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# City & Town

JANUARY 2021 VOL. 77, NO. 01

THE OFFICIAL PUBLICATION OF THE ARKANSAS MUNICIPAL LEAGUE





# *How do you think new money becomes old money?*



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**ON THE COVER**—Health care workers in Arkansas began receiving the COVID-19 vaccination in mid-December, including Dr. Naznin Jamal at Jefferson Regional Medical Center in Pine Bluff. Learn more about the COVID-19 vaccine, as well as the Arkansas Department of Health’s Vaccination Plan, on page 35. Also in this issue, get to know League District 3 Vice President and Gentry Mayor Kevin Johnston, learn about the purpose and benefits of sober living homes, and review the state statutes governing the passage of city and town budgets and record retention guidelines. And don’t forget to register for the 2021 Virtual Winter Conference. It’s free! Details and the tentative agenda begin on page 36.

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January greetings to my fellow municipal officials,  
You made it! It's 2021. There were probably times last year that you questioned if you really would survive 2020. Doesn't it just feel good to have a fresh start? I am confident that you are looking forward to a year full of new challenges. I do not want to draw your attention to the past but encourage you to look to the future. You know that without a vision people perish. Therefore, keep a positive attitude and a positive vision before your citizens throughout this year.



Many of you have heard me say, "Everything rises and falls on leadership." It is your positive leadership that will keep your citizens working together for the common good of your city or town. It is your positive leadership that will ensure a successful year no matter what issues or challenges you will face.

Starting the year off by attending the 2021 Arkansas Municipal League Virtual Winter Conference and encouraging your municipal officials to join you is a positive leadership endeavor. As I look over the agenda, I am amazed at how much valuable information will be provided to you and your city or town officials. This is one conference that you absolutely do not need to miss this year. Our League staff have assembled an excellent program and you will want to be a part of every session, including the break times. When you hear from Arkansas constitutional officers and legislative leaders you will be better prepared to make positive decisions for your community. Visit your League's website, [www.arml.org](http://www.arml.org), for registration information, and check out the tentative agenda in this issue of *City & Town*. The League's Legislative Priorities for the 93rd General Assembly will also be an important session. Review the *2020-2021 Policies and Goals* that were adopted at the 86th Annual Virtual Convention and prepare yourself to talk to your state representatives and state senators about the independent resolutions we will be promoting. Our legal staff will ensure you have the latest information on our priorities.

Talking about our legal staff is a good lead-in to promoting the Municipal Legal Defense Program (MLDP). Participating in this tremendously valuable program entitles you to legal advice from the professional legal staff. By pooling our resources, we are provided limited protection for the personal assets of our officials. Protection to municipalities from civil rights lawsuits is also available under the MLDP, as is drug testing for employees holding commercial drivers' licenses.

I look forward every month with anticipation for the arrival of my copy of *City & Town*. Thank you to Publisher Mark Hayes, Deputy Director Whitnee V. Bullerwell, Communications & Creative Manager Mel Jones, Editor Andrew Morgan, Graphic Designer Mark Potter, Communications Coordinator Ben Cline, Advertising Assistant Tricia Zello, and all of the contributors who make this high-quality, professional and official publication of the Arkansas Municipal League. Our League is the envy of state leagues throughout the nation. We are so very fortunate to have the dedicated, faithful and committed-to-excellence League staff that we have.

Keep pressing forward and looking to the future while you are leading your city or town this year of 2021.

May God bless you and bless you indeed.

Gary Baxter  
Mayor, Mulberry  
President, Arkansas Municipal League



# ARKANSAS MUNICIPAL LEAGUE OFFICERS

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# From the Desk of the Executive Director

## 2021: Sanity is Calling

To borrow a phrase from the great Bob Barker<sup>1</sup> show *The Price is Right*<sup>2</sup>: “2021 Come on Down!”<sup>3</sup> Have any of us ever enjoyed turning the page on a calendar more than we did on 12/31/2020 at midnight?! A sense of relief washed over me. Lots of problems remain but whew, it felt good. As December drug on I kept hearing “Bueller? Bueller? Bueller?” but not the movie line<sup>4</sup>. Instead, in the same monotone voice<sup>5</sup> I heard: “2021? 2021? 2021?” I’m so glad we’re getting a fresh start. So, so glad.



I’m 60 years old. While I can’t remember many New Year’s Eves from my early years, I do recall a few as I moved into junior high school, high school and college. To be honest there’s a very blurred memory from one college New Year’s Eve. The culprit was some sort of fizzy sweet drink. *Dreadful!* I digress. I have no recollection of 12/31/2019 into 1/1/2020. None. Zip. Nada. My theory: 2020 has been so horrific that my mind just can’t grasp all of it. I’ve written before about the passage of time, the days and months during the pandemic/election/hurricane/familial crisis and how they seem to be in fast forward one minute and at a dead stop the next. A week may flash by in a nano-second but the next Tuesday may feel like it took a year to finally be over. Weird. The craziness of that alone is something I won’t miss.

Sanity, come on down. We need it. Resiliency, too. We need it. The vaccine is here but it’s not fully here, if you know what I mean. That means we’ve got to get over the virus fatigue and continue our diligence on the big three Ws: *Wear* a mask, *Wash* your hands and *Watch* your distance.<sup>6</sup>

Here we are, a new year in its infancy. We find renewed faith in ourselves and others. It is after all, a chance to start anew. More energy, less down time. More 2021 and less 2020. I can’t get far enough from 2020. Let’s punch the accelerator! Go! Well, go as fast as we can, but we’re still hampered until everyone gets the vaccine. Be strong with the three Ws! Our state is depending your municipal leadership to lead us until we can all roll our sleeve up to get the shot. Don’t let your guard down at city hall, in city vehicles, at municipal meetings, at the water plant, at the police department, at the firehouse. Ok, I’ll stop. Again, you get the idea.

What can we look forward to in 2021? January brings the 93rd Arkansas General Assembly Regular Session along with the League’s Winter Conference, which will be virtual. As for what goes on out at the capitol it’s a bit of a guessing game. I anticipate a mix of in-person and virtual committee meetings. We’ll just have to wait and see, but likely there will be limitations on committee attendance. Two witnesses? Six? Some of that may depend on the meeting room. I suspect some seats will be removed or taped off to ensure a 6-foot radius between all in attendance. Time will tell.<sup>7</sup>

As we’ve all displayed over the past 10 months, we’re resilient. Arkansans are flexible and able to cope with just about everything life throws at us. I don’t know about you, but I’ll take that reputation any day of the week.

<sup>1</sup> Bob Barker was born on December 12, 1923, and just turned 97 this past December! Amazing. He was born in Darrington, Washington, and hosted both *The Price is Right* (1972 to 2007) and *Truth or Consequences* (1956 to 1974). <https://bit.ly/38on70z>.

<sup>2</sup> *The Price is Right* with Barker at the helm is the longest-running daytime game show in North American TV history! Id.

<sup>3</sup> *The Price is Right* continued after Barker’s retirement with Drew Carey as the host. It’s in its 49th season! I like Carey, but Barker is the better of the two from my perspective. Interestingly neither Barker nor Carey say the “Come on Down” line. Rather, a series of announcers have done so. With Barker the announcers were Johnny Olson, Rod Roddy and Rich Fields. Fields continued with Carey when Barker retired but was replaced in 2011 by George Gray. <https://bit.ly/34AHG8N>.

<sup>4</sup> You, dear reader, already know this, but I LOVE MOVIES! *Ferris Bueller’s Day Off* is fantastic. Bueller, played by Matthew Broderick, is a bit of a cult hero at his high school and as the title notes he takes a day off with his girlfriend and best pal. Chicago will never be the same. <https://imdb.to/3ri8Gni>.

<sup>5</sup> Ben Stein played the teacher calling roll. Classic scene. <https://imdb.to/38mrn0x>.

<sup>6</sup> I can’t take credit for the big three. I heard it somewhere and to be honest I couldn’t remember the third one, “watch.” So, I did what I always do, I broke out the Google machine. Here’s an official site for the three Ws: <https://bit.ly/2WGuXwN>.

<sup>7</sup> This phrase seems to date back to the 1500s, but there is no written evidence of this. The meaning of the idiom is pretty self-explanatory. It is impossible to predict the future, therefore only time will tell whether something will happen or not. <https://bit.ly/38oogL>.



In that regard, the legislative session may last a record shortened period, or a record long period, or it may be just like most of them and be over sometime the first week of April or late March. Again, we just don't know. Of course, the pandemic is only part of the reason we don't know. In the best of times, we don't know exactly when a legislative session may end. Nor do we know how the weather may be or who might win the Super Bowl.<sup>8</sup> We don't know how politics will play out in DC with a new president. Well, maybe that's not a great example. We don't know if interest rates will stay low, the stock market stay high or if baseball will be played without masks and in front of fans! We'll do what we always do: We'll be resilient and flexible. What other choice do we have?

Back to 2021. Come on Down! Cuz here's what we do know:

- There will be a legislative session.
- We'll get some cold weather during the next few weeks.<sup>9</sup>
- There's going to be a Super Bowl. Not so sure about college football championships.
- The vaccine will be distributed. First to those in the medical profession, then to the other front-line workers like EMTs, firefighters and cops or something similar.
- Spring will come along with traditional Arkansas thunderstorms.<sup>10</sup>
- Arkansas tomatoes will grow and be as scrumptious as ever. Not to mention peaches, strawberries, watermelons...I'll stop before we all have watering mouths.
- Summer heat and humidity will roll in along with boating, fishing and swimming. Perhaps we'll even catch fireflies.
- Fall and football of all levels will follow. Pee Wee, junior high, high school, college, Packers. Whoops. I mean professional. NFL.
- Then it'll be Thanksgiving and Christmas before we know it.
- All of the wonderful festivals and events Arkansas has to offer will occur, from horse racing in Hot Springs and the Magnolia Blossom and World Steak Cookoff Championship, to the Hope Watermelon Festival and the Duck Calling Championship in Stuttgart.<sup>11</sup> Although they might look a little different depending on vaccine distribution.

Yes, all those things will occur and much, much more. They'll happen because we are a resilient people, we Arkansans. They'll happen because you municipal officials will ensure that everything necessary for them to happen will be in place. You'll lead, just like you always do.

Here we are, a new year. I can feel the sanity returning to our lives. There's a vaccine. Wow. Just read that again. The fear, pain and death of 2020 will slowly fade. Never entirely of course—we've suffered too much for that. It will get better, however, and you'll be in the lead doing what you do. Continue to be resilient and strong. The next chapter of our lives, 2021, will bring us sanity. Maybe not all at once, but it'll happen.

Until next month, peace.



Mark R. Hayes  
Executive Director  
Arkansas Municipal League

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<sup>8</sup> Have I mentioned that I'm an enormous fan of the World's Greatest Football Franchise, the Green Bay Packers? In case you've missed that fact, I am! Thirteen League Championships. A record. More than any other NFL team!

<sup>9</sup> As I'm writing this, we are on our third day in a row of temperatures barely hitting 40 degrees. My local controller is NOT a fan of the cold. For her 70 degrees or lower is winter. Me on the other hand, I'm a bit of a polar bear. Just ask the staff. They bring coats and blankets to my office for meetings. And I can neither confirm nor deny the cold in my office is to shorten meetings.

<sup>10</sup> Zorro is not a thunder fan. He firmly believes that sitting on my lap or laying on my head in bed will protect him. My local controller thinks it's cute. Me, I plead the Fifth.

<sup>11</sup> [www.arkansas.com/media-room/media-kit/2020-top-events-and-festivals-arkansas](http://www.arkansas.com/media-room/media-kit/2020-top-events-and-festivals-arkansas)

# GOOD ROADS ARE SAFE ROADS COMMUNITY RESOURCES

The Arkansas Good Roads Foundation has created tools to help you remind your community why bicycle safety matters, and why bicycling is great for any local economy. There is no cost to use the materials. We also have a team that can join county judges or mayors on a conference call to get you started.

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## 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. A.C.A. § 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.

## Bridge-load posting certification deadline set for Dec. 31

To promote safe travel over bridges on city streets and ensure eligibility for federal highway funding, cities and towns with bridge-length structures must submit a properly endorsed bridge-load posting certification by December 31.

The Federal Highway Administration and the Arkansas Department of Transportation (ARDOT) administer the requirements of the National Bridge Inspection Standards, and the regulations implementing this federal law place the compliance responsibility on the official with jurisdiction over each bridge. In addition to identifying structural deficiencies during the inspection process, the official must also advise the traveling public of any weight restrictions if a bridge is found to not be capable of safely supporting legal-load vehicles. If the bridge is determined to not be capable of safely supporting a minimum of a three-ton vehicle, it is the official's responsibility to close the bridge until it is adequately strengthened or replaced.

A.C.A. § 27-85-101, Conservation of Bridges, requires the "administrators of the various public highway, road and street systems shall make every

effort to conserve the safe function of the bridges under their jurisdiction pursuant to the findings and recommendations of the bridge safety inspections by the bridge inspection teams of the Arkansas Department of Transportation in accord with the national bridge inspection standards published in the Federal Register."

Copies of required documents, as well as the *Local Government Procedures for Compliance with the National Bridge Inspection Standards* manual, can be downloaded at [ardot.gov/bridge\\_division/bridge\\_rating\\_inventory.aspx](http://ardot.gov/bridge_division/bridge_rating_inventory.aspx). For questions or additional assistance, contact Todd Russell, district construction engineer, at [todd.russell@ardot.gov](mailto:todd.russell@ardot.gov) or 870-836-6401.

## 2020 Act 833 deadline for Arkansas fire departments

The 2020 Act 833 application period will open January 1, 2021, and will close June 30, 2021. 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.

An online application is available on the Arkansas Fire Portal at [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).

## Certain municipal officials in first class cities may opt out of APERS


The Arkansas Public Employees Retirement System (APERS) provides cities with the opportunity to cover its employees and officials (Ark. Code Ann. § 24-4-303). The law states generally that the mayor and clerk "shall become participating employees upon taking office." On the other hand, the statute permits mayors and clerks of first class cities to opt out of APERS in order to participate in the local retirement plans provided for in Ark. Code Ann. §§ 24-12-121 and 24-12-123.

In order to make this election, the mayor or clerk must provide written notice to APERS within 90 calendar days of the date the official assumed office. Once



made, this choice is irrevocable. Any employer contributions previously made on behalf of an official who elects not to participate will be refunded to the city and the official will forfeit service credit in the system.

Newly elected city attorneys or city treasurers in cities of the first class who are otherwise covered by a local pension fund may also take advantage of these provisions.

To contact APERS, call (501) 682-7800 or visit [www.apers.org](http://www.apers.org). 

## Meeting Calendar

**January 13-15, 2021**, Arkansas Municipal League Virtual Winter Conference.

**March 7-10, 2021**, National League of Cities Congressional City Conference 2021.

## Obituaries

**CARL LEE BAILEY**, 83, who served 10 years as a McNeil council member, died December 8.

**TOMMY GRANATA**, 65, a council member for the city of Tontitown, died August 29.

**CHARLES RICHARD KENNEMORE, Jr.**, 78, who served as mayor of Osceola for 28 years and served four years on the city council, died December 5.

**MARY SCHOONOVER**, 93, a former Ward council member, died October 24.

**TIMOTHY STEWART TEMPLE**, 68, a longtime volunteer firefighter and first responder for the city of Pangburn, died December 2.



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Designing A Better Arkansas since 1978





## League partners with Arkansas Peace & Justice Memorial Movement, UCA, for 2021 National Day of Racial Healing

On January 19, 2021, the day after Dr. Martin Luther King, Jr. Day, the State of Arkansas will observe the fifth annual “National Day of Racial Healing.” This will be the second consecutive year that this day will be observed in the state.


In 1995, the W.K. Kellogg Foundation (WKKF), one of the largest philanthropic foundations in the United States, established the National Day of Racial Healing as part of its Truth, Racial Healing & Transformation (TRHT) process, which was a restructuring of its funding priorities to promote healing as a critical path for ending racial bias and creating a society in which all children can thrive. Choosing the TRHT motto “We choose healing over hatred, belonging over bias, and unity over division,” numerous organizations and municipalities throughout America joined WKKF to host annual events that centered on truth telling and trust building that can lead to racial healing for a more just and equitable future.

Last year, the Arkansas Peace & Justice Memorial Movement and the Clinton School of Public Service met to figure out how they could partner to co-host an inaugural observance of the National Day of Racial Healing in the state of Arkansas in 2020. As a result of this meeting, APJMM joined with Philander Smith College, the Central Arkansas Library System, the Arkansas Black History Commission, the Mosaic Templars Cultural Center, the Central High School National Historic Site, the Arkansas Governor’s Office and the Arkansas Secretary of State’s Office to co-host a two-and-a-half day schedule of multi-site events throughout Pulaski County for the state’s inaugural observance.

As part of this inaugural observance, Governor Asa Hutchinson became the first governor to issue a gubernatorial proclamation. Hutchinson’s proclamation was immediately followed by proclamations issued by Pulaski County Judge Barry Hyde and the mayors of Cammack Village, North Little Rock and Wrightsville. Little Rock School District Superintendent Mike Poore became the first superintendent to issue a school district proclamation.

Today, APJMM has joined with the University of Central Arkansas and the Arkansas Municipal League to begin planning for a virtual observance of the fifth annual National Day of Racial Healing in Arkansas. One of the goals for the 2021 observance is for Arkansas to become the first state where all of its mayors, county judges and school superintendents issue proclamations, along with the governor. See the opposite page for a sample proclamation. Help us reach our goal by sending your proclamation to:

**Kwami Abdul-Bey, Co-Convener**  
**Arkansas Peace & Justice Memorial Movement**  
**2021 NDORH Proclamations**  
**2513 McCain Boulevard, Suite 2-221**  
**North Little Rock, AR 72116**

We are also available to consult with members of your executive and legislative staffs to ensure your jurisdiction’s active participation in the 2021 virtual observance. Please do not hesitate to contact us. Learn more at [www.APJMM.org](http://www.APJMM.org). 

