

# City & Town

FEBRUARY 2020 VOL. 76, NO. 02

THE OFFICIAL PUBLICATION OF THE ARKANSAS MUNICIPAL LEAGUE



# ACHIEVE YOUR CITY'S VISION IN 2020.



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Cover photo by Ben Cline.



**ON THE COVER**—Looking from the North Little Rock side, downtown Little Rock is reflected in the water of the Arkansas River on a recent afternoon. Our host cities and the League are busy prepping for what we’re sure will be an informative and fulfilling Winter Conference, and we can’t wait to see you here, Feb. 12-14. Check out page 32 for the packed agenda we have planned, and keep reading for a preview of the amenities, awards and special programs, and networking opportunities on offer at the conference. Read also in this issue about the success of the inaugural advanced level 2 workshop of the League’s voluntary certification program, Jonesboro’s investment in its downtown arts scene, and more.—atm

## Features

- 14 Municipal Finance 201 packs the house**  
The League’s assembly hall was at near capacity for the Municipal Finance 201 workshop in January, the first advanced level 2 course offered as part of the newly expanded voluntary certification program.
- 16 Historic Jonesboro theater undergoes renovation**  
The arts community in Jonesboro has reason to celebrate with the completion of a \$250,000 renovation of the 1920s-era Forum theater in downtown, which received upgrades inside and out.
- 18 Employers must file IRS forms despite ACA changes**  
While the Tax Cuts and Jobs Act of 2017 set aside the penalties associated with the so-called “individual mandate” under the Affordable Care Act, municipal employers are still required to file IRS forms 1095-C and 1094-C.
- 45 Sample Resolution: Continue the sales tax for streets**  
The League encourages all city and town councils to pass a resolution in support of House Joint Resolution 1018 of 2019 in favor of continuing the half-cent sales tax that provides essential funding for our city streets, bridges, county roads and state highways.

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Dear friends and fellow public servants,

As we count down the final days before our annual Winter Conference, I want to ensure that all who are able have made reservations and plan to attend our Arkansas Municipal League meetings in Little Rock.

After more than a quarter-century in municipal government, I still find the meetings and opportunities to share with officials from other Arkansas cities and towns invaluable. If you are new to government, it's a no-brainer. If you are a veteran, you understand, like I do, the value of staying ahead of the curve.

No agency or consulting firm can come close to matching all that AML provides, much less for the cost. These two-and-a-half days will provide you and your staff with resources and information they simply cannot acquire anywhere else.

But it's not just the conference. This is a year-round process for the AML staff, and Winter Conference is simply showtime for the rest of us. For them, it's hard work, and I am deeply indebted to each one of them. They can tell you that we in Jonesboro call upon them often, and they always provide insight and wisdom that helps me and my staff make important decisions.

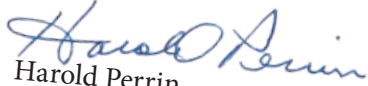
Since I've been League president—attending even more workshops than I had previously—I have been amazed by the number of civic leaders who attend and the significance of what is taught. I was especially impressed with the recent Municipal Finance 201 workshop, which is the second level of certification for officials who have completed level 1. AML classes are always on point, and the topics they provide are always fresh and important. It's obvious that the League stays on top of current subjects that we need to care for our residents.

They know what to provide because they are in constant contact with not only you and me, but the legislature, the governor and his staff. They also get top experts to address issues at every level.

Finally, I am pleased that the executive committee has opened the classes to not only elected officials, but also key personnel. By doing this, the League helps every municipal employee do her or his job, and that benefits the citizenry.

I recommend that you attend anything you possibly can. Make time on your busy calendar to access the resources provided by AML. And I can't wait to see you in Little Rock.

Sincerely,



Harold Perrin  
Mayor, Jonesboro  
President, Arkansas Municipal League



# ARKANSAS MUNICIPAL LEAGUE OFFICERS

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# From the Desk of the Executive Director



**H**ave you ever watched the movie *Groundhog Day*? It's one of my favorites—Bill Murray at his mercurial<sup>1</sup> and comedic best. Murray portrays skeptical, frustrated TV weatherman Phil Connors. He wants to be on the national TV radar (see what I did there?!) and not the local station that employees him. He is assigned, for the fourth year in a row, to cover the yearly event in Punxsutawney, PA, where, “Punxsutawney Phil, the Seer of Seers, the Prognosticator of Prognosticators, the world’s most famous groundhog and the only real weather-predicting groundhog will greet his true believers and will reveal to the President of the Inner Circle<sup>2</sup> his prediction for the end of winter.”<sup>3</sup> In other words, if “Phil”<sup>4</sup> the groundhog sees his shadow there will be six more weeks of winter. If he does *not* see his shadow, then winter weather is on its way out. My local controller, the five-foot, four-inch brunette, never wants Phil to see his shadow. She hates winter, but I digress.

Phil the weatherman suddenly finds himself reliving the same day over and over again. Every morning he’s awakened by the alarm clock radio playing “I Got You Babe”<sup>5</sup> and from there the days are repeated. His predicament drives him just a little crazy, until he sees a way of turning the situation to his advantage. He starts to realize that since he knows what is going to happen, he can adjust his actions and decisions and get the outcome he wants. He starts to feel in control and uses that control to his benefit. Of course, in the long run he must face some truths about himself that he’d rather not. More importantly, however, that repetitive day ultimately teaches him to help those around him. He learns to use the knowledge of what’s going to happen to better control himself and to mold himself into a better person. See where I’m going with this?<sup>6</sup> You may not be a huge fan of the movie, but I dare say we are all big fans of feeling like we have some control over what happens in our cities and towns.

The good folks of your city or town awaken to the same streets, the same parks, the same police department and the same fire department every day. Because your municipality has the power to address local needs in a way that best suits your citizens, they awaken every day to the same day. They don’t have to fret about no water to shower with, or the soccer park being covered in weeds, or...you catch my drift. That’s really the core to local control for municipalities. Local control makes sure that the needs of Lepanto are addressed and consistently so. Those needs are different from Conway, Eudora, Gillett, etc. Regardless, each of those places can address specific needs with flexibility and creativity because local control allows that to happen.

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1 Yes, I had to look the word up to find out how to spell it! Google save!

2 The “Inner Circle” is the governing board of the organization that meets every year to pull the groundhog from his burrow. The location is Gobbler’s Knob. I’m not kidding. Some of the nicknames of those in the Inner Circle include DayBreaker, Big Flake Maker, Burrow Master and The Big Windmaker. Again, not kidding.

3 [www.groundhog.org/EventCategory-Featured](http://www.groundhog.org/EventCategory-Featured)

4 Phil the Groundhog, Phil the Weatherman. Coincidence? I think not! And these folks agree with me. <https://gointothestory.blcklst.com/jungian-analysis-of-groundhog-day-f56b087f5510>

5 Sonny & Cher, circa 1965. I was five. Ouch.

6 My local controller wants me to get to the point.

Of course, the Bill Murray movie scenario only happens in Hollywood.<sup>7</sup> Such movie magic would be nice for all of us but it's not realistic. Your reality involves making decisions for your city or town to ensure your citizens have their own *Groundhog Day* experience. The same day, every day. Or to put in municipal terms, the same local control today and tomorrow. There's security in that. Citizens know that whatever they may be facing, there is a constant and consistent municipal service to rely on. The service may differ from town to town or city to city, but in each individual place it is the same. Each day those folks awaken to "I Got You Babe." And indeed, municipalities do have you, the good citizens of Arkansas, in mind and in practice every single day.

Until next month, peace.

Mark R. Hayes  
Executive Director  
Arkansas Municipal League

<sup>7</sup> Another such fantasy drama is the musical *Brigadoon*. Some of the same lessons found in *Brigadoon* occur in *Groundhog Day* as well: essentially awakening every day to the same day. Or in the case of *Brigadoon*, the same place captured in time 200 years in the past. There's a famous song from that film, "It's Almost Like Being in Love." It's a Mother Hayes favorite. Interestingly, it plays at the end of *Groundhog Day*. The message, I think, is that there's great warmth and comfort waking up and knowing there are certain things that can be relied on, no matter what.

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# Missed us?

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# Arkansas Municipal League's Certified Municipal Official/Certified Municipal Personnel Voluntary Certification Program

All municipal officials—mayors, city administrators, city managers, city directors, council members, city clerks, recorders, and treasurers; or department heads, managers, and other key personnel—are invited to participate in the new advanced voluntary certification program.

To become a Certified Municipal Official (CMO) or Certified Municipal Personnel (CMP), a participant must complete a combination of 15 core Level 1 hours, plus 6 continuing hours. Participants pursuing any and all levels of certification must obtain six hours of continuing education on an annual basis to maintain certification status.

For the first time, advanced level training will be offered to our members. The new advanced classes will include 15 hours of Advanced Level 2 training, 20 hours of Advanced Level 3 training, and 6 hours of Continuing Education. Please examine the class schedule below for a preview of the next two years.

## Voluntary Certification Program



Level 1	Continuing Education	Advanced Level 2	Advanced Level 3
City Government 101 Municipal Finance 101 Human Resources	Various topics of interest to municipalities	Municipal Finance 201  Disaster Preparedness  Leadership 101 at the Local Level	Personnel Management Technology/Cybersecurity Conflict Management Leadership 201 at the Local Level
<b>15 hours</b>	<b>6 hours</b>	<b>15 hours</b>	<b>20 hours</b>

## Voluntary Certification Class Schedule

Even Year 2020	Month	Odd Year 2021
Municipal Finance 201 (5 hours of Advanced Level 2)	<b>January</b>	Winter Conference City Gov't 101 (5 hours of Level 1) plus (3 Hours of Continuing Education)
Winter Conference (3 Hours of Continuing Education)	<b>February</b>	Personnel Management (5 hours of Advanced Level 3)
Disaster Preparedness (5 hours of Advanced Level 2)	<b>March</b>	Technology/Cybersecurity (5 hours of Advanced Level 3)
City Government 101 (5 hours of Level 1)	<b>April</b>	Planning & Zoning (5 hours of Continuing Education)
Leadership 101 (5 hours of Advanced Level 2)	<b>May</b>	Conflict Management (5 hours of Advanced Level 3)
June Convention (3 Hours of Continuing Education)	<b>June</b>	June Convention (3 Hours of Continuing Education)
	<b>July</b>	
	<b>August</b>	
Municipal Finance 101 Workshop (5 hours of Level 1)	<b>September</b>	Municipal Finance 101 Workshop (5 hours of Level 1)
Human Resources (5 hours of Level 1)	<b>October</b>	Human Resources (5 hours of Level 1)
MHBP/MLWCP	<b>November</b>	Leadership 201 (5 hours of Advanced Level 3)
	<b>December</b>	

## Governor's task force issues recommendations on state's levees

The Arkansas Levee Task Force, formed by Gov. Asa Hutchinson in 2019 after historic flooding along the Arkansas River affected several of the state's 92 levees, has released a report recommending increased oversight of the state's levees, consolidation of some levee districts and state grants to fund improvements, *Arkansas Business* reported Jan. 7.

"I believe this is one of the good things that came out of a terrible circumstance with the 2019 flood," Hutchinson said. "We've been able to focus on this and what I believe will be a lasting impact for the state of Arkansas in a positive way in strengthening our levee system."

The report calls for districts to file standardized levee reports, which county officials must sign off on and send to the state Department of Emergency Management for review and to compile an annual summary of threat vulnerabilities. The report recommends the consolidation of some levee districts, decisions that should be made at the local level. The Arkansas Natural Resources Commission plans to meet in late January to award most of the \$10 million Hutchinson asked lawmakers to set aside for improvements to the state's levee system. The full report can be read on the governor's website, [governor.arkansas.gov](http://governor.arkansas.gov).

## Eight communities receive water and wastewater project funding

The Arkansas Department of Agriculture's Natural Resources Commission has approved funding for water and wastewater projects in eight Arkansas communities, including five cities, the agency announced on Jan. 16. Recipients, amounts and the projects funded include:

- The city of Bono received a \$447,549 loan from the Arkansas Water Sewer Solid Waste Fund to extend the wastewater collection system to 17 new customers.
- Central Arkansas Water in Pulaski County received a \$6.05 million loan from the Drinking Water State Revolving Loan Fund for consolidation of the Paron-Owensville Water Association with Central Arkansas Water. This project will serve 940 customers.

- The city of Huntsville received a \$309,000 loan from the Arkansas Water Development Fund to build a new water storage tank to serve 1,202 customers.
- The Jefferson Samples & Dexter Water Users Association in Jefferson County received a \$700,300 loan from the Water, Waste Disposal and Pollution Abatement Facilities General Obligation Bond Fund to construct a new well. The project will serve 1,100 customers.
- The city of Palestine received a \$351,333 loan from the Drinking Water State Revolving Loan Fund to replace 701 faulty meters. The project will serve 699 customers.
- The city of Siloam Springs received a \$30.1 million loan from the Drinking Water State Revolving Loan Fund to make improvements to the existing water treatment facility, which serves 7,492 customers.
- The Tri-County Regional Water District (Pope, Logan and Yell counties), received a \$800,000 loan from the Drinking Water State Revolving Loan Fund to install a third water treatment module at the Hector Water Treatment Plant. This project will serve 8,293 customers.
- The city of Cave Springs received a \$4.2 million loan from the Arkansas Clean Water Revolving Loan Fund to connect to the Northwest Arkansas Conservation Authority for sewer treatment. Customers served by the project total 1,887.

More information about the Natural Resource Division's water and wastewater programs can be found at [www.anrc.arkansas.gov/divisions/water-resources-development](http://www.anrc.arkansas.gov/divisions/water-resources-development) or contact Kaetlynn Melton at [kaetlynn.melton@arkansas.gov](mailto:kaetlynn.melton@arkansas.gov) or 501-682-0547.

## Meeting Calendar

**February 12-14, 2020**, Arkansas Municipal League 2020 Winter Conference, Statehouse Convention Center, Little Rock.

**March 8-11, 2020**, National League of Cities Congressional City Conference 2020, Washington, D.C.

**June 17-19, 2020**, Arkansas Municipal League 86th Convention, Statehouse Convention Center, Little Rock.

## Time to levy property taxes

City and town councils may levy general property taxes of up to five mills on the dollar (Ark. Const. art. 12 § 4; A.C.A. §§ 26-25-102 and 103). In order to implement this millage, the governing body of the city or town must certify the rate of taxation levied to the county clerk. (A.C.A. § 26-73-202).

This must be done prior to the time fixed by law for the Quorum Court to levy county taxes. Id. Arkansas Code section 14-14-904(b) establishes the November or December meeting of the Quorum Court as the time to levy those taxes.

Accordingly, municipal officials should check with the Quorum Court to determine whether its levying meeting will be in November or December. It is important also to bear in mind that the city council must levy and certify its taxes annually, as failure to levy by the required date will result in a millage of zero for the following year (See Ark. Ops. Atty. Gen. No. 91-044 and 85-5).

The bottom line: If your city or town wishes to collect property taxes for the following year, make sure that council approval and certification

to the county clerk occur prior to the meeting of the Quorum Court at which county taxes are levied.

## 2019 Act 833 Deadline for Arkansas Fire Departments

The 2019 Act 833 application period will open Jan. 1, 2020, and will close June 30, 2020.

Act 833 of 1992, "Funding for Fire Departments," is administered by the Arkansas Fire Protection Services Board and requires all Arkansas fire departments to become certified in order to be eligible for funding. Certification requirements include possession of a NFPA 1901-compliant fire suppression apparatus, a minimum of six active members with 16 hours of certified training and personal protective equipment for all active members.

New for 2019—Online application at the Arkansas Fire Portal [arfire.arkansas.gov](http://arfire.arkansas.gov). To request log-in credentials contact your county LEMC/Fire Coordinator or State Fire Coordinator Louis Eckelhoff at 501-683-6781 or email [louis.eckelhoff@adem.arkansas.gov](mailto:louis.eckelhoff@adem.arkansas.gov). 🏠



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# Annual Statements

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

<b>Form A</b>		
City or Town of _____		
(Cities of the first class, second class, and incorporated towns)		
Financial Statement January 1, 2019—Dec. 31, 2019		
<b>GENERAL FUND</b>		
Balance January 1, 2019	\$ _____	
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, 2019	\$ _____	
<b>STREET FUND</b>		
Balance January 1, 2019	\$ _____	
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, 2019	\$ _____	
The classification of expenditures shall be by department, i.e., administrative, police department, fire department, parks department, etc.		
<b>INDEBTEDNESS</b>		
<b>Type of Debt</b>	<b>Amount</b>	<b>Date Last Payment Due</b>
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*, 2019-2020 ed., section 14-59-116 and section 14-237-113.

Ark. Code Ann. § 14-59-116 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 statement should include the receipts and expenditures for the year. In addition, it 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.

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* at [www.arml.org/store](http://www.arml.org/store). 

