

City & Town

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Pea Ridge breaks ground on a unique, joint city hall and school administration office building.

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Cover photo by Det. Sgt. Brandon Davis, Pea Ridge Police Department.



ON THE COVER—Pea Ridge has broken ground on a unique joint venture. City Hall and the administration offices of the local school district will share a building, and construction is getting underway. Read about the partnership on page 6. Read also inside about the opening of Turrell’s new library, Batesville’s impressive new community and aquatic center, the State Aid Street Committee’s criteria for the next round of funding, and much more. And check out the registration and hotel information for the 82nd Convention starting on page 22. Register early to save your city money and we’ll see you there!—atm

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Publisher Don Zimmerman	Communications Director Whitnee V. Bullerwell
Editor Andrew T. Morgan	Graphic Designer Mark R. Potter
Advertising Assistant Tricia Zello	Email: citytown@arml.org



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Dear Friends and Colleagues,
Spring is a time of newness and growth and that is just what the City of Batesville is planning for. Recently I hosted a retreat for councilmembers to hear updates from department heads and community leaders and to look toward the future growth of our city for the next 10 to 20 years. We have made great progress over the last nine years, and my desire is to keep that momentum going. Crystal Johnson, Batesville Area Chamber of Commerce president/CEO, discussed IMPACT Independence County, a new strategic planning initiative to empower the people to determine their own direction. From this initiative four citizen-led IMPACT committees were formed—Economic Prosperity, Educational Excellence, Healthy Living & Well-Being, and Tourism. Each committee has developed IMPACT project objectives that will ensure a thriving future for Independence County.



This month's engineering column, written by Perry Carr from ETC Engineers and Architects, Inc., features the amenities and construction progress of our new Community Center and Aquatics Park. We are excited about the progress and the opening day can't get here soon enough.

I know there are several cities around the state that are continuing to grow and build important infrastructure for their communities. Two of those cities include Turrell and Pea Ridge. Congratulations to Mayor Cooper and Turrell on their new library. I understand the city has been without a public library for 30 years and I'm sure they are pleased to once again be able to offer books and Internet access to their citizens. Also, congratulations to Mayor Crabtree and Pea Ridge on the groundbreaking of the new city/school district administration offices. This is a one-of-a-kind partnership between the two entities.

Here are a few key things for our city and town leaders to keep in mind:
• 82nd Convention registration and hotel reservations open at 8 a.m. on Tuesday, March 15. I would like to encourage you to register so that we can ensure this Convention is a tremendous success!

• Please pay special attention to the rule changes regarding the State Aid City Street Program. Those changes are included in this issue.
• The 47th International Institute of Municipal Clerks Week is May 1-7. Please think about ways to recognize the hard work of your city clerk/recorder/treasurer.

I look forward to traveling to Washington, D.C., for the NLC Congressional City Conference and visiting with Arkansas's delegation on issues like the Remote Transactions Parity Act and e-fairness. During this visit we hope to convince Congress to support these issues. Things are hopping and great things are taking place all over Arkansas, because "Great Cities Make a Great State."

Sincerely,

Rick Elumbaugh
Mayor, Batesville
President, Arkansas Municipal League

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Pea Ridge breaks ground on unique city hall/school administration building

Pea Ridge municipal leaders and school officials broke ground Feb. 9 on a unique, joint city hall and school administration office building. It is the only such arrangement in Arkansas and, according to the League's research, may be the only one of its kind in the nation.

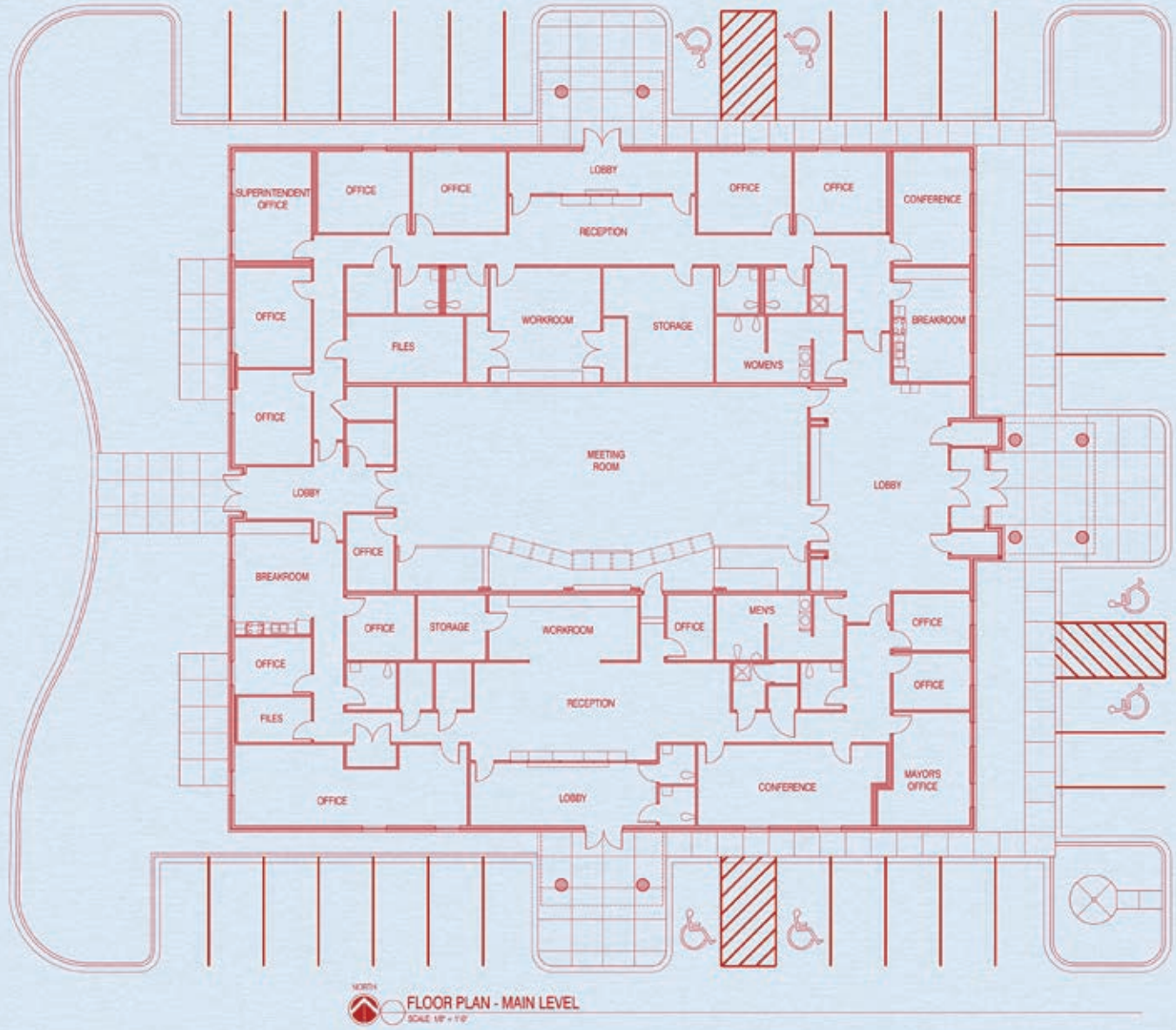
"This is a unique opportunity for our city and school made possible by the dedicated work of the school board, city council, and all those who have worked over the years to bring the city and school to where we are today," Pea Ridge Mayor Jackie Crabtree said. "It is exciting to see history in the making and be a part of it."

"I'm excited to talk about this new project. It's unique," Rick Neal, school superintendent, told the *Times of Northeast Benton County*. "This has been an outstanding team ... we have a great relationship between the architect, construction management and school."

The city and school leadership approved a "guaranteed maximum price" of \$2,555,608 for the project. Mayor Crabtree has said he expects the final price to come in lower than this. The city council unanimously approved the bid price. The school board also approved the bid. Construction is expected to be complete in August.



From left, Superintendent Rick Neal and Pea Ridge Mayor Jackie Crabtree address school and city leaders at the Feb. 9 groundbreaking.





Turrell is a small Delta community just north of Marion in Crittenden County, between I-55 and the Mississippi River. Natives may shorten it to “Turl,” but the full “Turr-ell” is also acceptable.

Turrell celebrates opening of new library

By Andrew Morgan, League staff

It has been 30 years since Turrell, a Delta city of 615 in Crittenden County, has had a public library. And the city’s young people haven’t had access to a library for studying or conducting research since the school was closed in 2010 due to consolidation.

That has now changed, and Turrell has opened a new chapter. In fact that’s just what it says on the sign welcoming the citizens to their new library.

Bringing library access back to the city has been a priority for Mayor Dorothy Cooper, who moved back to her hometown in 2011 after spending several years in Little Rock. The new library is the result of four years of work by her and other dedicated citizens.

Turrell’s library is now the seventh library in the Crittenden County Library System. Between help from the Quorum Court and fundraising efforts, the city has been able to add furniture, bookshelves, ADA-compliant access ramps, and more. The collection of books is small but growing, thanks to donations from individuals, local churches, and other libraries. The library also features two computers with Internet access and two tablet computers. The building itself was acquired from nearby Mid-South Community College, leased for \$10 for 10 years. The school had previously used the trailer as part of its truck driving instructional course.

Hours for the library are limited right now—it’s open in the afternoons just two days a week. But Mayor Cooper hopes to expand access very soon.



Turrell had gone 30 years without a public library.



Clockwise from bottom left, Turrell Mayor Dorothy Cooper; Librarian Cathy Forster, Wolf Oak Branch (Marion); Jennifer Carr, Turrell’s new librarian; and Debbe Davenport, director of the Crittenden County Library System.

“We’re going to work on that,” she says. “We’re going to have us a library full of children.”

With spring break approaching, the library plans to be open longer and to have activities to engage Turrell’s youth while they’re home from school.

The new library may be small and the hours may be limited right now, but it is a big step forward for Turrell, Cooper says.

“People need jobs. How do they get jobs? They need a computer. And you want to encourage your young people to read, because it’s what grows your imagination. And that’s why the library was so important, and I just couldn’t stop until the doors were open.”

The mayor is grateful to the Crittenden County Library System, the Quorum Court, and the many citizens and volunteers who helped bring the library to Turrell. Mayor Cooper extends a special thanks to city workers Jerry Dyson, Jerry Hale, and citizen Jimmy Lee Anthony, who worked hard to get the trailer up to inspection.

In addition to the new library, the city has several other improvement projects on the horizon. Turrell has received a grant to build its first-ever playground. Its aging water tower will soon be replaced with a new, pneumatic water tank. And the city’s streets are set to be improved with State Aid City Street funds this year.

“By August, we’re going to see a totally different Turrell,” Cooper says. 🏛️

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New community/aquatic center boosts Batesville's quality of life

By Perry Carr



When Batesville Mayor Rick Elumbaugh took office in 2007, the city was facing numerous challenges. One of the city's major employers had just laid off half of its workforce, another closed completely, and yet another relocated elsewhere. Batesville's once prosperous downtown was dwindling, and overall economic prospects were less than bright. On top of that the city was facing a more than \$45 million dollar price tag to complete much-needed upgrades to the water and sewer system. Faced with these mounting challenges, the mayor and city council began to take action.

With overwhelming support of the citizens (over 90 percent voted yes) a temporary one-cent sales tax was passed to address the water and wastewater needs. Then the council passed the Downtown Historic District Ordinance in an effort to turn around the misfortunes of the downtown area.

Today the new wastewater treatment plant is up and operating, raising the City's sewer capacity from 4.3 million gallons per day to nine million gallons per day. And water treatment capacity has swelled from struggling to produce six million gallons per day to being able to produce nine million gallons per day. Because of these efforts hundreds of jobs were saved. Peco Foods and Ozark Mountain Poultry moved to town, hiring new employees. None of this would have been possible without the utility system improvements.

Let's not forget about downtown. With the full support and cooperation of Main Street

Batesville and the city council, radical changes were made to the downtown district. Now there are new businesses and a rejuvenation of downtown where there had been none.

With things looking up, the city began to address quality of life issues. People needed things to do and places to congregate and interact, and the city felt that addressing these needs would also have a great impact on the economy, would attract new residents and businesses, and would encourage young people to stay in Batesville as opposed to moving away.

In 2012 residents passed yet another one-cent sales tax, this time dedicated to a two-phase project to increase and improve the parks and recreation system. The first phase of the project was the construction of new soccer and baseball complexes, to be followed by Phase Two, a new community and aquatic center at Fitzhugh Park.





The baseball and soccer facilities were completed simultaneously in 2014 and are now entering their third year.

“The first year the complex was open we hosted our first tournament with over 113 teams participating, and since then we have hosted ten additional tournaments and already have ten more tournaments scheduled for this year,” said Jeff Owens, Batesville’s director of parks and recreation. “Prior to the construction of the ball complex the City was lucky to host one tournament a year.”

On a tournament weekend, all of the city’s hotels are full, and the restaurants and shops see a tremendous increase in business.

The second phase of the project is now about 70 percent complete. The project is being built in a campus type complex in a location near the scenic White River, adjacent to the White River Medical Center, and very close to a vibrant business area in town. Thousands of cars will drive by the complex on a daily basis.

The main Community Center building will house two rooms for meetings of 20 or less, and two rooms for meetings of 100 to 200. The two large meeting rooms can be divided to create additional meeting spaces.

“We have already scheduled numerous events, ranging from weddings, concerts and banquets, even before the building is finished”, Owens said.

The main Community Center building will also house the offices for the Parks and Recreation Department and over 5,000 square feet dedicated to fitness.

Another building in the complex is the gymnasium, which will have three full-size basketball courts that can

double as six volleyball courts, enabling the city to host regional and state tournaments. The gym can accommodate many other types of events, such as the Batesville Area Chamber of Commerce Business Expo, and boat and outdoor shows. The building will also include a 1/8-mile indoor walking track.

The third building on the campus will be the indoor aquatic center, which features a 10-lane swimming pool that can be used in two directions, 25 yards in one direction

and 25 meters in another direction. It also will house a large heated therapy pool, an indoor play pool, and several party rooms. The adjacent outdoor water park features two large slides, a zero-depth entry pool for families and young children, a diving area, a 440-foot lazy river, a four-lane swimming area, a splash pad with a raised whirlpool, a zip line, and a tanning deck with two inches of water.

The indoor facilities at the new Fitzhugh Park encompass more than 125,000 square feet of amenities. There is truly something for everyone.

“In addition to increasing our citizen’s quality of life and stimulating our tourism economy, the Fitzhugh Park Community and Aquatics Center will continue to provide leverage for our local businesses and organizations in recruiting new employees and attracting new citizens to our area,” Mayor Elumbaugh said. “Recently, quality of life was the deciding factor for a candidate with one of our colleges. The candidate requested to see the new facilities at Fitzhugh Park under construction and was so impressed that he committed to the position.”

The mayor and city officials believe they have pulled Batesville back from the brink, and that the citizens of Batesville and Independence County are proud of what has already been accomplished and of what is yet to come.



Perry Carr is Vice President and Director of Business Development for ETC Engineers & Architects in Little Rock. Contact Perry at 501-375-1786, or email perry@etcengineers.com.

Playing the hand that's dealt it: a city's most challenging task

By Jim von Tungeln



PHOTO BY JIM VON TUNGELN.

A small city like Strong can feature a quiet spot of beauty that makes the community more appealing.