# NATIONAL DAY OF RACIAL HEALING 2021 PROCLAMATION

## TO ALL WHOM THESE PRESENTS SHALL COME – GREETINGS:

- WHEREAS: Just like those who came before us, it is our duty to protect the children of this <jurisdiction> and maintain communities in which they may all be given the opportunity to succeed; and,
- WHEREAS: We must all work earnestly to create courageous and supportive environments that acknowledge the traumatic past; promote the healing of the wounds created by racial, ethnic and religious bias; and build an equitable and just society so that all of <jurisdiction>'s children can thrive; and,
- WHEREAS: Children have the right to be provided every opportunity to learn, grow, and thrive in nurturing environments that do not violate their safety, dignity, and humanity; and,
- WHEREAS: Every single person has the opportunity to exhibit an act of kindness to make a simple change within themselves that can have a profound effect on an entire society; and,
- WHEREAS: If we all dedicate ourselves to the principles of truth, racial healing and transformation, we can all bring about the necessary changes in thinking and behavior that will propel this great <jurisdiction> forward as a unified force where racial biases will become a thing of the past; and,
- WHEREAS: Racial healing is a vital and crucial commitment to the education, social, mental, and overall, well-being of all residents in the <jurisdiction>, particularly children; and,
- WHEREAS: The <jurisdiction>, in conjunction with others throughout the State of Arkansas, and the United States of America, acknowledges January 19, 2021, as the “National Day of Racial Healing in the <jurisdiction>,” and urges all citizens to promote truth, racial healing and transformation in the ways that are best suited for them individually, as a means to working together to ensure the best quality of life for every child.

NOW, THEREFORE, I, <name of executive>, <title of executive> of the <jurisdiction>, do hereby proclaim January 19, 2021, as

## NATIONAL DAY OF RACIAL HEALING 2021 IN THE <JURISDICTION>

IN TESTIMONY WHEREFORE, I hereunto set my hand and cause the Great Seal of <jurisdiction>, Arkansas, to be affixed.

---

<name of executive>, <title of executive>

---

<name of clerk>, <title of clerk>

# 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, 2020—Dec. 31, 2020		
<b>GENERAL FUND</b>		
Balance January 1, 2020	\$ _____	
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, 2020	\$ _____	
<b>STREET FUND</b>		
Balance January 1, 2020	\$ _____	
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, 2020	\$ _____	
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.

**Form B**

City or Town of \_\_\_\_\_  
Financial Statement January 1, 2020—Dec. 31, 2020

**WATER AND SEWER DEPARTMENTS**

Balance January 1, 2020	\$ _____
Cash Receipts	
Water Payments	\$ _____
Sewer Payments	\$ _____
Sanitation Funds	\$ _____
Other	\$ _____
Total Receipts	\$ _____
<b>Total Funds Available</b>	<b>\$ _____</b>
Expenditures	
Personal Services	\$ _____
Supplies	\$ _____
Other services and charges	\$ _____
Capital Outlay	\$ _____
Debt Service	\$ _____
Transfers Out	\$ _____
Total Expenditures	\$ _____
Balance Water and Sewer Fund Dec. 31, 2020	\$ _____

**INDEBTEDNESS**

Type of Debt	Amount	Date Last Payment Due
Short term financing obligations	\$ _____	_____
Water Revenue Bonds	\$ _____	
Sewer Revenue Bonds	\$ _____	
		Date Free of Debt
		_____
<b>Total</b>	<b>\$ _____</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.



Gentry had construction permit requests for 13 new homes in all of 2013. On a recent Friday, Mayor Kevin Johnston signed off on 24 new permits in a single day.

## Keeping up with growth a welcome challenge for Gentry mayor

By Andrew Morgan, League staff

**A**lthough born in Springdale, Arkansas, Gentry Mayor and League 2020-2021 District 3 Vice President Kevin Johnston spent a good portion of his youth as a California kid.

Around the age of 3, his mother moved them to southern California, settling in the city of Glendora, about 30 miles east of Los Angeles. “It’s a great place to be from, that’s for sure,” Johnston says.

At 15 he and the family moved back to northwest Arkansas. “And I’m still growing up today. Still working on that.”

His dad went to school at Gentry, while his mother had gone to school at Alma, and so they moved there upon their return from California. But Johnston was drawn back up to Benton County.

“I came up a couple of weeks before school started my sophomore year and spent some time with my

grandparents up here at Highfill, just east of Gentry. I just realized that this is where I wanted to be, not Alma. So I enrolled in school at Gentry. It proved to be one of the best decisions I ever made. Not *the* best, but one of the best for sure.”

He and his wife, Lori, just celebrated their 25th anniversary in September 2020. “And *that* was the best decision I ever made. We’ve got a 13 year old, a 12 year old and two 7 year olds—three of which are Yorkies and one’s a Pekinese.”

After graduating high school, he stayed in Gentry, working at longtime local lumber company Parks Lumber, where he handled sales and deliveries, “all that labor-intensive stuff that keeps your back strong.”

He spent a few years at Rockwell Transportation, running their maintenance division before returning to Parks, where, in total, he spent nearly 20 years working.

Johnston began serving as a volunteer firefighter when he graduated high school, and his drive to serve his city grew from there, he says. He also credits Mike Parks of Parks Lumber for inspiring him to increase his own efforts. Parks was always heavily involved in the community. He served on the planning commission and still does today, he says. "I saw what a difference that he was making and the little things that he was doing."

As an example, when the football team would play on really cold nights, he would volunteer to set up wind breaks and heaters on the sidelines, Johnston says. "Just seeing someone step up and make a difference that way without being asked. It just kind of stuck with me."

He started by serving a couple of years on the parks advisory committee. He then served a little over six years as a council member before making a successful run for mayor in 2011. Johnston is now halfway through his third term as mayor.

"Just seeing the impact of helping people, being able to help in their time of need. I've always enjoyed that. It's just been a blessing to me, to be a part of such a great community. And I just wanted to continue to be a part of that any way that I could."

When the results of the 2020 census come in, Johnston expects Gentry's population to be near 5,000. As mayor, it's been a goal of Johnston's to be more proactive to accommodate the community's needs, particularly in the areas of infrastructure, public safety and parks. "I just felt that we could be a little more aggressive in providing those things." Those kinds of amenities are crucial for having a strong community, and they make folks want to call Gentry home, he says.

The volunteer firefighter in him is especially proud of the city's multi-million-dollar, six-bay fire station, and the city has been able to expand its fire service over the last decade. In 2012 they reallocated some funding they'd been using to pay a mowing company to maintain city properties. They used that to hire several part-time firefighters, and part of their duties was to go out and mow those areas and be subject to call.

"We didn't spend any more money, we just reallocated those funds and actually gained something more from it." And the department continues to expand. In addition to the full-time fire chief, the city council just approved the 2021 budget, which includes funds to hire their first full-time firefighter.

Another priority was to make sure police officers were safe. For a long time, there'd be shifts where there was a single officer on duty, he says, and the department was dependent on mutual aid from a neighboring city should the need for assistance arise. "If we're going to ask a police officer to respond to a call, it's risky enough already, but they shouldn't risk it all just because they're by themselves." They now have double coverage on all of

their shifts. "It's those little pieces, adding those bricks one at a time and continuing to strengthen that."

The coronavirus pandemic has actually helped the city make some progress on their master parks plan, Johnston says. In normal times, you find yourself getting pulled in all different directions, he says. "I've always had an open-door policy, but unfortunately we've had to close those doors because of the pandemic."

They've tried to take advantage of the slowdown to advance some policy goals. It's allowed the city to take a little extra time to keep some projects moving forward, including adding to the land the city has set aside for future parks. It's now just shy of 29 acres total, he says. On part of the land, the topography isn't flat enough to use for ballfields and other sports related uses. It will be used for bike and walking trails, a dog park, and other amenities that don't require stretches of flat terrain. They put the money they'll save on grading and leveling and purchased 27 acres on the north side of the city more suited for a sports complex. They've just reviewed the nearly complete plans for that site and expect to begin construction in early 2021.

In creating the master parks plan, the city conducted several surveys of its residents to really home in on what people were thinking, he says. "Every time we offered the survey, the number-one request, the thing most wanted in the community, was a splash park. So that's another piece of the master parks plan that's moving along."

The plans are nearing completion and the outdoor recreation facility grants have been applied for. They're waiting to see if they've been selected, he says, and hopes to kick that project off after the first of the year as well, with the goal of it being ready when the warmer weather arrives.

Johnston remains proud of his alma mater, the Gentry Pioneers, and the excellent school system that continues to attract families to the small city, he says. In recent years the high school expanded its offerings with a district-run charter school, the Gentry High School Conversion Charter, which offers students the chance to gain job-ready training in diesel mechanics, nursing, industrial welding and other workforce programs. "It prepares them to come out of high school and work for



Gentry Mayor Kevin Johnston, League 2020-2021 District 3 vice president.





The expansion of the city's fire service in recent years has been a priority for the mayor, a longtime volunteer firefighter.

our area's larger employers like McKee Foods and Tyson. To see these kids come straight out of high school and make 70 or 80 thousand dollars, that's pretty cool."

The largest employer overall is Simmons Prepared Foods, which is located a few miles north of the city. Inside the city limits, McKee Foods is the largest employer in Gentry, making a variety of the famous Little Debbie snack cakes.

It's historically appropriate for the economy in Gentry and the surrounding region to be focused on food production, Johnston says. The cultivation of orchard fruits like apples and pears brought economic prosperity to the area at the turn of the 20th century. The city was even renamed Orchard for a time. As the orchards disappeared, the economy shifted to poultry, transportation and other industries. "We started back in the day feeding the world, so to speak, and we've continued that today, but we're feeding with poultry and snack cakes. What better thing to have your economy wrapped around than feeding people?"

As Gentry continues to grow, it makes the concept of local control even more important, Johnston says. "Local control, like you hear Mark [Hayes] speak about often, is very, very important. And we saw that during the last legislative session—trying to take away the rights, so to speak, of cities governing the way they see fit, stripping away some of those powers. It makes it difficult. We're the ones here facing the citizens with whatever the challenges may be and trying to come up with good, positive and economical solutions. Tying our hands makes it even more difficult."

It's tough enough for a city to keep up with growth, whether it's expanding infrastructure, accommodating new home construction or offering new amenities, he says. Eroding local control makes it even more difficult. "It's helpful to have a lot of tools to help you through that." 🏛️





During the slowdown caused by the pandemic, the city has been able to focus on achieving its master parks plan, which includes expanding the trail system.



Though it's shifted over time from apples and pears to poultry and Little Debbies, the local economy is driven by food production.



# EACC partners with municipalities to train first responders

**E**ast Arkansas Community College (EACC) in Forrest City has partnered with local municipalities to create an Active Duty Law Enforcement, Corrections Officers and Firefighters Scholarship tuition waiver to support first responders, the school has announced.

The scholarship program waives tuition for first responders to further their education and training in the areas of criminal justice, social work, emergency medical technology and paramedic, and foreign languages.

“We wanted to honor those that keep us safe,” said Dr. Cathie Cline, EACC president. “We appreciate the dedicated service and protection provided by law enforcement officers, correctional officers and firefighters, and we support them in their continual efforts to protect and serve with excellence. At the college, we have seen our local law enforcement in action firsthand, and we see that it is a very tough job. We also wanted to demonstrate the college’s commitment to partnering with municipal, county, and state governments for the greater good.”

Forrest City Mayor Cedric Williams spoke about working with EACC and the positive impact the waiver is for his city’s first responders. “I’m so thankful of the partnership with East Arkansas Community College on this endeavor. This scholarship waiver is a win-win for all involved,” Williams said. “EACC is always willing to partner for the benefit of our entire community and this particular waiver program is a godsend for all involved. It has helped us as a city recruit and effectively train additional first responders and in turn, our citizens are in a better position because better trained professionals are responding to the calls for service. I’m thankful because this waiver also allows us to do this in a cost-effective manner in regards to stretching and using our tax dollars wisely.”

Forrest City Fire Chief Shane Dallas commended the city’s partnership with EACC. “We are raising the bar here in Forrest City. East Arkansas Community College has been great to work with, and they created this program that waives tuition for fire and police personnel who want to go out and further their education,” Dallas said. “It is something we really appreciate and take full advantage of in order to further our knowledge in the medical field. EACC is providing a top-notch education, and we know the school is providing the caliber of training needed in our field. We want to send our people to be trained at a great educational system, and we are lucky to

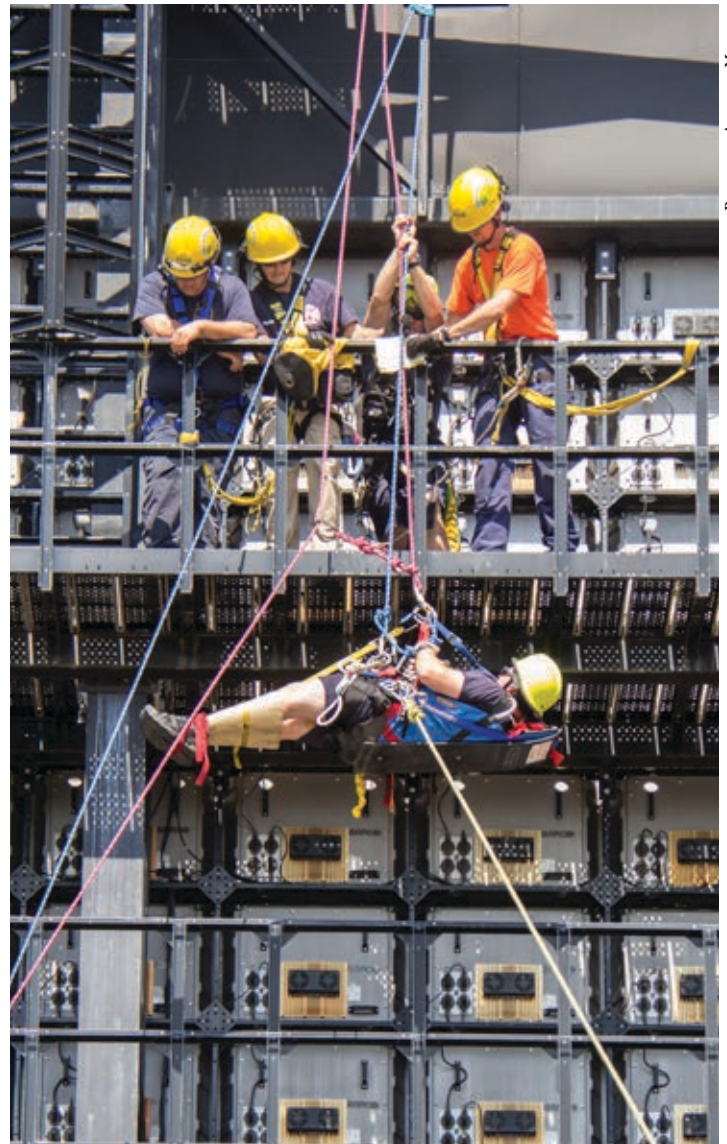


PHOTO BY ANDREW MORGAN

First responders train behind the scoreboard at Dickey Stephens Park in North Little Rock.

have an institution in our area that provides high-quality education.”

Dallas said the local fire department and others across the nation are increasingly responding to medical calls. “Medical has become a large part of what the fire department does, not just in Forrest City, but across the country,” he said. “In Forrest City, it makes up about 65 percent of our calls. We feel the need to put more emphasis on our medical training so that when we receive a call and arrive before the ambulance or if an ambulance is not available at that time, we still have the



knowledge and training to take care of our citizens until paramedics can arrive.”


According to Dallas, the Forrest City Fire Department has numerous EMTs and two paramedics on staff as firefighters. “We want to encourage more in our department to take courses and training in the emergency medical technology and paramedic areas,” he said. “We are setting the precedent that anyone hired from this point forward will become EMT certified, and we are training our guys who have been here. The end goal is for our department to be trained as firefighters and EMTs, possibly paramedics, so that we can be fully prepared to take care of our citizens when the need arises.”

Forrest City firefighter Harold Holland recently graduated from EACC’s EMT program, which made him feel more prepared and confident when responding to medical calls, he said. “Every day when I left class, I was much more confident in what I was doing medically. I feel like if someone passed out or had a heart attack in front of me, I could help them. With the basics that I have learned, I feel way more confident,” Holland said.

According to Dr. Cline, the school wanted to help all counties in its coverage area as well as the municipal governments by creating safer places to live by further

training first responders. “We wanted to do something to help our cities and county governments, considering that we serve five counties. I was also aware from my days at the chamber of commerce that the better the safety in the area, the better for economic development and recruitment. We knew that the better educated and trained our first responders could be, the safer our community would be.

“We created academic waivers for active law enforcement and firefighters for our EMT, criminal justice and foreign language classes,” Cline said. “In addition to further training law enforcement and firefighters with EMT and criminal justice courses, having people who are bilingual is also great for the community. We wanted to help our local governments and help the community with better-prepared first responders. We are happy to offer this opportunity to our local first responders at no cost, and I want to take the opportunity to thank our board of trustees for recognizing the need to provide this in our community.”

For more information about EACC’s Active Duty Law Enforcement, Corrections Officers and Firefighters Scholarship tuition waiver, call the Financial Aid office at 870-633-4480, ext. 225 or visit [www.EACC.edu/financial-aid](http://www.EACC.edu/financial-aid). 



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Sober living homes provide a substance-free, family-style environment for residents in recovery.

# Sober living homes: An asset to addiction recovery and a misunderstood concept

By Devon Elise Golden

**T**he presence of sober living homes in our cities is not a new topic. It is, however, a controversial and confusing topic. Citizens and elected officials alike have misconceptions and questions about these homes. Who pays for the facility/home? What are the prerequisites for residents? Are active drug users residing in these homes? Are sober living homes considered businesses? Why are sober living homes permissible in residential districts? Can cities regulate the number of sober living homes in an area or require a conditional use permit for operation of the home?

