

**Bryant City Council Meeting
November 28, 2023 - 6:30 PM**

Boswell Municipal Complex - City Hall Court Room
210 SW 3rd Street Bryant, Arkansas
YouTube: <https://www.youtube.com/c/bryantarkansas>

UNAPPROVED MINUTES

A prayer and the Pledge of Allegiance was led by Council Member Jon Martin.

Call to Order- Mayor Sanders at 6:30 pm

Roll Call- Council Members Present: Jason Brown, Star Henson, Jon Martin, Lisa Meyer, Jack Moseley, Jordan O’Roark, Wade Permenter, and Rob Roedel.

Quorum Present. City Clerk Mark Smith and City Attorney Ashley Clancy were also present.

APPROVAL OF MINUTES

- 1. Approval of October 24, 2022 Regular Council Meeting Minutes** [YT 2:55]
Motion to approve - Council Member Brown, Second by Council Member Henson.
Voice Vote. Motion Passed 8-0.

PRESENTATIONS AND ANNOUNCEMENTS

- 2. Animal Control- Tricia Power, Director** [YT 3:35]
Awards Presentation & Badge Pinning for Jessie Vowell

DIRECTOR’S REPORTS

- 3. IT Department-** Presented by Gordon Miller [YT 6:10]
See attachment.

PUBLIC COMMENTS

[YT 26:05]
Joseph McIntyre- appreciates police patrols, speeding still an issue, need for sidewalks.

NEW BUSINESS

Finance – Presented by Joy Black, Director

- 4. Financial Report Ending October 2023** [YT 29:40]
Acceptance and Approval of the Financial Report for the period ending October, 2023. See attached.
Motion to approve - Council Member Martin, Second by Council Member Henson.
Voice Vote. Motion Passed 8-0.

- 5. Resolution - Budget Adjustments-** A Resolution to amend the City budget. See attachment. [YT 32:00]

Motion to approve - Council Member Roedel, Second by Council Member Henson.

Voice Vote. Motion Passed 8-0.

RESOLUTION 2023-27

- 6. Record Destruction Acceptance-** Resolution to accept the Affidavit of destruction. See attachment. [YT 33:50]

Motion to approve - Council Member Roedel, Second by Council Member Meyer.

Voice Vote. Motion Passed 8-0.

RESOLUTION 2023-28

Clerk Note: Due to changes during the meeting, the Agenda numbers and the Minute numbers do not match.

The Mayor stated that the Administration recommends 3.2 mils for both Personal and Real Property and that this would not be an increase.

- 7A. Personal Property Ordinance-** Ordinance to levy personal property taxes. See attachment. [YT 34:55]

Motion to suspend the rules and read 1st, 2nd, 3rd reading by title only by Council Member Roedel, Second by Council Member O'Roark.

Title read by the Mayor.

Motion to Adopt by Council Member Roedel, Second by Council Member Meyer.

Roll Call Vote. YEA: Brown, Henson, Martin, Meyer, Moseley, O'Roark, Permenter, Roedel.

Motion Passed 8-0.

ORDINANCE 2023-27

- 7B. Real Property Ordinance-** Ordinance to levy real property taxes. See attachment. [YT 44:15]

Motion to suspend the rules and read 1st, 2nd, 3rd reading by title only by Council Member Meyer, Second by Council Member O'Roark.

Title read by the Mayor.

Motion to Adopt by Council Member Moseley, Second by Council Member Martin.

Roll Call Vote. YEA: Brown, Henson, Martin, Meyer, Moseley, O'Roark, Permenter, Roedel.

Motion Passed 8-0.

ORDINANCE 2023-28

- 8. 2024 Budget Book-** City Wide Budget Book for 2024. [YT 45:55]

Acceptance and approval to fulfil ACA 14-58-201- Mayor to present to council a budget by December 1, 2023, not to be adopted till the December Council Meeting. Presentation and acceptance only. See attachment.

Motion to accept- Council Member Roedel, Second by Council Member Henson.

Voice Vote. Motion Passed 8-0.
Council Member Roedel was grateful for extra time to review the Budget.

9. Audit Approval

[YT 50:15]

Motion to Approve by Council Member Henson, Second by Council Member Moseley.
Voice Vote. Motion Passed 8-0.

City Attorney – Presented by City Attorney Ashley Clancy

10. Entertainment District Ordinance- An ordinance to establish standards for the creation of permanent or temporary entertainment districts pursuant to Arkansas Code section 14-54-1412; and for other purposes. See Attachment. [YT 50:40]

Mayor Sanders stated that this Ordinance explains how an Entertainment District would be established. A lengthy discussion followed.

Motion to suspend the rules and read 1st, 2nd, 3rd reading by title only.

Council Member Meyer, Second by Council Member Brown.

Title read by the Mayor.

Motion to Adopt by Council Member Permenter, Second by Council Member Henson.

Roll Call Vote. YEA: Brown, Henson, Martin, Meyer, Moseley, O’Roark, Permenter, Roedel.

Motion Passed 8-0.

