



CITY OF HUNTSVILLE COUNCIL MEETING

MONDAY, DECEMBER 9, 2024

City Hall | 6:00 PM

Agenda

1. **Call to Order** – Mayor Travis Dotson
2. **Roll Call - Establish Quorum** – Finance Director Carmen Watkins
3. **Invocation** – Councilor Scott Thomas
4. **Pledge of Allegiance** – Councilor Bettina Coger
5. **Approval of Agenda**
 - a. Councilors may add items or delete items.
 - b. Motion required to approve as submitted or amended.
6. **Introduction of Special Guests**
7. **Special Order of Business**
8. **Approval of Minutes of November 11th Meeting**
9. **Public Comments**
10. **City Department Reports** (provided in emailed agenda packet)
 - a. Police Department
 - b. Public Works Department
 - c. Water Department
 - d. Fire Department
 - e. Finance Director
 - f. Mayor
 - g. Economic Development Director
 - h. Planning Director
 - i. Building Inspector
 - j. Code Enforcement Officer
 - k. Animal Control Officer
11. **Commission and Committee Reports** (emailed with agenda packet)
 - a. Economic Development & Tourism Commission Meeting – November 19
 - b. Airport Commission Meeting–November 19
 - c. Water and Sewer Commission Meeting – November 21
 - d. Planning Commission Meeting – November 25
 - e. Park Commission Meeting –
 - f. Wage and Salary Committee Meetings –November 11
12. **Unfinished Business**
13. **New Business**
 - a. Resolution 18-2024 Payroll Direct Deposit
 - b. Resolution 19-2024 Budget Amendment for 2024
 - c. Resolution 20-2024 Proposed 2025 Budget
14. **Announcements/Correspondence/Comments**
 - a. Economic Dev. Commission Meeting – TBD
 - b. Water & Sewer Commission Meeting – Thursday, Dec 19th 12:00 PM
 - c. Planning Commission Meeting – Monday, Dec 16th, 6:00 PM
 - d. City Council Meeting – Monday, Dec. 9, 6:00 PM
15. **Adjournment**

Travis Dotson
Mayor

Joetta Smith
City Clerk

Councilor Roger Eoff
Ward I, Position I

Councilor Chrystal Lacey
Ward I, Position II

Councilor Scott Thomas
Ward II, Position I

Councilor Leslie Evans
Ward II, Position II

Councilor Guy Roden
Ward III, Position I

Councilor Kevin Meythaler
Ward III, Position II

Councilor Bettina Coger
Ward IV, Position I

Councilor Stephen Ford
Ward IV, Position II

Jessica Fritts
City Attorney

Todd Thomas
Chief of Police

Brian Robinson
Public Works Director

Carmen Watkins
Finance Director

Kevin Shinn
Fire Department Chief

Sean Davis
Water Department Director

Brandi Holt
Economic Development Director

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COUNCIL MEETING MINUTES

November 11, 2024

CALL TO ORDER

Mayor Travis Dotson called to order the regular monthly meeting of the Huntsville City Council at City Hall at 6:00 P.M.

ROLL CALL / QUORUM

Councilors Stephen Ford, Chrystal Lacey, Scott Thomas, Leslie Evans, Guy Roden, Roger Eoff were present. Councilor Kevin Meythaler was absent, and one position is vacant. Watkins called roll and declared a quorum.

INVOCATION / PLEDGE OF ALLEGIANCE

Councilor Thomas shared the Invocation and Councilor Roden led the Pledge of Allegiance.

APPROVAL OF AGENDA

Councilor Evans made a motion to accept the agenda and was seconded by Ford. Motion approved.

INTRODUCTION OF SPECIAL GUESTS

Mayor Dotson had Economic Development Director, Brandi Holt introduce Sam Ireland from Placer.ai via Zoom and Sam gave a short presentation on how Placer.ai will help the City of Huntsville.

SPECIAL ORDER OF BUSINESS

Bettina Coger was sworn in as a new Counselor for Ward 4, Position 1.
Mayor Dotson introduced Carmen Watkins as the new Finance Director.

