

## **MOUNTAIN HOME CITY COUNCIL REGULAR MEETING AGENDA**

**THURSDAY, FEBRUARY 6, 2025 @ 5 P.M.**

**COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING  
720 HICKORY STREET, MOUNTAIN HOME, ARKANSAS**

**Pledge of Allegiance**

**Prayer**

**Roll call**

**Minutes from the January 2<sup>ND</sup> Council meeting**

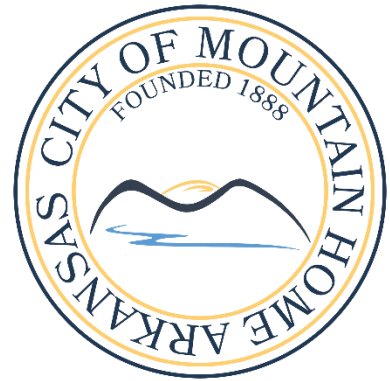
**Minutes from the January 13<sup>th</sup> special Council meeting**

**Committee reports**

**Bank reconciliations**

**Agenda additions**

**Announcements**



### **OLD BUSINESS**

#### ***ADOPTION OF COMMITTEE ASSIGNMENTS***

### **NEW BUSINESS**

***A RESOLUTION APPOINTING NOAH STROUT AND AMY McKAY TO THE CITY OF MOUNTAIN HOME'S ADVERTISING & PROMOTION COMMISSION, presented by Hillrey Adams***

***PERMISSION TO DISPOSE OF A 1998 CASE EXCAVATOR (PIN# DAC0302171), presented by Steve Hill***

***AN ORDINANCE TO AMEND SECTION 11.04 OF THE MOUNTAIN HOME, ARKANSAS, CITY CODE, ALSO KNOWN AS THE FIRE PREVENTION CODE, FOR THE PRACTICAL SAFEGUARDING OF PERSONS, BUILDINGS AND THEIR CONTENTS FROM THE DANGERS AND HAZARDS ARISING FROM FIRE AND LIFE SAFETY EMERGENCIES, presented by Shawn Lofton***

***A RESOLUTION WAIVING COMPETITIVE BIDDING AND AUTHORIZING THE CITY OF MOUNTAIN HOME FIRE DEPARTMENT TO PURCHASE A 2025 DODGE 2500 PICKUP AND A 2025 DODGE DURANGO ALL-WHEEL DRIVE FROM ULTIMATE AUTO GROUP OF MOUNTAIN HOME, ARKANSAS, FOR A SUM NOT TO EXCEED \$83,561, presented by Kris Quick***

***A RESOLUTION AMENDING RESOLUTION NO. 2023-13 TO PROVIDE FOR AND ADOPT A 2024 BUDGET FOR THE CITY OF MOUNTAIN HOME, ARKANSAS FOR THE TWELVE (12) MONTHS BEGINNING JANUARY 1, 2024, AND ENDING DECEMBER 31, 2024, APPROPRIATING MONEY FOR EACH AND EVERY ITEM OF EXPENDITURE, presented by Alma Clark***

***BUDGET ADJUSTMENTS FOR 2025 DONATION AND PUBLIC SAFETY ACCOUNTS, presented by Alma Clark***

***A RESOLUTION ESTABLISHING A WRITTEN POLICY OF A \$5,000 CAPITALIZATION THRESHOLD FOR ANY SINGLE FIXED ASSET PURCHASED BY THE CITY OF MOUNTAIN HOME, presented by Alma Clark and Scott Liles***

***AN ORDINANCE ESTABLISHING A POLICY FOR THE SALE OR EXCHANGE OF SUPPLIES, MATERIALS, OR EQUIPMENT VALUED AT LESS THAN \$10,000; AMENDING SECTION 3.04.04 OF THE MOUNTAIN HOME CITY CODE; AND REPEALING ORDINANCES 529, 579, 637 AND 825, presented by Alma Clark and Scott Liles***

***AN ORDINANCE AUTHORIZING THE PURCHASE OF EQUIPMENT OR MATERIALS NOT TO EXCEED \$42,500 WITHOUT COMPETITIVE BIDDING; AMENDING SECTIONS 3.04.01 AND 3.04.02 OF THE MOUNTAIN HOME, ARKANSAS, MUNICIPAL CODE; AND REPEALING ORDINANCE NO. 2009-4 AND ORDINANCE NO. 1998-01, presented by Alma Clark and Scott Liles***

**COMMENTS**

**ADJOURN**

**Respectfully submitted,**  
Scott Liles, City Clerk

**MINUTES**  
**REGULAR CITY COUNCIL MEETING – Thursday, January 2nd, 2025**

1. The Mountain Home City Council met in regular session on January 2, 2025, in the Council Chambers of the Municipal Building. Mayor Hillrey Adams called the meeting to order at 5 p.m.
2. **CITY OFFICIALS IN ATTENDANCE** Mayor Hillrey Adams, City Clerk Scott Liles, City Attorney Roger Morgan, Treasury Director Alma Clark, Human Resources Director Sue Edwards Strop, Public Works Director Steve Hill, Police Chief Eddie Griffin, Fire Chief Kris Quick and Parks Director Daniel Baxley
3. **MEDIA IN ATTENDANCE** Chris Fulton of the Mountain Home Observer. The meeting was also streamed on Facebook by XL-7 TV.
4. **COUNCIL MEMBERS ARE SWORN IN** Following the Pledge of Allegiance and an invocation, District Court Judge Jodi Carney swore in members of the City Council for their 2025-2026 terms. Those taking the oath included Bob Van Haaren, Susan Stockton, Jennifer Baker, Wayne Almond, Philip Frame, Carry Manuel, Jim Bodenhamer and Nick Reed.
5. **ROLL CALL** The following Council members were present for the roll call: Bob Van Haaren, Susan Stockton, Jennifer Baker, Wayne Almond, Philip Frame, Carry Manuel, Jim Bodenhamer and Nick Reed.
6. **APPROVAL OF THE DECEMBER 19<sup>th</sup> MINUTES** Council member Jennifer Baker made a motion to approve the minutes from the Council's December 19th meeting. The motion was seconded by Council member Susan Stockton. *The vote was recorded as follows: Yes – Susan Stockton, Jennifer Baker, Wayne Almond, Philip Frame, Carry Manuel, Jim Bodenhamer and Nick Reed; Abstain – Bob Van Haaren. The motion carried, and the December 19th minutes were adopted.*
7. **NEW BUSINESS**

**A RESOLUTION SETTING FORTH ORGANIZATION FOR THE CITY OF MOUNTAIN HOME, ARKANSAS** State law requires cities to adopt an organizational Resolution each year specifying the date/time of Council meetings. The proposed Resolution also includes information on how items are adopted, what constitutes a majority, mayoral vetoes, use of emergency clauses and other procedural items, along with citations to City Code or State Law where appropriate. Council member Jennifer Baker made a motion to adopt the proposed Resolution and was seconded by Council member Jim Bodenhamer. *The vote was recorded as follows: Yes – All present. The Resolution was declared adopted and numbered Resolution No. 2025-1.*

### **ADOPTION OF COMMITTEE ASSIGNMENTS**

Council members reviewed the proposed assignments for committees. Council member Bob Van Haaren said he wished to continue to be assigned to the Water/Sewer Committee, so adoption of the proposed assignments was tabled until the next meeting so the committee assignments could be reconfigured to reflect this request.

***CITY CLERK'S NOTE*** *Council members will keep their previous committee assignments through January and into early February until the new assignments are confirmed by the Council. New Council member Philip Frame will inherit two of the committee seats previously held by predecessor Paige Evans – Parks and Water/Sewer – in a nonvoting capacity until committee assignments are finalized, and Council member Carry Manuel will be assigned to Evans' third assignment on the Street Committee. Like Frame, Manuel will be a nonvoting member of the Street Committee until the assignment is confirmed by the Council at its next meeting.*

**COUNCIL APPOINTMENTS FOR A&P COMMISSION** Two City Council members served on the Advertising & Promotion Commission each year, with the Council itself selecting those assignments. After a brief discussion on who was interested in serving on the A&P Commission, Council member Susan Stockton nominated fellow Council member Bob Van Haaren to return to the Commission, and Council member Carry Manuel nominated fellow Council member Susan Stockton to return as well. *The vote was recorded as follows: Yes – All present. The motion carried and Van Haaren and Stockton were appointed to the A&P Commission for another term.*

**3-PERCENT COLA INCREASE FOR RETIRED ELECTED OFFICIALS** Finance Director Alma Clark asked the Council to approve a 3-percent cost-of-living increase for the City's retired elected officials. Current officials are covered under the APERS retirement plan, but former Mayor Joe Dillard, former City Clerk Cindy Wynn and Ronald Pyle (the surviving spouse of former City Clerk Debbie House) fall under the old plan. Under that plan, any COLA increases must be approved by the City Council. The COLA raises were figured into the 2025 budget approved in December, but the City forgot to request a vote on the retirees' COLA increase at that time. Council member Carry Manuel made a motion to approve the COLA increase and was seconded by Council member Jim Bodenhamer. *The vote was recorded as follows: Yes – All present. The motion carried and the COLA increases for the three previously mentioned retirees was approved.*

**A RESOLUTION WAIVING COMPETITIVE BIDDING AND AUTHORIZING THE PURCHASE OF THREE (3) 2025 FORD EXPLORERS FROM ULTIMATE FORD OF MOUNTAIN HOME, ARKANSAS, FOR A TOTAL SUM OF \$136,500.00** If approved, this Resolution would allow the Police Department to purchase three Ford Explorer SUVs from Ultimate Auto of Mountain Home for a total cost of \$136,500. Police Chief Eddie Griffin told the Council that the Explorers available for purchase through state bid were all hybrids, and the department wished to continue using gasoline-only models due to the cost of replacing a



failing battery in a hybrid vehicle. The Ultimate Ford Explorers were available for about \$45,000 each, while similar Explorers at other area dealerships had a price of about \$50,000, Griffin noted. Council member Bob Van Haaren made a motion to adopt the Resolution and was seconded by Council member Susan Stockton. *The vote was recorded as follows: Yes – All present. The Resolution was declared adopted and numbered Resolution No. 2025-2.*

**AN ORDINANCE AMENDING ORDINANCE NO. 2023-36, 2023-14, 2023-06, 2020-19, 2019-19, 2018-11, 2017-8, 2014-10, 2013-10 PERMITTING MUNICIPAL EMPLOYEES AND OFFICIALS TO CONDUCT BUSINESS WITH THE CITY OF MOUNTAIN HOME, ARKANSAS AND PRESCRIBING THE EXTENT OF SUCH AUTHORITY** If approved, this Ordinance would update the list of municipal employees that conduct business that regularly conducts business with the City. City attorney Roger Morgan placed the item on its first reading in its entirety.

**SECOND READING** After the item's first reading, Council member Wayne Almond made a motion to suspend the rules and place the item on its second reading by title only. That motion was seconded by Council member Bob Van Haaren. *The vote was recorded as follows: Yes – All present. The motion carried and the proposed Ordinance was read a second time.*

**THIRD READING** Following the second reading, Council member Wayne Almond made a motion to suspend the rules and place the item on its third reading by title only and drew a second from Council member Jennifer Baker. *The vote was recorded as follows: Yes – All present. The motion carried and the proposed Ordinance was read a third time.*

**ADOPTION** Following the item's third reading, Council member Wayne Almond made a motion to adopt the proposed Ordinance and was seconded by Council member Nick Reed. *The vote was recorded as follows: Yes – All present. The Ordinance was declared adopted and numbered Ordinance No. 2025-1.*

**CITY CLERK'S NOTE** A list of the employees doing business with the City as well as the nature of that business is included with Ordinance 2025-1.

**PRESENTATION ON THE NORTH CENTRAL ARKANSAS ECONOMIC ALLIANCE** Dani Pugsley addressed the Council about the North Central Arkansas Economic Alliance (NCAEA) and presented Council members with a draft copy of a proposed contract for 2025. Last year, the City signed a \$40,000 contract with the NCAEA for economic development services, but ultimately paid \$30,000 since the contract was adopted in the second quarter of the year.

Plans for 2025 include a major emphasis on workforce expansion, a combined downtown revitalization and tourism initiative, business recruitment and entrepreneurial support, community education and proactive messaging and developing a community-wide master plan.

Pugsley said the Alliance would like to expand a part-time position into full-time one. That position would then oversee working with the Main Street USA program, working with the Advertising and Promotion Commission and the Chamber of Commerce with a focus on promoting tourism in the Twin Lakes Area. Funding for the position would hopefully come from the City, the county and the A&P Commission, with the Chamber covering the costs of benefits for the employee.

No action on the proposed contract was taken at this time, with the issue likely to be revisited at one of next month's Council meetings.

***CITY CLERK'S NOTE*** *Copies of the proposed contract and a summary of the proposed 2025 plan of action can be found in the Exhibit Files for this meeting.*

**CANCELATION OF THE JANUARY 16<sup>TH</sup> COUNCIL MEETING** The Council's next regularly scheduled meeting falls on January 16, which is in the middle of the Arkansas Municipal League's annual Winter Conference in Little Rock. After a brief discussion, Council member Bob Van Haaren made a motion to cancel the January 16<sup>th</sup> meeting and was seconded by Council member Nick Reed. *The vote was recorded as follows: Yes – All present. The motion carried and the January 16<sup>th</sup> meeting was declared canceled.*

**ROGER MORGAN – 35 YEARS WITH THE CITY** Mayor Hillrey Adams recognized City Attorney Roger Morgan for his 35 years of service as the City's attorney and presented him with a plaque commemorating his time with the City.