ORDINANCE 2023-29

Council Member Brown made a Motion to Add the “Crave Entertainment District Ordinance” to the Agenda. Second by Council Member Meyer. [YT 1:05:40]

Voice Vote. Motion Passed 8-0.

11. Resolution for Temporary Entertainment District- Resolution for temporary Entertainment District. See attachment. [YT 1:05:25]

Lengthy discussion followed.

Motion to approve - Council Member Roedel, Second by Council Member Permenter.

Voice Vote. Motion Passed 8-0.

RESOLUTION 2023-29

12. Crave Entertainment District Ordinance- An Ordinance to establish and lay off the Crave Entertainment District pursuant to Arkansas code section 14-54-1412; declaring an emergency; and prescribing other matters pertaining thereto. [YT 1:17:05]

See attachment. Discussion followed.

Motion to suspend the rules and read 1st, 2nd, 3rd reading by title only - Council Member Martin, Second by Council Member Meyer.

Title read by the Mayor.

Motion to Adopt by Council Member Permenter, Second by Council Member Henson.

Roll Call Vote. YEA: Brown, Henson, Martin, Meyer, Moseley, O’Roark, Permenter, Roedel.

Motion Passed 8-0.

Motion to Adopt Emergency Clause by Council Member Permenter, Second by Council Member Martin.

Roll Call Vote. YEA: Brown, Henson, Martin, Meyer, Moseley, O’Roark, Permenter, Roedel.

Motion Passed 8-0.

ORDINANCE 2023-30

Clerk Note: Break from 1:22:50 - 1:29:35

Community Development- Presented by Truett Smith, Director

13. Sidewalk Waiver - Jacob's Corner Subdivision [YT 1:29:35]

A sidewalk waiver is requested for along Hilldale Road and Rudolph.

This waiver was approved by the Planning Commission. Discussion followed.

Motion to approve - Council Member Roedel, Second by Council Member Henson.

Voice Vote. Motion Passed 8-0.

Human Resources

14. Resolution for Hiring Freeze- Sponsored by Councilmember Roedel [YT 1:36:20]

A resolution implementing a hiring freeze for the City of Bryant, Arkansas.

See attachment.

Motion to adopt - Council Member Meyer, Second by Council Member Henson.

Voice Vote. Motion Passed 8-0.

RESOLUTION 2023-30

15. Council Approval- Approval to Recruit and Hire for Human Resources Assistant. [YT 1:37:15]

The HR Assistant position became vacant on November 9th when our employee decided to pursue a higher paying position with a different city. While other departments have naturally grown over the years, the HR department has not. We are a department of three when fully staffed and we service well over 250 employees and elected officials. With only three employees in the department, running just one employee short places a significant burden on every department throughout the City as HR services and response times will slow down.

The HR Assistant position is responsible for processing worker’s compensation claims, applicant tracking, interview scheduling and pre-employment processing

for all departments across the City. In addition to the HR responsibilities, the HR Assistant role is the receptionist for City Hall and performs credit card reconciliation for all City Hall credit cards. Without this position staffed, we also risk having resident calls and questions go unanswered in a timely fashion. We are approaching the start of a new budget year which always places a strain on the HR department as we implement all adopted budget changes, all insurance changes and process all year end tax forms. This is in addition to handling standard day-to-day HR functions.

The base pay range for this position is \$35,148-\$43,935. Realistically, this position would not be staffed until after the start of the year. I am asking for approval to post this position so that we can start reviewing applications and determining when we can schedule interviews for a potential hire in early 2024. Motion to approve - Council Member Meyer, Second by Council Member Henson.

Voice Vote. Motion Passed 7-1.

16. Council Approval- Approval to Recruit and Hire for Two Park Labor Positions. [VT 1:38:50]

Parks is requesting approval to recruit and hire for two Park Labor positions. The Parks Labor crew consists of six full-time budgeted positions. Currently two of those positions are vacant leaving only four employees to complete all of the outdoor field services for all of our parks as we come into the sports/tournament season. In addition, given the current understaffing in HR, we anticipate a prolonged hiring process. These positions need to be replaced by the end of January 2024 to maintain the current park standards. Park Labor wages range from \$14.00-\$17.00/hour. The following is a description of the reduction in Parks Labor service levels in 2024 in the event we have to function without filling these two positions:

1) Bathroom cleaning and trash removal would revert back to a Mon/Wed/Fri pattern instead of the daily pattern we've worked to achieve. Edging, clay work, supplemental dragging and any non-game related work on baseball and softball fields would be on an emergency basis only instead of a normal weekly field maintenance program. Would allow no extra time to drag fields for practices, tryouts, scrimmage games or just to keep the fields worked to prevent weeds from growing in them.

2) Building Maintenance foreman position would be forced to become a floating position alternating between helping with outside grounds maintenance in addition to duties inside the center and other buildings. Also would be forced to remain in the weekend tournament workers rotation due to lack of grounds employees.

3) Height of cut on the sports fields would need to be raised in order for the 2 man mowing crew to be able to keep up with the workload without cutting more than 1/3rd of the grass blade off during each cutting which could result in scalping. We have worked very hard to keep the height of cut on the sports fields low and clean but this requires weekly attention. We would also have to cut back

water and fertilizer in order for a two man crew to be able to stay on top of the grass cutting which would in turn have a negative impact on the playing surfaces.

