

**BENTON CITY COUNCIL AGENDA**  
**January 27, 2025**

**IMMEDIATELY FOLLOWING THE AGENDA MEETING**

- |             |  |   |
|-------------|--|---|
| <b>I.</b>   | <b>CALL TO ORDER</b>   | <b>Mayor Tom Farmer</b>                             |
| <b>II.</b>  | <b>INVOCATION</b>  | <b>Bro. Norman Hurst</b>                            |
| <b>III.</b> | <b>PLEDGE OF ALLEGIANCE</b>  | <b>Council Member Hart</b>                          |
| <b>IV.</b>  | <b>ROLL CALL</b>   | <b>City Clerk</b>                                   |
| <b>V.</b>   | <b>APPROVAL OF MINUTES</b>   | <b>December 16, 2024<br/>Regular Meeting</b>        |
|             |  | <b>December 19, 2024<br/>Special Called Meeting</b> |
| <b>VI.</b>  | <b>RESOLUTION NO. 1 OF 2025</b><br><b>A RESOLUTION ESTABLISHING THE TIME OF THE COUNCIL MEETINGS, SETTING ITS MEETING AGENDA, AND ESTABLISHING RULES FOR CONDUCTING COUNCIL AND COMMITTEE MEETINGS; AND FOR OTHER PURPOSES</b> |   |

**ORDINANCE NO. 1 OF 2025**  
**AN ORDINANCE AMENDING AND CORRECTING ORDINANCE NO. 58 OF 2022 REGARDING WASTEWATER RATES FOR SENIOR CITIZENS; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES**

**VII. COMMITTEE REPORTS & MOTIONS**

- |           |                                     |   |
|-----------|-------------------------------------|---|
| <b>1.</b> | <b>A&amp;P COMMISSION COMMITTEE</b> | <b>Council Member Brown/Baptist</b>     |
| <b>2.</b> | <b>ANIMAL SERVICES COMMITTEE</b>    | <b>Council Member Villines/Hamm</b>     |
| <b>3.</b> | <b>COMMISSIONS COMMITTEE</b>        | <b>Council Member Spencer-Cole/Reed</b> |
| <b>4.</b> | <b>COMMUNITY SERVICE</b>            | <b>Council Member Reed/Spencer-Cole</b> |

**ORDINANCE NO. 2 OF 2025**  
**AN ORDINANCE AMENDING SECTION 6 OF ORDINANCE NO. 35 OF 2022, ADDING THE INTERSECTION OF MILITARY ROAD AND CARPENTER STREET TO THE LIST OF ROADWAYS/INTERSECTIONS WHERE RIGHT-OF-WAY CANVASSERS AND SOLICITORS ARE RESTRICTED WITHIN THE CITY OF BENTON, ARKANSAS; AND FOR OTHER PURPOSES**

**RESOLUTION NO. 2 OF 2025**  
**A RESOLUTION TO REQUEST THE SALINE COUNTY TAX COLLECTOR PLACE A CERTIFIED LIEN AGAINST REAL PROPERTY LOCATED AT 1407 GRAY STREET AS A RESULT OF INCURRED EXPENSES BY THE CITY OF BENTON IN ACCORDANCE WITH STATE LAW AND CITY ORDINANCE; AND FOR OTHER PURPOSES**

5. **FINANCE COMMITTEE** **Council Member Brown/Morrow**
- ORDINANCE NO. 3 OF 2025**  
**AN ORDINANCE REVISING THE CITY OF BENTON PURCHASING POLICIES AND PROCEDURES AS ADOPTED IN ORDINANCE NO. 68 OF 2016 AND REVISED IN ORDINANCE NO. 31 OF 2021; AND FOR OTHER PURPOSES**
- RESOLUTION NO. 3 OF 2025**  
**A RESOLUTION DECLARING CERTAIN PROPERTY AS SURPLUS; AUTHORIZING THE SALE OF THE SURPLUS PROPERTY TO TEECO SAFETY; AND FOR OTHER PURPOSES**
- RESOLUTION NO. 4 OF 2025**  
**A RESOLUTION DECLARING CERTAIN PROPERTY AS SURPLUS; AND AUTHORIZING THE SALE OF THE SURPLUS PROPERTY TO WILDMAN ARMS; AND FOR OTHER PURPOSES**
- RESOLUTION NO. 5 OF 2025**  
**A RESOLUTION AUTHORIZING THE PARTIAL REDEMPTION OF THE CITY OF BENTON, ARKANSAS CAPITAL IMPROVEMENT REVENUE BONDS, SERIES 2015 ON MARCH 1, 2025; AND FOR OTHER PURPOSES**
- RESOLUTION NO. 6 OF 2025**  
**A RESOLUTION AMENDING THE 2025 PARKS BUDGET TO INCREASE THE APPROPRIATION OF GRANT REVENUES IN THE AMOUNT OF \$400,000 FOR THE GREENWAY PHASE ONE TAP GRANT AND \$774,662.38 FOR THE CHERRY DEMUTH CAMPSITE PROJECT FROM THE OUTDOOR RECREATION GRANT; AND FOR OTHER PURPOSES**
- RESOLUTION NO. 7 OF 2025**  
**A RESOLUTION AMENDING THE 2024 BUDGET FOR THE CITY AS ADOPTED IN RESOLUTION 110 OF 2023; REVISING THE BUDGET TO REFLECT THE ACTUAL EXPENDITURES OF THE CITY; AND FOR OTHER PURPOSES**
6. **PARKS COMMITTEE** **Council Member Hart/Lee**
- ORDINANCE NO. 4 OF 2025**  
**AN ORDINANCE SETTING PROGRAMMING RATES FOR THE PARKS AND RECREATION DEPARTMENT FOR THE 2025 SEASON**
7. **PERSONNEL/HEALTH & SAFETY COMMITTEE** **Council Member Donnor/Baptist**

8. **P&Z COMMISSION** **Council Member Spencer-Cole**  
**ORDINANCE NO. 5 OF 2025**  
**AN ORDINANCE REZONING 712 AND 716 NORTH MAIN STREET IN THE CITY OF BENTON, SALINE COUNTY, ARKANSAS, FROM R2 SINGLE FAMILY DISTRICT DETACHED HOUSING TO C1 NEIGHBORHOOD COMMERCIAL AND FOR OTHER PURPOSES**
- ORDINANCE NO. 6 OF 2025**  
**AN ORDINANCE REZONING PARCELS #805-10100-000, #805-10096-000, AND #805-10089-000 IN THE CITY OF BENTON, SALINE COUNTY, ARKANSAS, FROM R2 SINGLE FAMILY DISTRICT DETACHED HOUSING TO C3 SERVICE COMMERCIAL AND FOR OTHER PURPOSES**
9. **PUC COMMISSION** **Council Member Hart**  
**ORDINANCE NO. 7 OF 2025**  
**AN ORDINANCE WAIVING COMPETITIVE BIDDING AND AUTHORIZING AND RATIFYING THE PURCHASE OF A 2024 CATERPILLAR SKID STEER FOR BENTON UTILITIES ELECTRIC DEPARTMENT; AND, FOR OTHER PURPOSES**
10. **STREETS COMMITTEE** **Council Member Hamm/Baptist**

**MINUTES OF THE BENTON CITY COUNCIL**  
**Regular Session**  
**December 16, 2024**  
**The Enclave**

**The Benton City Council was called to order at 5:39 p.m.**

**The invocation was given by Pastor Chad Denmon.**

**Council Member Morrow led the pledge of allegiance.**

**Roll was called.**

**The following persons were in attendance:**

<b>Council Member Frank Baptist</b>	<b>Council Member Steve Brown</b>
<b>Council Member Ann Spencer-Cole</b>	<b>Council Member Evelyn Reed</b>
<b>Council Member Bill Donnor</b>	<b>Council Member Jeff Morrow</b>
<b>Council Member Judd Hart</b>	<b>Council Member Shane Knight</b>
<b>Council Member Steve Lee</b>	<b>Council Member Jeff Hamm</b>
<b>Cindy Stracener, City Clerk</b>	<b>Baxter Drennon, City Attorney</b>
<b>Tom Farmer, Mayor</b>	

**When the roll was called ten (10) council members were present. A quorum was declared.**

**Council Member Morrow made a motion to approve the November 25, 2024, city council meeting minutes. Seconded by Council Member Hamm. The Mayor called for a voice vote. All council members present voted in the affirmative. The November 25, 2024, minutes were approved with 10 affirmative votes.**

**Officer Cameron Tipton was recognized as a Hero in Action. Camera footage was shown of him responding to a vehicle on fire even though he was off duty and pulling the driver from the vehicle. This occurred on November 27, 2024.**

**The next item on the agenda was committee reports.**

**There was not a report from the Advertising and Promotion Commission, the Public Utility Commission, the Commission Committee, Animal Service Committee, Parks Committee, Street Committee, and the Personnel/Health & Safety Committee.**

**Council Member Reed was recognized for a report from the Community Service Committee. Council Member Reed made a motion to read and adopt by title only Ordinance 56 of 2024 – An Ordinance Amending the City of Benton Subdivision Regulations to Establish a “Dig Once” Requirement for the Design and Construction of Communications and Other Non-Exclusive Utility Infrastructure Within the Public Right of Way in New Developments; and For Other Purposes. Seconded by Council Member Hamm. Roll was called on the motion to read by title only which resulted in Council Member Baptist yes, Council Member Brown yes, Council Member Spencer-Cole yes, Council Member Reed yes, Council Member Donnor yes, Council Member Morrow yes, Council Member Hart yes, Council Member Knight yes,**

Council Member Lee yes, and Council Member Hamm yes. Motion to read by title only was approved with 10 affirmative votes. The ordinance was read by title. The Mayor stated that this is for all new construction going forward, we have had so much problem with our fiber companies and the boxes going every which way, this should help us with that. The Mayor asked for any questions or comments. Council Member Hart asked if this was the one where we can't do it for existing subdivisions because of the law. The Mayor stated you are correct. Roll was called which resulted in Council Member Baptist yes, Council Member Brown yes, Council Member Spencer-Cole yes, Council Member Reed yes, Council Member Donnor yes, Council Member Morrow yes, Council Member Hart yes, Council Member Knight yes, Council Member Lee yes, and Council Member Hamm yes. Ordinance 56 of 2024 was adopted with 10 affirmative votes.

