

City & Town

JANUARY 2015 VOL. 71, NO. 01

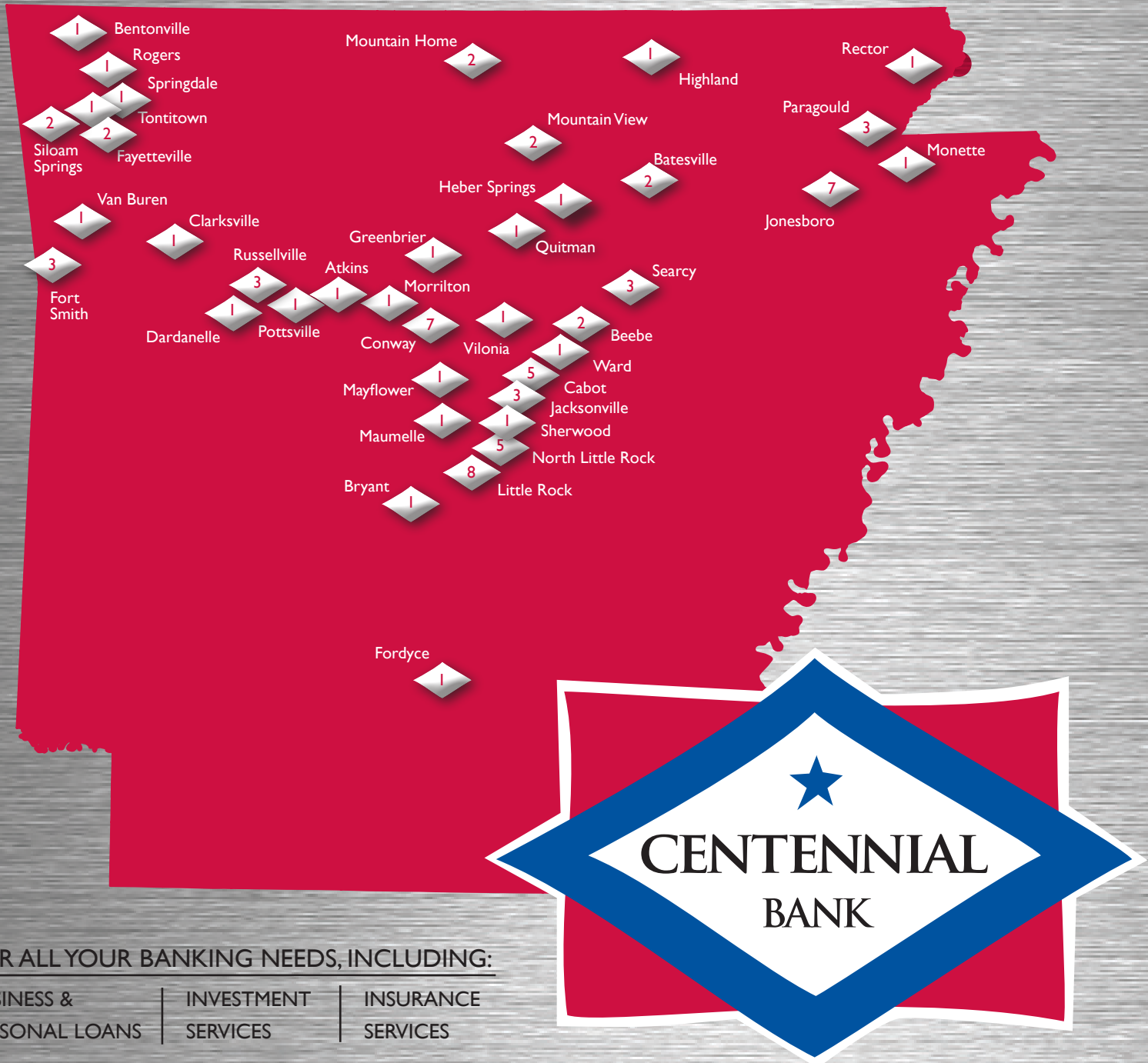
THE OFFICIAL PUBLICATION OF THE ARKANSAS MUNICIPAL LEAGUE



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January 14-16 in Little Rock**

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Cover photo by Andrew Morgan



ON THE COVER—The lights of downtown Little Rock reflect in the water of the Arkansas River on a recent, chilly evening. We look forward to seeing you downtown for the League’s 2015 Winter Conference, Jan. 14-16, where we’ll prep for the 90th General Assembly and a great year for Arkansas municipalities. See page 24 in this issue to register if you haven’t already. Read also inside tips for newly elected officials, advice for communicating with legislators, an overview of laws governing records retention, and much more.—atm

Features

6 Tips for new leaders
The League exists to serve all 500 Arkansas cities and towns, and these Top 10 tips for newly elected officials will help you make the most of your relationship with us and learn from the successes and failures of those who have gone before.

8 Toss no document before its time
The League’s legal team provides a personnel document retention tutorial, covering the retention periods required by state and federal law for various types of records.

11 Be effective in the legislative process
With the 90th Arkansas General Assembly convening soon, these 16 tips can help you be a better advocate for your municipality’s needs and help city officials improve the quality of life in all of our cities and towns.

52 City & Town index
The annual index offers topic-by-topic and name-by-name references to help keep track of five years’ worth of information, and a five-year legal index covering articles and attorney general opinions helpful to municipalities.

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City&Town (ISSN 0193-8371 and Publication No. 031-620) is published monthly for \$20 per year (\$1.67 per single copy) by the Arkansas Municipal League, 301 W. Second St., North Little Rock, AR 72114. Periodicals postage paid at North Little Rock, Ark.
POSTMASTER: Send address changes to *City&Town*, P.O. Box 38, North Little Rock, AR 72115.

Dear Colleagues,

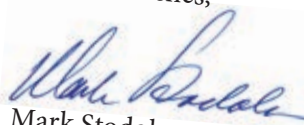
As we embark on a new year, this is a good time to reflect on all that we want to accomplish in 2015. The New Year is a great time to set goals individually, but it's also a good time to set goals for ourselves as public servants. We have all made New Year's resolutions in the past, but resolutions set in January are often a distant memory by March. Let's all use this time to set meaningful goals that will guide us throughout the upcoming year so we can use our time as public servants to make our municipalities the best they can be.

I am pleased to welcome all of the newly elected officials who will be joining the Arkansas Municipal League for the first time. Public service is an important calling that can be both challenging and rewarding. I would recommend that all of our elected officials, both new and old, use the League as a resource that can help you on a daily basis deal with issues that your city may be facing.

As you know the League's Winter Conference will take place Jan. 14-16 at the Statehouse Convention Center and Marriott Hotel in Little Rock. The expanded agenda, which you will find in this issue of *City & Town*, includes opportunities for you to learn about many important issues that will impact your city in the coming year.

Since the 90th General Assembly will soon convene, this is a good time to remind everyone about the importance of having a good relationship with your elected officials. I hope you will contact the legislators from your district and let them know about the importance of cities to their district and to the state. Please contact your legislators to tell them that you appreciate their hard work and let them know that you are grateful for their votes that are favorable to our cities and towns. As always, if you have any questions during the legislative session, please contact Don Zimmerman at 501-978-6100 or Mark Hayes at 501-374-3484 ext. 222.

All Best Wishes,



Mark Stodola
Mayor, Little Rock
President, Arkansas Municipal League



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Top 10 tips for newly elected officials

Being a newly elected municipal official can be overwhelming. In addition to balancing a schedule filled with municipal meetings and requests from constituents, there are roles and responsibilities to learn. The Arkansas Municipal League provides a range of products and services to guide you throughout your term. So you can be armed with current information to best do your job, the League wants you to stay in touch with us. The following 10 tips will help you get started.

1 Review and understand your form of government. Municipalities operate under statutes authorizing the establishment of a municipal government and outlining the powers, authority, and responsibilities of the municipal government. You should understand what form of government is in place in your municipality. Are you operating with a mayor-council, city manager, or city administrator form of government? More information is available in the League's *Guide for Municipal Officials in Manager Cities* and our *Guide for Municipal Officials in Mayoral Cities*, which are available in PDF via www.arml.org.

2 Familiarize yourself with your municipality's operations and services. In order to understand how your municipality operates, you need to learn what services are provided and how they are provided. Request a tour of the facilities and operations. Know the level of municipal services provided and the associated costs, and meet the municipal employees who deliver the services.

3 Do you know your city or town? Find out what issues are facing the folks in your city or town and focus on problem solving. Be sure to engage community leaders. Introduce yourself as a newly elected official and assure them of your desire to effectively serve your municipality.



Be sure to check out the new Arkansas Municipal League website: www.arml.org.

- 4 **Be prepared!** Become familiar with agenda packets before meetings, when possible. This ensures you will make informed decisions at meetings and have efficient meetings in the process. Familiarize yourself with *Procedural Rules for Municipal Officials*, available in PDF via www.arml.org. This booklet is designed to provide a guide for parliamentary procedure at meetings of city councils, commissions, and boards of directors. The rules are few and simple because a council meeting is no place for complex parliamentary procedure.
- 5 **Communicate, communicate, communicate!** As with any relationship, communication is crucial. Typically, the more communication that is had, the better the relationship between the mayor and city council or the city manager and city directors. The governing body should speak with one voice—once a vote is taken, try to be supportive of it, even if you personally do not like the decision. If your opinion differs from official position of the municipality, you may express your opinion to your constituents and the media in a professional way.
- 6 **Know what education and training is available to you.** Arkansas municipal officials are provided many opportunities to have outstanding educational and training resources offered by the League. We encourage you to take advantage of the voluntary certified continuing education program. The League is committed to providing municipal officials with education, publications, training, research, and networking opportunities. It's important for elected officials, as well as municipal personnel, to seek educational development opportunities. Visit www.arml.org to obtain the current 2015 meeting and training calendar.
- 7 **Subscribe to the League List Servs.** Learning how other cities and towns deal with similar issues can better equip you to make effective decisions or changes in your hometown. The League's List Serv service is offered to mayors/city managers, clerks/recorders/treasurers, city attorneys, and aldermen/city directors. Subscribing to a List Serv allows League members to send email to the entire list, resulting in responses from municipal officials across the state, from cities and towns with varying populations. Visit www.arml.org to subscribe to League List Servs.
- 8 **Visit the League's website www.arml.org often.** The League's website has been re-designed and we offer a web responsive site, so no matter what device our members use, the site is accessible and easily navigable. We encourage you to visit the site and become familiar with its offerings.
- 9 **Be active in League advocacy efforts.** Doing so, you can help shape efforts on behalf of all cities and towns in Arkansas. One main goal of the League is to promote the mutual interests of Arkansas municipalities. Knowing that municipal officials stand ready to contact their legislators, especially during legislative sessions, is quite valuable. And the League encourages our membership to stay apprised of the most recent pieces of legislation by viewing our Legislative Bulletin online at www.arml.org.
- 10 **Call on the League staff.** For over 80 years, the Arkansas Municipal League has been working to provide Arkansas municipalities the best in League services and programs. The staff is available by phone, written correspondence, fax, email, and in person at League headquarters. We are here to serve you. ☎

Visit Us.

www.arml.org

Record Retention Laws for Arkansas Municipalities

Prepared by Arkansas Municipal League Legal staff

DESTRUCTION/RETENTION (Ark. Code Ann. §§ 14-2-201 – 203)

These provide for destruction of paper records and reproduction in another format. Review these procedures carefully before destroying any records.

Ark. Code Ann. § 14-2-201. Authority—Requirements

- (a) The head of any county or municipal department, commission, bureau, or board may cause any or all records kept by the official, department, commission, or board to be photographed, microfilmed, photostated, or reproduced on or by film, microcard, miniature photographic recording, optical disc, digital compact disc, electronic imaging, or other process that accurately reproduces or forms a durable medium for reproducing the original when provided with equipment necessary for such method of recording.
- (b) At the time of reproduction, the agency head shall attach his or her certificate to the record certifying that it is the original record, and the certificate shall be reproduced with the original.
- (c) The device used to reproduce the records shall be such as to accurately reproduce and perpetuate the original records in all details.

Ark. Code Ann. § 14-2-203. Disposal, etc., of copied records

- (a) Whenever reproductions of public records have been made in accordance with § 14-2-201 and have been placed in conveniently accessible files or other suitable format and provision has been made for preserving, examining, and using them, the head of a county office or department or city office or department may certify those facts to the county court or to the mayor of a municipality, respectively, who shall have the power to authorize the disposal, archival storage, or destruction of the records.
- (b) Cities of the first class, cities of the second class, and incorporated towns may by ordinance declare a policy of record retention and disposal, provided that:
 - (1) The city or town complies with any specific statute regarding municipal records; and
 - (2) The following records are maintained permanently in either the original or electronic format as required by law:
 - (A) Ordinances;
 - (B) City council minutes;
 - (C) Resolutions;
 - (D) Annual financial audits; and
 - (E) Year-end financial statements.

COURT RECORDS (Ark. Code Ann. §§ 13-4-201 — 204; Ark. Code Ann. § 16-46-101; Ark. Code Ann. § 16-10-211)

Sections 13-4-201 through -204 provide for the destruction of paper records once they have been reproduced in another format unless another statute permits destruction without requiring a copy made. Any document over fifty (50) years old may not be destroyed or if otherwise required to be kept by law.

Section 16-46-101 provides means by which copies of certain records are to be maintained for evidentiary purposes. See below for specifications of section 16-10-211.

ACCOUNTING (Ark. Code Ann. § 14-59-114)

Accounting records fall into three groups: *Support Documents*, *Semipermanent Records*, and *Permanent Records*.

Support documents must be kept for four (4) years and may not be destroyed before an audit. They consist of cancelled checks, invoices, bank statements, receipts, deposit slips, bank reconciliations, check book registers or listings, receipts listings, monthly financial reports, payroll records, budget documents, and bids, quotes, and related documentation.

Semipermanent Records must be kept for seven (7) years with the same restriction regarding an audit. They consist of fixed assets and equipment detail records, investment and certificate of deposit records, journals, ledgers, and subsidiary ledgers, and annual financial reports. For investment and certificate of deposit records, the seven (7) years of required maintenance begins on the date of maturity.

Permanent records shall be maintained permanently. They consist of city or town council minutes, ordinances, resolutions, employee retirement documents, and annual financial audits.

POLICE TICKET BOOKS (Ark. Code Ann. § 16-10-211(a)(3)(K) & (L))

Three years but must be kept until audited.

POLICE DEPARTMENT RECORDS (Ark. Code Ann. § 14-2-204)

Maintain permanently or for seven years, as the council may determine: Closed municipal police case files for felony and Class A misdemeanor offenses and expungement orders of municipal police cases. However, after ten (10) years, these may be copied and maintained under Ark. Code Ann. § 14-2-203. However, records constituting evidence of sexual offenses or violent offenses resulting in convictions are regulated by Ark. Code Ann. § 12-12-104.

Three (3) years: Accident, incident, and offense reports, fine and bond and parking meter records, radio logs and complaint cards, employment records, payroll sheets, time cards, and leave requests. They may then be copied electronically or disposed of.

WATER and SEWER (Ark. Code Ann. § 14-237-112)

Same provisions as for Accounting Records. *See* above.

HISTORICAL (Ark. Code Ann. § 13-3-107)

Before any records “other than ephemeral materials” are destroyed, city officials must advise the history commission in writing and give any records deemed to have historical value to the commission.

COURT RECORDS (Ark. Code Ann. § 16-10-211)

Record retention schedule.

(a) All towns, cities, and counties of the State of Arkansas shall maintain records for the district courts and are to:

(1) Permanently maintain:

(A) Case indices for all courts;

(B) Case dockets for all courts;

(C) Active warrants;

(D) Waivers;

(E) Expungement and sealed records;

(F) Files concerning convictions under the Omnibus DWI Act, § 5-65-101 et seq.; and

(G) Domestic battering files;

- (2) Maintain for a period of at least seven (7) years and in no event dispose of before being audited:
 - (A) Complete case files and written exhibits for all courts;
 - (B) Show cause orders;
 - (C) Case information, including arrest reports and affidavits; and
 - (D) Files concerning cases resulting in a suspended imposition of sentence; and
- (3) Maintain for a period of at least three (3) years and in no event dispose of before being audited:
 - (A) Bank reconciliations;
 - (B) Check book registers and check listings;
 - (C) Cancelled checks;
 - (D) Bank statements;
 - (E) Receipts;
 - (F) Deposit collection records;
 - (G) Receipts listings;
 - (H) Distribution reports;
 - (I) Receipt and disbursement journals;
 - (J) Time payment records;
 - (K) Citation book logs;
 - (L) Citation books from each police department and sheriff's office;
 - (M) Served warrants;
 - (N) Copies of citations;
 - (O) Alternative service or community service time sheets;
 - (P) Uniform filing fees collection remittance forms and fine report; and
 - (Q) Miscellaneous fee and fine collection reports.

