



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

**CITY COUNCIL AGENDA**  
**July 13, 2020**

A regular meeting of the Farmington City Council will be held on  
Monday, July 13, 2020 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 –June 8, 2020 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. Community Development Committee
  - c. Park & Recreation Committee
10. Items to be removed from City of Farmington Inventory – **SEE MEMO**

## **NEW BUSINESS**

11. Ord. No. 2020-07 – An ordinance by the City of Farmington regarding the use of masks in relation to the Covid-19 pandemic.
12. Ord. No. 2020-08 – An ordinance waiving requirements of competitive bidding for the purchase of evidence lockers, personnel lockers, furniture and furnishings for the Farmington Police Department pursuant to A.C. §14-58-303(b)(2)(B).
13. Resolution 2020-10 – City of Farmington is essential: in support of fair, direct federal emergency support to reopen and rebuild local American economies.
14. Request approval to enter into a contract to purchase property located at 11155 Rosebay Lane.

## **INFORMATIONAL ITEMS:**

- A. City Business Manager Report
- B. Court Clerk Monthly Distribution Report
- C. Fire Department Report
- D. Police Department Report
- E. Building/Public Works Report
- F. Library Report
- G. Planning Commission minutes

# Minutes

## **Minutes of the Regular Farmington City Council Meeting June 8<sup>th</sup>, 2020**

Due to the Covid 19 pandemic, a state of emergency was declared by Arkansas Governor Asa Hutchinson, in order to comply to social distancing requirements this meeting was held virtually using the Zoom Meeting system as well as physical attendance. Vice Mayor Morgan, City Clerk Penn, City Business Manager McCarville, Police Chief Hubbard, Public Works Director Shelley and Building Inspector Brammall and Fire Chief Hellard were physically at City Hall. We had 2 citizens, Mark Cunningham and Norm Toreing, come to city hall to attend the meeting. The regular meeting of the City Council scheduled for Monday, June 8th, 2020 was called to order at 6:00 pm by Vice Mayor Bobby Morgan. City Clerk Kelly Penn called the roll and the following Council Members answered to their names via Zoom: Abby Spinks, and Shelly Parsley. Answering in person were Sherry Mathews, Bobby Morgan, Brenda Cunningham. Council Members Bell, Lipford & Bryant were absent along with City Attorney Tennant and Mayor Penn. Vice Mayor Morgan led the Pledge of Allegiance.

**Comments from Citizens** – None.

Council Member Bryant arrived via Zoom at 6:01.

**Approval of the minutes for the May 11th, 2020 Regular City Council Meeting.** On the motion of Council Member Cunningham and a second by Council Member Mathews and by the consent of all Council Members present after a roll call vote, the minutes were approved as presented by a vote of 6-0.

**Financial Reports** – City Clerk Penn advised the council that the city had been reimbursed by the state highway department in the amount of \$247,800 for easements for the HWY 170 project. This will be reflected in next month's financial statements.

**Entertain a motion to read all Ordinances and Resolutions by title only.** On the motion of Council Member Mathews and a second by Council Member Cunningham and by the consent of all Council Members present after a roll call vote, the motion to read all Ordinances and Resolutions by title only was approved 6-0.

**Proclamations, Special Announcements, Committee/Commission Appointments** – Vice Mayor Morgan advised that the city's 4<sup>th</sup> of July Fireworks would be held July 4<sup>th</sup>.

**Committee Reports** – All committee reports were included in the council packets.

**Items to be removed from City of Farmington Inventory** – NONE

**Unfinished Business** – NONE

**New Business**

**Request approval to accept bid for land on Ecology Drive**

On the motion of Council Member Bryant and a second by Council Member Cunningham and by the consent of all Council Members present after a roll call vote, the motion to approve the acceptance of the high bid of \$85,000 from PAS Leasing (Paul Smith) contingent upon rezoning the property to MF-2 was approved 6-0.

**Request approval to accept bid for drainage improvement on Ash street**

Public Works Director Shelley advised the council the low bid for this project had been submitted by Sweetser Construction in the amount of \$58,659.00. On the motion of Council Member Mathews and a second by Council Member Cunningham and by the consent of all Council Members present after a roll call vote, the motion to approve the acceptance of the low bid of \$58,659.00 from Sweetser Construction Inc. was approved 6-0.

**Ordinance No. 2020-06 – An ordinance rezoning 104.98 acres +/- on west side of North Hunter from A-1, agriculture district to R-1, residential single family, as requested by Pitts Dynast trust.**

There were no public comments on this item. Council Member Mathews advised she had some questions about the utility easements, but was waiting to get the answers and she would be attending the planning commission meetings concerning the item. Council Member Bryant made a motion to suspend the rule requiring the reading of an ordinance in full on 3 different dates and for Ordinance 2020-06 be read 1 time by title only, it was seconded by Council Member Parsley and by the consent of all Council Members present after a roll call vote, the motion was approved 6-0. City Clerk Penn read Ordinance 2020-06 by title only. Vice Mayor Morgan asked shall the ordinance pass? After a roll call vote it was approved 6-0. Council Member Bryant made a motion to approve an Emergency Clause for Ordinance 2020-06, it was seconded by Council Member Parsley and after a roll call vote, it was approved by all those present 6-0

Police Chief Hubbard told the city council that the Police Department was participating in the step grants and there were 4 campaigns that totaled \$100,000 to the police department.

There being no further business to come before the council and on the motion of Council Member Morgan and seconded by Council Member Lipford and by the consent of all members present, the meeting adjourned at 6:29 pm until the next regularly scheduled meeting to be held Monday July 13<sup>th</sup>, 2020 in the City Council Chambers at City Hall, located at 354 West Main Street, Farmington, Arkansas.

Approved;

---

City Clerk Kelly Penn

---

Mayor Ernie Penn

**Financial**

7/9/2020

## GENERAL FUND

8:22 AM

## Statement of Revenue and Expenditures

	Year-To-Date	Annual Budget	Jan 2020
	Jan 2020	Jan 2020	Dec 2020
	Jun 2020	Dec 2020	Percent of
	Actual		Budget
<b>Revenue &amp; Expenditures</b>			
<b>GENERAL REVENUES</b>			
<b>Revenue</b>			
ACCIDENT REPORT REVENUES	850.00	1,500.00	56.67%
ACT 833	0.00	20,000.00	0.00%
ALCOHOL SALES TAX	1,286.45	3,500.00	36.76%
ANIMAL CONTROL REVENUES	940.00	2,500.00	37.60%
BUILDING INSPECTION FEES	79,973.00	100,000.00	79.97%
BUSINESS LICENSES	5,475.00	6,000.00	91.25%
CITY COURT FINES	61,425.84	120,000.00	51.19%
CITY SALES TAX REVENUES	846,641.67	1,350,000.00	62.71%
COUNTY TURNBACK	279,936.10	475,000.00	58.93%
DEVELOPMENT FEES	18,105.04	10,000.00	181.05%
FRANCHISE FEES	202,065.04	375,000.00	53.88%
GARAGE SALE PERMITS	290.00	3,000.00	9.67%
INTEREST REVENUES	35,765.63	45,000.00	79.48%
MISCELLANEOUS REVENUES	23,807.18	0.00	0.00%
Off Duty Police Reimbursement	0.00	4,000.00	0.00%
PARK RENTAL	875.00	3,500.00	25.00%
SALES TAX - OTHER	651,727.70	1,200,000.00	54.31%
SPORTS COMPLEX FEES	32,035.00	40,000.00	80.09%
SRO REIMBURSEMENT REVENUES	57,540.33	100,000.00	57.54%
STATE TURNBACK	42,359.09	95,000.00	44.59%
TRANSFER INCOME	0.00	650,000.00	0.00%
<b>Revenue</b>	<b>\$2,341,098.07</b>	<b>\$4,604,000.00</b>	

7/9/2020

**GENERAL FUND**

8:22 AM

**Statement of Revenue and Expenditures**

	Year-to-Date	Annual Budget	Jan 2020
	Jan 2020	Jan 2020	Dec 2020
	Jun 2020	Dec 2020	Percent of
	Actual		Budget
<b>ADMINISTRATIVE DEPT</b>			
<b>Expenses</b>			
ADDITIONAL SERVICES EXPENSE	171,783.97	180,000.00	95.44%
ADVERTISING EXPENSE	3,440.61	6,000.00	57.34%
BUILDING MAINT & CLEANING	17,605.24	30,000.00	58.68%
CREDIT CARD FEE EXPENSE	1,310.65	5,000.00	26.21%
ELECTION EXPENSES	0.00	5,000.00	0.00%
ENGINEERING FEES	68,068.19	80,000.00	85.09%
INSURANCES EXPENSE	0.00	50,000.00	0.00%
LEGAL FEES	0.00	10,000.00	0.00%
MATERIALS & SUPPLIES EXPENSE	6,523.89	17,000.00	38.38%
MISCELLANEOUS EXPENSE	17,830.26	2,000.00	891.51%
NEW EQUIPMENT PURCHASE	8,596.81	10,000.00	85.97%
PAYROLL EXP - CITY ATTRNY	32,614.80	60,000.00	54.36%
PAYROLL EXP - ELECTED OFFICIAL	66,856.10	125,000.00	53.48%
PAYROLL EXP - REGULAR	119,233.13	245,000.00	48.67%
PLANNING COMMISSION	9,665.90	20,000.00	48.33%
POSTAGE EXPENSE	4.20	1,500.00	0.28%
PROFESSIONAL SERVICES	9,623.33	10,000.00	96.23%
REPAIR & MAINT - BUILDING	87.80	2,000.00	4.39%
REPAIR & MAINT - OFFICE EQUIP	1,606.76	2,500.00	64.27%
RETURNED CHECK	25.00	0.00	0.00%
SERVICE CHARGES	15.00	0.00	0.00%
TECHNICAL SUPPORT	18,669.25	40,000.00	46.67%
TELECOMMUNICATION EXPENSES	2,476.17	4,000.00	61.90%
TRAVEL, TRAINING & MEETINGS	6,299.16	20,000.00	31.50%
UTILITIES EXPENSES	35,620.10	65,000.00	54.80%
<b>Expenses</b>	<b>\$597,956.32</b>	<b>\$990,000.00</b>	



7/9/2020

GENERAL FUND

8:22 AM

Statement of Revenue and Expenditures

	Year-To-Date	Annual Budget	Jan 2020
	Jan 2020	Jan 2020	Dec 2020
	Jun 2020	Dec 2020	Percent of
	Actual		Budget
<b>ANIMAL CONTROL DEPT</b>			
<b>Expenses</b>			
FUEL EXPENSES	399.10	2,000.00	19.96%
MATERIALS & SUPPLIES EXPENSE	22.41	1,100.00	2.04%
PAYROLL EXP - REGULAR	28,116.02	59,600.00	47.17%
PROFESSIONAL SERVICES	2,019.00	15,000.00	13.46%
REPAIR & MAINT - AUTOMOBILES	126.09	1,500.00	8.41%
REPAIR & MAINT - EQUIPMENT	0.00	500.00	0.00%
REPAIR & MAINT - TRUCK	32.91	0.00	0.00%
TRAVEL, TRAINING & MEETINGS	0.00	500.00	0.00%
UNIFORMS/GEAR EXPENSE	0.00	500.00	0.00%
<b>Expenses</b>	<b>\$30,715.53</b>	<b>\$80,700.00</b>	

