

January 22, 2018

REGULAR MEETING 1

The City Council of the City of Sherwood met for a regular meeting on January 22, 2018 at 6:00 p.m. in the Council Chambers. Those present were Mayor Virginia R. Young, City Attorney Steve Cobb, City Clerk Angela Nicholson, Council Members Brooks, Harmon, Lilly, McMinn, Heye, Keplinger, Sanders and Williams.

Wayne Brown, Pastor of The Haven Church, led in prayer, and the Pledge of Allegiance was given to the flag.

Council Member Brooks, seconded by Council Member Sanders, made a motion, to approve the minutes of the regular meeting on December 18, 2017 as transcribed. The roll call vote was unanimous.

Mayor Young opened discussion for the December 2017 financials. No comments were made.

Council Member McMinn, seconded by Council Member Heye, made a motion to waive the reading requirements of the ordinances. The roll call vote was unanimous.

City Attorney Steve Cobb asked the council for a motion to amend the following ordinance.

Council Member Harmon, seconded by Council Member Brooks, made a motion to amend the following ordinance to make a change to the date in the second paragraph of the ordinance from 2015 to 2013, and to strike the all of Section 1 of the ordinance. The roll call vote was unanimous. **Ordinance No. 2186, entitled, "AN ORDINANCE RE-ADOPTING THE EXISTING RULES OF THE SHERWOOD CITY COUNCIL; AND FOR OTHER PURPOSES"** was read as amended. Council Member McMinn, seconded by Council Member Brooks, made a motion to adopt the ordinance. The roll call vote was unanimous.

The council was presented with an asset removal list for assets destroyed, sold, or aged for 2017. Council Member Williams, seconded by Council Member Brooks, made a motion to remove the assets listed. The roll call vote was unanimous.

The Sherwood Police Department had an award presentation. Captain Kel Nicholson presented Calvin Webb with the 2017 Civilian Employee of the Year Award, and Beth Johnson with the 2017 Dispatcher of the Year Award. Captain Jeff Hagar presented Carol Bowen with the 2017 Clerk of the Year Award, and Officer Craig Grisham with the 2017 Police Officer of the Year Award.

Council Member Brooks, Chairman of the Advertising and Promotion Commission, stated the commission did meet. An update was given on the Trail of Lights: there were 19,080 cars that went through the Trail of Lights; \$55,959.64 in donations; and food was collected and given to the food pantries at First Christian Church and Sylvan Hills Community Church.

Council Member Harmon, Chairman of the Parks and Recreation Committee, stated the committee did not meet. The next meeting will be February 12, 2018, at 6:00 p.m. at the Bill Harmon Recreation Center.

Council Member Sanders, Chairman of the Personnel Committee, stated the committee did not meet. The next meeting will be February 1, 2018, at 5:30 p.m. at the Bill Harmon Recreation Center.

Rob Middleton, Chairman of the Planning Commission gave an update to the council on the goals of the Planning Commission. Mr. Middleton stated that the Planning Commission will be updating the zoning book and the zoning district map.

Ordinance No. 2187, entitled, "AN ORDINANCE REZONING ALL LOTS ON THE PROPERTY LOCATED AT 8403 HIGHWAY 107 TO C-3, AMENDING

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THE ZONING MAP; AND FOR OTHER PURPOSES” was read. Council Member Keplinger, seconded by Council Member Sanders, made a motion to adopt the ordinance. The roll call vote was unanimous.

Ordinance No. 2188, entitled, “AN ORDINANCE GRANTING A CONDITIONAL USE FOR A PORTION OF A C-3 ZONED PROPERTY LOCATED AT 816 EAST KIEHL AVENUE; AND FOR OTHER PURPOSES” was read. Council Member Keplinger, seconded by Council Member Williams, made a motion to adopt the ordinance. The roll call vote was unanimous.

Council Member Lilly, Chairman of the Street Committee, stated the committee did not meet. The next meeting will be February 8, 2018 at 5:30 p.m. at the Bill Harmon Recreation Center.

City Attorney Steve Cobb asked that the following proposed ordinances be tabled until the February 2018 city council meeting. Council Member Williams, seconded by Council Member Heye, made a motion to table the following proposed ordinances until the February 26, 2018 city council meeting. The roll call vote was unanimous.

A proposed ordinance entitled, “An ordinance providing for the levy of a one-quarter of one percent (0.25%) Sales and Use Tax within the City of Sherwood, Arkansas, to provide support for the city’s general fund; and prescribing other matters pertaining thereto” was tabled until the February 26, 2018 city council meeting.

A proposed ordinance entitled, “An ordinance calling a special election in the City of Sherwood, Arkansas on the question of levying a city-wide one-quarter of one percent (0.25%) Sales and Use Tax within the City of Sherwood, Arkansas to provide support for the city’s general fund; and prescribing other matters pertaining thereto” was tabled until the February 26, 2018 city council meeting.

