

Combined Committee of the Whole & City Council Meeting Minutes December 9, 2025



The City Council of Bentonville, Arkansas, met in regular session Tuesday December 9, at 6:00 p.m., at City Hall, 305 S.W. A Street, Bentonville, Arkansas.

Present for Committee of the Whole; were Council Members Octavio Sanchez, Holly Hook, Bill Burckart, Beckie Seba, Chris Sooter, Aubrey Patterson (arriving at 6:07pm), and Cindy Acree. Council Member Gayatri Agnew, was absent.

Also, present were Mayor Stephanie Orman, City Attorney Nicholas Henry, Clerk Malorie Marrs, the press, city staff, and the audience. Several members of the city staff and the public attended remotely via Zoom.

Mayor Orman called the meeting to order, and a scout from Troop 36 led everyone present in the Pledge of Allegiance, which was followed by a moment of silence in support of our armed forces.

Motion was made by Council Member Sanchez to approve the minutes of November 25th, regular council meeting as presented, second by Council Member Burckart. There was no discussion.

Motion carried (6-0) Patterson was absent.

A motion was made by Council Member Seba to move Community and Youth Council Recognition to the beginning, seconded by Council Member Acree.

Members of Youth Council and later Community Council stood before crowd in council chambers to introduce themselves, and speak about their experiences. Photos with the Mayor and Council were taken.

I. Committee of the Whole Discussion

Council Member Seba motioned to open the floor for Committee of the Whole discussion topics, seconded by Council Member Hook.

Mayor Orman turned over Committee of the Whole for Council Member Sooter.

1. Council Member Sooter called Committee of the Whole to Order

i. New Business items 4, 5, 6, 10-17, and Utility Board items 1-8

2. Committee of the Whole Closure move to City Council Topics

Present were Council Members Octavio Sanchez, Holly Hook, Bill Burckart, Beckie Seba, Cindy Acree & Aubrey Patterson & Chris Sooter. Also, present were Mayor Stephanie Orman, City Attorney Nicholas Henry, Clerk Malorie Marrs, the press, city staff, and the audience. Several members of the city staff and the public attended remotely via Zoom. Council Member Gayatri Agnew, was absent.

A motion was made by Council Member Sooter, to suspend the rules regarding the reading of all ordinances on three separate days, and further that all ordinances and resolutions be read by title only, second by Council Member Sanchez. There was no discussion. Motion carried (7-0)

A motion was made by Council Member Sooter, to place New Business items 4, 5, 6, 10-17, and Utility Board items 1-8, approved for consent agenda second by Council Member Sanchez. There was no discussion. Motion carried (7-0)

II. New Business -

2. Informational: Bentonville Police Department MOU agreement with Walmart Inc.
Police Chief entering into a Memorandum of Understanding with Walmart Inc. for enforcement of state and local traffic laws on private roadways within the Walmart Home Office Campus.

3. Ordinance 2025-207: Consolidating All Boards & Commissions in the Bentonville Municipal Code

An Ordinance codifying all boards, commissions, and authorities into a single chapter of the City of Bentonville Municipal Code. No budget adjustment is needed.

City Attorney Nick Henry read the ordinance out loud by title only. Motion to approve by Council Member Sanchez, seconded by Council Member Seba.
Ordinance passes (7-0)

III. Consent Agenda:

New Business Items: 4, 5, 6, 10, 11, 12, 13, 14, 15, 16, 17

Consent Items:

4. Appointment: Reappointment of Sara Asplund to Public Art Advisory Committee
Reappointment of Sara Asplund, based upon staff recommendation to the Mayor, to Position 3 on the Public Art Advisory Committee (PAAC). This term begins 01/01/2026 and expires 12/31/2028. Memo and committee application attached.

5. Appointment: Tree & Landscape Advisory Committee Reappointment of Helen Lampkin
Reappointment of Helen Lampkin, based upon staff recommendation to the Mayor, for a second term on the Tree & Landscape Advisory Committee. Her current term expires Dec. 31, 2025. Her second three-year term would begin January 1, 2026 and expires Dec. 31, 2028. Tree & Landscape Advisory Committee does not have term limits. Memo and request for reappointment attached.

