



City of Farmington
354 W. Main Street
P.O. Box 150
Farmington, AR 72730
479-267-3865
479-267-3805 (fax)

CITY COUNCIL AGENDA
March 13, 2017

A regular meeting of the Farmington City Council will be held on
Monday, March 13, 2017 at 6:00 p.m.
City Hall
354 W. Main Street, Farmington, Arkansas.

1. Call to Order – Mayor Ernie Penn
2. Roll Call – City Clerk Kelly Penn
3. Pledge of Allegiance
4. Comments from Citizens – the Council will hear brief comments at this time from citizens. No action will be taken. All comments will be taken under advisement.
5. Approval of the minutes - February 13, 2017 City Council Minutes
6. Financial Reports
7. Entertain a motion to read all ordinances and resolutions by title only.
8. Proclamations, special announcements, committee/commission appointments.
9. Committee Reports
 - a. Street Committee
 - b. City Beautification Committee
 - c. Economic Development Committee
 - d. Park & Recreation Committee
 - e. Finance Committee
 - f. Historic Preservation Committee
10. Items to be removed from City of Farmington Inventory – **SEE MEMOS**

UNFINISHED BUSINESS

11. Resolution No. 2017-01 – A resolution establishing the procedural rules for the city council of City of Farmington, Arkansas for 2017.

NEW BUSINESS

12. Ordinance No. 2017-03 – An ordinance rezoning property containing approximately 1± acres on W. Hwy. 62 from R-1, single family residential district, to C-2, highway commercial, as requested by Jim and Rebecca Ayers.

13. Resolution No. 2017-02 – A resolution in support of an application for the Local Law Enforcement Block Grant.

14. Request approval to use Local Law Enforcement Block Grant.

15. Request approval to purchase new 2017 Dodge Charger for Police Dept.

INFORMATIONAL ITEMS:

- A. City Business Manager Report
- B. Fire Department Report
- C. Police Department Report
- D. Building/Public Works Report
- E. Library Report
- F. Planning Commission Minutes

CITY COUNCIL WORK SESSION TO FOLLOW MEETING

Minutes of the Regular Farmington City Council Meeting February 13, 2017

The regular meeting of the Farmington City Council scheduled for February 13, 2017 was called to order at 6:00 pm by City Attorney Steve Tennant. Due to a medical issue Mayor Ernie Penn and City Clerk Kelly Penn were absent. City Business Manager McCarville called the roll and the following Aldermen answered to their names: Patsy Pike, Sherry Mathews, Keith Lipford, Linda Bell, Brenda Cunningham, Bobby Morgan, Diane Bryant and Shelly Parsley. City Attorney Tennant led the Pledge of Allegiance.

Comments from Citizens – None

Approval of the minutes for the January 2017 regular meeting of the city council.

On the motion of Alderman Bryant and seconded by Alderman Bell and by the consent of all members present, the minutes for the meeting were approved as presented. (8-0)

Financial Reports – None

Entertain a motion to read all Ordinances and Resolutions by title only

On the motion of Alderman Lipford and seconded by Alderman Bell and by the consent of all members present, except Alderman Bryant, the motion was approved. (7-1)

Proclamations, Special Announcements, Committee/Commission Appointments. Committee Reports – None

Items to be removed from City of Farmington Inventory – None

Unfinished Business –None.

New Business

State of the City Address from Mayor Penn - City Attorney Tennant read Mayor Penn's address. (See attached.)

Request approval to add Kyle Martin and Wes Mayby as new volunteer firefighters.

A motion was made by Alderman Lipford and seconded by Alderman Pike to approve the motion to approve Kyle Martin and Wes Mayby as volunteer firefighters. It was approved by all those present. (8-0)

Resolution No. 2017-01 A resolution establishing the procedural rules for the city council for City of Farmington Arkansas for 2017.

Alderman Bryant requested work session to discuss removing the public comment section. This item was tabled with a motion by Alderman Bryant and seconded by Alderman Bell with the consent of all present. (8-0)

Ordinance No. 2017-01 An Ordinance to amend Ordinance No 7.1 to designate zoning districts for on premise and off premise sale of Alcoholic beverages in the City of Farmington.

A motion was made by Alderman Bell and seconded by Alderman Parsley to suspend the rule requiring the reading of an ordinance in full on 3 different dates be suspended and that ordinance 2017-01 is to be read by title only one time. It was approved by all Alderman except Alderman Lipford. City Attorney Tennant read Ordinance 2017-01 by title only. City Attorney Tennant asked shall the Ordinance Pass? It was approved by all those present, except Alderman Lipford. (7-1)

A motion was made to approve the Emergency Clause for Ordinance 2016-06 by Alderman Bell and seconded by Alderman Parsley, it was approved by all those present except Alderman Lipford. (7-1)

Ordinance No. 2017-02 – An Ordinance ordering the razing and demolition and removal of a certain residential structure within the City of Farmington, Arkansas, located at 89 Double Springs Road; to declare an emergency and for other purposes.

A motion was made by Alderman Bryant and seconded by Alderman Bell to suspend the rule requiring the reading of an ordinance in full on 3 different dates be suspended and that ordinance 2017-02 is to be read by title only one time. It was approved by all those present. City Attorney Tennant read Ordinance 2017-02 by title only. City Attorney Tennant asked shall the Ordinance Pass? It was approved by all those present. (8-0)

A motion was made to approve the Emergency Clause for Ordinance 2016-06 by Alderman Bell and seconded by Alderman Lipford, it was approved by all those present. (8-0)

There being no further business to come before the council and on the motion of Alderman Bryant and seconded by Alderman Pike and by the consent of all members present, the meeting adjourned at 7:35 pm until the next regularly scheduled meeting to be held Monday March 13, 2017 at 6:00 pm, in the City Council Chambers in City Hall, located at 354 West Main Street, Farmington, Arkansas.

Approved;

Mayor Ernie Penn

City Clerk Kelly Penn

Statement of Revenue and Expenditures

	Year-To-Date		Annual Budget Jan 2017 Dec 2017	Jan 2017
	Jan 2017 Feb 2017 Actual			Dec 2017 Percent of Budget
Revenue & Expenditures				
GENERAL REVENUES				
Revenue				
ACCIDENT REPORT REVENUES	250.00	600.00		41.67%
ACT 833	0.00	17,000.00		0.00%
ALCOHOL SALES TAX	582.25	2,278.00		25.56%
ANIMAL CONTROL REVENUES	555.00	2,500.00		22.20%
BUILDING INSPECTION FEES	6,761.00	60,000.00		11.27%
BUSINESS LICENSES	3,375.00	5,000.00		67.50%
CITY COURT FINES	20,043.36	36,000.00		55.68%
CITY SALES TAX REVENUES	89,217.14	516,957.00		17.26%
COUNTY TURNBACK	21,997.41	415,000.00		5.30%
DEVELOPMENT FEES	550.00	7,000.00		7.86%
FRANCHISE FEES	75,350.54	375,000.00		20.09%
GARAGE SALE PERMITS	20.00	3,000.00		0.67%
INTEREST REVENUES	0.00	2,000.00		0.00%
MISCELLANEOUS REVENUES	45.41	1,200.00		3.78%
PARK RENTAL	60.00	1,200.00		5.00%
SALES TAX - OTHER	199,732.11	1,087,044.00		18.37%
SPORTS COMPLEX FEES	26,225.00	50,000.00		52.45%
SRO REIMBURSEMENT REVENUES	4,360.05	35,000.00		12.46%
STATE TURNBACK	19,336.27	100,000.00		19.34%
Revenue	\$468,460.54	\$2,716,779.00		
Gross Profit	\$468,460.54	\$2,716,779.00		
Revenue Less Expenditures	\$468,460.54	\$2,716,779.00		
Net Change in Fund Balance	\$468,460.54	\$2,716,779.00		

