N/A
AMOUNT BUDGETED:	N/A
APPROPRIATION REQUIRED:	N/A
RECOMMENDED ACTION:	Approve appointment of Assistant Mayor
EXHIBITS:	Resolution and Ordinance No. 2-2023

RESOLUTION NO. _____

WHEREAS, per Ordinance No. 2-2023, the successor to the position of Assistant Mayor is Ward 6 Director Jeff Hart; and

WHEREAS, Director Hart’s appointment as assistant mayor will have a term of one (1) year;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the City of Texarkana, Arkansas that Director Jeff Hart’s appointment as Assistant Mayor is hereby approved.

PASSED AND APPROVED this 2nd day of January 2024 .

Allen Brown, Mayor

ATTEST:

Heather Soyars, City Clerk

APPROVED:

Joshua L. Potter, City Attorney

ORDINANCE NO. 2-2023

AN ORDINANCE RENAMING THE POSITION OF VICE MAYOR AS ASSISTANT MAYOR AS CONTEMPLATED BY STATUTE AND ESTABLISHING A ROTATION ORDER FOR SAID POSITION; AND FOR OTHER PURPOSES

WHEREAS, traditionally, every two years the Board of Directors elects from among their membership a “vice mayor” (being the same position as the position of “assistant mayor” contemplated by Ark. Code Ann. Section 14-47-117); and

WHEREAS, said statutory provision allows for the establishment of a rotation structure for such position; and

WHEREAS, the Board desires to establish a rotation order for such position as contemplated herein;

NOW, BE IT ORDAINED by the Board of Directors of the City of Texarkana, Arkansas, that:

Section 1. Section 2-52 of the Code, being a provision likely contrary to applicable law (including, without limitation, Ark. Code Ann. 14-47-119) is deleted, and the following is substituted therefore:

Sec. 2-52. – Assistant Mayor and Rotation of Assistant Mayor Position.

- a) The position traditionally known as “vice-mayor” is now formally designated and shall be hereafter known as “assistant mayor” and carry with it the powers and duties contemplated by Ark. Code. Ann. Section 14-47-117, or any successor thereto.
- b) The position of assistant mayor shall be rotated among the membership of the board of directors as follows:
 - 1) Term. The assistant mayor's term shall be for one year commencing on the first day of January of each year.
 - 2) Rotation order. The assistant mayor's position shall be rotated among the directors in the following order: Ward 1, Ward 6, Ward 2, Ward 4, Ward 5, Ward 3. At the first regular board meeting in January of each year, the mayor shall announce the director who will be serving as assistant mayor for that term.

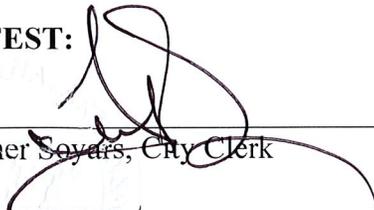
- 3) Succession. Should a director not desire or otherwise be unable to serve a term as assistant mayor, the next willing director in the rotation order shall serve. A director is not prohibited from serving two terms as assistant mayor but shall not serve two consecutive terms unless there is no other director willing to serve.
 - 4) Acting mayor. In the event that both the mayor and the assistant mayor should be absent or disabled from performing their duties, the next willing director in the rotation order shall serve as acting mayor during such absence or disability and no longer. This paragraph (4) shall have no effect on the provisions of (1), (2), or (3) above.
- c) The first term under the rotation structure (Ward 1) contemplated hereby shall commence January 1, 2023.

PASSED AND APPROVED this 17th day of January, 2023.



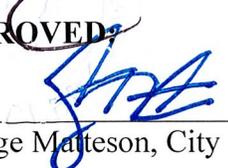
Allen L. Brown, Mayor

ATTEST:



Heather Soyars, City Clerk

APPROVED:



George Matteson, City Attorney



CITY OF TEXARKANA, AR

BOARD OF DIRECTORS

AGENDA TITLE: Presentation of the City of Texarkana, Arkansas Employee Service Awards. (ADMIN)

AGENDA DATE: January 2, 2024

ITEM TYPE: Ordinance Resolution Other : Presentation

DEPARTMENT: City Clerk Department

PREPARED BY: Heather Soyars, City Clerk

REQUEST: Presentation of employee service awards.

EMERGENCY CLAUSE: N/A

SUMMARY: Employee Service Awards:

Lenor Teague	ACAC	5 Years
Jason Shores	Vehicle Maintenance Officer – TAPD	5 Years
Kristen Beach Coker	TAPD	5 Years
Alton Kirkland	TAPD	20 Years
Donald R. Crittenden	TWU	35 Years

EXPENSE REQUIRED: N/A

AMOUNT BUDGETED: N/A

**APPROPRIATION
REQUIRED:** N/A

**RECOMMENDED
ACTION:** N/A

EXHIBITS: None



CITY OF TEXARKANA, AR BOARD OF DIRECTORS

AGENDA TITLE:	Approval of the minutes of the regular meeting December 18, 2023. (CCD) City Clerk Heather Soyars
AGENDA DATE:	January 2, 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.



Regular Meeting of the Board of Directors

City of Texarkana, Arkansas

216 Walnut Street

Minutes - Monday, December 18, 2023 - 6:00 PM

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

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

ALSO, PRESENT: City Manager Robert Thompson, City Attorney Joshua Potter, City Clerk Heather Soyars, and Deputy City Clerk Jenny Narens.

Invocation given by Pastor Solomon Phifer of Polly Chapel Baptist Church, a guest of Director Ulysses Brewer.

Pledge of Allegiance led by Texarkana Water Utilities Executive Director Gary Smith.

CITIZEN COMMUNICATION

Boots Thomas, 5807 Deerwood, said East 50th Street/Relator Avenue needed sidewalks for pedestrians that walk up and down the street.

Ricky Holder, 12 Downing Drive, said there was a house purchased in his neighborhood that would be used as a transition house for a drug rehab facility.

PROCLAMATION(S)

1. Proclamation declaring December 31, 2023 as Steve "Spanky" Anderson Day. (Admin)

CONSENT

Director Hart made the motion to adopt the Consent agenda, Seconded by Assistant Mayor Roberts. The motion carried and the following items were approved:

2. Approval of the minutes of the rescheduled regular meeting December 5, 2023. (CCD) City Clerk Heather Soyars
3. Resolution No. 2023-100 authorized the Depository Board to execute the 2024 depository agreement with Commercial National Bank. (FIN) Finance Director TyRhonda Henderson
4. Resolution No. 2023-101 authorized the purchase of (2) two 2024 Toyota Rav 4 vehicles from Robbins Toyota located in Nash, Texas. (TAPD) Police Chief Michael Kramm

5. Resolution No. 2023-102 authorized the City Manager to enter into Change Order No. 1 with Francis Excavating, LLC., for County Avenue Rehabilitation Project. (PWD) Public Works Director Tyler Richards

ACTION ITEM(S)

6. Resolution No. 2023-103 approved the FY2024 budget. (FIN) Finance Director TyRhonda Henderson

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

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

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

7. Ordinance No. 40-2023 established rural water and sewer infrastructure fees for all residential and commercial customers outside the city limits and for all Union and Mandeville customers both inside and outside the city limits; dedicating collected revenues from such fees to infrastructure replacement and depositing into the Arkansas Infrastructure Fund maintained by Texarkana Water Utilities. (TWU) Executive Director Gary Smith

After a brief discussion, the motion to suspend the rules and place the ordinance on its first reading in abbreviated form made by Assistant Mayor Roberts, Seconded by Director Hart.

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

The motion carried 7-0 and the ordinance was read the first time in abbreviated form.

Motion to suspend the rules and place the ordinance on its second reading in abbreviated form made by Director Brewer, Seconded by Director Hollibush.

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

The motion carried 7-0 and the ordinance was read the second time in abbreviated form.

Motion to suspend the rules and place the ordinance on its third and final reading in abbreviated form made by Director Hollibush, Seconded by Director Hart.

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

The motion carried 7-0 and the ordinance was read the third time in abbreviated form.

Motion to adopt the ordinance made by Director Hart, Seconded by Director Hollibush.

Mayor Brown asked if anyone would like to speak for or against this ordinance.

No one came forward.

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

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

DISCUSSION ONLY ITEM(S)

8. Resolution No. 2023-104 approved a Conditional Use Permit allowing construction of additional mini warehouses located at 3120 East 9th Street. (Ward 3) (PWD-Planning) City Planner Jamie Finley

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

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

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

BOARD OF DIRECTORS' COMMENTARY

Director Harris asked TWU Executive Director Gary Smith if there were any updates on the projects from the previous workshop.

Director Brewer said each Board member had a flyer before them regarding Texarkana, Arkansas, Bright Futures. The Texarkana, Arkansas School District developed this program to help increase the reading levels of the children in the schools.

Assistant Mayor Roberts said he wanted to wish everyone a very Merry Christmas.

Mayor Brown wished everyone a Merry Christmas.

CITY MANAGER REPORT

City Manager Robert Thompson said it had been an exciting year for him and he looked forward to 2024. He wanted to thank everyone for the help with breakfast with Santa and he was impressed with how well the community worked together.

NEXT MEETING DATE: Tuesday, January 2, 2024

ADJOURN

Motion to adjourn made by Director Hart, Seconded by Director Brewer.

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

The motion carried 7-0 and the meeting adjourned at 6:56 PM.

APPROVED this the 2nd day of January 2024.

Allen L. Brown, Mayor

Heather Soyars, City Clerk



CITY OF TEXARKANA, AR BOARD OF DIRECTORS

AGENDA TITLE:	Adopt a Resolution approving the Rules of Order and Procedure per ACA 14-43-501, every 1 st meeting in January. (CCD) City Clerk Heather Soyars
AGENDA DATE:	January 2, 2024
ITEM TYPE:	Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Other <input type="checkbox"/> : _____
DEPARTMENT:	City Clerk
PREPARED BY:	Heather Soyars, City Clerk
REQUEST:	Adopt the Rules of Order and Procedure.
EMERGENCY CLAUSE:	N/A
SUMMARY:	Per ACA 14-43-501 the Borad of Directors are to adopt the Rules of Order and Procedure every 1 st meeting in January.
EXPENSE REQUIRED:	N/A
AMOUNT BUDGETED:	N/A
APPROPRIATION REQUIRED:	N/A
RECOMMENDED ACTION:	City Manager and staff recommend approval.
EXHIBITS:	Resolution and Rules of Order and Procedure

RESOLUTION NO. _____

WHEREAS, per Arkansas Code Annotated Section 14-43-501, the Board of Directors is to adopt Rules of Order and Procedure every 1st meeting in January;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the City of Texarkana, Arkansas, that the attached Rules of Order and Procedure previously updated on August 7, 2023 is hereby approved and adopted.

PASSED AND APPROVED this 2nd day of January 2024 .

Allen Brown, Mayor

ATTEST:

Heather Soyars, City Clerk

APPROVED:

Joshua L. Potter, City Attorney

**RULES OF ORDER
AND
PROCEDURE MANUAL**



**for the Board of Directors
of the City of
Texarkana, Arkansas**

RULES OF ORDER AND PROCEDURE FOR THE BOARD OF DIRECTORS OF THE CITY OF TEXARKANA, ARKANSAS

A. Title

The following rules and procedures shall be known as the "Rules of Order and Procedure for the Texarkana, Arkansas Board of Directors" and shall govern the conduct of all meetings of said Board unless suspended by proper vote of the members of that Board; and it is specifically understood that these rules and procedures shall be subject to and subordinate to those procedural requirements as established by the laws and the Constitution of the State of Arkansas.

B. Board Meeting

Public Notification

The City will, if necessary, go further than legally required in order to inform citizens of the items to be considered by the Board. The means used will include advertisements in a local newspaper, special notice to citizens who have shown a direct interest in matters to be considered and agenda copies available at Board meetings.