APPROVAL OF MINUTES

Councilor Eoff made a motion to approve the minutes of October 14, seconded by Ford. Motion approved.

PUBLIC COMMENTS

None.

CITY DEPARTMENT REPORTS

Written departmental reports were provided to councilors in their emailed agenda packets. These actions were taken, or information was presented during the reporting period:

- Chief Thomas reported that Officer Blake Evans was taking classes for CID and should earn a certificate by December. He also stated that there will be a new report for the SRO.
- Planning Commission Director Thomas gave a description of the new Residential Accessory Building permit. This is for minor changes to any home or putting up a storage unit on a property. There is no fee for this permit.
- Chief Kevin Shinn said they had an unusually busy October because of the drought and that there were many brush fires that they had to respond to. The Fire Department has 22 members on its roster, but only 9 have been with the department over 2 years.

COMMISSION / COMMITTEE REPORTS PROVIDED

- Economic Development – October 23
- Water and Sewer Commission – October 17
- Planning Commission – October 28
- Budget Committee – October 23 & 28

UNFINISHED BUSINESS

Mayor Dotson presented AN ORDINANCE AMENDING ECONOMIC DEVELOPMENT COMMISSION. Councilor Eoff made a Motion to place the Ordinance on its third reading by title only, seconded by Roden. Attorney Fritts read the title. Councilor Thomas made a Motion to Adopt the Ordinance, seconded by Councilor Eoff. Motion carried unanimously. Ordinance 2024-8

NEW BUSINESS

Mayor Dotson introduced AN ORDINANCE ADOPTING A NEW ZONING MAP AND CODE AND DECLARING AN EMERGENCY. Councilor Thomas made a motion to place the ordinance on its first reading, seconded by Councilor Eoff. Councilor Thomas made a motion to suspend the rules of reading the ordinance on three separate days and proceed with the second reading by title only. Motion seconded by Councilor Eoff. Attorney Fritts read the title. Councilor Thomas made a motion to suspend the rules and place the ordinance on its third reading by title only, seconded by Counselor Eoff. Attorney Fritts read the title. Mayor Dotson opened the floor for further discussion. After no discussion, Councilor Roden made a motion to adopt the ordinance, seconded by Councilor Ford. Councilor Thomas made a motion to Accept the Emergency clause, seconded by Councilor Eoff. Motion carried unanimously. Ordinance 2024-9

Mayor Dotson presented a RESOLUTION TO AMEND THE PERSONNEL POLICY. Motion made by Councilor Eoff to adopt the resolution, seconded by Councilor Ford. Motion carried unanimously. Resolution 2024-10

Mayor Dotson introduced AN ORDINANCE AMENDING TITLE 14 OF THE HUNTSVILLE ZONING CODE AND DECLARING AN EMERGENCY. Councilor Thomas made a motion to place the ordinance on its first reading, seconded by Roden. Attorney Fritts read the ordinance. Councilor Thomas made a motion to suspend the rules of reading the ordinance on three separate days and proceed with the second reading by title only. Motion seconded by Councilor Eoff. Attorney Fritts read the title. Councilor Thomas made a motion to suspend the rules and place the ordinance on its third reading by title only, seconded by Councilor Eoff. Attorney Fritts read the title. Mayor Dotson opened the floor for further discussion. After no discussion, Councilor Thomas made a motion to adopt the ordinance, seconded by Councilor Eoff. Councilor Thomas made a motion to Accept the Emergency Clause, seconded by Councilor Eoff. Motion carried unanimously. Ordinance 2024-10

Mayor Dotson introduced AN ORDIAANCE AMENDING TITLE 14 OF THE HUNTSVILLE ZOING CODE AND DECLARING AN EMERGENCY. Councilor Eoff made a motion to place the ordinance on its first reading, seconded by Councilor Scott. Attorney Fritts read the ordinance. Councilor Thomas made a motion to suspend the rules of reading the ordinance on three separate days and proceed with the second reading by title only. Attorney Fritts read the ordinance. Councilor Thomas made a motion to suspend the rules and place the ordinance on its third reading by title only, second by Councilor Eoff. Attorney Fritts read the title. Mayor Dotson opened the floor for further discussion. After no discussion, Councilor Thomas made a motion to adopt the ordinance, seconded by Councilor Eoff. Councilor Thomas made a motion to Accept the Emergency Clause, seconded by Councilor Eoff. Motion carried unanimously. Ordinance 2024-11

ANNOUNCEMENTS, CORRESPONDENCE, COMMENTS, AND OTHER

Upcoming meetings and activities were announced.