7/9/2020

GENERAL FUND

8:22 AM

Statement of Revenue and Expenditures

	Year-to-Date	Annual Budget	Jan 2020
	Jan 2020	Jan 2020	Dec 2020
	Jun 2020	Dec 2020	Percent of
	Actual		Budget
<b>BUILDING PERMIT DEPT</b>			
<b>Expenses</b>			
FUEL EXPENSES	905.21	2,500.00	36.21%
PAYROLL EXP - REGULAR	42,481.43	92,200.00	46.08%
REPAIR & MAINT - AUTOMOBILES	330.33	1,000.00	33.03%
TRAVEL, TRAINING & MEETINGS	503.84	3,000.00	16.79%
UNIFORMS/GEAR EXPENSE	0.00	1,000.00	0.00%
<b>Expenses</b>	<b>\$44,220.81</b>	<b>\$99,700.00</b>	

7/9/2020

GENERAL FUND

8:22 AM

Statement of Revenue and Expenditures

	Year-To-Date	Annual Budget	Jan 2020
	Jan 2020	Jan 2020	Dec 2020
	Jun 2020	Dec 2020	Percent of
	Actual		Budget
<b>FIRE DEPT</b>			
<b>Expenses</b>			
ADVERTISING EXPENSE	565.00	1,000.00	56.50%
FUEL EXPENSES	2,578.15	7,000.00	36.83%
HAZMAT EXPENSES	2,270.12	2,400.00	94.59%
MATERIALS & SUPPLIES EXPENSE	6,929.67	8,500.00	81.53%
MISCELLANEOUS EXPENSE	0.00	500.00	0.00%
NEW EQUIPMENT PURCHASE	0.00	6,500.00	0.00%
PAYROLL EXP - REGULAR	312,257.67	538,400.00	58.00%
REPAIR & MAINT - BUILDING	147.17	400.00	36.79%
REPAIR & MAINT - EQUIPMENT	650.95	5,000.00	13.02%
REPAIR & MAINT - TRUCK	4,101.61	10,000.00	41.02%
TRAVEL, TRAINING & MEETINGS	3,479.40	10,000.00	34.79%
UNIFORMS/GEAR EXPENSE	15,912.05	17,500.00	90.93%
<b>Expenses</b>	<b>\$348,891.79</b>	<b>\$607,200.00</b>	

7/9/2020

GENERAL FUND

8:22 AM

Statement of Revenue and Expenditures

	Year-to-Date	Annual Budget	Jan 2020
	Jan 2020	Jan 2020	Dec 2020
	Jun 2020	Dec 2020	Percent of
	Actual		Budget
<b>LAW ENFORCE - COURT</b>			
<b>Expenses</b>			
MATERIALS & SUPPLIES EXPENSE	630.32	3,000.00	21.01%
MISCELLANEOUS EXPENSE	0.00	400.00	0.00%
NEW EQUIPMENT PURCHASE	0.00	3,000.00	0.00%
PAYROLL EXP - REGULAR	36,869.88	77,900.00	47.33%
POSTAGE EXPENSE	45.03	1,800.00	2.50%
PROSECUTING ATTORNEY	9,000.00	18,000.00	50.00%
REPAIR & MAINT - OFFICE EQUIP	57.60	0.00	0.00%
SPECIAL COURT COSTS	0.00	6,000.00	0.00%
TRAVEL, TRAINING & MEETINGS	300.00	6,000.00	5.00%
<b>Expenses</b>	<b>\$46,902.83</b>	<b>\$116,100.00</b>	

7/9/2020

GENERAL FUND

8:22 AM

Statement of Revenue and Expenditures

	Year-To-Date	Annual Budget	Jan 2020
	Jan 2020	Jan 2020	Dec 2020
	Jun 2020	Dec 2020	Percent of
	Actual		Budget
<b>LAW ENFORCE - POLICE</b>			
<b>Expenses</b>			
ADVERTISING EXPENSE	90.00	100.00	90.00%
BREATHALYZER EXPENSES	291.36	700.00	41.62%
CAPITAL IMPROVEMENT	35,933.51	500,000.00	7.19%
DRUG TASK FORCE	1,500.00	2,000.00	75.00%
FUEL EXPENSES	15,046.97	48,000.00	31.35%
MATERIALS & SUPPLIES EXPENSE	15,259.37	50,000.00	30.52%
MISCELLANEOUS EXPENSE	0.00	500.00	0.00%
NEW EQUIPMENT PURCHASE	0.00	56,000.00	0.00%
Off Duty Police Pay	0.00	4,000.00	0.00%
PAYROLL EXP - REGULAR	553,043.19	1,187,800.00	46.56%
PAYROLL EXP - SRO	62,902.05	148,963.00	42.23%
REPAIR & MAINT - AUTOMOBILES	13,711.67	25,000.00	54.85%
REPAIR & MAINT - EQUIPMENT	0.00	3,000.00	0.00%
TRAVEL, TRAINING & MEETINGS	868.36	10,000.00	8.68%
UNIFORMS/GEAR EXPENSE	5,731.10	12,000.00	47.76%
<b>Expenses</b>	<b>\$704,377.58</b>	<b>\$2,048,063.00</b>	

7/9/2020

**GENERAL FUND**

8:22 AM

**Statement of Revenue and Expenditures**

	Year-To-Date	Annual Budget	Jan 2020
	Jan 2020	Jan 2020	Dec 2020
	Jun 2020	Dec 2020	Percent of
	Actual		Budget
<b>LIBRARY</b>			
<b>Expenses</b>			
CAPITAL IMPROVEMENT	150,000.00	150,000.00	100.00%
LIBRARY TRANSFER	55,000.00	55,000.00	100.00%
<b>Expenses</b>	<b>\$205,000.00</b>	<b>\$205,000.00</b>	

7/9/2020

**GENERAL FUND**

8:22 AM

**Statement of Revenue and Expenditures**

	Year-To-Date	Annual Budget	Jan 2020
	Jan 2020	Jan 2020	Dec 2020
	Jun 2020	Dec 2020	Percent of
	Actual		Budget
<b>PARKS DEPT</b>			
<b>Revenue</b>			
PARK RENTAL	(500.00)	0.00	0.00%
SPORTS COMPLEX FEES	(31,570.00)	0.00	0.00%
<b>Revenue</b>	<b>(\$32,070.00)</b>	<b>\$0.00</b>	
<b>Gross Profit</b>	<b>(\$32,070.00)</b>	<b>\$0.00</b>	
<b>Expenses</b>			
CAPITAL IMPROVEMENT	27,000.00	0.00	0.00%
FUEL EXPENSES	740.49	3,500.00	21.16%
MATERIALS & SUPPLIES EXPENSE	1,538.90	10,000.00	15.39%
NEW EQUIPMENT PURCHASE	0.00	10,000.00	0.00%
PAYROLL EXP - REGULAR	104,762.17	183,300.00	57.15%
PROFESSIONAL SERVICES	12,560.92	2,500.00	502.44%
REPAIR & MAINT - EQUIPMENT	754.24	3,000.00	25.14%
SPORTS PARK FUEL	146.18	1,500.00	9.75%
SPORTS PARK MATERIALS	4,259.98	22,000.00	19.36%
SPORTS PARK NEW EQUIP	0.00	10,000.00	0.00%
SPORTS PARK PROF SERV	18,965.77	45,000.00	42.15%
SPORTS PARK REPAIR/MAINT	194.12	2,500.00	7.76%
SPORTS PARK UTILITIES	4,959.34	12,000.00	41.33%
UNIFORMS/GEAR EXPENSE	0.00	1,000.00	0.00%
UTILITIES EXPENSES	2,607.32	5,000.00	52.15%
<b>Expenses</b>	<b>\$178,489.43</b>	<b>\$311,300.00</b>	

**STREET FUND**  
**Statement of Revenue and Expenditures**

	Year-To-Date Jan 2020 Jun 2020 Actual	Annual Budget Jan 2020 Dec 2020	Jan 2020 Dec 2020 Percent of Budget
<b>Revenue &amp; Expenditures</b>			
<b>Revenue</b>			
GRANTS	247,800.00	0.00	0.00%
INTEREST REVENUES	198.79	1,000.00	19.88%
MISCELLANEOUS REVENUES	175.00	100.00	175.00%
STREET COUNTY TURNBACK	29,824.82	40,000.00	74.56%
STREET STATE TURNBACK	223,692.72	406,945.75	54.97%
TRANSFER INCOME	0.00	200,000.00	0.00%
<b>Revenue</b>	<b>\$501,691.33</b>	<b>\$648,045.75</b>	
<b>Expenses</b>			
ADDITIONAL SERVICES EXPENSE	4,800.00	0.00	0.00%
ADVERTISING EXPENSE	354.68	1,000.00	35.47%
BUILDING MAINT & CLEANING	1,333.46	0.00	0.00%
ENGINEERING FEES	1,740.00	30,000.00	5.80%
FUEL EXPENSES	2,377.06	8,000.00	29.71%
MATERIALS & SUPPLIES EXPENSE	7,882.79	12,000.00	65.69%
MISCELLANEOUS EXPENSE	633.32	500.00	126.66%
NEW EQUIPMENT PURCHASE	0.00	25,000.00	0.00%
PAYROLL EXP - REGULAR	92,341.06	199,445.75	46.30%
PROFESSIONAL SERVICES	107,200.00	1,000.00	10,720.00%
REPAIR & MAINT - BUILDING	65.85	0.00	0.00%
REPAIR & MAINT - EQUIPMENT	3,389.57	10,000.00	33.90%
STREET LIGHTS	89,158.94	150,400.00	59.28%
STREET/ROAD REPAIRS	26,988.00	200,000.00	13.49%
TRAVEL, TRAINING & MEETINGS	0.00	500.00	0.00%
UNIFORMS/GEAR EXPENSE	0.00	2,200.00	0.00%
UTILITIES EXPENSES	6,998.89	8,000.00	87.49%
<b>Expenses</b>	<b>\$345,263.62</b>	<b>\$648,045.75</b>	