6. Appointment: Tree & Landscape Advisory Committee Reappointment of Mark Lankford

Reappointment of Mark Lankford, based upon staff recommendation to the Mayor, for a second term on the Tree & Landscape Advisory Committee. His current term expires Dec. 31, 2025. His second three-year term would begin January 1, 2026 and expires Dec. 31, 2028. Tree & Landscape Advisory Committee does not have term limits. Memo and request for reappointment attached.

10. Resolution 12-9-25 A: Set a Public Hearing Vacating an Alley Right of Way and Establishing a Utility Easement (VAC25- 28)

Approve a Resolution to set a Public Hearing for January 13, 2026 to vacate an Alley Right of Way and to establish a Utility Easement located between lots 10 and 11 and lots 9 and 12 of Block 1 of Smartt's Addition (VAC25-0028).

11. Resolution 12-9-25 B: Setting a Public Hearing for a Utility Easement Vacation (VAC25-0030)

Resolution to set a Public Hearing for January 13, 2026 for a Utility Easement Vacation located at Lot 2 of 102 West Subdivision (VAC25-0030).

12. Resolution 12-9-25 C: to Award Bid IFB-25-83 (2) 2025 Cab and Chassis Sign Trucks to One Nation Distribution

Resolution to award bid IFB-25-83 2025 (2) 2WD 2025 Cab and Chassis Sign Trucks to One Nation Distribution in the amount of \$257,978.00. One Nation Distribution, LLC. was the lowest bid received. A budget adjustment is needed to reclassify budget savings in Machinery & Equipment to Vehicles.

13. Resolution 12-9-25 D: Accept the Donation of Traffic Signal Equipment

Resolution to accept the donation of traffic signal equipment from Walmart Inc. See attached agreement and exhibit. No budget adjustment is needed.

14. Resolution 12-9-25 E: Approving Amendment 1 with Toole Design for Sidewalk Design and Administration

A Resolution approving Amendment 1 to the contract with Toole Design, for sidewalk design, construction administration, and construction observation, in the amount of \$26,200.00. No budget adjustment is needed.

15. Appointments: Active Transportation Advisory Board Members

Appointment Approval to reappoint Steven George, Christina Johnson, and Luke Powers, based upon staff recommendation to the Mayor, to the Active Transportation Advisory Board. Terms will expire December 31, 2028.

16. Parks & Recreation Advisory Board Appointment & Reappointments for 2026:

Approval to appoint Brooke Spenser to her first 3-year term beginning January 2026, the reappointment of Ty Hoffine and Jon Terlouw for their second 3-year term beginning in January 2026, based upon staff recommendation to the Mayor, to the Parks & Recreation Advisory Board. All terms expire December 31, 2028.

17. Resolution 12-9-25 F: Enter an Agreement for EMS Ambulance Billing Services

A Resolution authorizing the Mayor and City Clerk to enter into an agreement with DeLeon Billing Solutions dba Trinity Medical Billing. The agreement provides the billing company 7% of total monthly balance collected on behalf of the BFD. This amount is inclusive of all services and fees related. The term of the agreement shall be for a one (1) year term renewable annually upon mutually written agreement via amendment for a maximum term not to exceed three (3) years. No budget adjustment needed.

Utility Board Items: 1, 2, 3, 4, 5, 6, 7, & 8

Consent Items:

1. Resolution 12-9-25 G: Bella Vista Village Property Owner's Association Wholesale Water Contract Extension

Resolution Request the Mayor and City Clerk to enter into a contract extension agreement with the City of Bentonville and Bella Vista Village Property Owner's Association for a time period of 3 months set to expire on March 31, 2026. Utility Board approved 4-0. No budget adjustment is needed.

2. Resolution 12-9-25 H: Approving a Budget Adjustment to Allocate Additional Funds for IFB-24-70 IDIQ

Staff requests approval of a Resolution amending the 2025 budget in the amount of \$500,000.00 to continue water service line replacement work. The total amendment will be allocated as follows: \$300,000.00 to Mo-Ark Utilities and \$200,000.00 to Calcon, Inc. Utility Board approved 4-0. A budget adjustment is needed.

