

**CITY OF EUREKA SPRINGS
SPECIAL CITY COUNCIL MEETING MINUTES
FEBRUARY 4, 1997**

A special City Council meeting was called to order to re-set a date for a Public Hearing on the vacation of the Jan Weber Porter property, a part of Summit St. The date would be February 18th, and the Public Hearing would be held just before the Council Meeting, at 7 p.m.

Alderman Christman made the motion and Alderwoman Watson seconded to have the meeting at 7 p.m. on February 18th, 1997. The vote was 5/0/0.

Alderman Seratt made the motion to adjourn. Alderman Christman seconded. All were in favor, 5/0/0.

APPROVED:

Barbara A. O'Hanis, Mayor

Mary Ann Lee, City Clerk

**CITY OF EUREKA SPRINGS
COUNCIL MEETING AGENDA
TUESDAY, FEBRUARY 11, 1997
9:00 AM**

AGENDA

CALL TO ORDER

ROLL CALL, ESTABLISHMENT OF QUORUM

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF THE AGENDA:

APPROVAL OF THE MINUTES: Special Council Meeting, December 16, 1996
Regular Council Meeting, January 14, 1997
Special Council Meeting, January 21, 1997
Special Council Meeting, February 4, 1997

OLD BUSINESS

1. Ordinance No. 1746, Rezoning part of Block 157, R & A survey from R-1 Victorian Residential to C-1 Commercial, (Third Reading), Mr. A. Epley
2. Proposed use of old Police Building
3. Ordinance No. 1745, Amending the Personnel Policy Manual

NEW BUSINESS

1. Auditorium Restrooms
2. Ordinance No. 1737, Parade Permit Fees
3. Ordinance No. 1749, Adopting the Police Policy and Procedure Manual

ADMINISTRATIVE ASSISTANT'S REPORT:

COMMISSION, COMMITTEE, AND AUTHORITY REPORTS:

1. Auditorium Commission,
2. C.A.P.C. Commission,
3. Cemetery Commission,
4. Historic District Commission,
5. Hospital Commission,
6. Parking Authority, Appointment for vacancy of Position 2
7. Parks and Recreation Commission
8. Planning Commission, Appointment for vacancy of Position 6,
9. Carroll County Solid-Wastes Authority
10. Four-County Solid-Wastes Management District

11. Eureka Springs Solid Wastes Advisory Committee
12. Tourism Advisory Committee

ANNOUNCEMENTS

ADJOURNMENT

Appointments for two Commission: Parking Authority and Planning Commission

CITY OF EUREKA SPRINGS**CITY COUNCIL MEETING MINUTES**

TUESDAY, February 11, 1997

The regularly scheduled council meeting was called to order at 9 a.m. on February 11th, 1997, by Mayor Barbara O'Harris.

PRESENT:

Mayor O'Harris, and Alderpersons Jeffrey, Seratt, Dickens, Watson, Christman and Freeland.

ALSO PRESENT:

Alan Epley, Glenn Strange, Mary Springer, John Wilier, Jack Byrne, Donna Spiller, Earl Hyatt, Kirty Murray, David McNeal, Don Matt, Don Young and Clerk Lee.

PLEDGE OF ALLEGIANCE:

Mr. Young led in the Pledge of Allegiance.

APPROVAL OF THE AGENDA:

Mr. Jeffrey asked about Ordinance #1747, which was the certificate of appropriateness. Mayor O'Harris explained that it had been postponed and sent back to the HDC for better clarification.

The motion was made and seconded to accept the agenda as it is. All were in favor, 6/0/0.

APPROVAL OF THE MINUTES:

Approval of the December 16th, 1996 Special Council Meeting minutes:

The motion was made and seconded to approve these minutes. The vote was 6/0/0, to approve.

Approval of the January 14th, 1997 Regular Council Meeting minutes:

The motion was made and seconded to approve these minutes. The vote was 6/0/0, to approve.

Approval of the January 21st, 1997 Special Meeting Minutes:

The motion was made and seconded to approve these minutes. The vote was 5/0/1, with Ms. Seratt abstaining due to being absent.

