

City Council of Jacksonville, Arkansas

A G E N D A

Regular City Council Meeting

August 19, 2021 6:00 p.m.

	PAGES
1. OPENING PRAYER:	
2. ROLL CALL:	
3. PRESENTATION OF MINUTES:	
4. APPROVALS AND/OR CORRECTION OF MINUTES:	
5. CONSENT AGENDA:	
Engineering Department:	Regular Monthly Report/July Public Works Director Jim Oakley 1
Fire Department:	Regular Monthly Report/July Fire Chief Alan Laughy 2
Police Department:	Regular Monthly Report/July Police Chief Brett Hibbs 3-4
Code Enforcement:	Regular Monthly Report/July Police Chief Brett Hibbs 5
Animal Control:	Regular Monthly Report/July Police Chief Brett Hibbs 6
6. WATER DEPARTMENT:	
7. WASTEWATER DEPARTMENT:	
8. FIRE DEPARTMENT:	
9. POLICE DEPARTMENT:	
10. STREET DEPARTMENT:	
11. SANITATION DEPARTMENT:	
12. PARKS & REC. DEPARTMENT:	ORDINANCE 1663 (#13-2021) Waiving competitive bidding for purchasing a shot curtain for shooting range (Mayor Johnson) 7-8
13. PLANNING COMMISSION:	a. ORDINANCE 1668 (#18-2021) Rezoning parcel located East side of Old Highway 67, Toneyville Road from C-3 to R-8 (Council Member Dietz) 9-10
	b. ORDINANCE 1669 (#19-21) Amending and modifying JMC codes for zoning and property use provisions (Council Member Dietz) 11-14
14. COMMITTEE(S):	

CITY COUNCIL A G E N D A continued:  
August 19, 2021

15. GENERAL:

- a. 6:00 P.M PUBLIC HEARING  
ORDINANCE 1667 (#17-2021)  
Vacating and closing a  
portion of Lomanco Drive  
(Council Member Traylor) 15-16
- b. DISCUSSION  
Contract with Unity Health  
and Hospital Board  
(Council Member Blevins)
- c. DISCUSSION  
Definitive date for Budget review  
(Council Member Blevins)
- d. Update on completion  
of highway widening  
(Council Member Blevins)
- e. DISCUSSION  
2022 Budget (Mayor Johnson) 17-20
- f. DISCUSSION  
American Recovery Plan  
(Mayor Johnson) 21
- g. ORDINANCE 1670 (#20-2021)  
Amending the City of Jacksonville  
Personnel Policy Manual  
(Mayor Johnson) 22-27

16. APPOINTMENTS:

CIVIL SERVICE  
Reappointment of Lester Piggee  
for a term to expire 04/01/27

17. UNFINISHED BUSINESS:

18. NEW BUSINESS:

ANNOUNCEMENTS:

ADJOURNMENT

# CITY OF JACKSONVILLE



To: Mayor Johnson, Jacksonville City Council  
From: Engineering Department

Please find below the consent agenda for the Engineering Department

## ENGINEERING REPORT FOR JULY 2021

### PERMITS/LICENSE ISSUED

Building Permits	15
Business License	-

### INSPECTIONS PERFORMED

Building Inspections	24
Electrical	25
Plumbing	30
HVACR	20



**JACKSONVILLE**  
**FIRE & RESCUE SERVICES**  
PRIDE of the City!

900 N. Redmond Rd.  
Jacksonville, AR. 72076  
(501) 982-5048  
Fax 982-0579

**Alan Laughy, Chief**

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10 August 2021

Honorable Bob Johnson  
Members of the Council  
City of Jacksonville

Gentlemen & Ladies:

I respectfully submit a report of Emergency Response Activity for the month of **July 2021**.

**National Emergency Medical Service Information System (NEMSIS)**

Ambulance Responses classified as:

**Transported Runs 301**

**Non-Transported Runs 246**

**National Fire Incident Reporting System (NFIRS)**

Estimated fire loss for the month: \$201,700.00

Savings total for the month: \$590,300.00

**Rescue (522)**

EMS Incident (522)

**Service Call (35)**

Public Service Assistance (32)

Unauthorized Burning (3)

**False Alarm (46)**

System or Detector Malfunction (10)

Malicious, Mischievous, False Alarm (1)

Unintentional System/Detector (35)

**Fire (22)**

Structure Fire (6)

Vehicle Fire (1)

Outside Rubbish Fire (8)

Natural Vegetation Fire (7)

**Hazardous Condition, No Fire (7)**

Electrical Wiring/Equip Problem (7)

**Good Intent Call (19)**

Wrong Location, No Emergency Found (3)

Controlled Burning (2)

Dispatched and Canceled En Route (12)

Steam, Gas Mistaken for Smoke (2)

**Special Incident Type (1)**

Citizen Complaint (1)

Respectfully,

Dewan Laws, Battalion Chief  
Jacksonville Fire & Rescue Services



# JACKSONVILLE POLICE DEPARTMENT

COURAGE • INTEGRITY • PROFESSIONALISM

Brett C. Hibbs  
Chief of Police

1400 Marshall Rd.  
Jacksonville, AR 72076  
(501) 982-3191

August 4, 2021

To: Mayor Bob Johnson & Jacksonville City Council Members

From: Chief of Police Brett Hibbs

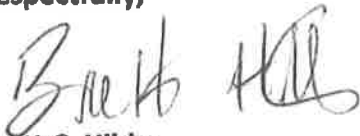
Re: Jacksonville Police Department July 2021 Monthly Report

The following report of activities for the Jacksonville Police Department submitted for the month of July 2021:

<u>Topic</u>	<u>2021</u>	<u>2020</u>
Total Complaint Calls	5073	2871
Homicide Reported	1	1
Homicide Cleared	0	1
Rape/Sex Assault Reported	3	1
Rape/Sex Assault Cleared	0	0
Robbery Reported	2	1
Robbery Cleared	0	0
Felony Assaults Reported	21	16
Felony Assaults Cleared	9	12
Burglary Reported	19	19
Burglary Cleared	9	4
Theft Reported	66	58
Theft Cleared	21	16
Vehicle Theft Reported	22	13
Vehicle Theft Cleared	2	4