Gaining a better understanding of what “sober living home” means, as well as the legal implications of attempting to regulate these homes, will allow cities to support these undertakings while simultaneously educating the public about how these homes operate and the significant value they bring to the community.

## What is a sober living home?

One fairly renowned organization that supports sober living is the Oxford House. Primarily present in larger cities, Oxford House has a current tally of 74 sober living homes in communities across Kentucky. While Oxford House, Inc. itself is a nonprofit corporation, it simply serves as the “umbrella” organization to connect all physical Oxford Houses and distributes resources to spread the idea of sober living homes where necessary. Oxford House, Inc. does not fund these facilities. There is neither paid staff nor volunteer personnel present in the homes for management or other purposes. Oxford Houses are self-sufficient, democratically run homes that provide a substance-free environment for those who are in the recovery phase of addiction.

As with Oxford Houses, other sober living homes function in similar fashions. Sober living homes owned





Each “family member” is accountable for their fair share of the bills, rent or mortgage, and upkeep of the home.

by local or mom-and-pop landlords provide that substance use or possession will result in eviction. If the landlord/property owner does not establish these conditions, it is not a sober living home; it is simply a typical landlord-tenant relationship. Individuals residing in the home are expected to pay their portion of the mortgage/rent, contribute to the upkeep and management of the home and peaceably cohabit with housemates—all while remaining sober and keeping the home free from drugs and alcohol. Anyone who fails to abide by these standards, namely the sobriety and substance-free home rule, is immediately removed from the home. This tenet is critical for the success of the entire “family.” Individuals who use drugs or alcohol outside the home or bring drugs or alcohol into the home could compromise the sobriety of other residents and, effectively, defeat the purpose behind the sober living home.

A common misunderstanding is that recovering addicts are receiving services of some sort while staying in a sober living home. No substance abuse treatment

is provided in the homes. No therapy or counseling are provided in the homes. No health care is provided in the homes. A sober living home is just that—a home. It serves as a safe place for sober individuals to reside in a community with others who have overcome the same or similar challenges that they have faced. Critically, it also provides accountability and demands responsibility of residents.

Residents are expected to pay for their fraction of the bills (not just a single room). If five people reside in the home, each has access to the entire home and is expected to pay 20 percent of the rent/mortgage and all utilities. Should someone move out or be asked to leave the home, the remaining residents are tasked with bearing the added financial burden. The remaining residents are also held responsible for determining, as a group, whether someone will replace the displaced “family member” in the home. This creates an incentive to support one another and maintain a positive environment. It also provides a sense of ownership for the family’s success.

The availability of an affordable, safe and sober home is vital to the continued sobriety of an individual recovering from addiction. Sober living homes serve to fill the gaps caused by the damaged relationships, vulnerability and fear so frequently present in the life of a person in recovery.

## **Regulation of sober living homes**

Based on myriad justifications, communities have sought, and continue to seek, ways to regulate the presence of sober living homes in their jurisdictions. Regardless of the reasoning behind any individual plea, there are legal implications that should be considered prior to imposing any legislation or regulation that impacts these homes. Note that the terms “group home” and “sober living home” are often used interchangeably. While all sober living homes are, effectively, group homes, not all group homes are sober living homes. Many forms of group living arrangements exist for a variety of purposes.

It has been established, under both the Fair Housing Act (FHA) and the Americans with Disabilities Act (ADA), that persons recovering from drug and/or alcohol addiction are considered disabled and are consequently protected under those Acts.<sup>1</sup> Active users of illegal substances are not considered disabled under the law and afforded this protection—the relevant group is those recovering from addiction (residing with other individuals recovering from addiction in an effort to maintain sobriety, repair relationships and successfully reenter society).

<sup>1</sup> U.S.C.S. Section 3602(h) and U.S.C.S. Section 12102(1)





Cities seeking to regulate sober living homes are advised to tread lightly; density restrictions on sober living homes have been found generally inconsistent with the Fair Housing Act.

While any particular form of regulation may appear to be a neutral measure, a discrimination claim may still be a concern. There are two ways of alleging discrimination: facial discrimination versus as-applied discrimination. A facial challenge is typically described as one where no application of the legislation would be constitutional. For instance, an ordinance or statute stating that no disabled individuals may reside in certain districts would very likely qualify as facial discrimination. Expressly identifying the group (i.e. protected class) to which the legislation applies is a red flag. In contrast, courts define an as-applied challenge as one “under which the plaintiff argues that a statute, even though generally constitutional, operates unconstitutionally as to him or her because of the plaintiff’s particular circumstances.”<sup>2</sup> One of the most common examples, arguably, would be election/voter districting. No protected class is called out, but decades of case law have revealed many situations where the “facially neutral” measure was intended to prevent minorities from being elected. While a local ordinance may not, on its face, discriminate against individuals in active recovery, that ordinance could fail under a properly tailored “as-applied” challenge.

The U.S. Department of Justice, HUD and courts across the country take a fairly uniform position on this matter: Density restrictions on sober living homes are generally inconsistent with the Fair Housing Act.

Local ordinances that place a restriction on the number of sober living homes in an area, place a minimum distance between the sober living homes, require conditional use permits, etc., expose cities to legitimate challenges and liability for the injuries that result. Intent is not relevant. Where there is sufficient evidence, either direct or circumstantial, that a discriminatory law is in place and caused harm to a protected class (i.e. disabled persons), those protected individuals may proceed under the theory of disparate treatment.

The U.S. Supreme Court took on this topic in the mid-1990s in its *City of Edmonds v. Oxford House* (514 U.S. 725) decision. This opinion determined that the petitioner city’s zoning code provision, which defined who may compose a “family,” is not a maximum occupancy restriction exempt from the federal Fair Housing Act. Following this case, courts have been tasked with its application, as well as the consideration of other challenges surrounding sober living.

One notable and relevant mandate of the FHA, as well as the ADA, is the requirement that public entities make reasonable accommodations for disabled individuals. Courts have held that local jurisdictions refusing to treat the individuals residing in a sober living home as a “family” have failed to make the reasonable accommodation(s) required under the FHA. Provision of this accommodation, through local zoning ordinances, allows the sober living home to operate in the same

<sup>2</sup> [scholarship.law.wm.edu/cgi/viewcontent.cgi?article=1168&context=wmborj](http://scholarship.law.wm.edu/cgi/viewcontent.cgi?article=1168&context=wmborj)



manner as a single-family dwelling. In principle, Oxford Houses and other sober living homes emphasize the “family” aspect and make every effort to ensure that residents exist as a family (equal responsibilities, consistent set of rules, etc.). There are no paid or volunteer personnel present in the homes, and no treatment or other services are provided. Based, in part, on these characteristics, courts have found that treating sober living homes as single-family dwellings serves as a reasonable accommodation for the disability of addiction recovery.

While the U.S. Supreme Court, Federal Courts of Appeals and lower courts have addressed the regulation of sober living homes at different times and in a variety of contexts, the general message is uniform: Tread lightly.

## Conclusion

While the case law will continue to evolve and flesh out the protections afforded to sober living homes, as well as the ability of cities to regulate them, the need in our communities will remain steadfast. There are innumerable resources needed to combat the drug epidemic

and addiction in general. It is critical that our neighbors in recovery have access to treatment facilities for physical and mental health, recovery support groups, partnerships with employers, accepting religious communities and other forms of support. Equally important, however, is the opportunity to reside in a home where substance abuse is strictly prohibited, and members of the “family” are committed to providing accountability, stability and support to one another throughout the recovery journey.

*This article appeared originally in the Summer 2020 issue of Kentucky City, the official magazine of the Kentucky League of Cities (KLC.org) and is reprinted with permission.*



*Devon Elise Golden, J.D., is city attorney for the city of Georgetown, Kentucky.*

*Editor's note: Oxford Group of NWA serves residents in recovery in northwest Arkansas. To learn more about the chapter, visit [oxfordgroupofnwa.org](http://oxfordgroupofnwa.org).*





# Reminder: Time to pass your budget

Most cities and towns in Arkansas are legally obligated to pass their budget on or before February 1 of each year

## Budgets in Mayor-Council Municipalities

### **Ark. Code Ann. § 14-58-201. Annual submission.**

On or before December 1 of each year, mayors of all cities and incorporated towns having the mayor-council form of government shall submit to the governing body of the city or town, for its approval or disapproval, a proposed budget for operation of the city or town from January 1 to December 31 of the forthcoming year.

### **Ark. Code Ann. § 14-58-202. Adoption of budget.**

Under this subchapter, the governing body of the municipality shall, on or before February 1 of each year, adopt a budget by ordinance or resolution for operation of the city or town (AML recommends using a written resolution).

### **Ark. Code Ann. § 14-58-203. Appropriations and changes.**

- (a) The approval by the municipal governing body of the budget under this subchapter shall, for the purposes of the budget from time to time amount to an appropriation of funds which are lawfully applicable to the items therein contained.
- (b) The governing body may alter or revise the budget and unpledged funds appropriated by the governing body for any purpose may be subsequently, by action of the governing body, appropriated to another purpose, subject to the following exceptions:
  - (1) Funds resulting from taxes levied under statutes or ordinances for specific purposes may not be diverted to another purpose:
  - (2) Appropriated funds may not be diverted to another purpose where any creditor of the municipality would be prejudiced thereby.

## Budgets in City Administrator-Director Municipalities

### **Ark. Code Ann. § 14-48-117(6)**

He or she [the city administrator] shall prepare the municipal budget annually and submit it to the board for its approval or disapproval and be responsible for its administration after adoption.

### **Ark. Code Ann. § 14-48-122**

- (a) The approval of the budget by the board of directors shall amount to an appropriation, for the purposes of the budget, of the funds which are lawfully applicable to the different items therein contained.
- (b) The board may alter or revise the budget from time to time, and unpledged funds appropriated by the board for any specific purpose may by subsequent action of the board be appropriated to another purpose subject to the following exceptions:
  - (1) Funds resulting from taxes levied under statute or ordinance for a specific purpose may not be diverted to another purpose; and
  - (2) Appropriated funds may not be diverted to another purpose where any creditor of the municipality would be prejudiced thereby.

## Budgets in City Manager-Director Municipalities

### **Ark. Code Ann. § 14-47-120(6)**

He or she [the city manager] shall prepare the municipal budget annually and submit it to the board for its approval or disapproval and be responsible for its administration after adoption.

### **Ark. Code Ann. § 14-47-140**

- (a)(1) Any municipality organized and operating under the city manager form of government may authorize the mayor of the municipality to have the following



duties and powers if approved by the qualified electors of the municipality at an election called by the municipal board of directors by referendum or by the qualified electors of the municipality by initiative:

...

(E) The power to prepare and submit to the board of directors for its approval the annual municipal budget.

**Ark. Code Ann. § 14-47-125**

- (a) The approval by the board of directors of the budget shall amount to an appropriation for the purposes of the budget of the funds which are lawfully applicable to the different items therein contained.
- (b) The board may alter or revise the budget from time to time, and unpledged funds appropriated by the board

for any specific purpose may be appropriated by subsequent action of the board to another purpose, subject to the following exceptions:

- (1) Funds resulting from taxes levied under statute or ordinance for a specific purpose may not be diverted to another purpose; and
- (2) Appropriated funds may not be diverted to another purpose where any creditor of the municipality would be prejudiced thereby.

A *Sample Resolution for the Adoption of the Municipal Budget* can be accessed via the Legal FAQs page at [www.arml.org/legal-faqs](http://www.arml.org/legal-faqs) for your convenience. Please call or email the League with any questions you may have. ☎

## 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.

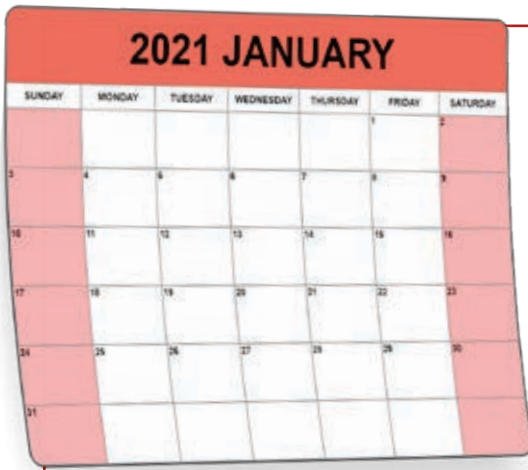
(b) If the scheduled services have not been extended to the area and property boundaries of the new inhabitants within three (3) years after the date annexation becomes final, the written notice reporting the status of the extension of scheduled services shall:

(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).



# Reminder to All City Councils Regarding First Council Meeting of 2021

The 90th General Assembly of the Arkansas Legislature in 2015, via Act 235, amended A.C.A. § 14-43-501 regarding the organization at the beginning of a new year of the governing bodies of cities and towns.

## **A.C.A. § 14-43-501. Organization of governing body**

- (a)(1) The members of a governing body elected for each city or town shall annually in January assemble and organize the governing body.
- (2)(A) A majority of the whole number of members of a governing body constitutes a quorum for the transaction of business.
- (B)(i) The governing body shall judge the election returns and the qualifications of its own members.
- (ii) These judgments are not subject to veto by the mayor.
- (C)(i) The governing body shall determine the rules of its proceedings and keep a journal of its proceedings, which shall be open to the inspection and examination of any citizen.
- (ii) The governing body may also compel the attendance of absent members in such a manner and under such penalties as it prescribes.
- (iii) The governing body may consider the passage of rules on the following subjects, including without limitation:
- (a) The agenda for meetings;
  - (b) The filing of resolutions and ordinances; and
  - (c) Citizen commentary.
- (b)(1)(A) In the mayor-council form of government, the mayor shall be ex-officio president of the city council and shall preside at its meetings.
- (B) The mayor shall have a vote to establish a quorum of the city council at any regular or special meeting of the city council and when his or her vote is needed to pass any ordinance, bylaw, resolution, order, or motion.
- (2) In the absence of the mayor, the city council shall elect a president pro tempore to preside over council meetings.
- (3) If the mayor is unable to perform the duties of office or cannot be located, one (1) of the following individuals may perform all functions of a mayor during the disability or absence of the mayor:
- (A) The city clerk;
  - (B) Another elected official of the city if designated by the mayor; or
  - (C) An unelected employee or resident of the city if designated by the mayor and approved by the city council.
- (c) As used in this section, “governing body” means the city council in a mayor-council form of government, the board of directors in a city manager form of government, and the board of directors in a city administrator form of government.



# 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 2020 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, 2021. 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)**

# Record retention laws for Arkansas municipalities



Current as of September 17, 2019

Lanny Richmond II, Legal Counsel, Arkansas Municipal League

## **DESTRUCTION/RETENTION**

### **(Ark. Code Ann. § 14-2-201; 14-2-203)**

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

### **Ark. Code Ann. § 14-2-201.**

#### **Authority—Requirements.**

- (1.) The head of any county or municipal department, commission, bureau, or board may cause any or all records kept by the official, department, commission, or board to be photographed, microfilmed, photostated, or reproduced on or by film, microcard, miniature photographic recording, optical disc, digital compact disc, electronic imaging, or other process that accurately reproduces or forms a durable medium for reproducing the original when provided with equipment necessary for such method of recording.

- (2.) At the time of reproduction, the agency head shall attach his or her certificate to the record certifying that it is the original record, and the certificate shall be reproduced with the original.
- (3.) The device used to reproduce the records shall be such as to accurately reproduce and perpetuate the original records in all details.





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

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

**COURT RECORDS**

**(Ark. Code Ann. § 13-4-201 through 204; Ark. Code Ann. § 16-46-101; Ark. Code Ann. § 16-10-211)**

Sections 13-4-201 through -204 permit the destruction of paper records once they have been reproduced in another format unless another statute permits destruction without requiring a copy made. Any handwritten document over 50 years old, and any document of historical value as determined by the Arkansas State Archives, may not be destroyed as well as if otherwise required to be kept by law.

Section 16-46-101 provides means by which copies of certain records are to be maintained for evidentiary purposes.

**ACCOUNTING**

**(Ark. Code Ann. § 14-59-114)**

Accounting records fall into three groups: support documents, semipermanent records and permanent records.

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

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

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

**POLICE TICKET BOOKS**

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

Citation books and logs must be kept for at least three years and may not be destroyed before an audit.

**POLICE DEPARTMENT RECORDS**

**(Ark. Code Ann. § 14-2-204)**

Maintain permanently or for at least seven years, as the municipality may determine: closed municipal police case files for felony and Class A misdemeanor offenses and expungement orders of municipal police cases. However, after 10 years, these may be copied and maintained under Ark. Code Ann. 14-2-203. In addition, records constituting evidence of sexual offenses or violent offenses resulting in convictions must comply with Ark. Code Ann. 12-12-104 and Ark. Code Ann. 5-42-203 and must also be maintained permanently. Furthermore, all of the above records must comply with Ark. Code Ann. 14-2-203(b)(1).

Maintain for three years: accident, incident and offense reports; fine and bond records; parking meter records; radio logs and complaint cards; and employment records, payroll sheets, timecards and leave requests. After three years, they may then be copied electronically or disposed of.

**WATER and SEWER**

**(Ark. Code Ann. § 14-237-112)**

These provisions are substantially the same as for accounting records (see above).