Approval of the January 28th, 1997 Regular Council Meeting minutes:

The motion was made and seconded to approve these minutes. Mr. Jeffrey asked that George Jeffrey's name be amended. It is spelled just like his. It was noted by the clerk, and the vote was 5/0/1, with Ms. Seratt abstaining due to being absent.

Approval of the February 4th, 1997, Special Meeting Minutes:

The motion was made and seconded to approve these minutes. The vote was 6/0/0.

The Mayor announced the boil order releases, and the new boil orders. These are due to the work being done on the second phase of the water project, which is tying in the loops. The State requires that the City issue boil orders as a precautionary measure. Each residence will be notified by a note on the door, when the boil order is released. While a boil order is on, people should boil any water that they will ingest for five minutes. The water is safe for dish washers, or washing clothes, or showers, etc.

OLD BUSINESS:

1. Ordinance #1746, Rezoning part of Block 157, A & A Survey, from R-1 Victorian Residential, to C-1 commercial, (Third Reading), Mr. Alan Epley:

The motion was made and seconded to suspend the rules and place

Ordinance #1746 on its third and final reading by title only. All were in favor, 6/0/0.

Mr. Young read the ordinance by title only.

The motion was made and seconded to approve. Mr. Epley said that when the ordinance becomes law, the deed to the small piece of property that the corner of the police department is on will be filed with the Circuit Clerk's office and delivered to the City Clerk's Office. With no further discussion, the vote

was 6/0/0, and Ordinance #1746 passed.

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2. Proposed use of the old Police Department Building:

Tom Johnson, the architect who has drawn up some ideas for this building spoke with the Council on what is possible. He believes that the cost estimate is on target, that it should come in around \$37,000, with a possible 10% increase or decrease figured. The City has budgeted \$50,000 for this project. It would give the City Hall its own meeting room, ADA assessable, which would mean that Don Matt could leave the sound and camera equipment there and wouldn't be spending hours to set up. It would give the Building Inspector an office and another office would be there for a City Planner, when one can be hired. There would be public restrooms, which would take the pressure off of the ones in City Hall.

The building is limited as to where entrances and exits can be made because of the shape of the lot. The roof is okay. The exterior will be painted with waterproof paint. Heat and air, electric and plumbing are all figured into the \$37,000.

The motion was made and seconded to hire Tom Johnson for a flat fee of \$3350 to prepare plans and specifications for the bid package.

By roll call, the vote was 6/0/0.

3. Ordinance #1745, amending the Personnel Policy Manual:

The motion was made and seconded to suspend the rules and place Ordinance #1745 on its second reading by title only. All were in favor, 6/0/0.

Mr. Young read the ordinance by title only. The motion was made and seconded to approve.

Alderman Jeffrey made the motion to amend Ordinance #1745 to delete the section referred to as Seasonal Employees and add the section referred to as part time employees. Alderwoman Seratt seconded. Mr. Young read the section that was added, which was about part time employees.

It was explained that the people who have been receiving benefits will continue to do so, but that those who are hired from this point on will not. Some of these employees will be phased out within the next two years. There was some discussion about employees who are used to having benefits and then suddenly the benefits are removed. The benefits have been paid as an incentive to keep good trolley drivers. The drivers have to undergo the DLT testing that a truck driver has to undergo. You can't just hire someone off the street to drive a trolley. The idea is that from now on, when a person is hired for a department for part time work, they will be told what benefits they will be eligible for.

The vote for the amendment was 6/0/0.

The vote on the ordinance is 5/1/0, with Mr. Freeland casting the no vote.

NEW BUSINESS:

A. Auditorium Restrooms:

Mary Springer, Donna Spittler, and Jack Byrne were present to represent the Auditorium Commission. The Commission would like the City to take over responsibility for the public restrooms that are located on the outside of the front of the building. The budget was cut back this year, and they feel that the restrooms are too expensive to maintain. They gave the Council a figure in excess of \$5000. per year that they estimate as the cost. They would like the City to put in a separate electric meter and an on line meter for the water, so that the amount can be separated easier. Alderwoman Dickens made the motion to take over responsibility for the in-line water meter, and the Swecco meter at this time. Alderwoman Seratt seconded.

Alderman Jeffrey made the motion to postpone until the February 25th meeting, by which time the Commission can give the Council a cost estimate on the meters and the job to work with. Alderman Christman seconded. The vote was 5/1/0, with Mrs. Dickens casting the negative vote.