<b>Felony Cases Reported</b>	<b>195</b>	<b>146</b>
<b>Felony Cases Closed</b>	<b>134</b>	<b>134</b>
<b>Misd Cases Reported</b>	<b>320</b>	<b>264</b>
<b>Misd Cases Closed</b>	<b>299</b>	<b>259</b>

**Respectfully,**



**Brett C. Hibbs**  
**Chief of Police**  
**Jacksonville Police Department**

**BCH/sb**

City of Jacksonville  
 Code Enforcement Department  
 1400 Marshall Rd.  
 Jacksonville, AR 72076  
 501-982-0688

**Monthly Recap Report:**

**JULY 2021**

	MARISSA	AARON	MURPHY	SGT. TILLMAN	LT. WRIGHT	TOTAL
Assigned Cases	50	40	48	7	3	148
Self-Initiated Calls	214	75	83	3	13	388
Follow Ups	184	176	89	5	10	464
Meetings/Court Hearings	0	0	0	0	0	0
Warnings Issued	0	0	0	0	0	0
Tickets Issued	0	7	0	0	1	8
3 Day Notice	184	156	131	10	6	487
7 Day Letter	90	45	52	2	7	195
Vehicles Tagged	2	11	21	0	2	36
Vehicles Towed	0	0	0	0	0	0
Lots Posted	0	0	0	0	6	6
Signs Removed	0	0	0	0	0	0
Trash Cans Tagged	0	0	0	0	0	0
Basketball Goals	0	0	0	0	0	0
Structures Inspected	7	4	3	0	7	21
Rentals Inspected	0	0	0	0	0	0
Properties Red Tagged	0	0	0	0	0	0
Search Warrants	0	0	0	0	0	0
Structures Rehabbed	0	0	0	0	0	0
Structures Condemned	0	0	0	0	0	0
Houses Demo by City	0	0	0	0	0	0
Houses Demo by Owner	0	0	0	0	0	0
Parking Violations	0	4	9	0	0	13
Grass Mowed	14	0	26	6	2	48

# CITY OF JACKSONVILLE ANIMAL SHELTER MONTHLY REPORT

REPORTING PERIOD: July-21

	DOG	CAT	TOTAL	
ON HAND (BEGIN REPORTING PERIOD)	33	81	114	
RECEIVED	86	67	153	
ADOPTED	38	69	91	
RETURNED TO OWNER	35	11	49	
EUTHANIZED	7	10	17	
DIED/ESCAPED/STOLEN	0	0	0	
D.O.A.			41	
ON HAND (END REPORTING PERIOD)	39	58	97	
CITY LICENSE ISSUED			16	
INSPECTIONS			4	
RESCUES			2	
CRUELTY INVESTIGATIONS			4	
BITE CASES:				
	ANIMAL-HUMAN		3	
	ANIMAL-ANIMAL		1	
WARNING LETTERS:				
	RUNNING AT LARGE		11	
	NUMBER OF ANIMALS		0	
	RABIES VACCINATION/CITY LICENSE		13	
	CRUELTY		6	
	UNSANITARY CONDITIONS		1	
	NUISANCE		6	
	FAILURE TO STERILIZE		12	
CITATIONS:				
	RUNNING AT LARGE		2	
	NUMBER OF ANIMALS		0	
	RABIES VACCINATION/CITY LICENSE		2	
	CRUELTY		1	
	UNSANITARY CONDITIONS		1	
	WARNING		1	
	PIT BULL		2	
WARRANTS			0	
REVENUES: ADOPTION FEE WAIVED/DONATED STERILIZATIONS - 90			\$ 4,950.00	
	ADOPTION FEES/FINES		\$ 505.00	
	CONTRIBUTIONS		\$ -	
	<b>TOTAL</b>		<b>\$ 505.00</b>	
OVERTIME HOURS PERFORMED:			19.5	
VEHICLES:				
UNITS:	# 162	# 164	#170	#172
BEGINNING MILEAGE	116,977	2,521	93,017	132,464
ENDING MILEAGE	116,977	2,946	94,292	132,649
MILES DRIVEN	0	425	1275	185

**ORDINANCE NO. 1663 (#13-2021)**

**AN ORDINANCE WAIVING COMPETITIVE BIDDING BY THE CITY OF JACKSONVILLE, ARKANSAS, FOR THE PURPOSE OF PURCHASING A SHOT CURTAIN FOR THE JACKSONVILLE SHOOTING RANGE; DECLARING AN EMERGENCY; AND, FOR OTHER PURPOSES.**

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**WHEREAS**, the City has determined that a shot curtain for the Jacksonville Shooting Range is needed and can be provided by ShotStop, Inc.

**WHEREAS**, said shot curtains are provided by two suppliers in the county, with ShotShop, Inc. costing less than their competitor; as a result, City recommends the waiving of competitive bidding and requests authority to contract with ShotStop, Inc. for the shot curtain needed for the Jacksonville Shooting Range.

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

**SECTION ONE:** Competitive bidding for a shot curtain for the Jacksonville Shooting Range would be costly, non-productive, and time consuming, making said competitive bidding unfeasible and impractical.

**SECTION TWO:** Pursuant to Ark. Code Ann. §14-53-303, competitive bidding is hereby waived for the purpose of purchasing a shot curtain for the Jacksonville Shooting Range. Authorization is hereby given to the Mayor and/or his authorized representative(s) to enter into contract with ShotStop, Inc. for said equipment. It is anticipated that the equipment, together with a five (5) percent hold, will be provided for the City of Jacksonville at One Hundred Eighty-Eight Thousand Five Hundred Twenty-Seven Dollars and Fifty Cents (\$188,527.50). Applicable taxes, shipping, and other associated costs due have not been included in this number.

**SECTION THREE:** All Ordinances, parts of Ordinances, or previous actions taken by said Council in conflict herewith are hereby repealed to the extent of such conflict.

**SECTION FOUR:** This Ordinance, necessary for the continued efficient delivery of public services and for the benefit, health, safety, and welfare of the citizens of Jacksonville, should be implemented immediately. Therefore, an emergency is hereby declared, and this Ordinance shall be in force and effect from and after its date of passage.