(b) After a town, city, or county has maintained records for the time periods required by subdivisions (a)(2) or (3) of this section and after the records described in subdivisions (a)(2) or (3) of this section have been audited, the records may be destroyed.

(c) When records are destroyed under subsection (b) of this section, the town, city, or county shall document the destruction by the following procedure:

- (1) An affidavit is to be prepared stating:
 - (A) Which records are being destroyed and to which period of time the records apply; and
 - (B) The method of destruction.

(2) The affidavit is to be signed by the town, city, or county employee performing the destruction and one (1) employee of the governing body or, if applicable, governing bodies that contribute to the expenses of the court.

(d) In addition to the procedure described in subsection (c) of this section, the approval of the governing body or, if applicable, governing bodies that contribute to the expenses of the court shall be obtained before the destruction of district court records and an appropriate note of the approval indicated in the minutes of the governing body or bodies along with the destruction affidavit.

16 steps to being an active and effective participant in the legislative process

1. Keep well informed

Closely review web-based updates that the League provides to keep you informed on legislative priorities and developments at the Capitol in Little Rock. Accessing the League's Legislative Action Center via our website, www.arml.org, is key in staying informed as well. Email us (wvb@arml.org) to be added to the League's List Serv.

2. Attend training

Attend League meetings and seminars. It's a great way to get your feet wet, learn and hear which issues will be key for cities this legislative session.

3. Put someone in charge

Make sure that one staff person is responsible for initiating a timely response to newsletters, emails, and other correspondence.

4. Follow through

Continue to respond to the League's updates as bills move through the legislative process.

5. Can't be at the Capitol in person? Send letters, emails, text messages

Send communications outlining your position and ask your legislator's stance on a bill.

6. Be able to act quickly

Establish a procedure for urgent (same day) action on bills.

7. If your municipality has special clout, use it

If your legislator is a member of a key committee, it is especially important that your municipality respond to as many bills as possible.

8. Say "thanks"

Remember to thank legislators regularly and publicly for their work, support, votes, etc. Never discount the importance of a thank you.

9. Provide input to the League on legislative solutions

The League can always benefit from your input on potential changes in state law that would help you do your job better.

10. Keep an inventory of your municipality's needs

When you meet with your legislators, let them know of your top funding and other legislative priorities.

11. Meet regularly with your legislators

Make it a point to establish an ongoing, personal relationship with your legislators and meet formally at least once a year to review key issues.

12. Know your legislators

Know who your legislators are and how to get in contact with of them. Bonus points if you know their preferred method of contact.

13. Build a coalition

Establish positive links with community groups and other units of local government to explore potential collaborative legislative action.

14. Establish a working relationship with your local media

Local editorial support or opposition can be extremely helpful on many priority bills.

15. Stick with it

Your consistent participation in the process, year after year, is essential to long-term success in the Legislature.

16. Effectively utilize League publications

Each General Session the League publishes *Communicating with Your Legislator*, a booklet outlining legislators and their respective contact information. Also, accessing the Legislative Bulletin via www.arml.org can provide you with current status on important pieces of legislation.

Modified with permission from the New York State Conference of Mayors and Municipal Officials.

Seeing the future is hard

By Jim von Tungeln

January is the month that municipal officials think about putting their plans into action. Along with all aspects of planning, it involves looking into the future. Not only is that difficult, if the past is any guide, it can be dangerous. To coin a phrase the great Yogi Berra might appreciate: The future is scary when we look back on it.

Experiencing so much of the past allows me to understand the pitfalls in dealing with the future. The day I entered my first job in planning was marked by two (other) major news stories in the United States. The state of Ohio agreed to pay \$675,000 to relatives of victims of the tragic shootings at the Vietnam War protest on the campus of Kent State University—May 4, 1970. Also Veterans Stadium in Philadelphia was dedicated to be the home of the Phillies baseball team and the Eagles football team.

One might have projected on this day that the long, painful episode known as the Vietnam War was nearing some stopping point.

One might have also projected on this date that Philadelphians, with their initial \$25 million bond issue, and an additional \$13 million transfusion in 1967, might have satisfied the demands of the athletic gods. At a total cost of \$60 million (\$367 million in today's dollars), the facility would be a stadium for the ages.

One would have been wrong in both cases. The Vietnam War would drag on for another four years, and doesn't even shape up to be our longest. Veterans Stadium was imploded on March 21, 2004, to make way for—you might have guessed it—a parking lot.

While all this was going on elsewhere, back in our state no one would have projected that the vision of one man would change the entire face of its northwest corner, or transform a sleepy town with one motel into the home of the largest of the Fortune 500 companies.

Planners would never have projected that northeast Arkansas would lose a major Air Force base but become a center of the steel-making industry.

How about foreseeing the merger of the cities of Helena and West Helena and the longevity of one of our country's premier blues festivals?

Would anyone have guessed that a southwest Arkansas city called Hope would turn out to be the birthplace of our forty-second President, or that our capital city in the state's center would now house his presidential library?

In short, predictions are hard. If we pay close attention, we see that the experts are wrong in their predictions a great deal of the time. Pundits are pretty much wrong every time. In fact, there is a legitimate field of investing called "Contrarian" that assembles the collective predictions of financial pundits and formulates an investment strategy touting the exact opposite of those recommendations. The last I heard, it did about as well as, sometimes better than, the others.

As Bob Middleton, one of the state's pioneer and well-respected planners, liked to quote, "He who lives by the crystal ball soon learns to eat ground glass."

In 1971, Arkansas municipalities, as well as those of other states, were enjoying massive grant programs and revenue sharing from the federal government. By the



Some 40 years ago, when the planners first envisioned what is now Little Rock's Julius Breckling Riverfront Park, the out-of-town expert took one look at the site and opined, "You don't have much to work with."

Forty years ago, a presidential library wasn't on anybody's radar screen.

PHOTOS BY JIM VON TUNGELN



1980s, those were gone and those same municipalities were deciding whether to lay off fire fighters or police officers. Through the leadership of the Arkansas Municipal League and others, the Legislature gave local governments the option of adopting a sales tax with which to fund operations and capital improvements.

This brings us to our current status. There is a revenue source available but location, local growth factors, and public will all affect its size and availability. And this condition mandates what? Why, careful planning of course, and this brings us back to trying to see the future, with all its frustrations.

Take population growth, for example. As a young planner, I met up with the so-called "cohort-survival" method of population estimating. This was a fairly straightforward method involving a "cohort," or identifiable segment of the population. Projections increased (or decreased) its future size by birthrates, death rates, and migration. It was a miraculous tool in those days, beloved by engineers who found that the process always produced a future population that exactly justified the proposed project. We wish.

Along came the concept of forced busing to achieve racial integration in public schools and traditional methods of estimating population growth "went out the window," so to speak.

Is dealing with the future a hopeless endeavor? No, there are methods of coping. One is that, along with projections of what will happen, or what we want to make happen, we include some thinking about what could happen. This differs from the practice of simply responding. It involves examining different scenarios, including the infamous "Law of Unintended Consequences."

This methodology, as I have mentioned previously, gave rise to the so-called "War Room" method of planning. This concept admitted that, while we might not be able to control everything that happens, we can control

our preparation for, and response to, events that might occur.

As my planner-friend James Walden points out, some cities have abandoned growth projections with plans for different growth scenarios ranging from population loss to rapid growth and points between. This allows planners to be more prepared for whatever scenario dominates.

We can also plan for factors and events that we do know will happen. For example, when building new capital improvements, we know for certain that they will require maintenance: retrofitting, repair, and perhaps replacement (see Veterans Stadium above). These things should never come as a surprise, but they often do.

Then there is the tendency to fall into the "we need it so let's not worry that it is a bad deal" trap. Poorly planned developments, both by the public and private sectors, have deferred millions of dollars in future costs to future taxpayers, some of whom may not have yet been born. A wise planning principle for public officials comes directly from the private sector: There is nothing good about bad business.

In closing, let us rephrase a metaphor from an old friend who has become a self-made multi-millionaire. "Life is like riding down a roaring river on the back of a tiger (insert 'the future,') and we are hanging on as best we can. We had better reach around and feed him (think of 'planning') every once in a while for if we don't, he will turn around and eat us for lunch."



Jim von Tungeln is staff planning consultant and available for consultation as a service of the Arkansas Municipal League. He is a member of the American Institute of Certified Planners. Contact him at 501-944-3649. His website is www.planyourcity.com.

Fort Smith breaks ground on U.S. Marshals Museum

By Sherman Banks

On Sept. 24, 1789, President George Washington signed Senate Bill Number One, which established the United States Marshal Service. On the same date 225 years later, Fort Smith held a groundbreaking ceremony for their U.S. Marshals Museum. The 5,000-square-foot building will house three galleries and an Education Hall of Honor for over 250 U.S. Marshals who fell in the line duty. The museum aims to inspire one to live with justice, integrity, service, and the values of the U.S. Marshal Service.

Fort Smith in 2007 beat 16 other cities in winning the bid to be the home of the museum. They beat out such cities as Stanton, Va.; Cheyenne, Wyo.; and Los Angeles.

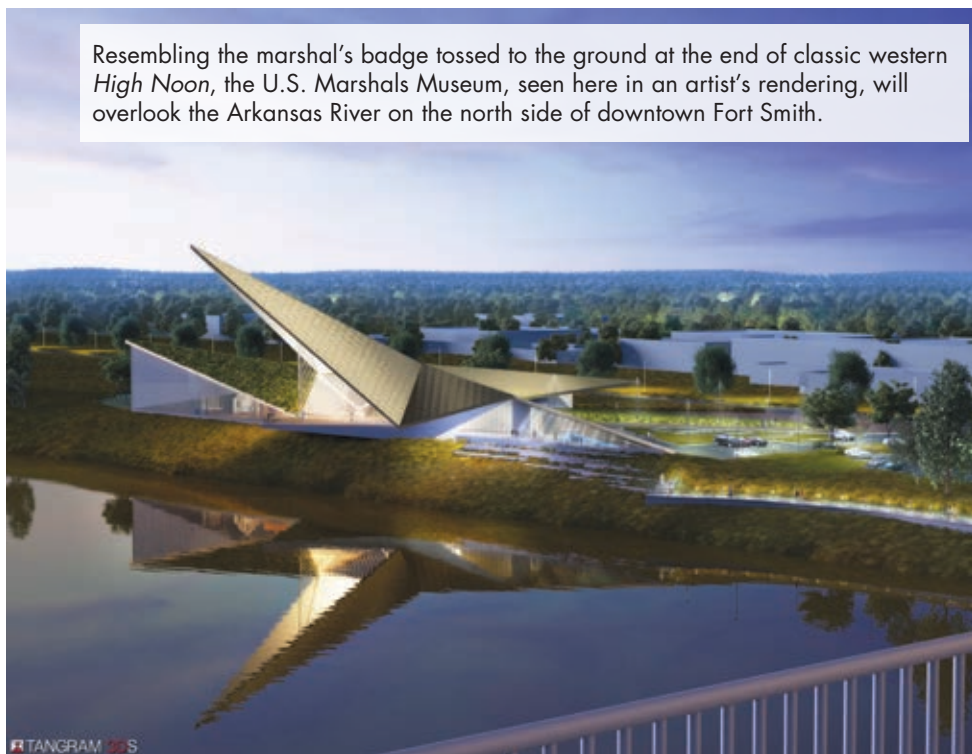
The \$53 million museum will be completed in three phases. In order to fund this project the city has had to raise the funds through private donations and fund raising events. Although Governor Beebe provided \$2 million dollars from the state of Arkansas, the ongoing fund raising endeavors will take place in phases. The first phase was completed Sept. 24, 2014, when ground was broken to begin construction, and to date the steering committee has raised \$19.5 million dollars.

Phase two is the launching of the U.S. Marshal Commemorative Coins—gold and silver coin sets will be available for purchase in February 2015. U.S. Rep. Steve Womack of Rogers led the charge for the coins as the House sponsor of legislation for coins. Visit the museum website at www.usmarshalsmuseum.com for updates on the coins.

The third phase will include a number of fundraisers to begin with a formal gala in March at the Fort Smith Expo Center. The gala is expected to raise more than \$250,000, said James Dunn, president and CEO of the U.S. Marshal Museum.

“The community came together to make sure that this historic museum is constructed,” Dunn said.

Resembling the marshal's badge tossed to the ground at the end of classic western *High Noon*, the U.S. Marshals Museum, seen here in an artist's rendering, will overlook the Arkansas River on the north side of downtown Fort Smith.



To further administer the operation of the museum, a 501c3 nonprofit corporation was created. The property for the museum is located on the banks of the Arkansas River and was donated by the Robbie Westphal family of Fort Smith. The design for the museum was patterned after a marshal's badge stuck in the ground. Polk Stanley Wilcox Architects of Little Rock and Cambridge Seven Associates of Cambridge, Mass., created the design. The inspiration for the design comes from a scene at the end of *High Noon* starring Gary Cooper. Playing Marshal Will Kane, he removes his badge and flings it to the ground.

Fort Smith, as we know, has always had the reputation of an extraordinary western town. It is particularly well known for Judge Parker, “The Hanging Judge.” The U.S. Marshals Museum will further define Fort Smith as a tourist destination in our state. For more information on the museum, contact Jim Dunn at 479-709-3766 or email jdunn@usmarshalsmuseum.com.



Contact Sherman Banks at 501-374-8493, email sbanks@aristotle.net, or write to P.O. Box 165920, Little Rock, AR 72216.

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AHPP schedules 2015 “Walks Through History” and “Sandwiching in History” tours


The Arkansas Historic Preservation Program’s “Walks Through History” and “Sandwiching in History” tours will visit historic properties across the state during 2015, the AHPP has announced.

In the Walks Through History program, AHPP historians each month provide free guided walking tours of historic structures and districts across Arkansas. Most tours begin at 11 a.m. on Saturdays. The 2015 schedule includes:

- March 21, **Benton Commercial Historic District**, co-sponsored by the Saline County Library and Saline County History and Heritage Society
- April 11, **West Memphis Commercial Historic District**, co-sponsored by Main Street West Memphis
- May 16, **Downtown Berryville**, co-sponsored by the Carroll County Historical Society
- June 13, **Marianna Commercial Historic District**, co-sponsored by the Marianna/Lee County Chamber of Commerce and The Gladlands
- July 18, **Downtown Malvern**, co-sponsored by the Malvern Downtown Development Corporation, Hot Spring County Museum, and Hot Spring County Historical Society
- August 15, **Downtown Bradford**, co-sponsored by the White County Historical Society
- September 12, **Titan II ICBM Launch Complex 374-7 Site at Southside (Van Buren County)**, co-sponsored by the Van Buren County Historical Society
- October 10, **Cane Hill (Washington County)**, co-sponsored by Historic Cane Hill
- November 14, **Batesville Commercial Historic District**, co-sponsored by Main Street Batesville and the Batesville Preservation Association
- December 12, **Washington Street Historic District, Camden**, co-sponsored by the Ouachita County Historical Society.

The Sandwiching in History tour series targets Pulaski County structures and sites. The noontime series includes a brief lecture and tour of the subject property. Participants are encouraged to bring their lunches with them. Sandwiching in History tours will be held in 2015 at the following locations:

- January 9, **Little Rock Fire Station No. 2**, 1201 South Commerce Street, Little Rock
- February 6, **Matthews-Clauson-McCullough House**, 10226 Miller Road, Sherwood
- March 6, **Old U.S. Post Office and Courthouse**, 300 West Second Street, Little Rock
- April 3, **Lynch Apartments**, 523 Orange Street, North Little Rock
- May 8, **Dan Stowers Office Building**, 1516 West Third Street, Little Rock
- June 5, **St. Edward Catholic Church**, 801 Sherman Street, Little Rock
- July 10, **North Little Rock City Hall**, 300 Main Street, North Little Rock
- August 7, **Oak Forest United Methodist Church**, 2415 Fair Park Boulevard, Little Rock
- September 4, **Shiloh Baptist Church**, 1200 Hanger Street, Little Rock
- October 2, **White-Baucum House**, 201 South Izard Street, Little Rock
- November 6, **Thomas M. Clifton House**, 1423 South Summit Street, Little Rock
- December 4, **Mandlebaum-Pfeifer House**, 908 South Scott Street, Little Rock.

All tours are free and open to the public. For information, call the AHPP at 501-324-9880; write the agency at 323 Center St., Suite 1500, Little Rock, AR 72201; email info@arkansaspreservation.org; or visit www.arkansaspreservation.org. 



Congratulations on your recent election to municipal office!

As a newly elected city official, you have been provided with an incredible opportunity and a serious responsibility to serve your citizens. The Arkansas Municipal League is here to help you meet these challenges. Each year for over a decade, all 500 municipalities in Arkansas have voluntarily become members of the League. As such, you are automatically a member of the League. Here are a variety of ways to stay in touch with us.



