



CITY OF HUNTSVILLE
COUNCIL MEETING

MONDAY, FEBRUARY 10, 2025

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 Roger Eoff
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 January 13th 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
 - b. Airport Commission Meeting-Jan 23rd
 - c. Water and Sewer Commission Meeting – January 16
 - d. Planning Commission Meeting –
 - e. Park Commission Meeting –
 - f. Wage and Salary Committee Meetings –
12. **Unfinished Business**
 - a. 1-2025 Establishing an Electronic Fund Payment System for Other Purposes.
2nd Reading.
13. **New Business**

None
14. **Announcements/Correspondence/Comments**
 - a. Economic Dev. Commission Meeting – Tuesday, Febr 18th, 8:30 am at Arvest Annex
 - b. Water & Sewer Commission Meeting – Thursday, Feb 20th
 - c. Planning Commission Meeting – Monday, Feb 24th, 6:00 PM
 - d. City Council Meeting – Monday, Mar 10th, 6:00 PM
15. **Adjournment**

Travis Dotson

Mayor

Janice 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

Vacant

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

Huntsville City Hall

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Huntsville, AR 72740

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COUNCIL MEETING MINUTES

January 13, 2025

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, Roger Eoff, Scott Thomas and Bettina Coger were present. 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 Thomas made a motion to add Resolution 3-2025 to the agenda, seconded by Councilor Eoff.
Councilor Thomas made a motion to add Resolution 4-2025 to the agenda, seconded by Councilor Eoff.
Motion approved.

INTRODUCTION OF SPECIAL GUESTS

No special guests were introduced.

SPECIAL ORDER OF BUSINESS

Mayor Dotson asked the council to appoint Janice Smith as the new City Clerk and to re-appoint Leslie Evans back to Ward II, Position II. Motion made by Councilor Roden to appoint both, seconded by Councilor Ford. Mayor Dotson sworn both in. Also, sworn in were the following:

Jancie Smith-Park Commission

Bill Mason-Airport Commission

Bettina Coger-Economic Development

Brad Willis-Planning Commission

Matt Smith-Economic Development

John Parks-Parks Commission

Previously sworn in earlier in January were:

Stephen Ford-Ward IV, Position II

Chrystal Lacey-Ward I, Position II

Also, Mayor Dotson did a special recognition to Joetta Smith and presented her with a plaque for her years of service to the City.

APPROVAL OF MINUTES

Councilor Eoff made a motion to approve the minutes of December 9th, seconded by Councilor Lacey. Motion approved.

PUBLIC COMMENTS

No public comments were made.

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:

- Councilor Roden nominated Councilor Thomas to serve as Mayor Pro Tempore in the event of Mayor Dotson's absence. Motion was seconded by Councilor Evans. Motion carried. Councilor Thomas accepted the appointment.
- Captain Herring reported that the PD had training at the high school with the ccso, which is teachers, staff members, maintenance personnel and what they should do if something happens at the school. He also stated that the PD has hired a new officer, and he will start the 27th of Jan.
- Chief Kevin Shinn talked about the swift water rescue that they went on a couple of weeks ago.. Mayor Dotson stated that the fire department has received a grant of \$88,000 to upgrade the swift water rescue equipment and all the City has to put in is \$10,000.
- Mayor Dotson Stated that the Airport land is officially paid off. We are going to receive our first payment from the Department of Finance of Aviation Department this week.

COMMISSION / COMMITTEE REPORTS PROVIDED

- Economic Development –December 17
- Water and Sewer Commission – December 19
- Park Commission-December 17

UNFINISHED BUSINESS

None

NEW BUSINESS

Mayor Dotson orally presented the State of the City report.

Mayor Dotson introduced A RESOLUTION SETTING FORTH THE MEETING RULES OF THE CITY COUNCIL OF THE CITY OF HUNTSVILLE, ARKANSAS. Councilor Eoff made a motion to adopt the resolution, seconded by Councilor Ford. Motion carried. Resolution 3-2025.

Mayor Dotson introduced An ORDINANCE ESTABLISHING AN ELECTRONIC FUND PAYMENT SYSTEM AND FOR OTHER PURPOSES. Councilor Eoff made a motion to put it on its first reading, seconded by Councilor Thomas. Motion carried. Attorney Fritts read the Ordinance.

Mayor Dotson presented A RESOLUTION APPROVING THE DESTRUCTION OF CERTAIN CITY RECORDS. Motion made by Councilor Roden to adopt the resolution, seconded by Councilor Eoff. Motion carried. Resolution 1-2025.

Mayor Dotson presented A RESOLUTION TO AMEND THE CITY OF HUNTSVILLE PERSONNEL POLICY. Motion made by Councilor Eoff to adopt the resolution, seconded by Councilor Evans. Motion carried. Resolution 2-2025.

Mayor Dotson presented A RESOLUTION AMENDING THE ADOPTED BUDGET FOR THE CITY OF HUNTSVILLE, ARKANSAS. Councilor Eoff made a motion to adopt the resolution, seconded by Councilor Ford. Motion carried. Resolution 4-2025.

ANNOUNCEMENTS, CORRESPONDENCE, COMMENTS, AND OTHER

Upcoming meetings and activities were announced.

