



CITY OF TEXARKANA, ARKANSAS
216 Walnut Street, Texarkana, Arkansas 71854
P.O. BOX 2711 – TEXARKANA, ARKANSAS 75504-2711
PHONE (870) 779-4952 – FAX (870) 774-3170

OFFICE OF THE CITY MANAGER

DATE: August 7, 2017
TO: Mayor Ruth Penney Bell
Board of Directors
FROM: Kenny Haskin, City Manager
SUBJECT: Management Report

A handwritten signature in black ink, appearing to be 'Kenny Haskin', is written over the 'FROM:' line of the memo.

Animal Care and Adoption Center—Charles Lokey

No information was submitted for this report.

Bi-State Justice Center—Larry Vaden

No information was submitted for this report.

City Clerk Department—Heather Soyars

No information was submitted for this report.

District Court—Wanda Davis

No information was submitted for this report.

Finance Department—TyRhonda Henderson

The July Sales Tax Report is **attached**.

Finance Director:

- Reviewed financial reports.
- Attended board meetings.
- Reviewed and approved requisitions.
- Reviewed and approved grant reimbursements
- Attended A & P meeting.

Controller:

- Reviewed and approved journal entries.
- Reviewed and approved requisitions and payables.
- Reviewed and approved grant reimbursements.
- Attended A & P meeting.

Accounts Receivable:

- Cash receipted all incoming mail and walk-in payments and handled any related deposits.
- Filed cash receipts.
- Entered journal entries.
- Scanned weekly journal entries and payables checks.
- Distributed insurance information requests to applicable departments.

Personnel Administrator:

- Assisted employees with various requests including direct deposit, W-4 and AR tax forms.
- Assisted employees with benefit requests and employment verification requests.
- Continued to update and maintain electronic employee files.
- Processed routine personnel changes and updates.
- Updated employee health insurance information as required by the Affordable Care Act.
- Submitted Workers' Compensation claims as needed.
- Assisted employees with retirement benefit requests/questions and health insurance changes.
- Reviewed and approved journal entries.
- Conducted new-hire orientations.

Payroll Administrator:

- Assisted employees with various requests including direct deposit, MHBF insurance, W-4 and AR tax forms.
- Maintained and updated employee master file.
- Entered personnel action form changes.
- Prepared contract overtime billings.
- Completed P/R.
- Reconciled bank accounts.

Grants Administrator:

- Prepared monthly grant reimbursements.
- Reviewed and approved requisitions and payables.
- Completed general ledger review.
- Completed inter-fund review.
- Completed monthly financials.
- Reviewed encumbrance report and prepared journal entries to clear encumbrances.

Accounts Payable:

- Disbursed mail, created check log of incoming mail, compared check deposits with reports from Accounts Receivable, and processed/reconciled City travel for each day.
- Coded City utility bills, processed AP check run/direct deposits, reconciled balance sheet to cover checks, and created Distribution Fund deposit.

Purchasing Technician:

- Reviewed and processed requisitions from various departments.
- Prepared and printed purchase orders to be paid by the Accounts Payable Technician.
- Ensured all departments followed the Purchasing Policy and assisted with obtaining necessary documentation to approve purchase orders.
- Prepared and entered journal entries as needed.
- Prepared monthly billings for copier and postage usage.
- Billed monthly receivables.
- Prepared monthly reconciliation reports for Act 833 and USM funds.
- Provided clerical support for the A&P Commission.

Fire Department—David Fletcher

A full report is **attached**.

Police Department—Bob Harrison

No information was submitted for this report.

Probation Department—Debbie Nolte

No information was submitted for this report.

Public Works—Jeff Whitten

A full report is **attached**.

Texarkana Water Utilities—J. D. Phillips, Interim

A full report is **attached**.

**CITY OF TEXARKANA, ARKANSAS
TOTAL SALES TAX MONTH BY MONTH
CASH BASIS**

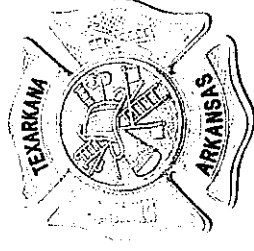
	2017	2016	INCREASE/ DECREASE
January	\$ 717,751	\$ 712,813	\$ 4,938
February	\$ 793,538	\$ 829,400	\$ (35,862)
March	\$ 669,828	\$ 751,595	\$ (81,767)
April	\$ 750,351	\$ 767,659	\$ (17,308)
May	\$ 770,883	\$ 739,684	\$ 31,198
June	\$ 681,713	\$ 663,480	\$ 18,233
July	\$ 776,313	\$ 765,640	\$ 10,673
August	\$ -	\$ 792,597	\$ (792,597)
September	\$ -	\$ 825,353	\$ (825,353)
October	\$ -	\$ 716,089	\$ (716,089)
November	\$ -	\$ 764,551	\$ (764,551)
December	\$ -	\$ 735,246	\$ (735,246)
Total	\$ 5,160,375	\$ 9,064,107	\$ (3,903,732)