**APPROVED AND ADOPTED THIS \_\_\_\_\_ DAY OF AUGUST 2021.**

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**CITY OF JACKSONVILLE, ARKANSAS**

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**BOB JOHNSON, MAYOR**

**ATTEST:**

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**SUSAN M. DAVITT, CITY CLERK**

**APPROVED AS TO FORM:**

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**STEPHANIE FRIEDMAN, CITY ATTORNEY**

000008

**ORDINANCE NO. 1668 (#18 - 2021)**

**AN ORDINANCE RECLASSIFYING PROPERTY IN THE CITY OF JACKSONVILLE, ARKANSAS (PARCEL LOCATED ON THE EAST SIDE OF OLD HIGHWAY 67, TONEYVILLE ROAD); AMENDING ORDINANCE NOS. 213 AND 238 AND THE LAND USE MAP OF THE CITY OF JACKSONVILLE, ARKANSAS; DECLARING AN EMERGENCY; AND, FOR OTHER PURPOSES.**

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**BE IT ORDAINED AND ENACTED BY THE CITY COUNCIL OF THE CITY OF JACKSONVILLE, ARKANSAS, THAT:**

**SECTION ONE:** The zone classification of the following property be and hereby is changed as indicated below:

Legal Description:

PART OF FRACTIONAL NW ¼, SEC. 4, T-3-N, R-10-W, PULASKI COUNTY, AR, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE FRACTIONAL NW ¼ OF SAID SEC. 4; THENCE N 2°14'29.7" W 429.60 FEET ALONG THE WEST LINE TO AN IRON PIN ON THE SOUTH R/W LINE OF TONEYVILLE ROAD; THENCE N 40°19'28"E 196.31 FEET, TO THE POINT OF BEGINNING; THENCE CONTINUE N 40°19'28" E 646.90 FEET; THENCE S 89°12'28.3" E 545.56 FEET; THENCE S 1°32'52" W 460.53 FEET; THENCE N 89°10'23" W 319.62 FEET; THENCE S 1°30' W 199.54 FEET; THENCE N 89°10'24.7" W 315.0 FEET; THENCE N 60°16'53" W 346.70 FEET TO THE POINT OF BEGINNING, CONTAINING 10 ACRES MORE OR LESS, AND SUBJECT TO ANY AND ALL EASEMENTS FOR RIGHT OF WAY ALONG THE WEST LINE.

Said real property is hereby rezoned from Zoning Classification C-3 to R-8.

**SECTION TWO:** The map referred in Ordinance No. 213 of the City of Jacksonville, Arkansas, as amended by Ordinance No. 238 and designated as the official Zoning and Land Use Map, should be and hereby is amended to the extent and in the respects necessary to effect and designate the changes provided for herein.

**SECTION THREE:** All Ordinances and Resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

**SECTION FOUR:** To satisfy the operational schedule for the parties involved with this property, it is necessary for the public welfare, health, and safety to declare an emergency. Therefore, this Ordinance shall be in full force and effect on and after its date of passage.

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APPROVED AND ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2021.

CITY OF JACKSONVILLE, ARKANSAS

\_\_\_\_\_  
BOB JOHNSON, MAYOR

ATTEST:

\_\_\_\_\_  
SUSAN DAVITT, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
STEPHANIE FRIEDMAN, CITY ATTORNEY

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## **ORDINANCE NO. 1669 (#19 - 21)**

**AN ORDINANCE AMENDING AND MODIFYING JACKSONVILLE MUNICIPAL CODE §§ 18.28.020, 18.30.020, 18.32.020, 18.32.030, 18.35.020, 18.035.030, 18.36.020, 18.36.030, 18.37.020, 18.37.030, 18.38.020, 18.38.030, 18.40.020, 18.40.030, 18.44.020, 18.44.030, 18.48.020, 18.48.030, 18.52.020, 18.52.030, FOR ZONING AND PROPERTY USE PROVISIONS, DECLARING AN EMERGENCY; AND, FOR OTHER PURPOSES.**

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**WHEREAS**, the Jacksonville Municipal Code provisions are in need of amendment to provide for more efficient and accurate usage of real properties within the city;

**WHEREAS**, the Jacksonville Planning Commission has worked diligently to update, modify, and improve certain provisions of the Municipal Code;

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE CITY COUNCIL OF THE CITY OF JACKSONVILLE, ARKANSAS, THAT:**

**SECTION ONE:** JMC § 18.28.020 (R-2 - Permitted Uses) shall be amended and modified to include the following:

Any use permitted in R-0, R-1, R-1A

JMC § 18.30.020 (R-3 - Permitted Uses) shall be amended and modified to include the following:

Any use permitted in R-0, R-1, R-1A, R-2

JMC § 18.32.020 (R-4 - Permitted Uses) shall be amended and modified to include the following:

Any use permitted in R-0, R-1, R-1A

JMC § 18.32.030 (R-4 - Conditional Uses) shall be amended and modified to include the following:

Any use permitted in R-2, R-3

JMC § 18.35.020 (R-5 - Permitted Uses) shall be amended and modified to include the following:

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Any use permitted in R-0, R-1, R-1A

JMC § 18.35.030 (R-5 - Conditional Uses) shall be amended and modified to include the following:

Any use permitted in R-2, R-3

JMC § 18.36.020 (R-6 - Permitted Uses) shall be amended and modified to include the following:

Any use permitted in R-0, R-1, R-1A

JMC § 18.36.030 (R-6 - Conditional Uses) shall be amended and modified to include the following:

Any use permitted in R-2, R-3

JMC § 18.37.020 (R-7 - Permitted Uses) shall be amended and modified to include the following:

Any use permitted in R-0, R-1, R-1A

JMC § 18.37.030 (R-7 - Conditional Uses) shall be amended and modified to include the following:

Any use permitted in R-2, R-3

JMC § 18.38.020 (R-8 - Permitted Uses) shall be amended and modified to include the following:

Any use permitted in R-0, R-1, R-1A

JMC § 18.38.030 (R-8 - Conditional Uses) shall be amended and modified to include the following:

Any use permitted in R-2, R-3

JMC § 18.40.020 (C-1 - Permitted Uses) shall be amended and modified to include the following:

Any use permitted in R-0, R-1, R-1A

JMC § 18.40.030 (C-1 - Conditional Uses) shall be amended and modified to remove the following:

Any use permitted in R-0, R-1, R-1A

JMC § 18.44.020 (C-2 - Permitted Uses) shall be amended and modified to include the following:

Any use permitted in R-0, R-1, R-1A, C-1

JMC § 18.44.030 (C-2 - Conditional Uses) shall be amended and modified to remove the following:

Any use permitted in C-1

JMC § 18.48.020 (C-3 - Permitted Uses) shall be amended and modified to include the following:

Any use permitted in R-0, R-1, R-1A, C-1, C-2

JMC § 18.48.030 (C-3 - Conditional Uses) shall be amended and modified to remove the following:

Any use permitted in C-1, C-2

JMC § 18.52.020 (C-4 - Permitted Uses) shall be amended and modified to include the following:

Any use permitted in R-0, R-1, R-1A, C-1, C-2

JMC § 18.52.030 (C-4 - Conditional Uses) shall be amended and modified to remove the following:

Any use permitted in C-1, C-2

**SECTION TWO:** All Ordinances or parts thereof in conflict herewith are hereby repealed to the extent of said conflict.

**SECTION THREE:** It is hereby ascertained and declared that efficient statements and provisions of the Zoning Laws and Classifications of the City are needed, and passage of this Ordinance will insure said provisions. Therefore, an emergency is hereby declared, and this Ordinance, being necessary for the immediate preservation of public health and welfare, shall take effect and be in force from and after its passage.

APPROVED AND ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2021.

CITY OF JACKSONVILLE, ARKANSAS

\_\_\_\_\_  
BOB JOHNSON, MAYOR

ATTEST:

\_\_\_\_\_  
SUSAN DAVITT, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
STEPHANIE FRIEDMAN, CITY ATTORNEY

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**ORDINANCE NO. 1667 (#17 - 2021)**

**AN ORDINANCE VACATING AND CLOSING A PORTION OF LOMANCO DRIVE, JACKSONVILLE, ARKANSAS (GENERAL LOCATION: THAT PORTION OF LOMANCO DRIVE BETWEEN MAIN STREET RIGHT-OF-WAY AND THE PREVIOUSLY ABANDONDED RIGHT-OF-WAY VACATED BY JACKSONVILLE CITY ORDINANCE 1208), JACKSONVILLE, ARKANSAS; AND, FOR OTHER PURPOSES.**

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**WHEREAS**, the Jacksonville City Council hosted a public hearing regarding the closure and abandonment of over Three Hundred Seventy-Two Feet (372') of Lomanco Drive on XXXXX, XX, 2021, with notice duly published as required by law. At said hearing, the written approval of all adjacent property owners was presented and utility companies expressed consent to the closing of said streets, subject to reservation of easement rights for said utilities.

**BE IT ORDAINED AND ENACTED BY THE CITY COUNCIL OF THE CITY OF JACKSONVILLE, ARKANSAS, THAT:**

**SECTION ONE:** The real property, a Fifty Foot (50') right-of-way, with its centerline, more particularly described as follows:

Part of the N ½ of Section 25, T-3-N, R-11-W, Jacksonville, Pulaski County, Arkansas, more particularly described as follows:

Starting at the Northwest corner Lot 2, Pulaski Industrial Park, Phase II as recorded in Plat Book 28 at Page 49 of the records of Pulaski County; thence N 88° 36' 44" W, 50.0 feet to the westerly right-of-way railroad spur tract; thence N 04° 07' 57" E, 316.49 feet to the southerly right-of-way of Main Street; thence S 88° 14' 07" W, 162.51 feet along the southerly right-of-way of Main Street; thence S 85° 06' 57" W, 98.63 feet to the centerline of Lomanco Drive, also being the point of beginning; thence S 15° 43' 02" W, 372.27 feet along the centerline of Lomanco Drive, to the end of the closure of the 50' street right-of-way described above.

**GENERAL LOCATION:** That portion of Lomanco Drive between Main Street right-of-way and previously abandoned right-of-way vacated and closed by Jacksonville City Ordinance 1208.

Said real property and public easement are hereby closed and vacated under the powers granted to cities of the first class in the State of Arkansas, subject only to reservation of easement rights and privileges for private and municipal utility companies. The Mayor and City Clerk are hereby duly authorized and directed to enter into an Agreement with those adjoining and abutting property owners of Lomanco, Inc. The Agreement shall close and abandon said street rights-of-way, with the real property described reverting to said property owners in accordance with State law.

**SECTION TWO:** A copy of this Ordinance, duly certified by the City Clerk, shall be filed in the Office of the Recorder of the County and recorded in the Deed Records of the County.

**SECTION THREE:** This Ordinance shall take effect and be in force from and after its passage.

**APPROVED AND ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2021.**

CITY OF JACKSONVILLE, ARKANSAS

\_\_\_\_\_  
BOB JOHNSON, MAYOR

ATTEST:

\_\_\_\_\_  
SUSAN DAVITT, CITY CLERK

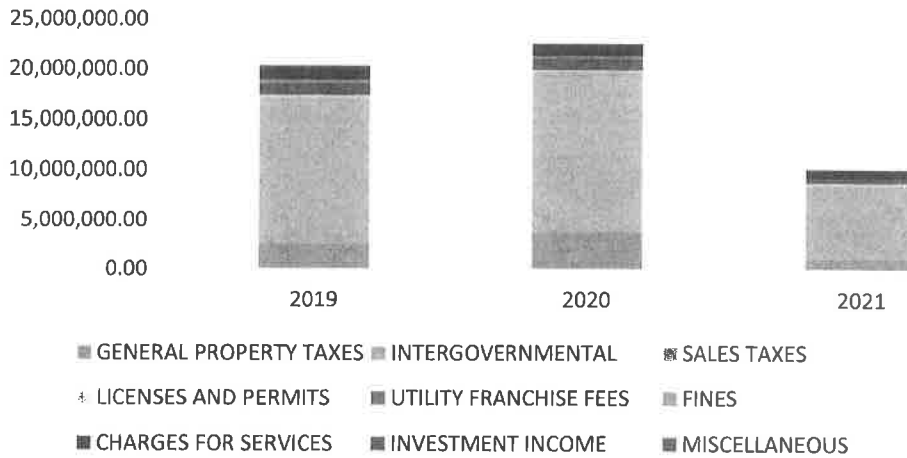
APPROVED AS TO FORM:

\_\_\_\_\_  
STEPHANIE FRIEDMAN, CITY ATTORNEY

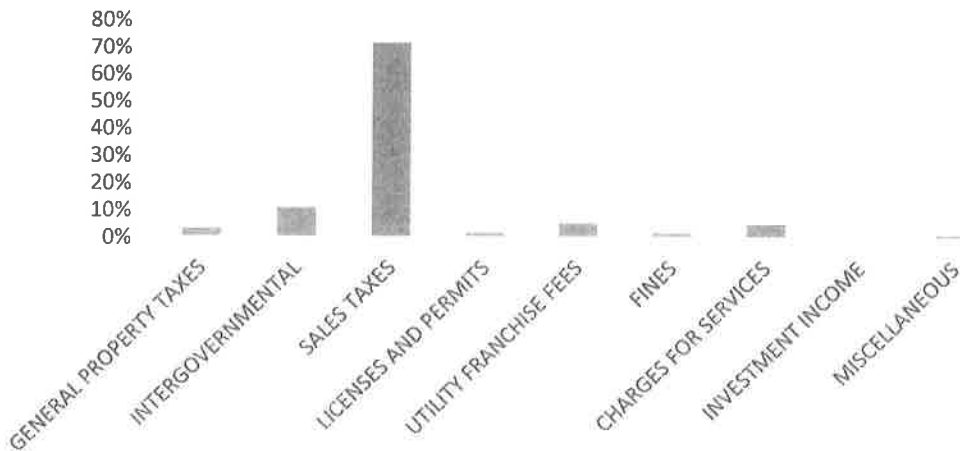
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	2019	2020	2021	
GENERAL PROPERTY TAXES	577,094.71	726,730.23	336,154.80	3%
INTERGOVERNMENTAL	1,976,520.07	3,037,128.69	709,271.34	11%
SALES TAXES	14,623,842.26	15,937,121.41	7,541,185.54	72%
LICENSES AND PERMITS	305,521.93	279,516.92	239,268.83	2%
UTILITY FRANCHISE FEES	1,113,292.64	1,109,299.88	516,560.89	5%
FINES	429,074.99	301,114.03	85,559.02	2%
CHARGES FOR SERVICES	1,020,292.68	1,007,970.68	578,788.30	5%
INVESTMENT INCOME	11,451.34	11,116.79	10,750.48	0%
MISCELLANEOUS	289,513.77	198,252.75	146,941.74	1%
	20,346,604.39	22,608,251.38	10,164,480.94	

### Revenues



### Revenues by Percentage

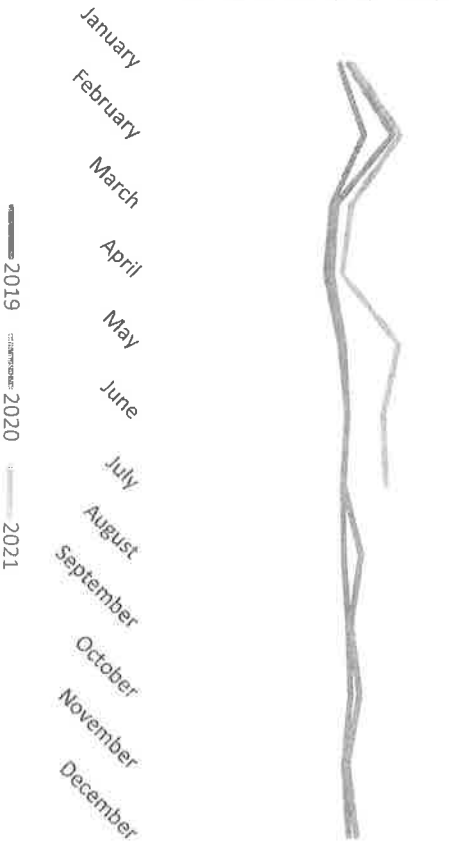


County Sales Taxes

(when received)

	<u>2019</u>	<u>2020</u>	<u>2021</u>
January	519,731.25	547,168.95	559,547.18
February	594,483.84	679,227.94	703,482.64
March	499,094.20	512,025.40	557,580.99
April	481,209.35	498,980.40	530,609.33
May	525,554.00	537,174.28	700,386.71
June	548,073.67	547,370.91	655,388.17
July	533,749.48	537,736.61	663,793.43
August	539,166.03	590,456.77	
September	553,082.22	561,209.61	
October	560,754.27	587,883.27	
November	541,486.69	552,220.58	
December	556,802.05	579,891.97	

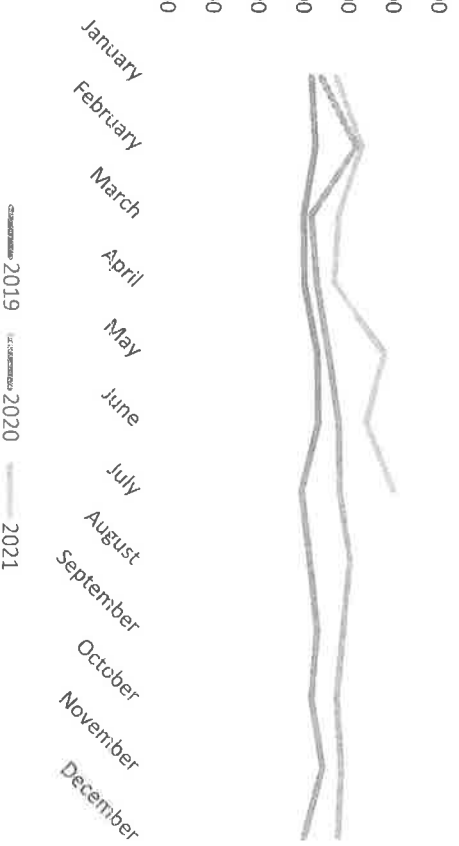
County Sales Taxes



City Sales Taxes

	<u>2019</u>	<u>2020</u>	<u>2021</u>
January	639,519.82	681,696.92	750,584.65
February	657,950.38	841,210.33	867,000.65
March	608,403.35	641,537.94	761,727.69
April	611,612.27	666,496.22	744,731.14
May	669,715.96	719,933.85	970,450.43
June	675,534.49	765,398.71	889,156.22
July	602,099.32	771,506.08	1,013,797.21
August	639,762.15	819,108.22	
September	673,158.76	790,332.19	
October	649,882.82	761,194.01	
November	698,856.32	782,936.76	
December	619,822.20	770,021.92	