## HISTORICAL

### (Ark. Code Ann. § 13-3-107)


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

## COURT RECORDS

### Ark. Code Ann. § 16-10-211. Record retention schedule.

- (1.) All towns, cities, and counties of the State of Arkansas shall maintain records for the district courts and are to:
  - a. Permanently maintain:
    - (i) Case indices for all district courts;
    - (ii) Case dockets for all district courts;
    - (iii) Active warrants;
    - (iv) Waivers;
    - (v) Expungement and sealed records;
    - (vi) Files concerning convictions under the Omnibus DWI or BWI Act, § 5-65-101 et seq.; and
    - (vii) Domestic battering files;
  - b. Maintain for a period of at least seven (7) years and in no event dispose of before being audited:
    - (i) Complete case files and written exhibits for all district courts, not including civil or small claims division cases in which the judgment is not satisfied;
    - (ii) Show cause orders;
    - (iii) Case information, including arrest reports and affidavits; and
    - (iv) Files concerning cases resulting in a suspended imposition of sentence; and
  - c. Maintain for a period of at least three (3) years and in no event dispose of before being audited:
    - (i) Bank reconciliations;
    - (ii) Check book registers and check listings;
    - (iii) Cancelled checks;
    - (iv) Bank statements;
    - (v) Receipts;
    - (vi) Deposit collection records;

- (vii) Receipts listings;
- (viii) Distribution reports;
- (ix) Receipt and disbursement journals;
- (x) Time payment records;
- (xi) Citation book logs;
- (xii) Citation books from each police department and sheriff’s office;
- (xiii) Served, recalled, or quashed arrest warrants;
- (xiv) Copies of citations;
- (xv) Alternative service or community service timesheets;
- (xvi) Uniform filing fees collection remittance forms and fine reports;
- (xvii) Miscellaneous fee and fine collection reports; and
- (xviii) Served or unexecuted search warrants.

- (2.) After a town, city, or county has maintained records for the time periods required by subdivision (a)(2) or subdivision (a)(3) of this section and after the records described in subdivision (a)(2) or subdivision (a)(3) of this section have been audited, the records may be destroyed.
- (3.) When records are destroyed under subsection (b) of this section, the town, city, or county shall document the destruction by the following procedure:
  - a. An affidavit is to be prepared stating:
    - (i) Which records are being destroyed and to which period of time the records apply; and
    - (ii) The method of destruction; and
  - b. The affidavit is to be signed by the town, city, or county employee performing the destruction and one (1) employee of the governing body or, if applicable, governing bodies that contribute to the expenses of the court.
- (4.) In addition to the procedure described in subsection (c) of this section, the approval of the governing body or, if applicable, governing bodies that contribute to the expenses of the court shall be obtained before the destruction of district court records and an appropriate note of the approval indicated in the minutes of the governing body or bodies along with the destruction affidavit. 



# Health department announces COVID-19 vaccination phased plan

On December 15, as shipments of the first Pfizer-BioNTech COVID-19 vaccination arrived in the state, the Arkansas Department of Health released its COVID-19 vaccination plan. The plan is as follows.



The COVID-19 vaccination program will require a phased approach. In Phase 1 limited doses will be available and focus will be on vaccinating high-priority groups. In Phase 2 a larger number of doses will be available, allowing the general population to be vaccinated. In Phase 3 enough doses will be available for all persons needing vaccination and there will be a shift to providing COVID-19 as a routine vaccination. There are no definite dates for transition between phases, or even within the separate portions of a phase, as the transition depends on vaccine supply and whether those in the current phase have been sufficiently vaccinated. Transitions will be communicated with health care providers and groups with as much anticipation as possible.

During Phase 1, when limited doses are available, it will be necessary to focus vaccination efforts on key population groups to increase early impact on the course of the pandemic. Phase 1 is divided into three high-priority areas. Phase 1-A will be the highest priority. Also affecting allocation of doses in the very initial stages are the ultra-cold storage and handling requirements of the initial authorized vaccine (Pfizer-BioNTech), as well as the fact that it is shipped in quantities of 975 doses.

## Phase 1-A (Began December 14, 2020)

- Health care workers (HCW), beginning with those in highest-risk settings (for exposure to virus)
- Large hospitals (a total of 18) with highest volume of COVID-19 patients will receive direct shipment of vaccine to vaccinate their workers.
- Workers in small hospitals will be vaccinated through specific pharmacies. These pharmacies may perform vaccinations themselves or transfer the COVID-19 vaccine to the hospital for hospital staff to vaccinate their employees, depending on arrangement.
- Long-term care (LTC) residents
- LTC facility residents and workers will be vaccinated by specifically identified pharmacies that work with these LTC facilities.
- Other health care workers and first responders will be vaccinated through select pharmacies that have agreed to serve as Phase 1-A vaccination providers.

## Phase 1-B


- Essential workers will be vaccinated through community pharmacies and medical clinics that have agreed to serve as Phase 1-B vaccination providers.
- Examples of essential workers include daycare workers, workers in K-12 and higher education, food industry (meat packing and grocery), correctional workers, utilities, truck drivers, and essential government and infrastructure workers, etc.

## Phase 1-C

- Persons at increased risk for severe disease will be vaccinated through community pharmacies and medical clinics that have agreed to serve as Phase 1-B vaccination providers:
  - Adults of any age with chronic health conditions
  - Adults aged 65 years and older
- Persons who reside in congregate settings will be vaccinated through community pharmacies and medical clinics as well as pharmacy mobile units, as needed.

These phases have been based on the CDC's Advisory Committee on Immunization Practices (ACIP) initial recommendations. Phases 1-B and 1-C are subject to change depending on further ACIP recommendations and vaccine supply.

- Anticipated allocations of vaccines are as follows:
  - Initial allocation will be Pfizer vaccine, expected December 13-19. This allocation will be for highest-risk HCW in Phase 1-A.
  - Second allocation will be Pfizer and Moderna vaccines, expected December 20-26. This allocation will be for high-risk health care workers as well as LTC residents and HCW in Phase 1-A.
  - Subsequent weekly allocations will be for additional health care workers and LTC residents until Phase 1-A is well covered or demand for vaccine is saturated prior to moving to Phase 1-B. Some of these HCWs will receive vaccination through the hospital system with which their clinic is affiliated. HCWs from clinics and facilities not affiliated with hospital systems will be asked to send their priority staff to pharmacies to receive the vaccine, all as vaccine supply allows.

To learn more about the benefits of the COVID-19 vaccine, vaccine safety, myths and misconceptions about the vaccine, and other FAQs, please visit the ADH COVID-19 Vaccination Plan page at [healthy.arkansas.gov](https://healthy.arkansas.gov). 



# 2021 VIRTUAL WINTER CONFERENCE

## #2021 AMLWC Tentative Agenda

Wednesday, January 13, 2021

10:00 A.M.	<b>STATE AID STREET MEETING</b>
12:30 P.M.	<b>OPENING SLATE FOR WEDNESDAY OF THE 2021 VIRTUAL WINTER CONFERENCE</b> <i>Log on early to ensure a good connection or to troubleshoot any technical issues. League Deputy Director Whitnee V. Bullerwell will present on the "Value of Staying Connected" during a time such as this. The presentation will begin at 12:45 p.m.</i>
1:00 P.M. to 1:10 P.M.	<b>WELCOME TO THE ARKANSAS MUNICIPAL LEAGUE 2021 VIRTUAL WINTER CONFERENCE— VOLUNTARY CERTIFICATION PROGRAM FOR MUNICIPAL OFFICIALS AND MUNICIPAL PERSONNEL</b> Presiding: Mayor Gary Baxter, Mulberry President, Arkansas Municipal League Introduction: Whitnee V. Bullerwell, Deputy Director Arkansas Municipal League
1:10 P.M. to 2:15 P.M.	<b>REPORT FROM GOVERNOR HUTCHINSON'S TASK FORCE TO ADVANCE THE STATE OF LAW ENFORCEMENT IN ARKANSAS (CONT. HOUR 1)</b> <i>Members of the Governor's Task Force will share how they studied and analyzed best practices and procedures for Transparency, Bias and Community Policing, Usage of Body Cameras and the Future of Law Enforcement in Arkansas.</i> Presiding: Mayor Gary Baxter, Mulberry President, Arkansas Municipal League Opening Remarks: Fred Weatherspoon, Deputy Director and Task Force Chairman Arkansas Law Enforcement Training Academy (ALETA) <b>1. THE NEED FOR A PUBLIC DECERTIFICATION DATABASE/REGISTRY</b> Speaking: Police Chief Percy Wilburn Lake Village Police Department Bob McMahan Director, Arkansas Office of Prosecutor Coordinator <b>2. BIAS AND COMMUNITY POLICING</b> Speaking: Layla Holloway, Citizen Activist, Van Buren Police Chief Mike Reynolds, Fayetteville Police Department <b>3. USAGE OF BODY CAMERAS</b> Speaking: Police Chief Mike Reynolds, Fayetteville Police Department Police Chief Percy Wilburn, Lake Village Police Department Bob McMahan, Director, Arkansas Office of Prosecutor Coordinator <b>4. FUTURE OF POLICING</b> Speaking: Mayor Shirley Washington, Pine Bluff Mayor James Sanders, Blytheville <b>CONCLUSION</b> Speaking: Jami Cook, Secretary, Department of Public Safety (DPS)
2:15 P.M. to 2:30 P.M.	<b>BREAK</b>



# #2021 AMLWC Tentative Agenda

<p>2:30 P.M. to 3:30 P.M.</p>	<p><b>THE LEAGUE'S LEGISLATIVE PRIORITIES FOR THE 93RD GENERAL ASSEMBLY (CONT. HOUR 2)</b>            Presiding: Mayor Tim McKinney, Berryville            First Vice President, Arkansas Municipal League            Speaking: Mark R. Hayes, Executive Director, Arkansas Municipal League            John L. Wilkerson, General Counsel, Arkansas Municipal League            Jack Critcher, Legislative Liaison, Arkansas Municipal League            Chris Villines, Executive Director, Association of Arkansas Counties            Gary Sipes, Executive Director, Arkansas Association of Chiefs of Police</p>
<p>3:30 P.M. to 4:30 P.M.</p>	<p><b>BRIEFING FROM ARKANSAS CONSTITUTIONAL OFFICERS AND LEGISLATIVE LEADERSHIP (CORE HOUR 1)</b>            Presiding: Mayor Gary Baxter, Mulberry            President, Arkansas Municipal League            Speaking: Honorable Tim Griffin, Lieutenant Governor            Honorable Leslie Rutledge, Attorney General            Honorable Tommy Land, Commissioner of State Lands            Honorable John Thurston, Secretary of State            Honorable Andrea Lea, State Auditor            Honorable Dennis Milligan, Treasurer of State            Honorable Jimmy Hickey, Jr., State Senator            President Pro Tempore Elect, District 11</p>
<p>4:30 P.M.</p>	<p><b>WRAP UP AND RUN DOWN OF THURSDAY'S AGENDA</b></p>

## Thursday, January 14, 2021

<p>8:30 A.M.</p>	<p><b>OPENING SLATE FOR THURSDAY OF THE 2021 VIRTUAL WINTER CONFERENCE</b>  <i>Log on early to ensure a good connection or to troubleshoot any technical issues. League Executive Director Mark R. Hayes will present on the "Resiliency of League Members" during a time such as this. The presentation will begin at 8:45 a.m.</i></p>
<p>9:00 A.M. to 10:00 A.M.</p>	<p><b>OPENING GENERAL SESSION: THE ACCOMPLISHMENTS OF MUNICIPAL LEADERSHIP IN ARKANSAS</b>  <i>Winter Conference officially begins with the Presentation of Colors and the singing of the National Anthem. Little Rock Mayor Frank D. Scott, Jr. and North Little Rock Mayor Terry Hartwick will welcome conference delegates. Mr. Rex Nelson, Senior Editor for the Arkansas Democrat-Gazette, will offer our keynote address.</i></p> <p>Presiding: Mayor Gary Baxter, Mulberry            President, Arkansas Municipal League            Color Guard: Little Rock Fire Department            National Anthem: Sergeant Allison Walton            Little Rock Police Department            Pledge of Allegiance: Mayor Gary Baxter, Mulberry            President, Arkansas Municipal League            Host City Welcomes: Mayor Frank D. Scott, Jr., Little Rock            Mayor Terry Hartwick, North Little Rock            Speaking: Rex Nelson, Senior Editor, Arkansas Democrat-Gazette</p>
<p>10:00 A.M. to 11:00 A.M.</p>	<p><b>GENERAL SESSION II:            CITY GOVERNMENT 101: WHAT ROLE DO YOU PLAY IN LOCAL GOVERNMENT? (CORE HOUR 2)</b>            Presiding: Mayor Tim McKinney, Berryville            First Vice President, Arkansas Municipal League            Speaking: John L. Wilkerson, General Counsel, Arkansas Municipal League            Lanny Richmond, Legal Counsel, Arkansas Municipal League</p>
<p>11:00 A.M. to 11:15 A.M.</p>	<p><b>BREAK</b></p>

# #2021 AMLWC Tentative Agenda

## Thursday, January 14, 2021, continued

<p><b>11:15 A.M. to 12:15 P.M.</b></p>	<p><b>2021 VIRTUAL WINTER CONFERENCE AWARDS RECOGNITION, PART I</b></p> <p><i>Arkansas Business Publishing Group (ABPG) will present the 2020 Trendsetter City Awards to cities and towns that have shown themselves to be innovative and creative at the local government level. These awards are presented in partnership with ABPG, Crews &amp; Associates, the Arkansas Municipal League, Crafton Tull and the Arkansas State Chamber AIA. Also, Engage AR will present on the 2020 Community of the Year Award winners. Engage AR has invited the Honorable Asa Hutchinson, Governor of Arkansas, to be a part of their presentation today.</i></p> <p>Presiding: Mayor Gary Baxter, Mulberry President, Arkansas Municipal League</p> <p>Presentation of the Trendsetter City Awards: Mitch Bettis, President, Arkansas Business Publishing Group</p> <p>Presentation of the Don A. Zimmerman Pinnacle Award: Paul Phillips, Senior Managing Director, Crews and Associates</p> <p>Introduction of the Community of the Year Awards: Amanda Richardson Nipper, Commission Chair Governor’s Advisory Commission on National Service and Volunteerism</p> <p>Closing Comments: Shana Chaplin, Director, Engage AR</p>
<p><b>12:15 P.M. to 1:00 P.M.</b></p>	<p><b>LUNCH</b></p> <p><i>Grab lunch and head back to your device. At 12:30 p.m., we have an important discussion on the National Day of Racial Healing (NDORH) scheduled for January 19, 2021. The League’s Whitnee Bullerwell, UCA’s Shelby Fiegel, and the Arkansas Peace and Justice Memorial Movement’s Clarice and Kwami Abdul-Bey discuss the importance of observing the NDORH in our cities and towns of Arkansas.</i></p>
<p><b>1:00 P.M. to 2:00 P.M.</b></p>	<p><b>GENERAL SESSION III: CITY GOVERNMENT 101: COMMUNICATING WITH THE LEAGUE AND WITH YOUR LOCAL LEGISLATORS DURING THE 93RD GENERAL ASSEMBLY (CORE HOUR 3)</b></p> <p>Presiding: Mayor Tim McKinney, Berryville First Vice President, Arkansas Municipal League</p> <p>Speaking: Mark R. Hayes, Executive Director, Arkansas Municipal League John L. Wilkerson, General Counsel, Arkansas Municipal League Blake Gary, Associate Legal Counsel, Arkansas Municipal League Jack Critcher, Legislative Liaison, Arkansas Municipal League</p>
<p><b>2:00 P.M. to 3:00 P.M.</b></p>	<p><b>GENERAL SESSION IV: CITY GOVERNMENT 101: HOW DO YOU HOLD A PRODUCTIVE AND EFFECTIVE CITY COUNCIL/BOARD MEETING DURING A PANDEMIC? (CORE HOUR 4)</b></p> <p>Presiding: Mayor Gary Baxter, Mulberry President, Arkansas Municipal League</p> <p>Speaking: John L. Wilkerson, General Counsel, Arkansas Municipal League Lanny Richmond, Legal Counsel, Arkansas Municipal League Jeff Melton, Senior Network Administrator, Arkansas Municipal League</p>
<p><b>3:00 P.M.</b></p>	<p><b>WRAP UP AND RUN DOWN OF FRIDAY’S AGENDA</b></p>

**Municipal officials and personnel can register now at [www.arml.org/reg](http://www.arml.org/reg).**

**Deadline to register is Monday, January 11, 2021.**

**Contact Deputy Director Whitnee V. Bullerwell at [wvb@arml.org](mailto:wvb@arml.org)  
for more information.**



# #2021 AMLWC Tentative Agenda

## Friday, January 15, 2021

<p>9:00 A.M. to 10:00 A.M.</p>	<p><b>GENERAL SESSION I: HOW CAN PARTICIPATION IN THE “BIG FIVE LEAGUE PROGRAMS” BEST BENEFIT YOUR CITY OR TOWN? (CONT. HOUR 3)</b></p> <p>Presiding: Gary Baxter, Mulberry President, Arkansas Municipal League</p> <p>Speaking: Katie Bodenhamer, General Manager, Municipal Health Benefit Program (MHBP), Arkansas Municipal League Katy Busby, General Manager, Municipal League Workers’ Compensation Program (MLWCP) Arkansas Municipal League John Wells, General Manager, Municipal Property Program (MPP), and Municipal Vehicle Program (MVP) Arkansas Municipal League John L. Wilkerson, General Counsel, Municipal Legal Defense Program (MLDP), Arkansas Municipal League</p>
<p>10:00 A.M. to 11:00 A.M.</p>	<p><b>GENERAL SESSION II: CITY GOVERNMENT 101: IN WHAT WAYS HAS COVID-19 CHANGED LOCAL GOVERNMENT? (CORE HOUR 5)</b></p> <p>Presiding: Mayor Tim McKinney, Berryville First Vice President, Arkansas Municipal League</p> <p>Speaking: John L. Wilkerson, General Counsel, Arkansas Municipal League A.J. Gary, Director, Arkansas Department of Emergency Management (ADEM)</p> <p>Speaking: Tracey Cline-Pew, Director of Human Resources, Arkansas Municipal League</p> <p>Speaking: Jeff Melton, Senior Network Administrator, Arkansas Municipal League</p>
<p>11:00 A.M. to 11:15 A.M.</p>	<p><b>BREAK</b></p>
<p>11:15 A.M. to 12:00 P.M.</p>	<p><b>2021 VIRTUAL WINTER CONFERENCE AWARDS RECOGNITION, PART II</b></p> <p><i>The League will recognize the municipal officials and personnel who have achieved their Certified Municipal Official/Personnel status, in addition to recognizing members who have maintained their “Continuing Certification” status. Municipal officials who are retiring from office with ten or more years of service to the League will be recognized as Life members. Lastly, the Dean’s Chair will be awarded to the outgoing municipal official who has the longest tenure of service to the League.</i></p> <p>Presiding: Mayor Gary Baxter, Mulberry President, Arkansas Municipal League</p> <p>Dean’s Chair Presentation: TBD</p>
<p>12:00 P.M.</p>	<p><b>WRAP UP THE 2021 ARKANSAS MUNICIPAL LEAGUE VIRTUAL WINTER CONFERENCE</b></p> <p>Presiding: Mayor Gary Baxter, Mulberry President, Arkansas Municipal League</p>



# 2021 VIRTUAL WINTER CONFERENCE

# ACCRTA offers virtual new clerk orientation

The Arkansas City Clerks, Records & Treasurers Association and the Arkansas Municipal League are pleased to present a free Virtual New Clerk Orientation Class from 9 a.m.-11 a.m. on January 19, 2021.