OK

\$ 5,160,375 \$ 9,064,107
\$ - \$ -

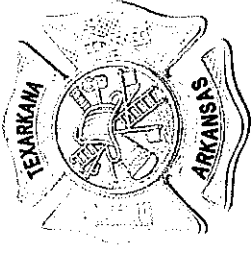


**TEXARKANA ARKANSAS
FIRE DEPARTMENT**



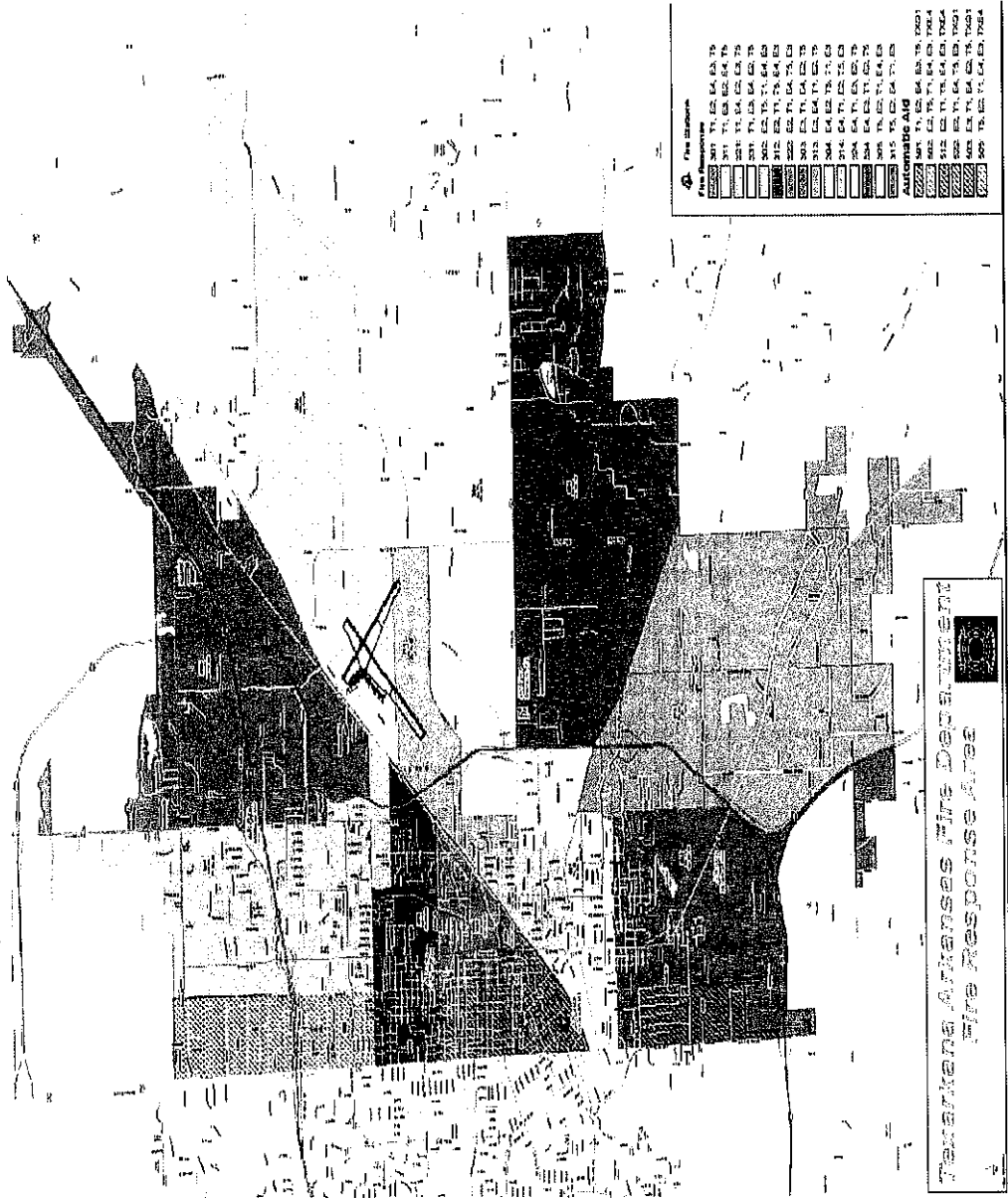
JULY 2017 REPORT

**FIRE CHIEF
DAVID FLETCHER**



TEXARKANA ARKANSAS FIRE DEPARTMENT

INCIDENT RESPONSE



Fire Stations

Fire Response

2017	71, 62, 64, 63, 75
2018	62, 63, 64, 75
2019	71, 64, 63, 75
2020	71, 62, 64, 63, 75
2021	62, 63, 71, 75, 64, 63
2022	62, 63, 71, 64, 63
2023	62, 63, 71, 64, 75
2024	62, 63, 71, 64, 75
2025	64, 62, 75, 71, 63
2026	64, 71, 62, 75
2027	64, 71, 62, 75
2028	71, 62, 71, 64, 63
2029	71, 62, 64, 71, 63
2030	71, 62, 64, 71, 63

Automatic Aid

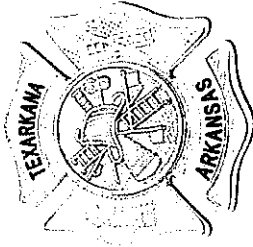
2031	71, 62, 64, 63, 75, 7003
2032	62, 63, 71, 64, 63, 7004
2033	62, 63, 71, 64, 63, 7005
2034	62, 63, 71, 64, 63, 7006
2035	71, 62, 71, 64, 63, 7007
2036	71, 62, 71, 64, 63, 7008

Texarkana Arkansas Fire Department
Fire Response Area





TEXARKANA ARKANSAS FIRE DEPARTMENT INCIDENT RESPONSE



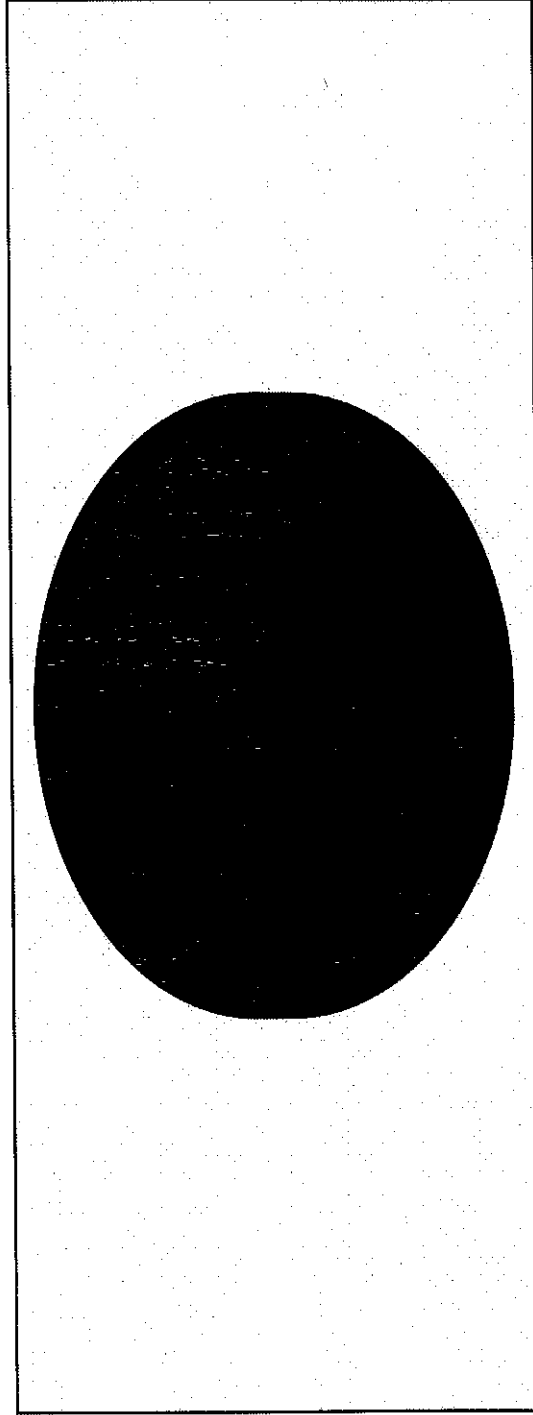
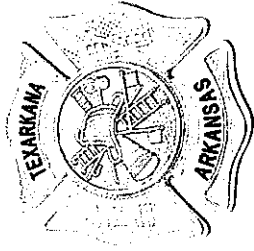
INCIDENT TYPE	INCIDENT COUNT	# INCIDENTS
EMS		33
FIRE		92
TOTAL		125