[facebook.com/
Arkansas.Municipal.League](https://www.facebook.com/Arkansas.Municipal.League)



[twitter@ARMuniLeague](https://twitter.com/ARMuniLeague)



greatcitiesgreatstate.com
(microsite)

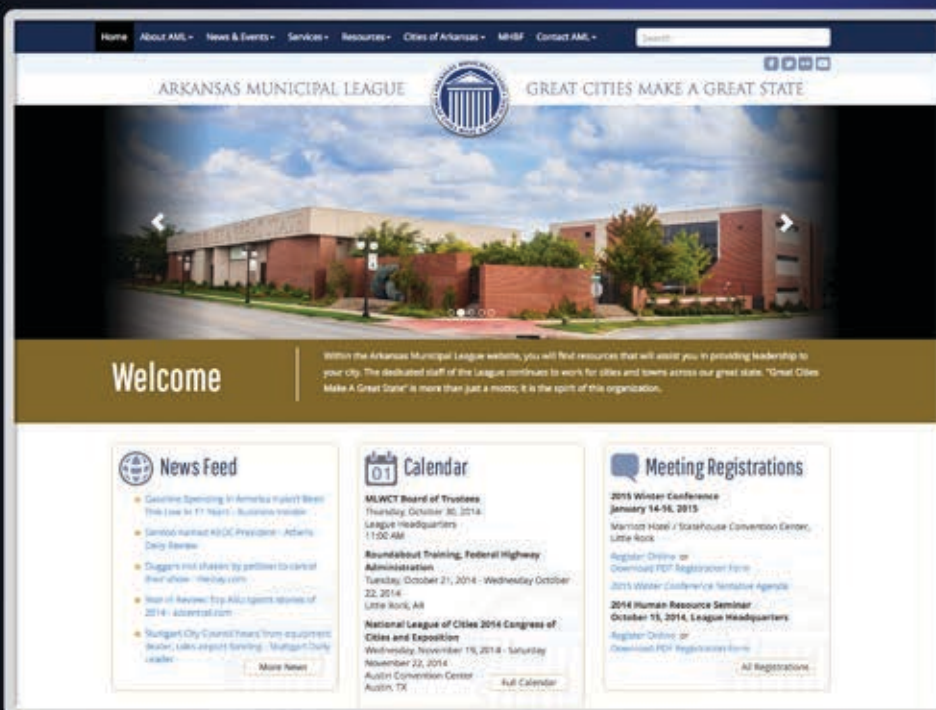


[youtube.com/user/
ARMunicipalLeague](https://www.youtube.com/user/ARMunicipalLeague)



[flickr.com/photos/
arkansas_municipal_league](https://www.flickr.com/photos/arkansas_municipal_league)

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Great Cities Make a Great State!

Annual Statements

The suggested **FORM A** is for use by cities of the first class, second class, and incorporated towns to comply with 14-59-116.

Form A

City or Town of _____
 (Cities of the first class, second class, and incorporated towns)
 Financial Statement January 1, 2014-Dec. 31, 2014

GENERAL FUND

Balance January 1, 2014	\$ _____
Cash Receipts	
State Revenues	\$ _____
Property Taxes	\$ _____
Sales Taxes	\$ _____
Fines, Forfeitures, and Costs	\$ _____
Franchise Fees	\$ _____
Transfers In	\$ _____
Other	\$ _____
Total Receipts	\$ _____
Total General Fund Available	\$ _____
Expenditures	
*Administrative Department:	
Personal Services	\$ _____
Supplies	\$ _____
Other services and charges	\$ _____
Capital Outlay	\$ _____
Debt Service	\$ _____
Transfers Out	\$ _____
Total Expenditures	\$ _____
Balance General Fund Dec. 31, 2014	\$ _____

STREET FUND

Balance January 1, 2014	\$ _____
Cash Receipts	
State Revenues	\$ _____
Property Taxes	\$ _____
Sales Taxes	\$ _____
Franchise Fees	\$ _____
Transfers In	\$ _____
Other	\$ _____
Total Street Receipts	\$ _____
Total Street Fund Available	\$ _____
Expenditures	
Personal Services	\$ _____
Supplies	\$ _____
Other services and charges	\$ _____
Capital Outlay	\$ _____
Debt service	\$ _____
Transfers out	\$ _____
Total Expenditures	\$ _____
Balance Street Fund Dec. 31, 2014	\$ _____

The classification of expenditures shall be by department, i.e., administrative, police department, fire department, parks department, etc.

INDEBTEDNESS

Type of Debt	Amount	Date Last Payment Due
Property Tax Bonds	\$ _____	_____
Short term financing obligations	\$ _____	
Sales & Use Tax Bonds	\$ _____	
Revenue Bonds	\$ _____	
Lease Purchase Agreements	\$ _____	
		Date Free of Debt
Total	\$ _____	_____

All financial records for the City of _____ are public records and are open for public inspection during regular business hours of ____ A.M. to ____ P.M., Monday through Friday, at City Hall in _____, Arkansas.

If the record is in active use or in storage and, therefore, not available at the time a citizen asks to examine it, the custodian shall certify this fact in writing to the applicant and set a date and hour within three (3) days at which time the record will be available for inspection and copying.

Municipalities must publish annual financial statement

The time is rapidly arriving for the annual reporting of each city and town's financial statement. Refer to the *Handbook for Arkansas Municipal Officials*, 2013-14 ed., section 14-59-116 and section 14-237-113. Although these statements were required semiannually in the past, Acts 620 § 11 and 621 § 10 of 2011 amended the law to provide for annual publication instead.

Ark. Code Ann. § 14-59-116 now provides that the governing body of each municipality shall publish annually in a newspaper published in the municipality a FINANCIAL STATEMENT OF THE MUNICIPALITY by April 1 covering the previous calendar year (January through the end of December).

The financial statements should include the receipts and expenditures for the year. In addition, they should contain "a statement of the indebtedness and financial condition of the municipality."

Section 14-237-113 provides similar publication requirements for the operating authority of the WATER and SEWER DEPARTMENTS. Water and sewer departments administered by one or two commissions must comply with the law. If the water and sewer departments are administered by the city council, then it is the responsibility of the city council to comply with the statute.

What if no newspaper is published in the city or town? In that case, the statements may be posted in two public places in the municipality. Note that this is a change from the previous law, which only allowed incorporated towns to post and required that the postings appear in five public places.

Suggested Forms A and B appear on these facing pages. For additional information, call the League at 501-374-3484.

The suggested FORM B is for use by Water and Sewer Departments to comply with 14-237-113.

Form B		
City or Town of _____		
Financial Statement January 1, 2014-Dec. 31, 2014		
WATER AND SEWER DEPARTMENTS		
Balance January 1, 2014	\$ _____	
Cash Receipts		
Water Payments	\$ _____	
Sewer Payments	\$ _____	
Sanitation Funds	\$ _____	
Other	\$ _____	
Total Receipts	\$ _____	
Total Funds Available	\$ _____	
Expenditures		
Personal Services	\$ _____	
Supplies	\$ _____	
Other services and charges	\$ _____	
Capital Outlay	\$ _____	
Debt Service	\$ _____	
Transfers Out	\$ _____	
Total Expenditures	\$ _____	
Balance Water and Sewer Fund Dec. 31, 2014	\$ _____	
INDEBTEDNESS		
Type of Debt	Amount	Date Last Payment Due
Short term financing obligations	\$ _____	_____
Water Revenue Bonds	\$ _____	_____
Sewer Revenue Bonds	\$ _____	_____
		Date Free of Debt

Total	\$ _____	
All financial records of the Water and Sewer Department of (City or Town) of _____ are public records and are open for public inspection during regular business hours of ____ A.M. to ____ P.M., Monday through Friday, at the Water Department in _____, Arkansas.		
If the record is in active use or in storage and, therefore, not available at the time a citizen asks to examine it, the custodian shall certify this fact in writing to the applicant and set a date and hour within three (3) days at which time the record will be available for inspection and copying.		

LIFE IS BETTER WITH A SOUTHERN ACCENT.™

Like the embrace of a warm summer breeze, our trip to Little Rock was a delight we will always remember. The trolley rides to museums within the vibrant River Market District. Taking in the lush Southern scenery while hiking the Arkansas River Trail. Enjoying the best local restaurants and the city's artisanal food scene, and then settling down into the city's most comfortable hotels. These are the memories of a new Southern style. You can see it all here. You can see it all in Little Rock.

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MAGAZINE,
AUG. 2013

**"FIVE SECRET
FOODIE CITIES"**
BY
FORBES
TRAVEL GUIDE,
JAN. 2014

**"TOP 10 BEST
VALUE CITY"**
TRIVAGO.COM,
NOV. 2014

Little Rock

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City of Little Rock

Mark Stodola
Mayor

City Hall, Room 203
500 W. Markham
Little Rock, Arkansas 72201-1427
Phone: (501) 371-4510
Fax: (501) 371-4498
www.littlerock.org



January 14-16, 2015
Statehouse Convention Center
Little Rock, AR

Dear Delegates,

It is my pleasure to welcome you to Little Rock for the 2015 Winter Conference of the Arkansas Municipal League. The AML staff has put together a great agenda that can help all local officials learn more about their roles and how to be effective in their positions. This meeting will be a great opportunity to learn more about how our communities can conquer their challenges and take advantage of all of their opportunities.

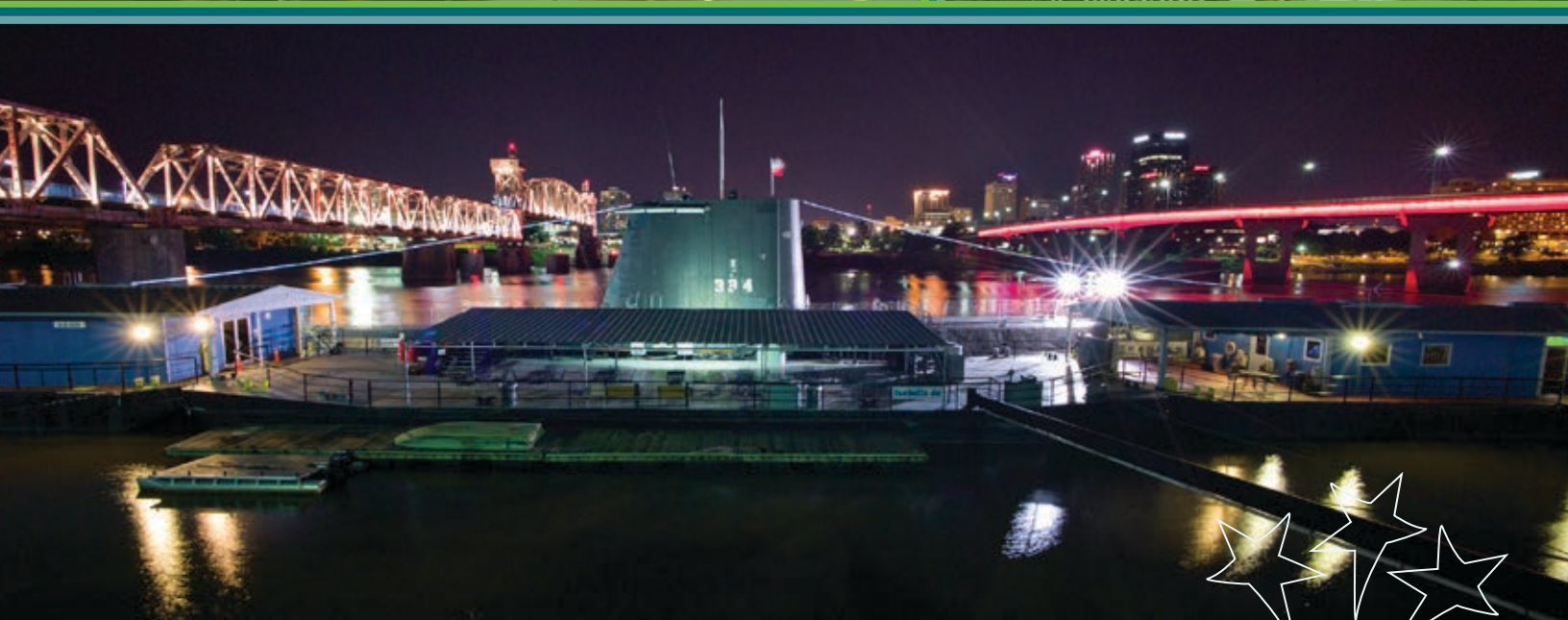
As local officials, we have a keen understanding of our communities and the best ways to move them forward. That's why the Municipal League legislative package is so important to our cities. I hope you will take time to review the legislative package as well as attend the General Session entitled "Communicating with your Legislator." Throughout the upcoming legislative session, it is very important that our legislators know that our state's cities are important and have unique needs. If you have any questions about the legislative package or about contacting your legislator, please contact Don Zimmerman or Mark Hayes at (501) 374-3484.

While you are in Little Rock, I hope you will have time to explore our great city. The River Market District has many restaurants and shops and there are many museums within a short walk of your hotel and the Statehouse Convention Center. You can visit the Clinton Presidential Library, the Old Statehouse Museum, the Arkansas Museum of Discovery and the Historic Arkansas Museum. You can also visit the Central High National Historic Site, the Mosaic Templars Cultural Center and the Arkansas Arts Center. There is something for everyone!

Best Wishes,

Mark Stodola
Mayor, Little Rock
President, Arkansas Municipal League

Connect with your natural side and light up your social life.



For meeting and lodging assistance contact our office at:

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NorthLittleRock.org

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OFFICE OF THE MAYOR



JOE A. SMITH
MAYOR
mayor@nlr.ar.gov

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FAX (501) 975-8633

CITY HALL
P.O. BOX 5757
NORTH LITTLE ROCK, ARKANSAS 72119-5757
website: www.nlr.ar.gov



Arkansas Municipal League
2015 Winter Conference
January 14-16, 2015

Greetings!

As Mayor, it is my pleasure to welcome you to the Arkansas Municipal League's 2015 Winter Conference. During your stay, we hope you can include some or all of the following points of interest in North Little Rock:

- **Verizon Arena** – hosts major entertainment acts and sporting events throughout the year. For a calendar of events, visit www.VerizonArena.com.
- **Dickey-Stephens Park** – home of the Arkansas Travelers and the finest facility in minor league baseball. Great family entertainment!
- **Arkansas Inland Maritime Museum** – home of the USS *Razorback* (SS394) submarine. For information regarding the museum, tour hours and prices, call 501-371-8320 or visit their website: www.AIMMuseum.org.
- **River Rail Trolleys** – allow visitors to travel across the Arkansas River in style and stop for shopping and dining in the Argenta Arts & Entertainment District in North Little Rock and River Market District in Little Rock.
- **Burns Park** – Encompassing 1,700 acres and one of the largest city parks in the nation, Burns Park hosts tennis, baseball, softball and soccer tournaments.
- **The Old Mill at T.R. Pugh Memorial Park** – a 1930s replica of an 1800s gristmill, presumed to be the last standing structure from *Gone with the Wind*.

For non-stop shopping and dining, visit the newly-renovated McCain Mall – the largest enclosed shopping center in Central Arkansas. Other dining and shopping opportunities are located in close proximity.

On behalf of the City of North Little Rock, I welcome you and extend our best wishes on a successful conference.

Sincerely,

Joe A. Smith
Mayor

"An Equal Opportunity Employer"



2015 Winter Conference

Marriott Hotel/Statehouse Convention Center
January 14-16, 2015

Registration and payment must be received in League office by Monday, Dec. 29, 2014, to qualify for advance registration.

REGISTRATION

Advance registration for municipal officials	\$150
Registration fee after Dec. 29, 2014 , and on-site registration for municipal officials.	\$175
Spouse/guest registration	\$75
Child registration	\$75
Other registrants.	\$200

- Registration will be processed **ONLY** with accompanying payment in full. Make checks payable to the Arkansas Municipal League.
- Registration includes meals, activities and a copy of **Handbook for Arkansas Municipal Officials, 2013-2014 edition**.
- No daily registration is available.
- Registration must come through the League office. No telephone registrations will be accepted.
- **No refunds after Dec. 29, 2014.**
- Cancellation letters must be postmarked by **Dec. 29, 2014.**
- **Mariott guests:** In order to avoid a cancellation penalty of one night's room and tax, reservations must be cancelled at least seven (7) days prior to arrival.

Hotel Room Rates

HOTEL RESERVATION

SOLD OUT		
Marriott Hotel (headquarters hotel) <i>formerly the Peabody Hotel</i>		
Single/Double	\$129	Check-in 3 p.m.
SOLD OUT		
Capital Hotel		
Single/Double	\$170	Check-in 3 p.m.
SOLD OUT		
Doubletree Hotel		
Single/Double	\$136	Check-in 3 p.m.
Wyndham Hotel		
Single/Double	\$104	Check-in 3 p.m.

- Cut-off date for hotel reservations is **Dec. 29, 2014.**
- Rooms in Little Rock are subject to an 13-15 percent tax, depending on hotel choice.
- Rooms will be held until 6 p.m. and then released unless guaranteed by credit card.
- Contact the hotel directly to make changes or cancellations in hotel accommodations.
- Hotel confirmation number will come directly from the hotel.
- Please check on cancellation policy for your hotel.