The two-hour class will cover an array of topics, including what should be in every clerk's "toolbox," such as information about policies and procedures, record retention, financial management, state statutes that govern the role of the clerk and other elected officials, and guidance on agendas, packets and minutes.

Attendees will also learn eight laws necessary to the clerk position, differences between ordinances and resolutions, procedures regarding ordinances and resolutions, and rules about the Freedom of Information Act.

"In addition to all of the great information, you'll also be welcomed into a strong network of resources, mentorship, training and support," North Little Rock Chief Deputy City Clerk and Treasurer Katelyn Thomas said in a video promoting the event. "All the time I've been involved in the organization I've had the pleasure

of building working relationships with clerks from all over. I know that any question I have or any training I need to further my profession as a clerk, I can rely on this group to help me succeed."

The Virtual New Clerk Orientation Class is open to any municipal official who is interested in learning more about the clerk profession. Registration is not required. Link will be sent via ListServs. For more information, contact Batesville Deputy Clerk Donna Smith at 870-698-2400, ext. 108, or clerk3@cityofbatesville.com.



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# Advertise in the 2021/2022 Directory



The *Arkansas Municipal League Directory* reaches municipal officials and many more. The *Directory* is a working reference of city and town elected and appointed officials, municipal department heads, state and federal agencies, legislators, and others. It is a one-stop information guide to all of Arkansas's 499 incorporated cities and towns. The League will print the *Directory* on a biennial basis. Therefore, your ad is good through 2022.

## Ad sizes and rates:

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For more information, please contact Tricia Zello at (501) 374-3484, Ext. 285, or email [citytown@arml.org](mailto:citytown@arml.org).

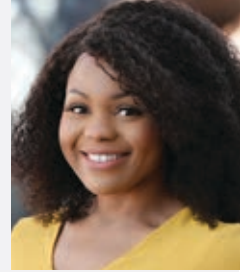


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## Meet Mary Caffee, paralegal to general counsel at the Arkansas Municipal League

### City & Town: What are your duties and responsibilities at the Arkansas Municipal League?



**Mary Caffee:** I am an administrative and litigation paralegal, so I am the behind-the-scenes person! I am usually one of the first people a city official speaks with when they have been served, so I get the ball rolling by providing General Counsel John L. Wilkerson with a solid overview of the case so that he and Mark [Hayes] can issue a coverage decision. I try to keep the general counsel's office running smoothly, I help set up the city attorney CLEs and I help a few of the Municipal Legal Defense Program (MLDP) attorneys on their cases.

**How long have you been working at the League?** I've worked at AML for almost three years. My husband is active-duty Air Force, and we received orders to Arkansas in 2018. John posted a paralegal ad, and I am forever grateful that he chose me for this position.

**How has the League changed since you've started?** The League has changed so much in such a short amount of time. I started in February 2018, right before our previous executive director's unfortunate passing, and I was getting used to how MLDP cases worked. John hired me as a litigation paralegal. When he was promoted to general counsel, he took me with him, and my duties shifted to a more administrative role. All the changes have been for the best, and those changes continue to push AML forward.

**What is the biggest lesson you've learned working for the cities and towns of Arkansas?** That no two cities are alike, and it takes different approaches and methods to make each city and town operate efficiently on a day-to-day basis.

**What advice would you have for someone just getting into public service?** Don't be afraid to change. Don't be content to follow the routine of your predecessors. And always remember your decisions affect others.

**Where did you grow up?** I grew up in Jemison, Alabama, a city of just over 2,500. Jemison has stayed the same in most ways, like Friday night football bringing everyone together and one mom & pop grocery store. It has changed drastically in other ways. That little place helped mold me into the southern girl I am, and it will always hold a special place in my heart.

**What is your favorite spot in your hometown?** The sidelines of my high school football stadium! I cheered from 7th grade until my senior year, and I was able to see everything from that point of view: bonds between people with different beliefs and backgrounds and the joy that football brought to our little city.

**What is your favorite part about working for the League and the cities and towns of Arkansas?** My favorite part is the leadership's passion for helping Arkansas cities and towns and their understanding of the importance of an excellent work-life balance. I'm currently in law school, and we are an active-duty military family, so we do not have any family near. When COVID-19 hit and schools closed, I did not have an option for childcare. The League made it possible for us to work from home, and I am thankful for that opportunity. 🏠

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## Meet Bobby Brown, recorder/treasurer for the city of McDougal

**City & Town: What are your duties and responsibilities in McDougal? How long have you served?**

**Bobby Brown:** I have served 54 years as recorder/treasurer for the city, performing all duties required. I also worked with the McDougal Water & Wastewater Department before being employed as manager of the Clay County Regional Water Distribution District in 1986, which is headquartered in McDougal. Clay County Water also manages the systems for McDougal, Knobel, Peach Orchard, Delaplaine and O’Kean.



**Why did you choose your profession?** I was approached by some citizens in November 1966 about running for recorder/treasurer. I decided to file and won the election.

**What’s your favorite aspect of your job? What’s the biggest challenge?** Serving the public to the best of my ability and striving to perform the duties accurately and efficiently. My biggest challenge has been keeping up with the changes in rules and regulations. I have attended the Arkansas Municipal League conventions over the years, and this has allowed me to keep up with the changes and be in compliance.

**What’s your favorite spot in McDougal?** My home is my favorite spot because I can relax and enjoy family.

**What is the public perception of your job versus the reality of your job?** I believe the public perception is the belief that the job is being done to meet the city, state and federal guidelines. The reality is that I’m striving to do the job to the best of my ability.

**In what season does McDougal shine the most?** The Saturday before Labor Day each year is designated for the McDougal Homecoming Picnic. This event takes place in the Edna Cooper Memorial Park and draws attendees from different states. People who grew up and attended school at McDougal enjoy coming back to see their schoolmates and family. The proceeds from this event go to the upkeep of the Post Oak Cemetery.

**What’s the biggest lesson you’ve learned by working for a city government?** Dealing with the public is a day-to-day learning process.

**What advice do you have for someone who would like to follow your footsteps into this job?** The job requires you to deal with the public on a frequent basis. You must be willing to work with the mayor and city council to resolve matters that come before the council. Also, you must be diligent to follow the city, state and federal regulations regarding your job as recorder/treasurer. I would strongly recommend attending the League convention each year and the Arkansas City Clerk, Records & Treasurers Association sessions.

**What are three “can’t miss” things that someone can do if they visit McDougal?** One: McDougal Homecoming Picnic at the Edna Cooper Memorial Park. Two: During duck season, a lot of duck hunters from different states come to their seasonal duck houses and spent time hunting in surrounding areas. Three: Stop by the McDougal One-Stop for your coffee, breakfast, snacks and lunch. ☺

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A billboard is often considered a LULU. This one represents a charming and locally loved site, a CALLS, in Pine Bluff.

## Land uses we love from afar

By Jim von Tungeln

Public administration uses many acronyms. These are abbreviations formed from the first letters of other words and pronounced as a word. Planners are quite familiar with the term NIMBY, or “not in my backyard.” The concept has spoiled many earnest planning proposals.

The term reflects a type of land use that may be permitted in a city as long as it is not near the home of any protestor. It is a close relative to LULU, or “locally unwanted land use,” another planning acronym. LULUs include manufactured homes, salvage yards, adult venues, hazardous waste depositories, prisons, mines, billboards and some religious facilities. These may be prohibited entirely or nudged toward locations that do not fit their needs.

NIMBY uses, on the other hand, are those that might supposedly be allowed but encounter resistance when a specific location appears. Short-term rentals provide an example. These are private homes or apartments rented for brief periods of time, generally 30 days or less. Most people interviewed support the concept and admit to utilizing short-term rentals. They love them. When asked if one would be appropriate next to their home, or even in their neighborhood, the answer is, more often than not, “no.”

Some uses straddle the gap between LULUs and NIMBYs. Group homes, for example, almost always encounter resistance, even when the residents of such exemplify the spiritual injunction to care “for the least of those among us.”

Projects accommodating the reasonably allowable, such as the disabled, abused or marginally functioning, can rate as NIMBYs. They are fine as long as they locate somewhere other than the proposed site. Cities tend to shuffle them into older neighborhoods. These may already accommodate more than their share of such uses but lack the political power to mount a successful protest.

Projects that propose housing other groups, such as the homeless or qualified inmates from penal institutions, are in the LULU category.

Some NIMBY controversies surprise us. This would include the brouhaha that erupted a few years back over a plan to locate a medical clinic for military veterans in a major Arkansas city.

More common, though, in the field of NIMBYism, is one with which most planners and elected officials are quite familiar. That is resistance to affordable housing, actually multifamily housing in general. Thorough research would hardly find a general plan for

a community that prohibits affordable housing. Indeed, the typical city plan includes affordable housing as both a goal and objective.

That's what the plan says. The zoning code agrees. It creates zoning districts that would allow affordable housing. Since multifamily housing, along with small-lot subdivision development, are prime sources for affordable housing, the path seems clear.

Now imagine that a proposal to construct affordable housing is requested for a specific location. At that point, the NIMBY syndrome appears. Yes, affordable housing is great, the neighbors agree, as long as it is located somewhere else. As a result, the affordable housing project is denied or moved to the outskirts of town (far away from employment centers). Or it may be pushed into existing low-income neighborhoods where residents lack the political power to resist the development.

What happens during the process that transforms a stated community goal into a reason for organized and powerful resistance? In simple terms, what happens is that a concrete proposal changes an abstraction into a neighborhood reality. Realities tend to focus attention and resources. The arguments begin.

Some arguments in a NIMBY discussion of affordable housing developments are valid. These would include traffic generation and infrastructure limitations. Opposition could also result from documented trends of poor management practices in similar projects. Depreciation rules in the tax code can create a succession of new owners, with the quality of upkeep and tenant oversight diminishing with each change.

Some arguments are specious. They can create legal problems for a city that makes decisions based on them. Most planning commissions now steer clear of "those people" arguments. There are, though, less incendiary arguments.

In her book *The Just City*, Susan Fainstein, a senior research fellow in the Harvard Graduate School of Design, mentions three elements she views as critical to achieving a just city: democracy, equity and diversity. Does a policy or decision allow access by all to the guarantees of the federal or state constitutions? Do plans provide equal and social benefits to all or to a privileged few? Do plans open the way for a diversified city that resembles the face of America?

She then notes that significant tensions can exist between these three elements. This may require significant trade-offs when promoting one plan goal in the face of organized opposition. NIMBY activists are much more able to exploit those tensions than are those who would benefit from affordable housing.

If city planners and leaders believe in the value of affordable housing, what are some steps to reduce or nullify the impact of NIMBYism?

Cities may anticipate resistance. Some research suggests that opposition to affordable housing arises more from fear of change or the unknown than from the realities of affordable housing. Once the units are developed, and those realities are actualized, opposition decreases. In such cases, opposition is responding to unsubstantiated fears and prejudices that may eventually subside on their own.

This suggests that anticipating resistance may help achieve plan goals. The first step involves providing information beforehand. John Adams, our second president, once stated, "Facts are stubborn things; and whatever may be our wishes, our inclinations, or the dictates of our passions, they cannot alter the state of facts and evidence." Providing facts may not resolve fears of affordable housing, but it is worth a try.

Much resistance to multifamily housing depends on the claim of damage it may do to home values in the immediate area. Since the equity in a home represents the entire net worth for many families, this is an argument that will not die easily. Where are the facts?

In 2017, the city of Little Rock commissioned Michael Crow, Ph.D., now at Evergreen State College at Olympia, Washington, to undertake a study titled "Effects of Proximity to Multifamily Housing on Property Values in Little Rock, Arkansas, 2000–2016." Dr. Crow concluded from this study that:

1. Subsidized multifamily housing has a positive effect on the sales prices of single-family homes within 1,000 feet and reduces the vulnerability of properties within 2,000 feet to property crime.
2. Most forms of nonsubsidized market-rate housing, including condominiums, market-rate apartments and senior and assisted-living facilities, have either no effect or a positive effect on the sales prices of single-family homes within 2,000 feet.

Studies of this type require careful review of the details and nuances of the topic and specific area of study. They do suggest a point at which cities may begin to combat NIMBYism. Facts are stubborn things, and cities should not fear using them when appropriate.

This does not imply that citizen input and comments are not important. A longtime and respected planner in our state, Donald Maness, once stated under oath, "Citizens' comments are important and should be taken into account...as long as they are based on rationality, reality and reason."



*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).*



# Moving the needle on equity

By Shelby Fiegel

**2020** has been a year for the history books. Not only have we been contending with the ongoing threat of the COVID-19 pandemic, but also the deaths of George Floyd, Breonna Taylor and other Black individuals which sparked protests that have highlighted the importance of addressing the issues of race and inequality. To develop a better future for our citizens, children, grandchildren and beyond, we must recognize the importance of promoting and creating equity in our communities.

The Annie E. Casey Foundation defines equity as “the state, quality or ideal of being just, impartial and fair” and shares that to be achieved and sustained, equity needs to be thought of as a structural and systemic concept.

As we thought about equity and social justice, our team at the University of Central Arkansas Center for Community and Economic Development asked ourselves how we could leverage our resources and skills to be more intentional in our work. Knowing our strength lies in convening and training, we launched the inaugural Arkansas Racial Equity Summit on October 8, 2020. With support from our partners at ARcare, the Conway Area Chamber of Commerce and Electric Cooperatives of Arkansas, more than 200 Arkansas leaders came together to learn about the history of racial injustice in Arkansas, information on what inequities exist today (in health, education, wealth/income and the criminal justice system), and participated in an interactive discussion on what we can do to counteract those inequities to create a better future.

The Summit covered a plethora of resources available to leaders about equity and social justice, but here are five tangible first steps you can consider to promote and create equity in your community or organization:

- 1. Celebrate the National Day of Racial Healing:** In 1995, the W.K. Kellogg Foundation established the National Day of Racial Healing as part of its Truth, Racial Healing & Transformation (TRHT) process,



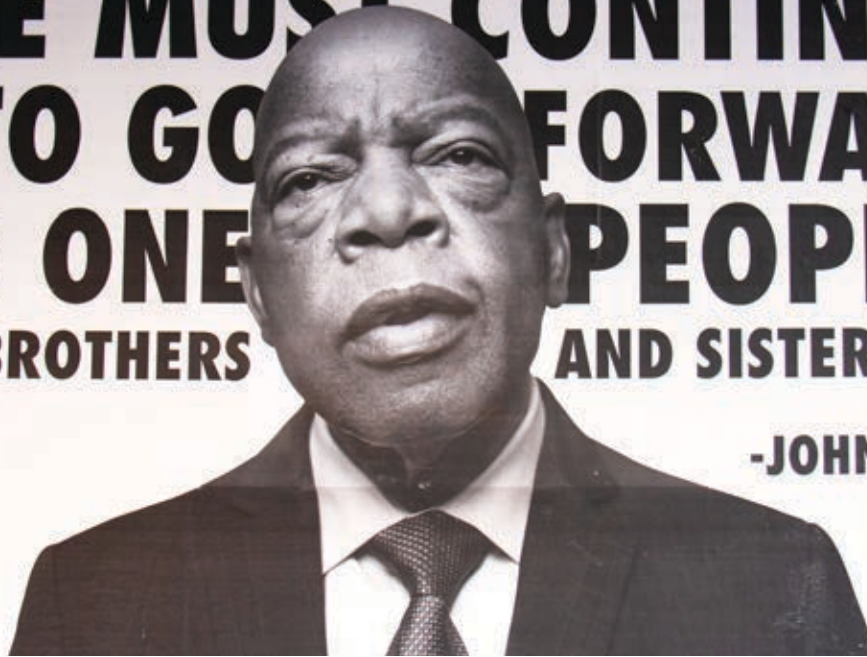
PHOTOS BY ANDREW MORGAN

Started during Peace Week in 2016 and growing over time, especially after the deaths of Breonna Taylor and George Floyd, the murals along Little Rock's 7th Street have given dozens of local artists a canvas to express their anger and their hope.

which was a restructuring of its funding priorities to promote healing as a critical path for ending racial bias and creating a society in which all children can thrive. In January 2020, Arkansas Governor Asa Hutchinson became the first governor to issue a gubernatorial proclamation in observance of the National Day of Racial Healing. One of the goals for the 2021 observance is for Arkansas to become the first state where all of its mayors, county judges and school superintendents issue proclamations, along with Governor Hutchinson. You can view a sample proclamation in this issue on page 15.

**WE MUST CONTINUE  
TO GO FORWARD  
AS ONE PEOPLE,  
AS BROTHERS AND SISTERS.**

**-JOHN LEWIS**



A mural on Little Rock's Main Street honors recently passed civil rights icon John Lewis.

