



# City of Brookland, Arkansas City Council Meeting Minutes

**Date of Meeting: April 9, 2024**

**Type of Meeting: Regular**

**Called to order at 7:00 PM by Mayor Kenneth Jones**

COUNCILMEMBER ATTENDANCE: (P = Present A = Absent)					
David Gambill	P	Jason Cooper	P	Mayor Kenneth Jones	P
Pamela McGee	P	David Loggins	P	Attorney Kevin Orr	P
Candice Bishop	P	Wilson Shipman	P	Clerk/Treas. Julie Thomas	P

**Previous meeting minutes:**

**Motion by: David Loggins**

**Second by: Jason Cooper**

**To:** Approve the Brookland City Council meeting minutes dated March 12, 2024, as presented

**Discussion:** None

**For: 6      Against: 0      Motion: Passed 6-0**

**New Business:**

**1. Northern Heights residents: School proposal regarding opening Margie Street to school property:**

Brett Bunch, Brookland School District Superintendent, took the opportunity to inform the council that the school has decided to rescind its request to open this street to allow school traffic to flow through. Mayor Jones asked the council if they wanted to impose a time limit for the residents who wished to speak.

**Motion by: Jason Cooper**

**Second by: Wilson Shipman**

**To:** Approve allowing residents of Northern Heights Subdivision (3) minutes to speak

**Discussion:** None

**For: 6      Against: 0      Motion: Passed 6-0**

1. Alan Ross (107 Teresa Drive) Ross spoke in opposition of this issue. He explained in detail the traffic flow and issues he observed from a particular vantage point.
2. Rob Ingram (Margie Drive) Ingram spoke about his concerns with the number of cars that are parked along the street and the safety issues surrounding that.
3. Justin Turner (102 Janis Drive) Turner handed a petition to Attorney Kevin Orr from residents of the neighborhood who oppose the requested street opening.

**2. Parks Committee Update:**

David Loggins, Parks Committee Chairman, was present to give the council an update. Loggins stated that work on the two city parks will resume when the ground dries and weather permits. Loggins included that the playground equipment has been received by the city and is available to install once the groundwork is complete.

**3. Add Civil Engineering, Inc. to agenda to show updated Municipal Building plans:**

**Motion by: David Loggins**

**Second by: Jason Cooper**

**To:** Approve adding Civil Engineering Associates/Cooper & Mixon Architects to present an updated plan for the proposed Brookland Municipal Building

**Discussion:** None

**For: 6     Against: 0     Motion: Passed 6-0**

John Selig, Civil Engineering Associates, allowed John Mixon of Cooper & Mixon Architects to show the council an updated building plan for the proposed Brookland Municipal Building-to house City Hall and Brookland Police Department. Mixon went over the basics of the building design, parking, amenities, and other details for the proposed building. Council member Wilson Shipman asked about the amount of parking available around the building. Mixon explained that there are roughly 75-80 parking spaces planned for the site.

**4. Ordinance 2024-04 - Ordinance allowing Phillips Investments, Phillip Brothers Construction, and Steve Phillips to bid and quote jobs with the City of Brookland:**

Attorney Kevin Orr read aloud Ordinance 2024-04 first reading in its entirety.

**Motion by: David Loggins**

**Second by: Jason Cooper**

**To:** Suspend the rules and go to the second reading of Ordinance 2024-04 by titles only

**Discussion:** None

**For: 6     Against: 0     Motion: Passed 6-0**

**\*2<sup>nd</sup> reading by titles only of Ordinance 2024-04 by Attorney Kevin Orr:**

**Motion by: David Loggins**

**Second by: Jason Cooper**

**To:** Suspend the rules and go to the third and final reading of Ordinance 2024-04 by titles only

**Discussion:** None

**For: 6     Against: 0     Motion: Passed 6-0**

**\*3<sup>rd</sup> and final reading by titles only of Ordinance 2024-04 by Attorney Kevin Orr:**

**Motion by: David Loggins**

**Second by: Jason Cooper**

**To:** Adopt Ordinance 2024-04 as written

**Discussion:** None

**For: 6     Against: 0     Motion: Passed 6-0**

ROLL CALL VOTE:					
David Gambill	Yes	Candice Bishop	Yes	David Loggins	Yes
Pamela McGee	Yes	Jason Cooper	Yes	Wilson Shipman	Yes

**Motion by: Jason Cooper**

**Second by: David Loggins**

**To:** Adopt the Emergency Clause in section 5 of Ordinance 2024-04

**Discussion:** None

**For: 6      Against: 0      Motion: Passed 6-0**

ROLL CALL VOTE:					
David Gambill	Yes	Candice Bishop	Yes	David Loggins	Yes
Pamela McGee	Yes	Jason Cooper	Yes	Wilson Shipman	Yes

**Mayor Jones announced the Emergency Clause in section 5 of Ordinance 2024-04 passed.**

**5. Ordinance 2024-07 - County 948 Hwy (formerly Hwy 230 E) - Change name to Dixie Road from HWY 49B to Union Pacific Railroad:**

Attorney Kevin Orr read aloud Ordinance 2024-07 first reading in its entirety.

