



Bella Vista City Council Regular Meeting Agenda

Date/Time: February 24, 2025
6:00 PM

Location: Bella Vista District Court
2483 Forest Hills Blvd.

City Council and Planning Commission regular meetings are live streamed and archived for your convenience. View the meeting at its scheduled time or after at <https://bit.ly/bvmeetingslive>.

Mayor:

John D. Flynn

City Clerk:

Wanda Lepillez Krug

Staff Attorney:

Jason Kelley

Council Members:

Ward 1, Position 1 - Travis Harp

Ward 1, Position 2 - Wendy Hughes

Ward 2, Position 1 - Shea Newport

Ward 2, Position 2 - Larry Wilms

Ward 3, Position 1 - Anna Isbell

Ward 3, Position 2 - Craig Honchell

I. Call to Order

This meeting has been given public notice in accordance with Section 25-19-106 of the Arkansas Freedom of Information Act in such form that will apprise the public and news media of subject matter presented for consideration and action.

II. Pledge of Allegiance

III. Roll Call

IV. Citizen Input

Per the rules, there is a 3 minute per person time limit to address the Council on any topic of that person's choosing. The total time allotted for citizen input is 30 minutes. Any time extension beyond the 30-minute total will be at the discretion of the City Council.

V. Council Member Reply

Any Council Members' reply to comments made during Citizen Input Session is limited to comments only and will not be a discussion period.

VI. Action on the Minutes

- A. Approval of Minutes - January 27, 2025, City Council Regular Meeting

VII. Reports

- B. Monthly Financial Report - Update by Mayor Flynn, including S & P Global Ratings for Bella Vista

(The Chair will entertain a motion to suspend the rules of order and procedure to allow all ordinances on the agenda to be read by title only.)

VIII. Unfinished Business

- C. **ORDINANCE:** AMENDING THE CODE OF ORDINANCES OF THE CITY OF BELLA VISTA TO INCREASE PROCUREMENT AUTHORITY WITHOUT SOLICITING COMPETITIVE BIDS FROM \$35,000 TO \$42,921 TO CONFORM WITH STATE LAW CHANGES PROVIDING FOR INDEXING SAID AMOUNTS TO INFLATION, AMENDING SECTIONS FOR PURPOSES OF CONFORMITY THEREWITH, AND FOR OTHER PURPOSES *Second Reading*
- D. **ORDINANCE:** AMENDING SECTION 2-140 CODE ENFORCEMENT OFFICERS OF THE CODE OF ORDINANCES OF THE CITY OF BELLA VISTA TO PROVIDE FOR DEVELOPMENT COMPLIANCE OFFICERS, DEFINING THEIR AUTHORITY, AND FOR OTHER PURPOSES *Second Reading*

IX. New Business

See meeting packet for complete ordinances and resolutions.

- E. **RESOLUTION:** APPROVING THE MAYOR'S REAPPOINTMENT OF LINDA LLOYD TO POSITION 2 OF THE BELLA VISTA PLANNING COMMISSION FOR A TERM EXPIRING MARCH 1, 2029
- F. **RESOLUTION:** APPROVING THE MAYOR'S APPOINTMENT OF JACK WAGNON TO POSITION 3 OF THE BELLA VISTA PLANNING COMMISSION FOR A TERM EXPIRING MARCH 1, 2029
- G. **RESOLUTION:** APPROVING THE MAYOR'S APPOINTMENT OF JONATHAN ELY TO THE ACTIVE TRANSPORTATION ADVISORY BOARD FOR A THREE-YEAR TERM BEGINNING MARCH 1, 2025
- H. **RESOLUTION:** APPROVING THE MAYOR'S APPOINTMENT OF NATHAN BOONE TO THE ACTIVE TRANSPORTATION ADVISORY BOARD FOR A THREE-YEAR TERM BEGINNING MARCH 1, 2025
- I. **RESOLUTION:** APPROVING THE MAYOR'S APPOINTMENT OF ISAAC

MERRIMAN AS A EX-OFFICIO YOUTH MEMBER OF THE ACTIVE
TRANSPORTATION ADVISORY BOARD

- J. **RESOLUTION:** APPROVING THE MAYOR'S APPOINTMENT OF GRACE DEEN AS A EX-OFFICIO YOUTH MEMBER OF THE ACTIVE TRANSPORTATION ADVISORY BOARD
- K. **RESOLUTION:** APPROVING THE MAYOR'S APPOINTMENT OF LAURA WILLIAMS TO THE BELLA VISTA ARTS COUNCIL TO FILL AN UNEXPIRED TERM ENDING APRIL 22, 2026, DUE TO THE RESIGNATION OF GINA PORTER
- L. **RESOLUTION:** AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH LEO M ELLEBRACHT COMPANY IN THE AMOUNT OF \$56,490.01, PURSUANT TO A SOURCEWELL COOPERATIVE PURCHASING AGREEMENT FOR THE PURCHASE OF FIFTEEN (15) SETS OF FIRE DEPARTMENT BUNKER GEAR (PROTECTIVE FIREFIGHTING CLOTHING)
- M. **RESOLUTION:** AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH SUPERIOR AUTOMOTIVE GROUP OF SILOAM SPRINGS, PURSUANT TO A STATE PROCUREMENT CONTRACT, FOR THE PURCHASE OF ONE (1) RAM 1500 4X4 PICKUP TRUCK IN AN AMOUNT NOT TO EXCEED \$40,500.00 FOR USE BY THE CODE ENFORCEMENT DIVISION OF THE POLICE DEPARTMENT
- N. **RESOLUTION:** AMENDING THE 2025 CITY BUDGET IN THE AMOUNT OF \$11,831.00 TO REALLOCATE FUNDING TO COMPLETE THE DEVELOPMENT CODE REFORM PROJECT
- O. **RESOLUTION:** AMENDING THE RULES OF ORDER AND PROCEDURE OF THE BELLA VISTA CITY COUNCIL TO AUTHORIZE VIRTUAL ATTENDANCE BY COUNCIL MEMBERS AT REGULAR MEETINGS NO MORE THAN FOUR (4) TIMES PER CALENDAR YEAR
- P. **RESOLUTION:** AMENDING THE RULES OF ORDER AND PROCEDURE OF THE BELLA VISTA CITY COUNCIL TO CREATE A CONSENT AGENDA PROCEDURE FOR APPROVAL OF CERTAIN ITEMS TO PROMOTE EFFICIENCY IN THE CONDUCT OF MEETINGS

X. Announcements

- Next City Council Work Session: 5:30 pm Monday, March 17 at Bella Vista Police Training Room
- Next City Council Regular Meeting: 6:00 pm Monday, March 24 at Bella Vista District Court
- Planning Commission Work Session: 4:30 pm Thursday, February 27 at Bella

Vista District Court

- Planning Commission Regular Meeting: 4:30 pm, or immediately following BZA, Monday, March 10 at Bella Vista District Court
- Board of Construction Appeals: 3:00 pm Tuesday, March 11, if necessary, at Fire Station #4 Conference Rm, 1639 Forest Hills Blvd.

XI. Adjournment

SPECIAL NOTICES TO THE PUBLIC: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. To request this service, contact City Clerk prior to each meeting at 479-876-1255.

BELLA VISTA CITY COUNCIL REGULAR MEETING

January 27, 2025 6:00 PM

Bella Vista District Court
2483 Forest Hills Blvd.

MINUTES

Call to Order by Mayor Flynn at 6:00 pm.

Pledge of Allegiance

Roll Call called by Clerk Krug. Council Members Harp, Hughes, Newport, Wilms, Isbell, and Honchell present. Mayor Flynn present.

Mayor Flynn introduced the newly elected Council Members: Travis Harp, Shea Newport, and Anna Isbell. He explained the new seating arrangement that places Council Members in Wards 1, 2, and 3 from left to right.

Citizen Input Four citizens signed up to speak. Mayor Flynn explained the 3-minute rule and called the first person on the list.

Matthew Sanders, 7 Nantwich Circle. He came to speak about new home construction standards. He purchased a new construction house for \$515,000 in July 2024, and currently has over \$100,000 of structural damage to his house due to shoddy contractors. He begged the Council to take action to stop contractors from predatory building practices, and hold them accountable. He stated that the Home Inspector from Bella Vista failed, and the contractor who built his home was unresponsive to his calls.

Larry Kelly, 12306 Collier, Bentonville. He came to speak against J. Resolution regarding Construction Appeals fee. He said as a real estate broker, and as a member of the Board of Realtors, he is concerned about everything affecting new construction.

Marla Barina, 4 Terrington Circle. She came to speak about Carroll Electric and vegetation management. She researched other towns: Hot Springs Village, Eureka Springs, and Maumelle, and they reported never having these problems with Carroll Electric. When she called the state, she was assured that Carroll Electric functions within state law. She thinks the City and Carroll Electric are making decisions about neighborhood vegetation management in haphazard ways, and those decisions affect the aesthetic beauty of our community.

Brian Cooper, 20 Clevedon Cir. He came to thank Council Member Honchell for coming out to listen to him and his neighbors regarding a serious criminal matter in their neighborhood. They had been disappointed by a lack of action from the City departments, but are now hopeful that with cooperation and

communication, progress will be made to ensure the safety of the neighborhood.

Council Member Reply Council Member Hughes spoke to each citizen, thanking them for coming to speak, and recognizing their issues. She explained that Carroll Electric systematically rotates the tree trimming throughout Bella Vista, which may seem haphazard. Council Member Honchell spoke about Brian Cooper's neighborhood situation and believes they are getting clarification as they follow the process toward resolution. He addressed Marla, stating that he met with Mayor Flynn, Communications Director Lapp, and Carroll Electric to discuss a partnership and come to a suitable conclusion. He told Matthew to reach out to him if he needed further help with his housing construction concerns. Council Member Wilms shared his thoughts about the construction problems. Most certified and licensed inspectors are to follow a state code in terms of standards of construction, materials used, etc. Our City department uses the same book, Vol. 3 of the Arkansas Construction Code. He would like to learn more about Matthew's particular housing problems, and feels badly for him. He explained the Board of Construction Appeals process and said he felt ambivalent about the proposed fee. He described past ice storms in Bella Vista that created power outages due to downed trees. Carroll Electric creates corridors along their power line systems to mitigate and minimize the potential of losing power during ice storms. Surveys indicate the majority of citizens support this methodology. Mayor Flynn thanked the citizens who came to speak, saying their presence helps the Council and the City better understand and address problems.

Action on the Minutes

Approval of Minutes - December 16, 2024, Regular Meeting

Council Member Wilms made a motion to approve, seconded by Council Member Harp. **Roll Call Vote: (Ayes: 6/Nays: 0) Passed 6-0.**

Reports

Monthly Financial Report - November 2024: Mayor Flynn highlighted the report ending November 30, 2024. The Operating Revenue total was up 1.8%, quite modest when compared to last year. The City Sales Tax was up 7.9%, and County Sales Tax was up 1.4% compared to last year. Operating Expenses are \$1.2 million below budget. He reported the financial situation continued to be good.

2024 Planning and Development Highlights: Planning Director Taylor Robertson summarized the 2024 Planning and Development Highlights presented last week to the Council during the Work Session. She directed the public to these documents in the Agenda Packet. She brought attention to the one-year and five-year comparisons of issued permits, noting the significant and rapid increases. All Planning Reviews have been

over a 100% increase in the last five years. The work load for Planning and Development has increased exponentially as a result. She went over updates concerning Septic and Sewer. According to Benton County data, Bella Vista has 13,708 known septic systems within the city limits, more than any city or Benton County unincorporated in our county. Known residential units on Village Wastewater are around 3,703. Out of the 2024 residential building applications received (810), only 89 were designated as sewer lots. Currently, Bella Vista makes up 48% of total Benton County permits. The map showing septics is included in the report on the website. She also noted the recognitions Bella Vista received at state and 4-state Planning Conferences, as well as the \$81,000 grant for Active Transportation Education and Awareness to be used in 2025. The Planning Department has spent the year 2024 writing Chapters 107 and 109 of the Code from scratch, as well as working on the Zoning Map. The hope is to bring this before the Council in Spring 2025. The Planning and Development Department oversees the Planning Commission, Board of Zoning Adjustment, Active Transportation Advisory Board, Tree Advisory Board, and has hosted related special events. Mayor Flynn thanked Director Robertson for her hard work, and that of her hard-working staff, especially over the past few years.