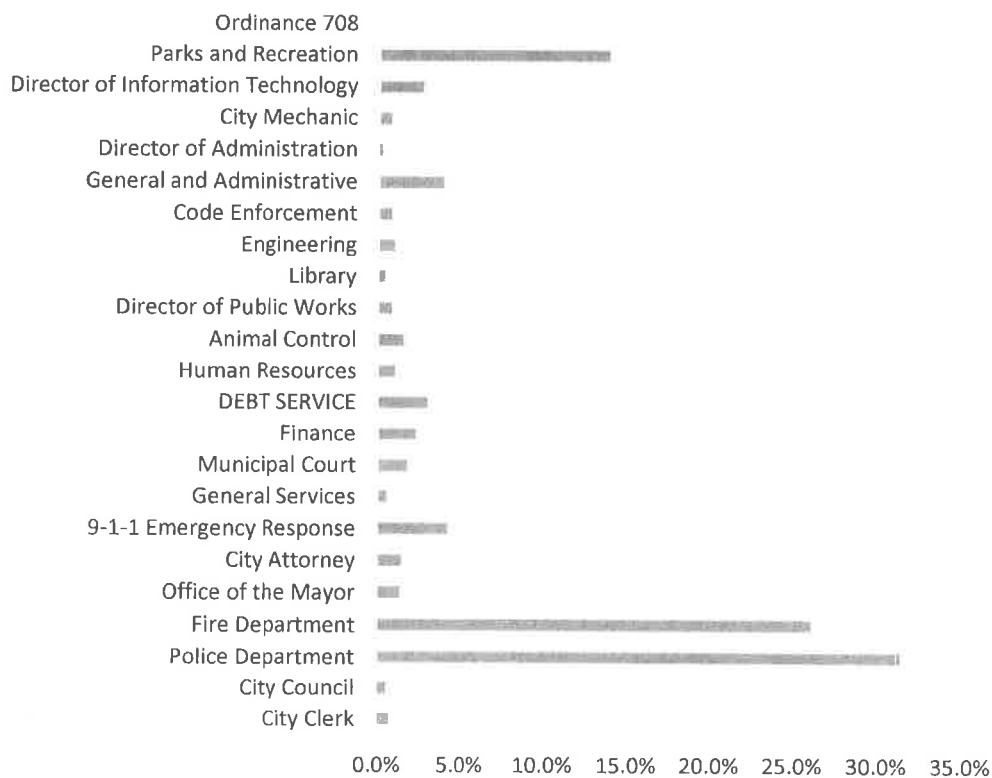
City Sales Taxes



2019 2020 2021

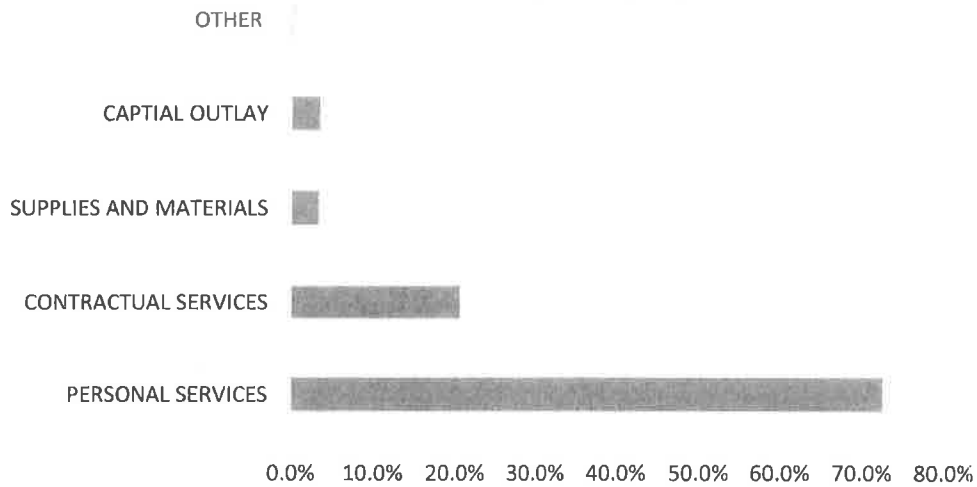
Department	2019	2020	2021	
City Clerk	142,928.41	151,918.20	77,174.36	0.7%
City Council	96,627.43	96,761.70	70,025.34	0.5%
Police Department	5,679,505.66	6,615,213.30	3,857,039.45	31.4%
Fire Department	4,969,056.63	5,381,615.69	3,062,989.42	26.1%
Office of the Mayor	253,951.22	266,528.50	158,705.65	1.3%
City Attorney	261,309.46	280,318.25	190,082.47	1.4%
9-1-1 Emergency Response	812,913.48	857,035.01	504,746.56	4.2%
General Services	115,773.73	102,749.17	44,434.50	0.5%
Municipal Court	397,238.25	332,635.61	165,093.57	1.7%
Finance	500,923.41	438,136.90	232,804.06	2.3%
DEBT SERVICE	726,536.00	585,000.00	213,045.00	3.0%
Human Resources	168,177.55	213,447.88	128,715.65	1.0%
Animal Control	307,313.13	310,036.81	165,704.65	1.5%
Director of Public Works	164,916.15	168,210.52	76,456.31	0.8%
Library	94,196.75	75,181.63	40,854.37	0.4%
Engineering	164,090.53	200,904.99	117,932.31	0.9%
Code Enforcement	139,012.69	166,275.07	87,368.35	0.8%
General and Administrative	872,339.58	927,960.29	196,682.59	3.9%
Director of Administration	58,908.49	45,059.27	7,337.38	0.2%
City Mechanic	137,300.67	138,895.69	87,212.43	0.7%
Director of Information Technology	455,512.55	575,548.20	329,445.07	2.6%
Parks and Recreation	2,681,221.89	2,835,181.47	1,583,467.47	13.8%
Ordinance 708	220.00	0.00	37.50	0.0%
	19,199,973.66	20,764,614.15	11,397,354.46	

### Ependitures by department



	2019	2020	2021	
PERSONAL SERVICES	13,898,045.15	14,642,206.55	8,698,469.30	72.5%
CONTRACTUAL SERVICES	4,228,131.82	4,183,640.01	2,153,722.40	20.6%
SUPPLIES AND MATERIALS	644,210.66	657,284.84	380,841.93	3.3%
CAPTIAL OUTLAY	373,182.91	1,237,661.84	164,320.83	3.5%
OTHER	56,403.12	43,820.91	0.00	0.2%
	19,199,973.66	20,764,614.15	11,397,354.46	

### Expenditures by category



## American Recovery Plan (ARP)

**What is it?** Federal Funding to help America Recover from the negative impact of Covid-19.

**How much do we get?** The City of Jacksonville has been allocated \$5.4 million. We have received \$2.7 million. The remainder will be received in a year.