ADJOURNMENT

Councilor Eoff made a motion to adjourn the meeting, seconded by Councilor Scott. Meeting adjourned 7:30 p.m.

Mayor Travis Dotson

City Clerk Joetta Smith

NAME 2024 **SRO MONTHLY TEMPLATE**

DATES	Medical	Training	Theft	Physical Arrest	Assault	School Visit	Narcotics	Adult Related	Cases Opened	Cases Closed	Calls for Service	Traffic	Agency Assist	Daily Totals
NOV	0	0	0	3	0	?	0	0	4	3	71	13	4	0
	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0	0	0
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	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0	0	0
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	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL:	0	0	0	3	0	0	0	0	4	3	71	13	4	0

NAME													2024												
HUNTSVILLE POLICE DEPARTMENT																									
DATE	Warnings	Citations	MVA's	Physical Arrest	Domestic	Burglary Theft	Vandalism	Code Enforcement	Cases Opened	Cases Closed	911 Calls or Complaints	K-9 Deployments	Agency Assist	Daily Totals											
JAN	90	45	2	18	5	0	0	1	11	10	85	1	13	281											
FEB	101	51	4	20	4	0	0	2	10	8	91	1	11	303											
MAR	115	56	11	22	5	6	0	3	11	10	112	2	12	365											
APR	175	86	18	26	13	8	0	7	14	14	162	0	22	545											
MAY	88	48	15	19	24	6	3	9	16	13	158	1	23	423											
JUNE	122	71	16	19	5	8	0	15	26	22	186	1	28	519											
JULY	190	64	20	22	2	4	0	16	18	18	191	0	34	579											
AUG	380	62	12	30	4	1	2	4	15	13	173	0	36	732											
SEPT	142	60	9	17	6	7	0	2	22	19	162	3	19	468											
OCT	373	57	14	20	5	4	1	12	31	25	209	1	35	787											
NOV	356	56	4	19	6	5	0	2	9	7	147	0	0	611											
	0	0	0	0	0	0	0	0	0	0	0	0	0	0											
	0	0	0	0	0	0	0	0	0	0	0	0	0	0											
	0	0	0	0	0	0	0	0	0	0	0	0	0	0											
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	0	0	0	0	0	0	0	0	0	0	0	0	0	0											
	0	0	0	0	0	0	0	0	0	0	0	0	0	0											
TOTAL:	2132	656	125	232	79	49	6	73	183	159	1676	10	233	5613											

