



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: April 16, 2018  
TO: Mayor Ruth Penney Bell  
Board of Directors  
FROM: Kenny Haskin, City Manager  
SUBJECT: Management Report

---

We instituted a new policy regarding department reports beginning this month. Instead of twice a month, you will receive Management Report at the second meeting of each month that will cover the previous month's activity. So, this report covers the month of March unless something is noted otherwise. We feel departments will contribute more if it is just once a month, i.e., all except two submitted reports for this month.

**Animal Care and Adoption Center—Charles Lokey**

- Animal Control has been very busy dealing with an overabundance of calls from citizens finding sick and strange-acting animals. These have been mainly raccoons, but we have found foxes and coyotes as well. There is an outbreak of Canine Distemper going through, and it is contagious to several species. We sent off some animals for testing to be sure there is not a rabies outbreak; none tested positive for rabies. The seriousness and widespread cases prompted me to make a public announcement to warn citizens to ensure their animals are current on vaccinations. Distemper is not contagious to humans.
- There have been concerns about beavers building dams in Love Creek and Nix Creek. I searched creeks and found no beaver dams; however, I did find a lot of tree debris dumped in different locations along creeks. When we had heavy rains, a lot of debris massed up into jams and had appearance of beaver dams. While I am sure there are some beavers in the creeks, they pose a minor problem. There is also a sizeable Nutria population in the creeks. Nutria are large aquatic rodents.
- Animal Shelter day-to-day operations are going well. Arkansas-side residents are doing a pretty good job at keeping their animals from getting out as much as in the past. We are actively patrolling and issuing citations when necessary.

- Animal intake from Texas-side was 49 animals in February and 18 for March. I am not sure of the reason for drop in number as calls to dispatch and shelter from Texas-side residents has not fallen off but increased. I held meeting with Ms. Curry (shelter office manager), Ms. Heather Wright, and Texas-side Animal Control Supervisors regarding some issues, but nothing seems to have been resolved.
- Animal Intake for March 2018:
  - Fouke, AR: 1
  - Miller County: 2
  - Wake Village, TX: 0
  - Nash, TX: 0
  - Texarkana, TX: 18
  - Texarkana, AR: 138
- Animal adoptions are better than normal for this time of year with 11 last week alone. There were 38 adoptions in March.

### **Bi-State Justice Center—Larry Vaden**

#### **Basement:**

- Cleaned coils on air handlers #1 and #2.
- Unstopped sink in parts room.
- Replaced overhead exit door.
- Serviced overhead entrance door.
- Replaced cable for camera on roof.

#### **First Floor:**

- Sprayed weed killer around outside areas.
- Trimmed bushes in flower garden on west side of building.
- Installed new belts on air handlers for courtrooms 3 and 4.

#### **Second Floor:**

- Painted and installed new carpet in Judge Hadaway's old office.
- Reinstalled light fixture in men's bathroom in adult probation.
- Performed routine maintenance of building such as changing lightbulbs and batteries.

#### **Third Floor:**

- Installed new carpet in TAPD patrol room.
- Installed new wall mount & TV in TAPD patrol room.
- Replaced drain pipe in jail between S-pod and R-pod.
- Replaced ceiling tiles in TAPD investigator office.
- Plumbed new sink in TAPD patrol room.

#### **Fourth:**

- Repaired all outer/inner door locks parts.
- Installed electric outlet and power strip in control room (jail).

### **City Clerk Department—Heather Soyars**

#### **City Clerk:**

- Attended monthly Gateway Farmers Market Oversight Committee meeting.
- Attended meeting with Finance Director to review Clerk budget.
- Has provided 2018 Municipal Election information and Packets on Clerk's web page. Packets are also available in the Clerk's office.
- Is working with interns from Texas A&M who are helping department with scanning/indexing/filing documents in vault.

- Met with City Manager to review meeting agendas.
- Signed City checks.
- Processed Freedom of Information Act (FOIA) requests.

**Deputy Clerk:**

- Is bringing numbered City ordinances and resolutions up to date.
- Is scanning archival City documents.

**City Clerk and Deputy Clerk:**

- Have attended several workshops.
- Prepared agenda and minutes for Board of Directors meetings and attended those meetings.
- Published and filed various official City documents for Board members, City Staff, and citizens, pursuant to state law.
- Posted various events; minutes; boards, commissions, and committees; agendas; city manager reports; etc., to City's website.
- Notarized various documents for variety of Staff and the public.
- Researched projects for the City Manager, Mayor, Board members and Staff.
- Are organizing vault that holds archival to present-day City documents.
- Are transcribing archival handwritten books so books can be searchable.

**District Court—Wanda Davis**

No information was submitted for this report.

**Finance Department—TyRhonda Henderson**

March sales tax report is **attached**.

**Finance Director:**

- Reviewed financial reports.
- Attended board meetings.
- Reviewed and approved requisitions.
- Audit preparations.
- Attended Advertising & Promotion Committee meetings.
- Prepared for budget meetings with department heads.
- Reviewed and approved grant reimbursements.

**Controller:** *Vacant Position*

**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.
- Audit preparations.
- Reviewed and approved requisitions and payables.

**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 Affordable Care Act.
- Submitted Workers' Compensation claims as needed.

- Assisted employees with retirement benefit requests/questions and health insurance changes.
- Conducted new-hire orientations.
- Submitted 1094-C filing to IRS for 2017 as required by Affordable Care Act.
- Audit preparations.

**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.
- Audit preparations.
- Completed employer quarterly 941 report.
- Completed State Unemployment Tax Authority report.