The suggested FORM B is for use by water and sewer departments to comply with 14-237-113.

<b>Form B</b>		
City or Town of _____		
Financial Statement January 1, 2019—Dec. 31, 2019		
<b>WATER AND SEWER DEPARTMENTS</b>		
Balance January 1, 2019	\$ _____	
<b>Cash Receipts</b>		
Water Payments	\$ _____	
Sewer Payments	\$ _____	
Sanitation Funds	\$ _____	
Other	\$ _____	
Total Receipts	\$ _____	
Total Funds Available	\$ _____	
<b>Expenditures</b>		
Personal Services	\$ _____	
Supplies	\$ _____	
Other services and charges	\$ _____	
Capital Outlay	\$ _____	
Debt Service	\$ _____	
Transfers Out	\$ _____	
Total Expenditures	\$ _____	
Balance Water and Sewer Fund Dec. 31, 2019	\$ _____	
<b>INDEBTEDNESS</b>		
<b>Type of Debt</b>	<b>Amount</b>	<b>Date Last Payment Due</b>
Short term financing obligations	\$ _____	_____
Water Revenue Bonds	\$ _____	
Sewer Revenue Bonds	\$ _____	
		<b>Date Free of Debt</b>
		_____
<b>Total</b>	\$ _____	
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.		

# Inaugural Municipal Finance 201 workshop packs hall

Empty seats were hard to come by in the assembly hall at the League's North Little Rock headquarters Jan. 15 for Municipal Finance 201, a workshop that covered budgeting best practices for the 137 mayors, council members, city clerks and key personnel in attendance. As the first Advanced Level 2 workshop in the League's Voluntary Certification Program for municipal officials and personnel, it was also a historic event for the League.

With such an impressive turnout, the assembly hall may need "some kind of double-decker system," joked League Executive Director Mark Hayes, who welcomed city officials to the workshop. "I think this shows the great need for additional education."

The League launched its Voluntary Certification Program in September 2010 with a workshop on municipal finance and budgeting. Interest in the new training opportunity was strong right out of the gate, and the League had to add a second day in order to accommodate the crowd. Over those two days, the first class drew 201 mayors and council members.

In response to members' desire for further education, the executive committee voted in 2019 to expand the popular certification program. Along with adding advanced coursework, the League has broadened access to the program. Mayors, council members and other elected officials may obtain the status of certified municipal official (CMO), while department heads, finance officers, and other key city and town employees may now obtain certified municipal personnel (CMP) status.



PHOTOS BY ANDREW MORGAN

"Raise your hand if this is your first Municipal Finance 201," League Deputy Director Whitnee Bullerwell asked of the record-breaking crowd. More than 130 mayors, council members, city clerks and key personnel attended the workshop.

"The idea here is to continue to build on those levels of education so you can be the very best municipal officials in the state and in the country," Hayes said.

The initial certification program had gone so well over the last several years, that the executive committee was certain the advanced level program would be well received, he said. "I don't think any of us thought it would be this well received, so congratulations to you for being here."

League Deputy Director Whitnee Bullerwell has guided the development of the new training levels and is excited by the initial response. "We are very pleased with the outstanding attendance and interest from our membership," she said. "The League's goal is to provide advanced level certification workshops that meet, and hopefully exceed, our members' expectations."

Municipal Finance 101 courses tend to cover the budgeting basics for city and town leaders, including an overview of state statutes that guide municipalities, revenue sources available to local governments, and purchasing and bidding guidelines. Municipal Finance 201 aims to take a deeper dive into city finance issues. The inaugural course covered an array of topics, including capital planning and infrastructure, investment strategies available to cities, and an in-depth look at cybersecurity. Several staff members from the Division of Legislative Audit were also on hand to share financial best practices and tips for avoiding common pitfalls and keeping a clean audit sheet.



No empty seats here! Municipal Finance 201 is the first Advanced Level 2 workshop in the League's Voluntary Certification Program.

For Mulberry Mayor Gary Baxter, League 2019-2020 first vice president, both large and small cities and towns benefit from the certification workshops. “The bottom line is when you come to Finance 201, you’re going to take some things home with you that you can put into practice today,” he said.


Taking advantage of the League’s educational opportunities is the key to being a good city leader, said Altheimer Mayor Zola Hudson. “It’s been wonderful for me,” she said. “I’m not going to ever ask my staff or other elected officials to do something that I wouldn’t do. So truly, as the mayor of Altheimer, I am leading by example to go out and get all the education I can to make our city a better place.”

Being able to be in the same room and discuss issues of common concern with city and town leaders from across Arkansas is another common theme for League



League Deputy Director Whitnee Bullerwell reminds attendees of the ever-expanding educational opportunities available as part of the League’s Voluntary Certification Program for municipal officials and personnel.

members. “Networking is key to our success,” said North Little Rock Clerk/Treasurer Diane Whitbey. “We can sit in classes all day, and there are going to be people who may not ask questions they want to ask. But when you’re sitting at lunch or on break, or even if it’s an overnight type situation, you’re able to sit at the table and talk to someone who maybe has a lot of experience or has a situation they were involved in that you’re going, ‘Hey, that affected us.’ So it’s invaluable.”

During this month’s annual Winter Conference, participants in both Level 1 and Advanced Level 2 of the certification program will have the opportunity to earn three hours of continuing education. The next Advanced Level 2 workshop will be Disaster Preparedness, held March 18 at League headquarters in North Little Rock. For more information about the Voluntary Certification Program, please visit the League’s website, [www.arml.org](http://www.arml.org), and click on League Programs under the Services menu. 

“I am so proud to know that you all work diligently to make your program the best. Please keep up the good work and thank you all so much.”

- Pamela

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Mayor Harold Perrin and Foundation of Arts executive director Kristi Pulliam, sharing the scissors, are joined by Forum staff and supporters for the ribbon cutting of the recently renovated theater.

## Forum facelift boosts Jonesboro arts community

By Bill Campbell

Mayor Harold Perrin and Foundation of Arts Director Kristi Pulliam stood in the lobby of a revamped Forum—Jonesboro’s home to a wonderfully vibrant arts community—huddled with about 50 ardent supporters of the city’s downtown theater.

“We run our city on a tight budget,” Perrin told those in attendance. “But we dedicated \$250,000 to renovate some serious needs to this historic theater because our hard-working Foundation of Arts has been operating in unacceptable conditions.”

Pulliam checked off the list: new stage curtains, first thorough paint job in a decade, expanded ticket booth and concessions stand downstairs, repaired flooring and concession stand upstairs, and ADA-compliant seating for those with mobility issues. And most proudly, an upgraded

sound system that was provided half by the city of Jonesboro and half by FOA donors.

“We were thankful simply to have a building,” Pulliam said of the former movie theater at 115 E. Monroe Ave. that dates to 1926. “Having said that, any time you surround yourself with a higher quality facility, it reflects that you believe something important is going on in that facility.”



The circa-1926 theater received upgrades both inside and out, including new window frames and windows.





Inside, the 650-seat theater got its first fresh paint job in a decade, new stage curtains and ADA-compliant seating.

“My interpretation of the city’s investment in the rehabilitation the Forum is saying, ‘We value what’s going on here,’” she continued. “And the more that is communicated, the more attractive it becomes to people who might not have even realized they wanted or needed it.”

City Building Maintenance Director Ronnie Shaver and staff handled the new construction and redesigns both inside and to the building’s exterior, which included replacing windows, window frames and awnings, as well as pressure washing the entire structure. “The Forum needed a lot of work, and it will always need more upkeep,” Shaver said. “We noticed immediately that when they had a show, they had no way of selling soft drinks other than an ice cooler. We added a soda machine and expanded the ticket booth. We enlarged that area, and it’s more appealing. We also did some heavy cleaning to the carpet in the lobby.”



The Forum serves around 18,000 residents each year, and now the enlarged front lobby area and ticket booth can more easily accommodate patrons.

Perrin said it better represents the image Jonesboro wants of its arts community—and its city as a whole. “We want everything we do to reflect that Jonesboro is a first-class city, and we have a first-class arts community that most cities, even larger cities, would be proud to call their own,” the mayor said. “I’m proud that we could do some upgrades, and I want to thank Kristi Pulliam and the Arts Commission, not to mention all the charitable donors who made this possible.”

Pulliam credited Perrin’s decision last year to reconvene the Arts Commission, as well as commit dollars to the Forum, for the upgrades. She said the FOA touches 18,000 residents each year, either active participants or patrons who attend FOA events. “That in itself speaks to the passion for the theater wing of what FOA does,” she said. “It brings our culture to a higher level, and research proves that FOAs speak to everyone. They’re not only a means to an end, but a means to a better individual.”

*Bill Campbell is director of communications for the city of Jonesboro.*

# Employers (including municipalities) still required to file IRS forms despite changes to Affordable Care Act individual mandate

By Craig Cockrell

If you watch the news, you may have heard that the requirement known as the “individual mandate” under the Affordable Care Act, which generally requires that individuals either obtain health insurance or pay a penalty, was repealed by the Tax Cuts and Jobs Act of 2017. Although the “Individual Mandate Repealed” headline is basically true for all practical purposes, it is not the whole story. The truth is that the 2017 act did not actually repeal the individual mandate; instead, it eliminated the penalty individuals must pay for not having health insurance. Thus, effective for 2019 forward, individuals are still required under the law to have health insurance but will not be subject to any penalty for not complying with the law.

If you are an employer with more than 50 full-time employees, this technicality is important. Although the change in the law eliminated the individual mandate penalty, it had no effect on a large employer’s obligation to offer minimum essential health coverage to its employees (known as the “employer mandate”), or on an employer’s reporting obligations to the IRS and its employees regarding its offer of health coverage. Accordingly, large employers are still obligated to provide Form 1095-C to their employees and the IRS, even though the forms will have little or no practical effect for employees. Further, employers who fail to provide the proper forms to their employees and file copies with the IRS may be subject to stiff penalties.

The Affordable Care Act requires employers with an average of 50 or more full-time employees (known as an “applicable large employer”) to provide a Form 1095-C to each of its full-time employees reporting whether or not the employee was offered minimum essential health coverage during the year. The employer must also file a copy of each employee’s Form 1095-C and a transmittal Form 1094-C with the IRS. The employee then typically attaches the Form 1095-C to their individual income tax return to establish they are in compliance with the individual mandate.

With the elimination of the individual mandate penalty by the Tax Cut and Jobs Act beginning in 2019,

many tax experts speculated whether the IRS would also do away with the 1095-C filing requirement for 2019 and future years, since the forms are now practically unnecessary. However, the IRS published guidance in December 2019 confirming that employers are still required to file the forms, and that employers that fail to do so are still subject to penalties. For 2019, IRS extended the due date to provide Forms 1095-C to employees from January 3 to March 31, 2020. The due date for filing the forms with the IRS is February 28, 2020, if filing paper forms, or March 31, 2020, if filing electronically.

Employers may be subject to penalties of up to \$270 per return for failure to provide Forms 1095-C to employees in a timely manner, and an additional \$270 per return for failure to file the forms with the IRS in a timely manner. Special rules apply that could increase this penalty if an employer intentionally disregards the filing requirements.

Employers who fail to file the Forms 1095-C in a timely manner may eventually receive a notice from the IRS proposing to assess a penalty based on the number of late or unfiled returns. This notice should provide instructions for the employer to request a waiver of such penalties if the employer can establish, to the satisfaction of the IRS, that the failure to file was due to reasonable cause and not due to willful neglect. Whether such relief is available depends on a number of factors set forth in the IRS regulations. In order to request a waiver of penalties, employers must typically respond within 45 days of receiving the proposed penalty notice. Thus, it is important that employers take any IRS notice regarding failure to file penalties seriously and seek the assistance of an experienced tax advisor in responding to the notice and requesting a waiver.

*Craig Cockrell is an attorney with Mitchell, Williams, Selig, Gates & Woodyard, P.L.L.C.*

# The PDA, the ADA and the FMLA: When three laws collide

By Tracey Cline-Pew & Lanny Richmond

In 1978 Congress passed the Pregnancy Discrimination Act (PDA), a federal statute that forbids discrimination based on pregnancy when it comes to any aspect of employment, including hiring, firing, pay, job assignments, promotions, layoff, training, benefits or any other term or condition of employment. It applies to employers with 15 or more employees.

Although the act has been around for 41 years, pregnancy discrimination still occurs. Under the PDA, an employer that allows temporarily disabled employees to take disability leave or leave without pay must allow an employee who is temporarily disabled due to pregnancy to do the same. Basically, the PDA prohibits employers from discriminating against employees because of their pregnancy, childbirth or related medical condition and requires an employer to treat a pregnant employee who is temporarily unable to perform or limited in performing the job functions in the same manner as it treats other employees who are unable to or limited in their ability to work.

Under the Americans with Disabilities Act (ADA), pregnancy alone is not considered a disability. However, complications resulting from pregnancy may be covered. Unlike the PDA, the ADA mandates that employers with 15 or more employees provide reasonable accommodations to employees with disabilities. Accommodations for complications resulting from pregnancy should be considered on a case-by-case basis. Examples of complications that may be covered under the ADA are fatigue, sickness, and restrictions in lifting, standing or bending that affect an employee's ability to meet the physical demands of the job. Reasonable accommodations can be explored at the Job Accommodation Network website, [www.askjan.org](http://www.askjan.org). The Job Accommodation Network, or JAN, is an excellent resource for human resource professionals.

The Family and Medical Leave Act (FMLA) of 1993 is a labor law requiring covered employers to provide employees with up to 12 weeks of job-protected, unpaid leave for qualified medical and family reasons. Technically, all cities are "covered employers" under the FMLA, however, for city employees to be eligible for leave under the FMLA, the city must have at least 50 employees. Further, to be eligible for FMLA, an employee must work for a covered employer, have worked for that employer for at least 12 months, and have worked at least 1,250 hours during the 12 months prior to the start of the FMLA leave.

For cities that meet the threshold, the FMLA provides additional protection for pregnant employees during the

pregnancy, for the birth of the child, and to bond with a newborn child. Leave to bond with a newborn child must conclude within 12 months after birth. In some circumstances, FMLA may need to be taken on an intermittent or reduced-schedule basis. FMLA requires an employer to maintain an employee's health benefits during leave and job restoration after the leave is concluded. In addition to pregnancy, FMLA leave entitlement applies to the placement with the employee of a child for adoption or foster care and to care for the newly placed child; to care for an immediate family member (spouse, child or parent) with a serious health condition; and when the employee is unable to work because of a serious health condition.

Here is an example of how all three of these acts could come into play with a single employee:

An employee working as a general laborer in the parks department who is in her second trimester receives a doctor's note setting forth lifting restrictions. A disability under the ADA does not include pregnancy, so it does not apply at this time. The employee does not need leave, so the FMLA does not apply. The PDA does apply if an employer would accommodate lifting restrictions for other employees in a similar situation. Most employers would probably do so under the ADA. Next, the employee requests leave time for the birth and care of the child. Clearly, the FMLA applies, presuming the employee meets the tests noted above. Finally, due to complications from the pregnancy, the employee requires a lifting accommodation certified by her physician after her return to work from FMLA leave. Now the ADA would apply if the complication was sufficient to constitute a disability under the ADA.

It is important to know these three acts and consider them carefully when an employee requests leave or an accommodation due to pregnancy. If you have questions or concerns, always consult your city attorney.



*Tracey Cline-Pew is the League's director of human resources. Email Tracey at [tpew@arml.org](mailto:tpew@arml.org), or call 501-374-3484 ext. 111.*



*Lanny Richmond is the League's code and legal counsel. Email Lanny at [lrichmond@arml.org](mailto:lrichmond@arml.org), or call 501-374-3484 ext. 228.*

# NOTICE: Annexation Reports Due March 1

## Arkansas Code Ann. sections 14-40-2201 and 14-40-2202 provide:

(a)(1) Beginning March 1, 2014, and each successive year thereafter, the mayor or city manager of a city or incorporated town shall file annually with the city clerk or recorder, town recorder, and county clerk a written notice describing any annexation elections that have become final in the previous eight (8) years.

(2) The written notice shall include:

(A) The schedule of services to be provided to the inhabitants of the annexed portion of the city; and

(B) A statement as to whether the scheduled services have been provided to the inhabitants of the annexed portions of the city.

(b) If the scheduled services have not been provided to the new inhabitants within three (3) years after the date the annexation becomes final, the written notice reporting the status of the extension of scheduled services shall include a statement of the rights of inhabitants to seek detachment.

(c) A city or incorporated town shall not proceed with annexation elections if there are pending scheduled services that have not been provided in three (3) years as prescribed by law.

## Ark. Code Ann. § 14-40-2202. Inhabitants of annexed area

(a) In all annexations under § 14-40-303 and in accordance with § 14-40-606, after the territory declared annexed is considered part of a city or incorporated town, the inhabitants residing in the annexed portion shall:

(1) Have all the rights and privileges of the inhabitants of the annexing city or incorporated town; and

(2) (A) Be extended the scheduled services within three (3) years after the date the annexation becomes final.