ADJOURNMENT

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

Mayor Travis Dotson

City Clerk Janice Smith

Statement of Revenue and Expenditures

	Current Period Jan 2025 Jan 2025 Actual	Annual Budget Jan 2025 Dec 2025	Annual Budget Jan 2025 Dec 2025 Variance	Jan 2025 Dec 2025 Percent of Budget
Revenue & Expenditures				
Revenue				
General Revenues				
Building Permits	305.00	25,000.00	24,695.00	1.22%
Business License Fees	160.00	8,000.00	7,840.00	2.00%
City Sales Tax	108,916.32	1,350,000.00	1,241,083.68	8.07%
County Sales Tax	37,077.88	450,000.00	412,922.12	8.24%
Fines Income	7,959.75	100,000.00	92,040.25	7.96%
Fire Dept Fees	710.00	9,500.00	8,790.00	7.47%
Franchise Fees	31,600.13	380,000.00	348,399.87	8.32%
Huntsville Schools SRO	13,083.22	123,648.98	110,565.76	10.58%
Interest Income	102.28	70,000.00	69,897.72	0.15%
Madison County	0.00	23,266.02	23,266.02	0.00%
Misc Income	10.00		(10.00)	0.00%
Misc Permits	4.00	400.00	396.00	1.00%
Municipal Aid	5,819.91	43,000.00	37,180.09	13.53%
Property Tax Assessment	18,989.07	155,000.00	136,010.93	12.25%
Rental Income	100.00	4,000.00	3,900.00	2.50%
Transfer In	0.00	54,500.00	54,500.00	0.00%
General Revenues Totals	\$224,837.56	\$2,796,315.00	\$2,571,477.44	
Revenue	\$224,837.56	\$2,796,315.00	\$2,571,477.44	
Gross Profit	\$224,837.56	\$2,796,315.00		
Expenses				
Administrative				
Advertising	789.50	2,500.00	1,710.50	31.58%
Dues/Licenses	3,528.88	5,854.52	2,325.64	60.28%
Equipment - Office	188.10	14,000.00	13,811.90	1.34%
Fuel	73.05	1,000.00	926.95	7.31%
Improvements	2,637.80	399,850.00	397,212.20	0.66%
Insurance - Buildings	0.00	2,996.27	2,996.27	0.00%
Insurance - Health	1,721.61	14,271.84	12,550.23	12.06%
Insurance - Legal & Other	0.00	5,330.00	5,330.00	0.00%
Insurance - Vehicles	0.00	248.50	248.50	0.00%
Land/Buildings	100,000.00	175,000.00	75,000.00	57.14%
Meeting Expense	0.00	500.00	500.00	0.00%
Miscellaneous Expense	24.92	6,000.00	5,975.08	0.42%
Other Services	3,634.83	54,398.00	50,763.17	6.68%
Payroll Taxes	1,339.32	16,939.71	15,600.39	7.91%
Repairs & Maint. - Bldgs.	0.00	5,000.00	5,000.00	0.00%
Repairs & Maint. - Veh/Equip	0.00	1,000.00	1,000.00	0.00%
Retirement - APERS	3,024.24	25,943.48	22,919.24	11.66%
Salaries	23,304.27	227,434.08	204,129.81	10.25%
Supplies - Office	1,910.19	6,500.00	4,589.81	29.39%
Travel/Training	1,407.11	17,000.00	15,592.89	8.28%
Unemployment	13.51	79.52	66.01	16.99%
Utilities/Phonel/Trash	1,977.55	12,000.00	10,022.45	16.48%
Workers' Comp	190.00	165.00	(25.00)	115.15%
Administrative Totals	\$145,764.88	\$994,010.92	\$848,246.04	
Animal Control/Sanitation				
Miscellaneous Expense	0.00	400.00	400.00	0.00%
Other Services	90.00	12,000.00	11,910.00	0.75%

Statement of Revenue and Expenditures

	Current Period Jan 2025 Jan 2025 Actual	Annual Budget Jan 2025 Dec 2025	Annual Budget Jan 2025 Dec 2025 Variance	Jan 2025 Dec 2025 Percent of Budget
Payroll Taxes	21.96	963.90	941.94	2.28%
Repairs & Maint. - Veh/Equip	0.00	3,000.00	3,000.00	0.00%
Retirement - APERS	22.98		(22.98)	0.00%
Salaries	292.00	12,600.00	12,308.00	2.32%
Supplies/ Materials	47.28	1,300.00	1,252.72	3.64%
Travel/Training	0.00	1,000.00	1,000.00	0.00%
Unemployment	0.58	14.00	13.42	4.14%
Utilities/Phonel/Trash	137.23	1,000.00	862.77	13.72%
Workers' Comp	47.00	42.00	(5.00)	111.90%
Animal Control/Sanitation Totals	\$659.03	\$32,319.90	\$31,660.87	
Building Inspector				
Dues/Licenses	0.00	125.00	125.00	0.00%
Other Services	0.00	3,600.00	3,600.00	0.00%
Payroll Taxes	163.20	1,958.40	1,795.20	8.33%
Salaries	2,133.33	25,600.00	23,466.67	8.33%
Supplies/ Materials	0.00	500.00	500.00	0.00%
Travel/Training	0.00	500.00	500.00	0.00%
Unemployment	4.27	14.00	9.73	30.50%
Workers' Comp	98.00	240.00	142.00	40.83%
Building Inspector Totals	\$2,398.80	\$32,537.40	\$30,138.60	
Code Enforcement				
Fuel	0.00	300.00	300.00	0.00%
Payroll Taxes	40.17	1,116.90	1,076.73	3.60%
Salaries	525.00	14,000.00	13,475.00	3.75%
Supplies/ Materials	0.00	500.00	500.00	0.00%
Unemployment	1.05	14.00	12.95	7.50%
Workers' Comp	98.00	137.00	39.00	71.53%
Code Enforcement Totals	\$664.22	\$16,067.90	\$15,403.68	
Court Department				
Dues/Licenses	150.00	350.00	200.00	42.86%
Insurance - Health	577.62	9,514.56	8,936.94	6.07%
Miscellaneous Expense	0.00	200.00	200.00	0.00%
Other Services	9,239.40	18,378.57	9,139.17	50.27%
Payroll Taxes	757.13	6,959.36	6,202.23	10.88%
Retirement - APERS	818.03	12,748.09	11,930.06	6.42%
Salaries	9,896.80	90,972.08	81,075.28	10.88%
Supplies - Office	81.98	3,000.00	2,918.02	2.73%
Travel/Training	0.00	1,000.00	1,000.00	0.00%
Unemployment	19.80	47.68	27.88	41.53%
Utilities/Phonel/Trash	291.03	4,000.00	3,708.97	7.28%
Workers' Comp	140.00	61.00	(79.00)	229.51%
Court Department Totals	\$21,971.79	\$147,231.34	\$125,259.55	
Economic Development				
Advertising	0.00	12,000.00	12,000.00	0.00%
Community Agreements	0.00	10,000.00	10,000.00	0.00%
Dues/Licenses	0.00	2,800.00	2,800.00	0.00%
Economic Development	0.00	30,000.00	30,000.00	0.00%
Payroll Taxes	146.62	1,759.50	1,612.88	8.33%
Salaries	1,916.66	25,000.00	23,083.34	7.67%
Supplies - Office	50.63	1,900.00	1,849.37	2.66%
Travel/Training	0.00	2,700.00	2,700.00	0.00%
Unemployment	3.83	14.00	10.17	27.36%