**Grants Administrator:**

- Disbursed mail, created check log of incoming mail, compared check deposits with reports from Accounts Receivable, and processed/reconciled City travel for each day.
- Prepared monthly grant reimbursements.
- Completed trust reconciliations.
- Reconciled bank accounts.
- Provided clerical support for A&P Commission.
- Attended A&P meetings.
- Audit preparations.

**Accounts Payable/Staff Accountant:**

- Coded City utility bills, processed AP check run/direct deposits, reconciled balance sheet to cover checks, and created Distribution Fund deposit.
- Completed general ledger review.
- Completed inter-fund review.
- Completed monthly financials.
- Reviewed encumbrance report and prepared journal entries to clear encumbrances.
- Audit preparations.
- Reviewed and approved journal entries.
- Reviewed and approved bank reconciliations.
- Reviewed and approve Collectors Fund and Police Bond.

**Purchasing Technician:**

- Reviewed and processed requisitions from various departments.
- Prepared and printed purchase orders to be paid by Accounts Payable Technician.
- Ensured all departments followed Purchasing Policy and assisted with obtaining necessary documentation to approve purchase orders.
- Prepared monthly billings for copier and postage usage.
- Billed monthly receivables.
- Prepared monthly reconciliation reports for Act 833 and USM funds.
- Audit preparations.

**Fire Department—David Fletcher**

A full report for March is **attached**.

**Police Department—Bob Harrison**

No information was submitted for this report.

**Probation Department—Debbie Nolte**

- Currently 508 active reporting probationers.
- Collected \$24,059.00 in Fines, \$13,940.00 in Probation Fees, and \$5,630.00 in State Automation funds for a total collection of \$43,632.00.
- Set up 116 new probationers in March.
- Judge Autrey ordered 33 people to perform 3,188 hours of community service.
- Issued 54 Petitions to Revoke Probation.
- Chief Probation Officer Debbie Nolte and Probation Officer Angela Easley attended Court Officers Conference in Hot Springs in February. These meetings keep us apprised of any new State laws which may affect our court and probation and provide continuing education hours to keep our State Court Officers Certifications up to date.

**Public Works—Tyler Richards**

A full report for March is **attached**.

**Texarkana Water Utilities—J. D. Phillips**

A full report for March is **attached**.