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2. Ordinance #1737, Parade Permit Fees:

The motion was made and seconded to place Ordinance #1737 on its first reading in its entirety. The vote was 6/0/0.

Mr. Young read the ordinance.

The motion was made and seconded to approve. The consensus was that this would simplify the system.

The roll call vote on the first reading was 6/0/0.

3. Ordinance #1749, Adopting the Police Policy and Procedure Manual:

The motion was made and seconded to place Ordinance #1749 on its first reading in its entirety. The vote was 6/0/0.

Mr. Young read the ordinance in its entirety.

The motion was made and seconded to approve the first reading. Alderwoman Dickens said she had asked why the staff supports were not in the chain of command in the manual and Mr. Hyatt had explained that he had just finished the chain of command for the sworn personnel and he was in the process of researching the staff support system. She said the policy will be updated as often as needed, and the staff support chain will be added as soon as he finishes his research.

Mr. Hyatt explained that he used a model policy for a format, which was supplied by the Criminal Justice Institute, University of Arkansas in Little Rock. They provide model policies for sheriff's departments and police departments in all sizes. Then he adapted it to what he felt was needed for the community. Mr. Hyatt was asked if there has been a manual. He has not been able to find a manual, but that doesn't necessarily mean that there wasn't one at some point.

The vote by roll call was 6/0/0, on the first reading.

The motion was made and seconded to suspend the rules and place Ordinance #1749 on its second reading by title only. The roll call vote was 6/0/0.

Mr. Young read the ordinance by title only.

The motion was made and seconded to approve. Alderman Jeffrey said he wouldn't want the ordinance read for the third time at that meeting and the Council generally agreed.

The roll call vote was 6/0/0.

The Mayor said that she had met with SWEPCO and they are not closing our office. The phones will be answered at a central location, but the office will still be open to pay bills and report problems.

The Mayor said that the Public Hearing to vacate a portion of Summit St. by Jan Weber Porter has been cancelled. The attorneys apologized for any and all problems that this may have caused. Alderman Jeffrey said he is familiar with the problems of surveys on our City streets. He said that the property is probably the property owner's by right of adverse possession anyway, but he is concerned about the situation. The Mayor asked Mr. Young to contact Mr. Williams to send the City a statement as to what the surveyor found.

Mayor O'Harris announced that she is still working on appointments for the Parking Authority and the Planning Commission.

Alderman Freeman said that he would like to have Jay Miner, and David Beauchamp look at the consequences the City would be faced with if we forgive the debt that Freeman Waste Management has asked for and go through with the rate increase. Alderwoman Watson said she has met with Jay Miner and will have a report in about two weeks.

ADMINISTRATIVE ASSISTANT'S REPORT:

Mr. Young reported that our December 1996 sales and use tax check was \$104,495.35. He said that means the City is down 2.70% for the year, which is \$38,440. less than the same period in 1995.

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Mr. Young also mentioned the work of two of our firemen who rescued Dr. & Mrs. Bell's housecat. The cat was frightened and not easy to deal with, but due to the quick thinking of the firemen, Jason Bunch, and Jim Blair, the cat was rescued. The Bell family is very thankful that the cat was saved.

The motion was made and seconded to adjourn. All were in favor, 6/0/0. The meeting was adjourned at 10:20 am.

APPROVED:

Barbara A. O'Harris, Mayor

ATTEST:

1997 City of Eureka Springs State of the City Address

1996 was a year of growth and development for all areas of our City government.

ADMINISTRATION DEPARTMENT

Water Office: 27 new water taps, 10 new sewer taps

Wastewater Treatment Plant: Capacity fee collections provided almost \$30,000 for repairs and improvements at the plant.

Occupation Licenses: 876 issued for more than \$46,000 into the general fund.

Municipal Court: 576 Dockets plus 73 civil and small claims for a total of more than \$39,000 into the general fund.

Building Inspector's Office: 437 permits for over \$28,000 into the general fund.

Sales Tax Receipts: Largest revenue source for a total of 1 million 4 hundred 30 thousand.

Parking Revenues: Approximately \$90,000.00 came into the General Fund from this.

EUREKA SPRINGS qualified for TREE CITY USA for the 13th consecutive year!