If planning and running a city worked like a poker game, and a city received a straight flush with each deal, success would come easily. Experts tell us, however, that isn't the way it works. Great card players don't sit and wait for good hands. They learn, early in their careers, to play the hands that are dealt them, and play them skillfully. Successful cities do this as well. Let's look at how they go about it.

Besides borrowing a concept from the card players, we can also borrow a couple terms from our friends the economists. They speak of the ideas of microeconomics and macroeconomics. The website Investopedia (investopedia.com) simplifies these terms for us. Microeconomics is generally the study of individuals and business decisions, while macroeconomics looks at higher-level decisions at the national and international scale. We might call them little things and big things. Whatever.

For the present purpose, let us define macro issues as those beyond the scope of an individual city to change, and micro decisions as those within the power of a city to control. Of course there are limitations on resources and political implications at the micro level, but let us assume for the sake of discussion that they are manageable at the local level, while the higher order macro issues are not.

Consider a monumental instance of a macro event. This was the ruling in *Swann v. Charlotte-Mecklenburg Board of Education*, 402 U.S. 1 (1971), a landmark U.S. Supreme Court case dealing with the busing of students to promote integration in public schools. Its impact on municipalities, and their individual responses to it, proved to be significant determinants of urban development in America, possibly the most dramatic since the creation of the Interstate Highway System.

Likewise, neither the global nor national economies are subject to local control. They do, however, affect municipalities in the most basic way. In the same board or council chambers in which, not many years ago, elected bodies voted to renew certificates of deposit for annual returns of more than seven percent, those same officials now face returns of seven tenths of a percent or less. This deals a bitter hand, but one that must be played nonetheless. Cities can't change monetary policy.

Rural cities in our state also operate under economic conditions that are not of their making. We cannot change the fact that farming employs perhaps a sixth of the labor that it did 70 years ago. This fact has decimated both the population and the retail base, the base that is now the primary source of discretionary revenue for Arkansas municipalities—the local option sales tax.

We might hate to admit it, but many aspects of economic development fall under the macro-issue umbrella. Odds are that when plans for a plant location become public knowledge, the company has already selected the state and city for the location, perhaps even secured a site. Subsequent negotiations simply determine how much the selected state and city are willing to sacrifice for the privilege of the location. As with card games, plans for success must be made long before the hands are dealt. Those plans should include creating an educated work force and ensuring that the local infrastructure can handle development.

This brings us to the micro actions of urban development, or those that fall within the control of the planning commission (in our case) and the governing body. At the most basic level, this includes the ability to plan for the future of our communities. While many of the laws under which we do the planning are beyond our control, our cities enjoy wide latitude in setting courses for the future. The laws also permit the implementation of a variety of regulations, as long as they meet the test of protecting the health, safety, and welfare of the general population.

With so many forces that are beyond our control acting upon our communities, what actions may we take? It is safe to say that there is not a city in our state in which local leaders cannot find one action that would improve the image of their city as a good place to live. A number of our state's cities have done this by a concentrated effort of removing derelict and unsafe structures. This follows the old urban adage of unknown source: If you can't build something beautiful, at least go out and tear down something ugly.

Other cities have enacted landscape ordinances with which to improve the attraction of commercial areas. Other regulations control the size, height, placement, and proliferation of signs. Still others place requirements

on basic design and material choices. Some concentrate on high-visibility commercial corridors. Some concentrate on key gateways into the community, while others apply regulations to all commercial districts. The intent is the same: to make the community a more pleasant environment and, thus, attract additional investment and new residents.

Although a city may not be able to produce needed housing or additional business, it can monitor its regulations to make sure that they don't discourage private investors from meeting those needs. As with tax policy, there comes a point at which additional development regulations cost more in their enforcement and good will than the city receives in benefits.

Aside from regulatory efforts, there are other low-cost or no-cost efforts that groups within a community may undertake. These range from simple Arbor Day tree planting to protection of historic assets. It serves us well to remember the first two steps in community development as recommended by the Brookings Institution. First, fix the basics. Second, build upon your assets.

It is tempting to assume that history or fate has dealt a particular city a tough hand while dealing all aces to another. From one who travels the cities of our state extensively, please understand that each has its own problems. Some cities must deal with a loss of investment or a need for additional people to move there. Others must find ways and resources to accommodate those who are flocking there of their own accord. It is possible that, in neither instance, does the situation result from any action the city has taken. Both instances simply result from the hand that has been dealt. How city leaders play the hand determines the future.



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.



Productivity hacks: How to get twice as much done in half the time

Feel like there's not enough time in the day to get through your to-do list? Here are three productivity hacks that can help you prioritize.

By Mike Michalowicz

Everyone seems obsessed with productivity. We're all trying to do more in less time, always hoping we'll cross that last thing off our to-do list. Here's the plain truth: That to-do list is endless. Not only that, but if you measure success solely by the number of tasks you do, you're doomed.

We have to start by redefining productivity. It's not the number of tasks we accomplish that matters. It's the quality, the benefits of those tasks that really matters. So we must start with our definition: Productivity is accomplishing the most important tasks more efficiently.

I find one thing that's effective for me is to articulate the benefit I gain from being more productive. Whether my goal is to make more money or carve out more personal time to spend with my family, keeping the end result in mind helps me stay focused on the tasks that really do matter, that really move me toward my goal.

Determine what you want to accomplish—more money, more free time—and structure your day to accomplish those goals. In the end, productivity is prioritization.

Rethinking deadlines

Once you've defined productivity, one of the most useful exercises is to learn a little more about human nature, human behavior. Cyril Northcote Parkinson gave

us Parkinson's Law, which describes the relationship between work and time: "Work expands so as to fill the time available for its completion." What that means is that a task will take as long as we allot to accomplish it. A deadline can either push us to work harder, or it can be the perfect excuse to drag a task out much longer than necessary.

But you can put Parkinson's Law to work for you. Make commitments to deliver work earlier than you ordinarily would. If you promise a report in a week, then according to Parkinson's Law, you'll take the entire week to finish that report. But if you promise it in two days, you'll buckle down and the very same report that could have taken a week is finished in the two allotted days.

If you make yourself accountable, you'll push yourself to deliver on time. Putting your reputation on the line by making an external commitment—having a person waiting for your portion of the deliverable—forces you to work efficiently. It can also be useful to enlist the aid of a colleague in boosting productivity by creating a reciprocal commitment. You deliver work, your colleague reviews, polishes and critiques it—all on a tight deadline—and you do the same for your colleague. You can both end up accomplishing more work of better quality.

Understanding burst work

Another technique that works for me is burst work. Most of us aren't marathon runners. If we commit to long periods of working, our drive wanes. We fatigue. But we can work hard for short periods of time. The key to burst work is taking frequent breaks to refresh your focus and drive. The best breaks involve physically moving around. Change your scenery. Go for a walk. Do some pushups. If you clear your head, you'll be ready to buckle down and do another burst of work.

I've found physically changing the way I work has done wonders for my productivity as well. Rather than sitting at a desk all day, I spend at least some of my workday at a standing desk. Standing up increases blood flow, and the simple act of shifting between sitting and standing desks helps provide a quick break.

Making a list

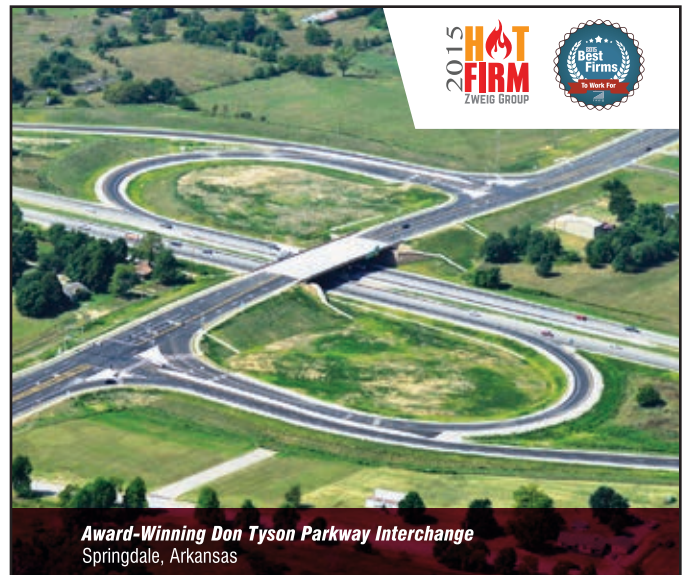
Finally, one of the most important and effective productivity hacks I've found is to list everything I need to accomplish, and prioritize those tasks. I jot down tasks that occur to me throughout the day (so I don't stress about having to remember them). After I've compiled the list, I have three symbols I use as shorthand to help me identify tasks that deserve my attention before all the others.

Tasks that generate money get a \$. Tasks that please an existing customer get a J. Tasks that create a system—something that will work automatically once it's complete—get an ∞. Once I've classified the items on my list, I get down to work. Tasks with multiple symbols have the highest priority—those items are more productive. Tasks with one symbol follow, and only after I've crossed all the jobs with symbols off my list do I tackle the items without symbols. It's all about accomplishing more valuable tasks, taking care of the priorities.

We can work ourselves to death and still accomplish very little if we're working without a meaningful definition of productivity, or if we're working without appropriate priorities. Determine what you want to accomplish—more money, more free time—and structure your day to accomplish those goals. In the end, productivity is prioritization.

Mike Michalowicz is the author of Profit First, The Pumpkin Plan and The Toilet Paper Entrepreneur and is a nationally recognized speaker on entrepreneurial topics. Learn more at mikemichalowicz.com.

This article appeared originally on the Open Forum blog at americanexpress.com and is reprinted with the author's permission.



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State Aid Street Committee sets new criteria for 2017



PHOTOS BY ANDREW MORGAN.

The 2016 State Aid Street Committee: back row, L-R, Little Rock Mayor Mark Stodola (inset); Paragould Mayor Mike Gaskill, chairman; Lamar Mayor Jerry Boen, vice chairman; Maumelle Mayor Mike Watson; and Stephens Mayor Harry Brown; seated, L-R, Clarendon Mayor James Stinson III; Jonesboro Mayor Harold Perrin; Springdale Mayor Doug Sprouse; and Marianna Mayor Jimmy Williams.

The State Aid Street Committee has released its proposed criteria for the 2017 funding cycle. Any comments concerning the proposed criteria should be mailed to P.O. Box 38, North Little Rock, AR 72115-0038 by no later than March 25, 2017. The Committee finalized the criteria at its first meeting of 2016 on Jan. 27. The criteria are as follows:

1. Construction funding for projects will be capped at \$250,000 for overlay projects and \$400,000 for design projects. If a bid exceeds the cap, then the city must agree to pay the overage amount or scale back the project.
2. Projects requiring design work will be granted preliminary approval but will not be considered for construction funding until the engineering has been completed.
3. A project approved for funding for less than the cap amount but receives a low bid that exceeds the approved total estimated project cost by 10% or more must be reconsidered by the Committee for approval.

4. Municipalities may submit one project per year on a calendar year basis.
5. Municipalities that have had an overlay project approved for funding must wait until the following calendar year to submit another overlay project request and if not approved for funding must resubmit the overlay project request the following calendar year. Design projects need not be resubmitted once the project has been granted preliminary approval by the Committee.

To learn more about how to apply for the next funding cycle, visit www.citystreet.ar.gov.





The State Aid City Street Committee has approved 335 requests for city street overlay projects totalling \$75.5 million of State Aid Street funds to date.

www.citystreet.arkansas.gov/project-requests

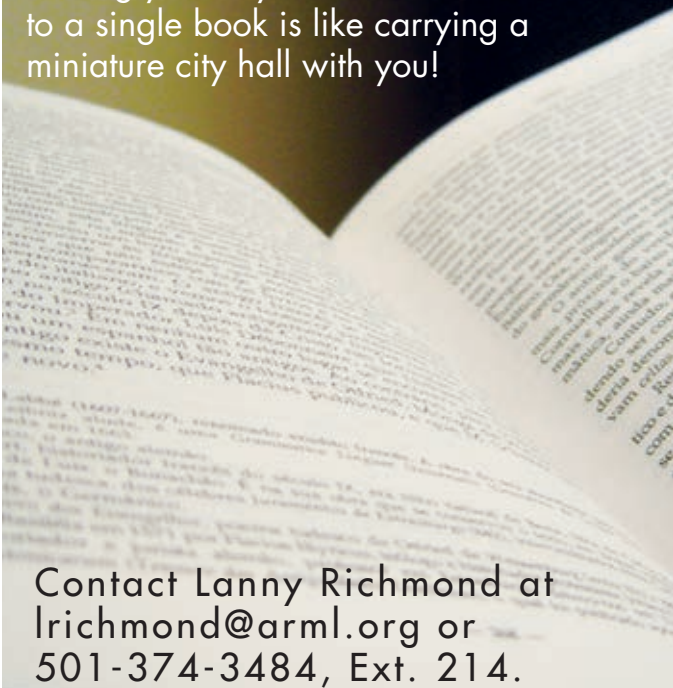


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arkansas municipal league

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Municipal Health Benefit Fund

501-978-6137

fax 501-537-7252

Municipal League Workers' Compensation Trust

501-978-6127

fax 501-537-7253



Brinkley Convention Center hosted the 16th Arkansas Delta Byways Awards.

PHOTO COURTESY CITY OF BRINKLEY.

Delta Byways honors tourism achievements

The Arkansas Delta Byways Tourism Commission held its 16th annual awards ceremony Feb. 26, where it celebrated outstanding tourism achievements in the 15-county Delta region it serves. Brinkley hosted this year's event at the city's convention center. The finalists in each category are listed below with the winner denoted by an asterisk.

Media Support Award

- Richard Benson, *The Morning Show*, KXJK/KBFC Radio, St. Francis County
- Deborah Horn, *SEA Life*, South Arkansas
- * Dr. Blake Wintory, *Images of Chicot County*, Chicot County

Hospitality Award

- * Beth Traylor-Taylor, Cottage Mall, Brinkley
- The Ridges at Village Creek, Cross County
- Tomatoes at the Trotter, Drew County

Entrepreneur Award

- Delta Q, St. Francis County
- * Cathy Campbell, HandWorks, Helena-West Helena
- Sonflour Bakery, Desha County

Tourism/Promotion Support Award

- Arkansas Delta Flatlander, Crittenden County
- Lights of the Delta, Mississippi County
- * Pumpkin Hollow, Clay County

Festival/Event of Year

- ASU Museum Black History Month, Craighead County
- * Bicentennial of the Louisiana Purchase Land Survey, Lee, Monroe, and Phillips Counties
- Tyrnza Stars and Stripes Festival, Poinsett County



PHOTO COURTESY ARKANSAS DELTA BYWAYS.

Dr. Blake Wintory, second from left, received the Media Support Award for his book *Images of Chicot County*. Presenting the award are, from left, Lake Village Mayor JoAnne Bush; Dr. Ruth Hawkins, executive director of Arkansas Delta Byways; and Marcel Hanzlik, president of Arkansas Delta Byways.

Boot Strap Award

- Collins Theater at Paragould, Greene County
- Helena Museum, Phillips County
- * Tour duh Sunken Lands, Poinsett and Mississippi Counties

Cultural Heritage Award

- Blues Heritage Youth Art Competition, Phillips County
- * Grand Prairie Center Performance Series, Arkansas County
- Writing Retreat for Military Veterans, Hemingway-Pfeiffer Museum, Clay County

Outstanding Member Award

- Kristine Puckett, Little Rock

Tourism Person of the Year

- Terry Eastin, Fayetteville

Got City News to Share?

