

FILED  
IN MY OFFICE

OCT 14 2025

COUNTY & CIRCUIT CLERK  
JOE COOPER

IN THE CIRCUIT COURT OF IZARD COUNTY, ARKANSAS  
CIVIL DIVISION

BY \_\_\_\_\_ D.C.

CITY COUNCIL OF HORSESHOE BEND, ARKANSAS,  
By and through its Members,

PETITIONER

v.

Case No. 33CV-25-155

HON. DUANE DeLAIR, in his official capacity as  
Mayor of the City of Horseshoe Bend, Arkansas,

RESPONDENT

**SUMMONS**

**THE STATE OF ARKANSAS TO DEFENDANT:**

Mayor Duane DeLair  
704 West Commerce St.  
Horseshoe Bend, AR 72512

A lawsuit has been filed against you. The relief demanded is stated in the attached complaint. Within 30 days after service of this summons on you (not counting the day you received it) — or 60 days if you are incarcerated in any jail, penitentiary, or other correctional facility in Arkansas — you must file with the clerk of this court a written answer to the complaint or a motion under Rule 12 of the Arkansas Rules of Civil Procedure.

The answer or motion must also be served on the plaintiff or plaintiff's attorney, whose name and address are: \_\_\_\_\_

If you fail to respond within the applicable time period, judgment by default may be entered against you for the relief demanded in the complaint.

**Additional Notices Included:**

CLERK OF COURT

Address of Clerk's Office

80 East Main Street  
Melbourne, AR 72556

Hayley Medina  
[Signature of Clerk or Deputy Clerk]

Date: 10/14/2025



No. \_\_\_\_\_ This summons is for \_\_\_\_\_ (name of Defendant).

**PROOF OF SERVICE**

On \_\_\_\_\_ [date] I personally delivered the summons and complaint to the defendant at \_\_\_\_\_ [place]; or

After making my purpose to deliver the summons and complaint clear, on \_\_\_\_\_ [date] I left the summons and complaint in the close proximity of the defendant by \_\_\_\_\_ [describe how the summons and complaint was left] after he/she refused to receive it when I offered it to him/her; or

On \_\_\_\_\_ [date] I left the summons and complaint with \_\_\_\_\_, a member of the defendant's family at least 18 years of age, at \_\_\_\_\_ [address], a place where the defendant resides; or

On \_\_\_\_\_ [date] I delivered the summons and complaint to \_\_\_\_\_ [name of individual], an agent authorized by appointment or by law to receive service of summons on behalf of \_\_\_\_\_ [name of defendant]; or

On \_\_\_\_\_ [date] at \_\_\_\_\_ [address], where the defendant maintains an office or other fixed location for the conduct of business, during normal working hours I left the summons and complaint with \_\_\_\_\_ [name and job description]; or

I am the plaintiff or an attorney of record for the plaintiff in a lawsuit, and I served the summons and complaint on the defendant by certified mail, return receipt requested, restricted delivery, as shown by the attached signed return receipt.

I am the plaintiff or attorney of record for the plaintiff in this lawsuit, and I mailed a copy of the summons and complaint by first-class mail to the defendant together with two copies of a notice and acknowledgment and received the attached notice and acknowledgment form within twenty days after the date of mailing.

Other [specify]:

I was unable to execute service because:

My fee is \$ \_\_\_\_\_.

**To be completed if service is by a sheriff or deputy sheriff:**

Date: \_\_\_\_\_ SHERIFF OF \_\_\_\_\_ COUNTY, ARKANSAS

By: \_\_\_\_\_  
[signature of server]

\_\_\_\_\_  
[printed name, title, and badge number]

**To be completed if service is by a person other than a sheriff or deputy sheriff:**

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

By: \_\_\_\_\_  
[signature of server]

\_\_\_\_\_  
[printed name]

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Subscribed and sworn to before me this date: \_\_\_\_\_

Notary Public \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

Additional information regarding service or attempted service:

\_\_\_\_\_  
\_\_\_\_\_