FIRE DEPARTMENT AND EMERGENCY SERVICES

Emergency medical calls were down by 1%, Fire calls were up by 10%.

Donations from citizens of Eureka Springs along with Western District Ambulance Service and insurance turnback money allowed the department to purchase much needed advanced equipment that will save and reduce deaths due to heart loss in the new up-to-date LIFEPAK. This rugged, out of the hospital unit features field diagnostics with recognizable 12 leads format, expanded data collection and storage. This shortens the time to administer thrombolytic therapy for AMI patients. Also the purchase of a new ambulance provided by Western District Ambulance Service has brought more safety.

Expansion of the City water lines has dropped the fire rates for the citizens of Eureka Springs from class 8 to 5, reducing fire insurance rates by 5 to 15%. The newly formed Bucket Brigade has provided valuable assistance to the Fire Department by raising funds to purchase a heat scanner to help in locating where the fire is. Their plans are to purchase important equipment in the future. The special operators team—professional full time and part time people trained in swift water, high and low rescue, trench rescue and search and rescue. With expanding membership and growing needs for training area, the Department acquired the room located below the Police Department for this purpose.

The Eureka Springs Emergency Services plans to be one of the forerunners in technology for the future of our city and have many dedicated workers to bring this about.

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POLICE DEPARTMENT

In 1996, the Department underwent many changes and fully expects to improve the quality of service to the community in the coming years. The move to the new building on Van Buren Street was completed in August. The close proximity to the Fire Department has proven to be beneficial to both Departments.

The police officers obtained approximately 400 hours of formal training in 1996—this is expected to increase to approximately 1600 hours in 1997. Several training courses and seminars are planned to help officers with their performance of their duties such as CPR training, First Aid training, Domestic Violence training and Crime Prevention training using Federal Grant monies. A new program was initiated in Eureka Springs Elementary and Middle Schools. Officer Shelley Jacobs is now working with the schools as School Resource Officer. Her responsibilities include teaching safety programs and drug and alcohol programs to the students. She also acts as a liaison to the school administrative staff and a counselor to the staff on developing after school and summer activities for our youth. Officer Jacobs is applying for Federal and State grants to help pay for these activities.

Felony investigations were up from 1995 with a total of 95 cases opened. There were also 135 misdemeanor cases opened for a total of 234 criminal investigations. As a result, \$18,400 worth of stolen property was recovered and returned to victims; DWI arrests were down significantly for 1996 with a total of 14 arrests—this is a welcome which we hope will continue.

PUBLICWORKS DEPARTMENT

Bond issue dollars paid for most of the following items in 1996:

- 1) Backhoe and pipe laser for force account crew
- 2) 23,000 feet of water main was laid in 1996 along with 83 fire hydrants and numerous valves and fittings
- 3) 3800 feet of sewer main was laid
- 4) The "Whitely Lift Station" has been installed. The piping and electrical will be in the ground by the end of this month. This will complete this phase of the project in an effort to provide sewer service to the eastern City limits.
- 5) A flow Monitoring Study was conducted in order to identify inflow/infiltration areas in the sewer system for future repair. The study found that 199,000 gallons per day of inflow/infiltration is leaking into the sewer system mostly through privately owned service lines.
- 6) The new Public Works building is completed along with a new computer and several other items of office equipment.
- 7) Other equipment purchased: 1— 4 WD Pickup 1— 2 WD Pickup
- 1— Pavement Concrete Saw 1— Trailer mounted welder/generator

Our co-composting facility is operating at near capacity and doing quite well. Eureka Springs still possesses the only consistently successful co-composting facility in the State.

Over \$100,000 in street funds were spent on street paving the City in 1996.

Work began in December 1996 on a large storage and delivery area below the new Public Works building. This area will contain dumpsters, large equipment, plumbing supplies, gravel storage bins, the diesel tank, etc. This was done partially because of room constraints and partially to create a more pleasing view of the Public Works facility from the highway.

Projects stemming from "Beautification Street Fund" capital dollars are:

Limestone pillars were constructed to support new Victorian Style street name signs at several intersections in the downtown area. Several of these signs still remain to be mounted.

Wrought iron and wood benches and wrought iron trash receptacles were purchased and placed downtown.