Formulation of Agenda

- 1) Preparation of the agenda for each Regular or Special Meeting of the Board of Directors shall be in accordance with the procedures set forth in the Code of Ordinances of the City of Texarkana, Arkansas.
- 2) Items added to the agenda upon the request of a member of the Board and endorsed by one or more members of the Board in accordance with the Code of Ordinances of the City of Texarkana, Arkansas, shall be identified on the agenda as so requested or endorsed.
- 3) The agenda shall be completed by the city clerk under the supervision of the city manager and distributed to the Board members and news media prior to the close of business on Thursday preceding the regular Board meeting.
- 4) The agenda for special meetings shall be available to the Board of Directors and news media as far ahead of the special meeting as practical.
- 5) *Code of Ordinances of the City of Texarkana, Arkansas, Sec. 2-17. – Bringing business before the board Filing.*

- a) All matters of business coming before any regular meeting of the board of directors for action shall be filed with the office of the city manager by 5:00 p.m. on the second Wednesday prior to the regular board meeting. Failure to file notice of intention to seek action on an item of business at least seven (7) business days prior to a regular board meeting shall prevent said business from being included as an agenda item at said meeting.
- b) Copies of filings made in accordance with this section shall be provided to the city manager, city attorney and to each city department head. Department heads and/or the city attorney may thereafter provide comments concerning each proposed item to the city manager. The city manager, by 5:00 p.m. on the Wednesday following the timely filing of an item, and after consideration of any comments received in accordance with this provision, shall make a recommendation of "staff recommends approval" or "staff does not recommend approval" as to each item filed. Unless board consideration is necessitated by other applicable law (for example, proper administrative appeal or consideration of prior action of the planning commission) items not recommended for approval by staff shall not be included on the agenda for the upcoming board meeting and, for any such item originally filed by a member of the board of directors, the city manager shall promptly (within at least thirty (30) days) schedule a workshop of the board of directors for the purpose of discussing the item and, in the event that the item thereafter receives the affirmative endorsement of at least two members of the board of directors, the same will be added to the agenda for the next regularly scheduled meeting occurring no sooner than seven (7) business days following the workshop.
- c) Matters which have been previously voted on and decided by the board of directors at a regular or special meeting of the board cannot be reconsidered at the meeting during which the same was voted and decided, nor resubmitted to the board of directors until the expiration of one hundred eighty (180) days after such vote and decision unless reconsideration is approved by a two-thirds (2/3) vote of the board of directors.

(Ord. No. B-961, § 1, 1-8-57; Ord. No. H-170, § 1, 9-7-71; Ord. No. K-712, 4-5-99; Code 1961, § 2-2; Ord. No. L-351, § 1, 6-15-09; Ord. No. 21-2017, § 1, 7-17-17)

Quorum

A majority of the Board shall be necessary to constitute a quorum to do business. The concurring vote of a majority of those attending a meeting, provided a quorum is present, shall represent the acts of the Board except where otherwise provided by law or by these rules.

Location

The location of the Regular Board of Directors' Meetings shall be the Texarkana, Arkansas City Hall Board Room unless another place has been previously set by the Directors.

Agenda Procedures

Sections 2-16 through 2-20 of the Code of Ordinances of the City of Texarkana, Arkansas, apply to placing an item on a regularly scheduled meeting agenda. However, members of the public will be offered an opportunity to speak on all questions presented to the Board on that particular meeting's agenda. Any member of the public desiring to speak in regard to a particular agenda item will be recognized by the Mayor and given an opportunity to speak prior to action by the Board of Directors. Speakers shall be limited to five (5) minutes; provided, however, a speaker's time may be extended upon proper motion (followed by second and affirmative vote of two-thirds of the entire elected Board) to suspend the rules and extend the speaker's time for a specified period of time. Speakers may not yield time to one another.

Regular Meetings

The Board shall meet in regular session on the first and third Monday of each month at 6:00 p.m. When a holiday occurs on any such Monday the regular meeting shall be held on the following Tuesday at the same hour unless otherwise provided for by motion. The regular meeting time may be rescheduled by the Board in special circumstances. Any change must be made far enough in advance to allow normal public notification.

Special Meetings

Special meetings may be called at any time by the Mayor or by Directors representing a majority of the elected membership of the Board, which is four (4) Directors. Notification of a special meeting, including specific items to be considered, shall be at least two hours prior to the meeting. Such notification shall be by personal service to each member or by telephone, specifying time and place of meeting.

No business shall be transacted at any special meeting of the Board unless the same has been stated in the notice of such meeting. However, any additional business, which may lawfully come before a regular meeting, may be transacted at a special meeting if all the members of the Board present consent thereto and all the absent members file their written consent.

Executive Session

An executive session may be convened on the request of any member of the Board or the City Manager.

Executive sessions will be permitted only for the purpose of considering the employment, appointment, promotion, demotion, disciplining, or resignation of any public officer or employee.

All executive sessions shall be conducted strictly within the letter and the spirit of the Arkansas Freedom of Information Act.

Consent Agenda

Items placed in this section are matter of routine business, which are expected to involve little or no discussion by the Board or the public. The Consent Agenda is usually voted on in mass. However, if any Director so desires, individual items may be discussed and/or voted on as a separate matter of business.

General Rules of Discussion

All debate and comment on a specific agenda item should be limited to that item. Any speaker shall withhold comment until being recognized by the presiding officer. Any person addressing the Board in accordance with these rules shall make such comments from the lectern or such other place as is designated by the presiding officer. Comments should be addressed to the presiding officer or to the Board as a whole. All persons speaking at a meeting, including Directors, shall refrain at all times from rude or derogatory remarks, reflections as to integrity, abusive comments, statements as to motives and personalities. Consent of the presiding officer is required before any person may approach the Board dais beyond the lectern. Should a Director wish that the presiding officer recognize a member of the public or staff to be heard or respond to inquiry, the Director shall address such request to the presiding officer and not directly to the desired speaker.

Citizen Participation / Citizen Communication Time

The Board of Directors allows a time on the agenda for citizens, organizations or community groups to address or make presentations to the Board. Except for presentations by a member of the Board of Directors, City staff or City-appointed boards or commissions that may be placed elsewhere on the agenda, all comments by citizens or presentations by organizations or community groups concerning matters that are not otherwise being considered by the Board of Directors as an action item (i.e., for a vote) should be made during this period of the agenda. The Mayor chairs the meeting and will recognize members of the audience who wish to be heard. Citizens, organizations or community groups recognized by the Mayor are requested to approach the lectern, provide their name and address for the record and make their comment or presentation. Each citizen comment or, in the case of a presentation by an organization or community group, each presentation, shall be limited to five (5) minutes; provided, however, a speaker's (or, as applicable, organization's or group's) time may be extended upon proper motion (followed by a second and affirmative vote of two-thirds of the entire elected Board) to suspend the rules and extend the

speaker's time for specified period of time. Speakers or presentations may not yield time to one another.

Action by the Board is limited to those matters properly placed on the agenda or otherwise approved by the Board for consideration at a meeting in accordance with these rules, the *Code of Ordinances of the City of Texarkana, Arkansas*, and applicable law.

Policy Statement

Items not on the regularly scheduled agenda are usually scheduled for a future agenda to give the Board of Directors an opportunity to review the matter.

Smoking Prohibited

There will be no smoking allowed in the Board Room during Board meetings.

C. Duties And Privileges Of Board Members At Board Meetings

Conduct

During Board meetings Board members shall preserve order and decorum and shall neither by conversation or otherwise delay or interrupt the proceedings. Neither shall they refuse to obey the orders of the Presiding Officer or the rules of the Board.

Every member of the Board desiring to speak shall address the chair and, upon recognition by the Presiding Officer, shall confine herself or himself to the question under debate and shall avoid all personalities and indecorous language. A Board member once recognized shall not be interrupted while speaking unless called to order by the Presiding Officer, unless a point of order is raised by another member or unless the member chooses to yield to questions from another member.

*****BOARD OF DIRECTORS CODE OF CONDUCT*** – Resolution No. 2018-9 –**
Adopted March 5, 2018, separate document.

Personal Interest

No member of the Board with a direct or indirect financial interest in any item before the Board shall participate in the voting on such matter.

Voting

Every member present when a question is put to a vote shall vote either "yes or no", except that a member may abstain from voting if he or she has not participated in the preceding discussion of the question and if that member briefly states the reason for the abstention. The Directors will vote at Board meetings in the order of their position

number, but with a progressively different position voting first at each month.

Roll Call

Upon every vote the affirmative and negative votes shall be called and shall be recorded on every motion, resolution, and ordinance.

D. The Presiding Officer

Mayor and Assistant Mayor

The Mayor shall preside at all meetings of the Board; in the absence of the Mayor, the duties shall be performed by the Assistant Mayor.

Privileges of the Presiding Officer

The Presiding Officer may move, second, and debate from the chair and shall not be deprived of the rights and privileges of a member of the Board of Directors by reason of her or his acting as the Presiding Officer.

E. Procedures and Parliamentary Rules

Order of Business

The order of the Board's agenda shall be set by the City Manager. The Mayor, with the consent of the Board, may rearrange the order of the agenda. In addition, at the Presiding officer's discretion or by a majority vote of the Board, certain agenda items may be classified as a part of a "Consent Agenda" and may be approved and adopted as a whole by a single voting action of the Board of Directors.

Motion to be stated by the Chair/Withdrawal

When a motion is made and seconded, it shall be stated by the Presiding Officer before debate. After being stated by the Mayor, a motion may not be withdrawn by the mover without the consent of the member seconding it and approval of the Board.

Readings

All ordinances shall be read aloud at three different meetings unless the Board of Directors votes to suspend this rule in accordance with A.C.A. § 14-55-202. The reading of an ordinance's title shall constitute a complete reading of the ordinance.

Addendum to Agenda

Any item to be added to the agenda its submission to the Board of Directors shall require a waiver executed by a majority of the members of the Board of Directors before it may be considered as a part of the agenda.

Principle Rules Governing Motions (Chart)

Order of Precedence	Can interrupt speaker?	Requires a second?	Debatable?	Amendable?	Vote required?
I. Privileged Motions					
1. Adjourn	No	Yes	No	No	Majority
2. Recess	No	Yes	No	Yes	Majority
3. Question of Privilege	Yes	No	No	No	No vote
II. Subsidiary Motions					
4. Postpone Temporarily	No	Yes	No	No	Majority
5. Vote Immediately	No	Yes	No	No	Majority
6. Limit Debate	No	Yes	No	Yes	Majority
7. Postpone Definitely	No	Yes	Yes	Yes	Majority
8. Refer to Committee	No	Yes	Yes	Yes	Majority
9. Amend	No	Yes	Yes	Yes	Majority
10. Postpone indefinitely	No	Yes	Yes	No	Majority
Main Motions					
11. General Main Motion	No	Yes	Yes	No	Majority
Incidental Motion					
12. Appeal	Yes	Yes	Yes	No	Tie or Majority
13. Point of Order	Yes	No	No	No	No vote
14. Withdraw a Motion	No	No	No	No	No vote
15. Suspend Rules	No	Yes	No	No	Two-thirds
16. Division of a Question	No	No	No	No	No vote
17. Division of Assembly	Yes	No	No	No	No vote



CITY OF TEXARKANA, AR

BOARD OF DIRECTORS

AGENDA TITLE: Adopt a Resolution authorizing and directing the City Manager to enter into a renewal agreement with the Texarkana Housing Authority for services of two (2) officers assigned from the Texarkana Arkansas Police Department for special patrols and enforcement operations on Housing Authority properties. (TAPD) Police Chief Michael Kramm

AGENDA DATE: January 2, 2024

ITEM TYPE: Ordinance Resolution Other : _____

DEPARTMENT: Texarkana Arkansas Police Department

PREPARED BY: Police Chief Michael Kramm

REQUEST: Texarkana housing contract for FY2024

EMERGENCY CLAUSE: N/A

SUMMARY: Renew the existing contract with the Texarkana Housing Authority (THA) for FY2024. Under the terms of the contract, the Texarkana Arkansas Police Department (TAPD) assigns two officers to conduct background investigations on applicants, patrol, investigate criminal offenses, and take enforcement actions on the properties administered by THA. In return for these services, THA pays the City of Texarkana, Arkansas \$130,000.00 for salary/fringe purposes. The contract contains an allowance for annual increases in payment to the City not to exceed ten percent. The Police Department recommends approval of this 1-year grant. Failure to renew would require the City to pay for the salary/fringe benefits for two officers out of our General Fund or layoff of two officers.