**LIBRARY FUND**  
**Statement of Revenue and Expenditures**

	Current Period	Annual Budget	Jan 2020
	Jan 2020	Jan 2020	Dec 2020
	Jun 2020	Dec 2020	Percent of
	Actual		Budget
<b>Revenue &amp; Expenditures</b>			
<b>Revenue</b>			
Donations	57,620.00	0.00	0.00%
FINES/LOST ITEMS	1,312.48	4,000.00	32.81%
INTEREST REVENUES	241.92	0.00	0.00%
MISCELLANEOUS REVENUES	245.73	0.00	0.00%
TRANS FROM GENERAL FUND		55,000.00	0.00%
TRANS FROM GENERAL FUND	205,000.00	0.00	0.00%
WASHINGTON CO LIBRARY	99,116.00	184,231.00	53.80%
<b>Revenue</b>	<b>\$363,536.13</b>	<b>\$243,231.00</b>	
<b>Expenses</b>			
ADVERTISING EXPENSE	256.06	1,000.00	25.61%
BOOKS AND MEDIA	13,710.78	32,000.00	42.85%
BUILDING MAINT & CLEANING	990.66	0.00	0.00%
CAPITAL IMPROVEMENT	486,990.06	0.00	0.00%
MATERIALS & SUPPLIES EXPENSE	6,482.26	10,931.00	59.30%
MISCELLANEOUS EXPENSE	25.00	500.00	5.00%
NEW EQUIPMENT PURCHASE	2,170.49	3,000.00	72.35%
PAYROLL EXP - REGULAR	85,363.98	175,000.00	48.78%
POSTAGE EXPENSE	62.75	300.00	20.92%
PROGRAMS EXPENSE		4,000.00	0.00%
REPAIR & MAINT - BUILDING		4,500.00	0.00%
TECHNICAL SUPPORT	6,204.26	8,500.00	72.99%
TRAVEL, TRAINING & MEETINGS	258.00	1,000.00	25.80%
UTILITIES EXPENSES	1,104.83	2,500.00	44.19%
<b>Expenses</b>	<b>\$603,619.13</b>	<b>\$243,231.00</b>	

MONTH	CITY SALES TAX	CITY SALES TAX		STATE SALES TAX	STATE SALES TAX
	2019	2020 (total)		2019	2020
JANUARY	\$ 117,555.12	\$ 130,377.70		\$ 102,295.43	\$ 109,715.61
FEBRUARY	\$ 133,162.65	\$ 148,481.02		\$ 113,136.70	\$ 122,277.31
MARCH	\$ 109,601.10	\$ 133,975.76		\$ 95,652.99	\$ 100,333.67
APRIL	\$ 101,993.38	\$ 131,834.17		\$ 92,093.45	\$ 103,587.92
MAY	\$ 130,596.39	\$ 152,891.65		\$ 106,122.97	\$ 110,933.27
JUNE	\$ 135,104.16	\$ 149,081.37		\$ 105,622.89	\$ 104,879.92
JULY	\$ 135,385.77			\$ 108,198.98	
AUGUST	\$ 131,760.20			\$ 107,009.33	
SEPTEMBER	\$ 148,550.09			\$ 108,926.56	
OCTOBER	\$ 136,569.38			\$ 113,349.70	
NOVEMBER	\$ 142,519.91			\$ 110,322.29	
DECEMBER	\$ 129,221.39			\$ 107,415.14	
Monthly Comparison -June 2019/June 2020		\$ 13,977.21	Increase (Decrease)	\$ 13,234.24	\$ (742.97)
YTD comparison	Increase for 2020 over 2019 YTD - City Sales Tax		\$ 118,628.87	Increase for 2020 over 2019 YTD - State Sales Tax	\$ 36,803.27
	Total Sales Tax Increase YTD 2020		\$ 155,432.14		



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

CITY OF FARMINGTON  
RESERVE ACCOUNTS SUMMARY

- Certificate of Deposit at Bank OZK \$2,093,806 Matures June 2021
- Money Market at First Security Bank \$1,521,980
- Money Market at Arvest Bank \$1,347,167

**Total of Reserve Accounts: \$4,962,953**

In addition to the Reserve Accounts, we have 10 additional **operating accounts** with Arvest Bank that total an additional deposit balances of **\$1,976,483.**

**The Total for all of our bank accounts would be: \$6,939,436**

Our City does have a contingent liability for the Highway 170 project that requires us to pay 20% of the cost of the utility relocations, which we estimate our cost to be between \$400,000 to \$500,000.

A handwritten signature in blue ink, appearing to read "Ernie L Penn", is written over a light blue horizontal line.

Mayor Ernie L Penn



**Online Printable Version**

**Note: Changes on this screen are not actionable and will not be saved.**

**Account Portfolio as of Tuesday, 07/07/2020 10:46:37 AM**

Account Display	
<input checked="" type="radio"/> Display By Account Type	<input type="radio"/> Sort By Account Number
<input type="radio"/> Display By Asset/Liability	<input checked="" type="radio"/> Sort By Account Name

**Checking Accounts**

Account Name	Account Number	Today's Beginning Balance	Available Balance	Collected Balance	Relationship Balance
<u>City of Farmington Catastroph</u>	xxxxxx8157	\$138,779.23	\$138,779.23	\$138,779.23	\$0.00
<u>City of Farmington City Admin</u>	xxxxxx0853	\$6,311.00	\$6,311.00	\$6,311.00	\$0.00
<u>City of Farmington Court Auto</u>	xxxxxx1986	\$40,658.25	\$40,658.25	\$40,658.25	\$0.00
<u>City of Farmington Court Fine</u>	xxxxxx1008	\$31,660.56	\$32,340.56	\$32,340.56	\$0.00
<u>City of Farmington Debit Ser A</u>	xxxxxx8461	\$42,158.88	\$42,158.88	\$42,158.88	\$0.00
<u>City of Farmington General Fun</u>	xxxxxx2818	✓ \$1,347,167.46	\$1,347,167.46	\$1,347,167.46	✓ \$0.00
<u>City of Farmington General Fun</u>	xxxxxx8009	\$657,218.17	\$657,218.17	\$657,218.17	\$0.00
<u>City of Farmington Library Fun</u>	xxxxxx2066	\$139,494.61	\$139,494.61	\$139,494.61	\$0.00
<u>City of Farmington Payroll Acc</u>	xxxxxx5758	\$34,450.94	\$34,450.94	\$34,450.94	\$0.00
<u>City of Farmington Street Fun</u>	xxxxxx3913	\$534,552.18	\$534,552.18	\$534,552.18	\$0.00
<u>Restitution Account</u>	xxxxxx5666	\$350,519.50	\$350,519.50	\$350,519.50	\$0.00
<b>Totals</b>		<b>\$3,322,970.78</b>	<b>\$3,323,650.78</b>	<b>\$3,323,650.78</b>	

This page printed on 07/07/2020 10:47:14 AM

# Agenda Item 10

(remove from inventory)



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

## MEMO

To: Farmington City Council  
Ernie Penn, Mayor  
Kelly Penn, City Clerk  
From: Brenda Coleman  
Re: Remove Dell Latitude 7275 Laptop & destroy  
Date: July 13, 2020

### **Recommendation**

Requesting the removal & destruction of the Dell Latitude 7275 Laptop, serial #CMLLSC2, inventory tag #725.

### **Background**

Laptop was destroyed in an accident.

### **Budget Impact**

\$1184.53 for a new laptop.

# Agenda Item 11

## ORDINANCE NO. 2020-07

### AN ORDINANCE BY THE CITY OF FARMINGTON REGARDING THE USE OF MASKS IN RELATION TO THE COVID-19 PANDEMIC.

WHEREAS, An outbreak of COVID-19 (coronavirus) has resulted in an ongoing global pandemic; and

WHEREAS, On June 18, 2020, Executive Order 20-37 declared that the emergency declared pursuant to Executive Order 20-03 and its amendments was terminated and that **the public health and disaster emergency and declaration of the State of Arkansas as a disaster area resulting from the state-wide impact of Covid-19 was declared anew** and would be effective for sixty (60) days unless renewed; and

WHEREAS, On June 19, 2020, the Arkansas Department of Health (ADH), released guidance regarding the use of face masks/coverings by the general public which asserts that ample evidence exists to support the efficacy of wearing face masks to prevent the transmission of Covid-19 including a World Health Organization (WHO) funded study; and

WHEREAS, the afore-mentioned ADH guidance on masks recommends that the general public should wear face coverings in ALL indoor environments where they are exposed to non-household members and distancing of 6 feet or more cannot be assured. This includes, but is not limited to, workplaces, retail stores, businesses, places of worship, courtrooms, jails/prisons, schools, healthcare facilities, and other people's homes; and

WHEREAS, the afore-mentioned ADH guidance recommends that the general public should also wear face coverings in ALL outdoor settings where there is exposure to non-household members, unless there exists ample space of 6 feet or more to practice physical distancing; and

WHEREAS, Arkansas Governor Asa Hutchinson supports and encourages the usage of facial coverings in an effort to curb the spread of Covid-19; and

WHEREAS, the United States Supreme Court has long recognized state and local control over the spread of infection diseases and gave broad leeway in responding to these threats in *Jacobson v. Massachusetts*, 197 U.S. 11 (1905); and

WHEREAS, the Centers for Disease Control and Prevention (CDC) encourages the use of cloth face coverings to curb the spread of Covid-19; and

WHEREAS, individuals infected with Covid-19 are often asymptomatic and may transmit the virus; and

WHEREAS, the health of employees and patrons of reopened businesses is directly threatened by individuals who enter such establishments without a facial covering.

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



Section 1: The City of Farmington strongly supports and encourages citizens to wear face masks and practice social distancing as recommended by the ADH, Governor Asa Hutchinson, and the CDC. The health of employees and patrons of reopened businesses is jeopardized by every individual who enters the establishment without a face mask, and especially people who have pre-existing health conditions that make them more at risk of becoming a fatality. Every effort should be made to prevent the spread of Covid-19 to ensure the reopening of businesses and our schools this fall.

Section 2: The City of Farmington has hereby determined that local law enforcement and other city officials will act in a support capacity to local businesses that wish to enforce the use of masks upon their premises. Law enforcement, acting in such a support capacity, shall educate and encourage members of the public who decline to wear facial coverings regarding the efficacy of wearing such coverings according to the ADH guidance on facial coverings released on June 19, 2020. Law enforcement may additionally act in a support capacity to local businesses by educating individuals who decline to comply with the facial covering requirement of any local business that the individual must abide by that requirement or leave the premises.

Section 3: The City Clerk is hereby directed to print and mail this ordinance to all businesses within the municipal limits as soon as practical, for display in a prominent area of the business or on the primary entrance way.

Section 4: An emergency is declared to exist, and because of the need for immediate response to the COVID-19 pandemic, this ordinance shall go into effect immediately upon passage. The emergency factors considered in declaring an emergency is the infectious rate of COVID-19, the rapid use of protective equipment across all sectors, the fatality rate, and the fatality rate if the virus is left unchecked. Therefore, an emergency is declared.

PASSED AND APPROVED ON the 13<sup>th</sup> day of July.