Election of Mayor Pro Tempore Mayor Flynn announced the election of a Mayor Pro Tempore. Staff Attorney Kelley explained this is a special once-a-year election and he read the ruling. Council Member Wilms nominated Council Member Honchell for the position. Council Member Isbell nominated Council Member Hughes for the position. She read a statement about Council Member Hughes' involvement in the city as President of Cooper Elementary PTO, sitting on various City Boards including the Library Advisory Board, and her engagement with residents, which she believes qualifies her for the position. Council Member Honchell asked the Council to consider the time he spends on community involvement and the 10+ years experience he had on the Planning Commission in Bella Vista and Fayetteville. He sponsored three passed Ordinances and currently leads the Youth Council. He said it would be a great honor and personal milestone to serve in this position. **Roll Call Vote: (Hughes: 4 Harp, Hughes, Newport, Isbell/Honchell: 2 Wilms, Honchell)** Mayor Flynn announced Wendy Hughes as the 2025 Mayor Pro Tempore.

(The Chair will entertain a motion to suspend the rules of order and procedure to allow all ordinances on the agenda to be read by title only.) Council Member Wilms made a motion to approve, seconded by Council Member Newport. **Roll Call Vote: (Yays: 6/Nays: 0) Passed 6-0.**

Unfinished Business

New Business

ORDINANCE: AMENDING THE CODE OF ORDINANCES OF THE CITY OF BELLA VISTA TO INCREASE PROCUREMENT AUTHORITY WITHOUT SOLICITING

COMPETITIVE BIDS FROM \$35,000 TO \$42,921 TO CONFORM WITH STATE LAW CHANGES PROVIDING FOR INDEXING SAID AMOUNTS TO INFLATION, AMENDING SECTIONS FOR PURPOSES OF CONFORMITY THEREWITH, AND FOR OTHER PURPOSES Mayor Flynn read the ordinance for the first time. He said this is our local proposal for the state law that changes the dollar amount every five years due to inflation. Council Member Harp encouraged those who are spending the taxpayers' money to keep it within the state, or as local as possible. Council Member Wilms said that this method helps to avoid the cost of formal bidding. Mayor Flynn stated this ordinance moves to second reading next month.

ORDINANCE: AMENDING SECTION 2-140 CODE ENFORCEMENT OFFICERS OF THE CODE OF ORDINANCES OF THE CITY OF BELLA VISTA TO PROVIDE FOR DEVELOPMENT COMPLIANCE OFFICERS, DEFINING THEIR AUTHORITY, AND FOR OTHER PURPOSES Mayor Flynn read the ordinance for the first time. Planning and Development Director Robertson summarized, saying this proposal re-establishes authority to cite back to the Planning and Development Department, as well as share it with the Police Department. The intent of this is so traditional Code Enforcement can focus on traditional situations like tall grass, unsightly trash, etc. and development issues can be handled from beginning to end with Planning and Development. This will streamline the process. Council Member Harp voiced his opinion, stating that he is struggling to understand this from the Planning point of view and reached out to 7 cities to find out how they dealt with Code Enforcement. Director Robertson addressed his concern with examples and further explanation. Chief Graves added that he supports this proposed Ordinance because it cuts out duplication between Planning and Police. When someone needs to write a citation, they must be ready to go all the way to court and testify to the entire investigation. Police and Planning use different systems for documentation and much time was lost going between the two. He believes this is a much more efficient way to address violations. After a bit of discussion between Council Members, Mayor Flynn said for the record that he tried it the other way during his first year, but it simply didn't work well. Council Member Hughes asked clarifying questions which Chief Graves addressed. Chief Graves sees this as a perfect fix, and allows each department to focus on the specific items they should focus on. Council Members Isbell and Harp asked clarifying questions, which were answered by Director Robertson. She explained that education is always the first goal, over citation. Mayor Flynn interjected, saying many mayors are reluctant to put code enforcement under police because it looks too mean. Our City has more criticism of being too nice, than of being too mean. One other thought he imparted was to explain his management style of getting good people and giving them space to do their job, not micro-managing them. Department Heads know much more about the details and demands of

their work than he does, or will ever know. He was a bit concerned that some Council Members are trying to micromanage Department Heads who are very successful and knowledgeable. This ordinance moves to second reading next month.

ORDINANCE: WAIVING THE REQUIREMENTS OF FORMAL COMPETITIVE BIDDING AND AUTHORIZING A CONTRACT WITH SUPERIOR AUTOMOTIVE GROUP IN AN AMOUNT NOT TO EXCEED \$247,640.00 FOR THE PURCHASE OF FOUR (4) 2024 DODGE DURANGO POLICE PURSUIT VEHICLES FOR USE BY THE POLICE DEPARTMENT **Staff requests third and final reading** Mayor Flynn read the ordinance for the first time. Council Member Honchell asked if consideration has been given to refitting police cars to save money. Chief Graves said police cars are driven so hard, that multiple failures occur at a certain age. He has tried to stick with the same models, so some of the equipment can be re-used or recycled. Council Member Harp made a motion to suspend the rules and move to third and final reading, seconded by Council Member Wilms. **Roll Call Vote: (Yays: 6/Nays: 0) Passed 6-0.** Mayor Flynn read the ordinance for the third and final time. Council Member Wilms made a motion to approve, seconded by Council Member Harp. **Roll Call Vote: (Yays: 6/Nays: 0) Passed 6-0.**

ORDINANCE: WAIVING THE REQUIREMENTS OF FORMAL COMPETITIVE BIDDING AND AUTHORIZING A CONTRACT WITH SUPERIOR AUTOMOTIVE GROUP IN AN AMOUNT NOT TO EXCEED \$46,575.00 FOR THE PURCHASE OF ONE (1) 2024 CHEVROLET TRAVERSE WITH POLICE EQUIPMENT FOR USE BY THE POLICE DEPARTMENT **Staff requests third and final reading** Mayor Flynn read the ordinance for the first time. Council Member Wilms asked about the difference in platform and Chief Graves responded. Council Member Newport made a motion to suspend the rules and move to third and final reading, seconded by Council Member Harp. **Roll Call Vote: (Yays: 6/Nays: 0) Passed 6-0.** Mayor Flynn read the ordinance for the third and final time. Council Member Wilms made a motion to approve, seconded by Council Harp. **Roll Call Vote: (Yays: 6/Nays: 0) Passed 6-0.**

RESOLUTION: AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH BLUE GUYS I.T. IN THE TOTAL AMOUNT OF \$73,504.20, FOR THE PURCHASE OF TODYL SECURITY SOLUTION TO ENHANCE CITY CYBERSECURITY EFFORTS Mayor Flynn read the resolution. Council Member Wilms made a motion to approve, seconded by Council Member Hughes. **Roll Call Vote: (Yays: 6/Nays: 0) Passed 6-0.**

RESOLUTION: APPROVING THE MAYOR'S APPOINTMENTS OF JOHN NUTTALL AND RICK HEAD TO POSITIONS ON THE BELLA VISTA BOARD OF CONSTRUCTION APPEALS Mayor Flynn read the resolution. Council Member Hughes made a motion to approve, seconded by Council Member Newport. **Roll Call Vote: (Yays: 6/Nays: 0) Passed 6-0.**

RESOLUTION: CREATING A FEE FOR FILING APPLICATIONS TO THE BOARD OF CONSTRUCTION APPEALS Mayor Flynn read the resolution. Chief Sims explained the reason behind this proposal was to reinstate a fee on the Board of Construction Filing Application that existed in the past to cover the cost of the filing. Director Robertson added that all other requests for appeals in Planning come with a fee, as well, and are consistent in price with this fee. Council Member Harp presented an amendment to this resolution and made a motion to approve the amendment. There was no second. Council Member Wilms made a motion to approve the resolution, seconded by Council Member Newport. **Roll Call Vote: (Yays: 4/Nays: 3 Harp, Hughes, and Isbell) Mayor Flynn cast the final vote. Passed 4-3.**

RESOLUTION: AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A FOURTH AMENDED TRAIL MAINTENANCE AGREEMENT WITH BELLA VISTA VILLAGE PROPERTY OWNERS ASSOCIATION, INC. Mayor Flynn read the resolution. Director Robertson summarized that due to a decrease in the private investment in maintenance of the trail, the POA and the City is planning for that by increasing their budget for future improvement. She answered questions posed by Council Member Wilms. Council Member Wilms made a motion to approve, seconded by Council Member Newport. **Roll Call Vote: (Yays: 6/Nays: 0) Passed 6-0.**

RESOLUTION: AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO RESTATED LIMITED TERMINABLE LICENSE AGREEMENT WITH BELLA VISTA VILLAGE PROPERTY OWNERS ASSOCIATION, INC., FOR PURPOSES OF FACILITATING AN ADDITION TO THE PUBLIC RECREATIONAL TRAIL SYSTEM THROUGHOUT THE CITY Mayor Flynn read the resolution. Director Robertson summarized what she covered at the Work Session. She added that this is reinstating the portion that was previously dedicated in 2015, because licensing agreements are only good for so many years. All the trails on this document will be licensed for 25 years, instead of the City maintaining several staggered licenses for 104 miles of trails. Council Member Wilms made a motion to approve, seconded by Council Member Isbell. Council Member Harp asked if the POA and City have more shared financial agreements. Staff Attorney Kelley responded yes, there are multiple shared financial agreements. Council Member Wilms added there are times we need to share things because we serve the same population. **Roll Call Vote: (Yays: 6/Nays: 0) Passed 6-0.**

RESOLUTION: AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH VLP AN EQUIPMENTSHARE COMPANY, PURSUANT TO A SOURCEWELL COOPERATIVE PURCHASING AGREEMENT, FOR THE PURCHASE OF ONE (1) NEW CASE BACKHOE IN THE AMOUNT OF \$140,000.00 FOR USE BY THE STREET DEPARTMENT Mayor Flynn read the resolution. Streets Superintendent Hunt explained this can be purchased with a Sourcewell

Purchasing Agreement using our Capital Funds. Council Member asked if this is in addition to our fleet and Supt. Hunt replied yes. Council Member Wilms made a motion to approve, seconded by Council Member Isbell. **Roll Call Vote: (Yays: 6/Nays: 0) Passed 6-0.**

RESOLUTION: AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH RIGGS CAT, PURSUANT TO A SOURCEWELL COOPERATIVE PURCHASING AGREEMENT, FOR THE PURCHASE OF ONE (1) NEW CATERPILLAR PAVING AND COMPACTION ROLLER IN THE AMOUNT OF \$57,788.80 FOR USE BY THE STREET DEPARTMENT Mayor Flynn read the resolution. Superintendent Hunt explained this as similar to the backhoe request, also pursuant to a Sourcewell Agreement, to purchase a new paving and compaction roller. This is within the Streets Capital Budget for 2025. Council Member Harp made a motion to approve, seconded by Council Member Newport. **Roll Call Vote: (Yays: 6/Nays: 0) Passed. 6-0.**