Limestone planters were constructed at Spring and Main Street and behind public restrooms.

All of these really add to the Victorian charm of our City.

The Howell Street wall was restored and looks marvelous. Approximately \$60,000 was spent on wall maintenance.

Through voluntary annexation, the City has inherited the two stone bridges on Lake Lucerne Road. The upper bridge was extensively renovated to its original status. The lower bridge experienced some distress when an asphalt truck overturned and damaged a large portion. It was repaired and looks as good as new. If you haven't seen these bridges—the new Howell Street wall—the downtown street signs etc. You need to go look!

The Recycling Department spent its last year as a separate entity. As of January 1, it became a part of the Public Works Department. This raises the number of Public Works employees to 22, with an annual budget of \$1,330,691.00 plus special projects.

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TRANSIT DEPARTMENT

This will be the 14th season for the Eureka Springs Transit. Starting out in 1984, we had assets that consisted of one

trolley and one bus. We have expanded to a fleet of 8 trolleys, 4 trams and 2 buses with current assets in excess of 2 million dollars. In the 13 years of operation, we have transported over 5 million passengers, covering over 2 million miles. Excess revenue in the past has provided us with several capital improvements: purchase of 2 trams and expansion of the trolley garage twice. We were also able to provide curb service transportation to the grocery store, city offices, Post Office, medical facilities, etc. for our local residents throughout the year. The Arkansas Department of Human Concern reported that Eureka Springs Transit operated the best small transit service in the State to our local residents.

The Transit Department is very proud to announce that within 13 years we have not had any major accidents or injuries which resulted in a judgment against us. We owe this long standing record to the excellent employees that dedicate their time in making this department so safe and successful. In 1997, we have many plans to implement improve signage at trolley stops, trolley maps, new uniforms for employees—green trousers, white uniform shirts to match trolleys and trams etc.

HISTORIC DISTRICT COMMISSION

This commission serves as Certified Local Government (CLG) Commission. It schedules 24 meetings per year. In 1996, it reviewed 102 Level II applications: of these 17 were for painting,

41 were for signs and 44 were for maintenance. In addition, the Commission reviewed 50 Level III applications and 61 Level III applications, for a total of 213—an increase of 67 more than in 1995. The HDC responsibilities continue each year as our historic properties become more rare within the Historic District. No building can be erected, altered, restored, moved or demolished until the Commission has approved a Certificate of Appropriateness. This includes buildings, structures, stone walls, fences, light fixtures, steps, paving and other appurtenant fixtures.

PLANNING COMMISSION/BOARD OF ZONING ADJUSTMENT

During 1996, the Planning Commission completed its work on its Vision Plan for the City. A presentation was made to the public, followed by the creation of the Vision Plan document at the end of the year. The Plan looks at our past, analyzes our present and provides directions in which the City can move into the next century. Our report is not the end, but is, in fact, the beginning of the planning process. In years past, planners would create a blueprint, very specific in nature and very wide spread in scope. Current planning philosophy, however, encourages plans which define the essence of the community and uses that as the springboard to plan for the city's growth. It is not intended to be etched in stone—rather it needs to be fluid enough to respond to the ever-changing complexion of the town.

In our estimation, the cornerstone of our plan is the creation of a new City Department whose primary responsibilities will be planning, research and administrative assistance to the Mayor, the Council and to all of the Commissions. In our discussions, we have referred to such a department as our Department of Planning and Neighborhoods—a place where we can consolidate and streamline the many and varied tasks which are performed each day by city employees and citizens. Eureka Springs has grown beyond the point where we can depend solely on volunteers to perform the technical responsibilities needed to effectively plan for our future.

The year also presented us with a wide array of matters such as applications for variances, tree cuts and rezoning. In addition, with the dissolution of the Board of Review, we were given back jurisdiction over all applications for conditional use permits.

We ended the year feeling positive about the role we can play in Eureka's future. It is our goal to use our Vision Plan as a starting point in being more proactive in planning.

PARKS AND RECREATION COMMISSION

The Parks and Recreation Commission has had a busy year. At Lake Leatherwood Park, the road is now paved. Water and sewer improvements are underway. A four mile hiking trail has been opened. Stage 2 landscaping was done. Canoes were added to our rental fleet. A fund raising circus was held to help form the Boys and Girls Club.

