



Regular Meeting of the Board of Directors

City of Texarkana, Arkansas

216 Walnut Street

Agenda - Monday, March 02, 2020 - 6:00 PM

Call to Order

Roll Call

Invocation and Pledge of Allegiance given by Director Terri Peavy

PRESENTATION(S)

1. Presentation of the City of Texarkana, Arkansas Employee Service Awards. (CCD)

CONSENT

2. Approval of the minutes of the rescheduled regular meeting February 18, 2020. (CCD)
3. Adopt a resolution making staff appointments to the Personnel Policy Committee: TAPD Finance Officer Dara Cornett, Assistant Public Works Director Tracie Lee and Deputy Clerk Jenny Narens. (CCD)
4. Adopt a Resolution authorizing and directing the City Manager to enter into a renewal agreement with the Texarkana Housing Authority for services of two (2) officers assigned from the Texarkana, Arkansas Police Department for special patrols and enforcement operations on Housing Authority properties. (TAPD)
5. Adopt a Resolution to accept the 2019 Audit Engagement Letter prepared by the accounting firm BKD, LLP. (FIN)

REGULAR

6. Consider the following action concerning an amendment to the FY2020 Budget:
Conduct a Public Hearing to allow citizen input regarding amending the FY2020 Budget.
Adopt a Resolution amending the FY2020 Budget (Resolution No. 2019-45) and the Public Works Budget to include the expense for Palomino Drive Drainage Improvements and Ermer Dansby Pondexter (EDP) Sports Complex Concession Stand/Bathrooms. (PWD) Public Works Director Tyler Richards
7. Adopt an Ordinance amending the *City of Texarkana, Arkansas Code of Ordinances* to accept the petition by Thomas and Lisa Looney and Rodney Tefteller to vacate the east 212.09 feet of the undeveloped, platted 1200 block of Mitchell Street. (PWD-Planning) City Planner Mary Beck

The applicant requests an emergency clause. An emergency clause requires a separate and distinct vote of the board and is valid only if there is a two-thirds vote of approval by the board. (Hdbk. Const. Amend 7)

CITIZEN COMMUNICATION

NEXT MEETING DATE: Monday, March 16, 2020

ADJOURN

2020 City Calendar

TASD Spring Choral Performance - Tuesday, March 3, 2020

YMAR Warriors for Christ Crusade - Friday & Saturday, March 27-28, 2020

Juneteenth Celebration - Saturday, June 27, 2020

2nd Annual Party in Pink - Thursday, October 15, 2020

Texarkana Race for the Cure - Saturday, October 17, 2020



CITY OF TEXARKANA, AR BOARD OF DIRECTORS

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| AGENDA TITLE: | Presentation of the City of Texarkana, Arkansas Employee Service Awards. (CCD) |
| AGENDA DATE: | March 2, 2020 |
| ITEM TYPE: | Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Other <input checked="" type="checkbox"/> : Presentation |
| DEPARTMENT: | City Clerk Department |
| PREPARED BY: | Heather Soyars, City Clerk |

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| REQUEST: | Presentation of employee service awards |
| EMERGENCY CLAUSE: | N/A |

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| SUMMARY: | Employee Service Awards: Shawn Maxey – Public Works Department – 5 yrs Patrick R. Allen – Driver Engineer – 10 yrs Angela Hogan (Easley) – Deputy Chief Probation Officer – 25 yrs Tammy Cowdrey – TWU – 20 yrs |
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| EXPENSE REQUIRED: | N/A |
| AMOUNT BUDGETED: | N/A |
| APPROPRIATION REQUIRED: | N/A |
| RECOMMENDED ACTION: | N/A |
| EXHIBITS: | None |



CITY OF TEXARKANA, AR BOARD OF DIRECTORS

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| AGENDA TITLE: | Approval of the minutes of the rescheduled regular meeting February 18, 2020. (CCD) |
| AGENDA DATE: | March 2, 2020 |
| ITEM TYPE: | Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Other <input checked="" type="checkbox"/> : Minutes |
| DEPARTMENT: | City Clerk Department |
| PREPARED BY: | Heather Soyars, City Clerk |
| REQUEST: | Approval of meeting minutes. |
| EMERGENCY CLAUSE: | N/A |
| SUMMARY: | Approval of meeting minutes |
| EXPENSE REQUIRED: | N/A |
| AMOUNT BUDGETED: | N/A |
| APPROPRIATION REQUIRED: | N/a |
| RECOMMENDED ACTION: | The City Clerk recommends Board approval. |
| EXHIBITS: | Meeting minutes. |



Rescheduled Regular Meeting of the Board of Directors

City of Texarkana, Arkansas
216 Walnut Street

Minutes - Tuesday, February 18, 2020 - 6:00 PM

Mayor Allen Brown called the meeting to order.

Texarkana, Arkansas District Judge Wren Autrey administered the Oath of Office to Ulysses Brewer as Ward 4 Director.

PRESENT: Mayor Allen Brown, Ward 1 Assistant Mayor Linda Teeters, Ward 2 Director Laney J. Harris, Ward 3 Director Steven Hollibush, Ward 4 Director Ulysses Brewer, Ward 5 Director Barbara S. Miner, and Ward 6 Director Terri Peavy.

ALSO PRESENT: City Manager Dr. Kenny Haskin, City Attorney George Matteson, City Clerk Heather Soyars and Deputy City Clerk Jenny Narens.

Invocation and Pledge of Allegiance given by Director Barbara Miner.

CONSENT

Motion to approve the Consent Agenda made by Director Hollibush, Seconded by Assistant Mayor Teeters. The motion carried and the Mayor declared the Consent Agenda approved. The items approved were:

1. Approval of the minutes of the regular meeting February 3, 2020. (CCD)
2. Resolution No. 2020-4 appointing Director Ulysses Brewer to the following Boards and Commissions to fill the vacancy of Travis Odom's term:
Economic Development Committee, Emergency Medical Systems Committee, Intergovernmental Advisory Committee, Public Utilities Committee, Plumbing Board of Review and Electric Board of Review. (CCD)
3. Resolution No. 2020-5 authorizing the City Manager to purchase a 2019 Dodge Ram 1500 Crew Cab for the use of the Fire Marshal from the Arkansas State Vehicle Contracts. (TAFD)
4. Resolution No. 2020-6 to set the date for a public hearing to be held on March 2, 2020, concerning a request for a right-of-way abandonment for the part of the platted undeveloped 1200 Block of Mitchell Street establishing and retaining utility easements. (PWD-Planning)

REGULAR

5. Ordinance No. 1-2020 authorizing the City Manager to purchase a three year Microsoft Enterprise License Agreement for licenses used by all departments of the City of Texarkana,

Arkansas in an amount not to exceed the annual fee of \$45,912.70. (TWU-IT) IT Manager Kevin Davenport

Motion to read the ordinance the first time in abbreviated form made by Director Harris, Seconded by Assistant Mayor Teeters.

Voting Yea: Mayor Brown, Assistant Mayor Teeters, Director Harris, Director Hollibush, Director Brewer, Director Miner, Director Peavy.

The motion carried 7-0. The ordinance was read the first time in abbreviated form.

Motion to suspend the rules and place the ordinance on its second reading in abbreviated form made by Assistant Mayor Teeters, Seconded by Director Hollibush.

Voting Yea: Mayor Brown, Assistant Mayor Teeters, Director Harris, Director Hollibush, Director Brewer, Director Miner, Director Peavy.

The motion carried 7-0. The ordinance was read the second time in abbreviated form.

Motion to suspend the rules and place the ordinance on its third and final reading in abbreviated form made by Director Hollibush, Seconded by Director Miner.

Voting Yea: Mayor Brown, Assistant Mayor Teeters, Director Harris, Director Hollibush, Director Brewer, Director Miner, Director Peavy.

The motion carried 7-0. The ordinance was read the third time in abbreviated form.

Motion to adopt the ordinance made by Director Hollibush, Seconded by Director Miner.

Voting Yea: Mayor Brown, Assistant Mayor Teeters, Director Harris, Director Hollibush, Director Brewer, Director Miner, Director Peavy.

The motion carried 7-0. The Mayor declared the ordinance adopted.

An emergency clause is requested. An emergency clause requires a separate and distinct vote of the board and is valid only if there is a two-thirds vote of approval by the board.

Motion to approve the emergency clause made by Assistant Mayor Teeters, Seconded by Director Miner.

Voting Yea: Mayor Brown, Assistant Mayor Teeters, Director Harris, Director Hollibush, Director Brewer, Director Miner, Director Peavy.

The motion carried 7-0. The Mayor declared the emergency clause approved.

CITIZEN COMMUNICATION

- Director Harris read a statement concerning February as Black History Month.

EXECUTIVE SESSION

The Board entered Executive Session at 6:12 PM.

The Mayor reconvened the meeting at 6:49 PM.

No action was taken.

NEXT MEETING DATE: Monday, March 2, 2020.

ADJOURN

Motion to adjourn made by Director Miner, Seconded by Director Brewer.

Voting Yea: Mayor Brown, Assistant Mayor Teeters, Director Harris, Director Hollibush, Director Brewer, Director Miner, Director Peavy.

The motion carried 7-0. The meeting adjourned at 6:52 PM.

Allen L. Brown, Mayor

Heather Soyars, City Clerk



CITY OF TEXARKANA, AR BOARD OF DIRECTORS

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| AGENDA TITLE: | Adopt a resolution making staff appointments to the Personnel Policy Committee: TAPD Finance Officer Dara Cornett, Assistant Public Works Director Tracie Lee and Deputy Clerk Jenny Narens. (CCD) |
| AGENDA DATE: | March 2, 2020 |
| ITEM TYPE: | Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Other <input type="checkbox"/> : _____ |
| DEPARTMENT: | City Clerk |
| PREPARED BY: | Heather Soyars, City Clerk |

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| REQUEST: | Make staff appointments |
| EMERGENCY CLAUSE: | N/A |

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| SUMMARY: | Make staff appointments to the Personnel Policy Committee for the term of 1/6/2020---2022. TAPD Finance Officer Dara Cornett Assistant Public Works Director Tracie Lee Deputy Clerk Jenny Narens |
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| EXPENSE REQUIRED: | N/A |
| AMOUNT BUDGETED: | N/A |
| APPROPRIATION REQUIRED: | N/A |

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| RECOMMENDED ACTION: | The City Manager and staff recommend approval. |
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| EXHIBITS: | Resolution |
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RESOLUTION NO. _____

WHEREAS, vacancies exist on various boards and commissions; and

WHEREAS, it is necessary that appointments be made to fill the vacant positions:

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City of Texarkana, Arkansas, that the following appointment is hereby approved:

| <u>Board/Commission:</u> | <u>Appointee:</u> | <u>Term:</u> |
|---------------------------------|---------------------------------|---------------------|
| Dara Cornett | TAPD Finance Officer | 01/06/2020---2022 |
| Tracie Lee | Assistant Public Works Director | 01/06/2020---2022 |
| Jenny Narens | Deputy Clerk | 01/06/2020---2022 |

PASSED AND APPROVED this 2nd day of March, 2020.

Allen L. Brown, Mayor

ATTEST:

Heather Soyars, City Clerk

APPROVED:

George M. Matteson, City Attorney

PERSONNEL POLICY COMMITTEE

Authorized by Resolution No. 6103

2 – YEAR TERMS

| | Appointment | Term Date | Term |
|---|--|--------------------|-------------|
| Eric Etheridge Media Manager 870-779-4990 | Resolution No. 2017-23 Appointment 05/15/2017 | 01/06/2017----2019 | 2 |
| Marian Holder Texarkana Arkansas Fire Dept. Administrative Assistant 870-779-4956 | Resolution No. 2017-23 Appointment 05/15/2017 | 01/06/2017----2019 | 3 |
| Linda Matthews City Manager's Secretary 870-779-4952 | Resolution No. 2017-23 Appointment 05/15/2017 | 01/06/2017----2019 | 1 |
| Dara Cornett Texarkana Arkansas Police Dept. Finance Officer 870-798-3284 | Resolution No. 2018-1 Reappointment 01/02/2018 | 01/06/2018----2020 | 3 |
| Tracie Lee Assistant Public Works Director 870-779-1354 | Resolution No. 2018-1 Reappointment 01/02/2018 | 01/06/2018----2020 | 3 |
| Jenny Narens Deputy City Clerk 870-779-4917 | Resolution No. 2018-1 Appointment 01/02/2018 | 01/06/2018----2020 | 2 |
| Melissa Edwards Personnel Administrator 870-779-4997 | Permanent Term | | |



CITY OF TEXARKANA, AR

BOARD OF DIRECTORS

AGENDA TITLE: Adopt a Resolution authorizing and directing the City Manager to enter into a renewal agreement with the Texarkana Housing Authority for services of two (2) officers assigned from the Texarkana, Arkansas Police Department for special patrols and enforcement operations on Housing Authority properties. (TAPD)

AGENDA DATE: March 2, 2020

ITEM TYPE: Ordinance Resolution Other : _____

DEPARTMENT: Texarkana Arkansas Police Department

PREPARED BY: Capt. James Atchley

REQUEST: Texarkana Housing Authority Contract FY2020

EMERGENCY CLAUSE: N/A

SUMMARY: This purpose of this agenda item is to renew the FY2020 contract with the Texarkana Housing Authority (THA). Under the terms of the contract, the Texarkana Arkansas Police Department (TAPD) assigns two officers to conduct special patrols and enforcement operations on the properties administered by THA. In return for these services, THA pays the City of Texarkana, Arkansas \$130,000.00 for salary/fringe purposes. The Police Department recommends approval of this 1 year grant. Failure to renew would require the City to pay for the salary/fringe benefits for two officers out of our General Fund or layoff of two officers.

This is a long running grant between the City and THA and benefits the residents of the Housing Authority with additional police protection at no cost to the City.

There are two file copies that require signatures from the City Manager, City Clerk, City Attorney and the Police Chief.

EXPENSE REQUIRED: \$0.00

AMOUNT BUDGETED: \$0.00

**APPROPRIATION
REQUIRED:** \$0.00

**RECOMMENDED
ACTION:**

Staff recommends this be placed on the consent agenda and approved by the Board of Directors.

EXHIBITS:

Texarkana Arkansas Housing Authority Contract

RESOLUTION NO. _____

WHEREAS, the City contracts annually with Texarkana Housing Authority for the services of two (2) officers assigned from the Texarkana, Arkansas Police Department for special patrols and enforcement operations on Housing Authority properties; and

WHEREAS, Texarkana Housing Authority desires to renew the contract for these services and has provided a proposed contract to the City which provides for Texarkana Housing Authority to fund salaries in the amount of \$130,000.00 for the officers; and

WHEREAS, the City staff recommends approval of the contract; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City of Texarkana, Arkansas, that the City Manager and other City staff, as required, are each authorized and directed to execute the contract proposed by Texarkana Housing Authority for the services of two (2) police officers at Texarkana Housing Authority.

PASSED AND APPROVED this 2nd day of March, 2020.

Allen L. Brown, Mayor

ATTEST:

Heather Soyars, City Clerk

APPROVED:

George Matteson, City Attorney

**TEXARKANA HOUSING AUTHORITY AND
NEIGHBORHOOD DEVELOPMENT, INC.**

SUPPLEMENTAL POLICE SERVICES

This Contract made and entered into this 1st day of January, 2020, by and between the Texarkana Housing Authority and Neighborhood Development, Inc., (hereinafter called the “Authority”) and the City of Texarkana, Arkansas, (hereinafter called the “City”) is for the Authority’s security programs.

WHEREAS, the Authority desires to contract with the City for additional police services to create a drug and crime-free environment and to provide for the safety and protection of the residents in its public housing developments; and

WHEREAS, the City, by and through its police department, desires to assist in the effort by providing effective police services at all Authority locations;

NOW, THEREFORE, the Authority and the City agree as follows:

ARTICLE I

Scope of Services

SECTION ONE: SERVICES PROVIDED BY THE CITY

The City agrees that the services rendered by the Assigned Personnel (police and civilian) under this Contract are in addition to baseline police services. The city agrees that it will not reduce its level of police services to the public housing developments, particularly in the area of community policing, patrol, criminal investigations, records, dispatch, and special operations.

The manner and method of performance of services is specified in Article IV, Plan of Operations.

The duties and extent of services of the Assigned Personnel shall include, but shall not be limited to:

ARTICLE I (Continued)

SERVICES PROVIDED BY THE CITY (Continued)

- A. The City, by and through its police department, will provide a minimum of 2 police officers to perform specialized patrols to enforce all state and local laws and the Housing Authority Rules specified in the Contract. Sworn officers shall at all times remain part of, subject to, and in direct relationship with the police department's chain of command and under police department rules, regulations and standard operating procedures.
- B. The City agrees to assign police officers to targeted areas during specific periods of time identified by the Authority and agreed upon by the City as high crime or high workload periods (direct patrol), such as 6:00 p.m. to 2:00 a.m. in certain areas, to maintain a police patrol presence.
- C. The City agrees that the police department will employ a community policing concept and that the police department's Crime Prevention Unit (or other unit whose primary responsibility is to develop and maintain communications with residents) will assist in developing or enhancing crime prevention programs in the public housing communities.
- D. The City agrees to collect and provide work load data in public housing developments.
- E. It is further agreed that to the extent necessary, the Assigned Personnel will appear as witnesses in the Authority's administrative grievance procedure, civil dispossession hearings, or other civil or court proceedings where the issue includes criminal or quasi-criminal conduct in or near public housing developments involving any resident, member of a resident's household, or any guest or guests of a resident or household member.
- F. Without limiting any of the foregoing, the City agrees that with respect to the services to be performed by any police personnel in accordance with this Contract, the appropriate police department Patrol Commander or Supervisor will meet with resident leadership and management representatives of the Authority on a routine basis for the purposes of reviewing the enforcement and prevention efforts and planning for future changes or modifications anticipated by this Contract. These meetings shall occur at least quarterly.
- G. The City agrees that a policy manual exists to regulate police officers' conduct and activities; all police officers have been provided a copy of the policy manual; the department has a signed receipt from each officer the he/she has received and understands the contents of the manual; and personnel have been trained on the regulations and orders within the manual.
- H. The City agrees that it will provide the Assigned Personnel with such basic equipment as may be necessary and reasonable in order to allow the police officers to carry out the duties anticipated under this Contract. Any additional automobiles, motor vehicles, bicycles or other equipment requested by the Authority will be furnished at the expense of and shall remain on the property of the Authority. The Authority and City may mutually agree to lease equipment or vehicles.

ARTICLE I (Continued)

SERVICES PROVIDED BY THE CITY (Continued)

- I. The police department will provide at a minimum sixteen (16) hours of training on community relations and interpersonal communication skills.
- J. The City agrees to provide, at a minimal cost to the Authority, criminal background checks of proposed applicants for public housing. This information will be provided in a manner consistent with all applicable National Crime Information Center or State laws and regulations.
- K. The police department shall designate a command officer as the Administrative Liaison Officer, who will work in concert with the Executive Director of the Authority or that official's designate.

The Administrative Liaison Officer will perform the following duties:

- (a) Coordinate the dissemination and processing of police and security reports, provide supervisory assistance, and coordinate in resolving problems or in carrying out the provisions of this Contract;
- (b) Establish and maintain an ongoing line of communication with Beat/Zone Commanders and other police personnel;
- (c) Prepare quarterly progress reports and evaluations of services requested and provided under this Contract for review by the Executive Director, the Police Chief, appropriate Deputy Chiefs and Beat/Zone Commanders and identified community representatives; and political leadership, e.g. mayor and council members.
- (d) Initiate and monitor ongoing lines of communication with resident leaders to effectively employ the community policing concept and to address in a timely manner concerns raised by community leaders;
- (e) Coordinate security workshops and training seminars for identified residents;
- (f) Assist or advise the planning and implementation of other grant-funded security programs within the Authority; and
- (g) Establish a clearly defined process for reporting non-emergency criminal activities.

The prorated costs for these services shall be borne by the Authority.

ARTICLE I (Continued)

SERVICES PROVIDED BY THE CITY (Continued)

- L. In the event that a Housing Authority provides its own police/security services, the City shall provide the dispatch function for Housing Authority Police patrol units. The Housing Authority will provide specifications of the performance requirements to meet the communications needs.
- M. The City will at all times provide supervision, control and direction of work activities and assignments of police personnel, including disciplinary actions. It is expressly understood that the police department shall be responsible for the compensation of the officers and all employee benefits, as well as any injury of officers, their property, or the City's property while on the Authority's property.
- N. The Assigned Personnel shall possess and maintain POST Certification.

SECTION TWO: SERVICES PROVIDED BY THE AUTHORITY

- A. The Authority will provide training of residents, Authority on-site management staff and the Assigned Personnel with workshops on community policing and crime prevention issues associated with public housing. This shall include, but not be limited to, training in the following:
 - 1. Crime prevention and security responsibilities;
 - 2. Community organization/mobilization against the causes of and precursors to crime.
 - 3. Drug awareness and control;
 - 4. Orientation and familiarization with the public housing communities for the assigned officers; and
 - 5. Orientation to the lease contract, and lease compliance enforcement procedures and policies.
- B. The Authority will provide the following in-kind accommodations, services and equipment:
 - 1. Accommodations - The Authority will provide suitable space to be used as a satellite office at each site targeted for additional police services.
 - 2. Services - Each satellite office will be supplied with utilities (water, heat, electricity) and routine and extraordinary maintenance by personnel of the Housing Authority.
 - 3. Equipment - Each satellite office is to be supplied with any other additional

ARTICLE I (Continued)

SERVICES PROVIDED BY THE CITY (Continued)

Equipment mutually agreed upon in connection with the performance of this Contract.

4. Modification/Damage - The Authority will make reasonable modifications, including minor structural, electrical and mechanical changes to the accommodations provided in order to meet the City's operational needs. Any damage to the unit or equipment provided by the Housing Authority for City employees, which the Authority determines to be above the normal wear for the item or accommodation, shall be repaired or replaced by the City at the discretion of the Authority.
- C. The Authority shall provide a quarterly assessment of the results achieved, as measured against the performance objectives specified in the Plan of Operations listed in Article IV of this Contract.
- D. The Authority shall reserve the right to reasonably request the police department to replace any Assigned Personnel for the following reasons:
1. Neglect or non-performance of duties;
 2. Disorderly conduct, use of abusive or offensive language, or fighting;
 3. Criminal action;
 4. Selling, consuming, possessing or being under the influence of intoxicants, including alcohol or illegal substances, while on assignment to the Authority;
 5. Inadequate punctuality or attendance: or
 6. Substantiated complaints from public housing residents or management.

The Authority shall provide a written enumeration of the reasons for the request for replacement of the Assigned Personnel, including documentation and witnesses to the alleged behaviors.

- E. The Authority will provide the City with a Public Housing Police Activity Form(s) for assigned officers to complete. These forms are not to replace police reports utilized by the City.
- F. The Authority will provide the City with the applicable Authority rules and regulations for compliance with the Contract.
- G. The Authority will work with the police department to subsidize housing or rent costs for volunteer police officers to reside in a public housing development selected by the Authority.

ARTICLE II

Enforcement of Rules and Regulations

- A. The City, through its police officers, is hereby empowered to enforce the following Authority rules and regulations:
1. Unauthorized visitors in unoccupied structures of the Authority shall be removed.
 2. Unauthorized visitors creating disturbance or otherwise interfering with the peaceful enjoyment of lessees on Authority property shall be removed.
 3. Unauthorized visitors destroying, defacing or removing Authority property shall be removed and/or criminal enforcement actions shall be taken.

With regard to the foregoing rules and regulations, the City's police officers are hereby authorized to give criminal trespass warnings to any persons found in violation of said rules or regulations, i.e., to give notice to any violators that their entry on the property or premises is forbidden, and to arrest or cause the arrest and prosecution of any violators, when appropriate.

- B. The City, through its police officers, is hereby empowered to enforce the following Authority rules or regulations:

The tenant and any visitors to Authority property and premises shall refrain from, and shall cause their households to refrain from parking vehicles in any area other than parking areas designated by Authority management.

With regard to the foregoing rules or regulations, the City's police officers are hereby authorized to have removed any and all vehicles found parked in violation of said rule or regulation, pursuant to established City procedure for impounding vehicles.

- C. The City, through its police officers, is hereby empowered to enforce such additional Authority rules and regulations and perform such other duties as shall be specified in any addenda attached hereto or incorporated herein now or in the future.
- D. Nothing herein contained shall be construed as permitting or authorizing police officers to use any method or to act in any manner in violation of law or of their sworn obligation as police officers.

ARTICLE III

Communications, Reporting and Evaluation

A. Communications

1. Access to Information

The City agrees that the Authority will have unrestricted access to all public information which in any way deals with criminal activity in any of the Authority's communities. It is further agreed that the City police department will provide to the Authority copies of such incident reports, arrest reports or other public documents which document or substantiate actual or potential criminal activity in or connected with the public housing developments. This information will be provided at no cost by the City police department on a regular basis in accordance with specific procedures that have been or will be established.

Existing procedures should be included as an Addendum to the Contract.

B. Reporting

1. Forms

The police department will require all Assigned Personnel (police officers) to complete a daily log provided by the Authority at the conclusion of each shift and forward the original report to the Authority's designee. This report will include, but not be limited to, data as follows:

- a. Hours worked: foot, bicycle, motorized, other
- b. Calls/requests for service
- c. Referrals to City/PHA/agencies
- d. Suspicious persons - name and description
- e. Vehicles abandoned/towed/stolen
- f. Drug paraphernalia confiscated/found
- g. Arrests/citations of both residents and outsiders to include age, sex, ethnicity
- h. Property recovered/stolen
- i. Counseling of residents and visitors
- j. Broken lights/sidewalks
- k. Graffiti
- l. Conflict resolution; e.g., resolved apparent or actual conflict between two or more people
- m. Vehicle license number of suspicious person
- n. Weapons violations/seized

2. Media Coordination

The police department will relay to the Executive Director or his designee information related to any major crime or incident that occurs on Authority property, preferable before the media is informed, or as soon as possible.

C. Evaluation

The City and the Authority agree that any evaluation shall include:

1. Hours worked by the police officers for:
 - a. Foot patrol
 - b. Bicycle patrol
 - c. Motorized patrol
 - d. Other (tactical)
2. Response times to targeted communities by City-paid officers and Authority-paid officers by Priority I (emergency), Priority II (non-emergency), and Priority III (if utilized).
3. Comparison of crime and workload in the targeted communities for 1992, 1993, 1994 and period of Grant.
4. Arrests (to include drug violations)
5. Vehicles towed
6. Positive contacts
7. Referrals
8. Trespassers removed
9. All UCR or NIBRS Reports
10. Calls for service
11. Weapons seized
12. Property stolen/recovered
13. Community feedback

It is further agreed that the City will provide comparable crime information for the City as

Communications, Reporting and Evaluation (Continued)

a whole to facilitate the evaluation to include what proportion of activities City-wide occur on Authority property.

ARTICLE IV Plan of Operations

- A. The City and the Authority shall prepare a detailed plan of operations for use in eliminating drug-related crime. The purpose of the plan is to specify the manner and method of performance by which each of the services identified is to be administered.

The plan of operations will minimally specify the following:

1. Service goals and minimum performance criteria (e.g., a definition of what is to be achieved and the expected benefits or outcomes that will be derived);
 2. Staffing levels;
 3. Responsibilities of key personnel;
 4. Organization and resources, to include personnel, equipment, in-kind support, etc.;
 5. Hours of operation, to encompass schedules of major tasks and activities; and
 6. Community interface to evidence the methodology by which resident involvement will be gained and maintained during the term of this Contract.
- B. The plan of operations will be prepared for review and acceptance within thirty (30) days from the date of execution of this Contract by both parties. It is understood that the Authority may request reasonable modification to the initial plan of operations as it deems appropriate. The Authority must approve the plan in order for payment to begin.
- C. If during the term of the Contract either party desires to amend the scope of the plan of operations, either party may request such an amendment via written notification. The Executive Director of the Authority and/or the Chief of Police shall provide final determinations regarding the establishment of an amendment to the plan of operations.

ARTICLE V Term of Contract

The term of this Contract shall be for one (1) years beginning on the date approved by both parties. (January 1, 2020)

ARTICLE VI
Compensation to the City

- A. All compensation to the City will be made on a cost reimbursement basis. The Authority will reimburse the City for services specified in this Contract in a total amount not to exceed One Hundred Thirty Thousand Dollars(130,000.00); in the following expense categories:

| Expense Category | Amount |
|---|-------------------------|
| Assigned Personnel Salaries and Fringe Benefits | \$ <u>\$130,000.00</u> |
| Administrative Liaison Officer Prorated Salary and Benefits | \$ <u>-0-</u> <u>-</u> |
| Communications/Other Miscellaneous Expenses/Equipment | \$ <u>-0-</u> <u>--</u> |

- B. The Authority shall reimburse the police department on a monthly basis, upon receipt of performance of the proposed services and evidence of authorized expenditures.
- C. The percent of overtime authorized under this Contract for court appearances or other hearings is -0-.
- D. The City shall provide the following documentation in requesting reimbursement:
1. Copies of Certified Payroll Time Reports documenting names, employee identification, hours worked in public housing developments, supervisor approval of the report, and supervisory verification of the necessity for any overtime worked.
 2. Copies of receipts for other allowable communications and other miscellaneous expenses shall be subject to pre-approval, and shall be accompanied, at the time of reimbursement request, by a brief explanation of the expense incurred.
- E. All requests for reimbursement are subject to the approval of the Executive Director, or that official's designee and the Authority shall thereafter make payment of the approved amount within thirty days of receipt of the request for reimbursement.

ARTICLE VII

Termination

- A. The Authority may terminate this Contract upon the provision of thirty (30) days written notice to the City. Such notice shall be delivered by Certified Mail, Return Receipt Requested to the address specified in Article VIII.
- B. The City may terminate this Contract upon the provision of thirty (30) days written notice to the Authority. Such notice shall be delivered by Certified Mail, Return Receipt Requested to the address specified in Article VIII.

ARTICLE VIII

Notices

Any notices required pursuant to the terms of this Contract shall be sent by United States Certified Mail to the principal place of business of each of the parties hereto, as specified below:

Authority: Texarkana Housing Authority and Neighborhood Development, Inc.
 911 Ferguson Street
 Texarkana, AR 71854

City: City of Texarkana, Arkansas
 P.O. Box 2711
 Texarkana, AR 75504

ARTICLE IX

Construction of Laws

This Contract is made and entered into in the City. Any and all questions of law arising hereunder shall be construed in accordance with the laws of the State in which the City is located.

ARTICLE X

Entire Contract

The Contract shall consist of the following component parts:

- (a) This Contract;
- (b) Any subsequent addenda agreed to by both parties.

ATTEST:



CITY MANAGER, TEXARKANA, AR



EXECUTIVE DIRECTOR
TEXARKANA HOUSING AUTHORITY
AND NEIGHBORHOOD DEVELOPMENT,
INC.

ATTEST:

MUNICIPAL CLERK
CITY OF TEXARKANA, AR



CHIEF OF POLICE
CITY OF TEXARKANA, AR



CITY OF TEXARKANA, AR BOARD OF DIRECTORS

| | |
|----------------------|--|
| AGENDA TITLE: | Adopt a Resolution to accept the 2019 Audit Engagement Letter prepared by the accounting firm BKD, LLP. (FIN) |
| AGENDA DATE: | March 2, 2020 |
| ITEM TYPE: | Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Other <input type="checkbox"/> : _____ |
| DEPARTMENT: | Finance |
| PREPARED BY: | TyRhonda Henderson, Finance Director |

| | |
|--------------------------|-----|
| REQUEST: | N/A |
| EMERGENCY CLAUSE: | N/A |

| | |
|-----------------|---|
| SUMMARY: | This item is to approve a letter of engagement with the firm BKD, LLP to conduct the City of Texarkana, Arkansas' and the Bi-State Justice Center's 2019 Annual Audit and preparation of the Consolidated Annual Financial Report. They are experienced in conducting Government Audits and are also used by other cities within the state of Arkansas as well as other cities throughout the United States. The City Manager and Finance Director recommend approving a one-year letter of engagement. The one-year engagement is a 3.3% increase from 2018 to 2019, plus an additional fee up to \$5,000 for the implementation of GASB 84. |
|-----------------|---|

| | |
|--------------------------------|----------|
| EXPENSE REQUIRED: | \$99,000 |
| AMOUNT BUDGETED: | \$91,000 |
| APPROPRIATION REQUIRED: | \$8,000 |

| | |
|----------------------------|---|
| RECOMMENDED ACTION: | The City Manager and staff recommend that the City Board of Directors approve the attached resolution |
|----------------------------|---|

| | |
|------------------|--|
| EXHIBITS: | Resolution and Audit Engagement Letter prepared by the accounting firm BKD, LLP. |
|------------------|--|

RESOLUTION NO. _____

WHEREAS, the firm BKD, LLP, has submitted a letter of engagement to conduct annual audits for the City of Texarkana, Arkansas, and the Bi-State Justice Center for 2019; and

WHEREAS, BKD, LLP, has experience with conducting such audits and similar governmental audits, including audits for other cities within the state of Arkansas and throughout the United States; and

WHEREAS, the City Manager and Finance Director recommend approving a one-year engagement with a 3.3% increase from 2018 to 2019, plus an additional fee up to \$5,000.00 for the implementation of GASB 84; and

WHEREAS, the proposed expense necessitates a \$8,000.00 appropriation to bring the total amount budgeted for said audit to \$99,000.00; and

WHEREAS, the City Manager and staff recommend board approval; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City of Texarkana, Arkansas, that the City Manager is authorized and directed to enter into a letter of engagement with BKD, LLP, under the terms set forth above.

PASSED AND APPROVED this 2nd day of March, 2020.

Allen L. Brown, Mayor

ATTEST:

Heather Soyars, City Clerk

APPROVED:

George Matteson, City Attorney

January 31, 2020

Honorable Mayor and Board of Directors
Mr. Kenny Haskin, City Manager
Ms. TyRhonda Henderson, Finance Director
City of Texarkana, Arkansas
216 Walnut Street
Texarkana, Arkansas 71854-6065

We are pleased to confirm the arrangements of our engagement and the nature of the services we will provide to City of Texarkana, Arkansas and Bi-State Justice Center.

ENGAGEMENT OBJECTIVES AND SCOPE

We will audit the basic financial statements of City of Texarkana, Arkansas (the City) and Bi-State Justice Center (the Center) as of and for the year ended December 31, 2019, and the related notes to the financial statements.

Our audit will be conducted with the objectives of:

- ✓ Expressing an opinion on the City's and the Center's financial statements.
- ✓ Issuing a report on your compliance based on the audit of the City's and the Center's financial statements.
- ✓ Issuing a report on your internal control over financial reporting based on the audit of the City's and the Center's financial statements.

OUR RESPONSIBILITIES

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether caused by fraud or error.

Honorable Mayor and Board of Directors
Mr. Kenny Haskin, City Manager
Ms. TyRhonda Henderson, Finance Director
City of Texarkana, Arkansas
Page 2

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to error or fraud. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance having a direct and material effect may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit. Also, in the future, procedures could become inadequate because of changes in conditions or deterioration in design or operation. Two or more people may also circumvent controls, or management may override the system.

We are available to perform additional procedures with regard to fraud detection and prevention at your request, subject to completion of our normal engagement acceptance procedures. The actual terms and fees of such an engagement would be documented in a separate letter to be signed by you and BKD.

Cynthia Burns, Director, is responsible for supervising the engagement and authorizing the signing of the report or reports.

We will issue a written report upon completion of our audit of the City's and the Center's financial statements. Our report will be addressed to the Honorable Mayor, City Manager and the Board of Directors of the City of Texarkana, Arkansas for the audit of the City and to the Intergovernmental Advisory Committee for the audit of the Center. You are responsible to distribute our reports to other officials who have legal oversight authority or those responsible for acting on audit findings and recommendations, and to others authorized to receive such reports. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis of matter or other matter paragraph(s), or withdraw from the engagement. If we discover conditions that may prohibit us from issuing a standard report, we will notify you as well. In such circumstances, further arrangements may be necessary to continue our engagement.

Honorable Mayor and Board of Directors
Mr. Kenny Haskin, City Manager
Ms. TyRhonda Henderson, Finance Director
City of Texarkana, Arkansas
Page 3

We will also express an opinion on whether the combining and individual fund statements and budgetary comparison schedules (“supplementary information”) are fairly stated, in all material respects, in relation to the financial statements as a whole.

YOUR RESPONSIBILITIES

Our audit will be conducted on the basis that management acknowledges and understands that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
3. For identifying and ensuring compliance with the laws, regulations, contracts and grants applicable to your activities (including your federal award programs); and
4. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation and other matters;
 - b. Additional information that we may request from management for the purpose of the audit; and
 - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

As part of our audit process, we will request from management written confirmation acknowledging certain responsibilities outlined in this engagement letter and confirming:

- The availability of this information.
- Certain representations made during the audits for all periods presented.

Honorable Mayor and Board of Directors
Mr. Kenny Haskin, City Manager
Ms. TyRhonda Henderson, Finance Director
City of Texarkana, Arkansas
Page 4

- The effects of any uncorrected misstatements, if any, resulting from errors or fraud aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

The results of our tests of compliance and internal control over financial reporting performed in connection with our audit of the financial statements may not fully meet the reasonable needs of report users. Management is responsible for obtaining audits, examinations, agreed-upon procedures or other engagements that satisfy relevant legal, regulatory or contractual requirements or fully meet other reasonable user needs.

With regard to supplementary information (only applicable to the audit of the City):

- Management is responsible for its preparation in accordance with applicable criteria.
- Management will provide certain written representations regarding the supplementary information at the conclusion of our engagement.
- Management will include our report on this supplementary information in any document that contains this supplementary information and indicates we have reported on the supplementary information.
- Management will make the supplementary information readily available to intended users if it is not presented with the audited financial statements.

OTHER SERVICES

The City's Compliance with Certain State Acts

We will examine management's written assertion that the City complied with certain state acts during the year ended December 31, 2019.

The objective of our examination is the expression of an opinion in a written report about whether the responsible party's assertion is fairly stated, in all material respects, with the applicable criteria against which it is measured or evaluated.

The criteria to be used consist of the requirements of Arkansas Act 15 of 1985 and the following Arkansas statutes:

Honorable Mayor and Board of Directors
Mr. Kenny Haskin, City Manager
Ms. TyRhonda Henderson, Finance Director
City of Texarkana, Arkansas
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1. Arkansas Municipal Accounting Law of 1973, § 14-59-101 et seq.;
2. Arkansas District Courts and City Courts Accounting Law, § 16-10-201 et seq.;
3. Improvement contracts, §§ 22-9-202 – 22-9-204;
4. Budgets, purchases, and payments of claims, etc., § 14-58-201 et seq. and § 14-58-301 et seq.;
5. Investment of public funds, § 19-1-501 et seq.; and
6. Deposit of public funds, §§ 19-8-101 – 19-8-107.

We will conduct our examination in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable, rather than absolute, assurance about whether the subject matter as measured or evaluated against the criteria is free of material misstatement.

Because of the inherent limitations of an examination engagement, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the examination is properly planned and performed in accordance with the attestation standards.

Our engagement will not include a detailed examination of every transaction and cannot be relied on to disclose all errors, fraud or illegal acts that may exist. However, we will inform you of any such matters, if material, that come to our attention.

We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement. If we discover conditions which may prohibit us from issuing a standard examination report, we will notify you. In such circumstances, further arrangements may be necessary to continue our engagement.

To facilitate our engagement, management is responsible for providing a written assertion about the measurement or evaluation of the subject matter against the criteria, supplying us with all necessary information and for allowing us access to personnel to assist in performing our services. It should be understood that management is responsible for the accuracy and completeness of these items, for the subject matter and the written assertion(s) referred to above and for selecting and determining the appropriateness of the criteria.

Honorable Mayor and Board of Directors
Mr. Kenny Haskin, City Manager
Ms. TyRhonda Henderson, Finance Director
City of Texarkana, Arkansas
Page 6

At the conclusion of our engagement, management will provide to us a letter confirming these responsibilities, whether it is aware of any material misstatements in the subject matter or assertion, and that it has disclosed all known events subsequent to the period (or point in time) of the subject matter being reported on that would have a material effect on the subject matter or assertion.

Management is responsible for establishing and maintaining effective internal control over financial reporting and setting the proper tone; creating and maintaining a culture of honesty and high ethical standards; and establishing appropriate controls to prevent, deter and detect fraud and illegal acts. Management is also responsible for identifying and ensuring compliance with the laws and regulations applicable to your activities and for establishing and maintaining effective internal control over compliance.

Other:

We will provide you with the following nonattest services:

- Preparing a draft of the Comprehensive Annual Financial Report
- Assisting with printing and processing the final report

In addition, we may perform other services for you not covered by this engagement letter. You agree to assume full responsibility for the substantive outcomes of the services described above and for any other services that we may provide, including any findings that may result. You also acknowledge that those services are adequate for your purposes and that you will establish and monitor the performance of those services to ensure that they meet management's objectives. Any and all decisions involving management responsibilities related to those services will be made by you, and you accept full responsibility for such decisions. We understand that you will designate a management-level individual to be responsible and accountable for overseeing the performance of those services, and that you will have determined this individual is qualified to conduct such oversight.

ENGAGEMENT FEES

The fee for our services will be \$94,000. Additional fees for time expended for the implementation of GASB 84, discussed below, including testing the defined contribution plan are expected to range between \$2,000 and \$5,000, if applicable.

Honorable Mayor and Board of Directors
Mr. Kenny Haskin, City Manager
Ms. TyRhonda Henderson, Finance Director
City of Texarkana, Arkansas
Page 7

Our pricing for this engagement and our fee structure are based upon the expectation that our invoices will be paid promptly. We will issue progress billings during the course of our engagement, and payment of our invoices is due upon receipt. Interest will be charged on any unpaid balance after 30 days at the rate of 10% per annum, or as allowed by law at the earliest date thereafter, and highest applicable rate if less than 10%.

Our engagement fee does not include any time for post-engagement consultation with your personnel or third parties, consent letters and related procedures for the use of our reports in offering documents, inquiries from regulators or testimony or deposition regarding any subpoena. Charges for such services will be billed separately.

Our fees may also increase if our duties or responsibilities are increased by rulemaking of any regulatory body or any additional new accounting or auditing standards.

If our invoices for this or any other engagement you may have with BKD are not paid within 30 days, we may suspend or terminate our services for this or any other engagement. In the event our work is suspended or terminated as a result of nonpayment, you agree we will not be responsible for any consequences to you.

IMPLEMENTATION OF FIDUCIARY ACTIVITIES STANDARD

Governmental Accounting Standards Board Statement No. 84, *Fiduciary Activities*, is effective for fiscal years beginning after December 15, 2018, with retrospective application in the year the update is first applied. The Statement is expected to significantly change how entities evaluate and report fiduciary activities.

Our fees as a result of the adoption of the Standard will be based on time expended and will vary based on the level of assistance and procedures required. We will need input and assistance from the accounting department throughout the process of implementation.

OTHER ENGAGEMENT MATTERS AND LIMITATIONS

BKD is not acting as your municipal advisor under Section 15B of the *Securities Exchange Act of 1934*, as amended. As such, BKD is not recommending any action to you and does not owe you a fiduciary duty with respect to any information or communications regarding municipal financial products or the issuance of municipal securities. You should discuss such information or communications with any and all internal or external advisors and experts you deem appropriate before acting on any such information or material provided by BKD.

Honorable Mayor and Board of Directors
Mr. Kenny Haskin, City Manager
Ms. TyRhonda Henderson, Finance Director
City of Texarkana, Arkansas
Page 8

Our workpapers and documentation retained in any form of media for this engagement are the property of BKD. We can be compelled to provide information under legal process. In addition, we may be requested by regulatory or enforcement bodies to make certain workpapers available to them pursuant to authority granted by law or regulation. You agree that we have no legal responsibility to you in the event we provide such documents or information.

You agree to indemnify and hold harmless BKD and its personnel from any claims, liabilities, costs and expenses relating to our services under this agreement attributable to false or incomplete representations by management, except to the extent determined to have resulted from the intentional or deliberate misconduct of BKD personnel.

You agree that any dispute regarding this engagement will, prior to resorting to litigation, be submitted to mediation upon written request by either party. Both parties agree to try in good faith to settle the dispute in mediation. The American Arbitration Association will administer any such mediation in accordance with its Commercial Mediation Rules. The results of the mediation proceeding shall be binding only if each of us agrees to be bound. We will share any costs of mediation proceedings equally.

Either of us may terminate these services at any time. Both of us must agree, in writing, to any future modifications or extensions. If services are terminated, you agree to pay us for time expended to date. In addition, you will be billed travel costs and fees for services from other professionals, if any, as well as an administrative fee of 4% to cover items such as copies, postage and other delivery charges, supplies, technology-related costs such as computer processing, software licensing, research and library databases and similar expense items.

If any provision of this agreement is declared invalid or unenforceable, no other provision of this agreement is affected and all other provisions remain in full force and effect.

This engagement letter represents the entire agreement regarding the services described herein and supersedes all prior negotiations, proposals, representations or agreements, written or oral, regarding these services. It shall be binding on heirs, successors and assigns of you and BKD.

We may from time to time utilize third-party service providers, *e.g.*, domestic software processors or legal counsel, or disclose confidential information about you to third-party service providers in serving your account. We remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures and safeguards to protect the confidentiality of your information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information. In the event we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider.

Honorable Mayor and Board of Directors
Mr. Kenny Haskin, City Manager
Ms. TyRhonda Henderson, Finance Director
City of Texarkana, Arkansas
Page 9

You agree to assume full responsibility for maintaining your original data and records and that BKD has no responsibility to maintain this information. You agree you will not rely on BKD to provide hosting, electronic security or backup services, *e.g.*, business continuity or disaster recovery services, to you unless separately engaged to do so. You understand that your access to data, records and information from BKD's servers, *i.e.*, BKDconnect, can be terminated at any time and you will not rely on using this to host your data and records.

We will, at our discretion or upon your request, deliver financial or other confidential information to you electronically via email or other mechanism. You recognize and accept the risk involved, particularly in email delivery as the internet is not necessarily a secure medium of communication as messages can be intercepted and read by those determined to do so.

You agree you will not modify these documents for internal use or for distribution to third parties. You also understand that we may on occasion send you documents marked as draft and understand that those are for your review purpose only, should not be distributed in any way and should be destroyed as soon as possible.

The entity may wish to include our report on these financial statements in an exempt offering document. The entity agrees that the aforementioned auditor's report, or reference to our firm, will not be included in any such offering document without notifying us. Any agreement to perform work in connection with an exempt offering document, including providing agreement for the use of the auditor's report in the exempt offering document, will be a separate engagement.

Any exempt offering document issued by the entity with which we are not involved will clearly indicate that we are not involved by including a disclosure such as, "**BKD, LLP**, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. **BKD, LLP** also has not performed any procedures relating to this offering document."

You agree to notify us if you desire to place these financial statements or our report thereon along with other information, such as a report by management or those charged with governance on operations, financial summaries or highlights, financial ratios, etc., on an electronic site. You recognize that we have no responsibility as auditors to review information contained in electronic sites.

Any time you intend to reference our firm name in any manner in any published materials, including on an electronic site, you agree to provide us with draft materials for our review and approval before publishing or posting such information.

Honorable Mayor and Board of Directors
Mr. Kenny Haskin, City Manager
Ms. TyRhonda Henderson, Finance Director
City of Texarkana, Arkansas
Page 10

BKD is a registered limited liability partnership under Missouri law. Under applicable professional standards, partners of **BKD, LLP** have the same responsibilities as do partners in a general accounting and consulting partnership with respect to conformance by themselves and other professionals in BKD with their professional and ethical obligations. However, unlike the partners in a general partnership, the partners in a registered limited liability partnership do not have individual civil liability, directly or indirectly, including by way of indemnification, contribution, assessment or otherwise, for any debts, obligations or liabilities of or chargeable to the registered limited liability partnership or each other, whether arising in tort, contract or otherwise.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our most recent peer review report accompanies this letter.

Please sign and return the attached copy of this letter to indicate your acknowledgement of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities. If the signed copy you return to us is in electronic form, you agree that such copy shall be legally treated as a "duplicate original" of this agreement.

BKD, LLP

BKD, LLP

Acknowledged and agreed to on behalf of:

CITY OF TEXARKANA, ARKANSAS

BY: _____
Allen L. Brown, Mayor

BY: _____
Kenny Haskin, City Manager

DATE: _____

DATE: _____

Enclosure

Report on the Firm's System of Quality Control

To the Partners of
BKD, LLP
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of BKD, LLP (the firm) applicable to engagements not subject to PCAOB inspection in effect for the year ended May 31, 2017. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under Single Audit Act; audits of employee benefit plans, audits performed under FDICIA, an audit of carrying broker-dealers, and examinations of service organizations [SOC 1 and SOC 2 engagements].

As part of our peer review, we considered reviews by regulatory entities as communicated to the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of BKD, LLP applicable to engagements not subject to PCAOB inspection in effect for the year ended May 31, 2017, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. BKD, LLP has received a peer review rating of *pass*.

Postlethwaite & Netterville

Baton Rouge, Louisiana
October 6, 2017



CITY OF TEXARKANA, AR

BOARD OF DIRECTORS

AGENDA TITLE: Consider the following action concerning an amendment to the FY2020 Budget:

- A. Conduct a Public Hearing to allow citizen input regarding amending the FY2020 Budget.
- B. Adopt a Resolution amending the FY2020 Budget (Resolution No. 2019-45) and the Public Works Budget to include the expense for Palomino Drive Drainage Improvements and Ermer Dansby Pondexter (EDP) Sports Complex Concession Stand/Bathrooms. (PWD) Public Works Director Tyler Richards

AGENDA DATE: 03/3/2020

ITEM TYPE: Ordinance Resolution Other

DEPARTMENT: Public Works Department

PREPARED BY: Tracie Lee, Assistant Public Works Director

REQUEST: Adopt a Resolution to Amend the FY2020 Budget and the Public Works Budget.