Aid Type	MUTUAL AID	Total
Aid Given		9
Aid Received		3

PRE-INCIDENT VALUE	LOSSES
\$1,565,350.00	\$100,790.00



TEXARKANA ARKANSAS FIRE DEPARTMENT

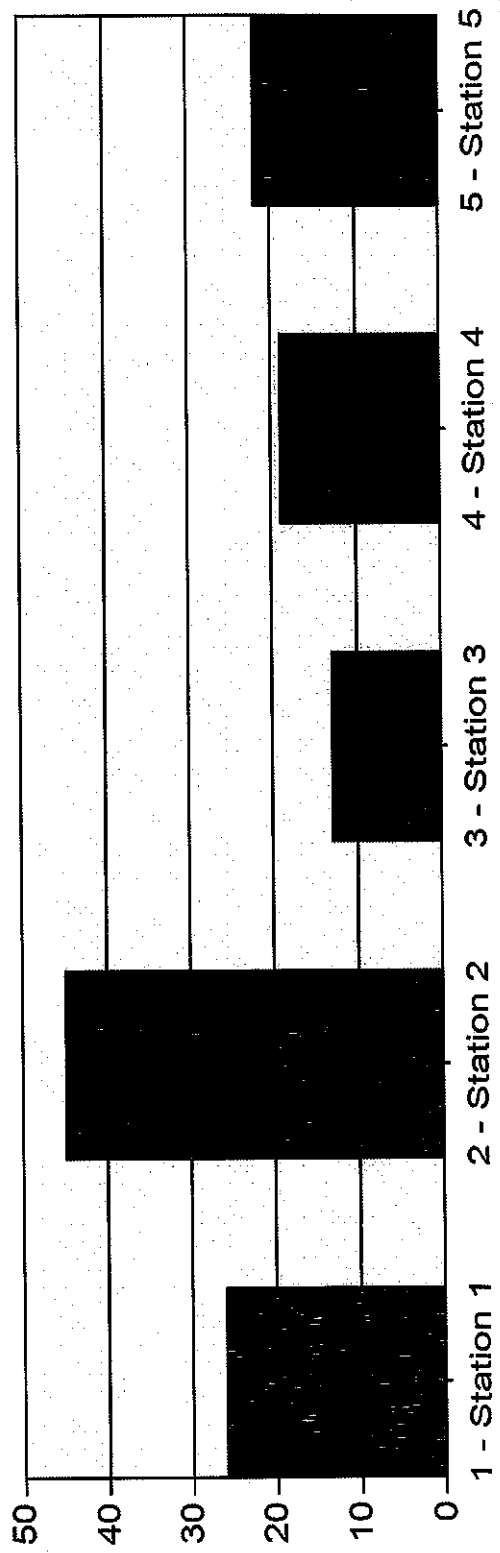


- False Alarm & False Call
- Fire
- Good Intent Call
- Hazardous Condition (No Fire)
- Rescue & Emergency Medical
- Service Incident
- Service Call

INCIDENT TYPE		JUL
False Alarm & False Call		20
Fire		22
Good Intent Call		27
Hazardous Condition (No Fire)		15
Rescue & Emergency Medical		33
Service Call		8
Total		125



TEXARKANA ARKANSAS FIRE DEPARTMENT INCIDENT RESPONSE

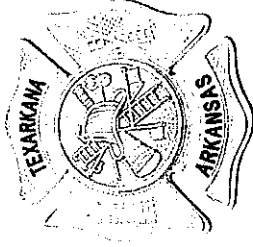


STATION	COUNT
1 - Station 1	26
2 - Station 2	45
3 - Station 3	13
4 - Station 4	19
5 - Station 5	22

TOTAL: 125



TEXARKANA ARKANSAS FIRE DEPARTMENT INCIDENT RESPONSE



LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)

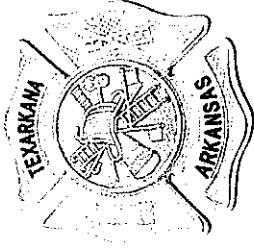
Station	EMS	FIRE
Station 1	0:02:42	0:04:34
Station 2	0:03:01	0:05:28
Station 3	0:05:19	0:04:11
Station 4	0:03:18	0:06:26
Station 5	0:06:56	0:04:55
AVERAGE FOR ALL CALLS		0:05:10

CITY WIDE EMERGENCY RESPONSE

Goal is 1st due apparatus arrives within 5 minutes and all responding units within 8 minutes



TEXARKANA ARKANSAS FIRE DEPARTMENT



FIRE PREVENTION

FIRE MARSHAL OFFICE

Activity	Month	2017
Fire Prevention Inspections	25	180
Arson Fires	0	7
Investigations	3	20
Fire Prevention Talks	1	6
Building Plans Review	3	20
School Inspections	0	6
Citations	0	2
Arrests	0	0



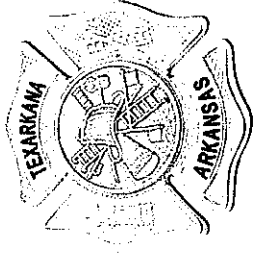
TEXARKANA ARKANSAS FIRE DEPARTMENT FIRE PREVENTION



Station	Business Inspections MO / YR	Pre-Fire Plans MO / YR	Station Tours MO / YR	Fire Hydrants Tested MO / YR
1	46 / 203	47 / 195	0 / 8	0 / 257
2	16 / 92	15 / 85	0 / 0	0 / 224
3	13 / 111	14 / 89	0 / 1	0 / 243
4	22 / 128	19 / 117	0 / 1	0 / 282
5	25 / 125	25 / 123	0 / 3	0 / 326



TEXARKANA ARKANSAS FIRE DEPARTMENT



TRAINING

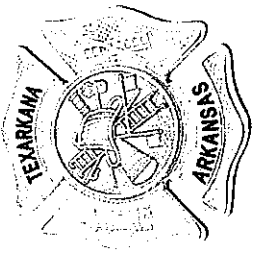
The Texarkana, AR Fire Department conducts continuous training in firefighting, emergency medical services, hazardous materials, and other related fields.