Statement of Revenue and Expenditures

	Year-To-Date Jan 2017 Feb 2017 Actual	Annual Budget Jan 2017 Dec 2017	Jan 2017 Dec 2017 Percent of Budget
ADMINISTRATIVE DEPT			
Expenses			
ADDITIONAL SERVICES EXPENSE	19,936.14	185,000.00	10.78%
ADVERTISING EXPENSE	639.64	5,000.00	12.79%
BUILDING MAINT & CLEANING	9,959.84	40,000.00	24.90%
CREDIT CARD FEE EXPENSE	645.93	0.00	0.00%
INSURANCES EXPENSE	0.00	30,656.00	0.00%
LEGAL FEES	0.00	10,000.00	0.00%
MATERIALS & SUPPLIES EXPENSE	1,327.74	22,000.00	6.04%
MISCELLANEOUS EXPENSE	0.00	2,000.00	0.00%
NEW EQUIPMENT PURCHASE	0.00	16,000.00	0.00%
PAYROLL EXP - CITY ATTRNY	16,198.65	32,175.00	50.35%
PAYROLL EXP - ELECTED OFFICIA	17,278.10	83,500.00	20.69%
PAYROLL EXP - REGULAR	37,000.29	243,000.00	15.23%
PLANNING COMMISSION	2,078.32	19,400.00	10.71%
POSTAGE EXPENSE	0.00	4,000.00	0.00%
PROFESSIONAL SERVICES	5,458.95	41,500.00	13.15%
REPAIR & MAINT - OFFICE EQUIP	0.00	5,000.00	0.00%
TECHNICAL SUPPORT	0.00	11,000.00	0.00%
TELECOMMUNICATION EXPENSES	109.99	0.00	0.00%
TRAVEL, TRAINING & MEETINGS	2,704.92	15,000.00	18.03%
UTILITIES EXPENSES	8,623.15	50,000.00	17.25%
Expenses	\$121,961.66	\$815,231.00	
Revenue Less Expenditures	(\$121,961.66)	(\$815,231.00)	
Net Change in Fund Balance	(\$121,961.66)	(\$815,231.00)	

Statement of Revenue and Expenditures

	Year-To-Date		Annual Budget	Jan 2017
	Jan 2017	Feb 2017	Jan 2017	Dec 2017
	Actual		Dec 2017	Percent of Budget
ANIMAL CONTROL DEPT				
Expenses				
FUEL EXPENSES	104.56		2,450.00	4.27%
MATERIALS & SUPPLIES EXPENSE	0.00		600.00	0.00%
NEW EQUIPMENT PURCHASE	0.00		800.00	0.00%
PAYROLL EXP - REGULAR	10,402.27		56,000.00	18.58%
PROFESSIONAL SERVICES	1,724.00		18,965.00	9.09%
REPAIR & MAINT - EQUIPMENT	0.00		1,563.00	0.00%
TRAVEL, TRAINING & MEETINGS	0.00		500.00	0.00%
UNIFORMS/GEAR EXPENSE	0.00		728.00	0.00%
Expenses	\$12,230.83		\$81,606.00	
Revenue Less Expenditures	(\$12,230.83)		(\$81,606.00)	
Net Change in Fund Balance	(\$12,230.83)		(\$81,606.00)	

Statement of Revenue and Expenditures

	Year-To-Date Jan 2017 Feb 2017 Actual	Annual Budget Jan 2017 Dec 2017	Jan 2017 Dec 2017 Percent of Budget
BUILDING PERMIT DEPT			
Expenses			
FUEL EXPENSES	288.06	3,500.00	8.23%
MATERIALS & SUPPLIES EXPENSE	0.00	1,500.00	0.00%
PAYROLL EXP - REGULAR	14,703.71	80,500.00	18.27%
REPAIR & MAINT - EQUIPMENT	0.00	1,500.00	0.00%
TRAVEL, TRAINING & MEETINGS	965.98	3,483.00	27.73%
UNIFORMS/GEAR EXPENSE	0.00	750.00	0.00%
Expenses	\$15,957.75	\$91,233.00	
Revenue Less Expenditures	(\$15,957.75)	(\$91,233.00)	
Net Change in Fund Balance	(\$15,957.75)	(\$91,233.00)	

Statement of Revenue and Expenditures

	Year-To-Date Jan 2017 Feb 2017 Actual	Annual Budget Jan 2017 Dec 2017	Jan 2017 Dec 2017 Percent of Budget
FIRE DEPT			
Expenses			
FUEL EXPENSES	767.28	8,000.00	9.59%
HAZMAT EXPENSES	2,270.12	2,400.00	94.59%
MATERIALS & SUPPLIES EXPENSE	536.64	7,500.00	7.16%
MISCELLANEOUS EXPENSE	0.00	500.00	0.00%
NEW EQUIPMENT PURCHASE	0.00	5,228.00	0.00%
PAYROLL EXP - REGULAR	50,993.57	298,000.00	17.11%
REPAIR & MAINT - EQUIPMENT	0.00	3,000.00	0.00%
REPAIR & MAINT - TRUCK	0.00	5,000.00	0.00%
TRAVEL, TRAINING & MEETINGS	0.00	4,000.00	0.00%
UNIFORMS/GEAR EXPENSE	688.99	11,162.00	6.17%
UTILITIES EXPENSES	32.25	0.00	0.00%
Expenses	\$55,288.85	\$344,790.00	
Revenue Less Expenditures	(\$55,288.85)	(\$344,790.00)	
Net Change in Fund Balance	(\$55,288.85)	(\$344,790.00)	

Statement of Revenue and Expenditures

	Year-To-Date		Annual Budget	Jan 2017
	Jan 2017	Feb 2017	Jan 2017	Dec 2017
	Actual		Dec 2017	Percent of Budget
LAW ENFORCE - COURT				
Expenses				
MATERIALS & SUPPLIES EXPENSE	122.16		1,100.00	11.11%
MISCELLANEOUS EXPENSE	0.00		400.00	0.00%
NEW EQUIPMENT PURCHASE	0.00		3,000.00	0.00%
PAYROLL EXP - REGULAR	14,709.23		103,250.00	14.25%
SPECIAL COURT COSTS	0.00		6,500.00	0.00%
TRAVEL, TRAINING & MEETINGS	50.00		1,950.00	2.56%
Expenses	\$14,881.39		\$116,200.00	
Revenue Less Expenditures	(\$14,881.39)		(\$116,200.00)	
Net Change in Fund Balance	(\$14,881.39)		(\$116,200.00)	