3. Resolution 12-9-25 I: Spring Creek-Vaughn Sanitary Cost Share Agreement with RLP Development LLC

Staff recommends approval of a Development Agreement with "RLP Developments LLC." for 1,285 feet of sewer upgrades associated with Walnut Grove Phase 4 off-site upgrades.

385 feet of the upgrades were not required with the proposed project but are included in this cost to build the entire section so it's appropriately sized for the build out of this basin. Utility Board approved 4-0. No budget adjustment is needed.

4. Resolution 12-9-25 J: Approving Spring Creek Vaughn Construction Administration Services.

This resolution authorizes the Mayor and City Clerk to enter into an amended agreement with Crafton, Tull & Associates, Inc. for construction services in the amount of \$115,770.00 for the Spring Creek – Vaughn Gravity Sewer project. This amendment increases the original contract total to \$201,822.00. Crafton Tull was selected following the City's Purchasing Policy for professional services. Utility Board approved 4-0. No budget adjustment is needed.

5. Resolution 12-9-25 K: Awarding Bid for Spring Creek-Vaughn Gravity Sewer Improvements Construction

Staff requests council award bid IFB-25-77 to Ground Zero Construction Inc in the amount of \$1,818,008.00 for construction of a new 18" and 24" sanitary sewer interceptor for the Spring Creek- Vaughn project. Ground Zero Construction, Inc. was the lowest bid. This is a budgeted item. Utility Board approved 4-0. No budget adjustment is needed.

6. Resolution 12-9-25 L: Award Bid IFB-25-82 for Street Materials (Premix) to Emery Sapp & Sons.

Resolution awarding IFB-25-82 to the lowest bidder. Utility Board approved 4-0. No budget adjustment is needed.

7. Resolution 12-9-25 M: Award Bid IFB-25-82 for Street Materials (Stone) to APAC

Resolution awarding IFB-25-82 to the lowest bidder. Utility Board approved 4-0. No budget adjustment is needed.

8. Resolution 12-9-25 N: Award RFP-25-48 for Bill Design and Print to Doxim

Resolution authorizing the Mayor and City Clerk to enter into an agreement with Doxim for Bill Redesign and Print services as a result of their submission to the City's Request for Proposal (RFP)-25-48 to provide bill design and printing services for the Utility Billing department. Utility Board approved 4-0. No budget adjustment is needed.

City Attorney Nick Henry read the consent items by title only. Motion to pass as read by Council Member Sanchez, seconded by Council Member Burckart.
Consent Agenda passes (7-0)

IV. **New Business- NON Consent Items**

7. **Ordinance 2025-208:** Ordinance Adopting 2026 Pay Plan Changes

An Ordinance adopting 2026 Pay Plan changes which include salary survey adjustments for Police & Fire personnel. No budget adjustment is needed.

City Attorney Nick Henry read the ordinance by title only. Motion to approve by Council Member Sanchez, seconded by Council Member Sooter.

Ordinance passes (7-0).

City Attorney Nick Henry read the Emergency Clause calling for its immediate enactment.

Motioned by Council Member Sanchez, seconded by Council Member Hook.

ER clause passes (7-0).

8. **Ordinance 2025-209** to Waive Competitive Bidding for Bibliotheca

An Ordinance to waive competitive bidding requirements and enter into an agreement with Bibliotheca for RFID software and support services for Bentonville Public Library, in an amount not to exceed \$47,980.00. No budget adjustment is needed.

City Attorney Nick Henry read the ordinance by title only. Motion to approve by Council Member Acree, seconded by Council Member Sanchez.

Ordinance passes (7-0).

9. **Ordinance 2025-210:** to Waive Competitive Bidding for OverDrive Digital Subscriptions

An Ordinance to waive competitive bidding requirements and enter into an agreement with OverDrive for ebooks and other digital products for Bentonville Public Library, in an amount not to exceed \$68,500.00. No budget adjustment is needed.

City Attorney Nick Henry read the ordinance by title only. Motion to approve by Council Member Acree, seconded by Council Member Sanchez.

Ordinance passes (7-0).