Station	Hours
1	464
2	206
3	308
4	406
5	277
Total	1661

The training hours listed include but are not limited to the following: apparatus familiarization, physical training, inspections and pre-fire plans, equipment familiarization, classes and drills, and time spent stepping up to the next rank.



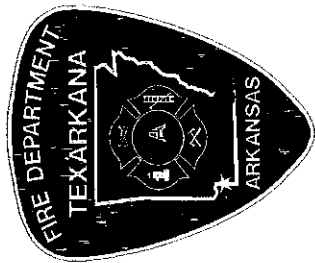
TEXARKANA ARKANSAS FIRE DEPARTMENT



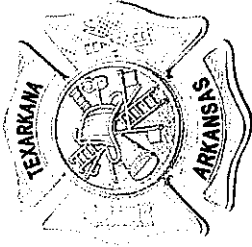
STAFFING

- NFPA Standard requires 4 firefighters per apparatus.
- TAFD minimum staffing is 3 Firefighters per apparatus

Month	Days all units with 4 firefighters	Days all units with 3 firefighters	Days all units did not have 3 firefighters
January	0	31	0
February	0	28	0
March	0	31	0
April	0	30	0
May	0	31	0
June	0	30	0
July	0	31	0
August	0	0	0
September	0	0	0
October	0	0	0
November	0	0	0
December	0	0	0



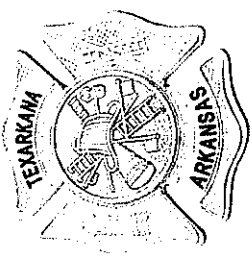
TEXARKANA ARKANSAS FIRE DEPARTMENT APPARATUS MAINTENANCE



Unit	Year	Age	Description	Station/Address	Days Out of Service Mo / Yr	Maintenance Cost Mo / Yr
FRONT LINE						
T1	2000	17	Quint	Station 1/ 416 E 3rd St	27/51	0 / \$11532
Brush 1	2011	5	Kubota UTV	Station 1/ 416 E 3rd St	0/0	0 / 0
BN 1	2006	11	Batt Chief	Station 1/ 416 E 3rd St	0/0	0 / \$1272
E2	2012	5	Pumper	Station 2 / 2724 Senator	1/5	0 / \$2467
E3	2003	14	Pumper	Station 3 / 2801 East St	0/4	\$840 / \$5223
Brush 3	2002	15	Brush Truck	Station 3 / 2801 East St	0/0	0 / \$61
E4	2005	12	Pumper	Station 4 / 500 Cooper Tire Rd	0/5	0 / \$1761
Brush 4	2008	9	Brush Truck	Station 4 / 500 Cooper Tire Rd	0/4	0 / \$215
T5	2001	16	Quint	Station 5 / 2901 Trinity Blvd	0/7	0 / \$3358
Brush 5	1997	20	Brush Truck	Station 5 / 2901 Trinity Blvd	0/0	0 / \$104
RESERVE						
E6	1995	22	Pumper	Station 3 / 2801 East St	0/19	0 / \$3548
E7	1995	22	Pumper	Station 4 / 500 Cooper Tire Rd	0/0	0 / \$1235
E8	2000	17	Pumper	Station 5 / 2901 Trinity Blvd	0/0	0 / \$3805
STAFF						
Chief 2	2008	9	Training	Station 1/ 416 E 3rd St	0/0	0 / \$46
M1	2008	9	Fire Marshal	Station 1/ 416 E 3rd St	0/0	0 / \$1067
						\$840 / \$35,694



TEXARKANA ARKANSAS FIRE DEPARTMENT COMMUNITY RELATIONS



- 16 JUL 17 First Methodist Church
- 17 JUL 17 Opportunities Inc
- 29 JUL 17 Faith Assembly

PUBLIC WORKS DEPARTMENT Report



July, 2017

Recycling—July 2017

The City Recycling Division exists to expand and promote recycling opportunities in our community. The focus of this division is to enhance recycling awareness and participation. We have already begun school recycling for the upcoming year, and have picked up a new partner, Trice Elementary. This has been a productive campus so far and we are optimistic that we will pull a lot of material from this location.

Activity at the Recycling Center continues to increase and we are seeing a lot of Green Texarkana customers recycling more than once a month now.

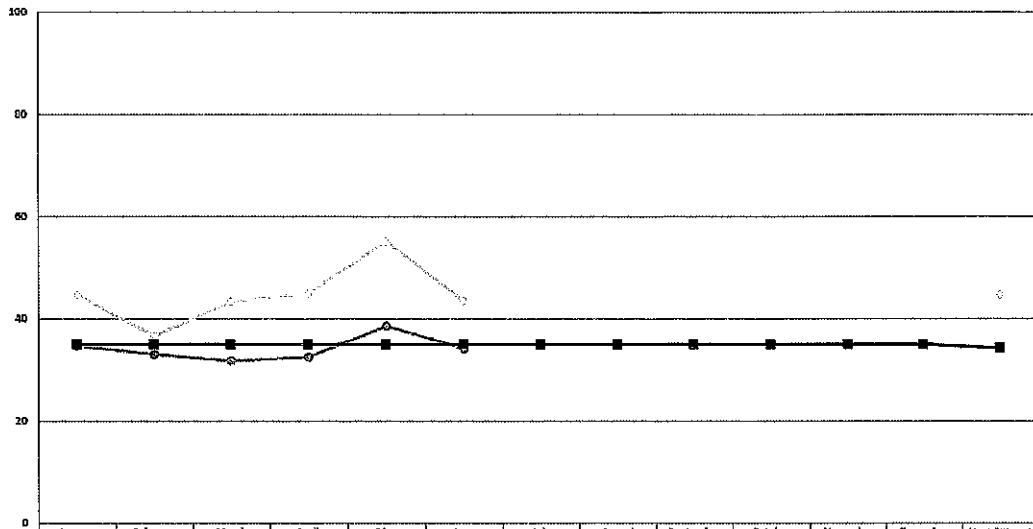
In July we submitted Texarkana's annual recycling report to the state. To summarize the data, we saw a drop in electronics recycling, following the struggles under FCI's new management. Intake of scrap metal has doubled and cardboard has nearly tripled, thanks to our increased commercial outreach. Collections of paper are up about 50 percent, we doubled recycling of scrap tires, hard plastic is steady and intake of LDPE (low-density polyethylene) jumped from 1/3 ton to more than 4 tons.

