



## Regular Meeting of the Board of Directors

City of Texarkana, Arkansas

216 Walnut Street

**Agenda - Monday, October 18, 2021 - 6:00 PM**

Call to Order

Roll Call

Invocation and Pledge of Allegiance given by Director Barbara Miner.

### **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. The Board of Directors cannot respond to citizens' concerns during this time.*

*Be respectful of the Board of Directors, city staff, and the public by refraining from abusive conduct, personal charges, or verbal attacks.*

### **PROCLAMATION(S)**

1. Proclamation declaring October 17-23, 2021, as Texarkana, Arkansas Black Restaurant Week. (BOD) (This item added to the agenda at the request of Director Laney Harris.)
2. Proclamation declaring October 18-23, 2021, as Chamber of Commerce Week. (Admin)
3. Proclamation declaring October 24-30, 2021, as Pro Bono Week. (Admin)
4. Proclamation declaring November 2021, as Business Appreciation Month. (BOD) (This item added at the request of Director Harris.)
5. Proclamations given by Ward 4 Director Ulysses Brewer recognizing Greg Gallagher, Sarah Meredith and Tony Nix for their volunteerism and community service. (BOD) (This item added to the agenda at the request of Director Ulysses Brewer.)

### **PRESENTATION(S)**

6. Texarkana Water Utilities (TWU) Budget Presentation given by Interim Executive Director Gary Smith and TWU Finance Director Tricia Briggs. (TWU)
7. American Rescue Plan Act (ARPA) Presentation given by Finance Director TyRhonda Henderson. (FIN)

### **CONSENT**

8. Approval of the minutes of the regular meeting October 4, 2021. (CCD)
9. Adopt a Resolution approving the Texarkana Water Utilities (TWU) FY 2021-2022 Budget. (TWU) Interim Executive Director, Gary Smith and TWU Finance Director, Tricia Briggs.

## **REGULAR**

- [10.](#) Adopt a Resolution approving the American Rescue Plan Act Budget. (FIN) Finance Director TyRhonda Henderson
- [11.](#) Adopt a Resolution approving premium pay and designating essential employees. (FIN) Finance Director TyRhonda Henderson
- [12.](#) Adopt a Resolution to amend the General Fund Budget and Public Works Budget for the inclusion of a retroactive Premium Pay. (FIN) Finance Director TyRhonda Henderson
- [13.](#) Adopt an Ordinance authorizing the purchase of Simtek Modular training structure. (TAPD) Capt. James Atchley

*An emergency clause is requested. An emergency clause requires a separate and distinct vote of the board and is valid only if there is a two-thirds vote of approval by the Board.*

## **BOARD OF DIRECTORS' COMMENTARY**

## **CITY MANAGER REPORT**

**NEXT MEETING DATE: Monday, November 1, 2021**

## **ADJOURN**

### **2021 City Calendar**

**Universal Vibe - Saturday, October 23, 2021**

**City Clean-Up Day - Saturday, October 23, 2021**

**Crossties Fall Festival/Trick or Treating - Saturday, October 30, 2021**

**Hopkins Icehouse Street Party - Saturday, October 30, 2021**

**Election Day - Tuesday, November 2, 2021**

**Economic Development Committee Meeting - 4PM, Thursday, November 4, 2021**

**Solid Waste Committee Meeting - 5PM, Thursday, November 4, 2021**

**Veteran's Day - City Holiday - Thursday, November 11, 2021**

**Thanksgiving - City Holiday - Thursday & Friday, November 25-26, 2021**

**Feast of Our Lady of Guadalupe - Sunday, December 12, 2021**

**Christmas - City Holiday - Thursday & Friday, December 23-24, 2021**

**New Year's Eve - City Holiday - Friday, December 31, 2021**



**ARKANSAS BUDGET SUMMARY**  
**FY 2022**

## AR/TX Ratio:

FY 21 36.86/63.14%

FY 22 38.72/61.28%

Per LTWSC Consumption Summary at 9/30/20-Based on actual pumpages

## TX Municipal Retirement System Employer Contributions:

FY 21 16.14%

Jan 1, 2022 16.03%

Employees contribute 7% of their gross pay.

## ARKANSAS ESTIMATED REVENUE COMPARISON- FY 21 TO FY 22

<b>REVENUE</b>	<b>FY 21 BUDGET</b>	<b>FY 22 BUDGET</b>	<b>INCR/(DECR)</b>
Water & Sewer Sales (inc. Infrastructure fee)	9,468,882	9,658,260	189,378
Water Connection Fees	3,650	3,750	100
Service Charge	387,965	437,836	49,871
Wholesale Water Sales	57,100	65,950	8,850
Miscellaneous Income	<u>405,036</u>	<u>473,033</u>	<u>67,997</u>
	<b>10,322,633</b>	<b>10,638,829</b>	<b>316,196 3.06%</b>

## FY 22 BUDGETED EXPENDITURES

### Chemical Costs:

- Sulphur Dioxide - 47% increase
- Chlorine - 67% increase

### Salary Costs:

- Proposed salary increase Customer Service Specialist (CSS) I positions \$11.7649 → \$13.1010 / hr.
- Restored CSS II position @ \$15.3486 / hr.
- Overall Cost \$36,404.49; AR portion = \$14,567.94

### AR Fund Contributions:

- SRWWTP Depr. Fund \$106,480; \$14,330 increase
- AR Infrastructure \$425,833; \$159,721 increase
- Equip. Acquisition \$271,040; \$105,170 increase
- Technology \$251,680; \$41,578 increase
- AR Capital Impr. \$375,000; \$125,000 increase
- NTWWTP \$48,800; \$36,600 increase
- Compost \$38,720; \$38,720 increase