**APPROVED:**

**By:** \_\_\_\_\_

**Ernie Penn, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Kelly Penn, City Clerk**

# Agenda Item 12

**ORDINANCE NO. 2020-08**

**AN ORDINANCE WAIVING REQUIREMENTS OF COMPETITIVE BIDDING FOR THE PURCHASE OF EVIDENCE LOCKERS, PERSONNEL LOCKERS, FURNITURE AND FURNISHINGS FOR THE FARMINGTON POLICE DEPARTMENT PURSUANT TO A.C.A. §14-58-303(b)(2)(B)**

WHEREAS, the Farmington Police Department is in the process of acquiring the needed evidence lockers and personnel lockers, and furniture and furnishings for the new department facilities; and

WHEREAS, FASCO, Inc. has been an steel equipment supplier of heavy duty security storage and weapons lockers exclusively for every level of law enforcement agencies for the past 25 years, including the FBI, CIA, Homeland Security and the U.S. Military. Their products are manufactured solely for law enforcement agencies. All lockers are constructed with 16-gauge steel and the evidence lockers have Zephyr RFID electronic locks, which provide the most secure. intrusion free evidence lockers; and personnel lockers provide for additional security in storing officers' weapons; and

WHEREAS, OMNIA Partners and the National Cooperative Purchasing Alliance are two organizations that procure cooperative purchasing contracts for public agencies to receive quality products at the lowest prices; and

WHEREAS, competitive bidding should be waived in order for the Farmington Police Department to receive the highest quality of security lockers and personnel lockers from FASCO, Inc., and competitive bidding should be waived for the purchase of furniture and furnishings through the cooperative procurement process with OMNIA Partners and the National Cooperative Purchasing Alliance.

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

**SECTION 1:** That due to the exceptional situation as described hereinabove, competitive bidding for the purchase of evidence lockers, personnel lockers, furniture, and furnishings for the Farmington Police Department is deemed to be neither feasible nor practicable.

**SECTION 2 :** That in accordance with A.C.A. §14-58-303(b)(2)(B), which state, “the governing body, by ordinance, may waive the requirements of competitive bidding in exceptional situations where this procedure is deemed not feasible nor practical,” the City of Farmington, Arkansas, through its city council, is hereby authorized to purchase evidence lockers and personnel lockers for \$35,995, and furniture and furnishings for \$46,095, with the total authorized expenditure not to exceed \$90,000 for additional expenses that may be incurred for freight, and the material and labor to install the evidence and personnel lockers.

**SECTION 3:** Emergency Clause: That the Farmington City Council further determines that this ordinance is necessary to provide the most secure evidence and personnel lockers for the efficient operation of the new Farmington Police Department; and for purchasing furniture and furnishings at the lowest possible cost through procurement contracts; 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.

APPROVED:

\_\_\_\_\_  
Ernie Penn, Mayor

ATTEST:

\_\_\_\_\_  
Kelly Penn, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Steven D. Tennant, City Attorney



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

## **MEMO**

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

From: Chief Brian Hubbard  
Re: Purchase of police furniture and equipment  
Date: 07/13/2020

### **Recommendation**

Request the approval to purchase new office furniture, personnel lockers and evidence lockers, not to exceed \$90,000.

### **Background**

The expansion of the police department needs office furniture for 6 of the new rooms and offices. We reconfigured some of the current furnishings into a few of the new rooms but still need more for other offices. We spoke to several business office furniture companies to get ideas, samples and renderings of the new addition. We went with Admiral Express from Springdale. They worked very hard and diligently to come up with the furniture that works best for the space and to help us with the pricing on 2 separate contracts. These two contracts are the Omnia and NCPA. They're both national governmental purchasing cooperatives able to leverage one of the largest pools of purchasing potential. The organization competitively bids and awards contracts to national vendors in accordance with purchasing procedures mandated by state procurement laws and regulations. Contracts are listed on the Arkansas Office of State Procurement (OSP) website. Admiral Express was the logical choice and the least expensive. We also went with Fasco to provide us with evidence lockers and personnel lockers. This company has been doing specialized equipment for over 25 years. Their background includes high security detention furnishings for law enforcement, jails and prisons. Fasco is widely used in law enforcement agencies locally and statewide.

**Discussion**

The police department is excited to get the expansion that will allow us the room and amenities to function in a more professional and efficient manner. The personnel lockers will be placed in a locker room that will allow each officer to secure his belongings and have a change of uniform in the event he needs to change to a new one thus saving a trip home to do the same thing. The officer can remain in town where he/she is needed. The evidence lockers are vitally important to the preservation and chain of custody of evidence needed for the prosecution of a defendant or making ready to be submitted to the Arkansas State Crime Laboratory. These lockers are used by many law enforcement agencies as well as the Arkansas State Police. It secures and simplifies the process for officers to submit evidence to our evidence system.

**Budget Impact**

\$82,090.43



**OMNIA Partners, Public Sector contracts are available for use and benefit all entities that must comply with state purchasing laws (state, cities, counties, non-profits, public and private schools, colleges and universities and all governmental entities).**

OMNIA Partners, Public Sector is a national governmental purchasing cooperative able to leverage one of the largest pools of purchasing potential. The organization competitively bids and awards contracts to national vendors in accordance with purchasing procedures mandated by state procurement laws and regulations. This means equal pricing for the smallest entities and the largest buyers.

OMNIA Partners, Public Sector was established under state law to help governmental entities operate efficiently and economically. Utilizing an OMNIA Partners, Public Sector (subsidiary National IPA) contract means the buyer deals directly with the vendor, as normally, using the National IPA contract as their own.

For further information about OMNIA Partners, Public Sector or to view the contract please [click here](#).

#### **State Statutes**

Want to see your state's laws on cooperative purchasing?  
[Click here to view your state's laws on cooperative purchasing.](#)

#### **National Intergovernmental Purchasing Alliance**

**Contract:** R191902

**Contract Period:** Through April 30, 2025

**GUIDELINES:** Agency purchase orders must be mailed to the following address, faxed to 703-871-8505 or emailed to [sales@carahsoft.com](mailto:sales@carahsoft.com).

**NOTE:** Please remember to put the **Contract Number** on your Purchase Order (R191902).

*OMNIA Partners, Public Sector is the nation's largest and most experienced cooperative purchasing organization dedicated to public sector procurement. Our immense purchasing power and world-class suppliers have produced a comprehensive portfolio of cooperative contracts and partnerships, making OMNIA Partners the most valued and trusted resource for organizations nationwide.*

#### **General Contract Information**

**CONTRACTOR:**

**Carahsoft Technology Corp.**

**CONTRACT NUMBER:**

**R191902**

**CONTRACT EXPIRATION:**

**April 30, 2025**

#### **Contact Information**

**Carahsoft Technology Corp.**

11493 Sunset Hills Road  
Suite 100  
Reston, VA 20190  
Attn: Contracts Department

If you would like further information regarding our products, need a quote, or don't see what you need to purchase listed please email [sales@carahsoft.com](mailto:sales@carahsoft.com).

**Or, please contact:**

**Kai Hollenhorst**

***Contracts Specialist***

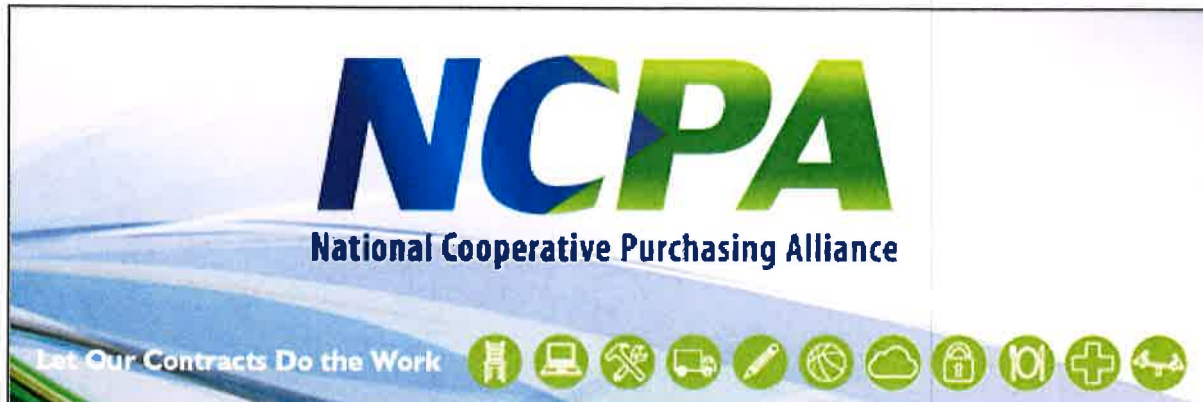
(703) 230-7536

[Kai.Hollenhorst@Carahsoft.com](mailto:Kai.Hollenhorst@Carahsoft.com)

## Billie Virgin

---

**From:** noreply@ncpa.us  
**Sent:** Wednesday, June 24, 2020 3:51 PM  
**To:** billievirgin@cityoffarmington-ar.gov



Dear Billie Virgin,

Thank you for registering with NCPA! As a new participant we would like to introduce you to our service offerings.

As a registrant of NCPA, you will have access to all of our national cooperative contracts. Our contracts are thoroughly evaluated, then awarded to reduce the cost of goods and services by leveraging the purchasing power of public agencies in all 50 states. NCPA utilizes state-of-the-art procurement resources and solutions that result in contracts that ensure all public agencies are receiving products and services of the highest quality at the lowest prices.

All NCPA contracts have been competitively solicited by a lead public agency. Each solicitation contains language that allows the contract to be used by other government agencies. State statutes allow one government agency to purchase from contracts competitively solicited by another government agency.

To view the available contracts and the awarded vendors, which are now available to you as an NCPA participant, please visit our website at [www.ncpa.us/Vendors](http://www.ncpa.us/Vendors). On our website you will also find corresponding due diligence documentation and supporting information on all of our vendors. For your records, a copy of the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) can be downloaded [here](#). We encourage you to treat our contracts as an extension of your own, as they are available for your immediate usage. There are no costs or obligations for your organization to participate with us. Registration is free and there are no volume minimums on purchases made through our contracts. Billing is executed directly from the servicing vendor, which is no different than if your agency were using your own contracts.

Communication with you and your organization is important to us, and our goal is to keep you informed of new solicitations and contract awards when finalized. To stay engaged with NCPA you can follow us on [Twitter](#), like us on [Facebook](#), or connect with us on



[LinkedIn](#). And, of course, we are always available to answer any questions via e-mail or phone.

We're excited that you're now a part of NCPA and we look forward to working with you! Please continue to share your feedback on our contracts and NCPA's service offerings. Click here to return to the [NCPA Home Page](#).

Best regards,

Jonathan Applegate  
Director, Operations  
[info@ncpa.us](mailto:info@ncpa.us)

[What is NCPA?](#) | [Register](#) | [Find a Vendor](#) | [Current Solicitations](#) | [FAQ](#)  
[Facebook](#) | [Twitter](#) | [LinkedIn](#)  
©NCPA

(1)

# MICPA

## MASTER INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT

---

This agreement is made between a government agency that executes a Lead Agency Certificate ("Lead Agency") to be appended and made a part hereof and other public agencies ("Participating Public Agencies") that register electronically with National Cooperative Purchasing Alliance ("NCPA") or otherwise execute a Participating Public Agency Certificate to be appended and made a part hereof.