Statement of Revenue and Expenditures

	Year-To-Date		Annual Budget Jan 2017 Dec 2017	Jan 2017
	Jan 2017 Feb 2017 Actual			Dec 2017 Percent of Budget
LAW ENFORCE - POLICE				
Expenses				
BREATHALYZER EXPENSES	93.46		800.00	11.68%
DRUG TASK FORCE	0.00		2,000.00	0.00%
FUEL EXPENSES	3,725.67		37,500.00	9.94%
MATERIALS & SUPPLIES EXPENSE	2,799.03		31,894.00	8.78%
MISCELLANEOUS EXPENSE	0.00		1,000.00	0.00%
NEW EQUIPMENT PURCHASE	0.00		27,000.00	0.00%
PAYROLL EXP - REGULAR	146,304.71		779,000.00	18.78%
PAYROLL EXP - SRO	13,087.21		72,676.00	18.01%
REPAIR & MAINT - AUTOMOBILES	2,286.52		16,000.00	14.29%
REPAIR & MAINT - EQUIPMENT	0.00		3,000.00	0.00%
TRAVEL, TRAINING & MEETINGS	100.00		9,500.00	1.05%
UNIFORMS/GEAR EXPENSE	(59.94)		9,500.00	(0.63%)
UTILITIES EXPENSES	303.65		0.00	0.00%
	Expenses	\$168,640.31	\$989,870.00	
	Revenue Less Expenditures	(\$168,640.31)	(\$989,870.00)	
	Net Change in Fund Balance	(\$168,640.31)	(\$989,870.00)	

Statement of Revenue and Expenditures

	Year-To-Date		Annual Budget	Jan 2017
	Jan 2017	Feb 2017	Jan 2017	Dec 2017
	Actual		Dec 2017	Percent of Budget
LIBRARY				
Expenses				
LIBRARY TRANSFER	0.00		30,000.00	0.00%
Expenses	\$0.00		\$30,000.00	
Revenue Less Expenditures	\$0.00		(\$30,000.00)	
Net Change in Fund Balance	\$0.00		(\$30,000.00)	

Statement of Revenue and Expenditures

	Year-To-Date		Annual Budget Jan 2017 Dec 2017	Jan 2017
	Jan 2017 Feb 2017 Actual			Dec 2017 Percent of Budget
PARKS DEPT				
Expenses				
FUEL EXPENSES	304.07		3,000.00	10.14%
MATERIALS & SUPPLIES EXPENSE	361.37		5,000.00	7.23%
MISCELLANEOUS EXPENSE	0.00		1,000.00	0.00%
NEW EQUIPMENT PURCHASE	0.00		10,000.00	0.00%
PAYROLL EXP - REGULAR	8,680.03		51,615.00	16.82%
PAYROLL EXP - SPORTS COMPLEX	11,468.78		64,700.00	17.73%
PROFESSIONAL SERVICES	0.00		3,100.00	0.00%
REPAIR & MAINT - EQUIPMENT	0.00		5,000.00	0.00%
SPORTS PARK FUEL	121.10		2,000.00	6.06%
SPORTS PARK MATERIALS	4,954.14		16,000.00	30.96%
SPORTS PARK NEW EQUIP	0.00		12,000.00	0.00%
SPORTS PARK PROF SERV	8,005.20		35,000.00	22.87%
SPORTS PARK REPAIR/MAINT	1,559.16		14,000.00	11.14%
SPORTS PARK UNIFORMS	0.00		750.00	0.00%
SPORTS PARK UTILITIES	1,580.10		20,934.00	7.55%
UNIFORMS/GEAR EXPENSE	0.00		750.00	0.00%
UTILITIES EXPENSES	511.06		3,000.00	17.04%
Expenses	\$37,545.01		\$247,849.00	
Revenue Less Expenditures	(\$37,545.01)		(\$247,849.00)	
Net Change in Fund Balance	(\$37,545.01)		(\$247,849.00)	

Statement of Revenue and Expenditures

	Year-To-Date Jan 2017 Feb 2017 Actual	Annual Budget Jan 2017 Dec 2017	Jan 2017 Dec 2017 Percent of Budget
TRANSFERS BETWEEN FUNDS			
Revenue			
STREET CITY SALES TAX	15,463.17	0.00	0.00%
STREET COUNTY TURNBACK	2,419.70	0.00	0.00%
Revenue	\$17,882.87	\$0.00	
Gross Profit	\$17,882.87	\$0.00	
Expenses			
STREET CITY SALE TAX	44,535.62	0.00	0.00%
STREET COUNTY TURNBACK EXPE	4,267.34	0.00	0.00%
Expenses	\$48,802.96	\$0.00	
Revenue Less Expenditures	(\$30,920.09)	\$0.00	
Net Change in Fund Balance	(\$30,920.09)	\$0.00	

LIBRARY FUND
Statement of Revenue and Expenditures

	Current Period		Jan 2017
	Jan 2017 Feb 2017 Actual	Annual Budget Jan 2017 Dec 2017	Dec 2017 Percent of Budget
Revenue & Expenditures			
Revenue			
FINES/LOST ITEMS	613.50	3,000.00	20.45%
INTEREST REVENUES	4.50	0.00	0.00%
TRANS FROM GENERAL FUND		30,000.00	0.00%
WASHINGTON CO LIBRARY REVE	25,846.00	155,077.00	16.67%
Revenue	\$26,464.00	\$188,077.00	
Gross Profit	\$26,464.00	\$188,077.00	
Expenses			
BOOKS AND MEDIA	4,091.95	32,000.00	12.79%
INSURANCES EXPENSE		2,000.00	0.00%
MATERIALS & SUPPLIES EXPENSE	1,250.06	12,000.00	10.42%
MISCELLANEOUS EXPENSE	38.00	500.00	7.60%
NEW EQUIPMENT PURCHASE		5,000.00	0.00%
PAYROLL EXP - REGULAR	15,913.72	120,000.00	13.26%
POSTAGE EXPENSE		300.00	0.00%
PROGRAMS EXPENSE	430.00	1,000.00	43.00%
REPAIR & MAINT - BUILDING	676.06	6,000.00	11.27%
TECHNICAL SUPPORT		400.00	0.00%
TRAVEL, TRAINING & MEETINGS	153.00	400.00	38.25%
UTILITIES EXPENSES	990.87	8,477.00	11.69%
Expenses	\$23,543.66	\$188,077.00	
Revenue Less Expenditures	\$2,920.34	\$0.00	
Net Change in Fund Balance	\$2,920.34	\$0.00	

