



CITY OF WARD

P.O. BOX 237 • WARD, ARKANSAS 72176 • 501-843-7686

Council Meeting Agenda January 21, 2019 at 6:30 PM

- I. **Call To Order**
 - a. Prayer
 - b. Pledge of Allegiance
- II. **Roll Call**
- III. **Council Introductions**
- IV. **Review/approval of December 2018 minutes & January 1, 2019 minutes**
- V. **Department Reports**
 - a. Fire
 - b. Police
 - c. Parks & Rec
 - d. Street
 - e. Wastewater
- VI. **Commission Report**
 - a. Planning Commission
- VII. **Engineer Report**
- VIII. **Unfinished Business**
 - a. Assignment of Committees

IX. New Business

- a. Resolution R-2019-01 (RESOLUTION AUTHORIZING THE MAYOR AND/OR CITY CLERK OF THE CITY OF WARD TO ENTER INTO A CREDIT CARD AGREEMENT)
 - Public Comment
- b. Resolution R-2019-02 (RESOLUTION AUTHORIZING THE ISSUANCE OF CREDIT CARDS TO CERTAIN POSITIONS IN THE CITY OF WARD AND SETTING THEIR MONTHLY SPENDING LIMITS)
 - Public Comment
- c. Resolution R-2019-03 (RESOLUTION ADOPTING A CODE OF CONDUCT FOR EMPLOYEES AND REQUIRING WRITTEN ACKNOWLEDGEMENT OF CODE OF CONDUCT A CONDITION OF EMPLOYMENT WITH THE CITY OF WARD, ARKANSAS)
 - Public Comment
- d. Resolution R-2019-04 (RESOLUTION ADOPTING ELECTED OFFICIALS CODE OF ETHICS AND CONDUCT BY THE ELECTED OFFICIALS OF THE CITY OF WARD)
 - Public Comment
- e. Resolution R-2019-05 (RESOLUTION ADOPTING THE LONOKE COUNTY HAZARD MITIGATION PLAN FOR THE CITY OF WARD IN LONOKE COUNTY ARKANSAS)
 - Public Comment

X. Mayor's Report

XI. Public Comment on Non-Agenda Items

XII. Announcements

Planning Commission Meeting: January 28th, 7 pm
Ward Chamber of Commerce: February 5th, 7 pm
City Council Meeting: February 11th, 6:30 pm

XIII. Adjournment

WARD CITY COUNCIL

December 10, 2018

MINUTES

6:30 P. M.

Call to Order

Mayor Brooke called the meeting to order and asked Mr. Mike Sipe to lead the council in prayer. He then asked City Clerk Barclay to lead the council in the Pledge to the American Flag.

Roll Call

The mayor then asked for roll call which follows: Bill Moon-present, Jim Wier-present, Jeff Shaver-present, Gary Matheny-present, Don Howard-present, Mayor Brooke-present and City Clerk Barclay-present. There was a quorum.

Minutes

Mayor Brooke asked for a motion to approve the November 12, 2018 regularly scheduled city council meeting minutes with a change to the Virtual Justice statement to include the Mayor of the City. Gary Matheny motioned; Bill Moon seconded. On voice vote all approved.

Department Reports

Mayor Brooke asked for a motion to approve the November 12, 2018 department reports. Bill Moon motioned; Jim Wier seconded. On voice vote all approved.

Commission Reports

The mayor asked representative Wayne Knight for the Planning Commission to come forward. He said that the commission had approved a preliminary plat request for a subdivision with 15 (fifteen) lots off Peyton Street named Tera. Mayor Brooke asked for a motion to accept the subdivision. Bill Moon motioned; Jeff Shaver seconded. On voice vote all approved. Next the mayor asked for a motion to accept the commission report. Jim Wier motioned; Gary Matheny seconded. On voice vote all approved.

Mayor's Report

Chief Benton was asked to come forward and address the council. He has another vehicle which he would like to get off his list and is asking permission to do so. Jim Wier motioned; Bill Moon seconded. On voice vote all approved. Mayor Brooke asked Mr. Tim Lemon's to come forward and report on the progress of the projects going on in the city. These are Wastewater Treatment Plant Upgrade, Safe Route to School—Phase III—and Recreational Trails project (Industrial Drive), Wastewater Vacuum System Retrofit and ADEQ—NPDES Permit Renewal. If you have any questions concerning these please consult your handouts. Mr. Lemon's asked permission of the council to make a presentation to Mr. Randy Staley from the State of Arkansas, House of Representatives for all of his many accomplishments over the last 47 (forty-seven) years.