## RECITALS

---

WHEREAS, after a competitive solicitation and selection process by Lead Agency, in compliance with their own policies, procedures, rules and regulations, a number of Vendors have entered into Master Agreements to provide a variety of goods, products and services based on national volumes (herein "Products");

WHEREAS, Master Agreements are made available by Lead Agency through NCPA and provide that Participating Public Agencies may purchase Products on the same terms, conditions and pricing as the Lead Agency, subject to any applicable local purchasing ordinances and the laws of the State of purchase;

NOW, THEREFORE, in consideration of the mutual promises contained in this agreement, and of the mutual benefits to result, the parties agree as follows:

(/)

1. That each party will facilitate the cooperative procurement of Products.
2. That the procurement of Products subject to this agreement shall be conducted in accordance with and subject to the relevant statutes, ordinances, rules and regulations that govern each party's procurement practices.
3. That the cooperative use of bids obtained by a party to this agreement shall be in accordance with the terms and conditions of the bid, except as modification of those terms and conditions is otherwise allowed or required by applicable law.
4. That the Lead Agencies will make available, upon reasonable request and subject to convenience, information which may assist in improving the procurement of products by the Participating Public Agencies.
5. That a procuring party will make timely payments to the Vendor for Products received in accordance with the terms and conditions of the procurement. Payment for Products and inspections and acceptance of Products ordered by the procuring party shall be the exclusive obligation of such procuring party. Disputes between procuring party and Vendor are to be resolved in accord with the law and venue rules of the State of purchase.
6. The procuring party shall not use this agreement as a method for obtaining additional concessions or reduced prices for similar products or services.
7. The procuring party shall be responsible for the ordering of Products under this agreement. A non-procuring party shall not be liable in any fashion for any violation by a procuring party, and the procuring party shall hold non-procuring party harmless from any liability that may arise from action or inaction of the procuring party.
8. This agreement shall remain in effect until termination by a party giving 30 days written notice to the other party. The provisions of paragraphs 5, 6 and 7 hereof shall survive any such termination.
9. This agreement shall take effect after execution of the Lead Agency Certificate or Participating Public Agency Registration, as applicable.

Is a leading national government purchasing cooperative working to reduce the cost of goods and services by leveraging the purchasing power of public agencies in all 50 states. NCPA utilizes state of the art procurement resources and solutions that result in cooperative purchasing contracts that ensure all public agencies are receiving products and services of the highest quality at the lowest prices.

## CONTACT INFORMATION

NCPA  
P.O. Box 701273  
Houston, TX 77270


(/)


(888) 543-6515

[info@ncpa.us \(mailto:info@ncpa.us\)](mailto:info@ncpa.us)

## CONNECT WITH US

 ([https://twitter.com/\\_NCPA](https://twitter.com/_NCPA))

 (<https://www.facebook.com/NCPA-National-Cooperative-Purchasing-Alliance-283585238336420/>)

 (<https://www.linkedin.com/company/ncpa---national-cooperative-purchasing-alliance/>)

## SEND EMAIL

Name

Email

Message

# Agenda Item 13

**RESOLUTION NO. 2020-10**

**CITY OF FARMINGTON IS ESSENTIAL: IN SUPPORT OF FAIR, DIRECT FEDERAL EMERGENCY SUPPORT TO REOPEN AND REBUILD LOCAL AMERICAN ECONOMIES**

WHEREAS, America's cities, towns and villages face unprecedented threats due to the ongoing COVID-19 pandemic emergency; and

WHEREAS, municipalities are essential to America's economic recovery and without funding support for local governments, municipalities may go from being a critical part of the economic solution, to becoming a major obstacle to long-term stabilization and recovery; and

WHEREAS, America's cities, towns and villages will experience budgetary shortfalls in fiscal year 2020 alone, and the negative effects of the pandemic emergency on local communities will continue long after this year; and

WHEREAS, three million critical municipal worker jobs are at risk, threatening cuts to basic community services, including 9-1-1 response, sanitation, and maintenance; and

WHEREAS, communities have taken extraordinary measures to protect health, safety, and the continuation of essential services throughout the emergency; and

WHEREAS, City of Farmington has purchased unbudgeted supplies and scheduled additional staffing to accommodate the emergency as it relates to our community.

WHEREAS, America's rural communities and small towns are struggling just as much as big cities and risk being left behind or wiped out entirely.

NOW, THEREFORE, BE IT RESOLVED that City of Farmington calls on Congress to allocate fair and direct federal support to all of America's communities, regardless of population size; and

BE IT FURTHER RESOLVED that this funding must be flexible and address not only the additional expenses incurred by communities to respond to the pandemic emergency, but also the dramatic budgetary shortfalls resulting from pauses in commerce, tourism, other economic engines; and

BE IT FURTHER RESOLVED that local governments will ensure federal funds are immediately used to rebuild and reopen the national economy; and

BE IT FURTHER RESOLVED that funding will keep middle class workers employed and critical services operating; and

BE IT FURTHER RESOLVED THAT City of Farmington has been part of the emergency response and now calls on Congress to build a united national partnership for a safe, healthy, prosperous life.

**PASSED AND APPROVED** on this 13<sup>TH</sup> day of July, 2020.

**APPROVED:**

By: \_\_\_\_\_

Ernie Penn, Mayor

**ATTEST:**

By: \_\_\_\_\_

Kelly Penn, City Clerk

# Agenda Item 14



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

## **Memo**

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

From: Ernie Penn

Re: Request to enter into a contract to purchase the property located at 11155 Rosebay Lane owned by Robert and Sara McCoy in the amount of \$275,000 + associated closing costs for the drainage project At Garland McKee Road and Rosebay for Meadowsweet subdivision

Date: July 13,2020

### **Recommendation**

City staff recommends approval of this request

### **Background**

The City of Farmington has been working for the past 2 ½ years on finding a solution for the flooding problem that occurs in the Meadow Sweet subdivision. We negotiated with several property owners and proposed different designs that could work with no success. We could not obtain the necessary right of ways or easements for this project. The last proposal was to relocate Garland McKee road and dealing with 2 separate property owners but after reviewing the estimated cost of \$850,000, this was not a feasible financial option. The problem was created when inadequate drainage outlets were built when the County approved the subdivision and with the addition of the WWA building on the corner. Our City inherited this problem when we did our last annexation.

### **Discussion**

After several discussions with our engineer, the least expensive option will be to purchase this house and remove the structure and build a much larger drainage outlet for water to drain into the creek instead of flowing down Rosebay. This option will also require a minimum offsite construction but will require excavation and relocation of some utilities when the house is removed. Chris Brackett has prepared a summary of the project which is attached to this memo. This is the last available option to provide some relief to the residents of Meadowsweet Subdivision.

### **Budget Impact**

\$275,000 + closing costs from reserve account



# Informational Items



354 W. Main Street  
P.O. Box 150  
Farmington, AR 72730  
479-267-3865  
479-267-3805 (fax)  
City Business Manager Report  
July 13, 2020  
City Council Meeting

- Michael Thompson has a work anniversary this month (19 years); thank him for his service!
- Our audit is nearly complete. I'm not sure how they intend to do the exit interview, since the auditors are not in the building.
- We opened City Hall to the public on May 18<sup>th</sup>; we are asking the public to wear masks. We will offer our future meetings through Zoom, but also in person if people want to attend. We will only allow people in the audience that wear masks and maintain social distancing.
- Refunds to those who paid to play softball or baseball have been mailed. Many have already been cashed. This was a cumbersome process; with three of us writing checks for two days and then another day to get the checks ready to mail.
- At this point, our revenues have not been greatly affected by the pandemic. Statewide tax is down incrementally and City sales tax is up. The figures on the reports in the packet are for April.
- For the foreseeable future we are going to be holding our public meetings through Zoom. If you or your constituents have questions about logging in, the information is on our Facebook page and website. If they call the office we can give them the information also.
- Hwy 170 utility relocation is underway. We are still negotiating with Washington Water Authority.
- Our Double Springs project is also underway.
- We continue to participate in the Arkansas Municipal League's twice weekly conference call. They answer many of the questions we have about handling COVID 19 issues. They are also lobbying for funding for municipalities.
- Wednesday, August 19, 2020 - Friday August 21, 2020 will be the AML summer convention. It will be a virtual setting and free to attend. Watch your City & Town magazine for details.

*"In the middle of every difficulty lies opportunity."  
~Albert Einstein*



## 2020 FARMINGTON DISTRICT COURT MONTHLY DISTRIBUTION WORKSHEET MONTH OF JUNE

ADMIN. OF JUSTICE FUND	Check #1	Dept. of Finance and Administration	Total for Check #1	\$2,963.40	Ch 2129	
	Check #2	General Fund	Total for Check #2	\$1,814.85	Ch 2130	
	Check #3	Washington County Treasurer (Act 1256)	Total for Check #3	\$1,532.75	Ch 2131	
<b>Total Checks Admin of Justice</b>					<b>\$6,311.00</b>	
COURT COST & FINE	Check #4	<b>Administration of Justice Fund</b>				
		CCCR- Court Cost-Criminal		\$1,645.00		
		CCCRO-CourtCost Criminal Ordinance		\$225.00		
		CCDRUG-Court Costs - Drug				
		CCDWI-Court Cost DWI		\$100.00		
		CCTR- Court Cost-Traffic		\$2,506.00		
		CCTRO- Court Cost-Traffic Ordinance		\$1,730.00		
		CCSEAT - Court Cost - Seat Belt		\$20.00		
		CCFTPI - Court Cost Insurance		\$85.00		
		CCFTPIP - Insurance				
		<b>Total for Check #4 Chk# 3618</b>				<b>\$6,311.00</b>
	Check #5	<b>General Fund</b>				
		FINE- Fines Collected		\$10,317.26		
		CPAFL - 25% Child Protection Act - Local				
		CRFS - Court Service Fee				
	PBFF - Professional Bond Forfeit Fee					
	WF - Warrant Fee		\$368.00			
	Monthly interest					
	SRFL - Sealing Records Fee - Local					
	Appeal Transcript Fees					
	FTPRFL-FTPR+60 Days Fines-Local		\$355.00			
	NLIFL-No Liability Ins. Fines		\$669.00			
	FTPIPFL- Failure to present Ins Proof 20% Local		\$10.00			
	FTPRLOC-Fines Local		\$125.00			
	<b>Total for Check #5 Chk# 3619</b>				<b>\$11,844.26</b>	
Check #6	<b>Court Automation Fund</b>					
	CFEE-Local Court Automation		\$1,272.50			
	<b>Total for Check #6 Chk# 3620</b>				<b>\$1,272.50</b>	
Check #7	<b>Department of Finance &amp; Administration</b>					
	CFEES - State Court Automation Fee		\$1,277.50			
	CPAFS - 75% Child Protection Act					
	CVCF - Child Victim Crime Fee (5-4-703(a))					
	DCSAF - Drug Crime Special Assess Fee		\$30.00			
	AHPZFA - AHP "Z" Ticket Fines - 50% State					
	OPF - Overweight Penalty Fee					
	DVPPFF - Domestic Violence Peace Fund Fee					
	DVSFF - Domestic Violence Shelter Fund Fee					
	DV - Domestic Violence Fee					
	FTPR AHP - FTPR Fines - AHP					
	NIFS - New Installment Fee - State		\$2,550.00			
	SRFS - Sealing Records Fee - State					
	Expunged Fees Concerning the Sealing of Records					
	<b>Total for Check #7 Chk# 3621</b>				<b>\$3,857.50</b>	
Check #8	<b>Arkansas State Treasury</b>					
	FTPIPFS - Arkansas First Responder Fund 80%		\$40.00			
	MVLF- Motor Vehicle Liability Fine		\$15.00			
	<b>Total for Check #8 Chk# 3622</b>				<b>\$55.00</b>	
Check #9	<b>Washington County Treasurer</b>					
	JBAF - Jail Booking and Admin Fee		\$80.00			
	CJF - County Jail Fee		\$1,787.50			
	<b>Total for Check #9 Chk# 3623</b>				<b>\$1,867.50</b>	
Check #9	<b>RDP - Refund Due Payer</b>					
	Stephanie Cruz- Umana- Case No.		\$1,510.00			
	<b>Total for Check #9 Chk# 3624</b>				<b>\$1,510.00</b>	