Contact
Whitnee Bullerwell
at WVB@arml.org

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CALENDAR

Arkansas Municipal League *82nd Convention June 15-17, 2016 Wednesday - Friday Little Rock, AR

*Hotel reservations and convention registration open at 8:00 A.M. on Tuesday, March 15, 2016.

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Reminder: ACA reporting deadline extended

Starting in 2016, all municipal employers must file information returns for the ACA with the IRS, and the League has partnered with Five Points to help MHBF members with this process.

Even if an employer (municipal entity) is not an applicable larger employer (ALE) it must submit the appropriate forms to the IRS. The deadlines have been moved but are fast approaching. Employers now have an additional two months beyond the Feb. 1 deadline to distribute Forms 1095-C and 1095-B to individual recipients, with the new deadline standing at March 31, 2016.

Additionally, the deadline for print filings has been extended to May 31, 2016, while the deadline for electronic filing has been extended to June 30, 2016.

For more information, contact Five Points at 800-435-5023, www.fivepointsict.com, or contact your certified public accountant, tax attorney, or American Fidelity Assurance Representative Charles Angel at 501-690-2532 or via email at Charles.Angel@americanfidelity.com. Also, visit the League's website at www.arml.org/services/mhbf and scroll down for links to helpful information on ACA reporting, the forms that are required, and instructions for those forms. 

Visit Us.

www.arml.org



Support a family on \$20 a week?

Firefighters who are injured in their firefighter duties receive only \$20 a week for a compensable injury.

Solution: The Arkansas Municipal League's Firefighters Supplemental Income and Death Benefit Program protects the earnings of volunteer, part-paid and paid firefighters who are injured in their duties.

What they get: Weekly temporary total disability benefits payable up to a MAXIMUM of \$646 for 2016 allowed under Arkansas Workers' Compensation Law; weekly benefits go for 52 weeks; \$10,000 death benefit.

How? Cost is only \$20 a firefighter a year. All volunteer, part-paid, and paid firefighters in the department must be covered. The minimum premium for each city or town is \$240.

Call: 501-978-6127

**Glenda Robinson can be reached at ext. 243
or Carmen Morgan at ext. 212.**

The fax number is 501-537-7253

Online: www.arml.org/mlwct

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CALENDAR

**Arkansas
Municipal League
82nd Convention**
June 15-17, 2016
Wednesday - Friday
Little Rock, AR

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Fairs & Festivals

March 17, **HOT SPRINGS**, First Ever 13th Annual World's Shortest St. Patrick's Day Parade, www.shorteststpats.com

March 25-26, **BRADLEY**, 31st Governor Conway Days Festival, 870-894-3935

April 7-9, **HAMPTON**, 25th Hogskin Holidays, www.hogskin-holidays.com

April 9, **MCNEIL**, 9th Festival on the Rails & 6th Pork Chop Cook-off, 870-695-3641, www.mcneil-ar.com

April 15-16, **MOUNTAIN VIEW**, 52nd Arkansas Folk Festival, www.yourplaceinthemountains.com; **STAR CITY**, 13th StarDaze Festival, stardazefestival.com

April 18-23, **FORDYCE**, 36th Fordyce on the Cotton Belt Festival, www.FordyceOnTheCottonBelt.com. 



82nd Annual Convention

Marriott Hotel/Statehouse Convention Center, June 15-17, 2016

MONTHS

03

DAYS

00

HOURS

07

MINUTES

59

Countdown to Convention.

June 15–17 in Little Rock, AR

See next page for more information.

Register online at www.arml.org.

Contact Whitnee Bullerwell

at 501-978-6105.

Cost for 10' x 10' exhibit space is \$550.

Cost for Large Equipment Space is \$1,100.

TENTATIVE PROGRAM IN BRIEF

WEDNESDAY JUNE 15

1:30-3:00 P.M.
2:00 P.M.-7:00 P.M.
2:30 P.M.-5:30 P.M.
5:30 P.M.
7:00 P.M.

CLERKS MEETING
REGISTRATION AND EXHIBIT HALL OPEN
CONTINUING EDUCATION CERTIFICATION TRAINING
RESOLUTIONS COMMITTEE MEETING
OPENING NIGHT BANQUET

THURSDAY JUNE 16

7:00 A.M.-8:45 A.M.
7:00 A.M.-4:00 P.M.
7:30 A.M.-4:30 P.M.
9:00 A.M.-12:30 P.M.
12:30 P.M.-1:30 P.M.
1:30 P.M.-5:30 P.M.
5:30 P.M.-9:00 P.M.

HOST CITY BREAKFAST
REGISTRATION OPEN
EXHIBITS OPEN
GENERAL SESSIONS
LUNCHEON
CONCURRENT WORKSHOPS
EVENING ACTIVITIES TBA

FRIDAY JUNE 17

7:00 A.M.-8:45 A.M.
7:00 A.M.-1:00 P.M.
9:00 A.M.-10:00 A.M.
10:15 A.M.-11:30 A.M.
NOON -1:30 P.M.

BREAKFAST
REGISTRATION OPEN
GENERAL SESSIONS TBA
ANNUAL BUSINESS MEETINGS
AWARDS AND NEW OFFICERS' LUNCHEON

RESOLUTIONS

Suggested Convention Resolutions for consideration at the 82nd Annual Convention should be mailed to:
82nd Convention Resolutions
Arkansas Municipal League
P.O. Box 38
North Little Rock, AR 72115-0038

The deadline for Resolution submission is Monday, May 16.

Resolutions may be drafted by an official of any member city or town and can relate to any matter of municipal concern. See your **2015-2016 Policies and Goals** for resolutions adopted at the 81st Convention.

WANTED: Elected City officials with 25 years of service

Were you elected and began serving your city or town in 1991? The League would like to know!

The League will give special recognition to **elected city and town officials** who are in their 25th year of municipal service at the 82nd League Convention, June 15-17, in Little Rock.

Names must be submitted to the League by May 16.

Call Ken Wasson at 501-374-3484, ext. 211; Sheila Boyd, ext. 218; or write to P.O. Box 38, North Little Rock, AR 72115-0038.

NOTICE TO EXHIBITORS

At the 82nd Convention, a special Exhibit Hall is available for businesses, companies and manufacturers to display their products and services that are available to Arkansas municipalities.

To guarantee your firm's exhibit area, contact the League immediately to reserve space for your display. Your name will be added to the list of exhibitors, and we will reserve a space for your exhibit when you arrive.

The cost this year is \$550 for a regular exhibit space or \$1,100 for a large exhibit space. We cannot guarantee space for companies that do not register before June 1.

Call Whitnee Bullerwell at 501-978-6105, or write to Arkansas Municipal League, P.O. Box 38, North Little Rock, AR 72115-0038.



82nd Annual Convention

Marriott Hotel / Statehouse Convention Center, June 15-17, 2016

REGISTRATION

Registration and payment must be received in League office by Monday, June 1, 2016, to qualify for Pre-registration rates.

Pre-registration for municipal officials	\$150
Registration fee after June 1, 2016 , and on-site registration for municipal officials	\$175
Pre-registration for guests	\$75
Registration fee after June 1, 2016 , and on-site registration for guests	\$100
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 **2015-2016 Handbook for Arkansas Municipal Officials**.
- No daily registration is available.
- Registration must come through the League office. No telephone registrations will be accepted.
- **No refunds after June 1, 2016.**
- Cancellation letters must be postmarked by **June 1, 2016**.
- **Marriott 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 RESERVATION

Hotel Room Rates

Marriott Hotel (headquarters hotel)		
Single/Double.	\$132	Check-in 3 p.m.
Capital Hotel		
Single/Double.	\$189	Check-in 3 p.m.
Doubletree Hotel		
Single/Double.	\$139	Check-in 3 p.m.
Wyndham Hotel		
Single/Double.	\$109	Check-in 3 p.m.

- Cut-off date for hotel reservations is **June 1, 2016**.
- Rooms in Central Arkansas are subject to a 13.5 or 15 percent tax.
- 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.

TWO WAYS TO REGISTER

1

Register online at www.arml.org
and pay by credit card.

OR

2

Complete the steps and **mail with payment** to:
ARKANSAS MUNICIPAL LEAGUE
Attn: 82nd Annual Convention
P.O. Box 38
North Little Rock, AR 72115-0038

Step 1: Delegate Information

Name:

Title: City of:

Address: Email (required):

City: State: Zip: Phone Number:

Guests will attend: Yes No Name:

Name:

In Case of Emergency (ICE) Contact Name: ICE Phone Number:

Step 2: Payment Information

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

<input type="checkbox"/> Pre-registration for Delegate \$ 150	<input type="checkbox"/> Pre-registration for Guest \$ 75	<input type="checkbox"/> Other Registrants \$ 200	Pre-registration Total \$ _____
<input type="checkbox"/> Regular Registration for Delegate \$ 175	<input type="checkbox"/> Regular Registration for Guest \$ 100	<input type="checkbox"/> Other Registrants \$ 200	Reg. Registration Total \$ _____

• **HOW ARE YOU PAYING?**

Check

Mail payment and form to:
Arkansas Municipal League
82nd Annual Convention
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

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.

Marriott Hotel Reservations 877-759-6290

Capital Hotel Reservations 877-637-0037 or 501-374-7474

Doubletree Hotel ... Reservations 800-222-8733 or 501-372-4371

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

State's sister cities coordinator dedicated to encouraging participation

By Sherman Banks

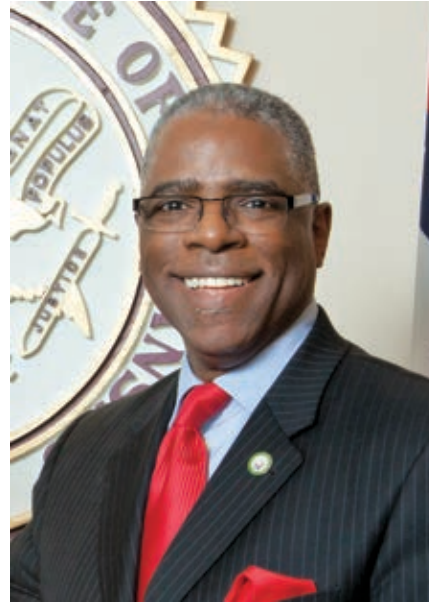
State coordinators are especially dedicated sister city volunteers. They are a resource at the local level. They provide support to their member cities and they assist cities to maintain or establish a sister city.

Arkansas's state coordinator position is set up differently than other states. When I served as president of Sister Cities International, I approached former Secretary of State Sharon Priest to act as state coordinator for Arkansas. She agreed, but since the duties of Secretary of State are many, she appointed a designee. This set a precedent and the tradition has carried itself to Priest's successors down to the Honorable Mark Martin, our current Secretary of State. Martin has designated Deputy Secretary of State Joseph Wood to act in his stead as state coordinator. Arkansas is the only state that has its state coordinator in the office of the Secretary of State.

During my meeting with Wood he indicated that it was his goal to contact each city's mayor to encourage them to consider developing a sister city relationship with a city in another country. It is his commitment to reach out to further President Eisenhower's dream of people-to-people citizen diplomacy that was proposed in 1956. He wants to coordinate community and regional meetings to promote the importance of developing international sister city relationships based on culture, education, information, and trade exchanges that create lifelong friendships and open the door to future prosperity.

Wood will work directly with me to reach out to our state to promote sister cities and he will participate in our sister cities workshop held each year at the Annual Convention of the Arkansas Municipal League.

During my discussion with Wood, we talked about the cities with longstanding relationships in our state and what has made those relationships successful. For example the city of Hot Springs focuses on education and culture with Hanamaki, Japan. The city of Little Rock has a longstanding relationship with UAMS and the medical campus of Kaohsiung, Taiwan. The city of Fort Smith has a relationship that extends to remembrance of WWII through its relationship with Cisterna, Italy. These are just three of the many such relationships in Arkansas. These relationships have enhanced these communities through education and culture.



Arkansas Deputy Secretary of State John Wood serves as the state coordinator for sister cities, and he is dedicated to helping cities maintain and grow existing relationships and encourage new ones.

This year marks Sister Cities International's 60th anniversary. We are well into the new millennium and Arkansas's sister city relationships continue to offer the flexibility to form connections that are mutually beneficial for the partners. Wood, as state coordinator, recognizes that programs like youth and education; arts and culture; business and trade; and municipal exchange and community development are the key components that enhance and enrich our communities through international exposure. He is committed to bring this message to every city in the state of Arkansas.

The office of the Secretary of State is in the process of developing a website that can be accessed through www.sos.arkansas.gov and will tag sister cities for general information.

If you want to expose your community to 21st solutions to peace and citizen diplomacy please contact Sherman Banks at (501) 374-8493; email sbanks@aristotle.net; or write to P.O. Box 165920 Little Rock, AR 72216.



For more information contact Sherman Banks at (501) 786-2639; email sbanks@aristotle.net; or write to P.O. Box 165920, Little Rock, AR 72216.



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NEWSLETTER

MARCH 2016

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

Gov. Hutchinson discusses drugs

Arkansas Gov. Asa Hutchinson spoke recently at the University of Arkansas for Medical Sciences on numerous very important topics, including medical care, health awareness, and drugs. These were especially of interest to me. He stressed that there is a critical need for the Arkansas Works program to be funded to alleviate serious financial issues for medical providers.

Gov. Hutchinson's previous service at the Drug Enforcement Agency and in Homeland Security offers expertise to our state agencies in addressing drug issues. It was good to hear him talk about his intentions to move forward with more programs addressing drug abuse issues. To start this process, the governor has organized a small group to discuss various issues related to drugs, violence, and crime. The group will meet in late March. Judy Sims, CEO of a'TEST Consultants, Inc., has been asked to participate in this discussion group. This is very important to employers in our state to be represented in this meeting, as their workforce drug issues are different from law enforcement. We will keep you updated on the meeting and suggested plan for Arkansas.

Quest Diagnostics releases new report on drug positivity rate

A newly released report from Quest Diagnostics contains news that employers will not want to hear. The illicit drug positivity rate has increased sharply in workplace testing. The upsurge in marijuana, cocaine, and methamphetamine positive drug test results is noted for a second consecutive year. This is not good news, considering this is a reversal in a decade long decline in workforce drug use.

Employers should take note of this news since many of the drugs used impact physical and cognitive functions. The study involved most workforce categories and different types of specimens. Quest Diagnostics analyzed urine, oral fluid, and hair. The workers selected for the study were in three categories; employers in the general private workforce, employers subject to federal drug testing rules (including safety-sensitive employees), and a combination of both workforces. In the past, it was prescription drugs that had an increase in positive results; however, it now seems illicit drug use appears to be on the

increase. Interestingly, for those whose testing program follows mandates from the Federal Motor Carriers Safety Administration (FMCSA), it was only at the end of 2015 that FMCSA announced a decrease in the random testing rate from 50 percent to 25 percent, this due to the decreasing positivity rate. With the positivity rate now increasing, the reduction in the random rate can be anticipated to be short lived.

Quest has analyzed annual workplace drug testing data since 1988. It is important for employers to review their testing policy and update it, if needed. With the legalization of marijuana in many states, it appears this could be contributing to the new study issued by Quest.