Next on the agenda was the election to fill the position of city councilmember for Ward 3 Position 1. Three names were initially put in for the position, that of Rob Ruble who declined and that of Teddy Mitchell and Jimmy McMinn. The council by secret ballot voted by 3/5 majority to fill the position with Mr. Jimmy McMinn. There was one other election and that was to fill the position of City Clerk. Candidates were Ms.

Christina Bankster and Ms. Courtney Ruble. Again by secret ballot Ms. Ruble was voted in to fill the position by a 4 to 1 majority. Congratulations to all residents for their interest in the city's business.

Old Business

New Business

The next order of business was to introduce Ordinance O-2018-03 (AN ORDINANCE PROHIBITING PARKING ON THE CITY STREETS WITHIN CITY LIMITS). The mayor asked for a motion to approve the ordinance. Jeff Shaver voted to table the ordinance and Gary Matheny seconded. There was opposition to tabling so the vote to table was rescinded and the mayor asked for a motion to place the ordinance on its first reading. Bill Moon motioned. Jim Wier seconded. Roll call and voting are as follows: Bill Moon-yea, Jim Wier-yea, Jeff Shaver-nay, Gary Matheny-yea, Don Howard-nay. Ordinance O-2018-03 has passed its first reading. Next the mayor asked that the rules be suspended and Ordinance O-2018-03 be placed up for its 2nd/3rd reading. Jim Wier motioned; Bill Moon seconded. Roll call and voting are as follows: Bill Moon-yea, Jim Wier-yea, Jeff Shaver-nay, Gary Matheny-yea, Don Howard-nay. Ordinance O-2018-03 has passed its 2nd/3rd reading. Mayor Brooke asked that the rules be suspended and that O-2018-03 be placed up for adoption. Jim Wier motioned; Bill Moon seconded. Roll call and voting are as follows: Bill Moon-yea, Jim Wier-yea, Jeff Shaver-nay, Gary Matheny-yea, Don Howard-nay. Ordinance O-2018-03 has been adopted.

The mayor introduced resolution R-2018-07 (A RESOLUTION TO REVISE THE ANNUAL WARD WATER AND SEWER SYSTEM OPERATING BUDGET FOR CALENDAR YEAR 2018) and asked for a motion to put it on its first and final reading. Jim Wier motioned; Gary Matheny seconded. Roll call and voting are as follows: Bill Moon-yea, Jim Wier-yea, Jeff Shaver-yea, Gary Matheny-yea, Don Howard-yea. Resolution R-2018-07 has passed. Next to be introduced was Resolution R-2018-08 (A RESOLUTION TO AMEND THE ANNUAL OPERATING BUDGET FOR CALENDAR YEAR 2018) and asked for a motion to put it on its first and final reading. Jim Wier motioned; Bill Moon seconded. Roll call and voting are as follows: Bill Moon-yea, Jim Wier-yea, Jeff Shaver-yea, Gary Matheny-yea, Don Howard-yea. Resolution R-2018-08 has passed. Next to be introduced was Resolution R-2018-09 (A RESOLUTION TO ESTABLISH THE ANNUAL WARD WATER AND SEWER SYSTEM OPERATING BUDGET FOR CALENDAR YEAR 2019) and he asked for a motion to approve. Bill Moon motioned; Jim Wier seconded. Roll call and voting are as follows: Bill Moon-yea, Jim Wier-yea, Jeff Shaver-yea, Gary Matheny-yea, Don Howard-yea. Resolution R-2018-09 has passed. Finally Resolution R-2018-10 (A RESOLUTION TO ESTABLISH THE ANNUAL OPERATING BUDGET FOR CALENDAR YEARR 2019) was introduced and Mayor Brooke asked for a motion to have it placed on its first and final reading. Jim Wier motioned; Gary Matheny seconded. Roll call and voting are as follows: Bill Moon-yea, Jim Wier-yea, Jeff Shaver-yea, Gary Matheny-yea, Don Howard-yea. Resolution R-2018-10 has passed.

Announcements

Next City Council meeting will be held January 14, 2019 at 6:30 P.M.

Next Planning Commission meeting will be held December 26, 2018 at 7:00 P.M.

Seniors meet every Thursday at noon in the cafeteria.