(B) The mayor of the municipality shall file a report with the city clerk or recorder, town recorder, and county clerk of the extension of scheduled services.

(b) If the scheduled services have not been extended to the area and property boundaries of the new inhabitants within three (3) years after the date annexation becomes final, the written notice reporting the status of the extension of scheduled services shall:

(1) Include a written plan for completing the extension of services and estimated date of completion; and

(2) Include a statement of the rights of inhabitants to seek detachment.

(c) A city or incorporated town shall not proceed with any additional annexation elections if there are pending scheduled services that have not been extended as required under this subchapter.

To obtain a sample *Notice Describing Annexation Elections, and Schedules of Services* access the Legal FAQs page at [www.arml.org/legal-faqs](http://www.arml.org/legal-faqs).

## Obituaries

**DAVID LYNN DUCH**, 62, who served the city of Hazen for 25 years, including four on the city council and 21 years as mayor, died Jan. 7.

**JOHN LEE PAYNE**, 73, a Morrilton council member since 2005 and a member of the League's First Class Cities Advisory Council for three years, died Dec. 21, 2019.

**JIMMY ALVIN SIMPSON, Sr.**, 66, who was in his first term as mayor of Diaz after serving 12 years on the city council, and who volunteered on the Diaz Fire Department for more than 30 years, died Jan. 25.

# IMPORTANT REMINDER: Highway Revenues and Severance Turnback Reporting Due

Act 747 of the 2019 Regular Session of the Arkansas Legislature requires municipalities receiving \$2 million or more in total highway revenues and highway severance turnback to submit reporting for 2019 projects to the House Committee on Public Transportation and the Senate Committee on Public Transportation, Technology, and Legislative Affairs. The reporting deadline is March 15, 2020. You can access Act 747 and the required reporting document online at: [www.arkleg.state.ar.us/assembly/2019/2019R/Acts/Act747.pdf](http://www.arkleg.state.ar.us/assembly/2019/2019R/Acts/Act747.pdf).

*SECTION 13. Arkansas Code § 27-70-207, concerning distribution of highway revenues to cities and counties, is amended to add an additional subsection to read as follows:*

*(f) A county or municipality that receives a distribution under this section or under § 26-58-124 of two million dollars (\$2,000,000) or more shall report annually by March 15 to the House Committee on Public Transportation and the Senate Committee on Public Transportation, Technology, and Legislative Affairs the following information regarding the use of the funds in the previous year:*

*(1) The use of the funds;*

*(2)(A) A general ledger accounting of the city street or road fund or the county street or road fund.*

*(B) The county street or road fund general ledger accounting shall be made using the County Financial Management System of tracking county revenues and expenditures;*

*(3) The percentage of the city street or road fund or county street or road fund that is comprised of state funds; and*

*(4) The details of each contracted project, including without limitation the type and description of the contracted project and the total amount expended on the contracted project.*

Finally, you have been requested, to the extent possible, to identify the type of projects using the following categories below and the percentage comprised of state funds:

- Bicycle Paths
- Bridges
- Drainage Maintenance
- Highways
- Hot Mix, Asphalt, Gravel, Concrete, Paint, Steel
- Intelligent Transportation Systems
- Intermodal Facilities
- Other Surface/Water Transportation
- Parking Facilities
- Pedestrian Ways
- Port Authorities
- Public Transit Systems
- Railroads
- Roads/Streets
- Safety Improvements
- Sidewalks
- Lighting/Right of Way Maintenance
- Toll Facilities
- Traffic Management Systems
- Traffic Signal Systems
- Trails
- Traveler Information Systems
- Tunnels
- Waterways
- Other

The report shall be submitted annually no later than March 15 for the previous year's projects. Please ensure this message is forwarded to the appropriate personnel. Direct all questions regarding this reporting requirement to:

**Estella Smith, Assistant Director**  
**Research Services Division**  
**Bureau of Legislative Research**  
**One Capitol Mall, 5th Floor**  
**Little Rock, AR 72201**  
**501-537-9192 or [smithe@blr.arkansas.gov](mailto:smithe@blr.arkansas.gov)**

# 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 2020. This scholarship covers the registration fee.

Additional scholarships include: four local \$400 scholarships to attend the Municipal Clerks' Institute, Sept. 13-17, 2020, in Fayetteville; one \$400 scholarship for the Academy for Advanced Education, Sept. 13-15,

2020, in Fayetteville; and one \$400 scholarship to attend the International Institute of Municipal Clerks (IIMC) annual conference, May 17-20, 2020, in St. Louis, MO.

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

Completed scholarship application should be returned to the ACCRTA Scholarship Committee chair:

**Andrea Williams, CMC, CAMC**

**City Clerk, City of Paragould**

**301 West Court Street**

**P.O. Box 1175**

**Paragould, AR 72450**

Questions: **Andrea.Williams@Paragouldcity.org**  
or **(870)239-7500**.

## 2020 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, 2020, and Dec. 31, 2020, and that I must attend all sessions.

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 13-17, 2020	<b>Deadline: May 31, 2020</b>
	Academy for Advanced Education, Fayetteville	September 13-15, 2020	<b>Deadline: May 31, 2020</b>
	IIMC Conference, St. Louis, MO.	May 17-20, 2020	<b>Deadline: April 17, 2020</b>

**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 2020. The finalist will be honored at the 86th Annual Arkansas Municipal League Convention, June 17-19, 2020, in Little Rock.

**The deadline for nominations is April 17, 2020.**

## 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:

Andrea Williams, CMC, CAMC  
City Clerk, City of Paragould  
301 West Court Street  
P.O. Box 1175  
Paragould, AR 72450  
Andrea.Williams@Paragouldcity.org

## Municipal Clerk of the Year 2020 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 2020 MUNICIPAL CLERK OF THE YEAR. \_\_\_\_\_

*The Arkansas Municipal League  
requests the pleasure of your company  
as we dedicate the*



## **Don A. Zimmerman Campus**

*Wednesday, February 12, 2020*

*10 a.m.*

*301 West Second Street  
North Little Rock, Arkansas*

*[rsvp@arml.org](mailto:rsvp@arml.org) | 501-978-6124*



# Arkansas Municipal League 2020 Winter Conference

We'll see  
you there!





FROM THE DESK OF  
MAYOR FRANK SCOTT, JR.

Arkansas Municipal League  
2020 Winter Conference



Dear Delegates,


On behalf of the City of Little Rock, I am pleased to welcome you to Little Rock for the 2020 Winter Conference of the Arkansas Municipal League. Our state is fortunate to have an active, engaged Arkansas Municipal League. Regardless of the size of each of our cities, there are many challenges we all face and many opportunities we all share.

I know you will be spending most of your time focused on the conference activities downtown, however I hope you will get a chance to explore the different neighborhoods and attractions Little Rock offers. While you are downtown, hop on one of our streetcars for a free, fun and convenient way to discover the unique boutiques and fantastic restaurants in our downtown core.

A city on the move, Little Rock continues to renew and grow, not just in downtown but throughout the city. Recently ranked one of 12 'Best Places to Live' by Outside magazine, one of 'America's 50 Best Small Cities' by Resonance Consultancy, one of the Top 100 Cities by Livability, and a Top 10 'Best U.S. Value Destination' three years running by Trivago.com, Little Rock continues to garner national and international acclaim for its amenities, beauty and quality of life. Both Southern Living and Food & Wine magazines have named Little Rock as one of "15 Southern Cities All Food Lovers Should Visit Now."

Little Rock offers many wonderful visitor attractions including the Clinton Presidential Center, Central High School National Historic Site, Old State House Museum, Historic Arkansas Museum, and the Mosaic Templars Cultural Center. For those who enjoy experiencing local cuisine, may I suggest visiting Sims Bar-B-Que on Broadway, which has been serving up the best bar-b-que since 1937; or Lassis Inn, which is known for its vast selection of fried fish. Wherever you decide to dine, shop or play we appreciate you making Little Rock the destination of choice.

Sincerely,

  
Mayor Frank D. Scott, Jr.  
City of Little Rock

CITY HALL, SUITE 203, 500 W. MARKHAM

501.371.4510 FSCOTTJR@LITTLEROCK.GOV



# DYNAMIC DESTINATION

Little Rock is proud to host the Arkansas Municipal League's 2020 Winter Conference. The city's wide array of attractions, cuisine and lodging options make it the perfect location for taking care of business and unwinding at the end of the day. Little Rock is convenient, affordable and famous for that Southern hospitality, and we can't wait to see you here.



[littlerock.gov](http://littlerock.gov)

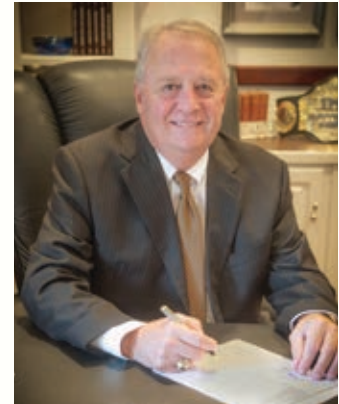
## OFFICE OF THE MAYOR

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



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

PHONE (501) 975-8601  
FAX (501) 975-8633



Arkansas Municipal League  
2020 Winter Conference  
February 12-14, 2020

Greetings!

As Mayor, it is my pleasure to welcome you to the Arkansas Municipal League 2020 Winter Conference. During your stay, we hope you can include some or all of the following points of interest in North Little Rock:

- **Argenta Arts & Entertainment District** – Stroll North Little Rock's Main Street, lined with art galleries, restaurants, The Joint Comedy Theater and the North Little Rock Heritage Center.
- **Dickey-Stephens Park** – home of the Arkansas Travelers and the finest facility in minor league baseball. Great family entertainment!
- **Arkansas Inland Maritime Museum** – Tour a real World War II-era submarine, USS *Razorback* (SS394) and learn about the McClellan-Kerr Arkansas River Navigation System, cruiser USS *Arkansas*, and tugboat USS *Hoga* (YT146) which was designated a National Historic Landmark for the tugboat's heroic actions during the attack on Pearl Harbor.
- **River Rail Trolleys** – allow visitors to travel across the Arkansas River in style and stop for shopping and dining in the Argenta Arts & Entertainment District in North Little Rock and River Market District in Little Rock.
- **Burns Park** – Encompassing 1,700 acres and one of the largest city parks in the nation, Burns Park hosts tennis, baseball, softball, and soccer tournaments.
- **The Old Mill at T.R. Pugh Memorial Park** – a 1930s replica of a 1800s gristmill, presumed to be the last standing structure from *Gone with the Wind*.

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

On behalf of the City of North Little Rock, I welcome you and extend best wishes for a fun and successful tournament.

Sincerely,

Joe A. Smith  
Mayor

*"An Equal Opportunity Employer"*

# The Most Underrated City in Arkansas: North Little Rock

Recently, *Trillist Travel* named North Little Rock “The Most Underrated City” in Arkansas which, in true Southern style, we take as a compliment. North Little Rock packs a powerful punch for travelers eager to experience something new. What do visitors - and residents - love about North Little Rock?

**Proximity to nature.** Kayak through the city on the Arkansas River. Cycle 15 miles of the Arkansas River Trail. Sports teams love 1,700-acre Burns Park with its state-of-the-art facilities, and families enjoy the playgrounds and dog park. Burns Park was voted “Best Park in Arkansas” by *Arkansas Times* readers.



**Entertainment for all ages.** Annually North Little Rock welcomes more than 750,000 for events in the Argenta Arts District including North Shore Riverwalk Park, Simmons Bank Arena and Dickey-Stephens Park.

**Interactive history.** The Arkansas Inland Maritime Museum is the only place in the world with floating vessels bookending World War II. More than 20,000 visitors every year come to see USS *Razorback*, a 90-percent-operational submarine. The tugboat

*Hoga*, a National Historic Landmark awarded for heroic efforts during the 1941 Pearl Harbor attack, opened for tours in 2018, allowing guests to experience this significant moment in American history in a new way.



**The RV parks in the U.S.** Downtown Riverside RV Park is one-of-a-kind with its location by the Arkansas River in downtown. The RV park recently celebrated 10 years and an overall economic impact of \$15.87 million. Over the years we have met more than 46,500 RVers from all 50 states and several countries.



**Hollywood ties.** Our most popular icon, The Old Mill at T.R. Pugh Memorial Park is the last standing structure from *Gone with the Wind*. It won #2 Best Arkansas Attraction in *USA Today's* 10 Best Awards and a *TripSavvy* Editor's Choice Award for Historic Attraction.



What makes North Little Rock really stand out, however, is the people. We fly under the radar because our residents are humble, hardworking and go the extra mile to ensure visitors feel welcome. And our work isn't done yet; stay tuned!



**NORTH LITTLE ROCK**  
CONVENTION & VISITORS BUREAU



# 2020 Winter Conference

Marriott Hotel/Statehouse Convention Center, February 12-14, 2020

REGISTRATION

**Registration and payment must be received in League office by Friday, January 31, 2020, to qualify for Pre-registration rates.**

Registration fee after <b>January 31, 2020</b> , and on-site registration for municipal officials . . . . .	\$175
Registration fee after <b>January 31, 2020</b> , 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 **Handbook for Arkansas Municipal Officials, 2019-2020**.
- No daily registration is available.
- Registration must come through the League office. No telephone registrations will be accepted.
- **No refunds after January 31, 2020.**
- Cancellation letters must be postmarked by **January 31, 2020.**

HOTEL RESERVATION

## Hotel Room Rates

<b>Marriott Hotel</b> (headquarters hotel)		
Single/Double. <b>SOLD OUT</b> . . . . .	<del>\$139</del>	Check-in . . . . . 3 p.m.
<b>Capital Hotel</b>		
Single/Double. <b>SOLD OUT</b> . . . . .	<del>\$195</del>	Check-in . . . . . 3 p.m.
<b>Doubletree Hotel</b>		
Single/Double. <b>SOLD OUT</b> . . . . .	<del>\$144</del>	Check-in . . . . . 3 p.m.
<b>Wyndham Hotel</b>		
Single/Double. <b>SOLD OUT</b> . . . . .	<del>\$109</del>	Check-in . . . . . 3 p.m.

- Cut-off date for hotel reservations is **January 15, 2020.**
- Rooms in Little Rock/North Little Rock are subject to a 13-15 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 as penalties for cancellation can apply.

# Two ways to register **2**

**1** Register online at [www.arml.org](http://www.arml.org) and pay by credit card. **OR**

Complete the steps and **mail with payment** to:  
 ARKANSAS MUNICIPAL LEAGUE  
 Attn: 2020 Winter Conference  
 P.O. Box 38  
 North Little Rock, AR 72115-0038

## Step 1: Delegate Information

Name: .....

Title: ..... City of: .....

Attendee only email (required): ..... CC Email: .....

Address: ..... City: .....

State: ..... Zip: ..... Phone Number: .....

Non-city Official 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"/> 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  
 2020 Winter Conference  
 P.O. Box 38  
 North Little Rock, AR 72115

**Credit Card** Complete information below and send to address above.

Credit Card:  Visa  MasterCard  Discover

Card Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Exp. Date: \_\_\_\_/\_\_\_\_/20\_\_\_\_

Card Holder Name (as it appears on card): .....

Billing address (as it appears on statement): .....

City: ..... State: ... Zip: ..... Telephone: .....

E-mail address (**required for credit card payment**) .....