RESOLUTION: EXPRESSING SUPPORT AND PARTICIPATION OF THE CITY OF BELLA VISTA IN THE FEDERAL "ADVANCE EFFECTIVE, ACCOUNTABLE POLICING AND CRIMINAL JUSTICE PRACTICES TO ENHANCE PUBLIC TRUST AND PUBLIC SAFETY" PROGRAM Mayor Flynn read the resolution and called Chief Graves forward for details, who explained that the City's investment in this free government equipment is to travel to pick it up. The City has received over a million dollars worth of used equipment over the past several years. Attorney Kelley mentioned that Federal regulations are changing quite rapidly, but by adopting this the City will be ready to go, regardless of changes. Council Member Wilms made a motion to approve, seconded by Council Member Harp. **Roll Call Vote: (Yays: 6/Nays: 0) Passed 6-0.**

RESOLUTION: AUTHORIZING BUDGETARY FUNDING TRANSFERS BETWEEN DEPARTMENTS IN THE 2024 ANNUAL CITY BUDGET Mayor Flynn read the resolution. Council Member Wilms made a motion to approve, seconded by Council Member Harp. **Roll Call Vote: (Yays: 6/Nays: 0) Passed 6-0.**

RESOLUTION: DESIGNATING AUTHORIZED DISBURSING OFFICERS AND MUNICIPAL DEPOSITORY BOARD FOR THE CITY OF BELLA VISTA FOR CALENDAR YEAR 2025 Mayor Flynn read the resolution. He explained this is set up so John Flynn and Kim Hall are the first signers, then Mayor Pro Temp, then the City Clerk, then Chief Graves, and then Council Member Larry Wilms. The Municipal Depository Board is set up for Council Member Wilms to be the third member, along with Mayor Flynn and Finance Director Hall. Council Member Hughes made a motion to approve, seconded by Council Member Newport. **Roll Call Vote: (Yays: 6/Nays: 0) Passed 6-0.**

Announcements

- Next City Council Work Session: 5:30 pm Tuesday, February 18, at Bella

Vista Police Training Room

- Next City Council Regular Meeting: 6:00 pm Monday, February 24, at Bella Vista District Court
- Planning Commission Work Session: 4:30 pm Thursday, January 30, at Bella Vista District Court
- Planning Commission Regular Meeting: 4:30 pm, or immediately following BZA, Monday, February 10, at Bella Vista District Court
- Board of Construction Appeals: 3:00 pm Tuesday, February 11, if necessary, at Fire Station #4 Conference Rm, 1639 Forest Hills Blvd.

Adjournment

Mayor Flynn adjourned the meeting at 7:50 pm.

City Clerk Wanda Lepillez Krug

Mayor John D. Flynn



MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 24, 2025	Wendi Hardina, HR Administrator	ORDINANCE: AMENDING THE CODE OF ORDINANCES OF THE CITY OF BELLA VISTA TO INCREASE PROCUREMENT AUTHORITY WITHOUT SOLICITING COMPETITIVE BIDS FROM \$35,000 TO \$42,921 TO CONFORM WITH STATE LAW CHANGES PROVIDING FOR INDEXING SAID AMOUNTS TO INFLATION, AMENDING SECTIONS FOR PURPOSES OF CONFORMITY THEREWITH, AND FOR OTHER PURPOSES <i>Second Reading</i>

AGENDA ITEM # VIII.C

ORDINANCE: AMENDING THE CODE OF ORDINANCES OF THE CITY OF BELLA VISTA TO INCREASE PROCUREMENT AUTHORITY WITHOUT SOLICITING COMPETITIVE BIDS FROM \$35,000 TO \$42,921 TO CONFORM WITH STATE LAW CHANGES PROVIDING FOR INDEXING SAID AMOUNTS TO INFLATION, AMENDING SECTIONS FOR PURPOSES OF CONFORMITY THEREWITH, AND FOR OTHER PURPOSES *Second Reading*

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Ordinance Procurement Inflation Index
2. Current Ordinance Provisions

ORDINANCE NO. _____

CITY OF BELLA VISTA, ARKANSAS

AMENDING THE CODE OF ORDINANCES OF THE CITY OF BELLA VISTA TO INCREASE PROCUREMENT AUTHORITY WITHOUT SOLICITING COMPETITIVE BIDS FROM \$35,000 TO \$42,921 TO CONFORM WITH STATE LAW CHANGES PROVIDING FOR INDEXING SAID AMOUNTS TO INFLATION, AMENDING SECTIONS FOR PURPOSES OF CONFORMITY THEREWITH, AND FOR OTHER PURPOSES

WHEREAS, Act 208 of 2023 amended state law to alter municipal procurement authority without soliciting competitive bids from \$35,000 to an amount indexed to inflation and determined every five (5) years beginning January 1, 2025; and

WHEREAS, the Council desires to bring City Code into conformance with this change;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA, ARKANSAS:

SECTION 1: Section 2-338 of the Code of Ordinances of the City of Bella Vista is hereby amended by striking each reference to “\$35,000” and inserting in its place “\$42,921”.

SECTION 2: Section 2-339 of the Code of Ordinances of the City of Bella Vista is hereby amended by striking each reference to “\$35,000” and inserting in its place “\$42,921”.

SECTION 3: Section 2-344 of the Code of Ordinances of the City of Bella Vista is hereby amended by striking each reference to “\$35,000” and inserting in its place \$42,921”.

ADOPTED THIS _____ DAY OF _____, 2025.

APPROVED:

JOHN D. FLYNN
MAYOR

ATTEST:

WANDA KRUG
CITY CLERK

Sec. 2-338. - Expenditures equal to or less than \$35,000.00.

- (a) *Expenditures equal to or less than \$35,000.00.* The mayor shall have the authority and responsibility for making expenditures required for public purposes and to enter into contracts for work or labor to be accomplished where the total is equal to or less than \$35,000.00 and is included in the approved annual budget. The mayor shall issue written instructions outlining the procedures to be utilized by city employees for compliance with this section in accordance with the following minimum requirements:
- (1) Expenditures or contracts equal to or less than \$10,000.00 for necessary items or labor required for the accomplishment of the day-to-day operation of city facilities shall be effected through utilization of prudent and practical selectivity of best price sources, in accordance with the instructions outlined in written purchasing procedures.
 - (2) Expenditures or contracts for necessary items or labor in excess of \$10,000.00, but less than \$35,000.00 shall be made after solicitation of comparable written price quotations from at least three separate suppliers, if available.
 - (3) Expenditures or contracts for necessary items or labor in excess of \$5,000.00, but less than \$35,000.00 shall be specifically listed in the mayor's written budget report presented at the next regularly scheduled meeting of the city council.
- (b) *Selection of lowest price quotation; exceptions.* The mayor shall select the lowest price quotation, given comparable quality and serviceability, except for reasons specifically listed in the mayor's written report presented at the next regularly scheduled meeting of the city council.

(Ord. No. 2007-02, § 1(2.03(1)(a)), 2-26-2007; Ord. No. 2021-11, § 1, 6-28-2021)

Editor's note— Ord. No. 2021-11, § 1, adopted June 28, 2021, amended the title of § 2-338 to read as herein set out. The former § 2-338 title pertained to expenditures equal to or less than \$20,000.00

Sec. 2-339. - Expenditures over \$35,000.00.

Where the amount of the expenditure or contract exceeds the sum of \$35,000.00 the mayor shall invite competitive sealed bids thereon by (optional) advertisement in any newspaper of general circulation in an area of resource which will supply the need, and by (mandatory) advertisement in any local newspaper, at least once 15 days or more prior to an established date on which no further bids will be accepted. Other prospective bidders that may not have access to local newspapers may be advised by mail of the specifications and solicitation for bids. Written minimum bid specifications shall be included with such bid solicitations in order to ensure that the product or service will adequately fit the need. Bids received pursuant to such solicitations shall be opened and read at the date and time established for such opening in

the presence of the mayor, who shall have exclusive authority to award the bid to the lowest responsible bidder, given comparable quality and/or serviceability. The mayor may reject any and all such bids or waive non-prejudicial irregularities.

(Ord. No. 2007-02, § I(2.03(1)(b)), 2-26-2007; Ord. No. 2013-03, § 1, 3-6-2013; Ord. No. 2021-11, § 2, 6-28-2021)

Editor's note— Ord. No. 2021-11, § 2, adopted June 28, 2021, amended the title of § 2-338 to read as herein set out. The former § 2-338 title pertained to expenditures over \$20,000.00

Sec. 2-344. - Approval of payment.

- (a) The mayor may approve for payment out of any funds appropriated for the purpose, when funds on hand are adequate to pay such bills, debts or liabilities. The mayor may disapprove bills, debts or liabilities asserted as claims against the city that are inappropriate or incorrect.
- (b) Funds shall be deemed appropriated as follows:
 - (1) When the expenditure is specified in a budget currently approved by the city council or is otherwise specifically approved by a majority vote of the city council.
 - (2) For emergency expenditures less than \$35,000.00. In such cases, the mayor shall outline the need and the cost in writing to the city council at the next regularly scheduled meeting. In that event, the city council shall amend the annual budget to reflect the expense and maintain a balanced budget.
 - (3) For emergency expenditures that exceed \$35,000.00, the mayor shall call an emergency meeting of the city council, at which time a written report shall be submitted, outlining the incident, the actions taken, the estimated cost and the recommended amendment to the annual budget to reflect the expense and maintain a balanced budget. The city council shall amend the annual budget to reflect the expense and maintain a balanced budget. In the event a regularly scheduled meeting of the city council is to occur within two weeks of the event, an emergency meeting is not required. The mayor's report shall be submitted at the next meeting.

(Ord. No. 2007-02, § I(2.03(4)), 2-26-2007; Ord. No. 2021-11, § 3, 6-28-2021)



MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 24, 2025	Taylor Robertson, Planning and Development Director	ORDINANCE: AMENDING SECTION 2-140 CODE ENFORCEMENT OFFICERS OF THE CODE OF ORDINANCES OF THE CITY OF BELLA VISTA TO PROVIDE FOR DEVELOPMENT COMPLIANCE OFFICERS, DEFINING THEIR AUTHORITY, AND FOR OTHER PURPOSES <i>Second Reading</i>

AGENDA ITEM # VIII.D

ORDINANCE: AMENDING SECTION 2-140 CODE ENFORCEMENT OFFICERS OF THE CODE OF ORDINANCES OF THE CITY OF BELLA VISTA TO PROVIDE FOR DEVELOPMENT COMPLIANCE OFFICERS, DEFINING THEIR AUTHORITY, AND FOR OTHER PURPOSES *Second Reading*

BACKGROUND

The Planning and Development Department once again offers a Compliance Division for enforcement of planning and development related ordinances. This may include permit enforcement, zoning compliance, development compliance, stormwater compliance, septic system enforcement, right of way improvement compliance, floodplain enforcement, and short-term rental compliance. In addition to Notice of Violation (NOVs), staff is requesting from Council that they give authority to write citations as a final means to achieve compliance in the small chance a situation requires that. This position was created with the appropriate and previously approved budget and headcount by Council (under the 2024 and 2025 budget) to relieve Planning and Development staff in the enforcement area so they could focus on administration of the ordinance (plan and application review). Previously, planning and development staff were sending out NOVs individually as able. Due to a continued increase in workload and applications received, this area has also increased and requires a staff person of it's own. This position streamlines communication regarding compliance and funnels all compliance communication through one staff member rather than several others. It also relieves other staff of field time so they can focus more on reviews. Finally, this department had citation authority approximately from 2009 (ORD 2009-06) - 2023 (ORD 2023-33). Staff is proposing to return that authority to this department for proper enforcement. If not approved, the department will continue enforcement through Notice of Violations (written notices) as we have been since the restructure occurred in 2023 to continue supporting the

City of Bella Vista, Arkansas
City Hall

www.bellavistaar.gov W Town Center P.O.Box Bella Vista, AR 72714

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department, other city staff, and the residents of Bella Vista. The Compliance Division went live in December of 2024. At the time of this report, since its activity started in December, our Development Compliance officer has responded to over 300 cases regarding development related ordinances.