Next LWPWA meeting will be held January 8, 2019 at noon in the cafeteria

Chamber of Commerce meeting will be held at a date to be decided later in January 2019

Adjournment

Mayor Brooke asked for a motion to adjourn. Jim Wier motioned; Gary Matheny seconded. On voice vote all approved.

APPROVED DATE: _____

MAYOR

ATTEST:

CLERK

CITY SEAL

WARD CITY COUNCIL
Special Meeting
MINUTES
December 20, 2018
10:00 A.M..

PURPOSE: To address the AD&D insurance for department heads and council members
To assign signatures for the checking, safe deposit box and all accounts at the bank
Ordinance for the treasurer position

Call to Order

Mayor Brooke called the meeting to order and asked Clerk Barclay to lead the council in prayer; he then asked Ms. Chastity Scott to lead the council in the Pledge to the American Flag.

Roll Call

Mayor Brooke asked for roll call which is as follows: Bill Moon-present, Jim Wier-excused, Jeff Shaver-excused, Gary Matheny-present, Don Howard-present and Mayor Art Brooke-present and . There was a quorum.

Business of the Council

The first order of business was to approve the AD&D insurance for all department heads and council members.

The Mayor asked for a motion to approve this insurance. Bill Moon motioned to approve; Gary Matheny seconded. On voice vote all 4 (four) members approved.

The next order of business was to approve the signature changes for all of the banking accounts. The signatures authorized are Mayor for the City, City Clerk for the City and the Finance Director. Mayor Brooke asked for a motion to approve this change. Don Howard motioned; Bill Moon seconded. On voice vote all 4 (four) members approved.

The next order of business was to approve ordinance O-2018-04 (AN ORDINANCE TO RESCIND ORDINANCE NUMBERS O-96-1, O-2011-05, O-2011-05-1 AND O-2011-05-2 SEPARATING THE DUTIES OF THE CITY CLERK AND TREASURER, SETTING FORTH THE DUTIES OF THE CITY CLERK, SETTING FORTH THE DUTIES OF THE CITY TREASURER, AND ESTABLISHING THE SALARY OF CITY CLERK FOR THE CITY OF WARD, ARKANSAS; AND FOR OTHER PURPOSES). Mayor Brooke asked for a motion to put the ordinance on its first reading. Gary Matheny motioned; Bill Mon seconded. Roll call and voting are as follows: Bill Moon-yea, Gary Matheny-yea, Don Howard-yea and Mayor Brooke –yea. Ordinance O-2018-04 has passed its first reading. Next the mayor asked that the rules be suspended and that O-2018-04 be placed on its 2nd/3rd reading. Don Howard motioned; Gary Matheny seconded. Roll call and voting are as follows: Bill Moon-yea, Gary Matheny-yea, Don Howard-yea and Mayor Brooke-yea. Ordinance O-2018-04 has passed its 2nd/3rd reading. Then the mayor asked that the rules be suspended and that O-2018-04 be placed up for adoption. Bill Moon motioned; Don Howard seconded Roll call and voting are as follows: Bill Moon-yea, Gary Matheny-yea,

Don Howard-yea and Mayor Brooke-yea. Ordinance O-2018-04 has been adopted. Finally the mayor asked that the rules be suspended and that O-2018-04 be placed up with an emergency clause. Don Howard motioned; Bill Moon seconded. Roll call and voting are as follows: Bill Moon-yea, Gary Matheny-yea, Don Howard-yea and Mayor Brooke-yea. Ordinance O-2018-04 has passed with the emergency clause.

Adjournment

Mayor Brooke asked for a motion to adjourn. Mayor Brooke motioned to adjourn; Bill Moon seconded. On voice vote all approved.

APPROVED DATE _____

MAYOR _____

ATTEST:

CLERK _____

CITY SEAL



CITY OF WARD

P.O. BOX 237 • WARD, ARKANSAS 72176 • 501-843-7686

Ward City Council Special Meeting Minutes – 01-01-2019 **10:20am Meeting called to order by Mayor Gastineau following Swearing in of** **elected/appointed Officials**