This is a long-standing contract between the City and THA which benefits the residents of the Housing Authority through additional police protection and provides the police department with valuable knowledge of activities on THA properties.

EXPENSE REQUIRED: \$0.00

AMOUNT BUDGETED: \$0.00

**APPROPRIATION
REQUIRED:** \$0.00

**RECOMMENDED
ACTION:** City Manager and staff recommend approval

EXHIBITS: Resolution and Texarkana Arkansas Housing Authority Contract

RESOLUTION NO. _____

WHEREAS, the City contracts annually with the Texarkana Housing Authority for the services of two (2) officers assigned from the Texarkana, Arkansas Police Department for special patrols and enforcement operations on the Housing Authority properties; and

WHEREAS, the Texarkana Housing Authority desires to renew the contract for these services and has provided a proposed contract to the City which provides for the Texarkana Housing Authority to fund salaries in the total amount of \$130,000.00 for the officers; and

WHEREAS, the City Manager and staff recommend approval of the contract;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the City of Texarkana, Arkansas, that the City Manager is authorized and directed to execute the contract with the Texarkana Housing Authority for the services of two (2) police officers at the Housing Authority properties.

PASSED AND APPROVED this 2nd day of January 2024.

Allen Brown, Mayor

ATTEST:

Heather Soyars, City Clerk

APPROVED:

Joshua Potter, City Attorney

**TEXARKANA HOUSING AUTHORITY AND
NEIGHBORHOOD DEVELOPMENT, INC.
CONTRACT FOR THE PROVISIONS OF
SUPPLEMENTAL POLICE SERVICES**

This Contract made and entered into this _____ day of January 2024, by and between Texarkana Housing Authority and Neighborhood Development, Inc., (hereinafter called the “Authority”) and the City of Texarkana, Arkansas (hereinafter called the “City”) is for the Authority’s security programs.

WHEREAS, the Authority desires to contract with the City for additional police services to create a drug and crime-free environment and to provide for the safety and protection of the residents in its public housing developments; and

WHEREAS, the City, by and through its police department, desires to assist in the effort by providing effective police services at all Authority locations.

NOW, THEREFORE, the Authority and the City agree as follows:

ARTICLE I

Scope of Services

I. SERVICES PROVIDED BY THE CITY

The City agrees that the services rendered by the Assigned Personnel (police and civilian) under this Contract are in addition to baseline police services. The City agrees that it will not reduce its level of police services to the public housing developments, particularly in the area of community policing, patrol, criminal investigations, records, dispatch, and special operations.

The manner and method of performance of services is specified in Article IV, Plan of Operations.

The duties and extent of services of the Assigned Personnel shall include, but shall not be limited to:

- A. The City, by and through it’s police department, will provide 2 police officers to perform specialized patrols to enforce all state and local laws and the Housing Authority Rules specified in the Contract. Sworn officers shall always remain part of, subject to, and in

direct relationship with the police department's chain of command and under police department rules, regulations, and standard operating procedures.

- B. The City agrees to assign police officers to Housing Authority. The officers' normal work hours will be between 8:00 a.m. and 7:00 p.m. Monday – Thursday. The officers will work shifts as agreed on by the Police Department and Authority. Outside of normal scheduled hours, calls for service will be managed through 911. Officers are subject to recall or temporary reassignment at the discretion of the Chief of Police. Any such changes will be discussed with the housing officials whenever possible.
- C. The City agrees to collect and provide workload data in public housing developments.
- D. It is further agreed that to the extent necessary, the Assigned Personnel will appear as witnesses in the Authority's administrative grievance procedure, civil dispossession hearings, or other civil or court proceedings where the issue includes criminal conduct in or near public housing developments involving any resident, member of the resident's household, or any guest or guests of a resident or household member.
- E. Without limiting any of the foregoing, the City agrees that with respect to the services to be performed by any police personnel in accordance with this Contract, the appropriate police department Chief of Police will meet with resident leadership and management representatives of the Authority upon request by the Authority for the purposes of reviewing the enforcement and prevention efforts and planning for future changes or modifications anticipated by this Contract.
- F. The City agrees that a policy manual exists to regulate police officers' conduct and activities; all police officers have been provided a copy of the policy manual; the department has a signed receipt from each officer that he/she has received and understands the contents of the manual; and personnel have been trained on the regulations and orders within the manual.
- G. The City agrees that it will provide the Assigned Personnel with such basic equipment as may be necessary and reasonable for the police officers to perform the duties anticipated under this Contract. Any additional automobiles, motor vehicles, bicycles, or other equipment requested by the Authority will be furnished at the expense of and shall remain on the property of the Authority. The Authority and City may mutually agree to lease equipment or vehicles.
- H. The City agrees to provide criminal background checks of proposed applicants for public housing. This information will be provided in a manner consistent with all applicable National Crime Information Center or State laws and regulations.
- I. The police department Special Operations Commander will serve as the Administrative Liaison, who will work in concert with the Executive Director of the Authority or that official's designee. The administration direct line is 903-798-3130.

- J. The City will provide supervision, control, and direction of work activities and assignments of police personnel, including disciplinary actions. It is expressly understood that the police department shall be responsible for the compensation of the officers and all employee benefits, including workman's compensation injuries, and damage incurred to their property, or the City's property, while on the Authority's property.
- K. The Assigned Personnel shall possess and maintain CLEST Certification.

II. SERVICES PROVIDED BY THE AUTHORITY

- A. The Authority will provide training of residents, Authority on-site management staff, and the Assigned Personnel with workshops on community policing and crime prevention issues associated with public housing. This shall include, but not be limited to, training in the following:
 - 1. Crime prevention and security responsibilities.
 - 2. Community organization/mobilization against the causes of and precursors to crime.
 - 3. Orientation and familiarization with the public housing communities for the assigned officers; and
 - 4. Orientation to the lease contract and lease compliance enforcement procedures and policies.
- B. The Authority will provide the following in-kind accommodations, services, and equipment:
 - 1. Accommodations – The Authority will provide suitable space to be used as a satellite office at each site targeted for additional police services. (High Point)
 - 2. Services – Each satellite office will be supplied with utilities (water, heat, electricity) and routine and extraordinary maintenance by personnel of the Housing Authority.
 - 3. Equipment – Each satellite office is to be supplied with any other additional equipment mutually agreed upon in connection with the performance of this Contract.
 - 4. Modification/Damage – The Authority will make reasonable modifications, including minor structural, electrical, and mechanical changes to the accommodations provided in order to meet the City's operational needs. Any damage to the unit or equipment provided by the Housing Authority for the city employees, which the Authority determines to be above the normal wear for the item or accommodation, shall be replaced by the City at the discretion of the Authority.
- C. The Authority shall reserve the right to request the police department to replace any Assigned Personnel for the following reasons:

1. Neglect or non-performance of duties.
2. Disorderly conduct, use of abusive or offensive language, or fighting.
3. Criminal action.
4. Selling, consuming, possessing, or being under the influence of intoxicants, including alcohol or illegal substances, while on assignment to the Authority.
5. Inadequate punctuality or attendance; or
6. A pattern of substantiated complaints from public housing residents or management.

The Authority shall provide a written enumeration of the reasons supporting the request for replacement of the Assigned Personnel, including documentation and witnesses of the alleged behavior.

ARTICLE II

Enforcement of Rules and Regulations

- A. The City, through its police officers, is hereby empowered to enforce the following Authority rules and regulations:
1. Unauthorized visitors in unoccupied structures of the Authority shall be removed.
 2. Unauthorized visitors creating a disturbance or otherwise interfering with the peaceful enjoyment of lessees on Authority property shall be removed.
 3. Unauthorized visitors destroying, defacing, or removing Authority property shall be removed and/or criminal enforcement actions shall be taken.

The City's police officers are hereby authorized to give criminal trespass warnings to any persons found in violation of said rules or regulations, i.e., to give notice to any violators that their entry on the property or premises is forbidden, and to arrest or cause the arrest and prosecution of any violators, when appropriate.

- B. The City, through its police officers, is hereby empowered to enforce the following Authority rules or regulations:

The tenant and any visitors to Authority property and premises shall refrain from and shall cause their households to refrain from parking vehicles in any area other than

parking areas designated by Authority management. City police officers will only tow illegally parked vehicles in accordance with state law.

- C. The City, through its police officers, is hereby empowered to enforce such additional Authority rules and regulations and perform such other duties as shall be specified in any addenda attached hereto or incorporated herein now or in the future.
- D. Nothing herein contained shall be construed as permitting or authorizing police officers to use any method or to act in any manner in violation of law or of their sworn obligation as police officers.

ARTICLE III

Communications, Reporting, and Evaluation

A. Communications

Access to Information – The City agrees that the Authority will have unrestricted access to all public information which in any way deals with criminal activity in any of the Authority’s communities. It is further agreed that the City police department will provide to the Authority copies of such incident reports, arrest reports, or other public documents which document or substantiate actual or potential criminal activity in or connected with the public housing developments. This information will be provided at no cost by the City police department on a regular basis in accordance with specific procedures that have been or will be established.

- B. Media Coordination – The police department (Housing Authority Officers/Shift Supervisor) will relay to the Executive Director, or his designee, information related to any major crime or incident that occurs on Authority Property.

Authority Contacts:

Brandy Bradley
430-200-7470

Kevin Smith
430-200-8759

C. Evaluation

The City and the Authority agree that evaluations of assigned officers’ performance will be according to Texarkana Arkansas Police Department guidelines.

ARTICLE IV

Plan of Operations

When needed, the City and the Authority shall prepare a detailed Plan of Operations for addressing increased crime on Authority Property. The purpose of the Plan is to specify the manner and method of performance by which each of the services identified is to be administered.

ARTICLE V

Term of Contract

The term of this Contract shall be for one year beginning on the date approved by both parties (January 1, 2024).

ARTICLE VI

Compensation to the City

- A. All compensation to the City will be made on a cost reimbursement basis. The Authority will reimburse the City for services specified in this Contract in a total amount not to exceed One Hundred Thirty Thousand Dollars (\$130,000.00) in the following expense categories:

Expense Category	Amount
Assigned Personnel Salaries and Fringe Benefits	\$130,000.00
Administrative Liaison Officer Prorated Salary and Benefits	\$ <u>-0-</u>
Communications/Other Miscellaneous Expenses/Equipment	\$ <u>-0-</u>

- B. The Authority shall reimburse the police department on a monthly basis, upon receipt of performance of the proposed services and evidence of authorized expenditures.
- C. The percent of overtime authorized under this Contract for court appearances or other hearings is -0-.
- D. The Authority and City agree that compensation adjustments including, but not limited to the reasons below, will not exceed ten percent annually upon renewal:
 - 1. Insurance premium increases
 - 2. Officer step increases related to time in service.
 - 3. COLA increases when authorized by the City.
- E. All requests for reimbursement are subject to the approval of the Executive Director, or that official's designee, and the Authority shall thereafter make payment of the approved amount within thirty days of the request for reimbursement.

ARTICLE VII

Termination

- A. The Authority may terminate this Contract upon providing thirty (30) days written notice to the City. Such notice shall be delivered by certified mail, return receipt requested, to the address specified in Article VIII.
- B. The City may terminate the Contract upon providing thirty (30) days written notice to the Authority. Such notice shall be delivered by certified mail, return receipt requested, to the address specified in Article VIII.