**TEXARKANA ARKANSAS  
FIRE DEPARTMENT**

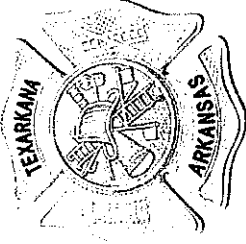


**MARCH 2018 REPORT**

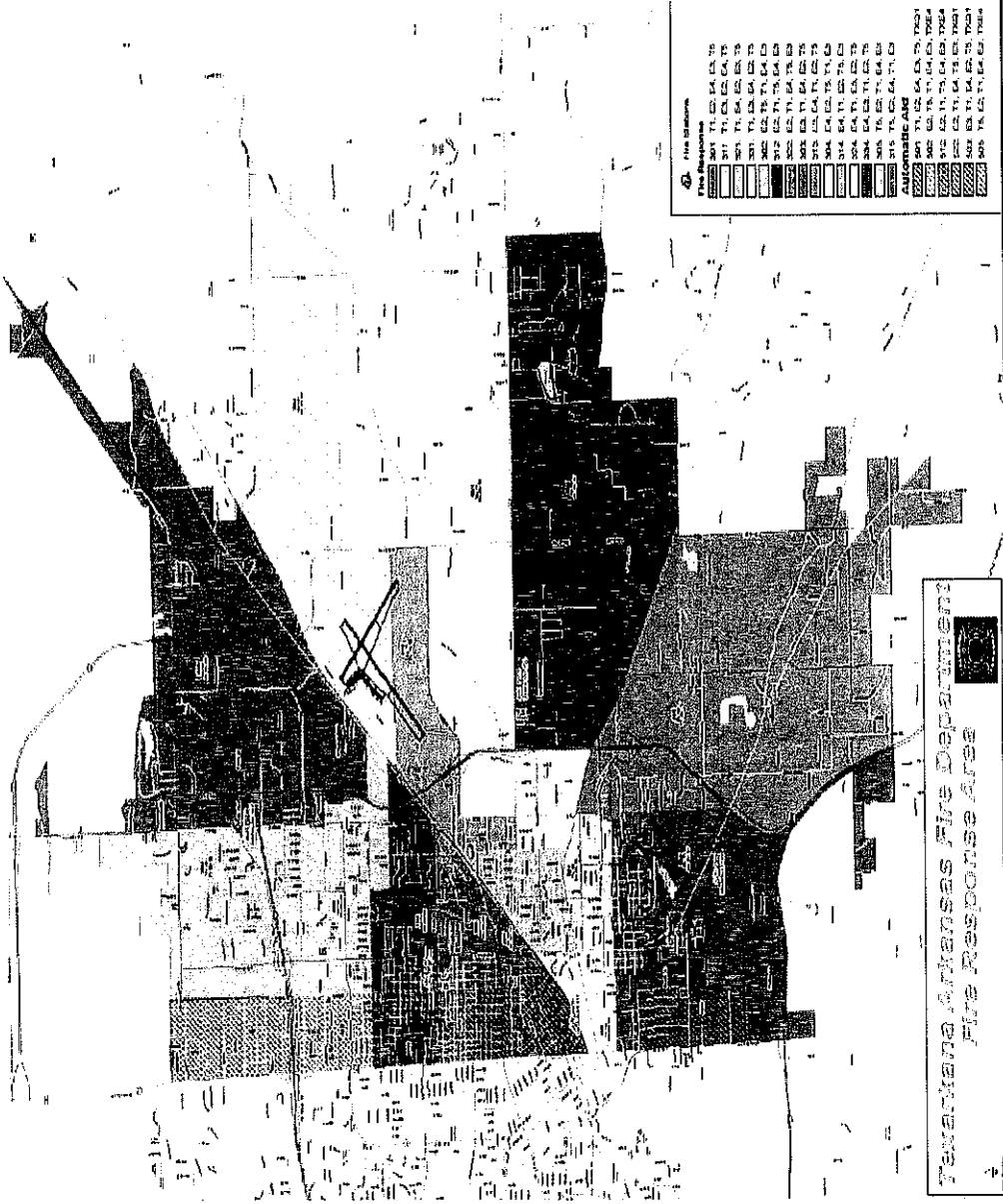
**FIRE CHIEF  
DAVID FLETCHER**



# TEXARKANA ARKANSAS FIRE DEPARTMENT



## INCIDENT RESPONSE



**Texarkana Arkansas Fire Department  
Fire Response Area**

**Fire Stations**

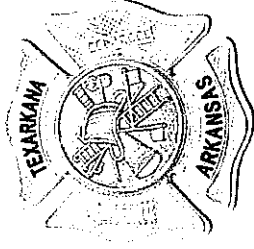
1	2	3	4	5	6	7	8	9	10
11	12	13	14	15	16	17	18	19	20
21	22	23	24	25	26	27	28	29	30
31	32	33	34	35	36	37	38	39	40
41	42	43	44	45	46	47	48	49	50
51	52	53	54	55	56	57	58	59	60
61	62	63	64	65	66	67	68	69	70
71	72	73	74	75	76	77	78	79	80
81	82	83	84	85	86	87	88	89	90
91	92	93	94	95	96	97	98	99	100

**Automatic AED**

1	2	3	4	5	6	7	8	9	10
11	12	13	14	15	16	17	18	19	20
21	22	23	24	25	26	27	28	29	30
31	32	33	34	35	36	37	38	39	40
41	42	43	44	45	46	47	48	49	50
51	52	53	54	55	56	57	58	59	60
61	62	63	64	65	66	67	68	69	70
71	72	73	74	75	76	77	78	79	80
81	82	83	84	85	86	87	88	89	90
91	92	93	94	95	96	97	98	99	100



# TEXARKANA ARKANSAS FIRE DEPARTMENT INCIDENT RESPONSE



INCIDENT COUNT	
INCIDENT TYPE	# INCIDENTS
EMS	45
FIRE	66
<b>TOTAL</b>	<b>111</b>

MUTUAL AID	
Aid Type	Total
Aid Given	6
Aid Received	2

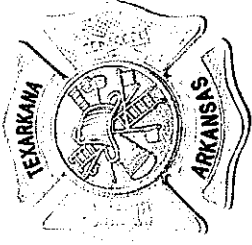
  

PRE-INCIDENT VALUE	LOSSES
\$154,000.00	\$33,200.00

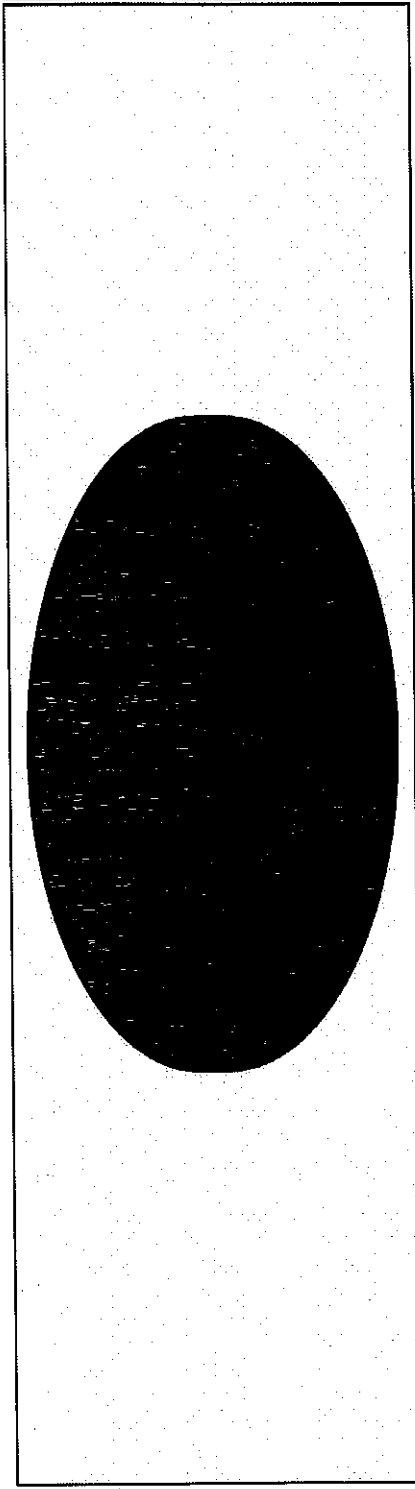











# TEXARKANA ARKANSAS FIRE DEPARTMENT



## INCIDENT RESPONSE

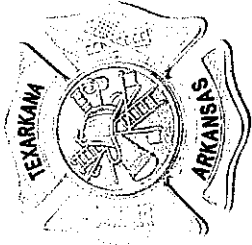


 False Alarm & False Call	 Hazardous Condition (No Fire)	 Service Call
 Fire	 Rescue & Emergency Medical	
 Good Intent Call	 Service Incident	