Colorado emergency room visits double for marijuana users

Tourists who come to Colorado and take advantage of the state's liberal marijuana laws often find themselves in emergency rooms, it appears, according to doctors. The number of emergency room visits doubled from 2013-2014, the first year cannabis use was legalized in Colorado. Interestingly, it was noted that the rate of emergency room visits from out-of-state residents doubled from 85 per 10,000 visits in 2013 to 168 per 10,000 visits in 2014. Dr. Andrew Monte, an emergency room toxicologist at the University of Colorado Denver conducted the study. He also noted that the rates of visits involving marijuana did not change for in-state Colorado residents.

The study noted there were three groups of people that came to the emergency room: 1) those for whom pot exacerbated existing underlying medical conditions (anxiety disorders, schizophrenia, or heart disease); 2) those directly affected by the drug (motor-vehicle collisions, cyclic vomiting); and 3) those who smoke or eat a little too much pot and get intoxicated (generally due to "edibles").

States planning to legalize marijuana should take heed of Denver's experiences and start education campaigns before the laws are implemented. Fortunately, Arkansas has not implemented the legalization of marijuana.





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The necessity of city websites

By Shelby Fiegel

The Internet has changed the world we live in today. Over 90 percent of Americans have instant access to the Internet through an ever-increasing variety of venues. Out of that group, 94 percent use the Internet to make important decisions about their lives, whether it's where they travel, live, work, or establish a business. That's 19 out of 20 people who use the Internet to make decisions that affect their lives, and possibly your community.

The reality is that if you want new business, residents, or visitors to come to your city, it starts in front of a computer screen.

So, where do you begin? For many Arkansas cities the possibility of creating and maintaining a website is daunting. Who will manage and update it? How will you build it? What needs to go on it? To answer these questions, let's take one step at a time.

Who will manage and update your website?

This question is crucial in the beginning stages of website development. You need to identify someone in your community, preferably a city employee but possibly a volunteer, who either has knowledge of website editing or can be trained to manage a website. Your website should be updated periodically because Google ignores your website if it is not updated and viewers get a bad impression if there is old data on your website.

How will you build it?

Not everyone has to have a high dollar website. For rural Arkansas cities the most important thing is to have updated information in a readable format that is available online. One option to create a website is to take a regional approach. Contact officials from neighboring cities or your county and discuss the possibility of creating a regional website that houses your shared information. Combine your resources to make your region competitive. If new businesses, residents or visitors come to your region it will benefit everyone involved.

Some design firms across the state offer low cost design services as a part of their mission. One such

organization is Thrive, based in Helena-West Helena. Thrive (thrivecenter.org) is a design studio focused on generating economic and community development in the Delta. Do an online search to identify these organizations and reach out to them to see what they can offer your community.

Utilize youth in your community! Contact your local school district and explore an opportunity for students to design your city's website. EAST programs are a great venue to find talented students to aide in website creation. If you are lucky enough to have a university or community college nearby, especially one with a graphic design program, reach out to professors—maybe there is a class that can take on your community's website as a service-learning project or there could be an opportunity to create a design focused internship.

Set aside time for a member of your staff to get training on website creation. Many user friendly website creation tools offer free tutorials for an on-your-own training approach, such as: WordPress, Weebly, Wix or Squarespace.

Another option is to send out a call for community volunteers that have experience in website design. You never know what hidden talents your citizens possess.

Finally, contact your Planning Development District or local economic or community development organizations for suggestions on training programs and resources.

What needs to go on it?

Once you have designated someone to manage your website and found someone to design it, the question becomes what needs to go on it?

Here is a short list of the top things that need to go on your city's website:

- Contact Information: Make sure your contact information is extremely visible!
- About Section: In this area focus on the history of your community, marketing it, and its assets.
- Elected Officials: Include information concerning your mayor, city council, and boards and commissions.

- City Departments: Such as police, fire, public works, parks and recreation, and other departments.
- Economic Development Information: Include quick facts, demographics, permits and inspections, education and training, transportation, communications, public utilities, available sites and buildings, industrial park, and incentives.
- Residential Information: Focus on places to live, work, and play.
- Visitor Information: Showcase entertainment, arts, events, and parks and recreation activities.

Even small cities such as the city of Mulberry (pop. 1,685) and Vilonia (pop. 2,978) understood that a website was a necessity if they wanted to move their communities forward. Each city followed the steps outlined and now have well organized, fully functioning community websites.

In regards to the importance of having a community website, Mayor James Firestone of Vilonia stated, “Whether it’s a business or an individual, if you are considering making a move to a new area, you want to know what that area has to offer. If you are a current resident, you will have questions about city operations, ordinances and regulations, or just what’s going on around town. We live in an age where people want and need information. With the creation of our new website, that information is just a click away twenty four hours a day.”

You can view Vilonia’s website at www.cityofvilonia.net or Mulberry’s at www.cityofmulberry.org.



Shelby Fiegel is project coordinator of UCA’s Center for Community and Economic Development. Contact her by phone at 501-450-5269, by email at sfiegel@uca.edu, or visit the Center’s website at www.uca.edu/cced.



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2015-2020 Dietary Guidelines for Americans: Better late than never!

By Steve Farrell, PhD, FACSM

The U.S. Department of Agriculture and the Department of Health and Human Services first published the Dietary Guidelines for Americans (DGA) in 1985. Since that time, the DGAs have been updated every five years. The purpose of the DGA is to help all people ages two years and older and their families to make healthful choices with regard to dietary intake and regular physical activity. The overarching goal of DGA is maintaining good health and reducing the risk of chronic disease throughout all stages of the lifespan.

Before we continue any further, it is important to emphasize that the DGAs are primarily evidence-based (i.e., published research studies) and not opinion-based (i.e., most diet books).

The 2015-2020 guidelines were released in January of this year, hence the title of this article! The key recommendations are shown below.

Consume a healthy eating pattern that accounts for all foods and beverages within an appropriate calorie level.

A healthy eating pattern includes:

- A variety of vegetables from all of the subgroups—dark green, red and orange, legumes (beans and peas), starchy, and other.
- Fruits, especially whole fruits.
- Grains, at least half of which are whole grains.
- Fat-free or low-fat dairy, including milk, yogurt cheese, and/or fortified soy beverages.
- A variety of protein foods, including seafood, lean meats and poultry, eggs, legumes (beans and peas), and nuts, seeds, and soy products.
- Consume less than 10 percent of calories per day from added sugars.
- Consume less than 10 percent of calories per day from saturated fats.
- Consume less than 2,300 milligrams per day of sodium.
- If alcohol is consumed, it should be consumed in moderation—up to one drink per day for women

and up to two drinks per day for men—and only by adults of legal drinking age.

Additional key recommendations are as follows:

- Americans of all ages should meet the Physical Activity Guidelines for Americans to help promote health and reduce the risk of chronic disease.
- Individuals should aim to achieve and maintain a healthy body weight.
- Individuals should strive to consume more nutrient-dense foods and beverages. A nutrient-dense food or beverage is one that provides vitamins, minerals and other substances that contribute to adequate nutrient intakes, with little or no solid fats and added sugars, refined starches, and sodium. All vegetables, fruits, whole grains, seafood, eggs, beans and peas, unsalted nuts and seeds, fat-free and low-fat dairy, and lean meats and poultry are nutrient-dense foods provided that they are prepared with little or no added solid fats, sugars, and sodium.
- At the same time, individuals should shift away from food and beverage choices that are less nutrient-dense.

So, there is overwhelming agreement at this point that Americans consume too much saturated and trans fat, added sugars, and sodium and that most individuals would do well to reduce their intake of these substances. On the other hand, we are not consuming enough unrefined plant-based foods or animal-based foods that are low in saturated fat. To magnify this problem, only about 20 percent of American adults meet the current Guidelines for Physical Activity.

Finally, a noticeable difference between the 2015-2020 DGA and the 2010 DGA is that dietary cholesterol is no longer mentioned in the former. Scientists now agree that dietary cholesterol has very little to no impact on blood cholesterol levels. While that may sound counterintuitive, we've actually known this for about two decades. Dietary saturated fat and trans fat consumption have a much greater impact on blood cholesterol levels

than the amount of cholesterol that we consume. So yes, eggs are OK as long as you don't fry them in butter or bacon grease.

For more information online about the DGA and the Guidelines for Physical Activity, visit health.gov/dietaryguidelines/2015/guidelines/executive-summary.

This article was published originally by the Cooper Aerobics Institute, www.cooperaerobics.com, and is reprinted with permission.



David Baxter is the League's Health and Safety Coordinator. Email David at dbaxter@arml.org, or call 501-374-3484 Ext. 110.

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Email etiquette never goes out of style

Tips from a workplace etiquette expert

By Peter Post

Email etiquette continues to be one of the most requested topics at our seminars. I don't think people intentionally write emails that seem rude to recipients or cause difficulty because of how the tone is interpreted. Yet, it happens frequently, as evidenced by the number of requests we receive to address it.

Email is one of the, if not the, major communication tools in business today. But, like all tools, when used inappropriately it can cause damage. Its biggest benefit, speed of communication, is also its biggest problem. In the moment, dashing off an email or a reply can seem like you are being efficient, direct, and succinct, but in the eyes of the recipient your message may be perceived as disrespectful and/or rude. Its biggest deficit is that it depends on words only—no tone or voice, no facial expressions to emphasize the intention of your words.

One of the best ways to “hear” your tone of voice is to read it out loud. It's important to actually hear your words. Reading it silently doesn't do the trick, but read it out loud and you'll hear if your tone is what you want. If reading aloud will disturb your officemates, take a copy of the email into an empty room and give it a go.

However, before you even write your email, consider applying the Who, What, When, Where rule to determine if using email will be your most effective way to communicate. Emails and texting are great for facts: the who, what, when and/or where, of a message: “The

January 24th meeting with ABC Corp has been moved to The Oak Room at the Hyatt on January 28th.”

When your message focuses on the why, opinion, or a lengthy, complicated explanation, the chance that the tone of your message will be misinterpreted increases significantly. Couple that with an innate tendency to fire off emails quickly, and you have a formula for an email being perceived as rude even if that was far from your intention. If you do notice that your email is veering into a negative tone or is attempting to deal with a difficult or sticky situation, that's the signal to consider putting the email into the draft bucket. Step away for a few minutes and then reread it. If it is still questionable, then email may not be the best way of communicating your message. Either a phone call or, even better, an in-person visit may help resolve the issue without misinterpretation of the message you are conveying.

Be especially careful when you find yourself in an email stream that devolves into frustration or anger. Any time you begin to sense that the thread is becoming unpleasant, that is the moment to pick up the phone or visit the person to resolve the issue.

If you have a business etiquette question, please email it to etiquetteatwork@emilypost.com. You can hear more Emily Post etiquette advice on the Awesome Etiquette podcast featuring Lizzie Post and Dan Post Senning. Reprinted with permission from Peter Post.

Thursday 6:47 pm



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From the Arkansas Department of Health: Protect yourself from Zika when traveling this spring and summer

As Arkansans get ready to travel during spring break and summer vacation, the Arkansas Department of Health (ADH) urges travelers to Central and South America and the Caribbean to take precautions against Zika. The virus is primarily spread through mosquito bites, so the best way to protect yourself and others from Zika is to protect yourself against mosquito bites.

Only one out of five people who get Zika will have symptoms. The most common symptoms are fever, rash, joint pain, and red, itchy eyes. Other symptoms may include muscle pain or headache. Symptoms are often mild and last for a few days to a week. Zika may pose the most risk to babies born to mothers who have the virus. There could be a link between pregnant women who have Zika and babies born with microcephaly, a birth defect connected to incomplete brain growth. This link is being studied by the Centers for Disease Control and Prevention (CDC).

Although the Zika virus is spread mostly through mosquitoes, it can also be spread through sexual contact with a man who has had Zika. Experts at the CDC do not currently know how long Zika is present in semen after a man gets the virus, or if a woman can give Zika to her sex partners. If a pregnant woman has a male partner who has traveled to an area where Zika transmission is ongoing, she should either abstain from sex or use condoms consistently and correctly during the pregnancy.

The CDC and the ADH suggest that pregnant women and women who may become pregnant should consider not traveling to areas where Zika is present. You can stay up-to-date on the CDC's travel notices at www.cdc.gov/travel.

If someone were to be infected with Zika abroad and return to Arkansas, that person could potentially pass the infection to mosquitoes in Arkansas. Because most people with Zika will not have symptoms, it is important for travelers to areas where Zika is present to avoid mosquitoes while abroad and for the first 10 days after they return home whether they have symptoms of illness or not.

"There are many reasons to believe that we will not see widespread Zika transmission in the United States the way that other parts of the world have experienced it," said Dr. Nate Smith, ADH Director and State Health Officer. "We have more common usage of air conditioning, screens on windows and doors, and mosquito control. Even so, it is important to exercise caution and know how to protect yourself and others when traveling."

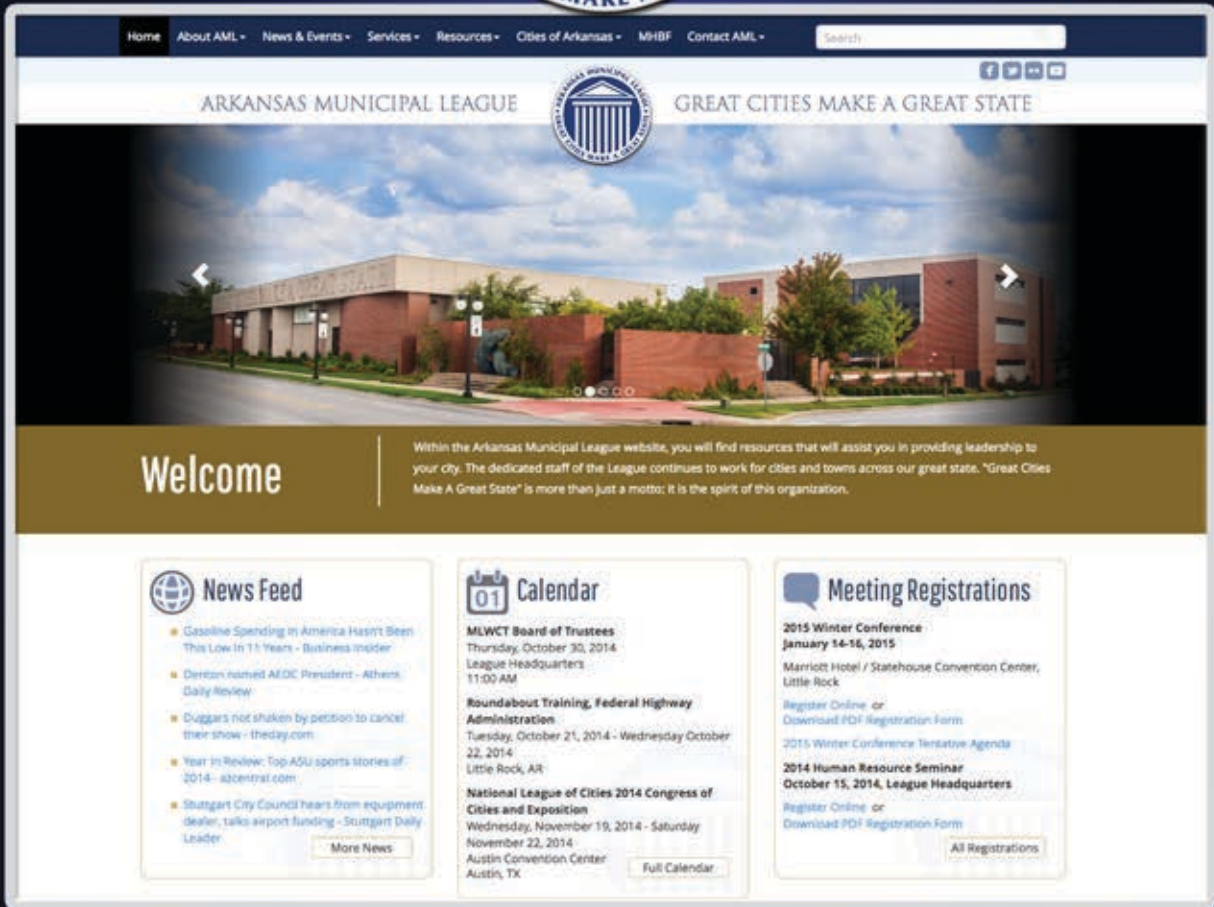
The mosquitoes that carry Zika bite mostly during the day, but they can also bite at night. You can avoid mosquitoes abroad and at home by:

- Getting rid of standing water in and around your home regularly.
- Using an insect repellent with DEET, picaridin, IR3535 or oil of lemon eucalyptus. Follow all product instructions carefully, and reapply if you are in and out of the water.
- Wearing long-sleeved shirts and trousers.
- Treating clothing and gear with permethrin or using permethrin-treated clothing and gear. Follow all product instructions carefully.
- Using air conditioning or window and door screens to keep mosquitoes outside.
- If spraying for mosquitoes, spray within two hundred feet of the outside of your home.