ARTICLE VIII

Notices

Any notices required pursuant to the terms of this Contract shall be sent by United States Certified Mail to the principal place of business of each of the parties hereto, as specified below:

Authority: Texarkana Housing Authority and Neighborhood Development, Inc.
 911 Ferguson Street
 Texarkana, AR 71854

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

ARTICLE IX

Construction of Laws

This Contract is made and entered into in the City. Any and all questions of law arising hereunder shall be construed in accordance with the laws of the State in which the City is located.

ARTICLE X

Entire Contract

The Contract shall consist of the following component parts:

- A. This Contract
- B. Any subsequent addenda agreed to by both parties.

ATTEST:

CITY MANAGER
CITY OF TEXARKANA, AR

EXECUTIVE DIRECTOR
TEXARKANA HOUSING AUTHORITY
AND NEIGHBORHOOD DEVELOPMENT

ATTEST:

CITY CLERK
CITY OF TEXARKANA, AR

CHIEF OF POLICE
CITY OF TEXARKANA, AR



CITY OF TEXARKANA, AR BOARD OF DIRECTORS

AGENDA TITLE:	Adopt a Resolution authorizing the City Manager to enter into a contract with KAJACS of Little Rock, Arkansas, for the Highway 71 Waterline Relocation Project. (TWU) Executive Director Gary Smith
AGENDA DATE:	January 2, 2024
ITEM TYPE:	Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Other <input type="checkbox"/> : _____
DEPARTMENT:	Texarkana Water Utilities
PREPARED BY:	Gary Smith, P.E., Executive Director

REQUEST:	The City Manager to enter into a contract with KAJACS of Little Rock, Arkansas, for the Highway 71 Waterline Relocation Project.
EMERGENCY CLAUSE:	N/A

SUMMARY:	<p>The City Manager to enter into a contract with KAJACS of Little Rock, Arkansas, for the Highway 71 Waterline Relocation Project in an amount not to exceed \$4,249,500.00. Bids were received Thursday, November 30, 2023, for the Highway 71 Waterline Relocation Project. Five contractors bid on the project. KAJACS of Little Rock, Arkansas, was the apparent low bidder with a low Base Bid of \$4,249,500.00. This project consists of relocating approximately 6,497 linear feet of forty-two-inch (42”) water main, all associated work, and appurtenances.</p> <p>The Arkansas Highway and Transportation Department is reconstructing the section of US Highway 71 beginning at the north end of the Red River Bridge and proceeding north approximately 7,000 feet. This will require the relocation of this forty-two-inch (42”) transmission main that runs from the Millwood Water Treatment Plant to Texarkana. This project is 100% reimbursable from the State.</p>
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EXPENSE REQUIRED:	\$4,249,500.00
AMOUNT BUDGETED:	N/A
APPROPRIATION REQUIRED:	N/A
RECOMMENDED ACTION:	Utility staff recommends approval.

EXHIBITS:	Resolution, ATTH 01 Bid Summary, and ATTH 02 Bid Tabulation
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RESOLUTION NO. _____

WHEREAS, Texarkana Water Utilities (TWU) requests the authorization for the City Manager to enter into a contract with KAJACS of Little Rock, Arkansas, for the Highway 71 Waterline Relocation Project (consisting of relocating approximately 6,497 linear feet of forty-two-inch (42”) water main, all associated work, and appurtenances); and

WHEREAS, bids were received Thursday, November 30, 2023, for the Highway 71 Waterline Relocation Project; and

WHEREAS, five (5) contractors bid on the project with KAJACS of Little Rock, Arkansas, being the apparent low bidder with a low Base Bid of \$4,249,500.00; and

WHEREAS, the Arkansas Highway and Transportation Department is reconstructing the section of US Highway 71 beginning at the north end of the Red River Bridge and proceeding north approximately 7,000 feet; and

WHEREAS, this will require the relocation of this forty-two-inch (42”) transmission main that runs from the Millwood Water Treatment Plant to Texarkana; and

WHEREAS, this project is 100% reimbursable from the State;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the City of Texarkana, Arkansas, that the City Manager is authorized and directed to enter into the contract described above in an amount not to exceed \$4,249,500.00.

PASSED AND APPROVED this 2nd day of January 2024.

Allen Brown, Mayor

ATTEST:

Heather Soyars, City Clerk

APPROVED:

Joshua Potter, City Attorney

Bid Summary

Highway 71 Waterline Relocation
ArDOT Job No. 030531 (Utilities) Route 71 Section 4 – Little River County

2:00 P.M. Thursday, November 30, 2023

	<u>Base Bid</u>
1. RBIS, LLC Texarkana, Arkansas	\$ 4,644,635.00
2. Kampco, Inc. Texarkana, Arkansas	\$ 5,504,185.48
3. Belt Construction Texarkana, Arkansas	\$ 5,091,790.00
4. KAJACS Little Rock, Arkansas	\$ 4,249,500.00
5. Wicker Construction Shreveport, Louisiana	\$ 5,053,989.00

Time First Bid Opened: 2:00 P.M

Number of Bidders: 5

Apparent Low Bidder: KAJACS

Bid Tabulation

Project Hwy 71 Waterline Relocation Owner: Texarkana Water Utilities Bid Date: Thursday November 30, 2023		RBIS, LLC P.O. Box 1364 Texarkana, TX 75505		KAMPCO, Inc. 922 Des Moines Texarkana, AR 71854		BELT Construction, Inc. 2507 E. Broad Street Texarkana, AR 71854		KAJACS 3401 W. 65th Street Little Rock, AR 72209		Wicker Construction, Inc. P.O. Box 6765 Shreveport, LA 71138-6765	
Item #	Qty	Unit	Item	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
BASE BID											
1	8,497	LF	42" Ductile Iron Water Pipe	\$ 590.00	\$ 3,833,230.00	\$ 694.21	\$ 4,510,282.37	\$ 660.00	\$ 4,289,020.00	\$ 550.00	\$ 3,573,350.00
2	2	EA	42" Butterfly Valve with Box	\$ 57,300.00	\$ 114,600.00	\$ 63,070.44	\$ 126,140.88	\$ 70,000.00	\$ 140,000.00	\$ 55,000.00	\$ 110,000.00
3	2	EA	Connect to Existing 42" Waterline	\$ 87,300.00	\$ 174,600.00	\$ 62,172.10	\$ 124,344.20	\$ 115,000.00	\$ 230,000.00	\$ 65,000.00	\$ 130,000.00
4	80	LF	Concrete Encasement for 42" Pipe at Creek Crossing	\$ 200.00	\$ 16,000.00	\$ 178.10	\$ 14,248.00	\$ 85.00	\$ 6,800.00	\$ 165.00	\$ 13,200.00
5	3	EA	8" Drain Valve	\$ 22,200.00	\$ 66,600.00	\$ 32,843.14	\$ 98,529.42	\$ 30,000.00	\$ 90,000.00	\$ 16,000.00	\$ 48,000.00
6	2	EA	Combination Air Vacuum & Air Release Valve with Vault	\$ 43,850.00	\$ 87,700.00	\$ 42,334.31	\$ 84,668.62	\$ 35,000.00	\$ 70,000.00	\$ 37,000.00	\$ 74,000.00
7	1	EA	Fire Hydrant with Aux. Valve	\$ 18,900.00	\$ 18,900.00	\$ 14,155.96	\$ 14,155.96	\$ 26,000.00	\$ 26,000.00	\$ 14,000.00	\$ 14,000.00
8	6,500	LF	Clear and Grub 40" Right-of-Way	\$ 6.00	\$ 39,000.00	\$ 5.79	\$ 37,635.00	\$ 1.50	\$ 9,750.00	\$ 7.00	\$ 45,500.00
9	1,905	LF	Berm and Water Pipe Cover	\$ 75.00	\$ 142,875.00	\$ 181.55	\$ 345,852.75	\$ 64.00	\$ 121,920.00	\$ 35.00	\$ 66,675.00
10	40	SY	Remove & Replace Gravel Paving	\$ 135.00	\$ 5,400.00	\$ 2,327.60	\$ 93,104.00	\$ 80.00	\$ 3,200.00	\$ 500.00	\$ 20,000.00
11	200	CY	Select Fill	\$ 74.00	\$ 14,800.00	\$ 48.87	\$ 9,774.00	\$ 18.00	\$ 3,600.00	\$ 45.00	\$ 9,000.00
12	1	LS	Seeding	\$ 7,620.00	\$ 7,620.00	\$ 11,568.23	\$ 11,568.23	\$ 14,000.00	\$ 14,000.00	\$ 40,000.00	\$ 40,000.00
13	1	LS	Erosion Control Structures	\$ 10,200.00	\$ 10,200.00	\$ 24,232.46	\$ 24,232.46	\$ 7,500.00	\$ 7,500.00	\$ 20,000.00	\$ 20,000.00
14	1	LS	Traffic Maintenance	\$ 1,140.00	\$ 1,140.00	\$ 11,563.68	\$ 11,563.68	\$ 2,000.00	\$ 2,000.00	\$ 2,575.00	\$ 2,575.00
15	1	LS	Trench Excavation Protection	\$ 7,020.00	\$ 7,020.00	\$ 19,306.13	\$ 19,306.13	\$ 25,000.00	\$ 25,000.00	\$ 3,200.00	\$ 3,200.00
16	1	LS	Bonds and Insurance	\$ 104,950.00	\$ 104,950.00	\$ 69,236.18	\$ 69,236.18	\$ 54,000.00	\$ 54,000.00	\$ 100,000.00	\$ 100,000.00
Total Base Bid				\$	4,644,635.00	\$	5,504,185.48	\$	5,091,790.00	\$	4,249,500.00
											\$ 5,053,989.00

C. Alpheus P.E.
11/30/2023

This is to certify this is a true and correct tabulation of the bids received on this project.



ARKANSAS DEPARTMENT OF TRANSPORTATION

ArDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261

Phone: 501.569.2000 | Voice/TTY 711 | Fax: 501.569.2400

December 13, 2023

Gary Smith
Texarkana Water Utilities
P.O. Box 2008
Texarkana, AR 75504

Job 030531 (Utilities)
FAP:NHPP-0041 (46)
Red River - Ogden (S)
Route 71 Section 4
Little River County

Dear Mr. Smith:

Enclosed is a copy of Change Order No. One on the referenced project. This change order was approved on December 11, 2023.

You are authorized to proceed with the work.

Sincerely,
Patrick Holley
Patrick L. Holley
Utility Coordinator
Utilities Section
Right of Way Division

Enclosures

C: "C" File
District Engineer
Resident Engineer #34
"U" File
PLH

**ARKANSAS STATE HIGHWAY COMMISSION
UTILITY CHANGE ORDER**

UTILITY Texarkana Water Utilities CHANGE ORDER NO. One
 JOB NO. 030531 FAP NO. NHPP-0041(46) JOB NAME Red River - Ogden (S)
 ROUTE 71 SECTION 4
 COUNTY Little River

DESCRIPTION OF CHANGE:

Update Construction Cost from the amount entered on the agreement of \$4,812,620.00 to the low bid amount of \$4,249,500.00, which results in an decrease of \$563,120.00.

REASON FOR CHANGE:

Update Construction Cost based on low bid received. Review by coordinator shows minor change in quantities.