## Step 3: Hotel Reservations

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** ..... **SOLD OUT** ..... 877-759-6290
- Capital Hotel** ..... **SOLD OUT** ..... 877-637-0037 or 501-374-7474
- Doubletree Hotel** ..... **SOLD OUT** ..... 800-222-8733 or 501-372-4371
- Wyndham Hotel** ..... **SOLD OUT** ..... 866-657-4458 or 501-907-4823

Special dietary needs:

Gluten free

Vegetarian

Pescatarian

Vegan

# 2020 Winter Conference

## ARKANSAS MUNICIPAL LEAGUE

WEDNESDAY/February 12, 2020

11:00 A.M.	<b>STATE AID STREET MEETING</b>	MANNING ROOM, MH	4:30 P.M. to 4:45 P.M.	<b>BREAK</b>	GOVERNOR'S HALLS I & II, SCC
1:00 P.M. to 3:00 P.M.	<b>ACCRTA TRAINING</b> <i>This is an orientation for City Clerks, City Recorders, City Treasurers. This training session is especially helpful for individuals who are newly elected or new to their positions.</i>	ARKANSAS BALLROOM, MH	4:45 P.M. to 5:30 P.M.	<b>MUNICIPAL BOUNDARIES AND THE 2020 CENSUS</b> <i>The census directly impacts the funding your city or town will receive over the next 10 years and helps ensure fair representation at every level of government. A clear understanding of your municipality's boundaries is essential to an accurate count of your population and turnback. A Q&amp;A period will follow if time permits.</i> Presiding: Mayor Gary Baxter, Mulberry First Vice President Arkansas Municipal League Speaking: Shelby D. Johnson, State Geographic Information Officer, State of Arkansas	GOVERNOR'S HALL IV, SCC
1:00 P.M. to 7:00 P.M.	<b>REGISTRATION</b>	CADDO & OSAGE ROOMS, SCC	5:30 P.M. to 5:45 P.M.	<b>BREAK</b>	GOVERNOR'S HALLS I & II, SCC
1:00 P.M. to 7:00 P.M.	<b>VISIT WITH GOVERNMENTAL AGENCIES</b> <i>Governmental agencies have been invited to exhibit in Halls I and II. Drop by during the breaks and exhibit hall hours to visit with them about services their agencies might offer to your municipality.</i>	GOVERNOR'S HALLS I & II, SCC	5:45 P.M. to 6:45 P.M.	<b>*ACTIVE SHOOTER TRAINING FOR MUNICIPALITIES</b> <i>This workshop will discuss the psychology of the active shooter, the law enforcement response, and how employers and employees can play a part in helping keep the workplace safe. The session will also focus on creating a plan for when and if an incident occurs. A Q&amp;A period will follow if time permits.</i> Presiding: Mayor Harold Perrin, Jonesboro President, Arkansas Municipal League Speaking: David Baxter, General Manager of Health/Safety and Operations Arkansas Municipal League Sergeant Larry K. Behnke, SWAT North Little Rock Police Training Team	GOVERNOR'S HALL IV, SCC
2:00 P.M.	<b>MUNICIPAL LEAGUE WORKERS' COMPENSATION PROGRAM BOARD OF TRUSTEES MEETING</b> <i>The quarterly board meeting of the Municipal League Workers' Compensation Program will be held.</i>	MANNING ROOM, MH	MH = MARRIOTT HOTEL, SCC = STATEHOUSE CONVENTION CENTER		
3:30 P.M. to 4:30 P.M.	<b>*MEDICAL MARIJUANA IN THE WORKPLACE: HOW TO PROPERLY DETECT AND REPORT IMPAIRMENT</b> <i>This workshop is designed to identify key indicators of recent drug use and to keep pace with emerging trends. It will also discuss the steps municipal employees should take when reporting a suspected violation, and the appropriate action to take based upon your HR investigation. A Q&amp;A period will follow if time permits.</i> Presiding: Mayor Harold Perrin, Jonesboro President, Arkansas Municipal League Speaking: Jeff Sims, CSAPA, CSI President, Xpert Diagnostics Tracey Cline-Pew Director of Human Resources Arkansas Municipal League	GOVERNOR'S HALL IV, SCC			





# Tentative Agenda

## GREAT CITIES MAKE A GREAT STATE

<b>7:00 P.M. to 8:30 P.M.</b>	<p style="text-align: center;"><b>OPENING NIGHT BANQUET</b></p> <p><i>Municipal officials who have newly obtained their "Certified Municipal Official" status, and those who have maintained their status with continuing education will be recognized. Additionally, Main Street Arkansas—now entering its 26th year—will present their Excellence in Downtown Revitalization Awards.</i></p> <p>Presiding: Mayor Harold Perrin, Jonesboro President, Arkansas Municipal League          Invocation: Mayor Gary Baxter, Mulberry First Vice President, Arkansas Municipal League          Emceeding: Secretary Stacy Hurst, Arkansas Department of Parks, Heritage and Tourism          Presenting: Greg Phillips, Director, Main Street Arkansas, Department of Arkansas Heritage</p> <p style="text-align: center;"><b>Sponsored by American Fidelity Assurance Company</b></p> <p style="text-align: center;"><b>AMERICAN FIDELITY</b>   <small>a different opinion</small></p>	WALLY ALLEN BALLROOM, SCC
<b>8:30 P.M. to 10:00 P.M.</b>	<p style="text-align: center;"><b>OPENING NIGHT DESSERT RECEPTION</b></p> <p><i>Opening night isn't over yet! After the banquet, join League President Harold Perrin, First Vice President Gary Baxter and our hosts from Stephens Inc. across the street at the beautiful Capital Hotel for delectable desserts and drinks. There will also be an opportunity to tour the historic property.</i></p> <p style="text-align: center;"><b>Sponsored by Stephens Inc.</b></p> <p style="text-align: center;"></p>	CAPITAL HOTEL, MEZZANINE

MH = MARRIOTT HOTEL, SCC = STATEHOUSE CONVENTION CENTER

THURSDAY/February 13, 2020		
<b>7:00 A.M. to 8:45 A.M.</b>	<p style="text-align: center;"><b>HOST CITY BREAKFAST</b></p> <p style="text-align: center;"><b>Sponsored by City of Little Rock &amp; Little Rock Convention and Visitors Bureau</b></p> <div style="display: flex; justify-content: space-around; align-items: center;">   </div>	GOVERNOR'S HALLS I & II, SCC
<b>7:00 A.M. to 5:00 P.M.</b>	<p><b>REGISTRATION</b></p>	OSAGE ROOM, SCC
<b>7:00 A.M. to 5:00 P.M.</b>	<p style="text-align: center;"><b>VISIT WITH GOVERNMENTAL AGENCIES</b></p> <p><i>Governmental agencies have been invited to exhibit in Halls I and II. Drop by during the breaks and exhibit hall hours to visit with them about services their agencies might offer to your municipality.</i></p>	GOVERNOR'S HALLS I & II, SCC
<b>7:15 A.M. to 7:45 A.M.</b>	<p style="text-align: center;"><b>VOLUNTARY PRAYER SESSION</b></p> <p><i>A time to gather and pray for those who lead our nation, state and municipalities.</i></p>	FULTON ROOM, SCC
<b>8:45 A.M. to 10:00 A.M.</b>	<p style="text-align: center;"><b>OPENING GENERAL SESSION</b></p> <p><i>Winter Conference officially begins with the Presentation of Colors and the singing of the National Anthem. Little Rock Mayor Frank Scott Jr. will welcome conference delegates, and Leon T. Andrews Jr., director of the National League of Cities' Race, Equity and Leadership (REAL) initiative, will deliver the keynote address.</i></p> <p>Presiding: Mayor Harold Perrin, Jonesboro President, Arkansas Municipal League                  Color Guard: Little Rock Fire Department                  National Anthem: Officer Allison Walton, Little Rock Police Department                  Host City Welcome: Mayor Frank D. Scott Jr., Little Rock                  Speaking: Leon T. Andrews, Jr., Director, Race, Equity and Leadership, National League of Cities</p>	GOVERNOR'S HALL IV, SCC

MH = MARRIOTT HOTEL, SCC = STATEHOUSE CONVENTION CENTER

# 2020 Winter Conference

## ARKANSAS MUNICIPAL LEAGUE

THURSDAY/February 13, 2020, cont.


<p><b>10:00 A.M.</b> to <b>10:30 A.M.</b></p>	<p><b>TRENDSETTER CITY AWARD WINNERS</b></p> <p>Arkansas Business will present the 2019 Trendsetter City Awards to cities and towns with a vision for growth and improvement in areas such as education/workforce, tourism, infrastructure and public safety. These awards are presented in partnership with Arkansas Business Publishing Group, Crews &amp; Associates, Crafton Tull, the Arkansas State Chamber of Commerce, the Associated Industries of Arkansas and the Arkansas Municipal League.</p> <p>Presiding: Mayor Gary Baxter, Mulberry First Vice President Arkansas Municipal League</p> <p>Presenting: Mitch Bettis, President/Publisher Arkansas Business Publishing Group Bonnie Jacoby, Vice President Business Sales &amp; Training Arkansas Business Publishing Group</p>	<p>GOVERNOR'S HALL IV, SCC</p>	<p><b>VOLUNTEER COMMUNITY OF THE YEAR AWARDS LUNCHEON</b></p> <p>Arkansans are known for giving back, and the 2019 Volunteer Community of the Year Awards will recognize the cities and towns that are going above and beyond.</p> <p>Presiding: Harold Perrin, City of Jonesboro President, Arkansas Municipal League</p> <p>Invocation: Mayor Harry Brown, Stephens Past Presidents Advisory Council Arkansas Municipal League</p> <p>Speaking: The Honorable Asa Hutchinson Governor, State of Arkansas</p> <p>Emceeing: Ashley Ketz, News Anchor, KARK</p> <p>Presenting: Bruce Davis, Commission Chair EngageAR</p> <p><b>Sponsored by Friday, Eldredge &amp; Clark and the Little Rock Marriott</b></p> <p><b>FRIDAY   ELDREDGE &amp; CLARK LLP</b></p> <p><b>Marriott</b></p>	<p>WALLY ALLEN BALLROOM, SCC</p>
<p><b>10:30 A.M.</b> to <b>10:45 A.M.</b></p>	<p><b>BREAK</b></p>	<p>GOVERNOR'S HALLS I &amp; II, SCC</p>	<p><b>A GENERAL EDUCATION ON SALES TAX AND MUNICIPAL BONDS</b></p> <p>Local government provides to its citizens their most basic of needs. In doing so, cities and towns also have fiscal authority, which gives a local government the ability to raise revenue either through taxation or borrowing. Speakers will share their expertise on these important topics. A Q&amp;A period will follow if time permits.</p> <p>Presiding: Harold Perrin, City of Jonesboro President, Arkansas Municipal League</p> <p>Speaking: Michele Simmons Allgood, Partner Mitchell, Williams, Selig, Gates &amp; Woodyard, P.L.L.C. Law Firm Ryan A. Bowman, Partner Friday, Eldredge &amp; Clark, LLP Leigh Ann Biernat, SVP-Banker Stephens Inc. Jack Truemper, SVP-Banker Stephens Inc.</p>	<p>GOVERNOR'S HALL IV, SCC</p>
<p><b>10:45 A.M.</b> to <b>NOON</b></p>	<p><b>GENERAL SESSION II: LOCAL CONTROL FOR CITIES AND TOWNS IN ARKANSAS AND THE LEAGUE'S LOCAL CONTROL INITIATIVE</b></p> <p>Local control places the power to make decisions in the hands of the people who know their community the best—the citizens. This session will cover the importance of local control and how it affects issues in cities and towns both large and small. We will also unveil the League's new local control initiative, "Be Local. Be Heard."</p> <p>Presiding: Mayor Harold Perrin, Jonesboro President, Arkansas Municipal League</p> <p>Speaking: John L. Wilkerson, General Counsel Arkansas Municipal League Mark R. Hayes, Executive Director Arkansas Municipal League Whitnee V. Bullerwell, Deputy Director Arkansas Municipal League Kristie Flynn, Sr. Public Relations Manager, Stone Ward</p>	<p>GOVERNOR'S HALL IV, SCC</p>	<p>MH = MARRIOTT HOTEL, SCC = STATEHOUSE CONVENTION CENTER</p>	

# Tentative Agenda

GREAT CITIES MAKE A GREAT STATE

3:00 P.M. to 3:15 P.M.	<b>BREAK</b>	GOVERNOR'S HALLS I & II, SCC
3:15 P.M. to 4:15 P.M.	<p><b>GOVERNOR'S BROADBAND PLAN AND GRANT PROGRAMS</b></p> <p><i>Governor Asa Hutchinson's goal for high-speed internet in Arkansas is to have universal 23/5 broadband by 2022. This session will discuss the benchmarks for meeting that goal, as well as available grant programs to help fund these efforts. A Q&amp;A period will follow if time permits.</i></p> <p>Presiding: Gary Baxter, Mulberry First Vice President, Arkansas Municipal League</p> <p>Speaking: Nathan Smith, State Broadband Manager Arkansas Department of Commerce Clint Moore, Economic Analyst Arkansas Development Finance Authority William H. Vogt General Field Representative USDA - Rural Utilities Service John L. Wilkerson, General Counsel Arkansas Municipal League</p>	GOVERNOR'S HALL IV, SCC
4:15 P.M. to 5:00 P.M.	<p><b>2020 U.S. CENSUS: COUNTING EVERYONE ONCE, ONLY ONCE AND IN THE RIGHT PLACE</b></p> <p><i>The once-every-decade census provides an accurate population count of every city and town, which is essential to the turnback process. This session will focus on making sure everyone is counted, particularly hard-to-count populations such as young children, racial and ethnic minorities, persons with mental or physical disabilities, and those who do not live in traditional housing. A Q&amp;A period will follow if time permits.</i></p> <p>Presiding: Harold Perrin, Jonesboro President, Arkansas Municipal League</p> <p>Speaking: Samuel Abbasi, Partnership Coordinator U.S. Census Bureau</p>	GOVERNOR'S HALL IV, SCC
	<b>DINNER ON YOUR OWN</b>	

MH = MARRIOTT HOTEL, SCC = STATEHOUSE CONVENTION CENTER

FRIDAY/February 14, 2020		
7:00 A.M. to 8:45 A.M.	<p><b>BREAKFAST</b></p> <p>Sponsored by Mitchell Williams Law Firm</p> 	GOVERNOR'S HALLS I & II, SCC
7:00 A.M. to NOON	<b>REGISTRATION</b>	OSAGE ROOM, SCC
8:15 A.M. to 4:30 P.M.	<p><b>CONTINUING LEGAL EDUCATION</b></p> <p><i>(City Attorneys will meet for six (6) hours of CLE.)</i></p>	ASSEMBLY HALL, LEAGUE HEADQUARTERS
9:00 A.M. to 10:00 A.M.	<p><b>GENERAL SESSION I: THE STATE OF ARKANSAS' STREETS, ROADS AND HIGHWAYS</b></p> <p><i>This session is designed to discuss the status of the law pertaining to the half-cent sales tax on the sale of gasoline. Currently, the tax is set to expire in 2023. The benefits of continuing the sales tax and what will happen if the tax sunsets will also be discussed.</i></p> <p>Presiding: Harold Perrin, Jonesboro President, Arkansas Municipal League</p> <p>Speaking: Joe Quinn, Executive Director Arkansas Good Roads Foundation Mark R. Hayes, Executive Director Arkansas Municipal League Chris Villines, Executive Director Association of Arkansas Counties Scott Bennett, Executive Director ArDOT Honorable Lance Eads, State Senator District 7 Honorable Jeff Wardlaw, State Representative District 8</p>	GOVERNOR'S HALL IV, SCC
10:00 A.M. to 10:15 A.M.	<b>BREAK</b>	GOVERNOR'S HALLS I & II, SCC

MH = MARRIOTT HOTEL, SCC = STATEHOUSE CONVENTION CENTER

# 2020 Winter Conference

## ARKANSAS MUNICIPAL LEAGUE

FRIDAY/February 14, 2020, cont.

<p><b>10:15 A.M.</b> to <b>11:00 A.M.</b></p>	<p><b>GENERAL SESSION II: PANEL DISCUSSION ON THE GOVERNOR'S CAMPAIGN - VOTE FOR ROADS, VOTE FOR ISSUE 1</b></p> <p><i>Stakeholders, legislators and industry leaders will participate in an in-depth discussion about how the state—including its cities, towns, counties and industries—will be affected if the half-cent sales tax is allowed to sunset. Cities, towns and counties receive approximately \$280 million annually in the form of turnback to pay for and maintain streets, roads, and highways. Without the half-cent sales tax, current and future maintenance issues may not be addressed.</i></p> <p>Presiding: Gary Baxter, Mulberry First Vice President, Arkansas Municipal League</p> <p>Moderating: Joe Quinn, Executive Director Arkansas Good Roads Foundation</p> <p>Panelists: Robert Moore, State Highway Commissioner, ArDOT Mark R. Hayes, Executive Director Arkansas Municipal League Chris Villines, Executive Director Association of Arkansas Counties Marvin Childers, President Arkansas Poultry Federation Shannon Newton, President Arkansas Trucking Association Honorable Mike Holcomb State Representative, District 10 Honorable Lane Jean State Representative, District 2</p>	<p>GOVERNOR'S HALL IV, SCC</p>	<p><b>11:00 A.M.</b> to <b>NOON</b></p>	<p><b>*CURRENT AND EMERGING FRAUD SCHEMES RELATED TO CITIES AND TOWNS</b></p> <p><i>As the conveniences of technology continue to evolve, so too do the opportunities for fraud. This workshop will discuss various patterns of fraud, how they affect municipalities and their citizens, and what to do if it happens to your city or town.</i></p> <p>Presiding: Harold Perrin, Jonesboro President, Arkansas Municipal League</p> <p>Speaking: Sean T. Sammons Senior Special Agent U.S. Secret Service</p> <p>Concluding Remarks: Mayor Harold Perrin Jonesboro, President Arkansas Municipal League</p> <p><i>*Scanning for the three (3) hours of continuing education credit will take place at the conclusion of this session.</i></p>	<p>GOVERNOR'S HALL IV, SCC</p>
			<p><b>NOON</b></p>	<p><b>LUNCH BUFFET</b></p> <p><i>Before you head home, join us for a buffet in the Marriott Grand Ballrooms.</i></p>	<p>MARRIOTT GRAND BALLROOMS A &amp; B, MH</p>
			<p><b>1:00 P.M.</b></p>	<p><b>MUNICIPAL HEALTH BENEFIT PROGRAM BOARD OF TRUSTEES MEETING</b></p> <p><i>The quarterly meeting of the Municipal Health Benefit Program's Board of Trustees will be held.</i></p>	<p>MANNING ROOM, MH</p>
<p>MH = MARRIOTT HOTEL, SCC = STATEHOUSE CONVENTION CENTER</p>					





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Welcome to the Arkansas Municipal League Communities Platform

*Our new AML Communities ListServ is more secure and offers a wealth of features designed to make idea sharing easier than ever. Upon login at <http://AMLCommunity.arml.org>, you may subscribe to the following communities:*

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- Visit <http://AMLCommunity.arml.org>
- Click the “sign in” button
- Click the “Can’t access your account?” link
- Follow the directions on the screen!