2. **Take the Harvard implicit bias test:** The Implicit Association Test (IAT) measures attitudes and beliefs that people may be unwilling or unable to report. The IAT may be especially interesting if it shows that you have an implicit attitude that you didn't know about. Taking the test is a good way of becoming more aware of implicit biases that may be playing a role in your community or your life. You can take the test at [implicit.harvard.edu/implicit](http://implicit.harvard.edu/implicit).
3. **Utilize the Equity Assistance Center:** The Equity Assistance Center (EAC) in the Arkansas Division of Elementary and Secondary Education has the responsibility of assisting and assuring that all school districts comply with state and federal regulations that prohibit discrimination. The EAC also offers resources to promote and develop equity in our schools. Learn more at [dese.ade.arkansas.gov/divisions/legal/equity-assistance](http://dese.ade.arkansas.gov/divisions/legal/equity-assistance).
4. **Review and implement the Race Equity and Inclusion Action Guide from the Annie E. Casey Foundation:** The seven steps outlined in the Action Guide represent a set of tools that can be utilized to incorporate race equity and inclusion. As shared in the guide, "Following these steps will help ensure that strategies to help children, families and communities are informed from the beginning by the knowledge and data on race that we know are critical to achieving results for a whole population." You can view the guide at [www.aecf.org/resources/race-equity-and-inclusion-action-guide](http://www.aecf.org/resources/race-equity-and-inclusion-action-guide).
5. **Review and implement the Municipal Action Guide on Racial Equity from the National League of Cities (NLC):** The NLC's Race, Equity and Leadership (REAL) initiative compiled six steps municipal leaders can follow to begin improving equity throughout your city and creating better outcomes for everyone in your community. You can read the guide at [www.nlc.org/wp-content/uploads/2017/10/NLC-MAG-on-Racial-Equity.pdf](http://www.nlc.org/wp-content/uploads/2017/10/NLC-MAG-on-Racial-Equity.pdf).  

These are just a few ways you can begin to move the needle on racial equity in your community. If you are interested in learning more, all resources from the Summit can be found at [www.uca.edu/cced/arkansas-racial-equity-summit](http://www.uca.edu/cced/arkansas-racial-equity-summit). As CCED continues to develop training and programming centered on equity, please reach out to our team if you want more information at [sfiegel@uca.edu](mailto:sfiegel@uca.edu) or 501-450-5269.



*Shelby Fiegel is director of the Center for Community and Economic Development at the University of Central Arkansas. Contact Shelby at [sfiegel@uca.edu](mailto:sfiegel@uca.edu) or 501-450-5269.*



# Stay hydrated, even in winter

By Margaret Pauly, M.S., R.D., L.D.

**D**id you know you can get dehydrated in the cooler temperatures of winter, just like you can during the hot summer? Many people don't give dehydration much thought during the winter, when the air is drier and cooler—only when it is hot and humid. However, not drinking enough water in any season can lead to dehydration.

## What is dehydration?

Dehydration is defined as the state of more fluid leaving your body than coming into it. It's more than being thirsty; it can leave you tired, headachy and even constipated.

If you are exercising and lose 2-3 percent of your body weight in sweat, the consequences are even more dramatic: decreased blood pressure and increased stress on the heart, increased core temperature, muscle cramps and even nausea and vomiting.

Studies have shown that mild dehydration, even in otherwise healthy people, can have a noticeable impact on your blood circulation, not unlike smoking a cigarette.

## Risks of cold weather

Most people tend to think of losing water in their body through sweat—and it's true that happens. But that's not the only way the body discards water. Urination and even breathing also contribute to moisture loss. So even though you probably sweat less during colder months, you're still losing water. In fact, your body tends to lose more moisture to cold air, and yet most people may not be aware of it because they aren't sweating.

Cold air can also cause many people to drink less. Not having adequate water intake can lead to dehydration just as losing too much water can. The average adult should consume about 64 ounces of water per day, along with eating fruits and vegetables.

Of course, another factor that can lead to winter dehydration is probably the simplest: People just don't think about it. Whether because of the cold or because they don't get thirsty, many people aren't as conscious of their body's hydration level during winter months. Thirst can be an indicator, but it's not the only one.

Make it a point to drink up, even at mild activity levels. If you are exercising for over an hour, this is when you might need a little more than plain water since you are depleting your energy stores and probably have lost some electrolytes while sweating. In this situation, a sports drink can give you energy in the form of simple carbohydrates and also replace electrolytes (sodium, potassium and magnesium). The rule of thumb is a few gulps of a sports drink every 15-20 minutes. Drinking fluids throughout the day and eating a variety of fruits and vegetables will keep you hydrated this winter and beyond.

## Easy ways to stay hydrated

- Eat fruits and vegetables that are full of fluid—grapes, oranges and tomatoes are some examples.
- Carry a bottle of water with you while exercising or to have on your desk at work as a visual reminder to drink.
- Set an alarm on your phone to remind you to take a drink of water or to make a cup of tea.
- Ditch the designer waters; many make claims that are not proven. And if you are exercising lightly and for under an hour, hydrate with plain old water. If you don't like the taste of plain water, add a slice of lemon, lime, orange or even cucumber to your water to flavor it without adding calories.
- Warm or room temperature drinks in the winter are easier to drink. They won't lower your internal temperature and make you feel cold.
- Avoid alcohol, which is dehydrating. Caffeine, while not a diuretic, is a stimulant and can cause you to go to the bathroom more often, which can be inconvenient when exercising. Maybe save your coffee for after your workout!



*Margaret Pauly, M.S., R.D., L.D., is the culinary nutritionist for the Culinary Medicine Program at the University of Arkansas for Medical Sciences (UAMS).*

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# After winter storms, trees need care

By Alison Litchy

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

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

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

Large limbs or entire trees over urban areas can be a potential hazard. Proper pruning before the event is a great way to help reduce the chances of tree failure after a winter event. Consider the health of the tree prior to investing money into restoration pruning after an event.

Some repairs can be done without the assistance of an arborist, while others will require professional help. Small limbs within reach are easily trimmed with a pole saw or loppers. Broken limbs should be removed back to the next major adjacent branch. Do not leave branch stubs, or flush cuts. Stubs and flush cuts lead to rot and decay. Larger limbs will require the three cut method. For proper pruning techniques please visit [forestry.arkansas.gov](http://forestry.arkansas.gov).



PHOTO BY PATTI ERWIN

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

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

When hiring an arborist after a large storm event it is important to check their credentials at [www.treesaregood.org/findanarborist](http://www.treesaregood.org/findanarborist). Also check to make sure they have insurance. Feel free to ask for a reference. See other trees they have trimmed in the past as well. Beware the “fly by night” tree service companies that come in after an event and don't have skills, knowledge or insurance.

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

*This column originally appeared in the January 2015 issue of City & Town.*



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PHOTO COURTESY MCE

Surveyors provide different types of surveys for different engineering applications.

## What kind of survey do I need?

By Justin Taffner, PLS

**D**o you ever find yourself doing something pretty regularly that you didn't know would be part of your job? Something that they didn't tell you about in college? For me—and probably for most surveyors—it is that I spend a lot of time explaining to people what kind of survey is what. What some clients think they need is not always what they actually need. And it isn't just the general public that needs these explanations. It's often also those who are adjacent to the surveying profession, like engineers, real estate agents and property managers.

I understand, I really do. You might be trying to buy a house and the bank says you need a boundary survey. Maybe your insurance agent tells you that you need an elevation certificate, even though your house has never been flooded. You could be trying to develop some property and the lender wants you to get an ALTA survey. If you don't know what these things are, it is hard to explain to the surveyor what you need, and to know that you are getting what you actually need. For a lot of people, surveying is a perplexing process where you call the surveyor, mysterious and arcane rituals occur,

flagging appears everywhere, and poof, you get a piece of paper and a bill.

I want to give you a high-level overview of what surveyors do and the different kinds of services we offer. Hopefully I can pull the curtains back and reveal the mystery that goes on behind the scenes. The place to start is at the beginning, with the primary role of the surveyor. We are experts in two things: measuring and boundary lines. Our expertise in these two areas provides a great deal of benefit to the public and has grown into a myriad of professional services that we offer. So let's jump right in at the beginning, with the boundary survey.

### The boundary survey

This is perhaps the most crucial and fundamental service that we offer. The boundary survey is primarily about showing the relationship of deeds and surveys with the real-world evidence of those documents. With a boundary survey, we examine the deed to the land and perform research to find any other supporting documents (such as previous surveys of the land, adjoining



deeds and surveys, and, if requested, easement and right-of-way documents). We then make a site visit to perform field research and measurement. We look for property evidence such as iron pins, fences or any other witness to the property location.

Finally, we combine the record information with the field evidence and present our findings in the form of the boundary survey. This survey will usually be signed and stamped with the surveyor's seal. It is important to remember that we are fact finders and not adjudicators. We show how ownership documents relate to ground conditions. Judges have to make decisions in cases where ownership and land use rights are in dispute.

It is also important to remember that this function is where the surveyor's license is important. Because of the quasi-legal role we play in interpreting deeds, ownership and field conditions, our work is regulated by a licensure board. In Arkansas, the practice of boundary surveying and the presentation of our results is governed by law and must meet a minimum standard prescribed by law.

### The topographic survey

The topographic survey is very different from a boundary survey. With "topo" surveys, we make maps of an area as requested by a client. The level of detail of these maps will vary depending on the firm preparing

them and the client's needs. We often produce highly detailed maps for engineering design work, which require measurements on lots of different features. We can show trees, roads, utility pedestals, fences, creeks, houses, flowerbeds, barns, contours and any other feature needed.

Because of the general popularity of feature maps like U.S. Geological Survey Maps and Google Maps, I find that topo surveys don't usually require too much explanation. One thing to note is that in Arkansas, this is kind of mapping is not governed by law and licensure, though it is in some other states. Boundary survey frequently show topographic features per client request, but it is not required by the minimum standards.

### The ALTA/NSPS land title survey

This is the one that I get the most questions about. Many clients believe the ALTA survey to be the "Cadillac" of surveys that guarantees they get everything they need, but that isn't the case. Instead, it is a very specific type of boundary survey that involves the client, a lender, a title company and a surveyor. To explain this better, let me set up a simple scenario where an ALTA survey would be needed.

A client decides to purchase and develop a piece of property. They approach a lender to set up financing



On-the-ground measurements support the maps and documents used in construction projects.



for the project. The lender (understandably) wants to make sure that if the client purchases the property, they will have complete claim of ownership and thus a clean title. After all, if the client cannot repay the debt, the lender would have to sell the property to cover it. And what would happen if someone else were to claim ownership of the property or have some right to decide what happens to it?

The lender will require that a title company research the property and determine if the property would be owned solely by the client. The title company produces a title report showing that the client would indeed own it but with a list of exceptions to the client's exclusive ownership. These exceptions are typically easements or street rights of way but can sometimes also be things like leases.

At this point in the process, they contact a surveyor to provide the land title (or ALTA) survey. At its core, the ALTA is a boundary survey that shows how the title exceptions affect the property. Other things like contours, topographic features and proposed right-of-way changes can also be requested by the client, but they are optional. An ALTA cannot be completed without a current title commitment, because it is essentially a boundary survey of the commitment exceptions. This kind of survey, because it always involves boundary surveying, is also regulated by the state's laws and regulations on surveying.

## Elevation certificate

This one is a bit different. The elevation certificate is a standard form produced by FEMA in order to facilitate the provision of flood insurance to customers. FEMA produces Flood Insurance Rate Maps that show the areas most likely to be affected by flooding and the chance of different levels of flooding occurring in an area. If a building is located within a flood area and the property owner needs to obtain flood insurance, an elevation certificate is generally required.

To prepare the certificate, the surveyor or engineer visits the site and measures a number of the property's features to determine its flood risk. In most cases, FEMA does require that a licensed land surveyor or engineer sign and stamp these certificates, but they are not governed by Arkansas law.



Surveyors provide expertise in two essential areas: measuring and boundary lines.

## Easement, right-of-way exhibit maps and descriptions

Finally, we have easements and rights-of-way. This is a bit of a gray area since it is not necessarily a boundary survey, but it does deal with property usage rights. In a typical scenario, a utility company or municipality will need to construct a utility line or road and will require assistance with design and easement/right-of-way acquisition. We will then perform field measurements and records research to locate existing property lines and easements/rights of way on the property.

Please note that while we are doing field work and research to locate property lines, we are not producing official boundary surveys of each property. We stop short of signing, stamping and publishing the results. We call this boundary resolution instead of boundary surveying, and this kind of boundary work doesn't meet the minimum standards for publishing the results.

Next, we determine the extent of the easement/right of way that the client will need in order to complete the project. We produce maps showing how the easement will relate to the property.

In the end, each type of survey is all about measurement and boundary lines. When you contact your local surveyor, don't be afraid to say, "I'm not sure exactly what it is called, but I need something like this." Your surveyor will be more than happy to help you work out what type of survey will best meet your needs.



*Justin Taffner is a professional land surveyor from MCE's Fayetteville office. Contact Justin by phone at 479-443-2377, or email him at [jtaffner@mce.us.com](mailto:jtaffner@mce.us.com).*

# Study shows vaping among 10th and 12th graders has leveled off

The latest results from the Monitoring the Future (MTF) study are in, and while there are some encouraging signs, much work remains to be done. Please note that the survey was cut short due to COVID-19, so these results do not account for the effect the pandemic may have had on substance use. The findings include:

- Previous data showed that prevalence of vaping among 8th, 10th and 12th graders doubled from 2017 to 2019—from 7.5 percent to 16.5 percent in 8th graders, 15.8 percent to 30.7 percent in 10th graders, and 18.8 percent to 35.3 percent in 12th graders. Those rates seem to have stabilized in 2020, holding at a respective 16.6 percent, 30.7 percent, and 34.5 percent.
- From 2019-2020, the use of marijuana did not significantly change in any of the three grades for lifetime use, past 12-month use, or past 30-day use.

- Past-year non-medical use of amphetamines among 8th graders increased from 3.5 percent in 2017 to 5.3 percent in 2020. 10th and 12th graders reported significant five-year declines in past-year use at 4.3 percent for both grades.
- Past-year use of over-the-counter cough medicine among 8th graders has gradually increased over the past five years, from 1.6 percent in 2015 to 4.6 percent in 2020, its highest rate since 2006.
- Alcohol use has not significantly changed over the past five years. However, across all grades, alcohol use in the past 12 months has leveled off from its historical gradual decline.

*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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# 2019/2020 State Turnback Funds

<b>Actual Totals Per Capita</b>						
	<b>STREET</b>		<b>SEVERANCE TAX</b>		<b>GENERAL</b>	
<b>MONTH</b>	<b>2019</b>	<b>2020</b>	<b>2019</b>	<b>2020</b>	<b>2019</b>	<b>2020</b>
January	\$5.662	\$6.789	\$0.246	\$0.083	\$2.145	\$2.145
February	\$5.675	\$6.340	\$0.096	\$0.118	\$1.087	\$1.087
March	\$5.085	\$5.758	\$0.438	\$0.101	\$1.087	\$1.087
April	\$5.401	\$6.088	\$0.338	\$0.064	\$1.085	\$0.924
May	\$5.811	\$5.943	\$0.227	\$0.034	\$1.086	\$0.924
June	\$6.017	\$5.605	\$0.209	\$0.030	\$1.088	\$0.924
July	\$5.801	\$6.094	\$0.182	\$0.022	\$2.959	\$2.795
August	\$5.990	\$6.478	\$0.114	\$0	\$0.924	\$1.542
September	\$5.899	\$6.399	\$0.155	\$0.014	\$1.087	\$0.728
October	\$5.654	\$6.378	\$0.124	\$0.021	\$1.087	\$0.893
November	\$5.652	\$6.340	\$0.064	\$0.060	\$1.087	\$0.893
December	\$5.775	\$5.984	\$0.069	\$0.105	\$1.087	\$0.893
<b>Total Year</b>	<b>\$68.422</b>	<b>\$74.197</b>	<b>\$2.261</b>	<b>\$0.652</b>	<b>\$15.810</b>	<b>\$14.838</b>

<b>Actual Totals Per Month</b>						
	<b>STREET</b>		<b>SEVERANCE TAX</b>		<b>GENERAL</b>	
<b>MONTH</b>	<b>2019</b>	<b>2020</b>	<b>2019</b>	<b>2020</b>	<b>2019</b>	<b>2020</b>
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	\$11,984,924.80	\$181,468.75	\$223,221.26	\$2,055,501.82	\$2,055,049.55
March	\$9,611,591.51	\$10,883,990.67	\$828,851.20	\$191,150.53	\$2,055,055.19	\$2,055,396.67
April	\$10,209,400.74	\$11,509,342.85	\$638,095.99	\$120,647.65	\$2,051,915.02	\$1,747,446.98
May	\$10,985,547.22	\$11,233,895.61	\$428,651.27	\$63,817.15	\$2,052,767.40	\$1,747,094.76
June	\$11,374,227.00	\$10,595,347.60	\$395,730.25	\$57,224.47	\$2,056,915.45	\$1,747,446.98
July	\$10,966,523.76	\$11,520,392.64	\$343,609.83	\$41,735.92	** \$5,592,768.93	*** \$5,284,317.00
August	\$11,322,293.50	\$12,263,537.56	\$214,617.36	\$0	\$1,746,588.81	\$2,919,346.12
September	\$11,150,912.22	\$12,097,147.76	\$292,391.02	\$26,456.51	\$2,055,099.92	\$1,376,535.41
October	\$10,687,834.00	\$12,057,206.89	\$235,240.93	\$39,675.17	\$2,055,035.24	\$1,688,464.32
November	\$10,684,885.09	\$11,984,780.59	\$121,344.58	\$113,060.67	\$2,055,035.24	\$1,688,281.98
December	\$10,916,904.58	\$11,312,336.38	\$130,060.08	\$199,121.43	\$2,054,709.31	\$1,688,464.32
<b>Total Year</b>	<b>\$129,341,116.85</b>	<b>\$140,276,783.68</b>	<b>\$4,274,163.21</b>	<b>\$1,232,310.40</b>	<b>\$29,886,259.90</b>	<b>\$28,052,814.66</b>