In Basin Park, new stone flower beds were completed. The "Basin" of the spring was cleared of years of debris. Local businesses held a clean up day.

Permanent plantings and trees were added to all the parks.

Grotto Springs was surveyed. Plans are in the works for the annexation of Lake Leatherwood to the City of Eureka Springs

and hopefully this will be accomplished in 1997.

CEMETERY COMMISSION

At the beginning of 1996, the Cemetery Commission's total assets were:

Checking account	\$6,381.84
Savings account	\$2,140.80
Certificate #1	\$45,000.00
Certificate #2	\$45,000.00
Certificate #3	\$20,000.00
Total	\$118,522.64

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The ending figures of 1996 are:

Checking account:	\$662.84
Savings account:	\$3,467.48
Certificate #1	\$45,000.00
Certificate #2	\$45,000.00
Certificate #3	\$20,000.00
Total	\$114,130.32

The Cemetery Commission had the fence painted for the cemetery in 1996 and it looks really nice. It is an ongoing thing to keep the grass out, fill in graves when they sink, reset headstones, cut down dead trees or trim them as necessary and sell cemetery lots. The crew is doing a fine job with the funds that are available.

HOSPITAL COMMISSION

Sent out survey sheets for input as to the building of a hospital.

The Commission bought the property known as the purple house, so instead of paying \$400 per month rent, the money will be paid to the Commission to recoup the investment. (\$40,000)

Paid for the repair of heating and air in Dr. Beard's office.

Dutch Lehr agreed to serve on the Commission for another 5 years and was approved by the Mayor and the Council.

A request was made for a \$15,000 Rural Health Matching Grant to upgrade the hospital Radiology Department. The Hospital Guild has already come up with the first \$7,500.

The Hospital Commission takes very good care of its funds. They are always aware of the interest-bearing vehicles that can increase moneys that are not being used. They are very careful and respectful of the responsibilities entrusted to them.

They upgraded and repaired the Hospital Pipe Alarm System. The Radiology Suite and equipment was upgraded using funds from the Mary Peterson estate that were given to them.

The Telemedicine Trail is a media conferencing system that combines Video and audio with an open PC based architecture. It will include an electronic stethoscope, otoscope and dermoscope. This will allow patients here in Eureka Springs quality care by instantaneous consultation with other doctors and specialists in other areas. The Hospital tried it for a month and decided not to buy into it at that time, but it helped them to know what they will be able to utilize and what will best suit their needs when the time comes to purchase one.

Total Assets of the Commission at the end of 1996 are \$599,452.00. Total disbursements from the Commission totalled \$ 134,870.08 and the bank balance at the end of 1996 was \$19,654.50. Total revenues from all sources were \$127,601.66.

PARKING AUTHORITY

The Parking Authority interviewed people and looked for parking outside the downtown area. They spoke with Orbind Dareau, the owner of the Gem of the Ozarks theatre building about parking buses in the back lot and selling trolley passes in the lobby of the theatre. That would mean Mr. Dareau would receive 25 cents on each trolley ticket sold. She talked with Sandy Bass. She wanted in excess of \$500,000 for her parking lot at the top of Planer Hill.

The parking authority had the property at the site of the proposed parking garage appraised. They sent a letter of recommendations to the Council with ideas such as that we follow some of the suggestions that were brought out in the feasibility study:

- Raise the meters to \$1.00 per hour. 5 hour meters should be 2 hour.
- Time schedule should be 9 to 6 instead of 9 to 5. Honor boxes should read 24 hours per day, 7 days per week. Rates should be raised to \$3.25, from \$3.00.
- Signs in the court house parking lot should convert reserved parking so it can be used for regular parking on weekends. Additional signage to direct everyone to all of the parking in town, private and public.

There have been attempts to clean up the North Main Parking Lot which is owned by the City, and use it to park buses. Every attempt has failed, so far. Barbara Dicks joined the Parking Authority to fill position 4, formerly held by Dani Petty.

The Parking Authority worked all year on promotion of the Parking Garage. However, it decided to start small and work into doing more. They feel that there is strong support for the project, but the

money just isn't available at this time.