Council Member Reed made a motion to read and adopt by title only Ordinance 57 of 2024 – An Ordinance Amending the City of Benton Zoning Ordinance To Prohibit Any Conditional Use or Rezone Request to Be Submitted More Than Once Within a 12-Month Period; To Prohibit Any Conditional Use or Rezone Request To Be Tabled or Removed From the Agenda More Than 2 Consecutive Meetings Within a 12-Month Period; and For Other Purposes. Seconded by Council Member Donnor. Roll was called on the motion to read by title only which resulted in Council Member Baptist yes, Council Member Brown yes, Council Member Spencer-Cole yes, Council Member Reed yes, Council Member Donnor yes, Council Member Morrow yes, Council Member Hart yes, Council Member Knight yes, Council Member Lee yes, and Council Member Hamm yes. Motion to read by title only was approved with 10 affirmative votes. The ordinance was read by title. The Mayor stated that the reason we needed this was that we had one company who submitted it, the staff would do a lot of work to get ready for the meeting, then they would pull it the day of or the day before, this happened a number of times so this will prevent that from happening in the future. The Mayor asked for any questions or comments, none. Roll was called which resulted in Council Member Baptist yes, Council Member Brown yes, Council Member Spencer-Cole yes, Council Member Reed yes, Council Member Donnor yes, Council Member Morrow yes, Council Member Hart yes, Council Member Knight yes, Council Member Lee yes, and Council Member Hamm yes. Ordinance 57 of 2024 was adopted with 10 affirmative votes.

Council Member Reed made a motion to read and adopt by title only Resolution 146 of 2024 – A Resolution To Condemn the Structure Located at 1114 Edgehill Drive and For Code Enforcement to Raze Said Property in Accordance with Arkansas State Law and City Ordinance; and For Other Purposes. Seconded by Council Member Morrow. The resolution was read by title only. The Mayor asked if anyone was present to represent the property. No one came forward. The Mayor asked for any questions or comments, none. Roll was called which resulted in Council Member Baptist yes, Council Member Brown yes, Council Member Spencer-Cole yes, Council Member Reed yes, Council Member Donnor yes, Council Member Morrow yes, Council Member Hart yes, Council Member Knight yes, Council Member Lee yes, and Council Member Hamm yes. Resolution 146 of 2024 was adopted with 10 affirmative votes.

Council Member Reed made a motion to read and adopt by title only Resolution 147 of 2024 – A Resolution To Condemn the Structure Located at 4208 Edison Avenue and For Code Enforcement to Raze Said Property in Accordance with Arkansas State Law and City Ordinance; and For Other Purposes. Seconded by Council Member Donnor. The resolution

was read by title only. The Mayor asked if anyone was present to represent the property. No one came forward. The Mayor asked for any questions or comments, none. Roll was called which resulted in Council Member Baptist yes, Council Member Brown yes, Council Member Spencer-Cole yes, Council Member Reed yes, Council Member Donnor yes, Council Member Morrow yes, Council Member Hart yes, Council Member Knight yes, Council Member Lee yes, and Council Member Hamm yes. Resolution 147 of 2024 was adopted with 10 affirmative votes.

Council Member Reed made a motion to read and adopt by title only Resolution 148 of 2024 – A Resolution To Condemn the Structure Located at 210 Gunn Street and For Code Enforcement to Raze Said Property in Accordance with Arkansas State Law and City Ordinance; and For Other Purposes. Seconded by Council Member Spencer-Cole. The resolution was read by title only. The Mayor asked if anyone was present to represent the property. No one came forward. The Mayor asked for any questions or comments, none. Roll was called which resulted in Council Member Baptist yes, Council Member Brown yes, Council Member Spencer-Cole yes, Council Member Reed yes, Council Member Donnor yes, Council Member Morrow yes, Council Member Hart yes, Council Member Knight yes, Council Member Lee yes, and Council Member Hamm yes. Resolution 148 of 2024 was adopted with 10 affirmative votes.

Council Member Reed made a motion to read and adopt by title only Resolution 149 of 2024 – A Resolution To Condemn the Structure Located at 1406 Highway 35 and For Code Enforcement to Raze Said Property in Accordance with Arkansas State Law and City Ordinance; and For Other Purposes. Seconded by Council Member Brown. The resolution was read by title only. The Mayor asked if anyone was present to represent the property. No one came forward. The Mayor asked for any questions or comments, none. Roll was called which resulted in Council Member Baptist yes, Council Member Brown yes, Council Member Spencer-Cole yes, Council Member Reed yes, Council Member Donnor yes, Council Member Morrow yes, Council Member Hart yes, Council Member Knight yes, Council Member Lee yes, and Council Member Hamm yes. Resolution 149 of 2024 was adopted with 10 affirmative votes.

Council Member Reed made a motion to read and adopt by title only Resolution 150 of 2024 – A Resolution To Condemn the Structure Located at 1913 South Market Street and For Code Enforcement to Raze Said Property in Accordance with Arkansas State Law and City Ordinance; and For Other Purposes. Seconded by Council Member Baptist. The resolution was read by title only. The Mayor asked if anyone was present to represent the property. No one came forward. The Mayor asked for any questions or comments, none. Roll was called which resulted in Council Member Baptist yes, Council Member Brown yes, Council Member Spencer-Cole yes, Council Member Reed yes, Council Member Donnor yes, Council Member Morrow yes, Council Member Hart yes, Council Member Knight yes, Council Member Lee yes, and Council Member Hamm yes. Resolution 150 of 2024 was adopted with 10 affirmative votes.

Council Member Reed made a motion to read and adopt by title only Resolution 151 of 2024 – A Resolution To Condemn the Structure Located at 2921 Silica Heights Road and For Code Enforcement to Raze Said Property in Accordance with Arkansas State Law and City Ordinance; and For Other Purposes. Seconded by Council Member Morrow. The resolution

was read by title only. The Mayor asked if anyone was present to represent the property. No one came forward. The Mayor asked for any questions or comments, none. Roll was called which resulted in Council Member Baptist yes, Council Member Brown yes, Council Member Spencer-Cole yes, Council Member Reed yes, Council Member Donnor yes, Council Member Morrow yes, Council Member Hart yes, Council Member Knight yes, Council Member Lee yes, and Council Member Hamm yes. Resolution 151 of 2024 was adopted with 10 affirmative votes.

Council Member Reed made a motion to read and adopt by title only Resolution 152 of 2024 – A Resolution To Condemn the Structure Located at 403 Wanda Lane and For Code Enforcement to Raze Said Property in Accordance with Arkansas State Law and City Ordinance; and For Other Purposes. Seconded by Council Member Donnor. The resolution was read by title only. The Mayor asked if anyone was present to represent the property. Anne Elizabeth Langley came forward, she stated that this is a house she owns but her ex-husband was living in it, and she hasn't for 7 years. When I was informed of the condition of the house, within a week I had 3 bids from contractors. She showed pictures of the work that has been done. We have already spent \$70,000 on renovations. Mr. Thomas stated that his concern is like it always is, we want to see continued progress. In this case we are happy with the progress that is being made. We are never going in and tear something down that is being taken care of. Ms. Langley said this house would be sold. We took out skylights and got a new roof. Council Member Morrow asked if the contractors have been reliable. He was told yes. This is a complete rebuild, we are hoping to be done by late spring. Council Member Morrow asked if this was currently in a condemnable state? Mr. Thomas stated that the structure itself, the envelope has been repaired, the roof has been repaired, the windows have been. There is still one backdoor that needs to be replaced. I have not been inside the house, so I don't know what the inside looks like. Council Member Morrow stated that his argument would be that it is not in a condemnable state right now, so why are we condemning it. Mr. Thomas stated that if nothing happens from this day forward, then we will be back in 6 months. Mr. Drennon stated that he is concerned that Mr. Thomas can't say it is in a condemnable place and doesn't think the council has the authority to condemn it. Council Member Lee stated that \$70,000 is not pocket change and he is not in favor of condemning it. Council Member Hamm asked if there was a reason that we have not seen the inside of the house. Mr. Thomas stated that he just has to be there when the contractor is there and that is something we can schedule. Council Member Hamm stated that he is concerned about the wiring and the mold and whether that is being addressed properly. Council Member Knight made a motion to table Resolution 152 of 2024. Seconded by Council Member Morrow. Roll was called which resulted in Council Member Baptist yes, Council Member Brown yes, Council Member Spencer-Cole yes, Council Member Reed yes, Council Member Donnor yes, Council Member Morrow yes, Council Member Hart yes, Council Member Knight yes, Council Member Lee yes, and Council Member Hamm yes. Motion to table Resolution 152 of 2024 was approved with 10 affirmative votes.