4) Grounds Maintenance foreman would be forced to spend most of each day on a mower instead of being a crew leader and planning daily tasks and staying on top of equipment maintenance, being project manager, etc.

5) Less workers means more hours on the current employees which could lead to excessive overtime hours after the maxing out of comp time for each member of the grounds crew. This could also result in burnout based on the 2024 tournament schedule that's already been established. We currently don't typically schedule an employee on back to back weekends unless absolutely necessary but this shortage would force back-to-back weekend scheduling. This could eventually lead to us scaling back on our sports tourism schedule.

6) Weed eating that's done by 1-2 members of the mow crew would be replaced with spraying a non-selective herbicide around fences and edges which would be less aesthetically pleasing.

7) Cultural practices such as aerifying, nail dragging, topdressing, fertilizing, dethatching, rolling, etc. would not get done as often as they need to be.

8) With a short crew, if anyone were to miss due to illness, appointments, injuries, etc. it would reduce field services further.

Discussion

Motion to approve - Council Member Moseley, Second by Council Member Roedel.

Voice Vote. Motion Passed 7-1.

Parks and Recreation- Presented by Chris Treat, Director

- 17. Oak Glenn Property-** Council to consider accepting the donation of [YT 1:37:15] these properties in Oak Glenn Subdivision for a future park and improvements to stormwater infrastructure. While it may not completely solve the issue, it would be a valuable addition to a neighborhood seeking assistance. For Discussion only. See attachment.

The City is seeking possible funding sources for future drainage improvements for these three properties and will work with the Oak Glenn PDA.

- 18. Coral Ridge Property-** Council to consider accepting this property [YT 1:46:10] donation for the development of a park in Coral Ridge Subdivision. For Discussion only. See attachment. Concerns were raised about the financial impact on Parks Maintenance. This item will be brought back next month.

19. Swim Use Agreements

Use Agreement Bauxite High School 2023-4

[YT 1:52:30]

Use Agreement Bryant High School 2023-4

Use Agreement Lakeside High School 2023-4

See attachment.

Motion to accept- Council Member Roedel, Second by Council Member O'Roark.

Voice Vote. Motion Passed 8-0.

20. Lacrosse Use Agreement

[YT 1:53:30]

Use Program Agreement Salt County Lacrosse 2023-4

See attachment.

Coach Adam Baker explained the Salt County (Saline County) Lacrosse team includes 39 boys and 26 girls. Bryant has the only dedicated Lacrosse field in Arkansas.

Motion to accept- Council Member O’Roark, Second by Council Member Moseley.

Voice Vote. Motion Passed 8-0.

Public Works- presented by Tim Fournier, Director

[YT 1:59:10]

21. CAW Rate Pass Through Ordinance- An Ordinance Authorizing the City of Bryant Water Department to automatically assess any pass-through charges received by the Department from Central Arkansas Water and/or other authorized water supplier(s) to its customers.

See attachment.

Director Fournier explained that this ordinance will be brought back every year for the Council to approve it.

Motion to suspend the rules and read 1st, 2nd, 3rd reading by title only - Council Member Roedel, Second by Council Member O’Roark.

Title read by the Mayor.

Motion to Adopt by Council Member Henson, Second by O’Roark.

Roll Call Vote. YEA: Brown, Henson, Martin, Meyer, Moseley, O’Roark, Permenter, Roedel.

Motion Passed 8-0.

□ **ORDINANCE 2023-31**

22. Approval of Emergency Wastewater Treatment Plant Purchase-

[YT 2:01:10]

Emergency WWTP blower purchase. Item over \$35,000.

See attached \$54,512.17 Kaeser quote.

Discussion.

Motion to approve - Council Member Henson, Second by Council Member Permenter.

Voice Vote. Motion Passed 8-0.

23. Approval of Rectangular Rapid Flashing Beacon Crosswalk

[YT 2:03:20]

System Installation- To be installed at six different crosswalk locations in Bryant. See attached.

Motion to approve - Council Member Brown, Second by Council Member Martin.

Voice Vote. Motion Passed 8-0.

Council Comments

[YT 2:05:20]

Rob Roedel- Asked about fences being replaced due to sewer work on Suncrest and Robinwood Circle. Mayor Sanders said there would be more information next month.

Lisa Meyer- Thanked Public Works for helping her neighbor whose sewer was cut by a fiber contractor.

Wade Permenter- Thanked Public Works for helping a customer find their water meter that was covered up by a fiber contractor.

Mayor Comments

[YT 2:07:15]

ARDOT Public Officials invited to a meeting regarding Highway 5 four lane on November 30, 2:30-3:30 with a public meeting to follow.

Metro Plan Presentation is Tuesday, December 5.

December 9 is the Christmas Tree Stroll and Tree Lighting event

Adjournment

Motion to Adjourn by Council Member Moseley, second by Council Member Henson.

Adjourned time: 8:40 PM