# Continuing Legal Education (CLE) offered during League Conference

Six hours of continuing legal education (CLE) will be available for city attorneys who register for the League's Winter Conference, Feb. 12-14. The Arkansas City Attorney's Association (ACAA) sponsors the CLE and all ACAA officers urge its members to register for the conference as soon as possible.

Held in conjunction with the Winter Conference, all CLE classes will be located at the League's headquarters at 301 W. Second Street, North Little Rock. The six hours will be offered on Friday, Feb. 14 and will begin at 8:15 a.m. The agenda includes topics such as nuisance abatement and condemnations, first amendment audits, short-term rentals, case law update and one hour of ethics.

If you have not pre-registered, you may do so at the Statehouse Convention Center starting at 1 p.m. Wednesday, Feb. 12. Registered city attorneys attending Friday's classes can pick up registration materials at League headquarters.

To attend the CLE program, registration is required. To register online visit the League's website, [www.arml.org](http://www.arml.org). For registration information call Tricia Zello at 501-374-3484, Ext. 285. For CLE information, call Jamie Adams at 501-978-6124. 🏠



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# ACCRTA to hold training at Winter Conference

The Arkansas City Clerks, Records and Treasurers Association (ACCRTA) will hold a training session on Wednesday, Feb. 12 during the Arkansas Municipal League Winter Conference at the Marriott Hotel and Statehouse Convention Center in Little Rock.

The session will cover a variety of important topics, including ethics, handling FOIA requests, setting agendas and professional certification programs. This event offers elected officials the opportunity to receive the education and information necessary to serve your citizens. It is also a wonderful way to meet other clerks and make connections so that when a problem or question arises you will have a contact who has dealt with the same or similar issues.

Winter Conference attendees can also visit the ACCRTA booth and bid on silent auction items that

help fund scholarships for district workshops and the Municipal Clerks Institute. The booth will also have additional information about the ACCRTA, including membership applications, as well as information about the International Institute of Municipal Clerks (IIMC), a worldwide educational organization with close to 15,000 members. New clerks can also request a mentor, who will help guide you as you become more proficient at your job.

Additional training will be available at the League's 86th Convention in June, and all of the meetings qualify toward becoming a Certified Municipal Clerk and continuing education credits. 



## The must-have reference for every city hall in Arkansas

The 2019-2020 edition of the *Handbook for Arkansas Municipal Officials* has arrived. A compilation of state laws affecting Arkansas municipalities, including the newest laws from the 2019 legislative session, this is the most complete publication on municipal law and city government in Arkansas.

**New this year:** In addition to 1,000 printed copies, the Handbook will also be available in an enhanced, easy-to-search PDF version, which will be delivered on a flash drive. You may order and pay for your new Handbook online via Visa or MasterCard by visiting the Publications page at [www.arml.org/store](http://www.arml.org/store), or use the order form below.



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# League Services a one-stop shop at Winter Conference

**Y**ou've checked into your hotel room. You've hit registration and grabbed your tote bag. You've checked the clock and there's a little time to kill before the first workshop begins at 3:30 p.m. What next? It's a great time to check out the exhibit hall and visit League Services.

Each Winter Conference and Summer Convention, the staff of the Arkansas Municipal League sets up the League Services kiosk in the center of the exhibit hall. Veteran city and town officials will probably notice that it has grown over the years from a couple of info tables staffed by one or two League employees to a multi-faceted one-stop shop of, well, League Services. If you have a question, whether about an issue in your hometown or about what the League has to offer, chances are you can find the answer here.

Here are a few of the offerings you'll find at League Services:

## Publications

The most recently updated publications that deal with issues being addressed at Winter Conference are in your tote bags, but the League maintains a whole library of publications covering key aspects of local governance. Copies of these will be available at League Services. They are also available for download at [www.arml.org](http://www.arml.org), but it can be nice to have a physical copy to flip through and take notes.

## Ask a Lawyer and Ask Your IT Geek

Want an opinion on whether that personnel file info is disclosable under FOIA? Have a technical question about the security setup of your city's computer network? Members of the League's legal and IT staff will be on hand to point you in the right direction.



PHOTOS BY MARK POTTER AND ANDREW MORGAN





## MHBP and MLWCP

Members of the Municipal Health Benefit Program and Municipal League Workers' Compensation Program staff will be available to chat about keeping your workforce healthy and accident-free. League health partners US Wellness will also be on site to assist our nurses with free screenings for blood pressure, cholesterol and blood sugar.



## ID Cards

Smile for the camera and get an updated 2020 ID card created. Many businesses like hotels and restaurants offer discounts for government officials and employees. This card can be a convenient way to show them that, why yes, I *am* the mayor.



## Charging Station

Is your phone or tablet running low on juice? Visit our charging station and plug in for a bit. And while you wait, grab a cold drink and a bag of popcorn and take advantage of one or all of the above services. ☺



# Support a family on \$20 a week?

**Firefighters who are injured in the line of duty 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.

**Details:** Weekly temporary total disability benefits payable up to a MAXIMUM of \$695 for 2019 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**

**Katy Busby can be reached at ext. 245**

**Fax: 501-537-7260**

**Online: [www.arml.org/mlwcp](http://www.arml.org/mlwcp)**

**Protect your loved ones' financial security.**

**Arkansas Municipal League's Firefighters Supplemental Income and Death Benefit Program**

# Cities and towns to receive honors at Winter Conference 2020

In addition to a full slate of informative meetings, workshops and general sessions, the Arkansas Municipal League's 2020 Winter Conference will also feature the presentation of several awards, including Main Street Arkansas' Excellence in Downtown Revitalization Awards, the Arkansas Business Trendsetter City Awards and the Volunteer Community of the Year Awards.

## Excellence in Downtown Revitalization Awards

Since 1984, Main Street Arkansas has been a leading advocate for downtown revitalization providing resources, education and professional assistance to spark life into Arkansas' traditional commercial areas. During the opening night banquet on Wednesday, Feb. 12, the organization will present its Excellence in Downtown Revitalization Awards.

Emceed by Arkansas Department of Parks, Heritage and Tourism Secretary Stacy Hurst and presented by Main Street Arkansas Director Greg Phillips, the awards will recognize cities and towns for, "their hard work, innovative ideas and dedication to downtown revitalization." Award categories include "Best Downtown Improvement Project," "Outstanding Community Education Campaign," "Best Public/Private Partnership" and "Best Economic Impact Project."

The opening night banquet is sponsored by American Fidelity Assurance Company.

## Trendsetter City Awards

Presented in partnership with Arkansas Business Publishing Group, Crews & Associates, Crafton Tull, the Arkansas State Chamber of Commerce, the Associated Industries of Arkansas and the Arkansas Municipal League, the Trendsetter City Awards recognize Arkansas cities and towns with a vision for growth and improvement.

The awards, which will be presented at 10 a.m. on Thursday, Feb. 13, feature six categories: education/workforce, environmental, tourism, wellness, infrastructure and public safety.

Arkansas Business Publishing Group president/publisher Mitch Bettis, and Bonny Jacoby, ABPG vice president of business sales and training, will present the awards.



## Volunteer Community of the Year Awards

Presented by EngageAR, the Volunteer Community of the Year Awards are designed to recognize municipalities that seek to address the areas of greatest need within their communities through a spirit of volunteerism. EngageAR administers \$1.7 million in federal funding to local communities, with a focus on the areas of education, health and economic opportunity. Significant consideration is given to projects targeting reading and math proficiency, financial literacy, pathways to post-secondary education and training, workforce preparedness, and food security and improved health outcomes. These funding priorities align with the state's goal to ensure a citizenship prepared for post-secondary education, workforce and civic engagement.

Criteria for the awards include volunteer services and programs that directly address a community's areas of greatest need, the positive impact of a community's programs, the innovation of a community's volunteer activities, and whether the community had to overcome unusual challenges or obstacles to carry out the volunteer activities.

Sponsored by Friday, Eldredge & Clark, the Volunteer Community of the Year Awards luncheon will take place at noon on Thursday, Feb. 13. Gov. Asa Hutchinson will speak at the luncheon, which will be emceed by KARK news anchor Ashley Ketz. Bruce Davis, EngageAR commission chair, will present the awards. 🏛️

# Now trending: #2020AMLWC

From hashtags and selfie stations to the essential ARML Events app, everything you need for a fun and successful Winter Conference is in the palm of your hand.

## The App

The ARML Events app is a must-download for conference attendees. Available in the App Store for iPhone users and Google Play for Android users, the app includes a full conference schedule, a list of speakers and their bios, and sections that detail exhibitors and event sponsors. The interactive daily schedule includes the time and location of each session, workshop and meeting, as well as links to each speaker's bio page. And if there's a scheduled event that you don't want to forget, simply click the star icon in the upper right corner of the screen to set a 10-, 30- or 60-minute reminder.



Other features under the “more” section of the app include maps of the event spaces in the Statehouse Convention Center and Little Rock Marriott to help you find your way around the conference, as well as a “points of interest” map that makes it easy to find nearby restaurants and attractions. You’ll also find links to the League’s website, Twitter feed and Facebook page. Which leads us to....

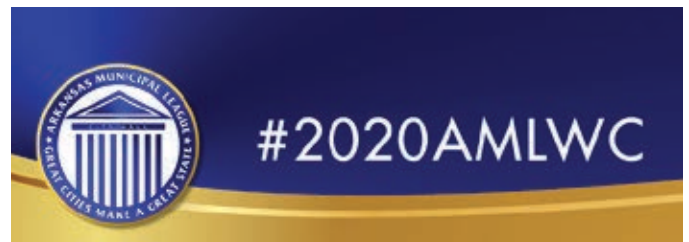
## The Hashtag

Keep up with all of the Winter Conference happenings on the League’s Facebook, Twitter and Instagram channels at @ARMuniLeague, and by following—and using—the official Winter Conference hashtag: #2020AMLWC. On Facebook, we’ll be posting regular updates on the event page and in our Stories, and on Instagram you’ll find plenty of photos and videos in our feed and on our Stories. On Twitter, check our feed or follow #2020AMLWC as we live tweet the event. And of course, be sure to tag us on all of *your* posts!



## The Photo Op

Regular conference-goers will recognize the popular selfie station, which will be located just inside the exhibit hall. Featuring a Winter Conference backdrop and an Arkansas-shaped frame suspended from the ceiling (pictured below), it's the perfect spot for group photos, selfies and videos to commemorate this year's conference. Tag @ARMuniLeague in your posts and be sure to use the #2020AMLWC hashtag. 📷



# Maximize Your Benefit

## Join the Municipal Health Benefit Program

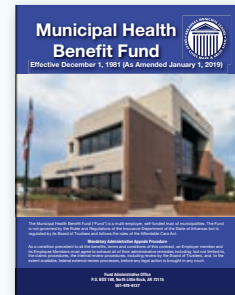
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booklet at: [www.arml.org/mhbp](http://www.arml.org/mhbp)



# Sample Resolution: Continue the half-cent sales tax for streets, roads and bridges

In 2012 Arkansas voters passed a half-cent sales and use tax on gasoline dedicated to funding city streets, county roads, highways and bridges. This funding is set to expire in 2023. If the sales tax is not renewed, cities and counties stand to lose nearly \$90 million annually to fund their transportation infrastructure.

The Arkansas legislature during the 92nd General Assembly passed House Joint Resolution 1018 of 2019 in support of continuing this important funding mechanism, and this issue will be put before voters in the 2020 general election as Issue 1. The League urges every city and town to join us in support of this measure by passing this sample resolution. The sample resolution is also available for download on the League's website, [www.arml.org](http://www.arml.org). Please email approved resolutions to Jamie Adams at [jadams@arml.org](mailto:jadams@arml.org).

RESOLUTION NO. \_\_\_\_\_ (SAMPLE RESOLUTION)

A RESOLUTION BY THE (CITY OR TOWN) OF \_\_\_\_\_ SUPPORTING THE HOUSE JOINT RESOLUTION 1018 OF 2019 (HJR 1018 OF 2019), PROPOSING AN AMENDMENT TO THE ARKANSAS CONSTITUTION TO CONTINUE A LEVY OF A ONE-HALF PERCENT SALES AND USE TAX FOR STATE HIGHWAYS AND BRIDGES; COUNTY ROADS, BRIDGES, AND OTHER SURFACE TRANSPORTATION; AND CITY STREETS, BRIDGES, AND OTHER SURFACE TRANSPORTATION AFTER THE RETIREMENT OF THE BONDS AUTHORIZED IN ARKANSAS CONSTITUTION, AMENDMENT 91, AS SPECIAL REVENUE TO BE DISTRIBUTED UNDER THE ARKANSAS HIGHWAY REVENUE DISTRIBUTION LAW.

WHEREAS, Arkansas Constitution, Amendment 91, levies a one-half percent sales and use tax to provide additional funding for the state's four-lane highway system, county roads, and city streets; and,

WHEREAS, the one-half percent sales and use tax under Arkansas Constitution, Amendment 91, is due to expire on June 30, 2023 unless a new constitutional amendment is passed; and,

WHEREAS, HJR 1018 proposes that the sales and use tax levied under Arkansas Constitution, Amendment 91, be continued to provide special revenue for use of maintaining, repairing, and improving the state's system of highways, county roads, and city streets;

WHEREAS, without continuation of this sales and use tax the state will be unable to meet the severe and pressing needs to maintain and improve the state's system of state highways, county roads, and city streets; and,

WHEREAS, the continuation of the one-half percent sales and use tax will ensure future investment in the state highway system, county roads, and city streets; and,

WHEREAS, this investment will create jobs, aid in economic development, improve quality of life, and provide additional transportation infrastructure, including specifically, a four-lane highway construction plan designed to connect all regions of the state, and;

WHEREAS, it is beneficial for all municipalities to support HJR 1018 as a necessary funding mechanism for our travel-infrastructure and will serve as an economic boon for the State.

NOW, THEREFORE BE IT RESOLVED BY THE (CITY OR TOWN) OF \_\_\_\_\_, ARKANSAS:

Section 1: That we do hereby support the legal proposals found in HJR 1018 of 2019, as well as its adoption by the people of the State of Arkansas at the next general election.

\_\_\_\_\_ APPROVED \_\_\_\_\_  
Date Adopted Mayor

ATTEST: \_\_\_\_\_  
Recorder or City Clerk



# Bridging the digital divide in Arkansas

By John L. Wilkerson

**A**s we continue through the 21st century, Arkansas' cities and towns face a crucial issue—ensuring access to high-speed internet, otherwise known as broadband. Governor Hutchinson put it best when he said, “The long-term success of our economy will be determined by the resources our entrepreneurs have access to, and high-speed broadband is at the top of that list.” Whether it’s education, public safety, telemedicine or overall economic growth, high-speed broadband has become a necessary part of life, or as I like to put it, “Having good internet may not be as important as indoor plumbing, but it’s pretty close.”

With this Municipal Sidebar, I want to fill you in on what the federal and state government has done to address this issue, let you know about the League’s efforts, and ask for your help. I will warn you, however—we do not have all the answers, but we are working hard daily to figure it out.

To begin, we must recognize that Arkansas has fallen way behind in this area. We now sit at the very bottom of states when it comes to access to broadband. Obviously, this digital divide requires immediate attention. Arkansas can only compete in the world economy if we all have access to high-speed broadband. Fortunately, the federal government, Gov. Hutchinson

and the Arkansas legislature all agree, too, and they have worked on ways to bridge the digital divide.

The first major change to the broadband landscape for cities and towns was the passage of Act 198 of 2019. As you may know, a major roadblock for cities and towns to offer broadband service has existed for nearly a decade. Since 2011, Arkansas law has restricted cities and towns from providing broadband services, either directly or indirectly. While an exception exists for cities that provide electricity, other cities and towns were prohibited from having a meaningful role in the deployment of broadband. This law helped make Arkansas one of the five most restrictive states when it came to accessing broadband.