Monthly Total **\$26,717.76**

Year To Date **\$103,943.67**

*Ernie Pann* 7-8-20  
Ernie Pann, Mayor Date

*Shasta Weick* 7/1/2020  
Kim Bentley, Chief Court Clerk Date  
Deputy Court Clerk

*Graham Nations* 7-8-20  
Graham Nations, District Judge Date



## Fire Department

**William Hellard**  
**Fire Chief**

### July 2020 Monthly Report for the Mayor and City Council

- **Call Statistics: 39 calls for service**

<b>Fire: 15</b>	<b>Medical: 30</b>	<b>MVC: 5</b>	<b>Service: 1</b>		
-----------------	--------------------	---------------	-------------------	--	--

- **Community Interactions:**
  - Interaction with public has been limited due to COVID-19
  - 15 public interactions were recorded. These are logged when a member of the department interacts with a member of the public in a manner that increases fire safety awareness.
- **Anniversaries:**
  - Kevin Carrol 1 year
- **Training:**
  - Full time members performed 125.5 hours of training and 55 hours of physical fitness.
  - Annual driving and pump operations evaluations were completed with both full time and volunteer members.
- **Information:**
  - Each shift Lieutenant has been assigned areas of responsibility. They are performing an analysis of current practices. They will continue to review each program to ensure we are meeting national standards in that area.
    - Pete Oxford- Fire Safety and Risk Reduction
    - Logan Hattabaugh- Training
    - Keith Andrews- Maintenance and ISO
  - We have entered into an agreement for new reporting software and will begin to put it in place over the month of July. This will allow us to capture and use data more efficiently.

<b>Farmington Fire Department</b>	Date of Issue: <b>July 1,2020</b>	Revised:	Number:
<b>COVID Directive</b>			

<b>Subject: COVID -19</b>  <b>Reference:</b>  <b>Authority: Fire Chief William Hellard</b>	
--	---

**Purpose:**

For the health and safety of workers, their families, and our communities, all members should adhere to best practices and guideline as provided by the City of Farmington and state and local mandates.

**Roles:**

Public Safety

The most important duty the fire department is tasked with is that of public safety. Members must utilize best practices to protect our own health, so they are available to provide this service. If a large number of firefighters are unable to work due to positive tests, this becomes difficult to achieve. Members have a responsibility not to spread the virus unknowingly to our coworkers, friends, family, and community.

Public Safety Role Models

The Farmington Fire Department should strive to be role models for the community. We are often looked to for best practices and advice on public safety issues. Each person is entitled to their own opinion on current events. However, we do have a very important role as community health providers. While representing the Farmington Fire Department and talking to members of the community, employees shall convey a message consistent with CDC, state, and local guidance.

## **Procedures and Practices:**

It is expected that these practices will be followed on a routine basis. It is recognized, due to the nature of emergency services, that these procedures may not fit every situation. The officer in charge will ensure that best practices for the situation are being used.

Mask will be worn at all times in public by employees when representing the Farmington Fire Department. This includes:

- Visits to other city buildings
- Shopping on duty
- Talking with a member of public
- Instances when social distancing is not possible

Students enrolled in the classes will follow the guidelines of the host agency or school. However, it is the student's responsibility to wear a mask in situations where social distancing cannot be maintained.

Full time employees working with other agencies off duty are required to follow the PPE use guidelines set forth in this policy.

Members of the public, other than immediate family of on duty personnel, will be asked to wear a mask when inside of the fire station.

Temperatures will be recorded and the ADH questionnaire completed at the beginning of the shift.

No member of the department will report to work or to an incident with signs or symptoms constant with COVID.

If a member receives a positive test, they will be required to follow state guidelines and those of the AHA case worker concerning returning to work.

If an employee has been in close contact with someone who has a positive test result, they will notify the fire chief. The employee is to be tested as soon as possible. Until the member receives the results, they are required to wear a mask at all times while on duty. They will perform temperature checks at each meal and before leaving work in the morning.

Engine one, the station, and city hall will be cleaned daily using a solution approved by the CDC.

Employees who become ill while at work shall don a surgical mask and immediately contact the fire chief for instructions. When an employee becomes ill, the fire station and apparatus should be cleaned and sanitized.

EMS calls:

Members should limit response to Alpha and Bravo medical calls. The officer in charge will listen to the call and may decide to respond, due to the nature of the call or an increased response time by CEMS.

PPE for all EMS calls include mask, gloves, and eye protection.

PPE for a potential COVID response will include these items plus an additional layer of gloves and a gown. Minimum level of respiratory protection will be N-95.

On scene, all personnel shall stage outside, until contacted by EMS. If it is determined by the officer in charge that contact with patient must be made, responders have the following options:

- Outside evaluation
- Door way evaluation
- If the patient is in severe distress, proper PPE shall be donned and patient care will take place.

The goal of all of these options is to limit the number of personnel in contact with the patient. The patient should have a mask on prior to prolonged contact.

After a call with a patient that exhibits signs and symptoms of possible COVID members should follow these steps:

- Discard outer gloves
- Remove mask
- Put on new mask
- Return to the station
- Decontaminate the apparatus
- Remove second set of PPE
- Shower
- Wash uniform or clothing worn
- Documentation of potential COVID patients should take place in the narrative in the following manner:
  - Type of PPE worn
  - Symptoms of COVID present
    - Fever or chills
    - Cough
    - Shortness of breath or difficulty breathing
    - Fatigue
    - Muscle or body aches
    - Headache

- New loss of taste or smell
  - Sore throat
  - Congestion or runny nose
  - Nausea or vomiting
  - Diarrhea
- Pt states they have a positive COVID test
- Pt has family members with positive COVID test
- Workman's Compensation form N will be filled out once a shift if crews responded to incidents where COVID is suspected. This shall be done for full time personnel and volunteers.



# Farmington Police Dept.

Offenses for Month 6/2019 and 6/2020

7/1/2020 6:53:08 AM

	<u>2019</u>	<u>2020</u>
<b>AGGRAVATED ASSAULT ON A FAMILY OR HOUSEHOLD MEMBER</b>		
5-26-2019	1	1
<b>BREAKING OR ENTERING / ARTICLES FROM VEHICLE</b>		
1-21-2020(1)(a)	1	0
<b>BREAKING OR ENTERING / BUILDING OR STRUCTURE</b>		
11-29-2019(1)	1	1
<b>Breaking or Entering/Vehicle</b>		
1-18-2020	1	1
<b>BURGLARY, RESIDENTIAL</b>		
1-24-2020(1)	1	2
<b>CARELESS DRIVING</b>		
3-20-2020	1	0
<b>CRIMINAL MISCHIEF - 1ST DEGREE PROPERTY OF ANOTHER VALUE \$500 OR LESS</b>		
1-16-2020(1)	2	1
<b>CRIMINAL MISCHIEF - 1ST DEGREE / PROPERTY OF ANOTHER VALUE \$500 OR MORE</b>		
1-19-2020	0	1
<b>CRIMINAL TRESPASS IN OR ON A VEHICLE OR STRUCTURE / PREMISES</b>		
1-18-2020	3	0
<b>DISORDERLY CONDUCT</b>		
1-20-2020	5	1
<b>DOMESTIC BATTERING - 2ND DEGREE / PHYSICAL INJURY</b>		
1-26-2020	3	0
<b>DOMESTIC BATTERING - 3RD DEGREE / PURPOSE OF CAUSING INJURY, CAUSES INJURY</b>		
1-29-2020(1)	3	3
<b>DRIVING ON SUSPENDED LICENSE</b>		
1-20-2020	1	4
<b>DWI (UNLAWFUL ACT)</b>		
1-26-2020	1	1
<b>DWI - DRUGS (UNLAWFUL ACT)</b>		
1-26-2020	0	1
<b>DWI - OPERATION OF VEHICLE DURING DWI LICENSE SUSPENSION OR REVOCATION</b>		
1-19-2020	2	0
<b>ENDANGER WELFARE OF MINOR-1ST DEGREE-RISK OF DEATH / PHYSICAL INJURY-DESERT UNDER 10</b>		
1-27-2020	1	0
<b>ENDANGERING THE WELFARE OF A MINOR-2ND DEGREE</b>		
1-27-2020	0	1
<b>Expired Tags</b>		
1-29-2020	0	1
<b>FAILURE TO APPEAR</b>		

	<u>2019</u>	<u>2020</u>
5-30-128	14	7
<b>FAILURE TO PAY FINES &amp; COSTS</b>		
5-4-303	13	9
<b>Failure to Pay Registration/No Vehicle License</b>		
1-1-1003	1	0
<b>FAILURE TO REGISTER - FAILURE TO COMPLY WITH REPORTING REQUIREMENTS</b>		
13-11-504	0	1
<b>Fictitious Tags</b>		
27-10-306	1	1
<b>Flight from Officer/foot</b>		
5-24-138701	2	0
<b>FORGERY</b>		
5-31-301	1	0
<b>FRAUD - FINANCIAL IDENTITY</b>		
1-28-227	1	4
<b>FRAUDULENT USE OF A CREDIT CARD / CARD OR ACCOUNT NUMBER ARE FORGED</b>		
5-22-318107	0	1
<b>HINDERING APPREHENSION OR PROSECUTION / CONCEALS, ALTERS, DESTROYS, FACTS</b>		
1-24-108814	1	0
<b>Ignition Interlock Devices Violation</b>		
1-20-118	1	0
<b>Improper Lane Change/Use</b>		
17-21-302	1	0
<b>Improper Load</b>		
17-23-401	1	0
<b>Improper Turn</b>		
17-21-401	0	1
<b>INDECENT EXPOSURE</b>		
1-18-102	1	0
<b>Info Only</b>		
10	0	1
<b>Interference with Emergency Communications/2nd degree/interrupts</b>		
1-20-124	1	0
<b>Leaving Scene of Accident/Property Damage</b>		
27-23-103	1	0
<b>No Proof Insurance</b>		
17-23-100	2	0
<b>No Seat Belt</b>		
17-21-701	1	0
<b>No Tag Light</b>		
17-24-119(1)(b)(1)	1	0
<b>No Turn Signal</b>		
27-21-401	2	0
<b>OBSTRUCTING GOVERNMENTAL OPERATIONS / OBSTRUCTS, IMPAIRS, HINDERS, THE PER</b>		
1-28-100(1)	2	0