EMERGENCY CLAUSE: This item will be approved by a resolution; therefore, it will not need an emergency clause.

SUMMARY: The planning figures for the FY2020 Public Works budget must be adjusted to include the expense for Palomino Drive Drainage Improvements and EDP Sports Complex Concession Stand/Bathrooms. Both projects are 2019 projects that staff anticipated completing the end of 2019 unfortunately the weather prevented contractors from starting either projects. As both projects were expected to be completed in 2019 the City's 2020 budget did not allocate funding for either project.

Public Works 2019 actual fund balance is \$1,478,141.00. The 2019 budgeted fund balance was \$801,392.00. Which leaves \$676,749.00 available to be reallocated to the 2020 budget.

Therefore the 2020 budget will need to be amended to include the funding for both projects as listed below.

From Public Works Fund Balance:

- \$373,577.00 EDP Sports Complex – 201-143-54028-50501

From the Stormwater Reserve Fund:

- \$ 80,635.48 Drainage Improvements - 201-149-54008-50501

EXPENSE REQUIRED: \$454,212.48 (\$373,577.00 from Public Works Fund Balance & \$80,635.48 from Stormwater Reserve Fund)

AMOUNT \$0.00
BUDGETED:

APPROPRIATION \$454,212.48 (\$373,577.00 from Public Works Fund Balance & \$80,635.48 from
REQUIRED: Stormwater Reserve Fund)

RECOMMENDED City Manager and staff recommend board approval.
ACTION:

EXHIBITS: Resolution, Resolution 2019-46, Resolution 2019-48, and Resolution 2019-45.

RESOLUTION NO. _____

WHEREAS, the FY2020 Budget for the City of Texarkana, Arkansas, was approved and adopted by Resolution No. 2019-45; and

WHEREAS, it is necessary to amend the FY2020 Budget in order to include the expense for Palomino Drive Drainage Improvements and Ermer Dansby Pondexter (EDP) Sports Complex Concession Stand/Bathrooms which was not completed in 2019 due to weather; and

WHEREAS, the estimated appropriation required for such installation and, accordingly, the necessary budget amendment is \$454,212.48 (\$373,577.00 from Public Works Fund Balance (for EDP Sports Complex Concession Stand/Bathrooms) and \$80,635.48 from Stormwater Reserve Fund (for Palomino Drive drainage improvements)); and

WHEREAS, the City Manager and staff recommend approval.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City of Texarkana, Arkansas, that the FY2020 Budget and, in particular, that Public Works portion thereof, is hereby amended to include an appropriation of \$454,212.48 for the above stated estimated expenses of installation of Palomino Drive drainage improvements and EDP Sports Complex Concession Stand/Bathrooms work however, nothing contained herein is deemed to be a waiver of the purchasing policy or any requirements therein.

PASSED AND APPROVED this 2nd day of March, 2020.

Allen L. Brown, Mayor

ATTEST:

Heather Soyars, City Clerk

APPROVED:

George Matteson, City Attorney

RESOLUTION NO. 2019-45

WHEREAS, the fiscal year of the City of Texarkana, Arkansas, is January 1, to December 31; and

WHEREAS, the law of the State of Arkansas requires adoption of an annual budget; and

WHEREAS, the FY 2020 proposed budget has been reviewed by the Board of Directors in a workshop session, which was open to the public; and

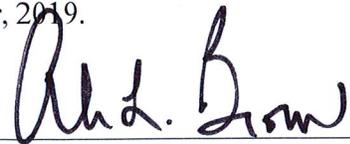
NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City of Texarkana, Arkansas, that:

SECTION 1: The FY 2020 Budget attached hereto and made a part hereof, along with amendments of the FY 2019 Budget to reflect year-end adjustments for the 2019 audit, is hereby adopted. Said budget shall be kept on file in the office of the City Clerk.

SECTION 2: The respective amounts of money allocated to each of the funds in the FY 2020 Budget, including FY 2019 Budget revised amounts, are hereby allowed and appropriated.

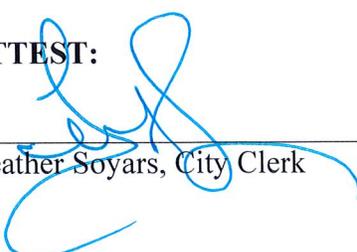
SECTION 3: Unless otherwise specifically required by separate ordinance or applicable law, the City Manager is authorized to select and hire individuals to fill all budgeted positions (now or hereafter coming vacant) contained in the FY 2020 Budget.

PASSED AND APPROVED this 18th day of November, 2019.



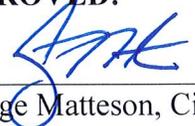
Allen L. Brown, Mayor

ATTEST:



Heather Soyars, City Clerk

APPROVED:



George Matteson, City Attorney



2020

Annual Budget

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Message from the City Manager, Dr. Kenny Haskin

November 18, 2019

Year after year, the budget process continues to be an emotional situation for myself, City staff, and the Board of Directors. We all want to provide top shelf service to the citizens of this community while working on a limited budget. Each year, departments are asked to cut their ever-dwindling operational budgets while maintaining service and staffing levels. While fiscal year 2020 has many similarities to years past, I am very optimistic for the future of Texarkana, Arkansas.

Over the past four years, the City has attempted to operate in a conservative, responsible manner. For example, the City moved to levelize the Bi-State contribution in an effort to control costs. Any increases greater than 15% would come directly from fund balance and any increase less than 15% would be set aside in a restricted reserve to be used toward future year contributions. A collective effort with the Police Department has allowed the City to allocate approximately \$394,000 to the Bi-State restricted reserve in 2019 and an additional \$290,000 in 2020. The City has been very cautious when issuing debt which has allowed us to be able to finance a new Animal Shelter and rehabilitate the old Boys and Girls Club.

In terms of the economy, Texarkana has been fortunate in comparison to the rest of the nation even though total General Fund expenditures continue to rise at a faster rate than revenues. Sales and other taxes are the City's largest source of revenue and account for 53% of the City's General Fund proposed revenue for 2020. The City has seen an increase in sales tax collections due to sales tax on the sale of motor vehicles and the remittance of sales tax from online businesses. In 2020, we are budgeting a 2% increase in sales tax collections. The City's second largest revenue source is franchise fees which account for 13% of the City's General Fund proposed revenue for 2020. In 2019, the City experienced a 6% decrease in franchise fee collections. Per a SWEPCO representative, electric franchise receipts are greatly affected by the weather. The price of natural gas continues to be volatile. Even though the price of natural gas has increased, the weather will affect usage. Because franchise fee receipts are based on gross sales, our franchise fee collections will directly reflect these changes.

The City is at a point where it has become difficult to generate additional revenue as expenditures continue to grow. Cities across the state of Arkansas have experienced similar problems that have forced layoffs and reductions in operating expenditures. Thus far, Texarkana has been fortunate enough to maintain staffing levels. It is important to remember that Personnel costs make up 66.7% of the budget and it is impossible to make substantial budget cuts without it affecting personnel. This is directly reflected in the fire budget. Three vacancies in fire personnel were not filled until the last quarter of the year which had a drastic effect on fire overtime.

The City's financial policy recommends that unrestricted fund balance is a minimum of 60 days of expenditures. At the end of 2020, the City is estimated to have a fund balance of \$4.2 million, which is equivalent to 73 days of expenditures. A five-year history of the use of General Fund balance, both restricted and unrestricted, is as follows:

- 2019 (\$827,513)
- 2018 \$1,662,145

- 2017 \$13,317
- 2016 (\$239,447)
- 2015 \$434,071

The General Fund budget presented shows expenditures to exceed revenues by approximately \$1,380,000 in 2020. Of which, approximately \$818,000 will be allocated from the restricted reserve for the loan for the new Animal Shelter. In 2020, approximately 82% of General Fund expenditures are attributed to public safety services provided by the City. Public safety includes our Court and Probation systems, Police, Fire, Animal Shelter and Control, Police Pension Fund contributions, CID Secretary and Crime Stopper Coordinator that are shared with Texarkana, Texas, Bi-State contribution, Code Red services, and E911 payments.

Each department was asked to adjust their 2020 budget requests based on their 2015 actual allocation of expenditures. Most departments made their cuts from their operating budget, while Fire decided to make changes to personnel also.

Several things were accomplished during the development of the 2020 budget. The following are the highlights:

- All General Fund departments cut expenditures by approximately \$525,000
0.5% COLA proposed for Fire and Police
- Capital Outlay
 - Board of Directors
 - \$15,000 for new camera
 - Police
 - \$50,000 for 10 complete camera systems
 - \$150,000 for 5 new patrol cars
 - Fire
 - \$30,000 for Staff Vehicles
 - \$100,000 for Brush Truck
 - Agencies
 - \$286,000 for Streets and Drainage
 - \$229,000 for Economic Development

City staff and I are willing to meet with you to discuss any questions or recommendations you might have with the budget.

Kenny Haskin, City Manager





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of Texarkana

Arkansas

For the Fiscal Year Beginning

January 1, 2019

Christopher P. Morill

Executive Director



City Manager's 2020-2024

Seven Goals for Economic Growth & Development for the City of Texarkana, Arkansas

1) Foster a mutual relationship with developers, specifically targeting retail sales Businesses to promote economic growth in Texarkana, Arkansas

- Develop mapping tools for on-line viewing to reflect the growth corridor of Texarkana, Arkansas, which identifies all available tracks of land, property owners, and zoning.
- Target four or five businesses and aggressively attempt to locate them inside Crossroads Business Park in the short-term. This means team visits to their Corporate Headquarters.
- Leverage Advertising and Promotion resources, so that the return on investment pays a yearly dividend to the Citizens of Texarkana, Arkansas.

2) Develop and sustain economic growth and development capabilities in Texarkana, Arkansas

- Always be proactive about economic growth and development, seeking business that adds value to the community.
- The City Manager's office will ensure that one employee devotes his or her time around the clock to economic growth and development issues.
- Ensure that the retail developers have a full understanding of the tax advantages of relocating a business to Texarkana, Arkansas.
- Promote an Economic Marketing Strategy using all forms of media, especially magazines and articles that help to recruit new businesses.
- Promote building and code enforcement standards that enhance growth, public safety, and protection of investments.

3) Provide persistent situation awareness of economic development opportunities

- Conduct a SWOT Analyses (Strengths, Weaknesses, Opportunities, Threats) on doing business in Texarkana, Arkansas.
- Develop recruitment tools to promote the advantages of doing business in Texarkana, Arkansas.
- Seek legislative amendment to the Act 9 Bond Law for business growth involving retail sales, similar to 4B sales tax law in Texas.
- Conduct a Citizen survey regarding types of businesses preferred in Texarkana, Arkansas.

- Expand and develop our WEB Site to include appropriate economic and demographic data for those who desire to relocate businesses to our City.

4) Develop, organize, and train the organization to anticipate economic growth and development opportunities

- An Economic Growth and Development Team will be formed to include the City Manager, Public Works Director, and Water & Sewer Director.
- Develop policies related to funding streets, roads, and utilities for economic growth.
- Policy considerations will be explored in order to make the new business location experience friendly and efficient.
- If one Public/Private business opportunity does not materialize, then seize the moment to cultivate five other opportunities.
- Consider development of a partnership arrangement with the Four States Fair on a public/private venture.

5) Promote economic growth opportunities that improves the quality of life for our citizens

- Promote retail excellence through surrounding leisure activities involving trails, parks, water theme park, I-Max Theater, and other diverse event activities.

6) Implement open and transparent economic business practices that keep the Board of Directors fully informed

- Transparency in our processes and practices is a linchpin to producing sound economic growth and development decisions.
- Board Members should be kept fully informed on all economic growth activities.
- Board Members should be advised of the required economic development financing tools required to succeed.

7) Foster and develop smart operations across the city to reflect a visible commitment of staff in sustaining future economic growth for Texarkana, Arkansas

- Efficient processes are critical for us to capitalize on economic growth and development.
- Smart operations for the City will streamline administrative processes that make the entire building development process more flexible and responsive to the developer and builder without harming the public.
- Smart operations mean business competitiveness through the avoidance of red tape.



2020 Statement of Management Policy

Mission of the City (*Broad Philosophy*)

"The Mission of the City of Texarkana, Arkansas Board of Directors and City Staff is to work together to create and implement strategies necessary to turn the City's Core Values and Vision into reality"

Core Values (*Vision that is more focused*)

Promote active citizen involvement and participation in the planning and decision-making process.

Aggressively pursue economic development and growth initiatives with the private sector.

Commitment to learn and change at all levels within the organization in order to pursue excellence through continuous improvement, innovation, and creativity in delivering services to the community.

Commitment by the Board of Directors and staff to build relationships with citizens and community partners in order to achieve goals.

Promote fiscal responsibility and accountability for our citizens in all we do through a high level of public accountability.

Promote the health, safety, and general well being of our citizens to create a vibrant community.

Promote and foster regional partnerships with all public sector agencies to create a growing Texarkana that will improve the quality of life for our Citizens.

Core Services

We will promote a strong and diverse economic environment.

We will provide infrastructure, with the capacity to meet current and projected needs.

We will provide streets and other traffic systems.

We will rehabilitate and maintain infrastructure as needed.

We will promote public safety and health.

We will promote effective communication with one voice to the community.

We will provide a workplace that fosters creative ideas for delivery of core services.

We will provide high quality customer focused basic services at a reasonable cost.

We will promote safe, decent, and affordable housing.



City of Texarkana, Arkansas Fiscal Policies

The following fiscal policy is designed to establish important guidelines to direct the City's financial management and decision-making practices. These policies will assist the City's Finance Department in their effort to assure that the City's financial resources are managed in a fiscally prudent manner. These policies are also designed to aid in cost containment of City government, build City capacity to provide and maintain effective services, prevent the loss of financial flexibility, and maintain a sound financial reputation in the credit market. This policy will provide a financial base sufficient to sustain municipal services to maintain the social well-being and physical conditions of the City. It will assure taxpayers that Texarkana, Arkansas' City government is maintained in sound fiscal condition. This policy shall be reviewed as necessary for any revisions. Any proposed amendments are to be presented to the Board of Directors for consideration.

General Policy

With respect to the interpretation and application of these policies, the City shall comply with all applicable federal and state laws, the City Charter and Code of City Ordinances, Financial Accounting Standards Board (FASB) and Governmental Accounting Standards Board (GASB) standards, all bond covenants, and associated ordinances relating to all budget, accounting, reporting, disclosure, finance activities, and financial policies. In any conflict between these policies and such governing law, standards, or documents, such governing law, standards, or documents shall prevail. Any City procedure that will be in conflict of this policy will require justification and two-thirds vote of the Board of Directors.

Fund Balances/Reserve Balances

The City recognizes the need to establish and maintain a fund balance to have available in the event of emergency.

A. General Fund

1. The General Fund shall maintain an unassigned fund balance that represents at least 60 days of annual operating expenditures.
2. In the event a balanced budget is not attainable, that Fund Balance may be used for Recurring Expenditures and to achieve budget balance:
 - a) If the budget imbalance is expected to last for no more than one year and can be corrected with use of Fund Balance available in excess of the desired minimum; or
 - b) If the budget imbalance is expected to continue beyond one year, provided that Fund Balance in excess of the desired minimum is used to achieve balance as part of a corresponding plan to close the gap through revenue increases and/or expenditure reductions. This will help the General Fund balance from going below the minimum.

3. The unassigned Fund Balance may be temporarily reduced below the desired minimum when required for response to major disasters. Any proposed use of Fund Balance which decreases Fund Balance below the desired minimum shall include a justification presented to the City Council and shall require approval from two-thirds of the City Council present and voting. Once the event causing use of Fund Balance below the desired minimum has concluded, the City shall allocate sufficient funds to restore the unassigned Fund Balance to at least 60 days of annual operating expenditures by the end of the second subsequent full fiscal year.
 4. Annual surpluses in the General Fund will be used to fund capital expenditures or placed in a restricted reserve account if:
 - a) There are surplus balances remaining after all current expenditure obligations and reserve requirements are met.
 - b) The City has made a determination that revenues for the ensuing annual budget are sufficient to support budgeted General Fund operations.
 5. The following restricted reserve balances have been established in order to meet additional needs of the city. Additions/changes to restricted reserves may be needed in order to continue to meet the demands of the City.
 - a) Stateline Signals Reserve
 - b) TAPD DOJ JAG Grant Reserve
 - c) Miscellaneous Reserve
 - d) Fireworks Permit Reserve
 - e) Drug Seizure Reserve
- B. Public Works Fund
1. The Public Works fund shall maintain a fund balance of no less than \$200,000.
 2. The following restricted reserve balances have been established in order to meet additional needs of the Public Works Department. Additions/changes to restricted reserves may be needed in order to continue to meet the demands of the Public Works Department.
 - a) Bramble Park Reserve
 - b) Refuse Storm Water
 - c) AR/TX Boulevard Signal
- C. Grant/Special Revenue Funds
1. Factors considered in determining minimum and maximum cash reserves include each fund's risk and revenue volatility and cash fund of capital projects.

Revenue Policy

- A. Because revenues are sensitive to both local and regional economic activities, revenue estimates shall be conservative.
- B. The City will establish user fees or rates at sufficient levels to recover the full cost of providing the services. Fees for services will be reviewed and adjusted, as needed, to meet increased costs for all funds of the City.
- C. One-time revenue will not be used to support ongoing operational needs.
- D. Grant funding should be considered to leverage City funds. Inconsistent grants should not be used to fund on-going programs. In the event of reduced grant funding, City resources will be substituted only after all program priorities and alternatives are considered during the budget process.

- E. All grants and other Federal and State funds shall be managed to comply with the laws, regulations, and guidance of the grantor, and all gift and donations shall be managed and expended according to the wishes and instructions of the donor.
- F. The City will establish and maintain Special Revenue Funds which will be used to account for the proceeds of specific revenue sources to finance specified activities which are required by statute, ordinance, resolution, or executive order.

Expenditure Policy

- A. It will be the policy of the City to strive to eliminate the use of operating revenues, yearly budget carry-over, or other non-recurring sources of revenue to meet recurring/operating expenses.
- B. City recurring, operating expenditures will not exceed annual revenues.
- C. The City will keep staffing at minimum levels without sacrificing quality of services.
- D. Regular evaluation and adjustment of wages and benefits will be considered in order to foster a stable and dedicated workforce and reduce the expense of employee turnover.
- E. The budget will provide sufficient funding to cover annual debt retirement costs. The Board of Directors shall be fully informed if sufficient funds are not allocated in the current budget.
- F. Maintenance of infrastructure and other capital items will be an expenditure priority. New spending programs will not be funded by deferring capital maintenance.

Debt Policy

- A. The general policy of the City is to fund capital projects (infrastructure) with voter-approved debt. However, non-voter approved debt may be used as an alternative to other financing options when the need is urgent, unanticipated, necessary to prevent economic loss to the City, or is the most cost-effective financing option. Short-term financing, recently made available by state constitution Amendment 78, may be considered as an option for the purchase of motor vehicles or heavy construction equipment.
- B. The City will not use long-term debt to finance current operations.
- C. The City will seek to maintain and, if possible, improve its current bond rating in order to minimize borrowing costs and preserve access to credit. The City will encourage and maintain good relations with financial bond rating agencies and will follow a policy of full and open disclosure.
- D. Interest earnings on bond proceeds will be limited to:
 - 1. Fund the improvements specified in the authorizing bond ordinance; or
 - 2. Payment of debt service on the bonds.
- E. The City shall use a competitive bidding process in the sale of debt unless the use of a negotiated process is warranted due to market timing requirements (refunding), or a unique pledge or debt structure. The City will award competitively issued debt on a true interest cost (TIC) basis.
- F. Proceeds from debt will be used in accordance with the purpose of the debt issue. Funds remaining after the project is completed will be used in accordance with the provisions stated in the bond ordinance that authorized the issuance of the debt.
- G. The City may initiate a refunding of outstanding debt when:
 - 1. A refinancing is expected to relieve the City of financially restrictive covenants;
 - 2. A refinancing is expected to significantly reduce the remaining term of the debt being refunded; or

3. The City's financial advisors project net present value savings of at least 5% for current refunding and advance refunding.
- H. A formal Request for Information (RFI) process shall be conducted by the Finance Working Group when selecting underwriters in order to promote fairness, objectivity, and transparency. The selection committee shall report results of the RFI process to the Board of Directors. RFIs shall include questions related to the areas listed below to distinguish firm's qualifications and experience, including but not limited to:
1. Relevant experience of the firm and the individuals assigned to the issuer, and the identification and experience of the individual in charge of day-to-day management of the bond sale, including both the investment banker(s) and the underwriter(s);
 2. A description of the firm's bond distribution capabilities including the experience of the individual primarily responsible for underwriting the proposed bonds. The firm's ability to access both retail and institutional investors should be described;
 3. Demonstration of the firm's understanding of the issuer's financial situation, including ideas on how the issuer should approach financing issues such as bond structures, credit rating strategies, and investor marketing strategies;
 4. Demonstration of the firm's knowledge of local political, economic, legal, or other issues that may affect the proposed financing;
 5. Documentation of the underwriter's participation in the issuer's recent competitive sales or the competitive sales of other issuers in the same state;
 6. Analytic capability of the firm and assigned investment banker(s);
 7. Access to sources of current market information to provide bond pricing data before, during, and after the sale;
 8. Any finder's fees, fee splitting, or other contractual arrangements of the firm that could present a real or perceived conflict of interest, as well as any pending investigation of the firm or enforcement or disciplinary actions taken within the past three years by the Securities and Exchange Commission, the Municipal Securities Rulemaking Board, or any other regulatory agency.

Cash Management

City funds will be managed in a prudent and diligent manner with an emphasis on safety of principal, liquidity, and financial return on principal, in that order.

- A. The City will develop and maintain written guidelines on cash handling, accounting, segregation of duties, and other financial matters.
- B. The City will conduct periodic reviews of its internal controls and cash handling procedures.

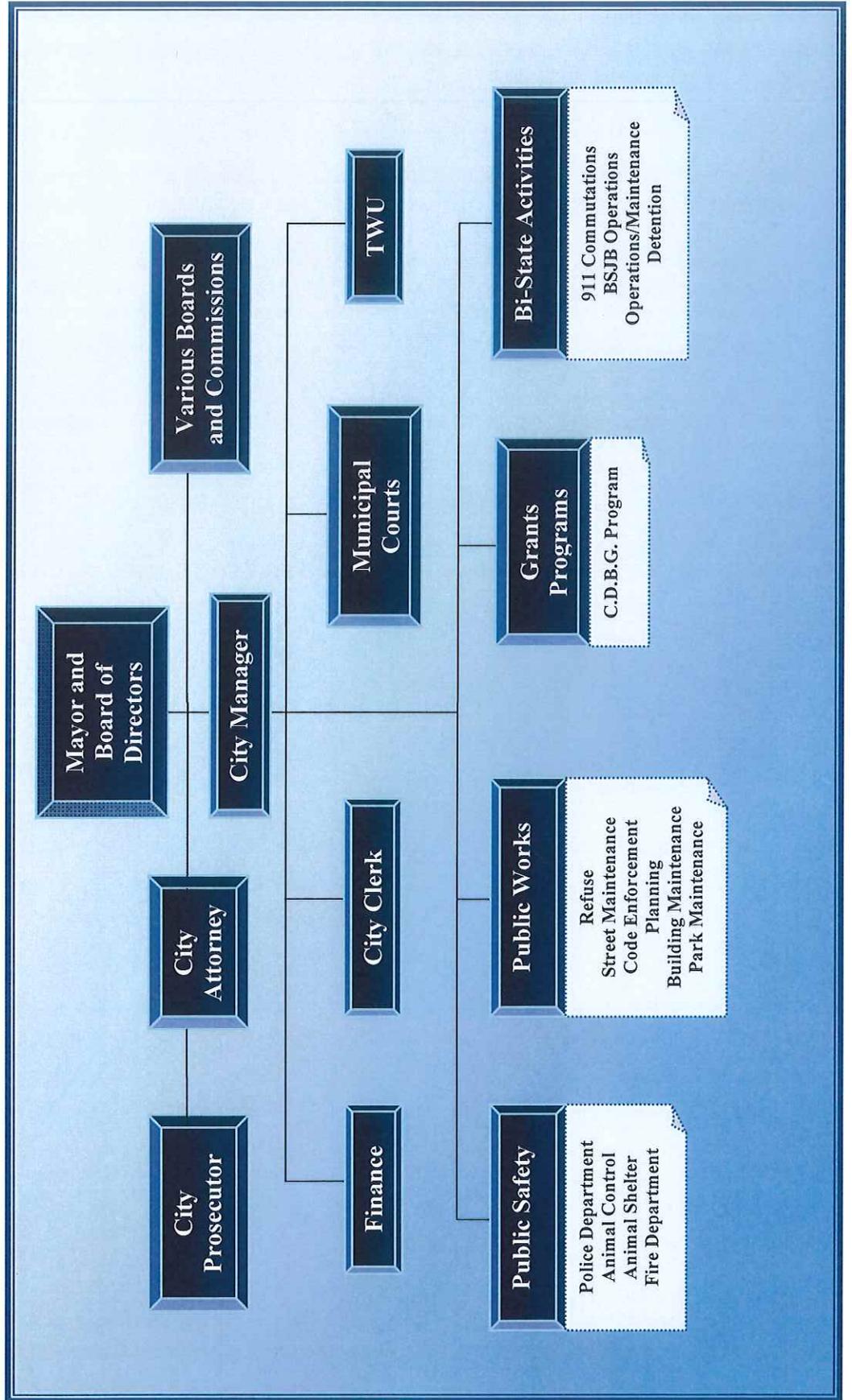
Accounting, Auditing, Budgeting, & Financial Reporting Policy

- A. Single Audit Report or other audits of Federal and State grant funds will be performed in compliance with applicable provisions of the Single Audit Act, applicable Office of Management and Budget Circulars, and other relevant federal, state, and local rules and regulations.
- B. An annual audit will be performed by an independent public accounting firm in accordance with Generally Accepted Government Auditing Standards and the opinion will be included in the Comprehensive Annual Financial Report.

- C. To the extent practicable, all Component Units of the City must follow all City accounting, audit and financial reporting policies.
- D. The Single Audit Report (annual audit) and the accompanying auditor's letter to management shall be released to City Council and published prominently on the City's website within 30 days of receipt from the auditor.
- E. The Finance Working Group shall maintain a written disclosure policy consistent with federal securities law and the City's continuing disclosure undertakings with respect to the City's outstanding debt.
- F. The City's accounting and financial reporting systems will be maintained in conformance with Generally Accepted Accounting Principles (GAAP) and the standards set by the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).
- G. The City's CAFR will be submitted to the GFOA Certification of Achievement for Excellence in Financial Reporting Program. The financial report should be in conformity with GAAP, demonstrate compliance with finance related legal and contractual provisions provide full disclosure of all financial activities and related matters, and minimize ambiguities and potentials for misleading inference.
- H. Financial systems will be maintained to monitor revenues, expenditures, and program performance on an ongoing basis.
- I. Monthly Reports shall be prepared and presented to the Board of Directors on a timely basis.
- J. The Council may amend or supplement the budget at any time after its adoption by majority vote of the Council members. The City Manager has the authority to make administrative adjustments to the budget as long as those changes will not have a significant policy impact nor affect budgeted year-end fund balances.



CITY OF TEXARKANA, ARKANSAS ORGANIZATIONAL CHART



BUDGET PROCESS

BUDGET PROCESS

The City's accounting records for general government activities are maintained on a modified accrual basis, with revenues being recorded when available and measurable, and expenditures being recorded when the services of goods are received, and the liabilities are incurred. Accounting records for the City's water and sewer utility and other proprietary activities are maintained on the accrual basis.

The annual budget document is the result of a cooperative effort from the Finance Department, department heads, City Manager, and City Board of Directors. The budget is discussed at public budget workshops and City Board Meetings in which citizens are welcome to attend and express any comments or concerns to the Mayor and Board of Directors. The public budget workshops and City Board of Directors meetings that are held during the budget process are an important element of the budget process because they are purposed to seek feedback from the City Board of Directors and the public on City operations and services. In an effort to ensure the City's budget is easily accessible by any who wish to review it, a copy is stored in the City Clerk's Office and posted on the City's website in electronic format. A summary of the process is presented below.

July 2019

The Finance Director reviews the budget process from the prior year to determine if any improvements can be made. The budget calendar is updated and discussed to determine important dates and the process begins.

August 2019

Finance Department staff enters audited numbers from the previous year as well as budgeted numbers and estimates for the current year into the budget document. Finance staff requests the budget narratives, capital requests, and personnel requests from all department heads. Revenue estimates for the next budget year are entered into the budget document. Revenue estimates are based on current year estimates as well as multiple year's worth of historical data.

September 2019

Department heads prepare their initial requests in accordance with the guidelines. Meetings are scheduled with the City Manager, Finance Director, and each department head to discuss their budget requests. The purpose of these meetings is to review in detail the requests for O & M, personnel and capital. Checklists are made to follow up on any pending items that require additional review before the budget is presented to the Board of Directors. Decisions are made on which items will be recommended to the Board of Directors for approval and those that will not. Items are reviewed to make sure that the amount requested is justified based on the needs of the coming year and to ensure tax dollars are being spent in a fiscally responsible manner.

October 2019

Budget review meetings are continued through the month of October. Meetings conclude around the end of October to allow time for material to be prepared for distribution to the Board of Directors prior to budget discussions that begin in November. Any additions or cuts that need to be made to the budget document are prepared during October. Goals and objectives and prior year accomplishments are submitted to the City Manager for review. Any significant changes in the current year's budget are discussed in the City Manager's budget message. Finance staff prepares a current list of authorized strengths for the City Manager to review. The list breaks each authorized position out by department and title. Any capital requests that are recommended by the City Manager are included in the budget document.

BUDGET PROCESS

November 2019

A public budget workshop is scheduled with the Board of Directors to discuss the draft. Budget workshops are typically scheduled immediately before a regularly scheduled meeting of the Board of Directors, which are the 1st and 3rd Monday of each month. The City Manager and Finance Director present the budget for each department. The department heads are present to answer any questions regarding major projects or discussions that may require their input. If necessary, follow-up items are identified for further review and reconsideration at the next meeting.

December 2019

Meetings may continue into December with the goal of having the budget adopted before December 31 each year. State law requires the governing body to adopt the budget on or before February 1 each year. After the budget is adopted, copies of the budget document are provided to each department.

January 2020

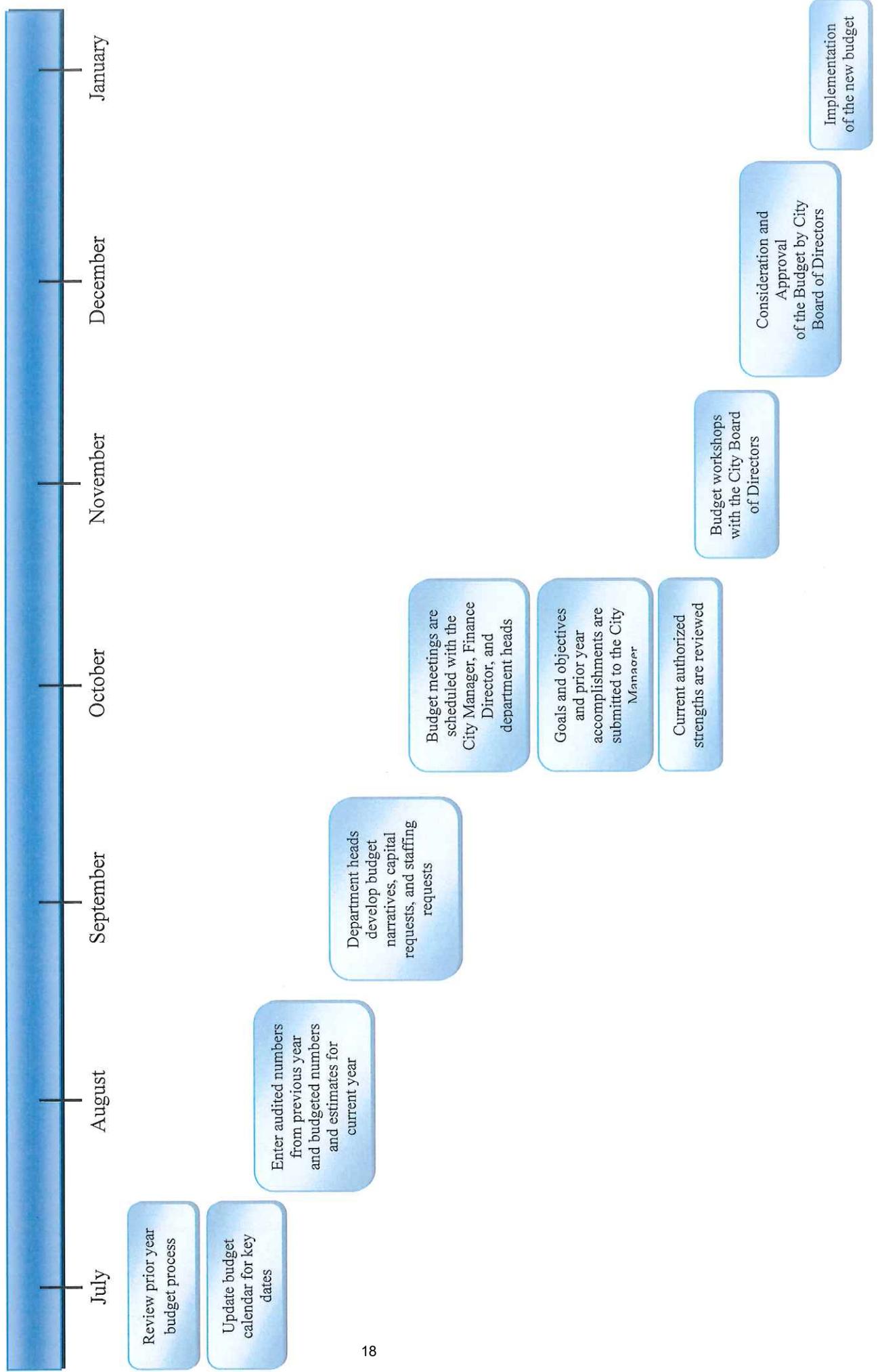
The new budget goes into effect and departments carry out their operations according to the budget. Monthly financial statements are prepared and provided with departmental reports to the Mayor and Board of Directors.

Budget Amendments

Budget amendments may be done during the course of the year. Department heads have the authority to submit any budget amendment requests to the City Manager for approval as long as the amendment only affects O & M and does not increase their overall adopted budget. Any budget amendment request that increases a fund's overall approved expenditures must be taken to the Mayor and Board of Directors for approval. These are included as an agenda item to be discussed during a Board of Director's meeting.

CITY OF TEXARKANA, ARKANSAS

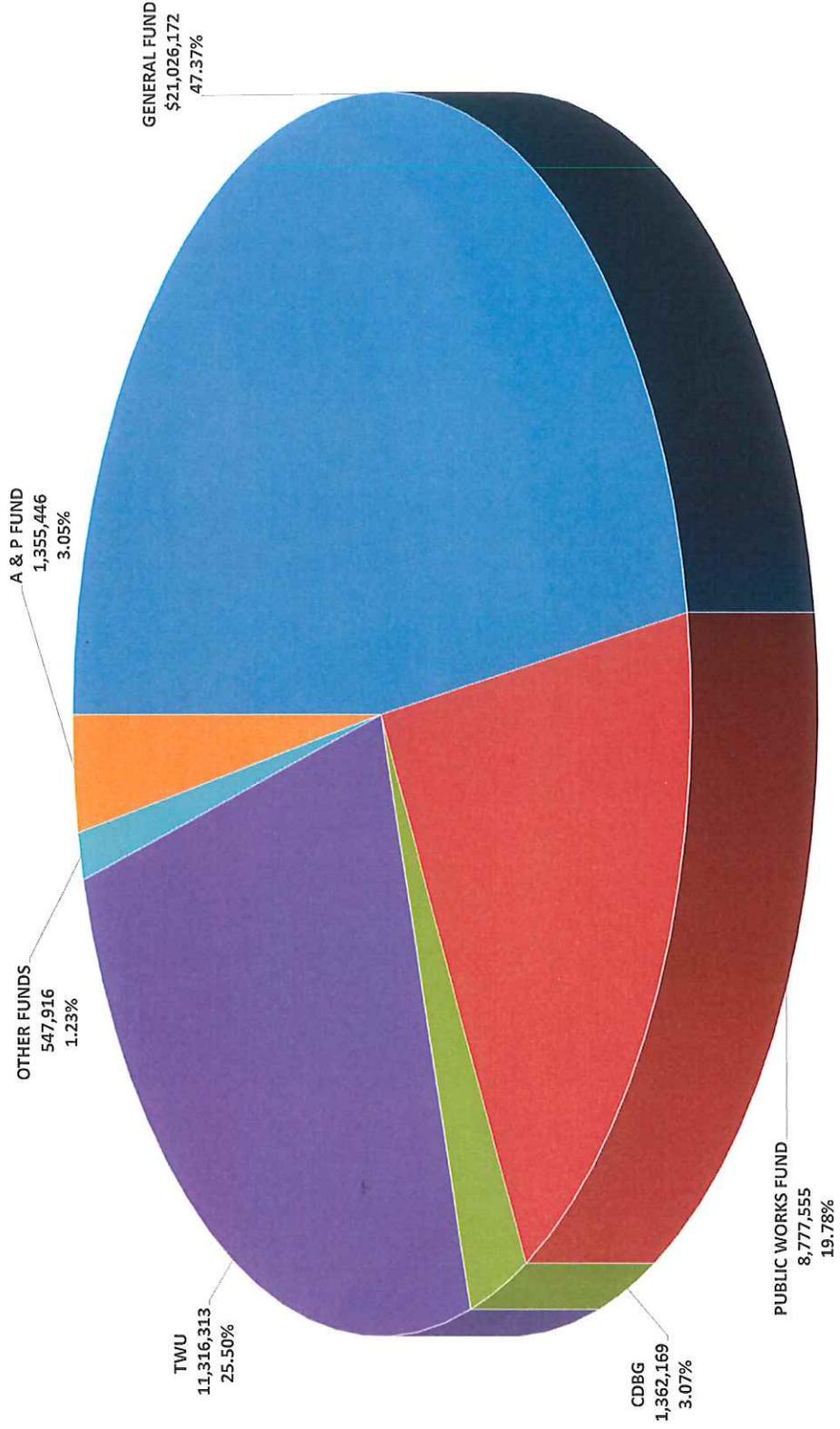
THE 2020 BUDGET PROCESS



Summary of Revenues & Expenditures

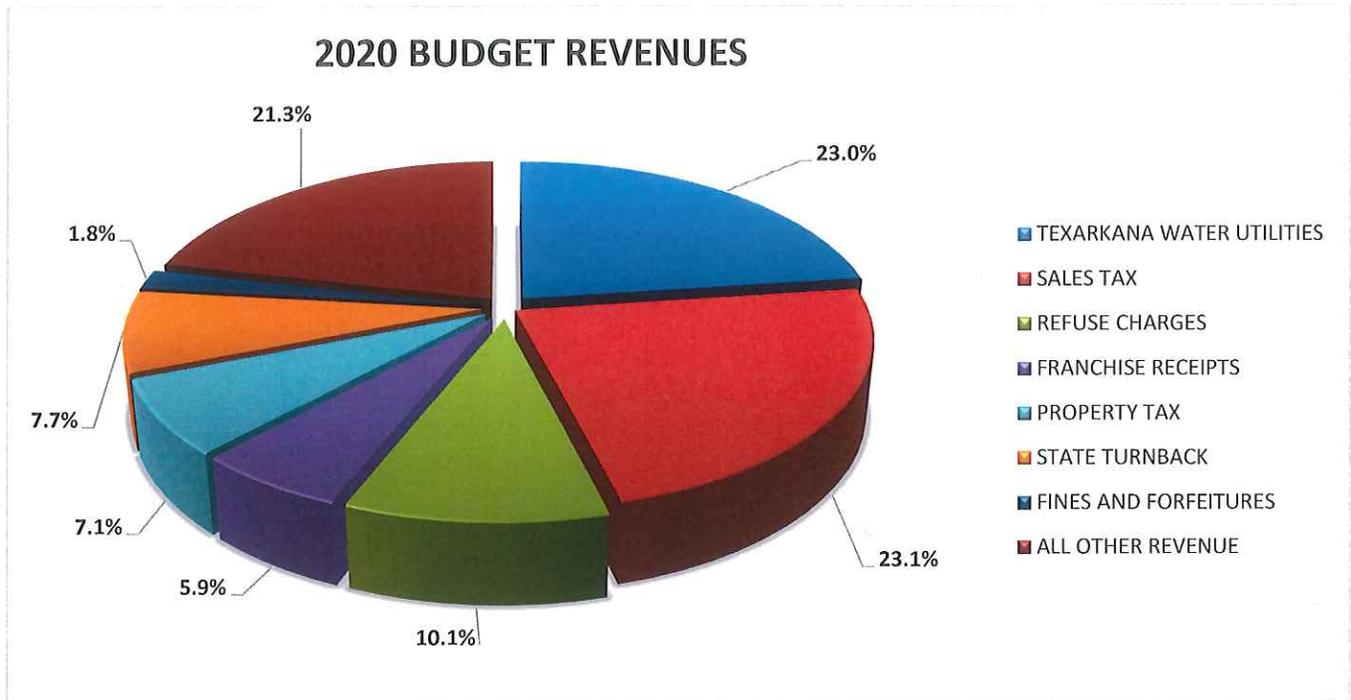
| | <i>ACTUAL 2018</i> | <i>BUDGET 2019</i> | <i>ESTIMATED 2019</i> | <i>PROPOSED 2020</i> |
|---|------------------------|------------------------|---------------------------|--------------------------|
| REVENUES | | | | |
| GENERAL FUND | \$ 20,218,646 | \$ 19,756,325 | \$ 20,202,179 | \$ 21,026,172 |
| PUBLIC WORKS FUND | 7,638,492 | 7,846,237 | 8,037,668 | 8,777,555 |
| CDBG | 189,373 | 477,169 | 256,878 | 1,362,169 |
| TWU | 10,006,473 | 10,321,712 | 10,005,568 | 10,192,693 |
| OTHER FUNDS | 609,798 | 589,951 | 628,998 | 611,656 |
| A & P FUND | 1,171,147 | 1,161,440 | 1,266,451 | 1,284,400 |
| APPROPRIATED FUND BALANCE | 0 | 0 | 0 | 1,130,926 |
| TOTAL REVENUES | \$ 39,833,929 | \$ 40,152,834 | \$ 40,397,742 | \$ 44,385,571 |
| EXPENDITURES | | | | |
| GENERAL FUND | \$ 18,566,501 | \$ 19,884,839 | \$ 21,029,692 | \$ 21,026,172 |
| PUBLIC WORKS FUND | 7,664,157 | 8,834,273 | 8,969,680 | 8,777,555 |
| CDBG | 197,768 | 477,169 | 253,909 | 1,362,169 |
| TWU | 10,098,995 | 11,209,683 | 10,684,263 | 11,316,313 |
| OTHER FUNDS | 530,802 | 1,046,934 | 510,538 | 547,916 |
| A & P FUND | 1,293,718 | 1,431,604 | 1,431,604 | 1,355,446 |
| APPROPRIATED FUND BALANCE | 0 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | \$ 38,351,941 | \$ 42,884,502 | \$ 42,879,686 | \$ 44,385,571 |
| NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE | 1,481,988 | | (2,481,944) | 0 |

City-Wide Summary of Expenditures - FY 2020



MAJOR REVENUES AND EXPENSES

There are minimal revenue sources that comprise a major part of the City's total revenue. The largest source of revenue for the City is sales tax. The following pie chart shows the major revenues for the City. The table following the pie chart shows each revenue source that exceeds \$1,000,000, the percentage of the total, the cumulative total, and the cumulative percentage of total. We have also included the revenue for fines and forfeitures totaling \$820,565. The last row in the table is a total of all other revenues, each of which is less than \$1,000,000. As shown, this entire group makes up 21.3% of the total figure.



| | 2020 BUDGET | % OF TOTAL | CUMULATIVE AMOUNT | CUMULATIVE % OF TOTAL |
|---------------------------|---------------------|----------------|---------------------|-----------------------|
| TEXARKANA WATER UTILITIES | \$10,192,693 | 23.0% | \$10,192,693 | 23.0% |
| SALES TAX | \$10,236,000 | 23.1% | \$20,428,693 | 46.0% |
| REFUSE CHARGES | \$4,461,000 | 10.1% | \$24,889,693 | 56.1% |
| FRANCHISE RECEIPTS | \$2,614,575 | 5.9% | \$27,504,268 | 62.0% |
| PROPERTY TAX | \$3,173,001 | 7.1% | \$30,677,269 | 69.1% |
| STATE TURNBACK | \$3,431,500 | 7.7% | \$34,108,769 | 76.9% |
| FINES AND FORFEITURES | \$820,565 | 1.8% | \$34,929,334 | 78.7% |
| SUBTOTAL | \$34,929,334 | 78.7% | | |
| ALL OTHER REVENUE | \$9,456,237 | 21.3% | \$9,456,237 | 100% |
| TOTAL REVENUE | \$44,385,571 | 100.00% | \$44,385,571 | 100% |

MAJOR REVENUES AND EXPENSES

The next table shows the same revenue sources, but in addition to the 2020 budget amounts, it shows, in the same order, the corresponding figures for 2018 actual and 2019 estimated budget. Following the table are comments on the 2020 major revenue sources.

| | 2018 ACTUAL | 2019 ESTIMATED | 2020 BUDGET | CHANGE | PERCENT |
|---------------------------|------------------------|---------------------------|------------------------|--------------------|----------------|
| TEXARKANA WATER UTILITIES | \$10,006,473 | \$10,005,568 | \$10,192,693 | \$187,125 | 1.9% |
| SALES TAX | \$9,991,710 | \$10,009,000 | \$10,236,000 | \$227,000 | 2.3% |
| REFUSE CHARGES | \$4,396,120 | \$4,437,000 | \$4,461,000 | \$24,000 | 0.5% |
| FRANCHISE RECEIPTS | \$2,757,501 | \$2,609,573 | \$2,614,575 | \$5,002 | 0.2% |
| PROPERTY TAX | \$3,067,864 | \$3,147,500 | \$3,173,001 | \$25,501 | 0.8% |
| STATE TURNBACK | \$3,197,744 | \$3,319,628 | \$3,431,500 | \$111,872 | 3.4% |
| FINES AND FORFEITURES | \$719,490 | \$854,165 | \$820,565 | (\$33,600) | -3.9% |
| SUBTOTAL | \$34,136,902 | \$34,382,434 | \$34,929,334 | \$546,900 | 1.6% |
| ALL OTHER REVENUE | \$5,697,027 | \$6,015,308 | \$9,456,237 | \$3,435,929 | 57.1% |
| TOTAL REVENUE | \$39,833,929 | \$40,397,742 | \$44,385,571 | \$3,987,829 | 9.9% |

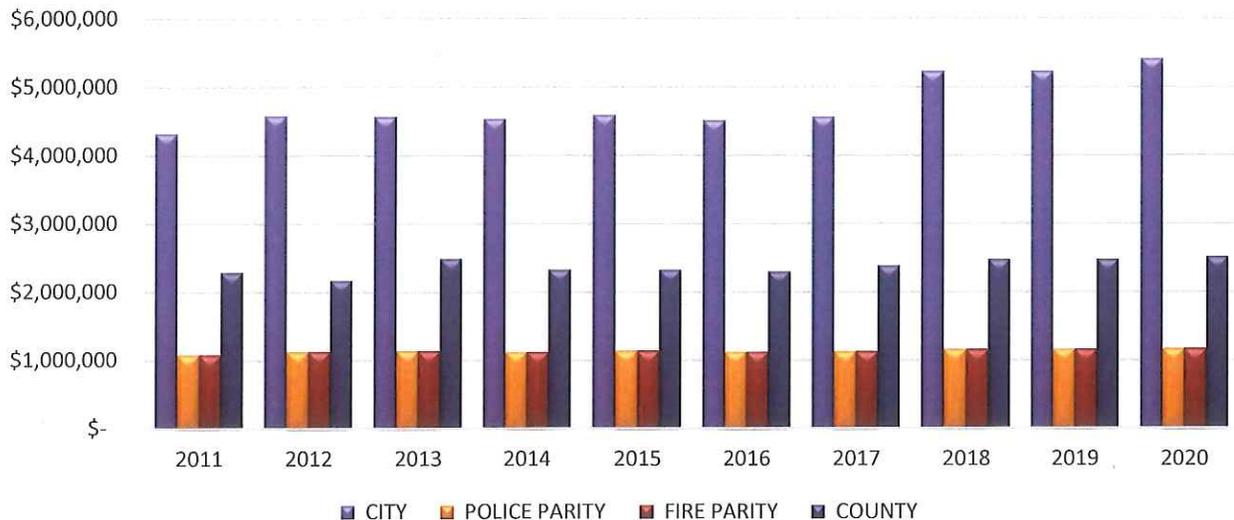
Texarkana Water Utilities (TWU) - \$10,192,693: Texarkana Water Utilities is a joint department of the City of Texarkana, Arkansas and the City of Texarkana, Texas. The primary function for TWU is to provide water and sewer services to both cities and the surrounding area. TWU produces drinking water from two surface reservoirs, Wright Patman in Bowie County, Texas and Millwood in Little River County, Arkansas. TWU is also responsible for the pumping and reclamation of wastewater and the ultimate disposal of the residual biosolids for both Cities in a manner that is efficient, environmentally safe, and meets all regulatory agency requirements. TWU provides solid waste billing and computer networking and maintenance to both Cities.