RECOMMENDATION

Staff recommends approval.

FISCAL IMPACT

None.

ATTACHMENTS

- 1. Current Section 2-140
- 2. REVISED Ordinance Amend 2-140 Development compliance officer creation

Sec. 2-140. - Code enforcement officers.

- (a) The city hereby vests those persons designated as "code enforcement officers" by the chief of police with the power to enforce city ordinances and codes.
- (b) Each code enforcement officer has the power, except as herein limited, to issue citations to parties responsible for any violation of a city ordinance or code. Code enforcement officers shall operate as a division of the police department for purposes of administration, however such designation shall not be deemed to designate code enforcement officers as law enforcement officers pursuant to state law.
- (c) This section shall not be construed as vesting a code enforcement officer with power to enforce any act or omission designated by state law as a criminal offense.

(Ord. No. 2009-06, §§ 1—3, 5-26-2009; Ord. No. 2023-33, § 1, 5-22-2023)

ORDINANCE NO. _____

CITY OF BELLA VISTA, ARKANSAS

**AMENDING SECTION 2-140 CODE ENFORCEMENT OFFICERS OF THE
CODE OF ORDINANCES OF THE CITY OF BELLA VISTA TO PROVIDE
FOR DEVELOPMENT COMPLIANCE OFFICERS, DEFINING THEIR
AUTHORITY, AND FOR OTHER PURPOSES**

WHEREAS, the City Council desires to create additional enforcement officers working in the Planning and Development Department who will enforce the planning and development portions of City Code or any other portions of City Code;

WHEREAS, said development compliance officers would be designated by the Planning and Development Director;

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

SECTION 1: Section 2-140 *Code Enforcement Officers* of the Code of Ordinances of the City of Bella Vista is hereby amended so that, after amendment, the Section shall read as follows:

“Sec. 2-140. Code enforcement and development compliance officers.

(a) The city hereby vests those persons designated as "code enforcement officers" by the chief of police and "development compliance officers" by the planning and development director with the power to enforce all city ordinances and codes.

(b) Each code enforcement and development compliance officer has the power, except as herein limited, to issue citations to parties responsible for any violation of a city ordinance or code. Code enforcement officers shall operate as a division of the police department and development compliance officers shall operate as a division of the planning and development department for purposes of administration, however such designation shall not be deemed to designate code enforcement officers or development compliance officers as law enforcement officers pursuant to state law.

(c) This section shall not be construed as vesting a code enforcement officer or development compliance officer with power to enforce any act or omission designated by state law as a criminal offense.”

ADOPTED THIS _____ DAY OF _____, 2025.

APPROVED:

JOHN D. FLYNN
MAYOR

ATTEST:

WANDA KRUG
CITY CLERK

Requested by: Mayor
Prepared by: Jason Kelley, Staff Attorney



MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 24, 2025	Taylor Robertson, Planning and Development Director	RESOLUTION: APPROVING THE MAYOR'S REAPPOINTMENT OF LINDA LLOYD TO POSITION 2 OF THE BELLA VISTA PLANNING COMMISSION FOR A TERM EXPIRING MARCH 1, 2029

AGENDA ITEM # IX.E

RESOLUTION: APPROVING THE MAYOR'S REAPPOINTMENT OF LINDA LLOYD TO POSITION 2 OF THE BELLA VISTA PLANNING COMMISSION FOR A TERM EXPIRING MARCH 1, 2029

BACKGROUND

Section 101-3 created the Planning Commission, set its membership at 7 positions, and dictates that the members serve staggered four-year positions which expire on March 1st of each year. Position 2 and Position 3 are expiring this year. Upon review of eligible applicants, the following candidate is recommended by Staff and appointed by the Mayor:

Ms. Linda Lloyd has agreed to volunteer once more for Position 2 with a term expiring on March 1, 2029. She had previously been appointed in 2023 to fill a vacant position with an unfinished term due a Commissioner having to resign due to being elected as a Council Member. Resume is attached as a supporting document.

RECOMMENDATION

Staff recommends approval of this resolution.

FISCAL IMPACT

None.

ATTACHMENTS

1. Resolution PC Lloyd Appointment
2. Linda Lloyd PC Resume

RESOLUTION NO. _____

CITY OF BELLA VISTA, ARKANSAS

**APPROVING THE MAYOR’S APPOINTMENT OF LINDA LLOYD TO
POSITION 2 OF THE BELLA VISTA PLANNING COMMISSION FOR A
TERM EXPIRING MARCH 1, 2029**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA,
ARKANSAS:**

SECTION 1: The Mayor’s appointment of Linda Lloyd to Position 2 of the Bella Vista Planning Commission for a term expiring March 1, 2029, is hereby approved.

ADOPTED THIS _____ DAY OF _____, 2025.

APPROVED:

Mayor John D. Flynn

Attest:

City Clerk Wanda Krug

Requested by Mayor
Prepared by Jason Kelley, Staff Attorney

RESUME

Linda Lloyd
102 Fairway Drive
Bella Vista, AR 72714

Phone (479)855-2280

e-mail – stonedance@att.net

EXPERIENCE

2012 – Present – Principal Broker – Acorn Realty LLC
2010-2012 - Executive Broker – Kaufmann Realty LLC
2008-2010 CEO and Project Director – Natural Systems Developers – directing all aspects of the development and marketing of the Mariposa ecoVillage
2006-2008 Executive Director – Mad River Valley Planning District – responsible for planning, grants, and projects in the towns of Fayston, Warren and Waitsfield
1999-2006 Manager -The Quarries LLC - developing a 580 acre ecoVillage community in Schuyler, Virginia and various other properties/subdivisions
2/29/88 - 4/1/99 Linda Lloyd Appraisals - sole proprietorship specializing in residential appraisals --Turtle Ridge Developers - development of raw land - home construction

Prior -

The Real Estate Institute of Pennsylvania - 1985 - 1988
Instructor in Appraisal, Construction, Fundamentals and Practice
Co-owner and Director - 1987-1988
Coldwell Banker MGM Realty - 6/82 - 5/85 -Office Manager and Associate Broker
Englestown Neighborhood Development Assistance League - 9/81 - 11/83
Executive Director of this non-profit neighborhood housing development corporation - purchase properties, design renovations, write specs and cost estimates, supervise construction, and market properties
York County (PA) Planning Commission - 5/80 - 9/81
Housing and Rehabilitation Specialist for Community Development Block Grant Program
Grempler Realty - Baltimore, MD - 8/73 - 5/80 Realtor

AWARDS

Green Builder of the Year Award from the Virginia Recycling Association – 2005
Community Partner Award from Charlottesville Area Association of Realtors for volunteer activities with Habitat for Humanity and the Habitat Store – 2005
Baltimore Heritage Award (one of only two residential awards given that year) for historic Renovation work in the Ridgely's Delight area of Baltimore - 1981

EDUCATION

B.A. Degree - Urban Studies - Mt Holyoke College - 1972
Masters Degree - Regional Planning - Penn State University - 1985

Courses toward Master of Ecological Design degree – SFIA
 Permaculture Design Certification Course – July 2010
 Additional courses -
 Master of Business Administration Program - Penn State University
 Marketing Principles
 Management Information Systems
 Managerial Statistics
 Construction Technology Program - Community College of Baltimore
 Architectural Drafting
 Specification Contracts and Estimating
 Construction Lab - Plumbing and Heating
 The Maryland Institute College of Art
 Wood Furniture Design I and II
 Yestermorrow Design/Build School
 Home Design/ Build Course - 1992 and 1995
 Architectural Crafts – 1993 David Sellers Studio - 1996
 Soil and Soul - (Jim Hubbard) – 1996 Sustainable Design/Build - 1998
 Solar Design Principles – 1995 Cabinetry and Built-ins - 1997
 Furniture Design/Build – 1998 Concrete Countertops – 2005
 Teacher - Home Design/Build – July 2006

LICENSES AND CERTIFICATIONS

State Certified General Real Estate Appraiser 1991-2009
 Real Estate Brokers License 1984- present
 Former State Certified Energy Auditor - Maryland
 Contractor's Class A License (through Quarries LLC) in Virginia – til 2010
 GRI designation - 1984 CRS designation - 1985
 Former State certified Responsible Land Disturber (VA)
 Building Performance Institute – certified 2012

MEMBERSHIPS

City of Bella Vista – City Council (2017 - 2020)
 City of Bella Vista - Strategic Planning Task Force (2012)
 City of Bella Vista – Board of Zoning Appeals (Chair 2013-15)
 Bella Vista Historical Museum Board and volunteer docent
 American Rainwater Catchment Society America – Accredited Professional
 Texas Master Naturalists (2009-2010)
 Appointee – Amarillo Environmental Advisory Committee (2009-2010)
 Charlottesville Area Association of Realtors – Co-Chair Government Affairs
 Committee – Work Force Housing Committee (until 2006)
 Board of Directors - Yestermorrow Design/Build School (1997-2006)

 Former Board Member – Bella Vista Ambassadors
 Bella Vista Community Television
 Bella Vista Business Association (former President)
 Central Vermont Community Land Trust

*Natural Building Network
Historic Harrisburg Association
Former Mayoral Appointee - Harrisburg Architectural Review Board
Mensa (former member)
Nelson County Ag/Forestral District Committee – 2004-2006*

DETAILS OF PRIOR EXPERIENCE

Mariposa ecoVillage – all aspects of land development, community planning, permitting, building design, construction, contracting, marketing, financing and budgeting, business plan, supervision

The Quarries LLC – property development – land acquisition, feasibility studies, soils work, determining property lines, submitting subdivision plats and securing County and Health Department approvals, marketing

*Executive Director - Engletown Neighborhood Development Assistance League L t d .
(ENDALL) - 9/81 - 11/83*

This neighborhood non-profit housing development corporation purchased and renovated vacant homes for resale at cost. As Director, I found the homes, evaluated their condition, negotiated their purchase, designed renovations, wrote specs, bid the work, supervised construction, and marketed properties

*Housing and Rehabilitation Specialist - York County Planning Commission - 5/80 - 9/81
Community Development Block Grant Program - Inspected homes and completed work specs to bring them up to HUD's minimum property standards completed estimates to determine if work could be completed within property guidelines - bid the jobs - supervised work and certified completion*

*Owner and Director - The Real Estate Institute of Pennsylvania - 1985 - 1988
This school was Pennsylvania's first private licensed real estate school – Duties included course development, marketing the school, developing brochures, scheduling courses, administrative duties, transcripts -- Instructor for courses in Real Estate Fundamentals and Practice, Appraisal and Construction*

CONSTRUCTION AND DESIGN EXPERIENCE

2014-15 designed and built new home in Bella Vista using rainwater catchment

*1988 - 2010 design and construction of off-grid, green and natural buildings in 4 states
- including the first Earthcraft Certified House in the State of Virginia - done as a fundraiser
for Yestermorrow Design/Build School - profit \$19849*

*1982 - 1987 - Harrisburg, Pennsylvania - designed and totally renovated 6 properties,
most in historic districts - including a former sheet metal warehouse that was converted into
two unique townhouses*

*1978 - 1982 Completed four total gut rehabs of properties located in the Ridgely's
Delight section of Baltimore - one had been a bank - one a carriage house*



MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 24, 2025	Taylor Robertson, Planning and Development Director	RESOLUTION: APPROVING THE MAYOR'S APPOINTMENT OF JACK WAGNON TO POSITION 3 OF THE BELLA VISTA PLANNING COMMISSION FOR A TERM EXPIRING MARCH 1, 2029

AGENDA ITEM # IX.F

RESOLUTION: APPROVING THE MAYOR'S APPOINTMENT OF JACK WAGNON TO POSITION 3 OF THE BELLA VISTA PLANNING COMMISSION FOR A TERM EXPIRING MARCH 1, 2029

BACKGROUND

Section 101-3 created the Planning Commission, set its membership at 7 positions, and dictates that the members serve staggered four-year positions which expire on March 1st of each year. Position 2 and Position 3 are expiring this year. Upon review of eligible applicants, the following candidate is recommended by Staff and appointed by the Mayor:

Mr. Jack Wagnon has agreed to volunteer for Position 3 with a term to expire on March 1, 2029. His resume is attached as a supporting document.