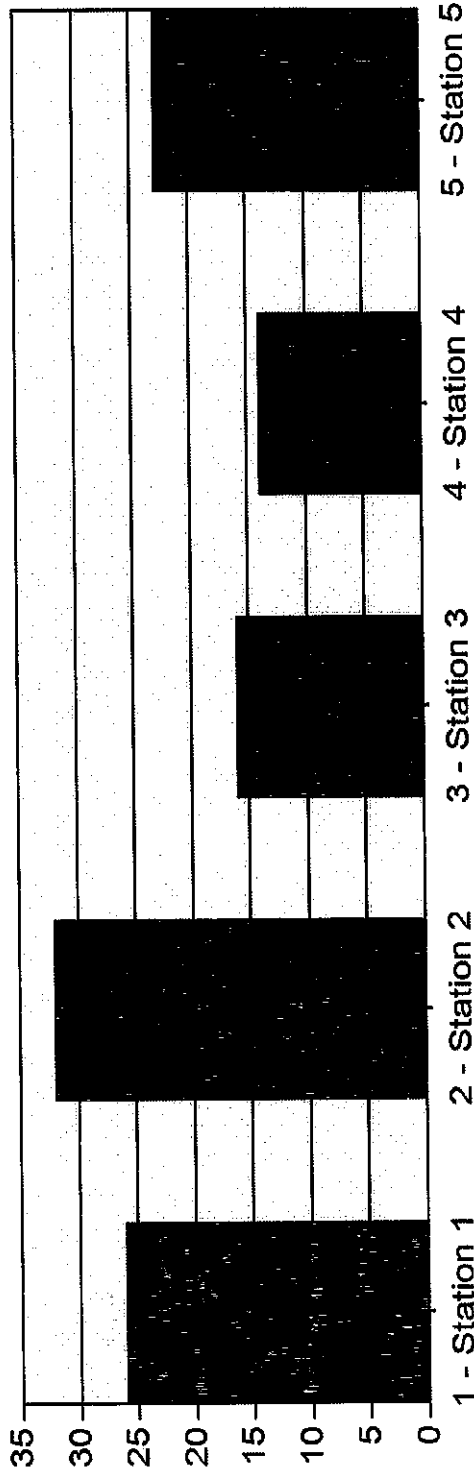
INCIDENT TYPE	MAR	TOTAL
False Alarm & False Call	21	21
Fire	16	16
Good Intent Call	5	5
Hazardous Condition (No Fire)	15	15
Rescue & Emergency Medical Service Incident	45	45
Service Call	9	9
<b>Total</b>	<b>111</b>	<b>111</b>



# TEXARKANA ARKANSAS FIRE DEPARTMENT



## INCIDENT RESPONSE

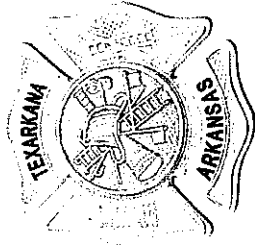


STATION	COUNT
1 - Station 1	26
2 - Station 2	32
3 - Station 3	16
4 - Station 4	14
5 - Station 5	23

**TOTAL: 111**



# TEXARKANA ARKANSAS FIRE DEPARTMENT INCIDENT RESPONSE



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

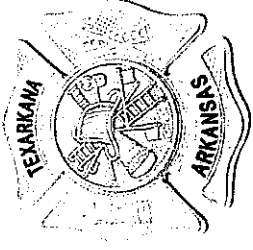
Station	EMS	FIRE
Station 1	0:04:08	0:04:25
Station 2	0:04:37	0:05:17
Station 3	0:06:04	0:05:12
Station 4	0:04:20	0:07:35
Station 5	0:08:02	0:04:39
<b>AVERAGE FOR ALL CALLS</b>		0:05:29

### CITY WIDE EMERGENCY RESPONSE

Goal is 1<sup>st</sup> due apparatus arrives within 5 minutes and all responding units within 8 minutes



# TEXARKANA ARKANSAS FIRE DEPARTMENT



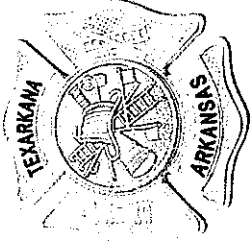
## FIRE PREVENTION

### FIRE MARSHAL OFFICE

Activity	Month	2018
Fire Prevention Inspections	18	63
Arson Fires	0	1
Investigations	1	5
Fire Prevention Talks	1	2
Building Plans Review	2	6
School Inspections	0	0
Citations	1	1
Arrests	0	0



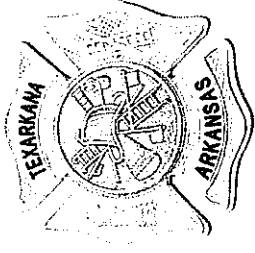
# TEXARKANA ARKANSAS FIRE DEPARTMENT FIRE PREVENTION



Station	Business Inspections MO / YR	Pre-Fire Plans MO / YR	Station Tours MO / YR	Fire Hydrants Tested MO / YR
1	41 / 87	40 / 67	2 / 2	0 / 0
2	36 / 76	33 / 72	0 / 0	0 / 0
3	20 / 48	18 / 46	0 / 0	0 / 0
4	20 / 53	20 / 52	0 / 0	0 / 0
5	29 / 62	29 / 63	2 / 2	0 / 0



# TEXARKANA ARKANSAS FIRE DEPARTMENT



## TRAINING

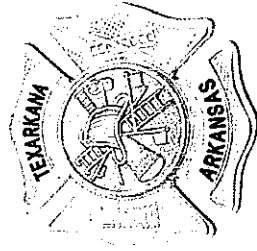
The Texarkana, AR Fire Department conducts continuous training in firefighting, emergency medical services, hazardous materials, and other related fields.