**COULTER LIGHTS REPORT** Mayor Hillrey Adams reported that more than 9,000 cars traveled through the Coulter Celebration of Lights display on the campus of Arkansas State University-Mountain Home over the holiday season. For the 2024 season, the event has collected more than \$37,000 in donations. Donations from attendees using a Coulter Lights-specific QR code had yet to be fully reported, so the \$37,000 figure could grow some more as those donations are counted. Both attendance and financial figures are close to 2023's numbers, which were the best ever for the event.

## **8. ADJOURNMENT**

With no further business to come before the council, Council member Nick Reed made a motion to adjourn the meeting and drew a second from Council member Bob Van Haaren. *A voice vote was recorded as follows: Yes – All present. Mayor Hillrey Adams then declared the meeting adjourned at 5:35 p.m.*

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**HILLREY ADAMS, MAYOR**

**ATTEST:**

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**SCOTT LILES, CITY CLERK**

**MINUTES**  
**SPECIAL CITY COUNCIL MEETING – Thursday, January 13th, 2025**

1. The Mountain Home City Council met in special session on January 13, 2025, in the Council Chambers of the Municipal Building. Mayor Hillrey Adams called the meeting to order at 5 p.m.
2. **CITY OFFICIALS IN ATTENDANCE** Mayor Hillrey Adams, City Clerk Scott Liles, City Attorney Roger Morgan and Public Works Director Steve Hill.
3. **MEDIA IN ATTENDANCE** None. The meeting was also streamed on Facebook by XL-7 TV.
4. **ROLL CALL** Following the Pledge of Allegiance and an invocation, the following Council members were present for the roll call: Bob Van Haaren, Susan Stockton, Jennifer Baker, Wayne Almond, Philip Frame, Carry Manuel, Jim Bodenhamer and Nick Reed.
5. **SPECIAL BUSINESS**

**A RESOLUTION APPOINTING BAILEY BODENHAMER TO THE CITY OF MOUNTAIN HOME'S PLANNING COMMISSION**

If approved, this Resolution would confirm Mayor Hillrey Adams' appointment of Bailey Bodenhamer to the Mountain Home Planning Commission. Bodenhamer would assume the term of former Commissioner Philip Frame, who resigned in December to become the Ward 3, Position 1 council member on January 1. Council member Bob Van Haaren made a motion to adopt the Resolution, and was seconded by Council member Susan Stockton. *The vote was recorded as follows: Yes – Bob Van Haaren, Susan Stockton, Jennifer Baker, Wayne Almond, Philip Frame, Carry Manuel and Nick Reed; Abstain – Jim Bodenhamer. The Resolution was declared adopted and numbered Resolution No. 2025-3, and the appointment of Bailey Bodenhamer to the Planning Commission was confirmed.*

**A RESOLUTION WAIVING COMPETITIVE BIDDING AND AUTHORIZING THE CITY OF MOUNTAIN HOME WATER DEPARTMENT TO PURCHASE FIFTY 1½-INCH MASTER METER WATER METERS AND ONE HUNDRED 2-INCH MASTER METER WATER METERS FROM CONSOLIDATED PIPE & SUPPLY OF LITTLE ROCK, ARKANSAS, FOR A SUM NOT TO EXCEED \$122,400.75**

If approved, this Resolution would waive the City's regular required bidding and allow the Water Department to purchase \$122,400.75 worth of Master Meter water meters from Consolidated Pipe & Supply of Little Rock.

Public Works Director Steve Hill explained that starting in December, the Water Department has experienced a rash of 1½- and 2-inch water meters beginning to fail. As the meters' internal battery begins to run out, it first stops reading itself and communicating those results wirelessly to the City. Those meters are still recording data and can be read by hand, Hill noted, but that when the battery is completely depleted it stops recording and the City is forced to estimate that customer's water use until the meter is replaced.

The meters currently failing were purchased in 2014 and carried a 10-year warranty that expired in September 2024 for the first meters of that type installed. Hill estimated that at the current pace, all the City's 1 ½- and 2-inch water meters would be dead within a few months.

The Resolution would allow the Water Department to purchase fifty 1 ½-inch Master Meter water meters and 100 2-inch water meters, also from Master Meter. That purchase would cover all the City's 1 ½-inch water meter needs and about half of its 2-inch water meter needs, Hill said. Rebuild kits are available to repair the remaining 2-inch water meters that continue to function but would need to be serviced for a continued lifespan.

The City of Lakeview currently uses Master Meter water meters and has not experienced any major issues with the brand, Hill said.

Hill noted that the \$122,000 purchase was not included in the 2025 budget, so an adjustment to other planned expenses would have to be addressed later this year. That could mean the City canceling a planned Water project or perhaps forgoing a budgeted capital item purchase.

Council member Bob Van Haaren made a motion to adopt the Resolution and was seconded by Council member Philip Frame. *The vote was recorded as follows: Yes – All present. The Resolution was declared adopted and numbered Resolution No. 2025-4.*

***CITY CLERK'S NOTE*** *A copy of an email from Public Works Director Steve Hill explaining the nature of the water meter situation can be found in the Exhibit Files for this meeting, along with the quote from Consolidated Pipe & Supply.*

## **6. ADJOURNMENT**

With no further business to come before the council, Council member Bob Van Haaren made a motion to adjourn the meeting and drew a second from Council member Susan Stockton. *A voice vote was recorded as follows: Yes – All present. Mayor Hillrey Adams then declared the meeting adjourned at 5:12 p.m.*

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**HILLREY ADAMS, MAYOR**

**ATTEST:**

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**SCOTT LILES, CITY CLERK**



## **Public Safety Committee**

REGULAR MONTHLY MEETING

January 21, 2025

The meeting was called to order at 2:02pm, by Wayne Almond, in Council Chambers.

### **Committee members**

Committee Chairman Wayne Almond - Present

Jim Bodenhamer – Present

Carry Manuel – Present

Bob Van Haaren - Present

### **City officials**

Fire Chief Kris Quick

Police Chief Eddie Griffin

Assistant Chief Robert McCoy

### **City employees**

Cpl. James Tilley

**POLICE/FIRE REPORTS** Fire Chief Kris Quick and Police Chief Eddie Griffin delivered their monthly reports and figures to the Committee.

- **Election of New Chair**

The meeting included a discussion on electing a new chair and concluded with a vote to retain Wayne Almond as the Committee Chair.

- **Crisis Negotiator Incident**

A recent incident involving a person in emotional distress was successfully handled by the crisis negotiator and special response team, highlighting the importance of having trained personnel and equipment.

- **Police Department Construction**

The construction of the new police department is progressing well, with walls painted and ceiling grids installed. The project is on track with no major obstacles anticipated.

- **Animal Control Ordinance**

The animal control ordinance is being revised to address issues such as pit bull identification, feral cat feeding, and licensing. The new ordinance aims to improve enforcement and public safety.

- **Animal Licensing and Microchipping**

Discussion on the benefits of animal licensing and microchipping to facilitate the return of lost pets. Public participation is low, and efforts are needed to encourage compliance.

- **Chicken and Rooster Regulations**

The meeting discussed the need for clearer regulations on the number of chickens and roosters allowed in city limits, including coop requirements and noise control.

- **Noise Complaints and Dog Barking**

The discussion focused on handling noise complaints related to dog barking. Officers usually address these issues by visiting the area and listening for barking. Success is often achieved by notifying owners who are unaware of the problem.

- **Vicious Animals and Pit Bull Ordinance**

The meeting discussed the challenges of enforcing pit bull ordinances and the shift to focusing on vicious animals. Federal laws allow pit bulls as service animals, which complicates local ordinances.

- **Animals in Vehicles**

The discussion highlighted the dangers of leaving animals in vehicles under extreme temperatures. Current laws only address animals in distress, but there is a push for proactive measures.

- **Ownership and Abandoned Animals**

The meeting covered issues related to abandoned animals and ownership laws, particularly in Arkansas, where feeding an animal can imply ownership.

- **Animal Shelter Capacity and Policies**

The discussion addressed the limited capacity of local animal shelters and the challenges of maintaining a no-kill policy. The need for more resources and the potential costs were also discussed.

- **Animal Control Program**

The meeting discussed the need for a comprehensive animal control program, including euthanasia when necessary, as determined by a veterinarian.

- **Fire Department Report**

The fire department reported an increase in runs from 3,402 in 2023 to 3,597 in 2024. They also discussed personnel changes, including the retirement of David Green and the promotion of Stewart Swearingen to battalion chief.

- **Ordinances for Council Meeting**

Two ordinances will be presented at the next council meeting: one to waive competitive bidding for vehicle purchases and another to streamline the permitting process for certain installations.

- **Permitting Process**

A new ordinance is proposed to streamline the permitting process for sprinkler systems, fire alarms, and kitchen hood suppression systems to ensure compliance and prevent unlicensed installations.

- **Fire Engine Delivery Delay**

The delivery of a new fire engine has been delayed to July due to supply chain issues, specifically a shortage of metal.



- **Bidding and Asset Management Policies**

Proposals to increase the bidding threshold to \$42,500, raise the sale/exchange limit to \$10,000, and adjust the fixed asset inventory threshold to \$5,000 were discussed.

**ADJOURN** With no more business to discuss, the meeting adjourned at 2:55 pm

**NEXT MEETING** Will be held on February 18, 2025 at 2 pm. in Council Chambers.



# Mountain Home Police Department

*- A duty to serve, an honor to protect -*

424 West 7<sup>th</sup> Street • Mountain Home, Arkansas 72653

Office 870.425.6336 • Fax (870) 425.6092

[www.mtnhomepolice.com](http://www.mtnhomepolice.com)

**Edward Griffin, Chief of Police**



## PUBLIC SAFETY COMMITTEE

01/21/2025

- A Crisis Negotiator and Special Response Team deployed to a location in southern Mountain Home for a barricaded person in emotional crisis. MHFD also assisted with paramedics on scene.
- Carlton Smith has completed his training with Field Training Officers and has been released to work on his own.
- Work at the new police department is going well.
- Officers worked the Mountain Home Christmas Parade and Arkansas State University Christmas Lights.
- Statistics
  - Criminal Investigation Division (CID)
  - Code Enforcement
  - Patrol Division
  - School Resource Officer Division (SRO)
  - Uniform Code Report (UCR)
  - Nature Code Report (Dispatch)





# MOUNTAIN HOME POLICE DEPARTMENT

## Detective Classification Assigned/Cleared

Dates From 12/01/2024 Through 12/31/2024

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Classification	Count	% To Total	Assigned	Cleared
ASSAULT-F	3	4.92	3	0
ASSAULT-M	2	3.28	2	3
BATTERY-M	2	3.28	2	2
CRIMINAL MISCHIEF-F	1	1.64	1	1
CRIMINAL MISCHIEF-M	2	3.28	1	2
CRIMINAL TRESPASS	1	1.64	1	0
DEATH INVESTIGATION-SUICIDE	2	3.28	2	1
DEATH INVESTIGATION --NATURAL	1	1.64	1	0
DELIVERY OF CONTROLLED SUBSTAN	4	6.56	4	0
ENDANGERING THE WELFARE OF MIN	1	1.64	1	1
FRAUD	1	1.64	1	1
HARASSMENT	3	4.92	2	1
INCIDENT	5	8.20	4	8
INDECENT EXPOSURE	1	1.64	1	1
OBSTRUCTION	1	1.64	1	1
PORNOGRAPHY/OBSCENE MATERIAL	1	1.64	1	1
POSS OF CONTROLLED SUBSTANCE-F	8	13.11	7	9
RESIDENTIAL BURGLARY	2	3.28	2	1
SEXUAL MISCONDUCT	1	1.64	1	1
TERRORISTIC THREATENING	3	4.92	3	1
THEFT-F	4	6.56	4	6
THEFT-M	10	16.39	10	11
VIOLATION NO CONTACT ORDER	2	3.28	2	2
Reported Cases	61		57	54



## MOUNTAIN HOME POLICE DEPARTMENT

### Code Enforcement Stats - By Report Type / Disposition

Report Dates From 12/01/2024 Through 12/31/2024

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#### No Disposition

Report Type	Count	% To Total
2019-34, SEC. 7 PORTABLE AND TEMPORARY SIGNS	4	5.48
2020-20 MAINTENANCE OF REAL PROPERTY	10	13.70
SubCount: 14		

#### VOLUNTARY COMPLIANCE

Report Type	Count	% To Total
2010-17 OCCUPATIONAL LICENSE	1	1.37
2019-34, SEC. 7 PORTABLE AND TEMPORARY SIGNS	8	10.96
2020-20 MAINTENANCE OF REAL PROPERTY	50	68.49
SubCount: 59		

Report Count: 73



# MOUNTAIN HOME POLICE DEPARTMENT

## Activity Summary - By Activity Type - Patrol

Dates From 12/01/2024 Through 12/31/2024

Page 1 of 2

Description	Count
FUNERAL ESCORT	7
WELFARE CHECK	57
OTHER DEPARTMENT ARREST	2
MOTORIST ASSIST	6
OFFICER ASSIST	318
PARK CHECK	670
SCHOOL CHECK	66
BREATH TEST ADMINISTERED	5
RESIDENT ASSIST	2
CRIMINAL ARREST	54
TRAFFIC ARREST	44
CAR SEAT CHECK / INSTALLATION	2
ANIMAL CALL	19
TRAINING	10
DRUG ARREST	2
WARRANT OF ARREST	36
ANIMAL CALL / TRAPS	4
COURT APPEARANCE	7
OTHER DISTURBANCE	16
ALARM CALL	28
CITIZEN CONTACT	10
BUILDING CHECK	219
INCIDENT / OFFENSE REPORT	106
FINGERPRINT	11
SEARCH - VEHICLE	31
DOMESTIC VIOLENCE	13
MEDICAL ASSIST	49
SECURED WEAPONS	262
VEHICLE / EQUIPMENT INSPECTION / MAINTENANCE	258
OTHER PUBLIC SERVICE	79
TRAFFIC STOP	500
ACCIDENT INVESTIGATION	73
WARNING GIVEN	503
VEHICLE UNLOCK	58
PUBLIC SAFETY CAMERA - ACCIDENTS	1
ADMINISTRATIVE DUTIES	128