- I. **Prayer:** by Rev. Steele
- II. **Pledge of Allegiance:** by Mayors oldest grandson Troy
- III. **Roll call:** by City Clerk, Ruble. JoAnn Barrentine – Present, James Wier – Present, Robin Hefner – Present, Chasity Scott – Present, Jimmy McMinn – Present, Art Brooke – Present. We have a Quorum
- IV. **Council Introductions:**
 - a. JoAnne Barrentine: I have lived in ward 15 years and retired from Entergy, I am ward 1 position 1. I am enjoying retirement and I think I am going to enjoy politics.
 - b. James Wier: Moved here in 2007 and has been on city council for 4 years I enjoy working with the council member and am looking forward to it. Ward is on its way up.
 - c. Robin Hefner: Ward 2 position2. New person here.
 - d. Chasity Scott: I have lived in Ward for 8 years, Mom of 2 and a nurse. I am really glad to be here to serve everyone and I know everybody has worked hard to make these changes in Ward and will continue to work hard making changes.
 - e. Jimmy McMinn: Lived in Ward 16 years. I am very excited about this position learning more about the city. I am going to do my best to answer all of your questions and be available to you all the time.
 - f. Art Brooke: First time on City Council. Lived in Ward 42 years.
 - g. Courtney Ruble: I am your new City Clerk and have lived in Ward with my husband and kids for a year and a half. I look forward to serving the citizens of Ward.
 - h. Charlie Gastineau: I am your new Mayor; I am very humbled by this opportunity. I look forward to working with you all and the things to come.
- V. **Assignment of Committees:** Mayor Gastineau would like to table this item to give the council time to think about what committees they may want to have or want to be on. A. Brooke made motion to table assignment of committees and R. Hefner 2nd. No discussion. Motion passes with 6-0, voice vote. Assignment of committees will be postponed until the next meeting.

VI. Approval of regular City Council Meeting Agenda, Day, Time of Meetings:

Mayor explains that as he promised he wants to get citizens more involved. He wants to allow citizens to speak at our meeting and we will work out a procedure for them to sign up before the meeting. They can choose to talk about either certain topics or what ever issue they may have. J. Wier made motion to approve regular City Council meeting agenda and J. Barrentine 2nd. R. Hefner asked if we could extend public comment to be more than three minutes because that was not very long. Mayor Gastineau said we would stick to three minuets unless the city council determines they want to extend it. The standard will be 3 minuets and council can approve it to be longer. Motion passes with 6-0, voice vote.

VII. Reschedule of January City Council Meeting:

The Mayor explained the January meeting is the 14th however the Winter conference is the 16th, 17th and 18th and most all of you are attending. It is a great opportunity for us to get great information at the workshops and be prepared for our first meeting. He asked to move our City Council meeting to January 21st to give us all time to learn and be prepared for our first meeting. J. Wier made motion to reschedule the January meeting to January 21, 2019. C. Scott 2nd. Motion passes with 6-0, voice vote.

VIII. Executive Session – Personnel:

Mayor explained that when the council needs to meet as a whole about certain specific items and it is predetermined by the law. One of the items is personnel and that is what we are going in to executive session.

Mayor gave report of executive session reporting that Finance/HR Director to be Deborah Staley, Chief of Police to stay Steve Benton, Fire Chief is Interim with Tony Reeves as acting Interim Chief. We have adds out for Fire Chief. The Street Dept. Head will be Randy Staley, Parks and Rec. Head will stay Karen Dawson, and Waste Water we have a vacancy. We do have ads out and have received some resumes and we will make a decision shortly. A. Brooke makes a motion to accept the department heads as read. J. Wier 2nd. Motion passes with a 6-0, voice vote.

IX. Announcements:

Chamber of Commerce general membership meeting is January 16th @ 7pm. City Council Meeting is January 21st @ 6:30. Planning Commission Meeting is January 28th @ 7pm.

Municipal League is January 16th, 17th and 18th.

X. Adjournment: C Scott Motion, R Hefner 2nd. Meeting adjourned at 10:42am

APPROVED DATE: _____

MAYOR

ATTEST:

CLERK

CITY SEAL

Resolution No. R-2019-01

A Resolution authorizing the Mayor and/or the City Clerk of the City of Ward to enter into a credit card agreement.

Whereas, the City of Ward desires to enter into a credit card agreement with Centennial Bank.

Now, therefore, it is resolved that the City Council of the City of Ward hereby declares that the Mayor and/or the City Clerk may enter into a credit card agreement with Centennial Bank.

Said resolution has been properly introduced and the vote was:

YEAS _____ NAYS _____

Entered this _____ day of _____, 2019

Mayor

City Clerk

Resolution No. R-2019-02

A Resolution authorizing the issuance of credit cards to certain positions in the City of Ward and setting their monthly spending limits.