Statement of Revenue and Expenditures

	Current Period Jan 2025 Jan 2025 Actual	Annual Budget Jan 2025 Dec 2025	Annual Budget Jan 2025 Dec 2025 Variance	Jan 2025 Dec 2025 Percent of Budget
Workers' Comp	100.00	16.00	(84.00)	625.00%
Economic Development Totals	\$2,217.74	\$86,189.50	\$83,971.76	
Fire Department				
Dues/Licenses	0.00	1,324.00	1,324.00	0.00%
Equipment	0.00	60,000.00	60,000.00	0.00%
Equipment - Office	0.00	1,000.00	1,000.00	0.00%
Fuel	1,667.43	9,500.00	7,832.57	17.55%
Insurance - Buildings	0.00	3,007.30	3,007.30	0.00%
Insurance - Health	1,155.24	9,514.56	8,359.32	12.14%
Insurance - Vehicles	0.00	11,402.70	11,402.70	0.00%
Land/Buildings	0.00	50,000.00	50,000.00	0.00%
Miscellaneous Expense	0.00	1,000.00	1,000.00	0.00%
Other Services	239.88	5,976.06	5,736.18	4.01%
Payroll Taxes	200.79	2,251.02	2,050.23	8.92%
Repairs & Maint. - Bldgs.	0.00	4,000.00	4,000.00	0.00%
Repairs & Maint. - Veh/Equip	2,506.26	26,000.00	23,493.74	9.64%
Salaries	13,930.80	144,710.08	130,779.28	9.63%
Supplies - Office	0.00	1,000.00	1,000.00	0.00%
Supplies - Uniforms	235.38	3,500.00	3,264.62	6.73%
Supplies/ Materials	1,186.17	9,000.00	7,813.83	13.18%
Travel/Training	0.00	25,000.00	25,000.00	0.00%
Unemployment	27.71	162.00	134.29	17.10%
Utilities/Phonel/Trash	2,262.70	23,000.00	20,737.30	9.84%
Vehicles	0.00	50,000.00	50,000.00	0.00%
Workers' Comp	2,300.30	1,723.00	(577.30)	133.51%
Fire Department Totals	\$25,712.66	\$443,070.72	\$417,358.06	
Police Dept				
Dispatching Service	0.00	35,000.00	35,000.00	0.00%
Dues/Licenses	0.00	305.00	305.00	0.00%
Equipment	10,646.31	70,000.00	59,353.69	15.21%
Fuel	2,649.61	43,500.00	40,850.39	6.09%
Insurance - Buildings	0.00	4,310.00	4,310.00	0.00%
Insurance - Health	6,353.82	66,601.92	60,248.10	9.54%
Insurance - Vehicles	0.00	3,827.50	3,827.50	0.00%
Miscellaneous Expense	0.00	1,000.00	1,000.00	0.00%
Other Services	1,115.43	33,112.00	31,996.57	3.37%
Payroll Taxes	5,866.74	56,222.71	50,355.97	10.43%
Police Pensions	0.00	99,784.37	99,784.37	0.00%
Repairs & Maint. - Bldgs.	0.00	8,000.00	8,000.00	0.00%
Repairs & Maint. - Veh/Equip	3,534.11	29,200.00	25,665.89	12.10%
Retirement - APERS	1,415.65	12,924.42	11,508.77	10.95%
Salaries	76,689.92	734,937.40	658,247.48	10.43%
Supplies - Office	886.38	6,000.00	5,113.62	14.77%
Supplies - Uniforms	911.33	8,500.00	7,588.67	10.72%
Supplies/ Materials	1,741.42	4,600.00	2,858.58	37.86%
Travel/Training	0.00	12,000.00	12,000.00	0.00%
Unemployment	148.87	204.00	55.13	72.98%
Utilities/Phonel/Trash	1,859.68	18,000.00	16,140.32	10.33%
Vehicles	44,000.00	44,000.00		100.00%
Workers' Comp	7,619.30	6,657.00	(962.30)	114.46%
Police Dept Totals	\$165,438.57	\$1,298,686.32	\$1,133,247.75	