	<u>2019</u>	<u>2020</u>
<b>POSSESSING INSTRUMENTS OF CRIME</b>		
§ 160.50	1	0
<b>POSSESSION OF DRUG PARAPHERNALIA</b>		
§ 160.50	5	3
Possession of Drug Paraphernalia		
§ 160.50(2)(c) 1(A)(i)	0	3
<b>POSSESSION OF DRUG PARAPHERNALIA - FELONY</b>		
§ 160.50	11	3
<b>POSSESSION OF DRUG PARAPHERNALIA - MISDEMEANOR</b>		
§ 160.50(2)(c) 1	1	3
<b>POSSESSION OF FIREARM BY CERTAIN PERSONS</b>		
§ 160.50	0	1
<b>POSSESSION OF METH OR COCAINE GT 2GM BUT LT 10GM</b>		
§ 160.50(2)(b)	0	2
<b>POSSESSION OF METH OR COCAINE LT 2GM</b>		
§ 160.50(2)(a)	4	2
<b>POSSESSION OF METH OR COCAINE PURPOSE TO DELIVER GT 2GM BUT LT 10GM</b>		
§ 160.50(2)(c)	0	1
<b>POSSESSION OF SCH I OR II LT 2GM</b>		
§ 160.50(2)(a)	1	1
<b>POSSESSION OF SCH IV OR V LT 28GM</b>		
§ 160.50(2)(a)	1	1
<b>POSSESSION OF SCH VI LT 4OZ</b>		
§ 160.50(2)(a)	0	2
<b>PUBLIC INTOXICATION - DRINKING IN PUBLIC</b>		
§ 160.50	0	2
<b>PUBLIC INTOXICATION / DRINKING IN PUBLIC</b>		
§ 160.50	2	2
<b>RAPE</b>		
§ 160.50	2	0
<b>RESISTING ARREST - REFUSAL TO SUBMIT TO ARREST / USES FORCE</b>		
§ 160.50(1)	0	1
<b>TAMPER WITH PHYSICAL EVIDENCE- OBSTRUCT PROSECUTION /DEFENSE FELONY</b>		
§ 160.50(1)(1)	1	0
<b>TERRORISTIC THREATENING</b>		
§ 160.50	0	1
<b>THEFT \$1,000 OR LESS - ALL OTHERS</b>		
§ 160.50(1)(1)(A)	5	2
<b>THEFT BY RECEIVING</b>		
§ 160.50	1	1
<b>THEFT OF PROPERTY / ALL OTHER</b>		
§ 160.50(1)(1)	0	2
<b>THEFT OF PROPERTY CREDIT/DEBIT CARDS</b>		
§ 160.50(1)(1)(1)(C)	0	1
<b>THEFT OF PROPERTY/CREDIT CARD/ACCOUNT NUMBER</b>		

	<u>2019</u>	<u>2020</u>
THEFT OF VEHICLE VALUED AT \$25,000 OR MORE	1	0
THEFT OF VEHICLE VALUED AT \$5,000 OR LESS BUT GREATER THAN \$1,000	1	0
THEFT OF VEHICLE VALUED AT LESS THAN \$25,000 BUT GREATER THAN \$5,000	1	3
VIOLATION OF OPEN CONTAINER	1	0
<b>Totals:</b>	<b>115</b>	<b>81</b>

<b>JUNE</b>	<b>Citation</b>	<b>Warning</b>	<b>Warrant</b>	<b>Total</b>
Bates - Howard	55	10	1	66
Bocchino - Justin	0	3	0	3
Brotherton - James	0	1	0	1
Collins - John	7	1	0	8
Collins - Justin	0	4	0	4
Long - Dustin	1	4	1	6
Mahone - Taron	29	1	1	31
Parrish - Chad	0	0	1	1
Stine - Jacob	8	7	0	15
Talley - Taylor	1	13	2	16
<b><u>Totals</u></b>	<b><u>101</u></b>	<b><u>44</u></b>	<b><u>6</u></b>	<b><u>151</u></b>
<b><u>Averages</u></b>	<b><u>10.1</u></b>	<b><u>4.4</u></b>	<b><u>0.6</u></b>	<b><u>15.1</u></b>

# Permit Report

06/01/2020 - 06/30/2020

Permit #	Permit Date	Site Address	Permit Type	Type of Building	Description of Work	Square Foot	Contractor	Material & Labor
3269	6/30/2020	Broyles and Woolsey Farm Rd	Grading Permit	Residential	Grading for Cedar Crest	0	Cascade Construction	0
3268	6/29/2020	12267 Cayman Rd	Building	Residential	New House	4,949	Just Right Construction	606,000
3267	6/29/2020	11645 Giles	Plumbing/Gas	Residential	Replace water heater	0	Greg Gaulin Plumbing	850
3266	6/29/2020	230 Wedgeview	Building	Residential	Patio Cover	0	Hunt Construction	19,000
3265	6/23/2020	123 N Double Springs	Mechanical	Commercial	HVAC changrout	0	Elite Building Solutions	8,800
3264	6/23/2020	403 Waterfalls Dr	Pool	Residential	New pool	0	Homeowner	60,000
3263	6/23/2020	418 Tacoma	Building	Residential	New House	2,199	Trademark Custom Homes	270,000
3262	6/23/2020	11694 Club House	Pool	Residential	New pool	0	Complete Aqua Care	36,496
3261	6/23/2020	326 Kinniburgh	Building	Residential	New House	2,209	Chance Contractors	271,000
3260	6/23/2020	334 Kinniburgh	Building	Residential	New House	2,175	Chance Contractors	267,000
3259	6/23/2020	86 Isabella	Building	Residential	New House	2,952	Chance Contractors	362,000
3258	6/23/2020	46 Hawkins	Electric	Residential	New shop	1,872	Pitman Electric	10,000
3257	6/18/2020	11014 Hwy 170	Pool	Residential	New pool	0	Moore Pools and Spas LLC	340,000
3256	6/17/2020	329 Driftwood	Storage Building	Residential	New storage shed/electrical	3,100	Homeowner	14,000

3255	6/17/2020	10993 Blue Sky	Electric	Residential	Electric for new house	2,844	Denco	8,000
3254	6/17/2020	421 Otoe	Building	Residential	Re-inspection fee	2,242	Trademark Custom Homes	275,000
3253	6/16/2020	358 Kinniburgh	Building	Residential	Re-inspection fee	2,215	Mad Sky Construction LLC	272,000
3252	6/15/2020	92 James	Mechanical	Residential	HVAC changrout	0	Brinker Hrating and Air	4,500
3251	6/12/2020	473 Aster	Electric	Residential	Adding solar system to house	0	Shine Solar LLC	23,197
3250	6/12/2020	383 Twin Falls	Mechanical	Residential	HVAC changrout	0	Morrow Heat and Air	13,500
3249	6/10/2020	585 Double Springs	Mechanical	Residential	New House	3,035	Sturdivants Mechanical	7,900
3248	6/10/2020	441 Payton Place	Mechanical	Residential	HVAC for new house	2,500	Sturdivants Mechanical	7,900
3247	6/10/2020	460 Payton Place	Mechanical	Residential	HVAC for new house	2,666	Sturdivants Mechanical	7,450
3246	6/10/2020	105 N Hunter	Mechanical	Residential	HVAC changrout	0	Franklin Heating and Air	5,000
3245	6/10/2020	12266 Hwy 170	Electric	Residential	Electric for new house	2,240	Cody Riddle Electrical	4,500
3244	6/9/2020	40 Bois D Arc	Mechanical	Residential	HVAC changrout	0	Morrow Heat and Air	5,900
3243	6/9/2020	12217 Hwy 62	Building	Commercial	Office Addition	0	Coyle Construction	50,000
3242	6/9/2020	10993 Blue Sky	Building	Residential	New House	2,844	Chance Contractors	349,000
3241	6/5/2020	20 Bois D Arc	Plumbing/Gas	Commercial	Replacing water line	0	Ray Lusk Plumbing	2,200
3240	6/5/2020	517 Aster Lane	Storage Building	Single Family	Shop Building	1,500	R \$ S Pole Barns	18,500

3239	6/4/2020	237 Wolfdale	Electric	Residential	Changing service from overhead to underaround	0	TBT Electric	1,200
3238	6/2/2020	585 Double Springs	Storage Building	Residential	New shop building	0	Homeowner	12,000
3236	6/1/2020	59 Terry	Storage Building	Residential	Moving storage building to current property	264	Homeowner	0
3235	6/1/2020	12228 Hwy 170	Electric	Residential	Electric for new house	3,798	Denco Electric	9,000

Total Records: 34

7/1/2020



Library

Circulation and Patron Services

2020	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Total Circulation	4,265	4,152	1,471	5	177	487						
YTD Circulation	4,265	8,417	9,888	9,893	10,070	10,557						
Hold Satisfied	617	546	328	2	67	250						
YTD Hold Satisfied	617	1,163	1,491	1,493	1,560	1,810						
PAC Logins	526	540	409	130	205	238						
YTD PAC Logins	526	1,066	1,475	1,605	1,810	2,048						
New Cardholders	23	32	11	2*	2	8						
YTD New Cardholders	23	55	66	68	70	78						
eMedia Circulation									33**	122	96	
YTD eMedia Circulation									33	155	251	

\*began making eLibrary cards using on-line form

\*\*added downloadable media platform hoopla (eBooks, audiobooks, music albums, TV & movies)

2019	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Total Circulation	4,101	3,528	4,783	4,047	4,015	5,343	5,458	4,826	4,881	5,071	4,283	4,257
YTD Circulation	4,101	7,629	12,412	16,459	20,474	25,817	31,275	36,101	40,982	46,053	50,336	54,593
Hold Satisfied	845	760	774	792	795	678	777	800	713	718	448	562
YTD Hold Satisfied	845	1,605	2,379	3,171	3,966	4,644	5,421	6,221	6,934	7,652	8,100	8,662
PAC Logins	766	729	742	704	878	842	749	834	662	584	469	545
YTD PAC Logins	766	1,495	2,237	2,941	3,819	4,661	5,410	6,244	6,906	7,490	7,959	8,504
New Cardholders	46	31	23	33	37	66	39	40	38	21	16	11
YTD New Cardholders	46	77	100	133	170	236	275	315	353	374	390	401