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

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

\*\*\* Includes \$3,513,475.64 supplemental for July 2020

# 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	\$73,128,305	\$66,363,635	\$61,276,755	\$55,082,773	\$134,405,060	\$121,446,409	\$151,340	\$265,350
March	\$57,761,974	\$55,016,953	\$49,863,364	\$49,926,480	\$107,625,338	\$104,943,433	\$140,860	\$241,046
April	\$58,720,966	\$53,915,385	\$50,676,002	\$45,679,915	\$109,396,969	\$99,595,300	\$173,069	\$239,875
May	\$64,061,809	\$61,136,496	\$55,167,274	\$51,962,167	\$118,762,027	\$113,098,664	\$51,758	\$233,250
June	\$61,816,632	\$63,455,242	\$54,700,218	\$53,477,656	\$120,220,830	\$116,932,898	\$37,445	\$199,380
July	\$66,569,122	\$62,196,778	\$58,404,198	\$52,242,794	\$127,921,569	\$114,439,573	\$27,240	\$239,855
August	\$69,810,263	\$63,103,397	\$61,352,447	\$53,989,906	\$132,096,586	\$117,093,303	\$22,963	\$229,107
September	\$69,731,104	\$63,071,625	\$62,286,322	\$54,693,037	\$132,017,426	\$117,764,662	\$14,982	\$213,728
October	\$67,795,513	\$64,934,499	\$60,898,642	\$55,729,333	\$128,694,156	\$120,663,833	\$13,552	\$214,922
November	\$70,085,468	\$62,765,968	\$62,498,473	\$54,501,529	\$132,583,941	\$117,267,498	\$12,579	\$182,403
December	\$67,813,178	\$62,102,384	\$60,080,515	\$54,327,357	\$127,893,693	\$116,429,741	\$14,370	\$184,380
<b>Total</b>	<b>\$790,246,247</b>	<b>\$737,249,904</b>	<b>\$691,227,256</b>	<b>\$631,273,834</b>	<b>\$1,488,592,551</b>	<b>\$1,368,523,738</b>	<b>\$797,777</b>	<b>\$2,631,590</b>
Averages	\$65,853,854	\$61,437,492	\$57,602,271	\$52,606,153	\$124,049,379	\$114,043,645	\$66,481	\$219,299



December 2020 Municipal Levy Receipts and December 2020 Municipal/County Levy Receipts with 2019 Comparison (shaded gray)

CITY SALES AND USE . . . . .	AMOUNT	LAST YEAR	Garfield	19,603.57	11,093.73	Mount Ida	22,548.11	20,790.34	Yellville	48,376.04	42,321.92
Alexander	126,223.12	102,892.21	Garland	2,675.51	3,260.97	Mountain Home	629,368.10	576,710.96	COUNTY SALES AND USE . . . . . AMOUNT LAST YEAR		
Alma	266,067.97	237,499.76	Gassville	23,996.30	20,744.18	Mountain View	202,189.65	180,003.80	Arkansas County	334,916.35	328,483.69
Almyra	3,044.63	2,959.20	Gentry	124,524.16	106,687.75	Moutainburg	13,491.33	12,275.29	Ashley County	269,465.85	259,822.63
Alpena	7,388.07	5,660.51	Gilbert	568.55	445.13	Mulberry	28,867.37	29,564.41	Crossett	65,575.84	63,229.11
Altheimer	3,639.53	2,385.69	Gillett	11,784.31	9,210.44	Murfreesboro	37,978.91	32,204.58	Fountain Hill	2,083.85	2,009.28
Altus	7,218.08	5,970.34	Gillham	5,023.58	3,288.22	Nashville	121,251.45	116,978.54	Hamburg	34,020.37	32,802.90
Amity	14,042.49	13,462.73	Gilmore	1,048.67	483.02	Newport	216,258.77	211,183.85	Montrose	4,215.33	4,064.48
Anthonyville	1,528.48	1,239.04	Glenwood	81,514.45	45,939.73	Norfolk	8,130.69	5,577.83	Parkdale	3,298.44	3,180.40
Arkadelphia	408,144.30	187,517.86	Goshen	26,438.59	16,056.56	Norman	4,771.57	4,595.18	Portland	5,120.32	4,937.08
Ash Flat	123,256.14	102,869.33	Gosnell	18,582.36	15,147.28	North Little Rock	3,239,183.49	2,905,652.53	Wilnot	6,549.26	6,314.88
Ashdown	168,854.43	133,051.96	Gould	14,092.84	15,775.66	Oak Grove	1,078.05	934.45	Baxter County	560,849.13	506,343.85
Atkins	75,768.90	63,285.23	Grady	3,444.09	6,554.28	Oak Grove Heights	12,403.01	8,433.47	Big Flat	1,697.90	1,532.89
Augusta	26,349.96	25,878.71	Gravette	106,123.62	93,927.05	Ola	18,660.55	21,353.76	Briarcliff	3,302.02	3,478.48
Austin	46,573.86	42,472.61	Green Forest	119,477.13	107,532.54	Opello	3,805.73	3,303.02	Cotter	15,836.16	14,297.15
Avoca	7,891.97	7,208.71	Greenbrier	285,277.59	235,331.85	Oxfor	99,777.20	107,103.18	Gassville	33,925.30	30,628.33
Bald Knob	58,976.67	52,361.41	Greenland	37,652.93	32,203.58	Ozark	189,610.96	173,384.04	Lakeview	12,097.52	10,921.84
Barling	70,212.53	68,247.03	Greenwood	258,502.61	219,468.90	Palestine	31,503.47	31,479.85	Mountain Home	203,225.31	183,475.17
Batesville	715,430.62	682,791.88	Greers Ferry	24,830.41	21,905.84	Pangburn	5,386.30	7,928.86	Norfork	8,342.56	7,531.80
Bauxite	16,465.51	21,821.67	Guion	1,120.20	2,692.38	Paragould	361,986.11	329,529.55	Salesville	7,346.68	6,632.69
Bay	10,107.68	9,714.21	Gum Springs	3,116.35	390.34	Paris	80,004.58	75,945.97	Benton County	920,264.83	838,572.51
Bearden	15,071.05	13,533.89	Gurdon	28,654.29	25,992.48	Patmos	826.62	601.74	Avoca	10,571.03	9,632.64
Beebe	161,888.39	137,465.29	Guy	8,657.32	7,227.17	Patterson	1,595.81	1,427.18	Bella Vista	574,605.02	523,597.07
Beehive	90.23	87.46	Hackett	7,765.06	5,366.65	Pea Ridge	83,503.55	71,867.91	Bentonville	764,688.67	696,806.92
Bella Vista	483,658.94	190,940.77	Hamburg	104,082.94	94,360.59	Perla	3,763.21	344.57	Bethel Heights	51,382.16	46,820.94
Belleview	2,482.58	2,290.13	Hampton	7,848.38	8,070.79	Perryville	24,876.09	24,391.11	Cave Springs	41,829.23	38,116.04
Benton	1,754,390.42	1,619,399.37	Hardy	27,004.16	19,783.76	Piggott	71,774.70	72,435.66	Centerton	206,113.50	187,816.71
Bentonville	2,651,099.43	2,207,131.14	Harrisburg	79,325.59	58,184.15	Pine Bluff	1,410,977.73	1,372,551.28	Decatur	36,803.66	33,536.58
Berryville	292,113.78	274,103.83	Harrison	550,492.86	513,795.65	Plainville	2,360.17	1,904.93	Elm Springs	2,967.69	2,704.24
Bethel Heights	85,131.18	60,350.55	Hartford	5,009.31	4,196.19	Plainview	4,993.05	4,592.99	Garfield	10,874.30	9,908.98
Big Flat	496.21	398.79	Haskell	48,258.89	49,479.03	Pleasant Plains	11,946.63	9,743.99	Gateway	8,773.09	7,994.30
Black Rock	8,732.54	9,309.09	Hatfield	4,904.13	4,642.72	Plumerville	12,306.31	11,649.93	Genway	74,192.20	67,606.12
Blevins	3,708.12	3,837.53	Havana	4,110.74	3,460.87	Pocahontas	330,784.87	288,963.92	Gravette	67,433.67	61,447.55
Blue Mountain	210.81	162.61	Hazen	89,265.61	77,755.58	Portia	4,465.66	4,318.86	Highfill	12,628.92	11,507.84
Blytheville	452,536.31	375,715.25	Heber Springs	177,215.62	146,379.97	Portland	8,655.10	9,476.83	Little Flock	55,996.15	51,025.35
Bonanza	2,223.58	2,525.41	Hector	5,764.75	6,684.18	Pottsville	36,305.12	32,914.54	Lowell	158,717.14	144,627.75
Bono	25,166.12	26,770.58	Helena-West Helena	267,688.00	264,502.77	Prairie Grove	158,681.08	153,659.78	Pea Ridge	103,847.41	94,628.83
Booneville	67,223.93	113,135.57	Hermitage	6,300.30	5,255.92	Prescott	58,879.96	71,389.87	Rogers	1,212,289.64	1,104,674.15
Bradford	14,501.59	14,932.58	Higginson	1,998.01	1,756.17	Pyatt	845.31	760.53	Siloam Springs	325,774.14	296,855.02
Bradley	4,325.25	3,120.11	Highfill	34,712.84	69,648.07	Quitman	30,428.27	23,782.79	Springdale	141,929.13	129,330.02
Branch	2,304.83	2,262.84	Highland	32,433.60	30,373.16	Ravenden	3,198.03	2,890.13	Sulphur Springs	11,069.26	10,086.67
Briarcliff	1,702.89	1,624.14	Holly Grove	8,805.59	10,352.78	Rector	30,472.58	26,798.89	Boone County	489,162.11	441,497.74
Brinkley	159,406.29	174,213.90	Hope	188,713.00	174,627.41	Redfield	48,768.42	35,798.99	Alpena	5,161.72	4,658.76
Brookland	89,354.63	73,850.19	Horatio	7,735.19	6,224.86	Rison	16,890.00	14,907.07	Bellefonte	7,346.15	6,630.33
Bryant	1,387,558.25	1,157,926.32	Horseshoe Bend	27,116.67	22,633.65	Rockport	16,146.67	19,233.17	Bergman	7,103.43	6,411.27
Bull Shoals	33,301.80	32,384.77	Hot Springs	1,897,639.83	1,740,200.90	Roe	1,239.53	998.20	Diamond City	12,653.50	11,420.53
Cabot	975,423.28	875,716.95	Hoxie	18,276.45	17,080.94	Rogers	3,492,634.27	3,426,096.73	Everton	2,152.07	1,942.37
Caddo Valley	57,534.02	58,621.02	Hughes	6,187.06	5,836.31	Rose Bud	20,973.67	26,574.20	Harrison	209,429.97	189,022.94
Calico Rock	44,370.17	40,038.63	Humphrey	2,473.85	2,401.95	Rudy	12,010.32	8,239.79	Lead Hill	4,385.04	3,957.75
Camden	355,914.31	315,798.27	Huntington	4,090.66	2,941.88	Russellville	1,179,463.07	1,229,390.91	Omaha	2,734.58	2,468.12
Caraway	6,106.01	5,570.17	Huntsville	151,378.83	135,872.44	Salem	22,677.71	21,499.19	South Lead Hill	1,650.46	1,489.63
Carlisle	52,828.99	61,134.22	Imboden	9,691.56	8,422.11	Salesville	4,823.95	4,394.94	Valley Springs	2,961.11	2,672.58
Cash	3,677.65	2,787.10	Jacksonville	770,021.92	619,822.20	Scranton	16,102.41	4,205.45	Zinc	1,666.64	1,504.25
Cave City	27,130.32	22,339.73	Jasper	45,302.94	32,402.33	Searcy	899,522.40	745,212.13	Bradley County	148,004.01	131,532.27
Cave Springs	133,118.69	37,124.61	Jennette	232.37	230.75	Shannon Hills	14,247.09	11,540.57	Banks	1,142.82	1,015.63
Cedarville	8,325.67	8,878.62	Johnson	81,935.50	61,265.61	Sheridan	246,874.64	211,574.28	Hermitage	7,649.50	6,798.17
Centerton	347,782.75	263,976.45	Joiner	3,672.30	3,316.48	Sherrill	1,250.96	1,125.27	Warren	55,325.24	49,167.96
Charleston	34,612.55	32,874.65	Jonesboro	1,622,630.03	1,584,571.84	Sherwood	1,102,283.96	941,510.00	Calhoun County	129,587.04	114,986.10
Cherokee Village	23,417.66	20,560.43	Judsonia	13,407.27	12,005.14	Shirley	2,755.27	2,876.92	Hampton	36,731.58	32,592.94
Cherry Valley	NA	5,475.35	Junction City	7,457.04	6,576.41	Siloam Springs	779,255.88	693,379.59	Harrell	7,046.70	6,252.72
Chidester	3,990.35	3,435.56	Keiser	5,295.94	4,653.57	Sparkman	4,980.72	4,679.02	Thornton	11,291.36	10,019.12
Clarendon	44,385.45	45,864.11	Keo	1,726.29	1,526.57	Springdale	2,786,232.54	2,683,935.74	Tinsman	1,498.10	1,329.34
Clarksville	408,553.99	371,862.39	Kibler	3,340.95	3,038.00	Springtown	501.97	148.65	Carroll County	230,943.65	199,168.48
Clinton	106,768.01	95,131.75	Kingsland	2,581.23	1,953.24	St. Charles	2,723.98	2,741.52	Beaver	845.45	729.13
Coal Hill	4,527.26	8,878.62	Lake City	14,716.53	13,606.79	St. Paul	3,605.20	NA	Blue Eye	253.64	218.74
Conway	2,798,233.77	2,611,968.87	Lake Village	81,511.50	81,877.11	Stamps	13,415.34	13,646.87	Chicot County	147,477.08	162,803.30
Corning	70,418.65	110,028.14	Lakeview	4,632.05	3,849.33	Star City	85,779.07	73,790.02	Dermott	26,852.04	29,642.57
Cotter	14,961.81	16,235.35	Lamar	23,498.64	26,733.29	Stephens	6,523.59	6,931.84	Eudora	21,089.40	23,281.07
Cotton Plant	4,167.13	2,052.29	Leadville	9,738.97	NA	Strong	12,408.40	8,809.69	Lake Village	23,933.54	26,420.78
Cove	11,408.13	11,132.52	Lead Hill	5,944.03	4,628.62	Stuttgart	657,372.99	640,219.79	Clark County	487,587.29	452,054.04
Crawfordsville	9,788.94	9,232.58	Lepanto	33,333.18	28,257.64	Sulphur Springs	2,400.67	1,964.00	Clay County	94,761.23	111,156.69
Crossett	249,019.83	188,231.74	Leslie	7,219.48	6,055.01	Summit	5,352.19	5,955.37	Corning	25,578.18	30,003.69
Damascus	9,177.36	7,428.21	Lewisville	13,177.97	10,546.28	Sunset	11,862.74	7,892.25	Datto	1,136.13	1,332.71
Danville	48,447.58	40,622.96	Lincoln	49,815.71	44,891.83	Swifton	4,821.60	4,788.47	Greenway	2,374.52	2,785.36
Dardanelle	177,755.87	157,634.67	Little Flock	15,257.21	10,831.15	Taylor	8,760.34	9,634.09	Knobel	3,260.70	3,824.87
Decatur	18,820.70	27,114.33	Little Rock	6,851,820.81	6,897,655.08	Texarkana	490,035.59	440,013.90	McDougal	2,113.21	2,478.84
Delight	5,598.22	5,206.99	Lockesburg	6,008.58	5,247.87	Texarkana Special	223,808.56	199,188.22	Nimmons	783.93	919.57
De Queen	129,871.44	136,196.04	Lonoke	282,224.42	236,989.90	Thornton	1,560.05	1,117.61</			