Whereas, the City of Ward desires to issue credit cards to certain city positions and set their respective monthly spending limits as follows:

- Mayor: \$9,999.00 per month
- Director of Finance: \$5,000.00 per month
- Fire Chief: \$2,500.00 per month
- Police Chief: \$4,000.00 per month
- Water/Wastewater Superintendent: \$2,500.00 per month
- Water Foreman: \$499.00 per month
- Wastewater Foreman: \$499.00 per month

Now, therefore, it is resolved that the City Council of the City of Ward hereby declares that credit cards may be issued to the aforementioned positions and their respective limits shall be set as stated.

Said resolution has been properly introduced and the vote was:

YEAS _____ NAYS _____

Entered this _____ day of _____, 2019

Mayor

City Clerk

Resolution No. R-2019-03

A Resolution adopting a Code of Conduct for Employees and requiring written acknowledgement of Code of Conduct a condition for employment with the City of Ward, Arkansas.

Whereas, the City of Ward desires to adopt a Code of Conduct for Employees and require the signature of all City employees as acknowledgement of receipt of said Code of Conduct as a condition for employment with the City. Said Code of Conduct for Employees is attached as Exhibit A.

Now, therefore, it is resolved that the City Council of the City of Ward hereby declares the Code of Conduct attached here as Exhibit A shall be adopted and that all employees of the City shall sign said Code of Conduct as a condition of employment with the City.

Said resolution has been properly introduced and the vote was:

YEAS _____ NAYS _____

Entered this _____ day of _____, 2019

Mayor

City Clerk

Resolution No. R-2019-04

A Resolution adopting an Elected Officials Code of Ethics and Conduct and requiring written acknowledgement of Elected Officials Code of Ethics and Conduct by the elected officials of the City of Ward.

Whereas, the City of Ward desires to adopt an Elected Officials Code of Ethics and Conduct and require the signature of all elected City officials as acknowledgement of receipt of said Elected Officials Code of Ethics and Conduct. Said Elected Officials Code of Ethics and Conduct is attached as Exhibit A.

Now, therefore, it is resolved that the City Council of the City of Ward hereby declares the Elected Officials Code of Ethics and Conduct attached here as Exhibit A shall be adopted and that all elected officials of the City shall sign said Elected Officials Code of Ethics and Conduct.

Said resolution has been properly introduced and the vote was:

YEAS _____ NAYS _____

Entered this _____ day of _____, 2019

Mayor

City Clerk

RESOLUTION # R-2019-05

A RESOLUTION ADOPTING THE LONOKE COUNTY HAZARD MITIGATION PLAN FOR THE City of Ward IN LONOKE COUNTY ARKANSAS.

WHEREAS, certain areas of Lonoke County are subject to periodic flooding and other natural and man-caused hazards with the potential to cause damages to people's properties with the area; and

WHEREAS, the Ward City Council desires to prepare and mitigate for such circumstances; and
WHEREAS, under the Disaster Mitigation Act of 2000, the United States Federal Emergency Management Agency (FEMA) required that local jurisdictions have in place a FEMA-approved Hazard Mitigation Action Plan as a condition of receipt of certain future Federal mitigation funding after November 1, 2004; and

WHEREAS, to assist cities and counties in meeting this requirement, Lonoke County, with the assistance of Central Arkansas Planning and Development District, has initiated development of a multi-jurisdiction Hazard Mitigation Plan the Lonoke County and all jurisdictions in the Counties, specifically the cities and school districts;

NOW, THEREFORE, BE IT RESOLVED BY THE Ward City Council that the City of Ward, Arkansas adopts those portions of the Plan relating to and protecting its jurisdictional area against all hazards as of **December 15, 2018** and

Appoints the Emergency Management Director to assure that the Hazard Mitigation Plan be reviewed at least annually and that any needed adjustment to the Hazard Mitigation Plan be developed and presented to the governing board for consideration; and

Agrees to take such other official action as may be reasonably necessary to carry out the objectives of the Hazard Mitigation Plan.