Item Description	Present Amount	Revised Amount	Increase (Decrease)
Construction	\$4,812,620.00	\$4,249,500.00	(\$563,120.00)
Construction Engineering	\$46,400.00	\$46,400.00	\$0.00
Health Department Review Fee	\$512.04	\$512.04	\$0.00
Advertising Costs	\$1,000.00	\$1,000.00	\$0.00
TOTAL	\$4,860,532.04	\$4,297,412.04	(\$563,120.00)

COMPUTATION OF REIMBURSABLE AMOUNT:

Reimbursable Percentage: 100.00%

Present Amount	\$4,860,532.04	Reimb. %	100.00%	\$4,860,532.04
Revised Amount	\$4,297,412.04	Reimb. %	100.00%	\$4,297,412.04
Underrun				(\$563,120.00)

Requested Patrick Holley
Coordinator

Date 12/5/23

Recommended Blaine Gartrell
Section Head-Utilities Section

Date 12-6-2023

Approved Ken T. W.
Right of Way Division Head

Date 12/6/2023 dt

Authorized [Signature]
Asst. Chief Engineer-Design

Date 12-11-2023



3605 Jefferson Ave. • Texarkana, AR 71854 • Phone: (870) 774-3204 • Fax: (870) 774-8615

December 1, 2023

RE: SEC Job No. 19-16: Hwy 71 Waterline Relocation
ArDOT Job Number 030531
TWU Project Number: 61-000-135157-A152202

Mr. Gary Smith, P.E., Executive Director
Texarkana Water Utilities
801 Wood Street
Texarkana, TX 75501

Dear Mr. Smith,

Attached is the Bid Tabulation for the Bids received on November 30, 2023 for the above referenced project. Five bids were received for the project. The low bid received was from KAJACS Contractors, Inc. for a total Base Bid of \$4,249,500.00. The low bid is less than the Engineer's Estimate for this project of \$4,812,620.00. The funding for this project will come from the Arkansas Department of Transportation (ArDOT) for 100% of the project costs. This project consists of installing approximately 6,500 linear feet of 42" ductile iron water transmission main along U.S. Hwy 71 north of Texarkana from the Red River Bridge to Ogden, AR. The purpose for this new water main is to relocate the main outside of the newly acquired ArDOT right-of-way. ArDOT is planning to raise the elevation of Hwy 71 north of Red River which required them to acquire additional right-of-way.

I have discussed the bid with Mr. Michael Titsworth, Project Manager for KAJACS Contractors, Inc., and he has assured me that they are confident in their bid to adequately perform the work according to the plans and specifications. KAJACS Contractors, Inc. is located in Little Rock, Arkansas, and is a general contractor that has been in business since 1993. I have worked with Mr. Titsworth on a previous project, and they have performed quality work.

Given that sufficient funds are available, it is my recommendation that Texarkana Water Utilities award the contract to KAJACS Contractors, Inc. for the Base Bid of \$4,249,500.00. Enclosed with this letter is the Notice of Award that should be signed contingent on the low bid being approved by ArDOT. Upon receipt of ArDOT and TWU approval to award the contract, I will prepare the Contract Documents for execution. If you have any questions or comments regarding these recommendations, please contact me.

Sincerely,

A handwritten signature in blue ink that reads 'C. Spears'.

C. Glen Spears, P.E.
Spears Engineering Company

Cc: Patrick Holley, ArDOT Utility Coordinator

Bid Tabulation

Project: Hwy 71 Waterline Relocation		RBIS, LLC		KAMPCO, Inc.		BELT Construction, Inc.		KAJACS		Wicker Construction, Inc.	
Owner: Texarkana Water Utilities		P.O. Box 1364		922 Des Moines		2507 E. Broad Street		3401 W. 65th Street		P.O. Box 6765	
Bid Date: Thursday November 30, 2023		Texarkana, TX 75505		Texarkana, AR 71854		Texarkana, AR 71854		Little Rock, AR 72209		Shreveport, LA 71136-6765	
Item #	Qty	Unit	Item	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
BASE BID											
1	6,497	LF	42" Ductile Iron Water Pipe	\$ 590.00	\$ 3,833,230.00	\$ 694.21	\$ 4,510,292.37	\$ 560.00	\$ 4,288,020.00	\$ 550.00	\$ 3,573,350.00
2	2	EA	42" Butterfly Valve with Box	\$ 57,300.00	\$ 114,600.00	\$ 63,070.44	\$ 126,140.88	\$ 70,000.00	\$ 140,000.00	\$ 55,000.00	\$ 110,000.00
3	2	EA	Connect to Existing 42" Waterline	\$ 87,300.00	\$ 174,600.00	\$ 62,172.10	\$ 124,344.20	\$ 115,000.00	\$ 230,000.00	\$ 55,000.00	\$ 110,000.00
4	80	LF	Concrete Encasement for 42" Pipe at Creek Crossing	\$ 200.00	\$ 16,000.00	\$ 176.10	\$ 14,248.00	\$ 85.00	\$ 6,800.00	\$ 165.00	\$ 13,200.00
5	3	EA	8" Drain Valve	\$ 22,200.00	\$ 66,600.00	\$ 32,943.14	\$ 98,829.42	\$ 30,000.00	\$ 90,000.00	\$ 16,000.00	\$ 48,000.00
6	2	EA	Combination Air Vacuum & Air Release Valve with Vault	\$ 43,850.00	\$ 87,700.00	\$ 42,334.31	\$ 84,668.62	\$ 35,000.00	\$ 70,000.00	\$ 37,000.00	\$ 74,000.00
7	1	EA	Fire Hydrant with Aux. Valve	\$ 18,900.00	\$ 18,900.00	\$ 14,155.96	\$ 14,155.96	\$ 26,000.00	\$ 26,000.00	\$ 14,000.00	\$ 14,000.00
8	6,500	LF	Clear and Grub 40" Right-of-Way	\$ 6.00	\$ 39,000.00	\$ 5.79	\$ 37,635.00	\$ 1.50	\$ 9,750.00	\$ 7.00	\$ 45,500.00
9	1,905	LF	Berm and Water Pipe Cover	\$ 75.00	\$ 142,875.00	\$ 181.55	\$ 345,852.75	\$ 64.00	\$ 121,920.00	\$ 35.00	\$ 66,875.00
10	40	CY	Remove & Replace Gravel Paving	\$ 135.00	\$ 5,400.00	\$ 58.19	\$ 2,327.60	\$ 80.00	\$ 3,200.00	\$ 500.00	\$ 20,000.00
11	200	CY	Select Fill	\$ 74.00	\$ 14,800.00	\$ 48.87	\$ 9,774.00	\$ 18.00	\$ 3,600.00	\$ 45.00	\$ 9,000.00
12	1	LS	Seeding	\$ 7,620.00	\$ 7,620.00	\$ 11,568.23	\$ 11,568.23	\$ 14,000.00	\$ 14,000.00	\$ 40,000.00	\$ 40,000.00
13	1	LS	Erosion Control Structures	\$ 10,200.00	\$ 10,200.00	\$ 24,232.46	\$ 24,232.46	\$ 7,500.00	\$ 7,500.00	\$ 20,000.00	\$ 20,000.00
14	1	LS	Traffic Maintenance	\$ 1,140.00	\$ 1,140.00	\$ 11,583.68	\$ 11,583.68	\$ 2,000.00	\$ 2,000.00	\$ 2,575.00	\$ 2,575.00
15	1	LS	Trench Excavation Protection	\$ 7,020.00	\$ 7,020.00	\$ 19,306.13	\$ 19,306.13	\$ 25,000.00	\$ 25,000.00	\$ 3,200.00	\$ 3,200.00
16	1	LS	Bonds and Insurance	\$ 104,950.00	\$ 104,950.00	\$ 69,236.18	\$ 69,236.18	\$ 54,000.00	\$ 54,000.00	\$ 100,000.00	\$ 100,000.00
Total Base Bid				\$	4,644,635.00	\$	5,504,185.48	\$	5,091,790.00	\$	4,249,500.00
				\$		\$		\$		\$	5,053,989.00

C. Alpheus P.E.
11/30/2023

This is to certify this is a true and correct tabulation of the bids received on this project.

Bid Tabulation

Project:Hwy 71 Waterline Relocation Owner: Texarkana Water Utilities Bid Date: Thursday November 30, 2023		RBIS, LLC P.O. Box 1364 Texarkana, TX 75505		KAMPCO, Inc. 922 Des Moines Texarkana, AR 71854		BELT Construction, Inc. 2507 E. Broad Street Texarkana, AR 71854		KAJACS 3401 W. 65th Street Little Rock, AR 72209		Wicker Construction, Inc. P.O. Box 6765 Shreveport, LA 71136-6765		
Item #	Qty	Unit	Item	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	
BASE BID												
1	6,497	LF	42" Ductile Iron Water Pipe	\$ 590.00	\$ 3,833,230.00	\$ 4,510,282.37	\$ 694.21	\$ 4,298,020.00	\$ 550.00	\$ 3,573,350.00	\$ 610.00	\$ 3,963,170.00
2	2	EA	42" Butterfly Valve with Box	\$ 57,300.00	\$ 114,600.00	\$ 126,140.88	\$ 63,070.44	\$ 140,000.00	\$ 55,000.00	\$ 110,000.00	\$ 56,500.00	\$ 113,000.00
3	2	EA	Connect to Existing 42" Waterline	\$ 87,300.00	\$ 174,600.00	\$ 124,344.20	\$ 62,172.10	\$ 230,000.00	\$ 55,000.00	\$ 110,000.00	\$ 89,232.00	\$ 178,464.00
4	80	LF	Concrete Encasement for 42" Pipe at Creek Crossing	\$ 200.00	\$ 16,000.00	\$ 14,248.00	\$ 178.10	\$ 6,800.00	\$ 165.00	\$ 13,200.00	\$ 335.00	\$ 26,800.00
5	3	EA	8" Drain Valve	\$ 22,200.00	\$ 66,600.00	\$ 98,829.42	\$ 32,943.14	\$ 90,000.00	\$ 16,000.00	\$ 48,000.00	\$ 21,500.00	\$ 64,500.00
6	2	EA	Combination Air Vacuum & Air Release Valve with Vault	\$ 43,850.00	\$ 87,700.00	\$ 84,668.62	\$ 42,334.31	\$ 70,000.00	\$ 37,000.00	\$ 74,000.00	\$ 44,615.00	\$ 89,230.00
7	1	EA	Fire Hydrant with Aux. Valve	\$ 18,900.00	\$ 18,900.00	\$ 14,155.96	\$ 14,155.96	\$ 26,000.00	\$ 14,000.00	\$ 14,000.00	\$ 14,500.00	\$ 14,500.00
8	6,500	LF	Clear and Grub 40" Right-of-Way	\$ 6.00	\$ 39,000.00	\$ 37,635.00	\$ 5.79	\$ 9,750.00	\$ 7.00	\$ 45,500.00	\$ 6.00	\$ 39,000.00
9	1,905	LF	Berm and Water Pipe Cover	\$ 75.00	\$ 142,875.00	\$ 345,852.75	\$ 181.55	\$ 121,920.00	\$ 35.00	\$ 66,675.00	\$ 85.00	\$ 161,925.00
10	40	SY	Remove & Replace Gravel Paving	\$ 135.00	\$ 5,400.00	\$ 2,327.60	\$ 58.19	\$ 3,200.00	\$ 500.00	\$ 20,000.00	\$ 35.00	\$ 1,400.00
11	200	CY	Select Fill	\$ 74.00	\$ 14,800.00	\$ 9,774.00	\$ 48.87	\$ 3,600.00	\$ 45.00	\$ 9,000.00	\$ 35.00	\$ 7,000.00
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14	1	LS	Traffic Maintenance		\$ 1,140.00	\$ 11,583.68		\$ 2,000.00		\$ 2,575.00		\$ 2,500.00
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16	1	LS	Bonds and Insurance		\$ 104,950.00	\$ 69,236.18		\$ 54,000.00		\$ 100,000.00		\$ 355,000.00
Total Base Bid				\$	4,644,635.00	\$ 5,504,185.48	\$	5,091,790.00	\$	4,249,500.00	\$	5,053,989.00

C. Alfano P.E.
11/30/2023

This is to certify this is a true and correct tabulation of the bids received on this project.

Owner will not commence work until authorized by the Department, and will then endeavor to begin within **300 calendar** days and complete within **300 calendar** days thereafter.

On completion of said work, Owner is responsible for the cleanup and restoration of the work area including the disposal of surplus materials and debris.

Final billing must include all supporting detail. Owner shall also submit one (1) set of as-built drawings at this time.