**MOUNTAIN HOME POLICE DEPARTMENT**  
**Activity Summary - By Activity Type - Patrol**  
**Dates From 12/01/2024 Through 12/31/2024**

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Description	Count
FIRE DEPARTMENT ASSIST	14
SEARCH - K9	13
COMPLAINT	321
Count: 4004	



# MOUNTAIN HOME POLICE DEPARTMENT

## Activity Summary - By Activity Type - SRO

From 12/01/2024 Through 12/31/2024

Page 1 of 3

Activity / Event	Count	As Substitute	Total Count	% To Total
Accidents - Parking Lot	2	0	2	0.30
Accidents - Pedestrian/Vehicle	0	0	0	0.00
Accidents - Property Damage	0	0	0	0.00
Accidents - Street	0	0	0	0.00
Administrative Duties	26	0	26	3.88
Alcohol Arrest - (notate citation # in note section)	1	0	1	0.15
Assist. - F. D.	0	0	0	0.00
Assist. - Other Agency	3	0	3	0.45
Assist. - School Admin.	87	0	87	12.99
Athletic Event (Other) - notate quantity	0	0	0	0.00
Baseball Game(s) - notate quantity	0	0	0	0.00
Basketball Game(s) - notate quantity	5	0	5	0.75
Classes Given	31	2	33	4.93
Classroom Activity	7	0	7	1.04
Classroom Lectures - MHPS	0	0	0	0.00
Classroom Lectures - Public	0	0	0	0.00
Consultation - Female Students	21	0	21	3.13
Consultation - Male Students	34	0	34	5.07
Consultation - Parents	12	0	12	1.79
Court Appearances	0	0	0	0.00
Criminal Arrest - (notate citation # in note section)	5	0	5	0.75
DRE - call out/investigation	0	0	0	0.00
Drug Arrest - (notate citation # in note section)	1	0	1	0.15
Faculty Assist - (MHPS)	72	0	72	10.75
Football Game(s) - notate quantity	0	0	0	0.00
Incident Report - (notate report # in note section)	0	0	0	0.00
K-9 Training (Monthly)	2	0	2	0.30
Medical Assist	0	0	0	0.00
Meetings - Department/City Wide (only)	1	0	1	0.15



# MOUNTAIN HOME POLICE DEPARTMENT

## Activity Summary - By Activity Type - SRO

From 12/01/2024 Through 12/31/2024

Page 2 of 3

Activity / Event	Count	As Substitute	Total Count	% To Total
Meetings - Other	3	0	3	0.45
Meetings - School	2	0	2	0.30
Meetings - SRO Divisional	10	0	10	1.49
MHPS Building or Property Perimeter Check	121	0	121	18.06
Miscellaneous	3	0	3	0.45
Motorist Assist	1	0	1	0.15
Offense Report - (notate report # in note section)	4	0	4	0.60
Officer Assist	39	0	39	5.82
Public Service	16	0	16	2.39
Referrals/Other agency assist	0	0	0	0.00
Soccer Game(s) - notate quantity	0	0	0	0.00
Softball Game(s) - notate quantity	0	0	0	0.00
Special Events - Non Athletic	15	0	15	2.24
Time Off - Bereavement - (+ 1 for each day off - notate hrs in note section)	2	0	2	0.30
Time Off - Comp. - (+1 for each day off - notate hrs in the note section)	6	0	6	0.90
Time Off - Personal Day - (+1 for each day off - notate hrs in note section)	1	0	1	0.15
Time Off - Sick - (+1 for each day off - notate hrs in note section)	3	0	3	0.45
Time Off - Vacation - (+1 for each day off - notate hrs in note section)	14	0	14	2.09
Track Meet(s) - notate quantity	0	0	0	0.00
Traffic Arrest - (notate citation # in note section)	0	0	0	0.00
Training - (notate training/class name in note section)	15	0	15	2.24
Trespass Warning	0	0	0	0.00
Vehicle Unlock	2	0	2	0.30
Vehicle/Equipment Inspection/Maintenance	4	0	4	0.60
Volleyball Game(s) - notate quantity	0	0	0	0.00
Warrant - MHPD	0	0	0	0.00
Warrant - Other Agency	0	0	0	0.00



# MOUNTAIN HOME POLICE DEPARTMENT

## Activity Summary - By Activity Type - SRO

From 12/01/2024 Through 12/31/2024

Page 3 of 3

Activity / Event	Count	As Substitute	Total Count	% To Total
Weapon Secured	94	0	94	14.03
Wrestling Match(es) - notate quantity	3	0	3	0.45
Total Activity / Events: <b>668</b>		<b>2</b>	<b>670</b>	



**MOUNTAIN HOME POLICE DEPARTMENT**  
**Incidents Reported Statistics By Charge From UCR (by Month)**  
**Dates From 12/01/2024 00:00 Through 12/31/2024 23:59**

Page 1 of 3

Description	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	% Total
ABUSE OF ADULTS	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	0	0	0	3	3	1.78
ANIMAL, CRUELTY TO	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
ASSAULT - 3RD DEGREE CLASS C MISD	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
BATTERY - 1ST DEGREE / PURPOSE OF CAUSIN	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
BATTERY - 3RD DEGREE	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
BATTERY - 3RD DEGREE CLASS A MISD	0	0	0	0	0	0	0	0	0	0	0	2	2	1.18
BURGLARY / RESIDENTIAL	0	0	0	0	0	0	0	0	0	0	0	2	2	1.18
COMPUTER FRAUD	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
CONTEMPT	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
CONTROLLED SUBSTANCE, POSSESSION	0	0	0	0	0	0	0	0	0	0	0	8	8	4.73
CRIMINAL MISCHIEF - 2ND DEGREE (DAMAGE < \$1,000)	0	0	0	0	0	0	0	0	0	0	0	3	3	1.78
CRIMINAL MISCHIEF 2ND DEGREE(RECKLESSLY)	0	0	0	0	0	0	0	0	0	0	0	3	3	1.78
CRIMINAL MISCHIEF IN THE FIRST DEGREE(PURPOSELY)	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
CRIMINAL TRESPASS - CLASS C MISD	0	0	0	0	0	0	0	0	0	0	0	2	2	1.18
CRIMINAL TRESPASS OF VEHICLE OR OCCUPIABLE STRUCTURE	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
DELIVERY OF METHAMPHETAMINE OR COCAINE	0	0	0	0	0	0	0	0	0	0	0	4	4	2.37
DISORDERLY CONDUCT	0	0	0	0	0	0	0	0	0	0	0	7	7	4.14
DOMESTIC ASSAULT 3RD DGREE CLASS C MISD	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
DOMESTIC BATTERY-3RD-CLASS A MISD	0	0	0	0	0	0	0	0	0	0	0	2	2	1.18
DRIVING ON SUSPENDED LICENSE	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
DRIVING WHILE INTOXICATED - DWI 1ST	0	0	0	0	0	0	0	0	0	0	0	2	2	1.18
DRUG PARAPHERNALIA, POSSESSION	0	0	0	0	0	0	0	0	0	0	0	5	5	2.96
DWI 1ST OFF	0	0	0	0	0	0	0	0	0	0	0	2	2	1.18
DWI 2ND OFF	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
ENDANGERING THE WELFARE OF MINOR IN THE SECOND DEGREE	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
FOUND PROPERTY	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
FRAUD	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59





**MOUNTAIN HOME POLICE DEPARTMENT**  
**Incidents Reported Statistics By Charge From UCR (by Month)**  
**Dates From 12/01/2024 00:00 Through 12/31/2024 23:59**

Page 2 of 3

Description	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	% Total
HARASSING COMMUNICATIONS	0	0	0	0	0	0	0	0	0	0	0	3	3	1.78
HARASSMENT-STRIKE/SHOVE/KICK/THREATEN TO	0	0	0	0	0	0	0	0	0	0	0	2	2	1.18
INCIDENT	0	0	0	0	0	0	0	0	0	0	0	24	24	14.20
INDECENT EXPOSURE	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
INTERFERENCE WITH CUSTODY	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
LOST OR STOLEN	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
MINOR IN POSSESSION OF - TOBACCO PRODUCTS, VAPOR PRODUCTS, ALTERNATIVE NICOTINE PRODUCTS, E-LIQUID P	0	0	0	0	0	0	0	0	0	0	0	3	3	1.78
MISDEMEANOR CRIMINAL TRESPASS	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
OBSTRUCTING GOVERNMENTAL OPERATIONS	0	0	0	0	0	0	0	0	0	0	0	2	2	1.18
POSSESSION OF A SCHEDULE I OR SCHEDULE II CONTROLLED SUBSTANCE THAT IS NOT METHAMPHETAMINE OR COCAIN	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
POSSESSION OF METHAMPHETAMINE OR COCAINE WITH THE PURPOSE TO DELIVER	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
PUBLIC INTOXICATION - 1ST	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
PURCHASE OR POSSESSION BY MINOR	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
RESISTING ARREST	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
SEXUAL ASSAULT 4TH DEGREE	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
SEXUAL ASSAULT 3RD DEGREE	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
SIMULTANEOUS POSSESSION OF DRUGS AND FIREARMS	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
TERRORISTIC THREATENING	0	0	0	0	0	0	0	0	0	0	0	4	4	2.37
THEFT OF LEASED / RENTED PROPERTY	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
THEFT OF PROPERTY-ALL OTHER	0	0	0	0	0	0	0	0	0	0	0	12	12	7.10
THEFT OF PROPERTY-FROM A BUILDING	0	0	0	0	0	0	0	0	0	0	0	2	2	1.18
THEFT OF PROPERTY-FROM MOTOR VEH-NO PART	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
THEFT OF PROPERTY <= \$1,000	0	0	0	0	0	0	0	0	0	0	0	5	5	2.96
THEFT OF PROPERTY >= \$1,000 < \$5,000	0	0	0	0	0	0	0	0	0	0	0	2	2	1.18
UNLAWFUL DISTRIBUTION OF SEXUAL IMAGES OR RECORDINGS	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
VIOLATION OF A PROTECTION ORDER CLASS A MISD	0	0	0	0	0	0	0	0	0	0	0	3	3	1.78
VIOLATION OF NO CONTACT ORDER	0	0	0	0	0	0	0	0	0	0	0	3	3	1.78



**MOUNTAIN HOME POLICE DEPARTMENT**  
**Incidents Reported Statistics By Charge From UCR (by Month)**  
**Dates From 12/01/2024 00:00 Through 12/31/2024 23:59**

Page 3 of 3

Description	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	% Total
WARRANT-COC FAIL TO PAY FINE	0	0	0	0	0	0	0	0	0	0	0	7	7	4.14
WARRANT-FAILURE TO APPEAR	0	0	0	0	0	0	0	0	0	0	0	7	7	4.14
WARRANT-OTHER	0	0	0	0	0	0	0	0	0	0	0	4	4	2.37
WARRANT-OTHER AGENCY-MISDEMEANOR	0	0	0	0	0	0	0	0	0	0	0	1	1	0.59
WARRANT-OTHER AGENCY FELONY	0	0	0	0	0	0	0	0	0	0	0	6	6	3.55
WARRANT-PROBATION VIOLATION	0	0	0	0	0	0	0	0	0	0	0	4	4	2.37
Totals:	0	0	0	0	0	0	0	0	0	0	0	169	169	

**Baxter County 911**  
**815 HWY 62 W Mountain Home , AR 72653**

Saving Lives Behind The Scenes

CFS By Department - Select Department By Date

For MOUNTAIN HOME POLICE DEPARTMENT 12/01/2024 00:00 - 12/31/2024

MOUNTAIN HOME POLICE DEPARTMENT	Count	Percent
Abandoned Vehicle	5	0.39%
Accident (Car vs Deer)	1	0.08%
Accident (Entrapment/Rollover)	1	0.08%
Accident (Hit & Run)	5	0.39%
Accident (No Injuries)	22	1.73%
Accident (Parking Lot)	28	2.20%
Accident (Property Damage)	3	0.24%
Accident (Unknown Injuries)	7	0.55%
Accident (With Injuries)	4	0.31%
Accident(Car vs. Pedestrian)	2	0.16%
Alarm (Bank)	2	0.16%
Alarm (Business)	28	2.20%
Alarm (Residential)	4	0.31%
Alarm (Smoke/Fire)	1	0.08%
Alarm (Vehicle)	1	0.08%
Alcohol Related	4	0.31%
Animal Call	21	1.65%
Assault	6	0.47%
Assist Other Agency	8	0.63%
Attempt To Locate	17	1.34%
Break In	5	0.39%
Business Check	1	0.08%
Child Custody	5	0.39%
Civil Matter	1	0.08%
Civil Stand-By	1	0.08%
Death	4	0.31%
Direct Traffic	2	0.16%
Disabled Vehicle	1	0.08%
Disorderly Conduct	1	0.08%
Dispute	12	0.94%
Disturbance	21	1.65%
Domestic (Physical)	9	0.71%
Domestic (Verbal)	3	0.24%
Drug Related	2	0.16%
Duplicate Call	3	0.24%
Escort	2	0.16%
Explosion	2	0.16%
Fight In Progress	1	0.08%
Fire (Grass/Woods)	1	0.08%
Fire (Structure)	2	0.16%
Fireworks Complaint	6	0.47%