Sales Taxes - \$10,236,000: The City's leading own-source revenue is sales tax. Sales taxes primarily come from four separate sources; a two percent city tax based on point of sale, a quarter percent police parity tax based on point of sale, a quarter percent fire parity tax based on point of sale, and a portion of the county's one and one-quarter percent tax based on an Interlocal Cooperation Agreement between Miller County, Arkansas and the municipal corporations of the State of Arkansas located within the county. Per the agreement, the City of Texarkana receives forty-five percent of the county sales tax collections. For 2020, the City has budgeted for \$5,411,000 in city sales tax revenue, \$1,161,000 in police parity sales tax revenue, \$1,161,000 in fire parity sales tax revenue, and \$2,503,000 in county sales tax revenue.

The two percent city sales tax, the quarter percent police parity sales tax, and the quarter percent fire parity sales tax has not changed since 2008. The sales taxes are collected by vendors and remitted to the State of Arkansas on a monthly basis, along with the state sales tax. The State then makes a distribution to the City's General Fund. The timing of the receipt of the tax payment is two months behind the time it is originally collected by the vendor. There is a 2.3% increase in sales tax revenue for the 2020 estimated budget.

MAJOR REVENUES AND EXPENSES

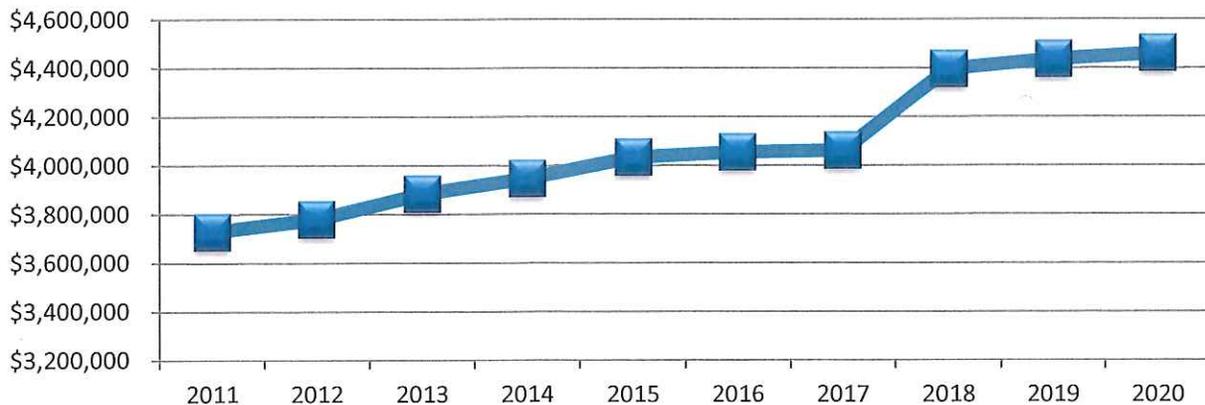
SALES TAX REVENUE



Refuse Charges - \$4,461,000: The City handles its own solid waste collection through licensed garbage collectors who contract with the City and are assigned a specific territory from which to collect residential garbage and yard waste. Each household is charged \$20.92 per month. This amount pays for the collection and disposal of garbage from each household. The refuse utility bill breakdown is as follows: \$10.62 for the cost of pick up and hauling, \$2.54 for residential landfill charges, \$0.15 for shop landfill charges, \$0.26 for uncollectable, \$3.25 for the general fund, \$3.10 for the street fund, and \$1.00 for Texarkana Water Utilities residential payment collection.

Commercial establishments may hire their own hauler from those licensed by the City and it will be billed along with water and sewer from Texarkana Water Utilities. Commercial collection rates are established by the City. A 0.5% increase in refuse charges revenue is budgeted for year 2020 proposed budget.

REFUSE CHARGES REVENUE

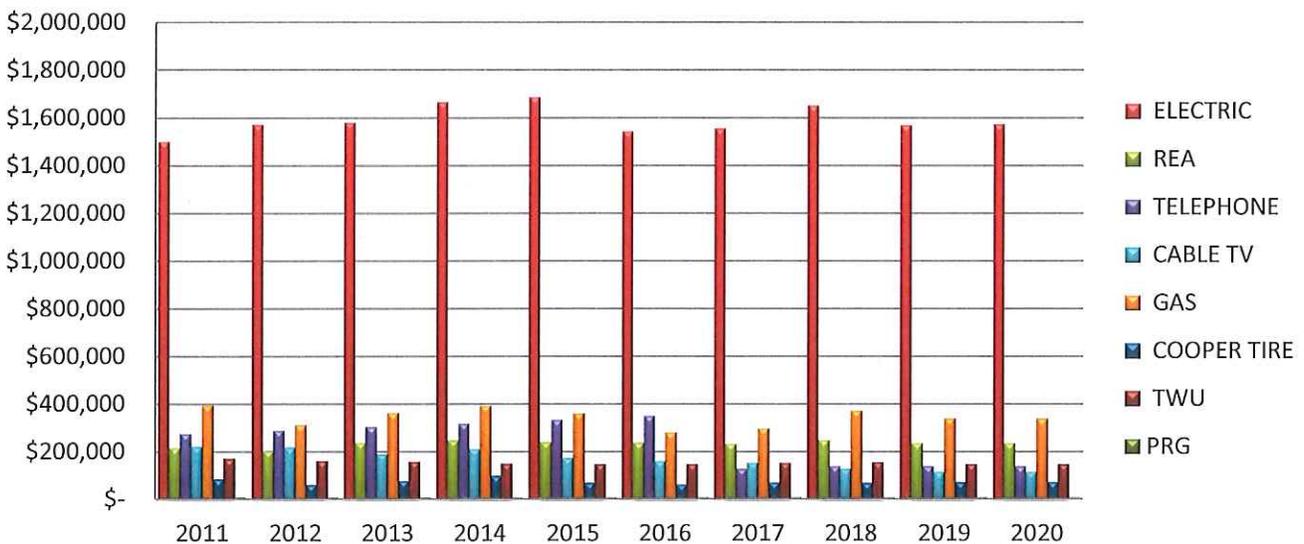


MAJOR REVENUES AND EXPENSES

Franchise Receipts - \$2,614,575: The City charges a franchise fee to various utility companies for the rendition of local telephone exchange services, electric distribution system operations, or natural or manufactured gas distribution system operations within the City. Franchise fees are collected on all revenues received by the franchise grantees for services rendered within the City. In June of 1981, the City levied a four percent franchise fee. A two percent increase was enacted in 2005, raising the franchise fee to six percent. The industrial customers were not subject to the two percent increase. This fee is charged for preservation of the public peace and health and safety.

In July of 2005, the City passed an ordinance for a voluntary payment in lieu of taxes of five percent of the gross water sales of Texarkana Water Utilities (TWU) plus the amount of property taxes that would have been paid in Arkansas if the water utility had been privately owned. A 0.2% increase for franchise receipts revenue is budgeted for year 2020 proposed budget.

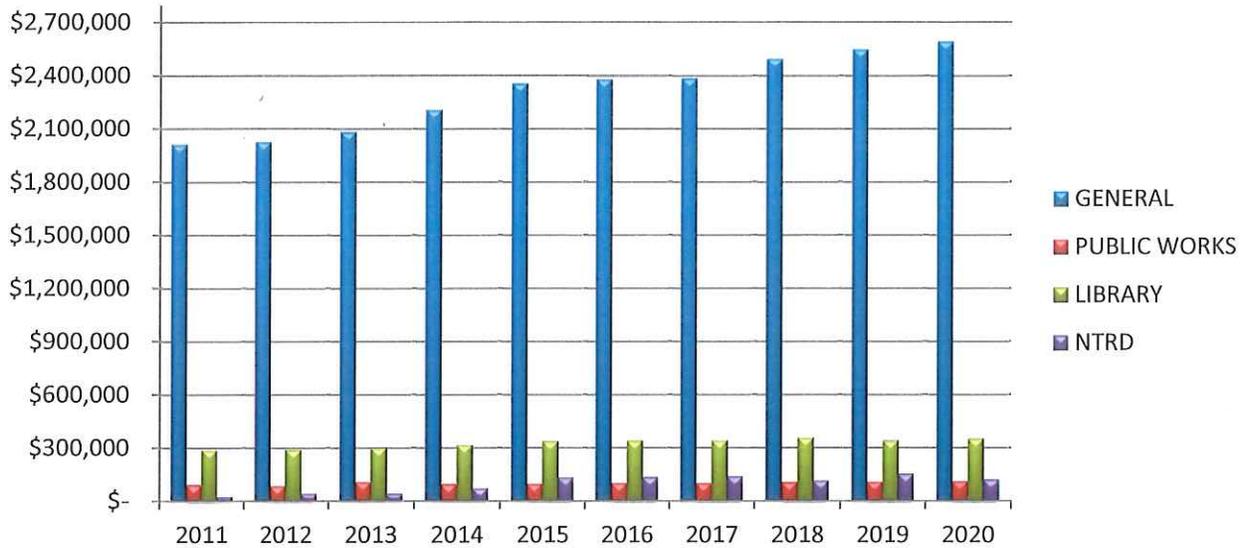
FRANCHISE RECEIPTS REVENUE



Property Tax - \$3,173,001: Property taxes provide revenues for four of the City's funds. They are the General Fund, Public Works Fund, Library Fund, and North Texarkana Redevelopment District Fund. Each year the City is required to establish the property tax levy for that year, which is then applied by Miller County to property tax bills in the following year. The current tax levy is five mils on the dollar for General Fund operations, one mil on the dollar each for the Fire Pension Fund, Police Pension Fund, and Library fund, and 2.5 mils on the dollar for general obligation bond debt service payments. A 0.8% increase for property tax revenue is budgeted for year 2020 proposed budget.

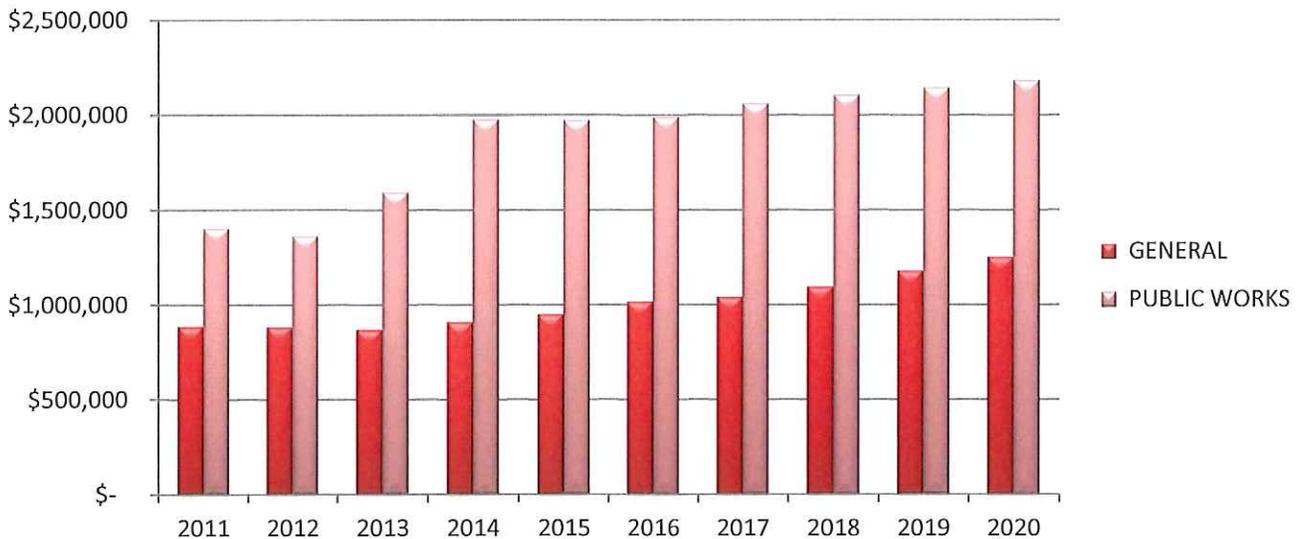
MAJOR REVENUES AND EXPENSES

PROPERTY TAX REVENUE



State Turnback - \$3,431,500: The Municipal Aid Fund (State Turnback) consists of general revenues provided under the Revenue Stabilization Law and special revenues provided under the Arkansas Highway Revenue Distribution Law. Distributions of revenue are made within ten days after the close of each calendar month. The amount to be apportioned is to be in the proportion that each population bears to the total population of all cities and incorporated towns. In November 2012, citizens voted for a temporary 1/2-cent sales tax to provide funding for highways, bridges, roads, and other surface transportation projects across the state. A 3.4% increase in state turnback revenues is budgeted for the 2020 proposed budget.

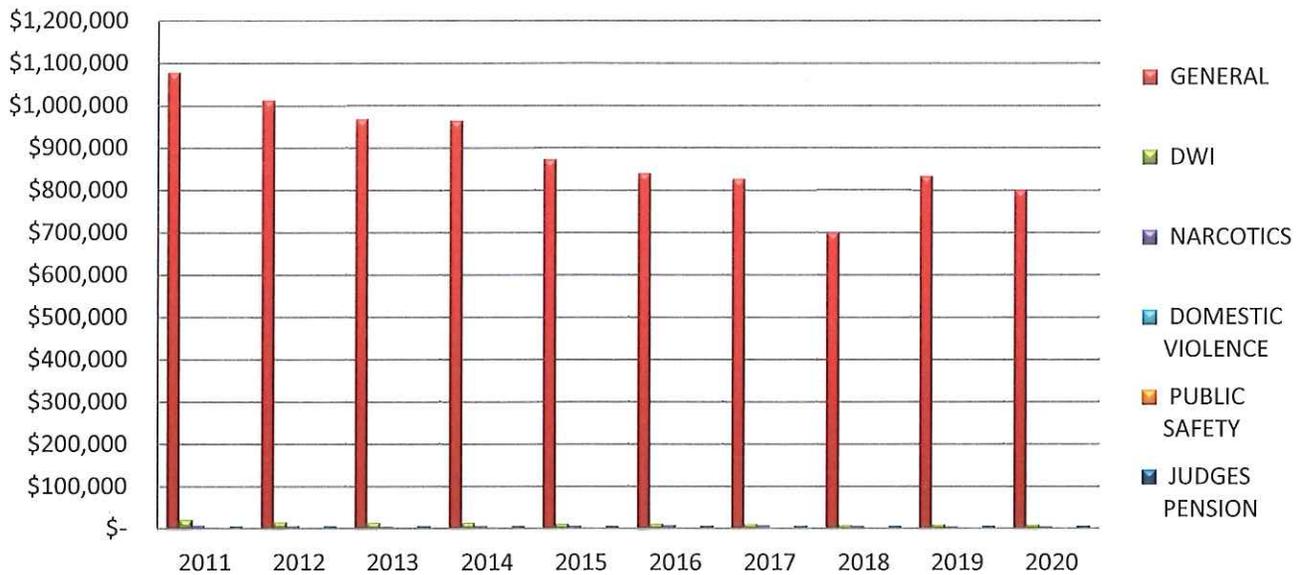
STATE TURNBACK REVENUE



MAJOR REVENUES AND EXPENSES

Fines and Forfeitures - \$820,565: Fines and forfeitures provide revenue for six of the City's funds. They are General Fund, DWI Fund, Narcotics Fund, Domestic Violence Fund, Public Safety Fund, and Judge's Pension Fund. These revenues come from fines, forfeitures, probation fees, small claims fees, E-911 charges, the city attorney fund, incarcerating prisoners, and life skills fees. Since the year 2011, there has been a decrease in this revenue which can be attributed to the defendants electing community service or serving jail time in lieu of payments. This is a trend seen across the state of Arkansas.

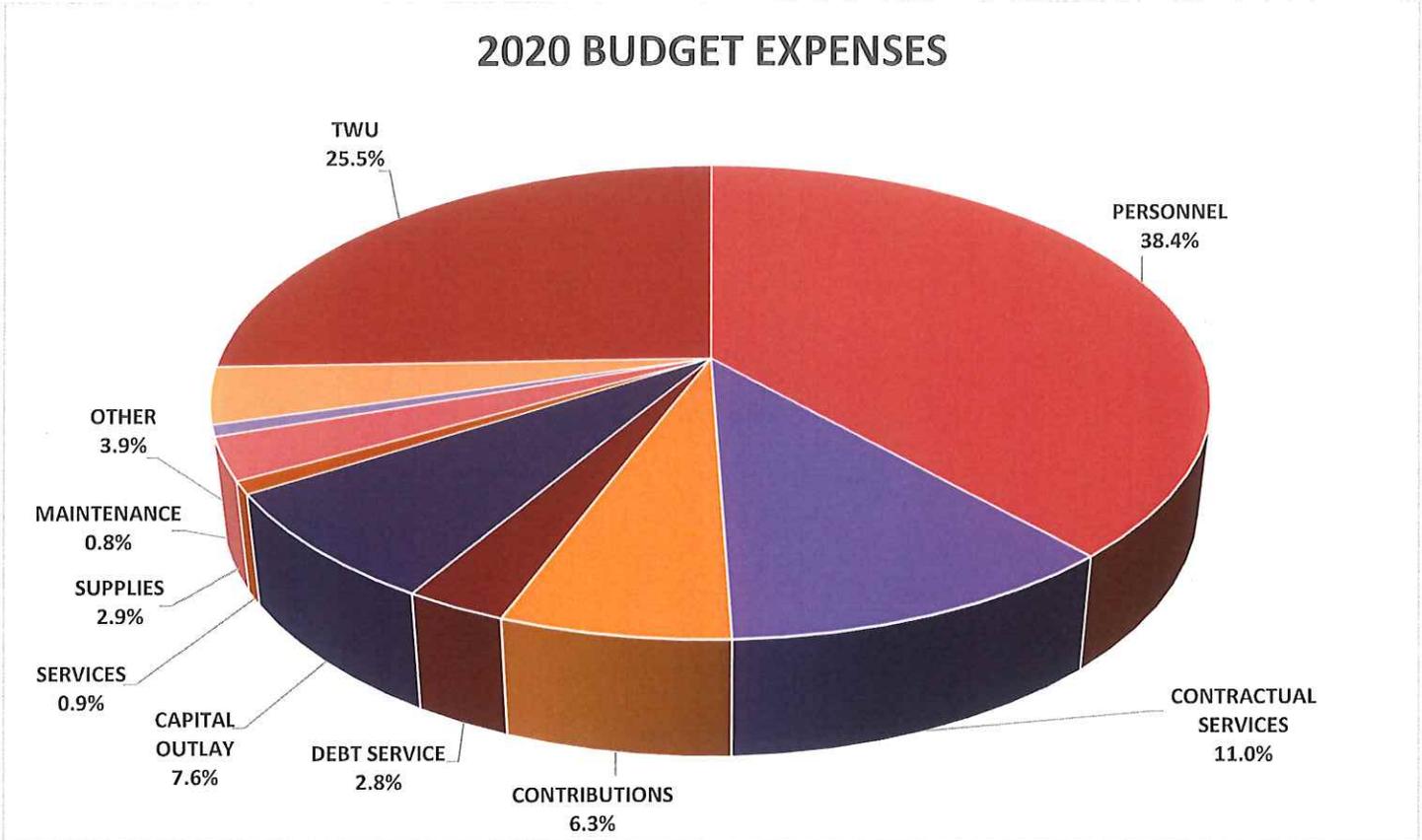
FINES AND FORFEITURES



MAJOR REVENUES AND EXPENSES

MAJOR EXPENSES

The following pie chart displays the major 2020 expenses of the City. The table following the pie chart shows the corresponding 2018 actual amounts and 2019 estimated amounts, as well as the 2020 proposed figures.



| | 2018 ACTUAL | 2019 ESTIMATED | 2020 PROPOSED | % OF TOTAL |
|-----------------------|---------------------|---------------------|---------------------|---------------|
| PERSONNEL | \$15,664,393 | \$16,372,918 | \$17,053,038 | 38.4% |
| CONTRACTUAL SERVICES | \$4,525,303 | \$4,737,625 | \$4,895,326 | 11.0% |
| CONTRIBUTIONS | \$3,240,710 | \$3,777,216 | \$2,785,355 | 6.3% |
| DEBT SERVICE | \$1,062,325 | \$1,061,884 | \$1,242,737 | 2.8% |
| CAPITAL OUTLAY | \$795,189 | \$3,626,644 | \$3,360,167 | 7.6% |
| SERVICES | \$416,022 | \$385,304 | \$384,495 | 0.9% |
| SUPPLIES | \$1,155,782 | \$1,191,962 | \$1,286,928 | 2.9% |
| MAINTENANCE | \$296,858 | \$370,375 | \$347,750 | 0.8% |
| OTHER | \$1,096,365 | \$671,497 | \$1,713,463 | 3.9% |
| TWU | \$10,098,995 | \$10,684,263 | \$11,316,313 | 25.5% |
| TOTAL EXPENSES | \$38,351,941 | \$42,879,686 | \$44,385,571 | 100.0% |

*Total Expenses do not include Appropriated Fund Balance

MAJOR REVENUES AND EXPENSES

Personnel- \$17,053,038: The cost of the staff is a major expense category for most municipalities. There is increase in the personnel expense from the 2019 estimated budget and personnel expenses are estimated to account for 38.4% of the total expenses for 2020.

Texarkana Water Utilities (TWU)- \$11,316,313: TWU is a joint department of the Cities of Texarkana, Arkansas and Texarkana, Texas, whose primary function is to provide water and sewer services to both cities and the surrounding area. TWU accounts for 25.5% of the City's 2020 expense budget.

Contributions- \$2,785,355: The City makes contributions to help support local organizations such as the Chamber of Commerce, the Animal Care and Adoption Center, the library, local arts, the airport, etc. The largest contribution budgeted will be paid to the Bi-State Justice Center. This location integrates both the Texarkana, Arkansas and Texarkana, Texas Police Departments, Arkansas District Probation Department, Texarkana, Arkansas District Court, Texarkana, Texas Municipal Court and Bowie County District Court, Bowie County Sheriff's Department, Bowie County Adult Probation, Texas Sixth District Court of Appeals, Central Records and Communications and the entire fourth floor for the jail. Contributions account for 6.3% of the City's 2020 expense budget.

Contractual Services- \$4,895,326: These fees are for expenses such as rental of equipment, travel and training, professional services, communications, utility services, and refuse and landfill. Contractual services accounted for 11.0% of the 2020 expenditure budget. The City handles its own solid waste collection through licensed garbage collectors who contract with the City and are assigned a specific territory from which to collect residential garbage and yard waste. The City has been divided into three areas to facilitate this service. All commercial establishments must dispose of its garbage through a hauler licensed with the City of Texarkana, Arkansas. Refuse and landfill charges are \$3,279,300 and account for 7.39% of the 2020 expenditure budget for the City.

Capital Outlay- \$3,360,167: The City allocates funds to acquire, maintain, repair, and upgrade assets. Capital outlay accounted for 7.6% of the 2020 expenditure budget.

Supplies- \$1,286,928: These fees are for operating supplies and necessary purchases to maintain day to day operations. Supplies accounted for 2.9% of the 2020 expenditure budget.

All Other- \$1,713,463: This includes all remaining expenses with no single category exceeding \$1,000,000.

Capital Asset Policy

Capital Asset Policy

The City's capital asset policy is as follows:

- Assets will only be capitalized if they have an estimated useful life of more than two years;
- The threshold cost will be a minimum of \$5,000 for any individual item;
- Capital assets will be depreciated using the straight-line method over the following useful lives:
 - * Building 40 years
 - * Improvements other than buildings 20 years
 - * Machinery and equipment 5 to 20 years
 - * Infrastructure 10 to 30 years
- The estimated useful lives will be determined based on the City's past experience with similar assets and consideration of the following factors:
 - * Quality
 - * Application
 - * Environment
- Assets acquired by gift or bequest are to be recorded at their fair market value at the date of transfer;
- The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend the asset life are not to be capitalized;
- A periodic physical inventory on capital assets will be performed, at least on a test basis, once every five years.

Capital Asset Budget

The City's capital asset budget has increased in 2020. The current resources are authorized primarily for sidewalk construction, park equipment, and street improvements. The City identified capital assets of all types and coordinated with the annual operating budget to maintain full utilization of available revenue sources. The City incorporates the reasonable findings and recommendations of the other City Boards, Commission, and Committees as they relate to capital assets. Public hearings are held in relation to the establishment of certain capital asset projects.

| Fund | Description | Amount |
|--------------|---|-----------|
| General Fund | Camera for live streaming of Board meetings | \$15,000 |
| General Fund | Ten camera systems for police vehicles | \$50,000 |
| General Fund | Five new patrol vehicles | \$150,000 |
| General Fund | Staff Vehicles | \$30,000 |
| General Fund | Fire Trucks | \$100,000 |
| General Fund | Street capital projects | \$286,000 |
| General Fund | Regency Building demolition | \$250,000 |
| General Fund | New Animal Care & Adoption Center building | \$818,000 |
| Public Works | Recycling facility supplies | \$11,000 |
| Public Works | Purchase dump truck & 1-ton flat bed | \$200,000 |
| Public Works | Generator for City Hall | \$40,000 |
| Public Works | Various park projects | \$10,000 |
| Public Works | Texarkana Rec Center Improvements | \$138,320 |
| Public Works | Nix Creek-Jackson Street Trail | \$92,140 |

Capital Asset Policy

| | | |
|--------------|--|--------------------|
| Public Works | EDP Sports Complex trail connection | \$90,627 |
| Public Works | Siebert Street trail | \$39,872 |
| Public Works | Park trail connections | \$90,749 |
| Public Works | Tractor with belly mower for Parks Department | \$25,000 |
| Public Works | Section 108 loan reserve | \$60,000 |
| Public Works | New software for Public Works Department | \$40,000 |
| Public Works | Drainage Improvements | \$80,000 |
| Public Works | Joey Lane Washout | \$7,688 |
| Public Works | Sanderson Lane road improvements | \$271,000 |
| Public Works | Cherry Street road improvements | \$46,000 |
| Public Works | Highway 71 Bridge light installation | \$8,500 |
| Public Works | East 50 th Street road improvements | \$275,000 |
| | TOTAL | \$3,224,896 |

The effects of the General Fund's capital expenditures are as follows:

- The purchase of new patrol cars will decrease maintenance costs for the Police department.
- The purchase of staff vehicles will reduce maintenance costs for the Fire department.
- The Animal Care and Adoption Agency is building a new facility.

The effects of the Public Work's capital expenditures are as follows:

- Additional supplies for the recycling facility program will increase revenue.
- Equipment for the Public Works department will decrease overtime for personnel and maintenance costs.
- The generator will serve as back-up energy for City Hall which will decrease overtime in personnel and aid in maintaining the current standard of operations.
- Construction of the EDP Sports Complex will produce revenue and increase maintenance costs.
- Road improvements, drainage improvements, and bridge light installation will reduce maintenance costs and overtime personnel costs.

Capital Asset Funding

Capital assets are prioritized by year and by funding source. Every attempt is made to match projects and improvements with available funding sources. Future operating costs associated with a project or an improvement will also be given consideration in the establishment of priorities. Without a future dedicated funding source, capital needs will be limited to available resources or future bond issues. The City will seek Federal, State, and other funding to assist in financing capital assets. When both restricted and unrestricted resources are available for use, generally it is the City's policy to use restricted resources first. For projects funded by tax-exempt debt proceeds and other sources, the debt proceeds are used first.

Capital Asset Policy

| Fund | Description | Amount |
|--------------|--------------------------------|------------------|
| General Fund | Remaining funds for FEMA grant | \$30,000 |
| Public Works | State Recycling Grant | \$11,000 |
| Public Works | City Parks & Tourism | \$69,160 |
| Public Works | RTP Grant | \$313,388 |
| Public Works | FEMA Grant | \$5,766 |
| | TOTAL | \$429,314 |

DEBT

DEBT

The City has Four outstanding bonds. The bonds are comprised of various issues for the purpose of capital improvements for the police department, fire department, streets department, public infrastructure, and the Crossroads Business Park. Bonds outstanding at December 31, 2018, are as follows:

| | Interest Rates | Final Maturity Date | Principal at December 31, 2019 |
|--------------------------------------|-----------------|---------------------|--------------------------------|
| Revenue Bond, Series 2018 | 2.00 - 3.625% | April 1, 2032 | \$2,125,000.00 |
| Revenue Bond, Series 2015 | 1.125% - 3.875% | April 1, 2040 | \$3,365,000.00 |
| Revenue Bond, Series 2012 | 1.00% - 4.00% | September 1, 2038 | \$8,235,000.00 |
| General Obligation Bond, Series 2012 | 2.00% - 5.00% | February 1, 2042 | \$8,870,000.00 |
| TOTAL | | | \$22,595,000.00 |

Franchise Fee Secured Refunding Revenue Bonds, Series 2012 – On June 1, 2012, the City issued \$10,300,000 in Franchise Fee Secured Refunding Revenue Bonds, Series 2012 for the purpose of refunding the Issuer’s outstanding Franchise Fee Secured Capital Improvement and Refunding Revenue Bonds, Series 2008, fund a debt service reserve, and pay the cost of issuance of the Series 2012 Bonds. The Bonds are not general obligations of the Issuer but are special obligations payable solely from the revenues received by the Issuer from all franchise fees charged to public utilities for the privilege of using the City’s streets and rights-a-way and from funds and moneys pledged to the payment of the Bonds under a Trust Indenture, dated as of June 1, 2012, between the City and Regions Bank, as Trustee. The bonds bear interest between 1.00% and 4.00%.

Franchise Fee Secured Refunding Revenue Bonds, Series 2015 – On August 1, 2015, the City issued \$3,770,000 in Franchise Fee Secured Refunding Revenue Bonds, Series 2015 for the purpose of refunding the Issuer’s outstanding Franchise Fee Secured Capital Improvement Revenue Bonds, Series 2010; to fund a debt service reserve; and to pay the cost of issuance of the Series 2015 Bonds. The Bonds are not general obligations of the Issuer but are special obligations payable solely from the revenues received by the Issuer from all franchise fees charged to public utilities for the privilege of using the City’s streets and rights-a-way and from funds and moneys pledged to the payment of the Bonds under a Trust Indenture, dated as of August 1, 2015, between the City and the Bank of the Ozarks, as Trustee. The bonds bear interest between 1.125% and 3.875%.

Capital Improvement and Refunding Limited Tax General Obligation Bonds, Series 2012 – On September 1, 2012, the City issued \$10,160,000 in Capital Improvement and Refunding Limited Tax General Obligation bonds for the purpose of financing capital improvements consisting generally of street improvements, including streets and street lighting, alleys, sidewalks, roads, bridges, and viaducts; to refund the Issuer’s General Obligation Refunding and Capital Improvement Bonds, Series 2000; and to pay the costs of issuance of Bonds. The Bonds are limited tax general obligations of the City, payable from amounts received by the issuer from a 2.5-mills ad valorem tax levied on all taxable real and personal property located within the jurisdiction limits of the issuer. The bond bears an interest between 2.00% and 5.00%.

Franchise Fee Secured Capital Improvement Revenue Bonds, Series 2018 – on March 13, 2018, the City issued \$2,260,000 in Franchise Fee Secured Capital Improvement Revenue Bonds, Series 2018 for the purpose of purchasing public safety equipment, consisting generally of fire trucks and police communications

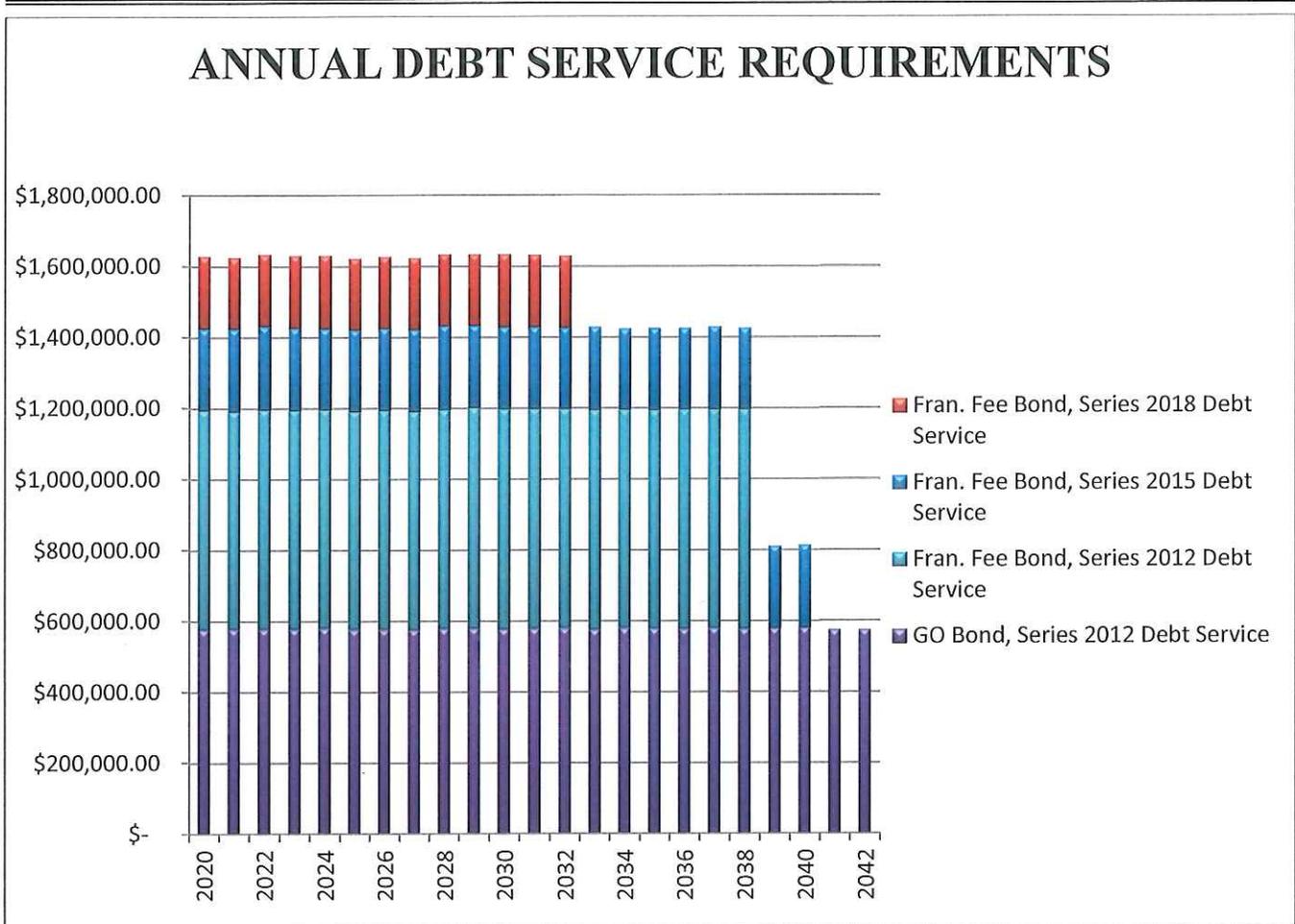
DEBT

equipment, to fund a debt service reserve, and to pay the costs of issuance of the Series 2018 Bonds. The Bonds are not general obligations of the Issuer but are special obligations payable solely from the revenues received by the Issuer from the franchise fees charged for the privilege of using the Issuer's streets and rights-of-way and from funds and moneys pledged to the payment of the Bonds under a Trust Indenture, dated as of March 13, 2018, between the City and the Bank of the Ozarks, as Trustee. The bonds bear interest between 2.00% - 3.625%.

Annual debt service requirements to maturity for bonds as of December 31, 2019, are as follows:

| Annual Debt Service Requirements for 2020 Budget | | | |
|---|---|-----------------------|---------------------------|
| Year | Total Principal & Sinking Fund | Total Interest | Total Debt Service |
| 2020 | 805,000.00 | 822,335.00 | 1,627,335.00 |
| 2021 | 825,000.00 | 799,503.76 | 1,624,503.76 |
| 2022 | 860,000.00 | 773,703.76 | 1,633,703.76 |
| 2023 | 885,000.00 | 745,716.26 | 1,630,716.26 |
| 2024 | 915,000.00 | 714,828.76 | 1,629,828.76 |
| 2025 | 940,000.00 | 681,712.52 | 1,621,712.52 |
| 2026 | 980,000.00 | 646,567.52 | 1,626,567.52 |
| 2027 | 1,015,000.00 | 608,687.52 | 1,623,687.52 |
| 2028 | 1,065,000.00 | 568,470.02 | 1,633,470.02 |
| 2029 | 1,105,000.00 | 528,605.02 | 1,633,605.02 |
| 2030 | 1,145,000.00 | 488,480.02 | 1,633,480.02 |
| 2031 | 1,185,000.00 | 446,822.52 | 1,631,822.52 |
| 2032 | 1,225,000.00 | 403,282.52 | 1,628,282.52 |
| 2033 | 1,070,000.00 | 357,866.25 | 1,427,866.25 |
| 2034 | 1,105,000.00 | 317,340.01 | 1,422,340.01 |
| 2035 | 1,150,000.00 | 274,577.50 | 1,424,577.50 |
| 2036 | 1,195,000.00 | 230,090.01 | 1,425,090.01 |
| 2037 | 1,245,000.00 | 183,290.01 | 1,428,290.01 |
| 2038 | 1,290,000.00 | 135,013.76 | 1,425,013.76 |
| 2039 | 725,000.00 | 85,270.00 | 810,270.00 |
| 2040 | 755,000.00 | 58,218.76 | 813,218.76 |
| 2041 | 545,000.00 | 30,150.00 | 575,150.00 |
| 2042 | 565,000.00 | 10,170.00 | 575,170.00 |

DEBT



LEGAL DEBT LIMITS

The debt limitation is twenty-five percent of total assessed valuation of all real and personal property within the municipality subject to taxation. At December 31, 2019, the City will meet the statutory limitation for its general bonded indebtedness, leaving a sufficient legal debt margin. The existing debt has minimal effect on current operations. The City budgets for the required debt payments. When payment dates begin to approach, spending is closely monitored to ensure the payment will be made in a timely manner. The following table provides the legal debt margin information for the last five years.

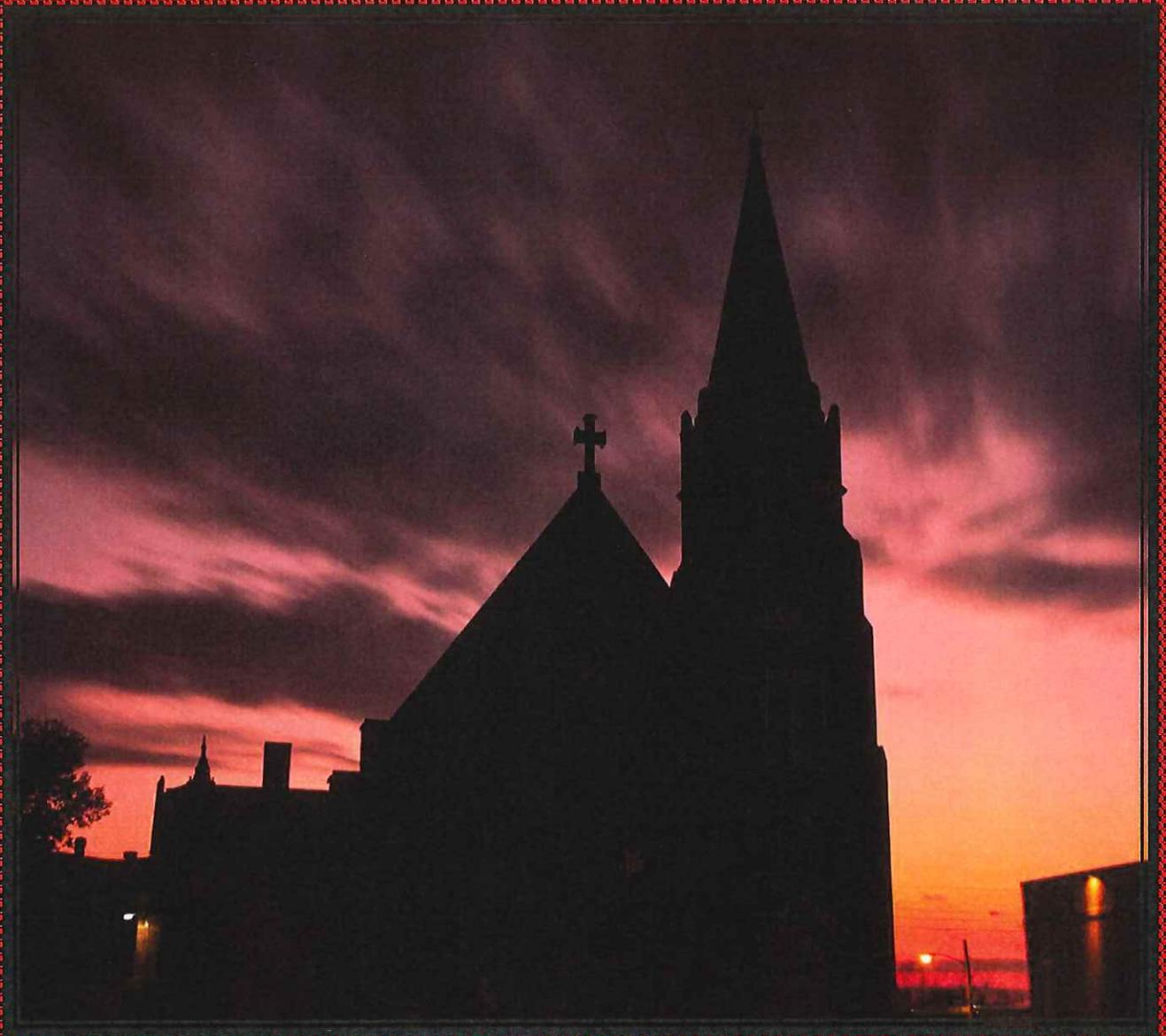
| | 2014 | 2015 | 2016 | 2017 | 2018 |
|---|--------------|--------------|--------------|--------------|--------------|
| Debt Limit | \$84,014,042 | \$89,971,751 | \$91,944,516 | \$95,432,442 | \$96,843,403 |
| Total net debt applicable to limit | 9,301,600 | 8,856,193 | 8,147,993 | 7,762,813 | 7,169,782 |
| Legal debt margin | \$74,712,442 | \$81,115,558 | \$83,796,523 | \$87,669,629 | \$89,673,621 |
| Total net debt to the limit as a percentage of debt limit | 12.45% | 10.92% | 9.72% | 8.85% | 8.00% |

DEBT

Ratios of Outstanding Debt by Type

| Fiscal Year | Governmental Activities | | | | Business-type Activities | | Total Primary Government | Percentage of Personal Income (1) | Per Capita (1) |
|-------------|--------------------------|---------------|-------------------|----------------|--------------------------|----------------|--------------------------|-----------------------------------|----------------|
| | General Obligation Bonds | Revenue Bonds | Installment Loans | Capital Leases | Water Revenue Bonds | Capital Leases | | | |
| 2009 | \$2,765,000 | \$10,145,000 | \$137,817 | \$0 | \$16,909,366 | \$115,638 | \$30,072,821 | 5.83% | \$1,000 |
| 2010 | \$2,230,000 | \$13,700,000 | \$70,337 | \$0 | \$16,096,507 | \$125,077 | \$32,221,921 | 5.39% | \$1,077 |
| 2011 | \$1,660,000 | \$13,510,000 | \$0 | \$0 | \$15,245,457 | \$103,558 | \$30,519,015 | 5.01% | \$1,020 |
| 2012 | \$10,413,920 | \$14,059,571 | \$197,154 | \$34,402 | \$14,360,581 | \$61,012 | \$39,126,640 | 6.07% | \$1,299 |
| 2013 | \$10,405,456 | \$13,787,857 | \$1,062,233 | \$18,261 | \$13,441,214 | \$15,319 | \$38,730,340 | 6.18% | \$1,289 |
| 2014 | \$10,066,992 | \$13,511,143 | \$807,927 | \$1,353 | \$12,566,848 | \$0 | \$36,954,263 | 5.74% | \$1,233 |
| 2015 | \$9,623,528 | \$13,184,382 | \$548,454 | \$39,962 | \$11,483,954 | \$0 | \$34,880,280 | 5.42% | \$1,162 |
| 2016 | \$9,135,064 | \$12,834,303 | \$283,498 | \$22,194 | \$10,359,438 | \$0 | \$32,634,497 | 5.08% | \$1,083 |
| 2017 | \$8,661,600 | \$12,434,224 | \$55,509 | \$3,508 | \$9,192,660 | \$0 | \$30,347,501 | 4.72% | \$1,006 |
| 2018 | \$8,118,136 | \$14,282,725 | \$0 | \$44,579 | \$7,982,470 | \$0 | \$30,427,910 | 4.56% | \$1,010 |

General Fund

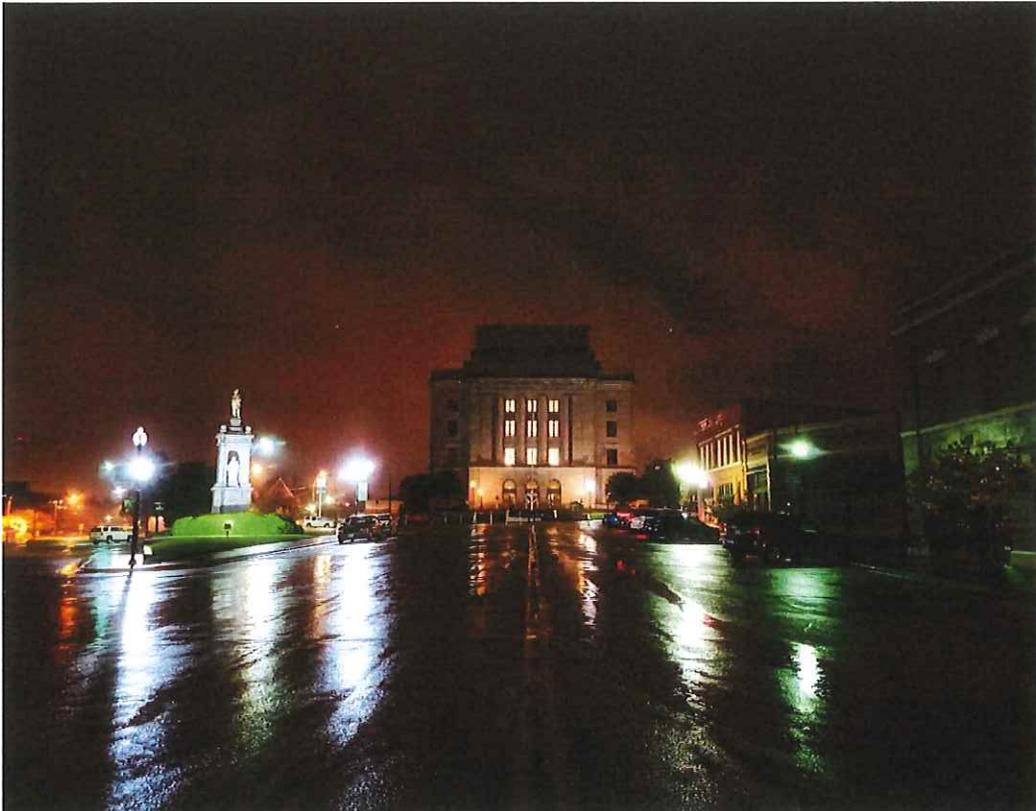


General Fund

FUND DESCRIPTION:

The City's General Fund is the primary operating fund of the City. This fund's revenue sources are comprised of property taxes, sales taxes, franchise fees, grants, fees, and other general revenues. The majority of these funds are discretionary and have very few restrictions. The revenue within the City's General Fund provides the general operations of the City through the departments listed below:

- Administration
- Finance
- City Clerk
- Board of Directors
- Court
- Probation
- Police
- Fire
- Agencies
- Animal Shelter
- Federal JAG Grant



Administration

PROGRAM DESCRIPTION:

The City Manager provides administrative direction to the city's organization in aligning our statement of management policy and service delivery systems to correspond with community values and the Board of Directors' policy priorities consistent with the City Manager Statute. We pledge an informed, professional, effective, and accountable staff to meet community needs.

The City Manager's office is constantly exploring new options in order to make government more understandable, effective, and citizen oriented. The City Manager's office will continue working to maintain the public's trust with respect to the City Manager's form of government.

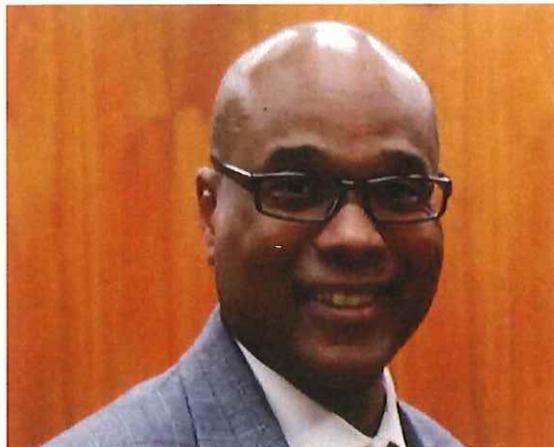
The Marketing and Communications department was combined with the Administrative department in the year 2015. The major objective of the program is to promote City events and programs, along with promoting general tourism to the City of Texarkana, Arkansas. This department is responsible for developing and implementing marketing, public relations, promotional and advertising plans for the City of Texarkana, Arkansas.

PROGRAM FOCUS:

The City Manager's office will develop a transparent and responsive local government that listens and responds. This will be accomplished by continuing to seek involvement of our community in key policy making, continuing to maintain a strong network of neighborhood associations, and implementing more effective ways for citizens to access information.

The City Manager's office has a set of goals which include the following:

- ✧ Initiate open dialog and continue to nurture strong relationships with known and possible future developers such as: retail sales businesses to promote economic growth and industrial businesses to foster employment growth for our citizens.
- ✧ Target all opportunities that promote economic growth in Texarkana, Arkansas.
- ✧ Maintain open and transparent communication with City leaders, the Board of Directors, and developers to assure all opportunities for economic development are promoted.