**What is the time frame for expenditures?** These funds are to cover expenditures from March 3, 2021 through December 31, 2024. Funds must be allocated by December 31, 2024 but in case of large projects that will not be completed by then; we have until December 31, 2026.

**What can it be spent on?** There are 4 major categories for the funds.

1. Premium Pay – Allowed to pay up to \$13/hour to essential employees (not to exceed \$25,000). We have to document the employee worked in person (no telework) during a time period when the pandemic caused a heightened risk for the workers. This includes employees that came in contact with the public or handled items that others had handled.
2. Negative Impacts – Allowed to use funds for Public Health (vaccinations, testing, contact tracing, etc.), Negative Economic Impacts (household assistance, job training assistance, aid to non-profits, aid to other impacted industries, etc.), and Services to Disproportionately Impacted Communities (education assistance, housing support, etc.). Anything filed under this category has to be directly tied to Covid-19.
3. Infrastructure – Allowed to be spent on infrastructure that is only related to Water, Sewer, and Broadband.
4. Lost Revenues- Once the lost revenue is calculated and reported; funds can then be spent on any Governmental Services up to the amount of lost revenue. It cannot be spent on pension deposits, paying off debt, adding to reserves, or grant matches. The use of these funds will also be reported.

**ORDINANCE NO. 1670 (#20 - 2021)**

**AN ORDINANCE TO AMEND AND MODIFY JACKSONVILLE MUNICIPAL CODE §2.44.010 (EMPLOYEE POLICY MANUAL); DECLARING AN EMERGENCY; AND, FOR OTHER PURPOSES.**

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**WHEREAS**, because of modifications in various laws addressing the workplace and various need for modification of policies, the City Council of the City of Jacksonville deems it appropriate to update and modify applicable policies contained in the City of Jacksonville Employee Policy Manual.

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE CITY COUNCIL OF THE CITY OF JACKSONVILLE, ARKANSAS, THAT:**

**SECTION ONE:** The City of Jacksonville, Arkansas, Employee Policy Manual, as originally approved by Ordinance No. 1000 and modified thereafter, is hereby amended and modified to include the additions, deletions, and modifications as included, outlined, and specified in the attached Document.

**SECTION TWO:** All Ordinances, parts of Ordinances, or previous actions taken by said Council in conflict herewith are hereby repealed to the extent of such conflict.

**SECTION THREE:** Because passage of this Ordinance is necessary for public peace and safety of the citizens of Jacksonville, an emergency is hereby declared. This Ordinance shall take effect immediately upon passage and publication, as provided by and subject to the requirements of applicable law.

APPROVED AND ADOPTED THIS \_\_\_\_\_ DAY OF AUGUST 2021.

CITY OF JACKSONVILLE, ARKANSAS

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BOB JOHNSON, MAYOR

000022



## **CURRENT PERSONNEL POLICY MANUAL – SICK LEAVE**

### **NON-UNIFORMED EMPLOYEES:**

Sick leave will accrue at the rate of Thirteen and 33/100 (13.33) hours per calendar month, or Twenty (20) days per calendar year. The maximum accumulation amount of sick leave is Seventy Hundred Twenty (720) hours.

### **UNIFORMED POLICE OFFICERS:**

Pursuant to ACA §14-52-107, law enforcement officers, regardless of their titles, shall accumulate sick leave at the rate of Twenty (20) duty days per year beginning Six (6) months after the first date of continuous employment. If unused, sick leave shall accumulate to a maximum of Ninety (90) duty days. Time off may be charged against any officer during any period of sickness, illness, or injury for any days which the officer is not scheduled to work.

### **UNIFORMED FIREFIGHTERS:**

Pursuant to ACA §14-53-108, all firefighters shall accumulate sick leave at the rate of Seventy (70) duty days per year, beginning Six (6) months after the first date of continuous employment.

## **AMENDED PERSONNEL POLICY MANUAL – SICK LEAVE**

### **FIRE DEPARTMENT- UNIFORMED ONLY**

Pursuant to ACA §14-53-108, all firefighters shall accumulate sick leave at the rate of 20 duty days per year, beginning ninety days after the first date of continuous employment. If unused, sick leave shall accumulate to a maximum of:

- 1,680 hours or 70 duty days for 24-hour shift uniformed employees
- 720 hours or 90 duty days for eight-hour shift uniformed employees.

### **POLICE DEPARTMENT- UNIFORMED ONLY**

Pursuant to ACA §14-52-107, law enforcement officers, regardless of their titles, shall accumulate sick leave at the rate of 20 duty days per year beginning ninety days after the first date of continuous employment. If unused, sick leave shall accumulate to a maximum of:

- 90 duty days or 1080 hours for 12-hour shift uniformed employees
- 90 duty days or 720 hours for all other uniformed employees.

### **NON-UNIFORMED EMPLOYEES**

Sick leave will accrue at the rate of 13.33 hours per calendar month (6.13 per payday), or 20 days per calendar year beginning ninety days after the first date of continuous employment. If unused, sick leave shall accumulate to a maximum of:

- 90 days or 720 hours for all non-uniformed employees.

## **CURRENT PERSONNEL POLICY MANUAL – DISCRETIONARY DAYS**

All Regular Full Time employees are entitled to:

- One (1) discretionary day off after Five (5) years of continuing employment;
- Two (2) discretionary days off after Ten (10) years of continuous employment; and,
- Three (3) discretionary days off after Fifteen (15) years of continuous employment.