The Parking Authority invited Marvin Shepard to inform them of his efforts to have a sign or signs placed at the top of Planer Hill to point out to visitors how to get to the Historic District.

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The Parking Authority stood behind the 1/4 city sales tax, and had several ideas for improving and beautifying the City's parking lots and providing more parking. They wanted to develop the Center and Mountain Street area to hold 60 cars and study the traffic flow and see if people would use the lot. They wanted to improve directional signs to all parking lots. They want to build a small and simple visitor's center on the North Main spot, to welcome people who are coming in from 23 North. They wanted to update parking meters and equipment to improve efficiency. They have been diligent in finding out what kinds of equipment can be used and costs and efficiency. The whole membership has learned much about parking and its problems but are diligently working at solutions to parking concerns for our City. In 1997, they plan to implement some of these ideas.

ADMINISTRATIVE ASSISTANT REPORT

We have implemented an updated Personnel Policy Handbook.

Saved the City approximately \$25,000 by hiring temporary personnel to do special street projects.

Revised Index to City Code.

Worked with Insurance Company to develop a Cafeteria Plan for better insurance protection for our employees.

Adapted a Council Handbook and Commission Handbook.

Soon in 1997, our Eureka Springs weather will be telecast on several TV Channels to help to get our name out and to bring more tourists to our City.

AUDITORIUM COMMISSION

Restoration

- 1) Completed and adopted the Master Plan for the renovation/restoration of the facility.
- 2) Completed the installation of restrooms for the facility, including a handicapped accessible restroom at the program level, replaced the roof, partially rehabilitated the stage rigging, and excluded cats from the facility.
- 3) Obtained restoration grants from the Arkansas Historic Preservation Program and the National Endowment for the Arts totaling \$20,000.
- 4) Raised \$1,200 for the restoration of the Baldwin concert grand piano.

Program and Rental

- 1) More than 6,500 people attended sixteen (16) performances/events held in the Auditorium.
- 2) More than 500 children attended a school performance.
- 3) Sixty children ages 6- 15 from Eureka Springs and nearby communities participated in two (2) productions of *Snow White and the Seven Dwarfs*.

Goals for 1997

Goals for 1997 include the repair and painting of the Auditorium walls, installation of a chair lift, full compliance with Health Department Code for the concession area, and to continue to increase earned income and usage of the facility.

CITY ADVERTISING AND PROMOTION COMMISSION

The 1996 C.A.P.C. tax receipts were \$909,840. This is a 1.7% decrease over 1995.

Advertising expenditures during 1996 were \$317,460, plus paying off C.J.R.W debt of \$183,560 in full.

The Commissioner's community service expenditures were: Auditorium Maintenance, \$20,000; Auditorium Bords, \$19,000; Transit Bonds, \$40,000; Public Restrooms, \$6,000; Special Events, \$57,989; and Parks and Recreation, \$1,000.

The Commissioners are looking forward to 1997 and to working with their new advertising firm, Kirkpatrick, Williams, Gurley, Associates and an increased advertising budget of \$437,000. An increase of almost \$120,000.

As Mayor of this City, I want to personally thank each and every member of the Tourist Advisory Committee for all the tireless efforts (meeting every week—sometimes twice a week) in their quest to find a way to remove large vehicles from the Historic Loop. Also, I thank the City Council for their approval of the TAC recommendations. The Franchise services on the new Historic Loop will remove most of the large vehicles and yet allow our many visitors to travel this scenic natural area was the result of a unanimous compromise of the TAC members. The franchise service is a new venture for our City and promises to be a productive addition to our attractions. This service will begin in March with a grand ribbon cutting and lots of publicity.

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As residents of our great City— we are all responsible to build our City pride. We are great—we are Eureka Springs— together and separately.

I want to also thank all our City employees and Commissioners and any other volunteers and also our City Council that accomplished many needed changes and improvements in 1996 and previous years. Through their uncompromised efforts and dedication, Eureka Springs will remain the #1 tourist destination in Arkansas.

We, the City government, appreciate working for you— the people of our City.

SPECIAL ANNOUNCEMENT

February 20th, there will be a large kick off meeting of businesses and citizens and all interested persons across the State to explain the Franchise Tours on the Loop.

Don't miss this important meeting to be held at Eureka Inn, Time to be announced later.