Library

Computer Use

2020	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Early Literacy Station Users	126	196	31	0	0	0						
YTD Early Literacy Station Users	126	322	322	322	322	322						
Users	229	233	105	0	0	0						
YTD Users	229	462	567	567	567	567						
Device Checkout	0	0	0	0	0	0						
YTD Device Checkout	0	0	0	0	0	0						
2019	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Early Literacy Station Users	121	111	126	118	151	163	166	172	139	135	106	112
YTD Early Literacy Station Users	121	232	358	476	627	790	956	1,128	1,267	1,402	1,508	1,620
Users	309	295	306	229	243	254	246	288	221	270	223	214
YTD Users	309	604	910	1,139	1,382	1,636	1,882	2,170	2,391	2,661	2,884	3,098
Device Checkout	0	1	6	4	0	0	0	0	0	1	0	0
YTD Device Checkout	0	1	7	11	11	11	11	11	11	12	12	12

Library

Miscellaneous Services

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>2020</b>												
Color Print Services	43	39	145	0	0	0						
YTD Color Print Services	43	82	227	227	227	227						
Copy/Print Services	1,563	2,085	1,015	0	0	0						
YTD Copy/Print Services	1,563	3,648	4,663	4,663	4,663	4,663						
Fax Services	63	61	54	0	0	0						
YTD Fax Services	63	124	178	178	178	178						
Notary Services	6	4	0	0	0	0						
YTD Notary Services	6	10	10	10	10	10						
Reference Transactions	547	533	220	149	127	170						
YTD Reference Transactions	547	1,080	1,300	1,449	1,576	1,746						
Scanning Services	140	246	384	0	0	0						
YTD Scanning Services	140	386	770	770	770	770						
Staff Supervised Volunteer Hours	29	39	1	0	0	0						
YTD Staff Supervised Volunteer Hours	29	68	69	69	69	69						
Test Proctor	0	0	0	0	0	0						
YTD Test Proctor	0	0	0	0	0	0						
<b>2019</b>												
Color Print Services	21	14	6	43	28	16	9	8	10	12	97	50
YTD Color Print Services	21	35	41	84	112	128	137	145	155	167	264	314
Copy/Print Services	2,080	2,093	2,744	1,846	1,470	1,509	1,299	1,341	1,744	1,464	1,381	1,203
YTD Copy/Print Services	2,080	4,173	6,917	8,763	10,233	11,742	13,041	14,382	16,126	17,590	18,971	20,174
Fax Services	44	56	89	49	69	82	88	138	99	67	47	85
YTD Fax Services	44	100	189	238	307	389	477	615	714	781	828	913
Notary Services	8	18	8	5	4	12	6	2	7	8	6	6
YTD Notary Services	8	26	34	39	43	55	61	63	70	78	84	90
Reference Transactions	367	257	234	229	298	216	145	297	414	376	267	301
YTD Reference Transactions	367	624	858	1,087	1,385	1,601	1,746	2,043	2,457	2,833	3,100	3,401
Scanning Services	35	35	12	18	58	14	16	25	22	47	41	58
YTD Scanning Services	35	70	82	100	158	172	188	213	235	282	323	381
Staff Supervised Volunteer Hours	13	23	37	28	27	41	61	40	38	23	24	21
YTD Staff Supervised Volunteer Hours	13	36	73	101	128	169	230	270	308	331	355	376
Test Proctor	0	0	1	4	5	1	3	2	0	1	0	0
YTD Test Proctor	0	0	1	5	10	11	14	16	16	17	17	17

Library

Programs and Meetings

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2020 Book Club												
Community Story Time	77	88	9									
Craft Kit Pickup					144	102						
Kids Book Club/Tween STEM Club		12	6									
Kindergarten Story Time		42										
LEGO® Club		0	3									
Little Maker's/Coding for Kids												
Meeting Room Use	5	17	4									
Monthly Family Movie Showing												
Nonfiction Book Club		4	5									
Story Time Daycare Outreach												
Summer-Pre-K-Craft Pickup						76						
Summer Children's Craft Pickup						120						
Technology Instruction Session	8	3	2									
Theater Performance by YAG		22										
Total Monthly Program Attendance	85	171	65		144	298						
Number of Juvenile Programs	4	8	4		2	5						
Number of Young Adult Programs		1	0									
Number of Adult Programs		3	2									
Number of Non-library Meeting Room Events	1		1									

Library

Virtual Programs

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2020 Adult Summer Reading Club Sign-Ups						17						
Adult SRC Books Logged						41						
Children's Summer Reading Club Sign-ups						47						
Children's SRC Prizes Earned						35						
Little Cardinal's Story Time			14	23	25	4						
Nonfiction Book Club				3								
Pre-K Summer Reading Club Sign-ups						16						
Pre-K Summer Reading Club Prizes Earned						15						
Teen Summer Reading Club Sign-ups						4						
Teen SRC Hours Logged						21						
Total Monthly Program Attendance			14	26	25	88						
Number of Juvenile Programs			2	4	4	3						
Number of Young Adult Programs			0	0		1						
Number of Adult Programs			0	1		1						

**Library**

**Daily Visitors**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>2020</b>												
Visits	2,407	2,234	828	0	0	0						
YTD Visits	2,407	4,641	5,469	5,469	5,469	5,469						
<b>2019</b>												
Visits	2,439	2,534	2,732	2,312	n/a	n/a	2,737	2,445	2,365	2,745	1,904	2,463
YTD Visits	2,439	4,973	7,705	10,017	10,017	10,017	12,754	15,199	17,564	20,309	22,213	24,676

Farmington Public Library  
Board Meeting Minutes  
June 23, 2020

Call to Order: A meeting of the Farmington Library Board was held at the library on June 23, 2020 at 6:04 p.m.

Attendees: LaDeana Mullinix, Betty Hummel, Regina Sherwood, Linda Morrow, Anita Sampley, Jill Simpson; Also in attendance – Karen Takemoto, president of Friends, and Rachel Sawyer, Librarian.

Regina moved to accept the minutes of the March 10, 2020 Board Meeting and Anita seconded the motion to accept the minutes. Motion passed, 6-0.

Discussion on reports: update on services, over \$2000 on contract. Few things not finished. They turned their key back in. Caulking needs to be done. Another walk through with Contractor and architect to go over punch list.

When reopening, no device checkout. Materials check out first. One family/person at a time to go in children's, can do curbside.

Missing a row of shelving, no date to receive, missing unit in large print. Community room closed. \$500 on cleaning sanitizer. Still waiting on automatic hand sanitizer dispenser. Considering opening MWF 9-12. Cleaning supplies should hold out. Suggestion: two mornings and an afternoon. None of the county libraries are open.

120 people a week signing up for crafts. Camera was purchased for story time.

Linda moved to approved reports, LaDeana seconded. Motion passed, 6-0.

Regina moved to adjourn, Linda seconded. 6:24 pm



Betty Hummel, Board President

**Planning Commission Minutes  
May 26, 2020 at 6 PM**

1. **ROLL CALL** – Meeting which was held using Zoom on-line service due to Corona Virus pandemic, was called to order by Chairman Robert Mann. A quorum was present.

**PRESENT**

Robert Mann, Chair  
Howard Carter  
Jay Moore  
Chad Ball  
Gerry Harris  
Judy Horne  
Bobby Wilson

**ABSENT**

None

**City Employees Present:** Melissa McCarville,  
City Business Manager; Rick Bramall, City  
Building Inspector; Steve Tennant, City Attorney

2. **Approval of Minutes:** April 27, 2020 Minutes were approved as written.

3. **Comments from Citizens:**

Sherry Matthews- 65 N. Hunter: She was concerned about what the plans were for the street widening, curb and gutter and that will be put in in front of her property and between her lot and the creek. She also inquired about a corner marking pin for her north corner that is 18ft back from the street on her property. Rick Bramall stated that the easement is going to be how wide the road is. For example, a 30 foot road will have 10 feet on either side.

Sherry said the yard is steep towards the front of the property and she was concerned that they may remove some large trees because they appear to be even with the stake. Rick said there will be a 5 foot of sidewalk and 6 feet of green space.

Engineer Charles Zardin could not give a specific answer to some of the questions; Bobby Wilson asked about the deep ditch in front of her house. He wanted to know if they will have to put drainage. This will be addressed with the project engineer. After further discussion, Melissa McCarville suggested the project engineer Zardin, Chris Brackett and Rick Bramall arrange a meeting with Sherry at her property. When arranged, Planning Commissioners and other interested people will be notified by e-mail.

**Public Hearings:**

**4A. Rezone- 105 acres west side of Hunter St., northwest of Watson St. (Summerfield Subdivision) property owned by Pitts Dynasty Trust #3 as presented by Jorgensen & Associates:**

Charles Zardin of Jorgensen & Associates was present via zoom to discuss the request.

Melissa stated that Pitts Dynasty Trust #3 does own the whole property but at the April Planning Commission meeting, Chad Ball had questions regarding zoning. Melissa said it was discovered that the entire acreage wasn't zoned R-1 as thought. An area to the west of the first portion of the property is A-1 zoning.

Charles Zardin said that this rezoning request won't change the Preliminary Plat plans put forth previously.

Judy Horne asked a Bill of Assurance that they will not plat the new, future section with an area that has streets in both the front and back of lots. City Attorney Steve Tennant said the answer is "no" and to address this problem we would have to amend our ordinance or create a new one.

It was decided this type of issue could be discussed at a work session; Chad Ball stressed the need for a work session.

There were no public comments.

Upon roll call, the motion was passed unanimously to approve the rezone for the 105 acres west side of Hunter St., northwest of Watson Street from A-1 to R-1.

Judy Horne had checked Application for Rezoning fees and Variance fees for cities in Northwest Arkansas. She had discovered that Farmington's are lower than any other city's fees. Chad Ball wishes to have a review of all the city fees that relate to Planning Commission purview, not just these two. It was felt that this could be considered at a later time.

#### **5. Discussion of Appointing a New Planning Commission member:**

A long discussion was held regarding how to interview applicants for the vacancy on Planning Commission. Currently, there are 8 applicants. Several different ideas for interviewing and ranking were presented. However, Steve Tennant said some of the ideas couldn't be done. Commissioners all felt they should have a primary role in choosing from the applicants. Gerry Harris noted that the current application needs to be expanded in order to gain better information about applicants.

Finally, it was decided that all applicants will be invited to the next Planning Commission meeting. Each candidate will be allowed one minute to explain their interest in serving on the Commission. Then commissioners will have 4 minutes to ask each candidate questions. Commissioners will decide the top three and this list will be forwarded to the Mayor who will make the appointment of one of the three.

**6. Adjournment:** Having no further business, the third on-line Planning Commission meeting was adjourned.

  
\_\_\_\_\_  
Judy Horne - Secretary

  
\_\_\_\_\_  
Robert Mann - Chair