Register online at www.arml.org and pay by credit card or complete the steps below and mail with payment.

Step 1: Attendee Information

I am a newly elected official.

Name:

Title: City of:

Address:

Attendee only email (required)

cc email

City: State: Zip: Telephone:

Guests will attend: Yes No Name:

Name:

Step 2: Payment Information

• **WHAT IS YOUR TOTAL?** (see opposite page for fees)

<input type="checkbox"/> Advance Registration	<input type="checkbox"/> Regular Registration	<input type="checkbox"/> Spouse/Guest	<input type="checkbox"/> Child	<input type="checkbox"/> Other Registrants	Total
\$150	\$175	\$75	\$75	\$200	\$ _____

• **HOW ARE YOU PAYING?**

Check

Mail payment and form to:

**Arkansas Municipal League
2015 Winter Conference
P.O. Box 38
North Little Rock, AR 72115**

Credit Card Complete information below and send to address above.

Credit Card: Visa MasterCard Discover

Card Number: _____ Exp. Date: ____/____/20____

Card Holder Name (as it appears on card):

Billing address (as it appears on statement):

City: State: Zip: Telephone:

E-mail address (required for credit card payment)

Step 3: Hotel Reservations and Hotel Payment

To obtain hotel reservations, registered delegates must directly contact participating hotels listed below. Please mention that you are with the Arkansas Municipal League to get the negotiated hotel rate.

SOLD OUT Marriott Hotel Reservations _____ 877-759-6290

SOLD OUT Capira Hotel Reservations _____ 877-637-0037 or 501-374-7474

SOLD OUT Doubletree Hotel Reservations _____ 800-222-8733 or 501-372-4371

Wyndham Hotel Reservations _____ 866-657-4458 or 501-371-9000

TENTATIVE 2015 WINTER CONFERENCE

WEDNESDAY - JANUARY 14

1:00 P.M. - 7:00 P.M.

REGISTRATION Osage & Caddo Rooms, SCC

2:00 P.M. - 3:15 P.M.

GOVERNMENTAL AGENCIES:
WAYS THEY CAN ASSIST CITIES Grand Ballroom

A panel of governmental agencies explains funding sources and assistance programs available to municipalities.

Presiding: Mayor Mark Stodola, Little Rock
President, Arkansas Municipal League

Speakers: Governmental Agency Representatives

2:00 P.M. - 7:00 P.M.

VISIT WITH GOVERNMENTAL
AGENCIES Governor's Hall III, SCC

2:30 P.M. - 3:30 P.M.

MLWCT BOARD OF TRUSTEES Manning Room, Marriott

3:15 P.M. - 3:30 P.M.

BREAK Governor's Hall III, SCC

3:30 P.M. - 4:00 P.M.

WAYS WE SERVE YOU Grand Ballroom

The League offers a variety of optional programs and services that can benefit your municipality.

Presiding: Don Zimmerman, Executive Director
Arkansas Municipal League

Speakers: Arkansas Municipal League Staff

*4:00 P.M. - 5:15 P.M.

CITY GOVERNMENT 101: NOW THAT YOU ARE ELECTED
PART 1 Grand Ballroom

What makes Arkansas cities unique? Understanding that everyone has a role in city government is just one of the topics that will be covered in this afternoon's session.

Presiding: Mayor Mark Stodola, Little Rock
President, Arkansas Municipal League

Speakers: Arkansas Municipal League Staff

*(Part 1 is a core class in which you will receive 1.25 hours of certification credit. *Scanning for core credits will occur prior to 4:00 p.m.)*

5:15 P.M. - 5:30 P.M.

BREAK Marriott Balcony

5:30 P.M. - 6:30 P.M.

CONTINUATION OF CITY GOVERNMENT 101: NOW THAT
YOU ARE ELECTED - PART 2 Grand Ballroom

Presiding: Mayor Rick Elumbaugh, Batesville
First Vice President, Arkansas Municipal League

Speakers: Arkansas Municipal League Staff

*(Part 2 is a core class in which you will receive 1 hour of certification credit. *Scanning for core credits will occur prior to 4:00 p.m.)*

6:30 P.M. - 7:00 P.M.

PRE-BANQUET RECEPTION East Wally Allen Ballroom, SCC

Attend the pre-banquet reception and take the time to meet members of the Arkansas Legislature and fellow city officials from across the state.

Reception sponsored by Friday, Eldredge & Clark.

7:00 P.M. - 8:30 P.M.

OPENING NIGHT BANQUET Wally Allen Ballroom, SCC

Join us for our Opening Night Banquet. State elected leaders will address the audience. Use this time to visit with your individual legislators, as each member of the 90th General Assembly has been invited. Lifetime Members will be recognized along with this year's Certified Municipal Officials.

Presiding: Mayor Mark Stodola, Little Rock
President, Arkansas Municipal League

Invocation: Mayor James Sanders, Blytheville
Vice President, District 1
Arkansas Municipal League

8:30 P.M.

PRESIDENT'S POST BANQUET RECEPTION Capital Hotel

After the Opening Night Banquet walk across the street to the beautiful Capital Hotel and meet President Mark Stodola, First Vice President Rick Elumbaugh and the hosts from Stephens Inc. Delicious desserts and beverages will be provided as well as an opportunity for you to tour the Capital Hotel.

Reception hosted by Stephens Inc.

THURSDAY - JANUARY 15 A.M.

7:15 A.M. - 5:00 P.M.

REGISTRATION Osage & Caddo Rooms, SCC

7:15 A.M. - 8:30 A.M.

HOST CITY BREAKFAST Governor's Hall III, SCC

Enjoy a delicious breakfast courtesy of Little Rock, our host city.

Hosted by the City of Little Rock.

7:15 A.M. - 4:30 P.M.

VISIT WITH GOVERNMENTAL
AGENCIES Governor's Hall III, SCC

7:30 A.M. - 7:45 A.M.

VOLUNTARY PRAYER SESSION Fulton Room, SCC

Presiding: Alderman Beth White, North Little Rock

THURSDAY - JANUARY 15 P.M.

8:45 A.M. – 10:00 A.M.

OPENING GENERAL SESSION..... Grand Ballroom

The Winter Conference officially begins with the Presentation of Colors and the singing of the National Anthem. This will be followed by welcome remarks from our host city Mayor, Mark Stodola. House and Senate leaders have been invited to share their perspectives on the 2015 legislative session. At the conclusion, recipients of this year's City of Distinction Awards will be recognized.

Presiding: Mayor Mark Stodola, Little Rock
President, Arkansas Municipal League

Color Guard by: Little Rock Fire Department

Singing the National Anthem: Officer Takeisha Fifer
Little Rock Police Department

Speakers: State Senator Jim Hendren, District 2
Arkansas Senate Majority Leader
State Senator Keith Ingram, District 24
Arkansas Senate Minority Leader
State Representative Ken Bragg, District 15
Arkansas House of Representatives Majority Leader
State Representative Eddie Armstrong, District 37
Arkansas House of Representatives Minority Leader

10:00 A.M. – 10:30 A.M.

BREAKMarriott Balcony and Governor's Hall III, SCC

*10:30 A.M. – NOON

GENERAL SESSION II: A NEW MAJORITY, A NEW DAY, NEW RULES AND THE IMPACT OF AMENDMENT #3 ON STATE AND LOCAL GOVERNMENT Grand Ballroom

Former Congressman Ed Bethune of the Second Congressional District analyzes the effects of the new Republican majority on Arkansas politics. The sponsors of Amendment #3 and the Director of the Arkansas Ethics Commission share their opinions on its effect.

Presiding: Mayor Rick Elumbaugh, Batesville
First Vice President, Arkansas Municipal League

Speakers: Former U.S. Congressman Ed Bethune
State Representative Warwick Sabin, District 33
State Senator Jon Woods, District 7
Graham Sloan, Director
Arkansas Ethics Commission

*(This session is a continuing education class in which officials will receive 1 hour credit. This session is also a continuing legal education class in which officials will receive 1.5 hour credit. *Scanning for continuing credit will occur prior to 10:30 a.m.)*

NOON - 1:30 P.M.

VOLUNTEER COMMUNITY OF THE YEAR AWARDS LUNCHEON Governor's Hall III, SCC

At the conclusion of Governor Hutchinson's remarks, the 2014 Volunteer Community of the Year Award winners will be announced and recognized.

Presiding: Mayor Mark Stodola, Little Rock
President, Arkansas Municipal League

Invocation: Mayor Jackie Crabtree, Pea Ridge

Speaker: Governor Asa Hutchinson
State of Arkansas

*2:00 P.M. – 3:00 P.M.

CITY GOVERNMENT 101: NOW THAT YOU ARE ELECTED PART 3 Grand Ballroom

Conducting your council meeting, getting along with the media, civility and the challenges of leadership are a few of the topics that will be discussed in this afternoon's sessions.

Presiding: Mayor Rick Elumbaugh, Batesville
First Vice President, Arkansas Municipal League

Speakers: Arkansas Municipal League Staff
*(Part 3 is a core class in which you will receive 1 hour of certification credit. *Scanning for core credits will occur prior to 2:00 p.m.)*

3:00 P.M. – 3:15 P.M.

BREAKMarriott Balcony

3:15 P.M. – 4:30 P.M.

CONTINUATION OF CITY GOVERNMENT 101: NOW THAT YOU ARE ELECTED - PART 4 Grand Ballroom

Presiding: Mayor Mark Stodola, Little Rock
President, Arkansas Municipal League

Speakers: Arkansas Municipal League Staff
*(Part 4 is a core class in which you will receive 1.25 hours of certification credit. *Scanning for core credits will occur prior to 2:00 p.m.)*

4:45 P.M. – 5:15 P.M.

CITY GOVERNMENT 101: MOCK CITY COUNCIL MEETING PART 5..... Grand Ballroom

Presiding: Mayor Mark Stodola, Little Rock
President, Arkansas Municipal League

Speakers: Arkansas Municipal League Staff
*How should you conduct a city council meeting? Observe this "Mock City Council Meeting" and learn some of the dos and don'ts of how to conduct a council meeting. (Part 5 is a core class in which you will receive .5 hour of certification credit. *Scanning for core credits will occur prior to 2:00 p.m.)*

6:00 P.M.

THURSDAY EVENING RECEPTION.... Clinton Presidential Library

Catch the trolley (Markham and Scott Streets), drive or take a brisk walk through the River Market District and try to attend the reception at the Clinton Presidential Library. Enjoy beverages and light hors d'oeuvres, as well as an opportunity to tour the Library. After the reception, relish dinner and social activities at one of the many fine, nearby establishments.

Reception sponsored by McClelland Consulting Engineers, Inc. and the Arkansas Municipal League.

DINNER ON YOUR OWN

FRIDAY - JANUARY 16 A.M.

7:15 A.M. – 12:00 P.M.

REGISTRATION Osage Room, SCC

7:15 A.M. – 8:30 A.M.

BREAKFAST Governor's Hall III, SCC

***8:45 A.M. – 9:45 A.M.**

GENERAL SESSION I:

THE FOIA AND CITY GOVERNMENT Grand Ballroom

Presiding: Mayor Mark Stodola, Little Rock
President, Arkansas Municipal League

Speaker: Attorney General Leslie Rutledge (invited)
State of Arkansas

*(This session is a continuing education class in which officials will receive 1 hour credit. This session is also a continuing legal education class in which officials will receive 1 hour credit. *Scanning for continuing credits will occur prior to 8:45 a.m.)*

9:45 A.M. – 10:00 A.M.

BREAKMarriott Balcony

10:00 A.M. – 11:00 A.M.

GENERAL SESSION II:

WHY WELLNESS MATTERS Grand Ballroom

Wellness matters because people matter, especially your city personnel. Ideas to promote wellness and healthy lifestyles will be discussed at this session.

Presiding: Mayor Rick Elumbaugh, Batesville
First Vice President, Arkansas Municipal League

Speakers: Joy Rockenbach, Act 1220 Coordinator
Arkansas Department of Health

Andi Ridgway, Chair
Arkansas Coalition for Obesity Prevention

*(This session is a continuing education class in which officials will receive 1 hour credit. *Scanning for continuing credits will occur prior to 8:45 a.m.)*

11:00 A.M. – NOON

GENERAL SESSION III: COMMUNICATING WITH YOUR LEGISLATOR Grand Ballroom

It is critical to communicate with your legislator during the 90th General Assembly. There is a professional way to share your opinions. League staff members explain.

Presiding: Mayor Mark Stodola, Little Rock
President, Arkansas Municipal League

Speakers: Arkansas Municipal League Staff

10:15 A.M. – 4:30 P.M.

CITY ATTORNEYS Arkansas Municipal League Headquarters

(This session is a continuing legal education class in which officials will receive 5 hours credit.)

NOON

CONCLUDING REMARKS..... Grand Ballroom

Presiding: Mayor Mark Stodola, Little Rock
President, Arkansas Municipal League

NOON

LUNCH BUFFET Governor's Hall III, SCC

Before you depart, join us for a buffet of Southwest cuisine.

Sponsored by American Fidelity Assurance Company.

1:00 P.M.

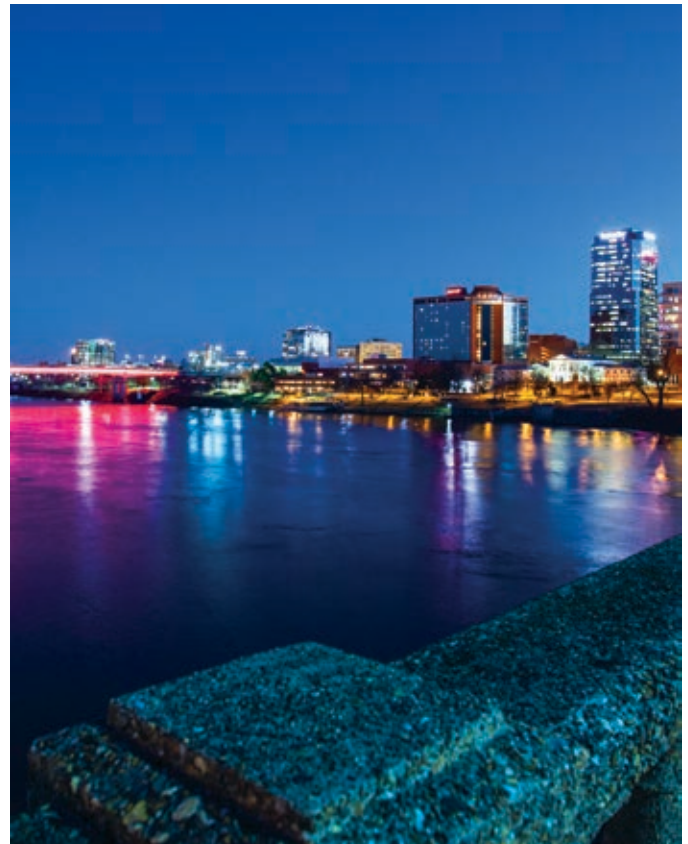
OTHER FRIDAY MEETINGS:

1:00 P.M.

MHBF BOARD MEETING Manning Room, Marriott

1:00 P.M.

ACCRTA MEETINGS Riverview & Ouachita Rooms, Marriott



Continuing Legal Education offered at League 2015 Winter Conference

Seven and a half hours of continuing legal education (CLE) will be available for city attorneys who attend the Arkansas Municipal League's 2015 Winter Conference, Jan. 14-16 at the Statehouse Convention Center and Marriott Hotel in Little Rock. The Arkansas City Attorneys Association (ACAA) sponsors the CLE.

PLEASE NOTE: This year's CLE begins with a one-and-a-half-hour session from 10:30 a.m. to noon on Thursday, Jan. 15 in the Marriott Ballroom. The session is titled "A New Majority, a New Day: New Rules and the Impact of Amendment 3 on State and Local Government" and features former Congressman Ed Bethune, State Rep. Warwick Sabin, State Sen. Jon Woods, and Arkansas Ethics Commission Director Graham Sloan presenting.

On Friday, Jan. 16, the first hour of CLE will be 8:45-9:45 a.m. in the Marriott Ballroom. The session is on the Freedom of Information Act. The remainder of the CLE program will be held from 10:15 a.m. to 4:30 p.m. Friday at the Arkansas Municipal League's North Little Rock headquarters. Box lunches will be provided on Friday.

Whether you are pre-registered or plan on registering on site, you will need to go by the League registration desk at the Statehouse Convention Center to receive your packet of materials before attending any of the CLE sessions.

Joe Summerford, city attorney for Bethel Heights and this year's ACAA president, urges members and non-members to register for the conference as soon as possible. Registration information appears in this issue of City & Town. Copies also are being mailed to city attorneys.

CLE topics are selected based on the requests from our city attorney members and will include FOIA and city government, termination and workplace retaliation, workplace investigations, and cell tower issues. The program will also feature one hour of ethics.