MOUNTAIN HOME POLICE DEPARTMENT	Count	Percent
Follow-Up	6	0.47%
Fraud	2	0.16%
Funeral Escort	4	0.31%
Gun Call	4	0.31%
Gunshots/Sounds of	1	0.08%
Hang Up Call	3	0.24%
Harassment	19	1.50%
Lift Assist	4	0.31%
Lockout	62	4.88%
Loitering	1	0.08%
Lost Property	1	0.08%
Medical Dispatch	2	0.16%
Misdial	1	0.08%
Missing Juvenile	1	0.08%
Missing Person	4	0.31%
Motorist Assist	3	0.24%
Noise Complaint	13	1.02%
Non-Emergency	24	1.89%
Parks	2	0.16%
Power Lines Down	1	0.08%
Property Damage	3	0.24%
Property Found Or Recovered	2	0.16%
Psychiatric/Behavioral	3	0.24%
Reckless Driver	30	2.36%
Rescue Medical	9	0.71%
Road Rage	2	0.16%
SCAM CALL	3	0.24%
SEARCH WARRANT	1	0.08%
Service Call	6	0.47%
Sexual Assault	1	0.08%
Shoplifting	10	0.79%
Stalking	1	0.08%
Stolen Vehicle	2	0.16%
Suicidal	13	1.02%
Suicide Attempt	1	0.08%
Suspicious Activity	27	2.13%
Suspicious Person	16	1.26%
Suspicious Vehicle	10	0.79%
Theft	21	1.65%
Threats	9	0.71%
Traffic Hazard	14	1.10%
Traffic Light Malfunction	3	0.24%
Traffic Stop	598	47.09%
Trespassing	14	1.10%
Unattended Juvenile	1	0.08%
Unruly Juvenile	2	0.16%
Vandalism	1	0.08%
Violation of Order of Protection	6	0.47%

MOUNTAIN HOME POLICE DEPARTMENT		Count	Percent
Welfare Check		48	3.78%
Total Records For MOUNTAIN HOME POLICE DEPARTMENT		1270	Group/Total 100.00%
Total Records		1270	

# Mountain Home Fire Department

## Public Safety Meeting

January 21<sup>st</sup>, 2025

1. Taking to the Council: Ordinance to waive competitive bidding on the two vehicles that we have in the budget.
2. Taking to the Council: Ordinance allowing the FD to issue permits for fire alarm, sprinkler and hood installations.
3. Completion of the new Fire Engine is being pushed back to July now.
4. We ended the year with 3,597 runs for 2024. In 2023 we had 3,402. For the Month of Dec. 2023, we had 268 compared to 320 for Dec. 2024.
5. We promoted a new Battalion Chief: Stuart Swearingen. We also promoted a volunteer firefighter to full-time status: Trenton Tardiff. He will start around the first of February. He is fully certified, has his E.M.T. and has Firefighter 1 and Firefighter 2 certificates.

## Street Committee Meeting

January 21, 2025 – 12:30 p.m.

The meeting was called to order at 12:30 p.m.

Present were Scott Manchester, Assistant Director of Streets; Steve Hill, Director of Public Works; Jim Bodenhamer, Susan Stockton and Jennifer Baker, Committee members; and Scott Liles, City Clerk.

The meeting began with Scott distributing the annual Street Report to the Committee for their review.

The Street Report for December 2024 was reviewed.

Scott reported the ongoing project at the Community Center was going well. He said the crew hasn't been out there for a while, the contractors are doing their work and it will be a while before our crew is back out there to work on drainage and building parking lots. He said the current cost is \$1,597,659.26. General Fund had been invoiced \$1,314,515.18 for work done by the Street Department, which has been reimbursed.

The New Fire Department is going well. There was a crew out there pouring curb and a pad for the transformer. We are waiting for ARDOT to approve the move of one of the entrances, and then concrete work can resume. The total cost to the New Fire Department project is \$254,076.60. General Fund had been invoiced \$253,702.99 for costs incurred by the Street Department, and this also has been reimbursed.

Scott reported the crew rebuilding Redbud and Windbrook are now working on Redbud. The crew has been out there every day, and the design is such that there have been more inlet boxes than normal placed, to move the water off the street. He said curb and gutter along with new culvert is in on Windbrook from Lucerne to Redbud. Currently, the crew is working on Redbud placing culvert, and they are almost to Spring Street. When finished with the culvert, they will start pouring curbs. The cost to date for Redbud and Windbrook is \$142,354.08.

Delwood Lane, Meadowcrest and Grace Lane are undergoing a complete rebuild. At this time, the crew has all the drainage culvert in, and they are pouring curbs on Grace Lane. Scott told the Committee they are still planning on completing this project in March. The cost totals \$58,157.67 through December 31. Jim told Scott the crew working out there are all doing a great job, they work very hard. Scott told the Committee that every guy that works for the Street Department are great workers and he is proud to have them.

Maintenance for the month of December totaled \$64,244.75. This includes sign maintenance, crack sealing, traffic light controller box maintenance and the rebuilding of a ditch wall that had fallen in at 11<sup>th</sup> Street, and some concrete for the Water Department at Alice, Bean and Preyer.

Scott reported the recent snow removal has a total cost of \$16,702.27. He said the crew did a great job, they began plowing Thursday evening around 11:00 p.m. and finished up Friday evening



around 6:00 p.m. He said it went well, and Mother Nature helped us out 😊.

The Budget Summary was reviewed, and the year-end balances were discussed. There were a few line items that went over budget, one being the Traffic Control line; there were costs to replace traffic light boxes that had been damaged. The Treasurer's office received payouts from the insurance companies for both of those damaged boxes, but there was no notification to the Street Department to add the amounts back into the line item.

Traffic timing at the intersection of 62, 1<sup>st</sup> Street and Highway 5 North. Scott told the Committee he has been working on the timing to accommodate traffic flow but there is a glitch in the controller that he cannot trace, and the traffic light specialist that checks our monitors and controllers has worked on it also.

Jim asked for the status of the Highway 5 South rebuild at Hicks Creek. Steve told the Committee that advertising for the bids will be January 29. He added, February 13, bids will be opened. Scott asked if this was for the bridge, and Steve said the bridge work cannot begin until all utilities are moved. He said, there are significant relocations by water and sewer. He estimates 180 days from the notice to proceed, the utilities will be moved; he added, when all utilities have been moved (gas, electricity, phone, etc.), then they will begin on the bridge. Scott also asked if the start date for our construction portion was still 2026, and Steve reported that it could be more like 2027, depending on timing.

Jim asked if there were any other big projects scheduled for 2025. Scott reported the Street Department will still be working at the new

Fire Department location; work is continuing at the Community Center; there are several grant projects the Street Department will be working on for the Parks Department. At this time, there is a crew tearing out the tennis courts at Cooper Park, and will be getting that ready for new surface. He said we will be done with our part of the tennis courts by April 1. Also, there are a few more grants for the Parks Department, at McCabe Park, there are walking trails and restrooms to be built. Steve said as far as reconstruction projects, Bradley Drive is scheduled to begin, also Langston Street is scheduled for a complete rebuild. He will have a list ready for the Committee at the next meeting. Scott added there is a crew working at the new Police Station building a handicap ramp with some drainage.

Steve reported to the Committee, the next Council meeting on February 6, a resolution will be presented to raise the spending threshold for bidding, currently at \$20,000. The State raised it to \$35,000 several years ago, and recently they have raised it to \$42,921. Scott Lilies announced, starting this year and every five years they will update this amount by CPI. Steve told the Committee the Council will need to pass an to update this threshold to \$42,500. Steve also told the Committee that at the next Council meeting, a resolution will be brought forward to raise the Fixed Asset Value for the City, which is currently at \$2,500. He explained that anything \$2500 or more has a series of tracking, tagging and paperwork to follow it. City leadership is going to ask to raise that amount to \$5,000; tracking assets of \$5,000 or more vs \$2,500.

The Year End Report for the Street Department was reviewed and Steve complimented Scott and Lauren, along with the crews, for a job well done all year.

Steve told the Committee there are two laborers to be hired along with a third mechanic for the Street Shop.

Steve also reported to the Committee that he has been working with North Arkansas Co-op on installing streetlights on Arkansas Avenue from North College to Commerce Drive. Scott said they are just about finished. The power poles are far from the sidewalk, so when installed, the lights are on an angle shining.

The meeting adjourned at 1:03 p.m.



### **ORGANIZATION OF COMMITTEES – 2025 CITY COUNCIL**

No Council member shall serve on more than three (3) standing committees at one time. Each of the standing committees shall consist of a minimum of three (3) Councilmembers, with the Mayor and Department Director serving as ex-officio members of each committee. Each of the standing committees shall consist of a maximum of four (4) Councilmembers.

#### **Number of assignments**

Bob Van Haaren --3  
Susan Stockton -- 3  
Jennifer Baker -- 3  
Wayne Almond -- 3  
Carry Manuel -- 3  
Philip Frame -- 2  
Jim Bodenhamer -- 3  
Nick Reed -- 2

#### **Public Safety**

Wayne Almond (1<sup>st</sup>)\*  
Bob Van Haaren (1<sup>st</sup>)\*  
Jim Bodenhamer (1<sup>st</sup>)\*  
Carry Manuel (1<sup>st</sup>)\*

#### **Parks & Recreation**

Susan Stockton (1<sup>st</sup>)\*  
Nick Reed (1<sup>st</sup>)\*  
Philip Frame (1<sup>st</sup>)  
Wayne Almond (2<sup>nd</sup>)\*

#### **Street**

Jennifer Baker (2<sup>nd</sup>)\*  
Jim Bodenhamer (2<sup>nd</sup>)\*  
Susan Stockton (2<sup>nd</sup>)\*  
Carry Manuel (3<sup>rd</sup>)

#### **Water/Sewer**

Jennifer Baker (1<sup>st</sup>)\*  
Bob Van Haaren (2<sup>nd</sup>)\*  
Nick Reed (2<sup>nd</sup>)\*  
Philip Frame (2<sup>nd</sup>)

#### **Personnel**

Carry Manuel (1<sup>st</sup>)\*  
Jennifer Baker (3<sup>rd</sup>)\*  
Wayne Almond (3<sup>rd</sup>)\*  
Jim Bodenhamer (3<sup>rd</sup>)\*

#### **Advertising & Promotion**

Bob Van Haaren\*  
Susan Stockton\*

*A&P Commission members were voted on separately from the standing committees. That vote was held at the January 2<sup>nd</sup> Council Meeting.*

**RESOLUTION NO. 2025-xx**  
**A RESOLUTION APPOINTING NOAH STROUT**  
**AND AMY McKAY TO THE CITY OF MOUNTAIN HOME’S**  
**ADVERTISING & PROMOTION COMMISSION**

**WHEREAS**, the City of Mountain Home has an Advertising & Promotion Commission (the “A&P Commission”) established by Ordinance No. 2013-14; and

**WHEREAS**, two vacancies currently exist on the A&P Commission due to recent resignations; and

**WHEREAS**, the A&P Commission has nominated replacements to fill those vacancies, and that the nominations require the approval of the City Council of Mountain Home, Arkansas;

**THEREFORE, BE IT RESOLVED**  
**BY THE CITY COUNCIL OF THE CITY OF MOUNTAIN HOME, ARKANSAS:**

**Section 1:** The following people have been nominated to serve on the Mountain Home A&P Commission, to wit:

Noah Strout; and  
Amy McKay

**Section 2:** The City Council hereby approves the appointment of the above-referenced individuals to the A&P Commission.

**Section 3:** The A&P Commission shall continue to provide the City Council of the City of Mountain Home with the name(s) of any future appointments to the Commission. The notice of any such future appointments shall be provided to said City Council at the next City Council meeting following the appointment of any such individual to the Commission.

**APPROVED THIS 6<sup>th</sup> DAY OF FEBRUARY, 2025.**

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**HILLREY ADAMS, MAYOR**

**ATTEST:**

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**SCOTT LILES, CITY CLERK**

## Scott Liles

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**From:** Steve Hill  
**Sent:** Thursday, January 23, 2025 12:42 PM  
**To:** Scott Liles  
**Cc:** Tina Gregory; Terry Sanders; Cade Seal  
**Subject:** Feb 6th - Council Approval to Dispose of a Piece of Equipment

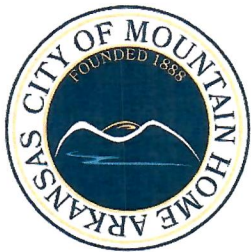
Hi Scott,

Please add to the agenda this item.

I need to get approval to dispose of a 1998 Case Excavator (PIN# DAC0302171). It has 9013 hours on it. We had a technician look at it and have been informed that there is no repairing it.

We have been offered \$5,500.00 by Schaefer Enterprises. This includes them coming and hauling it off. This is a fair price and eliminates the challenge of moving it on our own. I would like to get approval to sell the Excavator for salvage to Schaefer Enterprises.

Please let me know if there is any other information needed.



**Steve Hill, GISP, PMP**  
Director of Public Works  
City of Mountain Home  
752 N College Street  
Mountain Home, AR 72653  
870.425.5115  
[City of Mountain Home, Arkansas](#)

**ORDINANCE NO. 2025-xx**  
**AN ORDINANCE TO AMEND SECTION 11.04**  
**OF THE MOUNTAIN HOME, ARKANSAS, CITY CODE,**  
**ALSO KNOWN AS THE FIRE PREVENTION CODE,**  
**FOR THE PRACTICAL SAFEGUARDING OF PERSONS,**  
**BUILDINGS AND THEIR CONTENTS FROM THE DANGERS**  
**AND HAZARDS ARISING FROM FIRE AND LIFE SAFETY EMERGENCIES**

**WHEREAS,** Section 11.04 of the Mountain Home Municipal Code addresses Fire Prevention; and

**WHEREAS,** there is a recognized need to update the existing Fire Prevention Code for the welfare and safety of its citizens;

**THEREFORE, BE IT ORDAINED**  
**BY THE CITY COUNCIL OF THE CITY OF MOUNTAIN HOME, ARKANSAS:**

That Chapter 11.04 of the Municipal Code of the City of Mountain Home, Arkansas, (also known as the “Mountain Home Fire Prevention Code”) is hereby amended to include the following:

**Fire protection systems**

**Section I: Permits**

1. Any person desiring to install fire sprinkler systems, commercial kitchen hood suppression systems, fire alarm systems and any life safety or fire suppression systems that require a licensed contractor by the state shall, before commencing any work, apply for a permit from the Fire Marshal’s office. The person applying for a permit must submit all information required by the Fire Marshal’s office for the type of work to be performed, along with a copy of the current licensure of the contractor involved. All such applications shall be reviewed by the Fire Marshal’s office. Only after a review by the Fire Marshal’s office can an applicant receive a permit.