However, thanks to Sen. Breanne Davis, the Arkansas legislature passed Act 198. Sen. Davis understood the need for cities and towns to be part of the solution to this issue. The goal of Act 198, as Sen. Davis said, “was to lift some of those restrictions to let Arkansas be a little more competitive and bring broadband to some of these hard to reach places.” She also recognized that lack of high-speed broadband was not just an issue for areas far from city limits, noting that, “Some of these hard-to-reach places are right outside of Little Rock or right outside of Conway.”

With the passage of Act 198, cities and towns are no longer prohibited from providing broadband services.



However, it's not as simple as a city or town deciding to provide broadband and then start doing so. Act 198 requires the city or town to apply for funding with a grant or loan program, first, which they can do alone or in partnership with a private entity. Then, if the funding is awarded, the city or town can provide broadband services, either directly or indirectly. We have been dissecting Act 198 and analyzing how it might work with other laws so that we can get the most benefit out of Sen. Davis' work.

The governor also worked on a way to bridge the digital divide. Following the passage of Act 198, the governor developed the "Arkansas State Broadband Plan." This plan, which he released last May, set a goal to deploy high-speed broadband to all Arkansas communities by 2022. In July, the governor established the Arkansas State Broadband Office and announced Dr. Nathan Smith as the state's first broadband manager. The governor also announced a \$25 million grant program designed for local governments and internet service providers to work together to expand broadband across the state. While the formal rules for the disbursement of this \$25 million have not yet been established, we have met with Dr. Smith and the governor's office to ensure we stay up to date.

In addition to Arkansas' efforts, the federal government, through the Federal Communication Commission (FCC) and the U.S. Department of Agriculture, has extended billions of dollars in grants and loans to entities working to build broadband across unserved areas of the country. While tens of billions have already been distributed, a new round of funding—\$20 billion—will begin to be awarded in the next few years. However, as the name of the fund implies, the focus on this phase of

broadband funding is on the rural parts of the country. Those rules have also not been formalized, but we're keeping a close eye to see what opportunities to access those funds will be available.

As you can see, this is all a work in progress. We don't know yet how cities and towns take full advantage of Act 198, the governor's \$25 million or the billions in federal funds, and we won't know until the rules are finalized. To stay up to date, we've analyzed the laws and proposed rules, and we have been meeting with legislators, stakeholders and anyone else who can help us decide the next best step. We do know there will be a variety of options, but we'll need your help to understand which is best.

As municipal officials, you understand the need for broadband in your community better than we do, and you know what could work in your city or town better than us, too. Some of you may have had success in working with internet service providers who have already deployed broadband in your city; some of you may have a good relationship with an electric co-op that has received federal funds to deploy broadband near you; or, some you may be in a city that operates its own electric utility that has deployed broadband on its own. Regardless of your experiences, we need your help. In fact, even if you have zero experience, we need your help to guide us. Now is the time to start thinking and to come together so that Arkansas can bridge the digital divide.



*John L. Wilkerson is general counsel for the Arkansas Municipal League. Contact John at 501-374-3484, ext. 128, or email [jwilkerson@arml.org](mailto:jwilkerson@arml.org).*

arkansas municipal league

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## Meet Jeff Melton, network administrator for the Arkansas Municipal League

**City & Town:** What are your duties and responsibilities at the League?

**Jeff Melton:** My main responsibility is providing network administration. I do everything from tier 2 desktop support all the way up to administration server management.



**Can you break it down a little bit more in layman's terms?** It could be anything from someone's workstation—say they couldn't log in or have a hardware problem—to someone's email address not working, to making sure our servers and networks are running correctly.

**What brought you to the League?** I graduated from the University of Central Arkansas in 1988 with a computer science degree. I started working for a small computer reseller in town, Complete Computing, and was there 26 years. I mostly spent that time either doing technical support for customers or teaching IT classes. I became familiar with the Arkansas Municipal League while doing security audits. In 2019, I wanted a little change of pace, and a position opened up here. So now I'm doing network administration support for the League and in December we offered our first Microsoft-certified training.

**How does it feel to share your experience and expertise with the cities and towns of Arkansas?** I guess you could say I have a teaching gene in me. My dad was a schoolteacher for 40 years. I've always enjoyed helping others. Being able to help cities and towns secure their networks by showing them what can happen is very rewarding. I want people to be able to be self-sufficient. I always say if you understand how something works, you can always troubleshoot it. Doesn't matter if it's a car, a microwave or computer system. I love it when I have students in class and they have this "aha" moment and understand how something works.

**Where did you grow up?** I grew up in England, Arkansas, which is about 15-20 miles from Little Rock. My mother was an accountant, and my dad taught business classes.

**What was your favorite spot in your hometown?** Probably the golf course. England has a small, nine-hole golf course. That's where I spent most of my time, playing golf with my dad and my friends.

**What is your favorite part about working for the League?** As far as the League goes, it's the people. I enjoy my role; I get to interact with people a lot. The personalities that are here are great. It's also a very diverse organization with multiple departments that do a lot of different things. You're never bored doing one thing each day; you're always doing something different. 🏢



## Meet Doris Hudson-Gaddy, Altheimer recorder/treasurer

**City & Town:** What are your duties and responsibilities at the city of Altheimer?

**Doris Hudson-Gaddy:** My duties as recorder/treasurer for Altheimer are many—from paying all bills and doing monthly bank reconciliations to providing reports to the mayor and council members before regular council meetings. I record all council minutes and provide a copy to the mayor and council members. I purchase supplies for the office and water for employees. The mayor and I have just finished W-2s for employees and elected officials. After we finish the 1099s we will send the end-of-the-year city taxes to federal and state government. There's a lot to do!



**Why did you choose your profession? Did it choose you?** It definitely chose me! I went to several council meetings and I decided to run for city council. When I was asked what position I was filing for, I mistakenly said, "recorder/treasurer for the city of Altheimer." I'm a true believer that God has a purpose for all of us and this was me walking into it by faith. I said a prayer that God's will be done, and the rest is history.

**What's your favorite aspect of your job? What's the biggest challenge?** My favorite aspect of this job is reconciling the bank statements. I like it when everything balances out. The most challenging thing is having enough time to do everything that needs to be done.

**What is the public perception of your job versus the reality of your job?** Most people don't realize how much work goes into this job and the time it takes. Mayor Zola Hudson and I care so much for the citizens of Altheimer—everything we do we have their well-being in mind.

**In what season does Altheimer shine the most?** Altheimer shines most in the fall during the annual Fall Festival. It starts out with a parade and ends up with vendors in the park where everyone comes for a good time.

**What was your favorite subject in school?** My favorite subjects in school were speech, drama and accounting.

**What's the biggest lesson you've learned by working for a city government?** The biggest lesson I have learned is making sure you do the right thing in every aspect of the job. I've also learned to keep a close eye on the city finances.

**What advice do you have for someone who would like to follow your footsteps?** My advice to anyone stepping into my position is to always pray for God's guidance to be the best you can be and do what's right, not only financially but in all interactions with the public.

**What are three "can't miss" things that someone can do if they visit Altheimer?** Three can't-miss things in the city of Altheimer are Jones Park and the newly remodeled city library, and in February we'll have a new Dollar General Store. 🏪

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# MHBP Tips—Coordination of benefits: Coordinating payment for healthcare with other health plans

**A**s a member of the Municipal Health Benefit Program (MHBP), you or your family members may have health coverage under both MHBP and another health plan. When this occurs, MHBP uses a process called coordination of benefits (COB) to determine which plan or policy will have the primary responsibility of processing or paying a claim, and to what extent the secondary plan or policy will contribute, if at all. COB ensures that health plans don't duplicate payments or reimburse providers for more than the cost of the services provided.

## How COB works

There are numerous situations in which a COB determination is necessary. Multiple health plans may apply if you and your spouse each have coverage through your respective employers. If you are eligible for Medicare, you may also have coverage through MHBP, giving rise to COB. COB is also relevant if a child covered under MHBP also has coverage through the other parent's health plan.

Regardless of the situation, when you or your covered dependents have multiple coverages, then COB guidelines come into play to determine which plan should be the primary plan (the plan that pays according to its benefits first), and which should be the secondary plan (the plan that pays according to its benefits second). Together, the plans may pay up to 100 percent of the total cost of care but will never pay more than 100 percent.

## COB determination guidelines with other health plans

Below, you will find several scenarios wherein COB determines plan responsibility. When in doubt, however, please call MHBP directly to confirm the plan hierarchy—failing to fully understand which plan is primary and which is secondary can leave you on the hook for a significant share of, if not the total cost of care.

- **You're married and both you and your spouse have coverage through your respective employers.** The plan covering the employee is primary. The plan covering the spouse as a dependent is secondary.

- **You're married and have a child, and the child is covered by both parents' plans.** The "birthday rule" applies in this scenario, and the plan of the parent whose birthday is earlier in the year is the primary plan.
- **You're divorced and have a child, and the child is covered by multiple plans.** The plan of the parent the court has established as financially responsible for the child's healthcare is primary. If this hasn't been established, then the plan of the parent who has custody (custodial parent) of the child is primary. If the custodial parent does not have coverage, then the plan of the custodial parent's new spouse (the stepparent) will be primary. If coverage is still non-existent for the child, the plan of the non-custodial parent or their new spouse, respectively, will cover the child as the primary plan.
- **You're on Medicare due to attaining age 65 and also have coverage as a full-time employee with MHBP.** If your employer has fewer than 20 employees, Medicare is the primary plan. If your employer has more than 20 employees, then MHBP is the primary plan.\*
- **You're on Medicare due to disability and have coverage with MHBP.** If your employer has fewer than 100 employees, Medicare is the primary plan. If your employer has more than 100 employees, then MHBP is the primary plan.\*  
\*For covered members who are totally disabled or reach age 65 and are thus eligible for Medicare, MHBP will coordinate with Parts A, B and D of Medicare whether or not the member has applied for and accepted Medicare coverage.

## Multiple coverage inquiry

When you enroll in MHBP, or during open enrollment, you will be asked to complete a multiple coverage inquiry. This form alerts our staff of any additional coverage that you or your dependents may have during any particular plan year. Further, if you or your dependents gain additional coverage at any other time, you will need to complete the form. It's critical that you submit the information as requested and as soon as you

are aware that any additional coverages may exist. If we do not possess all of the relevant information related to your claim, especially when COB is an issue, it may result in your claim being denied.

COB can be a difficult concept to grasp, but MHBP is here to explain the nuances and to talk you through the process. As in most health plan-related issues, we encourage you to “know before you go” and to contact a member of our staff to answer any questions you may have surrounding COB.

*For more information or to discuss your account, please call MHBP customer service at 501-978-6137.*



You may now reach the Municipal Health Benefit Program, the Workers' Compensation Program, and the Municipal Property & Vehicle Programs directly, by phone or by fax, 8 a.m. to 5 p.m., Mon.–Fri.

**Municipal Health Benefit Program**

**501-978-6137**

Fax 501-537-7252

**Municipal League Workers' Compensation Program**

**501-978-6127**

Fax 501-537-7260

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**501-978-6123**

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The weather adds to the complexities of urban planning.

# New year, new decade, new horizons

By Jim von Tungeln

Each new year brings new challenges in the planning function of our cities. It's as if the old ones didn't trouble us enough. This year is no different, except that it leads into an entirely new decade. Let us look at new issues and opportunities that our cities will face.

Some of these exist already. Some will be new. Some will require additional focus, and some may require the retooling of our plans and supporting documents. Whatever the case, the League staff stands by to offer any assistance and guidance it can.

This column covered one of the new issues in detail for the June 2018 issue. At the time, it attracted little notice. Now, it seems to be festering. This is the question of short-term rentals. It involves renting all or a portion of one's residence for a short time, usually less than 30 days, to non-resident strangers. Successful ones may involve multiple residences in the same area. In short, an investor could create a mini-motel in the middle of a residential neighborhood.

Travelers love them. Nearby property owners don't appear to. Those who love them the most always add the proviso that, "although they are great, they wouldn't be appropriate in my neighborhood, particularly next to my house." As usual, municipal government must address any problems while keeping both sides happy.

Get ready.

Another lingering problem involves so-called small cell communication towers. These are wireless communication towers with a maximum height of about 50 feet and designed to service a small or targeted area. Subsequent to a 2018 column in this periodical covering the issue, the Arkansas legislature adopted Act 797 of 2019, which mandates how cities may regulate small cell towers on public rights-of-way. Among other things, it describes them as "a permitted use not subject to zoning review or approval." Why bother with them, then?

There are exemptions allowing cities some leeway in review, in historic districts for example. Also, providers are beginning to inquire of cities as to the permit application for location of towers. Even with limited approval, it behooves a city to maintain a review process for, if no other reason, documenting the location of the towers. It would pay to have the staff and city attorney look into the process.

Stay aware.

Questions continue to come in regarding the location of so-called "tiny homes" in cities. Some planners define tiny homes as having less than 400 square feet of floor space. Those over 400 but less than 800 square feet catch the title "small homes." Single-family residences as small as 800 square feet don't represent a new

phenomenon. Such homes provided for vast numbers of veterans' families following the end of World War II and the passage of the GI Bill. The Greatest Generation loved them and raised families in those homes. Our needs haven't expanded. Our expectations have.

A few cities sought to deter the construction of tiny homes by setting a minimum square footage for a residence. Planners discouraged this practice, believing that private restrictive covenants establish such restrictions best. Act 446 of the 92nd Arkansas General Assembly prohibits municipalities from establishing residential building design elements that, among other things, would mandate the minimum square footage of a structure. That settled the question.

But wait.

The act includes a number of exemptions, including: "a regulation created by [as mentioned] a valid private covenant or other contractual agreement among property owners relating to residential building design elements, [and] including without limitation a cooperative contractual agreement between a property owner and a municipality." That's a door best opened by an attorney.

Proceed with caution.

Back to tiny homes: In reality, and without exemption, inquiries from municipalities thus far don't relate to the actual size of a home. They refer to proposals for makeshift structures, or recreational vehicles, that meet neither the Arkansas State Fire Code nor the Department of Housing and Urban Development's Manufactured Home Code. These are the only two codes by which a residential housing unit may be placed on property within our cities, square footage notwithstanding.

While on the topic of Act 446 of 2019, there is a curious provision that may involve Arkansas municipalities. It exempts, according to the following:

"A policy or regulation of an overlay district, if before the policy or regulation is implemented: (A) Notice is provided to property owners of an overlay district under § 14-56-422; Adoption of plans, ordinances, and regulations; (B) A petition to support the policy or regulation is attached with signatures of a majority of property owners in the proposed overlay district; and (C) The overlay district makes a determination that the policy or regulation complies with the Private Property Protection Act." [Act 1002 of 2015, the so-called "takings law."]

It would appear that a majority of property owners in a defined area may petition the city to establish a special "overlay district" that would set up municipally mandated regulations for that area, which would allow minimum square-footage requirements among other provisions.

Stay tuned.

One final observation deserves mentioning. A number of inquiries over the last year don't involve major land-use trends or issues. Rather, they involve definitions and applications of individual elements of zoning codes that have existed forever. These include such things as fences, accessory buildings, front-yard setbacks, building heights and easements. Older planners have taken regulations involving these for granted.

What appears to be happening is that younger planners, code-enforcement experts and processing administrators are questioning both the wording and interpretation of what might be considered under-the-radar regulations. These folks are not only younger but often more educated and highly trained than those of past generations. This offers us another chance to benefit from younger eyes and minds.

Listen and learn.

With a new decade before us, we enjoy both old and new challenges in our municipal planning function. These include dealing with an increasingly hostile climate. The recent floods remind us of that. As this column neared press time, Arkansas reeled from another statewide band of storms and tornadoes. Our planning for the next decade must take a less stable climate into account.

Finally, the largest individual population cohort ever to influence our country will begin reaching the age of 80 years this coming decade. How this will affect transportation planning remains uncertain. Even less certain is the manner in which we address affordable housing, not only for this group of citizens but for those at the entry level of employment as well. As mentioned earlier, those who will be facing these issues in our municipalities are more educated, well trained and computer savvy than ever before. They will be a blessing. The Municipal League will also continue to offer help in maintaining this standard.

Train, teach and learn. The future has arrived.