A proposed ordinance entitled, “An ordinance calling a special election in the City of Sherwood, Arkansas on the question of issuing bonds under Amendment No. 62 to the Constitution of the State of Arkansas for the purpose of financing the cost of capital improvements, extensions, and betterments to the city’s street and drainage systems; levying a three-quarters of one percent (0.75%) Sales and Use Tax for the purpose of retiring such bonds; and prescribing other matters pertaining thereto” was tabled until the February 26, 2018 city council meeting.

Resolution No. 1-2018, entitled, “A RESOLUTION DECLARING THE INTENT OF THE CITY OF SHERWOOD, ARKANSAS TO MAKE CERTAIN EXPENDITURES TOWARD CAPITAL IMPROVEMENTS FOR IMPROVEMENTS TO THE CITY’S STREET AND DRAINAGE SYSTEM AND TO REIMBURSE ITSELF FOR SUCH EXPENDITURES FROM THE PROCEEDS OF BONDS OR OTHER OBLIGATIONS ISSUED BY THE CITY TO FINANCE SUCH CAPITAL IMPROVEMENTS; AND PRESCRIBING OTHER MATTERS RELATING THERETO” was read. Council Member Lilly, seconded by Council Member McMinn, made a motion to adopt the resolution. The roll call vote was unanimous.

Resolution No. 2-2018, entitled, “A RESOLUTION TO AUTHORIZE METROPOLITAN EMERGENCY MEDICAL SERVICES (“MEMS”) TO PROVIDING BASIC LIFE SUPPORT SERVICES FOR NON-LIFE THREATENING EMERGENCIES IN SHERWOOD; AND FOR OTHER PURPOSES” was read. Council Member McMinn, seconded by Council Member Heye, made a motion to adopt the resolution. The roll call vote was unanimous.

Resolution No. 3-2018, entitled, “A RESOLUTION EXPRESSING THE WILLINGNESS OF THE CITY OF SHERWOOD, ARKANSAS TO UTILIZE FEDERAL-AID TRANSPORTATION ALTERNATIVES PROGRAM (TAP) FUNDS; AUTHORIZING THE MAYOR TO EXECUTE ALL AGREEMENTS

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NECESSARY; AND FOR OTHER PURPOSES” was read. Council Member Williams, seconded by Council Member McMinn, made a motion to adopt the resolution. The roll call vote was unanimous.

Mayor Young gave the following State of the City:

State of the City 2017

The year 2017 was another busy year for our city. Our employees and volunteers worked hard throughout the year and were busy providing services to our residents.

For the fifth consecutive year, 100% of adoptable pets were placed with new families through our Animal Services Department. The department participated with numerous community outreach programs and services to promote the safety and advancement of the Animal Services Department. The barn cat program, low income family assistance for spay and neuter, and the Annual Pet Fair and Fun Raiser were just a few of the community events and programs provided by the department.

Our seniors continue to enjoy the many activities sponsored by the center which provides fellowship opportunities as well as health awareness. Baptist Wellness provides health checks including flu shots and cholesterol testing. We continue to provide transportation to both doctor visits and to the grocery store. Our seniors are an active group! They participate in bingo, bunco, bean bag baseball, and aerobics, to name a few.

The Computer Services Department continues to develop, maintain, and enhance many in-house written applications. Some of the accomplishments for 2017 include a complete redesign and upgrade of the city's website and the development of a mobile app. Some of the features in this redesign of the website include a responsive design which makes it more compatible with the many different devices used on the Internet today. The redesign also made our website more accessible to citizens with disabilities by making it compliant with ADA standards.

Currently the police department has 14 sworn officer positions open and one opening in the dispatch / detention branch. This includes five new positions that were approved in 2017 along with the four positions that we received a grant to pay their salaries. Four new officers start the Academy this month. Several certified officers have applied.

A grant was received to assist in cost of bullet resistant vests, traffic enforcement, and DWI enforcement. Every patrol officer is equipped with video equipment and body cameras. Residents receive outstanding patrol service and follow-up investigative response.

The city crime rate shows a decrease this year. There were 982 thefts reported with shoplifting accounting for 237 of the theft calls and 23 robberies reported. There were two homicides this year with both of the cases solved.

The radar trailers continue to be utilized on streets where we have received complaints of speeding. The RMS system is proving to be a great asset for daily operations, with information for accessible.

Once again, the Human Resources office sponsored an employee Health & Benefits Fair with 135 employees attending and 22 vendors participating. Free flu shots were offered to employees and 102 received their shots during the event. The 2017 fair was extremely successful and the HR office has positive feedback from employees about the wide range of vendors. During open enrollment in 2017, a new AFLAC representative attended and a number of employees enrolled in those products offered. Supervisor training classes will be conducted in February by an employment law attorney.