APPROVED and ADOPTED on this ____ day of ____, 2019

APPROVED:

Mayor of Ward

yeas _____ *NMS* _____

ATTEST:

Secretary

City of Ward
 Animal Control and Code Enforcement
 Monthly Report
 December 2018

	Month	Last Month	Year to Date	Dec-17
<u>Code Enforcement</u>				
Citations/Warnings	11	0	124	3
Code Violation Reports and Delivery of Ordinance Copy	30	14	308	7
Tickets Issued	1	0	7	0
Yard Sale Permits	0	0	64	0
Building Permits	2	8	101	11
Patrol	22	18	222	11
Total Phone Calls	38	45	865	43
<u>Animal Control</u>				
Citations/Warnings/Welfare Checks	4	2	34	2
Code Violation Reports and Delivery of Ordinance Copy	0	0	15	0
Tickets Issued	0	0	2	2
Education/Resources	0	0	0	0
Animals Picked Up*	12	5	124	0
Animals Running at Large/Patrolling	0	0	166.5	4
Strays	0	0	10	0
Animals picked up dead in the road	5	5	65	4
Lost/Found	2	0	33	0
Animals returned to owner	0	2	33	2
Animals adopted	15	0	159	18
Animals Destroyed	3	2	51	4
Owner Released	0	0	7	2
Total in shelter at end of month	20	16	208	0
Total Phone Calls	70	60	1485	65
<u>Other Duties Assigned</u>				
Assist other departments	14	18	178	9
Meetings attended	9	11	96	6
Office work (hours)	88	86	987.5	62
Lake Busby duty	0	0	0	0
Shelter - Feed and Clean (hours)	120	120	1286	88

* Does not include animals brought into shelter by citizens

**City of Ward
Fire Department
Monthly Report - December 2018**

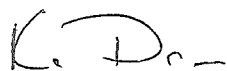
Item	This Month	Last Month	Year to Date	Dec-17
Structure Fire	2	0	10	0
Vehicle Fire	0	0	5	0
Grass Fire	1	0	18	0
Rescue/Medical	25	21	395	14
Rescue/Auto Accident	1	1	52	1
Training (Regular)	4	4	48	4
Mutual Aid	1	4	18	2
Miscellaneous Calls	0	0	3	0
Community Activity	1	0	4	1
Welfare Check	0	0	12	0
Investigations	2	0	6	0
Inspections	0	0	0	0
Visits with Contractors	0	0	0	0
Assist Other Agencies	0	0	0	0
Assist Police Department	0	0	0	0
Cancelled Calls	0	0	12	0
Storm Related Calls	0	0	2	0
Additional Training	0	0	1	0

WARD PARKS AND RECREATION

DECEMBER 2018 REPORT

The Ward Parks and Recreation has completed the following:

- Grant paperwork
 - AHTD
 - Lemons Engineering working with AHTD
- Sports
 - Various practices on fields
 - Created press release, flyers and registration forms for Spring Registration
 - January 7- February 22
 - Created a Google form so that parents can register online
 - Forms available on website & at city hall
 - Updated sponsorship letters for youth sports programs
 - Created a list of businesses to send letters
 - Updated website and facebook for registration & sponsorship
 - Working with tournament teams on having set practice schedule at the Ward Sports Complex
 - Had a director's meeting on December 12 in Beebe regarding youth baseball and softball
 - Updated coach application, umpire application and volunteer application
 - Available on website & at city hall
 - Working with Arkansas Leader on youth sports registration ad for Spring 2019.
 - Contacted National Alliance for Youth Sports regarding a program to work with Head Start students
 - Printed flyers to distribute at Eastside Elementary, Mountain Springs Elementary, Ward Central Elementary, Stagecoach Elementary, Sister's Care Day Care and Ward CAPCA Head Start
 - Updated bulletin board for Parks & Recreation
- Coordinated special events
 - Updated sponsorship letters for the fishing derby, 4th of July & Christmas Parade
 - Created a list of businesses to send letters
 - Created press release, certificates and flyers for fishing derby
 - Submitted event to Arkansas Living
 - Emailed press release to media
 - Updated bulletin board with 2019 special events
 - Fishing Derby - May 18, 2019
 - 4th of July
 - Christmas Parade - December 14, 2019
 - Updated website & facebook for fishing derby