Finance Department

PROGRAM DESCRIPTION:

The Finance Department is managed by the Finance Director who is primarily responsible for the administration, direction, coordination, and supervision of all financial functions and operations for the City Government, Bi-State Criminal Justice System, the City's Advertising & Promotion Commission, and City Grants. This includes, but is not limited to, preparation of the Annual Operating Budget and Consolidated Annual Financial Report. Some other responsibilities include providing overall direction to personnel involved with the following divisions within the Finance Department. Those divisions are mainly, but not limited to: Human Resources, Payroll, Accounts Payable, Purchasing, Accounts Receivable, Accounting, Insurance, Cash Management, Grants, Tax Collection, and Customer Service.

The accounting division within Finance is responsible for recording and reporting all financial transactions on an accurate and timely basis, preparing financial statements in accordance with Generally Accepted Accounting Principles (GAAP), and issuing internal and special reports as required.

Additional duties include providing expertise and technical coordination of new bond requirements, providing recommendations to the City Manager on short and long-range fiscal policy, and representing the City at public functions involving financial considerations.

The Human Resource unit within Finance is responsible for all personnel management responsibilities for non-civil and civil service employment positions for all departments. This includes, but is not limited to, recruiting and retention, vacancy listings, management of personnel records, maintenance of employee benefits, worker's compensation claims, payroll assistance, and pre-employment screenings. The Personnel Administrator is also the safety representative and liaison for State safety programs, serves as Americans with Disabilities Act contact for the City, and is our Census coordinator. She also assists in ensuring our compliance with current laws and policies in every facet of Human Resources within the City.

PROGRAM FOCUS:

The Department's areas of focus for 2020 will be primarily to continue to align and maintain our goals with the City's "**Mission Statement and Core Values Policy.**" This policy was adopted by the City Board of Directors in 2006.

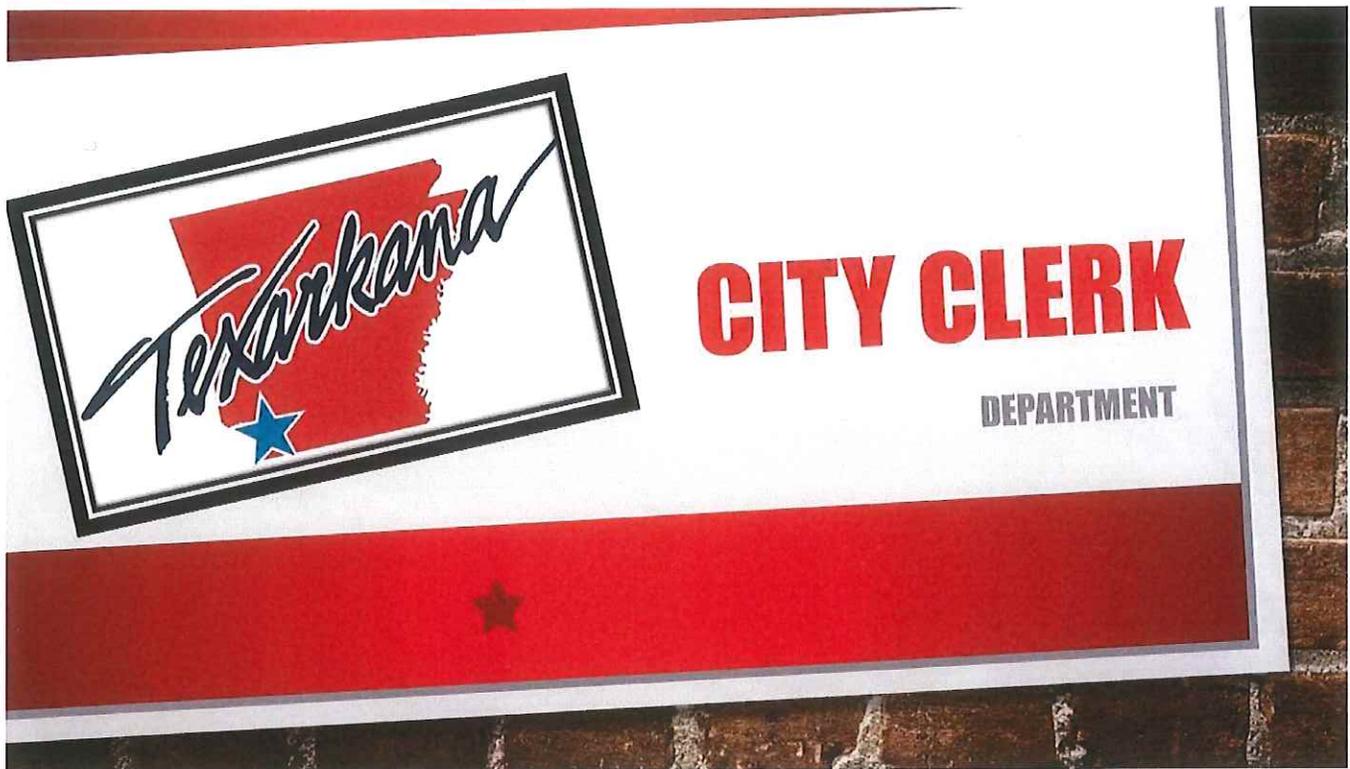
- 1) To continue to provide excellent customer service and strive to achieve harmony within the organization.
- 2) To recruit and retain highly qualified and motivated employees.
- 3) To strive for technological advances in software capabilities and effectively utilize currently available technologies.
- 4) To continue to review and revamp standard operating procedures to create a more streamlined process.
- 5) To continue to take steps that promote environment friendly measures, such as: to distribute information in electronic format when possible, to recycle and reuse to save money and the environment.

Finance Department

- 6) To continue to educate employees and citizens on any area of our knowledge and to educate ourselves to provide more information and assistance.
- 7) To apply for GFOA audit and budget awards.
- 8) To strive to maintain recommended healthy levels of fund balance by closely monitoring expenditures and seeking steady revenue streams.
- 9) To continue to maintain a high level of ethics, professionalism, and integrity.



CITY CLERK DEPARTMENT (CCD)



CITY CLERK DEPARTMENT DESCRIPTION:

- Provides accessibility to information for all persons, creates and protects the transparency of government, and provides an impartial, independent and accurate voice regarding the business of government.
- Serves as a liaison, and bridges the gap, between the Board of Directors, City staff, and the public. It is the mission of the City Clerk Department to establish trust and confidence in City government and to provide effective and efficient public service for all citizens.
- Creates an atmosphere within the City that fosters and sustains the ideas set forth in the Freedom of Information Act.
- Is dedicated to innovative processes and continued preservation of the City's history.

CITY CLERK DEPARTMENT FUNCTION AND DUTIES:

- Custodian of the City seal and authenticates by signature and records all official legislative actions of the Board of Directors.
- Acts as City archivist and historian relating to official acts.
- Provides administrative support to the Mayor and Board of Directors, City Manager, and all City departments, prepares and distributes Board of Directors meeting agendas and minutes, provides access to public records, maintains a comprehensive records management system, and coordinates the codification and publication of the City's Code of Ordinances.

CITY CLERK DEPARTMENT (CCD)

- Provides public notices, fulfills the statutory responsibilities required by law; is responsible for the management of all municipal elections; issues candidate filing papers, candidate disclosure statements, and ballot measures, including initiative, referendum, and recall petitions.
- Pledges an informed, professional, effective, and accountable staff to meet the needs of the Board of Directors, the City staff and the community.
- Maintains an open, diplomatic and neutral relationship with online, print, radio, social and television news media.

| <u>CITY CLERK DEPARTMENT</u> | <u>Current</u> | <u>Proposed</u> |
|------------------------------|----------------|-----------------|
| CITY CLERK | 1 | 1 |
| DEPUTY CITY CLERK | 1 | 1 |
| | <hr/> | <hr/> |
| | 2 | 2 |
| | <hr/> | <hr/> |

Please visit us on the city's website at <http://www.txkusa.org/ar/departments/city-clerk>.

Miller County District Court City Division

PROGRAM DESCRIPTION

The District Court has city-wide jurisdiction over misdemeanor cases, traffic court, civil cases of less than \$25,000, and small claims cases in matters of less than \$5,000. A small claims division of District Court provides a forum in which citizens represent themselves to resolve minor civil matters. The District Court is under the direction of the District Court Judge.

SERVICES BY THE DEPARTMENT INCLUDE:

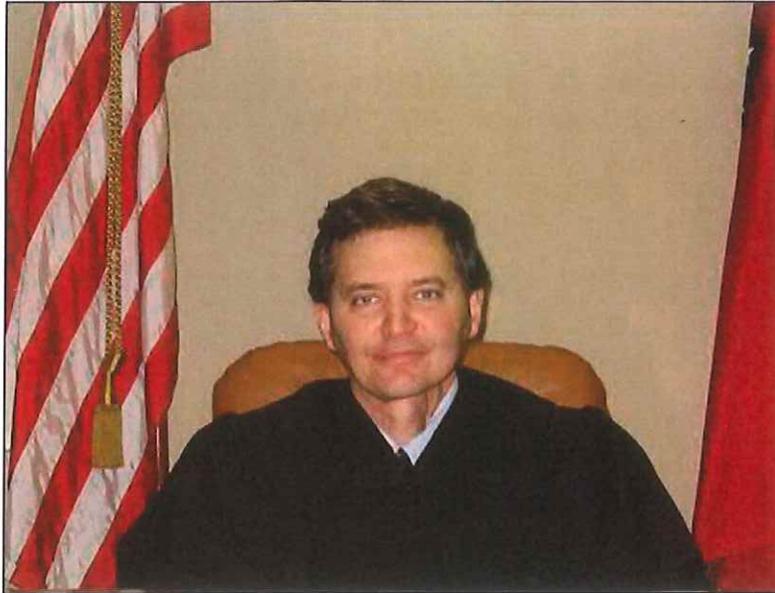
- **COURT**- District Court holds sessions every Tuesday and Thursday afternoon beginning at 1:00 p.m. While in session, the District Court hears traffic cases, misdemeanor criminal cases, and complainant cases.
- **TRAFFIC VIOLATIONS**- In most traffic cases the District Court assesses fines and penalties for traffic offenses and gives the defendant up to ninety (90) days to pay fines. Defendants have an option to pay bonds in full before the court date. A contempt warrant is issued for defendants not paying their fines. A big part of our bond collections come from the amnesty program the Judge sets from February to April of each year. The defendant can come in and pay the balance of fines in full and the outstanding warrant will be recalled.
- **CRIMINAL/COMPLAINANT CASES**- When a defendant is charged and found guilty with a criminal offense or complainant case, the District Court orders these defendants to probation and assesses a fine. A complainant case is initiated by a victim coming in to the District Court office and filling out an affidavit. These affidavits then go to the City Attorney and District Court Judge for approval.
- **CIVIL/SMALL CLAIMS CASES**- The District Court hears small claims, in which one may sue to recover damages to personal property, breach of contracts, and recovery of personal property in matters with a value of \$5,000 or less. The small claims court meets on the second Friday of each month. Civil cases are heard on the second Thursday of each month. Civil Cases involve contracts, damages to personal property, and recovery of personal property in matters with a value of \$25,000 or less. There is a fee of \$65 for filing small claim and \$80 for civil case
- **COLLECTIONS**- The District Court collects bonds and fines assessed by the District Court Judge. This includes all cases ordered to probation, as well as, collecting probation payments. Defendants can pay with cash or credit/debit cards.

PROGRAM FOCUS

The mission of the District Court of the City of Texarkana, Arkansas is to strive to provide a prompt, courteous, accessible atmosphere that is dedicated to ensuring equal justice while promoting confidence within the judicial branch. This philosophy is shared and demonstrated within the criminal, traffic, and civil/small claims sections of this agency, as well as other services that the court performs within the court's jurisdiction. The court seeks to provide the highest quality of competence and customer service in all levels of our agency.



Probation Department



HONORABLE JUDGE WREN AUTREY

PROGRAM DESCRIPTION

The District Court Probation Department, under the direction of the District Court Judge, Wren Autrey, is responsible for tracking all defendants ordered to probation.

SERVICES BY THE DEPARTMENT

- **Fine and Fee Collections:**

The Department is responsible for the collection of fines and fees assessed by Judge Autrey for those defendants ordered to Probation. The Department makes approximately 125 calls each week to remind delinquent probationers to make payments. Approximately 25 to 35 probationers report each day to make payments. We have an additional 10 to 15 defendants call in payments with debit cards. The Department collects approximately \$609,553.00 each year in fines and fees.

Probation Department

- **Community Service:**

The Department has a community service program for those defendants that are financially unable to pay fines and for those defendants ordered by the Judge to perform community service as a punishment. The Department is responsible for placing and tracking these individuals to assure completion of all hours. The community service program provides thousands of dollars in labor for our City each year.

- **Alcohol/Drug Education:**

The Department works with various agencies that provide alcohol and drug education classes to ensure alcohol and drug offenders attend and complete programs as ordered by the Court.

- **Domestic Violence Education:**

The Department monitors those defendants ordered to attend Domestic Violence Classes and Life Skills/Anger Management classes to ensure these offenders complete the programs ordered by the Court.

- **Electronic Monitoring:**

The Department is responsible for monitoring those defendants ordered to electronic monitoring to ensure completion of time served as ordered. The Court also uses the GPS monitor, primarily for domestic violence offenders. The Electronic Monitoring system saves the City money by allowing defendants to serve time on house arrest. These non-violent offenders pay for the monitoring system, saving the City the expense of housing them.

- **Curfew Violator Program:**

The Department ensures defendants charged with curfew violations attend community service and are in close contact with parents and guardians to ensure these juveniles are conducting themselves in a more responsible manner.

Probation Department

PROGRAM FOCUS:

The Mission of the Probation Department is to create a safer community by preventing crime through offender education, to facilitate individual based probation programs, to provide more efficient methods of tracking probationers, and to increase City revenue by the diligent collection of fines and fees.

The Probation Department will continuously update and provide excellent services for our Court as mandated by State law. The Department will strive for excellent customer service. The Department will strive to increase revenue for the City as well.

2020 Texarkana Police -TAPD

“Serving the City of Texarkana Since 1890”



PROGRAM SERVICES:

The police department is requesting capital projects money in the FY 2020 budget year. Our proposed 2020 budget request will ask for adjustments to specific line items to cover inflation and the cost of goods & services which are beyond our control. Our proposed budget will continue to enable us to deliver quality law enforcement services to our citizens. The following is an overview of additional requests which are included:

- Salary Line Item/Fringe Benefits Parity Raise Costs
- Inmate Healthcare Costs
- ADSI Records Management Software Maintenance Agreement
- TWU Internet Computer Services Increase
- AWINS Radio Maintenance Agreement
- Civil Service Promotional Testing
- In-Service Travel & Training
- Uniforms/Duty Equipment
- Ammunition
- Overtime
- Patrol Vehicles

We believe our police department’s strategy is a proactive strategy that reduces crime. We are committed to ensuring “Quality of Life Issues” are addressed within the limitations of our manpower and budget as approved by the Mayor and Board of Directors. We evaluate our local crime trends each month and deploy our resources as needed. The department added crime mapping software in late 2016 at the request of the Board of Directors. This mapping software, in conjunction with our new Crime Analysis Section, allows the Chief of Police, Division Commanders, Supervisors, Officers, and Citizens to see where reported crimes are in our city. Officers are assigned areas of patrol known as beats. Our goal for staffing levels allows us to have an officer in each beat, each day of the week, answering calls for police service.

The core mission of the police department is to make Texarkana, Arkansas a safe place to live, work, and raise a family. The Officers and Civilian Staff take pride in providing a professionally managed, trained,

2020 Texarkana Police -TAPD

educated, and equipped police department that is responsive to the diverse community we serve. One of the key indicators the community uses to determine the police department's success in managing crime is the FBI Uniform Crime Report (UCR). It is published each year by the FBI. They compile crime statistics each year and we can compare our local crime rates with similar sized cities in Arkansas and the United States. Our crime statistics are available in our monthly management report and on our website at <http://www.arkpolice.txkusa.org>.

Citizens have certain expectations from their police department:

- Are the officers well educated, trained, and professional when they handle their calls?
- Does the City have enough police officers and equipment on each shift to accomplish their job?
- Are staffing levels/ratio of supervisors to officers/civilian staff appropriate?
- Can the Criminal Investigation Division handle complex investigations and what is the case solve rate? Is it comparable to other similar sized jurisdictions?
- Is there enough jail space available for District Court to sentence criminals?

TEXARKANA POLICE DEPARTMENT 2020 COMMUNITY STRATEGIES

PROGRAM FOCUS:

Strategy 1

We continue to promote a strong and diverse economic environment.

We monitor reported crimes to ensure the level of crime is within acceptable limits and we adjust enforcement to changes in crime trends each month.

- Deployment of resources in response to calls for service - done by evaluating statistical crime information by type of crime, time and day it was reported.
- A comprehensive management report evaluating crime data and department operations is provided to the City Manager, Mayor/Board of Directors, and City Staff each month. We also post these reports on the Police Department website for the public to view.
- Crime trends and staffing levels are available for the previous ten years through the department's website.
- The agency provides a friendly website that allows the community to access department information and site direction to other public safety agencies.
- Crime Mapping Information is available on our website. Any citizen can look at where they live in relation to crime reports on our city map. The information is updated daily by our Crime Analysis Section.
- The department website continues to receive enhancements and changes with the needs of the agency.
- We are proud of our Facebook page promoting our involvement in the community.
- We will work cooperatively with other departments within the City to encourage business and retail development to increase our tax base.

2020 Texarkana Police -TAPD

Strategy 2

The police department will work diligently to assist the City in promoting public safety in a team approach.

We are committed to excellence, setting high standards, and maintaining a reputation for providing effective, caring and courteous service for our citizens.

- The police department will cooperate with all City departments in an aggressive approach to promote neighborhood revitalization, safe communities to live in, and address “quality of life issues” that contribute to crime in each of the wards within the City.
- The Texarkana Police Department is a progressive law enforcement agency based upon a foundation of public trust. We recognize we serve a culturally diverse community and we treat everyone with dignity and respect.
- We will foster a partnership that will embody a shared purpose with our community and employees.
- We will capitalize on our strengths as a diverse community by working to recruit and hire a work force that reflects the community we serve.
- The department will continue to recruit and hire only the best qualified applicants. While it can be difficult at times, our goal is to hire and recruit a diverse work force that reflects the citizens we serve.
- Our “Citizens Police Academy” will continue to be offered in the spring of each year.
- We promote close working relationships with the local media, and we are responsive to their requests for information to keep our citizens informed.

Strategy 3

We will provide a workplace that fosters creative ideas for delivery of core services.

The department provides an environment that allows line personnel the flexibility to act creatively yet demand a high level of professionalism and special attention to duty and detail.

- We will market the City and Texarkana Police Department through a coordinated public information/education program promoting community support and community involvement in our day to day operations.
- We promote excellent media relations with open lines of communication to the community. We make every effort to be transparent in everything we do while providing law enforcement services to the citizens we serve.
- We are committed to a comprehensive training program that reduces the City’s and Police Department’s liability.
- A continued pursuit toward maintaining accreditation through the Arkansas Law Enforcement Accreditation Program (ALEAP) of our agency. This is a project of the Arkansas Chiefs of Police Association.
- We will explore increased opportunities for self-reporting of incidents through new technology.
- We continue to promote physical fitness requirements for certified police officers and provide both opportunity and guidance in a quality fitness facility.
- We promote from within the agency providing an opportunity to advance within the organization.
- We encourage our employees to continue their education and training.
- We are very appreciative of citizen input when special concerns within their neighborhood are brought to our attention. We make every effort to resolve these concerns in a timely manner.

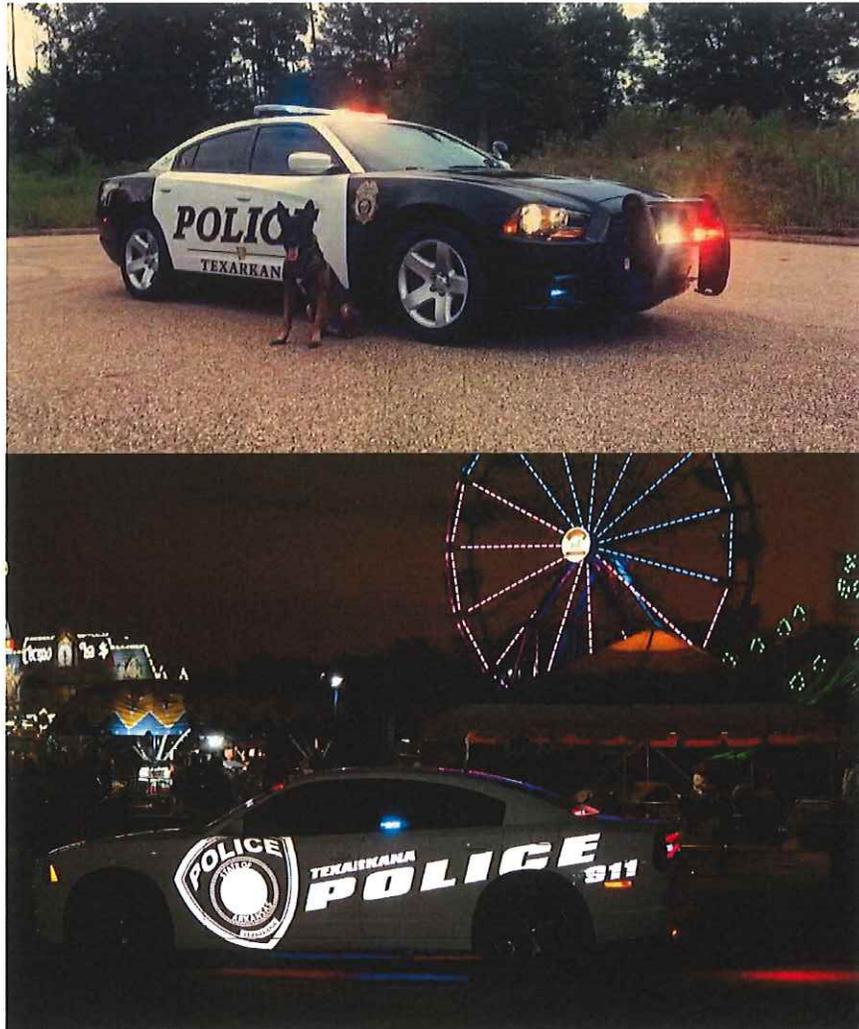
2020 Texarkana Police -TAPD

Strategy 4

We will provide high quality customer focused basic services at a reasonable cost.

To the extent possible, the police department will control those expenses within our budget to make sure they meet the “wants/needs” test, making every effort to spend our tax dollars wisely with Arkansas vendors that contribute to our tax base.

- Technology will be used to the extent possible that will allow officers/civilian staff to work smarter and safer.
- Computer technologies will continue to be upgraded allowing for storing and access of information to improve service to our citizens.
- Continual evaluation of equipment to ensure the agency can respond to calls for service and emergencies within the limitations of our budget.



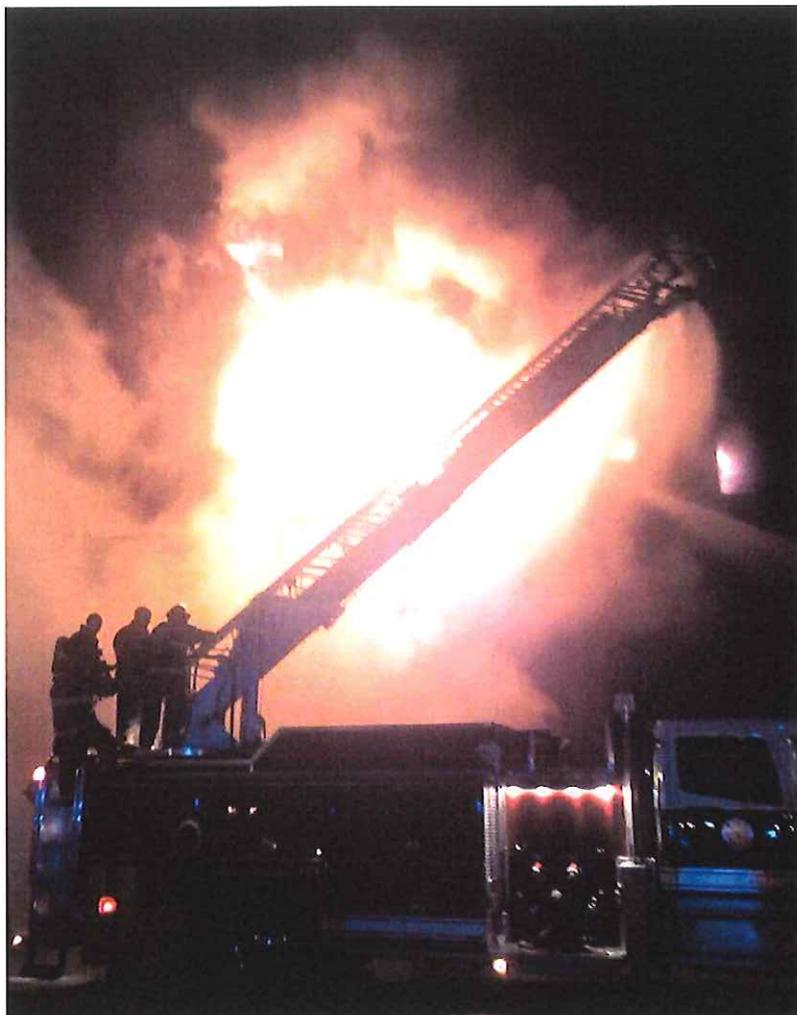
Fire

PROGRAM DESCRIPTION:

The purpose of this program is to provide emergency response services to the citizens of Texarkana, Arkansas protecting them and their property from the danger of fire and other hazardous conditions. In addition, fire prevention and public education activities will be conducted to reduce the incidence of fire and related emergencies. Training will be done to maintain readiness and to comply with state and federal mandates.

PROGRAM FOCUS:

The focus of this program is to save lives and protect property by providing our citizens with quality professional services, including fire suppression, emergency response, code administration, fire prevention, and community education, all of which will be delivered in a competent, courteous, compassionate, and ethical manner.



Texarkana Fire Department



TEXARKANA, ARKANSAS FIRE DEPARTMENT STRATEGY DEVELOPMENT PLAN (2020)

The mission statement of the Texarkana, Arkansas Fire Department:

"To save lives and protect property by providing our citizens with quality professional services, including fire suppression, emergency response, code administration, fire prevention and community education, all of which will be delivered in a competent, courteous, compassionate, and ethical manner."

We will promote a strong and diverse economic environment.

Strategy: The Texarkana, Arkansas Fire Department will actively take steps in 2020 to reduce the cost of fire insurance.

- All commercial buildings will have a pre-incident fire survey conducted.
- A master plan will be developed for a fire training facility to serve both TAFD and Miller County.
- All necessary information will be organized and presented to the insurance industry whenever the Texarkana, Arkansas Fire Department believes the information will lower fire insurance costs.

We will provide infrastructure, with the capacity to meet current and projected needs.

Strategy: The Texarkana, Arkansas Fire Department will monitor the community fire threat and make any needed adjustments to its infrastructure.

- All response times will be monitored, analyzed, and provided to the City Government each month and at the end of 2020.
- All fire hydrants will be checked in April and October of 2020.

We will promote public safety and health.

Strategy: The Texarkana, Arkansas Fire Department will have an active fire prevention campaign in 2020.

Texarkana Fire Department

- We will conduct fire prevention education in the Texarkana, Arkansas School District.
- We will provide smoke detectors for those citizens that cannot afford one.
- We will give fire safety talks to any organization that makes a request.

We will promote effective communication with one voice to the community.

Strategy: The Texarkana, Arkansas Fire Department will open diverse lines of communication with the community.

- We will communicate to the public through mass media, social media, flyers, in groups, and one on one.
- Fire prevention written material will be bought and distributed to the community in 2020.

We will provide a workplace that fosters creative ideas for delivery of core services.

Strategy: The Texarkana, Arkansas Fire Department will encourage employee input and participation.

- Various committees will be established in 2020 to give our personnel direct input on department issues.
- The Fire Chief will actively seek out and consider all ideas to improve our service to the public.

We will provide high quality customer focused basic services at a reasonable cost.

Strategy: The Texarkana, Arkansas Fire Department will monitor services and costs and adjust when necessary.

- Each month all expenditures will be analyzed for prudence and budgetary concerns.
- Any complaints from the community will be taken seriously and will be investigated.

We will promote safe, decent, and affordable housing.

Strategy 1: The Texarkana, Arkansas Fire Department will keep housing safe and decent through code enforcement.

- All building plans for multi-family housing in Texarkana, Arkansas will be examined for safety and code compliance in 2020.

Strategy 2: The Texarkana, Arkansas Fire Department will help keep housing affordable by taking steps to decrease the cost of fire insurance.

- All commercial buildings will have a pre-incident fire survey conducted.
- Studies will be done using results from our latest inspection to determine what our department needs to do to improve our Public Protection Class rating.

Agencies

PROGRAM DESCRIPTION:

The purpose of this department is to allocate the General Fund resources that do not belong to a specific department.

The primary categories are:

- * Personnel/Professional Services, which includes unemployment, election costs, insurance, publishing of City Ordinances as required by state statute, Criminal Investigation Secretary, and pension contributions.
- * Capital Outlay, which varies from year to year.
- * Debt service payments, which includes payments on the 2012 Franchise Fee Bond, the 2015 Franchise Fee Debt Service, and the 2018 Franchise Fee Bond.
- * Contributions to various entities, which include the Bi-State Justice Building and the Texarkana Public Library.
- * Services, which include Code Red, E-911 payments, Farmer's Market contributions, Crimestoppers Coordinator, Texarkana Urban Transit District, Texarkana Regional Airport, and the Animal Care and Adoption Center.



Animal Care & Adoption Center



The mission of the Animal Care and Adoption Center is to assist, protect, and educate the public on animal care and welfare issues.

RESPONSIBILITIES:

To enforce City of Texarkana, Arkansas ordinances and issue citations accordingly; pick up stray and abandoned animals; promote animal adoption programs in the community and on the internet; work closely with rescue and other agencies; trap stray dogs and cats; investigate reports of animal cruelty and neglect; visit schools and teach responsible pet ownership; bite prevention and recognition of rabies and animal behavior; rescue sick and injured animals.

At the Animal Care & Adoption Center, we encourage and respect the animal-human bond while anticipating and providing services that ensure public health and safety through the proper promotion of animal welfare. Proactive animal-control enforcement, quality education in recognizing and preventing animal cruelty, and the enactment of progressive humane initiatives to relieve animal suffering are imperative. We also provide care and placement for unwanted animals through quality adoptions, licensed rescue, foster programs, and transport programs.

The Animal Care and Adoption Center is a "full service" operation. We take in animals that are brought in by the Cities of Texarkana, Arkansas, Texarkana, Texas, Nash, Texas, and Wake Village, Texas Animal Control officers, animals owned by citizens of Miller and Bowie County, and unwanted strays found in Miller and Bowie County. The Animal Care & Adoption Center also adopts animals out to the public. The adoption fee is \$40.00 for dogs and \$20.00 for cats. All animals are required to be spayed/neutered prior to leaving the shelter.

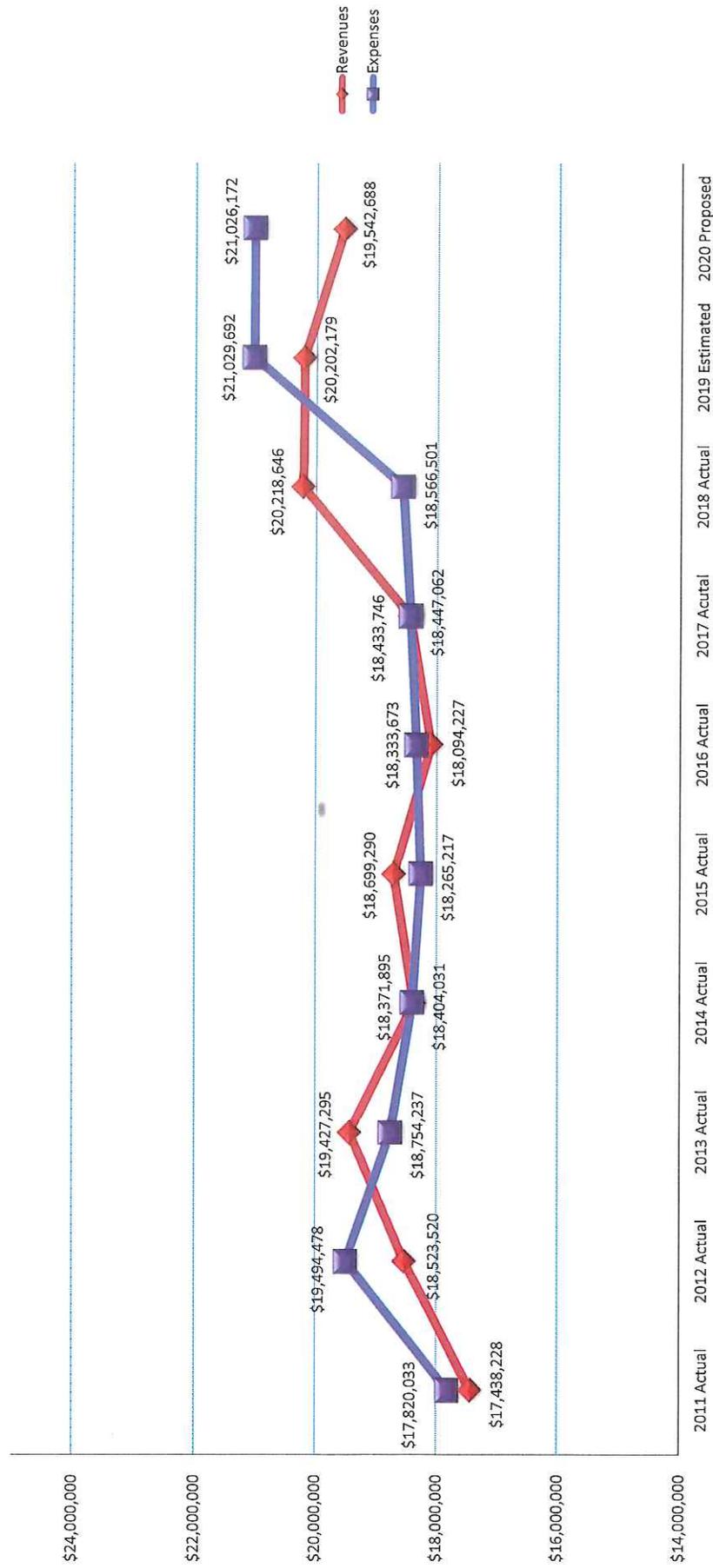
- The Animal Care and Adoption Center will provide shelter and housing for unwanted or stray animals. The shelter will attempt to find the owner of lost animals and reunite the owner with their animal.
- The Animal Care and Adoption Center will work with recognized rescue groups in trying to rescue as many animals from the shelter that are not reclaimed by their owners.
- The Animal Care and Adoption Center will also support the ordinances and laws of the county and state and assist the Animal Control Division in enforcing those laws pertaining to animal control and management.

Charles Lokey, Director
203 Harrison Street
Texarkana, Arkansas 71854
Fax: (870)774-4518
Phone: (870)773-6388
Email: Charles.Lokey@txkusa.org

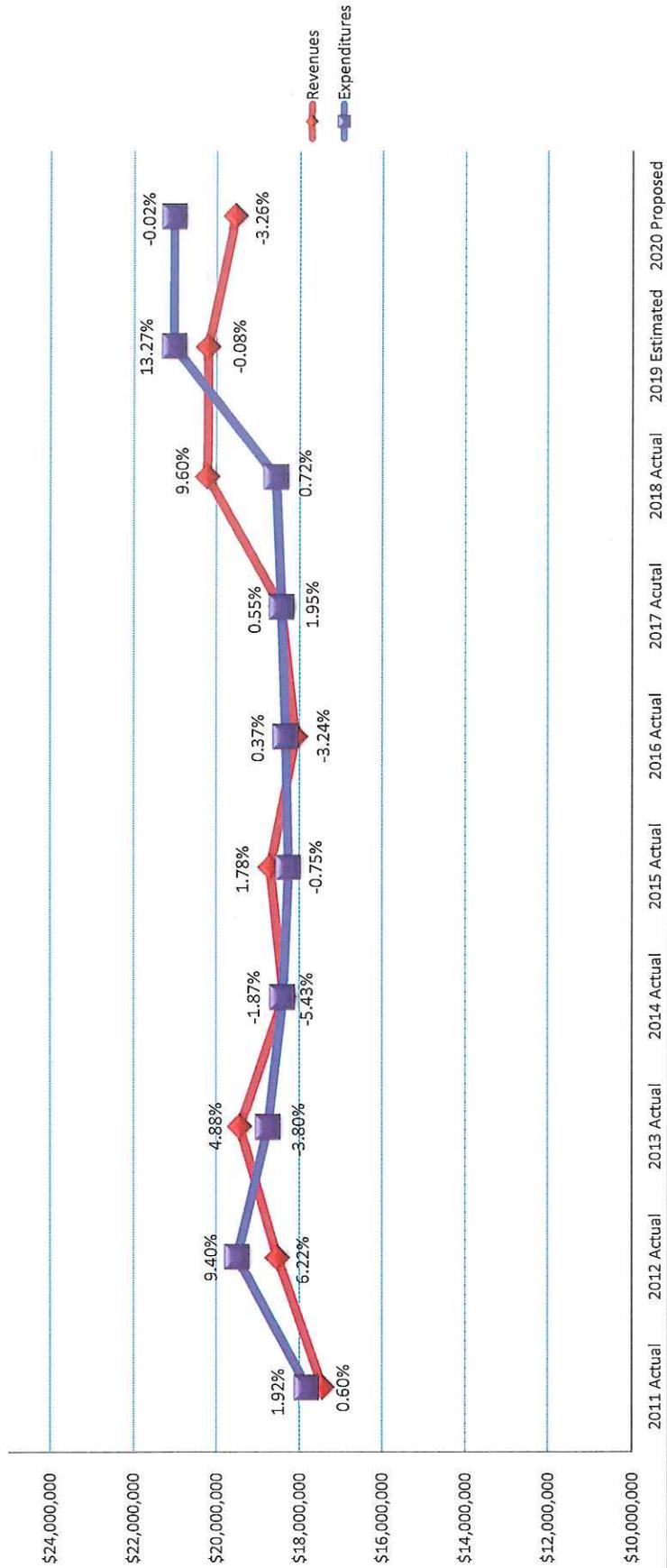
General Fund Summary (101)

| | ACTUAL 2018 | BUDGET 2019 | ESTIMATED 2019 | PROPOSED 2020 |
|---|------------------------|------------------------|---------------------------|--------------------------|
| BEGINNING FUND BALANCE | 3,961,142 | | 5,613,287 | 4,848,774 |
| <u>REVENUES</u> | | | | |
| GENERAL PROPERTY TAX | 2,492,534 | 2,626,500 | 2,546,700 | 2,591,600 |
| SALES & OTHER TAXES | 10,084,587 | 9,571,803 | 10,104,200 | 10,328,153 |
| FRANCHISE RECEIPTS | 2,757,501 | 2,777,535 | 2,609,573 | 2,614,575 |
| LICENSES & PERMITS | 46,009 | 44,870 | 60,770 | 68,450 |
| FROM OTHER GOVERNMENTS | 1,281,205 | 1,297,000 | 1,390,628 | 1,426,500 |
| FINES & FORFEITURES | 699,032 | 757,750 | 833,150 | 799,800 |
| GRANTS | 340,733 | 352,269 | 337,315 | 315,480 |
| OTHER REVENUE | 1,059,249 | 430,630 | 1,326,585 | 396,130 |
| INTERFUND | 1,127,977 | 1,000,596 | 758,866 | 773,570 |
| ANIMAL SHELTER | 329,819 | 338,830 | 234,392 | 228,430 |
| APPROPRIATED FUND BALANCE | 0 | 558,542 | 0 | 1,483,484 |
| TOTAL REVENUES | 20,218,646 | 19,756,325 | 20,202,179 | 21,026,172 |
| <u>EXPENDITURES</u> | | | | |
| ADMINISTRATION | 283,829 | 309,604 | 281,741 | 294,283 |
| FINANCE | 448,790 | 497,480 | 496,630 | 524,611 |
| CITY CLERK | 143,785 | 163,023 | 166,272 | 175,460 |
| BOARD OF DIRECTORS | 138,374 | 142,792 | 140,022 | 152,846 |
| COURT | 247,164 | 263,236 | 262,696 | 271,781 |
| PROBATION | 189,776 | 192,601 | 185,759 | 194,932 |
| POLICE | 7,766,955 | 8,070,455 | 8,085,005 | 8,365,353 |
| FIRE | 4,984,397 | 5,137,315 | 5,205,694 | 5,301,794 |
| AGENCIES | 3,963,509 | 4,639,218 | 4,878,652 | 4,470,218 |
| ANIMAL SHELTER | 399,922 | 458,003 | 1,316,109 | 1,263,953 |
| FEDERAL JAG GRANT | 0 | 11,112 | 11,112 | 10,941 |
| UNAPPROPRIATED FUND BALANCE | 0 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | 18,566,501 | 19,884,839 | 21,029,692 | 21,026,172 |
| NET CHANGE IN UNRESERVED FUND BALANCE | 1,652,145 | | (796,013) | (0) |
| RESTRICTED RESERVE USED/ALLOCATED | | | 31,500 | 818,000 |
| ENDING UNRESERVED FUND BALANCE | 5,613,287 | | 4,848,774 | 4,183,290 |
| NUMBER OF DAYS OF EXPENDITURES IN FUND BALANCE | | | | 73 |

General Fund Revenues/Expenditures 2011 - 2020



General Fund Change in Revenues/Expenditures 2011 - 2020

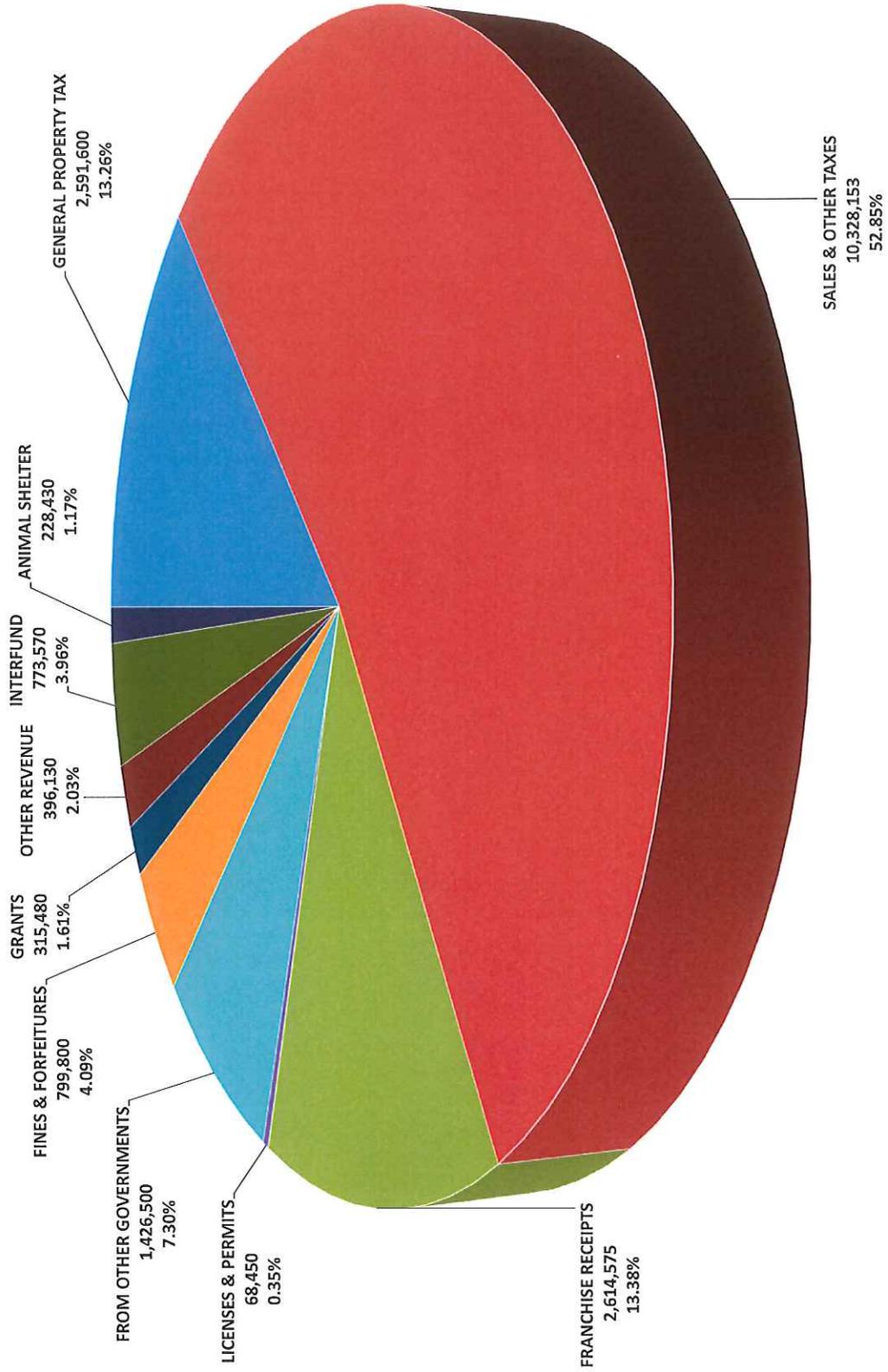


SUMMARY STATEMENT OF REVENUE

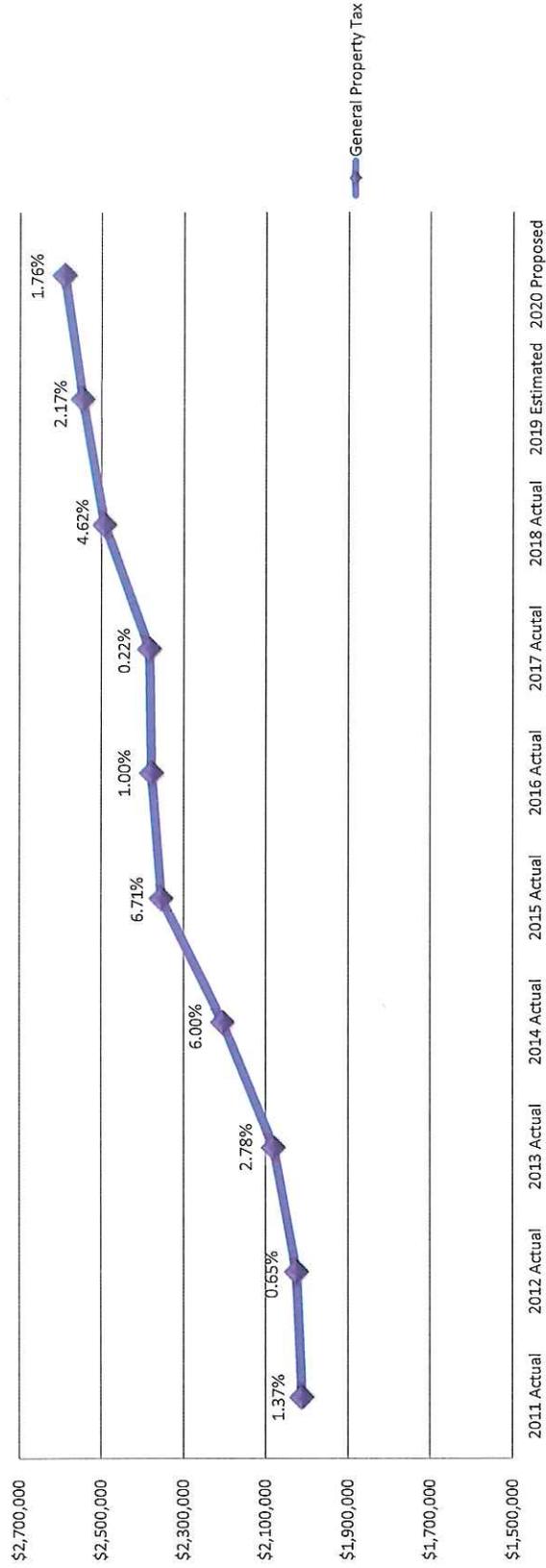
General Fund

| | ACTUAL 2018 | BUDGET 2019 | ESTIMATED 2019 | PROPOSED 2020 |
|---------------------------|------------------------|------------------------|---------------------------|--------------------------|
| <u>REVENUES</u> | | | | |
| GENERAL PROPERTY TAX | 2,492,534 | 2,626,500 | 2,546,700 | 2,591,600 |
| SALES & OTHER TAXES | 10,084,587 | 9,571,803 | 10,104,200 | 10,328,153 |
| FRANCHISE RECEIPTS | 2,757,501 | 2,777,535 | 2,609,573 | 2,614,575 |
| LICENSES & PERMITS | 46,009 | 44,870 | 60,770 | 68,450 |
| FROM OTHER GOVERNMENTS | 1,281,205 | 1,297,000 | 1,390,628 | 1,426,500 |
| FINES & FORFEITURES | 699,032 | 757,750 | 833,150 | 799,800 |
| GRANTS | 340,733 | 352,269 | 337,315 | 315,480 |
| OTHER REVENUE | 1,059,249 | 430,630 | 1,326,585 | 396,130 |
| INTERFUND | 1,127,977 | 1,000,596 | 758,866 | 773,570 |
| ANIMAL SHELTER | 329,819 | 338,830 | 234,392 | 228,430 |
| APPROPRIATED FUND BALANCE | 0 | 558,542 | 0 | 1,483,484 |
| TOTAL REVENUES | 20,218,646 | 19,756,325 | 20,202,179 | 21,026,172 |