Statement of Revenue and Expenditures

	Current Period Jan 2025 Jan 2025 Actual	Annual Budget Jan 2025 Dec 2025	Annual Budget Jan 2025 Dec 2025 Variance	Jan 2025 Dec 2025 Percent of Budget
Street Department				
Insurance - Health	2,310.48	23,786.40	21,475.92	9.71%
Payroll Taxes	2,047.06	20,032.92	17,985.86	10.22%
Retirement - APERS	3,594.20	37,958.09	34,363.89	9.47%
Salaries	26,947.12	343,729.61	316,782.49	7.84%
Unemployment	46.70	84.00	37.30	55.60%
Street Department Totals	\$34,945.56	\$425,591.02	\$390,645.46	
Expenses	\$399,773.25	\$3,475,705.02	\$3,075,931.77	
Revenue Less Expenditures	(\$174,935.69)	(\$679,390.02)		
Net Change in Fund Balance	(\$174,935.69)	(\$679,390.02)		

Statement of Revenue and Expenditures

	Current Period Feb 2025 Feb 2025 Actual	Year-To-Date Jan 2025 Feb 2025 Actual	Annual Budget Jan 2025 Dec 2025	Annual Budget Jan 2025 Dec 2025 Variance	Jan 2025 Dec 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
Interest Income	0.00	839.16	7,000.00	(6,160.84)	12.0%
Municipal Aid	0.00	20,865.13	240,000.00	(219,134.87)	8.7%
Property Tax Assessment	0.00	56,986.19	58,000.00	(1,013.81)	98.3%
Revenue	\$0.00	\$78,690.48	\$305,000.00	(\$226,309.52)	
Gross Profit	\$0.00	\$78,690.48	\$305,000.00	\$0.00	
Expenses					
Dues/Licenses	0.00	0.00	45.00	45.00	
Equipment	0.00	0.00	64,000.00	64,000.00	
Fuel	3,423.76	4,253.52	20,500.00	16,246.48	20.7%
Grant Projects	0.00	0.00	79,000.00	79,000.00	
Insurance - Buildings	0.00	0.00	1,312.48	1,312.48	
Insurance - Vehicles	0.00	0.00	4,215.92	4,215.92	
Miscellaneous Expense	93.00	93.00	1,000.00	907.00	9.3%
Other Services	0.00	160.00	9,920.00	9,760.00	1.6%
Repairs & Maint - Street Proj.	0.00	348.25	332,406.60	332,058.35	0.1%
Repairs & Maint. - Bldgs.	0.00	0.00	1,500.00	1,500.00	
Repairs & Maint. - Veh/Equip	554.01	1,252.79	19,000.00	17,747.21	6.6%
Supplies - Uniforms	0.00	262.62	4,500.00	4,237.38	5.8%
Supplies/ Materials	0.00	1,523.06	19,000.00	17,476.94	8.0%
Travel/Training	0.00	0.00	500.00	500.00	
Utilities/Phone/Trash	3,604.39	7,215.41	42,000.00	34,784.59	17.2%
Workers' Comp	0.00	5,809.00	5,600.00	(209.00)	103.7%
Expenses	\$7,675.16	\$20,917.65	\$604,500.00	\$583,582.35	
Revenue Less Expenditures	(\$7,675.16)	\$57,772.83	(\$299,500.00)	\$0.00	
Other Expenses					
Transfer Out	0.00	0.00	13,500.00	13,500.00	
Other Expenses	\$0.00	\$0.00	\$13,500.00	\$13,500.00	
Net Change in Fund Balance	(\$7,675.16)	\$57,772.83	(\$313,000.00)	\$0.00	
Fund Balances					
Beginning Fund Balance	376,306.11	310,858.12	0.00	0.00	
Net Change in Fund Balance	(7,675.16)	57,772.83	(313,000.00)	0.00	
Ending Fund Balance	368,630.95	368,630.95	0.00	0.00	

Admin of Justice Fund
Statement of Revenue and Expenditures

	Current Period Jan 2025 Jan 2025 Actual	Year-To-Date Jan 2025 Jan 2025 Actual
Revenue & Expenditures		
Revenue		
Fines Income	17,459.12	17,459.12
Interest Income	113.82	113.82
Revenue	\$17,572.94	\$17,572.94
Gross Profit	\$17,572.94	\$17,572.94
Expenses		
County Fees & Costs	2,290.69	2,290.69
State Fees & Costs	11,732.40	11,732.40
Expenses	\$14,023.09	\$14,023.09
Revenue Less Expenditures	\$3,549.85	\$3,549.85
Net Change in Fund Balance	\$3,549.85	\$3,549.85
Fund Balances		
Beginning Fund Balance	43,855.05	43,855.05
Net Change in Fund Balance	3,549.85	3,549.85
Ending Fund Balance	47,404.90	47,404.90

Statement of Revenue and Expenditures

	Current Period Jan 2025 Jan 2025 Actual	Year-To-Date Jan 2025 Jan 2025 Actual
Revenue & Expenditures		
Revenue		
City Sales Tax	39.91	39.91
County Sales Tax	100.25	100.25
Interest Income	381.61	381.61
Rental Income	13,180.00	13,180.00
Sale Of Material	1,837.41	1,837.41
Revenue	\$15,539.18	\$15,539.18
Gross Profit	\$15,539.18	\$15,539.18
Expenses		
Improvements	1,825.00	1,825.00
Sales Tax	314.00	314.00
Supplies/ Materials	56.72	56.72
Utilities/Phonel/Trash	540.23	540.23
Expenses	\$2,735.95	\$2,735.95
Revenue Less Expenditures	\$12,803.23	\$12,803.23
Net Change in Fund Balance	\$12,803.23	\$12,803.23
Fund Balances		
Beginning Fund Balance	72,705.77	72,705.77
Net Change in Fund Balance	12,803.23	12,803.23
Ending Fund Balance	85,509.00	85,509.00