We spent July getting ready to bale all of our LDPE film on site. Beginning in August we will start marketing this material directly to profit the Recycling Center. This is our last material to sell. Previously we were accepting LDPE at our facility and passing it on for free to a company that can process it. Now we have the equipment to process it in-house. Like all other plastics this is not expected to produce a lot of revenue but it's a very in-demand service and saves landfill space.

Fiber markets continue to surge and for the first time since the Recycling Center opened we see OCC (cardboard) prices exceeding SOW (paper). In June loose OCC netted \$87.45/ton and loose SOW netted \$79.50/ton.

2017 Hauler Audit - Residential Refuse

Pounds Per Week Per Household



	January	February	March	April	May	June	July	August	September	October	November	December	Year Average
Edmondson's Trash	45	37	38	45	55	43							45
Richardson Waste	35	33	32	33	38	34							34
Max Pounds Per week	35	35	35	35	35	35	35	35	35	35	35	35	35

Note: January was the month the tonnage was adjusted for Edmondson's Trash

STREET DIVISION

Our mission is to provide high quality, innovative and cost effective maintenance of City streets, signs, and rights-of-ways with the highest service level possible to the citizens of Texarkana. The Division's primary efforts include the environmental maintenance, street repair and maintenance, and emergency road, traffic light and weather response. These services enhance the lives of our citizens and the quality of our neighborhoods and business districts.

Environmental maintenance crews are responsible for various islands and rights-of-ways throughout the community. Environmental also maintains trees and landscaping, cleans up litter and removes graffiti. Staff also provide clean up when private property has not been kept up to the point of violating nuisance codes.

Street repair and maintenance crews are responsible for maintaining main arterial streets and residential blocks within the City. The following efforts are used to minimize sub-grade water erosion, which breaks down streets:

Crack Sealing: Crews clean a crack in the road and fill it with an elastic, rubber-based material that moves with pavement to prevent moisture from causing further harm.

Temporary Pothole Patching: Crews repair depressions by filling and compacting them with asphalt, which may provide a temporary fix for up to a year. Reported repairs are generally able to be accomplished within two business days on main arterial streets and 10 business days on residential streets.

Hot Mix Asphalt Overlays: Crews add a 2-inch layer of asphalt over older streets that have outlived their serviceable life. Streets selected for this treatment have often required continuous potholes repairs. Generally, City crews perform residential street work while the work on main arterial streets is performed by contractors selected for cost efficiency, compliance with local hiring requirements and other criteria through a public bidding process.

Street repair and maintenance crews are also responsible for:

- Informational signage such as street names, historic district signs, and regulatory stop, yield, speed limit, and street signs.
- Repairing concrete streets
- Installing new ADA-compliant curb ramps to help all members of our community access services, necessities and amenities
- Rebuilding unsafe sidewalks adjacent to the City's publicly-owned properties

For the month of February 2017 the services provided to Texarkana citizens is reflected in the following operational report.

July
OPERATIONAL REPORT
STREET DIVISION

	JULY	2017 YEAR TO DATE	JULY	2016 YEAR TO DATE
CONSTRUCTION				
Asphalt Patching (Tons)	136	326		
Asphalt Milling (ft.)	0	0		
Concrete (yds)	32	47		
Sidewalk Repair (L.F.)	0	1		
Curb/Gutter Repair (ft.)	0	0		
Gravel Road Grading (miles)	0	4		
TWU Water Cuts (Tonnage)	2	29		
TWU Water Cuts - Labor (Hours)	2	134		
TOTAL	172			
New Sidewalks (Linear Feet)	0	0		
New Curb/Gutter (Feet)	0	0		
New Roads (Linear Feet)	0	0		
New Drainage	0	0		
DRAINAGE				
Cleared Inlets Out	30	182		
Repaired Inlet Box	0	1		
Ditches Dredged (Feet)	450	950		
Driveway Pipe Repaired (Feet)	0	0		
Storm Drain Pipe Installed	0	1		
Major Drains Cleaned	0	0		
Minor Drains Cleaned	0	0		
SUB TOTAL	480			
ENVIRONMENTAL				
Tree Removed	3	11		
Premises Cleared	0	1		
Curb & Gutter Cleaned (blks)	17	27		
R.O.W. Cut/Cleared, trash, mowed, alley	10	79		
Miscellaneous Debris Removal	43	55		
SUB TOTAL	73			
TOTAL	616			
BUILDINGS RAZED				
Residential	0			
Non-Residential	0			
TOTAL				
TRAFFIC CONTROL				
Stop Signs	2	5		
Street Signs	2	5		
Other Signs	1	7		
Signals Repaired	2	2		
Signals Installed	0	0		
LEDs Replaced	0	0		
Streets Painted	2	2		
Luminaries	0	38		
Right of Way Cleared	0	1		
TOTAL	9			



CITY OF TEXARKANA ARKANSAS

DEPARTMENT OF PUBLIC WORKS

216 WALNUT ST 71854-6024

P O BOX 2711 TEXARKANA ARKANSAS 75504-2711

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

Planning staff report:

July 2017

Mary Beck, Interim Planner/Preservation Officer

To: Dr. Kenny Haskin

From: Planning Division

Re: Activities for July 2017

Dr. Haskin,

Please accept this report from the planning division for the month of July. Although planning handles a variety of matters and some of them will extend into next month they will be covered in the stages of development as they occur, also please consider some matters currently underway that will be completed in July will be covered in the August report if they are still under review.

PLANNING COMMISSION

Conditional use permit request was reviewed and approved with three (3) conditions: Preparation included research into the site and indoor animal businesses, discussion with animal control director Charles Lokey, writing the staff memo with information on zoning, adjacent areas, infrastructure and distance from residential zoning and structures and forming a recommendation. Prepared and mailed 21 letters and maps to adjacent property owners within 100'.

Medical marijuana dispensaries and cultivation centers: Continued research on other cities including new contacts with Jonesboro and information on Siloam Springs and Bryant. Pre-pared material for review by the commissioners regarding use by right and conditional use options. Prepared a draft ordinance. Contacted Jonesboro, Siloam Springs and accessed information from Bryant as part of continuing research.

Listed concerns about pawnshops based on citizen complaints and was asked by the commission to develop information on conditional use permit requirements for pawnshops.