- An additional \$521,119 was allocated to proposed projects for FY22

## OPERATING DIVISION BUDGET COMPARISONS-ALL FUNDS

### FY 21 BUDGET TO FY 22 BUDGET

Division		FY 21 Budget	FY22 Budget	Incr (Decr)
110	Admin	588,089	629,750	41,661
210	Acctg/Personnel	454,410	574,149	119,739
230	IT	1,180,753	1,231,906	51,153
310	Customer Service	1,019,087	998,267	(20,820)
330	Field Services	729,303	762,271	32,968
410	Water Prod-WP	3,461,529	3,805,817	344,288
420	Water Prod-MW	1,581,105	1,669,186	88,081
490	GP Water	1,537,081	1,735,416	198,335
520	Waggoner Cr	414,467	426,529	12,062
530	SRWWTP	4,265,528	4,314,336	48,808
540	NTWWTP	269,728	286,607	16,879
580	Composting	365,455	356,176	(9,279)
610	Ops Admin	252,259	268,691	16,432
612	Utility Constr	957,334	1,138,797	181,463
620	Water Distr	1,460,345	1,532,995	72,650
630	Sewer Collection	1,155,042	1,264,961	109,919
640	Fleet Services	687,846	624,143	(63,703)
710	Engineering	738,169	722,570	(15,599)
720	Engineering I&I	278,483	287,265	8,782
740	GIS Development	404,156	411,172	7,016
750	Environmental Svc	423,464	436,675	13,211
830/831	Leary	27,462	25,396	(2,066)
833/834	Miller Cty PWA	24,428	27,941	3,513
	<b>Total</b>	<b>22,275,523</b>	<b>23,531,016</b>	1,255,493

Total budget increase from FY 21 to FY22  
**5.63%**

## OPERATING DIVISION BUDGET COMPARISONS

### FY 21 BUDGET TO FY 22 BUDGET

Division		Arkansas FY 21 Budget	Arkansas FY22 Budget	Increase/ (Decrease)
110	Admin	218,758	235,482	16,724
210	Acctg/Personnel	173,457	217,529	44,072
230	IT	369,449	407,410	37,961
310	Customer Service	407,817	377,710	(30,107)
330	Field Services	291,848	318,503	26,655
420	Water Prod-MW	1,581,105	1,669,186	88,081
530	SRWWTP	1,569,375	1,671,769	102,394
540	NTWWTP	267,428	275,607	8,179
580	Composting	134,705	137,911	3,206
610	Ops Admin	92,983	104,038	11,055
612	Utility Constr	352,874	440,942	88,068
620	Water Distr	552,691	606,689	53,998
630	Sewer Collection	424,275	488,245	63,970
640	Fleet Services	205,887	219,134	13,247
643	AR Police Veh	36,250	26,250	(10,000)
644	AR Fire Veh	40,750	28,250	(12,500)
645	AR PW Veh	95,100	45,600	(49,500)
646	AR Other Veh	11,100	6,600	(4,500)
710	Engineering	272,089	279,779	7,690
720	Engineering I&I	102,649	111,228	8,579
740	GIS Development	148,973	159,137	10,164
750	Environmental Svc	156,089	169,080	12,991
833/834	Miller Cty PWA	24,428	27,941	3,513
	<b>Total</b>	<b>7,530,080</b>	<b>8,024,020</b>	493,940

Arkansas FY 22  
Budget increase from FY 21  
**6.56%**



## FY 22 PROPOSED DEPRECIATION FUND PROJECTS

South Regional WWTP:	Total	AR Amount
Pump/Motor/VFD Replacement 2022	\$50,000	\$19,360
Grit Basin 401 Rebuild	\$40,000	\$15,488
SR Plant Wireless SCADA	\$30,000	\$11,616
Roof Repairs 500 Building	\$12,000	\$4,646
Non-Potable Pump Rebuild 1000PS	\$25,000	\$9,860
In-Plant Waste Pump Rebuild	\$15,000	\$5,808
1400 Digester Pump Replacement	\$10,000	\$3,872
800 FC Gate Replacement	\$10,000	\$3,872
Influent Pump Rebuilds	\$50,000	\$19,360
Boiler Rebuilds	<u>\$50,000</u>	<u>\$19,360</u>
	\$292,000	\$113,062
North Texarkana WWTP:		
Paint exposed metal	\$15,000	\$9,150
Driveway/Parking lot Repairs	\$25,000	\$15,250
Pump/Motor/VFD Replacement 2022	<u>\$40,000</u>	<u>\$24,400</u>
	\$80,000	\$48,800
Millwood Water Treatment Plant:		
Sludge Pond Cleaning (2) 2022	\$120,000	\$46,464
#2 High Service Retro Fit	\$80,000	\$30,976
Online Turbidity Meters (8)	\$18,000	\$6,970
Filter Air Units Replacement (2)	\$55,000	\$21,296
Valve Replacement Filters 3,4,7 & 8	<u>\$202,628</u>	<u>\$78,458</u>
	\$475,628	\$184,164
Composting Fund:		
Compost Operations Building	\$75,000	\$29,040
Concrete Pad Repairs	\$15,000	\$5,808
Equipment Wear Parts 2022	\$21,800	\$8,441
Hammer Mill-Complete	<u>\$50,000</u>	<u>\$19,360</u>
	\$161,800	\$62,649

# FY 22 PROPOSED ARKANSAS CAPITAL IMPROVEMENT AND INFRASTRUCTURE PROJECTS

## Capital Improvement:

Water System Improvements - 2022	\$30,000
Sewer System Improvements - 2022	\$50,000
Loop Dead End Water Mains - 2022	\$75,000
Chlorine Conversion Project - 2022	\$35,000
Tennessee Rd. Sewer Extension	<u>\$100,000</u>
	\$290,000

## Infrastructure:

35 <sup>th</sup> & Sanderson Valve Repair	\$70,000
Replace/Upsize Water Mains	\$50,000
Replace Brick Manholes	\$50,000
Pinson @ AR Blvd. Sewer Improvements	\$175,000
Pressure Plane Switch @ Dooley Ferry/Hwy 82	<u>\$20,000</u>
	\$365,000
ARPA funds: Nix Creek Trunk Main	\$1,724,190

## FY 22 PROPOSED LTWSC CAPITAL IMPROVEMENT PROJECTS:

	Total	AR Amount
Wright Patman WTP Repair Parking Lot/Road	\$100,000	\$30,000
New Boston Booster Station VFD	\$71,000	\$21,300
Install Vents 3.0 MG Clearwells	\$50,000	\$15,000
Chlorine CL17 Analyzer/Controllers	\$10,000	\$3,000
Repair outside of GST's – New Boston, Hooks, DeKalb	<u>\$50,000</u>	<u>\$15,000</u>
	\$281,000	\$84,300