RECOMMENDATION

Staff recommends approval of this resolution.

FISCAL IMPACT

None.

ATTACHMENTS

1. Resolution PC Appoint Wagnon
2. Jack Wagnon Resume (1)

RESOLUTION NO. _____

CITY OF BELLA VISTA, ARKANSAS

**APPROVING THE MAYOR’S APPOINTMENT OF JACK WAGNON TO
POSITION 3 OF THE BELLA VISTA PLANNING COMMISSION FOR A
TERM EXPIRING MARCH 1, 2029**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA,
ARKANSAS:**

SECTION 1: The Mayor’s appointment of Jack Wagon to Position 3 of the Bella Vista Planning Commission for a term expiring March 1, 2029, is hereby approved.

ADOPTED THIS _____ DAY OF _____, 2025.

APPROVED:

Mayor John D. Flynn

Attest:

City Clerk Wanda Krug

Requested by Mayor
Prepared by Jason Kelley, Staff Attorney

Jack Wagnon

17 Ettington Lane, Bella Vista, AR 72714

(479) 866-6615 • jack.wagnon@gmail.com • www.linkedin.com/in/jackwagnon

SUMMARY

Retired information technology industry consultant with 25 years of business experience. Active real estate and construction entrepreneur with single family and multifamily housing development experience. Strong business administration skills including project accounting, job costing, contract administration, legal risk management, sales, marketing and communication.

Top Skills

- Product Marketing Strategy (Product, Price, Placement & Promotion)
- Communication
- Team Leadership
- Project Management
- Business Administration

SELECT ACCOMPLISHMENTS

- In partnership with the City of Portland, launched the city's *Living Smart* program with the development of *Vargas Commons*, an *Energy Star* and *Earth Advantage* certified urban infill project featuring a mix of the city's award-winning, skinny-lot designs.
- Developed *Maddax Bluff*, the first LEED for Homes (LEED Gold certified) lifestyle housing project in Portland, Oregon targeting the 50+ active adult market.
- Designed and managed sales and marketing strategy for 57-unit mixed use condominium project in downtown Medford, Oregon.
- Organized and facilitated community awareness forums and City Council presentations, facilitated engineering planning with local stakeholders, and negotiated revisions to a legacy tax increment financing agreement for a 135-lot detached housing development in Clay Center, KS.
- Managed portfolio of 16 multifamily properties for community housing development corporation, Neighborhood Renaissance Foundation.

WORK HISTORY

Director of Product Management	Rimini Street, Inc.	July 2022 to November 2024
Lead Product Manager	Avalara, Inc.	November 2021 to June 2022
Senior Product Manager	CoreLogic, Inc.	September 2020 to October 2021
President & Principal Consultant	Wagnon Co. dba Truvant	January 2010 to September 2020
President	Prairie View Homes, LLC	January 2006 to August 2009
Strategic Marketing	Intel Corporation	July 2000 to July 2007

EDUCATION, CERTIFICATIONS & LICENSING

Master of Science (MS), Marketing	West Virginia University, Morgantown, WV
Bachelor of Arts (BA), Political Science	Fort Hays State University, Hays, KS
Certified Active Adult Specialist in Housing	National Association of Home Builders
CDL Class B	State of Arkansas

PROFESSIONAL DEVELOPMENT/TRAINING

- High Performance Buildings (*National Association of Home Builders, 2019*)
- Multifamily Development Financial Feasibility (*Kansas Housing Resource Corporation, 2011*)
- Housing Capacity Assessment for Community Development (*NeighborWorks, 2010*)
- Leading Integrated Design Teams for LEED Certification (*US Green Building Council, 2008*)
- Real Estate Appraisal (*Portland State University: Center for Real Estate, 2008*)
- Building Science Construction Fundamentals (*Building Science Corporation, 2007*)
- Advanced Methods in Building Science (*Building Science Corporation, 2007*)
- Design-Build for High Performance Multifamily Projects (*Earth Advantage, 2007*)
- Trends and Research Methods - Active Adult (*National Association of Home Builders, 2007*)
- Designing for the Active Adult (*National Association of Home Builders, 2007*)
- Selling to Active Adults (*National Association of Home Builders, 2007*)
- Real Estate Finance (*Urban Land Institute, 2006*)
- Condominium Development & Conversion Strategies (*Urban Land Institute, 2006*)
- Construction Fundamentals for Development Professionals (*Urban Land Institute, 2005*)



MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 24, 2025	Taylor Robertson, Planning and Development Director	RESOLUTION: APPROVING THE MAYOR'S APPOINTMENT OF JONATHAN ELY TO THE ACTIVE TRANSPORTATION ADVISORY BOARD FOR A THREE-YEAR TERM BEGINNING MARCH 1, 2025

AGENDA ITEM # IX.G

RESOLUTION: APPROVING THE MAYOR'S APPOINTMENT OF JONATHAN ELY TO THE ACTIVE TRANSPORTATION ADVISORY BOARD FOR A THREE-YEAR TERM BEGINNING MARCH 1, 2025

BACKGROUND

Section 5-66 created the Active Transportation Advisory Board, set its membership at 7 regular positions, and dictates that the members serve staggered three-year positions which expire on March 1st of each year. Position 6 and 7 have an expiration date of March 1, 2025. Upon review of eligible applicants, the following candidate is recommended by Staff and appointed by the Mayor:

Mr. Jonathan Ely has agreed to volunteer once more for position 6 with a term expiring on March 1, 2028. His previous term was only for one year due to the term staggering and creation of the board. His resume is attached as a supporting document.

RECOMMENDATION

Staff recommends approval of this resolution.

FISCAL IMPACT

None

ATTACHMENTS

1. Resolution Active Transp Bd Ely appointment
2. Jonathan Ely Resume

RESOLUTION NO. _____

CITY OF BELLA VISTA, ARKANSAS

**APPROVING THE MAYOR’S APPOINTMENT OF JONATHAN ELY TO
THE ACTIVE TRANSPORTATION ADVISORY BOARD FOR A THREE-
YEAR TERM BEGINNING MARCH 1, 2025**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA,
ARKANSAS:**

SECTION 1: The City Council hereby approves the Mayor’s appointment of Jonathan Ely to the Active Transportation Advisory Board for a three-year term beginning March 1, 2025.

ADOPTED THIS _____ DAY OF _____, 2025.

APPROVED:

Mayor John D. Flynn

Attest:

City Clerk Wanda Krug

Requested by Mayor Flynn
Prepared by Jason Kelley, Staff Attorney

Jonathan Ely, P.E.

13 Carole Rae Lane
Bella Vista, AR 72714
jmely@burnsmcd.com
479-866-4022

EXPERIENCE:

Burns & McDonnell – Springdale, AR

April 2022 - Present

Project Manager - Transportation

- Work with a multi-discipline team of engineers and technicians in the design and construction of municipal transportation, drainage, and utility projects.
- Focused primarily on Street, Trail, and Intersection projects in Northwest Arkansas, but also provides engineering support for transportation and drainage projects across the US.
- Provide leadership and guidance in multiple facets of projects including safety, quality, engineering, procurement, construction, environmental compliance, project controls, and public/community relations.
- Responsible for client development, maintenance, and management; contract preparation and negotiation; coordination with regulatory agencies; project planning, budgeting, and scheduling; and the establishment of critical project objectives and performances.
- Plans, organizes, and communicates project personnel needs.
- Mentors less experienced staff on technical aspects of a project.
- Serve as a leader improving the latest technologies in transportation engineering and planning.
- Lead project planning, budgeting and establishing critical project objectives.
- Analyze and communicate project status, risks, schedule and costs to all internal and external stakeholders.
- Manage contract administration including request for information (RFI's), submittals, change management, contract closeout, and claims mitigation.

City of Fayetteville – Fayetteville, AR

October 2014 – April 2022

Development and Construction Manager, Engineering Division

- Perform supervisory responsibilities for Engineering Permit Group, consisting of 8 positions, including admin staff, review engineers, and inspectors.
- Provide project management for ongoing City-owned public works projects including scheduling, construction inspections, pay estimates, change orders, quantity measurements, field design changes, and coordination with property owners, residents, and other stakeholders to resolve complaints.
- Administer the engineering development review and permitting process
- Oversee the development and maintenance of City specifications and standards for construction.
- Review plans and specifications for site plans, subdivision plats, and other construction plan submittals for conformance with standards, ordinances and other City requirements as assigned.
- Review engineering studies such as drainage reports, flood studies, jurisdictional determinations, traffic studies, etc..
- Attend Planning Commission meetings and be prepared to answer questions regarding developments. Attend other public meetings as directed by management staff.
- Coordinate development reviews with other departments, utility companies and other agencies.

EXPERIENCE (CONTINUED):

- Investigate complaints from citizens regarding municipal facilities and requests for assistance, e.g. grading and drainage problems.
- Assist engineers, contractors, builders, governmental agencies and others with requests for design criteria and standards, construction details and City requirements for public works infrastructure.

Crafton Tull & Associates, Inc. – Rogers, AR
Project Manager / Project Engineer

May 2005 – October 2014

McClelland Consulting Engineers, Inc. - Fayetteville, AR *Aug. 2001 – May 2005*
Office Assistant / CAD Designer / Surveyor (*While attending College*)

Allgeier Martin and Associates, Inc. – Joplin, MO
Draftsman (*While attending College*)

Jan. 2000 – Aug. 2001

EDUCATION:

University of Arkansas – Fayetteville, AR
➤ Bachelor of Science Civil Engineering, 2005

Missouri Southern State University – Joplin, MO
➤ Associate of Science Computer Aided Drafting and Design, 2001

PROFESSIONAL ACCREDITATION:

Licensed Professional Engineer – Arkansas (2009), and Missouri (2020)
LEED Accredited Professional – Green Building Certification Institute

COMMUNITY INVOLVEMENT:

American Society of Civil Engineers – Past President
Benton County Rural Development Authority – Appointed Board (Past Officer)



MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 24, 2025	Taylor Robertson, Planning and Development Director	RESOLUTION: APPROVING THE MAYOR'S APPOINTMENT OF NATHAN BOONE TO THE ACTIVE TRANSPORTATION ADVISORY BOARD FOR A THREE-YEAR TERM BEGINNING MARCH 1, 2025

AGENDA ITEM # IX.H

RESOLUTION: APPROVING THE MAYOR'S APPOINTMENT OF NATHAN BOONE TO THE ACTIVE TRANSPORTATION ADVISORY BOARD FOR A THREE-YEAR TERM BEGINNING MARCH 1, 2025

BACKGROUND

Section 5-66 created the Active Transportation Advisory Board, set its membership at 7 regular positions, and dictates that the members serve staggered three-year positions which expire on March 1st of each year. Position 6 and 7 have an expiration date of March 1, 2025. Upon review of eligible applicants, the following candidate is recommended by Staff and appointed by the Mayor:

Mr. Nathan Boone has agreed to volunteer for position 7 with a term expiring on March 1, 2028. His resume is attached as a supporting document.

RECOMMENDATION

Staff recommends approval of this resolution.

FISCAL IMPACT

None.

ATTACHMENTS

1. Resolution Active Transp Bd Boone appointment
2. Nathan Boone Resume

RESOLUTION NO. _____

CITY OF BELLA VISTA, ARKANSAS

**APPROVING THE MAYOR’S APPOINTMENT OF NATHAN BOONE TO
THE ACTIVE TRANSPORTATION ADVISORY BOARD FOR A THREE-
YEAR TERM BEGINNING MARCH 1, 2025**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA,
ARKANSAS:**

SECTION 1: The City Council hereby approves the Mayor’s appointment of Nathan Boone to the Active Transportation Advisory Board for a three-year term beginning March 1, 2025.