To attend the CLE program, registration is required at the League's Winter Conference. For registration information, call League Director of Communications Whitnee Bullerwell at 501-978-6105. For CLE information, call League Director of Legal Services and ACAA Secretary/Treasurer Mark Hayes at 501-978-6102, or his assistant Jamie Adams at 501-978-6124. ☰

NOTICE: Annexation Reports Due March 1

Arkansas Code Ann. section 14-40-2201 provides:

- (a)(1) Beginning March 1, 2014, and each successive year thereafter, the mayor or city manager of a city or incorporated town shall file annually with the city clerk or recorder, town recorder, and county clerk a written notice describing any annexation elections that have become final in the previous eight (8) years.
- (2) The written notice shall include:
 - (A) The schedule of services to be provided to the inhabitants of the annexed portion of the city; and
 - (B) A statement as to whether the scheduled services have been provided to the inhabitants of the annexed portions of the city.
- (b) If the scheduled services have not been provided to the new inhabitants within three (3) years after the date the annexation becomes final, the written notice reporting the status of the extension of scheduled services shall include a statement of the rights of inhabitants to seek detachment.
- (c) A city or incorporated town shall not proceed with annexation elections if there are pending scheduled services that have not been provided in three (3) years as prescribed by law. ☰

Eureka Springs fire station receives facelift

By Randy Altus

The monument of 1920s public safety had degenerated into a neighborhood eyesore. The paint was faded and worn. The old station sign was peeling and the trim had fallen off. Many passers-by discounted the tiny building as a poorly kept household garage. After years of being blasted by wind, rain, snow, and sun, the aged fire station on White Street was showing its years.

Eureka Springs Fire Department Station #2 is a single bay cinderblock station located on the historic loop. Its small size has rendered it almost unusable for modern day fire apparatus. But the firehouse still serves as a volunteer station covering the Victorian era homes on the loop. A 1975 model fire engine is tucked away inside, awaiting the rare call to action.

Enter neighbor Dick Titus. Titus, a retired hospital maintenance director, has been a long time resident of White Street. He remembers the last paint job on the fire station.

“It was about twenty years ago,” Titus says. “The neighborhood got together and made a party of the whole thing. Eleanor Lux of Lux Studies picked the colors. Woody Acord donated the paint from his hardware store. There was even genuine Bubba’s BBQ provided by Bob Wilson.”

In Titus’ view, it was time for the station to have another round of neighborhood love and care. With assistance from a few stalwart friends, he set out to strip and repaint the station. The job rapidly escalated into more than he bargained for.

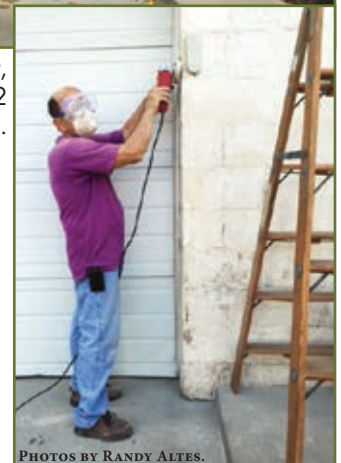
“Texture had been added to hide the cinderblocks. It took an angle grinder to remove the paint!”

Finally, the front was stripped and a new paint color—Homestead Resort Pale Olive—was chosen. Cream color was used for the trim with red accents. As with twenty years ago, the objective was to match the colors of the surrounding buildings, including Regalia Handmade Clothing’s store on the north side of the structure.

A new sign was designed and produced by Calvin Cotton and Josh Jones at Geographics Printing Company. Removing the old sign revealed a surprise.



Neighbor and volunteer Dick Titus, right, spearheaded the effort to give Station #2 a fresh coat of paint and a new sign.



PHOTOS BY RANDY ALTUS.

“The old fire station sign appears to have been repainted repeatedly,” Titus notes. “You can see the shadows of previous lettering.”

The detached firehouse sign appears to be from the 1940s, a dream for any fire buff collector.

The new station facelift was completed early in November 2014. Titus estimates the project cost him \$400 out of his own pocket and over 40 hours of work. He is philosophical about the expense.

“It’s a neighborhood fire station,” he says. “If every citizen did one small thing for the city, we would have more pride and a sense of ownership. This is just my part to give back to Eureka.”

And his efforts speak for themselves. The fire hall at #14 White Street gleams with neighborhood pride.

Randy Altus is Public Relations Officer, Eureka Springs Fire Department. Contact Randy at 479-253-9616 or email esfdpio@outlook.com.



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NEWSLETTER

JANUARY 2014

The Newsletter, provided by a'TEST consultants, is included in City & Town as a service of the Arkansas Municipal League Legal Defense Program.

Have you updated your substance abuse policy?

It is important to annually review your handbook and to update it with any necessary changes. Federal laws change often, and your handbook should be in compliance with these new regulations. An example is the DOT requirement for any refusal to test or a positive result to be reported to the state. The Medical Review Officer and staff at a'TEST do that for clients using our services. For those cities doing testing through other providers, it is your responsibility to see they are reporting these tests for you. If not, your city could be fined. It is also a requirement to check the state database before hiring a CDL holder for any positive drug tests or refusals. Fines for failure to complete these tasks could be huge. These are some of the updates you should include in your handbook.

Random testing underway for 2015

It is time for random testing again. The staff at a'TEST will begin their trips immediately after the beginning of the New Year. Thanks to all that sent in their random updates in early December. This helped our staff get the trips compiled before taking off for Christmas and New Year celebrations. According to our information, the random rates are remaining the same: 50 percent of CDL holders will be drug tested and 10 percent will be alcohol tested. Our traveling staff looks forward to visiting at your workplace and they appreciate the support you give them.

Ur-ine Trouble

Many years ago, I was given a book entitled *Ur-ine Trouble*. The author was a doctor and the book was designed to tell people how to beat a drug test. The book was commonly referred to as an authoritative resource by many doctors and individuals being subjected to drug testing. In reading the book, I often wondered how the author became so informed on so many drug-related topics. If all he said in the book was presumed to be true, drug testing would never succeed and drug abusers would get away with negative tests.

Most of the information in the book is now inaccurate and outdated. Knowledge about drug testing analysis, adulterants, and collection procedures are now tighter, and less people taking tests attempt any of the methods suggested in the book.

I tossed the book aside years ago, but recently I looked through the contents and found myself smiling at how smart and reasonable our industry has become. Drug testing is not considered punitive, as suggested in the book, but is more commonly seen as a tool to identify persons needing help. We have come a long way since the 1990s and I am grateful for such progress.

Please look through your substance abuse policy to identify how you handle your workers. Is your handbook positive or negative in tone and action?

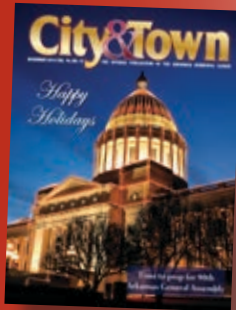
a'TEST CONSULTANTS, Inc., provides drug and alcohol testing as a service of the Arkansas Municipal League Legal Defense Program. The program helps cities and towns comply with the U. S. Department of Transportation's required drug testing for all holders of commercial drivers' licenses.



Missed us?

You can download last month's issue or older issues of *City & Town* that you might have missed.

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After winter storms, trees need care

By Alison Litchy

Our trees are adapted to many weather conditions, including the bitter cold and blustery wind that tend to keep us inside. What maintenance should be done during the winter season for trees? After an ice storm, trees are saggy with heavy limbs covered in ice. It is quite tempting to go outside and knock the ice off the trees. However, here are several factors to consider before any action is taken. Is the tree or limb touching or near a power line? If so contact the local utility company.

Second, does a part of the tree need to be removed or is it blocking a right of way? Do not attempt to work around limbs that have been broken or partially broken and are under the additional weight of the ice. Damaged limbs can fall at any point. In most cases it is best to let nature take its course. Be gentle; you can do more harm than good knocking the ice off the limbs. You risk breaking off entire branches. There is no hurry, so do not risk anyone's safety doing yard work. Clean up can be done later when the ice is gone and it is safer to work. When maintenance crews do prune broken trees, a clean cut in the proper location is best.

Some species react to winter storm events better than others. Trees with brittle wood, poor branching angles, or included bark are at an increased chance for failure. Examples of trees that are prone to this are Bradford pear, Japanese zelkova, lacebark elm, silver maples, and birches. Trees are often planted due to the speed that they grow. Typically the faster the tree grows, the weaker the wood and branch angles are.

Large limbs or entire trees over urban areas can be a potential hazard. Proper pruning before the event is a great way to help reduce the chances of tree failure after a winter event. Consider the health of the tree prior to investing money into restoration pruning after an event. Some repairs can be done without the assistance of an arborist, while others will require professional help. Small limbs within reach are easily trimmed with a pole saw or loppers. Broken limbs should be removed back to the next major adjacent branch. Do not leave branch stubs, or flush cuts. Stubs and flush cuts lead to rot and decay. Larger limbs will require the three cut method. For proper pruning techniques please visit forestry.arkansas.gov.



PHOTO BY PATTI ERWIN.

Use caution when checking and clearing tree damage after a winter storm.

Treatment of the wound is not necessary. This can lead to increased rot and decay as the paint or treatment traps water inside, promoting rot. Only prune what can be done safely; if in doubt hire an arborist. Leave all hanging limbs or broken limbs to a professional.

When hiring an arborist after a large storm event it is important to check their credentials at pnwisa.org/hire-an-arborist/isa-certified-arborist-directory. Also check to make sure they have insurance. Feel free to ask for a reference. See other trees they have trimmed in the past as well. Beware the “fly by night” tree service companies that come in after an event and don't have skills, knowledge, or insurance.

Depending on the storm damage, the tree may require restoration pruning. Restoring a tree to its natural structure can require several prunings over many years. Removing too much of the crown at one time, especially on a tree that has just been severely damaged, will remove the resources such as water and nutrients that tree needs to survive. After the event, the tree will have many new shoots, and over time those new shoots need to be removed and a new leader selected. Please see hort.ufl.edu/woody/storms-detail.shtml for more details on this subject.



Alison Litchy is urban forestry partnership coordinator with the Arkansas Forestry Commission. Call Alison at 501-984-5867 or email alison.litchy@arkansas.gov.

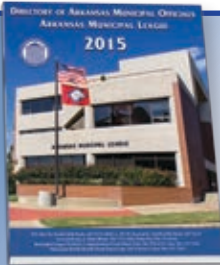


The State Aid City Street Committee has approved 172 requests for city street overlay projects totalling \$37.8 million of State Aid Street funds to date.

www.citystreet.arkansas.gov



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Fostering shelter animals can save lives

By Tricia Power

In-home fostering of shelter pets occurs when a family or individual brings a homeless pet into their home to live with them on a temporary basis. The group or shelter retains “ownership” of the animal as well as decision-making power (mainly regarding veterinary care and eventual adoption) and typically provides the foster home with at least the basic necessities for the daily care of the pet. Although, some organizations expect the foster family to provide some basics (food, litter, etc.) while the organization pays for veterinary costs.

The purpose of fostering can vary depending on the organization and what the animal needs. Some organizations have no shelter facility and rely entirely on foster homes. Others have shelters or kennels and use foster care to supplement animal care.

There are basically two types of foster care: short term and long term. Both types are intended to be temporary, although long-term fostering can grow into a significant length of time, sometimes into years, depending on the circumstances. Short-term fostering is usually for a very specific purpose, such as waiting for out-of-area transport to a rescue group or adoptive home, recovery from illness or injury, or waiting period for growth (such as with a litter of kittens or puppies).

At Bryant Animal Control, we do only short-term fostering for a specific purpose. Several times a year, we receive litters of puppies or kittens that are not yet old enough to be released for adoption, and with so many animals coming and going, these babies can easily pick up an illness or disease which could become life-threatening due to their age and small size. Placing these animals into foster care can save their lives by preventing them from becoming ill. It also frees up space and allows us to keep other animals at the shelter for a longer period. The average short-term foster placement is four to seven weeks.

Occasionally, we place animals recovering from surgery into foster care. These are animals that have had a surgical procedure that requires an extended period of recovery or specialty care post-op. For example, a puppy that came into the shelter needed surgery to repair a broken femur that required cage rest for several days, followed by several weeks of exercise to strengthen the muscles surrounding the injured area. After about six



Mika was fostered in November to relieve overcrowding at the shelter. She has now been adopted by her foster family.

weeks in foster care, the pup was ready for permanent adoption, and was returned to the shelter.

Think your department can benefit from offering animals for foster care? There are as many different types of foster programs as there are animal welfare organizations, but here are some things to consider before taking the leap into fostering:

- Do you have time and resources to devote to fostering?
- Do you have adequate funds to provide veterinary care to the animals in foster?
- Do you have a way for a fosterer to contact you 24 hours a day in case of an emergency?
- Are you willing to be on-call for foster homes?

Before you begin placing pets into foster care, you may ask a trusted volunteer or friend to be your first foster family. Have them walk through the entire process and give you feedback about unclear instructions, unmet expectations, or any questions that they have that you think others may also need answered upfront. Be willing to adjust your foster program to better meet the needs of foster families, and you'll be saving more lives before you know it.

You can find more information about creating your own foster program at the American Society to Prevent Animal Cruelty's website for animal welfare professionals at www.aspcapro.org.



Tricia Power is the Director of Bryant Animal Control and Adoption Center and has worked in animal welfare for nearly 20 years. She lives in Benton with her husband, Dono, and their cat, Abbi.

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The *Arkansas Municipal League Directory* reaches municipal officials and many more.

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- Published in early 2015
- More than 1,200 copies distributed
- 100-110 pages

Advertising deadline is Jan. 20, 2015.

A photograph of the Arkansas Municipal League building, a modern multi-story structure with large windows and a brick facade. In the foreground, a flagpole displays the United States flag and the Arkansas state flag. The building's name, "ARKANSAS MUNICIPAL LEAGUE", is visible on the facade.

ARKANSAS MUNICIPAL LEAGUE

For more information, please contact Tricia Zello at 501-374-3484, Ext. 285, or e-mail citytown@arml.org.

FOIA: What does it cost a city?

By Clint Nelms

While open records and Freedom of Information Acts (FOIA) vary from state to state, they generally share a common theme: Government records are open to the public unless exempted by law. That means cities need to be prepared to respond to open records requests or FOIA requests. They can be politically messy but, more importantly, quite expensive. That's why it's good to have in place processes and technology to handle these kinds of requests as quickly and inexpensively as possible.

City Request	Sophicity Time (hours)	Normal Projected Time (hours)
City 1	14	42
City 2 - Request 1	10.5	31.5
City 2 - Request 2	11.75	35.25
City 2 - Request 3	10.25	30.75
Average	11.625	34.875

How expensively can a technology-equipped city handle a request versus a city without the proper technology? Let's look at some examples. We'll keep the cities anonymous, but we'll analyze four records requests. For each request, we show how many hours it took us to complete an open records or FOIA request with a city optimized to handle the process. We also provide an estimate based on our municipal experience of how long it takes without the technology.

For non-contracted IT services, we can average the cost of handling an open records or FOIA request at \$150 per hour. In some areas of the country, a company or person may charge less, but it usually balances out because less experienced (cheaper) staff or vendors will take significantly longer to complete the same task. That means the normal projected cost for an open records or FOIA request at 34.875 hours per request is \$5,231.25. However, when your city becomes "optimized" to handle open records or FOIA requests through the right processes and technology, the cost goes down significantly.

How do we drive this cost down? Typically, cities without process and technology optimization:

- Have email hosted by different email providers and located in different places.

- Have email located on employee workstations or servers scattered across a city's office, network, or at people's homes.

Because email that is relevant to the FOIA request is not centralized, it will have to be located (in a time consuming fashion), reviewed (in a time consuming fashion), and then extracted for the legal team to review. All of this activity is handled by the city's IT team or the hourly support vendor, which is costly.

We keep costs down by using a cloud email solution that centralizes city email services and makes it easy for us to run any required searches. When email is centralized and accessible in one place, it's much easier to run searches without having to dig and investigate across many decentralized locations. Plus, modern cloud email software is built in with search-friendly tools that make searching much easier and quicker.

It also helps that our staff has extensive experience with handling these requests for municipalities. That allows us to handle these kinds of requests more efficiently than an IT resource who has never processed one before. Even at \$150 per hour, an optimized environment cuts each open records or FOIA request cost by a third. Even better, under a service such as Sophicity's IT in a Box, any labor for a record request is included. That means no additional fees and no extra invoices.

To optimize your ability to handle open records or FOIA requests and cut your costs:

- Switch to a cloud email solution that centralizes your email in one place. Cloud email also helps you avoid mixing up personal and professional email.
- Establish an email archiving policy that follows the law and helps your employees quickly find information.

Clint Nelms is COO of Sophicity. Contact Clint at 13010 Morris Road, Bldg. 2 Suite 100, Alpharetta, GA 30004; or phone 770-670-6940.