Discretionary days may not be broken into hours of time off; they must be taken in full-shift increments. An employee may use their discretionary day along with their vacation or holidays. Discretionary days cannot carry-over and employees will not be compensated for unused days upon leaving employment with the City.

## **AMENDED PERSONNEL POLICY MANUAL – DISCRETIONARY DAYS**

All regular full-time employees are entitled to:

- One discretionary day after 3 years of continuous employment
- Two discretionary days after 5 years of continuous employment
- Three discretionary days after 10 years of continuous employment
- Four discretionary days after 15 years of continuous employment.

Discretionary days may not be broken into hours of time off; they must be taken in full increments. An employee may use their discretionary day along with their vacation or holidays. Discretionary days cannot carry-over and employees will not be compensated for unused days upon leaving employment with the City.

## **CURRENT PERSONNEL POLICY MANUAL – FMLA INTERMITTENT LEAVE**

The Family Medical Leave Act (FMLA) of 1993 requires municipalities with Fifty (50) or more employees to offer up to Twelve (12) weeks of unpaid, job-protected leave to eligible employees for certain family and medical reasons. FMLA also allows an employee who is the nearest blood relative of an injured Armed Services member to take the Twelve (12) weeks of unpaid leave plus an additional Fourteen (14) weeks, for a total of Twenty-Six (26) weeks. Eligible City employees may take FMLA for the following reasons:

- The birth and care of the employee's child;
- The placement of a child into an employee's family by adoption or by foster-care arrangement and to care for the newly placed child;
- For nearest blood relative to care for an injured service member that is seriously injured or ill in the line of active duty, up to Twenty-Six (26) weeks;
- The care of an immediate family member (spouse, child or parent, but not "in-law") who has a serious health condition, and/or,

## **AMENDED PERSONNEL POLICY MANUAL – FMLA INTERMITTENT LEAVE**

If you take FMLA leave for an eligible family member, you will be granted a maximum of two calendar weeks in each 12-month period as paid sick leave, provided you have accrued leave available (sick, vacation, or discretionary). Your accrued leave will be charged accordingly. Additional absences for eligible family members during any 12-month period will be unpaid; i.e., you can be paid no more than two weeks of FMLA leave during any rolling 12-month period unless the absence is for personal illness or injury.

Intermittent FMLA leave for an eligible family member for 24-hour shift uniformed Fire Department employees is 120 hours or 5 duty days.

Intermittent FMLA leave for an eligible family member for 8-hour shift uniformed Fire Department employees is 80 hours or 10 duty days.

Intermittent FMLA leave for an eligible family member for 12-hour uniformed Police Department employees is 120 hours or 12 duty days.

Intermittent FMLA leave for an eligible family member for 8-hour uniformed Police Department employees is 80 hours or 10 duty days.

Intermittent FMLA leave for an eligible family member for all non-uniformed employees is 80 hours or 10 work days.

## **AMENDED PERSONNEL POLICY MANUAL – (NEW) PRE- EMPLOYMENT DRUG TESTING EXPLAIN SAFETY SENSITIVE POSITION**

Upon successful completion of the above requirements and after the decision has been made to hire, an offer of employment will be extended to the applicant conditioned upon the candidate successfully passing a pre-employment drug screen and physical examination. The Human Resources Department is responsible for arranging all such exams.

The applicant will be provided with a time and date of the exams along with directions to the collection site and the physical examination site. He/she must report to the collection site with a valid photo proof of identification within the time designated. Candidates failing to specifically follow the collection procedures or found to have altered a specimen in any way, will no longer be eligible for employment.

Employees receiving a recommendation for promotion or transfer to a position with heavier physical requirements, safety sensitive job duties, security sensitive job duties, driving requirements, will receive an offer of transfer or promotion conditioned on the City medical provider's determination that the employee can perform all the essential functions of the position with or without reasonable accommodation.

A safety sensitive position is one in which a momentary lapse of attention may result in grave and immediate danger to the public. The following positions are considered safety sensitive:

- Law enforcement officers who carry firearms or have detention responsibilities.
- Motor vehicle operators who carry passengers or transport other City employees, where the operation of a motor vehicle is not incidental to the employee's occupation.
- Fire department employees who directly participate in firefighting activities.
- Medical personnel with direct patient care responsibilities, including, but not limited to, physicians, nurses, physician's assistants, medical assistants, paramedics, emergency medical technicians and trainees.
- Mechanics, welders, and sheet metal workers who work on vehicles designed to carry passengers.
- Lifeguards, emergency service dispatchers, and rescue workers.
- Operators of heavy equipment, including front-end loaders, trucks, and riding lawn mowers, or other similar equipment, where the equipment is used around individuals, alongside the public rights of way, or on public roads.
- Crew leaders, linemen, apprentice linemen, ground assistants, meter men, Hydro plant maintenance operators and workers, street light technicians, tree trimmers, excavators, distribution designers, and any job classification that may involve working with high voltage electricity.

A security sensitive position includes any police officer, jailer, police dispatcher and police department employee, including clerical workers, having access to information concerning ongoing criminal investigations and criminal cases, which information could, if revealed, compromise, hinder or prejudice the investigation or prosecution of the case. The City also considers law enforcement officers as holding security sensitive positions by reason of their duty to enforce the laws pertaining to the use of illegal substances. Officers who themselves use such substances may be unsympathetic to the enforcement of the law and subject to blackmail and bribery.

Passing the pre-employment or pre-transfer/promotion drug screen and physical examination is a part of the employment process. If the candidate does not successfully pass either of these examinations, the offer of employment, transfer, or promotion is revoked.

Candidates for non-safety sensitive and non-security sensitive positions who are authorized to use medical marijuana under the Arkansas Medical Marijuana Amendment are not subject to revocation of an offer of employment, transfer, or promotion solely because of a positive test for marijuana.

Directors shall not permit a candidate for hire or promotion/transfer to begin work in the position before receiving a copy of the letter of hire from the Human Resources Department.

Employee drug screen and physical examination results are kept confidential. This information will be maintained in the employee's separate confidential medical file in the Human Resources Department. The results of post-offer transfer/promotion drug screen or physical examination may be discussed with the Director on a "need to know" basis.