HUNTSVILLE POLICE DEPARTMENT

DATE:	Theft	Narcotics	Arson	Overflow Calls	Fraud Forgery	Physical Arrest	Case Open	Case Closed	Warrant Requests	Interviews
1st	0	0	0	0	0	0	1	0	0	0
2nd	0	0	0	0	0	0	0	0	0	0
3rd	0	0	0	0	0	0	0	0	0	0
4th	0	0	0	0	0	0	0	0	0	0
5th	0	0	0	0	0	0	0	0	0	1
6th	0	0	0	0	0	0	0	0	0	0
7th	0	0	0	0	0	0	0	0	0	0
8th	0	0	0	0	0	0	0	0	0	0
9th	0	0	0	0	0	0	0	0	0	0
10th	0	0	0	0	0	0	0	0	0	0
11th	0	0	0	0	0	0	0	0	0	0
12th	0	0	0	0	0	0	0	0	0	0
13th	0	0	0	0	0	0	0	0	0	1
14th	0	0	0	0	0	0	0	0	0	2
15th	0	0	0	0	0	0	0	0	0	0
16th	0	0	0	0	0	0	0	0	0	0
17th	0	0	0	0	0	0	0	0	0	0
18th	0	0	0	0	0	0	0	0	0	0
19th	0	0	0	0	0	0	0	0	0	0
20th	0	0	0	0	0	0	1	2	0	0
21st	0	0	0	1	0	0	0	0	0	1
22nd	0	0	0	1	0	0	1	0	0	0
23rd	0	0	0	0	0	0	0	0	0	5
24th	0	0	0	0	0	0	0	0	0	0
25th	1	1	0	1	0	0	2	0	0	3
26th	0	1	0	0	0	0	1	0	0	1
27th	0	0	0	0	0	0	0	0	0	0
28th	0	0	0	1	0	0	0	1	0	0
29th	0	0	0	0	0	0	0	0	0	0
30th	0	0	0	0	0	0	0	0	0	0
31st	0	0	0	0	0	0	0	0	0	0
TOTAL:	1	2	0	4	0	0	6	3	0	14

0

Huntsville Water Utilities Monthly Report

Reporting Period:	October 15, 2024 - November 15, 2024				
	Current Month	Previous Month Comparison		Same Month, 1 Year Ago	
Active Accounts	1,409	Down	7	Down	12
In City Residential	1,027	Down	11	Down	15
Gallons Purchased	57,549,516	Up	18,001,730	Up	10,773,316
Gallons Sold	57,183,516	Up	21,562,186	Up	13,177,130
Gal. Wastewater	53,910,000	Up	25,396,000	Up	10,763,000
Number of Leaks	6	Down	6	Up	3
Leak Man Hours	39	Down	42	Up	11
Water Loss %	1%	Down	8%	Down	5%
Service Orders	79	Down	69	Up	39
Line Locates	29	Down	2	Up	5

	Year to Date	Previous Year Comparison	
Gallons Purchased	465,202,329	Up	5,010,471
Gallons Sold	425,949,525	Down	7,701,655
Gal. Wastewater	414,216,000	Down	54,312,000
Number of Leaks	52	Up	26
Leak Man Hours	467	Up	263
Water Loss %	Average of 8%	Up	3%
Service Orders	1163	Up	663
Line Locates	318	Up	8

HUNTSVILLE FIRE DEPARTMENT

December 2024 Report of November Activities

- Our training for the month of November focused on hose deployment.
- We currently have 22 members on our roster.
- So far in 2024, our department has responded to 104 fire-related calls, which is 32 more than our previous high year in the past five years. A number of those have been brush/grass fire calls but we have also seen an increase in our structure fire response numbers. Eleven of our firefighters responded to at least 33% of the fire calls.
 - **Fire calls 2023-72 calls; 2022-69 calls; 2021-59 calls; 2020-71 calls; 2019-50 calls.**
- Currently, the fire dues for citizens living outside the City of Huntsville in our Fire District are only \$35 a year. I strongly recommend that we raise that amount to at least \$60 a year beginning in 2025. Considering the volume of calls that we respond to in the district, expecting the citizens who live there to pay what would be the equivalent of \$5 a month to us to offset our fuel expenses alone seems to be reasonable to me.
- The KME has now been named Engine 3 and is now in service. I will bring it to our City Council meeting for anyone who would like to look it over and ask any questions.
- I have a meeting Monday afternoon to begin the transition process to NERIS. I will introduce the system to our county fire chiefs at our January meeting.
- We have had to repair two bay doors at Station 2 again. One quit working the next day and we are waiting on them to return to complete their work. This is the third company we have used.
- Currently working with the school on their plans to build an indoor baseball/softball building.
- At our NWA Metro Fire Chiefs meeting, we were informed that the review is ongoing for the proposed OSHA regulations but that there is still the prospect that much of the safety related requirements will be retained.
- I will be meeting with our ISO representative during the first part of the year to discuss the issues that need to be addressed for us to reach a Class 2 rating as well as to hold on to our Class 3 rating. The biggest concern will be the need for a ladder truck.
- We are currently in the process of reviewing and developing updated preplans for the buildings on the square as well as our apartment complexes. Our biggest challenge is to provide an effective response with the limited manpower we will have available when we have one of our large fires.
- Assistant Chief Jeremy Shinn is working on developing plans for the training center that will be utilized by both the fire and police departments.
- Captain Kristyn Shinn Clark organized a collaborative photo shoot with the pet shelter highlighting their dogs. The pictures will be used to create a 2025 calendar that will serve as a fundraiser.
 - She is also working on a project with the Middle School EAST program to assist us with recruitment.
- I am also in the process of establishing updated response policies and crafting new Automatic Aid agreements for our surrounding departments.
- Fire Department Emergency Calls January 1 through November 30 by year:

2024 – 668	2022 – 622	2020 – 413	2018 – 379	2016 – 449
2023 – 612	2021 -558	2019 – 420	2017 – 385	2015 - 494

January - October	EMS CALLS	%	MVA	%	FIRE CALLS	%	SPECIAL DUTY	%	10% of calls	Inspections/ Preplans	Public Service/ Education	Training	Total Events
	441	75%	27	4%	104	18%	19	3%	10	40	37	30	698

Planning Commission Report

*City of Huntsville December 2024
(for November items)*

OVERVIEW & PURPOSE

Planning we strive to be a proactive department that establishes goals and policies for directing and managing future growth and development. We address fundamental issues such as the location of growth, housing needs, and environmental protection.

APPROVED: COMMERCIAL / RESIDENTIAL / ZONE CHANGE

1. Building Permit, 13174 Us 412, 1400 ft office space, needs 8 parking spaces, meets set backs of 150/20/20
2. Accessory Building permit, approved 4919 Hwy 412
3. Deck Building permit, approved Paradise Ln
4. Accessory Building , 513 Lee, extension to move unit approved
5. PUD Zone Approved, C2 and R3

FINAL PLAT: APPROVALS

1. Highland Park phase VI (6)



Animal Control
 Monthly Report
 November 2024

Calls	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Nuisance	13	14	22	5	15	14	16	10	17	10	14		150
Abuse	0	0	0	0	0	1	0	1	0	0	0		2
Hit by Vehicle	0	0	0	0	0	0	1	0	1	1	0		3
Animals Picked Up	7	0	11	0	7	4	6	10	7	10	12		74
Returned to Owner	5	0	10	0	6	1	5	7	8	9	12		63
Vicious/Animal Attack	1	0	0	0	1	0	0	0	1	1	1		5
Animals to Pet Shelter	0	0	1	0	1	1	3	1	1	0	0		8
Tickets Issued	0	0	0	0	1	1	1	1	1	1	1		7

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BUILDING INSPECTOR
MONTHLY REPORT

Name	Number	Location
Terry Presley	5	Subdivision
New Housesx 2	6	Mae St.
County Jail	5	412 East
New House	4	Enclave St
Lew Thompson (Final)	1	412 Bypass/Final
Tilda Long	1	Locust St
Darrell Trahan	1	412 East

Huntsville Airport Commission

November 19, 2024

Charles Coger called the meeting to order at 6:18 p.m.

Commissioners in attendance:

Charles Coger

Bill Smith

Bill Mason

Tem Dotson

Mark Hutton

Also in attendance was Steve Patton and Mayor Dotson

A motion and a second was made to approve the minutes from the September 3rd meeting.

Charles Coger Stated that he had 2 items to discuss.

First, right now we have 88,607.00 in the bank.

Second, we got 1,035 gallons of fuel so we need to order half a load tomorrow.

Mayor Dotson stated that first and foremost he will address the question about jet fuel. That he and Bill were talking about extending the runway to get more planes to land at the airport. He stated that he thought that helicopters use the same type of fuel. Instead of extending the runway we might put in some jet fuel because there is a big push for it right now and that might save us some money on extending the runway. He also stated that the Walton pilots have contacted about possibly having a hub at the airport.