Council Member Reed made a motion to read and adopt Resolution 153 of 2024 – A Resolution Restating the Terms of Office of Members of the Planning Commission; Ratifying and Confirming the Appointments of Commissioners; and For Other Purposes. Seconded by Council Member Brown. The resolution was read. The Mayor asked for any questions or comments, none. Roll was called which resulted in Council Member Baptist yes, Council Member Brown yes, Council Member Spencer-Cole yes, Council Member Reed yes, Council

**Member Donnor yes, Council Member Morrow yes, Council Member Hart yes, Council Member Knight yes, Council Member Lee yes, and Council Member Hamm yes. Resolution 153 of 2024 was adopted with 10 affirmative votes.**

**Council Member Brown was recognized for a report from the Finance Committee. Council Member Brown made a motion to read and adopt by title only Resolution 154 of 2024 – A Resolution Approving an Audit Contract with Alexander, Thompson, Arnold, PLLC for \$11,000 and the Use of Restricted Funds Set Aside in 2020 for Audit Purposes; and For Other Purposes. Seconded by Council Member Morrow. The resolution was read by title. The Mayor asked for any questions or comments, none. Roll was called which resulted in Council Member Baptist yes, Council Member Brown yes, Council Member Spencer-Cole yes, Council Member Reed yes, Council Member Donnor yes, Council Member Morrow yes, Council Member Hart yes, Council Member Knight yes, Council Member Lee yes, and Council Member Hamm yes. Resolution 154 of 2024 was adopted with 10 affirmative votes.**

**Council Member Brown made a motion to read and adopt by title only Resolution 155 of 2024 – A Resolution Authorizing the City to Amend the Contract with OJ's Service Two, Inc. to Add Janitorial Services for the New City Hall in The Amount of \$3,725 Per Month; and For Other Purposes. Seconded by Council Member Baptist. The resolution was read by title only. This is for the new city hall, and they will start next month. The Mayor stated that this is in addition to what they have already been doing. The Mayor asked for any questions or comments, none. Roll was called which resulted in Council Member Baptist yes, Council Member Brown yes, Council Member Spencer-Cole yes, Council Member Reed yes, Council Member Donnor yes, Council Member Morrow yes, Council Member Hart yes, Council Member Knight yes, Council Member Lee yes, and Council Member Hamm abstained. Resolution 155 of 2024 was adopted with 9 affirmative votes and 1 abstaining.**

**Council Member Brown made a motion to read and adopt by title only Resolution 156 of 2024 - A Resolution Amending the Contract with Moser Construction for Construction Manager Services to Remodel the River Street Complex Into the New City Hall for Expenditures in the Amount of \$46,048.40 for Additional Exterior Paint; and For Other Purposes. Seconded by Council Member Reed. The resolution was read by title only. The Mayor stated that only the part under construction was painted and not the rest of the building, the old complex and the gym. This price includes painting every square inch plus the awning out front. It includes replacing the siding that is missing. The money comes from a savings, we budgeted \$500,000 for the parking lot but only spent \$320,000 on the parking lot. It is no additional money or new money. The Mayor asked for any questions or comments. Council Member Knight stated that this change order was not part of the original scope that was bid. The Mayor stated that was correct. Roll was called which resulted in Council Member Baptist yes, Council Member Brown yes, Council Member Spencer-Cole yes, Council Member Reed yes, Council Member Donnor yes, Council Member Morrow yes, Council Member Hart yes, Council Member Knight yes, Council Member Lee yes, and Council Member Hamm no. Resolution 156 of 2024 was adopted with 9 affirmative votes and 1 negative.**

**Council Member Spencer-Cole was recognized for a report from the Planning and Zoning Commission. Council Member Spencer-Cole made a motion to read and adopt by title only Ordinance 58 of 2024 – An Ordinance Providing for a Conditional Use for a Daycare/After-School Program Located at 1600 Dixie Street (Ralph Bunche Community Center); and For**



**Other Purposes. Seconded by Council Member Donnor. Roll was called on the motion to read by title which resulted in Council Member Baptist yes, Council Member Brown yes, Council Member Spencer-Cole yes, Council Member Reed yes, Council Member Donnor yes, Council Member Morrow yes, Council Member Hart yes, Council Member Knight yes, Council Member Lee yes, and Council Member Hamm yes. Motion to read by title only was approved with 10 affirmative votes. The ordinance was read by title. The Mayor stated that they have to have a conditional use because it is not zoned for that. The Mayor asked for any questions or comments, none. Roll was called which resulted in Council Member Baptist yes, Council Member Brown yes, Council Member Spencer-Cole yes, Council Member Reed yes, Council Member Donnor yes, Council Member Morrow yes, Council Member Hart yes, Council Member Knight yes, Council Member Lee yes, and Council Member Hamm yes. Ordinance 58 of 2024 was adopted with 10 affirmative votes.**

**Council Member Spencer-Cole made a motion to read and adopt by title only Ordinance 59 of 2024 – An Ordinance Accepting the Annexation of Certain Territory to The City of Benton, Arkansas; Approving the Schedule of Services To Be Extended To Said Area; Assigning Such to A Ward; And For Other Purposes. Seconded by Council Member Morrow. Roll was called on the motion to read by title which resulted in Council Member Baptist yes, Council Member Brown yes, Council Member Spencer-Cole yes, Council Member Reed yes, Council Member Donnor yes, Council Member Morrow yes, Council Member Hart yes, Council Member Knight yes, Council Member Lee yes, and Council Member Hamm yes. Motion to read by title only was approved with 10 affirmative votes. The Mayor stated this was in Christy Acres for 3 or 4 lots. The Mayor asked for any questions or comments, none. The ordinance was read by title. Roll was called which resulted in Council Member Baptist yes, Council Member Brown yes, Council Member Spencer-Cole yes, Council Member Reed yes, Council Member Donnor yes, Council Member Morrow yes, Council Member Hart yes, Council Member Knight yes, Council Member Lee yes, and Council Member Hamm yes. Ordinance 59 of 2024 was adopted with 10 affirmative votes.**

**There was not any old business nor public comments.**

**The Mayor stated that tonight is Council Member Knight's last night and thanked him for his service. Interviews will be this Thursday for the appointment of Ward 4 position 2 council member. Committee meetings will be the 9th and 10<sup>th</sup>. January 2 will be the swearing in ceremony followed by the Resolution 1 meeting.**

**The meeting was adjourned at 6:21 p.m.**

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**Tom Farmer, Mayor**

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**Cindy Stracener, City Clerk**

CITY OF BENTON, ARKANSAS  
**Board of Adjustments/Planning & Zoning Meeting**  
Tuesday, December 3<sup>rd</sup>, 2024  
6:00 P.M.

Chairman Stilwell called the meeting to order. Roll call resulted in 1 member[s] being absent.

Members Present	Members Absent
Carl West	
Brett Chumley	
Lois Burks	
Darrell Wood	
John Clements	
Pamela Gibson	
James Stilwell	
	Andy Warford
Mark Chilton	
John Parton, Comm. Development Director	
Chelsea Matthews, City Planner	

*Approval of the Minutes of the November 5<sup>th</sup>, 2024, Planning Commission Meeting*

Chairman Stilwell asked if there were any additions, deletions, or corrections to the minutes. Commissioner West makes a motion to approve the minutes, as is. Commissioner Gibson second. Motion carried.

**Board of Adjustments**

*7237 Havenwood Dr [Variance for Drainage Easement Encroachment]*

Chairman Stilwell asked Ms. Matthews to introduce the Variance request. Ms. Matthews reads the memorandum that states that Abiding Properties LLC and Janet Walker [property owner] is requesting a variance for the property located at 7237 Havenwood Drive. The purpose for this variance is to be able to allow a 5' encroachment into the drainage easement between 7233 and 7237 Havenwood [the home is already built]. Chairman Stilwell calls for any questions or comments regarding this request. Commissioner Wood makes a motion to approve this request. Commissioner Clements second. **Motion carried 6-1 with Commissioner Gibson voting "no".**

*E. North Street; 1301 E. North Street [Variance for Dumpster Location]*

Chairman Stilwell asked Ms. Matthews to introduce the variance request. Ms. Matthews reads the memorandum that states that Richardson Engineering is requesting approval of a variance for the multi-family development on E. North Street. The purpose of this variance is to allow for a dumpster to be located on a front facing street. Chairman Stilwell calls for any questions or comments regarding this request. Eric Richardson speaks in favor of this request. Discussion is made around the room regarding extra landscaping and screening for the dumpster area. Mr. Richardson states that he will add additional landscaping and make sure it is screened properly. Commissioner Burks makes a motion to approve this request. Commissioner West second. **Motion carried 7-0.**

**Planning Commission**

CITY OF BENTON, ARKANSAS  
**Board of Adjustments/Planning & Zoning Meeting**  
Tuesday, December 3<sup>rd</sup>, 2024  
6:00 P.M.