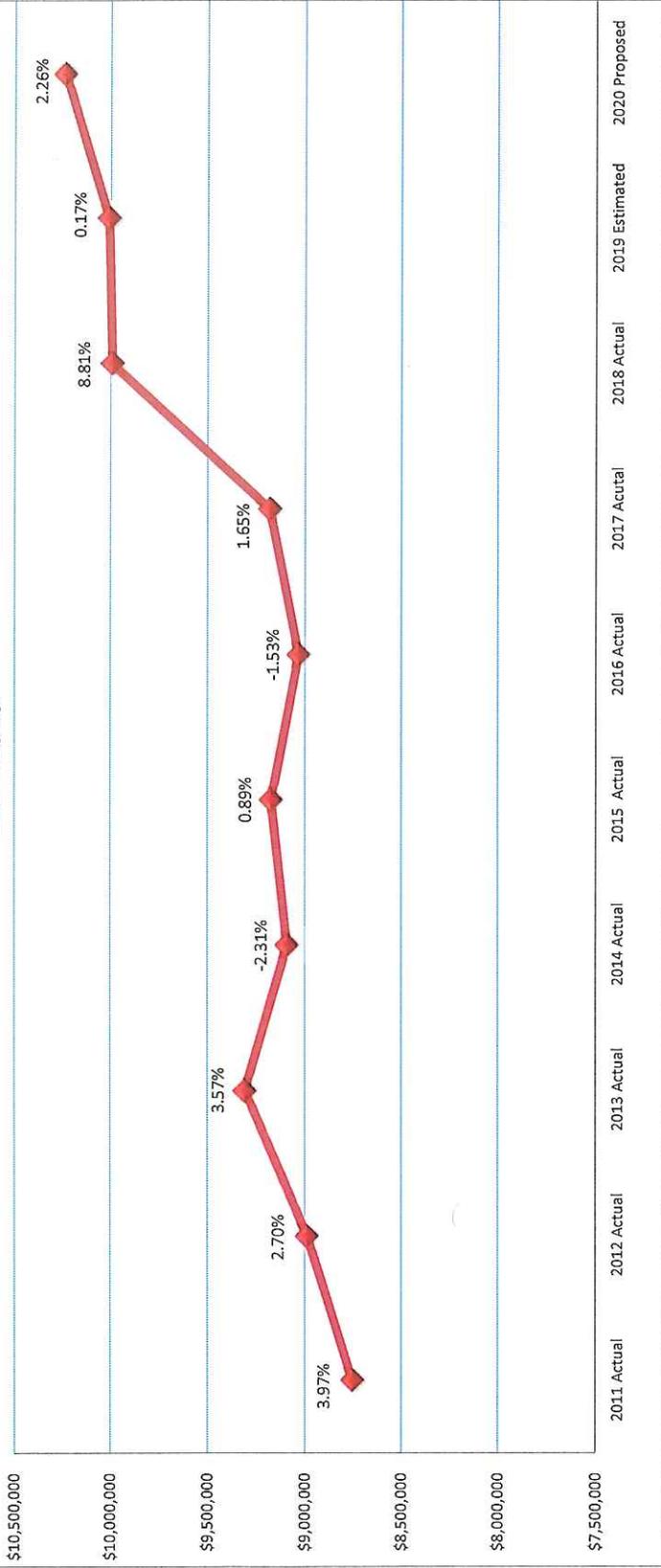
General Fund - FY 2020 Summary of Revenues

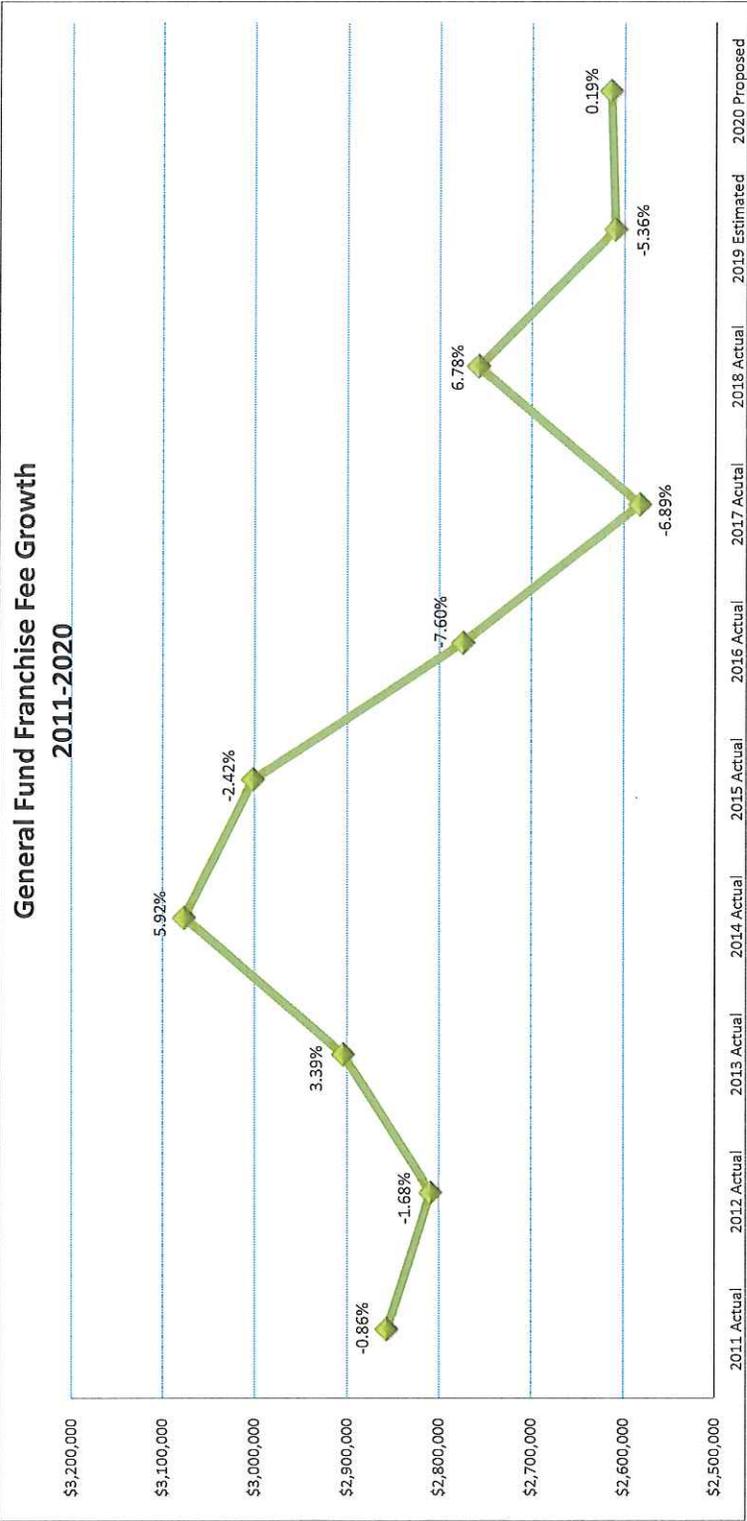


General Fund General Property Tax Growth 2011 - 2020

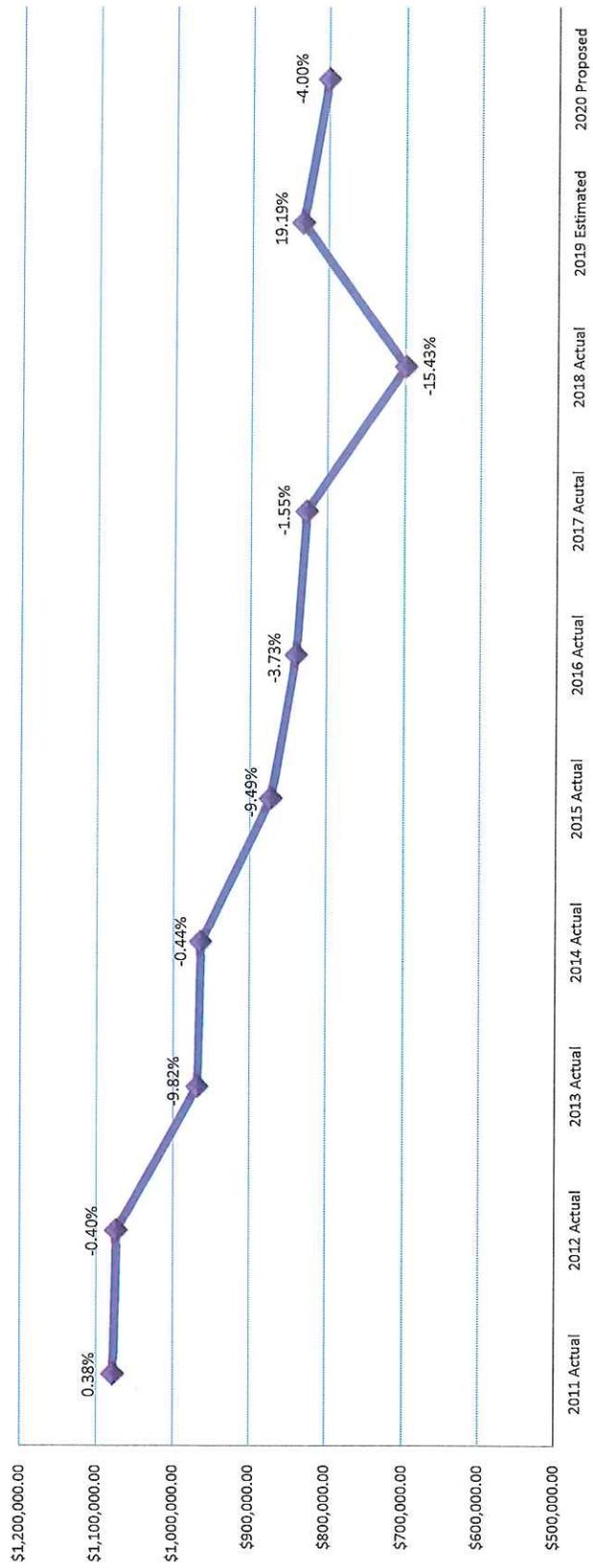


**General Fund Combined Sales Tax Growth
2011-2020**





General Fund Fines & Forfeitures Growth 2011-2020



SUMMARY STATEMENT OF EXPENDITURES

General Fund By Department

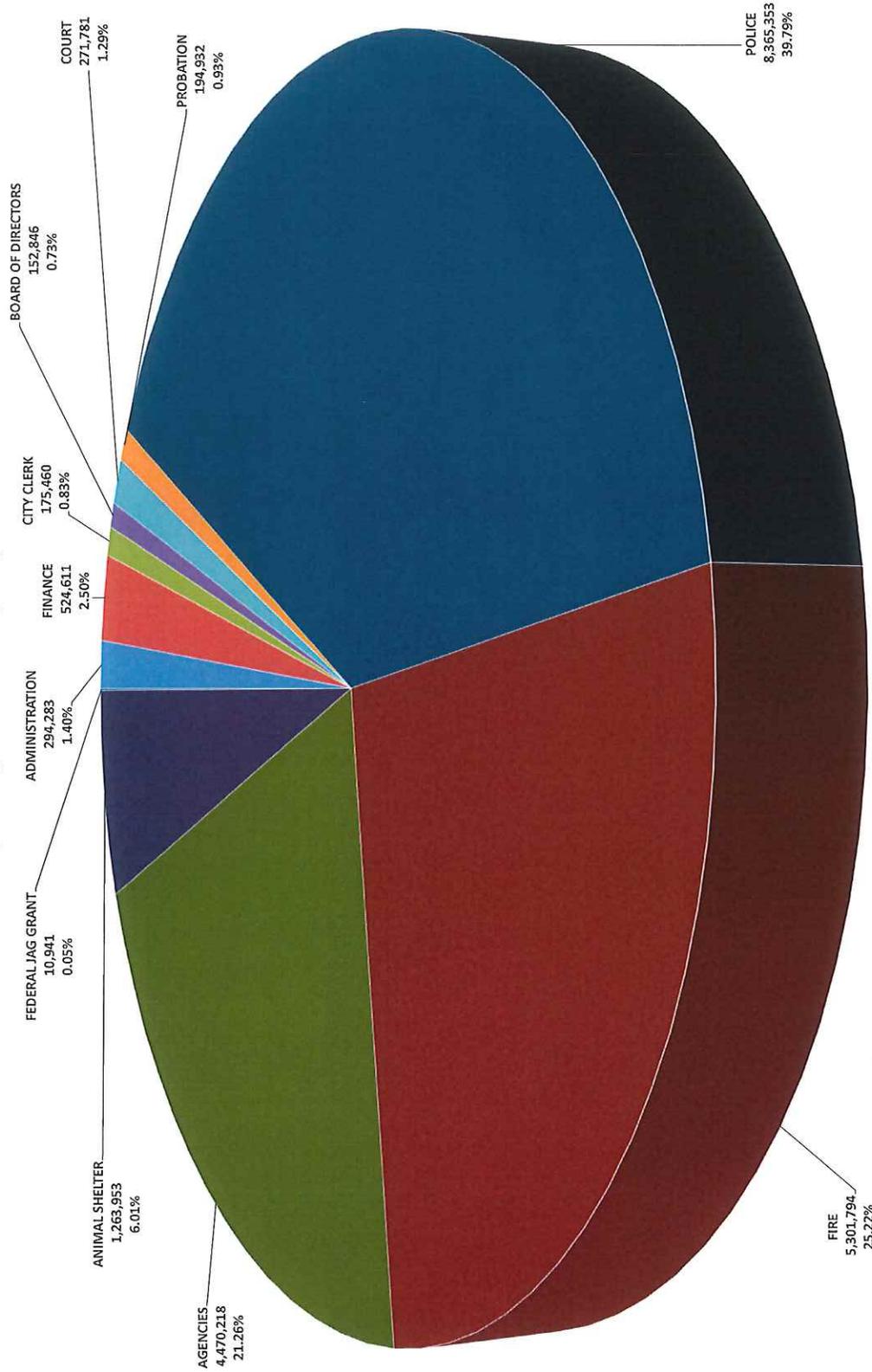
| | ACTUAL 2018 | BUDGET 2019 | ESTIMATED 2019 | PROPOSED 2020 |
|---------------------------|----------------|----------------|-------------------|------------------|
| EXPENDITURES | | | | |
| ADMINISTRATION | | | | |
| PERSONNEL | 261,137 | 273,008 | 256,395 | 265,928 |
| CONTRACTUAL SERVICES | 32,510 | 47,870 | 38,845 | 38,429 |
| MAINTENANCE | 749 | 500 | 500 | 750 |
| SUPPLIES | 8,731 | 8,300 | 4,150 | 8,150 |
| OTHER | (19,298) | (20,074) | (18,149) | (18,974) |
| TOTAL ADMINISTRATION | 283,829 | 309,604 | 281,741 | 294,283 |
| FINANCE | | | | |
| PERSONNEL | 459,849 | 536,935 | 512,851 | 558,232 |
| CONTRACTUAL SERVICES | 140,294 | 120,419 | 124,453 | 116,853 |
| MAINTENANCE | 0 | 100 | 100 | 100 |
| SUPPLIES | 10,955 | 8,000 | 8,000 | 8,200 |
| OTHER | (162,308) | (167,974) | (148,774) | (158,774) |
| TOTAL FINANCE | 448,790 | 497,480 | 496,630 | 524,611 |
| CITY CLERK | | | | |
| PERSONNEL | 136,051 | 143,137 | 147,140 | 156,447 |
| CONTRACTUAL SERVICES | 6,170 | 17,386 | 17,132 | 17,013 |
| SUPPLIES | 1,564 | 2,500 | 2,000 | 2,000 |
| TOTAL CITY CLERK | 143,785 | 163,023 | 166,272 | 175,460 |
| BOARD OF DIRECTORS | | | | |
| PERSONNEL | 7,047 | 7,402 | 5,202 | 4,052 |
| CONTRACTUAL SERVICES | 130,521 | 134,390 | 134,320 | 133,044 |
| SUPPLIES | 806 | 1,000 | 500 | 750 |
| CAPITAL OUTLAY | 0 | 0 | 0 | 15,000 |
| TOTAL BOARD OF DIRECTORS | 138,374 | 142,792 | 140,022 | 152,846 |
| COURT | | | | |
| PERSONNEL | 206,309 | 220,882 | 219,942 | 229,277 |
| CONTRACTUAL SERVICES | 37,702 | 38,104 | 39,029 | 38,204 |
| MAINTENANCE | 0 | 250 | 125 | 300 |
| SUPPLIES | 3,153 | 4,000 | 3,600 | 4,000 |
| TOTAL COURT | 247,164 | 263,236 | 262,696 | 271,781 |
| PROBATION | | | | |
| PERSONNEL | 174,255 | 180,901 | 179,727 | 188,032 |
| CONTRACTUAL SERVICES | 5,349 | 8,200 | 2,832 | 3,200 |
| SUPPLIES | 2,569 | 2,900 | 2,600 | 3,100 |
| CAPITAL OUTLAY | 7,003 | 0 | 0 | 0 |
| OTHER | 600 | 600 | 600 | 600 |
| TOTAL PROBATION | 189,776 | 192,601 | 185,759 | 194,932 |

SUMMARY STATEMENT OF EXPENDITURES

General Fund By Department

| | ACTUAL 2018 | BUDGET 2019 | ESTIMATED 2019 | PROPOSED 2020 |
|--|-------------------|-------------------|-------------------|-------------------|
| POLICE | | | | |
| PERSONNEL | 6,951,693 | 7,300,138 | 7,168,254 | 7,377,313 |
| CONTRACTUAL SERVICES | 235,087 | 261,717 | 270,111 | 320,616 |
| MAINTENANCE | 163,901 | 171,100 | 177,800 | 186,000 |
| SUPPLIES | 363,228 | 300,000 | 352,850 | 355,000 |
| CAPITAL OUTLAY | 119,976 | 100,000 | 181,940 | 200,000 |
| OTHER | (66,930) | (62,500) | (65,950) | (73,576) |
| TOTAL POLICE | 7,766,955 | 8,070,455 | 8,085,005 | 8,365,353 |
| FIRE | | | | |
| PERSONNEL | 4,729,877 | 4,841,402 | 4,881,962 | 4,900,372 |
| CONTRACTUAL SERVICES | 76,178 | 84,513 | 89,913 | 92,422 |
| MAINTENANCE | 67,244 | 100,000 | 93,500 | 87,000 |
| SUPPLIES | 82,525 | 84,900 | 104,700 | 98,500 |
| CAPITAL OUTLAY | 36,200 | 30,000 | 43,023 | 130,000 |
| OTHER | (7,627) | (3,500) | (7,404) | (6,500) |
| TOTAL FIRE | 4,984,397 | 5,137,315 | 5,205,694 | 5,301,794 |
| AGENCIES | | | | |
| PERSONNEL/PROFESSIONAL SERVICES | 663,624 | 794,529 | 770,704 | 866,349 |
| CAPITAL OUTLAY | 0 | 0 | 250,000 | 536,000 |
| DEBT SERVICE | 1,062,326 | 1,054,156 | 1,061,884 | 1,242,737 |
| CONTRIBUTIONS | 1,821,537 | 2,410,760 | 2,410,760 | 1,440,637 |
| SERVICES | 416,022 | 379,773 | 385,304 | 384,495 |
| TOTAL AGENCIES | 3,963,509 | 4,639,218 | 4,878,652 | 4,470,218 |
| ANIMAL SHELTER & ANIMAL CONTROL | | | | |
| PERSONNEL | 260,270 | 307,225 | 301,581 | 333,516 |
| CONTRACTUAL SERVICES | 69,392 | 63,978 | 61,528 | 57,537 |
| MAINTENANCE | 8,760 | 30,750 | 14,500 | 14,500 |
| SUPPLIES | 33,710 | 36,050 | 43,500 | 40,400 |
| CAPITAL OUTLAY | 27,790 | 20,000 | 895,000 | 818,000 |
| TOTAL ANIMAL SHELTER & ANIMAL CONTROL | 399,922 | 458,003 | 1,316,109 | 1,263,953 |
| FEDERAL JAG GRANT | | | | |
| SUPPLIES | 0 | 11,112 | 11,112 | 10,941 |
| TOTAL FEDERAL JAG GRANT | 0 | 11,112 | 11,112 | 10,941 |
| TOTAL EXPENDITURES | 18,566,501 | 19,884,839 | 21,029,691 | 21,026,172 |

General Fund - FY 2020 Summary of Expenditures by Department

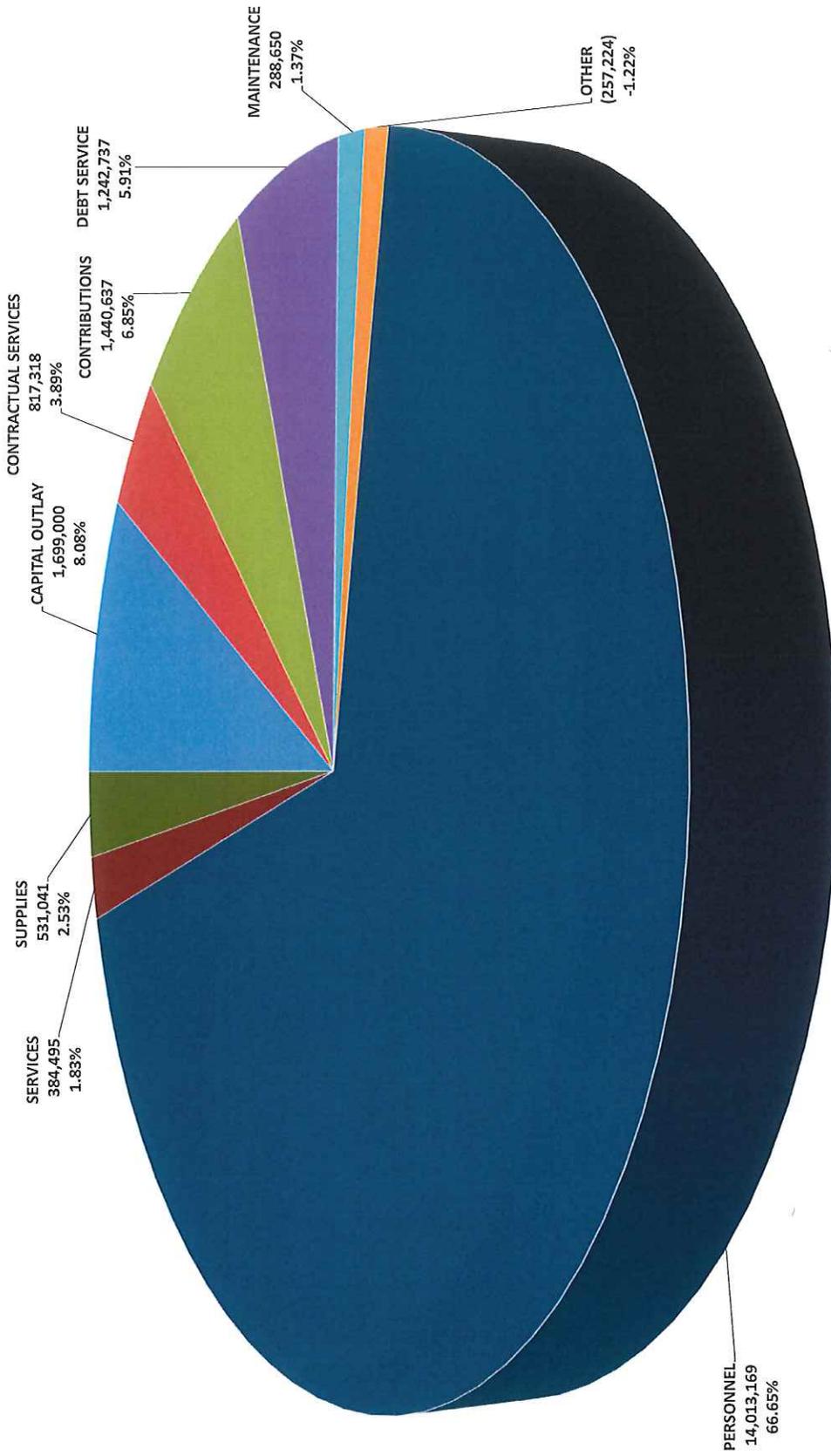


SUMMARY STATEMENT OF EXPENDITURES

General Fund By Type

| | ACTUAL 2018 | BUDGET 2019 | ESTIMATED 2019 | PROPOSED 2020 |
|---------------------------|------------------------|------------------------|---------------------------|--------------------------|
| CAPITAL OUTLAY | 190,969 | 150,000 | 1,369,963 | 1,699,000 |
| CONTRACTUAL SERVICES | 733,203 | 776,577 | 778,163 | 817,318 |
| CONTRIBUTIONS | 1,821,537 | 2,410,760 | 2,410,760 | 1,440,637 |
| DEBT SERVICE | 1,062,326 | 1,054,156 | 1,061,884 | 1,242,737 |
| MAINTENANCE | 240,654 | 302,700 | 286,525 | 288,650 |
| OTHER | (255,563) | (253,448) | (239,677) | (257,224) |
| PERSONNEL | 13,186,488 | 13,811,030 | 13,673,054 | 14,013,169 |
| SERVICES | 416,022 | 379,773 | 385,304 | 384,495 |
| SUPPLIES | 507,241 | 458,762 | 533,012 | 531,041 |
| TOTAL EXPENDITURES | 18,566,501 | 19,884,839 | 21,029,692 | 21,026,172 |

General Fund - FY 2019 Summary of Expenditures by Type



**General Fund Expense Breakdown
2019-2020**

| | 2019 | | 2020 | |
|---|-------------------|---------------|-------------------|---------------|
| Non Public Safety Salaries/Benefits: | | | | |
| Administration | 256,395 | 1.35% | 265,928 | 1.40% |
| Finance | 512,851 | 2.69% | 558,232 | 2.93% |
| City Clerk | 147,140 | 0.77% | 156,447 | 0.82% |
| Total Non Public Safety Salaries/Benefits: | 916,386 | 4.36% | 980,607 | 4.66% |
| Non Public Safety Operation Budget: | | | | |
| Administration | 25,346 | 0.13% | 28,355 | 0.15% |
| Finance | (16,221) | -0.09% | (33,622) | -0.18% |
| City Clerk | 19,132 | 0.10% | 19,013 | 0.10% |
| Board of Directors | 140,022 | 0.73% | 152,846 | 0.80% |
| Agencies (excluding debt) | 769,546 | 4.04% | 1,366,369 | 7.17% |
| Total Non Public Safety Operation Budget: | 937,825 | 4.46% | 1,532,961 | 7.29% |
| Total Non Public Safety: | 1,854,211 | 8.82% | 2,513,568 | 11.95% |
| Public Safety Salaries/Benefits: | | | | |
| Court | 219,942 | 1.15% | 229,277 | 1.20% |
| Probation | 179,727 | 0.94% | 188,032 | 0.99% |
| Police | 7,168,254 | 37.62% | 7,377,313 | 38.72% |
| Fire | 4,881,962 | 25.62% | 4,900,372 | 25.72% |
| Animal Shelter/Control | 301,581 | 1.58% | 333,516 | 1.75% |
| Total Public Safety Salaries/Benefits: | 12,751,466 | 60.64% | 13,028,510 | 61.96% |
| Public Safety Operation Budget: | | | | |
| Court | 42,754 | 0.22% | 42,504 | 0.22% |
| Probation | 6,032 | 0.03% | 6,900 | 0.04% |
| Police | 927,864 | 4.87% | 998,981 | 5.24% |
| Fire | 323,731 | 1.70% | 401,422 | 2.11% |
| Animal Shelter/Control | 1,014,528 | 5.32% | 930,437 | 4.88% |
| Police Pension Fund | 565,000 | 2.97% | 578,000 | 3.03% |
| CID Secretary (split with Texarkana, TX) | 24,859 | 0.13% | 24,859 | 0.13% |
| Bi State Contribution | 2,405,760 | 12.63% | 1,206,651 | 6.33% |
| Code Red Services | 9,063 | 0.05% | 9,063 | 0.05% |
| E-911 Payments | 18,540 | 0.10% | 18,540 | 0.10% |
| Crimestoppers Coordinator | 24,000 | 0.13% | 24,000 | 0.13% |
| Total Public Safety Operation Budget: | 5,362,131 | 25.50% | 4,241,357 | 20.17% |
| Total Public Safety: | 18,113,597 | 86.13% | 17,269,867 | 82.14% |

Debt:

| | | | | |
|-------------------------------|------------------|--------------|------------------|--------------|
| Regions - Animal Shelter Note | 0 | 0.00% | 188,558 | 0.99% |
| 2012 Franchise Fee Bond | 617,553 | 3.24% | 618,403 | 3.25% |
| 2015 Franchise Fee Bond | 233,148 | 1.22% | 231,663 | 1.22% |
| 2018 Franchise Fee Bond | 211,183 | 1.11% | 204,113 | 1.07% |
| Total Debt: | 1,061,884 | 5.05% | 1,242,737 | 5.91% |

| | | | | |
|---|-------------------|----------------|-------------------|----------------|
| Total General Fund Expenditures: | 21,029,692 | 100.00% | 21,026,172 | 100.00% |
|---|-------------------|----------------|-------------------|----------------|

General Fund 2021-2025 Projections

| | 2021 Projections | 2022 Projections | 2023 Projections | 2024 Projections | 2025 Projections |
|---------------------------------|----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Revenues | | | | | |
| General Property Tax | \$ 2,642,309 | \$ 2,694,011 | \$ 2,746,724 | \$ 2,800,468 | \$ 2,855,264 |
| Sales & Other Taxes | \$ 10,563,649 | \$ 10,804,515 | \$ 11,050,873 | \$ 11,302,849 | \$ 11,560,570 |
| Franchise Receipts | \$ 2,628,564 | \$ 2,642,628 | \$ 2,656,767 | \$ 2,670,982 | \$ 2,685,272 |
| Licenses & Permits | \$ 72,831 | \$ 77,491 | \$ 82,450 | \$ 87,725 | \$ 93,339 |
| From Other Governments | \$ 1,494,203 | \$ 1,565,121 | \$ 1,639,404 | \$ 1,717,212 | \$ 1,798,714 |
| Fines & Forfeitures | \$ 799,800 | \$ 799,800 | \$ 799,800 | \$ 799,800 | \$ 799,800 |
| Grants | \$ 315,480 | \$ 315,480 | \$ 315,480 | \$ 315,480 | \$ 315,480 |
| Other Revenue | \$ 396,130 | \$ 396,130 | \$ 396,130 | \$ 396,130 | \$ 396,130 |
| Interfund | \$ 773,570 | \$ 773,570 | \$ 773,570 | \$ 773,570 | \$ 773,570 |
| Animal Shelter | \$ 229,856 | \$ 231,292 | \$ 232,736 | \$ 234,190 | \$ 235,653 |
| Total Revenues | \$ 19,916,390 | \$ 20,300,036 | \$ 20,693,932 | \$ 21,098,406 | \$ 21,513,790 |
| % Change from Prior Year | 1.91% | 1.93% | 1.94% | 1.95% | 1.97% |
| Expenses | | | | | |
| No Department | | | | | |
| Police Grant Fund | | | | | |
| Administration | \$ 307,383 | \$ 321,066 | \$ 335,359 | \$ 350,287 | \$ 365,880 |
| Finance | \$ 549,731 | \$ 576,055 | \$ 603,639 | \$ 632,544 | \$ 662,834 |
| City Clerk | \$ 191,628 | \$ 209,287 | \$ 228,573 | \$ 249,636 | \$ 272,639 |
| Board of Directors | \$ 160,339 | \$ 168,200 | \$ 176,445 | \$ 185,095 | \$ 194,168 |
| Municipal Court | \$ 280,604 | \$ 289,715 | \$ 299,121 | \$ 308,832 | \$ 318,858 |
| Probation Office | \$ 202,917 | \$ 211,230 | \$ 219,882 | \$ 228,889 | \$ 238,265 |
| Police | \$ 8,686,944 | \$ 9,020,898 | \$ 9,367,690 | \$ 9,727,813 | \$ 10,101,781 |
| Fire | \$ 5,515,374 | \$ 5,737,558 | \$ 5,968,693 | \$ 6,209,138 | \$ 6,459,270 |
| Agencies | \$ 4,470,218 | \$ 4,470,218 | \$ 4,470,218 | \$ 4,470,218 | \$ 4,470,218 |
| Animal Shelter | \$ 454,625 | \$ 463,466 | \$ 472,478 | \$ 481,666 | \$ 491,032 |
| Federal Jag Grant | \$ 14,843 | \$ 14,843 | \$ 14,843 | \$ 14,843 | \$ 14,843 |
| Total Expenses | \$ 20,834,609 | \$ 21,482,535 | \$ 22,156,938 | \$ 22,858,961 | \$ 23,589,791 |
| % Change from Prior Year | -0.91% | 3.11% | 3.14% | 3.17% | 3.20% |
| Total | \$ (918,218) | \$ (1,182,498) | \$ (1,463,006) | \$ (1,760,555) | \$ (2,075,999) |
| % Change from Prior Year | -68.31% | 28.78% | 23.72% | 20.34% | 17.92% |

General Fund 2021-2025 Projections



Public Works



Public Works Fund

FUND DESCRIPTION:

The City's Public Works Fund is a special operating fund of the City. This fund's revenue sources are comprised of property taxes, refuse fees, state turnback, grants, and other special revenues. The majority of these funds are non-discretionary and are highly regulated by state statute. The revenue within the City's Public Works Fund provides the special operations of the City through the departments listed below:

- Refuse
- Street
- Building Maintenance
- Parks and Recreation
- Environmental Maintenance
- Planning
- Code Enforcement
- Engineering
- Street Projects
- ADC Work Release



Refuse

PROGRAM DESCRIPTION:

The Refuse Division is under the supervision of the Public Works Director. Duties of this division include managing and promoting the City's recycling program. The Refuse Operator I (recycling) assists the Public Works staff in developing a recycling program that will generate revenue and become self-sustaining. Responsibilities include assisting in locating and writing grants, preparing hauler billing and audit reports, and creating an educational outreach program.

PROGRAM FOCUS:

The focus of this division is to enhance recycling awareness, opportunities, and participation in the community. This includes providing receptacles for recycling, separating and baling material, and working with businesses and residents to encourage participation.



Street

PROGRAM DESCRIPTION:

The Streets Division is supervised by the Public Works Superintendent. Duties of this division are widely varied and include maintenance of over 300 miles of streets, over 34 miles of major drainage ditches, and numerous miles of drainage facilities within the public right of way. The Streets Department provides maintenance of existing subdivision streets, as well as replacement of those streets which are failing. It also provides for the repair of utility street cuts and street sweeping. The traffic control group within the Streets Department installs and maintains street signs and traffic signals, paints center and edge lines along roads, and maintains all City-owned street lighting. This division provides housing demolition when private property owners do not comply with City codes.

PROGRAM FOCUS:

The focus of this division is to enhance the quality of life for the citizens of Texarkana by providing regular street and drainage maintenance activities. These activities include street cleaning, street repair, street resurfacing, bridge repair, ditch-digging/cleaning, rights-of-way mowing and cleaning, and tree trimming. It is also responsible for removal of debris placed along the public right of way. In the event of winter storms, the Streets Division is responsible for clearing snow and ice from City roadways.

Included among the responsibilities of the Street Division is also the responsibility for quality of life enhancements through the installation and repair of traffic signs, as well as traffic control pavement markings on City streets.



Building Maintenance

PROGRAM DESCRIPTION:

The Building Maintenance Division is under the supervision of the Building Maintenance Superintendent and is responsible for the maintenance of twelve (12) City buildings. In addition, it is responsible for custodial services in City Hall. The 12 buildings include five (5) fire stations, four (4) neighborhood centers, City Hall, Public Works, and the Animal Care and Adoption Center.

PROGRAM FOCUS:

The Building Maintenance Division's mission is to provide a safe, comfortable work environment for City employees while delivering all maintenance and preventative maintenance needed to extend the life of City-owned buildings and service locations. The department is also responsible for maintaining the aesthetics of City property.



Parks & Recreation

PROGRAM DESCRIPTION:

The Parks Division strives to create a meaningful parks system that provides quality leisure services and promotes the natural environment and the health of the community, while also strengthening the diversity of a democratic society. The Parks Division maintains 19 parks, which encompasses over 235 acres, and one swimming pool.

PROGRAM FOCUS:

The Parks and Recreation Division's mission is to provide a safe and comfortable environment for citizens of Texarkana to gather and relax while enjoying the outside environment. This department focuses on maintaining the parks through scheduled cuttings, refuse collection, and general all-round cleaning, while also developing close working relations with local organizations to prepare the parks for upcoming events.



Environmental Maintenance

PROGRAM DESCRIPTION:

The focus of this division is to enhance the quality of life for the citizens of Texarkana by providing a safe environment through the control of pests, discarded refuse, and overgrowth on abandoned properties.

PROGRAM FOCUS:

This division enhances the quality of life for the citizens of Texarkana by the cutting of weeds and high grass on streets and drainage rights-of-way, mosquito control, and the removal of trees in the ROW. In addition, this division is responsible for weed abatement.



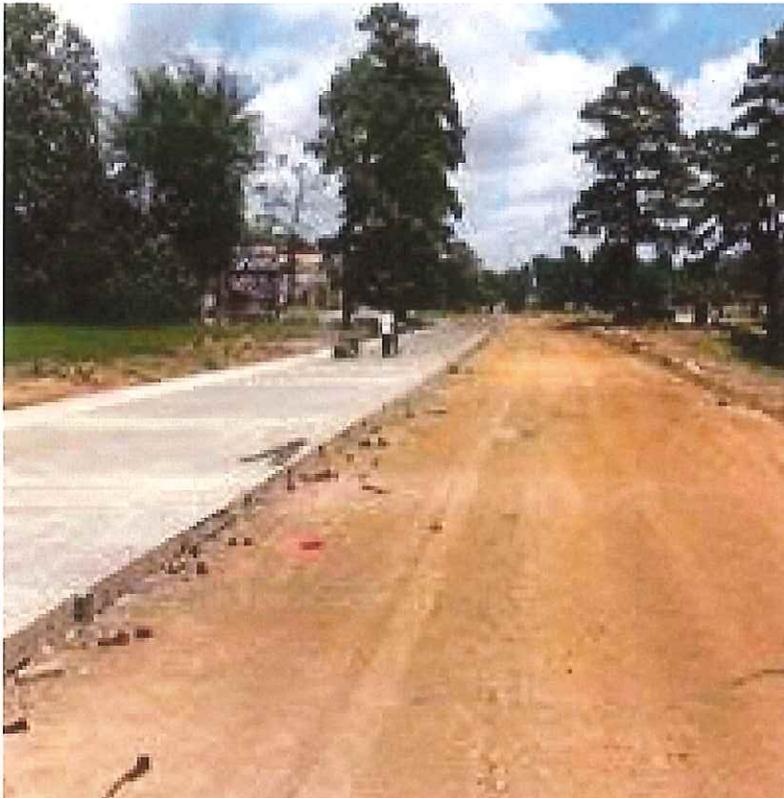
Planning

PROGRAM DESCRIPTION:

The Planning Division, under the supervision of the City Planner/Historic Preservation Officer, is responsible for the comprehensive planning process (long range planning) of the City and, in that regard, administers the land regulation ordinances. On a day-to-day basis (short term planning), the Planning Division prepares and processes all rezoning applications, subdivision plat reviews, street/easement abandonments, and conditional use permits that are heard by the Planning Commission each month. In addition, this division researches and prepares related ordinance revisions and special requests by the Board of Directors such as street renaming, establishment of economic development districts, and development of preservation guidelines.

PROGRAM FOCUS:

The Planning Division's focus is to enhance the quality of life for the citizens of Texarkana by providing a division which encourages quality growth, development and redevelopment, and the stabilization of neighborhoods through a concentrated effort of planning, land use controls, Historic Preservation, permitting and enforcement.



Code Enforcement

PROGRAM DESCRIPTION:

The Code Enforcement Division is responsible for assuring and protecting the public's life, health, safety, and welfare through enforcement of codes and ordinances of the City. Building and construction permits are issued in the Public Works Office. In addition to enforcing the building, plumbing, mechanical, gas, electrical, and swimming pool codes, inspectors enforce environmental test codes and ordinances pertaining to substandard structures, zoning regulations, weed abatement, and nuisances, such as trash, litter, and abandoned vehicles.

PROGRAM FOCUS:

The Code Enforcement Division is dedicated to improving the quality of life for the citizens of Texarkana through enforcement of City adopted codes and ordinances. These codes are based on the Arkansas Fire Code which has incorporated the International Building Codes, as well as the International Property Codes. The City of Texarkana has also adopted its own ordinances, which the Enforcement Division enforces, such as specifying the limits of construction activities on lots, amount of overgrowth on property, non-operable vehicles, etc. By carrying out these codes and ordinances, the citizens are assured of maintaining their investments in their property, as well as their community.



Engineering

PROGRAM DESCRIPTION:

The Engineering Division is included in the Public Works Department and is responsible for maintaining, updating, and producing all city maps. The department also maintains records of subdivision plats, right-of-way/easement abandonments, address assignments, and performs minor drafting duties for the City. The Engineering Division works closely with the Planning Division and other government agencies, such as Miller County, Arkansas Highway Department, Texarkana Metropolitan Organization, and Chamber of Commerce in order to keep the maps up to date. Map maintenance and updates are made through the use of two types of engineering and GIS software, AutoCAD Map and ArcMap.

PROGRAM FOCUS:

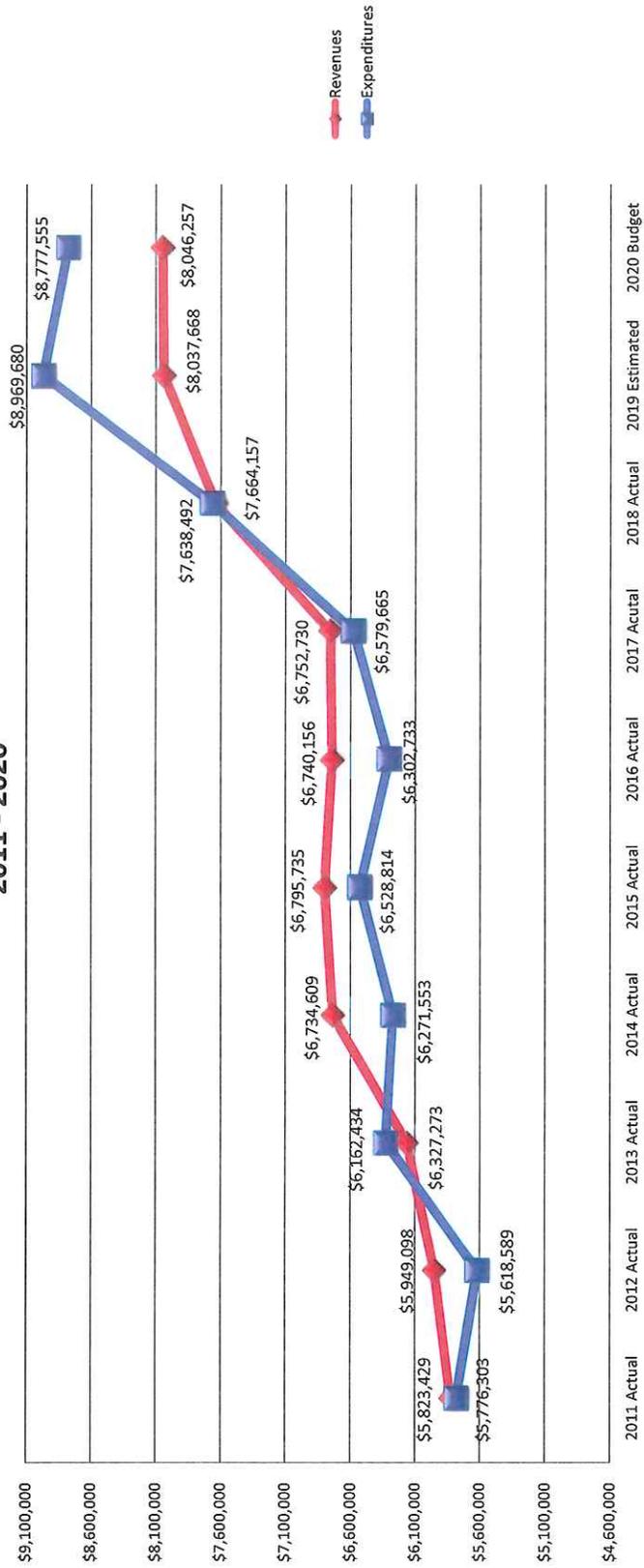
The focus of this division is to maintain and improve the accuracy of City mapping information and to provide the best possible mapping information to the citizens and businesses on zoning, lot size, flood plain, city limits, right-of-way, etc.