The ADH continues to monitor new information and suspected Zika cases as they develop. If you travel to an area affected with Zika and suspect that you have contracted the virus, consult with your doctor for Zika evaluation. The ADH's Zika webpage is continually updated with information from the CDC at www.healthy.arkansas.gov/programsServices/infectiousDisease/zoonoticDisease/zika. You can also visit the CDC's Zika page at www.cdc.gov/zika.



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Great Cities Make a Great State!

Keeping calm in a time of Zika

Curtis Lowery Jr., M.D.

It is hard to pick up a newspaper or turn on the evening news without hearing about the Zika virus. After all, it isn't every day that the World Health Organization (WHO) declares a virus to be a public health emergency of international concern. It is no wonder then that many Arkansans, particularly pregnant women, are frightened.

The Zika virus is mostly spread by the *Aedes aegypti* mosquito, which can also carry dengue and yellow fever. A recent case in Texas also indicates that the virus can be spread through sexual contact with an infected person.

The Zika virus can cause a mild fever, skin rash, joint aches and conjunctivitis (pink eye); however, most people with the virus never experience any symptoms. There currently is no vaccine against the virus.

First noted in 1947 in Uganda in monkeys, the Zika virus remained in Africa in both the primate and human populations for years with small, occasional outbreaks in Asia, most recently in French Polynesia.

Then last year, the disease appeared in Brazil and quickly spread to other countries in South and Central America and the Caribbean. The WHO has predicted that within 12 months between 3 million and 4 million people could be infected.

Why the concern about the Zika virus?

If the symptoms are so mild, then why are people so worried about the Zika virus?

Following the virus' discovery in Brazil, there was an increase in the number of infants born with microcephaly, a condition that results in an abnormally small head and incomplete brain development. An increase in cases of Guillain-Barré syndrome, a disorder in which the body's immune system attacks part of the peripheral nervous system, has also been seen in Brazil. A cluster of these conditions were also observed during an outbreak in French Polynesia.

While scientists don't know if the virus is causing microcephaly or Guillain-Barré, the potential link is largely what has spurred the WHO's public health emergency declaration. The WHO's action allows them to coordinate a worldwide response against the virus.

Even before the announcement, the U.S. Centers for Disease Control and Prevention had already recommended that pregnant women and women who want to become pregnant should avoid traveling to countries where the virus is active. If travel can't be avoided, the CDC urged travelers to protect against mosquito bites, such as by wearing insect repellent and long-sleeved clothing.

Anyone who has traveled to affected areas and has shown symptoms of infection should see a physician to determine if they need to be tested.

Take precautions against mosquitoes

While all of this sounds pretty scary, there is no need for Arkansans to panic. However, we do need to be aware of the potential threat.

The *Aedes aegypti* mosquito is prevalent in the southern United States, including Arkansas, so it is possible the virus will spread to the mosquito population here. However, federal health officials don't believe it will reach epidemic proportions in the U.S. for several reasons.

First, American cities are not as densely populated as those in South and Central America, which gives an infected mosquito fewer people to bite. Second, the U.S. has better living conditions, particularly window screens and air conditioning, than in the heavily affected areas. Third, experts say that mosquito control efforts in the U.S. are greater than those in the affected countries.

Even with those reassurances, all Arkansans—and particularly pregnant women—should still take precautions against mosquito bites, especially as temperatures start to warm up.

Use bug spray when spending time outside. If you're working or playing in a mosquito-heavy area, wear long sleeves and pants to cover up as much skin as possible. You can also take steps to make your yard inhospitable to mosquitoes by getting rid of things that hold water, which is where the pests lay their eggs.

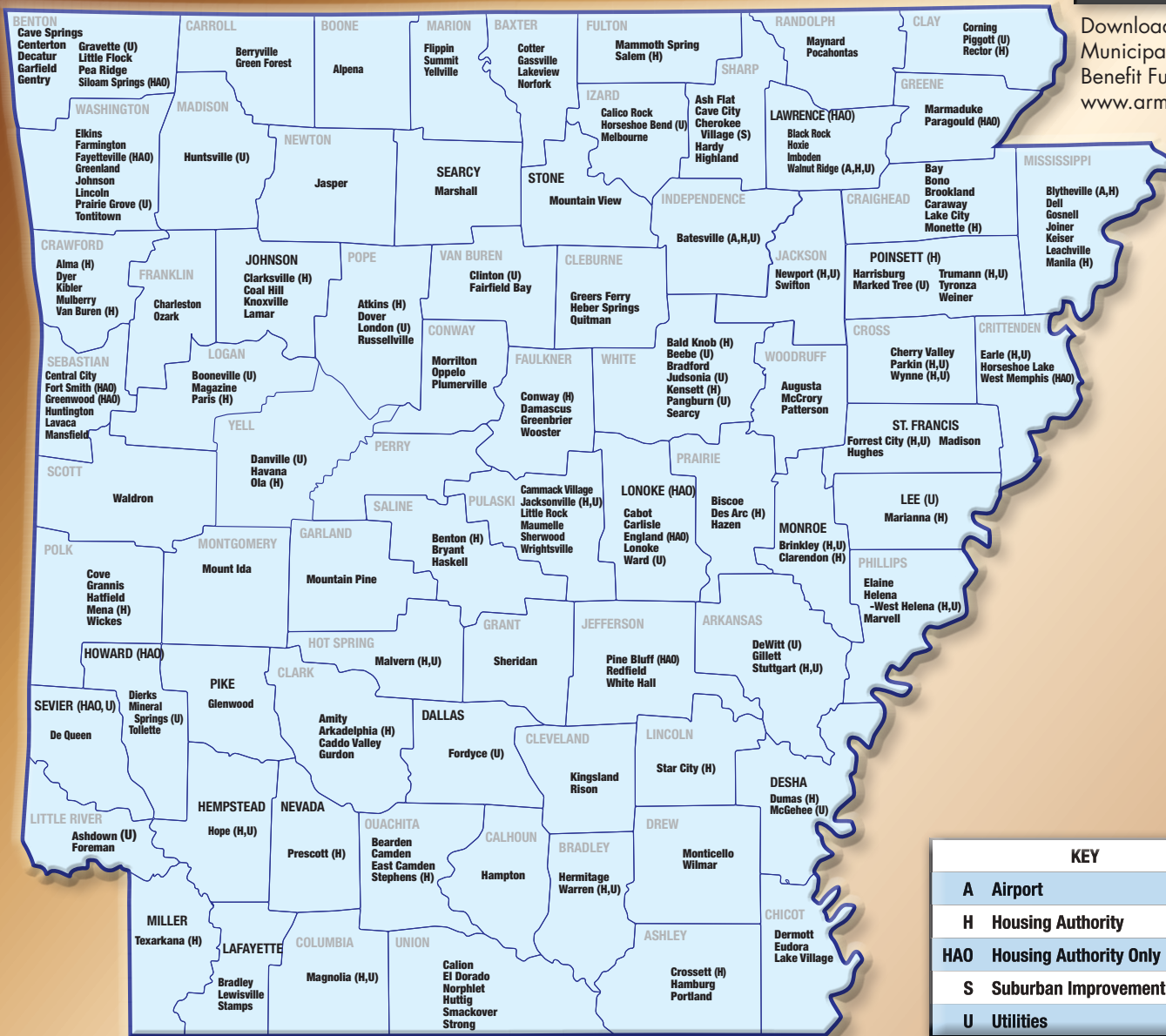


Curtis Lowery Jr., M.D. is Chairman, Department of Obstetrics and Gynecology, College of Medicine, and Medical Director, Center for Distance Health, University of Arkansas for Medical Sciences.

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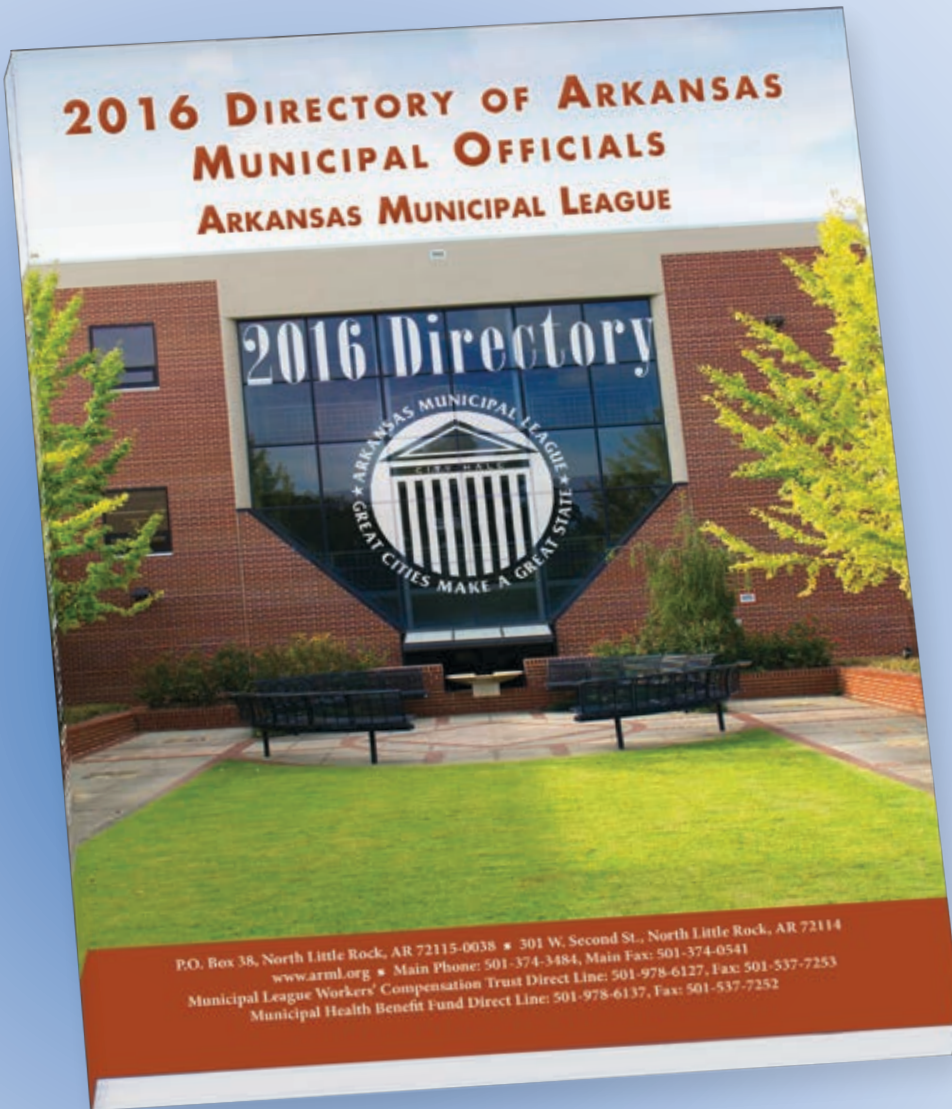
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Great Cities Make a Great State



Private organizations can help leverage community development

By Chad Gallagher

I've received more feedback on last month's column than any other in the last couple of years. My inbox has been full of emails from municipal officials recognizing that we must embrace and master the new economy in order to thrive. Additionally, municipal governments must work closely with the private sector. We just saw recently where Jonesboro is collaborating with the private sector for a major hospitality development. This move will likely yield tremendous dividends for the city, and they aren't alone. The best community development is a result of strong collaboration between the private sector and local government.

Much can be debated as to what role government should play in the local economy. In my view, local government leaders should offer strong leadership on projects and efforts that may not be directly related to municipal services but significantly impact the vitality and future of the city. Cities need leadership that is proactive in community development and working closely with the private sector is key to this. It is this kind of effort that leads to landmark projects, new jobs, community renewal, and viability.

In this space we've often talked about amazing grant opportunities in the private sector for a variety of projects, but there are times when it is both appropriate and important for the public to make investments in long-term community development. While taxpayers shouldn't be responsible for subsidizing members of the private sector, the reality is that certain levels of infrastructure make a difference in recruiting new businesses and expanding the local economy. Certainly cities must make the appropriate investments in municipal infrastructure such as streets, water, sidewalks and other basic amenities. It is also worthy of consideration for cities to make public investments into historic preservation, economic incentives for attracting new companies, as well the expenditure of funds on one-time projects that help a company get set up in the community.

Municipal leaders must understand the environment in which they labor. When pursuing a new business, grant funds, and even new citizens, you must remember that you are competing. People and businesses have choices. How attractive of a choice is your city? Is the town proactive and progressive? Is it forward thinking? Are your municipal services up to snuff and your rates reasonable? Are your parks pristine and your downtown thriving? Does your city provide relocation incentives, special breaks on services, or help with acquiring a facility for new businesses? You must consider all of these things, because your competitors do.

One way a city might address some of these needs is through the creation of a private organization committed to public causes. Many cities across the state have done this successfully. This organization should be a nonprofit organization that at times may be a better vehicle for certain grants and funds to help with some aspects of overall community development. These vehicles aren't subject to the same frustrations or government requirements that can on occasion stymie a beneficial project.

In some cities these entities make significant investments in the recruitment of new businesses or in matching funds for major grant programs. These organizations can be the perfect place for marrying private efforts and public good. Ultimately, whether you are in the private or public sector, we all desire to see our cities do well. We want to see good jobs, great services, beautiful infrastructure, and a promising future for the next generation. Creative partnerships can help ensure the idea of a bright community future becomes a reality.



Chad Gallagher is principal of Legacy Consulting and a former mayor of De Queen. Contact him at 501-246-8842 or email chad.gallagher@legacymail.org.



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Municipal Notes

IIMC announces 47th Municipal Clerks Week

The International Institute of Municipal Clerks (IIMC), a professional nonprofit association with 10,000 members comprised of city, town, township, village, borough, deputy and county clerks throughout the United States, Canada, and 15 other countries, announces its 47th annual Municipal Clerks Week, May 1 through May 7. This event features a weeklong series of activities aimed at increasing the public's awareness of municipal clerks and the vital services they provide for local government and the community.