### FY21 Budget Revised Ending Cash Balances:

AR	\$659,391	23 days
MNDVL	\$4,717	19 days
UN	\$143,252	114 days

### FY22 Budget Projected Ending Cash Balances:

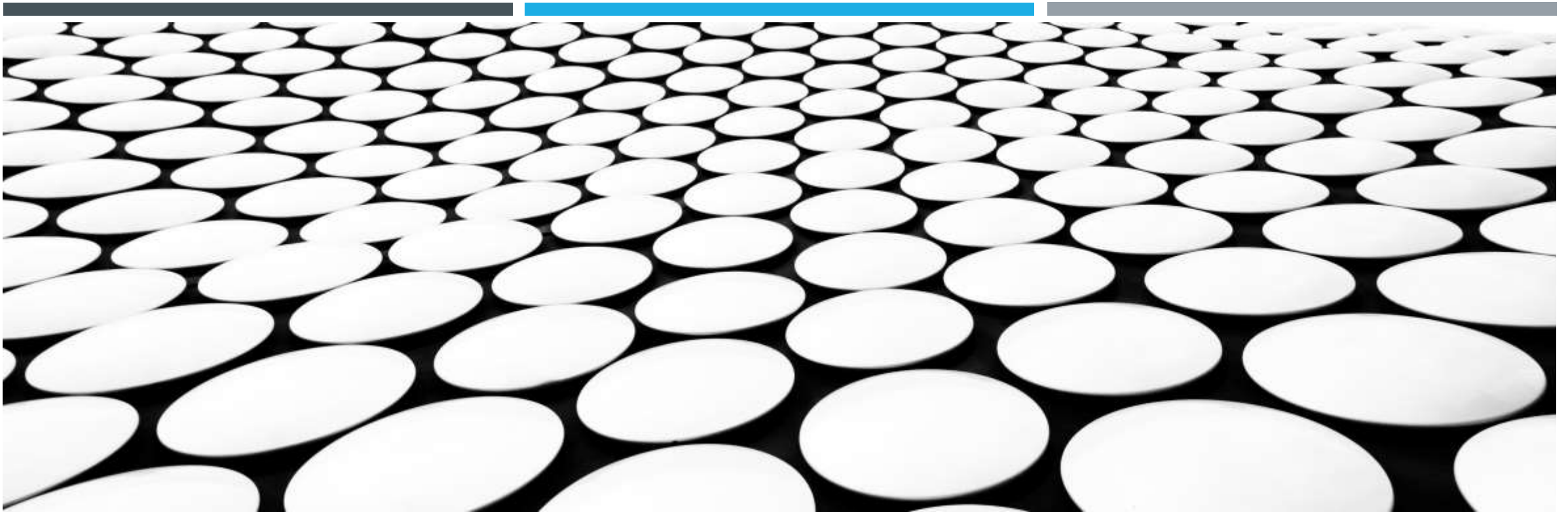
AR	\$1,267,554	38 days
MNDVL	\$30,268	124 days
UN	\$183,622	142 days

## Closing Comments:

The rate study is underway and is expected to be completed in about 6-8 months.

Total AR Capital Expenditures for FY22 \$2,872,165

<b>FY 21</b>	<b>FY 22</b>	
<b>BUDGET REVENUES</b>	<b>BUDGET REVENUES</b>	<b>INCR/(DECR)</b>
<b>10,322,633</b>	<b>10,638,829</b>	<b>316,196 3.06%</b>



# **CITY OF TEXARKANA, ARKANSAS AMERICAN RESCUE PLAN ACT**

PRESENTED BY E. JAY ELLINGTON, CITY MANAGER AND TYRHONDA HENDERSON, FINANCE DIRECTOR

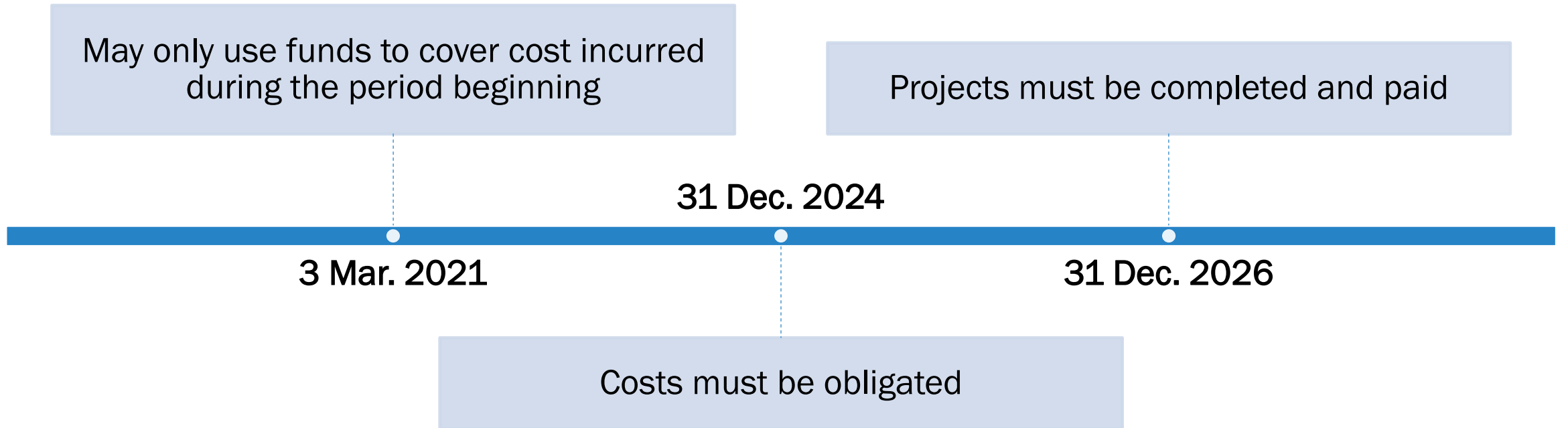
OCTOBER 18, 2021



# AMERICAN RESCUE PLAN ACT

- Metropolitan City
  - Received funds directly from Federal Government
  - Allocated \$7,915,767.00
- Receipt of Funds
  - Received \$3,957,833.50
  - Will receive remaining balance in May 2022

# TIMELINE FOR USE OF FUNDS





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## INELIGIBLE USES OF FUNDS

Offsetting a reduction in the net tax revenue resulting from a change in law, regulation, or administration interpretation