ADOPTED THIS _____ DAY OF _____, 2025.

APPROVED:

Mayor John D. Flynn

Attest:

City Clerk Wanda Krug

Requested by Mayor Flynn
Prepared by Jason Kelley, Staff Attorney

NATHAN BOONE, PE, LEED AP

ACTIVE TRANSPORTATION SR. ENGINEER,
ARKANSAS OFFICE DIRECTOR

713.201.2764

nboone@gmail.com

5 Dinton Circle | Bella Vista, AR | 72714

linkedin.com/in/nate-boone



January 21, 2025

City of Bella Vista
101 Town Center P.O. Box 5655
Bella Vista, AR 72714

RE: Active Transportation Advisory Board

I was pleasantly surprised to see the open position on the Bella Vista Active Transportation Advisory Board and would like for the city to consider me to fill the vacancy. While I have been a member of the community since Fall 2022, I have been garnering an understanding of the city through my volunteer efforts and professional work with Toole Design Group, the nation's leading transportation safety and active transportation focused planning and engineering firm.

As a senior active transportation project manager, my work singularly focuses on how we can make our streets safer for all users, with a particular focus on those bicycling, walking, or rolling for recreation and commuting. As part of the greater team that authored the most recent versions of AASHTO's *Guide for the Development of Bicycle Facilities*, NACTO's *Urban Bikeway Design Guide*, and FHWA's *Guide for Maintaining Active Transportation Infrastructure for Enhanced Safety*, the applicability of my professional experience is extensive. I look forward to applying this knowledge of active transportation safety with a local perspective to advocate for connectivity throughout the city. By collaboratively working as a board, we can develop sound, implementable recommendations for the city to consider.

Outside of work I spend my time trail running, mountain biking, and traveling with my wife and two children. Over the past year I moved into various positions as Head Coach of the Washington Junior NICA Team, trail adopter of two natural surface singletrack sections adjacent to Gear Garden, and as a Volunteer Instructor for the Old High Middle School Bike Club. My involvement with the two youth bike organizations has afforded me the opportunity to teach our youth basic biking skills and to ensure they know how to safely navigate trails, sidewalks, and our streets. By empowering them with this knowledge at a youthful age, I hope to create a generational mode shift towards more active transportation by making them safer, comfortable riders for years to come.

Though my experiences may appear to slant heavily toward bicyclists, it is equally important for the city to further develop a connected transportation system that equally considers all users from a commute standpoint. While mountain biking has been a considerable influence on the natural surface singletrack trail system over the past decade, connectivity for all users will have a profound result to improve the quality of life here. Given the terrain, residential rural nature of our roads, and convoluted property ownership and permitting requirements, Bella Vista will need to get creative to implement fiscally responsible improvements. The focus should include speed management of our roadways, safer intersection and mid-block crossing alternatives, and aligning shared-use paths along routes that may be least constrained.

I welcome the opportunity to become one of the newest members of the Bella Vista Active Transportation Advisory Board. Please contact me with any questions or for clarification on the information provided. You may reach me at 713.201.2764 or nboone@gmail.com.

Regards,

Nathan Boone, PE, LEED AP

Enc: Resume

NATHAN BOONE, PE, LEED AP

ACTIVE TRANSPORTATION SR. ENGINEER,
ARKANSAS OFFICE DIRECTOR

713.201.2764

nboone@gmail.com

5 Dinton Circle | Bella Vista, AR | 72714

linkedin.com/in/nate-boone



PERSONAL PROFILE

With my childhood in a rural Texas community, beginning my career in Denver, starting my family in Nebraska, and now upbringing my family in Arkansas, I have a broad perspective of people and business. My professional experience, which includes work in information technology, renewable energy, engineering, project management, and various strategic leadership roles, has provided me with a diverse background from which to build a unique skillset. I blend this background with my strong communication skills to bring the right people, at the right time, to the table to cultivate collaboration and coordination for success.

Over the course of my career, I have come to appreciate the significance of working with a diverse group of individuals motivated to improve our community and make it thrive. By working as a team and holding each other accountable, challenges are inherently solved through a collaborative effort with multilateral support.

CURRENT ROLES AND RESPONSIBILITIES

- Responsible for the development of the Northwest Arkansas Regional Complete Streets Design Guide to serve as a resource for planning, designing, and implementing complete streets. The design guide includes street types specific to the regional land use transects, an extensive toolkit of safety design elements and strategies, and process guidance for which complete streets should become ingrained within a community's program
- Collaborate with communities across Northwest Arkansas to develop strategies to increase safety of their transportation infrastructure, including streets, sidewalks, shared use paths, bike lanes, and additional recreation amenities
- Foster connectivity to and from Bella Vista through close collaboration and project management with adjacent cities of Pea Ridge and Bentonville through the completion of the Open Space and Connectivity Master Plan and various on-street bike facility and sidewalk projects, respectively.
- Lead various projects teams of engineers and planners across multiple southern states to successfully complete trail feasibility studies, connectivity plans, safe routes to school, safety action plans, complete street design guides, corridor studies, and concept, demonstration, and final designs of bike lanes, shared use paths, and sidewalks
- Develop and lead a team of engineers, planners, and designers in Bentonville as the Arkansas Office Director, responsible for growth, mentoring, career development, and conflict resolution

EMPLOYMENT HISTORY

Toole Design Group | Bentonville, AR | Sept 2023 to Present

Air Regulations Consulting | Lincoln, NE | Jan 2023 to Sept 2023

JEO Consulting Group | Lincoln, NE | Nov 2013 to Jan 2023

AECOM | Denver, CO | Oct 2012 to Nov 2013

Black & Veatch | Denver, CO | Jan 2011 to Oct 2012

EDUCATION & REGISTRATIONS

BS, Civil Engineering, 2006 | Texas A&M University

Professional Engineer | AL, AR, CO, IA, KS, MO, OK, & TX

ACTIVITIES & VOLUNTEERISM

Texas 4000 for Cancer | Austin, TX to Anchorage, AK
4,200-mile cross-country charity bicycle ride

Ultramarathon Trail Runner & Mountain Biker

Head Coach | Washington Junior High School NICA Team

Trail Adopter | North Upper Connector & Blowing Springs Loop | NWA Trailblazers

Volunteer Instructor | Old High Middle School Bike Club

Refounding Member | Bike/Walk Arkansas

APPLICABLE TRAINING & EXPERIENCE

Trail Foundations | IMBA

Two-day workshop focused on the planning, design, building, activation, promotion, and success measures of a community focused trail system

Urban Street Design Training | Bike Walk Nebraska

One-day training to discover the best practices of urban street design for cities based on NACTO's Urban Bikeway and Urban Street Design Guides



MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 24, 2025	Taylor Robertson, Planning and Development Director	RESOLUTION: APPROVING THE MAYOR'S APPOINTMENT OF ISAAC MERRIMAN AS A EX-OFFICIO YOUTH MEMBER OF THE ACTIVE TRANSPORTATION ADVISORY BOARD

AGENDA ITEM # IX.I

RESOLUTION: APPROVING THE MAYOR'S APPOINTMENT OF ISAAC MERRIMAN AS A EX-OFFICIO YOUTH MEMBER OF THE ACTIVE TRANSPORTATION ADVISORY BOARD

BACKGROUND

Section 5-66 created the Active Transportation Advisory Board, set its membership at 7 regular positions with 2 ex-officio youth positions, and dictates that the ex-officio members serve one-year positions which expire on March 1st of each year. Both positions have an expiration date of March 1, 2025. Upon review of eligible applicants, the following candidate is recommended by Staff and appointed by the Mayor:

Isaac Merriman has agreed to volunteer for the ex-officio position with an upcoming term set to expire on March 1, 2026. His resume is attached as a supporting document.

RECOMMENDATION

Staff recommends approval of this resolution.

FISCAL IMPACT

None.

ATTACHMENTS

1. Resolution Active Transp Bd Merriman appointment
2. Isaac Merriman Resume

RESOLUTION NO. _____

CITY OF BELLA VISTA, ARKANSAS

**APPROVING THE MAYOR’S APPOINTMENT OF ISAAC MERRIMAN
AS AN EX-OFFICIO YOUTH MEMBER OF THE ACTIVE
TRANSPORTATION ADVISORY BOARD**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA,
ARKANSAS:**

SECTION 1: The City Council hereby approves the Mayor’s appointment of Isaac Merriman as an ex-officio youth member of the Active Transportation Advisory Board.

ADOPTED THIS _____ DAY OF _____, 2025.

APPROVED:

Mayor John D. Flynn

Attest:

City Clerk Wanda Krug

Requested by Mayor Flynn
Prepared by Jason Kelley, Staff Attorney

Taylor Robertson

From: noreply@revize.com
Sent: Tuesday, January 28, 2025 12:50 PM
To: Taylor Robertson
Subject: Board Application Form
Attachments: Bella Vista Application.docx

[WARNING: External Email] Do not click links or open attachments unless you trust the sender.

Name = Isaac Merriman
Address = 35 Kirkcudbright Ln
City-State-Zip = Bella Vista, Arkansas, 72715
Phone = (479) 403-9563
Email = isaacmerri@gmail.com
Occupation = High School Student, lawn mowing business
Place-of-employment = High School Student, part time jobs (contact me for details)
Years-lived-in-BV = 14 years
Board-interested-in[] = Active Transportation Advisory Board
Qualifications = I am an avid hiker, I like to bike and kayak, and have spent many weekends enjoying nature with my family. I capture the beauty of the world around us and create videos so that everyone can enjoy the magnificence. I have familiarity with multiple trail systems in Arkansas and beyond. I am a member of the Ozark Highland Trail Association, whose purpose is to build, maintain, and enjoy the Ozark Highlands Trail. Over the past few years, my footsteps can be found in many National and State Parks, and the Boston, Ozark, Rocky, Appalachian, and Himalayan Mountains. Since I have a good amount of knowledge of trails, I believe I will be a good addition to the board, bringing my experience and infrastructure knowledge to this beautiful city.

Interest = As a Bella Vista Police Explorer since 2021, I have absorbed knowledge about law enforcement efforts, city operations, and connections between multiple offices. I would like to learn about the city plans for biking trails and new transportation infrastructure. Through this position I will bring a new perspective to the board for continuing the development of this city.
Since interviewing the last two mayors, engaging with several local politicians, and meeting with the Bella Vista Police Secretary, Shelly Fredrick, I have developed an interest in government and politics. I plan to use this opportunity as an educational moment to further my knowledge of government functions.
Willingness-to-serve[] = By checking this box, I indicate my willingness to serve on the commission or board checked in the box above. I also indicate my understanding of the time commitment involved in such service. I further authorize the City of Bella Vista to consider my provided application information in considering an appointment to a city commission or board. option-1
Client IP = 75.226.253.245



MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 24, 2025	Taylor Robertson, Planning and Development Director	RESOLUTION: APPROVING THE MAYOR'S APPOINTMENT OF GRACE DEEN AS A EX-OFFICIO YOUTH MEMBER OF THE ACTIVE TRANSPORTATION ADVISORY BOARD

AGENDA ITEM # IX.J

RESOLUTION: APPROVING THE MAYOR'S APPOINTMENT OF GRACE DEEN AS A EX-OFFICIO YOUTH MEMBER OF THE ACTIVE TRANSPORTATION ADVISORY BOARD

BACKGROUND

Section 5-66 created the Active Transportation Advisory Board, set its membership at 7 regular positions with 2 ex-officio youth positions, and dictates that the ex-officio members serve one-year positions which expire on March 1st of each year. Both positions have an expiration date of March 1, 2025. Upon review of eligible applicants, the following candidate is recommended by Staff and appointed by the Mayor:

Grace Deen has agreed to volunteer for the ex-officio position with a upcoming term set to expire on March 1, 2026. Her resume is attached as a supporting document.