Mayor Dotson also stated that he has had two phone calls. They would be interested in a rental car place at the airport. They told the Mayor that they would like to land at the airport and possibly stay a week or two.

The last topic that Mayor Dotson brought up was about the 20x20 classroom, meeting room, event center. I think that is a great idea and maybe we could take it to the City Council and see if the City Council could help. Mayor Dotson also offered to go and look at the room that Berryville airport has built.

Charles stated that the hanger needs to be done by March. Mayor Dotson said that once the metal gets here that is should only take 28 days to build. It's just getting the metal here. He stated that we could apply for an extension if we need to.

Charles stated that the airport is allowed 2 grants a year. One is \$500,000 and the other is \$300,000. We need to think about doing more dirt work for 3 more hangers. Also, what we could spend \$500,000 on.

Mayor Dotson wanted to add that the City has redone the budget for the groundskeeping of the airport. It has been increased to \$6,500.

Charles brought up that we may need to buy a lift at some point.

A motion and a second was made to adjourn the meeting.

Huntsville Water Utilities Commission Meeting

November 21, 2024

The regular meeting of the Huntsville Water and Sewer Commission was held at the Huntsville Water Utilities office.

Call to Order

- At 4:00 pm, Chairman Roden called the meeting to order. Commissioners Roden, Ford, Brashears, and Rogers were present. Commissioner Scott was absent.

Approval of Minutes

- Commissioner Rogers made a motion to approve the minutes of the October meeting, seconded by Commissioner Ford. The motion was approved.

Old Business

- Mr. Davis reported that he had submitted almost everything on the checklist for the ARPA grant. He said that if everything went well, it would be possible for the grant funds to be available before the end of the year.

New Business

- Mr. Davis presented a copy of the City's new Social Media policy to the Commission for review and requested that it be officially adopted for Huntsville Water as well. Commissioner Ford made a motion to adopt the policy and edit it to read as Huntsville Water, seconded by Commissioner Rogers. The motion was approved.
- Mr. Davis reported that Huntsville Water owed \$388,000.00 to McClelland Engineering for design work on the wastewater plant upgrade. With the possibility that the project would not be funded in 2025 as originally planned, McClelland had inquired about a payment in 2024. Mr. Davis stated that funds were available to make at least a \$100,000.00 payment before year end and that the remaining balance could be addressed in 2025. The Commission approved the payment.
- Updates on the wastewater project were postponed to the January meeting when the next design phase should be completed.

Other Business

- In other business, Mr. Davis reported that he had discussed the possibility of receiving two customers on Harmony Road that were currently Rural Water customers. Rodney Reynolds, the Rural Water Director, would be reaching out during December to discuss the details. He also reported that as part of the ongoing Lead and Copper review on customer service lines, a notice was printed on the December bills warning customers that if their lines were installed prior to 1989, they could contain lead. The notice was required by the state. Mr. Davis added that Huntsville Water regularly tested the system for lead and copper and had never received any positive results.
- At 4:39, the Commission entered into executive session.
- At 4:46, the Commission exited executive session. Commissioner Rogers made a motion to approve a 2.5% cost of living adjustment for all employees in 2025, seconded by Commissioner Ford. The motion was approved.

Announcements

- In announcements, Mr. Davis reminded the Commission that the December 19, 2024, meeting would be at 12:00 pm instead of 4:00 pm and that lunch would be provided for the holidays. The meeting would be held at the Basham building.

Adjournment

- Commissioner Brashears made a motion to adjourn the meeting, seconded by Commissioner Ford. The meeting was adjourned at 4:48 pm.



City of Huntsville Planning Commission

Meeting Minutes

11/25/2024

CALL TO ORDER

The regular meeting of the Planning Commission came to order at 6:00 P.M.

ROLL CALL

All members of the Commission were present except Commissioners Cogger and Willis. Director Thomas and Engineer Presley were present.

APPROVAL OF MINUTES FROM LAST MEETING

Commissioner Davis made a motion to accept the minutes as presented. Commissioner Malloy seconded and all were in favor.