Payment will be 100% of lump sum bills and actual cost bills, at the discretion of the Department a 10% retainage can be withheld and released upon completion of an audit review. All final bills for utility relocation are subject to review and audit by state and/or federal auditors.

Expenses incurred under an actual cost agreement may be billed to the Department monthly in increments of \$5,000.00 or more.

Owner must maintain cost records and accounts to support the agreed adjustment/relocation work. Said records to be retained and available for inspection for a period of three (3) years from date of final payment.

Owner shall be responsible for any and all hazards to persons, property, and traffic.

With respect to traffic control, owner shall adhere to the requirements of the Manual of Uniform Traffic Control Devices as amended and supplemented.

To the extent applicable to this agreement, the Owner shall comply with the Buy America and Build America, Buy America requirements (as specified in 23 U.S.C. 313, 23 CFR 635.410 and the Infrastructure Investment and Jobs Act (IIJA)). The Owner is not required to change its existing standards for materials as long as these requirements are met. These requirements take precedence over regulations pertaining to the accommodation or regulation of the Owner's facilities (as specified in 23 CFR 645) on contracts and agreements involving Federal-Aid Highway Program funding and precedence over regulations which allow the Owner to furnish materials from company stock (as specified on 23 CFR 645.117(e)). Company Stock materials that do not meet these requirements may not be permanently incorporated into a Federal-Aid Highway Program funded project. The Owner must provide a definitive statement that all products permanently incorporated into the project are covered under these requirements. This requirement is fulfilled via proper signature and submission of the statement of charges form. In some circumstances, a waiver of these requirements may be granted by the Federal Highway Administration, to be determined on a project-by-project basis.

Owner shall be responsible for and shall hold harmless the Arkansas State Highway Commission, the Department and their officers and employees from any and all claims, actions, causes of action, suits, damages, losses or liability whatsoever, arising out of Owner's performance of the work subject to this Agreement.

Notwithstanding anything hereinbefore written, neither the Owner nor the Department by execution of this Agreement waives or relinquishes any rights which either may legally have within the limits of the Law or Constitution, either State or Federal.

Texarkana Water Utilities

**ARKANSAS HIGHWAY COMMISSION
Acting By and Through The
ARKANSAS DEPARTMENT of
TRANSPORTATION**

Gary Smith, P.E.

Name (Typed or Printed)

Executive Director

Title

Gary Smith, P.E.

Signature

75-6000436

FEDERAL TAXPAYER IDENTIFICATION #

Pamela J. White

Name (Typed or Printed)

Administrative Coordinator

Title

Pamela J. White

Signature

[Signature]

(For) Director

Ken T. White

Right of Way Division Head

Keith Wood

for Section Head-Utilities Section

EXHIBIT A

Adjust water facilities to clear highway construction by abandoning approximately 6,497 feet of 42" water main complete with appurtenances. Restore service by installing approximately 6,497 feet of 42" water main complete with appurtenances. Of the 6,497 feet of waterline to be abandoned, are located private property; therefore, the reimbursable factor for this work is = 100% reimbursable.

Owner is not adequately staffed to perform this adjustment work; therefore a combination of company and continuing contract forces will be utilized.

Summary of Cost
Water Line

Construction cost	<u>Total</u> \$4,812,620.00
Construction Eng.	\$46,400.00
Health Depart. Fee	\$512.04
Advertising Costs	\$1,000.00
TOTAL COST	<hr/> \$4,860,532.04

Reimbursable Water Cost \$4,860,532.04 X 100% = \$4,860,532.04.



3605 Jefferson Ave. • Texarkana, AR 71854 • Phone: (870) 774-3204 • Fax: (870) 774-8615

December 1, 2023

RE: SEC Job No. 19-16: Hwy 71 Waterline Relocation
ArDOT Job Number 030531
TWU Project Number: 61-000-135157-A152202

Mr. Gary Smith, P.E., Executive Director
Texarkana Water Utilities
801 Wood Street
Texarkana, TX 75501

Dear Mr. Smith,

Attached is the Bid Tabulation for the Bids received on November 30, 2023 for the above referenced project. Five bids were received for the project. The low bid received was from KAJACS Contractors, Inc. for a total Base Bid of \$4,249,500.00. The low bid is less than the Engineer's Estimate for this project of \$4,812,620.00. The funding for this project will come from the Arkansas Department of Transportation (ArDOT) for 100% of the project costs. This project consists of installing approximately 6,500 linear feet of 42" ductile iron water transmission main along U.S. Hwy 71 north of Texarkana from the Red River Bridge to Ogden, AR. The purpose for this new water main is to relocate the main outside of the newly acquired ArDOT right-of-way. ArDOT is planning to raise the elevation of Hwy 71 north of Red River which required them to acquire additional right-of-way.

I have discussed the bid with Mr. Michael Titsworth, Project Manager for KAJACS Contractors, Inc., and he has assured me that they are confident in their bid to adequately perform the work according to the plans and specifications. KAJACS Contractors, Inc. is located in Little Rock, Arkansas, and is a general contractor that has been in business since 1993. I have worked with Mr. Titsworth on a previous project, and they have performed quality work.

Given that sufficient funds are available, it is my recommendation that Texarkana Water Utilities award the contract to KAJACS Contractors, Inc. for the Base Bid of \$4,249,500.00. Enclosed with this letter is the Notice of Award that should be signed contingent on the low bid being approved by ArDOT. Upon receipt of ArDOT and TWU approval to award the contract, I will prepare the Contract Documents for execution. If you have any questions or comments regarding these recommendations, please contact me.

Sincerely,

A handwritten signature in blue ink that reads 'C. Spears'.

C. Glen Spears, P.E.
Spears Engineering Company

Cc: Patrick Holley, ArDOT Utility Coordinator

Bid Tabulation

Project: Hwy 71 Waterline Relocation		RBIS, LLC		KAMPCO, Inc.		BELT Construction, Inc.		KAJACS		Wicker Construction, Inc.	
Owner: Texarkana Water Utilities		P.O. Box 1364		922 Des Moines		2507 E. Broad Street		3401 W. 65th Street		P.O. Box 6765	
Bid Date: Thursday November 30, 2023		Texarkana, TX 75505		Texarkana, AR 71854		Texarkana, AR 71854		Little Rock, AR 72209		Shreveport, LA 71136-6765	
Item #	Qty	Unit	Item	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
BASE BID											
1	6,497	LF	42" Ductile Iron Water Pipe	\$ 590.00	\$ 3,833,230.00	\$ 694.21	\$ 4,510,292.37	\$ 560.00	\$ 4,288,020.00	\$ 550.00	\$ 3,573,350.00
2	2	EA	42" Butterfly Valve with Box	\$ 57,300.00	\$ 114,600.00	\$ 63,070.44	\$ 126,140.88	\$ 70,000.00	\$ 140,000.00	\$ 55,000.00	\$ 110,000.00
3	2	EA	Connect to Existing 42" Waterline	\$ 87,300.00	\$ 174,600.00	\$ 62,172.10	\$ 124,344.20	\$ 115,000.00	\$ 230,000.00	\$ 55,000.00	\$ 110,000.00
4	80	LF	Concrete Encasement for 42" Pipe at Creek Crossing	\$ 200.00	\$ 16,000.00	\$ 176.10	\$ 14,248.00	\$ 85.00	\$ 6,800.00	\$ 165.00	\$ 13,200.00
5	3	EA	8" Drain Valve	\$ 22,200.00	\$ 66,600.00	\$ 32,943.14	\$ 98,829.42	\$ 30,000.00	\$ 90,000.00	\$ 16,000.00	\$ 48,000.00
6	2	EA	Combination Air Vacuum & Air Release Valve with Vault	\$ 43,850.00	\$ 87,700.00	\$ 42,334.31	\$ 84,668.62	\$ 35,000.00	\$ 70,000.00	\$ 37,000.00	\$ 74,000.00
7	1	EA	Fire Hydrant with Aux. Valve	\$ 18,900.00	\$ 18,900.00	\$ 14,155.96	\$ 14,155.96	\$ 26,000.00	\$ 26,000.00	\$ 14,000.00	\$ 14,000.00
8	6,500	LF	Clear and Grub 40" Right-of-Way	\$ 6.00	\$ 39,000.00	\$ 5.79	\$ 37,635.00	\$ 1.50	\$ 9,750.00	\$ 7.00	\$ 45,500.00
9	1,905	LF	Berm and Water Pipe Cover	\$ 75.00	\$ 142,875.00	\$ 181.55	\$ 345,852.75	\$ 64.00	\$ 121,920.00	\$ 35.00	\$ 66,875.00
10	40	CY	Remove & Replace Gravel Paving	\$ 135.00	\$ 5,400.00	\$ 58.19	\$ 2,327.60	\$ 80.00	\$ 3,200.00	\$ 500.00	\$ 20,000.00
11	200	CY	Select Fill	\$ 74.00	\$ 14,800.00	\$ 48.87	\$ 9,774.00	\$ 18.00	\$ 3,600.00	\$ 45.00	\$ 9,000.00
12	1	LS	Seeding		\$ 7,620.00		\$ 11,568.23		\$ 14,000.00		\$ 40,000.00
13	1	LS	Erosion Control Structures		\$ 10,200.00		\$ 24,232.46		\$ 7,500.00		\$ 20,000.00
14	1	LS	Traffic Maintenance		\$ 1,140.00		\$ 11,583.68		\$ 2,000.00		\$ 2,575.00
15	1	LS	Trench Excavation Protection		\$ 7,020.00		\$ 19,306.13		\$ 25,000.00		\$ 3,200.00
16	1	LS	Bonds and Insurance		\$ 104,950.00		\$ 69,236.18		\$ 54,000.00		\$ 100,000.00
Total Base Bid				\$	4,644,635.00	\$	5,504,185.48	\$	5,091,790.00	\$	4,249,500.00
										\$	5,053,989.00

C. Alpheus P.E.
11/30/2023

This is to certify this is a true and correct tabulation of the bids received on this project.

Bid Tabulation

Project:Hwy 71 Waterline Relocation Owner: Texarkana Water Utilities Bid Date: Thursday November 30, 2023		RBIS, LLC P.O. Box 1364 Texarkana, TX 75505		KAMPCO, Inc. 922 Des Moines Texarkana, AR 71854		BELT Construction, Inc. 2507 E. Broad Street Texarkana, AR 71854		KAJACS 3401 W. 65th Street Little Rock, AR 72209		Wicker Construction, Inc. P.O. Box 6765 Shreveport, LA 71136-6765		
Item #	Qty	Unit	Item	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	
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11	200	CY	Select Fill	\$ 74.00	\$ 14,800.00	\$ 9,774.00	\$ 48.87	\$ 3,600.00	\$ 45.00	\$ 9,000.00	\$ 35.00	\$ 7,000.00
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Total Base Bid				\$	4,644,635.00	\$ 5,504,185.48	\$	5,091,790.00	\$	4,249,500.00	\$	5,053,989.00

C. Alfano P.E.
11/30/2023

This is to certify this is a true and correct tabulation of the bids received on this project.



CITY OF TEXARKANA, AR

BOARD OF DIRECTORS

AGENDA TITLE: Adopt a Resolution authorizing the City Manager to enter into a contract with RBIS, LLC, for the 12” Sewer Main Rehab Project on East Broad Street and East 3rd Street. (TWU) Executive Director Gary Smith

AGENDA DATE: January 2, 2024

ITEM TYPE: Ordinance Resolution Other : _____

DEPARTMENT: Texarkana Water Utilities

PREPARED BY: Gary Smith, P.E., Executive Director

REQUEST: The City Manager to enter into a contract with RBIS, LLC., for the 12” Sewer Main Rehab Project on East Broad Street and East 3rd Street.

EMERGENCY CLAUSE: None needed.