RECOMMENDATION

Staff recommends approval of this resolution.

FISCAL IMPACT

None.

ATTACHMENTS

1. Resolution Active Transp Bd Deen appointment
2. Grace Deen Resume

RESOLUTION NO. _____

CITY OF BELLA VISTA, ARKANSAS

**APPROVING THE MAYOR’S APPOINTMENT OF GRACE DEEN AS AN
EX-OFFICIO YOUTH MEMBER OF THE ACTIVE TRANSPORTATION
ADVISORY BOARD**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA,
ARKANSAS:**

SECTION 1: The City Council hereby approves the Mayor’s appointment of Grace Deen
as an ex-officio youth member of the Active Transportation Advisory Board.

ADOPTED THIS _____ DAY OF _____, 2025.

APPROVED:

Mayor John D. Flynn

Attest:

City Clerk Wanda Krug

Requested by Mayor Flynn
Prepared by Jason Kelley, Staff Attorney

Grace Deen

4 Silverdale Cir.
Bella Vista, AR 72715
(479) 885-3813
grace.ellen.deen@gmail.com

WORK EXPERIENCE

BikeWorks Bentonville, Bentonville, AR - Bike mechanic

April 2024 - PRESENT

- Perform basic maintenance for customers, including wheel building
- Interact with customers to discern needs and help sales

OTHER EXPERIENCE

Bentonville Color Guard, Bentonville, AR - Squad leader

March 2023 - PRESENT

- Co-led five people of a team of 60
- Relayed information from director to squad members
- Taught flag, dance, rifle, and saber skills to beginner-level members

New Heights Bentonville Student Worship Team, Bentonville, AR - Vocalist

August 2023 - PRESENT

- Have learned lessons in teamwork like listening and collaboration
- Learned the importance of communication with other members
- Use several technical platforms to access information about music sets

EDUCATION

Bentonville High School, Bentonville, AR - Student

August 2023 - PRESENT

Projected Graduation - Spring 2026

- Successfully completed Advanced placement courses
- Successfully completed dual credit course with NWACC
- Enrolled in the Fall 2025 NWACC bike technician program

GENERAL SKILLS

Leadership abilities: Have been in a leadership position in color guard, which includes talking to a variety of people and resolving issues within a group

Teaching skills: Have natural ability to teach many different kinds of people, as well as customizable teaching to an audience

Quick learner: Comfortable in fast-paced environments of learning, and have always been able to pick things up quickly

Understand many perspectives: Have a talent for analyzing and understanding many different types of people and are therefore more able to comprehend a variety of perspectives



MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
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February 24, 2025		
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	RESOLUTION: APPROVING THE MAYOR'S APPOINTMENT OF LAURA WILLIAMS TO THE BELLA VISTA ARTS COUNCIL TO FILL AN UNEXPIRED TERM ENDING APRIL 22, 2026, DUE TO THE RESIGNATION OF GINA PORTER	
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AGENDA ITEM # IX.K

RESOLUTION: APPROVING THE MAYOR'S APPOINTMENT OF LAURA WILLIAMS TO THE BELLA VISTA ARTS COUNCIL TO FILL AN UNEXPIRED TERM ENDING APRIL 22, 2026, DUE TO THE RESIGNATION OF GINA PORTER

BACKGROUND

This resolution is approving Laura Williams to the vacated position of Gina Porter on the Art Council. Her end of term is April 22, 2026.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- | |
|--|
| 1. Resolution Arts Council Appt Williams |
| 2. LWilliamsResume2025.docx |

RESOLUTION NO. _____

CITY OF BELLA VISTA, ARKANSAS

**APPROVING THE MAYOR'S APPOINTMENT OF LAURA WILLIAMS
TO THE BELLA VISTA ARTS COUNCIL TO FILL AN UNEXPIRED
TERM ENDING APRIL 22, 2026, DUE TO THE RESIGNATION OF GINA
PORTER**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA,
ARKANSAS:**

SECTION 1: The Mayor's appointment of Laura Williams to the Bella Vista Arts Council to fill an unexpired term ending April 22, 2026, due to the resignation of Gina Porter is hereby approved.

ADOPTED THIS _____ DAY OF _____, 2025.

APPROVED:

Mayor John D. Flynn

Attest:

City Clerk Wanda Krug

Requested by Mayor
Prepared by Jason Kelley, Staff Attorney

Laura Elizabeth Williams

6 Methwold Lane • Bella Vista, Arkansas 72714 • (205) 515-6608 • lewillia84@gmail.com

Work Experience

Art Bridges Foundation

Traveling Exhibitions Manager

2024-Present

- Manage traveling exhibitions program, supervising two coordinators and collaborating closely with Registration.
- Onboard new exhibitions in partnership with organizing institutions and develop marketing strategy to book venues.
- Meet with current and potential partners across the United States to discuss art sharing opportunities with the foundation.
- Manage logistics and planning for exhibition travel to venues.
- Manage tour budgets and shared cost billing.
- Collaborate with Registration to ensure best practices for art care and installation.

Virginia Museum of Fine Arts

Project Manager, Collections, Exhibition Planning

2021-2023

- Manage logistics for art installations of varied scope in all permanent galleries and the sculpture garden.
- Created and implemented a new, museum wide system for long-range collections planning, resulting in improved alignment with the annual budget and alleviating scheduling issues.
- Manage communication between departments with an emphasis on understanding and accurately conveying the curatorial vision and priorities to all stakeholders.
- Lead annual budget process for collections projects.
- Manage logistics for statewide traveling exhibits from the VMFA permanent collection.
- Plan statewide partner events as needed.

Project Coordinator, Exhibition Design & Production

2015-2021

- Determined priorities, created schedules, and coordinated production plans for multiple exhibits and gallery rotations on different timelines.
- Managed development and production of exhibit text, marketing materials and publications in partnership with Curatorial, Registration, Education and Publications departments.
- Managed gallery renovations and general maintenance.
- Provided purchasing support in accordance with state policies and procedures, including contract development and implementation.
- Managed work of external vendors and support staff.
- Track budgets and prepare monthly expense reports.

CarMax, Inc.

Recruiting Assistant

2013-2015

- Coordinated schedules and logistics for candidates and interviewers for open positions at the CarMax corporate office.
- Facilitated effective communication between Recruiting and all departments at the CarMax corporate office.

- Identified and implemented process improvements

Sundance Film Festival

Assistant Volunteer Coordinator, Theatres

2011-2012

- Screened, interviewed, and placed volunteers according to skills, experience, and interest.
- Managed and coordinated schedules for 400 volunteers in 7 theatres.
- Assisted other departments in identifying volunteer needs.
- Served as a point of contact for returning and new volunteers.
- Assisted with volunteer training.

The John F. Kennedy Center for the Performing Arts

Institute for Arts Management Assistant

2011

- Planned events and coordinated operations for multiple national seminars for over 100 participants and Kennedy Center senior staff.
- Assisted with financial systems and budgets.
- Created systems for streamlining day-to-day operations.

The Phillips Collection

Museum Assistant

2009-2010

- Assisted visitors in the gallery.

Other Experience

Travel

Resided in Thailand • Singapore • South Korea • France

Extensive travel throughout Asia-Pacific and Western Europe

Language Proficiency

Thai • Spanish • French

Computer Skills

Microsoft Office on Mac and PC operating systems • Database management

Education

University of Richmond – Richmond, Virginia

Mini MBA Certificate

2022

George Mason University – Fairfax, Virginia

Master of Arts in Arts Management

Certificate in Special Events Management in the Arts

2011

Samford University – Birmingham, Alabama

Bachelor of Arts in History, Art minor

- Phi Alpha Theta Honor Society
- National Scholars Honor Society

2006



MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 24, 2025	Steve Sims, Fire Chief	RESOLUTION: AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH LEO M ELLEBRACHT COMPANY IN THE AMOUNT OF \$56,490.01, PURSUANT TO A SOURCEWELL COOPERATIVE PURCHASING AGREEMENT FOR THE PURCHASE OF FIFTEEN (15) SETS OF FIRE DEPARTMENT BUNKER GEAR (PROTECTIVE FIREFIGHTING CLOTHING)

AGENDA ITEM # IX.L

RESOLUTION: AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH LEO M ELLEBRACHT COMPANY IN THE AMOUNT OF \$56,490.01, PURSUANT TO A SOURCEWELL COOPERATIVE PURCHASING AGREEMENT FOR THE PURCHASE OF FIFTEEN (15) SETS OF FIRE DEPARTMENT BUNKER GEAR (PROTECTIVE FIREFIGHTING CLOTHING)

BACKGROUND

Purchasing 15 sets of bunker gear for the fire department from Leo M. Ellebracht Company for \$56,490.01. Sourcewell Contract # 010424-MNP

RECOMMENDATION

To approve resolution

FISCAL IMPACT

Cost: \$56,490.01
Budgeted item

ATTACHMENTS

1. Resolution Ellebracht Fire bunker gear
2. Bella Vista PPE Quote SOURCEWELL 011625 Rev 1

RESOLUTION NO. _____

CITY OF BELLA VISTA, ARKANSAS

AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH LEO M ELLEBRACHT COMPANY IN THE AMOUNT OF \$56,490.01, PURSUANT TO A SOURCEWELL COOPERATIVE PURCHASING AGREEMENT FOR THE PURCHASE OF FIFTEEN (15) SETS OF FIRE DEPARTMENT BUNKER GEAR (PROTECTIVE FIREFIGHTING CLOTHING)

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA, ARKANSAS:

SECTION 1: The Mayor and City Clerk are hereby authorized to enter into a contract with Leo M Ellebracht Company in the amount of \$56,490.01 pursuant to a Sourcewell cooperative purchasing agreement, for the purchase of fifteen (15) sets of Fire Department bunker gear (protective firefighting clothing).

ADOPTED THIS _____ DAY OF _____, 2025.

APPROVED:

Mayor John D. Flynn

Attest:

City Clerk Wanda Krug

Requested by Mayor Christie
Prepared by Jason Kelley, Staff Attorney

SOURCEWELL CONTRACT PRICING
SOURCEWELL ACCOUNT # 93213

NOTE: Invoices paid by Credit Card will have a 3% processing fee.



MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 24, 2025	James Graves, Police Chief	RESOLUTION: AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH SUPERIOR AUTOMOTIVE GROUP OF SILOAM SPRINGS, PURSUANT TO A STATE PROCUREMENT CONTRACT, FOR THE PURCHASE OF ONE (1) RAM 1500 4X4 PICKUP TRUCK IN AN AMOUNT NOT TO EXCEED \$40,500.00 FOR USE BY THE CODE ENFORCEMENT DIVISION OF THE POLICE DEPARTMENT

AGENDA ITEM # IX.M

RESOLUTION: AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH SUPERIOR AUTOMOTIVE GROUP OF SILOAM SPRINGS, PURSUANT TO A STATE PROCUREMENT CONTRACT, FOR THE PURCHASE OF ONE (1) RAM 1500 4X4 PICKUP TRUCK IN AN AMOUNT NOT TO EXCEED \$40,500.00 FOR USE BY THE CODE ENFORCEMENT DIVISION OF THE POLICE DEPARTMENT

BACKGROUND

Due to catastrophic engine failure, the purchase of a new Code Enforcement truck is required. The needed 2025 Ram 1500 4x4 is available on the current 2025 state bid contract. The truck is available at Superior Automotive at the state bid price and has been included in the 2025 police department approved capital budget.

RECOMMENDATION

Chief of police recommends a third and final reading with council approval of the listed purchase not to exceed \$40,500.