Depositing funds into any pension fund

IE: sales tax changes

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## ELIGIBLE USES OF FUNDS

Revenue Loss

Public Health &  
Negative  
Economic  
Impact

Premium Pay

Water, Sewer,  
and Broadband  
Infrastructure

# BUDGET RECOMMENDATIONS PRESENTED AUGUST 16, 2021

Eligible Uses	Budget Recommendation #1		Budget Recommendation #2		Budget Recommendation #3	
	Description	Amount	Description	Amount	Description	Amount
Revenue Loss						
	Street Infrastructure	\$ 2,871,273.00	Street Infrastructure	\$ 2,900,000.00	Street Infrastructure	\$ 1,000,000.00
	Airport	\$ 1,628,727.00	Airport	\$ 1,628,727.00	Airport	\$ 1,628,727.00
Total Revenue Loss		\$ 4,500,000.00		\$ 4,528,727.00		\$ 2,628,727.00
Premium Pay		\$ 200,000.00		\$ 400,000.00		\$ 600,000.00
Water & Sewer						
	TWU - Nix Creek Sewer Impro.	\$ 1,924,190.30	TWU - Nix Creek Sewer Impro.	\$ 1,724,190.30	TWU - Nix Creek Sewer Impro.	\$ 1,524,190.30
	PW - Drainage Infrastructure	\$ 500,000.00	PW - Drainage Infrastructure	\$ 471,273.00	PW - Drainage Infrastructure	\$ 2,371,273.00
Total Water & Sewer		\$ 2,424,190.30		\$ 2,195,463.30		\$ 3,895,463.30
Administrative Costs		\$ 791,576.70		\$ 791,576.70		\$ 791,576.70
Total Expenditures		\$ 7,915,767.00		\$ 7,915,767.00		\$ 7,915,767.00

# BUDGET RECOMMENDATION FOR APPROVAL

## Budget Recommendation #2

<u>Eligible Uses</u>	<u>Description</u>	<u>Amount</u>
Revenue Loss		
	Street Infrastructure	\$ 2,900,000.00
	Airport	\$ 1,628,727.00
	<b>Total Revenue Loss</b>	<b>\$ 4,528,727.00</b>
Premium Pay		\$ 400,000.00
Water & Sewer		
	Nix Creek Sewer Impro.	\$ 1,724,190.30
	Drainage Infrastructure	\$ 471,273.00
	<b>Total Water &amp; Sewer</b>	<b>\$ 2,195,463.30</b>
Administrative Costs		\$ 791,576.70
	<b>Total Expenditures</b>	<b><u>\$ 7,915,767.00</u></b>





**QUESTIONS?**





## CITY OF TEXARKANA, AR BOARD OF DIRECTORS

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<b>AGENDA TITLE:</b>	Approval of the minutes of the regular meeting October 4, 2021. (CCD)
<b>AGENDA DATE:</b>	October 18, 2021
<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, October 04, 2021 - 6:00 PM**

Assistant Mayor Hollibush called the meeting to order at 6:00 PM.

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

ALSO, PRESENT: City Manager E. Jay Ellington, City Attorney George Matteson, City Clerk Heather Soyars and Deputy City Clerk Jenny Narens.

ABSENT: Mayor Allen Brown.

Invocation and Pledge of Allegiance given by Director Brewer.

### **CITIZEN COMMUNICATION**

Director Harris read a statement regarding the August 14, 2021, Neighborhood Cleanup, (see attached).

### **PROCLAMATION(S)**

1. Assistant Mayor Hollibush read a Proclamation declaring October 2021, as United Way Month. (Admin)

### **PRESENTATION(S)**

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

John Pinkham	TWU	40 Years
Tracie Lee	Public Works	15 Years
Jacob Montoya	TAPD	5 Years
Marcos Luna	TAPD	5 Years

3. Video presentation by the City Beautiful Commission of the Citywide Cleanup Day, Saturday, October 23, 2021. (CBC)

### **CONSENT**

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

4. Approval of the minutes of the regular meeting September 20, 2021. (CCD)
5. Resolution No. 2021-46 approved the purchase a 2022 Ford Transit Crime Scene van. (TAPD)  
Capt. Bobby Jordan

### **BOARD OF DIRECTORS' COMMENTARY**

None.

### **CITY MANAGER REPORT**

City Manager E. Jay Ellington gave the following report:

- The BOARD OF DIRECTORS' COMMENTARY was part of the agenda where the Directors could speak 3-5 minutes about matters in their ward and the City.
- He and the Finance Director were working on the final budget schedule.
- National Night Out would be Tuesday, October 5, 2021.
- The community had many Fall events scheduled.
- He was working on the pilot for infill housing projects.
- The Rec Center was 98% completed. The dedication would be later this fall. Refuse Operator John McCoy would be the manager at the Rec Center.
- The Animal Care and Adoption Center had a new director and new employees had been hired. The City of Texarkana, Texas, still helped when needed.

**NEXT MEETING DATE: Monday, October 18, 2021**

### **ADJOURN**

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

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

The meeting adjourned at 6:19 PM.

**APPROVED** this the 18<sup>th</sup> day of October 2021.

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Allen L. Brown, Mayor

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Heather Soyars, City Clerk



October 7, 2001

Sometime in July was contacted by Mrs. Norman Richardson she stated she own property over on or near Belmont and Charles Street and she wanted that area cleanup. It was decided that the area should be expanded from the railroad tracks to 9th Street and from East Side Street to Oats Street. Also she asked me how well did I know any of the pastor in the area and asked me if I would and go by the churches and talk to them so that a trash dumpster be put on the lots across from the two church that I went by personally and talked to Reverend Jordan at St James Baptist Church but I called Pastor Leteir Davis of Bright Star Baptist Church. Both of them agreed to help and they would try to gather up some church members to helps also and that the trash dumpster would be place across the street on property that each church own.

The Sunday August the 8<sup>th</sup> I had made up some flyers and went door the door and pass them out in all of ward 2 clean up areas and the surrounding area over near St. James Church area s west of Pinehurst Street however I did not go over near Bright Star area and I was told by Mrs. Richardson that she went and had done both area again the week of August 14<sup>th</sup>.

However on the morning of the cleanup on August 14<sup>th</sup> I arrived there around about 7:15 a.m. and from the start of the cleanup and also there was a person from St. James Baptist Church who helping doing the cleanup was Mr. Kerry McGinnis. Finding that one dumpster was place on parking lot at St. James and the one at Bright Star were place in the street in front of the church from my visit there later on. Also around about 10:30 a.m. the trash dumpster was filled at St. James Church, so I went to Bright Star Church and was I there to about 12:10p.m. and Mrs. Richardson were going back and forth at the two location. There was about four Bright Start Church members that help with cleanup, their name are: Mrs. Elizabeth Preston, Mrs. Edna Williams, Mrs. Dorothy Abner and Mr. Michael Anderson.