*E. North Street; 1301 E. North Street [Site Plan for Multi-Family Development]*

Chairman Stilwell asked Ms. Matthews to introduce the site plan. Ms. Matthews reads the memorandum that states that Richardson Engineering is requesting approval of a site plan for a multi-family development at 1301 E. North Street. The property is currently zoned R8 [Multi Family District] and multifamily developments with up to 16 units per acre are a permitted use. Chairman Stilwell calls for any questions or comments regarding this request. Eric Richardson speaks in favor of this request. Discussion is made around the room regarding more landscaping. Commissioner West makes a motion to approve this request with the modified landscaping. Commissioner Wood second. **Motion carried 7-0.**

*#800-12710-000 [1600 Dixie Street; Conditional Use for Afterschool Care]*

Chairman Stilwell asked Ms. Matthews to introduce the conditional use request. Ms. Matthews reads the memorandum that states that Men's Alliance of Progress and Farisha Brown is requesting approval of a conditional use permit for 1600 Dixie Street [Ralph Bunche Community Center]. The purpose of this conditional use request is to allow for an after-school program to be located at the community center. Chairman Stilwell calls for any questions or comments regarding this request. Ms. Brown speaks in favor of this request. Commissioner West makes a motion to approve this item. Commissioner Gibson second. **Motion carried 7-0.**

*510 Highway 5 [Conditional Use for Medical Marijuana Dispensary]*

**This item has been withdrawn per applicant request.**

*Annexation for Christy Acres*

Chairman Stilwell asked Ms. Matthews to introduce the Annexation request for Christy Acres. Ms. Matthews reads the memorandum that states that Rodney Wright [property owner] is requesting the annexation of their property "Christy Acres" [lots 37-39 of the Christy Acres Subdivision. They are requesting that this property be zoned R2 [single family detached housing district]. Chairman Stilwell calls for questions or comments regarding this request. Commissioner Gibson makes a motion to approve this annexation. Commissioner West second. **Motion carried 7-0.**

*Other Business*

Ms. Matthews wanted to let the Commissioners know that the following Commissioners have come up for renewal and have already agreed to continue their position on the Planning Commission. This will go before the December City Council:

Commissioner West  
Commissioner Gibson  
Commissioner Burks  
Commissioner Stilwell

CITY OF BENTON UTILITY COMMISSIONERS MEETING  
MONDAY, NOVEMBER 4, 2024, 6:00 P.M.,  
ELECTRIC UTILITY BUILDING  
1827 DALE AVENUE

The City of Benton Utility Commissioners met in regular session Monday, November 4, 2024, at the Electric Utility Building, 1827 Dale Avenue.

The meeting was called to order at 6:00 p.m. by Commission Chairman Johnston.

The invocation was given by Commission Chairman Johnston.

Commission Member Ponder led the Pledge of Allegiance.

When the roll was called, Commissioners present were:

Brad Johnston, Chairman  
Jerry Ponder, Vice Chairman  
David McCollum, Commission Member  
Jana Hogue, Commission Member

A quorum was declared with 4 members present.

Commission Chairman Johnston asked if everyone had read the regular meeting minutes of October 7, 2004, and if so, is there a motion. Commission Member McCollum made a motion to accept the minutes as presented and be filed for future reference. The motion was seconded by Commission Member Ponder. Commission Chairman Johnston called for a voice vote. All commission members present voted in the affirmative. The minutes were approved with all commission members voting in the affirmative.

#### Departmental Reports

##### A. Safety/Personnel Update

Mrs. Terrie Sossamon, Human Resources Manager gave the monthly update on employee numbers, both budgeted and actual, workers' comp claims, safety classes and new employees.

##### B. September Financials

Mr. Jimmy Garrett, CFO, went through the financials for September. In September, revenues were 1,053,535 revenues over expenses. He explained the large amount was due to 492,884.75 paid by the Saline Manor for the gravity sewer extension to their new property on Benton Parkway. He then went through the cash balances, franchise fees, revenues versus expenditures by department and bad debts. He talked about the construction work in progress and the cash balance. Commission Member McCollum

Ponder seconded the motion. Commission Chairman Johnston called for a voice vote. Motion was approved with all commission members present voting in the affirmative.

#### D. Bid Approval for Extension of Sewer Main to Nursing Home

Pulled from Agenda

#### E. Preliminary 2025 Budget

Mr. Garrett asked the commission if they wanted to discuss the proposed budget that they had received on the prior Thursday. Commission Member McCollum said he would like to look it over and then possibly have a work session. The other commissioners in attendance agreed. A decision was made to have a work session on November 18, 2024, at 6:00 p.m. and then bring it back to the December 2<sup>nd</sup> meeting for possible approval.

#### Announcements

Commission Chairman Johnston said the next regular meeting date would be Monday, December 2 at 6:00 p.m.

Commission Member Ponder made a motion to adjourn with a second by Commission Member Hogue. Commission Chairman Johnston called for a voice vote. All commission members present voted in the affirmative. The meeting was adjourned at 6:53 p.m.

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Brad Johnston, Commission Chairman

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Madeline Wilson, Recording Secretary

# **Benton Advertising & Promotion Commission**

## **Agenda**

**November 20, 2024**

**3:30 pm at the Benton Municipal Complex in Council Chambers**

**I. Call to Order**

<b>II. Roll Call</b>	<b>Present</b>	<b>Absent</b>
Frank Baptist	_____	_____
Steve Brown	_____	_____
Alison Burch	_____	_____
Bill Eldridge	_____	_____
Elgin Hamner IV	_____	_____
Luke Moody	_____	_____
Greg Shinn	_____	_____

**III. Minutes from October Meeting**

**IV. Financial Reports**

A. Profit and Loss Reports – Jordan Woolbright

B. Bank Balances and Collections Report – Mandy Spicer

**V. Administrative**

Delinquency Report – Mandy Spicer

**VI. Funding**

None

**VII. Report from Benton Event Center – Nikki Chumley**

**VIII. Report on the Development of Exit 114 Property – Bill Eldridge**

**IX. Old Business**

A. Expiration of Two Commissioner Terms – Alison Burch

B. A&P Marketing Committee – Frank Baptist

**X. New Business**

Next Meeting Date – December 11

**XI. Other Business**

**XII. Adjournment**

Focus Group profit and loss statement: for the month of September 2024 total income of \$19,508.76 and total expenses of \$0 resulting in net income of \$19,508.76. For the year to date as of September 2024 total income of \$176,755.75 and total expenses of \$0 resulting in net income of \$176,755.75.

#### B. Bank Balances and Collections Report

Mandy Spicer presented the bank accounts with the following balances as of September 30, 2024:

	Statement Balance	Prev. Month's Balance
A&P Collections General	\$4,593.29	\$6,588.91
Bond Account	Closed	Closed
A&P Large Project Checking	\$2,254,417.07	\$2,159,258.57
A&P Small Project Checking	\$1,141,860.19	\$1,102,971.58
A&P General Operating Checking	\$131,638.79	\$144,032.16
Benton Focus Group Checking	\$589,548.15	\$570,039.39
Benton Event Center Gen Operating Checking	\$433,352.10	\$414,337.38
Benton Event Center Savings	<u>\$391,140.64</u>	\$389,786.53
	\$4,946,550.23	

#### V. ADMINISTRATIVE

Collections received in the month of September 2024 were \$173,613.62 which is 0.11% more than September 2023. There are 31 delinquencies for the month and the majority of them are food trucks. Two of them are pretty behind but not to the point of having a hearing. One previous payer who was very far behind has paid in full. Below are the amounts collected in September of this year along with September of the previous five years:

September 2024 Collections:	\$173,613.62
September 2023 Collections:	\$173,416.93
September 2022 Collections:	\$155,200.96
September 2021 Collections:	\$143,658.46
September 2020 Collections:	\$126,876.64
September 2019 Collections:	\$119,508.52

Luke Moody made a motion to accept the financial reports as presented by Jordan Woolbright and Mandy Spicer. Elgin Hamner seconded. Motion carried.

#### VI. FUNDING REQUESTS

None.

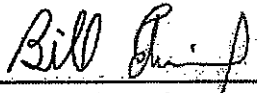
C. The next A&P meeting will be Wednesday, November 13.

XI. OTHER BUSINESS

None

XII. ADJOURNMENT

Luke Moody made a motion to adjourn the meeting. Frank Baptist seconded. Motion carried. The meeting was adjourned at 3:55 pm.