FISCAL IMPACT

This vehicle purchase, not to exceed \$40,500, has been included in the PD 2025 approved capital budget.

ATTACHMENTS

1. Resolution Superior Ram Truck Police

RESOLUTION NO. _____

CITY OF BELLA VISTA, ARKANSAS

AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH SUPERIOR AUTOMOTIVE GROUP OF SILOAM SPRINGS, PURSUANT TO A STATE PROCUREMENT CONTRACT, FOR THE PURCHASE OF ONE (1) RAM 1500 4X4 PICKUP TRUCK IN AN AMOUNT NOT TO EXCEED \$40,500.00 FOR USE BY THE CODE ENFORCEMENT DIVISION OF THE POLICE DEPARTMENT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA, ARKANSAS:

SECTION 1: The Mayor and City Clerk are hereby authorized to enter into a contract with Superior Automotive Group of Siloam Springs, pursuant to a state procurement contract, for the purchase of one (1) Ram 1500 4x4 pickup truck in an amount not to exceed \$40,500.00 for use by the code enforcement division of the Police Department.

ADOPTED THIS _____ DAY OF _____, 2025.

APPROVED:

Mayor John D. Flynn

ATTEST:

City Clerk Wanda Krug

Requested by Mayor
Prepared by Jason Kelley, Staff Attorney



MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 24, 2025	Taylor Robertson, Planning and Development Director	RESOLUTION: AMENDING THE 2025 CITY BUDGET IN THE AMOUNT OF \$11,831.00 TO REALLOCATE FUNDING TO COMPLETE THE DEVELOPMENT CODE REFORM PROJECT

AGENDA ITEM # IX.N

RESOLUTION: AMENDING THE 2025 CITY BUDGET IN THE AMOUNT OF \$11,831.00 TO REALLOCATE FUNDING TO COMPLETE THE DEVELOPMENT CODE REFORM PROJECT

BACKGROUND

Previous staff had over-budgeted in the 2024 budget for the Freese and Nichols contract in capital expenditures and had predicted 2025's contract remaining amount to be paid would be \$29,871 based on monthly averages. However, December of 2024 had an **unusually small expense of only \$975** when a month had typically costed approximately \$10,000 - \$20,000. This unexpected small bill happened at end of year after the 2025 budget was created and approved. Due to that rolling back into the general fund, staff is requesting it be reallocated to 2025's capital budget so we can finish out the contract of \$235,500. Out of that contract total, the project has \$41,701.44 left to be spent for 2025. Subtracting the already budgeted \$29,871 for 2025, staff is requesting an adjustment of \$11,831 to bring us back up to the remaining contract amount of \$41,702.

Staff is entering the final stages of this project and is hoping to have it complete in Spring of 2025.

RECOMMENDATION

Staff recommends approval.

FISCAL IMPACT

\$11,831 Capital Expenditure Adjustment

ATTACHMENTS

1. Resolution Budget development code completion

City of Bella Vista, Arkansas
City Hall

www.bellavistaar.gov W Town Center P.O.Box Bella Vista, AR 72714

Please Recycle!

2. Budget Adj FNI Code Reform February 2025

RESOLUTION NO. _____

CITY OF BELLA VISTA, ARKANSAS

**AMENDING THE 2025 CITY BUDGET IN THE AMOUNT OF \$11,831.00
TO REALLOCATE FUNDING TO COMPLETE THE DEVELOPMENT
CODE REFORM PROJECT**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA,
ARKANSAS:**

SECTION 1: The City Council of the City of Bella Vista hereby amends the 2025 City Budget in the amount of \$11,831.00 to reallocate funding to complete development code reform project, as provided in the attached exhibit which is incorporated into this Resolution as if set out word-for-word herein.

ADOPTED THIS _____ DAY OF _____, 2025.

APPROVED:

Mayor John D. Flynn

ATTEST:

City Clerk Wanda Krug

Requested by Mayor
Prepared by Jason Kelley, Staff Attorney

City of Bella Vista

Budget Amendment Request Form

Expense not included in the annual budget process.

Meeting Date

Department

Budget Impact Information

Agenda / Expense Description

Amount

Fund

Source

Expense Dept

Account Name or Number



MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 24, 2025	Wanda Krug, City Clerk	RESOLUTION: AMENDING THE RULES OF ORDER AND PROCEDURE OF THE BELLA VISTA CITY COUNCIL TO AUTHORIZE VIRTUAL ATTENDANCE BY COUNCIL MEMBERS AT REGULAR MEETINGS NO MORE THAN FOUR (4) TIMES PER CALENDAR YEAR

AGENDA ITEM # IX.O

RESOLUTION: AMENDING THE RULES OF ORDER AND PROCEDURE OF THE BELLA VISTA CITY COUNCIL TO AUTHORIZE VIRTUAL ATTENDANCE BY COUNCIL MEMBERS AT REGULAR MEETINGS NO MORE THAN FOUR (4) TIMES PER CALENDAR YEAR

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

- ATTACHMENTS**
1. Resolution Council Rules Amend Zoom mtg
 2. Exhibit A Rule 10 Amendment

RESOLUTION NO. _____

CITY OF BELLA VISTA, ARKANSAS

**AMENDING THE RULES OF ORDER AND PROCEDURE OF THE
BELLA VISTA CITY COUNCIL TO AUTHORIZE VIRTUAL
ATTENDANCE BY COUNCIL MEMBERS AT REGULAR MEETINGS NO
MORE THAN FOUR (4) TIMES PER CALENDAR YEAR**

WHEREAS, video conferencing technology allows effective participation during meetings by both permitting an attendee in a remote location to hear and be heard and to see and be seen by other council members and the public in attendance at regular meetings of the City Council; and

WHEREAS, circumstances may arise where a Council Member will be unable to physically attend a regular meeting, but can be available to appear via video conferencing technology; and

WHEREAS, City Council rules already permit meetings to be conducted entirely via video conferencing technology, given certain circumstances, and hybrid attendance should also be permitted;

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

SECTION 1: Rule 10 of the Rules of Order and Procedure of the Bella Vista City Council is hereby amended so that, after amendment, the Rule shall read as provided in the attached Exhibit “A” which is hereby incorporated into this Resolution as is set out word-for-word.

ADOPTED THIS _____ DAY OF _____, 2025.

APPROVED:

JOHN D. FLYNN
MAYOR

Attest:

CITY CLERK WANDA KRUG

Requested by Council Members Isbell and Hughes
Prepared by Jason Kelley, Staff Attorney

EXHIBIT “A”

Rule 10—Meetings via video conferencing technology.

(a) Meetings conducted via video conferencing exclusively. Consistent with the requirements of the Arkansas Freedom of Information Act, any meeting of the City Council may be conducted via video conferencing technology (Zoom, Go To Meeting, etc.). Such video conferencing technology shall permit audience viewing and participation to the fullest extent permitted at in-person meetings. In the event of the calling of a special meeting of the City Council, the call of the meeting shall indicate that the special meeting is to be conducted via video conferencing technology or state the physical location of the special meeting. The decision to conduct any meeting of the City Council via video conferencing technology may be made by the Mayor when, in the Mayor’s judgment, usage of video conferencing technology is necessary to preserve the public peace, health, or safety.

(b) Remote attendance by Council Member via video conferencing. Any Council Member may choose to attend a regular City Council meeting, be counted as part of a quorum, and vote using video conferencing technology, in accordance with this rule and applicable state law. A Council Member is allowed to attend up to four (4) regular City Council meetings via video conferencing each calendar year, unless the Governor has declared a state of emergency. If a state of emergency is declared by the Governor, meetings attended remotely will not count toward the four (4) meeting limit, and such meetings will be conducted according to A.C.A. § 25-19-106(e). For the purposes of this subsection, video conferencing technology must allow both in-person attendees and the public to see and hear the remote Council Member at all times during the meeting. Similarly, the remote Council Member must be able to see and hear all in-person attendees and the public at all times.



MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 24, 2025	Wanda Krug, City Clerk	RESOLUTION: AMENDING THE RULES OF ORDER AND PROCEDURE OF THE BELLA VISTA CITY COUNCIL TO CREATE A CONSENT AGENDA PROCEDURE FOR APPROVAL OF CERTAIN ITEMS TO PROMOTE EFFICIENCY IN THE CONDUCT OF MEETINGS

AGENDA ITEM # IX.P

RESOLUTION: AMENDING THE RULES OF ORDER AND PROCEDURE OF THE BELLA VISTA CITY COUNCIL TO CREATE A CONSENT AGENDA PROCEDURE FOR APPROVAL OF CERTAIN ITEMS TO PROMOTE EFFICIENCY IN THE CONDUCT OF MEETINGS

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

- ATTACHMENTS**
1. Resolution Council Rules Amend Consent
 2. Exhibit A Rule 7 Consent

RESOLUTION NO. _____

CITY OF BELLA VISTA, ARKANSAS

**AMENDING THE RULES OF ORDER AND PROCEDURE OF THE
BELLA VISTA CITY COUNCIL TO CREATE A CONSENT AGENDA
PROCEDURE FOR APPROVAL OF CERTAIN ITEMS TO PROMOTE
EFFICIENCY IN THE CONDUCT OF MEETINGS**

WHEREAS, the City Council often considers multiple items on its agenda that are not controversial or otherwise objectionable, often leading to multiple unanimous roll call votes approving said items; and

WHEREAS, a process to permit approval of such items as a grouped consent agenda by one roll-call vote would promote efficiency in the conduct of meetings; and

WHEREAS, a rule change that would permit a single Council Member to remove a proposed consent agenda item for separate consideration and voting will guarantee a full separate consideration and vote on proposed consent agenda items, if needed;

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

SECTION 1: Rules 7(b) and 7(c) of the Rules of Order and Procedure of the Bella Vista City Council are hereby amended so that, after amendment, the subsections shall read as provided in the attached Exhibit “A” which is hereby incorporated into this Resolution as is set out word-for-word.

ADOPTED THIS _____ DAY OF _____, 2025.

APPROVED:

JOHN D. FLYNN
MAYOR

Attest:

CITY CLERK WANDA KRUG

Requested by Council Member Newport
Prepared by Jason Kelley, Staff Attorney

EXHIBIT “A”

Rule 7(b) is amended so that, after amendment, the subsection shall read as follows:

“(b) Agenda.

(1) Business at regular City Council meetings shall be limited to matters listed on an agenda, which shall be prepared for each regular meeting by the City Clerk, from subjects submitted to him by the Mayor and/or by Council Members. Such agenda shall be made up and completed not later than 12:00 noon on the third day preceding such meeting, at which time the agenda shall be available for newspaper publication and posted on the city administrative bulletin board. Matters not disposed of shall carry over and be included in the agenda for the next regular meeting or until disposed of by the Council. No matters, except those contained in the agenda may be considered by the Council at any regular meeting, unless the rules are suspended by a two-thirds vote of the entire Council.

(2) Consent Agenda. Any item of business requiring a vote of the City Council that is not a proposed ordinance, including, but not limited to, action on the minutes or a proposed resolution, may be placed on a consent agenda for approval. Consent agenda items shall be voted upon as a group without discussion by the City Council. If a Council Member wishes to comment upon or discuss a consent agenda item, that item shall be removed and considered immediately after the consent agenda has been voted upon.”

Rule 7(c) is amended so that, after amendment, the subsection shall read as follows:

“(c) Order of business. The normal order of business at regular meetings of the City Council shall be:

- (1) Call to order
- (2) Invocation
- (3) Pledge of Allegiance to the flag
- (4) Roll call
- (5) Public comments (30 minutes)
- (6) Response to Public Comments
- (7) Reports: a. Financials, b. Mayor, c. Boards and standing committees, d. Special committees
- (8) Consent agenda
- (9) Unfinished business
- (10) New business
- (11) Announcements
- (12) Adjournment.”