Station	Hours
1	522
2	262
3	384
4	341
5	232
<b>Total</b>	<b>1741</b>

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.



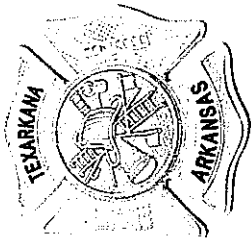
# TEXARKANA ARKANSAS FIRE DEPARTMENT



## 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	30	1
February	0	28	0
March	0	31	0
April	0	0	0
May	0	0	0
June	0	0	0
July	0	0	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

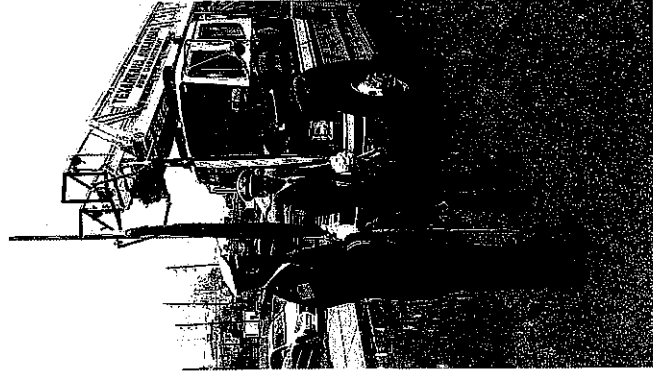
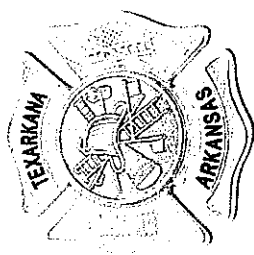
Unit	Year	Age	Description	Station/Address	Days Out of Service Mo / Yr	Maintenance Cost Mo / Yr
<b>FRONT LINE</b>						
BN1	2017	1	COMMAND	Station 1/ 416 E 3rd St	0/0	\$40/\$40
T1	2000	17	Quint	Station 1/ 416 E 3rd St	0/0	\$2400/\$2400
Brush 1	2011	5	Kubota UTV	Station 1/ 416 E 3rd St	0/0	0/0
E2	2012	5	Pumper	Station 2 / 2724 Senator	0/0	\$217/\$364
E3	2003	14	Pumper	Station 3 / 2801 East St	27/66	\$4779/\$4779
Brush 3	2002	15	Brush Truck	Station 3 / 2801 East St	0/0	0/0
E4	2005	12	Pumper	Station 4 / 500 Cooper Tire Rd	1/1	\$715/\$715
Brush 4	2008	9	Brush Truck	Station 4 / 500 Cooper Tire Rd	0/0	\$60/\$60
T5	2001	16	Quint	Station 5 / 2901 Trinity Blvd	9/9	\$1498/\$1498
Brush 5	1997	20	Brush Truck	Station 5 / 2901 Trinity Blvd	0/0	0/0
<b>RESERVE</b>						
E6	1995	22	Pumper	Station 3 / 2801 East St	0/0	\$132/\$132
E7	1995	22	Pumper	Station 4 / 500 Cooper Tire Rd	0/0	\$197/\$197
E8	2000	17	Pumper	Station 5 / 2901 Trinity Blvd	0/0	\$1359/\$1396
RBN 1	2006	11	COMMAND	Station 1/ 416 E 3rd St	0/0	\$25/\$25
<b>STAFF</b>						
Chief 2	2008	9	EM/Training	Station 1/ 416 E 3rd St	0/0	0/0
M1	2008	8	Fire Marshal	Station 1/ 416 E 3rd St	0/0	0/0

**\$3219 / \$11621**





# TEXARKANA ARKANSAS FIRE DEPARTMENT COMMUNITY RELATIONS



- 3 MAR 18 Pull for Heroes
- 24 MAR 18 Black History Parade
- 28 MAR 18 Station 5 Tour