Court Automation Fund
Statement of Revenue and Expenditures

	Current Period	Year-To-Date
	Jan 2025	Jan 2025
	Jan 2025	Jan 2025
	Actual	Actual

Revenue & Expenditures

Revenue

Fines Income	2,642.50	2,642.50
Interest Income	66.85	66.85
Misc Income	50.00	50.00
Revenue	\$2,759.35	\$2,759.35
Gross Profit	\$2,759.35	\$2,759.35

Expenses

Equipment - Office	2,637.05	2,637.05
Expenses	\$2,637.05	\$2,637.05
Revenue Less Expenditures	\$122.30	\$122.30
Net Change in Fund Balance	\$122.30	\$122.30

Fund Balances

Beginning Fund Balance	29,850.05	29,850.05
Net Change in Fund Balance	122.30	122.30
Ending Fund Balance	29,972.35	29,972.35

Fire Dept Act 833 Fund
Statement of Revenue and Expenditures

	Current Period	Year-To-Date
	Jan 2025	Jan 2025
	Jan 2025	Jan 2025
	Actual	Actual

Revenue & Expenditures

Revenue

Interest Income	36.37	36.37
	<u>Revenue</u>	<u>\$36.37</u>
	<u>Gross Profit</u>	<u>\$36.37</u>
	<u>Revenue Less Expenditures</u>	<u>\$36.37</u>
	<u>Net Change in Fund Balance</u>	<u>\$36.37</u>

Fund Balances

Beginning Fund Balance	17,129.57	17,129.57
Net Change in Fund Balance	36.37	36.37
Ending Fund Balance	17,165.94	17,165.94

Statement of Revenue and Expenditures

	Current Period	Year-To-Date
	Jan 2025	Jan 2025
	Jan 2025	Jan 2025
	Actual	Actual

Revenue & Expenditures

Revenue

Building Permits	305.00	305.00
Business License Fees	160.00	160.00
City Sales Tax	108,916.32	108,916.32
County Sales Tax	37,077.88	37,077.88
Fines Income	7,959.75	7,959.75
Fire Dept Fees	710.00	710.00
Franchise Fees	31,600.13	31,600.13
Huntsville Schools SRO	13,083.22	13,083.22
Interest Income	102.28	102.28
Misc Income	10.00	10.00
Misc Permits	4.00	4.00
Municipal Aid	5,819.91	5,819.91
Property Tax Assessment	18,989.07	18,989.07
Rental Income	100.00	100.00
Revenue	\$224,837.56	\$224,837.56
Gross Profit	\$224,837.56	\$224,837.56

Expenses

Advertising	789.50	789.50
Dues/Licenses	3,678.88	3,678.88
Equipment	10,646.31	10,646.31
Equipment - Office	188.10	188.10
Fuel	4,390.09	4,390.09
Improvements	2,637.80	2,637.80
Insurance - Health	12,118.77	12,118.77
Land/Buildings	100,000.00	100,000.00
Miscellaneous Expense	24.92	24.92
Other Services	14,319.54	14,319.54
Payroll Taxes	10,582.99	10,582.99
Repairs & Maint. - Veh/Equip	6,040.37	6,040.37
Retirement - APERS	8,875.10	8,875.10
Salaries	155,635.90	155,635.90
Supplies - Office	2,929.18	2,929.18
Supplies - Uniforms	1,146.71	1,146.71
Supplies/ Materials	2,974.87	2,974.87
Travel/Training	1,407.11	1,407.11
Unemployment	266.32	266.32
Utilities/Phonel/Trash	6,528.19	6,528.19
Vehicles	44,000.00	44,000.00
Workers' Comp	10,592.60	10,592.60
Expenses	\$399,773.25	\$399,773.25
Revenue Less Expenditures	(\$174,935.69)	(\$174,935.69)
Net Change in Fund Balance	(\$174,935.69)	(\$174,935.69)

Fund Balances

Beginning Fund Balance	3,265,493.49	3,265,493.49
Net Change in Fund Balance	(174,935.69)	(174,935.69)
Ending Fund Balance	3,090,557.80	3,090,557.80

General Fund Reserve Statement of Revenue and Expenditures

	Current Period	Year-To-Date
	Jan 2025	Jan 2025
	Jan 2025	Jan 2025
	Actual	Actual

Revenue & Expenditures

Revenue

Interest Income	6.36	6.36
Misc Income	4,764.27	4,764.27
Revenue	\$4,770.63	\$4,770.63
Gross Profit	\$4,770.63	\$4,770.63

Expenses

Miscellaneous Expense	4,764.27	4,764.27
Expenses	\$4,764.27	\$4,764.27
Revenue Less Expenditures	\$6.36	\$6.36
Net Change in Fund Balance	\$6.36	\$6.36

Fund Balances

Beginning Fund Balance	538.56	538.56
Net Change in Fund Balance	6.36	6.36
Ending Fund Balance	544.92	544.92