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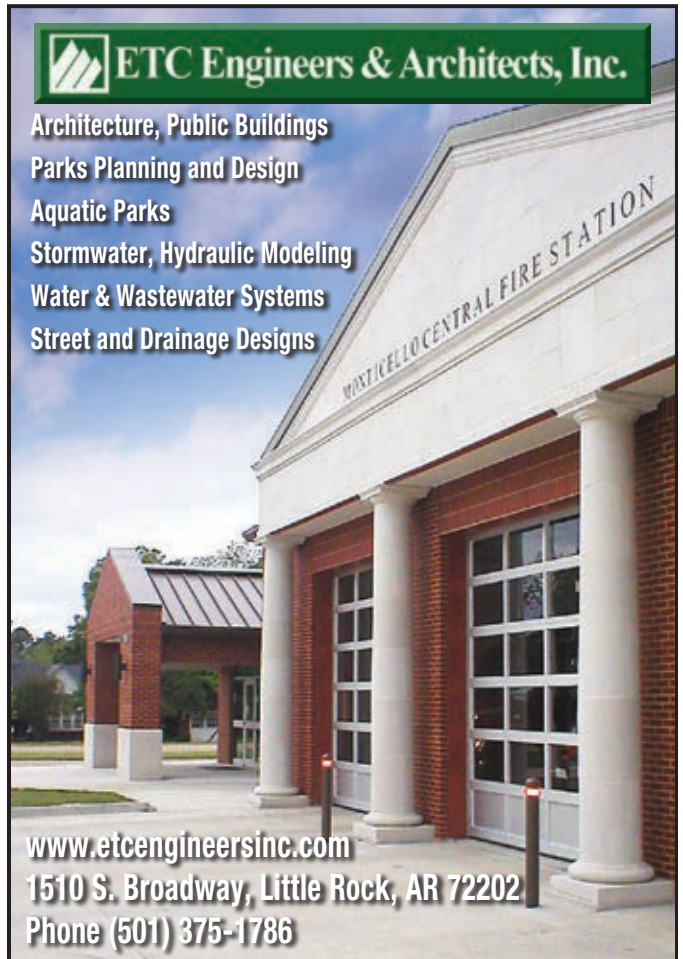
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Watch for the new Directory in early 2015.

CALENDAR

Arkansas Municipal League

Winter Conference
Wednesday-Friday
January 14-16, 2015
Statehouse Convention Center
Little Rock, AR

National League of Cities

Congressional City Conference
Saturday-Wednesday
March 7-11, 2015
Washington, D.C.

Arkansas Municipal League

81st Convention
Wednesday-Friday
June 24-26, 2015
Statehouse Convention Center
Little Rock, AR

How to prevent Type 2 diabetes

By Peter A. Goulden, M.D.

Type 2 diabetes is a serious health problem affecting 24 million Americans, but you don't have to be one of them. That's because the disease, which can cause damage to the heart, blood vessels, kidneys, eyes, feet, and more, is largely preventable.

But first let's talk about the difference between Type 1 and Type 2 diabetes. Type 1 diabetes often appears during childhood or early adulthood, sometimes later, and is a chronic condition in which the pancreas produces little or no insulin, which the body needs. It cannot be prevented.

Type 2 diabetes occurs when your body makes insulin but doesn't use it properly. This is much more common and usually becomes apparent in adulthood. Type 2 diabetes has several prominent risk factors that we as individuals can do something about: obesity, a lack of physical activity, and a diet high in sugar and calories.

Knowing the risks offers some keys to prevention: losing weight, getting exercise, and eating a balanced diet.

More important than knowing your weight is knowing your body mass index, or BMI. This is calculated by comparing your height to weight, which paints a better picture of health than weight alone. There are a number of free calculators available online or on your smartphone. Just search for "BMI calculator," input your numbers and you'll have results. A BMI of 20 to 25 is considered normal. Between 25 and 30 is considered overweight. Above 30 is considered obese.

A strong family history may make some people more susceptible to Type 2 diabetes, but regardless of any part your genetics may play, focus on the things you can change.

Of course, losing weight is usually not that easy. It's important to schedule a little time for yourself.

Let's begin with exercise. Start simple. The American Diabetes Association recommends a minimum of two and a half hours per week, but exercise doesn't have to

mean pushing yourself to the limit. It can be as casual as walking or working in the garden. The key is to find something you enjoy, because you need to stick with it. Being consistent and regular with exercise is more important than wearing yourself out.

Another way to lose weight is to get a coach or join a structured program such as the UAMS weight loss program. Not everyone can do it alone, and there's nothing wrong with asking for help.

Now let's talk about eating a more balanced diet. When you look at your plate, half of it should be vegetables. The other half should be split between protein and carbohydrates. If you do want to have a dessert, then fruit is a good option. The key to prevention is moderation and balance. Going for a walk after your meal can help prevent big rises in blood sugar. I generally don't advise cutting things out entirely, like carbs or gluten, unless it's medically necessary, such as with Celiac disease.

I recommend logging your calories each day. I know that's difficult, but when we don't count, most of us will eat more than we should. There are apps to help you, many of which are free. My Fitness Pal is a good example; it can even scan barcodes to log calories and do the hard work for you.

Some of these changes aren't easy, I know. I often wish I could show people the results they'll see from these tips, all the weight they can lose and the energy they'll have—not to mention the medications they can avoid. Then they'd really know that small changes can add up to big results.



Peter A. Goulden, M.D. is Assistant Professor of Medicine and Director, Diabetes Program, University of Arkansas for Medical Science.

ArCOP recognizes cities' obesity prevention efforts

The Arkansas Coalition for Obesity Prevention, ArCOP, has recognized 53 cities, counties, and other entities as Growing Healthy Communities for 2014, the organization announced Dec. 5 in a media release. The winners have all taken significant steps to decrease obesity in Arkansas.

Four cities and one county were named Thriving Communities for demonstrating their efforts through data collection, environmental changes, and policy changes. The cities are Batesville, Lake Village, Nashville, and North Little Rock.

ArCOP named 15 cities, counties, and entities Blossoming Communities for building upon their strong foundations by strategizing plans and documenting successes. Municipalities in this category include Blytheville, Bryant, Conway, Forrest City, Hope, Hot Springs, Siloam Springs, Springdale, and Wooster.

ArCOP named 33 cities, counties, and entities Emerging Communities for seeing the bigger picture and poising themselves to make healthy changes by laying a strong, team-based foundation. Municipalities in this category include Arkadelphia, Camden, Clinton, El Dorado, Flippin, Fordyce, Greenbrier, Hampton, Magazine, Prescott, Rison, and Shannon Hills.

For information on participating in the ArCOP Growing Healthy Communities initiative, visit arkansasobesity.org.



2014 ArCOP Thriving Communities winners.



2014 ArCOP Blossoming Communities winners.



2014 ArCOP Emerging Communities winners.

League involvement matters

By Chad Gallagher

From month to month this space is used to advise municipal officials about utilizing grant programs to enhance their local budgets. The successes of grant stories across the state are impressive. Cities have used grant funds to expand parks, lay new sewer lines, build community centers, renovate facilities, purchase fire equipment, construct sidewalks, and so much more. Pursuing these grants successfully is a result of thoughtful planning and is both an art and a science. It takes time and effort, and nothing is a better teacher than a few failures. Of course we want to reduce the learning curve for League members. In pursuing and receiving grants, knowledge is power. To this end it is important to know about the life of a grant before it makes it to your town.

There are tremendous grant opportunities in the private sector and with private foundations. Nothing is more exciting than partnering with the private sector to achieve a greater public good. Arkansas is fortunate to have so many philanthropic corporations with a determination to help make Arkansas a better place through charitable giving. However, the majority of grants received by Arkansas cities and towns continue to be state and federal government grants. These grants begin as an idea and eventually end up as a check received in your community.

Grant programs exist because somewhere along the way someone determined that the local government could better execute a project or that it benefits our citizens to promote certain types of projects in our local communities. Even when these ideas take shape into a true grant opportunity for local governments, they still must be funded. For state grants this requires support for the program and concept by the funding agency, the Governor, and ultimately the General Assembly. The General Assembly has an extraordinary impact on the lives of Arkansans and the cities they live in.

When the Legislature convenes this month for the 90th General Assembly, their decisions will impact your city. They will craft laws that impact municipalities, create programs that could lead to assistance, make determinations about how economic development is done, create new tax policies, and determine where the money in state coffers flows. Cities are also impacted when the programs through which they request grant funds are expanded or shelved.

Arkansas municipalities are fortunate that they are represented by the most respected lobbying team in the Capitol. Don Zimmerman, Mark Hayes, and Ken Wasson put together a great team every session, and year after year they transcend partisan politics in protecting and advancing the rights and needs of Arkansas cities and towns. I strongly encourage you not to leave all the work to them. What happens in the Legislature can significantly impact your work as a city official. Consequently, you should be involved.

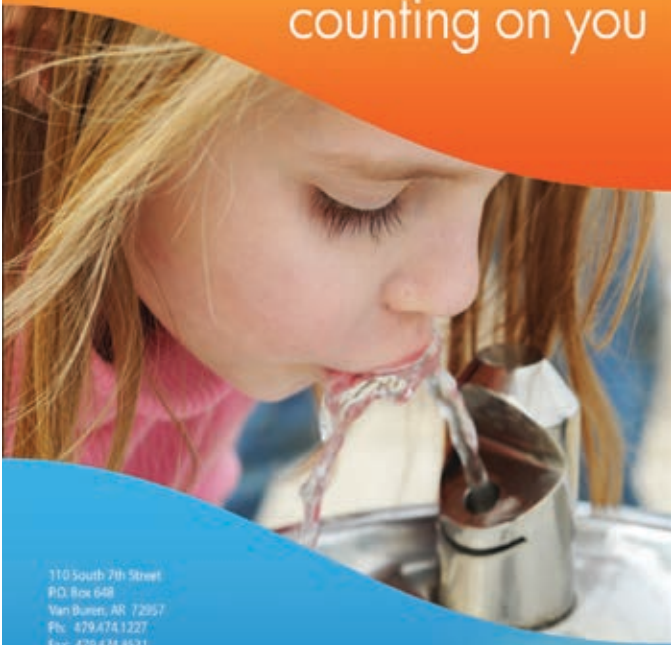
When the League sends out updates and asks for help in contacting legislators, I hope you'll respond quickly—the need is often time sensitive. I also hope you will consider contacting the League and offer to come to Little Rock and help lobby on behalf of cities in person. This year's session will be one for the history books. Cities must be engaged, and the League will be there from the opening bell until the fat lady sings.

An earlier version of this column appeared in the January 2013 issue of City & Town.



Chad Gallagher is principal of Legacy Consulting and a former mayor of De Queen. Contact him in De Queen at 870-642-8937, 501-246-8842 in Little Rock, or email chad.gallagher@legacyincorporated.com.

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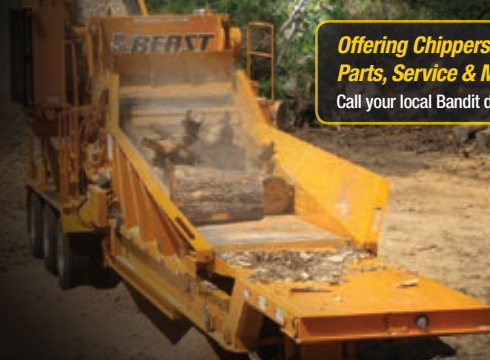
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Infrastructure and economic development

Maintaining the physical infrastructure in your municipality can have a profound impact on how successful your city is in retaining and attracting residents and employers alike.

By Mark S. Goodman, CEcD

Increasingly, we are realizing the importance of taking care of our cities as the “product” that we promote as a great place to live, work, invest and play. What we do to prepare our cities and towns to be those great places falls under the category of community development. While there are many facets of community development, in this article we will discuss physical infrastructure. What constitutes infrastructure and why is it critical for successful community economic development? We intend to address this important community development component.

What is physical infrastructure?

Physical infrastructure refers to the physical support system needed for goods and services to be developed and delivered. It includes water and sewer pipes, roads, bridges, cables, telecommunications and broadband support (including WiFi) equipment, water and sewage treatment facilities, and power plants and distribution lines. Infrastructure capacity refers to the measure of what the infrastructure is capable of supporting, both now and in the future.

Both government and private businesses provide infrastructure. Public infrastructure usually includes water, wastewater, and stormwater systems, streets and road improvements, as well as schools, hospitals, and other public services. Private infrastructure typically includes natural gas and electric distribution, and telephone and telecommunications systems, although these systems may also be provided by the public sector or cooperative associations.

Planning for economic development, including all infrastructure systems for industrial, commercial (business) and residential development, occurs within the context of ongoing capital improvement planning and implementation that jurisdictions are required to provide. The construction of such infrastructure usually requires significant capital outlays and the use of a capital improvement budget and debt financing. Debt is usually repaid from user rates and charges, although tax revenues may be used as well.

Why is infrastructure investment so important?

From an economic development standpoint, infrastructure investment provides services and facilities necessary to retain and expand existing business and incubate or attract new business. Many industries have special infrastructure requirements based upon the type of processes they use in their particular businesses. Not surprisingly, infrastructure quality and capacity is identified as one of the top factors of business location and community progress. As such, the benefits of infrastructure investment are many and include:

- providing of necessary services to support and promote retention and expansion of existing industry and business;
- providing for increased productivity and production from existing businesses;
- improvement of quality of place, making a community more appealing to existing and potentially new residents and businesses, whether it be in transportation, safe drinking water, sidewalks, or other;
- properly planned and configured roads, water, sewer, telecommunications and power lines that lead to improved industrial, commercial and residential maintenance and development;
- supporting regional development by connecting communities and citizens to each other and to opportunities throughout the region; and
- stabilizing taxes and tax rates through routine investments and spreading cost over time.

Balancing infrastructure necessity and risk

Cities often find themselves in a balancing act, recognizing that infrastructure development, maintenance, and improvement is expensive and is not a guarantee to business and industry success. Yet, at the same time, poor infrastructure will render a city non-competitive. And infrastructure development and construction provides jobs and economic impact through immediate and future activity, implying that infrastructure development provides financial benefits as well as direct costs.

This suggests the importance of infrastructure planning in a city's master plan. Infrastructure investment requires a carefully prepared master plan, including a land use plan and capital improvement program to project where and when public and private infrastructure will be required to service existing and future residential, commercial and industrial users. Infrastructure programming can generally be broken into three categories: 1) Keeping up with repairs on existing infrastructure; 2) Adding capacity or improving efficiency to existing infrastructure; and 3) Actively building new infrastructure that adds capacity for growth. Questions that should be answered include:

- What infrastructure do we need to install?
- Are we keeping up with needs?
- Who is responsible for the installation?
- How much will it cost?
- How can it be paid for? By fees, taxes, grants, or a mix of sources?
- Over how many years can it be financed?
- When will it be completed?
- If improvements are to be phased in, what are the phases and time periods?
- Can it be expanded?

Where do I get help?

Infrastructure planning and development does play a critical role in maintaining the viability and marketing of your municipality to others as part of an effort to create jobs. Comprehensive master planning for infrastructure investment requires resources and careful planning, organizing, and consensus building. Cities generally rely on third-party consultants or planning professionals to assist in infrastructure planning and programming. Many of these experts are associated or affiliated with the eight Planning and Development Districts/Economic Development Districts across the state, the Arkansas chapter of the American Planning Association (www.arkansasapa.org), and the Arkansas Municipal League. The Institute for Economic Advancement (IEA) can provide advice and referral, as well as conduct a range of community economic analyses to inform your efforts. For further information, call us at 501-569-8519.



Mark Goodman is Director of the Center for Economic Development Education, Institute for Economic Advancement, UALR. Email Mark at msgoodman@ualr.edu.