And yes during the communication about the area I did tell Mrs. Richardson that most of the area was in ward 3 and she assured me that she had talked to Director Hollibush on more than one occasions and he would be there for the neighborhood cleanup but I am surprise to say the least that he would be giving out proclamation only to the two church pastor knowing that his involvement were only in passing out recognitions at the board of Director meeting on September 7, by giving two individual pastors a proclamation in regards to the August 14 neighborhood clean up.

  
Lanev Harris



# CITY OF TEXARKANA, AR

## BOARD OF DIRECTORS

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<b>AGENDA TITLE:</b>	Adopt a Resolution approving the Texarkana Water Utilities (TWU) FY 2021-2022 Budget. (TWU) Interim Executive Director, Gary Smith and TWU Finance Director, Tricia Briggs.
<b>AGENDA DATE:</b>	October 18, 2021
<b>ITEM TYPE:</b>	Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Other <input type="checkbox"/> : _____
<b>DEPARTMENT:</b>	Texarkana Water Utilities
<b>PREPARED BY:</b>	Tricia Briggs, Finance Director
<b>REQUEST:</b>	Approve TWU FY 2021-2022 Budget
<b>EMERGENCY CLAUSE:</b>	N/A
<b>SUMMARY:</b>	Approve TWU FY 2021-2022 Budget
<b>EXPENSE REQUIRED:</b>	N/A
<b>AMOUNT BUDGETED:</b>	N/A
<b>APPROPRIATION REQUIRED:</b>	N/A
<b>RECOMMENDED ACTION:</b>	The City Manager and Utility staff recommend approval.
<b>EXHIBITS:</b>	Resolution and TWU FY 2021-2022 Budget

# RESOLUTION NO. \_\_\_\_\_

**WHEREAS**, the FY2021-2022 Texarkana Water Utilities (TWU) Budget has been submitted to the Board of Directors for review; and

**WHEREAS**, Utility staff recommends approval of the budget as so presented to the board with the income and expense allocations set forth therein; and

**WHEREAS**, the City Manager and Utility staff recommend approval;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the City of Texarkana, Arkansas, that the TWU FY2021-2022 Budget, attached hereto and made a part hereof, is hereby approved.

**PASSED AND APPROVED** this 18<sup>th</sup> day of October, 2021.

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Allen L. Brown, Mayor

**ATTEST:**

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Heather Soyars, City Clerk

**APPROVED:**

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George Matteson, City Attorney



## CITY OF TEXARKANA, AR BOARD OF DIRECTORS

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<b>AGENDA TITLE:</b>	Adopt a Resolution approving the American Rescue Plan Act Budget. (FIN) Finance Director TyRhonda Henderson
<b>AGENDA DATE:</b>	October 18, 2021
<b>ITEM TYPE:</b>	Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Other <input type="checkbox"/> : _____
<b>DEPARTMENT:</b>	Finance Department
<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>	The purpose of this resolution is to accept the American Rescue Plan Act funds of \$7,915,767 and to approve the budget for such funds. City staff and the Board of Directors held workshops on August 16 <sup>th</sup> and September 28 <sup>th</sup> to discuss funding guidelines in detail and establish a budget.
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<b>EXPENSE REQUIRED:</b>	\$7,915,767
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<b>AMOUNT BUDGETED:</b>	\$0
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<b>APPROPRIATION REQUIRED:</b>	\$7,915,767
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<b>RECOMMENDED ACTION:</b>	City Manager and staff recommend approval
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<b>EXHIBITS:</b>	Budget and Resolution
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# RESOLUTION NO. \_\_\_\_\_

**WHEREAS**, pursuant to the American Rescue Plan Act (ARPA), the City is eligible for \$7,915,767.00 in ARPA funds; and

**WHEREAS**, in connection with the receipt of such funds, it is necessary to amend the budget to recognize the receipt of the funds and provide a budget for use of the same in accordance with ARPA terms and conditions; and

**WHEREAS**, upon discussion, the Board of Directors has determined that the budget for use of such funds attached hereto and made a part hereof is appropriate for such purpose; and

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

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the City of Texarkana, Arkansas, that the FY2021 Budget is amended to recognize the receipt of ARPA funds in the amounts set forth above and, further, to include the budget attached hereto and made a part hereof, for disposition of such ARPA funds, but subject to the terms and conditions of the American Rescue Plan Act.

**PASSED AND APPROVED** this 18<sup>th</sup> day of October, 2021.

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Allen L. Brown, Mayor

**ATTEST:**

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Heather Soyars, City Clerk

**APPROVED:**

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George Matteson, City Attorney

# American Rescue Plan Act Budget

<b>Budget Recommendation #2</b>		
<b>Eligible Uses</b>	<b>Description</b>	<b>Amount</b>
Revenue Loss		
	Street Infrastructure	\$ 2,900,000.00
	Airport	<u>\$ 1,628,727.00</u>
Total Revenue Loss		\$ 4,528,727.00
Premium Pay		\$ 400,000.00
Water & Sewer		
	Nix Creek Sewer Impro.	\$ 1,724,190.30
	Drainage Infrastructure	<u>\$ 471,273.00</u>
Total Water & Sewer		\$ 2,195,463.30
Administrative Costs		<u>\$ 791,576.70</u>
Total Expenditures		<u><u>\$ 7,915,767.00</u></u>



## CITY OF TEXARKANA, AR BOARD OF DIRECTORS

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<b>AGENDA TITLE:</b>	Adopt a Resolution approving premium pay and designating essential employees. (FIN) Finance Director TyRhonda Henderson
<b>AGENDA DATE:</b>	October 18, 2021
<b>ITEM TYPE:</b>	Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Other <input type="checkbox"/> : _____
<b>DEPARTMENT:</b>	Finance Department
<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>	<p>Per the American Rescue Plan Act guidelines, the purpose of this resolution is to approve a retroactive premium pay of \$6.25 per hour for hours not to exceed 160 hours worked as for October 18, 2021 for all full time employees and part time employees working a minimum of 16 hours per week. The retroactive premium pay will not exceed \$1,000 for eligible employees hired before October 18, 2021. This resolution will also designate following employees as essential: Administration staff, Finance staff, Court staff, Probation staff, City Clerk staff, Police officers and support staff, Fire fighters and support staff, Public Works staff, BiState Justice Center's maintenance staff, the Central Records and Communications manager, and Texarkana Water Utilities staff.</p>
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<b>EXPENSE REQUIRED:</b>	\$400,000
<b>AMOUNT BUDGETED:</b>	\$400,000
<b>APPROPRIATION REQUIRED:</b>	\$0