STREET FUND
Statement of Revenue and Expenditures

	Year-To-Date		Jan 2017
	Jan 2017	Annual Budget	Dec 2017
	Feb 2017	Jan 2017	Percent of
	Actual	Dec 2017	Budget
Revenue & Expenditures			
Revenue			
COUNTY TURNBACK	1,524.52	0.00	0.00%
GRANTS	50,362.00	0.00	0.00%
INTEREST REVENUES	7.63	100.00	7.63%
MISCELLANEOUS REVENUES	1,250.00	100.00	1,250.00%
STREET CITY SALES TAX	44,535.62	157,607.00	28.26%
STREET COUNTY TURNBACK	2,742.82	40,000.00	6.86%
STREET STATE TURNBACK	68,862.66	387,443.00	17.77%
Revenue	\$169,285.25	\$585,250.00	
Gross Profit	\$169,285.25	\$585,250.00	
Expenses			
ADDITIONAL SERVICES EXPENSE	81.68	0.00	0.00%
FUEL EXPENSES	691.76	9,000.00	7.69%
INSURANCES EXPENSE	0.00	3,000.00	0.00%
MATERIALS & SUPPLIES EXPENSE	1,247.12	13,000.00	9.59%
MISCELLANEOUS EXPENSE	90.71	500.00	18.14%
NEW EQUIPMENT PURCHASE	0.00	35,000.00	0.00%
PAYROLL EXP - REGULAR	31,952.59	184,000.00	17.37%
PROFESSIONAL SERVICES	7,921.44	20,000.00	39.61%
REPAIR & MAINT - EQUIPMENT	405.04	10,000.00	4.05%
STREET LIGHTS	5,568.48	50,000.00	11.14%
STREET/ROAD REPAIRS	3,000.00	253,250.00	1.18%
TRAVEL, TRAINING & MEETINGS	0.00	500.00	0.00%
UNIFORMS/GEAR EXPENSE	0.00	2,000.00	0.00%
UTILITIES EXPENSES	809.23	5,000.00	16.18%
Expenses	\$51,768.05	\$585,250.00	
Revenue Less Expenditures	\$117,517.20	\$0.00	
Net Change in Fund Balance	\$117,517.20	\$0.00	



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To: Farmington City Council
Ernie Penn, Mayor
Kelly Penn, City Clerk

From: MELISSA MCCARVILLE, CITY BUSINESS MANAGER
Re: REMOVAL OF EQUIPMENT
Date: 3/13/2017

Recommendation

Requesting the removal of 2 Computers, 1 SERVER, 1 LAPTOP
Server tag # 361 Serial No. 8WPBPD1
Laptop tag # 393 Serial No. B8P6MQ1

Background

Server was replaced several years ago but kept for parts if needed.
Laptop was used by Parks and Rec.

Discussion

Server was replaced several years ago but kept in service for parts and back-up. It is not up to-date and no longer needed. Requesting removal from inventory so it can be destroyed
Laptop no longer will hold a charge. Needed to be replaced. It was replaced last year. It was kept until all files had been moved over. Requesting removal from inventory so it can be destroyed.

Budget Impact

\$0.0



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MEMO

To: Farmington City Council
Ernie Penn, Mayor
Kelly Penn, City Clerk
From: Brenda Coleman
Re: Remove Vitek Video System from inventory
Date: March 13, 2017

Recommendation

Requesting the removal of the VT-DVR04Q Vitek Video System, tg# 0043.

Background

System is obsolete and no longer works.

Budget Impact

None, system was replaced in 2016.

RESOLUTION NO. 2017-01

A RESOLUTION ESTABLISHING THE PROCEDURAL RULES FOR THE CITY COUNCIL OF THE CITY OF FARMINGTON, ARKANSAS FOR 2017

WHEREAS, the State of Arkansas requires each City Council to annually establish its procedural rules and, whereas, such rules are essential for the orderly conduct of council activities;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FARMINGTON, ARKANSAS:

Section 1: Rules and Order of Business

The Council of the City of Farmington will follow the procedural rules contained in the Arkansas Municipal League publication "Procedural Rules for the Municipal Official", dated May 2014. In addition to what is included in this publication, the meeting will include a forum for comments from citizens.

Section 2: The Time and Location of Regularly Scheduled Meetings

- (A) Council Meetings: Second Monday of each month at 6:00 p.m. at the City Hall, 354 West Main Street, Farmington, AR.
- (B) The date, time and locations of regularly scheduled meetings may be changed by the Mayor with consent of the majority of the council members. The media and public will be notified of any changes in accordance with appropriate state laws.

Section 3: Special Meetings

In accordance with Ordinance 1.4 the Mayor or any three council members may call special meetings and set the time and place of such meetings. Voting by council is permitted at special meetings.

Section 4: Working Sessions

The Mayor or any three council members may schedule working sessions for the council at the time and location of their choosing. The media and public will be notified of all working sessions in accordance with applicable state laws.

Voting by the council is not permitted at working sessions. The Mayor and all Council members must be notified of any proposed working session.

Section 5: Agendas

(A) Meetings

- (1) The City Clerk or designee shall prepare the agenda for council meetings. Items shall be placed upon the agenda as may be requested by the Mayor, the City Attorney, any Council member or any Department Head.
- (2) The department head and committee heads or their representative should be present at all monthly council meetings, give a **brief** written report summarizing their departmental/committee activities and make themselves available for questions from the public and council members. The committee and department reports shall be provided to the City Clerk or designee and be part of the official agenda.
- (4) At the citizens forum section of the meeting the Mayor will announce: "Comments from Citizens – the Council will hear brief comments at this time from citizens. No action will be taken. All comments will be taken under advisement." Any individual wishing to address the Council about a subject that is not on the agenda shall be permitted to speak during that period allotted for Citizen Communications at meetings. Each individual will be limited to five minutes. (Total 15 minutes per subject.)
- (5) The Mayor, the City Attorney, any council member or any Department Head requesting that a matter be placed on the agenda will provide the City Clerk's office with the title of the matter and with a short memo (memo format can be obtained from the City Business Manager) describing the topic and any supporting material no later than noon on the Monday one week prior to the date of the Meetings.
- (6) Any matter presented to the City Clerk's office later than that time shall be placed on the agenda, unless Council objects, at a time called by the Mayor directly before the business items are addressed.
- (7) Those presenting items to be added to the agenda at the meeting shall state the topic to be added only, with no discussion. Discussion for that item will take place when the item is addressed during the business session.
- (8) The City Clerk will provide copies of the agenda unless a copy of the draft ordinance or resolution is provided to the City Clerk's office for inclusion with the agenda. Those with agenda items to be added at the meeting shall provide **nine** copies of any ordinances or resolutions to be presented to the Council, Mayor, City Clerk/Treasurer and City Attorney.
- (9) In the event of a holiday falling on a Monday, the above schedule will be

shifted to the last two working days prior to the holiday.

- (10) During Council meetings, the Council will consider only those matters placed on the agenda.

(B) Special Meetings

The City Clerk or designee will prepare agendas for special meetings and provide copies to all elected city officials and to the media and notify the media as required by state law. Whoever is calling the special meeting shall provide the Clerk with applicable documentation pertinent to the meeting being called.