Huntsville City Parks Fund Statement of Revenue and Expenditures

	Current Period	Year-To-Date
	Jan 2025	Jan 2025
	Jan 2025	Jan 2025
	Actual	Actual
Revenue & Expenditures		
Revenue		
Interest Income	11.66	11.66
Revenue	\$11.66	\$11.66
Gross Profit	\$11.66	\$11.66
Expenses		
Utilities/Phone/Trash	1,318.03	1,318.03
Expenses	\$1,318.03	\$1,318.03
Revenue Less Expenditures	(\$1,306.37)	(\$1,306.37)
Net Change in Fund Balance	(\$1,306.37)	(\$1,306.37)
Fund Balances		
Beginning Fund Balance	6,221.75	6,221.75
Net Change in Fund Balance	(1,306.37)	(1,306.37)
Ending Fund Balance	4,915.38	4,915.38

Industrial Park MM Savings Fund
Statement of Revenue and Expenditures

	Current Period	Year-To-Date
	Jan 2025	Jan 2025
	Jan 2025	Jan 2025
	Actual	Actual

Revenue & Expenditures

Revenue

Interest Income	228.02	228.02
Revenue	\$228.02	\$228.02
Gross Profit	\$228.02	\$228.02
Revenue Less Expenditures	\$228.02	\$228.02
Net Change in Fund Balance	\$228.02	\$228.02

Fund Balances

Beginning Fund Balance	60,616.45	60,616.45
Net Change in Fund Balance	228.02	228.02
Ending Fund Balance	60,844.47	60,844.47

Statement of Revenue and Expenditures

	Current Period	Year-To-Date
	Jan 2025	Jan 2025
	Jan 2025	Jan 2025
	Actual	Actual

Revenue & Expenditures

Revenue

Interest Income	249.97	249.97
Revenue	\$249.97	\$249.97
Gross Profit	\$249.97	\$249.97
Revenue Less Expenditures	\$249.97	\$249.97
Net Change in Fund Balance	\$249.97	\$249.97

Fund Balances

Beginning Fund Balance	119,910.68	119,910.68
Net Change in Fund Balance	249.97	249.97
Ending Fund Balance	120,160.65	120,160.65

Police Act 988 of 91' Fund
Statement of Revenue and Expenditures

	Current Period	Year-To-Date
	Jan 2025	Jan 2025
	Jan 2025	Jan 2025
	Actual	Actual
Revenue & Expenditures		
Revenue		
Fines Income	1,317.00	1,317.00
Interest Income	25.80	25.80
Revenue	\$1,342.80	\$1,342.80
Gross Profit	\$1,342.80	\$1,342.80
Expenses		
Equipment	4,000.00	4,000.00
Police Vehicles	11,142.00	11,142.00
Expenses	\$15,142.00	\$15,142.00
Revenue Less Expenditures	(\$13,799.20)	(\$13,799.20)
Net Change in Fund Balance	(\$13,799.20)	(\$13,799.20)
Fund Balances		
Beginning Fund Balance	17,544.78	17,544.78
Net Change in Fund Balance	(13,799.20)	(13,799.20)
Ending Fund Balance	3,745.58	3,745.58

Police Special Projects Fund Statement of Revenue and Expenditures

	Current Period	Year-To-Date
	Jan 2025	Jan 2025
	Jan 2025	Jan 2025
	Actual	Actual

Revenue & Expenditures

Revenue

Interest Income	8.91	8.91
Misc Income	4,764.27	4,764.27
Revenue	\$4,773.18	\$4,773.18
Gross Profit	\$4,773.18	\$4,773.18
Revenue Less Expenditures	\$4,773.18	\$4,773.18
Net Change in Fund Balance	\$4,773.18	\$4,773.18

Fund Balances

Beginning Fund Balance	1,893.37	1,893.37
Net Change in Fund Balance	4,773.18	4,773.18
Ending Fund Balance	6,666.55	6,666.55

Prisoner Act 1188 Fund
Statement of Revenue and Expenditures

	Current Period	Year-To-Date
	Jan 2025	Jan 2025
	Jan 2025	Jan 2025
	Actual	Actual
Revenue & Expenditures		
Revenue		
Fines Income	1,194.00	1,194.00
Interest Income	100.89	100.89
Revenue	\$1,294.89	\$1,294.89
Gross Profit	\$1,294.89	\$1,294.89
Expenses		
Other Services	600.00	600.00
Expenses	\$600.00	\$600.00
Revenue Less Expenditures	\$694.89	\$694.89
Net Change in Fund Balance	\$694.89	\$694.89
Fund Balances		
Beginning Fund Balance	46,804.71	46,804.71
Net Change in Fund Balance	694.89	694.89
Ending Fund Balance	47,499.60	47,499.60

Statement of Revenue and Expenditures

	Current Period Jan 2025 Jan 2025 Actual	Year-To-Date Jan 2025 Jan 2025 Actual
Revenue & Expenditures		
Revenue		
Interest Income	839.16	839.16
Municipal Aid	20,865.13	20,865.13
Property Tax Assessment	56,986.19	56,986.19
Revenue	\$78,690.48	\$78,690.48
Gross Profit	\$78,690.48	\$78,690.48
Expenses		
Fuel	829.76	829.76
Other Services	160.00	160.00
Repairs & Maint - Street Proj.	348.25	348.25
Repairs & Maint. - Veh/Equip	698.78	698.78
Supplies - Uniforms	262.62	262.62
Supplies/ Materials	1,523.06	1,523.06
Utilities/Phone/Trash	3,611.02	3,611.02
Workers' Comp	5,809.00	5,809.00
Expenses	\$13,242.49	\$13,242.49
Revenue Less Expenditures	\$65,447.99	\$65,447.99
Net Change in Fund Balance	\$65,447.99	\$65,447.99
Fund Balances		
Beginning Fund Balance	310,858.12	310,858.12
Net Change in Fund Balance	65,447.99	65,447.99
Ending Fund Balance	376,306.11	376,306.11