IIMC has sponsored Municipal Clerks Week since 1969. In 1984 and 1994, Presidents Ronald Reagan and Bill Clinton, respectively, signed a proclamation officially declaring Municipal Clerks Week the first full week of May and recognizing the essential role municipal clerks play in local government. During this week, municipal clerks throughout the world will host open houses and tours of municipal clerk's offices, visit local schools, and participate in various other events.

To learn about ways to participate, visit the IIMC online at www.iimc.com.

Great American Cleanup in Arkansas is underway

Arkansans statewide are encouraged to spruce up their communities by volunteering in the Keep America Beautiful Great American Cleanup in Arkansas. This year's spring cleanup campaign, coordinated and promoted by the Keep Arkansas Beautiful Commission

(KAB), began March 1 and continues through May 31. All Arkansans are encouraged to take part in the annual community cleanup initiative. Those interested in organizing a cleanup event or volunteering with a local event can visit KeepArkansasBeautiful.com, email info@KeepArkansasBeautiful.com or call 888-742-8701 toll-free.

"The Great American Cleanup is an excellent opportunity for Arkansans to make a positive impact on the environment, the state and their local communities," said Elizabeth Philpott, KAB volunteer program manager. "We encourage everyone to participate in a local event or sign up to coordinate an event."

KAB will work with cleanup coordinators to plan and publicize their local events, and provide volunteers with Glad® trash bags, gloves, safety vests and other cleanup supplies.

Fayetteville ranks #3 on list of nation's best places to live

U.S. News & World Report ranks Fayetteville third on its list of "Best Places to Live in the USA," the magazine has announced. The magazine analyzed the 100 most populous metro areas in the country and considered such criteria as affordability, job market, and quality of life. Denver and Austin landed the top two spots on the list.

U.S. News cited Fayetteville's beauty, abundance of outdoor activities, its being home to the University of Arkansas, and its proximity to the bustling economy of the Northwest Arkansas corridor in its ranking.

To see the full list of top-ranking cities, visit realestate.usnews.com/places/rankings-best-places-to-live.



Obituaries

HERMAN MCCALLISTER FOSTER JR., 84, a 16-year Yellville alderman, died Feb. 7.

WALTER "WALT" JAMES GRAY, 79, a member of the Mena City Council for 12 years and former superintendent for the Mena Parks Department, died Feb. 13.

CHARLES LAYTON MATTMILLER, 80, a Gillett alderman from 1996-2003 and mayor from 2003-2008, died Feb. 14.

LARRY OWENS, 74, mayor of Hughes from 2011-2014 and an alderman from 2008-2009, died Feb. 16.

DON SIKES, 74, mayor of Maynard from 2007-2013, died Jan. 18. Sikes served on the League's Incorporated Towns Advisory Board from 2008-2012 and served as its chair from 2010-2012.

VONNIE G. TAYLOR, 76, who joined the Conway police force in 1961 and served as chief of police from 1974 to 1989, died Feb. 24.

JAMES MICHAEL WINDSOR, 68, a Morrilton alderman from 1992-1996, died Feb. 11.

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The must-have reference for every city hall in Arkansas

The new 2015-2016 edition of the *Handbook for Arkansas Municipal Officials* has arrived. The *Handbook* compiles state laws affecting Arkansas municipalities, including the newest laws from the 2015 legislative session.

This is the most complete publication on municipal law and city government in Arkansas. You may order and pay for your copy online via Visa or MasterCard by visiting the Publications page at www.arml.org/store, or use the order form below.



ORDER FORM

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Attn: Handbook Sales
P.O. Box 38
North Little Rock, AR 72115-0038

Please send _____ copies at \$100.00 each

Enclosed is a check in payment for \$ _____

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Title _____

Address _____

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Phone _____

Where is winter?

By Alison Litchy

January and February have come and gone, and as we head into March it has to be asked: Where did winter go? Normally these are Arkansas's coldest months, and yet we've seen green turf and bulbs as early as mid-January. By mid-February trees were budding. Allergies are already inflicting Arkansans throughout the state, myself included. This winter has broken hundreds of records across the country for warmest days. 2015 was Earth's warmest year on record according to the National Oceanic and Atmospheric Administration.

This odd weather can have an impact on our trees just as much as it is impacting us. Warm weather throughout the day, and especially the above-freezing temperatures almost every night greatly impacts the normally dormant giants. This prolonged warm weather has caused the trees to produce sap, and use up stored resources. This atypical sap flow and stress on the trees will lead to them not being as able to fight off fungus. In places where budding started especially early there is a risk that later cold weather will harm trees' reproductive abilities.

This is not just an issue here in our state, but across the country this year. On the east coast trees were blooming as early as December. Trees across the country are confused, budding as if it is spring. When budding starts so early and then cold weather arrives later it becomes less likely that the tree will pollinate as prolifically that year.

While this sounds bad, don't panic. Nature is relatively good at taking care of itself. Most of the plants will survive. There may even be some hidden benefits. Native trees will have the best chance. They have a distinct advantage, having adapted to all sorts of weather patterns in our region. This is just part of the reason that planting native tree species is a great idea.

Spring may not be quite as pretty as normal. Most early blooming plants won't make new flowers just for this spring, but they will survive. If some species have already bloomed, they will not likely produce more blooms for this spring. Also, if a cold snap does occur, the buds may die back and no flower will be produced.

When trees become dormant for winter it is triggered by a combination of changing light and lower temperatures. Traditionally, warmer temperatures in spring trigger new growth. Fruit trees require varying periods of colder temperatures below 50 degrees before new growth in spring can happen. Prolonged frost is much harder on trees than a mild winter.

What can your city do for your trees? Basic tree care helps ensure the overall health of the trees. Keeping trees healthy will reduce chances of failure in the long run. One of my most common recommendations is to leave a nice two to three-inch deep layer of mulch at the base of the tree and not touching the trunk. This will help keep frost out and moisture in, as well as add nutrients to the soil. In order to reduce chances of stress, avoid over pruning. Finally, ensure the trees are getting adequate water.



PHOTOS COURTESY MAIN STREET SEARCY.

Searcy recently lost its champion Deodar cedar, sadly, but the city has started fresh with a new, young cedar that may one day grow just as large as its predecessor.

Trees are a part of nature, and things will work out. If trees end up blooming early, just enjoy the blooms when they happen.

Highlights from Arkansas's urban forest

There are a couple great things that have happened recently in Arkansas's urban forests. I want to touch on two of them.

The first great event was in Fort Smith. Beautify Fort Smith partnered with the Fort Smith Public School District with a goal of increasing Fort Smith's tree canopy. Through an anonymous donation to Beautify Fort Smith they were able to donate 85 trees to plant on school campuses. Native species were chosen, including tulip poplar, Northern red oak, Nuttall oak, sugar maple, blackgum, redbud, and dogwood. These trees will not only add aesthetics to our campuses but also add an environmental benefit as well. These trees will provide shade for students while reducing their chances of skin cancer, reduce stormwater runoff, and clean the air among all the other benefits that trees offer.

The other urban forest victory happened in Searcy and involved their champion Deodar cedar. Searcy was the proud owner of the state's champion Deodar cedar. It had a circumference of 127 inches and a crown spread of 69 feet. The tree had a bigness index of 212 points. This past December, disaster struck and the tree fell. The community felt like something was missing when it was removed. Driving by its location was just not the same. Richard Stafford of the Searcy Tree Board stated, "The old cedar was one of my favorite trees in town. I'm glad future generations will get to see this one mature and hopefully grow into another champion."

Searcy recently replaced their champion with a new Deodar cedar. They have hopes that someday it will be as large as before.

Keep up the good work, Arkansas! Don't forget: Arkansas's Arbor Day is the third Monday in March. For ideas on how to celebrate visit our website at forestry.arkansas.gov.



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



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Searcy adds playground with grant money

The children of Searcy have a new place to run, climb, and slide with the recent installation of new playground equipment at the city's Carmichael Community Center. Searcy Parks and Recreation Director Mike Parsons worked with White River Planning to secure the 50/50 matching grant with the Arkansas Department of Parks and Tourism. The total cost of the project was \$83,000.

The new play equipment is open to the public seven days a week during daylight hours, and is already proving popular. Parsons estimates it draws several hundred children a week.

"I have even seen kids on it while it has been raining," he said. ☔



Request for Proposal (RFP) for Arkansas Municipal League 2017 Summer Convention

The League sponsors an Annual Convention (three-day meeting, Wednesday through Friday) for municipal officials from across the state. The Convention is designed to provide these officials with the opportunity to discuss problems of common interest and to learn of new developments and techniques in local government and public administration. Participation and attendance at this Convention has grown significantly over the last several years. Attendance now averages approximately 1,500 participants.

The League is now taking RFPs for the 2017 Summer Convention. Over a four-night period, approximately 1360 hotel rooms are needed. Peak nights are Wednesday night with approximately 650 rooms needed followed by Thursday night with 640 rooms needed. Traditionally, there are five large meals served during the Convention. Seating of up to 900 attendees is needed. For general meetings, a large meeting room that will seat approximately 800 is needed. No less

than six meeting rooms are needed for an afternoon of concurrent workshops. Each workshop room should be equipped with a head table, podium, seating for six (at the head table), audio/visual equipment, and theater seating for approximately 100. A registration area is needed to set up to register the approximately 1,500 attendees. The area needs to be large enough to store packets and registration materials for the delegates. The exhibit hall should be large enough for setting up approximately 115 10x10 booths including large equipment. The exhibit hall must be large enough to host as many as 900 people at one time.

For more information and to obtain a complete RFP, contact League Director of Operations Ken Wasson at 501-374-3484 Ext. 211. The deadline to submit RFPs for the 2017 Annual Convention is 5 p.m. Friday, April 29, 2016. RFPs should be submitted to the attention of Ken Wasson, P.O. Box 38, North Little Rock, AR 72115; or via email to kwasson@arml.org. ☔



Municipal Property Program



Your Municipal Property Program offers broad coverage for your municipal properties. The limits of coverage are \$500 million per occurrence per member for damages from fire, windstorm and other incidents in excess of \$5,000.

Tax interruption coverage in the amount of \$500,000 is included with additional amounts available to members.

Coverage is \$50 million for losses exceeding \$100,000 on earthquakes and flooding.

The Municipal Property Program's current rates are listed below.

FIRE CLASS I	—	.0011	x covered value	= Premium
FIRE CLASS II	—	.0012	x covered value	= Premium
FIRE CLASS III	—	.0013	x covered value	= Premium
FIRE CLASS IV	—	.0014	x covered value	= Premium
FIRE CLASS V	—	.0015	x covered value	= Premium
FIRE CLASS VI	—	.0016	x covered value	= Premium
FIRE CLASS VII	—	.0017	x covered value	= Premium
FIRE CLASS VIII	—	.0018	x covered value	= Premium
FIRE CLASS IX	—	.0019	x covered value	= Premium
FIRE CLASS X	—	.002	x covered value	= Premium
Unincorporated	—	.003	x covered value	= Premium

For more information, call Neil Foreman at League headquarters, 501-374-3484, Ext. 122. Email us at mpp@arml.org or you can access the Program online at www.arml.org/mpp.

ACCRTA scholarships available

The executive board of the Arkansas City Clerks, Recorders and Treasurers Association (ACCRTA) awards scholarships for tuition to attend the Municipal Clerks' Training Institute, the Academy for Advanced Education and the International Institute of Municipal Clerks' annual conference, all of which will enable Arkansas clerks to further educational training.

A scholarship honoring the memory of Bill S. Bonner will be awarded to a first-year attendee in the certification program at the Municipal Clerks' Institute in September 2016. This scholarship covers the registration fee.

Additional scholarships include: four local \$400 scholarships to attend the Municipal Clerks' Institute, Sept. 11-15, 2016, in Fayetteville; one \$400 scholarship for the Academy for Advanced Education, Sept. 12-13,

2016, in Fayetteville; and one \$400 scholarship to attend the International Institute of Municipal Clerks (IIMC) annual conference, May 22-25, 2016, in Omaha, Nebraska.

These scholarships are in addition to the 11 regional scholarships awarded by the IIMC.

Fill out the scholarship application below and return it to:

Donna Stewart, City Clerk
City of Camden
PO Box 278
Camden, AR 71711

For more information, contact: Scholarship Chairman Donna Stewart at **(870) 836-6436** or email **payroll.camden@cablelynx.com**.

2016 APPLICATION FOR SCHOLARSHIP ASSISTANCE

I, _____ am a member of the Arkansas City Clerks, Recorders and Treasurers Association and the International Institute of Municipal Clerks, and do hereby apply for assistance from ACCRTA. (Applicant must be a City Clerk, Deputy City Clerk, Recorder, Treasurer or related title at the time of application.)

Name _____ Title _____

Street Address or P.O. Box _____

City, State, Zip _____

Telephone _____ Date assumed present position _____

Other related experience: Title _____ Municipality _____ Years _____

Education: H.S. _____ Graduate College (years) _____ Degree _____

Check one: This application is for a ___ First ___ Second ___ Third year Institute

What are the approximate costs of the institute you plan to attend? _____

Travel/Transportation _____ Registration Fee/Tuition _____

Lodging and Meal _____ Total Amount _____

How much does your municipality budget your department yearly for education? _____

What is your reason(s) for applying for this scholarship _____

I understand that if a scholarship is awarded to me, it must be used between Jan. 1, 2016, and Dec. 31, 2016, and that I must attend all sessions.

Please attach written evidence that your Chief Executive or legislative body supports your attendance at the institute and that in the event that a scholarship is awarded, you will be given the time to attend the institute.

I do hereby attest that the information submitted with this application is true and correct to my best knowledge.

Signature: _____ Date: _____

CHECK THE SCHOLARSHIP FOR WHICH YOU ARE APPLYING:

	Municipal Clerks' Institute, Fayetteville	September 11-15, 2016	Deadline: May 27, 2016
	Academy for Advanced Education, Fayetteville	September 12-13, 2016	Deadline: May 27, 2016
	IIMC Conference, Omaha, Nebraska	May 22-25, 2016	Deadline: April 8, 2016

Disclaimer: ACCRTA will not be responsible for applications that do not reach the chairman by the deadline. Please feel free to call after a few days to be sure your application was received

ACCRTA seeks nominations for Clerk of the Year

The Municipal Clerk of the Year Award recognizes a member of the Arkansas City Clerks, Recorders, Treasurers Association (ACCRTA) who has made significant contributions to the objectives of the municipal clerks profession and to the improvement of municipal government in Arkansas and the clerks own community.

Qualities are length of service, good relationship with other clerks, interest in education, attendance at national and regional conferences, community volunteer, advancing and supporting the municipal clerks association.

Any municipal official or ACCRTA member may nominate a candidate for Municipal Clerk of the Year for 2016. The finalist will be honored at the 82nd Annual Arkansas Municipal League Convention, June 15-17, 2016 in Little Rock.

The deadline for nominations is April 13, 2016.