PASSED AND APPROVED on this 13TH day of March, 2017.

APPROVED:

By: _____
Ernie Penn, Mayor

ATTEST:

By: _____
Kelly Penn, City Clerk

ORDINANCE NO. 2017-03

AN ORDINANCE REZONING PROPERTY CONTAINING APPROXIMATELY 1 ± ACRES ON W. HWY 62 FROM R-1, SINGLE FAMILY RESIDENTIAL DISTRICT, TO C-2, HIGHWAY COMMERCIAL, AS REQUESTED BY JIM AND REBECCA AYERS

WHEREAS, the City of Farmington, Arkansas amended its official zoning and zoning map by Ordinance 2011-02 on March 14, 2011, which was filed for record in the Office of the Circuit Clerk and Ex-Officio Recorder for Washington County, Arkansas in File 2011-00017652; and

WHEREAS, certain properties belonging to Jim and Rebecca Ayers is zoned R-1, Single Family Residential; and

WHEREAS, after a public hearing on February 27, 2017, the Farmington Planning Commission voted during a regular meeting to rezone the properties from R-1 to C-2.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FARMINGTON, ARKANSAS:

SECTION 1. That the zone classification of the following described properties is hereby changed as follows:

From R-1, Residential Single Family to C-2, Highway Commercial, for the real properties described in Exhibit "A", which is attached hereto and made a part hereof.

SECTION 2. That the official zoning map of the City of Farmington, Arkansas, is hereby amended to reflect the zoning change provided in section 1 above.

Section 3. Emergency Clause. That the City Council of the City of Farmington, Arkansas further determines that it is necessary to enact this ordinance without delay; therefore, an emergency is hereby declared to exist and this ordinance shall be in full force and effect from and after its passage and approval.

PASSED, APPROVED AND IN EFFECT this 13th day of March, 2017.

APPROVED:

By: _____
Ernie Penn, Mayor

ATTEST:

Kelly Penn, City Clerk

"EXHIBIT A"

LEGAL DESCRIPTION:

A PART OF THE S1/2 OF THE SW1/4 OF THE SW1/4 OF SECTION 27, TOWNSHIP 16 NORTH, RANGE 31 WEST, WASHINGTON COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS, TO-WIT: BEGINNING AT A SET #4 REBAR WHICH IS N00°58'49"E 664.65' AND S89°25'59"E 265.89' FROM THE SW CORNER OF SAID SW1/4 SW1/4 AND RUNNING THENCE S89°25'59"E 406.19' TO AN ALUMINUM AHTD MONUMENT ON THE WEST RIGHT OF WAY OF HIGHWAY #62, THENCE ALONG SAID RIGHT OF WAY S28°19'27"W 141.03' TO A SET #4 REBAR, THENCE LEAVING SAID RIGHT OF WAY N86°31'56"W 340.95' TO A SET #4 REBAR, THENCE N00°34'01"E 107.55' TO THE POINT OF BEGINNING, CONTAINING 1.00 ACRES, MORE OR LESS. SUBJECT TO ALL RECORD AND NON RECORDED EASEMENTS, RESTRICTIONS, RESERVATIONS, COVENANTS, MINERAL RIGHTS AND RIGHTS-OF-WAY OF RECORD, IF ANY.



354 W. Main Street
P.O. Box 150
Farmington, AR 72730
479-267-3865
479-267-3805 (fax)

To: Farmington City Council
Ernie Penn, Mayor
Kelly Penn, City Clerk

From: BRIAN HUBBARD, CHIEF
Re: RESOLUTION and PURCHASE
Date: 03/13/2017

Recommendation

Requesting the approval of a resolution 17-02 in regards to an LLEBG Block Grant and approval for using the grant.

Background

Applying for a grant in the amount of \$3500.00 through the State to be used for upcoming purchases.

Discussion

Received notice we were eligible to apply for a grant in the amount of \$3500.00. We are applying to purchase a radar for a patrol unit and a new protective vest the new Officer. The grant will not pay for the entire purchase most of which will be taxes(Grants can't be used to pay for taxes)but will off-set most of the cost. This will help our budget.

Budget Impact

\$3500.00

RESOLUTION NO. 2017-02

A RESOLUTION IN SUPPORT OF AN APPLICATION FOR THE LOCAL LAW ENFORCEMENT BLOCK GRANT

WHEREAS, the City of Farmington, Arkansas, has a desire to support the Farmington Police Department; and

WHEREAS, the LLEBG is making funds available in the form of grant funding; and

WHEREAS, the Chief of Police for the City of Farmington plans to apply for the aforementioned grant monies.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FARMINGTON, ARKANSAS:

That the City Council and Mayor hereby support the application of grant funding from the COPS HIRING Grant Program for the Farmington Police Department and if the grant is awarded, the Farmington City Council understands and acknowledges that the City of Farmington will need to appropriate any funds necessary to match the funds appropriated for the grant.

PASSED AND APPROVED on this 13th day of MARCH, 2017.

APPROVED:

ERNIE PENN, MAYOR

ATTEST:

KELLY PENN
CITY CLERK



354 W. Main Street
P.O. Box 150
Farmington, AR 72730
479-267-3865
479-267-3805 (fax)

To: Farmington City Council
Ernie Penn, Mayor
Kelly Penn, City Clerk

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Budget Impact

\$3500.00



City of Farmington
354 W. Main Street
P.O. Box 150
Farmington, AR 72730
479-267-3865
479-267-3805 (fax)

To: Farmington City Council
Ernie Penn, Mayor
Kelly Penn, City Clerk

From: BRIAN HUBBARD, CHIEF
Re: PURCHASE OF UNIT
Date: 03/13/2017

Recommendation

Requesting the purchase of a new police unit a 2017 Dodge Charger.

Background

Purchasing of a new unit to keep our fleet up dated and fully functioning. This is a budgeted item.

Discussion

With the purchase of the new unit it will allow for FPD to keep maintenance cost down. New unit with less maintenance issues also helps with Officer safety.

Budget Impact

\$35,000



354 W. Main Street
P.O. Box 150
Farmington, AR 72730
479-267-3865
479-267-3805 (fax)

City Business Manager Report
March 2017
City Council Meeting

- Please let your constituents know about Code Red. We had a few calls after the most recent storm event. They can call us at City Hall and we can assist them with the sign-up process.
- Bo Carnes, Joshua Catron and Pete Oxford have work anniversaries this month, thank them for their service!
- Several developers have come in to talk about residential subdivisions. We are excited about more homes in Farmington.
- Officer Bertorello is healing nicely and may possibly be back to full duty in a few weeks. We are thankful for his quick recuperation time.
- April 13, 2017 will be the date of our annual Chamber banquet. It will begin at 6:00 pm. Please let me know if you plan to attend. We are still finalizing details, I will keep you updated.
- The Farmington Chamber and several sponsors will be holding our second "Lunch for Heroes." It will be on April 25th, in our fire station.
- Mark your calendars for June 8th as the annual Chamber golf tournament. Save the date!!