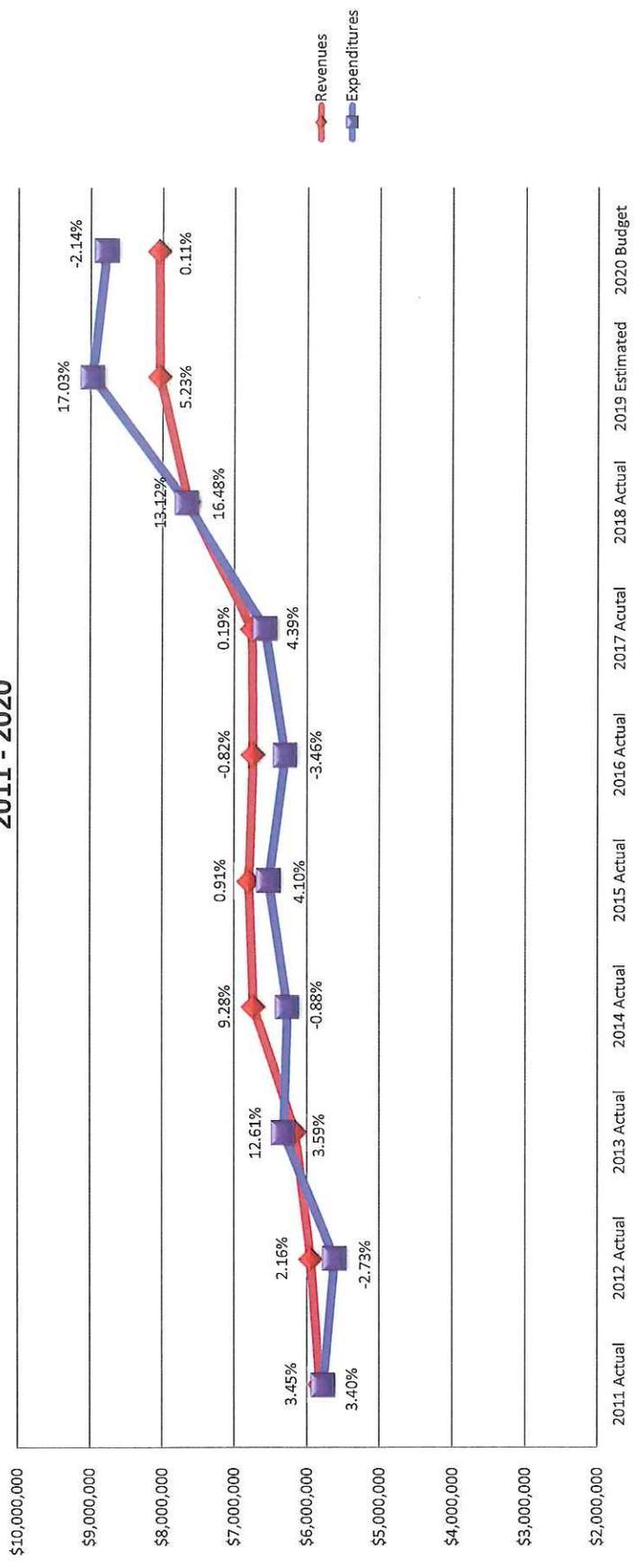
Public Works Fund Summary (201)

| | <i>ACTUAL</i> 2018 | <i>BUDGET</i> 2019 | <i>ESTIMATED</i> 2019 | <i>PROPOSED</i> 2020 |
|---|-----------------------|-----------------------|--------------------------|-------------------------|
| BEGINNING FUND BALANCE | 1,596,069 | | 1,570,404 | 801,392 |
| <u>REVENUES</u> | | | | |
| GENERAL PROPERTY TAX | 105,678 | 115,400 | 107,800 | 110,700 |
| WATER & SEWER | 87,784 | 87,500 | 87,000 | 87,500 |
| REFUSE | 4,396,120 | 4,434,000 | 4,437,000 | 4,461,000 |
| LICENSES & PERMITS | 283,121 | 155,550 | 336,550 | 302,600 |
| STATE TURNBACK | 2,104,618 | 2,120,000 | 2,143,000 | 2,182,000 |
| GRANT REVENUE | 43,466 | 664,287 | 670,316 | 700,706 |
| OTHER REVENUE | 617,705 | 51,000 | 37,502 | 36,800 |
| INTERFUND REVENUE | 0 | 218,500 | 218,500 | 164,951 |
| APPROPRIATED FUND BALANCE | 0 | 0 | 0 | 731,298 |
| TOTAL REVENUES | 7,638,492 | 7,846,237 | 8,037,668 | 8,777,555 |
| <u>EXPENDITURES</u> | | | | |
| REFUSE | 3,873,105 | 3,882,562 | 3,902,869 | 4,016,629 |
| STREET | 1,841,774 | 2,068,599 | 2,764,846 | 1,979,037 |
| BUILDING MAINTENANCE | 122,701 | 147,834 | 145,270 | 154,207 |
| PARKS & RECREATION | 699,048 | 1,052,231 | 648,570 | 922,804 |
| ENVIRONMENTAL MAINTENANCE | 179,410 | 229,949 | 195,263 | 206,180 |
| PLANNING | 120,189 | 150,302 | 126,799 | 151,897 |
| CODE ENFORCEMENT | 308,453 | 413,421 | 419,357 | 402,455 |
| ENGINEERING | 71,058 | 62,837 | 11,425 | 46,336 |
| OTHER | 276,380 | 623,587 | 574,201 | 671,088 |
| ADC WORK RELEASE | 172,039 | 202,951 | 181,080 | 226,923 |
| TOTAL EXPENDITURES | 7,664,157 | 8,834,273 | 8,969,680 | 8,777,555 |
| NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE | (25,665) | | (769,012) | (0) |
| STORM WATER RESTRICTED RESERVE USED/ALLOCATED | | | 163,000 | 80,000 |
| ENDING FUND BALANCE | 1,570,404 | | 801,392 | 150,094 |
| NUMBER OF DAYS OF EXPENDITURES IN FUND BALANCE | | | | 6 |

Public Works Revenues/Expenditures 2011 - 2020



Public Works Change in Revenues/Expenditures 2011 - 2020



SUMMARY STATEMENT OF REVENUE

Public Works Fund

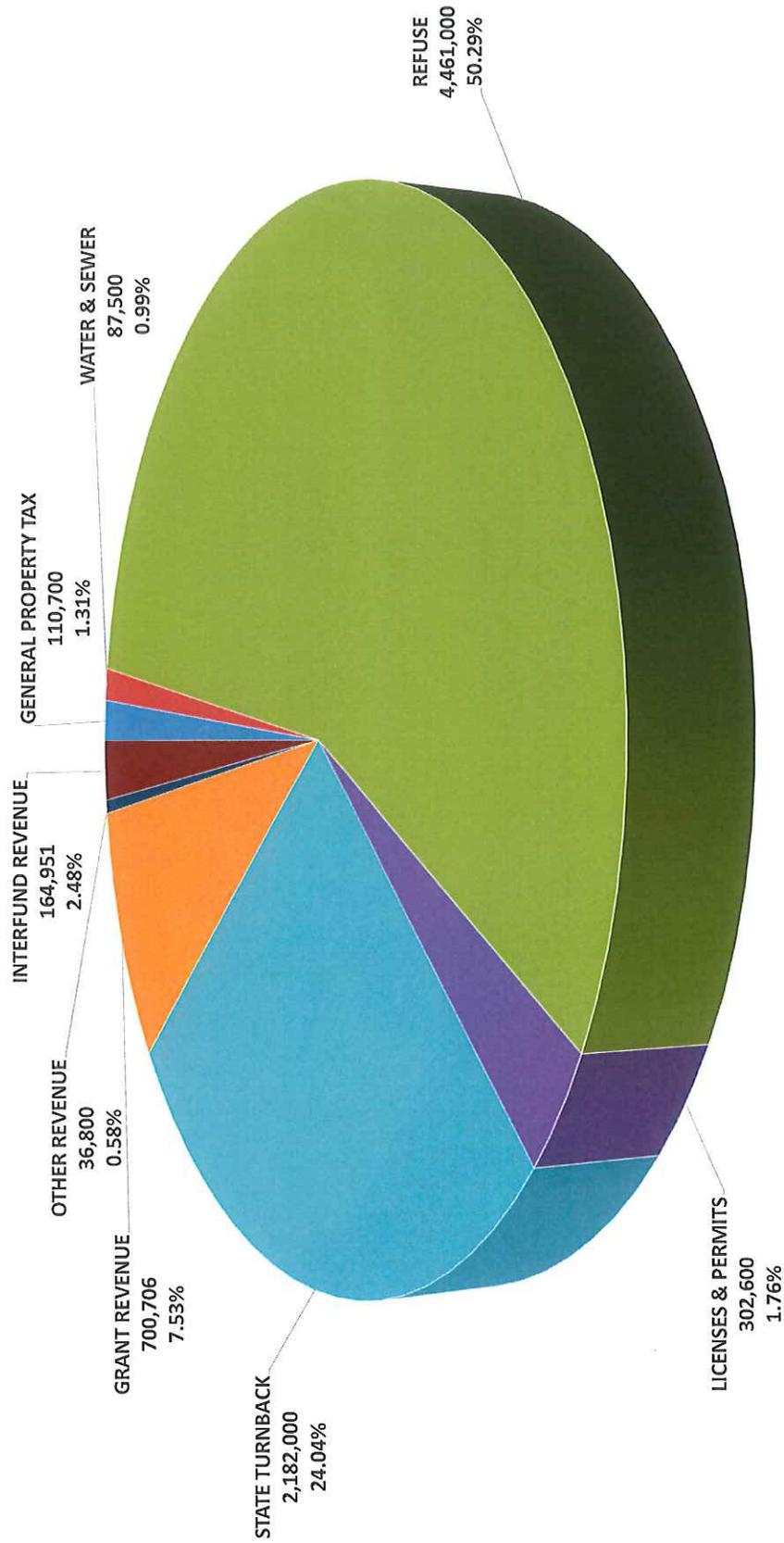
| <i>ACTUAL</i> <i>2018</i> | <i>BUDGET</i> <i>2019</i> | <i>ESTIMATED</i> <i>2019</i> | <i>PROPOSED</i> <i>2020</i> |
|------------------------------|------------------------------|---------------------------------|--------------------------------|
|------------------------------|------------------------------|---------------------------------|--------------------------------|

REVENUES

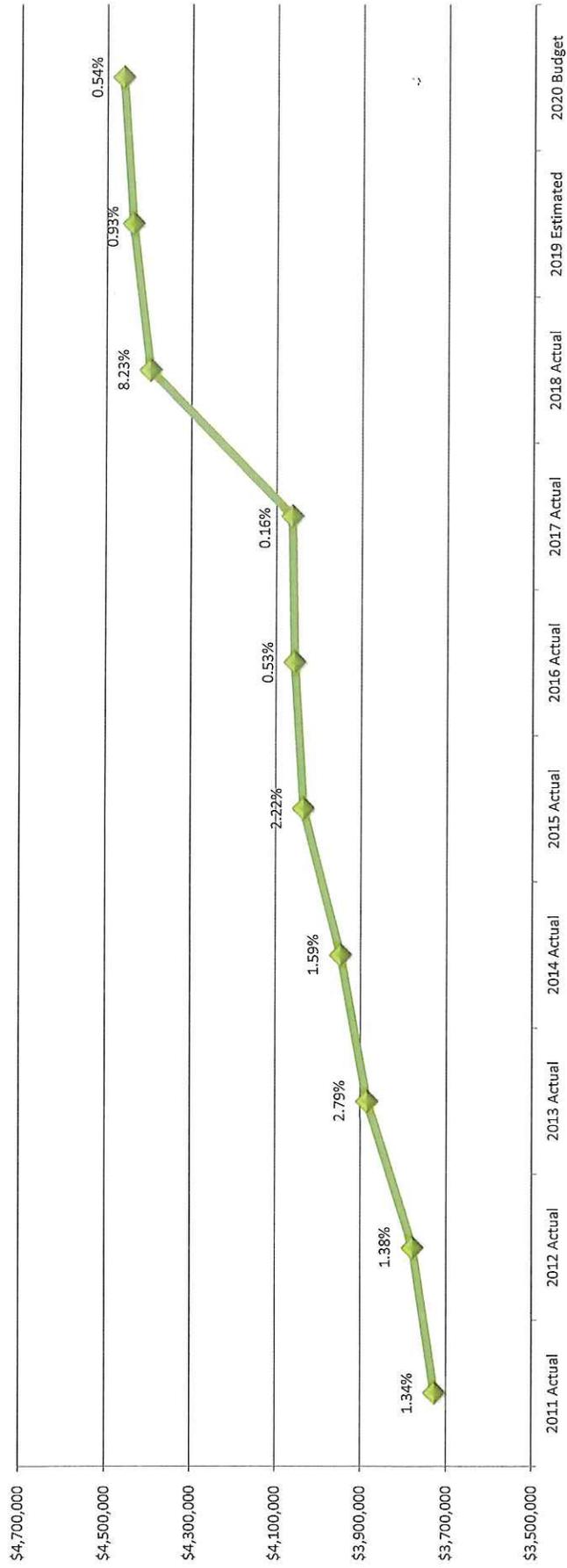
| | | | | |
|---------------------------|------------------|------------------|------------------|------------------|
| GENERAL PROPERTY TAX | 105,678 | 115,400 | 107,800 | 110,700 |
| WATER & SEWER | 87,784 | 87,500 | 87,000 | 87,500 |
| REFUSE | 4,396,120 | 4,434,000 | 4,437,000 | 4,461,000 |
| LICENSES & PERMITS | 283,121 | 155,550 | 336,550 | 302,600 |
| STATE TURNBACK | 2,104,618 | 2,120,000 | 2,143,000 | 2,182,000 |
| GRANT REVENUE | 43,466 | 664,287 | 670,316 | 700,706 |
| OTHER REVENUE | 617,705 | 51,000 | 37,502 | 36,800 |
| INTERFUND REVENUE | 0 | 218,500 | 218,500 | 164,951 |
| APPROPRIATED FUND BALANCE | 0 | 0 | 0 | 731,298 |
| TOTAL REVENUES | 7,638,492 | 7,846,237 | 8,037,668 | 8,777,555 |

Public Works Fund - FY 2019

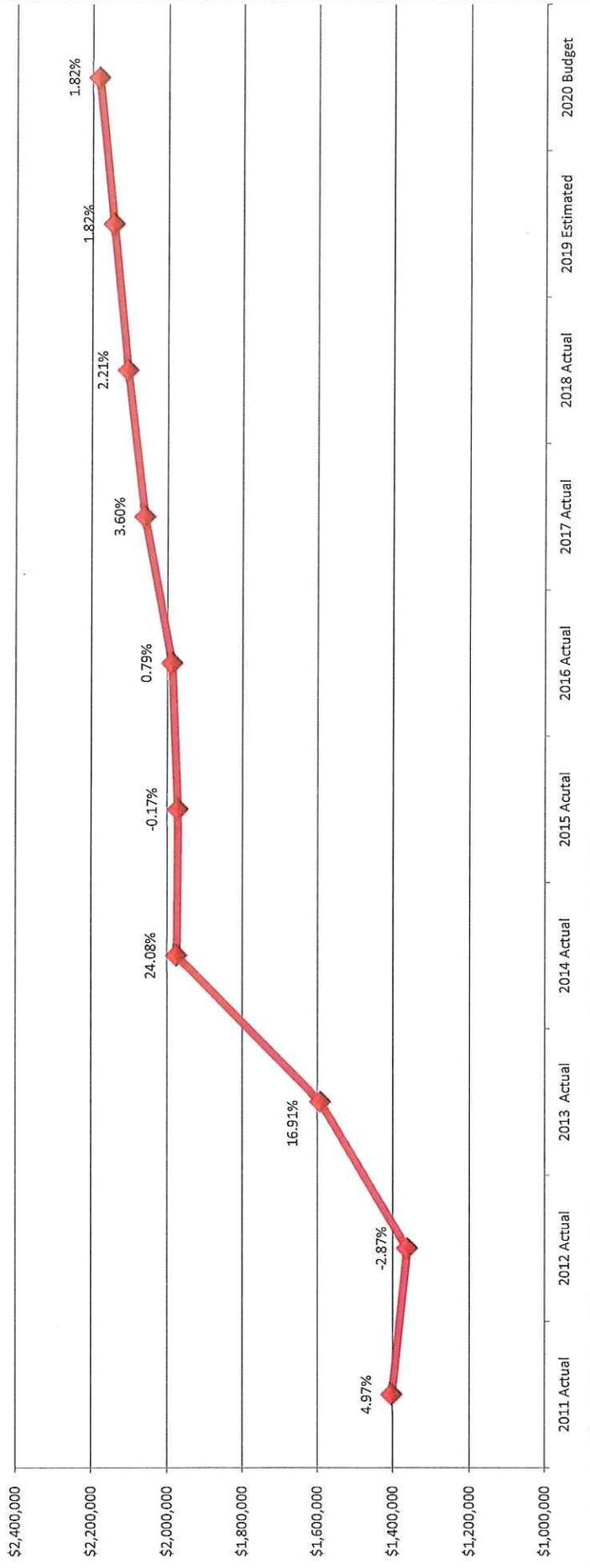
Summary of Revenues



Public Works Refuse Revenue Growth 2011 - 2020



Public Works State Turnback Revenue Growth 2011 - 2020



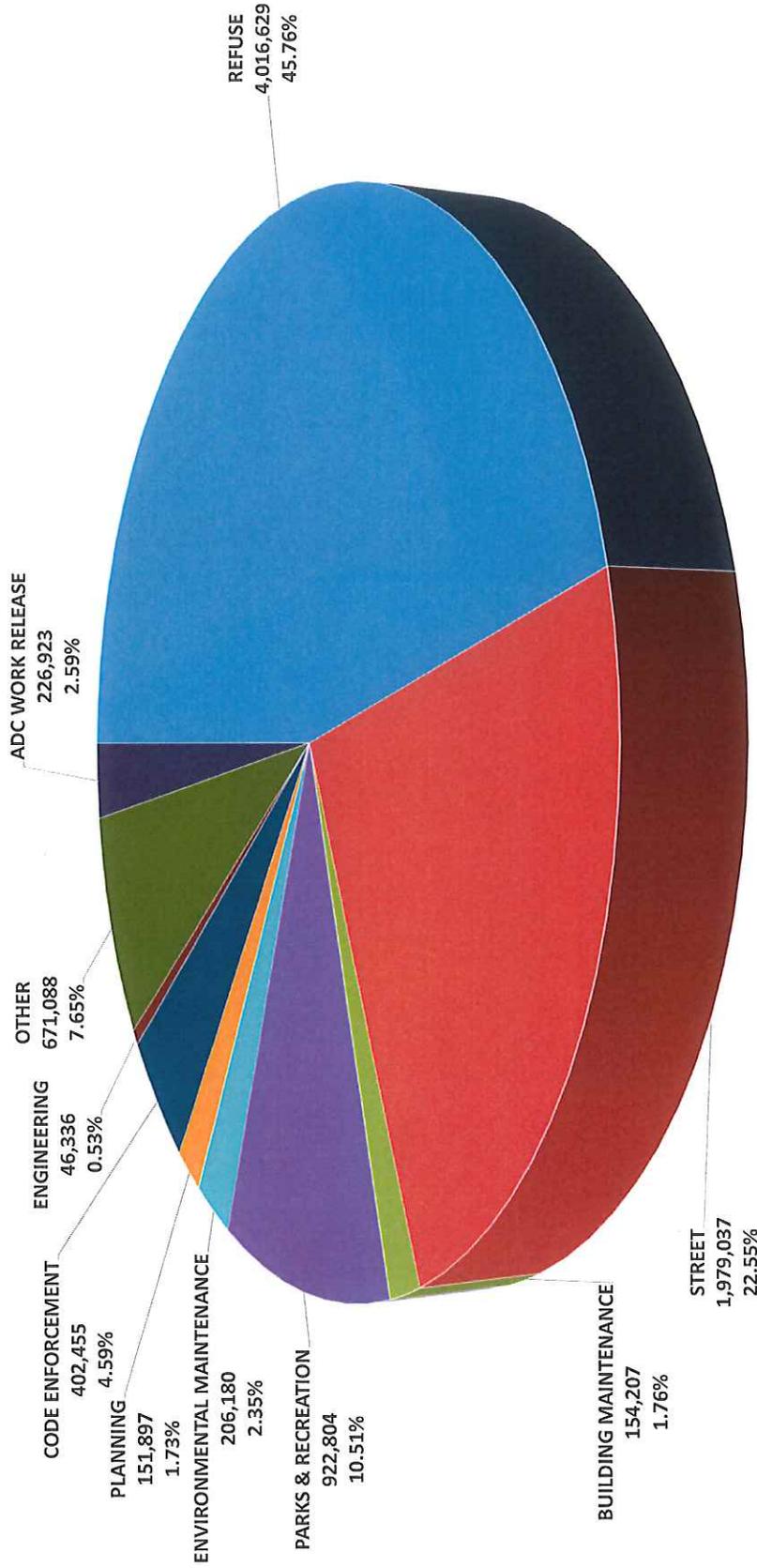
SUMMARY STATEMENT OF EXPENDITURES

Public Works Fund By Department

| | ACTUAL 2018 | BUDGET 2019 | ESTIMATED 2019 | PROPOSED 2020 |
|----------------------------------|------------------------|------------------------|---------------------------|--------------------------|
| <u>EXPENDITURES</u> | | | | |
| REFUSE | | | | |
| PERSONNEL | 32,422 | 43,893 | 41,221 | 42,639 |
| CONTRACTUAL SERVICES | 3,094,161 | 3,305,279 | 3,200,899 | 3,298,500 |
| MAINTENANCE | 965 | 4,300 | 2,150 | 4,300 |
| SUPPLIES | 2,489 | 7,050 | 3,500 | 4,150 |
| CAPITAL OUTLAY | 0 | 15,000 | 8,099 | 11,000 |
| OTHER | 743,068 | 507,040 | 647,000 | 656,040 |
| TOTAL REFUSE | 3,873,105 | 3,882,562 | 3,902,869 | 4,016,629 |
| STREET | | | | |
| PERSONNEL | 672,112 | 769,851 | 727,772 | 816,298 |
| CONTRACTUAL SERVICES | 434,800 | 529,474 | 467,574 | 497,139 |
| MAINTENANCE | 15,988 | 25,000 | 24,000 | 23,200 |
| SUPPLIES | 450,350 | 492,000 | 449,500 | 492,400 |
| CAPITAL OUTLAY | 272,637 | 313,000 | 1,100,000 | 200,000 |
| OTHER | (4,113) | (60,726) | (4,000) | (50,000) |
| TOTAL STREET | 1,841,774 | 2,068,599 | 2,764,846 | 1,979,037 |
| BUILDING MAINTENANCE | | | | |
| PERSONNEL | 47,083 | 50,731 | 49,209 | 51,521 |
| CONTRACTUAL SERVICES | 34,499 | 37,403 | 35,603 | 37,336 |
| MAINTENANCE | 292 | 600 | 300 | 600 |
| SUPPLIES | 17,058 | 22,100 | 21,900 | 24,750 |
| CAPITAL OUTLAY | 23,769 | 37,000 | 38,258 | 40,000 |
| TOTAL BUILDING MAINTENANCE | 122,701 | 147,834 | 145,269 | 154,207 |
| PARKS & RECREATION | | | | |
| PERSONNEL | 178,637 | 211,789 | 204,234 | 240,453 |
| CONTRACTUAL SERVICES | 46,778 | 53,406 | 42,256 | 48,272 |
| MAINTENANCE | 2,371 | 4,000 | 5,000 | 5,500 |
| SUPPLIES | 65,767 | 96,300 | 73,500 | 81,900 |
| CAPITAL OUTLAY | 0 | 686,736 | 326,543 | 546,678 |
| OTHER | 405,495 | 0 | (2,963) | 0 |
| TOTAL PARKS & RECREATION | 699,048 | 1,052,231 | 648,570 | 922,804 |
| ENVIRONMENTAL MAINTENANCE | | | | |
| PERSONNEL | 115,506 | 134,849 | 128,341 | 131,180 |
| CONTRACTUAL SERVICES | 40 | 600 | 600 | 600 |
| MAINTENANCE | 1,944 | 5,100 | 1,500 | 2,500 |
| SUPPLIES | 61,920 | 89,400 | 57,450 | 71,900 |
| CAPITAL OUTLAY | 0 | 0 | 7,372 | 0 |
| TOTAL ENVIRONMENTAL MAINTENANCE | 179,410 | 229,949 | 195,263 | 206,180 |

| | | | | |
|----------------------------|------------------|------------------|------------------|------------------|
| PLANNING | | | | |
| PERSONNEL | 95,663 | 119,610 | 95,957 | 123,525 |
| CONTRACTUAL SERVICES | 10,331 | 15,506 | 18,656 | 14,972 |
| SUPPLIES | 10,981 | 13,400 | 10,400 | 13,400 |
| OTHER | 3,214 | 1,786 | 1,786 | 0 |
| TOTAL PLANNING | 120,189 | 150,302 | 126,799 | 151,897 |
| CODE ENFORCEMENT | | | | |
| PERSONNEL | 258,962 | 313,900 | 307,936 | 326,102 |
| CONTRACTUAL SERVICES | 24,053 | 26,921 | 26,021 | 26,853 |
| MAINTENANCE | 2,090 | 2,000 | 2,900 | 3,000 |
| SUPPLIES | 8,743 | 14,600 | 10,500 | 12,000 |
| CAPITAL OUTLAY | 0 | 25,000 | 25,000 | 0 |
| OTHER | 14,605 | 31,000 | 47,000 | 34,500 |
| TOTAL CODE ENFORCEMENT | 308,453 | 413,421 | 419,357 | 402,455 |
| ENGINEERING | | | | |
| PERSONNEL | 67,854 | 56,534 | 0 | 0 |
| CONTRACTUAL SERVICES | 261 | 2,703 | 2,718 | 2,736 |
| SUPPLIES | 2,943 | 3,600 | 2,000 | 3,600 |
| CAPITAL OUTLAY | 0 | 0 | 6,707 | 40,000 |
| TOTAL ENGINEERING | 71,058 | 62,837 | 11,425 | 46,336 |
| OTHER STREET PROJECTS | | | | |
| CAPITAL OUTLAY | 276,380 | 623,587 | 574,201 | 671,088 |
| TOTAL OTHE STREET PROJECTS | 276,380 | 623,587 | 574,201 | 671,088 |
| ADC WORK RELEASE | | | | |
| PERSONNEL | 172,039 | 202,951 | 181,080 | 226,923 |
| TOTAL ADC WORK RELEASE | 172,039 | 202,951 | 181,080 | 226,923 |
| TOTAL EXPENDITURES | 7,664,157 | 8,834,273 | 8,969,680 | 8,777,555 |

Public Works Fund - FY 2019 Summary of Expenditures by Department



SUMMARY STATEMENT OF EXPENDITURES

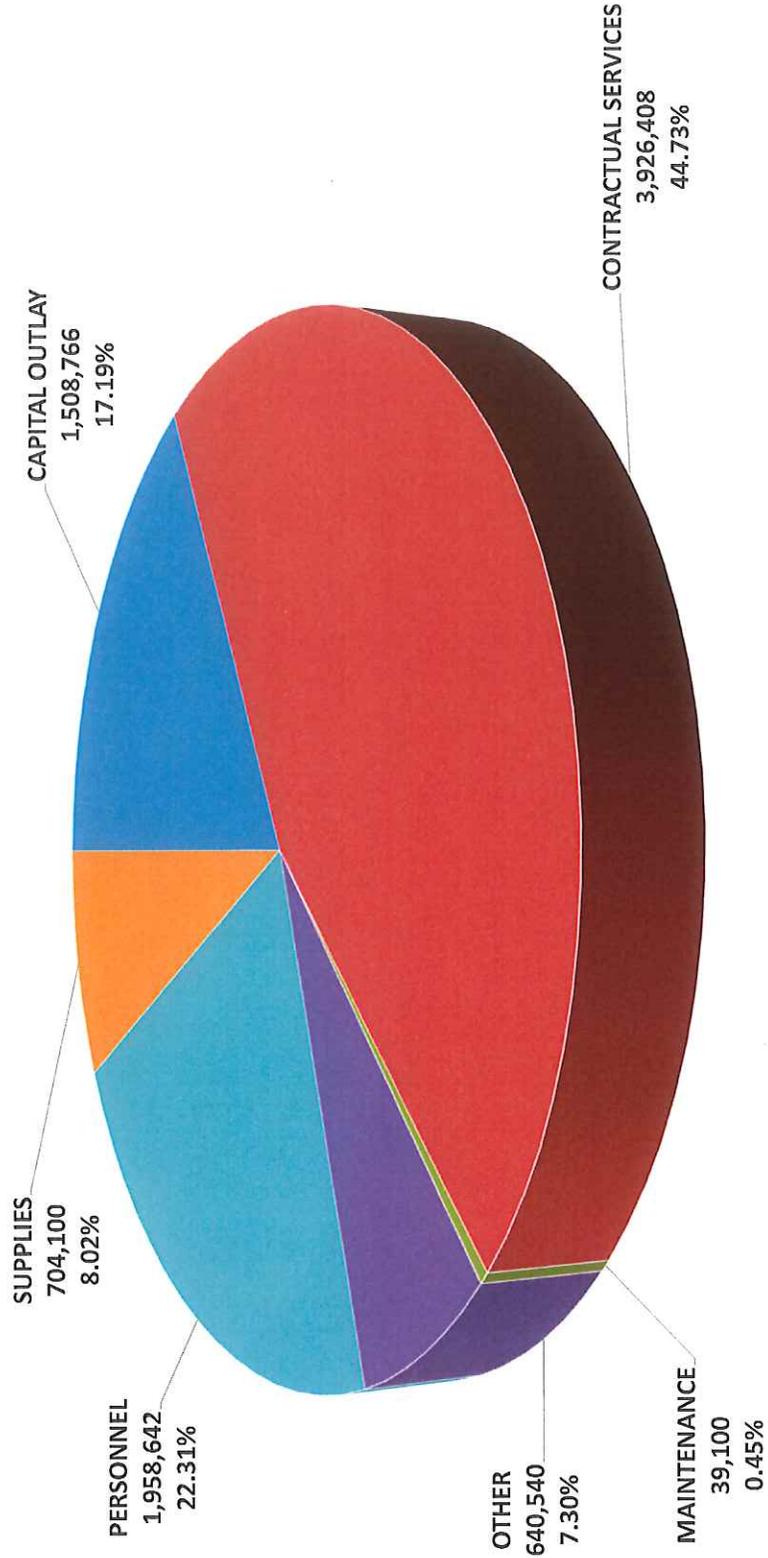
Public Works Fund

By Type

| | ACTUAL 2018 | BUDGET 2019 | ESTIMATED 2019 | PROPOSED 2020 |
|---------------------------|------------------------|------------------------|---------------------------|--------------------------|
| EXPENDITURES | | | | |
| CAPITAL OUTLAY | 572,786 | 1,700,323 | 2,086,180 | 1,508,766 |
| CONTRACTUAL SERVICES | 3,644,923 | 3,971,292 | 3,794,327 | 3,926,408 |
| MAINTENANCE | 23,650 | 41,000 | 35,850 | 39,100 |
| OTHER | 1,162,269 | 479,100 | 688,823 | 640,540 |
| PERSONNEL | 1,640,278 | 1,904,108 | 1,735,750 | 1,958,642 |
| SUPPLIES | 620,251 | 738,450 | 628,750 | 704,100 |
| TOTAL EXPENDITURES | 7,664,157 | 8,834,273 | 8,969,680 | 8,777,555 |

Public Works Fund - FY 2019

Summary of Expenditures by Type



Public Works Fund 2021 - 2025 Projections

| | 2021 Projection | 2022 Projection | 2023 Projection | 2024 Projection | 2025 Projection |
|---------------------------------|---------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Revenues | | | | | |
| General Property Tax | \$ 116,000 | \$ 119,000 | \$ 122,000 | \$ 125,000 | \$ 128,000 |
| Refuse | \$ 4,509,000 | \$ 4,533,000 | \$ 4,557,000 | \$ 4,581,000 | \$ 4,605,000 |
| Water and Sewer | \$ 87,500 | \$ 87,500 | \$ 87,500 | \$ 87,500 | \$ 87,500 |
| Licenses and Permits | \$ 304,000 | \$ 305,000 | \$ 306,000 | \$ 307,000 | \$ 308,000 |
| State Turnback | \$ 2,279,000 | \$ 2,329,000 | \$ 2,380,000 | \$ 2,433,000 | \$ 2,487,000 |
| Grant Revenue | \$ 765,000 | \$ 799,500 | \$ 835,000 | \$ 873,000 | \$ 912,000 |
| Other Revenue | \$ 36,800 | \$ 36,800 | \$ 36,800 | \$ 36,800 | \$ 36,800 |
| Interfund Revenue | \$ 181,500 | \$ 190,500 | \$ 200,000 | \$ 210,000 | \$ 220,500 |
| Total Revenues | \$ 8,278,800 | \$ 8,400,300 | \$ 8,524,300 | \$ 8,653,300 | \$ 8,784,800 |
| % Change from Prior Year | 1.440% | 1.468% | 1.476% | 1.513% | 1.520% |
| Expenses | | | | | |
| Refuse | \$ 4,295,298 | \$ 4,441,943 | \$ 4,593,597 | \$ 4,750,260 | \$ 4,912,433 |
| Street | \$ 2,030,129 | \$ 2,056,021 | \$ 2,082,446 | \$ 2,108,906 | \$ 2,135,401 |
| Building Maintenance | \$ 173,699 | \$ 184,541 | \$ 195,866 | \$ 207,781 | \$ 220,292 |
| Parks and Recreation | \$ 922,636 | \$ 922,636 | \$ 922,636 | \$ 922,636 | \$ 922,636 |
| Environmental Maintenance | \$ 216,875 | \$ 222,288 | \$ 228,221 | \$ 234,174 | \$ 240,148 |
| Planning | \$ 165,192 | \$ 172,540 | \$ 179,916 | \$ 187,319 | \$ 195,251 |
| Code Enforcement | \$ 443,305 | \$ 464,994 | \$ 487,783 | \$ 512,177 | \$ 537,690 |
| Engineering | \$ 50,000 | \$ 51,800 | \$ 53,500 | \$ 55,500 | \$ 57,500 |
| Other | \$ 670,900 | \$ 670,900 | \$ 670,900 | \$ 670,900 | \$ 670,900 |
| ADC Work Release | \$ 242,500 | \$ 251,000 | \$ 259,500 | \$ 268,500 | \$ 277,500 |
| Total Expenses | \$ 9,210,534 | \$ 9,438,664 | \$ 9,674,365 | \$ 9,918,155 | \$ 10,169,751 |
| % Change from Prior Year | 2.46% | 2.48% | 2.50% | 2.52% | 2.54% |
| Total | \$ (931,733) | \$ (1,038,364) | \$ (1,150,064) | \$ (1,264,856) | \$ (1,384,953) |
| % Change from Prior Year | 12.48% | 11.44% | 10.76% | 9.98% | 9.49% |

Public Works Fund 2021-2025 Projections



C.D.B.G. Fund



Community Development Block Grant

PROGRAM DESCRIPTION:

Over the last ten years, the Public Works Department has administered the CDBG program. Staff is familiar with the community, values all relationships established with citizens, and is concerned about the quality of life of the citizens and families. The Public Works Department implements eligible activities, such as public service projects (projects that benefit LMI residents of the city), public facility improvements, paving and drainage infrastructure improvements, and community building, along with support of the City's code enforcement efforts.

Public Works is the backbone of the LMI neighborhoods, working in developing partnerships with local institutions, other civic groups, and businesses of Texarkana, Arkansas. Public Works is constantly seeking funding and ways to support the needs of LMI residents. The Public Works Department's primary objective is to be good stewards of the funds and ensure viable communities are maintained by the provision of decent housing, suitable living environments, and expanding economic opportunities are made available for LMT persons.

Public Works ensures 70% of expenditures are used for activities qualifying under HUD's National Objective. These funds are vital in project delivery (carrying out the necessary duties/requirements to meet community needs). Over the last nine years the Public Works Department has been meeting infrastructure and public service needs in the LMI areas and of LMT residents and will continue to do so in the future.

PROGRAM FOCUS:

The program focus is to provide decent, safe, and affordable housing for LMI residents of Texarkana, Arkansas by improving streets, drainage infrastructure, removal of unsafe/dilapidated structures, and improvements to neighborhood parks. Neighborhood revitalization is a very important factor in planning for strong viable neighborhoods in the years to come. There is a continuous effort to secure outside funding to help keep programs going and to develop new programs as the need presents.



Community Development Block Grant

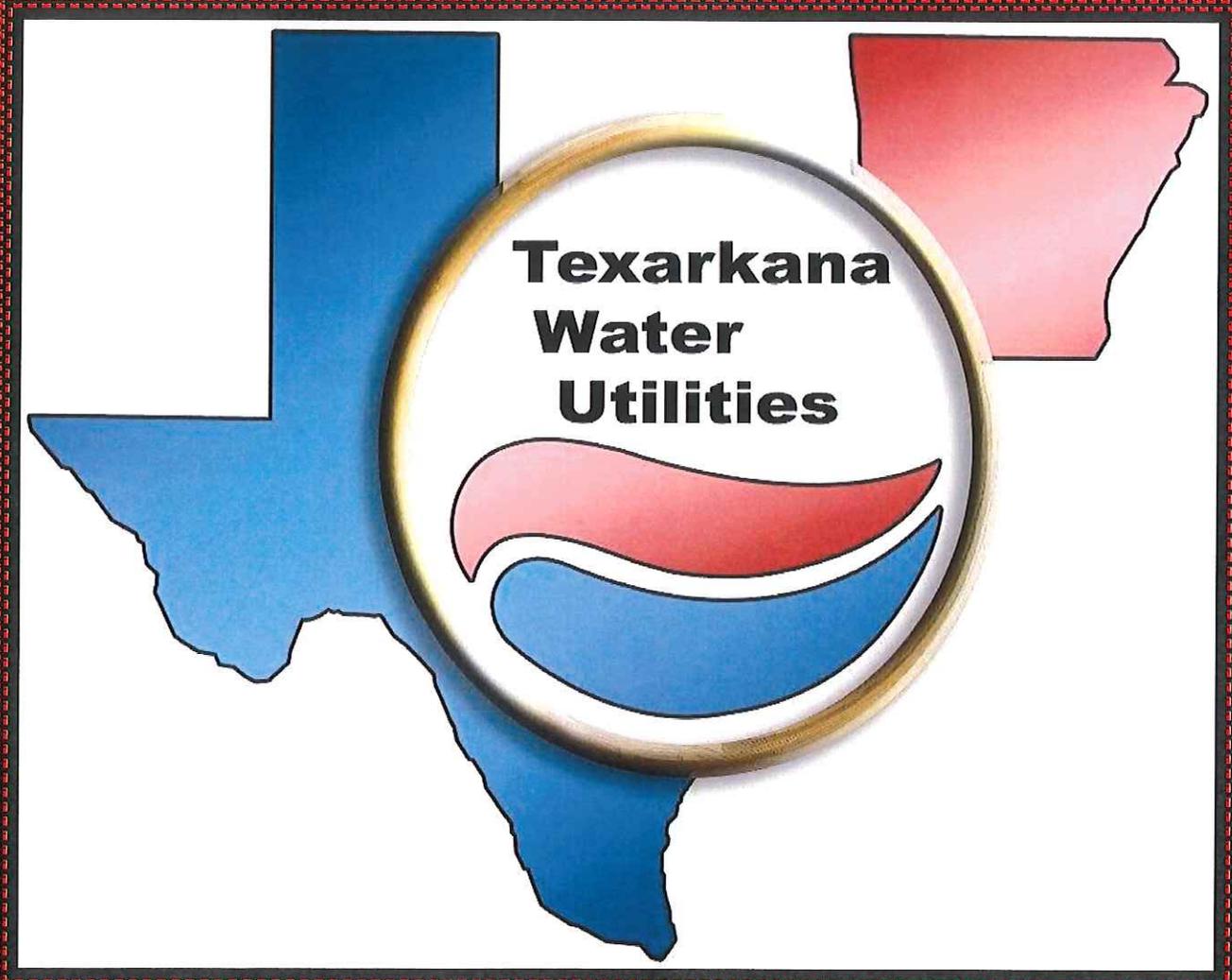
| | ACTUAL 2018 | BUDGET 2019 | ESTIMATED 2019 | BUDGET 2020 |
|------------------------|------------------------|------------------------|---------------------------|------------------------|
| BEGINNING FUND BALANCE | 7,517 | | (878) | 2,091 |
| REVENUES | | | | |
| SALES & USE TAX REFUND | 0 | 0 | 0 | 0 |
| FEDERAL GRANTS | 183,544 | 477,169 | 256,778 | 477,169 |
| SECTION 108 LOAN | 0 | 0 | 0 | 885,000 |
| PROGRAM INCOME C/Y | 5,829 | 0 | 100 | 0 |
| | <u>189,373</u> | <u>477,169</u> | <u>256,878</u> | <u>1,362,169</u> |

EXPENDITURES

| | | | | |
|------------------------------------|----------------|----------------|----------------|------------------|
| GRANT ADMINISTRATION | 49,005 | 49,910 | 49,910 | 49,928 |
| PUB FACILITIES IMPROVEMENTS | 98,151 | 300,304 | 150,000 | 1,165,277 |
| PUBLIC SERVICE | 13,047 | 24,955 | 20,000 | 24,964 |
| HOUSING DEMOLITION | 4,813 | 42,000 | 14,000 | 62,000 |
| HOUSING | 32,752 | 60,000 | 20,000 | 60,000 |
| TOTAL BUDGET | 197,768 | 477,169 | 253,909 | 1,362,169 |

| | | | | |
|---------------------------------|--------|---------|---------|-----------|
| GRANT ADMINISTRATION | 49,005 | 49,910 | 49,910 | 49,928 |
| PUB FACILITIES IMPROVEMENTS | 98,151 | 300,304 | 150,000 | 1,165,277 |
| PUBLIC SERVICE | 13,047 | 24,955 | 20,000 | 24,964 |
| CLEARING AND HOUSING DEMOLITION | 4,813 | 42,000 | 14,000 | 62,000 |
| HOUSING | 32,752 | 60,000 | 20,000 | 60,000 |

TWU



TEXARKANA WATER UTILITIES
ARKANSAS REVENUE FUND

Contains Interfund Transfers

| | Actual FY 2018 | Proposed FY 2019 | Revised FY 2019 | Proposed FY 2020 |
|-------------------------------------|---------------------------|-----------------------------|----------------------------|-----------------------------|
| BEGINNING BALANCE | 2,883,429 | 2,753,768 | 2,790,907 | 2,112,212 |
| REVENUE | | | | |
| Water and Sewer Sales | 8,009,583 | 8,162,642 | 7,819,818 | 8,011,047 |
| Water Connection Fees | 3,300 | 3,100 | 3,650 | 3,650 |
| Service Charge | 430,515 | 434,133 | 393,700 | 393,700 |
| Wholesale Water Sales | 55,555 | 53,700 | 59,300 | 59,300 |
| Total Sales and Fees | 8,498,953 | 8,653,575 | 8,276,468 | 8,467,697 |
| Texas Share 1998 Debt Service | 92,454 | 92,536 | 92,148 | 92,362 |
| Texas Share 1998-B Debt Service | 16,914 | 16,929 | 16,857 | 16,900 |
| Texas Share 2007 Refunding | 277,342 | 428,943 | 581,843 | 421,200 |
| Transfers from Mandeville & Union | 0 | 0 | 0 | 0 |
| Transfer from Customer Loan Fund | 0 | 0 | 0 | 0 |
| TX Share North Texarkana Operations | 73,824 | 90,427 | 94,062 | 103,116 |
| TX Share Millwood Operations | 579,134 | 561,511 | 467,573 | 619,036 |
| UN Share Millwood Operations | 23,409 | 27,005 | 25,259 | 15,479 |
| MN Share Millwood Operations | 6,164 | 7,851 | 6,651 | 4,076 |
| Total Transfers In | 1,069,241 | 1,225,202 | 1,284,393 | 1,272,169 |
| Interest Income | 13,525 | 13,600 | 10,605 | 10,625 |
| Miscellaneous Income | 424,754 | 429,335 | 434,102 | 442,202 |
| Total Other | 438,279 | 442,935 | 444,707 | 452,827 |
| TOTAL REVENUES | 10,006,473 | 10,321,712 | 10,005,568 | 10,192,693 |
| TOTAL FUNDS AVAILABLE | 12,889,902 | 13,075,480 | 12,796,475 | 12,304,905 |
| EXPENDITURES | | | | |
| Total Operating Expenses | 6,101,055 | 7,062,037 | 6,632,597 | 7,290,149 |
| Total Capital Outlays | 0 | 0 | 0 | 0 |
| Share in LTWSC Operations | 636,355 | 628,796 | 590,867 | 612,503 |
| Total Operating | 6,737,410 | 7,690,833 | 7,223,464 | 7,902,652 |
| Bond Fund 1998 | 292,487 | 292,744 | 291,517 | 292,194 |
| Bond Fund 1998-B | 53,508 | 53,556 | 53,327 | 53,463 |
| Bond Fund 2001 | 68,224 | 68,108 | 67,996 | 68,150 |
| Bond Fund 2004B | 123,016 | 122,691 | 122,482 | 122,760 |
| Bond Fund 2007 Refunding | 721,425 | 716,377 | 683,693 | 698,883 |
| Total AR Debt Service | 1,258,660 | 1,253,476 | 1,219,015 | 1,235,450 |

TEXARKANA WATER UTILITIES
ARKANSAS REVENUE FUND

Contains Interfund Transfers

| | Actual FY 2018 | Proposed FY 2019 | Revised FY 2019 | Proposed FY 2020 |
|--|---------------------------|-----------------------------|----------------------------|-----------------------------|
| Share TX DS Projected | 0 | 0 | 0 | 0 |
| Total DS Transfers to TX | 0 | 0 | 0 | 0 |
| Millwood Water Rights Fund | 541,522 | 541,522 | 541,522 | 541,522 |
| Millwood Depreciation Fund | 58,110 | 55,785 | 55,785 | 55,170 |
| North Texarkana WWTP Depr. Fund | 12,200 | 12,200 | 12,200 | 12,200 |
| Equipment Acquisition Fund | 74,500 | 126,588 | 126,588 | 165,510 |
| Technology Fund | 130,375 | 144,967 | 144,967 | 257,460 |
| Personnel Policy | 20,000 | 20,000 | 20,000 | 20,000 |
| Customer Loan Fund | 0 | 0 | 0 | 0 |
| Capital Improvement Fund | 328,000 | 328,000 | 328,000 | 150,000 |
| Infrastructure Fund | 364,012 | 333,466 | 333,466 | 263,016 |
| Compost Fund | 37,250 | 37,190 | 37,190 | 36,780 |
| LTWSC Capital Imp. Fund | 208,820 | 163,377 | 163,377 | 153,120 |
| SR WWTP Depreciation Fund | 55,875 | 127,439 | 127,439 | 106,513 |
| Transfer to Gen. Fund (In Lieu of Tax) | 155,793 | 171,920 | 160,000 | 172,420 |
| Transfer to General Fund | 96,383 | 186,420 | 174,750 | 228,000 |
| Other (Including Legal) | 20,085 | 16,500 | 16,500 | 16,500 |
| Total Other | 2,102,925 | 2,265,374 | 2,241,784 | 2,178,211 |
| TOTAL EXPENDITURES | 10,098,995 | 11,209,683 | 10,684,263 | 11,316,313 |
| ENDING BALANCE | 2,790,907 | 1,865,797 | 2,112,212 | 988,592 |

TEXARKANA WATER UTILITIES
Arkansas Capital Improvement Fund

| | | <i>Actual FY 2018</i> | <i>Proposed FY 2019</i> | <i>Revised FY 2019</i> | <i>Proposed FY 2020</i> |
|--|---|---------------------------|-----------------------------|----------------------------|-----------------------------|
| BEGINNING BALANCE | | 390,788 | 79,058 | 176,344 | 172,715 |
| REVENUE | | | | | |
| Transfers from Revenue Fund | 61-994-941211 | 328,000 | 328,000 | 328,000 | 150,000 |
| Additional Transfers from Revenue- Inventory | 61-994-941211 | 34,286 | | | |
| Interest Income | 61-911-611116 | | | | |
| Pro-rata Income - Cust | 61-991-911215 | 3,554 | 2,064 | 1,670 | 1,670 |
| Plans/ Permits | 61-080-481119 | 450 | 150 | 274 | 250 |
| Grant Income | | | | | |
| TOTAL REVENUE | | 366,290 | 330,214 | 329,944 | 151,920 |
| TOTAL FUNDS AVAILABLE | | 757,078 | 409,272 | 506,288 | 324,635 |
| | Water Projects --> 61-000-135111 + Proj No. | | | | |
| | Sewer Projects --> 61-000-135131 + Proj No. | | | | |
| | Equipment --> 61-000-135151 + Proj No. | | | | |
| EXPENDITURES | | | | | |
| Transfer to City Gen Fund-Oper-Cap Impr | | 165,000 | | | |
| Water System Improvements- 2017 | A121720 | 646 | | | |
| 6" Water Main Ext.- Front & Olive-Partially Reimb. | A121729 | 7,852 | | | |
| Water System Improvements- 2018 | A121820 | 109,626 | | | |
| Sewer System Improvements- 2018 | A121840 | 3,214 | | | |
| Loop Dead End Water Mains- Owl Ridge Subdivi. | A121821 | 61,683 | | 9,172 | |
| Install New Fire Hydrant- East 9th | A121822 | 47,214 | | 624 | |
| Lakewood Chloramine Booster Station | A121824 | 913 | 210,000 | 21,000 | |
| Loop WL- 1,800', 8" E 18th Jefferson to Franklin | A121825 | 81,252 | | 27,154 | |
| Chlorine Conversion Project | A121826 | 74,161 | | 247 | |
| MCPWA Reimbursable-Air Valve Installation | A121827 | 12,190 | | 202 | |
| Txk, AR Sewer Trunk Main Replacement | A121828 | 11,225 | | 2,375 | |
| East 9th at Summit Water Line | A121829 | 5,758 | | | |
| Water System Improvements- 2019 | A121920 | | 40,000 | 34,200 | |
| Sewer System Improvements- 2019 | A121940 | | 40,000 | 10,000 | |
| Loop Dead End Mains- 2019 | A121921 | | 50,000 | 20,000 | |
| (30) Water Line Air Valves-Lakewood Area | A121922 | | 50,000 | 57,986 | |
| Tennessee Rd Sewer Extension (Pro-rata) | A121923 | | | 33,177 | |
| Cooper Tire Water Line Repair-RR & AR Viaduct | A121924 | | | 5,762 | |
| Sewer Extension-N. of I-30/TASD School Area | A121925 | | | 10,201 | |
| Lavender LN 6" Water Main Repl | A121926 | | | 54,000 | |
| Flying J Lift Station Pump Rebuild | A121941 | | | 22,601 | |
| MCPWA Reimbursable-(3) Flush Stations | A121927 | | | 10,500 | |
| Lakewood Softstart #3 Pump Drive/ Pump | A121928 | | | 14,372 | |
| Water System Improvements- 2020 | | | | | 35,000 |
| Sewer System Improvements- 2020 | | | | | 30,000 |
| Loop Dead End Water Mains- 2020 | | | | | 40,000 |
| Chlorine Conversion Project- 2020 | | | | | 78,000 |
| N. Sanderson Ln Sewer Extension | | | | | 50,000 |
| Tennessee Rd Sewer Extension | | | | | 85,000 |
| TOTAL EXPENDITURES | | 580,734 | 390,000 | 333,573 | 318,000 |
| ENDING BALANCE | | 176,344 | 19,272 | 172,715 | 6,635 |

TEXARKANA WATER UTILITIES

Arkansas Infrastructure Fund

| | <i>Actual FY 2018</i> | <i>Proposed FY 2019</i> | <i>Revised FY 2019</i> | <i>Proposed FY 2020</i> |
|--|---------------------------|-----------------------------|----------------------------|-----------------------------|
| BEGINNING BALANCE | 572,815 | 21,086 | 263,210 | 137,623 |
| REVENUE | | | | |
| Transfer from Revenues-Infrastr Fees 61-994-941224 | 264,012 | 263,466 | 263,016 | 263,016 |
| Additional Transfer from Revenues 61-994-941224 | 100,000 | 70,000 | 70,000 | 0 |
| Interest Income 61-911-611124 | 3,009 | 0 | 2,482 | 2,485 |
| TOTAL REVENUE | 367,021 | 333,466 | 335,498 | 265,501 |
| TOTAL FUNDS AVAILABLE | 939,836 | 354,552 | 598,708 | 403,124 |
| 61-000-135157- Proj No. | | | | |
| EXPENDITURES | | | | |
| Transfer to City Gen Fd-Storm Water 61-932-631112 | 87,468 | 87,822 | 87,672 | 87,672 |
| Transfer to City Gen Fd-Oper-Infrastr | 430,000 | 198,750 | 198,750 | |
| Sanderson Ln-Move Wtr/Swr lines-(Brick) A151801 | 53,846 | | | |
| U of A Way- Reloc W&S in R.O.W. A151802 | 3,024 | 65,000 | 0 | 65,000 |
| Cooper Tire Rd- Repl 12" Swr Main A151803 | 0 | | 208 | |
| Highland Hills LS/Cooper Tire Rd Swr A151804 | 102,288 | | 174,455 | |
| Nix Creek Sewer Trunk Main | | | | |
| Engineering/Design | | | | 150,000 |
| Replace/Upsize Water Mains | | | | 70,000 |
| Replace Brick Manholes | | | | 25,000 |
| TOTAL EXPENDITURES | 676,626 | 351,572 | 461,085 | 397,672 |
| ENDING BALANCE | 263,210 | 2,980 | 137,623 | 5,452 |

TEXARKANA WATER UTILITIES**Arkansas Millwood Water Rights Fund**

| | Actual FY 2018 | Proposed FY 2019 | Revised FY 2019 | Proposed FY 2020 |
|---|---------------------------|-----------------------------|----------------------------|-----------------------------|
| BEGINNING BALANCE | 234,900 | 235,085 | 235,089 | 235,357 |
| REVENUE | | | | |
| Transfer from Revenues -99.8 MGD | 541,522 | 541,522 | 541,522 | 541,522 |
| Interest Income | 189 | 190 | 268 | 260 |
| TOTAL REVENUE | 541,711 | 541,712 | 541,790 | 541,782 |
| TOTAL FUNDS AVAILABLE | 776,611 | 776,797 | 776,879 | 777,139 |
| EXPENDITURES | | | | |
| Annual Principal Payment on 99.8 MGD 000-236112 | 151,621 | 155,612 | 155,612 | 159,707 |
| Annual Interest Payment on 99.8 MGD 921-621112 | 389,901 | 385,910 | 385,910 | 381,814 |
| TOTAL EXPENDITURES | 541,522 | 541,522 | 541,522 | 541,522 |
| ENDING BALANCE | 235,089 | 235,275 | 235,357 | 235,618 |

TEXARKANA WATER UTILITIES

Arkansas Personnel Policy Fund

| | <i>Actual FY 2018</i> | <i>Proposed FY 2019</i> | <i>Revised FY 2019</i> | <i>Proposed FY 2020</i> |
|--------------------------------------|---------------------------|-----------------------------|----------------------------|-----------------------------|
| BEGINNING BALANCE | 276,688 | 235,551 | 236,401 | 206,736 |
| REVENUE | | | | |
| Transfer from Revenues | 20,000 | 20,000 | 20,000 | 20,000 |
| Interest Income | 1,232 | 800 | 1,630 | 1,600 |
| TOTAL REVENUE | 21,232 | 20,800 | 21,630 | 21,600 |
| TOTAL FUNDS AVAILABLE | 297,920 | 256,351 | 258,031 | 228,336 |
| EXPENDITURES | | | | |
| Termination Pay | 39,771 | 40,000 | 30,000 | 40,000 |
| Social Security | 3,042 | 3,060 | 2,295 | 3,060 |
| Post Retirement Insurance | 18,706 | 21,000 | 19,000 | 21,000 |
| TOTAL EXPENDITURES | 61,519 | 64,060 | 51,295 | 64,060 |
| ENDING BALANCE | 236,401 | 192,291 | 206,736 | 164,276 |
| Accrued Compensated Absences: | | | | |
| Arkansas: | | | | |
| Current | 30,716 | 31,000 | 30,716 | 31,000 |
| Long Term | 191,878 | 210,000 | 210,000 | 210,000 |
| Total | 222,594 | 241,000 | 240,716 | 241,000 |

Other Funds



Other Funds

The Other Funds section of the budget is comprised of the DWI, Police, Narcotics Self-Sufficiency, Kline Park Monument, Domestic Violence Self-Sufficiency, Bail Bond, North Texarkana Redevelopment District #1, Public Safety, Front Street Project, Library, Judges Pension, and Court Automation Funds. Revenue sources and expenditure descriptions are as follows:

DWI Fund

Revenue for the DWI Fund comes from police fines and forfeitures and is used for expenditures relating directly to protection against public intoxication.