*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. Persons having comments or questions may reach him at 501-944-3649. His email is [uplan@swbell.net](mailto:uplan@swbell.net).*

# FMCSA and HHS update testing guidelines for 2020

## FMCSA changes 2020 random testing rates at the 11th hour

**A**s published in the Federal Register Notice on December 27, 2019, the Federal Motor Carrier Safety Administration is increasing the random drug testing rate for 2020 to 50 percent, while alcohol testing will remain at 10 percent. A summary of the notice is listed below:

*“The FMCSA announces that it is increasing the minimum annual percentage rate for random controlled-substances testing for drivers of commercial motor vehicles (CMVs) requiring a commercial driver’s license (CDL) from the current rate of 25 percent of the average number of driver positions to 50 percent of the average number of driver positions, effective in calendar year 2020. The FMCSA Administrator must increase the minimum annual random testing percentage rate when the data received under the reporting requirements for any calendar year indicate that the reported positive rate is equal to or greater than 1.0 percent. Based on the results of the 2018 FMCSA Drug and Alcohol Testing Survey, the positive rate for controlled substances random testing increased to 1.0 percent. Therefore, the Agency will increase the controlled substances minimum annual percentage rate for random controlled substances testing to 50 percent of the average number of driver positions.”*

Since the random testing rate was changed in the last three days of 2019 without any advanced notice, and Xpert Diagnostics had already prepared and mailed the random selections for the first quarter of 2020, a separate random generation will occur for the first quarter to correct the Arkansas Municipal League Legal Defense Program Random Consortium. Anticipate a separate random selection packet to comply with the new consortium random testing needs.

### **HHS sets guidelines for oral fluid collection for federal workplace drug testing**

The Substance Abuse and Mental Health Services Administration (SAMHSA), part of the U.S. Department of Health and Human Services (HHS), has established scientific and technical guidelines for the inclusion of oral fluid specimens in the mandatory guidelines for federal workplace drug testing programs.

The oral fluid mandatory guidelines (OFMG) for federal workplace drug testing programs will allow federal executive branch agencies to collect and test an oral fluid specimen as part of their drug testing programs. In addition, these guidelines may also be used by some agencies, such as the Department of Transportation and Nuclear

Regulatory Commission, as part of their regulated drug testing programs. The OFMG establish standards and technical requirements for oral fluid collection devices, initial oral fluid drug test specimens and methods, confirmatory oral fluid drug test specimen materials and methods, processes for review by a Medical Review Officer (MRO), and requirements for federal agency actions.

The OFMG provide flexibility for federal agency workplace drug testing programs to address testing needs and to revise the requirement to collect only a urine specimen, which has existed since the guidelines were first published in 1988. The scientific basis for the use of oral fluid as an alternative specimen for drug testing has now been broadly established, and the advances in the use of oral fluid in detecting drugs have made it possible for this alternative specimen to be used in federal programs with the same level of accuracy as urine specimens. For example, oral fluid collection devices and procedures that protect against biohazards and tampering, maintain the stability of specimen materials, and provide sufficient oral fluid for testing have been developed. Additionally, specimen volume is also much lower, saving time in collection and transport cost. Therefore, the OFMG provide the same scientific and forensic supportability of drug test results as the Mandatory Guidelines for Federal Workplace Drug Testing Programs using Urine. Federal agencies, MROs, and regulated industries using the OFMG will continue to adhere to all other federal standards established for workplace drug testing programs.

SAMHSA’s Division of Workplace Programs (DWP), part of the agency’s Center for Substance Abuse Prevention, provides oversight for the Federal Drug-Free Workplace Program. DWP also oversees HHS-certified laboratories that perform drug testing for federal agencies and federally regulated industries.



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

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# Smart tech helps cities plan for the future

By William Gloster

**T**he use of smart city technology is an emerging trend that will help Arkansas cities and towns remain competitive through the 21st century. Intelligent city infrastructure has the potential to elevate the economic resiliency and sustainability of communities in the state. How can your community utilize the new benefits of big data to hone a more informed and responsive system that connects citizens and optimizes resources?

## What is smart city technology?

Smart technologies embody a variety of products and services that are designed to perform efficiently, quickly and conveniently. Modern consumers expect businesses to keep up with technological trends. This market pressure is evident in the plethora of items that have been transformed and labeled as “smart” since the turn of the century—cell phones, tablets, watches, air-conditioning units and refrigerators to name a few. With such a drive toward automation in society, it should come as no surprise that urban planners are experimenting with the idea of smart cities. By utilizing

electronic and digital devices with existing municipal infrastructure, cities may gather large amounts of data that show how people and machines interact across a multitude of locations.

## Is smart city technology right for Arkansas?

The implementation of smart technology in municipalities is a difficult and expensive undertaking. Cities must purchase and obtain software necessary for collecting large sets of data as well as position and maintain sensors in targeted locations. Then, city officials must consult analysts who will help determine data trends that lead to significant improvements in the overall welfare of the community. Metropolitan clusters of finance, infrastructure and labor are well-equipped for the task; urban areas in Arkansas will likely become pioneers in the shift toward smart city technology. Nevertheless, as smart technology becomes more commonplace and inexpensive, smaller rural communities in the state will be able to follow suit.



## Smart city technology's applications and benefits

With numerous applications, there are vast benefits from harnessing smart city technology. The data collected from its use will help optimize efficiency and communication across civic resources and services. For example, the town of South Bend, Indiana, implemented smart sewer systems that gauge water flow to prevent floods. Furthermore, the collection of this data can alter the way that citizens navigate their everyday lives.

Traffic sensors installed on roadways monitor driving patterns and adjust signals to make travel more efficient. In 2019, Conway began using adaptive traffic signals on two of its busiest streets: Dave Ward Drive and Oak Street. Motorists now enjoy shortened daily commutes through town.

Fort Smith and West Memphis are in the process of implementing smart city pilot programs. Fort Smith aims to improve its municipal solid waste, recycling and yard waste practices. City officials hope that this

program will help them make more effective and knowledgeable decisions about waste management and sustainability. These are just a few examples of the many practical uses for smart city technology that will have a tremendous impact on resource management and quality of life for Arkansans.

The 2020s offer far-reaching potential to utilize technology in support of community and economic development in Arkansas. Therefore, it is vital that city and town leaders planning for the future recognize and give serious consideration to the smart city model.



*Will Gloster is the graduate assistant for the University of Central Arkansas Center for Community & Economic Development. He is an alumnus of the Norbert O. Schedler Honors College and earned his Bachelor of Science in applied mathematics and economics from UCA in 2019. He is currently pursuing a Master of Business Administration with a concentration in data analytics.*

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# Avoid real heartache by lowering your risk of heart attack

By J. Paul Mounsey, M.D., Ph.D.

**T**hanks to Valentine's Day, February is the month in which many of us tend to think about romance and trying to avoid a broken heart. But it should also be a time when we think about the actual beating heart muscle inside each of us and avoiding damage to it.

Heart attack is the most prevalent form of heart disease. It's also the leading cause of death in Arkansas and has been for several years. The state health department estimates that over a million Arkansans—one of every three—have some form of heart disease. Much of that heartache is preventable. So, as we take time this month to think about those we love, let's also take time to talk about how we can keep them in our lives longer by improving heart health.

## Identifying the biggest threat

Sadly, Arkansas has the highest heart attack rate in the country, according to the Centers for Disease Control and Prevention. A heart attack occurs after blood flow to some part of the heart has been blocked. That happens when plaque builds up over time on the inside walls of blood vessels, which limits the amount of blood flow and oxygen the heart gets. Over time, part of the heart muscle becomes damaged and may even die. That's when a heart attack occurs.

## Preventing a heart attack

Preventing a heart attack is about limiting your risk factors. Some of those you simply can't control. Aging increases risk, and men are at higher risk than women. Some ethnicities have higher risk than others. But there are several factors you can control, many of which are prevalent in Arkansas.

Smoking increases your risk for heart attack. High blood cholesterol is also a risk factor because it leads to the blockages. High blood pressure makes the heart work harder and thus increases risk. Being overweight increases your risk of heart attack, as does being physically inactive.

All these risks are preventable or can be controlled with some effort. If you smoke, quit. This is the biggest gift you can give to yourself. Talk to your health care

provider and know your cholesterol levels and blood pressure; they may offer medications to help. If you are overweight or inactive, find ways to gradually increase your daily activity like taking the stairs instead of the elevator, or park at the far end of a parking lot instead hunting for the spot closest to the front door. Choose more vegetables or fruit with your meals.

Diabetes is also closely associated with heart attack risk, and many of the factors already addressed can increase your chances of developing diabetes. If you are diabetic, work with your health care providers to get it under the best control you can manage.

## Responding to a heart attack

While efforts should be made to prevent heart attack, it's also important to know the signs. Those include tightness or pain in the chest or arms, which may spread to the neck or back. Nausea or abdominal pain, shortness of breath, cold sweats, fatigue and light-headedness are also possible, particularly in women.

If you're experiencing these symptoms, you should call 911 immediately. Do not attempt to drive yourself to a hospital. In addition to potentially causing an accident if you go into cardiac arrest along the way, it's important that treatment begin as soon as possible. Emergency medical responders will begin that treatment in an ambulance before you even arrive at the hospital.

Of course it is to be hoped you never find yourself in this situation. But improving heart health in Arkansas means knowing what to do. More important, however, is taking steps to prevent a heart attack from ever occurring.

As we open our hearts this Valentine's Day, let's also open our minds to prevention education and work together to make heart attack and heart disease overall less of a threat in this state we all love.



*J. Paul Mounsey, M.D., Ph.D., is the director of the Division of Cardiovascular Medicine and a professor in the College of Medicine and director of the cardiovascular program at the University of Arkansas for Medical Sciences.*

# Combating climate change globally starts with local action

By Regine Skelton

With the increasing emphasis on climate change, many countries around the globe are pressing for significant tree-planting efforts. One impressive endeavor is a United Nations-supported project named “The Great Green Wall,” where millions of drought-resistant native trees are being planted across the southern edge of the Sahara Desert ([greatgreenwall.org](http://greatgreenwall.org)) with a goal of creating a barrier against climate change in the region.

While this project is ambitious, not every action has to be so dramatic. “Think globally, plan regionally, act locally” is a mindset individuals and communities can adopt. Through this thought process, we can recognize that although few global issues might be immediately solved, we can consider them in our daily decision-making. We can start by recognizing regional issues and developing action plans in our state and nation. We can act by getting involved in small projects in our own communities.

So how can you and your community make something happen? How can you help save the planet by acting locally? One important way is to plant trees. Trees provide a wealth of benefits, not just to humans and to animals, but to the soil, to the water cycle and to local economies. The key to taking action that results in benefits for both the community and for the tree is to ensure the right tree gets planted in the right place.

A vital part of planning is considering location, goals and characteristics of a desired species, such as a tree’s mature size, the amount of soil moisture in which it will thrive, and what type of foliage, flowers or fruit it will produce. A newly planted tree that dies in the next drought is a wasted investment. A tree that damages home foundations, sidewalks or roads with aggressive roots is a nuisance rather than an asset. Flowering trees provide aesthetic value and fruiting trees can produce



No action—or shovel—is too small when it comes to helping your local environment, as these kindergartners from Fouke Elementary School exemplified during a Shade Trees on Playgrounds event in November 2019.

PHOTOS BY KRISSEY THOMASON.



When selecting trees for the urban landscape, it is important to consider species’ mature heights and branching habits in order to avoid costly repairs and unsightly pruning.

delicious edibles, but if planted in the wrong location, spent flowers and rotten fruit can cause trips and falls, stain sidewalks or attract wild animals.

Do you have a large, open, sunny, wet spot in your back yard? Bald cypress is a large, fast-growing, water-loving species that can pull upwards of 100 gallons of water a day from the ground at maturity. Are you planning for a site with drier soil, and you desire a big, beautiful, flowering tree? Consider a magnolia or tulip tree. Do you want an ancient and unique tree with bright yellow fall foliage? Consider a ginkgo but be aware that there are both male and female ginkgo, and female ginkgo trees produce pungent fruit.

Want to attract turkey or other birds to an open area? Consider mulberry, sugarberry, hackberry or even a mix of those species. Tired of brush hogging an old field? Consider pecan or walnut for a fall nut harvest. Do you have existing partial shade and want a small tree under which to place a sitting bench? Redbud and dogwood both flower and produce edibles for animals and humans. Red buckeye is another small tree that produces brilliant red flowers in the summer and is tolerant to wet or dry areas as long as adequate sun is available.

Very few of us will ever reasonably be able to participate in a global action as broad as planting a living structure that spans the entire continent of Africa. However, when you take action by planting trees in your yard or in your community, and if you implement a plan that results in the best tree being planted in an appropriate location, you can know that you are still taking a positive step toward addressing climate change by making a difference in your local environment.



Regine Skelton is Garland and Clark County forester, Arkansas Department of Agriculture Forestry Division. Contact Regine at 501-984-5733 or email [regine.skelton@agriculture.arkansas.gov](mailto:regine.skelton@agriculture.arkansas.gov).



PHOTO COURTESY ARKANSAS.COM

Example of landscaping and art in central island on Zoo Drive in Little Rock.

## Driving in circles

By Robbie Bullis, EI

**H**ave you ever missed your exit and had to make a quick U-turn to get back on track? Well, one day a man by the name of Oran Sands was driving around a roundabout and made the same mistake. Initially, Sands thought he would just circle around and try again, but it didn't stop there. After three hours, 24 minutes and 33.24 seconds—that's nearly 365 laps, I did the math—the then-64-year-old from Carmel, Indiana, became the world record holder for the longest time to continuously drive in circles around a roundabout. If you are not familiar with the city of Carmel, the suburb of nearly 90,000 located just north of Indianapolis is internationally known for its roundabouts. In the late '90s, Carmel began converting signalized intersections to roundabouts and now has more than 125, making it the largest roundabout network in the United States. Roundabouts are being designed and built at an increasingly rapid pace due to their growing reputation as a safer and more efficient alternative to conventional signalized and stop-controlled intersections.

A roundabout is a circular intersection that processes traffic counterclockwise around a central island with yield control at the entrances. Splitter islands are used to control speeds, provide separation to entering and exiting traffic, and act as a possible refuge for pedestrians when necessary. Although every

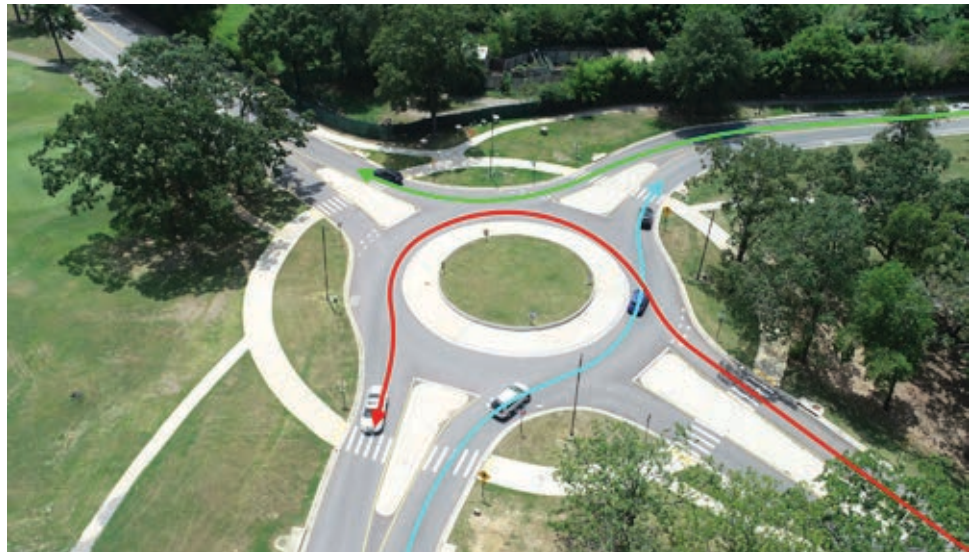
roundabout is unique, there are three basic categories of roundabouts: single-lane roundabouts, multilane roundabouts and mini roundabouts. Both single-lane and multilane roundabouts have a circular central island and traversable apron to accommodate truck trailers. The central island is often the most distinguishing feature of a roundabout because it presents an opportunity to incorporate landscaping or art to make an area more aesthetically pleasing.

Single-lane roundabouts typically have an inscribed circle diameter (ICD) of 90-180 feet, with operating speeds ranging from 20-25 mph. Multilane roundabouts take up the most space, with an ICD of 150-300 feet, and they operate at slightly higher speeds of 25-30 mph. The mini roundabout, as its name suggests, has the smallest ICD with sizes up to 90 feet, while still offering most of the benefits of a regular roundabout. Mini roundabouts have a small footprint and can, in some cases, even fit within the existing intersection, making it increasingly popular because of low construction costs. Mini roundabouts differ from their larger counterparts because the central island is fully traversable to accommodate large vehicles if necessary. Although mini roundabouts are favorable because of their compact size, they are not as effective at encouraging vehicles to slow down. As a result, mini roundabouts should only be used in low-speed urban locations with less than 15,000 vehicles

per day and minimal truck traffic. Roundabouts are starting to pop up all over Arkansas. Little Rock has built several new roundabouts in recent years. In 2016, construction was completed on the Fair Park Boulevard and Zoo Drive roundabout. The Rahling Road and Pebble Beach roundabout was completed almost a year later, followed by another at Piney Valley and McKinley in early 2018. In 2019, nearly two miles of Alcoa Road was widened to four lanes with a median and four roundabouts. The city of Conway is like the Carmel of central Arkansas with 26 roundabouts and counting. The Arkansas Department of Transportation finished construction of two multilane roundabouts on Highway 286 at the Interstate 40 interchange in 2016 and could potentially add more in the future. In northwest Arkansas, the University of Arkansas and city of Fayetteville constructed what is believed to be the first mini roundabout in the state, on Stadium Drive.