Wastewater Facility Huntsville

Statement of Revenue and Expenditures

	Current Period	Year-To-Date
	Jan 2025	Jan 2025
	Jan 2025	Jan 2025
	Actual	Actual

Revenue & Expenditures

Revenue

Interest Income	0.45	0.45
Revenue	\$0.45	\$0.45
Gross Profit	\$0.45	\$0.45
Revenue Less Expenditures	\$0.45	\$0.45
Net Change in Fund Balance	\$0.45	\$0.45

Fund Balances

Beginning Fund Balance	212.51	212.51
Net Change in Fund Balance	0.45	0.45
Ending Fund Balance	212.96	212.96

Water Tank Simmons Bond Construction Fund Statement of Revenue and Expenditures

	Current Period	Year-To-Date
	Jan 2025	Jan 2025
	Jan 2025	Jan 2025
	Actual	Actual
<hr/>		
Fund Balances		
Beginning Fund Balance	286,639.58	286,639.58
Net Change in Fund Balance	0.00	0.00
Ending Fund Balance	286,639.58	286,639.58



Public Works Department
Monthly Report
February 2025

Completed Projects
1) Haul off from lumber yard and sidewalk for concrete.
2) Work on snowplows and trucks.
3) Serviced equipment.
4) Remove Christmas Lights.
5) Move scoreboard at softball field.
6) Burn brush pile.

Ongoing Projects

Huntsville Water Utilities Monthly Report

Reporting Period:	December 15, 2024 - January 15, 2025				
	Current Month	Previous Month Comparison		Same Month, 1 Year Ago	
Active Accounts	1,405	Down	1	Down	17
In City Residential	1,019	Up	-	Down	31
Gallons Purchased	33,556,695	Down	1,756,297	Down	3,591,605
Gallons Sold	29,114,590	Down	4,564,402	Down	7,117,988
Gal. Wastewater	40,707,000	Up	9,421,000	Up	800,000
Number of Leaks	9	Up	7	Up	6
Leak Man Hours	83	Up	62	Up	44
Water Loss %	13%	Up	9%	Up	11%
Service Orders	100	Up	16	Up	52
Line Locates	24	Up	12	Down	1

	Year to Date	Previous Year Comparison	
Gallons Purchased	33,556,695	Down	3,591,605
Gallons Sold	29,114,590	Down	7,117,988
Gal. Wastewater	40,707,000	Up	800,000
Number of Leaks	9	Up	6
Leak Man Hours	83	Up	44
Water Loss %	Average of 13%	Up	11%
Service Orders	100	Up	52
Line Locates	24	Down	1

HUNTSVILLE FIRE DEPARTMENT

February 2025 Report of January 2025 Activities

- Our training for the month of January focused on fireground tactical strategies.
- We currently have 22 members on our roster. Only four of them made it to at least 33% of our calls. However, ten of them responded to at least 40% of our fire calls.
- Since January of 2020, our department has responded to 422 fire-related calls. Only five of our personnel responded to at least half of those calls. The overall lack of experience in battling fires is why we place so much emphasis on training.

FIREFIGHTER	ALL FIRES	STRUCTURE FIRES
Chief Kevin Shinn	83%	(89%)
Capt. Kristyn Shinn Clark	63%	81%
Lieutenant James House	61%	75%
Driver/Operator Joey McConnell	57%	66%
Lieutenant Gabriel DeLaurie	51%	69%

- We have started the review process for the proposed building of the new Assembly of God Church on 412.
- The architects for the school are supposed to be reworking their plans to build an indoor baseball/softball building. Their initial plans miscalculated the fire area of the facility in an attempt to avoid the requirement of installing a sprinkler system.
- As I have mentioned repeatedly in the past, the limitations on availability of our own personnel coupled with the decline in available personnel from our neighboring departments outfitted with the appropriate equipment and the proper training continues to be a major area of concern for me regarding the protection of our community. As a result, we have been working hard over the last several years to reshape our response techniques and acquire new tools to essentially do more with less people. Increasing our training budget to allow us to send our people to extensive training beyond our regular training nights has been a useful step in that direction.

Another area that we are addressing, and will look to our elected officials for support, is more strictly enforcing the Arkansas Fire Protection Code with both existing and new structures within our district. The more proactive we can be on the preventative side, the less likely we will face cataclysmic fires on the reactive side.

- According to the United States Fire Administration, overall trends for residential building fires and losses for the 10-year period of 2013 to 2022 showed the following:
 - A 4% decrease in the number of fires.
 - A 1% increase in the number of deaths.
 - An 8% decrease in injuries.
 - A 21% increase in dollar loss.
- During that same period, overall trends for non-residential building fires and losses showed the following:
 - A 27% increase in the number of fires.
 - An 83% increase in the number of deaths.
 - A 21% decrease in injuries.
 - A 23% increase in dollar loss.