Police Fund

Revenue for the Police Fund comes from jail booking fees, public intoxication fees, and a federally funded body armor grant. Expenditures are for body armor and equipment related to protecting against public intoxication.

Narcotics Self-Sufficiency Fund

Revenue for the Narcotics Self-Sufficiency Fund comes from police fines and forfeitures and is used primarily for the required match pertaining to the federal and state funded Edward Byrne Narcotics Grant.

Kline Park Monument Fund

Revenue for the Kline Park Monument Fund previously came from interest collected on the bank balance and was used for utility expenditures. Beginning March 2018, the utility expenditures were paid from the General Fund.

Domestic Violence Self-Sufficiency Fund

Revenue for the Domestic Violence Self-Sufficiency Fund comes from police fines and forfeitures and is used for the required match pertaining to the state funded Domestic Violence grant and expenditures relating to protection against domestic violence.

Bail Bond Fund

Revenue for the Bail Bond Fund comes from bail bond and PR bond fees and is used for parity salary expenditures.

North Texarkana Redevelopment District #1

Revenue for the NTRD (North Texarkana Redevelopment District) Fund comes from TIF (tax increment financing) district property taxes. A TIF district is an area within a city that is found to be derelict without the possibility of attracting private investment without government intervention. The TIF taxes collected may only be used on capital projects in these specific districts.

Public Safety Fund

Revenue for the Public Safety Fund comes from police fines and forfeitures and is used for expenditures relating to public safety.

Other Funds

Front Street Fund

Revenue for the Front Street Fund previously came from event proceeds and was used for expenditures such as utilities, supplies, and maintenance. No revenue has been collected since 2017. Expenditures are paid from the remaining fund balance.

Library Fund

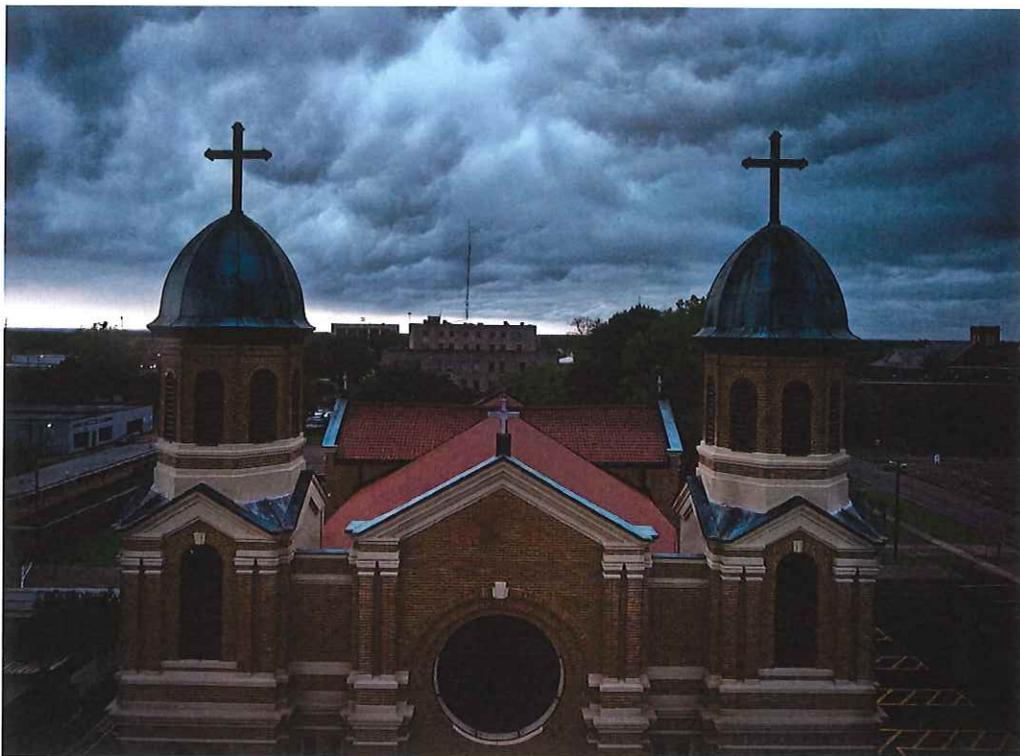
Revenue for the Library Fund comes from property taxes, state funded grants, and interest collected on the bank balance and is used for contributions to the Texarkana Public Library.

Judges Pension Fund

Revenue for the Judges Pension Fund comes from police fines and forfeitures and is used primarily for pilot payments for our local judge.

Court Automation Fund

Revenue for the Court Automation Fund comes from police fines and forfeitures and interest collected on the bank balance and is used for expenditures such as utilities, data processing, communications, and supplies.



DWI Fund (107)

| | <i>ACTUAL 2018</i> | <i>BUDGET 2019</i> | <i>ESTIMATED 2019</i> | <i>PROPOSED 2020</i> |
|---|-------------------------------|-------------------------------|----------------------------------|---------------------------------|
| BEGINNING FUND BALANCE | 33,946 | | 40,094 | 23,229 |
| REVENUES | | | | |
| 46000 FINES & FORFEITURES | 7,324 | 7,000 | 9,000 | 9,000 |
| TOTAL | <u>7,324</u> | <u>7,000</u> | <u>9,000</u> | <u>9,000</u> |
| SUPPLIES | | | | |
| 53020 OPERATING SUPPLIES | 1,176 | 25,865 | 25,865 | 32,229 |
| TOTAL | <u>1,176</u> | <u>25,865</u> | <u>25,865</u> | <u>32,229</u> |
| NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE | 6,148 | | (16,865) | (23,229) |
| ENDING FUND BALANCE | 40,094 | | 23,229 | 0 |

Police Funds (209)

| | ACTUAL 2018 | BUDGET 2019 | ESTIMATED 2019 | PROPOSED 2020 |
|---|------------------------|------------------------|---------------------------|--------------------------|
| BEGINNING FUND BALANCE | (768) | | (1,224) | (1,814) |
| REVENUES | | | | |
| 46017 JAIL BOOKING FEE | 4,811 | 5,500 | 4,800 | 4,800 |
| 46080 PUBLIC INTOX/DWI | 1,953 | 1,700 | 1,900 | 1,900 |
| 47130 BODY ARMOR GRANT | 5,829 | 8,621 | 3,433 | 9,590 |
| TOTAL | 12,593 | 15,821 | 10,133 | 16,290 |
| EXPENDITURES | | | | |
| 53021 OPERATING BODY ARMOR GRANT | 9,949 | 3,750 | 2,402 | 9,590 |
| 53024 OPER PUB INTOX/DWI | 0 | 1,700 | 1,700 | 1,700 |
| 59101 GENERAL FUND | 3,100 | 6,621 | 6,621 | 3,186 |
| TOTAL | 13,049 | 12,071 | 10,723 | 14,476 |
| NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE | (456) | | (590) | 1,814 |
| ENDING FUND BALANCE | (1,224) | | (1,814) | (0) |

Narcotics Self-Sufficiency Fund (210)

| | <i>ACTUAL 2018</i> | <i>BUDGET 2019</i> | <i>ESTIMATED 2019</i> | <i>PROPOSED 2020</i> |
|---|------------------------|------------------------|---------------------------|--------------------------|
| BEGINNING FUND BALANCE | 1,733 | | 84 | (0) |
| REVENUES | | | | |
| 46000 FINES & FORFEITURES | 5,934 | 6,000 | 4,500 | 4,500 |
| TOTAL | <u>5,934</u> | <u>6,000</u> | <u>4,500</u> | <u>4,500</u> |
| EXPENDITURES | | | | |
| 52085 OTHER FEES | 16 | 35 | 100 | 100 |
| 58402 NARC GRANT MATCH | 7,567 | 5,965 | 4,484 | 4,400 |
| TOTAL | <u>7,583</u> | <u>6,000</u> | <u>4,584</u> | <u>4,500</u> |
| NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE | (1,649) | | (84) | 0 |
| ENDING FUND BALANCE | 84 | | (0) | (0) |

Kline Park Monument Fund (211)

| | ACTUAL 2018 | BUDGET 2019 | ESTIMATED 2019 | PROPOSED 2020 |
|---|------------------------|------------------------|---------------------------|--------------------------|
| BEGINNING FUND BALANCE | 15 | | (0) | (0) |
| REVENUES | | | | |
| 48010 INTEREST EARNED | 0 | 0 | 0 | 0 |
| TOTAL | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| EXPENDITURES | | | | |
| 52060 UTILITY SERVICES | 15 | 0 | 0 | 0 |
| TOTAL | <u>15</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE | (15) | | (0) | (0) |
| ENDING FUND BALANCE | (0) | | (0) | (0) |

Domestic Violence Self-Sufficiency Fund (221)

| | <i>ACTUAL 2018</i> | <i>BUDGET 2019</i> | <i>ESTIMATED 2019</i> | <i>PROPOSED 2020</i> |
|---|------------------------|------------------------|---------------------------|--------------------------|
| BEGINNING FUND BALANCE | 203 | | 439 | 202 |
| REVENUES | | | | |
| 46000 FINES & FORFEITURES | 1,587 | 1,445 | 1,700 | 1,550 |
| TOTAL | <u>1,587</u> | <u>1,445</u> | <u>1,700</u> | <u>1,550</u> |
| EXPENDITURES | | | | |
| 58489 VAWA GRANT MATCH | 1,351 | 1,937 | 1,937 | 1,752 |
| TOTAL | <u>1,351</u> | <u>1,937</u> | <u>1,937</u> | <u>1,752</u> |
| NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE | 236 | | (237) | (202) |
| ENDING FUND BALANCE | 439 | | 202 | (0) |

Bail Bond Fund (223)

| | <i>ACTUAL 2018</i> | <i>BUDGET 2019</i> | <i>ESTIMATED 2019</i> | <i>PROPOSED 2020</i> |
|---|------------------------|------------------------|---------------------------|--------------------------|
| BEGINNING FUND BALANCE | 281 | | 576 | 2,326 |
| REVENUES | | | | |
| 46091 BAIL BOND FEES | 4,600 | 4,000 | 5,500 | 4,750 |
| 46093 PR BONDS | 876 | 950 | 1,200 | 1,000 |
| TOTAL | <u>5,476</u> | <u>4,950</u> | <u>6,700</u> | <u>5,750</u> |
| EXPENDITURES | | | | |
| 58550 PARITY SALARY EXPENSE | 5,181 | 4,950 | 4,950 | 8,076 |
| TOTAL | <u>5,181</u> | <u>4,950</u> | <u>4,950</u> | <u>8,076</u> |
| NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE | 295 | | 1,750 | (2,326) |
| ENDING FUND BALANCE | 576 | | 2,326 | 0 |

North Texarkana Redevelopment District #1 (227)

| | <i>ACTUAL 2018</i> | <i>BUDGET 2019</i> | <i>ESTIMATED 2019</i> | <i>PROPOSED 2020</i> |
|---|------------------------|------------------------|---------------------------|--------------------------|
| BEGINNING FUND BALANCE | 490,092 | | 604,485 | 757,495 |
| REVENUES | | | | |
| 41000 CURRENT PROPERTY TAX | 102,325 | 95,000 | 104,000 | 98,701 |
| 41010 DELINQUENT PROP. TAX | 12,051 | 22,000 | 49,000 | 22,000 |
| 48010 INTEREST EARNED | 17 | 10 | 10 | 10 |
| TOTAL | 114,393 | 117,010 | 153,010 | 120,711 |
| EXPENDITURES | | | | |
| 54010 CAPITAL PROJECTS | 0 | 534,196 | 0 | 0 |
| TOTAL | 0 | 534,196 | 0 | 0 |
| NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE | 114,393 | | 153,010 | 120,711 |
| ENDING FUND BALANCE | 604,485 | | 757,495 | 878,206 |

Public Safety Fund (228)

| | ACTUAL 2018 | BUDGET 2019 | ESTIMATED 2019 | PROPOSED 2020 |
|---|------------------------|------------------------|---------------------------|--------------------------|
| BEGINNING FUND BALANCE | 3,938 | | 4,136 | 3,041 |
| REVENUES | | | | |
| 46000 FINES & FORFEITURES | 198 | 225 | 400 | 300 |
| TOTAL | 198 | 225 | 400 | 300 |
| EXPENDITURES | | | | |
| 53020 OPERATING SUPPLIES | 0 | 1,495 | 1,495 | 3,341 |
| TOTAL | 0 | 1,495 | 1,495 | 3,341 |
| NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE | 198 | | (1,095) | (3,041) |
| ENDING FUND BALANCE | 4,136 | | 3,041 | (0) |

Front Street Project (231)

| | ACTUAL 2018 | BUDGET 2019 | ESTIMATED 2019 | PROPOSED 2020 |
|---|------------------------|------------------------|---------------------------|--------------------------|
| BEGINNING FUND BALANCE | 13,989 | | 12,924 | 11,224 |
| REVENUES | | | | |
| 48206 EVENT PROCEEDS | 0 | 0 | 0 | 0 |
| TOTAL | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| EXPENDITURES | | | | |
| CONTRACTUAL SERVICES | 1,065 | 1,500 | 1,000 | 1,000 |
| SUPPLIES | 0 | 2,056 | 700 | 7,868 |
| TOTAL BUDGET | <u>1,065</u> | <u>3,556</u> | <u>1,700</u> | <u>8,868</u> |
| CONTRACTUAL SERVICES | | | | |
| 52060 UTILITY SERVICES | 565 | 1,000 | 500 | 500 |
| 52120 RENTAL OF LAND & BUILDING | 500 | 500 | 500 | 500 |
| TOTAL | <u>1,065</u> | <u>1,500</u> | <u>1,000</u> | <u>1,000</u> |
| SUPPLIES | | | | |
| 53020 OPERATING SUPPLIES | 0 | 2,056 | 700 | 7,868 |
| TOTAL | <u>0</u> | <u>2,056</u> | <u>700</u> | <u>7,868</u> |
| NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE | (1,065) | | (1,700) | (8,868) |
| ENDING FUND BALANCE | 12,924 | | 11,224 | 2,356 |

Library Fund (601)

| | <i>ACTUAL 2018</i> | <i>BUDGET 2019</i> | <i>ESTIMATED 2019</i> | <i>PROPOSED 2020</i> |
|---|------------------------|------------------------|---------------------------|--------------------------|
| BEGINNING FUND BALANCE | 78,691 | | 53,020 | 53,020 |
| REVENUES | | | | |
| 41000 CURRENT PROPERTY TAX | 323,759 | 305,000 | 310,000 | 320,000 |
| 41010 DELINQUENT PROPERTY TAX | 31,516 | 29,000 | 30,000 | 30,000 |
| 47500 STATE GRANTS | 79,103 | 73,000 | 75,000 | 75,000 |
| 48010 INTEREST EARNED | 63 | 60 | 30 | 30 |
| 49101 GENERAL FUND | 5,000 | 5,000 | 5,000 | 5,000 |
| TOTAL | 439,441 | 412,060 | 420,030 | 430,030 |
| EXPENDITURES | | | | |
| 53300 PRIOR YEAR CORRECTION | 20,525 | 0 | 0 | 0 |
| 58425 LIBRARY CONTRIBUTION | 365,484 | 339,060 | 345,030 | 355,030 |
| 58426 LIBRARY CONT-STATE GRT | 79,103 | 73,000 | 75,000 | 75,000 |
| TOTAL | 465,112 | 412,060 | 420,030 | 430,030 |
| NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE | (25,671) | | 0 | (0) |
| ENDING FUND BALANCE | 53,020 | | 53,020 | 53,020 |

Judges Pension Fund (615)

| | <i>ACTUAL 2018</i> | <i>BUDGET 2019</i> | <i>ESTIMATED 2019</i> | <i>PROPOSED 2020</i> |
|---|------------------------|------------------------|---------------------------|--------------------------|
| BEGINNING FUND BALANCE | 454 | | 83 | 29 |
| REVENUES | | | | |
| 46000 FINES & FORFEITURES | 3,914 | 3,914 | 3,914 | 3,914 |
| 46076 MUN JUD COUNTY CAJF | 1,501 | 1,501 | 1,501 | 1,501 |
| TOTAL | 5,415 | 5,415 | 5,415 | 5,415 |
| EXPENDITURES | | | | |
| 52085 OTHER FEES | 16 | 50 | 100 | 100 |
| 59101 GENERAL FUND | 5,770 | 5,369 | 5,369 | 5,344 |
| TOTAL | 5,786 | 5,419 | 5,469 | 5,444 |
| NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE | (371) | | (54) | (29) |
| ENDING FUND BALANCE | 83 | | 29 | 0 |

Court Automation (705)

| | <i>ACTUAL 2018</i> | <i>BUDGET 2019</i> | <i>ESTIMATED 2019</i> | <i>PROPOSED 2020</i> |
|---|------------------------|------------------------|---------------------------|--------------------------|
| BEGINNING FUND BALANCE | 76,229 | | 63,182 | 47,507 |
| REVENUES | | | | |
| 46062 MONTHLY PAYMENT FEE | 17,386 | 20,000 | 18,000 | 18,000 |
| 48010 INTEREST EARNED | 51 | 25 | 110 | 110 |
| TOTAL | 17,437 | 20,025 | 18,110 | 18,110 |
| EXPENDITURES | | | | |
| CONTRACTUAL SERVICES | 4,654 | 10,185 | 8,585 | 10,000 |
| SUPPLIES | 24,681 | 28,000 | 24,000 | 28,000 |
| OTHER | 1,149 | 1,200 | 1,200 | 1,200 |
| TOTAL BUDGET | 30,484 | 39,385 | 33,785 | 39,200 |
| CONTRACTUAL SERVICES | | | | |
| 52020 DATA PROCESSING | 0 | 3,585 | 3,585 | 4,000 |
| 52070 COMMUNICATIONS | 4,654 | 6,600 | 5,000 | 6,000 |
| TOTAL | 4,654 | 10,185 | 8,585 | 10,000 |
| SUPPLIES | | | | |
| 52180 MAINTENANCE MACH/EQUIP | 17,371 | 20,000 | 20,000 | 20,000 |
| 53020 OPERATING SUPPLIES | 7,310 | 8,000 | 4,000 | 8,000 |
| TOTAL | 24,681 | 28,000 | 24,000 | 28,000 |
| OTHER | | | | |
| 52085 OTHER FEES | 1,149 | 1,200 | 1,200 | 1,200 |
| TOTAL | 1,149 | 1,200 | 1,200 | 1,200 |
| NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE | (13,047) | | (15,675) | (21,090) |
| ENDING FUND BALANCE | 63,182 | | 47,507 | 26,417 |

A & P Fund



Advertising & Promotion Fund

PROGRAM DESCRIPTION:

The purpose of this program is to allocate the resources based on the Arkansas statute (A.C.A. 26-75-606). Currently, a two percent tax is levied on the gross receipts of restaurants and a three percent tax is levied on the gross receipts of hotels and motels. This tax revenue is used to promote the City of Texarkana, Arkansas based on the legal uses below.

Legal uses of Hotel/Restaurant Gross Receipt Tax:

- * For advertising and promoting of the city and its environs;
- * For construction, reconstruction, extension, equipment, improvement, maintenance, repair, and operation of a convention center;
- * For the development, construction, and maintenance of City Parks, walking trails, theme parks, amphitheater, and other family entertainment facilities;
- * For operation of tourist promotion facilities;
- * For payment of debt costs pledging A&P resources on bonds approved by a vote of the citizens;
- * For funding of the arts necessary for supporting the A&P endeavors of the City; and
- * For engaging personnel and incurring such administrative expenses as may be necessary to conduct business.



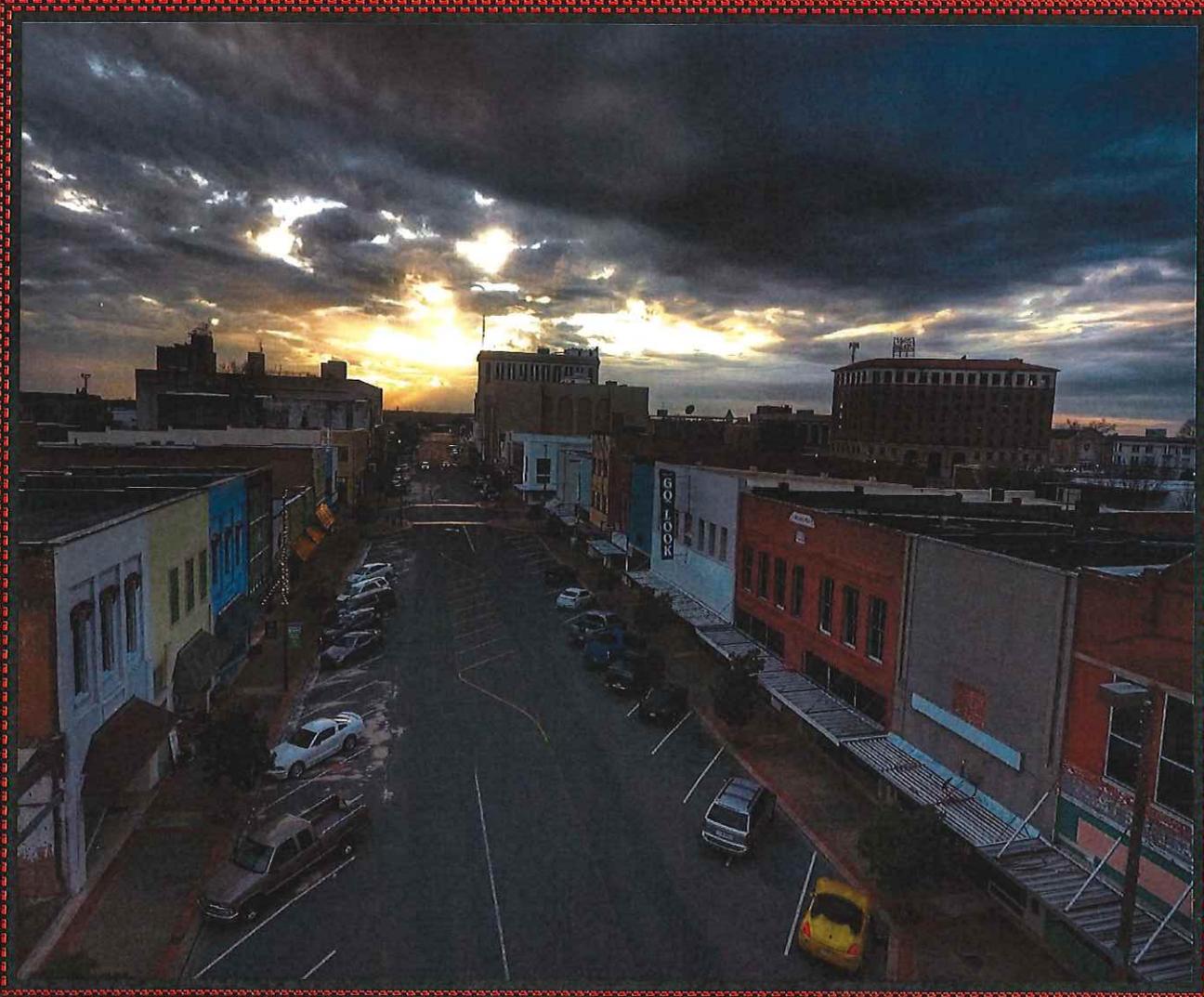
Advertising & Promotion Fund

| | ACTUAL 2018 | BUDGET 2019 | ESTIMATED 2019 | PROPOSED 2020 |
|--|------------------------|------------------------|---------------------------|--------------------------|
| BEGINNING FUND BALANCE | 253,071 | | 130,500 | 162,478 |
| REVENUES | | | | |
| 41120 RESTAURANT TAXES | 446,683 | 438,000 | 483,000 | 489,000 |
| 41121 ADDL RESTAURANT TAXES | 445,887 | 438,000 | 483,000 | 489,000 |
| 41130 HOTEL/MOTEL TAXES | 90,969 | 95,000 | 100,000 | 102,000 |
| 41131 ADDL HOTEL/MOTEL TAXES | 186,727 | 190,000 | 200,000 | 204,000 |
| 41250 SALES AND USE TAX REFUND | 315 | 0 | 80 | 0 |
| 48010 INTEREST EARNED | 416 | 440 | 370 | 400 |
| 48200 MISCELLANEOUS | 150 | 0 | 0 | 0 |
| 48400 DONATIONS | 0 | 0 | 1 | 0 |
| TOTAL | 1,171,147 | 1,161,440 | 1,266,451 | 1,284,400 |
| EXPENDITURES | | | | |
| 52011 LEGAL SERVICES | 6,233 | 15,000 | 15,000 | 0 |
| 52090 ADVERTISING & PUBLICITY | 131,205 | 140,450 | 140,450 | 140,500 |
| 52100 TRAVEL/TRAINING | 3,998 | 0 | 0 | 0 |
| 52150 MAINTENANCE LAND & BUILDING | 15,183 | 0 | 28,000 | 0 |
| 52300 EVENTS | 5,157 | 0 | 111 | 0 |
| 53020 OPERATING SUPPLIES | 224 | 150 | 150 | 0 |
| 53060 MINOR TOOLS & EQUIP | 9,629 | 0 | 5,000 | 0 |
| 54265 HOBO JUNGLE PARK | 0 | 150,000 | 150,000 | 0 |
| 54503 PARK EQUIPMENT | 31,432 | 42,500 | 9,389 | 72,300 |
| 58424 FARMERS MARKET CONTRIB | 5,000 | 4,000 | 4,000 | 0 |
| 58428 FOUR STATE FAIR PROJECT | 87,100 | 176,900 | 176,900 | 130,500 |
| 58432 CHAMBER OF COMMERCE | 10,938 | 17,250 | 17,250 | 13,250 |
| 58433 MUSEUM | 13,000 | 5,000 | 5,000 | 3,250 |
| 58434 TRAHC | 17,000 | 16,250 | 16,250 | 11,250 |
| 58437 BASEBALL ASSOCIATION | 40,000 | 40,000 | 40,000 | 84,500 |
| 58455 WELCOME CENTER | 3,664 | 5,563 | 5,563 | 4,000 |
| 58457 MAIN STREET TEXARKANA | 14,000 | 15,000 | 15,000 | 9,000 |
| 58464 PARTNERSHIP FOR THE PATHWAY | 7,000 | 6,250 | 6,250 | 6,000 |
| 58466 FINANCE ADMINISTRATION | 37,000 | 45,000 | 45,000 | 45,000 |
| 58487 CONVENTION CENTER | 234,286 | 234,286 | 234,286 | 234,286 |
| 58494 ANTIQUE AUTO CLUB | 13,000 | 9,750 | 9,750 | 4,200 |
| 58495 MUNICIPAL AUDITORIUM | 8,000 | 3,750 | 3,750 | 0 |
| 58498 TEXARKANA SYMPHONY ORCHESTRA | 16,000 | 11,500 | 11,500 | 10,500 |
| 58538 CITY BEAUTIFUL COMMISSION | 28,069 | 16,481 | 16,481 | 18,500 |
| 58541 HOLIDAY SPRINGS WATER PARK | 250,000 | 250,000 | 250,000 | 250,000 |
| 58543 SPARKS IN THE PARK | 19,600 | 7,500 | 7,500 | 10,000 |
| 58544 LIVE UNITED BOWL | 29,000 | 28,750 | 28,750 | 21,750 |
| 58548 TEXARKANA BROAD STREET GALLERIES | 17,000 | 2,500 | 2,500 | 0 |
| 58552 TEXARKANA, AR PLANNING DEPARTMENT | 1,500 | 0 | 0 | 0 |
| 58553 TEXARKANA ARTS & HISTORIC DISTRICT | 4,000 | 1,250 | 1,250 | 20,000 |

Advertising & Promotion Fund

| | <i>ACTUAL 2018</i> | <i>BUDGET 2019</i> | <i>ESTIMATED 2019</i> | <i>PROPOSED 2020</i> |
|---|------------------------|------------------------|---------------------------|--------------------------|
| 58555 1894, LLC. | 22,883 | 1,375 | 1,375 | 1,125 |
| 58556 DOWNTOWN NEIGHBORHOOD ASSOCIATION | 10,000 | 2,750 | 2,750 | 0 |
| 58557 JOHN W. MEASEL CENTER | 1,100 | 0 | 0 | 0 |
| 58558 TWIN CITY SPORTS | 6,147 | 0 | 0 | 0 |
| 58559 OPPORTUNITIES, INC. | 18,636 | 0 | 0 | 0 |
| 58563 GATHERING OF AUTHORS | 8,947 | 0 | 0 | 0 |
| 58565 RUNNIN' WJ RANCH | 19,000 | 9,000 | 9,000 | 0 |
| 58569 ULTIMATE CHALLENGE PRODUCTIONS | 7,000 | 6,750 | 6,750 | 5,750 |
| 58570 KENNEL CLUB TXK, INC. | 3,500 | 3,500 | 3,500 | 3,200 |
| 58572 BOOKER T. WASHINGTON ALUMNI ASSOC. | 1,000 | 0 | 0 | 0 |
| 58573 RMHC-REGIONAL MUSIC HERITAGE CENTER | 9,002 | 1,500 | 1,500 | 0 |
| 58574 GFOA CONFERENCE | 3,296 | 0 | 0 | 0 |
| 58575 AR INTERNATIONAL ASSOC. OF ARSON INVEST | 0 | 900 | 900 | 0 |
| 58576 HERITAGE HEART & ART | 0 | 2,250 | 2,250 | 1,100 |
| 58577 TOWNSQUARE MEDIA | 0 | 15,000 | 15,000 | 11,250 |
| 59201 PARKS SUPER SALARY/FRINGE | 59,989 | 71,500 | 71,500 | 80,563 |
| 59201 ADC WORKERS | 65,000 | 72,000 | 72,000 | 84,388 |
| MARINE CORPS LEAGUE #1149 | 0 | 0 | 0 | 1,250 |
| AR BASSMASTER HIGH SCHOOL SERIES | 0 | 0 | 0 | 1,000 |
| THE SCHOLARS | 0 | 0 | 0 | 3,250 |
| 54503 TXK RECREATION CENTER | 0 | 0 | 0 | 69,160 |
| BUFFALO SOLDIERS MOTORCYCLE CLUB | 0 | 0 | 0 | 3,500 |
| TRADE DAYS | 0 | 0 | 0 | 1,125 |
| TOTAL | 1,293,718 | 1,431,604 | 1,431,604 | 1,355,446 |
| NET PROFIT / (LOSS) | (122,571) | | (165,153) | (71,046) |
| REALLOCATION OF RESTRICTED RESERVES | | | 197,131 | 82,954 |
| ENDING FUND BALANCE | 130,500 | | 162,478 | 174,386 |

Personnel



Turnover 2018 & 2019

| General Fund | Terminations | New Hires |
|---------------------------|---------------------|------------------|
| Administration | 0 | 0 |
| Finance | 3 | 4 |
| City Clerk | 0 | 0 |
| Court | 1 | 1 |
| Probation | 1 | 1 |
| Police | 20 | 13 |
| Fire | 8 | 7 |
| Animal Shelter | 7 | 6 |
| Total General Fund | 40 | 32 |
| Public Works Fund | 15 | 13 |
| Bi-State Fund | 5 | 5 |

CITY OF TEXARKANA, AR
2020 ANNUAL BUDGET
AUTHORIZED POSITIONS

| | ACTUAL | REQUESTED |
|--|--------------------|--------------------|
| | <u>2019</u> | <u>2020</u> |
| <u>ADMINISTRATION (1010)</u> | | |
| CITY MANAGER | 1 | 1 |
| EXECUTIVE SECRETARY | 1 | 1 |
| CUSTOMER SERVICE POSITION (PART-TIME) | 1 | 1 |
| MEDIA RELATIONS MANAGER | 1 | 1 |
| | 4 | 4 |
| <u>FINANCE (1040)</u> | | |
| FINANCE DIRECTOR | 1 | 1 |
| CONTROLLER | 1 | 1 |
| PAYROLL ADMINISTRATOR | 1 | 1 |
| GRANTS ADMINISTRATOR | 1 | 1 |
| PURCHASING TECHNICIAN | 1 | 1 |
| PERSONNEL ADMINISTRATOR | 1 | 1 |
| CITY TAX COLLECTOR | 1 | 1 |
| STAFF ACCOUNTANT/ACCOUNTS PAYABLE TECHNICIAN | 1 | 1 |
| | 8 | 8 |
| <u>MUNICIPAL COURT (1050)</u> | | |
| DISTRICT JUDGE | 1 | 1 |
| COURT CLERK | 1 | 1 |
| DEPUTY COURT CLERK | 3 | 3 |
| | 5 | 5 |
| <u>PROBATION OFFICE (1060)</u> | | |
| CHIEF PROBATION OFFICER (PART-TIME) | 1 | 1 |
| DEPUTY CHIEF PROBATION OFFICER | 1 | 1 |
| PROBATION OFFICER | 2 | 2 |
| | 4 | 4 |
| <u>CITY CLERK (1070)</u> | | |
| CITY CLERK | 1 | 1 |
| DEPUTY CITY CLERK | 1 | 1 |
| | 2 | 2 |

CITY OF TEXARKANA, AR
2020 ANNUAL BUDGET
AUTHORIZED POSITIONS

| | <u>ACTUAL</u> <u>2019</u> | <u>REQUESTED</u> <u>2020</u> |
|--|------------------------------|---------------------------------|
| <u>POLICE (1110)</u> | | |
| POLICE CHIEF | 1 | 1 |
| CAPTAIN | 3 | 3 |
| LIEUTENANT | 5 | 5 |
| SERGEANT | 10 | 10 |
| PATROL OFFICER | 58 | 58 |
| | <hr/> <u>77</u> | <hr/> <u>77</u> |
| <u>POLICE-HOUSING (1150)</u> | | |
| PATROL OFFICER | 2 | 2 |
| | <hr/> <u>2</u> | <hr/> <u>2</u> |
| <u>POLICE-NARCOTICS (1160)</u> | | |
| SERGEANT | 1 | 1 |
| PATROL OFFICER | 4 | 4 |
| | <hr/> <u>5</u> | <hr/> <u>5</u> |
| <u>POLICE-SUPPORT SERVICES (1180)</u> | | |
| SERVICES SUPPORT COMMUNICATIONS TECH | 1 | 1 |
| COMPUTER SERVICES TECHNICIAN | 1 | 1 |
| PROPERTY/EVIDENCE TECH | 1 | 1 |
| ADMINISTRATIVE SUPPORT TECHNICIAN | 1 | 1 |
| RECEPTIONIST | 1 | 1 |
| TRANSCRIPTIONS | 1 | 1 |
| CIVILIAN COMPLAINTS/WARRANTS | 1 | 1 |
| COURT DOCKET CLERK | 1 | 1 |
| DOMESTIC CASE COORDINATOR | 1 | 1 |
| CID SECRETARY/ANALYST | 1 | 1 |
| VEHICLE MAINT OFFICER (PART-TIME) | 1 | 1 |
| SPECIALIZED AND TRANSPORT | 15 | 15 |
| | <hr/> <u>26</u> | <hr/> <u>26</u> |
| <u>TOTAL POLICE</u> | <hr/> <u>110</u> | <hr/> <u>110</u> |

CITY OF TEXARKANA, AR
2020 ANNUAL BUDGET
AUTHORIZED POSITIONS

| | ACTUAL | REQUESTED |
|-------------------------------------|--------------------|--------------------|
| | <u>2019</u> | <u>2020</u> |
| <u>FIRE (1210)</u> | | |
| FIRE CHIEF | 1 | 1 |
| ASSISTANT FIRE CHIEF | 1 | 1 |
| BATTALION CHIEF | 3 | 3 |
| FIRE MARSHAL | 1 | 1 |
| CAPTAIN | 15 | 15 |
| DRIVER ENGINEER | 18 | 18 |
| FIREFIGHTER | 19 | 19 |
| FIRE ADMINISTRATIVE ASSISTANT | 1 | 1 |
| | 59 | 59 |
| <u>ANIMAL SHELTER (1910)</u> | | |
| DIRECTOR | 1 | 1 |
| ADMINISTRATIVE ASSISTANT | 1 | 1 |
| OFFICE STAFF | 1 | 1 |
| KENNEL SUPERVISOR | 1 | 1 |
| KENNEL STAFF | 1 | 1 |
| KENNEL STAFF (PART-TIME) | 1 | 1 |
| ANIMAL CONTROL OFFICER | 2 | 2 |
| | 8 | 8 |
| <u>TOTAL GENERAL FUND</u> | | |
| | 200 | 200 |
| <u>STREET (1410)</u> | | |
| PUBLIC WORKS DIRECTOR | 1 | 1 |
| PUBLIC WORKS SUPERINTENDENT | 1 | 1 |
| ASSISTANT PUBLIC WORKS DIRECTOR | 1 | 1 |
| FOREMAN III | 1 | 1 |
| FOREMAN II | 1 | 1 |
| TRAFFIC TECHNICIAN | 2 | 2 |
| ADMINISTRATIVE ASSISTANT | 1 | 1 |
| EQUIP OPERATOR I | 3 | 3 |
| EQUIP OPERATOR II | 1 | 1 |
| ASPHALT FOREMAN | 1 | 1 |
| | 13 | 13 |

CITY OF TEXARKANA, AR
2020 ANNUAL BUDGET
AUTHORIZED POSITIONS

| | ACTUAL 2019 | REQUESTED 2020 |
|--|------------------------|---------------------------|
| <u>REFUSE (1425)</u> | | |
| OPERATOR 1 | 1 | 1 |
| | <hr/> | <hr/> |
| | 1 | 1 |
| | <hr/> | <hr/> |
| <u>BUILDING MAINTENANCE (2100)</u> | | |
| MAINTENANCE SUPERVISOR | 1 | 1 |
| | <hr/> | <hr/> |
| | 1 | 1 |
| | <hr/> | <hr/> |
| <u>PARKS & RECREATION (1710)</u> | | |
| SPORTS MANAGER* | 1 | 1 |
| PARKS FOREMAN | 1 | 1 |
| EQUIP OPERATOR III | 1 | 1 |
| EQUIP OPERATOR I | 1 | 1 |
| | <hr/> | <hr/> |
| | 4 | 4 |
| | <hr/> | <hr/> |
| <u>ENVIRONMENTAL MAINTENANCE (1420)</u> | | |
| FOREMAN II | 1 | 1 |
| EQUIP OPERATOR I | 2 | 2 |
| ANT CONTROL (PART-TIME) | 1 | 1 |
| | <hr/> | <hr/> |
| | 4 | 4 |
| | <hr/> | <hr/> |
| <u>PLANNING (1610)</u> | | |
| CITY PLANNER | 1 | 1 |
| PLANNING SECRETARY | 1 | 1 |
| | <hr/> | <hr/> |
| | 2 | 2 |
| | <hr/> | <hr/> |
| <u>CODE ENFORCEMENT (1620)</u> | | |
| BUILDING OFFICIAL | 1 | 1 |
| ELECTRICAL INSPECTOR | 1 | 1 |
| PLUMBING INSPECTOR | 1 | 1 |
| CODE ENFORCEMENT OFFICER | 2 | 2 |
| ADMINISTRATIVE ASSISTANT | 1 | 1 |
| | <hr/> | <hr/> |
| | 6 | 6 |
| | <hr/> | <hr/> |
| <u>ENGINEERING (1430)</u> | | |
| ENGINEERING TECHNICIAN | 1 | 1 |
| | <hr/> | <hr/> |
| | 1 | 1 |
| | <hr/> | <hr/> |

CITY OF TEXARKANA, AR
 2020 ANNUAL BUDGET
 AUTHORIZED POSITIONS

| | ACTUAL 2019 | REQUESTED 2020 |
|--|------------------------|---------------------------|
| <u>ADC (1950)</u> | | |
| STREET | 5 | 5 |
| PARKS | 4 | 4 |
| | 9 | 9 |
| | 41 | 41 |
| <u>TOTAL PUBLIC WORKS</u> | | |
| <u>B.S.J.B. MAINTENANCE (1310)</u> | | |
| BLDG MAINTENANCE MANAGER | 1 | 1 |
| MAINTENANCE SUPERVISOR | 1 | 1 |
| SECRETARY | 1 | 1 |
| MAINTENANCE TECHNICIAN I | 3 | 3 |
| LEAD JANITOR | 1 | 1 |
| JANITORS | 6 | 6 |
| | 13 | 13 |
| | 13 | 13 |
| <u>BI-STATE INFORMATION CENTER (1320)</u> | | |
| CRC MANAGER** | 1 | 1 |
| | 1 | 1 |
| | 1 | 1 |
| GRAND TOTAL | 255 | 255 |

*Funded by A & P fund

**Supervised in Police Department

STATISTICAL SECTION

PROFILE

The City of Texarkana, Arkansas was founded in 1873 and incorporated in 1880 and is located on the Arkansas-Texas state line in the southwest corner of the State of Arkansas. The City is 28 miles south of Oklahoma and 25 miles north of the Louisiana boundary line. The City currently occupies a land area of 42 square miles and serves a population of 29,972. The City of Texarkana, Arkansas is empowered to levy a property tax on real properties located within its boundaries. It also is empowered by state statute to extend its corporate limits by annexation, which occurs periodically when deemed appropriate by the Board of Directors.

The City of Texarkana, Arkansas provides a full range of services, including police and fire protection; sanitation services; the construction and maintenance of highways, streets, and infrastructure; recreational activities and cultural events; education; health and social services; planning and zoning; and general administrative services. Water and sewer distribution and collection activities are provided by Texarkana Water Utilities (TWU). The Arkansas activity of the Texarkana Water Utilities is accounted for as if it were part of the operations of the primary government. Texarkana, Arkansas Water Utilities is not a legally separate entity from the City. The City of Texarkana, Arkansas is also financially accountable for a legally separate Advertising and Promotion Commission, which is reported separately within the City of Texarkana, Arkansas' financial statements.

LOCAL ECONOMY

Texarkana's economy relies on an industrial base that is strong and broadly diversified. Throughout the history of Texarkana, manufacturing employment has grown steadily with approximately 80% of the new jobs coming from expansions of existing industry and 20% from new plants. Employers such as Red River Army depot, International Paper, Domtar Inc., and Cooper Tire and Rubber Company have plants in the Texarkana area. These employers draw their workers from a population of more than 200,000 within a 30-mile radius of Texarkana. Once Interstate 49 connecting Shreveport, Louisiana, and Kansas City, Missouri, is complete, Texarkana will be a part of interstates connecting Canada, the United States, and Mexico. In addition, Texarkana is served by the Union Pacific and Kansas City Southern railroads and the Texarkana Regional Airport, a full-service commercial facility.

STATISTICAL SECTION

STATISTICAL INFORMATION

The following charts show audited statistical information for the past ten years.

| DEMOGRAPHIC AND ECONOMIC STATISTICS | | | | | |
|-------------------------------------|------------|------------|-----------------|-------------------|-------------------|
| FISCAL YEAR | POPULATION | MEDIAN AGE | PERSONAL INCOME | PER CAPITA INCOME | UNEMPLOYMENT RATE |
| 2009 | 30,087 | 37.5 | \$515,390,310 | \$17,130 | 6.2% |
| 2010 | 29,919 | 37.3 | \$597,991,053 | \$19,987 | 7.1% |
| 2011 | 29,919 | 36.2 | \$609,300,435 | \$20,365 | 7.5% |
| 2012 | 30,117 | 36.2 | \$644,383,332 | \$21,396 | 6.2% |
| 2013 | 30,049 | 36.5 | \$627,122,630 | \$20,870 | 6.2% |
| 2014 | 29,972 | 35.9 | \$643,408,924 | \$21,467 | 5.3% |
| 2015 | 30,015 | 37.2 | \$643,881,780 | \$21,452 | 5.5% |
| 2016 | 30,127 | 37.3 | \$642,247,386 | \$21,318 | 3.9% |
| 2017 | 30,155 | 37.6 | \$642,572,895 | \$21,309 | 3.7% |
| 2018 | 30,120 | 38.5 | \$666,917,040 | \$22,142 | 3.6% |

| PRINCIPAL EMPLOYERS, METROPOLITAN STATISTICAL AREA (MSA) TEXARKANA, ARKANSAS AND TEXARKANA, TEXAS | | | | | | |
|--|-----------|------|----------------|-----------|------|----------------|
| EMPLOYER | 2018 | | | 2009 | | |
| | EMPLOYEES | RANK | % OF TOTAL MSA | EMPLOYEES | RANK | % OF TOTAL MSA |
| Red River Army Depot & Tenants | 4,135 | 1 | 6.86% | 6,000 | 1 | 10.64% |
| Christus St. Michael Health Care | 1,800 | 2 | 2.99% | 1,680 | 3 | 2.98% |
| Cooper Tire & Rubber Co. | 1,750 | 3 | 2.90% | 1,600 | 2 | 2.84% |
| AECOM/URS | 1,300 | 4 | 2.16% | | | |
| Southern Refrigerated Transport | 1,235 | 5 | 2.05% | 670 | 10 | 1.19% |
| Wal-Mart Department Store | 1,200 | 6 | 1.99% | 1,100 | 5 | 1.95% |
| Texarkana, TX ISD | 1,150 | 7 | 1.91% | 787 | 8 | 1.40% |
| Domtar, Inc. | 900 | 8 | 1.49% | 1,300 | 4 | 2.30% |
| Graphic Packaging | 800 | 9 | 1.33% | 900 | 7 | 1.60% |
| Wadley Regional Medical | 755 | 10 | 1.25% | 1,000 | 6 | 1.77% |
| Texarkana, AR ISD | | | | 785 | 9 | 1.39% |

| GENERAL GOVERNMENT TAX REVENUE BY SOURCE | | | | | |
|--|-------------|--------------|-----------|-------------------|--------------|
| FISCAL YEAR | PROPERTY | SALES & USE | OTHER | UTILITY FRANCHISE | TOTAL |
| 2009 | \$2,967,244 | \$8,229,227 | \$125,194 | \$2,568,201 | \$13,889,866 |
| 2010 | \$3,076,924 | \$8,417,648 | \$136,636 | \$2,726,391 | \$14,357,599 |
| 2011 | \$3,132,808 | \$8,751,952 | \$76,338 | \$2,688,227 | \$14,649,325 |
| 2012 | \$3,165,147 | \$8,987,936 | \$76,764 | \$2,649,392 | \$14,879,239 |
| 2013 | \$3,268,995 | \$9,553,656 | \$81,189 | \$2,748,310 | \$15,652,150 |
| 2014 | \$3,475,122 | \$9,647,077 | \$70,308 | \$2,929,319 | \$16,121,826 |
| 2015 | \$3,760,473 | \$9,758,447 | \$67,975 | \$2,856,455 | \$16,443,350 |
| 2016 | \$3,800,773 | \$9,646,473 | \$57,884 | \$2,627,570 | \$16,132,700 |
| 2017 | \$3,813,210 | \$9,828,654 | \$79,969 | \$2,431,741 | \$16,153,574 |
| 2018 | \$3,956,051 | \$10,681,031 | \$81,351 | \$2,603,390 | \$17,321,823 |

STATISTICAL SECTION

| Principal Property Taxpayers 2018 | | | |
|--------------------------------------|------|-------------------------|--|
| Taxpayer | Rank | 2018 Assessed Valuation | Percentage of Total Assessed Valuation |
| Union Pacific System | 1 | \$12,985,070 | 3.35% |
| Southwest Electric Power Co. | 2 | 11,765,750 | 3.04% |
| Southwest AR Electric Co-op | 3 | 11,242,850 | 2.90% |
| Cooper Tire & Rubber Co. – Plant | 4 | 9,831,220 | 2.54% |
| Southwest Ark Telephone Co-op | 5 | 4,290,533 | 1.11% |
| Centerpoint Energy ARKLA | 6 | 4,144,080 | 1.07% |
| Wal-Mart Store Inc. #01-0468 | 7 | 3,948,030 | 1.02% |
| Valor Telecommunications | 8 | 3,739,520 | 0.97% |
| Natural Gas Pipe Line Co | 9 | 2,981,790 | 0.77% |
| Cable One Inc. | 10 | 2,458,080 | 0.63% |

| CAPITAL ASSET STATISTICS BY FUNCTION | | | | | | |
|---|--------|--------|--------|--------|--------|--------|
| Function/Program | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 |
| Public Safety | | | | | | |
| Police | | | | | | |
| Stations | 1 | 2 | 2 | 2 | 2 | 2 |
| Total Units | 111 | 117 | 117 | 117 | 96 | 96 |
| Fire | | | | | | |
| Stations | 5 | 5 | 5 | 5 | 5 | 5 |
| Public Works | | | | | | |
| Streets (miles) | 252 | 252 | 252 | 252 | 252 | 252 |
| Recreation | | | | | | |
| Number of parks | 24 | 24 | 24 | 24 | 24 | 24 |
| Acres | 288.3 | 296.3 | 296.3 | 296.3 | 311 | 311 |
| Pools | 1 | 1 | 1 | 1 | 1 | 1 |
| Ball Fields | 15 | 15 | 15 | 15 | 16 | 16 |
| Tennis Courts: | | | | | | |
| Lighted | 3 | 3 | 3 | 3 | 4 | 4 |
| Unlighted | 1 | 1 | 1 | 1 | 1 | 1 |
| Community centers | 4 | 4 | 4 | 4 | 4 | 4 |
| Soccer fields | 1 | 1 | 1 | 1 | 1 | 1 |
| Walking/biking trails (miles) | 7.5 | 7.66 | 13.91 | 13.91 | 13.91 | 13.91 |
| Utilities | | | | | | |
| Plant capacity (million-gallon average per day) | 15 | 15 | 15 | 15 | 15 | 15 |
| Water mains (miles) | 395 | 416 | 407 | 412 | 405 | 405 |
| Number of water meters | 10,155 | 10,126 | 10,154 | 10,169 | 10,155 | 10,152 |
| Sewer mains (miles) | 214 | 213 | 216 | 233 | 218 | 218 |
| Number of fire hydrants | 1,431 | 1,450 | 1,469 | 1,409 | 1,447 | 1,482 |
| Number of Mandeville water meters | 321 | 318 | 316 | 315 | 315 | 314 |
| Number of Union water meters | 1,178 | 1,200 | 1,231 | 1,246 | 1,252 | 1,274 |

STATISTICAL SECTION

| Assessed and Appraised Value of Taxable Property | |
|---|---------------------------|
| Year 2019 | Tax Roll Year 2018 |
| Real Property Assessed Value | \$267,430,380 |
| Personal Property Assessed Value | 119,943,230 |
| Total Property Assessed Value | 387,373,610 |
| Total Tax Levy | 4,067,423 |
| Tax Rate (per \$100 of assessed value) | 0.1050 |
| Tax Distribution | |
| General Fund | \$1,890,714 |
| Debt Service | 945,357 |
| Firemen's Pension | 378,143 |
| Policemen's Pension | 378,143 |
| Library Fund | 378,143 |
| TIF District | 96,924 |

GLOSSARY OF KEY BUDGET ITEMS

A & P – Advertising and Promotion Fund.