  
\_\_\_\_\_  
Bill Eldridge, Chairman

  
\_\_\_\_\_  
Amy McCormick, Recording Secretary



**Benton A&P Commission**  
**Profit & Loss Budget vs. Actual - A&P - Modified Cash Basis**  
**Substantially All Disclosures Required by the Modified Cash Basis of Accounting Omitted**  
**October 2024**

	<u>Oct 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Interest	399.44	250.00	149.44	159.78%
Sales Tax Revenue	17,232.54	16,540.66	691.88	104.18%
<b>Total Income</b>	<u>17,631.98</u>	<u>16,790.66</u>	<u>841.32</u>	<u>105.01%</u>
<b>Gross Profit</b>	<u>17,631.98</u>	<u>16,790.66</u>	<u>841.32</u>	<u>105.01%</u>
<b>Expense</b>				
Accounting Services	500.00	550.00	(50.00)	90.91%
Advertising Expense	0.00	420.00	(420.00)	0.0%
Comp. for Commissioners	600.00	750.00	(150.00)	80.0%
Funding	11,908.07	4,166.66	7,741.41	285.79%
Legal Counsel	1,200.00	1,200.00	0.00	100.0%
Postage	0.00	40.00	(40.00)	0.0%
Service Agreement	6,658.33	6,658.33	0.00	100.0%
<b>Total Expense</b>	<u>20,866.40</u>	<u>13,784.99</u>	<u>7,081.41</u>	<u>151.37%</u>
<b>Net Ordinary Income</b>	<u>(3,234.42)</u>	<u>3,005.67</u>	<u>(6,240.09)</u>	<u>(107.61%)</u>
<b>Net Income</b>	<u>(3,234.42)</u>	<u>3,005.67</u>	<u>(6,240.09)</u>	<u>(107.61%)</u>

NO ASSURANCE IS PROVIDED ON THESE STATEMENTS.

**Benton A&P Commission**  
**Profit & Loss Budget vs. Actual - Event Center - Modified Cash Basis**  
**Substantially All Disclosures Required by the Modified Cash Basis of Accounting Omitted**  
**October 2024**

	<u>Oct 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Interest	2,642.68	2,300.00	342.68	114.9%
<b>Sales-Revenue</b>				
Alcohol Sales-Beer/Wine	1,677.71	2,751.81	(1,074.10)	60.97%
Alcohol Sales-Mixed Drinks	1,237.12	656.79	580.33	188.36%
Sales-Revenue - Other	28,681.54	41,443.00	(12,761.46)	69.21%
<b>Total Sales-Revenue</b>	<u>31,596.37</u>	<u>44,851.60</u>	<u>(13,255.23)</u>	<u>70.45%</u>
Sales Tax Revenue	17,232.54	16,540.66	691.88	104.18%
<b>Total Income</b>	<u>51,471.59</u>	<u>63,692.26</u>	<u>(12,220.67)</u>	<u>80.81%</u>
<b>Gross Profit</b>	51,471.59	63,692.26	(12,220.67)	80.81%
<b>Expense</b>				
Alcohol Expense	0.00	121.01	(121.01)	0.0%
Bank Service Fees	283.24	541.41	(258.17)	52.32%
Building Alarm System	147.61	147.61	0.00	100.0%
Cable TV	186.35	184.22	2.13	101.16%
Cleaning Service	1,190.00	1,441.00	(251.00)	82.58%
Contract Labor	2,905.00	4,147.35	(1,242.35)	70.05%
Health Insurance	1,213.43	1,213.43	0.00	100.0%
Internet	323.95	333.45	(9.50)	97.15%
Labor Expenses	13,391.98	13,419.83	(27.85)	99.79%
Linen & Supplies	133.76	0.00	133.76	100.0%
Mileage Reimbursement	0.00	73.25	(73.25)	0.0%
Office Expense	205.01	350.00	(144.99)	58.57%
Pest Control Expense	65.63	65.63	0.00	100.0%
Repairs & Maintenance	6,018.29	2,826.69	3,191.60	212.91%
Supplies	1,558.32	626.06	932.26	248.91%
Telephone Expense	192.36	84.40	107.96	227.92%
Trash Pickup	611.42	386.49	224.93	158.2%
Utilities	6,784.90	6,308.19	476.71	107.56%
Website	59.95	59.95	0.00	100.0%
<b>Total Expense</b>	<u>35,271.20</u>	<u>32,329.97</u>	<u>2,941.23</u>	<u>109.1%</u>
<b>Net Ordinary Income</b>	<u>16,200.39</u>	<u>31,362.29</u>	<u>(15,161.90)</u>	<u>51.66%</u>
<b>Net Income</b>	<u>16,200.39</u>	<u>31,362.29</u>	<u>(15,161.90)</u>	<u>51.66%</u>

NO ASSURANCE IS PROVIDED ON THESE STATEMENTS.

**Benton A&P Commission**  
**Profit & Loss Budget vs. Actual - Focus Group - Modified Cash Basis**  
**Substantially All Disclosures Required by the Modified Cash Basis of Accounting Omitted**  
**October 2024**

	<u>Oct 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Interest	1,904.50	1,200.00	704.50	158.71%
Sales Tax Revenue	17,232.54	16,540.66	691.88	104.18%
<b>Total Income</b>	<u>19,137.04</u>	<u>17,740.66</u>	<u>1,396.38</u>	<u>107.87%</u>
<b>Gross Profit</b>	<u>19,137.04</u>	<u>17,740.66</u>	<u>1,396.38</u>	<u>107.87%</u>
<b>Net Ordinary Income</b>	<u>19,137.04</u>	<u>17,740.66</u>	<u>1,396.38</u>	<u>107.87%</u>
<b>Net Income</b>	<u>19,137.04</u>	<u>17,740.66</u>	<u>1,396.38</u>	<u>107.87%</u>

NO ASSURANCE IS PROVIDED ON THESE STATEMENTS.

**Benton Advertising & Promotion Commission Bank Account Balances**  
**October 31, 2024**

Account Name		Acct #	Statement Balance	Previous Month's Balance
<b>Cash Accounts:</b>				
A&P Collections General		***1584	8,873.72	4,593.29
Bond Account		***1592	CLOSED	CLOSED
				0.00
A&P Large Project Checking	50%	***0318	2,341,480.52	2,254,417.07
A&P Small Project Checking	20%	***0348	1,180,014.10	1,141,860.19
A&P General Op Checking	10%	***3297	133,788.70	131,638.79
Benton Focus Group Checking	10%	***2274	608,685.19	589,548.15
				0.00
Benton Event Center General Op Checking	10%	***2640	441,687.80	433,352.10
Benton Event Center Savings		***9832	392,403.01	391,140.64

**TOTAL OPERATING CASH & INVESTMENTS**

**5,106,933.04**

## **NOTICE**

**The following businesses are delinquent in the  
remittance of their Benton Advertising and Promotion Tax  
as of November 10, 2024**

**4 the Love of Pizza  
1005 South Street Express  
Applebee's  
Arctic Freeze N Crunch  
Braggs Big Bites  
Breitweiser's Meat Market  
Dawson's Farm  
Daylight Nutrition  
Deb's Jams  
Jefferson's Mobile Grilling  
Koffee With a Kause  
La Calle 7  
Niecy's  
On the Hook Fish & Chips  
Pasta J  
Phonzie's 1 Stop Hog Shop  
Picky Nikki's  
Scoopy's Homemade Ice Cream  
SuperStop (David Benton Road LLC)  
Taqueria El Habanero  
The Arkansas Smasher  
The Magic Food Bus  
The Mighty Crab  
Wells Fun Company  
Wholly Schmidt  
Zaxby's**

**This notice is being placed in accordance with the Benton Advertising and  
Promotion Commission Delinquency Policy, as adopted November 15, 2012.**

**MINUTES OF THE BENTON CITY COUNCIL**  
**Special Called Session**  
**December 19, 2024**  
**Benton Municipal Complex**

**The Benton City Council was called to order at 5:30 p.m.**

**The invocation was given by the Mayor.**

**Council Member Donnor led the pledge of allegiance.**

**The following persons were in attendance:**

<b>Council Member Frank Baptist</b>	<b>Council Member Steve Brown</b>
<b>Council Member Ann Spencer-Cole</b>	<b>Council Member Evelyn Reed</b>
<b>Council Member Bill Donnor</b>	<b>Council Member Jeff Morrow</b>
<b>Council Member Judd Hart</b>	<b>Council Member Steve Lee</b>
<b>Council Member Jeff Hamm</b>	<b>Cindy Stracener, City Clerk</b>
<b>Baxter Drennon, City Attorney</b>	<b>Abtin Mehdizadegan, Human Resource Director</b>
<b>Tom Farmer, Mayor</b>	

**Nine (9) council members were present. A quorum was declared.**

**The Mayor turned the meeting over to Council Member Donnor since he is the chairman of the personnel committee. Council Member Donnor stated that the interviews would consist of 12 questions with a maximum time of 15 minutes. Council Member Reed will ask the questions, and everyone will get the same questions.**

**The following individuals were interviewed John Mesker, Ken Slocum III, James Hatchett, Trevor Villines, Bruce Armstrong and Jordan Abels. Following the interviews a 10-minute break was taken.**

**The meeting was reconvened. Council Member Donnor asked for a motion to go into executive session. Council Member Hart made a motion to go into executive session. Seconded by Council Member Lee. The council left the chambers to convene the executive session.**

**The council reconvened in the council chambers. The Mayor thanked those who interviewed. Council Member Donnor stated that we had the best candidates in 18 years to apply for this one position. Council Member Hart made a nomination, motion for Trevor Villines to fill Ward 4 position 2. Seconded by Council Member Morrow. Roll was called which resulted in Council Member Baptist yes, Council Member Brown yes, Council Member Spencer-Cole yes, Council Member Reed yes, Council Member Donnor yes, Council Member Morrow yes, Council Member Hart yes, Council Member Lee yes, and Council Member Hamm yes. Motion was approved with 9 affirmative votes.**

**The meeting was adjourned at 7:33 p.m.**

**\_\_\_\_\_  
Tom Farmer, Mayor**

**\_\_\_\_\_  
Cindy Stracener, City Clerk**

## **RESOLUTION NO. 1 OF 2025**

### **A RESOLUTION ESTABLISHING THE TIME OF THE COUNCIL MEETINGS, SETTING ITS MEETING AGENDA, AND ESTABLISHING RULES FOR CONDUCTING COUNCIL AND COMMITTEE MEETINGS; AND FOR OTHER PURPOSES**

**WHEREAS**, Ark. Code Ann. §14-43-501 requires the City Council of the City of Benton, Arkansas, to organize annually and establish the rules of its proceedings; and

**WHEREAS**, in accordance with this statutory requirement, the City Council does hereby adopt the following rules for its proceedings for the coming year.