3/10/17 MAR 18 Collom & Carney Lunch

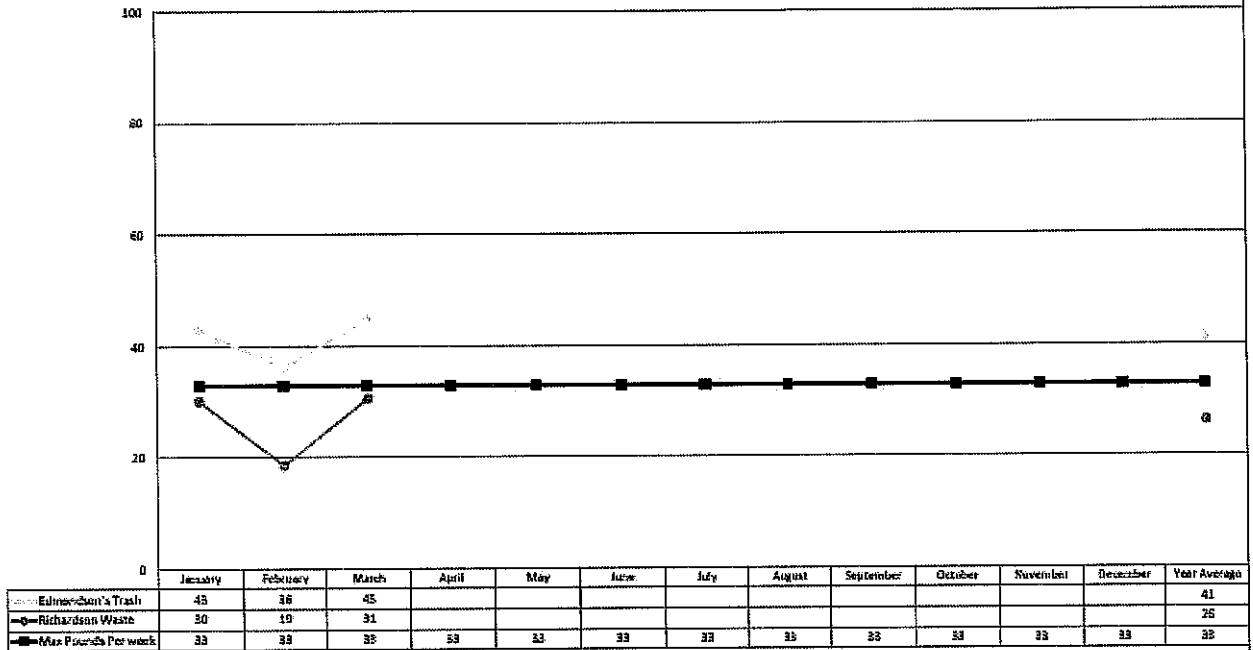
# **PUBLIC WORKS DEPARTMENT Report**



**March, 2018**

2017 Hauler Audit - Residential Refuse

Pounds Per Week Per Household



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

## **Recycling—March 2018**

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.

March saw the Recycling Center's greatest changes to date, with a complete change in staff. The previous recycling coordinator resigned, leaving the facility in limbo. It was initially decided that the center would be contracted to a private company and switched to commercial operation. Then that decision was overridden, and a quick hire made of a former Streets operator. The new operator only had two days to train and all efforts were made to make the transition as simple as possible.

The Chinese import ban hit Texarkana in March and all plastic acceptance had to stop immediately. That leaves the Recycling Center with several bales of plastic it cannot sell and will have to store for an indefinite period. As for plastics in Green Texarkana, it is still acceptable, but staff predicts the ban will eventually have a ripple effect there also.

With the change in personnel our collections of material from the local school district was eliminated. This was a move that has been needed for a while, from a business perspective, because it was a financial drain. But it leaves a lot of recycling equipment without a use. Because of staffing issues, the fall-through in electronics and the elimination of commercial and school collections, the City now owns six recycling trailers that cannot be used.

Grant funds were recently awarded for an additional baler, staff recommends proceeding with this purchase as soon as possible. Because of operation changes, staff recommends returning the grants awarded by the State for education outreach and another truck.

## **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 March 2018, the services provided to Texarkana citizens is reflected in the following operational report.

**2018**  
**OPERATIONAL REPORT**  
**STREET DIVISION**

	FEBRUARY	2018 YEAR TO DATE	FEBRUARY	2017 YEAR TO DATE
<b>CONSTRUCTION</b>				
Asphalt Patching (Tons)	450	227	114	114
Asphalt Milling (ft.)	0	0	0	0
Concrete (bags)	0	115	53	53
Sidewalk Repair (L.F.)	0	0	4X4	4X4
Curb/Gutter Repair (ft.)	100	0	0	0
Gravel Road Grading (miles)	20	15	2	2
TWU Water Cuts (Tonnage)	18	35	7	7
TWU Water Cuts - Labor (Hours)	11	50	21	21
<b>T O T A L</b>	<b>599</b>	<b>442</b>	<b>197</b>	<b>197</b>
<b>DRAINAGE</b>				
New Sidewalks (Linear Feet)	0	0	0	0
New Curb/Gutter (Feet)	0	0	0	0
New Roads (Linear Feet)	0	0	0	0
New Drainage	0	0	0	0
<b>DRAINAGE</b>				
Cleared Inlets Out	8	27	35	35
Repaired Inlet Box	0	0	2	2
Ditch Rip Rap (Feet)	30	100	140	140
Driveway Pipe Repaired (Feet)	0	0	0	0
Storm Drain Pipe clean out	8	11	2	2
Major Drains Cleaned	0	0	0	0
Minor Drains Cleaned	0	0	0	0
<b>SUB TOTAL</b>	<b>46</b>	<b>138</b>	<b>179</b>	<b>179</b>
<b>ENVIRONMENTAL</b>				
Tree Removed	11	5	2	2
Premises Cleared	1	2	0	0
Curb & Gutter Cleaned (blks)	2	32	23	23
R.O.W. Cut/Cleared, trash, mowed, alley	33	20	104	104
Crack Seal	0	15	0	0
<b>SUB TOTAL</b>	<b>47</b>	<b>74</b>	<b>43</b>	<b>129</b>
<b>TOTAL</b>	<b>93</b>	<b>212</b>	<b>222</b>	<b>308</b>
<b>BUILDINGS RAZED</b>				
Residential	2	4	0	0
Non-Residential	0	0	0	0
<b>TOTAL</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>0</b>
<b>TRAFFIC CONTROL</b>				
Stop Signs	8	32	10	10
Street Signs	16	38	18	18
Other Signs	0	12	18	18
Signals Repaired	5	3	0	0
Signals Installed	0	0	0	0
LEDs Replaced	4	0	0	0
Streets Painted	3	5	0	0
Luminaries	0	1	0	0
Right of Way Cleared	0	0	0	0
I-30 Lights Maintenance	0	0	0	0
<b>TOTAL</b>	<b>36</b>	<b>91</b>	<b>46</b>	<b>28</b>



## **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 Report

Planning staff:

Mary Beck, City Planner/Preservation Officer

**To: Dr. Kenny Haskin**

**From: Planning Division**

**Re: Activities for March 2018**

Dr. Haskin,

Please accept this report from the planning division.