January 2025	EMS CALLS	%	MVA	%	FIRE CALLS	%	SPECIAL DUTY	%	Inspections/Preplans	Public Service/Education	Training	Total Events
	50	87%	1	1%	5	9%	2	3%	1	1	1	61



City of Huntsville
Economic Development & Tourism
Commission Report
January 2025

Strategic Objectives

- Downtown Revitalization
 - Dr. Revis Edmonds from the Arkansas Heritage Department meet with property owners in the Commercial Historic District on Wednesday, January 29th. He presented information on the federal and state tax credit program funding available for rehabilitation within the district. He also explained the preservation grant funding available to get properties up to “contributing” status to qualify for the tax credit program.
- Workforce/Community Development
 - Finalized the Arkansas Opioid Recovery Partnership HERO grant: 636 Naloxone kits were distributed in the county with the grant funding.
 - Met with Jennifer Eaton, Intermediate Counselor and Bright Futures coordinator to discuss city involvement in the program and potential event and community data collection collaboration.
 - Attended the Madison County Health Coalition Drug Free Communities Stakeholder Meeting on January 30th. MCHC will be applying for a grant (\$125,000 annually for 5 years) to address youth substance use prevention.
- Economic Development –
 - Reviewed and made edits via NATA membership on the new Northwest Arkansas Travel Guide for print in April.
 - Continued meeting and training with our Placer ai Customer Service Manager in January. Presented Historic Downtown District property owners with a report comparing visits from 2024 to pre-pandemic 2019, as a result two business owners booked time to review their data.
 - Began updating current information on the city website with input from the department heads.
 - Completed Arkansas Public Administration Consortium (APAC)’s Course 5 “Conditional Uses, Development Review & Variances in the Planning Official Training Program.

Next EDTC Meeting – Tuesday, February 18th at 8:30am at Arvest Annex

Planning Commission Report

*City of Huntsville February 2025
(for January 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.

REVIEWED COMMERCIAL / RESIDENTIAL PERMITS

1. Building Permit, 969 N Gaskill - approved
2. Building Permit, 202 S Parrott - pending
3. River Church, conditionally approved
4. ERC temporary building placement, approved
5. 3 Building Permits, Highland Park Subdivision Phase 6 – approved
6. Hwy 412, Accessory Building, reviewed needs permit



**BUILDING INSPECTOR
MONTHLY REPORT**

Name	Number	Location
Terry Presley	9	Subdivision
2 new houses on Mae	4	Mae St. Final
County Jail	6	412 East
Darrell Trahan	3	412 East
New House	4	Enclave Sub.
Faby's Resturant	4	Main St.
New House	4	Paradise Lane

Huntsville Municipal Airport Commission

Special Meeting Minutes

January 23, 2025

Mayor Dotson called the meeting of the Airport Commission to order at 4:30 p.m. Commissioners Bill Mason, Bill Smith, Cord Riley, Chris Smallman and Tem Dotson were present. Charles Coger and Mark Hutton were absent.

Mayor Dotson discussed the Service of each Commissioner and Time Frame of Service. Discussion of the possibility of Mark Hutton being made since he resides in Texas. If commissioner Hutton does resign then a replacement would be Sean McCarthy. Motion was made by Commissioner T Dotson and a Second by Commissioner Riley. Motion Carried 5-0

An Interim Chairman was discussed and voted on during Commissioner Coger's absence. Commissioner Smith was nominated. Charles Coger's name will be removed from the Airport Banking account and Bill Smith's name will be added. Motion was made by Commissioner T Dotson and a Second by Commissioner Riley. Motion Carried 5-0

Paid and Unpaid Rental Fees were discussed. Mayor Dotson read off a list of Hangers that need to be paid this month. Commissioners were going to remind the Renters that were behind to pay their rent.

An Update on the Hangar Projects was given by Mayor Dotson. A little over \$300,000 has been spent on the project. This included engineering being paid. A short discussion of the Beacon being out. Repairs to be done ASAP.

Adjournment: Tem Dotson made a motion, seconded by Chris Smallman, to adjourn. Motion carried 5-0

RMN

Huntsville Water Utilities Commission Meeting

January 16, 2025

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

Call to Order

- At 4:01 pm, Vice Chairman Roden called the meeting to order. Chairman Brashears was absent. Commissioners Ford, Rogers, and Scott were present.

Approval of Minutes

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

Approval of Agenda

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

Old Business

- Mr. Rudolph reported that the new backhoe was in Springdale but was waiting for a bucket. He had been informed that Huntsville Water could expect delivery within two weeks.
- Mr. Davis reported that the \$1,355,000.00 ARPA grant was expected to be disbursed in February. The current Simmons loan payoff was \$834,529.11 and would be paid first with the funds. Any remainder would be used to pay down on the \$1,200,000.00 USDA loan.

New Business

- The Commission reviewed an amendment to the Customer Accounts and Deposits policy that would add a service charge to new accounts that elect to receive paper bills. Commissioner Scott made a motion to adopt the policy with changes, seconded by Commissioner Rogers. The motion was approved.
- The Commission reviewed an amendment to the Water and Sewer Service Connections policy that would require any new customer requesting service to a property bordering the existing city limits to annex their property into city limits prior to receiving service. Commissioner Ford made a motion to adopt the revised policy, seconded by Commissioner Rogers. The motion was approved.
- Mr. Davis presented replacement options for the Vac-Con sewer truck to the Commission. After discussion, Commissioner Roden made a motion to purchase a 3-

yard Vactor truck for \$352,758.36 and to finance it for five years through CS Bank, seconded by Commissioner Ford. The motion was approved.

- Mr. Davis reported that Madison County Regional Water planned to bring the 2-million-gallon tank offline for an estimated 120 days for maintenance and repairs. The city and county meters would be placed on a bypass line and would see no changes in supply unless the 24" transmission line suffered a major leak.

Other Business

- In other business, Mr. Davis reported that the Madison County Water Facilities Board had accepted the city's offer of \$10,000.00 for the 2-inch water main servicing Harmony Road.

Adjournment

- Commissioner Ford made a motion to adjourn the meeting, seconded by Commissioner Rogers. The meeting was adjourned at 5:35 pm.