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

**SECTION 1:** The City Council shall meet in regular session at 6:00 pm, or immediately following the Agenda Meeting, whichever is earlier, on the fourth Monday of each month, unless by a 2/3rds (7 of the 10-member council) vote, the council votes to reschedule the meeting for at least 20 days prior to the normally scheduled monthly meetings. In the month of December, the council meeting may be held on a date determined by the Mayor. -Should the Mayor determine that there is insufficient business for the City Council, he may cancel the meeting on the Friday before the regularly scheduled date.

**SECTION 2:** In accordance with Ark. Code Ann. §14-43-502(b)(2), special council meetings may be called by the Mayor or any three members of the City Council. Notice must be given at least 48 hours prior to the special meeting. Emergency meetings may be called on shorter notice, provided however that at least the two (2) hour notice required by the Arkansas Freedom of Information Act is given to the representatives of the news media in accordance with Ark. Code Ann. §25-19-106(b)(2).

**SECTION 3:** An agenda meeting shall be held at a time designated by the Mayor prior to the regularly scheduled council meeting to review those items on the agenda and to hear any informal reports from the Mayor, City Attorney, or a Council Member. Discussion of the agenda items will be limited to the Council Members, Mayor, City Attorney, any employee of the City, and any individual who has scheduled business before the council that day. Public comments concerning items on the agenda shall occur during the regularly called meeting and during any

specially called meeting. Public comment is also welcome at any committee meeting of the City Council on the matters before it.

**SECTION 4:** The agenda for any business to be considered at any regularly scheduled council meeting shall be prepared by the Mayor and available to all members of the Council and to any citizen on or about Noon (12:00 PM) on Friday prior to any regularly scheduled council meeting or when it is otherwise complete by posting it on the City's website. The agenda may include any item sponsored by the Mayor or any member of the City Council, City Commission, or any member of the general public provided that such item or items have been submitted to the Mayor or the Mayor's executive assistant no later than 12:00 pm on the Tuesday before said regularly scheduled meeting. No item, whether new or old business, may be added to the agenda unless at the agenda meeting that precedes the regularly scheduled meeting, the council suspends the rule by at least a 2/3 vote of all members of the whole council to add any item or items to its agenda. Any item, whether new or old business, may also be added to the agenda by the Mayor at or before the agenda meeting. A report of any item added to the agenda during the agenda meeting shall be made during the council meeting.

**SECTION 5:** All ordinances and resolutions shall first be considered and approved by the appropriate committee of the City Council before being placed on the council meeting agenda unless the council waives this requirement by at least a 2/3 vote of the whole council in the agenda meeting. Any item may also be placed on the council agenda if it is sponsored by the Mayor without the approval of a committee.

**SECTION 6:** The Mayor shall be ex-officio president of the council and shall preside at its meetings including the agenda meeting. In the absence of the Mayor, the council shall elect a president pro-tempore to preside at that meeting. All proceedings of the council shall be governed by the Procedural Rules for Municipal Officials. The order of business for all regularly scheduled meetings shall be as follows:

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of previous meeting Minutes (and special meeting minutes)
6. Special presentations or proclamations
7. Approval of the financial report from the previous month (when applicable)



8. Reports of all standing committees by the committee chair, to include any ordinances or resolutions pertinent to the committee.
9. Public Comments
10. Unfinished Business
11. Announcements
12. Adjournment

**SECTION 7:** All ordinances of a general or permanent nature shall be read fully and distinctly one (1) time. By passage of this resolution and as authorized by Ark. Code Ann. §14-55-202, the rules are hereby suspended for the second and third readings on all ordinances considered this year and the one (1) reading shall constitute all three readings. Voting on the ordinance may occur after the first full reading. However, should any Council Member or the Mayor request during the meeting that an ordinance be read fully on the second and third readings, the rules shall be deemed to not be suspended and the ordinance shall be read fully and distinctly on the second and third readings commencing at the next City Council meeting unless the City Council votes to suspend the rules in accordance with Ark. Code Ann. §14-55-202. The City Council may also waive the one (1) full reading requirement should two-thirds (2/3's) of the City Council vote to read by title only. Unless noted otherwise, all ordinances shall be published.

With respect to resolutions, the title of the resolution shall contain sufficient information to inform a person about the relevant contents of the resolution. All resolutions shall be read by title only unless any Council Member or the Mayor requests during the meeting that the resolution be read fully.

**SECTION 8:** Any and all discussions, comments, and/or debates by any member of the council, mayor, and other interested persons shall be limited to no more than three (3) minutes per person, per measure. Extensions of this time may be granted by the City Council by majority vote. Explanations of a measure as well as responses to questions about the measure, which are made by a Council Member, official, department head, employee or citizen who is bringing the measure before the council, or any advice by the City Attorney, shall not be included in the council's three (3) minute time limit.

**SECTION 9:** A quorum of the council members must be present for any council meeting or special council meeting to be held. Council working sessions may be called when no quorum is present; however, no decisions or votes shall be taken by the members unless a quorum is present.

**SECTION 10:** Unless otherwise changed during the preceding City Council meeting, committee meetings shall take place in accordance with the calendar attached hereto as Exhibit 1. Emergency committee meetings may be called on shorter notice, provided that at least the two (2) hour notice required by the Arkansas Freedom of Information Act is given to the representatives of the news media in accordance with Ark. Code Ann. §25-19-106(b)(2). Committee chairs shall be responsible for working with the committee's staff liaison to notify the media, the public, the Mayor, and all elected officials of all regular and special committee meetings.

**SECTION 11:** A quorum of the committee members must be present for the committee meeting. For purposes of committee meetings, a quorum is established by the presence of the chair or vice chair of the committee and three additional members of the City Council. The presence of a council member may be by telephone, video conference, or other electronic means. When any such member has a virtual presence at the meeting, the chair of the committee shall insure that the council member is properly identified, the council member is able to hear the discussion of the committee, and the attendees in the room may also hear the council member as well. A committee member present by virtual means shall be counted to determine if a quorum is present. If less than a quorum of the committee members is present, the committee may discuss and take public comment, but no vote shall occur on any matter before the committee. If a quorum of the committee members is present, the committee chair shall have the exclusive decision regarding the voting procedures of the committee; however, all council members present either in person or virtually shall be allowed to vote at the meeting on any pending measure. No committee member shall have more than one vote. Committee assignments shall take place at the organizational meeting of the City Council.

**SECTION 12:** A brief summary of all discussions and decisions of the committee shall be reported at the following council meeting by the chair of the committee or his/her committee representative. The committee chairs shall ensure that the document retention policy of the City is abided by with respect to committee meeting records.

**SECTION 13:** The agenda for any business to be transacted at any special meeting or committee meeting shall be limited to the purpose for which said meeting was called. Provided that it pertains to the purpose for which said meeting was called, the agenda for the special meeting can include more than one item. The committee chair in conjunction with the City administration shall set the agenda for each

committee meeting. Items may be added to the agenda by the committee chair with the consent of the majority of the committee members present during the meeting.

**SECTION 14:** All cell phones will be silenced during City Council meetings with the exception of public safety employees who are in attendance.

**SECTION 15:** The officers and the governing body of the City shall perform the following duties during the course of the year:

- a. The Mayor, pursuant to Ark. Code Ann. §14-43-504, shall serve as the Chief Executive Officer of the City and shall have all powers and duties conferred upon the office in accordance with the foregoing statute as well as any other applicable statute or ordinance in managing the business affairs of the City.
- b. The City Council as a collective body, pursuant to Ark. Code Ann. §14-43-502, shall serve as the legislative branch of the City and shall have all corporate powers and duties assigned to it that have not otherwise been conferred upon another officer of the City or that may be prohibited by law, in accordance with the foregoing statute as well as any other applicable statute or ordinance.
- c. The City Clerk, pursuant to Ark. Code Ann. §14-43-313 and Ark. Code Ann. §14-43-506, shall maintain custody of all the laws and ordinances of the City and shall also keep a regular and correct journal of the proceedings of the City Council and shall perform such other duties as may be prescribed by the City Council by ordinance as well as such other duties that may be prescribed by statute.
- d. The City Attorney, pursuant to Ark. Code Ann. §14-43-313, shall perform such duties as may be prescribed by the City Council by ordinance and shall also perform such other duties that may be prescribed by statute.

**SECTION 16:** During the committee meeting held in January, April, June, and September, the City Attorney shall meet with the Community Services Committee to review the City's litigation report.