Karen Dawson
Director

POLICE DEPARTMENT MONTHLY STATISTICS NOVEMBER 26, 2018 - December 25, 2018

ACTIVITY	Month to Date		Last Month	YTD	Previous Year
	12/25/18	11/25/18			
911 CALLS	19	24	351	43	
ACCIDENT REPORTS	10	3	90	10	
AGENCY ASSISTS	51	46	587	51	
ALARM CALLS	14	9	109	10	
ARRESTS (FEL. & MISD.)	9	12	168	28	
BURGLARY/BREAKING & ENTERING	6	3	54	1	
BUSINESS CHECKS	724	811	5568	401	
CITATIONS ISSUED (CRIMINAL & TRAFFIC)	13	38	420	14	
CIVIL COMPLAINTS	130	134	1892	564	
CONTACT CARDS ISSUED	55	48	464	28	
DOMESTIC VIOLENCE	6	8	94	12	
DWI/DUI	1	4	12	1	
EXTRA PATROL/HOUSE WATCHES	487	398	4837	588	
INCIDENT REPORTS TAKEN	49	39	459	30	
INVESTIGATIONS	15	14	247	24	
MISCELLANEOUS CALLS/COMPLAINTS	519	511	6066	564	
NARCOTICS COMPLAINT	3	3	17	2	
SUSPICIOUS ACTIVITY/PERSONS	29	36	320	43	
THEFT OF PROPERTY	8	8	70	6	
WARRANTS SERVED (FEL. & MISD.)	47	65	803	70	


DECEMBER 2018
Council Report

ITEM	MONTH TO	LAST	YEAR TO	PREVIOUS YEAR
CITATIONS ISSUED	DATE	MONTH	DATE	THIS MONTH
CRIMINAL	20	30	260	15
DWI	0	0	15	1
ORDINANCE	3	2	73	9
TRAFFIC	17	30	525	30
JUVENILE TRAFFIC	1	0	16	2
TOTAL	41	62	848	57
WARRANT ISSUED	211	174	1222	126
FEE COLLECTED				
COURT AUTOMATION FEES	123	172	2182	164
PROBATION FEES	342	208	2106	80
TOTAL FEES COLLECTED	465	380	4288	244
RECEIPTS TAKEN	315	341	2018	350

Probation Report

For December 2018

	<u>Total</u>
Fine Payments Collected by Probation office	\$5497.00
Probation Fees	\$2240.00
Community Service Work	68 Hours
New Probationers	<u>4</u>
Removed From (paid out)	<u>3</u>
Total Probationers	528
Warrants Issued	42

OK


**City of Ward
Street Department
December 2018**

Item	Month	Unit	Last Month	Year to Date	Dec. 17
Street Repairs & Maintenance	6	ea.	5	76	6
Work on Vehicles & Equipment	9	ea.	12	158	17
Building & Facility Repair & Maintenance	2	ea.	8	78	7
Culvert & Ditch Repair & Maintenance	9	ea.	2	87	10
Brush & Trash Cleanup	5	ea.	0	51	5
Fire or Rescue Calls	0	ea.	0	0	0
Seasonal or Special Assignments	8	ea.	8	56	7
Mowing	0	ea.	1	63	0
Storm Damage Clean-up & Chip Trees	4	ea.	0	25	3

Ward Water and Wastewater System Office Report

December 2018

	This Month	Last Month	Year to Date	December 2017
Fire Membership Dues Collected	11	14	199	10
Fire Membership Letter Mailed	23	16	254	21
Late Notices	944	890	10,474	983
Lock off Accounts	70	63	788	50
Monthly Billing	3,950	4,002	47,382	3,917
New Customers	33	28	465	27
New Meter Installations	3	5	101	6
New Sewer Connections	3	5	98	6
Occupation/Privilege Fees Collected	6	1	87	5
Occupation/Privilege Letters Mailed	9	6	89	9
Payments Processed	4,090	3,975	44,324	4,033
Total Active Water Accounts	3,994	3,989	47,426	3,903
Total Sewer Accounts	2,325	2,314	27,368	2,234
Total Sanitation Accounts	2,142	2,088	24,975	2,068
Total Customer on Auto Draft	894	892	10,339	851

City of Ward Monthly Department Report
Water/Wastewater Department
DECEMBER 2018

		Water		
	December 2018	November 2018	Year to Date	December 2017
Water Purchased Total	18,688,000 Gal.	17,459,000 Gal.	226,747,890 Gal.	17,485,000 Gal.
		Wastewater		
	December 2018	November 2018	Year to Date	December 2017
Treated Wastewater	13,197,000 Gal.	17,353,000 Gal.	69,213,900 Gal.	6,495,000 Gal.