A legal notice was prepared and faxed to the media as required by ordinance. A PowerPoint presentation was prepared for the meeting, agendas were developed, packets of information for the commissioners to review before the meeting (documents written and/or copied, and assembled into notebooks (packets) and hand delivered to the commissioners home due to a short work week) – packets included a running attendance chart and the summarized minutes from the previous workshop June 27th and the June 13th meeting. Set up the room for the meeting, recorded meeting, called roll on all voting items and attendance, presented staff report and recommendation for all items.

After the meeting: Edited ordinance for final draft. Prepared Board of Directors agenda item for medical marijuana amendments. Prepared and sent letter to Karlton Kemp to serve as a conditional use permit with conditions stated. Listened to audio recording and transcribed summarized minutes from the July meeting.

Prepared Planning Assistant duties list to review for future employee and provided to supervisor.

Office activities

Responded to questions regarding the auditorium history and current condition from visitors to the City. Did auditorium tour for visitor at request of C.M.; responded to request for information referral from the front desk for passport applicant whose parents Kim and Andy Fraser lived in Texarkana in the last 60's and early 70's -- researched and provided documentation from old city directories; researched basic information for Chase Haynes regarding 2106 Beech Street; responded to request from GSS, Inc. regarding a 106 historic review for monopole; responded to a request for information on requirements for Mini-warehouses; provided list of licensed Arkansas child care centers for medical marijuana possible applicant with maps for 1500' boundaries and 3000' boundaries from schools and churches; contacted John Vutech when Texarkana Central was down and requested he develop a timeline to complete improvements; contacted by AY Magazine, Chrystal Warren requesting Elvis information and connected her to Mark Shoptaw as Debbie Haak and Smitty were out of town; responded to request for zoning information off 50th Street; contacted sales and use office regarding pawnshop rules for retail sales taxes; responded to request from citizen regarding acquiring an easement as a secondary access to his property off Appaloosa Lane --visited with Rick and referred him to Nina regarding his driveway; prepared CM July report;

Began training Anna Meador for assistance with office duties shared with Jeff Whitten. Worked with Anna on notification letters and maps for August meeting to review the Forest Oaks 10th Subdivision. Walked through how to build a data source and do a mail merge for notification letters. Worked with training assistant packets: printed, copied, collated, bound, packaged, postage, and mailed to commissioners.

Discussed downtown improvements at request of Department head Jeff Whitten to assist economic development on Broad Street in the Business District. Included discussion to develop a plan for ordinance revisions and a strategy for beautification downtown that included a follow up with City Attorney regarding global v. individual limited franchise agreements) for East Broad Street 100-400 Block range.

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Loss of Kenny's mother, staff simpatico with his grief.

Subdivisions:

Reviewed BATTE SUBDIVISION in-house with other staff. Corresponded with owner and surveyor on revisions to the plat, filed plat with Miller County Circuit Clerk's office. Responded to MTG Engineer's email request for zoning letter regarding BATTE SUBDIVISION verifying non-zoning, City Limits and enclosed city limit/zoning section map.

Reviewed minor plat with plat-plat group for Jeans Subdivision, 2 lot subdivision off Sammy Lane.

Prepared subdivision hard copy folders for the previous few months with labels and filed them. Numerous requests for information on subdivisions.

Set up and conducted pre-submission conference for utility company review of Forest Oaks 10<sup>th</sup> Subdivision. Requested revisions from MTG for Planning Commission meeting and incorporated

request into staff recommendation. Anna took notes, recorded minutes and transcribed summarized minutes for PC review.

### Home Occupation

Checked zoning, reviewed registration, issued letter, for home occupation for screen printing artist at 431 Dundee Road. Copied to Fire Marshal and Code Enforcement.

Checked zoning, reviewed registration, issued letter, for home occupation for artist at 3524 Locust Street. Notified Fire Marshal and Code Enforcement.

### Historic District Commission activities

No applications were received for the July meeting. Provided some assistance advising Dr. Beverly Rowe regarding a plan by her downtown business and residential neighbors for seasonal decorations to be brought to the August meeting for review and a legal notice for the August meeting was sent for that review.

St. Edwards Catholic Church consulted about paint and repair of the blue house in advance of their application to make some alterations for better delivery for their service projects. They have continued to be in touch regarding repairs and paint but the application has not yet been received.

Consulted with and mailed an application to property owner of 2014 Locust Street Nelson Atkins, 221 MC 509 for window replacement consideration.

### Other preservation and/or community related activities

Arts & Historic Committee: Was not able to attend that meeting. Prepared an updated map for the Street department for their assistance to make a 2<sup>nd</sup> request to the AHTD for permits for wayfinding signs with turn arrows coming off I-30 and I-49 exits. Reported expenditures for the signage for the quarterly A & P report.

Arkansas Municipal Auditorium Commission requested space in City Hall through CM. Arranged with Will Greer, building maintenance for key provided to Debbie Haak and John Thomas. Notified AMAC of donation by Mayor Bell at her request.

### Other staff activities

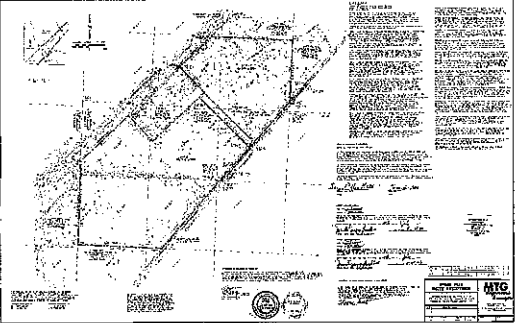
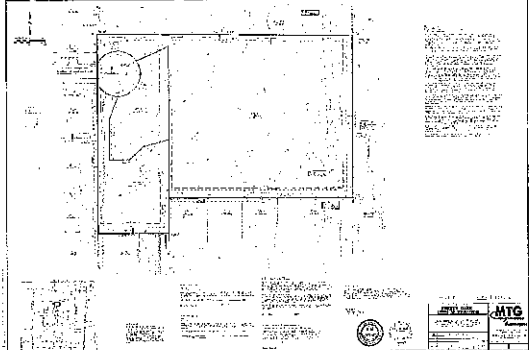
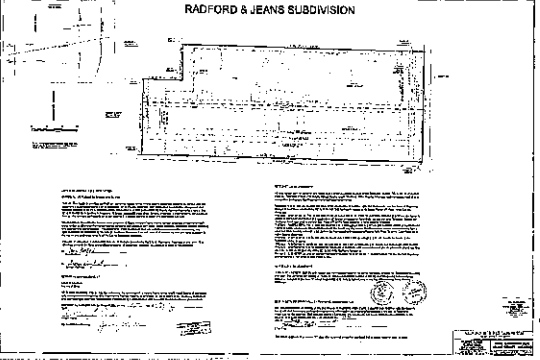
Met with the Quality Hill Neighborhood Association and toured homes of Paul Smith in the 1000 block of Pecan Street. Discussed potential applications to the HDC with Dr. Davis at her request.