APPROVAL OF THE AGENDA

Commissioner Yates moved to accept the agenda. Commissioner Malloy seconded and all were in favor.

PUBLIC COMMENTS

NEW BUSINESS

Commissioner Davis made a motion to approve the final plat of phase 6 of the Highland Park Subdivision. Commissioner MacLean asked about sidewalks. Engineer Presley said they would be constructed when construction of each house was in process. Terry Presley said the sidewalk along Missouri street has been extended to phase 6. The sidewalk will run on the inside of Tonya Loop. Commissioner Yates seconded the motion and all were in favor of approving phase 6 of the Highland Park Subdivision. Chairman Ford asked about the street entrance to Highland Park from Missouri Street. Chairman Ford asked if a curb was going to be installed on about 50 feet of the west side of Missouri Street. Terry Presley said he would construct the curb if necessary. Chairman Ford suggested he and Engineer Presley would check out the site to make a recommendation.

OLD BUSINESS

ANNOUNCEMENTS

There will be no ad hoc meeting this Wednesday. The regular meeting of the Commission will be moved to December 16 at 5:30 PM

ADJOURNMENT

Commissioner Malloy moved to adjourn. Commissioner Yates seconded. All were in favor and the

2023 Planning and Board of Zoning Adjustments Commissioners

Brad Willis
Charles Cogger

Jim MacLean
Kenny Malloy
Sean Davis

Jason Yates
Stephen Ford

meeting adjourned at 6:20 P.M.

Secretary MacLean

2023 Planning and Board of Zoning Adjustments Commissioners

Brad Willis
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Jim MacLean
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Sean Davis

Jason Yates
Stephen Ford



City of Huntsville
Economic Development & Tourism
Commission Report
November 2024

Strategic Objectives

- Introduced Placer.ai and account manager, Sam Ireland at city council meeting. The city has a one-year subscription to the Placer.ai location analytic platform – 11/11/2024
- Attended AI for the Workplace workshop at NWACC – 11/14/2024
- Attended Madison County Health Coalition meeting – 11/18/2024
- Attended North Arkansas Tourism Association meeting – 11/20/2024
- Attended information session on 75 Strong, AEDC's entrepreneurial program focused on rural areas – 11/21/2024
- Helped set up Lighting on the Square celebration with city team members – 11/22/2024
- Attended onboarding training with Placer.ai CSM, Angie Gonzales – 11/25/2024

Upcoming

- January 22, 2025 - Arkansas Heritage Tax Credit Information Session facilitated by Dr. Revis Edmonds. Property owners in and outside of the Huntsville Historic District can ask Dr. Edmonds questions and discuss renovation projects that will qualify for tax credits. This presentation will also be relevant to builders, developers, and construction certification educators. Meeting time and location TBD.

Wage and Salary Committee Meeting Minutes

November 11, 2024

Mayor Dotson called the meeting to order at 05:40 p.m. Commissioners Guy Rodden, Leslie Evans, Chrystal Lacy and Scott Thomas were present for the meeting; Mayor Travis Dotson and Becky Nelle were also present.

The Commission meeting went into executive session immediately. Mayor Dotson excused himself.

Motion made by Commissioner Evans to approve increase in the Mayor's salary to \$62,000, effective January 1, 2025, seconded by Commissioner Thomas. 3 Yays, Commissioner Thomas, Rodden and Evans, 1 recused, Commmisioner Lacy. Motion Caried

Commissioner Thomas made a motion to adjourn, seconded by Commissioner Evans. Meeting adjourned 05:55 p.m.

RMN

Personal Policy Committee
Meeting Minutes

December 4, 2024

Mayor Dotson called the meeting to order at 11:00 am. Department Heads Pamela Garrett, Sean Davis, Brian Robinson and Carmen Watkins were present.

Motion made by Sean and seconded by Carmen to add to the Personal Policy that it be Mandatory that any new employee must sign up for Direct Deposit. Motion passed.

Pamela made a motion to adjourn, seconded by Sean.