Roundabouts are easy to navigate once drivers understand how they work. On approach, drivers will first see the roundabout ahead sign with an advisory speed of the roundabout. It is important to pay close attention to lane use arrows for multilane roundabouts. Switching lanes is not permitted in the circulatory roadway so users must be in the correct lane well in advance. This is one of the most common mistakes made at multilane roundabouts. Keeping right of the splitter island, slow down and look to the left for traffic already in the circulatory roadway, as they have the right-of-way. Once traffic is clear, merge into the circulatory roadway and follow the lane markers to the exit destination. Taking the first exit would be the same as making a right turn at a conventional intersection. Continue straight by taking the second exit. Taking the third exit would be the equivalent of making a left turn and making a full circle would be similar to a U-turn. In general, a community new to roundabouts will more easily understand and take to a single lane as opposed to a multilane.

As opposed to conventional stop-controlled and signalized intersections, roundabouts restrict drivers to speeds between 15-30 mph but do not require them to come to a complete stop. The low-speed environment significantly reduces the severity of crashes. Most serious injuries and fatal crashes are the result of high-speed, right-angle and head-on collisions, which are prevented by the geometry of a roundabout. As a vehicle travels through an intersection it stays on a set path. Whenever two vehicle paths overlap, it is called a conflict point. There are 32 vehicle-to-vehicle and 24



Example of turn movements at a single-lane roundabout on Zoo Drive in Little Rock.

vehicle-to-pedestrian conflict points at a conventional intersection. In comparison, there are only eight vehicle-to-vehicle and eight vehicle-to-pedestrian conflict points at a standard roundabout. Pedestrians have an added benefit at crosswalks by only having to cross one lane at a time with the splitter islands acting as a refuge. The city of Carmel has found that after an intersection has been converted to a roundabout, serious injury and fatal crashes were reduced by 80 percent and the total number of accidents by 40 percent.

In addition to making intersections safer, roundabouts have been shown to reduce congestion. This is because traffic flows continuously at a roundabout as opposed to a traffic signal or stop sign. A driver simply yields to vehicles already in the circulatory roadway until a suitable gap opens up in the circulating traffic for the driver to safely merge into the roundabout. Lower operating speeds are beneficial to traffic flow because it makes it easier for users to find an acceptable gap before merging into the roundabout. The elimination of stop-and-go delays result in drivers making it through the intersection faster.

Many drivers are still new to the concept of a roundabout, but the intent of building more is to improve safety and efficiency, as opposed to driving in circles for hours at a time. Roundabouts are becoming a common solution to traffic operations around the state. As a result, drivers are becoming more familiar with how they work and are starting to recognize how roundabouts benefit their communities.



*Robbie Bullis is a project designer in the transportation department at MCE's Little Rock office. Contact Robbie by phone at 501-371-0272 or email him at [rbullis@mce.us.com](mailto:rbullis@mce.us.com).*

# 2019/2020 State Turnback Funds

## Actual Totals Per Capita

MONTH	STREET		SEVERANCE TAX		GENERAL	
	2019	2020	2019	2020	2019	2020
January	\$5.662	\$6.789	\$0.246	\$0.083	\$2.145	\$2.145
February	\$5.675		\$0.096		\$1.087	
March	\$5.085		\$0.438		\$1.087	
April	\$5.401		\$0.338		\$1.085	
May	\$5.811		\$0.227		\$1.086	
June	\$6.017		\$0.209		\$1.088	
July	\$5.801		\$0.182		\$2.959	
August	\$5.990		\$0.114		\$0.924	
September	\$5.899		\$0.155		\$1.087	
October	\$5.654		\$0.124		\$1.087	
November	\$5.652		\$0.064		\$1.087	
December	\$5.775		\$0.069		\$1.087	
<b>Total Year</b>	<b>\$68.422</b>	<b>\$6.789</b>	<b>\$2.261</b>	<b>\$0.083</b>	<b>\$15.810</b>	<b>\$2.145</b>

## Actual Totals Per Month

MONTH	STREET		SEVERANCE TAX		GENERAL	
	2019	2020	2019	2020	2019	2020
January	\$10,702,464.91	\$12,833,880.33	\$464,101.95	\$156,199.64	*\$4,054,867.57	* \$4,054,970.57
February	\$10,728,532.32		\$181,468.75		\$2,055,501.82	
March	\$9,611,591.51		\$828,851.20		\$2,055,055.19	
April	\$10,209,400.74		\$638,095.99		\$2,051,915.02	
May	\$10,985,547.22		\$428,651.27		\$2,052,767.40	
June	\$11,374,227.00		\$395,730.25		\$2,056,915.45	
July	\$10,966,523.76		\$343,609.83		** \$5,592,768.93	
August	\$11,322,293.50		\$214,617.36		\$1,746,588.81	
September	\$11,150,912.22		\$292,391.02		\$2,055,099.92	
October	\$10,687,834.00		\$235,240.93		\$2,055,035.24	
November	\$10,684,885.09		\$121,344.58		\$2,055,035.24	
December	\$10,916,904.58		\$130,060.08		\$2,054,709.31	
<b>Total Year</b>	<b>\$129,341,116.85</b>	<b>\$12,833,880.33</b>	<b>\$4,274,163.21</b>	<b>\$156,199.64</b>	<b>\$29,886,259.90</b>	<b>4,054,970.57</b>

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

\*\*Includes \$3,513,475.89 supplemental for July 2019

# Local Option Sales and Use Tax in Arkansas



KEY: Counties not collecting sales tax

Source: Rachel Garrett, Office of State Treasurer

See also: [www.dfa.arkansas.gov](http://www.dfa.arkansas.gov)

Sales and Use Tax Year-to-Date 2020 with 2019 Comparison (shaded gray)

Month	Municipal Tax		County Tax		Total Tax	Interest		
January	\$62,951,910	\$59,187,540	\$54,023,046	\$49,660,885	\$116,974,957	\$108,848,426	\$137,620	\$188,294
February		\$66,363,635		\$55,082,773		\$121,446,409		\$265,350
March		\$55,016,953		\$49,926,480		\$104,943,433		\$241,046
April		\$53,915,385		\$45,679,915		\$99,595,300		\$239,875
May		\$61,136,496		\$51,962,167		\$113,098,664		\$233,250
June		\$63,455,242		\$53,477,656		\$116,932,898		\$199,380
July		\$62,196,778		\$52,242,794		\$114,439,573		\$239,855
August		\$63,103,397		\$53,989,906		\$117,093,303		\$229,107
September		\$63,071,625		\$54,693,037		\$117,764,662		\$213,728
October		\$64,934,499		\$55,729,333		\$120,663,833		\$214,922
November		\$62,765,968		\$54,501,529		\$117,267,498		\$182,403
December		\$62,102,384		\$54,327,357		\$116,429,741		\$184,380
<b>Total</b>	<b>\$62,951,910</b>	<b>\$737,249,904</b>	<b>\$54,023,046</b>	<b>\$631,273,834</b>	<b>\$116,974,957</b>	<b>\$1,368,523,738</b>	<b>\$137,620</b>	<b>\$2,631,590</b>
Averages	\$62,951,910	\$61,437,492	\$54,023,046	\$52,606,153	\$116,974,957	\$114,043,645	\$137,620	\$219,299







# MUNICIPAL MART

To place a classified ad in City & Town, please email the League at [citytown@arml.org](mailto:citytown@arml.org) or call 501-374-3484. Classified ads are FREE to League members and will run for two consecutive months from the date of receipt unless otherwise notified. FOR NON-MEMBERS, classifieds are available for the rate of \$0.70 per word and will run for one month unless otherwise notified. Once we receive the ad, we will send an invoice. The ad will run once payment is received.

**DEPUTY UTILITY DIRECTOR FOR SYSTEMS**—Fort Smith is seeking a deputy utility director for systems who is an innovative, dedicated manager and self-motivated leader who can maintain a collaborative and supportive work environment in the department. Under the general guidance of the utilities director, this position is responsible for assisting in the overall management, administration, and leadership of the water distribution system operation and maintenance program, sewer collection system operation and maintenance program, and sewer collection system construction program. The deputy director will strategically manage the department's operational goals and will work harmoniously with department managers to carry out the organization's assigned duties. The chosen candidate will hold a bachelor's degree in civil engineering, business administration, or a related area, with at least 10 years of experience working with water and wastewater systems. A master's degree is a plus. Five years of supervisory experience, including three years of administrative or managerial experience, is required. A Grade 4 Arkansas Water Distribution Operator License is required, or the selected candidate must obtain the license within one year of employment. The starting salary range for this position is \$63,668 - \$97,739 annually, dependent on qualifications and experience. Please apply online at: <http://bit.ly/SGRCurrentSearches>. For more information on this position contact: Gary Holland, senior vice president, Strategic Government Resources, [GaryHolland@governmentresource.com](mailto:GaryHolland@governmentresource.com), 405-269-3445.

**DEPUTY COURT CLERK**—The city of Monticello is accepting applications for the position of deputy court clerk in the Drew County District Court. Applicant should have general administrative knowledge, a willingness to learn and the ability to communicate effectively with co-workers and the public. Must be willing to obtain specialized training. Salary DOE. Full benefits package provided. Deadline to apply is Feb. 28. For more information call 870-367-4400. Applications can be picked up and submitted at City Hall, 203 West Gaines St., Monticello, AR 71655; or the Work Force Training Center.

**DEPUTY UTILITY DIRECTOR FOR OPERATIONS**—Fort Smith is seeking a deputy utility director for operations who will strategically manage the department's operational goals and will work harmoniously with department managers to carry out the organization's assigned duties. Under the general guidance of the utilities director, this position is responsible for assisting in the overall management, administration, and leadership of the water treatment operation and maintenance program; wastewater treatment operation and maintenance program; environmental quality program; and the building, station, and easement maintenance program. This position is also responsible for developing and administering plans, systems, and activities to support and promote the mission, values, vision, and strategies of the utility department. The chosen candidate will hold a bachelor's degree in chemical engineering, chemistry, civil engineering, environmental engineering, industrial engineering, business administration, or a related area with at least 10 years of experience working with water and wastewater systems. A master's degree is a plus. Five years of supervisory experience, including three years of administrative or managerial experience, is required. A Grade 4 Arkansas Water Treatment Operator License is required, or the selected candidate must obtain the license within one year of employment. A Class 4 Arkansas Wastewater Treatment License is a plus. The starting salary range for this position is \$63,668 - \$97,739 annually, dependent on qualifications and experience. Please apply online at: <http://bit.ly/OpenRecruitments>. For more information on this position contact: Gary Holland, senior vice president, Strategic Government Resources, [GaryHolland@governmentresource.com](mailto:GaryHolland@governmentresource.com), 405-269-3445.

**ECONOMIC DEVELOPMENT SPECIALIST**—The city of Clarksville is accepting applications for an economic development specialist. The economic development specialist will perform a wide variety of activities to promote the city of Clarksville's value as a business location, generate qualified prospects in targeted industries, and improve the competitiveness of the city's business climate. All applicants must apply through Clarksville City Hall. Applications may be completed at City Hall, 205 Walnut Street, Clarksville, AR, or may be downloaded from the city's website, [www.clarksvillear.gov](http://www.clarksvillear.gov). Applications will be accepted until the position is filled. The city of Clarksville does not discriminate on the basis of race, color, religion, sex, national origin, political status, sexual orientation or any other legally protected status.

**GRANT ADMINISTRATOR**—The city of Conway is accepting resumes for a grant administrator responsible for the coordination of grant researching and writing; administering grants and outside funding to ensure city grants are properly administered, recorded, spent, documented and reported. This position will administer federal, state or other grantor agency programs in accordance with generally accepted accounting principles (GAAP), city ordinances, policies and procedures. The grant administrator reports directly to the mayor. Salary is \$62,400 annually with a competitive benefits package. A background investigation will be conducted before employment can begin. For a complete job description, visit the employment

opportunities page at [ConwayArkansas.gov](http://ConwayArkansas.gov). Please submit resume with salary history to: Human Resources, City of Conway, 1201 Oak Street, Conway, AR 72032; email [humanresources@conwayarkansas.gov](mailto:humanresources@conwayarkansas.gov); fax 501-358-6325. The city of Conway is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, gender, national origin, age, disability, sexual orientation, gender identity or expression, genetic information, marital status, status as a covered veteran, political status, or other legally protected status. Submitted resumes will be subject to disclosure under the Arkansas Freedom of Information Act.

**PATROL OFFICER**—The Tontitown Police Department seeks applicants for a patrol officer. Duties include but are not limited to: Patrol the city of Tontitown in car, by foot, or other means to preserve law and order; discover and prevent crimes and enforce traffic and other laws and ordinances; protect property by providing routine patrols of residential, business and public premises; maintain awareness of and remains alert for wanted suspects, known criminals, stolen vehicles, missing persons and traffic violators, and crimes in progress; issue warning and citations. For a complete job description, please visit [www.tontitown.com](http://www.tontitown.com). Applications can be picked up at the Police Department or online at [www.tontitown.com](http://www.tontitown.com). Applicants can drop the application off at the Police Department or email to [adminasst@tontitownar.gov](mailto:adminasst@tontitownar.gov). Applications will be accepted until 02/17/2020 or until the position is filled. Must be a U.S citizen, 21 years of age, possess a high school diploma/GED, meet all minimum standards set by Arkansas Commission on Law Enforcement Standards & Training. Applicants chosen for further review will undergo a thorough personal/professional background investigation, and interview process. This institution is an equal opportunity provider and employer. For further information, contact Tontitown Police Department at 479-361-9168.

**POLICE OFFICER**—The city of Marshall is accepting applications for the position of full-time police officer. Applicants must be 21 years old and have a minimum of a high school diploma or GED. Arkansas certified preferred. Must be able to pass a background check and other pre-employment screening, possess a valid Arkansas driver's license. Salary, paid insurance and paid LOPFI retirement. Applications may be picked up 8 a.m. to 4:30 p.m. Monday-Friday at Marshall City Hall, 102 W. College.

**PUBLIC WORKS LABORERS**—The city of Monticello is currently taking applications for full-time and part-time public works laborers. Applicants must possess the ability to work independently, be trainable, have good listening skills, knowledge of public works and have a minimum of a high school diploma. Must be able to pass a pre-employment background check, motor vehicle check and drug screen. Applicants should have an interest in obtaining either water and/or wastewater licensing to the level that is required for the city. Some job responsibilities include assisting daily with the upkeep of all city streets including asphalt repair, replacement and repair of all culverts, assist with water leak repairs, maintenance of sewer ponds, tree limb removal, general maintenance of city grounds and buildings, lawn care around wells, sewer ponds and city lake, and communicating with the public works superintendent and assistant public works superintendent on daily issues that may arise. On-the-job training will be provided. Hours may vary depending on daily assigned tasks. Salary DOE. Full benefits package included for full-time positions. To apply please come by Monticello City Hall in person to pick up an application or the Workforce Training Center located at 477 S Main Street, Monticello, from 8:30 a.m. to 4:30 p.m. Monday through Friday. For more information please contact Patty Burchett at 870-367-4400. The positions will be open until filled.

**WATER TREATMENT OPERATOR**—The city of Magnolia is accepting applications for a licensed water treatment operator. Must possess T4 and D4 licenses. Submit monthly monitoring reports, maintain daily reports and laboratory testing for plant and wells. Responsible for all water supply for the city and surrounding water systems. Salary \$50,000-\$60,000 with benefits to be negotiated that include company phone, vehicle, health insurance, retirement, and other benefits. Please contact the water office for application at 870-234-2022. Email resume to [mmarchan@magnolia-ar.com](mailto:mmarchan@magnolia-ar.com) or mail P.O. Box 429 Magnolia, AR 71754.

**FOR SALE**—Ash Flat is accepting sealed bids on the following vehicles: a 1993 John Deere Excavator/Track Hoe (reserve—\$12K); a 1996 GM HMMHV (reserve—\$10K); and a 2009 Freightliner Truck/Tractor with 22k miles (reserve—\$25K). Vehicles are sold as is and can be seen at the city shop located on Arnhart Street adjacent to the Ash Flat Library. Sealed bids must be marked "Bid" and submitted no later than 3 p.m. March 5. Please write the name of the vehicle on which you are bidding on the outside of the envelope. Bids may be mailed to P.O. Box 280, Ash Flat, AR 72513. Bids will be opened during the March 9 council meeting beginning at 7 p.m. If you prefer to attend the council meeting, the address is 869 Ash Flat Drive, Ash Flat. The city of Ash Flat reserves the right to reject any and all bids.

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