

designation also requires pertinent experience in a municipality. Since 1970, the CMC program has prepared applicants to meet the challenges of the complex role of the municipal clerk by providing them with quality education in partnership with institutions of higher learning as well as local and national associations. For more information on the IIMC, visit [www.iimc.com](http://www.iimc.com).

## AHPP sets Sandwiching in History tours for 2024

The Arkansas Historic Preservation Program (AHPP) has announced the 2024 Sandwiching in History tour schedule, which highlights the following six historic sites across Arkansas:

- February 2—Isaac Homard House, 1217 W. 3rd Street, Little Rock
- March 1—Parkin Archeological State Park, 60 State Hwy. 184, Parkin
- May 3—Palarm Battle Site (Brooks-Baxter War), 950 AR-365 near Mayflower
- June 7—Choctaw Route Station (Sturgis Hall at the Clinton School of Public Service), 1200 President Clinton Ave., Little Rock
- September 6—Over-the-Jumps Carousel (Herschell-Spillman Carousel), 1 Zoo Drive, Little Rock
- November 1—Museum of Automobiles, 8 Jones Lane on Petit Jean Mountain

Tours generally last less than one hour. All tours start at noon and are free and open to the public. Tours are streamed live on the AHPP Facebook page whenever possible. For more details, call the AHPP at 501-324-9880 or visit [www.arkansaspreservation.org](http://www.arkansaspreservation.org).

## Annexation reports due March 1

A.C.A. § 14-40-2201 provides that on March 1 “the mayor or city manager of a city or incorporated town shall file annually with the city clerk or recorder, town recorder, and county clerk a written notice describing any annexation elections that have become final in the previous eight years.” The written notice must include a “schedule of services to be provided to the inhabitants of the annexed portion of the city” and “a statement as

are pending scheduled services that have not been provided in three years as prescribed by law.”

## Act 833 deadline for fire departments is June 30

The 2023 Act 833 application period for Arkansas fire departments opened January 1 and will close June 30. Act 833 of 1992, “Funding for Fire Departments,” is administered by the Arkansas Fire Protection Services Board and requires all Arkansas fire departments to become certified in order to be eligible for funding. Certification requirements include possession of a NFPA 1901-compliant fire suppression apparatus, a minimum of six active members with 16 hours of certification training, and personal protective equipment for all active members.

Act 833 application forms are available through the Arkansas Department of Emergency Management website at [dps.arkansas.gov](http://dps.arkansas.gov). For log-in credentials or for more information, please contact State Fire Coordinator Louis Eckelhoff at 501-683-6781 or email [louis.eckelhoff@adem.arkansas.gov](mailto:louis.eckelhoff@adem.arkansas.gov).

## Annual financial statements due April 1

In accordance with A.C.A. § 14-59-116, the governing body of each municipality shall publish annually a financial statement of the municipality by April 1 covering the previous calendar year (January through December). The financial statement shall include the receipts and expenditures for the year, along with a “statement of the indebtedness and financial condition of the municipality.” The statement must be published in a newspaper published in the municipality. In municipalities with no local newspaper, the financial statement “shall be posted in two (2) of the most public places in the municipality.”

A.C.A. § 14-237-113 provides similar publication requirements for the operating authority of water and sewer departments. Water and sewer departments administered by one or two commissions must comply with the law. If the water and sewer departments are