2. Construction documents, shop drawings and any supporting data shall be submitted in two or more sets with each application for a permit and in such form and detail as required by the Fire Marshal. Said documents shall be of sufficient clarity indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this Code and all relevant laws, ordinances, rules and regulations as determined by the Fire Marshal. One set of documents shall be retained by the Fire Marshal



for a period of not less than 180 days from date of completion of the permitted work, or as required by state or local laws. One set of approved documents shall be returned to the applicant, and said documents shall be kept on the site of the building or work at all times during which the work authorized thereby is in progress.

3. It shall be unlawful to commence work until the Fire Marshal's office has issued a permit for such work.

4. Whenever the Fire Marshal's office shall disapprove an application or refuse to grant a license or permit applied for or when it is claimed that the provisions of this article do not apply or that the true intent and meaning of this article have been misconstrued or wrongly interpreted, the applicant may appeal the decision of the Fire Marshal's office to the City Council within 20 working days.

5. The routine maintenance of fire protection systems is hereby exempted from these permitting requirements.

6. For emergency repair work, an application for a permit shall be made within two working days of commencement of said work.

## **Section II: Licensing of contractors**

1. All persons performing work to include fire sprinkler systems, fire extinguishers, commercial kitchen hood suppression systems and fire alarm systems shall maintain a current state license for the type of work being performed.

2. Only individuals holding a current state license in the respective discipline will be permitted to obtain a permit to do work in the jurisdiction of the City. No contractor shall allow any person or employee to work under his permit without that individual also having a current state license for the type of work being performed.

## **Section III: Acceptance tests**

All work for which permits are required by this article shall have an acceptance test performed to verify proper operation. This test must be witnessed by the Fire Marshal. The equipment being tested must meet all requirements set forth by the Fire Marshal's office before it may be accepted by the owner and put into use. The person to whom such a permit is issued shall notify the Fire Marshal's office and schedule an appointment for testing when the equipment is ready.

**Section IV: Penalties**

Any person violating this section of the Mountain Home City Code shall, upon conviction, be deemed guilty of a misdemeanor and may be punished by a fine of Two Hundred and Fifty Dollars (\$250.00) per offense.

**PASSED AND APPROVED THIS 6<sup>TH</sup> DAY OF FEBRUARY 2025.**

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**HILLREY ADAMS, MAYOR**

**ATTEST:**

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**SCOTT LILES, CITY CLERK**



# MOUNTAIN HOME FIRE DEPARTMENT

720 HICKORY ST, MOUNTAIN HOME, AR 72653

(870) 425-2611



## FIRE MARSHAL'S OFFICE

### Fire Sprinkler Permit Application

#### ***Applicant Information***

Applicant Name: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

#### ***Property Information***

Property Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_  
Property Owner Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

#### ***Project Details***

Type of Project:  
☐ New Installation  
☐ Modification  
☐ Repair

Type of Building:  
☐ Residential  
☐ Commercial  
☐ Industrial

#### **Description of Work:**

Number of Sprinkler Heads: \_\_\_\_\_  
Square Footage of Area Covered: \_\_\_\_\_

### ***Contractor Information***

Contractor Name: \_\_\_\_\_  
License Number: \_\_\_\_\_ Expiration date \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

### ***Required Documents***

Attach the following documents with your application:

- ☐ Design Plans (signed and sealed by a licensed professional)
- ☐ Hydraulic Calculations
- ☐ Manufacturer's Data Sheets
- ☐ Contractor's License and Insurance Certificate

### ***Acknowledgement***

I hereby certify that the information provided in this application is accurate and that all work will comply with local fire codes and regulations.

Applicant Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

## **FOR OFFICE USE ONLY**

Permit Number: \_\_\_\_\_

Application Received By: \_\_\_\_\_

Date Received: \_\_\_\_\_

Approval Status: ☐ Approved ☐ Denied

Inspector's Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# MOUNTAIN HOME FIRE DEPARTMENT

720 HICKORY ST, MOUNTAIN HOME, AR 72653

(870) 425-2611

FIRE MARSHAL'S OFFICE



## COMMERCIAL COOKING HOOD PERMIT APPLICATION

### *Property Information*

Property Address: \_\_\_\_\_  
Owner's Name: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_  
Address: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Name of Establishment: \_\_\_\_\_ Location/Floor: \_\_\_\_\_

### *Registered Design Professional*

Name: \_\_\_\_\_ State Registration Number: \_\_\_\_\_  
Address: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_  
Date Drawings Prepared: \_\_\_\_\_ Signature: \_\_\_\_\_

### *Contractor Information*

Name: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_ Fax: (    ) \_\_\_\_\_  
Address: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Date of Application: \_\_\_\_\_ Signature: \_\_\_\_\_

### *Hood Information Hood Suppression System Must Comply With UL300 Standard*

Hood Material: \_\_\_\_\_ Length: \_\_\_\_\_ Height: \_\_\_\_\_  
Type of suppression system: \_\_\_\_\_  
Distance of manual pull from cooking hood: \_\_\_\_\_ feet Height of pull: \_\_\_\_\_ feet  
Does activation of the suppression system shut down the gas and electric under the hood: Yes: [ ☐ ] No: [ ☐ ]  
Cylinder capacities, total flow point design and pipe lengths.  
Copies of applicable sections from the manufacturer's design and installation manual for the system.

### *Exhaust Duct*

Rectangular dimensions: \_\_\_\_\_ inches X \_\_\_\_\_ inches Round diameter: \_\_\_\_\_ inches  
How is the exhaust fan interlocked with fuel fired appliances, so as to prevent their operation, unless the fan is running?

### *Construction Drawings*

Appliance layout with description and size of each appliance.

Hood layout showing exhaust duct location.

Piping runs, types and sizes.

Nozzle locations, heights and types.

Location of fusible links and manual activation

Location of gas shut off valve or electrical disconnect.

Location of Class "K" fire extinguisher.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# MOUNTAIN HOME FIRE DEPARTMENT

720 HICKORY ST, MOUNTAIN HOME, AR 72653  
(870) 425-2611



## FIRE MARSHAL'S OFFICE

### FIRE ALARM PERMIT APPLICATION

#### ***Property Information***

Property Address: \_\_\_\_\_  
Owner's Name: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_  
Address: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Name of Establishment: \_\_\_\_\_ Location/Floor: \_\_\_\_\_

#### ***Registered Design Professional***

Name: \_\_\_\_\_ State Registration Number: \_\_\_\_\_  
Address: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_  
Date Drawings Prepared: \_\_\_\_\_ Signature: \_\_\_\_\_

#### ***Contractor Information***

Name: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_ Fax: (    ) \_\_\_\_\_  
Address: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Date of Application: \_\_\_\_\_ Signature: \_\_\_\_\_  
Contractor's License Number: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**RESOLUTION NO. 2025-xx**  
**A RESOLUTION WAIVING COMPETITIVE BIDDING**  
**AND AUTHORIZING THE CITY OF MOUNTAIN HOME**  
**FIRE DEPARTMENT TO PURCHASE A 2025 DODGE 2500 PICKUP**  
**AND A 2025 DODGE DURANGO AWD FROM ULTIMATE AUTO GROUP**  
**OF MOUNTAIN HOME, ARKANSAS, FOR A SUM NOT TO EXCEED \$83,561**

**WHEREAS**, the City of Mountain Home Fire Department is desirous of purchasing a 2025 Dodge RAM 2500 pickup truck and a 2025 Dodge Durango AWD; and

**WHEREAS**, Mountain Home Ordinance No. 2009-4 requires that all contracts or purchases exceeding \$20,000 be first put out for public bid unless granted a bid waiver;

**NOW, THEREFORE, BE IT RESOLVED**  
**BY THE CITY COUNCIL OF MOUNTAIN HOME, ARKANSAS:**

**SECTION 1.** The Mountain Home Fire Department has researched various options regarding purchasing a 2025 Dodge RAM 2500 pickup and a 2025 Dodge Durango AWD and believes those vehicles would best meet the needs of the City of Mountain Home.

**SECTION 2.** That the 2025 Dodge RAM 2500 pickup and the 2025 Dodge Durango AWD offered through Ultimate Auto Group are both less than the prices listed for similar vehicles listed under state bid. Ultimate Auto's Durango is listed as being \$1,673 less than a similar vehicle found under state bid, and the state-bid Durango is not an AWD vehicle. Dodge RAM trucks are not available under state bid, but Ultimate Auto's available 2500 pickups are comparable in price to the Ford F-250s listed under state bid. Ultimate Auto Group's ability to meet the Fire Department's specifications for these vehicles and their immediate availability make requesting bids for similar equipment impractical.

**SECTION 3.** The requirement to purchase a 2025 Dodge RAM 2500 pickup and a 2025 Dodge Durango AWD through a bidding process is hereby waived by the Mountain Home City Council under A.C.A. §14-58-303.

**SECTION 4.** The Mountain Home Fire Department is hereby authorized to purchase a 2025 Dodge RAM 2500 pickup truck and a 2025 Dodge Durango AWD from Ultimate Auto Group of Mountain Home, Arkansas, for a total sum not to exceed \$83,561, with the Dodge RAM 2500 pickup truck to cost \$43,737 and the Dodge Durango to cost \$39,824.

**PASSED AND APPROVED THIS 6<sup>th</sup> DAY OF FEBRUARY, 2025.**



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**HILLREY ADAMS, MAYOR**

**ATTEST:**

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**SCOTT LILES, CITY CLERK**

**RESOLUTION NO. 2025-xx**  
**A RESOLUTION AMENDING RESOLUTION NO. 2023-13**  
**TO PROVIDE FOR AND ADOPT A 2024 BUDGET**  
**FOR THE CITY OF MOUNTAIN HOME, ARKANSAS**  
**FOR THE TWELVE (12) MONTHS BEGINNING JANUARY 1, 2024,**  
**AND ENDING DECEMBER 31, 2024, APPROPRIATING MONEY**  
**FOR EACH AND EVERY ITEM OF EXPENDITURE**

**WHEREAS**, the City Council has made a comprehensive study and review of the proposed budget; and,

**WHEREAS**, it is the opinion of the City council that the schedules and exhibits of financial information prepared and reviewed revealing anticipated revenues and expenditure for the calendar year appear to be as accurate as possible for budgetary purposes;

**NOW, THEREFORE BE IT RESOLVED BY**  
**THE CITY COUNCIL OF MOUNTAIN HOME, ARKANSAS:**

**SECTION 1.** This Resolution shall be known as the Budget Resolution for the City of Mountain Home, Arkansas, for the twelve (12) month period beginning January 1, 2024, and ending December 31, 2024, reflecting actual revenues and expenditures as hereinafter set forth below. All revenue herein is actual and all appropriations are calculated upon available revenues.

<b>REVENUES</b>	<b>BUDGET</b>	<b>EXPENDITURES</b>	<b>BUDGET</b>
GENERAL	\$ 14,435,509.52	GENERAL ADMINISTRATION	\$ 4,434,618.63
MOUNTAIN HOME CEMETERY	\$ 78,196.77	PLANNING ENGINEERING	\$ 690,267.26
ACT 833	\$ 74,993.22	FIRE	\$ 3,052,336.70
FIRE DEPT. APPARATUS FUND	\$ 594,327.24	POLICE	\$ 3,352,010.14
FIRE DEPT. DONATION FUND	\$ 131,178.13	COURTS	\$ 549,810.27
PARKS & REC SALES TAX FUND	\$ 6,061,139.83	PARKS & YOUTH CENTER	\$ 2,356,466.52
PUBLIC SAFETY SALES TAX	\$ 8,234,018.48	MOUNTAIN HOME CEMETERY	\$ 78,196.77
PAYROLL FUND	\$ 331,248.00	ACT 833	\$ 74,993.22
STREET DEPT.	\$ 9,234,479.07	FIRE DEPT. APPARATUS FUND	\$ 594,327.24
WATER & SEWER DEPT.	\$18,183,892.64	FIRE DEPT. DONATION FUND	\$ 131,178.13
BREATHALYZER	\$ 10,971.54	PARKS & REC SALES TAX FUND	\$ 6,061,139.83
CRIMINAL JUSTICE	\$ 25,874.94	PUBLIC SAFETY TAX	\$ 8,234,018.48
COURT AUTOMATION	\$ 13,878.60	PAYROLL FUND	\$ 331,248.00

AMENDMENT 80	\$ 44,409.01	STREET DEPARTMENT	\$ 9,234,479.07
DWI/DRUG CONTROL FUND	\$ 6,339.87	WATER DEPARTMENT	\$ 12,090,813.99
ELECTRONIC WARRANT	\$ 1,448.74	SEWER DEPARTMENT	\$ 4,372,285.96
		WATER TREATMENT PLANT	\$ 1,720,792.69
		BREATHALYZER	\$ 10,971.54
		CRIMINAL JUSTICE	\$ 25,874.94
		COURT AUTOMATION	\$ 13,878.60
		AMENDMENT 80	\$ 44,409.01
		DWI/DRUG CONTROL FUND	\$ 6,339.87
		ELECTRONIC WARRANT	\$ 1,448.74
TOTAL REVENUE	\$57,461,905.40	TOTAL EXPENDITURES	\$ 57,461,905.60

COUNTY SALES TAX COLLECTIONS	\$3,321,851.81	COUNTY SALES TAX COLLECTIONS	\$3,321,851.81
CITY SALES TAX COLLECTIONS	\$15,089,838.69	CITY SALES TAX COLLECTIONS	\$15,089,838.69

**SECTION 2. ANNUAL BUDGET ADOPTED BY REFERENCE** The Annual Budget for calendar year 2024, identified as “2024 Annual Budget, Mountain Home, Arkansas,” is hereby adopted by reference. A copy of said budget shall be filed in the office of the City Clerk and shall be available for inspection and copying by any person during normal working hours.