Requirements for nominees:

- Has been an active ACCRTA member for at least five years
- Holds a city clerk/recorder/treasurer or deputy position
- Is a Certified Municipal Clerk or Certified Arkansas Municipal Clerk
- Provides service to other municipal clerks in the state as the opportunity exists
- Exhibits leadership

Complete the nomination information below and send to:

**Barbara Blackard, ACCRTA Vice President
City of Clarksville, City Clerk/Treasurer
205 Walnut Street
Clarksville, AR 72830
479-754-6488
BBlackard@clarksvillear.gov**

Municipal Clerk of the Year 2016 Please Submit the Following Information

NOMINEE'S FULL NAME AND TITLE _____

ADDRESS, CITY, ZIP _____

BUSINESS PHONE _____

NAME OF THE CITY THE MUNICIPAL CLERK REPRESENTS _____

YEARS SERVED AS CLERK, RECORDER, TREASURER OR DEPUTY CLERK AND YEAR APPOINTED OR ELECTED _____

ARKANSAS CITY CLERKS, RECORDERS, TREASURERS ASSOCIATION (ACCRTA) MEMBER YEARS SERVED AND DATE OF MEMBERSHIP _____

ACCRTA OFFICES HELD _____

ACCRTA MEETINGS ATTENDED _____

ACCRTA, IIMC, OR ARKANSAS MUNICIPAL LEAGUE COMMITTEE SERVICE, COMMITTEES SERVED ON AND NUMBER OF YEARS SERVED _____

INTERNATIONAL INSTITUTE MUNICIPAL CLERK (IIMC) PARTICIPATION AT ANNUAL AND REGIONAL MEETINGS _____

IIMC WORKSHOPS (DISTRICT MEETINGS) ATTENDED _____

MUNICIPAL CLERKS INSTITUTE ATTENDANCE (NUMBER OF YEARS AND CLASSES ATTENDED) _____

CERTIFICATION RECEIVED:

IIMC CERTIFIED MUNICIPAL CLERK, IIMC MASTER MUNICIPAL CLERK OR CERTIFIED ARKANSAS MUNICIPAL CLERK

DATE OF CERTIFICATION _____

ARKANSAS MUNICIPAL LEAGUE CONFERENCES ATTENDED _____

EDUCATION PROGRAM PARTICIPATION (INSTRUCTOR, PANEL MEMBER, MODERATOR) _____

COMMUNITY INVOLVEMENT _____

LEADERSHIP ACTIVITIES _____

OTHER ACTIVITIES _____

NAME OF INDIVIDUAL SUBMITTING NOMINATION _____

ADDRESS _____

PHONE NUMBER _____

SIGNATURE _____

DATE _____

NOMINATOR: PLEASE BRIEFLY SUMMARIZE THE REASONS WHY YOU BELIEVE YOUR NOMINEE SHOULD BE SELECTED AS THE 2016 MUNICIPAL CLERK OF THE YEAR. _____

Annual Statements

Publish by April 1.

Form A

City or Town of _____
 (Cities of the first class, second class, and incorporated towns)
 Financial Statement January 1, 2015-Dec. 31, 2015

GENERAL FUND

Balance January 1, 2015 \$ _____
 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, 2015 \$ _____

STREET FUND

Balance January 1, 2015 \$ _____
 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, 2015 \$ _____

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*, 2015-16 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. You can buy a copy of the *Handbook for Arkansas Municipal Officials*, 2015-2016 edition at www.arml.org/store. 

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, 2015-Dec. 31, 2015		
WATER AND SEWER DEPARTMENTS		
Balance January 1, 2015	\$ _____	
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, 2015	\$ _____	
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.		

2016 State Turnback Funds

Actual Totals Per Capita						
	STREET		SEVERANCE TAX		GENERAL	
MONTH	2015	2016	2015	2016	2015	2016
January	\$4.8662	\$5.0284	\$0.5728	\$0.2297	\$2.0995	\$1.0777
February	\$4.8562	\$5.1992	\$0.4599	\$0.1524	\$1.0921	\$1.0775
March	\$5.1898		\$0.2339		\$1.0909	
April	\$4.7309		\$0.6375		\$1.1417	
May	\$5.2251		\$0.2547		\$1.0918	
June	\$5.2410		\$0.2738		\$1.0920	
July	\$5.3082		\$0.6600		\$2.9748	
August	\$5.0259		\$0.2560		\$0.9641	
September	\$5.3748		\$0.2632		\$1.0791	
October	\$5.2322		\$0.2767		\$1.0707	
November	\$5.0931		\$0.2797		\$1.0772	
December	\$4.8776		\$0.2499		\$1.0776	
Total Year	\$61.0210	\$10.2277	\$4.4181	\$0.3822	\$16.4878	\$2.1552

Actual Totals Per Month						
	STREET		SEVERANCE TAX		GENERAL	
MONTH	2015	2016	2015	2016	2015	2016
January	\$9,159,751.23	\$9,482,577.19	\$1,078,253.79	\$433,179.54	*\$3,951,880.56	\$2,032,277.00
February	\$9,140,972.61	\$9,804,689.33	\$865,620.02	\$287,481.18	\$2,055,766.00	\$2,031,997.39
March	\$9,768,890.51		\$440,227.94		\$2,053,376.13	
April	\$8,905,034.06		\$1,199,954.61		\$2,149,094.75	
May	\$9,840,348.46		\$479,664.03		\$2,056,091.57	
June	\$9,870,151.62		\$515,640.06		\$2,056,559.07	
July	\$9,996,770.39		\$1,242,957.21		**\$5,602,259.11	
August	\$9,465,188.42		\$482,195.54		\$1,815,712.03	
September	\$10,122,118.61		\$495,609.13		\$2,032,276.34	
October	\$9,866,818.54		\$521,753.79		\$2,019,155.56	
November	\$9,604,609.53		\$527,387.24		\$2,031,292.21	
December	\$9,198,069.64		\$471,202.66		\$2,032,217.62	
Total Year	\$114,938,723.62	\$19,287,266.52	\$8,320,466.02	\$720,660.72	\$29,855,498.01	\$4,064,274.39

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

** Includes \$3,516,801.52 supplemental for July 2015

Local Option Sales and Use Tax in Arkansas



- 2016 ELECTIONS**
- BALD KNOB**, March 1
Failed. .5%
 - BIG FLAT**, March 1
Passed. 1%
 - GATEWAY**, March 1
Failed. 1%
 - HACKETT**, March 1
Passed. 1%
 - HARTFORD**, March 1
Passed. 1%
 - MARION Co.**, March 1
Failed. .75%
 - PULASKI Co.**, March 1
Failed. .25%
 - RUDY**, March 1
Passed. .5%
 - SILCOM SPRINGS**, March 1
Passed. .375%

KEY: Counties not collecting sales tax

Source: Rachel Graves, Office of State Treasurer

See also: www.dfa.arkansas.gov

Sales and Use Tax Year-to-Date 2016 with 2015 Comparison (shaded gray)								
Month	Municipal Tax		County Tax		Total Tax		Interest	
January	\$49,037,009	\$48,260,965	\$43,720,229	\$42,805,543	\$92,757,238	\$91,066,508	\$15,812	\$12,222
February	\$59,477,239	\$57,956,453	\$51,693,904	\$50,071,410	\$111,171,143	\$108,027,863	\$20,455	\$12,659
March		\$46,032,300		\$41,404,634		\$87,436,935		\$19,161
April		\$46,694,339		\$42,176,819		\$88,871,158		\$15,459
May		\$52,104,723		\$46,560,371		\$98,665,094		\$4,827
June		\$49,711,589		\$44,369,398		\$94,080,987		\$25,867
July		\$50,358,675		\$44,565,666		\$94,924,341		\$18,804
August		\$51,846,227		\$47,174,793		\$99,021,020		\$16,649
September		\$50,366,202		\$48,072,222		\$98,438,424		\$17,771
October		\$50,569,467		\$46,609,011		\$97,178,477		\$18,511
November		\$49,449,818		\$46,067,600		\$95,517,418		\$17,009
December		\$53,013,791		\$47,830,901		\$100,844,691		\$18,591
Total	\$108,514,248	\$606,364,549	\$95,414,133	\$547,708,368	\$203,928,381	\$1,154,072,916	\$36,267	\$197,530
Averages	\$54,257,124	\$50,530,379	\$47,707,066	\$45,642,364	\$101,964,190	\$96,172,743	\$18,133	\$16,461

February 2016 Municipal Levy Receipts and February 2016 Municipal/County Levy Receipts with 2015 Comparison (shaded gray)

CITY SALES AND USE	AMOUNT	LAST YEAR	Garland	2,919.05	Murfreesboro	29,146.21	28,116.77	Portland	4,565.43	4,890.17
Alexander	84,557.25	73,090.65	Gassville	31,431.40	Gassville	121,103.94	113,556.18	Wilmot	5,639.50	6,254.89
Alma	202,885.57	203,425.93	Gentry	49,776.34	Newport	209,375.50	198,988.74	Baxter County	343,636.29	333,629.12
Almyra	2,813.66	2,006.67	Gilbert	133.13	Norfolk	4,659.44	3,648.97	Big Flat	1,490.64	1,447.23
Alpena	6,032.18	4,964.78	Gillett	1,696.21	Norman	2,891.41	1,805.07	Briarcliff	3,382.61	3,284.11
Alzheimer	1,850.64	2,432.83	Gillham	3,432.13	North Little Rock	1,877,267.69	1,751,834.22	Cotter	13,903.12	13,498.24
Altus	6,745.77	12,451.77	Gilmore	309.51	Oak Grove	602.81	783.47	Gassville	29,784.20	28,916.84
Amity	11,517.19	7,865.29	Glenwood	63,933.09	Ola	17,440.73	13,963.98	Lakeview	10,620.83	10,311.54
Anthonyville	346.18	309.43	Gosnell	15,751.02	Oppelo	3,180.33	2,840.50	Mountain Home	178,418.54	173,222.75
Arkadelphia	172,312.58	170,042.92	Gould	5,083.81	Osceola	108,991.64	181,387.38	Norfolk	7,324.22	7,110.93
Ash Flat	105,292.79	96,605.86	Grady	2,873.59	Oxford	1,583.93	2,814.15	Salesville	6,449.91	6,262.07
Ashdown	135,551.88	127,443.11	Gravette	99,629.43	Ozark	63,826.68	81,048.16	Benton County	737,541.67	717,679.04
Atkins	61,641.16	55,082.07	Green Forest	62,782.65	Palestine	17,099.76	19,924.27	Avoca	8,472.10	8,192.45
Augusta	32,590.79	43,178.03	Greenbrier	172,029.26	Pangburn	7,615.57	7,216.89	Bella Vista	460,514.33	445,313.55
Austin	28,991.21	25,848.66	Greenland	20,548.43	Paragould	329,402.54	293,995.65	Bentonville	612,855.93	592,626.61
Avoca	5,105.09	5,833.06	Greenwood	220,917.72	Paris	77,851.73	78,487.08	Bethel Heights	41,179.97	39,820.69
Bald Knob	40,708.06	51,666.37	Greers Ferry	16,251.49	Patmos	98.97	66.00	Cave Springs	33,523.83	32,417.27
Barling	59,030.38	31,099.93	Guion	9,655.84	Patterson	829.30	1,089.55	Centerton	165,188.64	159,736.05
Batesville	709,785.03	606,980.90	Gum Springs	354.19	Pea Ridge	46,646.60	42,506.34	Decatur	29,496.11	28,522.50
Bauxite	13,635.79	19,907.59	Gurdon	26,581.66	Perla	3,011.96	2,433.65	Elm Springs	2,378.44	2,299.93
Bay	7,856.66	8,139.38	Guy	4,452.11	Perryville	21,496.16	27,094.81	Garfield	8,715.15	8,427.48
Bearden	12,642.76	11,929.91	Hackett	5,560.28	Piggott	70,847.96	66,533.45	Gateway	7,031.15	6,799.06
Beebe	129,462.14	121,259.74	Hamburg	30,697.32	Pine Bluff	1,063,881.76	1,031,225.92	Gentry	59,460.97	53,015.92
Beedeville	75.63	133.93	Hardy	17,879.17	Pineville	1,756.73	1,730.31	Gravette	54,044.38	52,260.46
Bella Vista	148,979.62	100,951.98	Harrisburg	29,129.35	Plainview	3,474.94	2,992.22	Highfill	10,121.38	9,787.30
Belleville	2,089.34	2,195.07	Harrison	505,354.82	Plumerville	11,583.37	10,107.36	Little Flock	44,877.84	43,396.50
Benton	1,593,153.82	1,360,133.53	Hartford	2,682.41	Pocahontas	311,389.03	250,768.77	Lowell	127,203.06	123,004.31
Bentonville	2,468,432.22	1,682,356.52	Haskell	23,188.78	Portia	2,455.15	2,119.97	Pea Ridge	83,227.99	80,480.78
Berryville	243,038.34	248,426.70	Hatfield	4,103.14	Portland	3,435.59	4,141.49	Rogers	971,583.50	939,513.21
Bethel Heights	56,119.18	53,960.10	Havana	3,201.52	Pottsville	24,282.05	23,451.07	Siloam Springs	261,090.06	252,471.93
Black Rock	13,548.43	7,465.44	Hazen	52,072.50	Prairie Grove	89,613.21	87,482.33	Springdale	113,748.39	109,993.76
Blevins	2,158.17	2,242.09	Heber Springs	153,798.48	Prescott	55,981.62	51,367.07	Springtown	1,510.40	1,460.54
Blue Mountain	737.43	199.18	Helena-West Helena	251,234.79	Pyatt	599.46	452.40	Sulphur Springs	8,871.41	8,578.57
Bytheville	262,399.05	258,779.25	Hermitage	7,185.39	Quitman	23,690.97	26,419.88	Boone County	412,068.75	392,578.99
Bonanza	2,178.21	2,368.47	Higginson	1,208.69	Ravenden	3,030.37	2,849.33	Alpena	4,348.22	4,142.56
Bono	13,519.08	12,745.14	Highfill	51,484.93	Rector	29,377.82	25,616.63	Bellefonte	6,188.37	5,895.68
Booneville	115,681.25	98,845.45	Highland	27,372.44	Redfield	20,008.31	18,021.29	Bergerman	5,983.91	5,700.89
Bradford	14,005.24	12,391.35	Holly Grove	5,612.44	Rison	16,547.22	13,451.33	Diamond City	10,659.27	10,155.12
Bradley	4,304.73	3,020.81	Hope	193,966.38	Rockport	33,618.01	11,530.68	Everton	1,812.89	1,727.15
Branch	1,369.18	1,333.81	Horatio	6,104.73	Roe	724.27	509.51	Harrison	176,423.21	168,078.86
Briarcliff	1,469.33	1,353.34	Horseshoe Bend	21,851.27	Rogers	3,342,464.06	3,223,543.96	Lead Hill	3,693.94	3,519.23
Brinkley	163,795.40	107,548.43	Hot Springs	1,912,578.95	Rose Bud	25,358.51	20,948.52	Omaha	2,303.60	2,194.65
Brookland	17,458.29	14,999.91	Hoxie	14,805.66	Russellville	1,162,540.23	1,147,414.64	South Lead Hill	1,390.34	1,324.58
Bryant	1,202,593.90	1,162,452.14	Hughes	8,038.85	Salem	22,563.61	21,992.41	Valley Springs	2,494.43	2,376.45
Bull Shoals	11,750.49	11,639.23	Humphrey	2,342.67	Salesville	3,780.16	4,866.33	Zinc	1,403.98	1,337.56
Cabot	791,865.87	778,394.98	Huntington	9,100.23	Searcy	887,477.26	866,849.21	Bradley County	129,440.06	133,648.35
Caddo Valley	51,227.60	46,685.36	Huntsville	136,518.17	Shannon Hills	11,335.73	13,083.84	Banks	999.47	1,031.97
Calico Rock	26,607.46	26,745.63	Huntsville	7,641.59	Sheridan	198,529.50	200,980.79	Hermitage	6,690.03	6,907.54
Camden	338,004.41	318,395.67	Jacksonville	725,776.67	Sherrill	717.38	730.24	Warren	48,385.88	49,958.97
Caraway	4,478.63	4,076.99	Jasper	27,931.26	Sherwood	414,528.53	482,657.99	Calhoun County	111,218.26	91,754.55
Carlisle	46,438.80	40,706.99	Jennette	115.97	Shirley	3,967.80	2,346.07	Hampton	31,524.94	26,007.92
Cave City	18,196.74	17,344.49	Johnson	54,136.30	Siloam Springs	639,816.99	593,131.31	Harrell	6,047.84	4,989.44
Cave Springs	23,021.21	20,204.59	Joiner	2,322.56	Sparkman	4,275.89	2,576.92	Thornton	6,990.82	7,994.88
Centerton	138,739.53	165,834.49	Jonesboro	1,807,225.38	Springdale	2,263,341.96	2,062,198.07	Tinsman	1,285.76	1,060.74
Charleston	30,541.40	30,547.05	Junction City	6,198.78	Springtown	279.63	258.66	Carroll County	146,897.78	143,380.81
Cherokee Village	14,588.11	15,597.35	Keiser	3,809.49	St. Charles	2,635.20	3,101.56	Beaver	537.77	524.90
Cherry Valley	4,606.45	NA	Keo	1,184.74	Stamps	12,653.50	15,262.82	Blue Eye	161.33	157.47
Chidester	2,660.24	1,124.87	Kibler	2,845.61	Star City	74,676.72	78,369.55	Chicot County	229,341.55	183,519.16
Clarendon	43,411.61	43,834.18	Kingsland	2,310.33	Stephens	6,125.89	5,741.32	Dermott	23,947.94	19,163.15
Clarksville	407,812.87	393,193.43	Lake City	13,491.33	Strong	12,397.09	9,040.72	Eudora	18,808.54	15,050.60
Clinton	90,021.60	93,980.95	Lake Village	82,484.84	Stuttgart	729,995.55	753,095.90	Lake Village	21,345.10	17,080.35
Coal Hill	2,114.08	4,037.92	Lakeview	7,610.38	Sulphur Springs	1,589.87	1,819.65	Clark County	417,472.56	392,524.86
Conway	2,318,336.61	2,350,854.77	Lamar	11,157.44	Summit	4,413.96	3,591.91	Clay County	89,614.06	95,823.60
Corning	81,077.38	81,898.99	Lead Hill	5,154.80	Sunset	6,402.17	2,694.24	Corning	24,188.85	25,864.94
Cotter	9,898.28	10,087.39	Lepanto	26,232.81	Swifton	3,533.80	2,497.99	Datto	1,074.42	1,148.87
Cotton Plant	1,580.37	1,372.05	Leslie	3,871.40	Taylor	10,244.63	5,953.26	Greenway	2,245.54	2,401.14
Cove	14,135.78	13,005.42	Lewisville	9,388.62	Texarkana	415,510.93	420,148.26	Knobel	3,083.59	3,297.27
Crawfordsville	9,302.92	11,805.82	Lincoln	39,433.30	Texarkana Special	205,577.03	200,732.03	McDougal	1,998.42	2,136.90
Crosssett	334,789.77	355,988.71	Little Flock	11,197.19	Thornton	2,424.84	1,186.19	Nimmons	741.35	792.72
Damascus	7,361.83	9,623.07	Little Rock	7,677,288.75	Tontitown	107,974.35	113,086.23	Peach Orchard	1,450.47	1,550.97
Danville	59,161.52	49,974.48	Lockesburg	5,529.09	Trumann	83,693.94	78,549.21	Piggott	27,569.70	29,480.06
Dardanelle	164,391.56	173,673.69	Lonoke	162,140.37	Tuckerman	13,917.66	13,432.47	Pollard	2,385.22	2,550.50
Decatur	23,164.98	20,524.56	Lowell	292,398.03	Turrell	4,482.57	3,427.73	Rector	14,160.90	15,142.13
Delight	3,588.00	4,454.33	Luxora	2,309.42	Tyronza	3,502.42	3,110.50	St. Francis	2,686.06	2,872.18
De Queen	126,381.27	102,446.59	Madison	1,213.61	Van Buren	638,664.44	631,973.71	Success	1,600.90	1,711.83
Dermott	29,053.34	28,057.84	Magnazine	7,809.90	Vandervoort	369.71	498.32	Cleburne County	372,539.98	414,241.49
Des Arc	18,519.80	16,654.71	Magnolia	527,950.84	Vilonia	103,963.26	124,170.63	Concord	2,765.75	3,075.34
DeValis Bluff	16,723.55	15,994.01	Malvern	171,012.93	Viola	2,959.48	2,472.21	Fairfield Bay	2,074.31	2,306.51
DeWitt	177,922.79	195,095.18	Mammoth Spring	12,690.10	Wabbaseka	623.29	720.85	Greers Ferry	10,099.51	11,230.04
Diamond City	1,879.47	2,083.50	Manila	31,144.78	Waldenburg	6,543.76	7,623.71	Heber Springs	81,215.50	90,306.63
Diaz	1,905.86	2,788.49	Mansfield	33,593.55	Waldrun	53,576.62	49,287.57	Higden	1,360.20	1,512.46
Dierks	15,137.19	13,881.35	Marianna	82,833.60	Walnut Ridge	71,860.26	73,011.31	Quitman	8,297.25	9,226.02
Dover	24,309.70	20,729.97	Marion	219,377.12	Ward	38,482.73	19,556.10	Cleveland County	111,074.41	105,258.45
Dumas	148,338.24	134,112.48	Marked Tree	49,648.71	Warren	72,697.43	76,921.65	Kingsland	1,877.26	1,778.97
Dyer	2,127.11	2,349.24	Marmaduke	17,172.15	Washington	2,643.68	3,386.98	Rison	5,644.38	5,348.83
Earle	22,302.39	20,409.53	Marshall	15,671.27	Weiner	6,393.44	8,221.56	Columbia County	433,396.44	425