**SECTION 17:** As authorized by Act 2 of 2020, should the Governor declare a disaster emergency under the Arkansas Emergency Services Act of 1973, Ark. Code Ann. § 12-75-101 et. seq., the City Council or any City Commission or any committee thereof, may assemble, gather, meet, and conduct an open public meeting through electronic means, including without limitation by: (A) Telephone; (B) Video conference; or (C) Video broadcast.

If an open public meeting is held under this section, the following shall occur: (A) The public may attend the open public meeting using electronic means; and (B) Notice of the method the public may attend the open public meeting shall be published with the notice of the open public meeting.

Physical presence of the public or of an individual member of the public entity at the open public meeting is not required under this section. The open public meeting shall be recorded in the format in which it is conducted, including without limitation: (A) A sound-only recording; (B) A video recording with sound and picture; or (C) A digital or analog broadcast capable of being recorded. The City Clerk shall maintain the records of an open public meeting held under this subsection for a minimum of one (1) year from the date of the open public meeting. The chair of any commission or a committee holding a public meeting under this section shall be responsible for making certain copies of the recordings required herein transmitted to the City Clerk for filing.

**SECTION 18:** Committees of the City Council include the following: Finance; Parks Committee; Community Service; Animal Services; Streets and Drainage; Personnel, Health & Safety; and Commissions.

**PASSED AND APPROVED** this the \_\_\_\_\_ day of January 2025.

---

Tom Farmer, Mayor

---

Cindy Stracener, City Clerk

**Benton**  
THE HEART OF ARKANSAS  
SINCE 1836

THE HEART OF AFRICA'S  
SINCE 1880

Sunday Monday Tuesday Wednesday Thursday Friday Saturday

29	30	31	1	2	3	4
		ACDI & CITY NYE BALL DROP	City Offices Closed	Resolution 1 Meeting 5 PM		
5	6	7	8	9	10	11
	PUC Meeting 6 PM	Planning Commission 6PM	SC Cares 8:30 AM  A&P Commission 3:30pm			
12 UALR	13	14	15	16	17	18
BASEBALL CLINIC 1PM B&G CLUB	Committee Week		Dept. Head Meeting		Mother/Son Dance	MLK Day Parade & Block Party 10A-3P
19	20	21	22	23	24	25
	MLK DAY BREAKFAST City Offices Closed MLK Day		METRO PLAN Chamber Board Meeting	CAPDD		
26	27	28	29	30	31	
	City Council Meeting 5:30PM	KVRE 501-922-6007				

**Youth/Adult Programs @ River Center 6th, 7th, 13th, 14th, 16th, 21st, 23rd, 27th, 29th, 30th**

**Benton**  
THE HEART OF ARKANSAS  
SINCE 1836

**Youth/Adult Programs @ River Center 3rd, 4th, 10th, 11th, 13th, 18th, 20th, 24th, 25th, 27th**

**Benton**  
THE HEART OF ARKANSAS  
SINCE 1837

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
23	24	25	26	27	28	1
2	3	4	5	6	7	8
	PUC Meeting 6PM	Chamber Banquet P&Z Meeting 6PM				Wild Game Banquet
9 Quilts of Valor	10 Committee Week	11	12 Dept. Head Meeting A&P Meeting 3:30p	13	14	15 St. Patrick's Day 5K Bike Park Work Day
16	17 St. Patrick's Day City Council Meeting 5:30PM Noah's Bday	18	19	20	21 Spring Break Starts	22
23	24	25 KVRB 501-922-6007 ____ SPRING	26 Chamber Board Meeting METRO PLAN BREAK _____	27 CAPDD _____	28	29 Vietnam Veterans Day
30	<b>EVENTS</b>  <div> <div>March 7-9 Age Group Champs Swin Meet</div> <div>March 7th Big Press Weightlifting</div> <div>March 15th Benton Parks &amp; Recreation 8th Annual St. Patrick's Day 5K &amp; Fun Run</div> <div>March 15th Community Mt. Bike Park Work Day</div> </div>					
Youth/Adult Programs @ River Center 3rd, 4th, 6th, 10th, 11th, 13th, 17th, 18th, 20th, 24th, 25th, 27th, 31st						

**Benton**  
THE HEART OF ARKANSAS SINCE 1902

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31	1	2	3	4	5
6 Quilts of Valor 1:00 PM FCA Banquet	7 PUC Meeting 6PM	8 P&Z Meeting 6 PM	9 A&P Commission 3:30 P.M.	10	11 Art in the Park FCA Scramble Boys Club Scramble	12 Farmers Market Open UW Easter Egg Hunt Farmers Market
13	14 Committee Week	15	16 Dept Head Meeting	17 THIRD THURSDAY	18 Good Friday Schools Out	19 Farmers Market Bike Park Work Day
20 EASTER	21	22	23 METRO PLAN Chamber Board Meeting	24 CAPDD	25 Mercy Lunch Courthouse Lawn Jerry Ponder Scramble	26 Farmers Market
27	28 City Council Meeting 5:30 PM	29 KVVU 501-922-6007	30			
<b>EVENTS</b> April 4th-6th Matritarch BB Tourney April 10th Inspire Saline Rec Fair April 25th-27th Raining Buckets BB Tourney April 30th Benton Parks Emergency Action Plan Training						

Youth/Adult Programs @ River Center 1st, 3rd, 7th, 8th, 10th, 14th, 15th, 17th, 21st, 22nd, 24th, 28th, 29th



**Benton**  
THE HEART OF ARKANSAS  
SINCE 1882

[illegible]

# June 2025



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7 Farmers Market
	MYAC 5PM PUC Meeting 6PM	P&Z Meeting 6PM				
8	9	10	11	12	13	14 Farmers Market
	Committee Week		Dept Head Meeting A&P Meeting 3:30 PM			
15 Father's Day	16	17	18	19	20	21 Farmers Market FLAG DAY
				City Offices Closed JUNETEENTH THIRD THURSDAY	Movie in the Park	
22	23	24	25	26	27	28 Farmers Market
	City Council Meeting 5:30 PM	KVBE 501-922-6007	METRO PLAN Chamber Board Meeting	CAPDD		
29 Quilts of Valor 1:00 PM	30	1	2	3	4	5 Farmers Market
				FIRE WORKS		
6	<b>EVENTS</b> June 6th USA Youth Softball Tourny June 14th-16th Baseball Tournament June 14 or 21 Juneteenth Celebration Youth/Adult Programs @ River Center 2nd, 3rd, 5th, 9th, 11th, 12th, 16th, 17th, 23rd, 24th, 26th, 30th					

**Benton**  
THE HEART OF ARKANSAS  
SINCE 1885

[illegible]

# August 2025



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2 Farmers Market Back to School Picnic at RB Park 9-1 Habitat Murder Mystery Dinner at Enclave
3	4 PUC Meeting 6PM	5 P&Z Meeting 6PM	6	7	8 AMPLIFY	9 Farmers Market AMPLIFY
10	11 Committee Week	12	13 Dept. Head Meeting A&P Meeting 3:30 PM	14	15 Maroon/Grey Scrimmage	16 Farmers Market
17	18	19	20 Chamber Board Meeting	21 THIRD THURSDAY	22	23 Farmers Market
24	25 City Council Meeting 5:30 PM	26 KVRE 501-922-6007 Salt Bowl Pep Rally	27 METRO PLAN Salt Bowl Press Conference	28 CAPDD	29 Salt Bowl	30

**EVENTS**  
 August 1st or 15th 6th Annual Inclusive Dance  
 August 2nd or 16th 8th Annual Glow Run

Youth/Adult Programs 4th, 5th, 7th, 11th, 12th, 14th, 16th, 19th, 21st, 25th, 26th, 28th

# September 2025



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1 CITY OFFICES CLOSED	2 Saline Co Fair & Rodeo Parade P&Z Meeting 6 P.M.	3 Saline Co Fair & Rodeo	4 Saline Co Fair & Rodeo	5 Saline Co Fair & Rodeo	6 Farmers Market Saline Co Fair & Rodeo
7	8 Committee Week	9	10 Dept. Head Meeting A&P Meeting 3:30p	11	12	13 Farmers Market
14	15 PUC Meeting 6PM	16	17	18 Saline Co Home Builder Scramble	19 Rob Williams Scramble Longhills	20 Farmers Market Saline River Canoe Race 8A-12P
21	22 City Council Meeting 5:30 PM	23 KVRE 501-922-6007	24 METRO PLAN Chamber Board Meeting	25 THIRD THURSDAY CAPDD	26	27 Farmers Market Swap Shaop ??????
28	29					

## EVENTS

September 20th Benton  
Parks & Rec Saline River  
Canoe Race

Youth/Adult Programs 4th, 6, 9th, 11th, 15th, 16th, 18th, 22nd, 23rd, 25th, 29th, 30th

**Benton**  
THE HEART OF ARKANSAS SINCE 1885

## EVENTS

**Youth/Adult Programs @ River Center 2nd, 6th, 7th, 9th, 13th, 14th, 16th, 20th, 21st, 23rd, 27th, 28th, 30th**

**Benton**  
THE HEART OF ARKANSAS SINCE 1927

[illegible]