**SECTION 3. EXPENDITURES RESTRICTED TO SPECIFIED FUNDS** No expropriation of funds shall be made other than as specified in this Resolution, nor shall any expenditures be made any other way other than as specified in this Resolution, or an amendment thereto.

**SECTION 4. TRANSFERS** Any transfers of monies between various funds of the City of Mountain Home shall be made only with prior approval of the Mountain Home City Council with the exception of all transfers already budgeted in this Resolution.

**SECTION 5.** The respective amounts of funds for each and every item of expenditure classification herein proposed in the budget for 2024 are hereby approved by the City of Mountain Home, Arkansas, and are hereby authorized and appropriated for the purposes herein set forth for the calendar year ending December 31, 2024.

**APPROVED AND ADOPTED THIS 6<sup>TH</sup> DAY OF FEBRUARY, 2025.**

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**HILLREY ADAMS, MAYOR**

**ATTEST:**

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**SCOTT LILES, CITY CLERK**

## Scott Liles

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**From:** Treasurer  
**Sent:** Tuesday, January 28, 2025 12:52 PM  
**To:** Scott Liles  
**Subject:** 02/06/2025 Council Meeting addition  
**Attachments:** 02062025 BUDGET ADJUSTMENT - SHORE UP DONATIONS-PUB SAFETY.xlsx

Scott,

I need this placed onto the 02/06/2025 Council agenda.... I need to shore up the Donation accounts to bring the beginning balances to correct amounts from ending 2024 cleanup for the 2025 use.

Also need to shore up the Public Safety 2025 beginning figures for capital equipment after clean up of 2024 final figures...

This all can be done as budget adjustments..... thanks

Alma L. Clark  
Director Finance & Treasury  
720 S. Hickory Street  
Mountain Home, AR 72653  
Email: [treasurer@cityofmountainhome.com](mailto:treasurer@cityofmountainhome.com)  
Phone: 870-425-5945

BUDGET ADJUSTMENTS 02/06/2025				
<b>PUBLIC SAFETY BUDGET ADJUSTMENTS TO BRING TO ACTUALS FOR 2025</b>				
LINE ITEM DESCRIPTION	LINE ITEM	ADD	SUBTRACT	
CARRY OVER - REVENUE	134-4000-83300		(\$1,035,186.66)	
CAPITAL OUTLAY - NEW FIRE STATION - EXPENSE	134-5301-41020	\$640,339.08		
CAPITAL OUTLAY - CAPITAL EQUIPMENT	134-5401-41001	\$181,453.54		
PROJECTED CARRYOVER	134-5301-79000	\$213,394.04		
		\$1,035,186.66	(\$1,035,186.66)	

<b>SHORE UP DONATION ACCOUNTS WITH ACTUAL FIGURES TO CLEAN UP FROM 2024 ENDING FIGURES TO 2025 BUDGET.</b>				
<b>GENERAL ADMINISTRATION DONATION FUNDS</b>				
				AFTER ADJUSTMENTS
LINE ITEM DESCRIPTION	LINE ITEM	ADD	SUBTRACT	ACTUAL SHOULD BE FIGURES
DONATIONS-MAYOR'S ADMIN FU-REV	101-5101-73406	\$2,379.83		(\$2,146.29)
DONATIONS-MAYOR'S ADMIN FU-PUR	101-5101-73407		(\$2,379.83)	\$2,146.29
TOTALS		\$2,379.83	(\$2,379.83)	\$0.00
<b>POLICE DEPARTMENT - GENERAL</b>				
REPAIRS/MAINT-RADIO - EXPENSE	101-5104-27120	(\$9,561.76)		\$12,095.60
REPAIRS/MAINT-RADIO - REVENUES	101-5104-27121		\$9,561.76	(\$12,095.60)
DONATION PURCHASES - EXPENSES	101-5104-73400	\$867.47		\$9,521.12
DONATIONS CURRENT -REVENUES	101-5104-73403		(\$867.47)	(\$9,521.12)
TOTALS		(\$8,694.29)	\$8,694.29	\$0.00
<b>PARKS &amp; YC DEPARTMENT - GENERAL</b>				
REC PROGRAM: CHEER - REVENUE	101-5107-73392	\$163.00		(\$351.00)
REC PROGRAM: CHEER - EXPENSE	101-5107-73393		(\$163.00)	\$351.00
DONATIONS PARKS - EXPENSE	101-5107-73400	\$650.00		\$10,224.43
DONATIONS PARKS - REVENUE	101-5107-73405		(\$650.00)	(\$10,224.43)
DONTATION PARKS - SOCCER - REVENUE	101-5107-73435	\$96.41		(\$6,228.05)
DONTATION PARKS - SOCCER - EXPENSE	101-5107-73437		(\$96.41)	\$6,228.05
TOTALS		(\$7,784.88)	\$7,784.88	\$0.00

<b>FIRE DEPARTMENT DONATION ACCOUNT</b>				
Donations - Unrestricted - Purchases	113-5113-73400	\$220.20		\$121,296.44
County FD Allocation - Purchases	113-5113-73401		(\$1,735.96)	(\$1,631.78)
Donations - Unrestricted - Revenue	113-5113-73403		(\$220.20)	(\$121,296.44)
County FD Allocation - Revenue	113-5113-73404	\$1,735.96		\$1,631.78
<b>TOTALS</b>		<b>(\$7,784.88)</b>	<b>\$7,784.88</b>	<b>\$0.00</b>



**RESOLUTION NO. 2025-xx**

**A RESOLUTION ESTABLISHING A WRITTEN POLICY OF A \$5,000  
CAPITALIZATION THRESHOLD FOR ANY SINGLE FIXED ASSET  
PURCHASED BY THE CITY OF MOUNTAIN HOME**

**WHEREAS**, A.C.A. §14-59-107 requires that local governing bodies shall adopt a policy defining fixed assets; and

**WHEREAS**, the City of Mountain did previously establish such a policy through Resolution No. 599, adopted on May 5, 2010; and

**WHEREAS**, rising prices and continued inflation makes it necessary to revisit and update said policy;

**NOW, THEREFORE, BE IT RESOLVED  
BY THE CITY COUNCIL OF THE CITY OF MOUNTAIN HOME:**

**Section 1.**

1. The City shall capitalize all single tangible items purchases which meet or exceed the sum of Five Thousand Dollars (\$5,000), inclusive of all applicable taxes.
2. The City shall not capitalize single tangible item purchases of less than Five Thousand Dollars (\$5,000), inclusive of all applicable taxes.

**Section 2.**

The City's list of fixed assets shall be totaled by category with a total for all categories. Categories of fixed assets shall include the major types, such as:

- A) Land;
- B) Buildings;
- C) Motor vehicles, by department;
- D) Equipment, by department; and
- E) Other assets

**Section 3.**

The City's list of fixed assets shall contain as a minimum:

- A) Property item number, if used;
- B) Brief description;
- C) Serial number, if available;
- D) Date of acquisition; and
- E) Cost of property.

**Section 4.**

Resolution No. 599 is hereby repealed in its entirety. Any other Resolutions found to conflict with this Resolution are hereby repealed.

**PASSED AND APPROVED THIS 6<sup>th</sup> DAY OF FEBRUARY, 2025.**

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**HILLREY ADAMS, MAYOR**

**ATTEST:**

---

**SCOTT LILES, CITY CLERK**

*Fixed assets*

- (2) Check number;
- (3) Payee;
- (4) Amount; and
- (5) Signature of two (2) authorized disbursing officers of the city.

(c) Disbursements of municipal funds used for payment of salaries and wages of municipal officials and employees may be made by electronic funds transfer provided that the municipal employee or official responsible for disbursements maintains a ledger containing at least the:

- (1) Name, address, and Social Security number of the employee receiving payment of salary or wages;
- (2) Routing number from the bank in which the funds are held;
- (3) Account number;
- (4) Accounts clearing house trace number pertaining to the transfer;
- (5) Date and amount transferred; and
- (6) Proof that the employee has been notified of direct deposit of his or her salary or wages by electronic funds transfer.

(d) Disbursements of municipal funds used for payments to federal or state governmental entities may be made by electronic funds transfer.

(e)(1) Disbursements of municipal funds, other than for payments under subsections (c) and (d) of this section, may be made by electronic funds transfer provided that:

(A) The governing body of the municipality shall establish by ordinance an electronic funds payment system directly into payees' accounts in financial institutions in payment of any account allowed against the municipality;

(B) For purposes of this subsection, municipalities opting for an electronic funds payment system shall establish written policies and procedures to ensure that the electronic funds payment system provides for internal accounting controls and documentation for audit and accounting purposes; and

(C) Each electronic funds payment system established under this subsection shall comply with the information systems best practices approved by the Legislative Joint Auditing Committee before implementation by the municipality.

(2) A single electronic funds payment may contain payments to multiple payees, appropriations, characters, or funds.

(f) A disbursement of municipal funds shall have adequate supporting documentation for the disbursement.

**History.** Acts 1973, No. 159, § 5; A.S.A. 1947, § 19-5305; Acts 1997, No. 543, § 1; 2009, No. 316, § 1; 2011, No. 621, § 2; 2019, No. 138, § 2.

**Amendments.** The 1997 amendment inserted "those described in this section and" following "municipal funds, except" in (a); and added (d).

The 2009 amendment added (e).

The 2011 amendment deleted "both in numerical and written form" following "Amount" in (b)(4); substituted "two (2) authorized disbursing officers" for "authorized disbursing officer" in (b)(5); deleted (c) and (d)(6); inserted present (d) and (e) and redesignated the remaining subsections accordingly.

The 2019 amendment substituted "written policies and procedures to ensure that the electronic funds payment system" for "an electronic

payment method that" in (e)(1)(B); and, in (e)(1)(C), substituted "funds payment system" for "payment method", and substituted "this subsection shall comply with the information systems best practices" for "subdivision (e)(2) of this section shall be".

#### 14-59-106. Petty cash funds.

(a) Municipalities are permitted to establish petty cash funds, so long as the funds are maintained as set forth in this section.

(b)(1) The establishment of such a fund must be approved by the city council.

(2)(A) In establishing such a fund, a check is to be drawn upon the general fund of the municipality payable to "petty cash."

(B) That amount may be maintained in the municipal offices for the handling of small expenditures for items such as postage, light bulbs, delivery fees, etc.

(c)(1) A paid-out slip is to be prepared for each item of expenditure from the fund and signed by the person receiving the moneys.

(2) These paid-out slips shall be maintained with the petty cash. When the fund becomes depleted, the municipality may then draw another check payable to "petty cash" in an amount which equals the total paid-out slips issued. At that time, the paid-out slips shall be removed from the "petty cash fund," and utilized as invoice support for the check replenishing petty cash.

**History.** Acts 1973, No. 159, § 6; A.S.A. 1947, § 19-5306.

#### 14-59-107. Fixed asset records.

(a) The governing body shall adopt a policy defining fixed assets. At a minimum, the policy shall set forth the dollar amount and useful life necessary to qualify as a fixed asset.

(b)(1) All municipalities shall establish by major category and maintain, as a minimum, a listing of all fixed assets owned by the municipality.

(2) The listing shall be totaled by category with a total for all categories.

(3) The categories of fixed assets shall include the major types, such as:

- (A) Land;
- (B) Buildings;
- (C) Motor vehicles, by department;
- (D) Equipment, by department; and
- (E) Other assets.

(c) The listing shall contain as a minimum:

- (1) Property item number, if used by the municipality;
- (2) Brief description;
- (3) Serial number, if available;
- (4) Date of acquisition; and
- (5) Cost of property.

**History.** Acts 1973, No. 159, § 7; A.S.A. 1947, § 19-5307; Acts 2001, No. 1062, § 2; 2011, No. 621, § 3.

**Amendments.** The 2011 amendment added (a) and redesignated the remaining subsections accordingly; inserted "by department" in (b)(3)(C) and (D); and added "assets" in (b)(3)(E).

559  
~~558~~  
RESOLUTION NO. ~~558~~

**A RESOLUTION ESTABLISHING A WRITTEN POLICY FOR THE  
CAPITALIZATION THRESHOLD FOR SINGLE TANGIBLE ITEM  
PURCHASE TO A MAXIMUM OF \$2500.00**

**WHEREAS**, any single tangible item purchase above \$2500.00 will be capitalized

**WHEREAS**, any single tangible item purchase below \$2500.00 will not be capitalized

**WHEREAS**, the purchase of a tangible item does include total cost, meaning cost of the item plus tax.

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE  
CITY OF MOUNTAIN HOME, ARKANSAS:**

1. The city shall capitalize all single tangible item purchases which exceed the sum of \$2500.00, inclusive of all applicable taxes.
2. The city shall not capitalize single tangible item purchases of less than \$2500.00, inclusive of all applicable taxes.