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2014 State Turnback Funds

Actual Totals Per Capita						
	STREET		SEVERANCE TAX		GENERAL	
MONTH	2013	2014	2013	2014	2013	2014
January	\$3.2369	\$5.1428	\$0.3020	\$0.3163	\$3.1338	\$1.9533
February	\$3.4064	\$4.5811	\$0.3873	\$0.4833	\$1.0094	\$1.0052
March	\$3.0946	\$4.7165	\$0.3953	\$0.4463	\$1.0055	\$1.0055
April	\$3.2024	\$4.8363	\$0.3438	\$0.5347	\$1.0056	\$1.0055
May	\$3.5348	\$5.1527	\$0.3138	\$0.5897	\$1.0028	\$1.0053
June	\$3.6607	\$4.9881	\$0.3573	\$0.6126	\$1.0055	\$1.0050
July	\$3.5917	\$5.5230	\$0.4276	\$0.5581	\$2.8863	\$3.9543
August	\$4.0882	\$4.9486	\$0.4603	\$0.6130	\$1.3763	\$1.0932
September	\$5.0401	\$5.0410	\$0.4348	\$0.5763	\$1.0055	\$1.0910
October	\$5.0134	\$5.1889	\$0.3953	\$0.5542	\$1.0055	\$1.0930
November	\$4.3811	\$4.9326	\$0.3652	\$0.4906	\$1.0053	\$1.0928
December	\$4.4869	\$4.8110	\$0.3649	\$0.4013	\$1.0055	\$1.0919
Total Year	\$46.7372	\$59.8626	\$4.5476	\$6.1764	\$16.4470	\$16.3959

Actual Totals Per Month						
	STREET		SEVERANCE TAX		GENERAL	
MONTH	2013	2014	2013	2014	2013	2014
January	\$6,083,989.12	\$9,666,249.40	\$567,571.55	\$594,574.44	*\$5,890,046.27	*\$3,671,282.93
February	\$6,402,534.31	\$8,610,432.52	\$728,037.16	\$908,313.92	\$1,897,309.37	\$1,889,234.55
March	\$5,816,498.28	\$8,864,931.29	\$742,998.16	\$838,837.95	\$1,889,913.31	\$1,889,913.97
April	\$6,019,069.40	\$9,090,103.48	\$646,153.53	\$1,005,050.29	\$1,890,083.64	\$1,889,913.97
May	\$6,643,763.23	\$9,684,675.50	\$589,734.49	\$1,108,429.75	\$1,884,771.73	\$1,889,592.55
June	\$6,880,560.47	\$9,380,093.69	\$671,509.25	\$1,151,947.00	\$1,889,910.83	\$1,889,914.20
July	\$6,750,810.43	\$10,386,236.87	\$803,621.40	\$1,049,503.01	**\$5,424,973.20	***\$7,436,192.77
August	\$7,684,015.71	\$9,310,016.61	\$865,190.21	\$1,153,167.19	\$2,586,803.92	\$2,056,570.50
September	\$9,473,119.80	\$9,483,759.74	\$817,319.05	\$1,084,169.71	\$1,889,909.64	\$2,052,581.22
October	\$9,422,855.56	\$9,763,094.43	\$742,984.39	\$1,042,826.36	\$1,889,909.64	\$2,056,448.50
November	\$8,234,597.41	\$9,282,963.15	\$686,466.96	\$923,263.56	\$1,889,429.45	\$2,056,540.00
December	\$8,433,440.86	\$9,054,075.63	\$685,869.13	\$755,208.69	\$1,889,909.64	\$2,054,945.78
Total Year	\$87,845,254.58	\$112,576,632.31	\$8,547,455.28	\$11,615,291.87	\$30,912,970.64	30,833,130.94

* Includes \$2 million appropriation from the Property Tax Relief Fund

** Includes \$3,516,799.83 supplemental in July 2013

*** Includes \$3,516,800.29 supplemental and \$2 million appropriation from Category B of Budget Stabilization for July 2014

Local Option Sales and Use Tax in Arkansas



KEY: Counties not collecting sales tax

Source: Debbie Rogers, Office of State Treasurer See also: www.dfa.arkansas.gov

Sales and Use Tax Year-to-Date 2014 with 2013 Comparison (shaded gray)

Month	Municipal Tax		County Tax		Total Tax		Interest	
January	\$44,899,051	\$43,764,256	\$41,135,484	\$39,379,372	\$86,034,535	\$83,143,628	\$4,805	\$12,329
February	\$51,556,660	\$51,585,273	\$46,326,186	\$44,215,215	\$97,882,846	\$95,800,488	\$5,765	\$26,338
March	\$41,142,676	\$42,875,487	\$37,596,230	\$38,040,827	\$78,738,906	\$80,916,314	\$5,571	\$8,508
April	\$44,819,678	\$44,204,032	\$41,824,879	\$39,707,294	\$86,644,557	\$83,911,326	\$6,185	\$24,953
May	\$48,373,032	\$47,315,206	\$43,431,803	\$42,055,467	\$91,804,835	\$89,370,673	\$6,011	\$5,611
June	\$45,121,494	\$46,455,658	\$40,770,568	\$41,846,373	\$85,892,061	\$88,302,031	\$7,080	\$27,062
July	\$50,985,699	\$47,227,642	\$45,660,838	\$42,580,665	\$96,646,537	\$89,808,307	\$7,291	\$7,773
August	\$48,591,520	\$47,615,222	\$44,364,160	\$43,352,547	\$92,955,680	\$90,967,768	\$7,038	\$25,210
September	\$48,279,490	\$45,850,267	\$43,224,258	\$43,479,764	\$91,503,748	\$89,330,031	\$9,120	\$9,433
October	\$50,649,942	\$46,540,715	\$45,482,360	\$44,208,889	\$96,132,302	\$90,749,603	\$8,604	\$26,911
November	\$48,903,456	\$45,245,392	\$44,043,654	\$42,367,542	\$92,947,110	\$87,612,934	\$19,648	\$8,718
December	\$49,348,276	\$45,359,946	\$44,623,076	\$41,645,364	\$93,971,352	\$87,005,310	\$14,221	\$29,399
Total	\$572,670,974	\$554,039,096	\$518,483,496	\$502,879,319	\$1,091,154,469	\$1,056,918,413	\$101,339	\$212,245
Averages	\$47,722,581	\$46,169,925	\$43,206,958	\$41,906,610	\$90,929,539	\$88,076,534	\$8,445	\$17,687

2014 ELECTIONS

- YELL Co.,** Jan. 14
Passed. 1%
- BRADFORD,** Feb. 11
Passed. 2%
- SEARCY,** Feb. 11
Passed. 1% Temp. Increase
- CONWAY Co.,** Mar. 11
Failed. .25%
- SHARP Co.,** Mar. 11
Failed. 1.5%
- STUTTGART,** Mar. 11
Passed. 1%
- HARRISON,** April 8
Failed. 1%
- BAUXITE,** May 20
Failed. .5%
- CRAWFORD Co.,** May 20
Passed. .5%
- CRITTENDEN Co.,** June 24
Passed. 1%
- ELKINS,** June 24
Passed. .75%
- ROCKPORT,** July 8
Passed. 1% Renewal
- ALMA,** August 12
Passed. 1%
- JONESBORO,** August 12
Passed. .5%
- HARRISON,** August 12
Passed. .5%
- CONWAY,** Sept. 9
Passed. .125% Renewal
- MISSISSIPPI Co.,** Oct. 14
Passed. .5%
- BARLING,** Nov. 4
Passed. 1%
- CHERRY VALLEY,** Nov. 4
Passed. 1%
- GATEWAY,** Nov. 4
Failed. 1%
- GENTRY,** Nov. 4
Failed. .875%
- GILLHAM,** Nov. 4
Passed. 1%
- GOULD,** Nov. 4
Passed. 2%
- HIGGINSON,** Nov. 4
Passed. 1%
- LEAD HILL,** Nov. 4
Passed. 1%
- LOCKESBURG,** Nov. 4
Passed. .75%
- MADISON Co.,** Nov. 4
Failed. 1% Increase
- NORFORK,** Nov. 4
Failed. 1%
- POCAHONTAS,** Nov. 4
Failed. .5%
- WALDRON,** Nov. 4
Failed. .5%
- WARD,** Nov. 4
Passed. 1%
- WHITE Co.,** Nov. 4
Failed. .25%
- WILMOT,** Nov. 4
Passed. 1%

Chester	1,295.54	1,295.95	Pleasant Plains	4,166.57	4,145.76	Dell	2,560.19	2,726.91	Waldron	27,432.00	25,996.85
Dyer	7,137.71	7,139.92	Sulphur Rock	5,444.00	5,416.82	Dyess	4,707.08	5,013.61	Searcy County	35,787.61	36,062.22
Kibler	7,830.30	7,832.73	Izard County	44,973.14	42,355.87	Etowah	4,029.72	4,292.14	Big Flat	5.84	5.89
Mountainburg	5,141.43	5,143.03	Jackson County	286,312.70	249,817.48	Gosnell	40,733.48	43,386.06	Gilbert	163.57	164.83
Mulberry	13,485.06	13,489.24	Amagon	1,026.91	896.02	Joiner	6,612.88	7,043.51	Leslie	2,576.29	2,596.06
Rudy	497.03	497.19	Beedeville	1,121.22	978.30	Keiser	8,713.84	9,281.29	Marshall	7,915.80	7,976.54
Van Buren	185,702.67	185,760.28	Campbell Station	2,672.07	2,331.47	Leachville	22,881.01	24,371.03	Pindall	654.30	659.32
Crittenden County	705,347.31	678,054.61	Diaz	13,810.95	12,050.52	Luxora	13,524.25	14,404.95	St. Joe	771.14	777.04
Anthonyville	1,030.23	990.36	Grubbs	4,044.79	3,529.21	Manila	38,368.46	40,867.03	Sebastian County	783,876.80	697,810.70
Clarkedale	2,374.00	2,282.14	Jacksonport	2,221.49	1,938.32	Marie	964.38	1,027.18	Barling	71,642.58	63,776.55
Crawfordsville	3,065.08	2,946.48	Newport	82,561.84	72,037.99	Osceola	89,055.70	94,855.03	Bonanza	8,860.93	7,888.04
Earle	15,447.00	14,849.29	Swifton	8,362.02	7,296.14	Victoria	424.79	452.45	Central City	7,735.98	6,886.61
Edmondson	2,732.34	2,626.61	Tuckerman	19,511.38	17,024.33	Wilson	10,367.07	11,042.16	Fort Smith	1,328,508.35	1,182,644.19
Gilmore	1,514.63	1,456.02	Tupelo	1,886.17	1,645.75	Monroe County	NA	NA	Greenwood	137,953.19	122,806.56
Horseshoe Lake	1,868.49	1,796.19	Weldon	785.91	685.74	Montgomery County	40,212.61	41,383.23	Hackett	12,513.18	11,139.29
Jennette	662.29	636.66	Jefferson County	678,648.78	652,318.45	Black Springs	519.72	534.85	Hartford	9,893.43	8,807.17
Jericho	761.47	732.01	Alzheimer	9,778.05	9,398.68	Glennwood	220.49	226.91	Huntington	9,785.55	8,711.14
Marion	78,994.68	75,938.06	Humphrey	3,060.61	2,941.86	Mount Ida	5,648.66	5,813.10	Lavaca	35,274.22	31,401.28
Sunset	1,140.29	1,096.16	Pine Bluff	487,739.64	468,816.24	Norman	1,984.38	2,042.15	Mansfield	11,141.66	9,918.36
Turrell	3,541.81	3,404.75	Redfield	12,888.34	12,388.29	Oden	1,217.93	1,253.38	Midland	5,008.35	4,458.46
West Memphis	167,939.67	161,441.43	Sherrill	834.71	802.33	Nevada County	100,782.78	29,717.64	Sevier County	241,375.70	237,519.34
Cross County	259,078.77	257,334.61	Wabbaseka	2,533.94	2,435.63	Bluff City	927.84	824.01	Ben Lomond	1,099.55	1,081.98
Cherry Valley	6,654.58	6,609.78	White Hall	54,912.07	52,781.59	Bodcaw	1,032.60	917.05	De Queen	50,002.95	49,204.07
Hickory Ridge	2,780.41	2,761.69	Johnson County	111,897.73	104,664.20	Cale	591.12	524.98	Gillham	1,213.30	1,193.91
Parkin	11,219.36	11,219.36	Clarksville	82,192.67	76,879.39	Emmet	3,554.22	3,156.50	Horatio	7,916.75	7,790.27
Wynne	85,528.19	84,952.40	Coal Hill	9,062.87	8,477.00	Prescott	24,662.56	21,902.80	Lockesburg	5,603.91	5,514.38
Dallas County	140,753.24	151,746.17	Hartman	4,647.85	4,347.40	Rosston	1,952.95	1,734.41	Sharp County	73,439.19	69,588.86
Desha County	109,872.67	92,764.59	Knoxville	6,546.40	6,123.21	Willisville	1,137.36	1,010.08	Ash Flat	8,784.38	8,323.82
Arkansas City	4,252.24	3,590.13	Lamar	14,373.42	13,444.26	Newton County	53,427.84	50,346.54	Cave City	15,614.68	14,796.02
Dumas	54,674.93	46,611.59	Lafayette County	84,186.91	77,416.64	Jasper	2,138.03	2,014.73	Cherokee Village	34,761.04	32,938.56
McGehee	49,016.90	41,384.56	Bradley	3,967.61	3,648.54	Western Grove	1,761.81	1,660.20	Evening Shade	3,872.30	3,669.28
Mitchellville	4,182.53	3,531.27	Buckner	1,737.41	1,597.69	Ouachita County	345,037.15	322,240.01	Hardy	6,543.47	6,200.40
Reed	1,998.32	1,687.16	Lewisville	8,086.85	7,436.51	Bearden	9,052.80	8,454.66	Highland	9,367.02	8,875.91
Tillar	243.98	205.99	Stamps	10,696.11	9,835.93	Camden	114,172.08	106,628.55	Horseshoe Bend	71.71	67.95
Watson	2,451.42	2,069.72	Lawrence County	204,759.63	133,809.53	Chidester	2,708.34	2,529.40	Sidney	1,622.42	1,537.36
Drew County	451,709.32	401,871.41	Alicia	736.20	721.66	East Camden	8,724.80	8,148.34	Williford	672.26	637.02
Jerome	490.93	436.76	Black Rock	3,930.38	3,852.73	Louann	1,536.91	1,435.37	St. Francis County	139,632.96	144,150.94
Monticello	119,169.34	106,021.17	College City	2,701.39	2,648.02	Stephens	8,349.95	7,798.25	Caldwell	9,187.46	9,484.74
Tillar	2,567.92	2,284.60	Hoxie	16,505.21	16,179.13	Perry County	119,247.45	84,892.80	Colt	6,257.42	6,459.88
Wilmar	6,432.40	5,722.70	Imboden	4,019.44	3,940.03	Adona	1,062.69	756.53	Forrest City	254,451.48	262,684.54
Winchester	2,102.17	1,870.25	Lynn	1,709.89	1,676.11	Bigelow	1,601.66	1,140.23	Hughes	23,854.30	24,626.14
Faulkner County	688,489.33	676,751.76	Minturn	647.15	634.36	Casa	869.47	618.98	Madison	12,730.02	13,141.92
Enola	2,096.44	2,060.70	Portia	2,594.52	2,543.27	Fourche	315.25	224.43	Palestine	11,273.28	11,638.04
Holland	3,454.79	3,395.89	Powhatan	427.47	419.03	Houston	879.64	626.22	Wheatley	5,876.66	6,066.82
Mount Vernon	899.36	884.03	Ravenden	2,790.45	2,735.32	Perry	1,372.85	977.34	Widener	4,519.26	4,665.46
Twin Groves	2,077.84	2,042.41	Sedgwick	902.44	884.61	Perryville	7,423.58	5,284.87	Stone County	86,158.17	88,667.59
Wooster	5,334.15	5,243.21	Smithville	463.10	453.95	Phillips County	113,569.42	110,587.99	Fifty Six	1,573.46	1,619.29
Franklin County	164,547.95	150,386.98	Strawberry	1,793.01	1,757.59	Elaine	12,713.18	12,379.43	Northern View	24,993.42	25,721.37
Altus	6,446.69	5,891.89	Walnut Ridge	29,032.57	28,458.96	Helena-West Helena	201,452.89	196,164.32	Union County	566,705.74	498,499.31
Branch	3,121.29	2,852.67	Lee County	33,377.12	32,160.38	Lake View	8,855.24	8,622.78	Calion	16,521.30	14,532.86
Charleston	21,449.28	19,603.36	Aubrey	1,034.29	996.58	Lexa	5,716.93	5,566.84	El Dorado	703,457.71	618,792.34
Denning	4,005.79	3,661.05	Haynes	912.61	879.34	Marvell	23,707.27	23,084.89	Felsenthal	4,048.26	3,561.02
Ozark	31,331.94	28,635.52	LaGrange	541.48	521.74	Pike County	134,436.13	130,263.67	Huttig	22,644.31	19,918.92
Wiederkehr Village	323.18	295.37	Marianna	25,035.88	24,123.21	Antoine	862.15	835.39	Junction City	20,198.87	17,767.81
Fulton County	102,518.64	90,296.14	Moro	1,314.16	1,266.25	Daisy	847.41	821.11	Norphlet	25,485.50	22,418.17
Ash Flat	405.59	357.24	Rondo	1,204.63	1,160.73	Delight	2,055.89	1,992.08	Smackover	67,049.32	58,979.52
Cherokee Village	3,153.28	2,777.33	Lincoln County	49,491.37	50,994.57	Glennwood	16,108.17	15,608.22	Strong	19,077.13	16,781.08
Hardy	167.01	147.10	Gould	3,917.56	4,036.55	Murfreesboro	12,092.18	11,716.88	Van Buren County	304,435.57	256,104.18
Horseshoe Bend	67.60	59.54	Grady	2,101.53	2,165.36	Pointsett County	125,778.13	112,310.73	Clinton	27,042.93	22,749.66
Mammoth Spring	3,884.93	3,421.76	Star City	10,643.41	10,966.68	Fisher	1,881.22	1,679.79	Damascus	2,598.28	2,185.79
Salem	6,501.39	5,726.28	Little River County	175,803.00	165,276.43	Harrisburg	19,419.59	17,340.28	Fairfield Bay	22,397.20	18,841.48
Viola	1,340.04	1,180.28	Ashdown	35,859.49	33,712.33	Lepanto	15,969.28	14,259.41	Shirley	3,024.40	2,544.26
Garland County	1,824,687.30	1,783,299.25	Foreman	7,676.04	7,216.42	Marked Tree	21,646.69	19,328.92	Washington County	1,245,301.31	1,156,278.83
Fountain Lake	6,194.65	6,054.14	Ogden	1,366.65	1,284.82	Trumann	61,548.80	54,958.61	Elkins	37,313.14	34,438.05
Hot Springs	185,749.91	181,536.68	Wilton	2,839.60	2,669.58	Tyranna	6,428.21	5,739.92	Elm Springs	21,094.32	19,468.94
Lonsdale	1,157.65	1,137.69	Winthrop	1,457.78	1,370.48	Waldenburg	514.59	459.49	Fayetteville	84,180.02	77,693.69
Mountain Pine	9,482.88	9,267.78	Logan County	95,001.11	90,312.12	Weiner	6,040.15	5,393.42	Gayettville	1,036,820.50	956,930.27
Grant County	162,195.69	169,105.13	Blue Mountain	936.05	889.85	Polk County	245,154.30	240,759.74	Goshen	15,091.53	13,928.68
Greene County	483,195.94	405,314.12	Booneville	30,119.54	28,632.92	Cove	7,353.66	7,221.84	Greenland	18,233.84	16,373.68
Delaplaine	1,246.39	1,045.50	Caulksville	1,607.89	1,528.52	Grannis	10,664.74	10,473.56	Johnson	47,261.43	43,619.79
Lafe	4,921.09	4,127.90	Magazine	6,393.80	6,078.22	Hatfield	7,950.44	7,807.92	Lincoln	31,690.80	29,248.93
Marmaduke	11,937.40	10,013.32	Morrison Bluff	483.12	459.27	Mena	110,439.76	108,460.04	Prairie Grove	62,367.05	56,963.23
Oak Grove Heights	9,552.07	8,012.46	Paris	26,662.21	25,346.24	Vandervoort	1,674.78	1,644.76	Springdale	904,575.86	828,997.09
Paragould	280,577.16	235,353.56	Ratcliff	1,524.85	1,449.59	Wicks	14,514.84	14,254.66	Tontitown	34,664.02	31,993.05
Hempstead County	339,935.76	332,498.88	Scranton	1,690.92	1,607.46	Pope County	341,117.15	316,498.04	West Fork	32,649.00	30,133.29
Blevins	3,174.05	3,104.61	Subiaco	4,317.88	4,104.77	Atkins	40,967.20	38,010.52	Winslow	5,509.60	5,085.06
Emmet	433.28	423.80	Lonoke County	247,837.85	249,618.28	Dover	18,717.77	17,366.87	White County	840,886.37	830,205.01
Fulton	2,025.35	1,981.04	Allport	1,002.16	919.28	Hector	6,112.48	5,671.33	Bald Knob	32,723.66	30,237.99
Hope	101,720.76	99,495.38	Austin	17,759.97	17,887.55	London	14,113.04	13,094.47	Beebe	82,628.10	81,578.52
McCaskill	967.33	946.17	Cabot	207,193.84	208,682.29	Pottsville	38,549.38	35,767.19	Bradford	8,573.44	8,464.54
McNab	685.19	670.20	Carlisle	19,293.71	19,432.31	Russellville	379,245.44	351,874.54	Garner	3,207.98	3,167.23
Oakhaven	634.81	620.92	Coy	836.58	842.59	Prairie City	70,245.63	31,987.31	Georgetown	1,400.67	1,382.88
Ozan	856.49	837.75	England	24,618.21	24,795.07	Biscoe	2,919.03	2,652.21	Griffithville	2,541.53	2,509.25
Patmos	644.89	630.78	Humnoke	2,474.89	2,492.67	Des Arc	13,807.08	12,545.04	Higginson	7,014.63	6,925.53
Perrytown	2,740.77	2,680.81	Keo	2,230.89	2,246.92	DeValls Bluff	4,977.63	4,522.65	Judsonia	22,806.03	22,516.34
Washington	1,813.74	1,774.06	Lonoke	36,992.68	37,258.43	Hazen	11,804.77	10,725.76	Kensett	18,615.33	18,378.87
Hot Spring County	295,930.06	270,499.64	Ward	35,441.51	35,696.11	Ulm	1,367.03	1,242.08	Letona	2,880.41	2,843.82
Donaldson	2,394.20	2,188.46	Madison County	194,727.09	172,303.14	Pulaski County	843,123.93	841,320.58	McRae	7,703.67	7,605.82
Friendship											