Bono	41,217.29	39,692.30	Independence County	569,597.07	537,431.88	Mississippi County	851,020.90	1,099,897.70	Scott County	160,740.93	141,368.51
Brookland	38,083.93	36,674.87	Batesville	155,132.04	146,371.72	Bassett	1,863.30	2,408.21	Mansfield	7,564.28	6,652.64
Caraway	24,738.11	23,822.83	Cave City	2,452.32	2,313.84	Birdsong	441.59	570.73	Waldron	30,257.11	26,610.54
Cash	6,614.88	6,370.14	Cushman	6,842.28	6,455.90	Blytheville	168,235.33	217,434.91	Searcy County	84,879.45	72,974.59
Egypt	2,166.28	2,086.13	Magness	3,057.83	2,885.16	Burdette	2,057.17	2,658.78	Big Flat	8.30	7.14
Jonesboro	1,300,984.87	1,252,849.94	Moorefield	2,073.88	1,956.76	Dell	2,401.82	3,104.22	Gilbert	232.47	199.86
Lake City	40,269.55	38,779.62	Newark	17,802.04	16,796.75	Dyess	4,415.91	5,707.32	Leslie	3,661.35	3,147.83
Monette	29,031.99	27,957.82	Oil Trough	3,935.82	3,713.57	Etawah	3,780.45	4,886.02	Marshall	11,249.73	9,671.89
Crawford County	841,778.54	774,148.78	Pleasant Plains	5,283.09	4,984.75	Gosnell	38,213.76	49,389.18	Pindall	929.87	799.45
Alma	61,260.75	56,338.97	Southside	59,052.51	55,717.81	Joiner	6,203.81	8,018.09	St. Joe	1,095.92	942.20
Cedarville	15,758.90	14,928.81	Sulphur Rock	6,902.83	6,513.02	Keiser	8,174.82	10,565.50	Sebastian County	913,691.65	839,884.15
Chester	1,797.46	1,653.05	Izard County	51,832.41	41,600.12	Leachville	21,465.62	27,743.14	Barling	83,507.04	76,761.39
Dyer	9,903.01	9,107.39	Jackson County	303,645.03	243,678.21	Luxora	12,687.66	16,398.10	Bonanza	10,328.36	9,494.04
Kibler	10,863.92	9,991.10	Amagon	1,089.08	874.00	Manila	35,995.04	46,521.60	Central City	9,017.11	8,288.71
Mountainburg	7,133.33	6,560.23	Beedeville	1,189.10	954.26	Marie	904.72	1,169.30	Fort Smith	1,548,517.58	1,423,429.19
Mulberry	18,709.46	17,206.31	Campbell Station	2,833.83	2,274.18	Osceola	83,546.83	107,979.68	Greenwood	160,799.10	147,809.84
Rudy	689.59	634.19	Diaz	14,647.02	11,754.38	Victoria	398.51	515.05	Hackett	14,585.44	13,407.24
Van Buren	257,647.86	236,948.03	Grubbs	4,289.64	3,442.48	Wilson	9,725.76	12,570.03	Hartford	11,531.84	10,600.30
Crittenden County	1,505,054.24	1,430,341.86	Jacksonport	2,355.97	1,890.69	Monroe County	NA	NA	Huntington	11,406.10	10,484.72
Anthonyville	1,221.85	1,161.20	Newport	87,559.83	70,267.65	Montgomery County	207,431.24	182,958.88	Lavaca	41,115.85	37,794.54
Clarkedale	2,815.57	2,675.80	Swifton	8,868.22	7,116.84	Black Springs	771.03	680.07	Mansfield	12,986.79	11,937.72
Crawfordsville	3,635.19	3,454.74	Tuckerman	20,692.52	16,605.96	Glenwood	327.10	288.51	Midland	5,837.77	5,366.20
Earle	18,320.16	17,417.73	Tupelo	2,000.35	1,605.30	Mount Ida	8,380.12	7,391.45	Sevier County	468,951.43	284,378.18
Edmondson	3,240.56	3,079.69	Weldon	833.49	668.88	Norman	2,943.94	2,596.62	Ben Lomond	1,523.79	1,495.84
Gilmore	1,796.35	1,707.17	Jefferson County	452,763.67	443,993.17	Oden	1,806.87	1,593.69	DeQueen	69,295.63	68,024.84
Horseshoe Lake	2,216.03	2,106.02	Alzheimer	11,348.86	11,129.02	Nevada County	120,066.80	141,103.22	Gillham	1,681.42	1,650.59
Jennette	785.48	746.49	Humphrey	3,552.29	3,483.47	Bluff City	1,105.37	1,299.04	Horatio	10,971.28	10,770.08
Jericho	903.11	858.28	Pine Bluff	566,093.71	555,127.88	Bodcaw	1,230.17	1,445.71	Lockesburg	7,766.07	7,623.65
Marion	93,687.81	89,037.05	Redfield	14,958.82	14,669.05	Cale	704.23	827.62	Sharp County	265,086.11	225,563.34
Sunset	1,352.39	1,285.25	Sherrill	968.81	950.04	Emmet	4,234.30	4,976.17	Ash Flat	12,288.18	10,456.08
Turrell	4,200.59	3,992.06	Wabbaseka	2,941.02	2,884.05	Prescott	29,381.56	34,529.38	Cave City	21,842.86	18,586.22
West Memphis	199,176.71	189,289.39	White Hall	63,733.54	62,498.96	Rosston	3,226.63	2,734.27	Cherokee Village	48,626.08	41,376.22
Cross County	551,586.92	495,787.24	Johnson County	133,293.95	124,070.68	Willisville	1,354.98	1,592.38	Evening Shade	5,416.83	4,609.21
Cherry Valley	8,309.22	7,468.65	Clarksville	97,908.92	91,134.11	Newton County	55,312.82	37,349.44	Hardy	9,153.44	7,788.72
Hickory Ridge	3,471.75	3,120.54	Coal Hill	10,795.80	10,048.78	Jasper	3,445.96	2,326.85	Highland	13,103.21	11,149.60
Parkin	14,103.98	12,677.19	Hartman	5,536.58	5,153.48	Western Grove	2,839.59	1,917.41	Horseshoe Bend	100.31	85.36
Wynne	106,794.52	95,991.02	Knoxville	7,798.15	7,258.56	Ouachita County	573,214.91	648,879.57	Sidney	2,269.55	1,931.17
Dallas County	177,701.56	129,759.69	Lamar	17,121.79	15,937.05	Bearden	11,101.49	9,959.13	Williford	940.43	800.21
Desha County	128,649.36	115,672.08	Lafayette County	84,842.39	90,021.07	Camden	140,009.77	125,602.56	St. Francis County	409,112.99	142,178.62
Arkansas City	4,978.92	4,476.68	Bradley	3,998.50	4,242.56	Chidester	3,321.25	2,979.49	Caldwell	10,662.84	9,354.96
Dumas	64,018.60	57,560.84	Buckner	1,750.94	1,857.81	East Camden	10,699.26	9,598.29	Coit	6,853.60	6,371.50
McGehee	57,393.64	51,604.16	Lewisville	8,149.81	8,647.26	Louann	1,884.72	1,690.78	Forrest City	278,695.08	259,090.42
Mitchellville	4,897.30	4,403.29	Stamps	10,779.40	11,437.37	Stephens	10,239.58	9,185.92	Hughes	26,127.10	24,289.20
Reed	2,339.82	2,103.80	Lawrence County	357,476.73	324,144.85	Perry County	125,631.32	115,570.22	Madison	13,942.92	12,962.10
Tillar	285.68	256.86	Alicia	964.56	874.62	Adona	1,259.85	1,158.96	Palestine	12,347.36	11,478.80
Watson	2,870.35	2,580.82	Black Rock	5,149.48	4,669.33	Bigelow	1,898.82	1,746.76	Wheatley	6,436.58	5,983.80
Drew County	470,386.63	417,806.47	Hoxie	21,624.71	19,608.38	Casa	1,030.79	948.24	Whelan	4,949.82	4,601.64
Jerome	586.91	521.30	Imboden	5,266.16	4,775.13	Fourche	373.74	343.81	Stone County	187,769.12	98,908.77
Monticello	142,467.75	126,542.61	Lynn	2,240.26	2,031.37	Houston	1,042.85	959.33	Fifty Six	2,073.01	1,806.31
Tillar	3,069.97	2,726.81	Minturn	847.88	768.82	Perry	1,627.56	1,497.23	Mountain View	32,928.50	28,692.21
Wilmar	7,689.98	6,830.39	Portia	3,399.28	3,082.32	Perryville	8,800.90	8,096.11	Union County	581,765.44	561,035.48
Winchester	2,513.16	2,232.23	Powhatan	560.06	507.84	Phillips County	200,420.62	126,173.58	Calion	16,960.34	16,355.99
Faulkner County	868,032.13	781,850.71	Ravenden	3,655.98	3,315.09	Elaine	9,632.16	14,124.10	El Dorado	722,151.47	696,419.13
Enola	2,643.15	2,380.73	Sedgwick	1,182.36	1,072.11	Helena-West Helena	185,922.12	223,810.48	Felsenthal	4,155.83	4,007.75
Holland	4,355.72	3,923.27	Smithville	606.74	550.16	Lake View	6,706.15	9,838.01	Huttig	23,246.06	22,417.74
Mount Vernon	1,133.90	1,021.32	Strawberry	2,349.16	2,130.12	Lexa	4,322.96	6,351.40	Junction City	20,735.63	19,996.76
Twin Groves	2,619.69	2,359.60	Walnut Ridge	41,522.55	37,650.92	Marvell	17,956.97	26,338.34	Northphet	26,162.76	25,230.50
Woster	6,725.17	6,057.47	Lee County	42,959.22	37,284.13	Pike County	209,823.05	147,767.75	Smackover	68,831.10	66,378.44
Franklin County	193,697.66	253,244.00	Aubrey	1,331.22	1,155.36	Antoine	1,345.61	947.64	Strong	19,584.09	18,886.25
Altus	6,017.41	7,867.28	Haynes	1,174.60	1,019.43	Daisy	1,322.61	931.45	Van Buren County	235,461.45	297,785.69
Branch	2,913.45	3,809.09	LaGrange	696.93	604.86	Delight	3,208.76	2,259.77	Clinton	29,677.19	26,452.22
Charleston	20,020.99	26,175.82	Marianna	32,223.33	27,966.49	Glenwood	25,141.04	17,705.56	Damascus	2,851.38	2,541.53
Denning	3,600.57	4,707.45	Moro	1,691.43	1,467.99	Murfreesboro	18,873.03	13,291.32	Fairfield Bay	24,578.92	21,907.97
Ozark	29,245.57	38,236.22	Rondo	1,550.48	1,345.66	Poinsett County	310,449.66	133,691.65	Shirley	3,319.01	2,958.34
Wiederkehr Village	301.65	394.40	Lincoln County	133,947.70	133,264.49	Fisher	2,545.11	1,999.58	Washington County	2,770,868.41	1,584,368.75
Fulton County	212,876.24	180,866.95	Gould	4,537.57	4,514.42	Harrisburg	26,272.88	20,641.40	Elkins	52,830.70	47,612.20
Ash Flat	534.49	454.12	Grady	2,434.13	2,421.72	Lepanto	21,604.93	16,974.01	Elm Springs	35,034.25	31,573.65
Cherokee Village	4,155.42	3,530.59	Star City	12,327.87	12,264.99	Marked Tree	29,285.93	23,008.62	Farmington	119,188.29	107,415.14
Hardy	220.09	186.99	Little River County	341,663.76	189,699.59	Trumann	83,269.73	65,421.23	Fayetteville	1,468,007.11	1,323,000.62
Horseshoe Bend	89.08	75.69	Ashdown	51,412.92	38,694.06	Tyrnza	6,696.76	6,832.65	Goshen	11,267.70	19,257.05
Mammoth Spring	5,119.60	4,349.79	Foreman	11,005.39	8,282.81	Waldenburg	696.20	546.97	Greenland	25,816.81	23,266.69
Salem	5,567.60	7,279.33	Ogden	1,959.42	1,474.68	Weiner	8,171.75	6,420.18	Johnson	66,916.23	60,306.39
Viola	1,765.92	1,500.39	Wilton	4,071.23	3,064.06	Polk County	300,930.58	268,258.36	Lincoln	44,870.18	40,438.00
Garland County	2,471,281.05	2,205,082.73	Winthrop	2,090.04	1,573.00	Cove	9,026.74	8,046.70	Prairie Grove	88,303.88	79,581.42
Fountain Lake	8,456.76	7,545.83	Logan County	345,140.85	304,334.85	Granis	13,091.13	11,669.70	Springdale	1,280,765.38	1,154,254.21
Hot Springs	273,308.76	243,868.83	Blue Mountain	1,224.95	1,080.13	Hattfield	9,759.28	8,699.70	Tontitown	49,079.88	44,231.88
Lonsdale	1,580.39	1,410.15	Booneville	39,415.88	34,755.74	Mena	135,566.45	120,847.92	West Fork	46,226.86	41,660.67
Mountain Pine	12,945.74	11,551.27	Caulksville	2,104.16	1,855.38	Vandervoort	2,055.82	1,832.62	Winslow	7,800.91	7,030.34
Grant County	240,621.09	203,706.29	Magazine	8,367.23	7,377.97	Wickes	17,817.17	15,882.76	White County	1,274,291.76	1,175,650.35
Greene County	394,550.62	557,889.97	Morrison Bluff	632.23	557.49	Pope County	407,756.56	391,387.10	Bald Knob	39,393.28	36,343.89
Delaplaine	1,568.10	1,439.06	Paris	34,891.45	30,764.25	Atkins	48,970.40	47,004.48	Beebe	99,469.06	91,769.28
Lafe	6,191.31	5,681.80	Ratcliff	1,995.49	1,759.56	Dover	22,374.41	21,476.18	Bradford	10,320.85	9,521.92
Marmaduke	15,018.66	13,782.72	Scranton	2,212.82	1,951.20	Hector	7,306.59	7,013.27	Garner	3,861.82	3,562.88
Oak Grove Heights	12,017.63	11,028.66	Subiaco	5,650.61	4,982.53	London	16,870.11	16,192.86	Georgetown	1,686.15	1,555.62
Paragould	352,999.22	323,949.72	Lonoke County	349,991.85	312,671.78	Pottsville	46,080.24	44,230.34	Griffithville	3,059.54	2,822.70
Hempstead County	672,489.87	362,925.12	Allport	1,415.23	1,264.32	Russellville	453,333.46	435,134.30	Higginson	8,444.33	7,790.67
Blevins	3,759.59	3,388.71	Austin	25,080.29	22,405.95	Prairie County	98,873.45	82,546.49	Judsonia	27,454.28	25,329.07
Em											



# City&Town

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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.

**FINANCE DIRECTOR**—The city of Pine Bluff seeks a dynamic finance director with a proven track record of success to manage and direct the city's finances. Responsibilities include complex data analysis, budget forecasting, overseeing accounts and budgets, and making strategic financial decisions that will promote longer financial gain. The finance director is a department head of the Finance Department and, as such, performs and/or supervises complex professional, administration and technical municipal accounting and finance functions necessary to maintain the accounting and financial records and systems. The finance director plans, supervises and coordinates the city's fiscal and accounting activities, including financial accounting and reporting internal controls, internal auditing, management of financial software systems, and payroll processing. The finance director also prepares and supervises preparation of the city's annual and monthly reports; interfaces with independent auditors; provides quarterly and periodic financial updates; serves as the financial advisor to the mayor, city council and city staff; and makes financial presentations to the city council, committees and commissions as requested. The finance director develops long-term operational and capital finance plans and takes a proactive approach to positioning the city's response to financial impacts resulting from changing economic conditions and audits, provides financial analyses identifying the potential impacts of growth and evaluating course of action available to the city, and performs other duties assigned. Bachelors in business administration, finance, public administration and a minimum of five years of related experience and/or training; or equivalent combination of education and experience and a minimum of three years at a department head level preferred. For more information and to submit an application, contact Pine Bluff Human Resources Director Vickie Conaway, 200 E 8th, Suite 104, Pine Bluff, AR 71601; or call 870-730-2038.

**FIRE CHIEF**—Holiday Island Suburban Improvement District is taking resumes for the position of fire chief. Holiday Island Fire Department is a combination department with three full-time and 25 volunteers. Position description: oversees the day-to-day operations of the department, develops policy, personnel and budgets. Reports to the district manager. Position Responsibilities includes but not limited to: recruitment, retention and development of volunteers; develop and administer all policies and procedures; develop and assure compliance with the budget; respond to fire, rescue, medical and non-emergency calls; maintain communication with the community; assure compliance with the Arkansas Department of Health; interact positively with all district employees; assure compliance to fire codes by businesses; provide required reports to the district manager. Position requirements including but not limited to: must reside in the Holiday Island Fire Department response area; valid Arkansas EMT license; U.S. citizen; Firefighter II Certification; NIMS Certification-ICS 100, 200, 300, 400, 700 and 800; valid Arkansas DL; knowledge of computer systems; pursue grant opportunities; no felony convictions or misdemeanor convictions involving theft, illegal drugs, violence or weapons; HS graduate or equivalent; 10 years minimum suppression and EMS experience with five years company officer experience. Benefits for eligible full-time employees include paid vacation, retirement plan, sick leave, paid holidays. Please email resume to District Manager Lawrence Blood, [districtmgr@holidayisland.us](mailto:districtmgr@holidayisland.us). Call 479-253-9700 for more information.

**POLICE CHIEF**—The city of Mountain Home is accepting applications for the position of police chief. The chief of police is a professional and administrative position responsible for planning, organizing and directing activities of the Mountain Home Police Department to ensure effective enforcement of laws and ordinances. The chief of police works under the direction of the mayor. This position is governed by law enforcement procedures, state and federal laws, and department policy. The position manages the daily operations of the police department; develops and implements policies and procedures governing the operation of the police department; ensures compliance with policies by establishing training programs, interpreting policies, monitoring performance and establishing disciplinary procedures; and interviews and hires new department personnel. Reviews daily reports from division commanders to monitor daily operations and provide the mayor with briefings as required. Work hours may be irregular and extended in the event of emergency, disaster or manpower shortage. Must have working knowledge of the principles, practices and techniques of law enforcement; the criminal justice system; human resource and organizational management; law enforcement administration; budgeting and fiscal procedures; and state and federal laws governing the functions and operations of the police department. Must have the ability to plan, organize and direct the work of lower-level managers, supervisors and subordinates and the ability to plan departmental objectives and operational activities. Must be a U.S. citizen, possess a valid Arkansas DL, must be able to meet department's physical standards, HS diploma or equivalent, college experience preferred, plus 10 years of experience in law enforcement or a related field, including five years of supervisory and managerial experience. Other job-related education and/or experience may be substituted for all or part of these basic requirements upon approval of the mayor. Must be certified as a law enforcement officer by the Arkansas Commission on Law Enforcement Standards and Training as established by Arkansas Code 12-9-204. Graduation from the FBI National Academy preferred. The city of Mountain Home is looking for qualified candidates who have continued their educational training with an emphasis on leadership. The deadline for submitting applications is January 29. Please Contact Tina Gregory at 870-425-5116 for a complete job description and information on the application process. The city of Mountain Home is an Equal Employment Opportunity Employer.

**POLICE CHIEF, PART-TIME OFFICER**—The city of Stamps is accepting applications for the position of chief of police and a part-time certified officer. Resumes can be faxed to 870-533-4788; emailed to [citycomplex@hotmail.com](mailto:citycomplex@hotmail.com), or call 870-533-4771 for more information.

**FOR SALE**—The city of Caddo Valley has a 2014 white Chevrolet Tahoe for sale. The vehicle has approximately 99,000 miles on it. It has a blue LED federal signal light bar and federal signal light controller. It has a prisoner partition and wide console to hold radios and other light controls. The Tahoe also has a rear partition that protects the rear cargo area. It has a front push bumper. Price is \$16500 OBO. Contact Chief Collier at 870-246-6357 to inquire about the vehicle.

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Seated from left: Michele Casavechia, Jack Truemper

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