#### **Planning Commission**

Staff researched and prepared a recommendation for a conditional use permit for the Coliseum building (adjacent to City Hall), to allow construction of apartments. Prepared and delivered meeting packets, legal notices, notification letters, presented the item, and summarized minutes. When the request was heard on March 13<sup>t</sup> there were concerns voiced by adjacent business or property owners and the applicants indicated a willingness to adapt their plans. The item was tabled with a requirement by the Planning Commission for presentation of a floor plan and parking plan contract before taking a vote. The item has been advertised for the April 10<sup>th</sup> meeting. (the meeting was held in the Admin Conference room due to Board Room scheduling needs.

#### **Historic District Commission**

The Historic District Commission met on March 18<sup>th</sup> and adopted a resolution of support for downtown beautification using a selection of planters selected by City Beautiful and funded by the City, City Beautiful using A & P funds, Quality Hill Neighborhood Association, with support of Main Street and their many contributors and the Red Dirt Master Gardener's. There was an update by David Peavy on progress of his railcar – coffee shop project. The commission voted support for the Preston Street commercial district recognition project.

Prepared a resolution of support for the City Manager and the beautification project being developed for Broad Street to be considered at the March 21<sup>st</sup> meeting. The resolution of support passed by a 4-0 vote with 4 presents.

A vote of support was given by the HDC for an activity in preservation month to recognize the historic commercial neighborhood on Preston Street that is now residential. Research in City directories and Sanborn insurance maps resulted in finds for 16 businesses located in several blocks for 1950. Plans are on-going for possible street sign toppers and/or other commemoration of this lost history of Preston Street.

Staff prepared a draft proclamation for May as Historic Preservation month with the 2018 theme of "Off the Beaten Path."

**Other activities:**

Census: Met with Rick Garner and Terri Rogers for LUCA webinar March 16th.

Zoning verification letter and relevant information on code for 1501-1505 L.E. Gilliland Road.

Staff attended training for supervisory activities held by Express personnel March 27<sup>th</sup> and submitted a report to the City Manager on the training.

**Researched requests for information for annexations:**

Rondo Road  
Vanderbilt Road

**Office activities and community**

Met with representatives of St. Edwards Catholic Church to discuss application to the Historic District Commission.

Respectfully submitted,

Mary Beck, City Planner



## **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 March 2018, the services provided to Texarkana citizens is reflected in the operational report on the following page.

**2018**  
**OPERATIONAL REPORT**  
**CODE ENFORCEMENT DIVISION**

	March	2018 YEAR TO DATE	2017 March	2017 Year to Date
<b>PERMITS:</b>				
Building	25	200	46	167
Plumbing and Gas	34	156	36	132
Mechanical	2	32	12	32
Electrical	14	93	24	73
House Moving	0	2	2	2
Signs	0	12	2	12
<b>TOTAL</b>	<b>0</b>	<b>495</b>	<b>122</b>	<b>352</b>
<b>CONSTRUCTION COSTS ON PERMITS</b>				
	\$0.00	\$2,384,693.00	\$730,569.20	\$2,893,302.60
New Buildings				0
Residential (1 & 2 Family)	0	11	3	9
Multi - Family	0	0	0	0
Commercial Buildings	0	0	0	0
<b>INSPECTIONS MADE :</b>				
Building	9	119	40	110
Plumbing and Gas	28	225	45	197
Mechanical	9	50	17	41
Electrical	25	189	50	164
Driveway / Curb	0	28	16	28
House Moving	0	2	2	2
Street Cuts	0	0	131	247
<b>SUB TOTAL</b>	<b>0</b>	<b>613</b>	<b>301</b>	<b>726</b>
<b>ENVIRONMENTAL STANDARDS CODES :</b>				
Overgrown & Unkept Premises	39	288	53	281
Trash/Litter/Junk	44	324	68	294
Abandoned Vehicles	6	72	19	69
JUNK	10	18	0	18
Miscellaneous Limb Debris	10	19	6	18
<b>SUB TOTAL</b>	<b>0</b>	<b>1</b>	<b>146</b>	<b>532</b>
<b>TOTAL</b>	<b>0</b>	<b>614</b>	<b>447</b>	<b>1258</b>
<b>BUILDINGS CONDEMNED:</b>				
Residential	0	0	0	0
Non-Residential	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>BUILDINGS RAZED :</b>				
Residential	1	0	9	9
Non-Residential	0	0	0	0
<b>TOTAL</b>	<b>1</b>	<b>0</b>	<b>9</b>	<b>9</b>
<b>COURT CASES</b>	<b>3</b>	<b>3</b>	<b>8</b>	<b>16</b>