To place a classified ad in *City & Town*, please contact the League at 501-374-3484 or e-mail citytown@arml.org. Ads are FREE to members of the League and available at the low rate of \$.70 per word to non-members. For members, ads will run for two consecutive months from the date of receipt unless we are notified to continue or discontinue. For non-members, ads will run for one month only unless otherwise notified.

CITY TREASURER—Heber Springs is accepting applications for a City Treasurer.

This position is responsible for managing and directing the financial affairs of the city, including the functions of accounting, payroll and accounts payable. This position is further responsible for the preparation and administration of the municipal budget and annual audit process. Strong hands-on experience in general ledger transactional accounting, month-end and year-end financial reporting and payroll tax reporting. The position qualifications are HS diploma, accounting classes or 2 years experience in Accounting and payroll experience. Salary is DOE and negotiable. Benefits include vacation, sick leave, paid holidays, APERS, health insurance as well as dental, vision and life insurance. Applications available at the City of Heber Springs, Mayor's office, 1001 W. Main St. You may submit a resume and cover letter to City of Heber Springs, Attn: Human Resources, 1001 W. Main St., Heber Springs, AR 72543; or fax to 501-250-0844. You may also download an application from our website at cityofhebersprings.com and mail or fax it or you can email resume to marthagarrett@suddenlinkmail.com. All applications and resumes must be received by Feb. 15, 2015.

FINANCE DIRECTOR—The City of Gravette seeks a Finance Director. Manages the day-to-day accounting, budgeting and purchasing activities of the city; establishes and enforces proper accounting methods, maintains the integrity of accounting and reporting functions, coordinates and participates in financial/budget research including recommendations regarding research findings and prepares technical reports. Requires a minimum of a college degree in Accounting and/or Finance plus 8 years of accounting/finance experience and 5 years of supervisory/managerial experience. Applications are available in City Hall or at www.cityofgravette-ar.gov. Please hand deliver or mail applications, with professional references and salary requirements, Attn: Mayor at 604 First Avenue SE, Gravette, AR 72736; or fax to 479-787-5018. No phone calls please.

FINANCE DIRECTOR—Texarkana is seeking applicants for the position of finance director. Bachelor's degree from an accredited college or university with major course work in finance, accounting, business administration or a related field is required. The candidate should have five years of increasing responsibility of professional accounting or financial management experience including three years of management and administrative responsibility, or any satisfactory combination of experience and training that demonstrates the knowledge, skills and abilities to perform the above duties. Salary is DOE and will be negotiated during the selection process. A competitive benefit package is also offered, and includes a car allowance, medical, vision and dental insurance, and a 401(a) retirement plan. Additional benefits include vacation and sick leave, longevity pay, and 13 City-paid holidays. Supplemental insurance and optional retirement plans are available for enrollment as well. Applications will be accepted at the Arkansas City Hall at 216 Walnut St., faxed to 870-772-8182, or emailed to jessica.hyman@txkusa.org. For a complete job description or to submit applications online visit arkansas.txkusa.org/departments/personnel. Position is open until filled. EOE.

FIREFIGHTER/EMT—Holiday Island Fire Department is accepting applications for the F/T position of Firefighter/EMT. Successful applicant must have a current Arkansas EMT license and would prefer Firefighter I & II. Salary based on experience and training. Any questions contact Chief Deaton at 479-253-8397. Mail resumes to 251 Holiday Island Drive, Holiday Island, AR, 72631.

ONLINE PRODUCTS SPECIALIST—The Center for Training Transportation Professionals (CTTP) at the University of Arkansas provides a comprehensive training and certification program for highway agency and contractor personnel performing quality control and quality assurance (QC/QA) testing on pavements and construction materials in the state of Arkansas. CTTP is seeking applications for an Online Products Specialist, who is expected to manage a number of web-based applications, including those relating to the CTTP website, online course development, online testing and evaluations, and computer-based support for program efforts. Specific tasks for this position will involve reconstruction of the existing CTTP website, ensuring user-friendly functions, searchable databases, and automated course registration/payment/confirmation features. In addition, this employee will be responsible for generating web-based training modules, monitoring online exams, maintaining and automating records for online course participants, and facilitating "live" webinars. General maintenance and support for CTTP computer hardware and software will also be required. The CTTP Online

Products Specialist is a F/T non-classified position with benefits. Minimum requirements include a B.S. degree in a computer-related field or equivalent experience. Two years of experience in a F/T computer-related position is also required. Additional experience in teaching and/or highway construction is desired. The salary is negotiable DOE. For a complete position announcement and information regarding how to apply, visit jobs.uark.edu, Posting #0603362. Interested persons should submit a resume and cover letter at jobs.uark.edu, Posting #0603362, or by mail to: Stacy G. Williams, Ph.D., P.E., Director, CTPP, 700 Research Center Blvd. #3515, Fayetteville, AR 72701.

PARKS MAINTENANCE SUPERVISOR—The City of Arkadelphia is accepting applications for a Parks and Recreation Sports/Grounds Maintenance Supervisor. Responsible for supervising and maintenance of the fields and facilities within the parks system, assisting the Director of Parks and Recreation in all duties performed in the department, and responsible for the activities of the department during the absence of the Director. Applications and a job description can be picked up at the Arkadelphia Recreation Center 2555 Twin Rivers Drive, Arkadelphia, AR 71923, between the hours of 8 a.m. and 5 p.m. Monday through Friday. Open until filled. Benefits and F/T salary depending on experience, training, and education. EOE.

PARKS AND RECREATION DIRECTOR—Harrison is accepting applications for this position. Previous experience and/or formal education in parks and recreation management preferred. Experience and related skills in park facility and grounds maintenance, including baseball, softball, tennis, soccer, volleyball and playgrounds, business management, budgeting, supervision of staff, organization of leagues with excellent people skills required. Paid vacation, holidays, health insurance, and annual sick days. Salary negotiable DOE. Resumes should be sent either by email to parks@cityofharrison.com or mail to Parks and Recreation, City of Harrison, P.O. Box 1715, Harrison AR 72602.

POLICE CHIEF—Hampton is accepting applications for a F/T police chief. Must be certified and meet all requirements of law enforcement standards and training. Send resume to, or applications are available at: City of Hampton City Hall, 121 North 2nd street, Hampton, AR 71744. Office hours 8 a.m.-4:30 p.m. Monday-Friday. 870-798-4049 EOE.

FOR SALE—Glenwood is taking bids on a 2005 Chevrolet Trailblazer (former police vehicle). The vehicle is in good condition. We will be accepting bids until 4 p.m. Dec. 30. Bids will be opened at the 1st council meeting in January 2015. The city reserves the right to accept or deny any or all bids. For more information contact Glenwood City Hall at 870-356-3613 Ext. 1.

POLICE CHIEF—Pea Ridge is seeking qualified applicants for the position of full-time Police Chief. Must be certified and meet all requirements for law enforcement standards and training. Send resume with cover letter to City of Pea Ridge, Attn: Mayor Crabtree, P.O. Box 10, Pea Ridge, AR 72751

POLICE OFFICER—Russellville is seeking certified and non-certified applicants for entry-level police officer. The application deadline is 4 p.m., Feb. 6. Applicants must be at least 21 years old, U.S. citizen, HS Graduate or GED, and possess valid DL. Applications can be picked up at the Russellville Police Department, 115 West H Street between January 5, and February 6, between the hours 8:00 a.m. and 5:00 p.m. Monday through Friday. Out of town applicants may contact the Police Department at 479-968-3232 to request an application by mail. EOE.

PUBLIC WORKS DIRECTOR—Blytheville is soliciting resumes for the position of Public Works Director. The Director performs a variety of complex supervisory, professional and administrative work in planning, organizing, directing and supervising the Public Works Department. This position includes general operational duties in the Streets, Sanitation, Signs and Signals departments as well as other assigned duties. It requires strong interpersonal skills, organizational skills as well as supervisory and management skills. A bachelor's degree in civil engineering, public administration or a related field is preferred. A complete job description is available online at the city's website at www.blytheville.com. Salary is negotiable. Benefits include vacation, sick leave, paid holidays, health insurance including dental and vision coverage and life insurance. Resumes will be accepted until the position is filled and should be faxed to the Human Resource Office at 870-763-0443 or mailed to City of Blytheville, 124 W. Walnut St., Blytheville, AR 72315.



Municipal Notes

EPA awards \$13.5 million grant for Arkansas water

The U.S. Environmental Protection Agency has awarded a \$13.5 million grant to the Arkansas Natural Resource Commission to help install, upgrade, and replace water infrastructure, the Associated Press reported Dec. 16. The grant will be used primarily to provide loans to eligible public water systems to ensure safe drinking water. The grant was awarded as part of the Drinking Water State Revolving Fund to make money available to drinking water systems to finance infrastructure improvements. The program also emphasizes providing funds to small and disadvantaged communities and to programs that encourage pollution prevention as a tool for ensuring safe drinking water.

Texarkana gets grant for e-waste recycling

Texarkana has received a \$50,000 grant from the Arkansas Department of Environmental Quality (ADEQ) to expand the city's current e-waste collection center for residents of the area, the agency has announced. The expansion will include areas for loading and unloading materials, as well as a covered storage area for collected e-waste. Texarkana's grant was one of three given statewide totaling \$200,000 to entities involved in keeping electronic wastes out of landfills.

ADEQ makes e-waste grant awards each year. In 2013, grants totaling \$250,000 were made to eligible entities, which include private industries, schools, colleges and universities, cities and counties, Regional Solid Waste Management Districts, nonprofit organizations, state or local government agencies, and the ADEQ. The grant program is funded through the sales of surplus used computers and other equipment from state agencies.

E-waste grants guidelines are available on the ADEQ website at www.adeq.state.ar.us, or by contacting Robert Hunter at the agency at 501-682-0609; hunter@adeq.state.ar.us.

Regional bike, pedestrian master plan coming to 25 NWA cities and towns


City councils in 25 Northwest Arkansas towns and cities are being asked to approve individualized trail plans and endorse the recently completed regional Northwest Arkansas Bike and Pedestrian Master Plan, *NW News* reported Dec. 15. The regional plan will help cities develop their trail plans, secure money to pay for trails, and ultimately connect to the Razorback Regional Greenway where possible. Each city can personalize its plan.

Alta/Greenways Planning and Design, a consulting firm, and regional planning staff members included everything from designated bike lanes along roads to paths, sidewalks and multiuse trails, education and public outreach, crosswalks, sidewalks and bike lanes with protective barriers in the proposal. They'll be available through next year to help cities personalize plans.

A \$300,000 grant from the Walton Family Foundation to regional planning paid for the work. More than 800 residents participated during 31 public input meetings.

Regional planning eventually will adopt the overall plan as part of the long-range Northwest Arkansas Regional Transportation Plan.

Every city in the two-county area with a population of more than 1,000 gets an individual strategy. After approval, regional planners will begin looking for grants and other ways to pay for projects in the 25 cities.

The draft of the Northwest Arkansas Bicycle and Pedestrian Master Plan is available on the website of the Northwest Arkansas Regional Planning Commission, www.nwabikepedplan.com. 

Obituaries

HORACE DICKERSON, 77, mayor of Big Flat from 1996 to 2014, died Dec. 27, 2014.

LEAVESTER LONG, Sr., 56, Lake View police chief, died Dec. 17, 2014. Long served 16 years with Lake View's police department, eight as its chief.

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a'TEST Consultants, Inc.

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Chris Angulo and Bobbie Nichols

Seated from left:
Lindsey Ollar, Jason Holsclaw,
Michele Casavechia
and Dennis Hunt

At Stephens, we understand our continued success results from how clients are treated. With this in mind, our work is done in a manner that demonstrates trust and clear thinking.

For 80 years, our firm has successfully managed tax-exempt issues and financial advisory transactions for Arkansas borrowers. And while 2013 was another good year, we understand it was possible because of the trust and confidence shown by our fellow Arkansans.

We are continually impressed with the talent and dedication of the men and women who manage Arkansas' municipalities, hospitals, colleges and universities, school districts, state agencies, counties, utility systems and other governmental organizations. Thank you, Arkansas, for your continued confidence in our capabilities.

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