**Motion by: David Loggins**

**Second by: Jason Cooper**

**To:** Suspend the rules and go to the second reading of Ordinance 2024-07 by titles only

**Discussion: None**

**For: 6      Against: 0      Motion: Passed 6-0**

**\*2<sup>nd</sup> reading by titles only of Ordinance 2024-07 by Attorney Kevin Orr:**

**Motion by: David Loggins**

**Second by: Jason Cooper**

**To:** Suspend the rules and go to the third and final reading of Ordinance 2024-07 by titles only

**Discussion: None**

**For: 6      Against: 0      Motion: Passed 6-0**

**\*3<sup>rd</sup> and final reading by titles only of Ordinance 2024-07 by Attorney Kevin Orr:**

**Motion by: David Loggins**

**Second by: Jason Cooper**

**To:** Adopt Ordinance 2024-07 as written

**Discussion: None**

**For: 6      Against: 0      Motion: Passed 6-0**

ROLL CALL VOTE:					
David Gambill	Yes	Candice Bishop	Yes	David Loggins	Yes
Pamela McGee	Yes	Jason Cooper	Yes	Wilson Shipman	Yes

**Motion by: David Loggins**

**Second by: Jason Cooper**

**To:** Adopt the Emergency Clause in Section 4 of Ordinance 2024-07 as read

**Discussion: None**

**For: 6      Against: 0      Motion: Passed 6-0**

ROLL CALL VOTE:					
David Gambill	Yes	Candice Bishop	Yes	David Loggins	Yes
Pamela McGee	Yes	Jason Cooper	Yes	Wilson Shipman	Yes

**Mayor Jones announced the Emergency Clause in section 4 of Ordinance 2024-07 passed.**

6. **Candi McHalfey: 195 Nelda Ln – Requesting to leave existing manufactured home in place while modular home is being built; then remove manufactured home:**  
No one was present to speak on this matter
7. **Brookland PD Quarterly Report to city council:**  
Captain Janssen Settlemaior with Brookland Police Department gave the council an update on the first quarter activities of the police department.
8. **Ordinance 2024-08 – Ordinance for rezoning request @ 201 & 203 S. Oak Street from R-1 to R-3:**  
Attorney Kevin Orr read aloud Ordinance 2024-08 first reading in its entirety  
**Motion by: David Loggins**  
**Second by: Jason Cooper**  
**To:** Suspend the rules and go to the second reading of Ordinance 2024-08 by titles only  
**Discussion: None**  
**For: 6     Against: 0     Motion: Passed 6-0**

**\*2<sup>nd</sup> reading by titles only of Ordinance 2024-08 by Attorney Kevin Orr:**  
**Motion by: David Loggins**  
**Second by: Jason Cooper**  
**To:** Suspend the rules and go to the third and final reading of Ordinance 2024-08 by titles only  
**Discussion: None**  
**For: 6     Against: 0     Motion: Passed 6-0**

**\*3<sup>rd</sup> and final reading by titles only of Ordinance 2024-08 by Attorney Kevin Orr:**  
**Motion by: David Loggins**  
**Second by: Jason Cooper**  
**To:** Adopt Ordinance 2024-08 as written  
**Discussion:** Council member Wilson Shipman asked about the location of the section of road to be renamed. Mayor Jones explained which part would be renamed Dixie Road.  
**For: 6     Against: 0     Motion: Passed 6-0**

ROLL CALL VOTE:					
David Gambill	Yes	Candice Bishop	Yes	David Loggins	Yes
Pamela McGee	Yes	Jason Cooper	Yes	Wilson Shipman	Yes

**Motion by: David Loggins**  
**Second by: Jason Cooper**  
**To:** Adopt the Emergency Clause in Section 4 of Ordinance 2024-08 as read  
**Discussion: None**  
**For: 6     Against: 0     Motion: Passed 6-0**

ROLL CALL VOTE:					
David Gambill	Yes	Candice Bishop	Yes	David Loggins	Yes
Pamela McGee	Yes	Jason Cooper	Yes	Wilson Shipman	Yes

**Mayor Jones announced the Emergency Clause in section 4 of Ordinance 2024-08 passed.**

**Old Business:**

**9. Brookland School: Proposal to open Margie Street to school property:**

Brett Bunch, Brookland School District Superintendent, stated that the school would like to rescind this proposal.

**10. Monthly financials for General, Street, and Utility Funds:**

March 2024	General Fund:	Street Fund:	Utility Fund:
<b>Beginning Balance:</b>	\$1,146,011.29	\$435,750.80	\$518,660.81
<b>Ending Balance:</b>	\$1,080,507.19	\$458,351.52	\$508,123.66

**11. Letter of Resignation for Justin Ladd, Brookland Parks Committee:**

Mayor Jones read aloud a letter of resignation from Justin Ladd, Brookland Parks Committee member. Jones asked the council for a motion of approval.

**Motion by: David Loggins**

**Second by: Jason Cooper**

**To:** Accept the resignation of Brookland Parks Committee member Justin Ladd, effective immediately

**Discussion:** None

**For: 6     Against: 0     Motion: Passed 6-0**

**Mayor’s Notes:**

**James Walden – request for special meeting on 4/11/24:**

Mayor Jones explained to the council that James Walden, of Garver Engineering, would like to hold a special meeting with the City Council and Planning and Zoning Commission to present the results of the planning charrette meeting from Fall 2023. Jones polled the council and confirmed the meeting for April 11, 2024 @ 7pm.

**Steve Phillips, Brookland Planning and Zoning Commission Chairman – Mixed Use Zoning:**

Steve Phillips (Brookland Planning and Zoning Commission Chairman) came before the council to ask about the possibility of incorporating a mixed-use zoning code for future requests of both commercial and residential in the same property. Phillips said this is a growing trend in this area and asked the council to consider if this is possible for Brookland in the future. Mayor Jones explained this is something the council and commission could ask James Walden at the upcoming special meeting, regarding the specifics of zoning codes and requirements.

Mayor Jones asked for a motion to adjourn the meeting.

**Motion by: Wilson Shipman**

**Second by: David Loggins**

**To:** Adjourn the meeting

**For: 6     Against: 0     Motion: Passed 6-0**

**Meeting adjourned at: 8:18 PM**

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Kenneth Jones, Mayor

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Julie Thomas, City Clerk/Treasurer