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<b>RECOMMENDED ACTION:</b>	City Manager and staff recommend approval
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<b>EXHIBITS:</b>	Resolution
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# **RESOLUTION NO. \_\_\_\_\_**

## **A RESOLUTION ADOPTING PREMIUM PAY FOR CERTAIN MUNICIPAL EMPLOYEES FROM THE AMERICAN RESCUE PLAN ACT**

**WHEREAS**, the American Rescue Plan Act “ARPA”, which was signed into law on March 11, 2021, provides fiscal relief funds to state and local governments and other program areas aimed at mitigating the continuing effects of the pandemic; and

**WHEREAS**, ARPA is intended to provide support to local governments in responding to the impact of COVID-19, and in their efforts to contain COVID-19, out of their communities, residents, and businesses; and

**WHEREAS**, ARPA provides stimulus grant funds permitting cities and towns the option to provide Premium Pay for eligible employees in order to provide additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors; and

**WHEREAS**, the United States Department of Treasury (hereinafter Treasury), has issued guidance and an Interim Final Rule (hereinafter IFR) regarding the use of ARPA funds; and

**WHEREAS**, Premium Pay is defined by the IFR as additional compensation for “eligible workers performing essential work during the COVID-19, public health emergency”; and

**WHEREAS**, the IFR provides that eligible workers are those “who have been and continue to be relied on to maintain continuity of operations of essential critical infrastructure sectors, including those who are critical to protecting the health and wellbeing of their communities”; and

**WHEREAS**, Treasury recognized essential critical infrastructure sectors as “healthcare, public health and safety, childcare, education, sanitation, transportation, food production and services” and also permits each city’s chief executive to add additional



sectors to the list if they are “deemed critical to protect the health and well-being of its residents”; and

**WHEREAS**, essential work involves regular in-person interactions or regular physical handling of items that were also handled by others; however, it does not include telework from a household; and

**WHEREAS**, the IFR emphasizes the need for recipients to prioritize Premium Pay for lower income workers most impacted by the pandemic; and

**NOW, THEREFORE, BE IT RESOLVED** by the by the Board of Directors of the City of Texarkana, Arkansas, that:

**Section 1.** The City of Texarkana, Arkansas, hereby appropriates a total amount up to \$400,000 to provide Premium Pay to eligible workers who meet the following ARPA eligibility criteria:

- 1) An eligible worker means workers necessary to maintain the continuity of operations of essential critical infrastructures
- 2) Including any additional sectors added by the city’s chief executive as follows:

Administration staff, Finance staff, Court staff, Probation staff, City Clerk staff, Police officers and support staff, Fire fighters and support staff, Animal Care officers and support staff, Public Works staff, BiState Justice Center’s maintenance staff, the Central Records and Communications manager, and Texarkana Water Utilities staff.

- 3) An eligible worker performing eligible work which means regular in-person interaction or regular physical handling of items that were handled by others.

**Section 2.** It is the intention of the City of Texarkana, Arkansas, to provide each full-time employee and part-time employee working more than 16 hours weekly retroactive Premium Pay in an amount not to exceed \$1,000 for eligible employees currently employed

by the City of Texarkana, Arkansas, and Texarkana Water Utilities that were hired before October 18, 2021;

**Section 3.** Retroactive Premium Pay in the amount of \$6.25 per hour for hours not to exceed 160 hours worked as of October 18, 2021; and

**Section 4.** The City of Texarkana, Arkansas, appropriates the sum of \$25,000 to cover all applicable employer payroll contributions (FICA, Medicare, and the employer costs of APERS) for the Premium Pay from the Rescue Grant funds.

**Section 5.** The City of Texarkana, Arkansas, Board of Directors adopts, ratifies, and enacts Premium Pay from *Section 603* of the ARPA.

**Section 6.** Nothing in this resolution shall be construed as constituting an employment contract or as altering, modifying, or affecting the “at-will” employment relationship between the City of Texarkana, Arkansas, and any employee of the City of Texarkana, Arkansas.

**PASSED AND APPROVED** this 18<sup>th</sup> day of October, 2021.

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Allen L. Brown, Mayor

**ATTEST:**

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Heather Soyars, City Clerk

**APPROVED:**

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George Matteson, City Attorney

## Premium Pay Calculation

Premium Pay - Lump Sum	City of Texarkana, AR Employees				TWU Employees		FICA & Medicare	Total
	Fire - 24 Hour	Non-Exempt Regular	Exempt Regular	Non-Exempt Regular	Exempt Regular			
	Personnel Non-Exempt	Full-time Personnel	Full-time Personnel	Full-time Personnel	Full-time Personnel			
\$ 500.00	\$ 29,000.00	\$ 65,000.00	\$ 10,000.00	\$ 75,500.00	\$ 6,000.00	\$ 12,392.75	\$ 197,892.75	
\$ 1,000.00	\$ 58,000.00	\$ 130,000.00	\$ 20,000.00	\$ 151,000.00	\$ 12,000.00	\$ 24,785.50	\$ 395,785.50	
\$ 1,500.00	\$ 87,000.00	\$ 195,000.00	\$ 30,000.00	\$ 226,500.00	\$ 18,000.00	\$ 37,178.25	\$ 593,678.25	
\$ 2,000.00	\$ 116,000.00	\$ 260,000.00	\$ 40,000.00	\$ 302,000.00	\$ 24,000.00	\$ 49,571.00	\$ 791,571.00	
\$ 2,500.00	\$ 145,000.00	\$ 325,000.00	\$ 50,000.00	\$ 377,500.00	\$ 30,000.00	\$ 61,963.75	\$ 989,463.75	
\$ 3,000.00	\$ 174,000.00	\$ 390,000.00	\$ 60,000.00	\$ 453,000.00	\$ 36,000.00	\$ 74,356.50	\$ 1,187,356.50	
\$ 3,500.00	\$ 203,000.00	\$ 455,000.00	\$ 70,000.00	\$ 528,500.00	\$ 42,000.00	\$ 86,749.25	\$ 1,385,249.25	
\$ 4,000.00	\$ 232,000.00	\$ 520,000.00	\$ 80,000.00	\$ 604,000.00	\$ 48,000.00	\$ 99,142.00	\$ 1,583,142.00	