Visit by Brian Driscoll from the Arkansas Historic Preservation Program with Fire Chief David Fletcher: Brian recommended a repair to the drain spout on the side of the Fire Station that is causing damage to the building. He said the windows should be kept and painted to prevent further erosion and some glass replacement but the windows are repairable and probably don't need to be replaced.

Respectfully submitted,

Mary Beck, Interim Planner



|                                                                                                                |                                                                                                                        |
|----------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|
|                               | <p>Batte subdivision in ETJ filed July 7<sup>th</sup> in Circuit Clerk's office</p>                                    |
| <p>Forest Oaks 10 presubmission conference July 27<sup>th</sup> in Board Room with utility representatives</p> |                                      |
|                              | <p>Radford Jeans 2 lot residential subdivision off Sammy Lane file July 18<sup>th</sup> in Circuit Clerk's office.</p> |

**CODE ENFORCEMENT DIVISION:**

The mission of the Division of Code Enforcement is to foster clean, healthy, safe, enriching communities while preventing physical blight from Texarkana neighborhoods. Code Enforcement enforces City Ordinances by inspecting both residential and commercial properties for violations that may threaten the general public's safety.

Code Enforcement is also responsible for plan review, permitting and inspections. The processes of plan reviews, permitting, inspections, zoning and engineering ensures proper land development and promotes high-quality design standards through the enforcement of state and local building and zoning codes.

For the month of July 2017 the services provided to Texarkana citizens is reflected in the operational report on the following page.

**2017**  
**OPERATIONAL REPORT**  
CODE ENFORCEMENT DIVISION

|                                              | July         | 2017<br>YEAR TO DATE | 2016<br>July   | 2016<br>Year to Date |
|----------------------------------------------|--------------|----------------------|----------------|----------------------|
| <b>PERMITS:</b>                              |              |                      |                |                      |
| Building                                     | 57           | 349                  | 79             | 158                  |
| Plumbing and Gas                             | 28           | 205                  | 51             | 132                  |
| Mechanical                                   | 5            | 42                   | 6              | 21                   |
| Electrical                                   | 20           | 191                  | 25             | 74                   |
| House Moving                                 | 0            | 1                    | 0              | 1                    |
| Signs                                        | 1            | 12                   | 2              | 8                    |
| <b>TOTAL</b>                                 | <b>111</b>   | <b>1365</b>          | <b>163</b>     | <b>394</b>           |
| <b>CONSTRUCTION COSTS ON PERMITS</b>         |              |                      |                |                      |
|                                              | \$921,114.96 | \$13,113,472.11      | \$1,081,366.70 | \$27,752,113.55      |
| <b>New Buildings</b>                         |              |                      |                |                      |
| Residential (1 & 2 Family)                   | 2            | 29                   | 6              | 37                   |
| Multi - Family                               | 0            | 1                    | 0              | 5                    |
| Commercial Buildings                         | 0            | 0                    | 0              | 3                    |
| <b>INSPECTIONS MADE :</b>                    |              |                      |                |                      |
| Building                                     | 26           | 37                   | 19             | 56                   |
| Plumbing and Gas                             | 28           | 89                   | 62             | 178                  |
| Mechanical                                   | 5            | 19                   | 6              | 29                   |
| Electrical                                   | 20           | 64                   | 42             | 185                  |
| Driveway / Curb                              | 3            | 3                    | 4              | 15                   |
| House Moving                                 | 0            | 0                    | 0              | 1                    |
| Street Cuts                                  | 6            | 0                    | 3              | 13                   |
| <b>SUB TOTAL</b>                             | <b>88</b>    | <b>212</b>           | <b>136</b>     | <b>477</b>           |
| <b>ENVIRONMENTAL STANDARDS CODES :</b>       |              |                      |                |                      |
| Overgrown & Unkept Premises                  | 15           | 164                  | 9              | 15                   |
| Trash/Litter/Junk                            | 28           | 57                   | 47             | 176                  |
| Abandoned Vehicles                           | 6            | 17                   | 6              | 6                    |
| Floodplain, Mobile Home Ordinance Violations | 0            | 7                    | 0              | 0                    |
| Miscellaneous Limb Debris                    | 0            | 8                    | 0              | 0                    |
| <b>SUB TOTAL</b>                             | <b>49</b>    | <b>253</b>           | <b>62</b>      | <b>197</b>           |
| <b>TOTAL</b>                                 | <b>248</b>   | <b>1830</b>          | <b>198</b>     | <b>674</b>           |
| <b>BUILDINGS CONDEMNED:</b>                  |              |                      |                |                      |
| Residential                                  | 0            | 5                    | 0              | 0                    |
| Non-Residential                              | 0            | 0                    | 0              | 0                    |
| <b>TOTAL</b>                                 | <b>0</b>     | <b>5</b>             | <b>0</b>       | <b>0</b>             |
| <b>BUILDINGS RAZED :</b>                     |              |                      |                |                      |
| Residential                                  | 0            | 0                    | 1              | 2                    |
| Non-Residential                              | 0            | 0                    | 0              | 0                    |
| <b>TOTAL</b>                                 | <b>0</b>     | <b>0</b>             | <b>1</b>       | <b>2</b>             |
| <b>COURT CASES</b>                           | <b>0</b>     | <b>0</b>             | <b>0</b>       | <b>0</b>             |