Advertising & Promotion Fund – The purpose of this program is to allocate the resources based on the Arkansas statute (A.C.A. 26-75-606). Currently, a two percent tax is levied on the gross receipts of restaurants and three percent is levied on the gross receipts of hotels and motels. This tax revenue is used to promote the City of Texarkana, Arkansas based on the legal uses set forth by the State of Arkansas.

Agencies – The purpose of this department is to allocate the general fund resources that do not belong to a specific department. These include the Texarkana Urban Transit District, Texarkana Regional Airport, and the Bi-State Justice Building.

Appropriation – (1) Distribution of net income to two or more accounts. (2) Authorization or funding restricting expenditure to designated purpose(s) within a specified timeframe. (3) Authorization by an act of parliament to permit government agencies to incur obligations, and to pay for them from the treasury. Appropriation does not mean actual setting aside of cash, but represents the prescribed limit on spending within a specified period.

Board of Directors – The seven elected Board members who form the City's governing body.

Bonds – Certificates of indebtedness issued by an entity which guarantee payment of principal and interest at a future date.

Budget – An annual financial plan that identifies revenue sources and amounts, services to be provided, and amounts of money appropriated to fund these services.

Budget Amendment – Legal means by which an adopted estimated revenue or expenditure authorization limit is increased or decreased.

C.D.B.G. – Community Block Development Grant.

Capital Outlay – The portion of the annual operating budget that appropriates funds for the purchase of items often separated from regular operating items such as personal, supplies and maintenance and contractual. This includes purchases such as furniture, vehicles, machinery, building improvements, data processing equipment and special tools, which are usually distinguished from operating items according to their value and projected useful life.

Commission – A unit of city government authorized under State statutes to provide a municipal service without control by the City's elected governing body.

Contractual Services – Goods and services acquired under contract that the city receives from an outside company.

Cost Recovery – Revenue recognition method under which the gross profit is recognized until all the cost of the service has been recovered.

DWI – Driving while intoxicated.

Debt Service – Expenditures for principal and interest on outstanding bond issues.

Depreciation – An accounting allocation of a portion of the cost of an asset to the operating expenditures of the current fiscal period, that is designed to indicate the funds that will be required to replace the asset when it is no longer serviceable.

GLOSSARY OF KEY BUDGET ITEMS

Discretionary Funds – Funds managed on a discretionary basis.

Encumbrances – An amount of money committed for payment of a specific good or service not yet received. Funds so committed cannot be used for another purpose.

Environmental Maintenance – The focus of this division is to enhance the quality of life for the citizens of Texarkana by providing a safe environment through the control of pests, discarded refuse, and overgrowth on abandoned properties.

Expenditures – Decreases in net financial resources under the current financial resources measurement focus. These pertain to payment of normal operating payments and encumbrances. Expenditures are measured in governmental accounting.

FASB – Financial Accounting Standards Board.

Fiduciary Fund – A separate fund that accounts for the pension obligations to a specific group of City employees. A Board of Trustees exercises a fiduciary responsibility for the fund that governs each fund.

Fines – Sum of money ordered to be paid as a penalty or punishment in a civil or criminal case. (The amount of which reflects the seriousness of a breach of contract or offense.)

Fiscal Year – A period of 12 consecutive months designated as the budget year. The City of Texarkana, Arkansas' fiscal year is the calendar year.

Forfeitures - Automatic loss of ownership right (title) to personal or real property for not complying with a legal provision, or as a court ordered compensation for loss or damage to a plaintiff. Forfeiture clause in a lease gives the lesser the right to cancel the lease and reenter the property on non-payment of rent.

Franchise Fee – A City tax levied upon the gross receipts of local privately owned utilities (power, gas, and telephone). Under State law, this tax may be passed on to the utility user.

Fund – A fiscal entity composed of a group of revenue and expenditure accounts maintained to account for a specific purpose.

Fund Balance – The balance in a fund remaining from all revenues, expenditures, and carryover funds that is subject to future appropriation.

GASB – Governmental Accounting Standards Board.

Generally Accepted Accounting Principles (GAAP) – The conventions, rules, and procedures that serve as the norm for the fair presentation of financial statements; Cash basis and income tax basis are not considered to be in accordance with GAAP.

Grant – Contribution by one government unit or funding source to another unit. The contribution is usually made to aid in a specified function, but is sometimes also for general purposes.

Grant Match – City's cost, or in-kind services, required to match Federal and State grants and programs.

Infrastructure – The physical assets of a government (e.g., streets, water, sewer, public buildings, and parks).

GLOSSARY OF KEY BUDGET ITEMS

Interest – A fee paid for the use of another party's money. To the borrower, it is the cost of renting money. To the lender, it is the income from lending it.

Investment – Securities purchased and held for the production of revenues in the form of interest.

LMI Residents – Low to Moderate Income

LMT Residents – Low to Moderate Tenant

Maintenance – The renewal, replacement, repair, minor renovation, etc., associated with existing structures, land, streets, alleys, bridges, storm drains, or parts for equipment. Maintenance encompasses a variety of materials and services for land and equipment of a permanent or semi-permanent nature for the maintenance.

Modified Accrual Basis of Accounting – A basis of Accounting according to which (1) revenues are recognized in the accounting period in which they become available and measurable and (2) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for un-matured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due.

O & M – Operations and management.

Operating Supplies – Physical items required for the running of a manufacturing production or service facility owned by a business. Operating supplies do not include salaries, but they do include consumable materials used by the business on an ongoing basis.

Parity – General: Equality or essential equivalence.

Personnel Services – All costs associated with providing personnel for an agency or program including salaries, wages, FICA, retirement contributions, health, dental, life, disability, unemployment insurance, and Workers' Compensation coverage.

Professional Services – An industry of technical or unique functions performed by independent contractors or consultants whose occupation is the rendering of such services.

Program – A division or sub-unit of an agency budget, which identifies a specific service activity to be performed.

Principal – Par amount of a promissory note, the amount (exclusive of interest) that the maker of the note agrees to pay the payee or note holder.

PW – Public Works.

Recycling – To reprocess or use again.

Reserves – The Board of Directors may set aside money into an account called a reserve to provide for future needs or to meet unknown obligations.

Revenues – Increases in the current net assets of a Governmental Fund Type from sources other than expenditure refunds, general long-term debt proceeds, and operating transfers in.

GLOSSARY OF KEY BUDGET ITEMS

State Tax Turnback – A portion of tax receipts returned from the State of Arkansas to incorporated cities within the state. Certain turnback revenues may be used for general purposes, while other turnback funds are restricted to street improvements.

Supplies – Supplies are articles that when consumed or used, show a material change in their physical condition. These items generally last less than one year. Examples of supplies are office supplies, clothing, cleaning/janitorial supplies, petroleum products, chemical products, and medical and/or laboratory products.

Uncollectible Accounts – Fees that cannot be collected despite all efforts made.

RESOLUTION NO. 2019-46

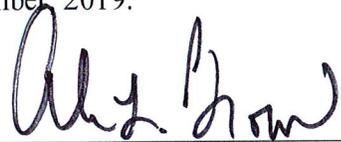
WHEREAS, after advertisement a low bid in the amount of \$373,577.00 was submitted by Contech Contractors, Inc., for construction of a concession stand and restroom facility at the Ermer Dansby Pondexter Sports Complex; and

WHEREAS, funds for such construction are budgeted; and

WHEREAS, the City Manager and staff recommend Board approval;

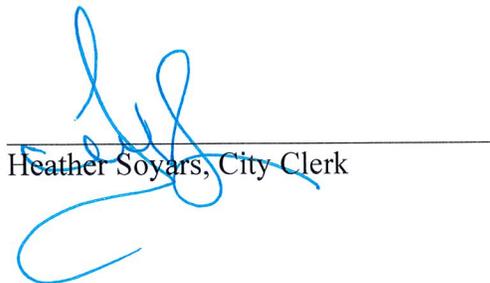
NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the City of Texarkana, Arkansas, that the City Manager is authorized to enter into a construction contract with Contech Contractors, Inc., for the purposes and in the amount set forth above.

PASSED AND APPROVED this 2nd day of December, 2019.

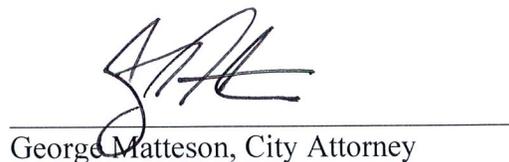


Allen L. Brown, Mayor

ATTEST:


Heather Soyars, City Clerk

APPROVED:


George Matteson, City Attorney

RESOLUTION NO. 2019-48

WHEREAS, after advertisement of a low bid in the amount of \$80,635.48 was submitted by Contech Contractors, Inc., for Palomino Drive culvert replacement; and

WHEREAS, funds for such construction are budgeted; and

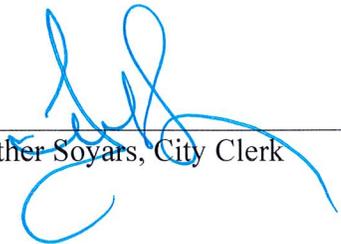
WHEREAS, the City Manager and staff recommend Board approval;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the City of Texarkana, Arkansas, that the City Manager is authorized to enter into a construction contract with Contech Contractors, Inc., for the purposes and in the amount set forth above.

PASSED AND APPROVED this 16th day of December, 2019.


Allen L. Brown, Mayor

ATTEST:


Heather Soyars, City Clerk

APPROVED:


George Matteson, City Attorney



CITY OF TEXARKANA, AR BOARD OF DIRECTORS

AGENDA TITLE: Adopt an Ordinance amending the *City of Texarkana, Arkansas Code of Ordinances* to accept the petition by Thomas and Lisa Looney and Rodney Tefteller to vacate the east 212.09 feet of the undeveloped, platted 1200 block of Mitchell Street. (PWD-Planning) City Planner Mary Beck

The applicant requests an emergency clause. An emergency clause requires a separate and distinct vote of the board and is valid only if there is a two-thirds vote of approval by the board. (Hdbk. Const. Amend 7)

AGENDA DATE: March 2, 2020

ITEM TYPE: Ordinance Resolution Other : _____

DEPARTMENT: Planning

PREPARED BY: Mary Beck, City Planner

REQUEST: Amend the Code to abandon a section of right-of-way.

EMERGENCY CLAUSE: Yes

SUMMARY: The requested section of the undeveloped 80'-0" wide 1200 block of Mitchell Street was platted in 1887 as part of KIRBY COLLEGE SUBDIVISION. During the last 133 years it has been under-utilized, only allowing access for one property owner on the north and light poles and sewer lines. This portion of land is the City's responsibility to maintain. The property owners have been maintaining the property and Mr. Looney would like to construct a fence with a gate to continue to maintain the land but to allow his family some use of the property. If the Board abandons its easement for public use of this land, the utilities existing would retain easements for access and the land would revert to the property owners on the north and south of the abandonment.

EXPENSE REQUIRED: N/A

AMOUNT BUDGETED: N/A

**APPROPRIATION
REQUIRED:** N/A

**RECOMMENDED
ACTION:** The City Manager, Planning Commission and Staff recommend approval.

EXHIBITS: Ordinance and Memo.

ORDINANCE NO. _____

AN ORDINANCE PROVIDING FOR THE VACATION AND ABANDONMENT OF AN UNDEVELOPED RIGHT-OF-WAY LOCATED AS PART OF 1200 MITCHELL STREET, TO THE CITY OF TEXARKANA, ARKANSAS; FOR DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES

WHEREAS, a petition was duly filed with the Board of Directors of the City of Texarkana, Arkansas, on the 18th of February, 2020, asking that the Board of Directors vacate and abandon of an eighty foot (80') wide unimproved portion of Mitchell Street, more specifically described as follows:

Beginning at the eastern most end of Mitchell Street at the point of intersection with the northeast corner of Lot No. 3, Block 1, FOREST ACRES ADDITION, thence west 212.09' to the northwest corner of Lot No. 3, Block 1, FOREST ACRES ADDITION, then north 80,' the width of Mitchell Street to the property line of Lot No. 2, Block 49, KIRBY'S COLLEGE SUBDIVISION, then east 212.09' to the end of Mitchell Street and thence south to the point of beginning, all in Texarkana, Miller County, Arkansas, containing .389 acres (16,967.2 sq. ft.) more or less.

SAVE AND EXCEPT, HOWEVER, all rights to install, occupy, and access utilities in such areas are reserved and remain.

WHEREAS, after due notice as required by law, the Board of Directors has, at the time and place mentioned in said notice, heard all persons desiring to be heard on the question and has ascertained that said portions of alley herein above and herein after described, have heretofore been dedicated to the public use as an alley herein described; have not been actually used by the public for a period of at least five (5) years subsequent to the filing of the plats; that all owners of the property abutting upon the portions of said alley, respectively, to be vacated have been filed with the Board of Directors their written consent to the abandonment; and that public interest and welfare will not be adversely affected by the abandonment of said portion of alley; and

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the City of Texarkana, Arkansas:

SECTION 1. The City of Texarkana, Arkansas, releases, vacates, and abandons all its rights, together with the rights of the public generally, in and to the following described rights-of-way:

Beginning at the eastern most end of Mitchell Street at the point of intersection with the northeast corner of Lot No. 3, Block 1, FOREST ACRES ADDITION, thence west 212.09' to the northwest corner of Lot No. 3, Block 1, FOREST ACRES ADDITION, then north 80,' the width of Mitchell Street to the property line of Lot No. 2, Block 49, KIRBY'S COLLEGE SUBDIVISION, then east 212.09' to the end of Mitchell Street and thence south to the point of beginning, all in Texarkana, Miller County, Arkansas, containing .389 acres (16,967.2 sq. ft.) more or less.

SAVE AND EXCEPT, HOWEVER, all rights to install, occupy, and access utilities in such areas are reserved and remain.

(Legal Description by others and not independently verified by preparer)

SECTION 2. All rights and areas abandoned hereby remain subject to any other persons or entities which may claim and interest and, further, without warranty revert and shall deemed to be included as a part of the property originally encumbered and, specifically: (i) revert, as to the southern 40.0' of such area to and are hereafter included as a part of Lot No. 3, Block 1, FOREST ACRES ADDITION, and (ii) revert, as to the northern 40' of such area, to and are hereafter included as a part of Lot No. 2, Block 49, KIRBY'S COLLEGE SUBDIVISION.

SECTION 3. A copy of this ordinance, duly certified by the City Clerk, shall be filed in the office of the recorder of Miller County, Arkansas, and recorded in the deed records of the county.

SECTION 4. This ordinance being necessary for the preservation of the public peace, health and safety, and a separate and distinct vote on this emergency clause having been taken, an emergency is therefore declared to exist, and this ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED this 2nd day of March, 2020.

Allen L. Brown, Mayor

ATTEST:

Heather Soyars, City Clerk

APPROVED:

George Matteson, City Attorney



CITY OF TEXARKANA, ARKANSAS

DEPARTMENT OF PUBLIC WORKS

216 WALNUT STREET 71854-6024

P.O. BOX 2711 – TEXARKANA, ARKANSAS 75504-2711

PHONE (870) 779-4971 – FAX (870) 773-2395

MEMORANDUM

TO: Dr. Kenny Haskin, City Manager
FROM: Mary L. Beck, City Planner/Historic Preservation Officer
DATE: February 12, 2020
SUBJECT: Board of Director's agenda item for 03-02-2020 meeting. Petition by Thomas & Lisa Looney, 1200 Forest Acres Circle, Texarkana, AR 71854-7753, and Rodney Tefteller, 2405 Mitchell Street, Texarkana, AR 71854-7573 to abandon a portion of the dedicated, unimproved 80'-0" wide Mitchell Street.

LEGAL

DESCRIPTION: The east 212.09' of 80'-0" wide undeveloped Mitchell Street abutting Lot 3, Block 1, FOREST ACRES ADDITION, Texarkana, Miller County, Arkansas, on the south side and a portion of Lot 2, Block 49, KIRBY'S COLLEGE SUBDIVISION, Texarkana, Miller County, Arkansas, on the north side, and abutting SPENCER SUBDIVISION containing .389 acres (16,967.2 sq. ft.) more or less

REASON FOR REQUEST:

The 80'-0" of undeveloped ROW was originally platted in 1887 and is only partially utilized for access to Lot, 2 Block 49, KIRBY COLLEGE and has some utilities located in it. The petitioners wish to make better use of the under-utilized property to expand their yards and agree to maintain it for the betterment of their property and neighborhood.

EXISTING LAND USES:

Site: Dedicated, unimproved 80'-0" ROW
North: Petitioner Tefteller
South: Petitioner Looney
East: Rear of single-lot Spencer Subdivision
West: West end of undeveloped Mitchell Street

EXISTING ZONING:

Site: R-2 single-family residential
North: R-2 single-family residential
South: R-2 single-family residential
East: R-2 single-family residential



West: R-2 single-family residential

COMPATIBILITY WITH EXISTING DEVELOPMENT:

Part of this block of undeveloped Mitchell Street, platted in 1887 has been utilized as access to property on the north side and has utility lines. Because the width of the ROW is 80' is adequate for additional use and because much of the maintenance of this wide ROW has been taken on by the adjacent property owners on the east end of the ROW, and because the City has no plans to construct the street nor is it a part of any of the City's TUTS long-range transportation planning through the Metropolitan Planning Organization (MPO), and utility easements have been retained for existing lines, there appear to be no conflicts to abandonment.

CONFORMANCE WITH APPLICABLE ORDINANCES AND/OR STATE STATUTES:

The *Arkansas Code of 1987 Annotated* 14-301-301 to 14-301-306 grants property owners owning property containing a utility easement the right to petition the City Board of Directors to abandon all or part of the street ROW provided it does not contain any existing services or is not needed for future expansion. The City staff received a petition signed by both adjacent property owners (attached). The five utility companies have been contacted with the following responses:

80'-0' Right-of-Way – East 212.09' of undeveloped Mitchell Street.

1. **TWU** – The Utility does not oppose the abandonment of this section of ROW if a twenty-foot (20') utility easement is retained over the sanitary sewer mains shown. The size and location of the existing sanitary sewer mains have not been field verified. The developer's representative shall field verify the size and location of the existing utilities before designing or constructing extensions of the system. Gary Smith, Operations and Maintenance Supervisor. (Letter dated 01-23-2020).
2. **CenterPoint Energy** - "...we have no issue with the abandonment." Brandon Brooks, Operations Supervisor. (Email dated 01-31-2020).
3. **AEP – Swepeco** – "Yes 20' would be fine, 10' on either side of the pole." (in response to question whether Swepeco would consider less than the full 80' ROW for the utility usage). Comment by Deandra D. Perez, AEP Swepeco Engineer Assoc. (email dated Jan. 27, 2020)
4. **CableONE/Sparklight** – "That will be fine" (in response to question of agreeing with AEP Swepeco request to 20' easement, 10' on each side of their line/equipment).



Donald (Rick) Syphers, (email dated 1-30-2020)

5. **Windstream Communications** - "We don't have any cable buried, but we do have service drops on the power poles. So, we will need to be included in that easement request. (Email, Chris Jackson – (reference to AEP-Swepco easement request. email dated 02-03-2020).

OPPOSITION: No opposition to date following publication of a legal notice January 26, 2020 in the Texarkana Gazette. .

ADDITIONAL ACTION BY CITY BOARD OF DIRECTORS:

Once the Planning Commission makes its recommendation on February 11th, the City Board of Directors could pass a resolution on February 18, 2020 to set a date for a hearing on March 2, 2020, for a required public hearing on the proposed ROW abandonment as required by *Arkansas Code of 1987 Annotated*. Once the City Clerk has advertised the public hearing in the newspaper and no less than fifteen (15) days have passed, the City Board of Directors will conduct the public hearing and approve or deny the ordinance required to abandon the section of the dedicated Right-of-Way. Every ordinance is required to be read three times before adoption. These three readings may all occur at the same meeting or at the second and third meetings after the first reading of the ordinance.

PLANNING COMMISSION RECOMMENDATION:

The Planning Commission met on February 11, 2020 to consider the request and make a recommendation. On a motion by Mr. Adger Smith, seconded by Dr. Randall Hickerson, the Planning Commission certifies a recommendation for approval by a roll call vote of 5-0 with one absent and one who is a next door neighbor abstained, in order to abandon a portion of Mitchell street as described here.

| | |
|------------------------|-----------|
| Chairman Thomas | Yes |
| Vice-Chair Dunn | Absent |
| Commissioner Coker | Abstained |
| Commissioner Dupree | Yes |
| Commissioner Hickerson | Yes |
| Commissioner Neal | Yes |
| Commissioner Smith | Yes |

BOARD ACTION REQUESTED:

The Board action requested is as follows:

1. On February 18, 2020 consider a resolution to set the date for a required **public hearing**.
2. On March 2, 2020 Consider adopting an **ordinance**



abandoning a portion of an undeveloped street.

3. An **emergency clause** is requested.

Enclosures:

MLB:dks



ABANDONMENT PETITION

Right-of-Way (Street, Alley, & Utility Easement)

COME (List names) Rodney Tef-teller, Thomas and Lindsey Looney

Petitioner(s) herein, and for their Petition to secure the vacation of the following (street/alley/utility easement), to-wit (legal description of abandonment):

The 80' Right-of-Way on Mitchell Street, North of Thomas and Lindsey Looney's 212.09' property line. The North 40' to Rodney Tef-teller, South 40' to Thomas + Lindsey Looney

** See attached document*

WHEREAS, Petitioner(s) would respectfully show the Board of Directors of the City of Texarkana, Arkansas the following:

WHEREAS, The above (street/alley/utility easement) has been dedicated by virtue of said property being platted and said plat being filed for record as provided by law in Book N, page 483, Records of Miller County, Arkansas.

WHEREAS, That the above (street/alley/utility easement) has not been used by the public for a period of five (5) years.

WHEREAS, That the (street/alley/utility easement) which Petitioner(s) seek(s) to vacate is shown on the attached copy of the plat filed in the Office of the County Recorder revealing the relevant portion(s) of said (street/alley/utility easement).

WHEREFORE, PREMISES CONSIDERED, Petitioner(s) pray(s) that the Board of Directors of the City of Texarkana, Arkansas, fix a day for the hearing of this petition, providing for notice of same in accordance with the laws of the State of Arkansas, and after such hearing vacate and abandon said (street/alley/utility easement).

Rodney Tef-teller - 2405 Mitchell

Rodney Tef-teller

Thomas and Lindsey Looney
1200 Forest Acres

Thomas Looney

Petitioner(s)

or both, the payment of which Grantors assume.

To have and to hold unto the Grantees, and unto their heirs, successors and assigns forever, with all tenements, appurtenances and hereditaments thereunto belonging.

And Grantors hereby covenant with the Grantees that they will forever warrant and defend the title to the lands against all lawful claims whatsoever.

And DANNY PREWITT and wife, ARMENIA PREWITT, for and in consideration of the said sum of money, do hereby release and relinquish unto the said Grantees, and unto their heirs, successors and assigns forever, all our right and possibility of curtesy, dower and homestead in and to the above-described real property.

WITNESS our hands this 31st day of July, 2019.

[Signature]
DANNY PREWITT
[Signature]
ARMENIA PREWITT

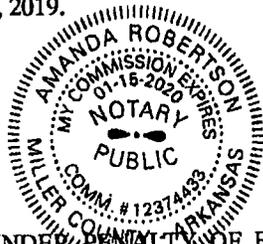
ACKNOWLEDGMENT

STATE OF ARKANSAS }

COUNTY OF MILLER }

On this 31st day of July, 2019, before me, Amanda Robertson, a Notary Public, duly commissioned, qualified and acting, within and for said County and State, appeared in person the within named DANNY PREWITT and wife, ARMENIA PREWITT, to me personally well known, or to me proven to be the persons therein stated, who stated and acknowledged that they had so signed, executed and delivered said foregoing instrument for the consideration, uses and purposes therein mentioned and set forth.

IN TESTIMONY WHEREOF, I have hereunto set my hand and official seal this 31st day of July, 2019.



[Signature]
Notary Public, State of Arkansas
Printed Name: Amanda Robertson
Commission Expires: 1-15-20

I/WE CERTIFY UNDER PENALTY OF FALSE SWEARING THAT THE CORRECT AMOUNT OF DOCUMENTARY STAMPS HAVE BEEN PLACED ON THIS INSTRUMENT

[Signature]
GRANTEE OR GRANTEE'S AGENT

and prior years due to change in land usage, ownership, or both, the payment of which Grantors assume.

To have and to hold unto the Grantee, and unto his heirs, successors and assigns forever, with all tenements, appurtenances and hereditaments thereunto belonging.

And Grantors hereby covenant with the Grantee that they will forever warrant and defend the title to the lands against all lawful claims whatsoever.

And **TIMOTHY CALEB WADE** and wife, **JESSICA LYNN WADE**, for and in consideration of the said sum of money, do hereby release and relinquish unto the said Grantee, and unto his heirs, successors and assigns forever, all our right and possibility of curtesy, dower and homestead in and to the above-described real property.

WITNESS our hands this 1 day of September, 2017.

✓ Timothy Caleb Wade
TIMOTHY CALEB WADE
✓ Jessica Lynn Wade
JESSICA LYNN WADE

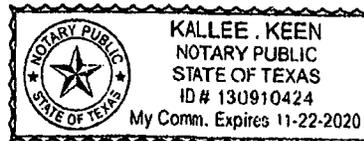
ACKNOWLEDGMENT

STATE OF Texas)
COUNTY OF Collin)

On this 1st day of September, 2017, before me, Kallee Keen, a Notary Public, duly commissioned, qualified and acting, within and for said County and State, appeared in person the within named TIMOTHY CALEB WADE and wife, JESSICA LYNN WADE, to me personally well known, or to me proven to be the persons therein stated, who stated and acknowledged that they had so signed, executed and delivered said foregoing instrument for the consideration, uses and purposes therein mentioned and set forth.

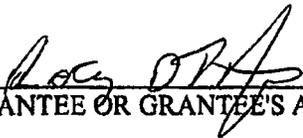
IN TESTIMONY WHEREOF, I have hereunto set my hand and official seal this 1st day of September, 2017.

Kallee Keen
Notary Public, State of Texas
Printed Name: Kallee Keen
Commission Expires: 11/22/2020



GRANTEE'S ADDRESS:
2405 Mitchell St.
Texarkana, AR 71854

I/WE CERTIFY UNDER PENALTY OF FALSE SWEARING THAT THE CORRECT AMOUNT
OF DOCUMENTARY STAMPS HAVE BEEN PLACED ON THIS INSTRUMENT



GRANTEE OR GRANTEE'S AGENT



Fairview Street

Mitchell ROW

Thomas Looney's residence

ArcGIS Web Map

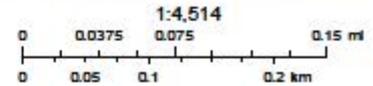
Forest Street

Country Club Road



2/12/2020 12:12:24 PM

- Red: Band_1
- Green: Band_2
- Blue: Band_3



Sources: Esri, HERE, Garmin, Intermap, Increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri

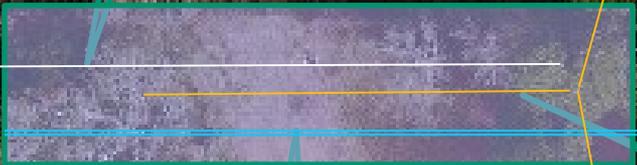
Web AppBuilder for ArcGIS

KIRBY
COLLEGE
Block 49

Teffeller
residence

SPENCER
SUBDIVISION

Power
line &
poles



Coker
residence

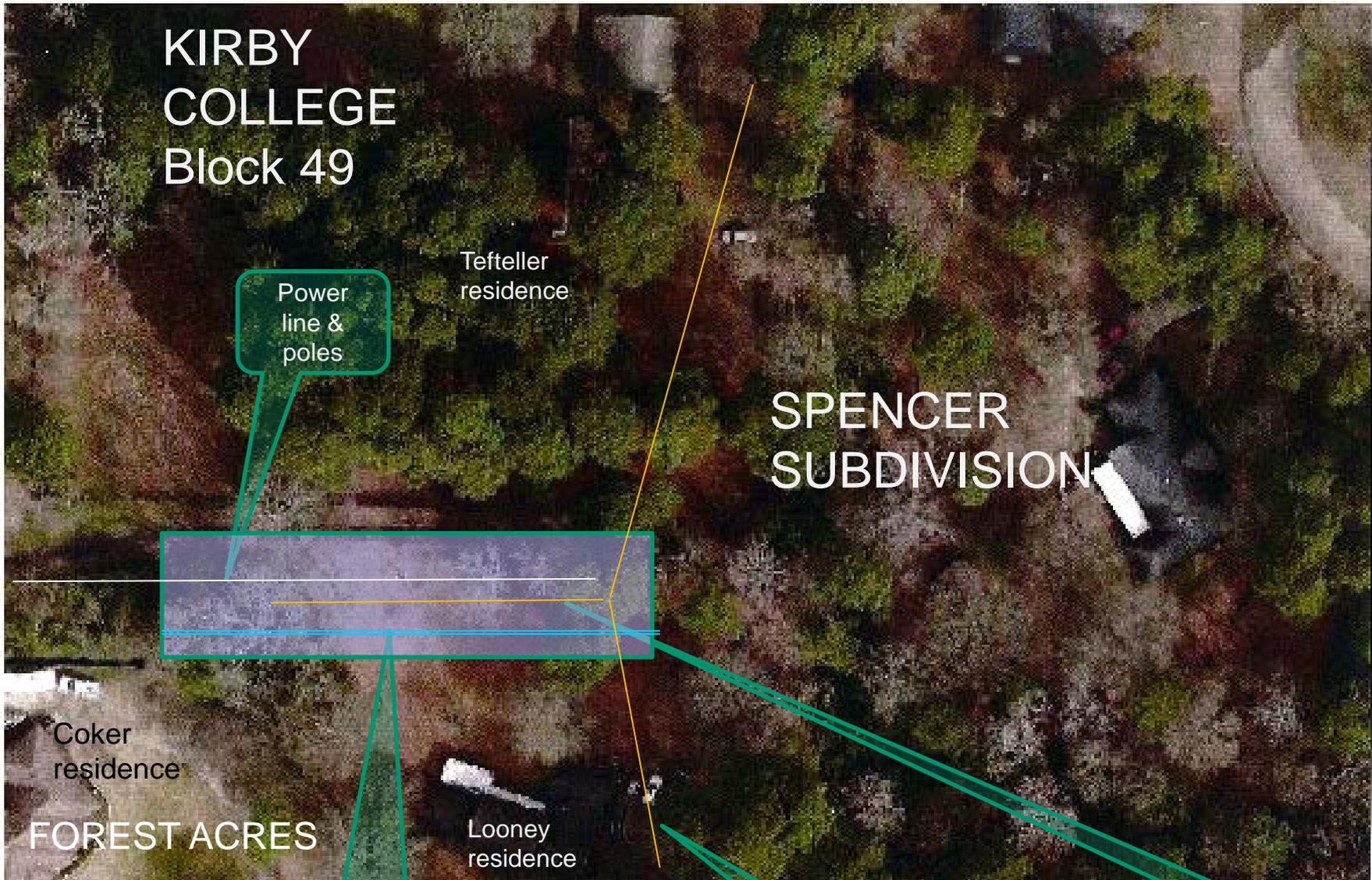
FOREST ACRES

Looney
residence

Thomas Looney's
proposed fence
location

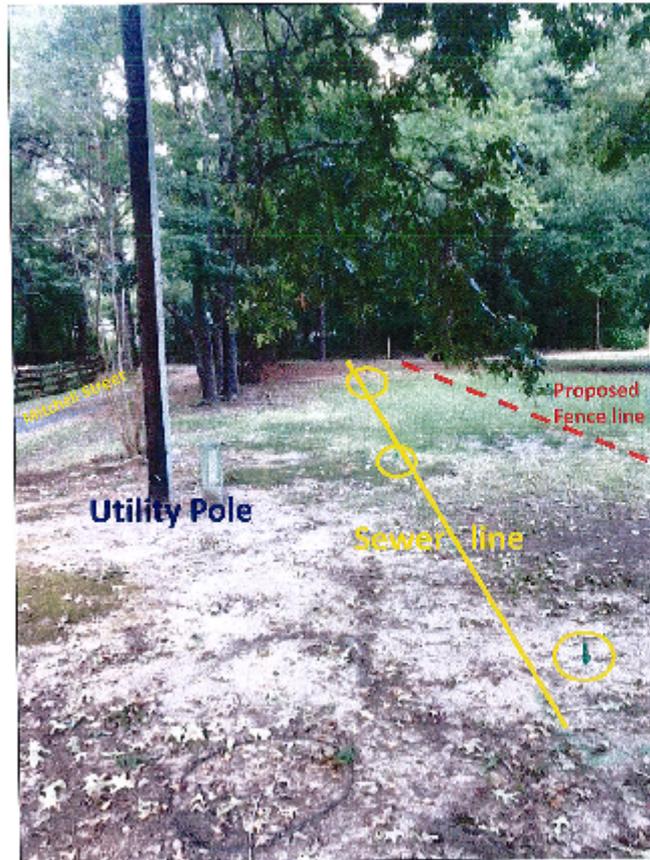
Sewer line

2nd sewer line





1200 Forest Acres Circle



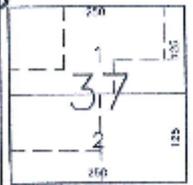
Property detail-Backyard

- Mitchell Street is located on the left side of the image
- Utility pole is roughly 20 feet from the center of Mitchell Street
- The sewer line (yellow) is roughly 30 feet from the center of Mitchell Street, the sewer line has been marked and marking flags have been circled.
- Proposed fence line (red) is roughly 40 feet from the center of Mitchell Street.

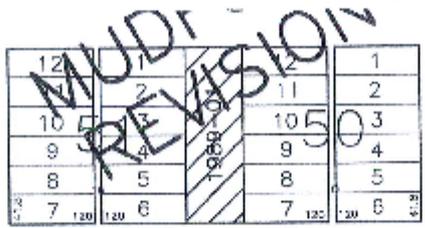
*It's difficult to tell in the image but Mitchell Street, the sewer line, and the proposed fence line are all parallel to each other.



MATCH



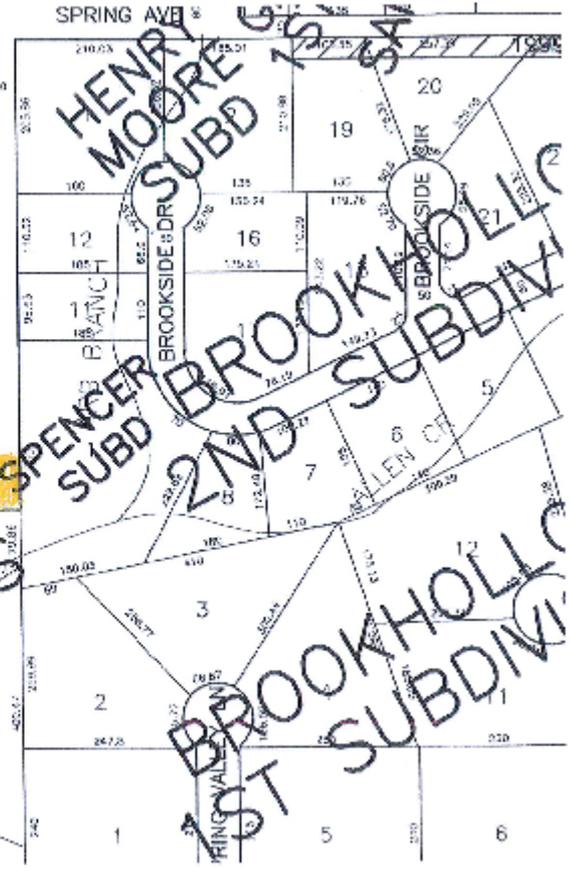
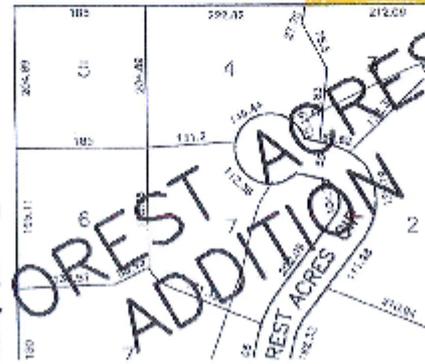
1971-05



FULTON ST



MITCHELL ST





Texarkana Water Utilities

801 Wood Street, P.O. Box 2008, Texarkana, Texas 75504

(903) 798-3800 Phone
711 TTY
(903) 791-0724 Fax

To: Mary Beck, City Planner, City of Texarkana, Arkansas
From: Gary L. Smith, P.E., Director of Operations & Maintenance, TWU
Date: January 23, 2020
Re: **ROW Abandonment – East 212.09 feet of Mitchell Street in the 1200 Block**

The Utility staff has reviewed the above referenced plat and has the following comments:

1. There is an existing six-inch (6”) and eight-inch (8”) sanitary sewer main located in this section of the ROW as shown on the attached map.
2. The Utility does not oppose the abandonment of this section of ROW if a twenty-foot (20’) utility easement is retained over the sanitary sewer mains shown.
3. The size and location of the existing sanitary sewer mains have not been field verified. The developer’s representative shall field verify the size and location of the existing utilities before designing or constructing extensions of the system.

If you should have any questions or require further information, please do not hesitate to contact me.
Thank you.

cc: J. D. Phillips, P.E., Executive Director, TWU
Kenny Icenhower, P.E., Design
Terri Rogers, GIS Analyst, TWU

ARK-Beck, Mary

From: Brooks, Brandon D <Brandon.Brooks@centerpointenergy.com>
Sent: Friday, January 31, 2020 2:32 PM
To: ARK-Beck, Mary
Cc: Watkins, Ronnie M; Engelkes, Diane L.
Subject: RE: [External Email] ROW abandonment request - undeveloped Mitchell Street in 1200 block range

CAUTION: This email originated from outside our email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Mary I apologize for not responding quicker. We have no issue with the abandoning of the street. Thanks



Brandon Brooks
Operations Supervisor | Texarkana/Hope
870.779.6309 w. | 903.824.1304c.
CenterPointEnergy.com



From: ARK-Beck, Mary <mbeck@txkusa.org>
Sent: Wednesday, January 22, 2020 12:04 PM
To: Ross A Sisson <Ross.A.Sisson@usps.gov>; TWU-Smith, Gary <gsmith@txkusa.org>; TWU-Icenhower, Kenny <Kenny.Icenhower@txkusa.org>; rick.syphers@cableone.biz; Cable One <donald.fuller@cableone.biz>; Engelkes, Diane L. <diane.engelkes@centerpointenergy.com>; steve.poplin@windstream.com; Brooks, Brandon D <Brandon.Brooks@centerpointenergy.com>; Jackson, Chris L <Chris.Jackson@windstream.com>; Moses, Everett <Everett.Moses@sparklight.biz>; Dusty Wiley <dwwiley@aep.com>; Deandrea D Perez <ddperez1@aep.com>
Cc: ARK-Richards, Tyler <Tyler.Richards@txkusa.org>; ARK-Maxey, Shawn <shawn.maxey@txkusa.org>; ARK-Smart, Kay <Kay.Smart@txkusa.org>; TAFD-Wall, Jim <Jim.Wall@txkusa.org>; matthew.greenwood@arkansas.gov
Subject: [External Email] ROW abandonment request - undeveloped Mitchell Street in 1200 block range

EXTERNAL EMAIL

Good afternoon,

We have a request to abandon a part of the east end of the undeveloped, dedicated Mitchell Street in the 1200 block. It is the east 212.09 feet of this 80' ROW. This street was platted in the 1880's as part of KIRBY'S COLLEGE SUBDIVISION. Please send me an email or written response of any objections to abandonment and/or the need to retain any easements for existing or planned infrastructure or other related needs for public access.

ARK-Beck, Mary

To: Deandrea D Perez
Subject: RE: ROW abandonment request - undeveloped Mitchell Street in 1200 block range

Thank you. I'll include your communication that AEP is amendable to abandoning the 1200 block range of Mitchell Street ROW with the caveat of retaining a 20' easement with 10' on either side of the utility lines. If you have any other comments or concerns feel free to contact me and I'll pass your information to the Planning Commission when they review the abandonment request.

From: Deandrea D Perez [mailto:ddperez1@aep.com]
Sent: Monday, January 27, 2020 9:45 AM
To: ARK-Beck, Mary <mbeck@txkusa.org>
Subject: RE: ROW abandonment request - undeveloped Mitchell Street in 1200 block range

CAUTION: This email originated from outside our email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Yes, 20ft wide will be acceptable; 10ft on each side of our poles.

Thank you,



DEANDREA D PEREZ | ENGINEER ASSC
DDPEREZ1@AEP.COM | D:903.223.5761
3708 W 7TH ST, TEXARKANA, TX 75501-6324

From: ARK-Beck, Mary <mbeck@txkusa.org>
Sent: Monday, January 27, 2020 9:44 AM
To: Deandrea D Perez <ddperez1@aep.com>
Subject: [EXTERNAL] RE: ROW abandonment request - undeveloped Mitchell Street in 1200 block range

This is an **EXTERNAL** email. **STOP. THINK** before you **CLICK** links or **OPEN** attachments. If suspicious please click the '**Report to Incidents**' button in Outlook or forward to incidents@aep.com from a mobile device.

Good morning Deandrea,
Since the ROW is 80' wide, would you consider an alternative of retaining an easement of some lesser width than the 80'?

Mary

From: Deandrea D Perez [mailto:ddperez1@aep.com]
Sent: Monday, January 27, 2020 8:31 AM
To: ARK-Beck, Mary <mbeck@txkusa.org>
Subject: RE: ROW abandonment request - undeveloped Mitchell Street in 1200 block range

CAUTION: This email originated from outside our email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

ARK-Beck, Mary

From: Syphers, Rick <Donald.Syphers@sparklight.biz>
Sent: Thursday, January 30, 2020 3:01 PM
To: ARK-Beck, Mary
Subject: RE: ROW abandonment request - undeveloped Mitchell Street in 1200 block range

CAUTION: This email originated from outside our email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Yes, that will be fine.

From: ARK-Beck, Mary <mbeck@txkusa.org>
Sent: Wednesday, January 29, 2020 11:19 AM
To: Syphers, Rick <Donald.Syphers@sparklight.biz>
Subject: RE: ROW abandonment request - undeveloped Mitchell Street in 1200 block range

CAUTION: External source. **THINK BEFORE YOU CLICK!**

Are you okay with the easements SWEPCO will retain?

Swepeco asked for a 20' easement; 10 foot on either side of the lines.

From: Syphers, Rick <Donald.Syphers@sparklight.biz>
Sent: Tuesday, January 28, 2020 1:14 PM
To: ARK-Beck, Mary <mbeck@txkusa.org>
Subject: RE: ROW abandonment request - undeveloped Mitchell Street in 1200 block range

CAUTION: This email originated from outside our email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Our plant is attached to existing SWEPCO poles.

From: ARK-Beck, Mary <mbeck@txkusa.org>
Sent: Tuesday, January 28, 2020 9:25 AM
To: Syphers, Rick <Donald.Syphers@sparklight.biz>
Subject: RE: ROW abandonment request - undeveloped Mitchell Street in 1200 block range

CAUTION: External source. **THINK BEFORE YOU CLICK!**

Is it something you can have an easement for?

From: Syphers, Rick <Donald.Syphers@sparklight.biz>
Sent: Tuesday, January 28, 2020 8:59 AM
To: ARK-Beck, Mary <mbeck@txkusa.org>
Subject: RE: ROW abandonment request - undeveloped Mitchell Street in 1200 block range

CAUTION: This email originated from outside our email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Mary,

Cable One Inc. / Sparklight has existing plant down this end of Mitchell St. serving 2405 Mitchell.

From: ARK-Beck, Mary <mbeck@txkusa.org>

Sent: Wednesday, January 22, 2020 12:04 PM

To: Ross A Sisson <Ross.A.Sisson@usps.gov>; TWU-Smith, Gary <gsmith@txkusa.org>; TWU-Icenhower, Kenny <Kenny.Icenhower@txkusa.org>; Syphers, Rick <Donald.Syphers@sparklight.biz>; Fuller, Donald <Donald.Fuller@sparklight.biz>; Diane Englekes <diane.engelkes@centerpointenergy.com>; steve.poplin@windstream.com; Brooks, Brandon D <Brandon.Brooks@centerpointenergy.com>; Jackson, Chris L <Chris.Jackson@windstream.com>; Moses, Everett <Everett.Moses@sparklight.biz>; Dusty Wiley <dwwiley@aep.com>; Deandrea D Perez <ddperez1@aep.com>

Cc: ARK-Richards, Tyler <Tyler.Richards@txkusa.org>; ARK-Maxey, Shawn <shawn.maxey@txkusa.org>; ARK-Smart, Kay <Kay.Smart@txkusa.org>; TAFD-Wall, Jim <Jim.Wall@txkusa.org>; matthew.greenwood@arkansas.gov

Subject: ROW abandonment request - undeveloped Mitchell Street in 1200 block range

CAUTION: External source. **THINK BEFORE YOU CLICK!**

Good afternoon,

We have a request to abandon a part of the east end of the undeveloped, dedicated Mitchell Street in the 1200 block. It is the east 212.09 feet of this 80' ROW. This street was platted in the 1880's as part of KIRBY'S COLLEGE SUBDIVISION. Please send me an email or written response of any objections to abandonment and/or the need to retain any easements for existing or planned infrastructure or other related needs for public access.

Warm regards,
Mary

ARK-Beck, Mary

From: ARK-Beck, Mary
Sent: Monday, February 3, 2020 4:06 PM
To: Jackson, Chris L
Subject: RE: Presubmission conference - ARROWHEAD ESTATES

Will add that to comments. Thank you.

From: Jackson, Chris L <Chris.Jackson@windstream.com>
Sent: Monday, February 3, 2020 4:04 PM
To: ARK-Beck, Mary <mbeck@txkusa.org>
Subject: RE: Presubmission conference - ARROWHEAD ESTATES

CAUTION: This email originated from outside our email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hey Mary,

We don't have any cable buried, but we do have service drops on the power poles. So, we will need to be included in that easement request.

Thanks,
Chris

Sensitivity: Internal

From: ARK-Beck, Mary <mbeck@txkusa.org>
Sent: Monday, February 3, 2020 2:39 PM
To: Jackson, Chris L <Chris.Jackson@windstream.com>
Subject: RE: Presubmission conference - ARROWHEAD ESTATES

Thank you.

From: Jackson, Chris L <Chris.Jackson@windstream.com>
Sent: Monday, February 3, 2020 2:37 PM
To: ARK-Beck, Mary <mbeck@txkusa.org>
Subject: RE: Presubmission conference - ARROWHEAD ESTATES

CAUTION: This email originated from outside our email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hey Mary,

I'll go look at that and get back with you this afternoon late or in the morning.

Sensitivity: Internal