## CITY OF TEXARKANA, AR BOARD OF DIRECTORS

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**AGENDA TITLE:** Adopt a Resolution to amend the General Fund Budget and Public Works Budget for the inclusion of a retroactive Premium Pay. (FIN)  
Finance Director TyRhonda Henderson

**AGENDA DATE:** October 18, 2021

**ITEM TYPE:** Ordinance  Resolution  Other : \_\_\_\_\_

**DEPARTMENT:** Finance Department

**PREPARED BY:** TyRhonda Henderson, Finance Director

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**REQUEST:** N/A

**EMERGENCY CLAUSE:** N/A

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**SUMMARY:** Per the American Rescue Plan Act guidelines and as approved by the City of Texarkana, Arkansas, the purpose of this resolution is to amend the General Fund Budget and the Public Works Budget for the inclusion of a Retroactive Premium Pay. This Retroactive Premium Pay is \$6.25 per hour for hours not to exceed 160 hours worked as of October 18, 2021 for all full-time employees and part time employees working a minimum of 16 hours per week. The retroactive premium pay will not exceed \$1,000 for eligible employees hired before October 18, 2021.

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**EXPENSE REQUIRED:** \$166,333 General Fund  
\$15,071 for BiState Staff, will be paid from General Fund  
\$29,066 Public Works Fund  
\$175,470 for TWU staff, will be transferred from General Fund

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**AMOUNT BUDGETED:** \$0

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**APPROPRIATION  
REQUIRED:** \$356,874 General Fund  
\$29,066 Public Works Fund

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

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**EXHIBITS:** Resolution and Premium Pay Calculation

## RESOLUTION NO. \_\_\_\_\_

**WHEREAS**, pursuant separate actions of this Board of Directions on even date herewith, the City of Texarkana, Arkansas, approved the receipt of and adopted a budget amendment for use of certain funds available pursuant to terms of the American Rescue Plan Act (ARPA), and, further, pursuant to such separate actions, the City approved payment of Retroactive Premium Pay to eligible employees; and

**WHEREAS**, upon application of the set ARPA Retroactive Pay Formula, the following Retroactive Premium Pay payable to current employees as of the date hereof is as follows:

\$166,333.00 General Fund

\$15,071.00 for Bi-State Justice Center Staff (will be paid from General Fund)

\$29,066.00 Public Works Fund

\$175,470.00 for TWU staff (will be transferred from General Fund)

**WHEREAS**, it is necessary to amend the FY2021 budget to appropriate for and recognize the Retroactive Premium Pay amounts set forth above; and

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

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the City of Texarkana, Arkansas, that the FY2021 General Fund and Public Works Fund budgets are hereby amended to provide for Retroactive Premium Pay for the purposes and as set forth above.

**PASSED AND APPROVED** this 18<sup>th</sup> day of October, 2021.

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Allen L. Brown, Mayor

**ATTEST:**

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Heather Soyars, City Clerk

**APPROVED:**

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George Matteson, City Attorney

## Premium Pay Calculation by Fund/Department

<b>General Fund</b>				
<b>Departments</b>	<b># of Employees</b>	<b>Premium Pay</b>	<b>FICA &amp; Medicare</b>	<b>Total</b>
Administration	4	4,000	306	4,306
Finance	5	5,000	383	5,383
Courts	3	3,000	230	3,230
Probation	4	4,000	306	4,306
City Clerk	2	2,000	153	2,153
Police				
Civil	73	73,000	1,059	74,059
Non-Civil	11	11,000	842	11,842
Fire				
Civil	57	57,000	827	57,827
Non-Civil	1	1,000	77	1,077
Animal Shelter	2	2,000	153	2,153
<b>Total</b>	<b>162</b>	<b>162,000</b>	<b>4,333</b>	<b>166,333</b>

<b>BiState Justice Center Fund</b>				
<b>Departments</b>	<b># of Employees</b>	<b>Premium Pay</b>	<b>FICA &amp; Medicare</b>	<b>Total</b>
Maintenance	13	13,000	995	13,995
CRC	1	1,000	77	1,077
<b>Total</b>	<b>14</b>	<b>14,000</b>	<b>1,071</b>	<b>15,071</b>

<b>Public Works Fund</b>				
<b>Departments</b>	<b># of Employees</b>	<b>Premium Pay</b>	<b>FICA &amp; Medicare</b>	<b>Total</b>
Street	11	11,000	842	11,842
Environmental	2	2,000	153	2,153
Refuse	1	1,000	77	1,077
Planning	2	2,000	153	2,153
Code Enforcement	6	6,000	459	6,459
Parks & Rec	4	4,000	306	4,306
Building Maintenance	1	1,000	77	1,077
<b>Total</b>	<b>27</b>	<b>27,000</b>	<b>2,066</b>	<b>29,066</b>

<b>Texarkana Water Utilities</b>				
<b>Departments</b>	<b># of Employees</b>	<b>Premium Pay</b>	<b>FICA &amp; Medicare</b>	<b>Total</b>
	163	163,000	12,470	175,470
<b>Total</b>	<b>163</b>	<b>163,000</b>	<b>12,470</b>	<b>175,470</b>
<b>Grand Total</b>	<b>366</b>	<b>366,000</b>	<b>19,939</b>	<b>385,939</b>



# CITY OF TEXARKANA, AR

## BOARD OF DIRECTORS

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**AGENDA TITLE:** Adopt an Ordinance authorizing the purchase of Simtek Modular training structure. (TAPD) Capt. James Atchley

*An emergency clause is requested. An emergency clause requires a separate and distinct vote of the board and is valid only if there is a two-thirds vote of approval by the Board.*

**AGENDA DATE:** October 18, 2021

**ITEM TYPE:** Ordinance  Resolution  Other : \_\_\_\_\_

**DEPARTMENT:** Texarkana Arkansas Police Department

**PREPARED BY:** Capt. James Atchley

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**REQUEST:** Purchase of Simtek Modular training structure (Kit #4 – STD)

**EMERGENCY CLAUSE:** YES

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**SUMMARY:** The purpose of this agenda item is to authorize the purchase of Simtek Modular training structure (Kit #4 – STD): Standard Fascia 15/32” left raw (unpainted) 88 panels, 6-24” panels, 12 windows, 19 doorways, 15 pre-hung wood doors (8 left, 7 right with knobs)

Quick Connector Bracket sets of 2: Steel, powder coated 74 straight, 8 corner, 23 tee, 5 end, 2 cross, 2 short wall, 125 spacer posts

The purchase of the structure will serve to better train our officers on entry training, shoot don’t shoot situations, force on force training. It will also allow officers to train in a real residence or commercial feel structure to heighten their sense of surroundings while interviewing individuals on mock calls etc.