SUMMARY: The City Manager to enter into a contract with RBIS, LLC, for the 12” Sewer Main Rehab Project on East Broad Street and East 3rd Street in an amount not to exceed \$229,943.80. Bids were received ATTH 01 Tuesday, December 19, 2023. RBIS, LLC, of Texarkana, Arkansas, was the only bidder with a bid of \$229,943.80. This project consists of replacing/relocating approximately 372 linear feet of twelve-inch (12”) sewer main, installing three concrete manholes, and all associated work and appurtenances. \$229,943.80 is budgeted in the Utility’s 2023-2024 Arkansas Infrastructure Fund.

EXPENSE REQUIRED: \$229,943.80

AMOUNT BUDGETED: \$229,943.80

**APPROPRIATION
REQUIRED:** \$229,943.80

**RECOMMENDED
ACTION:** Utility staff recommends approval.

EXHIBITS: Resolution, ATTH 01 Bid Summary, and ATTH 02 Bid Tabulation

RESOLUTION NO. _____

WHEREAS, Texarkana Water Utilities (TWU) requests the authorization for the City Manager to enter into a contract with RBIS, LLC, of Texarkana, Arkansas, for the 12” Sewer Main Rehab Project on East Broad Street and East 3rd Street (consisting of replacing/relocating approximately 372 linear feet of twelve-inch (12”) sewer main, installing three concrete manholes, and all associated work and appurtenances); and

WHEREAS, after proper advertisement, bids were received Tuesday, December 19, 2023, and RBIS, LLC, was the only bidder with a bid of \$229,943.80; and

WHEREAS, \$229,943.80 is budgeted in the Texarkana Water Utility’s 2023-2024 Arkansas Infrastructure Fund; and

WHEREAS, the TWU Staff recommends approval;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the City of Texarkana, Arkansas, that the City Manager is authorized and directed to enter into the contract described above in an amount not to exceed \$229,943.80.

PASSED AND APPROVED this 2nd day of January 2024.

Allen Brown, Mayor

ATTEST:

Heather Soyars, City Clerk

APPROVED:

Joshua L. Potter, City Attorney

Bid Summary

12" Sewer Main Rehab
E. Broad St. and E. 3rd St.

10:00 A.M. Tuesday, December 19, 2023

	<u>Base Bid</u>
1. RBIS, LLC Texarkana, Arkansas	\$ 229,943.80
2. Kampco, Inc. Texarkana, Arkansas	No Bid
3. Barnwell Industries Queen City, Texas	No Bid
4. Stone Construction Texarkana, Texas	No Bid

Time First Bid Opened: 10:00 A.M

Number of Bidders: 1

Apparent Low Bidder: RBIS, LLC

BASE BID:					
				RBIS, LLC	
				Texarkana, TX	
Item	Quantity	Unit	Description	Unit Price	Total Price
1	1	LS	Mobilization, Bonds, & Submittals	\$34,700.00	\$34,700.00
2	269.16	LF	Furnish & Install 12" PVC SDR-26 Sewer Pipe by Open Cut	\$155.00	\$41,719.80
3	103	LF	Furnish & Install 12" PVC Certa-Flo Sewer Pipe by Bore	\$208.00	\$21,424.00
4	1	EA	Furnish & Install New Concrete Manhole #1	\$17,100.00	\$17,100.00
5	1	EA	Furnish & Install New Concrete Manhole #2	\$16,600.00	\$16,600.00
6	1	EA	Furnish & Install New Concrete Manhole #3	\$34,500.00	\$34,500.00
7	1	EA	Remove Manhole #4163	\$7,400.00	\$7,400.00
8	1	EA	Abandon Manhole #4161	\$7,400.00	\$7,400.00
9	1	EA	Connect New 12" to Existing 12" Inside Removed Manhole Base	\$6,600.00	\$6,600.00
10	2	EA	Furnish & Install Cut, Plug, and Abandon Existing 12"	\$7,700.00	\$15,400.00
11	2	EA	Furnish & Install Cut, Plug, and Abandon Existing 6"	\$3,200.00	\$6,400.00
12	1	LS	Furnish & Install all Labor & Materials to Clean and Test Sewer Mains	\$4,200.00	\$4,200.00
13	1	LS	Furnish & Install all Trench Protection	\$7,200.00	\$7,200.00
14	1	LS	Furnish & Install all Labor & Materials to Seed all affected areas	\$3,700.00	\$3,700.00
15	1	LS	Furnish & Install all Erosion Control Measures	\$5,600.00	\$5,600.00
			TOTAL BASE BID		\$229,943.80

Prepared by Len McBride, E.I.T.
 Certified Correct

 12-19-23

Len McBride, Design Engineer, TWU



CITY OF TEXARKANA, AR

BOARD OF DIRECTORS

AGENDA TITLE: Adopt an Ordinance to rezone a tract of land located at 4000 Arkansas Boulevard, from C-2 Central Business and M-1 Limited Manufacturing to a Planned Unit Development in order to build a comprehensive multi-purpose campus for Harvest International Ministries. (Ward 3) (PWD-Planning) City Planner Jamie Finley

AGENDA DATE: January 2, 2024

ITEM TYPE: Ordinance Resolution Other : _____

DEPARTMENT: Public Works/Planning

PREPARED BY: Jamie Finley, City Planner

REQUEST: Rezone a tract of land from C-2 Central Business and M-1 Limited Manufacturing to a Planned Unit Development in order to build a comprehensive campus for Harvest International Ministries.

EMERGENCY CLAUSE: N/A

SUMMARY: Rezone a tract of land from C-2 Central Business and M-1 Limited Manufacturing to a Planned Unit Development in order to build a comprehensive campus for Harvest International Ministries. The proposed site plan includes worship buildings, event space and housing. As no single zone easily incorporates all these, a Planned Unit Development is the most feasible option.

EXPENSE REQUIRED: 0

AMOUNT BUDGETED: 0

**APPROPRIATION
REQUIRED:** 0

**RECOMMENDED
ACTION:** Adoption of a rezoning ordinance is recommended by the Planning Commission.

EXHIBITS: Ordinance, Memo to City Manager, location/zoning map, and site plan



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

MEMORANDUM

TO: Robert Thompson, City Manager

FROM: Jamie Finley, City Planner

DATE: December 14, 2023

SUBJECT: Board of Directors Agenda item for January 2, 2023 – Rezoning request by Harvest International Ministries, 4000 Arkansas Blvd, Texarkana AR 71854 for rezoning for the purpose of establishing a Planned Unit Development (PUD) in order to build a comprehensive multi-purpose campus.

LEGAL DESCRIPTION:

The property is legally described as PT NE SE, the W 40.67 AC of SE LESS 4.95 AC TO HWY JOB 030315 TR#12 and PT SW SE 3.71AC & PT SE SE .20 AC & PT NE SE 12.73 AC & PT SW SE 11.80AC of Section 09, Township 15S, Range 28W, Texarkana, Miller County, Arkansas, containing 72.08 acres more or less.

REASON FOR REQUEST:

Harvest International Ministries desires to construct a multi-purpose campus which is projected to include housing, maintenance, event and worship space. As there is currently no single zoning designation which would easily accommodate such and, being as a Planned Unit Development (PUD) is defined as “small and large-scale developments incorporating a single type or a variety of residential, commercial, and related uses which are planned and developed as a unit.”, rezoning to a PUD provides for the best “fit”.

EXISTING LAND USES:

Site: Church and vacant (land to be purchased)
North: Commercial (Fairgrounds across I-49) and vacant
East: Vacant
South: Commercial
West: Church and vacant

EXISTING ZONING:

Site: C-2 Central Business and M-1 Limited Manufacturing
North: C-2 Central Business and R-1 Rural Residential
East: C-2 Central Business and M-1 Limited Manufacturing
South: M-1 Limited Manufacturing
West: C-2 Central Business and M-1 Limited Manufacturing

COMPATIBILITY WITH EXISTING ZONING:

The property located at 4000 Arkansas Blvd is designated as Multi-Use Commercial (MUC) in the 2040 Comprehensive Plan. While there is no land use category that specifically addresses the parameters of a PUD, the MUC is compatible with the requested usage. Multi-Use Commercial is described as “Primarily mixed uses with pedestrian access to residential, office, commercial, and civic uses coupled with open space amenities.”

UTILITIES & TRANSPORTATION NETWORK:

Principal Arterial: Arkansas Blvd

Water: 8” on South side of Arkansas Blvd

Sewer: 8” on South side of Arkansas Blvd
6” on West side of property

Fire Hydrant: 4 located on the South side of Arkansas Blvd approximately 85’ from property

CONFORMANCE WITH APPLICABLE ORDINANCES AND/OR STATE STATUTES:

The required notice was published in the Sunday, December 3, 2023 edition of the Texarkana Gazette. The City notified sixteen (16) property owners by regular postal mail within three hundred feet (300’) as required by the Texarkana Arkansas Code of Ordinances.

OPPOSITION: None

PLANNING COMMISSION CERTIFICATION:

The Planning Commission met on April 10, 2023, to review this request. On a motion by Commissioner Clyde “Boots” Thomas, seconded by Commissioner Bertha Dunn, a roll call vote to support a recommendation for approval passed 7-0 without opposition. All commissioners were present.

Anderson Neal	Yes
Mike Jones	Yes
Boots Thomas	Yes
Adger Smith	Yes
Bertha Dunn	Yes

Jason Dupree Yes
Randall Hickerson Yes

BOARD OF DIRECTORS ACTION REQUESTED:

Request to adopt an ordinance to change zoning from C-2 Central Business and M-1 Limited Manufacturing to a Planned Unit Development. *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.

ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCE NO. K-286, AS AMENDED; AND FOR OTHER PURPOSES

WHEREAS, an application to amend the Land Use Plan was filed with the Planning Commission of the City of Texarkana, Arkansas requesting the following described land be rezoned, as applicable, from C-2 Central Business and M-1 Limited Manufacturing to a Planned Unit Development (PUD) located at 4000 Arkansas Boulevard in Ward 3:

PT NE SE, the W 40.67 AC of SE LESS 4.95 AC TO HWY JOB 030315 TR#12 and PT SW SE 3.71AC & & PT SE SE .20 AC & PT NE SE 12.73 AC & PT SW SE 11.80AC of Section 09, Township 15S, Range 28W, Texarkana, Miller County, Arkansas, containing 72.08 acres more or less.

WHEREAS, the Planning Commission, after public hearing, has approved said application and recommended that the Board of Directors of the City of Texarkana, Arkansas adopt the ordinance affecting said rezoning request; and

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the City of Texarkana, Arkansas that Ordinance No. K-286, as amended, should be amended to rezone the above-described property in the City of Texarkana, Arkansas, from C-2 Central Business and M-1 Limited Manufacturing to a Planned Unit Development (PUD). This is solely a rezoning and no other action, conveyance, or release of interest.

PASSED AND APPROVED this 2nd day of January, 2024.