The Annual Easter Egg Hunt, Pools of the Month, Splash Bash at the Youth Center, Stories in the Park, Movies in the Park, Fourth of July Family Celebration, youth sports

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leagues and tournaments, Grillin n Chillin at the Youth Center, Sherwood Fest, Halloween Carnival and Haunted House, were some of the events provided by our Parks and Recreation. The new Pavilion at the Forest that seats up to 175 was home to the revitalized Sherwood Farmers Market.

The Permits and Planning Department continued to see a substantial increase in building permits for the past two years. New housing permits issued in 2017 were 258, up from 2016, as well as other building permits issued for remodels, fences, storage, etc. The overall value of construction permits also increased from approximately \$45,798,600 in 2016 to approximately \$77,755,210 in 2017.

The Planning and Permit staff reviewed 90 cases. There were 14 Preliminary Plat requests, 4 Final Plat requests, 15 Rezoning requests, and 16 Site Plan reviews that required review and recommendations for Planning Commission action. In addition, there were 31 commercial permit requests that required staff plan review.

The Sherwood Wastewater Utility treated 309 million gallons of wastewater. As part of the Capacity Management, Operations and Maintenance (CMOM) program, 18,741 linear feet of sewer main has been hydro-cleaned. Improvements began on the Brockington Road Pump Station and the construction will be completed in early 2018.

Code Enforcement has had a busy but productive year with 1821 initial premise inspections and 2,325 re-inspections in 2017. The officers issued 210 citations, which resulted in 16 trials and 243 court reports. Twenty-eight structures were declared unsafe in 2017 and as a result of these actions, 13 were repaired by the owners, 7 were demolished by the owners, and 5 are under court jurisdiction. The City has had 60 properties cut and cleaned by a contractor. The cost to the City for this service was \$9,541.50 and the City has been reimbursed \$4,645.67.

The Public Works Department stays extremely busy keeping our streets as safe as possible during weather events as well as any other emergency situations and are often contacted by our Police Department to assist in emergency situations. The Public Works Department continues to repair streets, clean and mow drainage areas, exercise mosquito control, collect household garbage, street sweeper, as well as run extra pickup routes. The department also removes large volumes of litter from the streets throughout the year. The Street budget was also able to fund our overlay program with resurfacing contracts allowing for more than seven miles of city streets to be resurfaced. The leaf collection operates from November 1 – January 31, each year. This is a labor-intensive operation that allows our residents leaf collection in volume.

The City ended the financial year in the positive. Our City Clerk/Treasures Department is responsible for handling all financial records, including the receipt and disbursement of funds. Our 2017 general fund budget included \$600,000 from reserves. The year ended with “zero” funds spent from the \$600,000 reserves. Our employees and leaders worked hard to work within the financial projections in all budgeting areas. Our city sales tax maintained and exceeded projections.

The City of Sherwood made the list of Safest Cities in Arkansas. Our schools are increasing in population at an accelerated rate. A bond issue, extended by the voters of the Pulaski County Special School District, was passed that will allow more than 60 million dollars of much needed improvements and expansion to our Sylvan Hills High School Campus. New business opened in 2017 and more are on the horizon for 2018. Our Chamber of Commerce continues to strengthen and partner with our city to promote and expand business. Our future is bright in Sherwood.

Mayor Young introduced Richard Penn as the new City Engineer for the City of Sherwood.

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Under new business:

James Walden, a consultant City Planner for the City of Sherwood, updated the council on the Sherwood Planning Commission – Planning and Code Update Approach. The goals will be to update the Land Use Plan and Master Street Plan and to address the zoning and subdivision code.

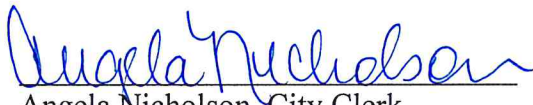
Mayor Young announced the Arkansas Municipal League is asking all cities to join in with the leagues efforts on opioid litigation.

Mayor Young made the following announcement(s):

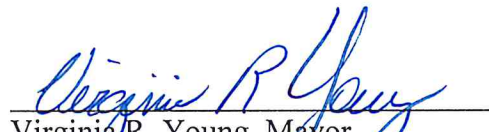
- Sherwood Animal Shelter Events: February is National Prevent a Litter Month; Free adoptions on February 6th, 13th, 20th, 27th and 28th. “Adopt your Sweetheart” on Valentine’s Day for free

No further business, Council Member Brooks, seconded by Council Member Heye, made a motion to adjourn at 6:59 p.m.

ATTEST:



Angela Nicholson, City Clerk



Virginia R. Young, Mayor