**PASSED AND APPROVED THIS 5<sup>th</sup> DAY OF MAY, 2010**

  
DAVID L. OSMO, MAYOR

**ATTEST:**

  
BRIAN A. PLUMLEE, CITY CLERK

**ORDINANCE NO. 2025-xx**  
**AN ORDINANCE ESTABLISHING A POLICY**  
**FOR THE SALE OR EXCHANGE OF SUPPLIES, MATERIALS,**  
**OR EQUIPMENT VALUED AT LESS THAN \$10,000;**  
**AMENDING SECTION 3.04.04 OF THE MOUNTAIN HOME CITY CODE;**  
**AND REPEALING ORDINANCES 529, 579, 637 AND 825**

**WHEREAS**, A.C.A. §14-54-02 allows the Mayor or his or her authorized representative to sell or exchange any municipal personal property with a value of Twenty Thousand Dollars (\$20,000) or less without first engaging in competitive bidding; and

**WHEREAS**, A.C.A. §14-54-02 also allows the governing bodies of a municipality to establish a lesser amount by Ordinance; and

**WHEREAS**, the Mountain Home City Council has previously addressed this lesser limit, namely through Ordinances 529, 579, 637, and 825; and

**WHEREAS**, these Ordinances were codified into the Mountain Home City Code under Section 3.04.04; and

**WHEREAS**, rising costs and continued inflation necessitate the City Council to update its policy limiting the supplies, materials or equipment that may be sold or exchanged without Council approval;

**NOW, THEREFORE BE IT ORDAINED**  
**BY THE CITY COUNCIL OF THE CITY OF MOUNTAIN HOME, ARKANSAS:**

**Section 1.**

That Section 3.04.04 of the Mountain Home City Code is hereby amended to read as follows:

3.04.04 Sale or exchange of supplies, materials or equipment valued at less than \$10,000.

That the Mayor, or his or her duly authorized representative, may sell or exchange municipal supplies, materials or equipment without competitive bidding if such supplies, materials or equipment have a value of less than Ten Thousand Dollars (\$10,000). The Mayor or his or her duly authorized representative shall disclose to the City County the supplies, materials or equipment and the price or exchange thereof prior to any transaction. No supplies, materials or equipment shall be sold without receiving competitive bids therefore if the value thereof exceeds the sum of Ten Thousand Dollars (\$10,000).

**Section 2.**

Ordinances 529, 579, 637 and 825 are hereby repealed in their entirety. All other existing Ordinances, or parts of Ordinances, which are inconsistent herewith, are hereby repealed.

**Section 3.**

If any part of this Ordinance shall be held invalid, such part shall be deemed severable, and the invalidity thereof shall not affect the remaining parts.

**Emergency clause**

Allowing the timely sale or exchange of certain supplies, materials or equipment without first engaging in competitive bidding is vital to the ongoing operation of the City of Mountain Home and directly affects the health and wellbeing of its residents; therefore, an emergency is hereby declared, and this Ordinance shall be in full force and effect from and after its adoption.

**PASSED AND APPROVED THIS 6<sup>th</sup> DAY OF FEBRUARY, 2025.**

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**HILLREY ADAMS, MAYOR**

**ATTEST:**

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**SCOTT LILES, CITY CLERK**

## **TITLE 3**

### **FISCAL AFFAIRS**

#### Chapters:

- 3.04 Purchases
- 3.08 Sales and Use Tax
- 3.12 Financial Accounts

### **CHAPTER 3.04**

#### **PURCHASES**

#### Sections:

- 3.04.01 \$20,000.00 or under
- 3.04.02 Over \$20,000.00
- 3.04.03 Approval of payments
- 3.04.04 Sale or exchange of supplies, materials or equipment valued at less than \$5,000.00

3.04.01 \$20,000.00 or under The Mayor, or his duly authorized representative, shall have exclusive power and responsibility to make purchases of all supplies, apparatus, equipment, materials and other things requisite for public purposes for the city of Mountain Home, Arkansas, and to make all necessary contracts for work or labor to be done, or material or other necessary things to be furnished for the benefit of the city where the amount of the expenditure for any purpose or contract does not exceed the sum of Twenty Thousand Dollars (\$20,000.00). (Ord. No. 2009-4, Sec. 1.)

3.04.02 Over \$20,000.00 Where the amount of expenditure for any purchase or contract exceeds the sum of Twenty Thousand Dollars (\$20,000.00), the Mayor, or his duly authorized representative, shall invite competitive bids thereon by legal advertisement in any local newspaper. Bids received pursuant to said advertisement shall be opened and read on the date set for receiving said bids, in the presence of the Mayor, or his duly authorized representative. The contract shall be awarded to the lowest responsible bidder; provided, however, the Mayor, or his duly authorized representative, may reject any and all bids received. (Ord. No. 2009-4, Sec. 2.)

3.04.03 Approval of payments. The Mayor, or his duly authorized representative, may approve for payment out of any funds previously appropriated for that purpose, or disapprove any bills, debts or liabilities asserted as claims against the city, when funds on hand are adequate to pay such bills, debts or liabilities. That the payment or disapproval of any bills, debts or liabilities not covered by a previous appropriation shall require confirmation of the governing body.

3.04.04 Sale or exchange of supplies, materials or equipment valued at less than \$5,000.00. That the Mayor, or his duly authorized representative, may sell or exchange any municipal supplies, materials or equipment without competitive bidding if such supplies, materials or equipment have a value of less than Five Thousand Dollars (\$5,000.00). That no supplies, materials or equipment shall be sold without receiving competitive bids therefore if the value thereof exceeds the sum of Five Thousand Dollars (\$5,000.00); provided, however, if the Mayor shall certify in writing to the governing body that, in his opinion, the fair market value of such item or lot (to be disposed of in one unit) is less than Five Thousand Dollars (\$5,000.00), the same may be sold by the Mayor without competitive bidding.

## **CHAPTER 3.08**

### **SALES AND USE TAX**

Sections:

- |         |                             |
|---------|-----------------------------|
| 3.08.01 | Levy of sales and use tax   |
| 3.08.02 | Effective dates             |
| 3.08.03 | Rebate                      |
| 3.08.04 | Defining single transaction |

3.08.01 Levy of sales and use tax. There is hereby levied a local sales (gross receipts) and use tax at the rate of one percent (1%) of the receipts from the sale at retail within the city of Mountain Home, Arkansas, of all items which are subject to taxation under the Arkansas Gross Receipts Tax Act of 1941, Act 386 of the 1941 Acts of Arkansas, as said Act has been heretofore or may be hereinafter amended, and under the Arkansas Compensating Tax Act of 1949, Act 487 of the 1949 Acts of Arkansas, as said Act has been heretofore amended, and by Act 990 of 1975 as amended by Act 133 of 1981. (Ord. No. 646, Sec. 2)

Under the authority of the Authorizing Legislation, there is hereby levied a three-eighths of one percent (0.375%) tax on gross receipts from the sale at retail within the City of all items which are subject to the Arkansas Gross Receipts Act of 1941, as amended (Ark. Code Ann. § 26-52-101, et seq.), and the imposition of an excise (or use) tax on the storage, use, distribution or other



## ORDINANCE NO. 529

AN ORDINANCE ESTABLISHING A MAXIMUM AMOUNT FOR THE SALE OR EXCHANGE OF SUPPLIES, MATERIALS OR EQUIPMENT BY MAYOR WITHOUT COMPETITIVE BIDDING.

*Amended by Ordinance No. 579 Book 3, Page 539*

WHEREAS, Act 28 of 1959 provides that the Mayor or his duly authorized representative may sell or exchange any municipal supplies, materials or equipment provided the Council establish a maximum amount which may be sold or exchanged without competitive bidding; and

WHEREAS, there are times and occasions when the amount expended for publication of competitive bids exceeds or makes financially unfeasible the sale or exchange of supplies, materials or equipment; and

WHEREAS, there are items and supplies and materials and equipment that are no longer useful or utilized by the City, and their value decreases with the passage of time; and

WHEREAS, the sale of these supplies, materials and equipment would bring income and gain to the City,

NOW, THEREFORE, BE IT ORDAINED by the City Council of Mountain Home, Arkansas:

SECTION 1. The Mayor or his duly authorized representative may sell or exchange any municipal supply, material or equipment provided however that the value of any item or lot (to be disposed of as one unit) shall not exceed the value of \$1,000.00.

SECTION 2. Any municipal supply, material or equipment sold by the Mayor or his duly authorized representative pursuant to Section 1 hereof, shall not be competitively bid.


SECTION 3. The Mayor or his duly authorized representative shall prior to the sale or transfer of any supply, material or equipment pursuant to Section 1 hereof, disclose to the Council the supply, material or equipment and the price or exchange thereof.


SECTION 4. There is an immediate need for the sale or exchange of municipal supplies, materials and equipment not currently being used by the City and the City will financially gain from their sale or exchange, and therefore, an emergency is hereby declared to exist; this ordinance being necessary for the preservation of the public health and safety, the same shall be in full force and effect from and after its passage and publication.

PASSED AND APPROVED THIS 18th day of September, 1978.

ATTEST:

APPROVED:

  
Penelope R. Feist,  
City Clerk

  
Ronald E. Pierce,  
Mayor

## ORDINANCE NO. 579

AN ORDINANCE AMENDING ORDINANCE NO. 529; ESTABLISHING A MAXIMUM AMOUNT FOR THE PURCHASE, SALE OR EXCHANGE OF SUPPLIES, MATERIALS OR EQUIPMENT BY MAYOR WITHOUT COMPETITIVE BIDDING.

WHEREAS, Act 154 of 1979 increased from \$1,000.00 to \$2,000.00 the Mayor or his duly authorized representative may purchase, sell or exchange any municipal supplies, materials or equipment which may be purchased, sold, or exchanged without competitive bidding; and

WHEREAS, there is need for such purchase, sale or exchange without competitive bidding as costs of equipment, supplies and materials is constantly increasing; and

WHEREAS, Ordinance No. 529 applies only to the sale or exchange of supplies, materials or equipment;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF MOUNTAIN HOME, ARKANSAS:

Section 1. Ordinance No. 529 is hereby amended and the value of \$2,000.00 is inserted in Section 1 in the place of \$1,000.00.

Section 2. All purchases for the City of supplies, apparatus, equipment, materials and other things requisite for public purpose where the expenditure therefore is less than \$2,000.00 shall be made by the Mayor, or his duly authorized representative, without securing of quotation bids therefor, OR COUNCIL APPROVAL.

*Amended by  
Ord. 637*


Section 3. Where the amount of expenditure for any purchase or contract exceeds the sum of \$2,000.00, the Mayor, or his duly authorized representative, shall invite competitive bids thereon by legal advertisement in any local newspaper. Bids received pursuant to said advertisement shall be opened and read on the date set for receiving said bids, in the presence of the Mayor, or his duly authorized representative. The contract shall be awarded to the lowest responsible bidder; provided, however, the Mayor, or his duly authorized representative, may reject any and all bids received.

Section 4. There is an immediate need for the increase in value of equipment, supplies and materials purchased, sold or exchanged by the City and therefore an emergency is hereby declared to exist; this ordinance being necessary for the preservation of the public health and safety, the same shall be in full force and effect from and after its passage and publication.

Section 5. Added by Ord. No. 637

PASSED AND APPROVED THIS 28th day of September, 1979.

APPROVED:

  
Ronald E. Pierce, Mayor

ATTEST:

  
Penelope R. Feist, City Clerk

*Repealed Dec 825  
Set by 93*

Mayor purchase, sale or exchange of supplies, materials or equipment up to \$2000.00 without competitive bidding.

## ORDINANCE NO. 637

AN ORDINANCE AMENDING ORDINANCE NO. 579 DISPENSING OF COUNCIL APPROVAL FOR THE PURCHASE OF SUPPLIES, MATERIALS OR EQUIPMENT WITHOUT COMPETITIVE BIDDING: DESIGNATING THE MAYOR PRESCRIBE THE POLICY AND PROCEDURE FOR THE PURCHASE AND ACQUISITION OF SUPPLIES, MATERIALS AND EQUIPMENT AND FOR OTHER PURPOSES.

WHEREAS, to conform to the practice that the Mayor not be required to have Council approval for the purchase of supplies materials and equipment less than \$2,000; and

WHEREAS, to permit the Mayor to prescribe the policy and procedure for the purchase and acquisition of supplies, materials and equipment under \$2,000;


NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNTAIN HOME, ARKANSAS:

Section 1. Inserted at the end of the sentence of Section 2 of Ordinance No. 579 shall be the following phrase "or City Council approval."

Section 2. Inserted after Section 4 of Ordinance No. 579 shall be the following:

"Section 5 - The Mayor shall prescribe the procedure and policy for the acquisition of supplies, materials and equipment by such rules, orders or directives as he shall deem necessary in his sole and exclusive discretion."

PASSED AND APPROVED this 12th day of February, 1981.

  
Ronald E. Pierce, Mayor

ATTEST:

  
Penelope R. Feist, City Clerk

*Repealed Ord 825  
Book 4 Pg. 93*

Permitting Mayor to purchase supplies, etc. under \$2000.00

## ORDINANCE NO. 825

AN ORDINANCE ESTABLISHING A MAXIMUM AMOUNT  
FOR PURCHASE OF SUPPLIES, APPARATUS,  
EQUIPMENT, MATERIALS AND OTHER THINGS  
BY THE MAYOR WITHOUT COMPETITIVE BIDDING;  
REPEALING ORDINANCE NO. 579 AND ORDINANCE  
NO. 637; AND FOR OTHER PURPOSES.

WHEREAS, Act 745 of 1985 states that the Mayor, or his duly authorized representative, has the power to make purchases of all supplies, apparatus, equipment, materials and other things requisite for public purpose in and for the City, and to make all necessary contracts for work or labor to be done, or material or other necessary things to be furnished for the benefit of the City, or in carrying out any work or undertaking of a public nature. Said Act requires that the governing body provide by ordinance the procedure for making all purchases for the amount of FIVE THOUSAND DOLLARS (\$5,000.00) or less.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNTAIN HOME, ARKANSAS:

SECTION 1. All purchases for the City of supplies, apparatus, equipment, materials and other things requisite for public purpose in and for the City and all necessary contracts for work or labor to be done, or material or other necessary things to be furnished for benefit of the City, or in carrying out any work or undertaking of a public nature where the expenditure is for \$5,000.00 or less may be made by the Mayor, or his duly authorized representative, without inviting competitive bidding thereon and without City Council approval.