Allen Brown, Mayor

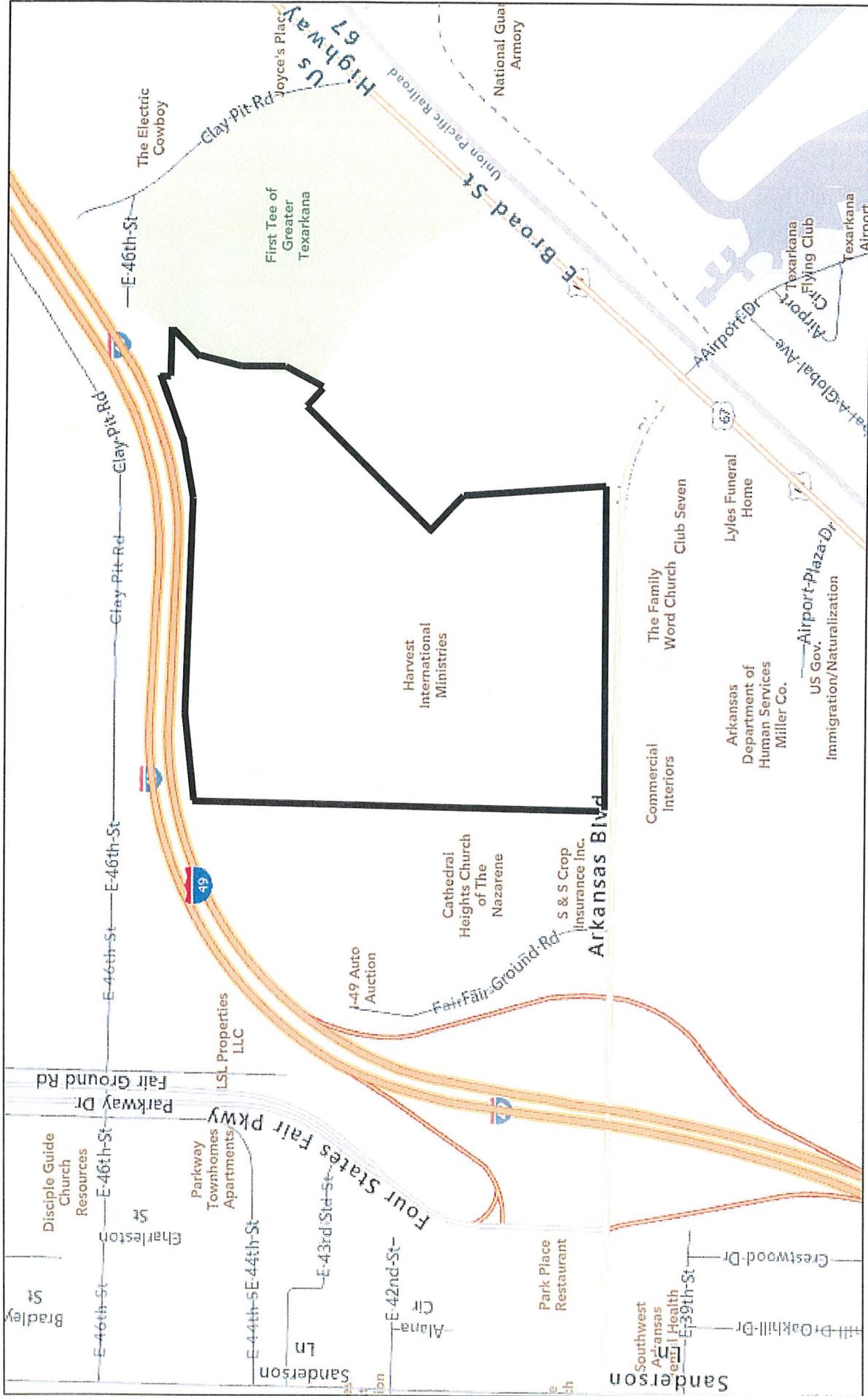
ATTEST:

Heather Soyars, City Clerk

APPROVED:

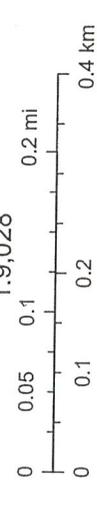
Joshua L. Potter, City Attorney

Harvest International



11/29/2023, 7:56:59 AM

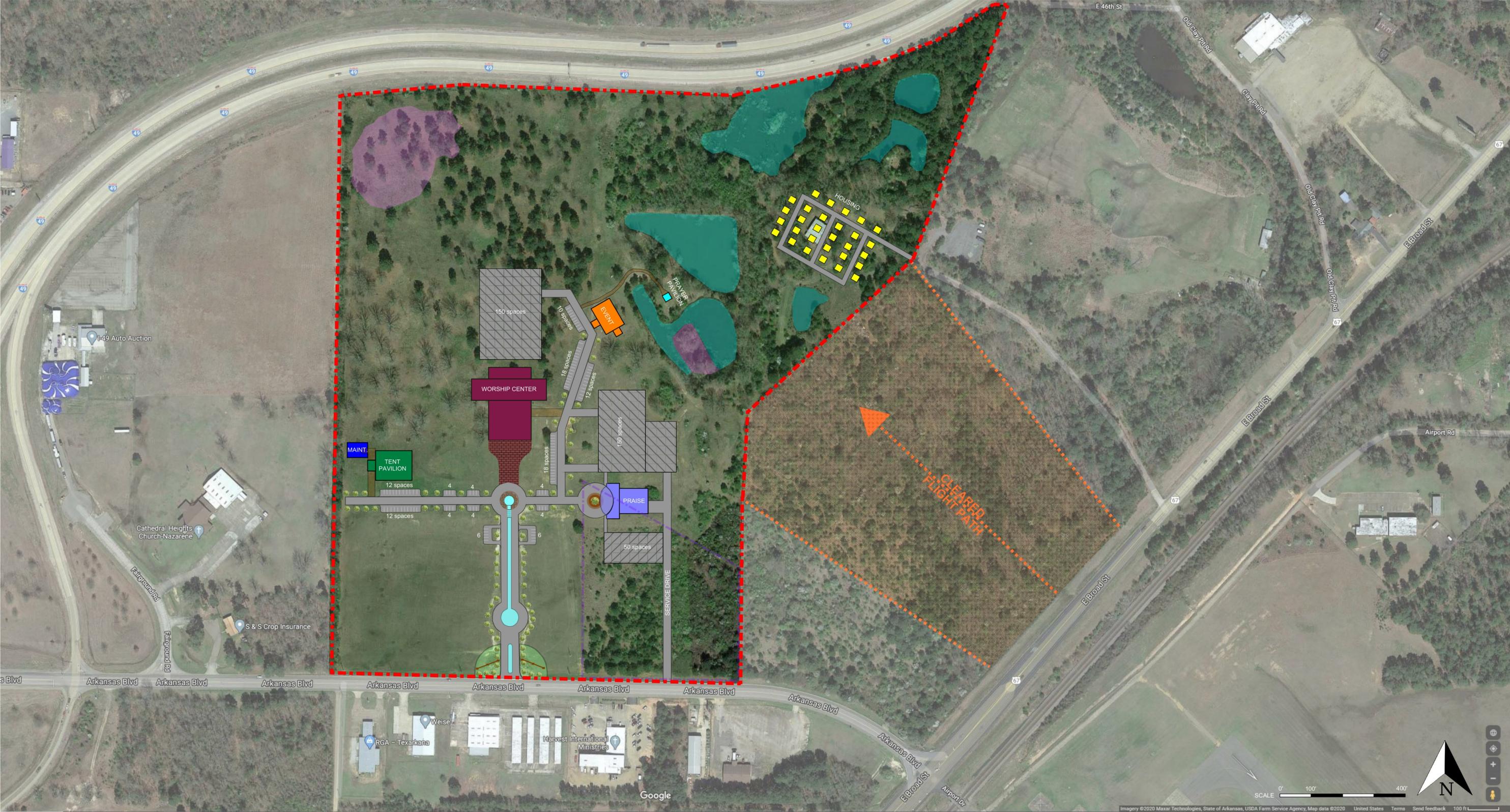
1:9,028



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LEGEND

- PRAISE BUILDING
- WORSHIP CENTER
- SINGLE-FAMILY HOUSING
29 UNITS
- MAINTENANCE
BLDG
- EXISTING POND
- PROPERTY LINE
- PRAYER PAVILION
- EVENT BUILDING
- TENT PAVILION
- LINE OF LAND ACQUIRED
- NEW POND /
DETENTION EXPANSION



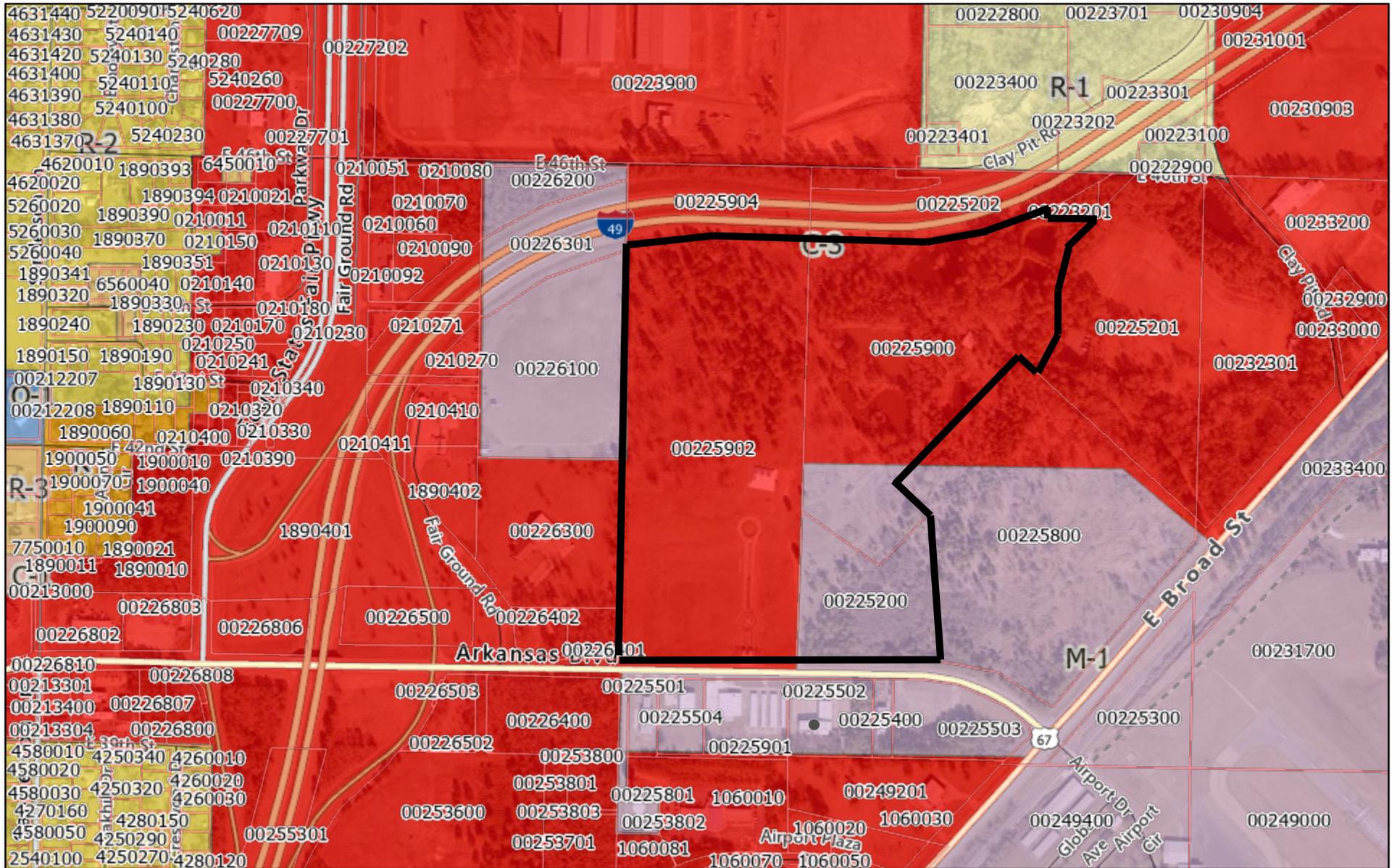
HARVEST INTERNATIONAL MINISTRIES
4001 ARKANSAS BLVD.
TEXARKANA, AR 71854

CAMPUS MASTER SITE PLAN

NOVEMBER 2023

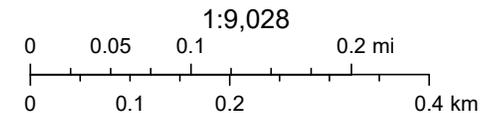


Harvest Ministries Zoning



11/28/2023, 2:16:37 PM

- | | | | | |
|----------------------|-----------------------|----------------|-----------|---------------------|
| Override 1 | Miller County Parcels | Highway | Collector | Service |
| Municipal Boundaries | Street Centerline | Major Arterial | Local | Zoning Texarkana AR |
| Texarkana, AR | Freeway | Minor Arterial | Ramp | General Commercial |



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