## Texarkana Water Utilities – Bi-Weekly Report July 18, 2017 – August 7, 2017 Texarkana, Arkansas

### Engineering Summary – Work Orders and Projects Status (change of status)

|                                                       |                                                                                                              |
|-------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|
| Arkansas Water Connections                            | Working on list of customers served by water but not connected.                                              |
| Arnold Drive Sewer                                    | Working on plans to improve the sewer at Arnold & Embassy.                                                   |
| Chloramine Booster Station                            | Working on plans to install booster station at the Lakewood Booster Site.                                    |
| 12th Street & Nix Creek                               | Plans underway to re-connect existing water main.                                                            |
| 24th Street @ Nix Creek                               | Plans underway to re-connect existing water main.                                                            |
| 4918 Clay Pit Road                                    | Project Deleted.                                                                                             |
| College Hill Center                                   | Plans reviewed and approved.                                                                                 |
| 1894 City Market Phase I                              | Plans reviewed and approved.                                                                                 |
| East Broad & 3 <sup>rd</sup> Street                   | Only one bidder, such that bids too high. Re-evaluating.                                                     |
| Forest Oaks 9 <sup>th</sup> Subdivision               | Plans reviewed and approved.                                                                                 |
| I/I studies                                           | Daily inspections of our sewer system by smoke testing and CCTV inspection                                   |
| Knights Inn                                           | Plans reviewed and approved.                                                                                 |
| Langford Place Subdivision                            | The developer is working on the punch list. TWU has reconnected the water & sewer.                           |
| Manhole Replacement/lining Project                    | Evaluating manholes needing replacement or lining - several have been completed: This is an ongoing project. |
| Mark Lockett Office Building                          | Plans reviewed and approved.                                                                                 |
| Meadowridge 4 <sup>th</sup> Subdivision               | Plans reviewed and approved.                                                                                 |
| Mt. Olive Baptist Church                              | Plans reviewed and approved.                                                                                 |
| Millwood Water Main Crossing @ Red River - Repainting | Paint the 42" water main crossing the Hwy 71 bridge at the Red River - Specs ready to send for bids.         |
| Owl Ridge Subdivision                                 | Plans reviewed and approved. Construction has started.                                                       |
| North Texarkana WWTP Expansion                        | Project to double capacity of the existing WWTP - Currently working with CEA Engineers on study              |
| North Texarkana WWTP I/I Study                        | Checking for inflow and infiltration areas                                                                   |
| Reggies Burgers State Line Avenue                     | Plans reviewed and approved.                                                                                 |
| Sewer Master Plan                                     | MTG Engineers - Studying locations for future sewer plant (if required) and sewer build out                  |
| Smith Key Apts.                                       | Plans reviewed and <b>revisions are required.</b>                                                            |
| TASD Razorback Stadium Renovations                    | Plans reviewed and approved.                                                                                 |
| UTLX Fire Sprinkler Line                              | Plans reviewed and approved.                                                                                 |
| Walter Street Water Main Extension                    | Plans complete. Replacing 2" water main with a 6" water main.                                                |

**Treat Water Pumpage - High Service Flow (MGD) Jul 17-Aug 6, 2017**

|        | <b>Wright Patman</b> | <b>Millwood</b> | <b>Total</b> |
|--------|----------------------|-----------------|--------------|
| Jul 17 | 13,391               | 5,515           | 18,906       |
| 18     | 12,312               | 4,718           | 17,030       |
| 19     | 12,619               | 5,210           | 17,829       |
| 20     | 15,937               | 4,082           | 20,019       |
| 21     | 12,804               | 4,504           | 17,308       |
| 22     | 16,619               |                 | 16,619       |
| 23     | 13,183               | 4,785           | 17,968       |
| 24     | 14,269               | 4,681           | 18,950       |
| 25     | 14,770               | 4,769           | 19,539       |
| 26     | 15,396               | 4,721           | 20,117       |
| 27     | 14,679               | 4,326           | 19,005       |
| 28     | 13,591               | 6,387           | 19,978       |
| 29     | 15,752               |                 | 15,752       |
| 30     | 15,473               |                 | 15,473       |
| 31     | 13,550               | 4,800           | 18,350       |
| Aug 1  | 11,716               | 4,708           | 16,424       |
| 2      | 11,618               | 4,768           | 16,386       |
| 3      | 13,553               | 4,738           | 18,291       |
| 4      | 13,585               | 5,366           | 18,951       |
| 5      | 16,071               |                 | 16,071       |
| 6      | 15,664               |                 | 15,664       |

**Wastewater Treated – Average Daily Flow (MGD) Jul 17-Aug 6, 2017**

|         | <b>N. Texarkana</b> | <b>South Regional</b> |
|---------|---------------------|-----------------------|
| July 17 | 0.482               | 5.2                   |
| 18      | 0.397               | 6.3                   |
| 19      | 0.446               | 5.6                   |
| 20      | 0.366               | 5.2                   |
| 21      | 0.527               | 4.4                   |
| 22      | 0.508               | 5.2                   |
| 23      | 0.495               | 5.3                   |
| 24      | 0.458               | 4.9                   |
| 25      | 0.488               | 7.4                   |
| 26      | 0.437               | 5.0                   |
| 27      | 0.728               | 6.1                   |
| 28      | 0.783               | 5.8                   |
| 29      | 0.706               | 6.3                   |
| 30      | 0.536               | 6.2                   |
| 31      | 0.457               | 5.6                   |
| Aug 1   | 0.912               | 5.9                   |
| 2       | 0.503               | 8.9                   |
| 3       | 0.501               | 5.5                   |
| 4       | 0.535               | 5.4                   |
| 5       | 0.483               | 5.5                   |
| 6       | 1.774               | 12.7                  |

# Texarkana Water Utilities

**Department Report  
Operations**

**Manager: John Murphy**

**Week of: JULY 17 TO AUGUST 07, 2017**

**BY: CARMEN JOHNSON**

| Water Repairs:                      | # of Repairs made: |
|-------------------------------------|--------------------|
| Water Valves Found                  | 0                  |
| Water Valves Installed              | 3                  |
| Water Mains Repaired                | 9                  |
| Water Taps Installed                | 0                  |
| Fire Hydrant Installed              | 0                  |
| Fire Hydrants Repaired              | 2                  |
| Renew Water Service                 | 0                  |
| Linear Feet of Water Main Installed | 160                |
| Service Request Calls Received      | 27                 |
| Water Meter Box Upgrades            | 0                  |
| Locates                             | 231                |

| Sewer Repairs:                        | # of Repairs made: |
|---------------------------------------|--------------------|
| Sewer Calls                           | 24                 |
| City Main Problems                    | 3                  |
| Private Service Lines                 | 13                 |
| Install New Sewer Gravity Main        | 0                  |
| Linear Feet of Sewer Main Cleaned     | 11570              |
| Private Service Line Problems Footage | 3970               |
| City Main Line Footage Problems       | 750                |
| Sewer Mains Repaired                  | 11                 |
| Service Request Calls Received        | 15                 |
| Sewer Main Killed Out                 | 4                  |
| Sewer Manholes Repaired               | 4                  |
| Locates                               | 124                |