**Benton**  
THE HEART OF ARKANSAS  
SINCE 1836

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1 CHRISTMAS PARADE PUC Meeting 6PM	2 F&Z Meeting 6PM	3	4	5	6
7	8 Committee Week	9	10 A&P Meeting 3:30p	11	12	13
14	15 City Council Meeting 5:30 PM	16	17 METRO PLAN	18 CAPDD	19	20
21	22	23	24 CITY OFFICES CLOSED	25 CITY OFFICES CLOSED	26	27
28	29	30	31 ACDI NEW YEARS EVE BALL DROP	I CITY OFFICES CLOSED	2	
EVENIS	Skating Rink Open Dec 1-Jan 5	Small Town Christmas Events Dec 1-20				
Youth/Adult Programs @ River Center 1st, 2nd, 4th, 5th, 8th, 9th, 11th, 12th, 15th, 16th, 18th, 19th		Dec 20th-22nd Holiday Classic Swim Meet				





**RESOLUTION 1 OF 2025 MEETING  
JANUARY 2, 2025  
5:00 P.M.  
COUNCIL CHAMBERS**

- |             |   |                            |
|-------------|---|----------------------------|
| <b>I.</b>   | <b>CALL TO ORDER</b>                                  | <b>Mayor Tom Farmer</b>    |
| <b>II.</b>  | <b>INVOCATION</b>                                     | <b>Mayor Tom Farmer</b>    |
| <b>III.</b> | <b>PLEDGE</b>   | <b>Council Member Reed</b> |
| <b>IV.</b>  | <b>SWEARING IN</b>                                    | <b>Judge Clay Ford</b>     |
| <b>II.</b>  | <b>RESOLUTION 1 OF 2025</b>                           | <b>Mayor Tom Farmer</b>    |
| <b>III.</b> | <b>COMMITTEE CHAIR AND<br/>VICE-CHAIR ASSIGNMENTS</b> | <b>Council Member Reed</b> |
| <b>IV.</b>  | <b>COMMISSION LIAISONS</b>                            | <b>Council Member Reed</b> |
| <b>V.</b>   | <b>ADJOURN</b>  |                            |

Jan. 2, 2025

#### Resolution 1 Meeting Minutes

Mayor Farmer called the meeting to order at 5:00 PM. Mayor Farmer asked everyone to stand and remain standing as we have the invocation and pledge of allegiance. Mayor Farmer prayed, and Council Women Reed led the pledge. Mayor Farmer called Roll and there were 9 presents with 1 absent. Judd Hart was the absent council person.

Mayor Farmer then asked Judge Clay Ford to come forward for the swearing-in of all position 2 council people. Mayor Farmer also instructed each of them to bring their paperwork to the podium. The order in which Judge Ford swore in the council for position 2 were Steve Brown, Evelyn Reed, Jeff Morrow, Trevor Villines, and Jeff Hamm.

Mayor Farmer told the council that before them was a booklet that contained the following items:

1. Resolution 1
2. 2025 Calendar with the changes for the council meetings for the year due to following on a holiday or holiday week
3. Committee Chair, Vice-Chair, and Liaison list from 2024 and a 2025 list of council members to be voted on
4. 2024 Statement of Financial Interest
5. Position 2 for each ward paperwork to be signed by the individual, judge, and turned in.

Mayor Farmer stated that the wording for Resolution 1 was the same as last year. There were no recommendations for changes, but he pointed out that on the Third page under section 7, it states:

For resolutions, the title of the resolution shall contain sufficient information to inform a person about the relevant contents of the resolution. All resolutions shall be read by title only unless any Council Member or the Mayor requests during the meeting that the resolution be read fully.

Mayor Farmer stated that the reason for pointing this out was that all last year when a council member made a motion to adopt a resolution the council would say to read and adopt by title only which is wrong according to the passing of the Resolution.

Mayor Farmer turned the program over to Council Women Reed.

At that time Council Women Reed took nominations for the chair and vice-chair of each committee. She asked for nominations for the Animal Services chair position. Council Member Villines made a motion to nominate himself as the chair. There were no other nominations, and he was voted for. Jeff Hamm was nominated for Vice Chair, and he was voted for.

Council Women Reed asked for nominations for the Commission committee chair position. Council Member Donnor made a motion to nominate Ann Spencer-Cole as the chair and Evelyn Reed as vice-chair. There were no other nominations, and both were voted for.

Council Women Reed asked for nominations for the Community Services chair position. Council Member Donnor made a motion to nominate Evelyn Reed as the chair and Ann Spencer-Cole as vice-chair. There were no other nominations, and both were voted for.

Council Women Reed asked for nominations for the Finance chair position. Council Member Morrow made a motion to nominate Steve Brown as the chair and Council Member Baptist nominated Jeff Morrow as vice-chair. There were no other nominations, and both were voted for.

Council Women Reed asked for nominations for the Personnel/Health & Safety chair position. Council Member Lee made a motion to nominate Bill Donnor as the chair and Council Member Villines nominated Jeff Morrow as vice-chair. There were no other nominations, and both were voted for.

Council Women Reed asked for nominations for the Streets & Drainage chair position. Council Member Lee made a motion to nominate Jeff Hamm as the chair and Council Member Brown nominated Frank Baptist as vice-chair. There were no other nominations, and both were voted for.

Council Women Reed asked for nominations for the Streets & Drainage chair position. Council Member Lee made a motion to nominate Jeff Hamm as the chair and Council Member Brown nominated Frank Baptist as vice-chair. There were no other nominations, and both were voted for.

Council Women Reed asked for nominations for two liaisons for the A&P Commission. Council Member Villians made a motion to nominate Steve Lee, and Council Member Brown nominated Frank Baptist, Council Member Villians withdrew his nomination. There were no other nominations for Position 1 and Council Member Baptist was voted for. In regard to position 2, Council Member Villines made a motion to nominate Steve Lee and Council Member Baptist nominated Steve Brown, the votes were 5 for Steve Brown and 4 for Steve Lee, and a motion was passed to vote for Steve Brown for position 2.

Council Women Reed asked for nominations for the liaison for P&Z. Council Member Donnor made a motion to nominate Ann Spencer-Cole. There were no other nominations, and Council Member Spencer-Cole was voted for.

Council Women Reed asked for nominations for the liaison for PUC. Mayor Farmer informed everyone that Council Member Hart said he would be interested in this position. A motion to nominate Judd Hart. There were no other nominations, and Council Member Hart was voted for.

The meeting was adjourned by Mayor Farmer.

## **2025 Committee Selections**

**Animal Services**  
**Director, Terry Parsons**  
**Chair: Trevor Villines**  
**Vice Chair: Jeff Hamm**

**Commissions Committee**  
**Liaison, Toby Hirscheider**  
**Chair: Ann Spencer-Cole**  
**Vice Chair: Evelyn Reed**

**Community Services**  
**Director, John Parton**  
**Chair: Evelyn Reed**  
**Vice Chair: Ann Spencer-Cole**

**Finance**  
**Director, Many Spicer**  
**Chair: Steve Brown**  
**Vice Chair: Jeff Morrow**

**Parks**  
**Director, Stephanie Jones**  
**Chair: Judd Hart**  
**Vice Chair: Steve Lee**

**Personnel/Health & Safety**  
**Director, Abtin Mehdizadegan**  
**Chair: Bill Donnor**  
**Vice Chair: Frank Baptist**

**Streets & Drainage**  
**Director, John Richey**  
**Chair: Jeff Hamm**  
**Vice Chair: Frank Baptist**

**Liaisons:**  
**A & P Frank Baptist & Steve Brown**

**P&Z Ann Spencer-Cole**

**PUC Judd Hart**

**ORDINANCE NO. 1 OF 2025**

**AN ORDINANCE AMENDING AND CORRECTING ORDINANCE NO. 58 OF 2022 REGARDING WASTEWATER RATES FOR SENIOR CITIZENS; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES**

**WHEREAS**, the City of Benton, Arkansas, owns and operates the City's electric, water, and sewer utility systems; and

**WHEREAS**, in 2022, the City Council passed Ordinance Nos. 57, 58, and 59, setting rates for the electric, water, and sewer utility systems; and

**WHEREAS**, in Ordinance Nos. 57 and 58, the City Council set rates for Senior Citizens, which were intended to represent a ten (10%) percent discount from the standard rates for water and sewer utility services; and

**WHEREAS**, in the years 2023 and 2024, rates consistent with that intent were charged to Senior Citizens, but in 2025 it was discovered that a math error led to an incorrect sewer utility rate being approved for Senior Citizens; and

**WHEREAS**, the City Council has determined that it is in the best interest of the citizens of Benton, Arkansas, to correct the 2025 sewer utility rate for Senior Citizens.

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

**SECTION 1:** Ordinance No. 58 of 2022 is amended and corrected as follows:

Ordinance No. 58

<b>Meter Size</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026-Forward</b>
5/8" & 3/4" SS	\$14.85	\$19.35	\$25.70	1% + CPI

**SECTION 2:** The rate correction in this Ordinance shall be in effect for sewer utility services charged on or after January 1, 2025.

**SECTION 3:** Because the intent of the City Council was for the Senior Citizen wastewater rate to be in effect for the entirety of 2025 and this Ordinance serves to correct an error, the City Council of the City of Benton, Arkansas, has determined that it is necessary for the effective operation of the City of Benton and the public peace, health, and safety of the Citizens of Benton, an emergency is hereby declared and this Ordinance shall become effective upon passage.

**PASSED AND APPROVED** this \_\_\_\_ day of January 2025.

---

Tom Farmer, Mayor

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Cindy Stracener, City Clerk