MUNICIPAL MART

To place a classified ad in City & Town, please email the League at citytown@arml.org or call 501-374-3484. Ads are FREE to League members 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.

AIRPORT DIRECTOR—The City of Hot Springs is seeking an airport director who is experienced in all phases of a municipal airport. The ideal candidate should have at least five years related experience and/or training, and five years related management experience. The new director should possess at least a bachelor's degree in Business Administration, Public Administration, Aviation Management or other related field; or any combination of education and experience; Salary range is \$67,320-\$73185, DOQ, with an excellent fringe benefit package available. Submit cover letter, application and resume to City of Hot Springs, Human Resources Department, P.O. Box 700, Hot Springs, AR 71902; or online at www.cityhs.net by April 22. Minorities and women are encouraged to apply. EOE.

ASST. UTILITIES MANAGER—The City of Arkadelphia is seeking qualified candidates for the position of Assistant Utilities Manager. Responsibilities include assisting the Utilities Manager in the management, planning, administrating, and overseeing the affairs of the Arkadelphia Water and Sewer Utilities. Send resume to Brenda Gills, Utilities Manager, P.O. Box 495, Arkadelphia, AR 71923. Applications accepted until March 15 or until position is filled. For complete job description and qualifications visit www.cityofarkadelphia.com. EOE. No phone calls please.

CITY ADMINISTRATOR—Marysville, Kan. (pop. 3,295; \$10.9 million budget; 37 FTE's), located an hour north of Manhattan, is a beautiful, family-oriented community with great local amenities, strong industry, and an engaged citizenry. The city, known as "Black Squirrel City," is seeking a City Administrator to manage its employees and finances, and foster a culture of professionalism and open communication. The city operates under a nine-member mayor-council form of government, and provides water and wastewater service to its citizens. It also possesses a library, police department, fire department, and aquatic center. The City Administrator supervises the day-to-day activities of all employees, updates the council regarding city finances, and communicates directives from the governing body to the city staff. The governing body is looking for candidates with strong interpersonal skills who can communicate well with citizens, the council, and city staff. Applicants should have a Bachelor's degree in Public Administration or a related field, and at least five years of local government experience preferred. The successful candidate must also be able to competently create and manage budgets, oversee and develop personnel, and provide leadership to staff and the community. Competitive benefits. Salary \$65,000 - \$75,000 DOQ. Interested candidates should submit a cover letter, resume, and three work-related references to LEAPS-Marysville@ikm.org or LEAPS-Marysville, 300 SW 8th, Topeka, KS 66603. If confidentiality is requested, please note in application materials. Application review will begin March 14. EOE.

CITY ADMINISTRATOR—The City of Iola, Kan. (pop. 5,553; \$29 million budget; 107 FTE's), a family-friendly community and the county seat of Allen County is seeking a knowledgeable administrator to facilitate its continued growth. For more information, visit www.cityofiolaks.com. Bachelor's degree in public administration or a related field. A Master's degree in public administration or a related field is preferred. Five

(5) years' experience with sound decision-making, budgeting skills, grant management experience, and good communication skills required. Salary \$85,000 DOQ. Send cover letter, resume, and 3 professional references to LEAPS-Iola@ikm.org or LEAPS-Iola, 300 SW 8th, Topeka, KS, 66603. EOE. Open until filled. Application review begins March 13.

DIRECTOR OF MUNICIPAL COURT SERVICES—The City of Corpus Christi, Texas, is seeking a new director of municipal court services. Corpus Christi, located on the Gulf of Mexico, is the largest city on the Texas coast, with a population of approximately 312,000. The Corpus Christi Municipal Court, with a FY2015-16 administrative budget of just over \$4 million, includes 66 employees: the director, assistant director, 30 municipal court staff, 23 City Detention Center staff, 3 case managers, and 8 marshals. Reporting to an assistant city manager, the director is responsible for the overall management, strategic planning, and employee relations for the court. Bachelor's degree required. Master's degree preferred. Must have a minimum 10 years' experience with similarly sized courts as director, or larger courts at assistant director level. Class 3 Texas Municipal Court Clerk Certification required, or equivalent for out of state candidates. View complete position profile and apply online at bit.ly/SGRCURRENTSEARCHES. For more information, contact: Molly Deckert, Senior Vice President, Strategic Government Resources, MollyDeckert@GovernmentResource.com.

INVESTIGATOR/PATROL OFFICER—The Clinton Police Department is looking to hire an investigator/patrol officer. Must be certified and experienced in all aspects of policing including investigative, patrol, affidavit preparations and courtroom experience. Send resume to: Clinton Police Department, P.O. Box 1050 Clinton, AR 72031; or call 501-745-4997.

MAUMELLE CIVIL SERVICE ENTRY LEVEL POLICE EXAM—The City of Maumelle announces Civil Service examination for the position of entry level Police Officer will be given on Saturday, March 26, 2016. Qualifications for taking the exam are: Be a U.S. citizen; be the age of 21 on date of the exam; be able to pass a background check, a drug test, and/or physical examination; possess a high school diploma or equivalent; possess a valid Arkansas driver's license. Starting salary is \$32,500.00 per year; the city offers an excellent employee benefit package. The application process will begin immediately. Applications must be received, post marked, email or fax dated no later than Friday, March 18. A completed City of Maumelle application is required. Applications may be obtained at the City's website, www.maumelle.org, or from the City's Human Resources Office. EOE. Minority, women, and disabled individuals are encouraged to apply. This ad is available from the Title VI Coordinator in large print, on audio, and in Braille at (501) 851-2784, Ext. 233; or at vernon@maumelle.org.

POLICE CHIEF—The City of Hot Springs is seeking a police chief who is experienced in all levels of law enforcement. The ideal candidate should have at least seven years of direct law enforcement experience, with management experience in a department similar in size to the Hot Springs Police Department which employs 133 employees, 105 of which are uniformed. The new chief should possess at least a bachelor's degree in criminal justice, business administration or related field and must meet the requirements of

applicable state and local laws regulated by the civil service; any combination of education and experience required; starting salary is negotiable with an excellent fringe benefit package available. Request for information may be directed to Minnie Lenox, Human Resources Director, 501-321-6840 or email mmlenox@cityhs.net. Submit cover letter, application and resume by April 18 to City of Hot Springs, Human Resources Department, P.O. Box 700, Hot Springs, AR 71902. Minorities and women are encouraged to apply. EOE.

POLICE OFFICER—Bradley is accepting applications for P/T II police officer. Must be certified and meet all requirements of law enforcement standards and training. Send resumes to: City of Bradley, P.O. Box 759, 410 Pullman Street, Bradley, AR 71826. EOE. For more information, call 870-894-3464.

POLICE OFFICER—Hermitage seeks qualified candidates for the position of police officer, night shift. Paid holidays, retirement, apartment with utilities, and med. insurance. Send resume by March 21 to City of Hermitage, P.O. Box 120, Hermitage, AR 71647. Contact: 870-463-2209.

WATER OPERATOR—Forrest City Water Utility is seeking a water operator that has a Class IV Water Treatment and Distribution license. The Water Supply Operator is responsible for the operation of the Water Treatment Plant, storage distribution system monitoring on an assigned shift and other related duties. Application can be found on dws.arkansas.gov or you can ask for Derrick Spearman at Arkansas Workforce at (870) 633-2900 located at 300 Eldridge Rd #2, Forrest City, AR 72335. Application accepted until filled. Forrest City Water Utility is located at 303 N. Rosser, Forrest City, AR 72335; (870) 633.2921.

WATER UTILITIES GEN. MGR—Wynne is recruiting a professional to fill the position of General Manager of Water Utilities. The Wynne Water and Sewer Commission has oversight responsibility and direction for this position. This position is responsible for the planning, development, and implementation of the long-term goals, rate presentations, public finance, EPA compliance, financing through public bonds, and day-to-day operation of the utility including customer service. Minimum qualifications include an Associate's degree or equivalent from an accredited college or technical school; and seven years related experience and five years of managerial experience-governmental accounting is preferred. Starting salary: commensurate with education and experience that exceed the minimum qualifications may be considered for a higher starting salary. A City of Wynne Water Utility application is required along with a detailed resume including references and salary history. Starting salary is set at \$55,000 with growth potential to \$105,000 + excellent benefits. Contact wynnewater45@yahoo.com for more information.

FOR SALE—2007 Ford Crown Victoria Police Vehicle (black and white). Approximately 81,279 miles. Vehicle is equipped with lights, sirens, radar unit, camera, and has a prisoner partition. Trunk has storage area. Asking a reserve of \$8,000. Anyone interested or for more information, please contact Oak Grove Heights City Hall, Mayor Rudy Garner, at (870) 586-0042 between 8 a.m.-12 p.m.





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Standing from left:
Dennis Hunt (Executive Vice President
and Director of Public Finance), Chris
Angulo, Michael McBryde, Mark
McBryde, Bo Bittle, Jack Truemper
and Kevin Faught

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

At Stephens, we understand that our success depends on building trust through integrity and sound judgment. These core values have forged relationships with Arkansas borrowers that span generations.

For more than 80 years, Stephens has leveraged municipal finance experience and expertise to successfully manage tax-exempt and financial advisory transactions throughout our state. The confidence placed in us by our fellow Arkansans helped to make 2014 another good year for our firm.

We are continually impressed with the talent and dedication of the public sector employees who strive every day to improve our state's municipalities, counties, school districts, hospitals, colleges, universities, utility systems, and other governmental agencies. We thank each of you for your continued trust in our firm, and we look forward to serving you in the years to come.

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