"Your highest self is revealed in your lowest moments."
~Matshona Dhliwayo



City of Farmington
372 W. Main st.
P.O. Box 150
Farmington, AR 72730

Fire Department
Chief Mark Cunningham

Phone 479-267-3338
Fax 479-267-3302

February 2017 Monthly Report for Mayor and City Council

The Fire department responded to 65 calls during the month of February and that is below average for the year for runs, but it is the shortest month. The conditions are still dry but we have received very little rain and as a result we have had a lot of brush and structure fires.

We have experienced a light winter and have not had many bad weather related rescues yet, but it's not over quite yet. February is normally low on calls after a busy January and this year is no exception. March is normally a lot more hectic so we are getting more prepared for that.

March is the month when we get ramped up for having to start fire hydrant testing, so be prepared for people wondering what we are doing out there on the streets.

We would like to encourage everyone to sign up for CODE RED, I am still getting calls from people wondering where they should go when a storm comes up and will the sirens start going off, so I think we need to make a push to educate the public what CODE RED is and how it is used and how to sign up again.

I hope you would keep us in mind in the near future to add a couple firefighters so we could have someone around the clock to make calls 24/7.

Thank you as always for your continued support of the fire department;

Mark Cunningham
Fire Chief

Farmington Police Dept.

Offenses for Month 2/2016 and 2/2017

3/1/2017 10:08:16 AM

	<u>2016</u>	<u>2017</u>
ACCOMPLICES		
5-2-403	1	0
ARSON		
5-38-301A(1-6)	2	0
ASSAULT ON FAMILY OR HOUSEHOLD MEMBER - 3RD DEGREE / APPREHENSION OF IMMINE		
5-26-309	2	1
Breaking or Entering/Vehicle		
5-39-202	2	0
Burglary		
Burg-01	1	0
BURGLARY, RESIDENTIAL		
5-39-201A(1)	1	2
CARELESS DRIVING		
27-51-104	1	1
CRIMINAL MISCHIEF - 2ND DEGREE / RECKLESSLY DESTROYS		
5-38-204(a)(1)	4	1
DEATH THREAT CONCERNING A SCHOOL EMPLOYEE OR STUDENT		
5-17-101	0	1
DISORDERLY CONDUCT		
5-71-207	0	1
DOMESTIC BATTERING - 3RD DEGREE / PURPOSE OF CAUSING INJURY, CAUSES INJURY		
5-26-305A(2)	1	1
DRIVING ON SUSPENDED LICENSE		
27-16-303	4	0
DWI (UNLAWFUL ACT)		
5-65-103A	4	0
Excess Speed		
27-51-201	0	1
Expired Tags		
27-14-304	1	0
FAILURE TO APPEAR		
5-54-120	9	9
FAILURE TO PAY FINES & COSTS		
5-4-203	20	10
FLEEING		
5-54-125	1	0
FRAUD - FINANCIAL IDENTITY		
5-37-227	0	1
HARASSING COMMUNICATIONS / TELEPHONE, TELEGRAPH, MAIL, OR ANY WRITTEN FORM		

	<u>2016</u>	<u>2017</u>
5-71-209A(1)	1	0
HARASSMENT / CONDUCT THAT REPEATEDLY CAUSES ALARM OR SERIOUS ANNOYS ANOTHER		
5-71-208A(5)	0	2
INATTENTIVE DRIVING		
8.20	1	0
Interference with Emergency Communication/1st dgree/disables communication		
5-60-124	1	0
Leaving Scene of Accident/Property Damage		
27-53-102	1	2
Left of Center		
27-51-301	1	0
LOITERING		
5-71-213	0	1
No Proof Insurance		
27-22-104	2	1
OBSTRUCTING GOVERNMENTAL OPERATIONS / OBSTRUCTS, IMPAIRS, HINDERS, THE PER		
5-54-102A(1)	0	1
OBSTRUCTING GOVERNMENTAL OPERATIONS / REFUSES TO PROVIDE INFORMATION FOR A		
5-54-102A(2)	1	0
POSSESSING INSTRUMENTS OF CRIME		
5-73-102	2	0
POSSESSION OF A CONTROLLED SUBSTANCE - MARIJUANA		
5-64-401	1	3
POSSESSION OF DRUG PARAPHERNALIA		
5-64-443	0	1
POSSESSION OF SCH I OR II LT 2GM		
5-64-419B(2)A	0	2
PUBLIC INTOXICATION / DRINKING IN PUBLIC		
5-71-212	1	1
RECKLESS DRIVING		
27-50-308	1	2
RUNAWAY		
90I	2	0
SCHOOL VIOLENCE		
6-17-113	1	0
SEXUAL ASSAULT - 2ND DEGREE		
5-14-125	1	0
SHOPLIFTING \$1,000 OR LESS		
5-36-116	2	0
THEFT \$1,000 OR LESS - ALL OTHERS		
5-36-103(b)(4)(A)	3	5
THEFT \$1,000 OR LESS - FROM BUILDING		
5-36-103(b)(4)(A)	0	2
THEFT \$1,000 OR LESS - FROM VEHICLE		
5-36-103(b)(4)(A)	1	1

	<u>2016</u>	<u>2017</u>
THEFT \$5,000 OR LESS BUT GREATER THAN \$1000 - FROM VEHICLE		
5-36-103(b)(3)(A)	1	0
THEFT OF PROPERTY / ALL OTHER		
5-36-103A(1)	1	1
THEFT OF VEHICLE VALUED AT LESS THAN \$25,000 BUT GREATER THAN \$5,000		
5-36-103(b)(2)(A)	1	0
UNLAWFUL TRANSFER OF STOLEN PROPERTY TO A PAWN SHOP OR BROKER		
5-36-125	0	1
VIOLATION OF OPEN CONTAINER		
2009-01	2	0
Totals:	82	55

Farmington Police Dept.

Tickets Issued by Officer and Month for 2017

3/1/2017 10:08:34 AM

Officer	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Brotherton, James	38	34	0	0	0	0	0	0	0	0	0	0	72
Catron, Joshua	22	11	0	0	0	0	0	0	0	0	0	0	33
Collins, John	44	55	5	0	0	0	0	0	0	0	0	0	104
Kimball, Geoffrey	38	35	0	0	0	0	0	0	0	0	0	0	73
Long, Dustin	23	22	0	0	0	0	0	0	0	0	0	0	45
Parrish, Chad	0	1	0	0	0	0	0	0	0	0	0	0	1
Thompson, Michael	1	2	0	0	0	0	0	0	0	0	0	0	3
Wilbanks, Johnie	14	3	0	0	0	0	0	0	0	0	0	0	17
Totals:	180	163	5	0	0	0	0	0	0	0	0	0	348