## Texarkana Water Utilities – Monthly Report March 2018 Texarkana, Arkansas

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

Airquest Hangar Expansion	Plans reviewed and approved.
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.
32 <sup>nd</sup> and Beech Street	Replace 2" waterline with a 6" waterline. Work Order issued.
12th Street & Nix Creek	Plans underway to re-connect existing water main.
24th Street @ Nix Creek	Plans underway to re-connect existing water main.
College Hill Center	Plans reviewed and approved.
1894 City Market Phase I	Plans reviewed and approved.
East Broad & 3 <sup>rd</sup> Street	Temporary repair made. Project on hold until it can be funded.
<u>East 9<sup>th</sup> @ Tri-State Metal</u>	<u>Preparing plans to install a FH and water main extension.</u>
<u>East 18<sup>th</sup> Street Water Main Extension</u>	<u>Preparing plans to loop WM from Ark. Stadium to Jefferson Ave.</u>
Faith Church – Fellowship Hall Add.	Plans reviewed and approved.
Fed Ex Freight Water & Sewer	On Hwy 67 behind Ark. Travel Center.
Forest Oaks 10 <sup>th</sup> Subdivision	Plans reviewed and approved.
Highland Hill Sewer Improvements	Preparing plans to replace LS with Gravity Sewer and Improve the sewer.
I/I studies	Daily inspections of our sewer system by smoke testing and CCTV inspection
Langford Place Subdivision	The developer is working on the punch list. TWU has reconnected the water & sewer.
Little Bitty City Headstart - 3432 Jefferson	Plans approved
Long John Silvers – Remodel	Plans reviewed and approved.
Manhole Replacement/lining Project	Evaluating manholes needing replacement or lining - several have been completed: This is an ongoing project.
<u>McClure Road</u>	<u>Preparing plans to loop the water main from McClure Rd. to Owl Ridge. Sub.</u>
Mt. Olive Baptist Church	Plans reviewed and approved.
<u>Millwood WTP</u>	<u>Preparing plans to line Settling Basin #1.</u>
<u>Millwood WTP</u>	<u>Preparing plans to replace butterfly valves.</u>
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.
Oriental Rest. @ Stateline & East 36 <sup>th</sup>	Plans reviewed and approved.
<u>Nix Creek Park Phase I</u>	<u>Plans reviewed. <b>Revisions required.</b></u>
North Texarkana WWTP Expansion	Project to double capacity of the existing WWTP - Currently working with A. L. Franks Engineering
North Texarkana WWTP I/I Study	Checking for inflow and infiltration areas
Sewer Master Plan	MTG Engineers - Studying locations for future sewer plant (if required) and sewer build out
Shipleys Donuts – 1703 Ark. Blvd.	Plans reviewed and approved.
Texarkana RDA – Housing Improvements	Plans reviewed and approved.
U of A Way – Cap WL east of Fair Pk Dr.	Work Order issued. Will kill out WL prior to City's' Street Imp. Project.
UTLX Fire Sprinkler Line	Plans reviewed and approved.
<u>Walmart On line grocery pick up</u>	<u>Plans reviewed and need revisions.</u>
<u>Will Grear Rd.</u>	<u>Abandon 3" Water Main crossing Loop 245.</u>

### Treat Water Pumpage - High Service Flow (MGD) Mar 2018

	Wright Patman	Millwood	Total
Mar 1	1	7,942	4,725
2	2	8,609	4,753
3	3	12,514	
4	4	11,685	
5	5	8,425	4,574
6	6	8,668	4,792
7	7	8,775	4,559
8	8	7,589	4,642
9	9	8,981	4,566
10	10	11,730	
11	11	11,354	
12	12	8,650	4,599
13	13	8,116	4,676
14	14	7,973	4,573
15	15	9,030	4,528
16	16	8,737	4,548
17	17	11,927	
18	18	11,332	
19	19	8,808	4,547
20	20	8,009	4,717
21	21	8,563	4,135
22	22	8,429	4,743
23	23	11,510	4,640
24	24	15,009	
25	25	13,870	
26	26	10,076	4,573
27	27	9,506	4,848
28	28	8,622	4,838
29	29	9,740	4,355
30	30	13,129	
31	31	14,228	

### Wastewater Treated – Average Daily Flow (MGD) Mar 2018

	N. Texarkana	South Regional
Mar 1	1.017	24.1
2	0.805	22.6
3	0.700	18.4
4	0.733	17.2
5	0.687	16.0
6	0.884	13.3
7	0.638	13.4
8	0.640	11.8
9	0.593	11.3
10	0.636	10.4
11	0.656	10.1
12	0.537	10.3
13	0.527	10.8
14	0.612	11.4
15	0.528	11.3
16	0.527	9.6
17	0.643	8.8
18	0.604	7.9
19	0.527	12.0
20	0.543	7.6
21	0.526	8.6
22	0.521	6.2
23	0.591	5.5
24	0.592	7.1
25	0.592	7.1
26	0.513	8.4
27	0.687	5.6
28	1.074	16.9
29	0.959	19.3
30	0.698	12.4
31	1.260	12.1

# Texarkana Water Utilities

Department Report Operations  
 Manager: John Murphy  
 MARCH 2018  
 BY: CARMEN JOHNSON

<u>Water Repairs:</u>	<u># of Repairs made:</u>
Water 2" Main Kill Outs	0
Water Valves installed	14
Water Mains Repaired	6
Water Service Lines Installed	0
Repair Water Service Lines	2
Fire Hydrants Repaired	3
Renew Water Service	2
Fire Hydrants Installed	0
Service Request Calls Received	98
Water Meter Box Upgrades	3
Linear Feet of New Construction Pipe	340
Locates	224

<u>Sewer Repairs:</u>	<u># of Repairs made:</u>
Sewer Calls	38
City Main Problems	8
Private Service Lines	30
Sewer Main Installed Footage	26
New Manhole Installed and Replaced	0
Linear Feet of Sewer Main Cleaned	20,170
Replaced Sewer Service	6
Abandoned Sewer Services	0
Sewer Mains and Services Repaired	6
Service Request Calls Received	44
Sewer Main Killed Out	0
Sewer Manholes Repaired	1
Locates	191