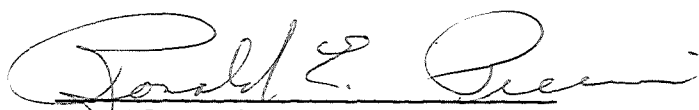
SECTION 2. Where the amount of expenditure for any purpose or contract exceeds the sum of five thousand dollars (\$5,000.00), the Mayor, or his duly authorized representative, shall invite competitive bidding thereon by legal advertisement in any local newspaper; bids received pursuant to said advertisement shall be opened and read on the date set for receiving said bids in the presence of the Mayor, or his duly authorized representative, together with any committee that may be named by the Mayor or the governing body for this purpose, and the officials designated to receive such bids shall have exclusive power to award the bid to the lowest responsible bidder; provided however, the Mayor and any committee designated to receive bids may reject any and all bids received; and provided further, the governing body, by ordinance may waive the requirements of competitive bidding in exceptional situations where such procedure is deemed not feasible or practical.

SECTION 3. The Mayor shall establish the procedure and policy for all purchases and contracts by formulating such directives as he shall deem necessary in his sole and exclusive discretion.

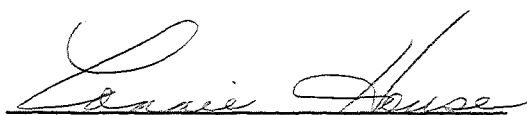
SECTION 4. Ordinances No. 579 and No. 637 are hereby repealed.

SECTION 5. There is an immediate need for this increase to \$5,000.00 for purchases without the requirement of competitive bidding; therefore, an emergency is hereby declared to exist and this ordinance being necessary for the public welfare, the same shall be in full force and effect from and after its passage and publication.

PASSED AND APPROVED THIS 26TH DAY OF SEPTEMBER, 1985.

  
Ronald E. Pierce, Mayor

ATTEST:

  
Connie House, City Clerk

**ORDINANCE NO. 2025-xx**  
**AN ORDINANCE AUTHORIZING THE PURCHASE**  
**OF EQUIPMENT OR MATERIALS NOT TO EXCEED**  
**\$42,500 WITHOUT COMPETITIVE BIDDING;**  
**AMENDING SECTIONS 3.04.01 AND 3.04.02 OF THE MOUNTAIN**  
**HOME, ARKANSAS, MUNICIPAL CODE; AND REPEALING**  
**ORDINANCE NO. 1998-01 AND ORDINANCE NO. 2009-4**

**WHEREAS**, it is in the best interest of the City to allow for an efficient purchasing procedure and to allow the City to act promptly on the acquisition of goods and materials for the City; and

**WHEREAS**, Arkansas Code Annotated 14-58-303 sets the current statutory pre-bid purchasing threshold for cities of the first class at \$42,921 and allows first-class cities to adopt a lower threshold amount if they so desire; and

**WHEREAS**, the Mountain Home City Council did originally adopt a unified City Code on September 21, 1954, and said Code has been updated numerous times since that initial adoption; and

**WHEREAS**, purchases for the City of Mountain Home are addressed under Chapter 3.04 of the Mountain Home City Code;

**THEREFORE, BE IT ORDAINED**  
**BY THE CITY COUNCIL OF MOUNTAIN HOME, ARKANSAS:**

**Section 1. Amending Chapter 3.04 of the Mountain Home City Code**

That the Mountain Home City Code is amended to read as follows:

**Section 3.04.01: \$42,500 or under**

*The Mayor, or their duly authorized representative, shall have exclusive power and responsibility to make purchase of all supplies, apparatus, equipment, materials and other things requisite for public purposes for the City of Mountain Home, Arkansas, and to make all necessary contracts for work or labor to be done, or materials or other necessary things to be furnished for the benefit of the City where the amount of the expenditure for*

*any purpose or contract does not exceed the sum of Forty-Two Thousand, Five Hundred Dollars (\$42,500.00)*

**Section 3.04.02: Over \$42,500**

*Where the amount of expenditure for any purpose or contract exceeds the sum of Forty-Two Thousand, Five Hundred Dollars (\$42,500.00), the Mayor, or their duly authorized representative, shall invite competitive bids thereon by legal advertisement in any local newspaper. Bids received pursuant to said advertisement shall be opened and read on the date set for receiving said bids, in the presence of the Mayor, or their duly authorized representative. The contract shall be awarded to the lowest responsible bidder; provided, however, that the Mayor, or their duly authorized representative, may reject any and all bids received.*

**Section 2. Repealing conflicting Ordinances**

That Ordinance No. 1998-01 and Ordinance No. 2009-4 are hereby repealed in their entirety. Any other Ordinances found to conflict with this Ordinance are hereby repealed.

**Section 3. Emergency clause**

An efficient purchasing procedure that allows the City to act promptly on the acquisition of goods and services is vital to the ongoing health, safety and wellness of its citizens. Therefore, an emergency is hereby declared to exist, and this Ordinance shall be in full force and effect from the date of its adoption.

**PASSED AND APPROVED THIS 6<sup>TH</sup> DAY OF FEBRUARY, 2025.**

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**HILLREY ADAMS, MAYOR**

**ATTEST:**

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**SCOTT LILES, CITY CLERK**

## Scott Liles

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**From:** Caleb Alexander-McKinzie via Arkansas Municipal League  
<Mail@ConnectedCommunity.org>  
**Sent:** Monday, January 6, 2025 2:16 PM  
**To:** Scott Liles  
**Subject:** CRT Community : New Commodities/Contract Bidding Threshold for Cities of the First Class

**CAUTION:** This is an external email originating outside of City of Mountain Home. Do not click on links or open any attachments unless you recognize the sender and know the content is safe. Please contact IT if you received this warning and the sender address appears to be an employee of City of Mountain Home.

## CRT Community

[Post New Message](#)

New Commodities/Contract Bidding Threshold for Cities of the First Class

[Reply to Sender](#)

CA

Jan 6, 2025 2:16 PM

[Caleb Alexander-McKinzie](#)

Hello all,

I hope the holiday season treated all of you well, and congratulations to all of you who have recently been sworn into office and are beginning your new terms. As you engage in doing the people's business, your municipalities will inevitably need to make purchases of commodities and contract for certain services for the city-which means that you need to know the monetary threshold at which a municipality is legally required to engage in the competitive bidding process. There has been a change in the threshold that you need to be aware of to ensure compliance and avoid issues with legislative audit.

To that end, this email is to inform you that, pursuant to Ark. Code Ann. § 14-58-303(b)(3), the **current statutory pre-bid purchasing threshold for years 2025 until January 1, 2030 for Cities of the First Class has been raised from \$35,000 to \$42,921 to account for inflation.** However, the law allows Cities of the First Class to establish, by ordinance, a local "procedure for making all purchases" that can require a municipality to utilize competitive bidding for purchases



and contracts at a lower amount, in which case the city will need to abide by the city's policy. See Ark. Code Ann. § 14-58-303(b)(1)(A).

So, and again, Cities of the First Class are only statutorily required to engage in bidding for commodities and contracts if the amount of the purchase or the contract exceeds \$42,921. For Cities of the Second Class and Incorporated Towns, you will continue to follow your ordinance that establishes a procedure for making all purchases. See Ark. Code Ann. § 14-58-303(b)(1)(B).

Hopefully this increase enables you to meet your city's needs with even more efficiency and ease going into the new year.

All the best,

**Caleb Alexander-McKinzie**

Legal & Inquiry Counsel

ARKANSAS MUNICIPAL LEAGUE

[calexander@arml.org](mailto:calexander@arml.org) 501.978.6132 (o)

[www.arml.org](http://www.arml.org) | [@armunileague](https://twitter.com/armunileague)



## **TITLE 3**

### **FISCAL AFFAIRS**

#### Chapters:

- 3.04 Purchases
- 3.08 Sales and Use Tax
- 3.12 Financial Accounts

### **CHAPTER 3.04**

#### **PURCHASES**

#### Sections:

- 3.04.01 \$20,000.00 or under
- 3.04.02 Over \$20,000.00
- 3.04.03 Approval of payments
- 3.04.04 Sale or exchange of supplies, materials or equipment valued at less than \$5,000.00

3.04.01 \$20,000.00 or under The Mayor, or his duly authorized representative, shall have exclusive power and responsibility to make purchases of all supplies, apparatus, equipment, materials and other things requisite for public purposes for the city of Mountain Home, Arkansas, and to make all necessary contracts for work or labor to be done, or material or other necessary things to be furnished for the benefit of the city where the amount of the expenditure for any purpose or contract does not exceed the sum of Twenty Thousand Dollars (\$20,000.00). (Ord. No. 2009-4, Sec. 1.)

3.04.02 Over \$20,000.00 Where the amount of expenditure for any purchase or contract exceeds the sum of Twenty Thousand Dollars (\$20,000.00), the Mayor, or his duly authorized representative, shall invite competitive bids thereon by legal advertisement in any local newspaper. Bids received pursuant to said advertisement shall be opened and read on the date set for receiving said bids, in the presence of the Mayor, or his duly authorized representative. The contract shall be awarded to the lowest responsible bidder; provided, however, the Mayor, or his duly authorized representative, may reject any and all bids received. (Ord. No. 2009-4, Sec. 2.)

3.04.03 Approval of payments. The Mayor, or his duly authorized representative, may approve for payment out of any funds previously appropriated for that purpose, or disapprove any bills, debts or liabilities asserted as claims against the city, when funds on hand are adequate to pay such bills, debts or liabilities. That the payment or disapproval of any bills, debts or liabilities not covered by a previous appropriation shall require confirmation of the governing body.

ORDINANCE NO. 98-001

RECEIVED BY THE MAYOR  
DATE 1/19/98  
BY Deuse  
CITY CLERK

Replaced  
by  
Ord. 2009-4

**AN ORDINANCE AUTHORIZING THE PURCHASE OF EQUIPMENT OR MATERIALS NOT TO EXCEED \$10,000.00 WITHOUT COMPETITIVE BIDDING; AMENDING SECTION 3.04.01 AND 3.04.02 OF THE MOUNTAIN HOME, ARKANSAS MUNICIPAL CODE.**

**WHEREAS**, it is in the best interest of the city to allow for an efficient purchasing procedure and to allow the city to act promptly on the acquisition of goods and materials for the city.

**THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF MOUNTAIN HOME, ARKANSAS.**

**Section 3.04.01: \$10,000.00 or under.**

The Mayor, or his duly authorized representative, shall have exclusive power and responsibility to make purchases of all supplies, apparatus, equipment, materials and other things requisite for public purposes for the City of Mountain Home, Arkansas, and to make all necessary contracts for work or labor to be done, or material or other necessary things to be furnished for the benefit of the city where the amount of the expenditure for any purpose or contract does not exceed the sum of Ten Thousand Dollars (\$10,000.00).


**Section 3.04.02: Over \$10,000.00.**

Where the amount of expenditure for any purchase or contract exceeds the sum of Ten Thousand Dollars (\$10,000.00), the Mayor, or his duly authorized representative, shall invite competitive bids thereon by legal advertisement in any local newspaper. Bids received pursuant to said advertisement shall be opened and read on the date set for receiving said bids, in the presence of the Mayor, or his duly authorized representative. The contract shall be awarded to the lowest responsible bidder, provided, however, the Mayor, or his duly authorized representative, may reject any and all bids received.

**REPEALING CLAUSE**

Any other Ordinances in conflict are hereby repealed.

**PASSED AND APPROVED THIS 15th DAY OF JANUARY, 1998.**

  
\_\_\_\_\_  
**JOE DILLARD, MAYOR**

**ATTEST:**

  
\_\_\_\_\_  
**DEBORAH D. HOUSE, CITY CLERK**

ORDINANCE NO. 2009 - 4

Replaces  
Ord. 98-01

AN ORDINANCE AUTHORIZING THE PURCHASE OF EQUIPMENT OR MATERIALS NOT TO EXCEED \$20,000.00 WITHOUT COMPETITIVE BIDDING; AMENDING SECTION 3.04.01 AND 3.04.02 OF THE MOUNTAIN HOME, ARKANSAS MUNICIPAL CODE.

WHEREAS, it is in the best interest of the city to allow for an efficient purchasing procedure and to allow the city to act promptly on the acquisition of goods and materials for the city.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF MOUNTAIN HOME, ARKANSAS

Section 3.04.01: \$20,000.00 or under.

The Mayor, or his duly authorized representative, shall have exclusive power and responsibility to make purchases of all supplies, apparatus, equipment, materials and other things requisite for public purposes for the City of Mountain Home, Arkansas, and to make all necessary contracts for work or labor to be done, or materials or other necessary things to be furnished for the benefit of the city where the amount of the expenditure for any purpose or contract does not exceed the sum of Twenty Thousand Dollars (\$20,000.00).

Section 3.04.02: Over \$20,000.00

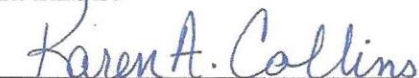
Where the amount of expenditure for any purchase or contract exceeds the sum of Twenty Thousand Dollars (\$20,000.00), the Mayor, or his duly authorized representative, shall invite competitive bids thereon by legal advertisement in any local newspaper. Bids received pursuant to said advertisement shall be opened and read on the date set for receiving said bids, in the presence of the Mayor, or his duly authorized representative. The contract shall be awarded to the lowest responsible bidder; provided, however, the Mayor, or his duly authorized representative, may reject any and all bids received.

REPEALING CLAUSE

Any other Ordinances in conflict are hereby repealed.

PASSED AND APPROVED THIS 26<sup>TH</sup> DAY OF FEBRUARY 2009.

ATTEST:



KAREN A. COLLINS, CITY CLERK



DAVID OSMON, MAYOR