Library
Circulation and Patron Services

2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Total Circulation	4,294	3,602										
YTD Circulation	4,294	7,896										
Holds Satisfied	809	742										
YTD Hold Satisfied	809	1,551										
PAC Logins	869	758										
YTD PAC Logins	869	1,627										
New Cardholders	39	26										
YTD New Cardholders	39	65										
2016	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Total Circulation	4,587	4,346	5,076	4,400	4,170	5,537	5,108	4,696	4,353	4,521	4,410	4,338
YTD Circulation	4,587	8,933	14,009	18,409	22,579	28,116	33,224	37,920	42,273	46,794	51,204	55,542
Holds Satisfied	830	744	944	833	715	854	766	816	786	918	812	796
YTD Hold Satisfied	830	1,574	2,518	3,351	4,066	4,920	5,686	6,502	7,288	8,206	9,018	9,814
PAC Logins	862	901	972	797	893	767	798	756	663	776	737	793
YTD PAC Logins	862	1,763	2,735	3,532	4,425	5,192	5,990	6,746	7,409	8,185	8,922	9,715
New Cardholders	38	26	33	44	35	57	25	30	36	30	20	24
YTD New Cardholders	38	64	97	141	176	233	258	288	324	354	374	398

Library
Computer Use

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2017												
Early Literacy Station Users	95	86										
YTD Early Literacy Station Users	95	181										
Users	314	293										
YTD Users	314	607										
Device Checkout	0	0										
YTD Device Checkout	0	0										
2016												
Early Literacy Station Users	51	50	78	59	75	97	89	96	56	87	94	63
YTD Early Literacy Station Users	51	101	179	238	313	410	499	595	651	738	832	895
Users	321	334	343	322	313	319	327	443	358	284	286	275
YTD Users	321	655	998	1,320	1,633	1,952	2,279	2,722	3,080	3,364	3,650	3,925
Device Checkout	1	0	1	0	0	1	0	0	0	0	0	0
YTD Device Checkout	1	1	2	2	2	3	3	3	3	3	3	3

Library
Miscellaneous Services

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2017												
Color Print Services	53	31										
YTD Color Print Services	53	84										
Copy/Print Services	1,205	1,336										
YTD Copy/Print Services	1,205	2,541										
Fax Services	38	35										
YTD Fax Services	38	73										
Notary Services	9	0										
YTD Notary Services	9	9										
Reference Transactions	189	188										
YTD Reference Transactions	189	377										
Scanning Services	18	14										
YTD Scanning Services	18	32										
Staff Supervised Volunteer Hours	46	53										
YTD Staff Supervised Volunteer Hours	46	99										
Test Proctor	0	0										
YTD Test Proctor	0	0										
2016												
Color Print Services	n/a	4	30	79	27	28	37	21	15	52	11	12
YTD Color Print Services	n/a	4	34	113	140	168	205	226	241	293	304	316
Copy/Print Services	1,159	1,464	1,596	1,679	2,145	1,294	1,702	1,739	1,546	1,586	1,167	1,615
YTD Copy/Print Services	1,159	2,623	4,219	5,898	8,043	9,337	11,039	12,778	14,324	15,910	17,077	18,692
Fax Services	15	40	42	26	36	34	27	36	48	26	30	22
YTD Fax Services	15	55	97	123	159	193	220	256	304	330	360	382
Notary Services	4	7	5	8	3	3	5	2	3	4	3	1
YTD Notary Services	4	11	16	24	27	30	35	37	40	44	47	48
Reference Transactions	154	285	350	284	270	324	327	282	266	187	209	165
YTD Reference Transactions	154	439	789	1,073	1,343	1,667	1,994	2,276	2,542	2,729	2,938	3,103
Scanning Services	n/a	2	13	5	30	19	13	35	20	18	10	13
YTD Scanning Services	n/a	2	15	20	50	69	82	117	137	155	165	178
Staff Supervised Volunteer Hours	54	49	41	66	14	10	13	19	46	67	29	24
YTD Staff Supervised Volunteer Hours	54	103	144	210	224	234	247	266	312	379	408	432
Test Proctor	0	0	0	0	0	1	0	0	1	2	0	1
YTD Test Proctor	0	0	0	0	0	1	1	1	2	4	4	5

Library
Daily Visitors

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2017	2,431	2,526										
Visits	2,431	4,957										
YTD Visits	2,431	4,957										
2016												
Visits	2,458	2,778	2,996	2,596	2,640	3,027	2,649	2,779	2,647	2,869	2,517	2,322
YTD Visits	2,458	5,236	8,232	10,828	13,468	16,495	19,144	21,923	24,570	27,439	29,956	32,278

Planning Commission Minutes December 27, 2016

- 1. ROLL CALL** – Meeting was called to order by Chairman Robert Mann. A quorum was present.

PRESENT

Jay Moore
Matt Hutcherson
Toni Bahn
Robert Mann, Chair
Gerry Harris
Judy Horne

ABSENT

Bobby Wilson

City Employees Present: Melissa McCarville-
City Business Manager; Steve Tennant, City
Attorney; Chris Brackett, City Engineer

- 2. Approval of Minutes:** November 28, 2016 minutes were approved as written.

- 3. Comments from Citizens:** No comments.

4. Public Hearing – Variance Request – Twin Falls Street Improvements, Curb & Guttering

Keith Marris discussed his proposed Subdivision addition and request for variance. He explained that curb and guttering in front of five new residential lots on Jim Brooks Road would cost \$88,000, “a staggering amount of money” thus the request for variance. The lots would have a ditch and driveways would have drainage tile beneath the surface. He said the City did not curb and gutter when they improved Jim Brooks Road 8 years ago. Melissa McCarville said the City’s work had been mostly for water drainage purposes. Prior to that when road was first installed, it was in the County and the City’s Growth Area.

Mr. Marris proposed curbing and guttering only the entry (up to Lot 28) at a cost of \$28,000. The first home nearest the entry would have curb and gutter but the other lots would have grass-covered ditches with drain tile under the driveways. Mr. Marris said all lots would have sidewalks that would be put in when house was built. He also agreed to donate two small pieces of land to the city, one which the City is already using for a Welcome to Farmington sign. The other is a small, unusable triangle at the corner of Highway 62 and Jim Brooks Road.

In his appeal, he also mentioned the need for new housing in Farmington; he said there are almost no new homes being built at this time.

Melissa McCarville reminded everyone that cost cannot be a factor when considering the variance. City Attorney Steve Tennant said Planning Commissioners have to ask themselves the question “How important is it to us to be consistent with our rules?”

Gerry Harris asked about what might happen if only one side of Jim Brooks were curbed and guttered and then when a business was built on the highway lots to the west, would they have to curb and gutter. She further underscored the importance of being consistent regarding city rules and regulations, treating everyone the same.

Toni Bahn moved to approve the variance request with curb and guttering being required only on both sides of Lot 28, the first lot by entry onto Jim Brooks. Jay Moore seconded. The motion passed 3-2 with Gerry Harris and Judy Horne voting "No."