18. **Ordinance 2025-211: Modification of Utility Board Creation**

An ordinance modifying the Utility Board Creation Ordinance to allow for a member to serve an additional year in the case that a suitable replacement candidate cannot be found in a timely manner. No budget adjustment is needed.

Council Member Burckart asked about the candidates applying. Mayor Orman indicated that Travis made the recommendations, as their terms expire soon-indicated Council Member Sanchez.

City Attorney Nick Henry read the ordinance by title only. Motion to approve by Council Member Sanchez, seconded by Council Member Hook.

Ordinance passes (7-0).

City Attorney Nick Henry read the Emergency Clause calling for its immediate enactment.

Motioned by Council Member Sanchez, seconded by Council Member Sooter.

ER clause passes (7-0).

V. Planning

1. Ordinance 2025-212: Property Line Adjustment - Lot 23, Block 7 of Deming's Addition - 305 Northwest C Street (PLA25- 0028)

The Planning Commission voted 6-0, recommending approval.

An Ordinance Accepting A Property Line Adjustment Of Lots 1 & 2, Block 7 Of Deming's Addition Creating New Lot 23, Block 7 Of Deming's Addition To The City Of Bentonville, Arkansas; And For Other Purposes.

City Attorney Nick Henry read the ordinance by title only. Motion to approve by Council Member Sanchez, seconded by Council Member Seba.

Ordinance passes (7-0).

2. Ordinance 2025-213: Lot Split - Lot 1 of Centerton Boulevard Subdivision - 3331 SW 14th Street (LS25-0012)

The Planning Commission voted 6-0, recommending approval.

An Ordinance Accepting A Lot Split Creating New Lot 1 Of Centerton Boulevard Subdivision And Dedicating Right-Of-Way And Easements To The City Of Bentonville, Arkansas; And For Other Purposes.

City Attorney Nick Henry read the ordinance by title only. Motion to approve by Council Member Sanchez, seconded by Council Member Burckart.

Ordinance passes (7-0).

3. Ordinance 2025-214: Rezoning - Bliss - R-1, Low-Density Single-Family Residential to DN-2, Downtown Medium Density Residential - 904 Northwest B Street (RZ25-0045)

The Planning Commission voted 6-0, recommending approval.

An Ordinance Changing Real Estate In The City Of Bentonville, Arkansas, From Its Present Zoning Classification Of R-1, Low Density Single Family Residential To DN-2, Downtown Medium-Density Residential; And For Other Purposes.

City Attorney Nick Henry read the ordinance by title only. Motion to approve by Council

Member Sanchez, seconded by Council Member Seba.
Ordinance passes (7-0).

4. Ordinance 2025-215: Planned Unit Development Amendment - Opal Park - SW Regional Airport Blvd, between Barron and Adams Rd (PUD22-0003)

The Planning Commission voted 6-0, recommending approval.

An Ordinance Amending Ord 2024-171; And For Other Purposes.

City Attorney Nick Henry read the ordinance by title only. Motion to approve by Council Member Sanchez, seconded by Council Member Acree.

Ordinance passes (7-0).

5. Ordinance 2025-216: Rezoning - Barron Road, LLC - A-1, Agriculture to C-3, Mixed-Use Commercial - 5927 Southwest Barron Road (RZ25-0046)

The Planning Commission voted 6-0, recommending approval.

An Ordinance Changing Real Estate In The City Of Bentonville, Arkansas, From Its Present Zoning Classification Of A-1, Agricultural To C-3, Mixed-Use Commercial; And For Other Purposes

City Attorney Nick Henry read the ordinance by title only. Motion to approve by Council Member Sanchez, seconded by Council Member Seba.

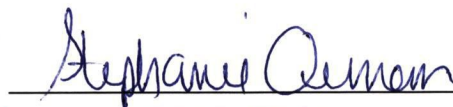
Ordinance passes (7-0).

Motion to adjourn made by Council Member Burkart, second by Council Member Hook, motion passed (7-0). 6:52pm voting portion closed

The next Bentonville City Council meeting will be for special session Monday December 22, 2025.



Malorie Marrs, City Clerk



Stephanie Orman, Mayor