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**EXPENSE REQUIRED:** \$41,460.00

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**AMOUNT BUDGETED:** \$41,460.00

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**APPROPRIATION  
REQUIRED:** \$0.00

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**RECOMMENDED  
ACTION:** Staff recommends approval by the Board of Directors.

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**EXHIBITS:**

Attached Estimate 1260 and images of structure. This structure is built by this company alone and we were unable to get other bids on the exact structure.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AUTHORIZING THE ACQUISITION OF A POLICE OFFICER TRAINING STRUCTURE; WAIVING ANY APPLICABLE COMPETITIVE BIDDING PROVISION; FOR DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES**

**WHEREAS**, the Texarkana, Arkansas Police Department (TAPD) proposes that the City acquire a training structure for TAPD to train officers in entry training, shoot/don't shoot situations, force or force and simulated real-life call response techniques and skills; and

**WHEREAS**, a training structure manufactured by Simtek Modular (being Kit #4-STD) has been identified as the type and design of training structure sought by TAPD; and

**WHEREAS**, TAPD was unable to procure bids from any other source or supplier to provide the same product; and

**WHEREAS**, pursuant to Ark. Code Ann. §14-47-138, the Board of Directors may waive the requirements of competitive bidding in exceptional situations where competitive bidding is not feasible; and

**WHEREAS**, waiver of competitive bidding is also permitted by Section 2-72 of the *City of Texarkana, Arkansas, Code of Ordinances* for the reasons set out therein (one or more of which being applicable to the purchase contemplated hereby); and

**WHEREAS**, it is specifically recognized and determined by the Board of Directors, and as evidenced by the supporting documentation provided by TAPD in connection with its request for approval, that the training structure at issue is unique, specialized for the purpose of training police officers in the areas described above, and effectively offered by a single source in the specific design identified by TAPD for training needs; and

**WHEREAS**, to the extent the prior efforts undertaken by TAPD to acquire multiple competitive bids for a training structure do not satisfy any applicable competitive bidding

requirement, the approval of the purchase is being made by ordinance specifically recognizing such waiver as permitted by applicable law; and

**WHEREAS**, the purchase price for the above described SimTek Modular training structure is \$41,460.00; and

**WHEREAS**, the City Manager and TAPD staff request approval of the purchase, and, further, waiver of any applicable competitive bidding practices, all as and for the reasons described above;

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

**Section 1:** The purchase of Simtek Modular training structure (Kit #4-STD) in the amount of \$41,460.00, is approved and any competitive bidding practices that may be otherwise required by applicable law and ordinance are waived.

**Section 2:** The City Manager is authorized to enter into any agreement reasonably necessary carry out the purchase of said training structure on the terms and conditions hereby approved.

**Section 3:** This action being necessary for the preservation of the public peace, health and safety (including, without limitation, benefit of promptly making available the additional training resource for use by TAPD personnel for the better protection of the health and safety of TAPD personnel and the citizens of Texarkana), and a separate and distinct vote having been taken on this emergency clause, an emergency is therefore declared to exist, and this ordinance shall be in full force and effect from and after its passage and approval.

**PASSED AND APPROVED** this 18<sup>th</sup> day of October, 2021.

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Allen L. Brown, Mayor

**ATTEST:**

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Heather Soyars, City Clerk

**APPROVED:**

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George Matteson, City Attorney

# Purchase Request Form

Division: **TAPD**

Section: **Services Division**

Date: **09/23/21**

Quantity	Price	Type of Item	Cost
1	\$37,890.00	Complete Kit #4 Standard Fascia 15/32" left raw (unpainted) 88 panels, 6-24" panels, 12 windows, 19 doorways, 15 pre-hung wood doors (8 left, 7 right with knobs) Quick connector bracket sets of 2: Steel, powder coated 74 straight, 8 corner, 23 tee, 5 end, 2 cross, 2 short wall, 125 spacer post.	\$37,890.00

Invoice Number	\$0.00
Sub total	\$37,890.00
Shipping, handling, taxes?	\$3,570.00
<b>Total Expense</b>	<b>\$41,460.00</b>

Funding Source: 101-121-540

Vendor: Simtek Modular LLC  
Address: 2288 N 1000 E  
Lehi, UT 84043  
Purpose: Upgrade Shoot house to semi permanent movable wall system 2400Sq Foot

Officer : **Capt. James Atchley**

Approved: \_\_\_\_\_

Division Commander

**(Are Bids/Justifications Attached?)** yes

**Comments:**

01-50501

**Simtek Modular, LLC**  
 2288 N 1000 E  
 Lehi, UT 84043  
 8013606996  
 olin@simtekmodular.com  
 www.simtekmodular.com



**ADDRESS**  
 James Atchley  
 Texarkana, AR 71854

**SHIP TO**  
 James Atchley  
 Texarkana, AR 71854

**Estimate 1260**

DATE 09/21/2021

PRODUCT	DESCRIPTION	QTY	EACH	AMOUNT
<b>Kit #4 - STD</b>	Complete Kit #4: Standard Fascia 15/32" left raw (unpainted) 88 panels, 6-24" panels, 12 windows, 19 doorways 15 pre-hung wood doors (8 left, 7 right with knobs)  Quick Connector Bracket sets of 2: Steel, powder coated 74 straight, 8 corner, 23 tee, 5 end, 2 cross, 2 short wall 125 spacer posts	1	37,890.00	37,890.00
<b>Self Installed</b>	No Factory Install. We will send you our how-to video and notes.	1	0.00	0.00
<b>Shipping - Kit #4</b>	Shipping Kit #4 - CONUS	1	3,570.00	3,570.00
<b>Terms - No Installation</b>	Orders are placed with a 60% deposit and 40% at shipping/delivery. Any Items not listed but needed for completion of this project will be completed with the submission of a change order and billed at the agreed rate.  Valid for 60 days. Amounts are in USD. Net 15.  Customer is responsible for off loading equipment when it arrives including supplying a fork lift if needed.  Self Install notes and video will be provided.	1	0.00	0.00

**TOTAL \$41,460.00**

Accepted By

Accepted Date