5A. New Business – Preliminary/Final Plat—Twin Falls Addition Phase III

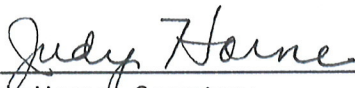
City Engineer Chris Brackett had only two comments:

- (1) Proof of Payment to Washington Water Authority for the water meters must be submitted to the City prior to the City signing the Final Plat
- (2) Provide one (1) original and six (6) copies of the recorded plat to the City.

Chairman Mann called for question and Preliminary/Final Plat was approved by unanimous vote.

6. Master Street Plan Discussion – Tabled until next meeting.

7. Adjournment: Having no further business, Gerry Harris moved to adjourn, seconded by Matt Hutcherson and motion passed unanimously.



Judy Horne - Secretary



Robert Mann - Chair

Planning Commission Minutes
January 23, 2017

1. **ROLL CALL:** Meeting was called to order by Chairman Robert Mann. A quorum was present.

PRESENT

Bobby Wilson
Gerry Harris
Robert Mann, Chair
Matt Hutcherson
Jay Moore
Howard Carter

ABSENT

Judy Horn
Toni Bahn

City Employees Present:

Melissa McCarville-City Business Manager
Steve Tennant-City Attorney
Chris Brackett-City Engineer
Rick Bramall, Building Inspector

2. **Approval of Minutes:** December 27, 2016 minutes were approved as written.

3. **Comments from Citizens:** No comments.

4. Public Hearing: Zoning Ordinance

Steve Tennant, City Attorney, presented Ordinance No. 2017-1 An Ordinance To Amend Ordinance No. 7.1 To Designate Zoning Districts For On-Premise and Off-Premise Sale of Alcoholic Beverages In The City of Farmington. There were no citizen comments. It will go to City Council.

5B. New Business: Preliminary Plat-Farmington Heights Subdivision

Preliminary Plat for Farmington Heights Subdivision has been tabled until next month. It was not properly advertised according to the City's ordinances. It will be advertised in the newspaper and the neighbors will be re-notified. The preliminary plat will be on the February 27, 2017 Planning Commission meeting.

5.A. New Business: Preliminary Plat-Windgate Subdivision

Jeff Bates, Engineer and Mike Pennington, Developer were in attendance at the meeting. Jeff Bates explained this is a single family subdivision. There was discussion on fencing around the detention pond. Mike Pennington said there will be a fence. Jay Moore asked Mike Pennington about sidewalks. Mike Pennington said sidewalks and curb and gutter will be installed.

Doug Swafford, 12220 Little Elm, Farmington asked about using existing fence around the detention pond. He, also, asked "Will the POA take care of the fence on the Bellwood Subdivision?" Mike Pennington said a new fence will go up around the entire pond and will back up to Bellwood.

Greg Samuels, 401 Rheas Mill Road, Farmington asked about sewer for his property and for Lloyd Raimer, 435 Rhea Mills Road, Farmington. Greg Samuels wants to be on the sewer system. Currently, he is on a septic system. Greg Samuels wants to know who to talk to. He was informed that the City of Fayetteville is in charge of the sewer system and Washington Water Authority is in charge of rural

water. Greg Samuels asked about drainage. Chris Brackett, City Engineer, explained the final drainage is not required on the preliminary plat. He said he will thoroughly check the drainage design. He said that Greg Samuels is upstream from the project and drainage should not be a problem.

Greg Samuels asked about storage buildings. Rick Bramall, City Inspector, said there are setbacks for permanent storage buildings which are over 200 square feet. Greg Samuels raised the concern about drainage again. Steve Tennant, City Attorney, explained again this meeting was for the preliminary plat and the City's engineer will vet the project's drainage.

Lloyd Raimer, Lot #10 435 Rheas Mill Road, Farmington asked about the boundary on the west and south of the project and is he responsible for putting up a fence. Matt Hutcherson, Planning Commission, told Lloyd Raimer that he is not responsible for putting up a fence. Mike Pennington explained the fence for the subdivision will be the same. There will be covenants for the subdivision. Lloyd Raimer asked about the location of the pond. He was shown on the plat where it will be located. He said he was not notified of the meeting. Melissa McCarville, City Business Manager explained how the mail was addressed and it is based on the Assessor's Office information.

Mike Peterson, 420 Rheas Mill Road, Farmington said his concern is when the school gets out at 3:00 pm and there will be more cars from the subdivision. They need traffic control because there are just too many cars picking up kids. The addition of 27 homes will add more cars.

Ricky Hogg, 32 Bellwood, Farmington says there is a traffic bottleneck in the mornings too from all the cars. He said the school needs a turning lane. This is a hazardous situation. He was informed this issue needs to be addressed with the Farmington School Board and the City Council. Ricky Hogg asked Mike Pennington who is going to be the builder. Mike Pennington said he does not know yet.

The Hartmans, 492 Rheas Mill Road, Farmington wanted to know if the traffic bottleneck at the school will be fixed before building starts on the subdivision. Robert Mann, Chair, said the Planning Commission does not address these types of problems. Mr. Hartman wanted to know the timeline of the high school moving which is Fall 2017. Bobby Wilson, Planning Commission said having the high school students moved to the new high school will help. Mr. Hartman asked why doesn't anyone on the north side of Rhea Mill Road have sewer. Robert Mann, Chair, said to take it up with the City of Fayetteville.

David Swafford, 516 Rheas Mill Road, Farmington asked about the unity of fences and can't the fences be done by the developer or builder for unity. Mike Pennington said this will be in the covenants for the subdivision fencing which will state the fences have to be the same, specific type of material, certain height, etc. which is controlled by the POA. David Swafford spoke about how they were finally annexed into the city but have not gained anything. The water rates have doubled and still no sewer. Robert Mann, Chair, said to go to City Council.

Doug Swafford, 1220 Little Elm, Farmington talked about "Lynch Lake" that occurs when it rains, the water rates are too high and the school traffic. He wanted to know why don't we address some of these issues before adding more houses. He was advised to take these issues up with the school board and City Council.

Charles Houghlod, Lot 25 on Bellwood Drive, Farmington wanted to know where is the retention water going from the overflow of the detention pond. It will go into the green ditch along Rheas Mill Road. Chris Bramlett, City Engineer, said the green ditch will be looked at. He said the top of the detention pond will be sodded and maintained. He said stagnate water should not be an issue. Charles Houghlod asked about covenants. He was informed the covenants have to be reviewed by Steve Tennant, City Attorney before the final plat is approved. Charles Houghlod wanted to know about a sidewalk being build from the subdivision to the school because his child can't take the bus because they live within a ½ mile of the school. Melissa McCarville, City Business Manager, said the sidewalk will be built by the city.

Jay Moore, Planning Commission, wanted to know why the pond was detention and not retention. It was because of the volume needed for drainage.

Chairman Mann called for question subject to the letter from Chris Brackett, City Engineer dated January 23, 2017. The Preliminary Plat was approved by unanimous vote.

6. Adjournment: Having no further business, Bobby Wilson moved to adjourn, seconded by Matt Hutcherson and motion passed unanimously.



Gerry Harris - Vice Chair



Robert Mann - Chair