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01/09/19

Accrual Basis

City of Ward
Receipts and Disbursements
November 2018

	Administration	Code Enf/Animal Ctrl	Court	TOTAL
Ordinary Income/Expense				
Income				
6000 - County Sales Tax	39,531.59	0.00	0.00	39,531.59
6010 - City Sales Tax	47,480.43	0.00	0.00	47,480.43
6015 - State Aid	4,420.40	0.00	0.00	4,420.40
6030 - Property Tax	30,715.43	0.00	0.00	30,715.43
6040 - Franchise Tax	18,811.62	0.00	0.00	18,811.62
6050 - Misc. Income	401.50	0.00	0.00	401.50
6080 - Rent Income	845.13	0.00	0.00	845.13
6090 - Animal Cntrl / Dog Pound Fees	10.56	0.00	0.00	10.56
6100 - Bld Permits, Plmbing & Inspec	201.00	0.00	0.00	201.00
6110 - Privilege tax	35.00	0.00	0.00	35.00
6150 - Fund Raiser / Donations	10.00	0.00	0.00	10.00
6230 - Court Fine & Forfeiture	16,384.45	0.00	0.00	16,384.45
6600 - Special Events	10.00	0.00	0.00	10.00
6930 - Alcoholic Beverage Tax	233.00	0.00	0.00	233.00
6940 - Screeton Act	14,134.95	0.00	0.00	14,134.95
Total Income	173,225.06	0.00	0.00	173,225.06
Gross Profit	173,225.06	0.00	0.00	173,225.06
Expense				
7000 - Salaries Wages and Benefits	11,256.54	9,834.12	19,044.05	40,134.71
7001 - Repairs Maintenance & Supplies	6,489.16	189.25	0.00	6,678.41
7002 - General and Administrative	1,893.15	875.18	588.11	3,356.44
7003 - Other Expenditures	100.00	0.00	547.50	647.50
7004 - Capital Outlay.	32,217.05	0.00	0.00	32,217.05
Total Expense	51,955.90	10,898.55	20,179.66	83,034.11
Net Ordinary Income	121,269.16	-10,898.55	-20,179.66	90,190.95
Other Income/Expense				
Other Expense				
9000 - Transfer Out Parks and Rec	8,333.00	0.00	0.00	8,333.00
9010 - Transfer Out Street	3,750.00	0.00	0.00	3,750.00
9050 - Transfer to Fire	4,166.67	0.00	0.00	4,166.67
9051 - Trans Fire 1/2 City Sales tax	11,870.11	0.00	0.00	11,870.11
9200 - Transfer to Police Department	65,250.00	0.00	0.00	65,250.00
9203 - Trans Police 1/2 City Sales Tax	11,870.11	0.00	0.00	11,870.11
Total Other Expense	105,239.89	0.00	0.00	105,239.89
Net Other Income	-105,239.89	0.00	0.00	-105,239.89
Net Income	16,029.27	-10,898.55	-20,179.66	-15,048.94

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01/09/19

Accrual Basis

City of Ward Fire Department
Receipts and Disbursements
November 2018

	<u>Nov 18</u>
Ordinary Income/Expense	
Income	
5900 · Monthly GF Transfer	4,166.67
5950 · 1/2 City Sales Tax Transfer	11,870.11
6050 · Misc. Income	284.65
6510 · Fire Membership Fees	650.00
6800 · Acct 833 Turnback	3,813.55
Total Income	<u>20,784.98</u>
Gross Profit	20,784.98
Expense	
7000 · Salaries Wages and Benefits	8,523.59
7001 · Repairs Maintenance & Supplies	1,068.12
7002 · General and Administrative	664.06
Total Expense	<u>10,255.77</u>
Net Ordinary Income	<u>10,529.21</u>
Net Income	<u><u>10,529.21</u></u>

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Accrual Basis

**City of Ward Police Department
Receipts and Disbursements
November 2018**

	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
6900 - Other Income	390.96
Total Income	<u>390.96</u>
Gross Profit	390.96
Expense	
7000 - Salaries Wages and Benefits	64,256.66
7001 - Repairs Maint and Supplies	3,710.59
7002 - General and Administrative	<u>2,680.76</u>
Total Expense	<u>70,648.01</u>
Net Ordinary Income	-70,257.05
Other Income/Expense	
Other Income	
6050 - Transfer from General Fund	38,250.00
6060 - 1/2 City Sales Tax	<u>11,870.11</u>
Total Other Income	<u>50,120.11</u>
Net Other Income	<u>50,120.11</u>
Net Income	<u><u>-20,136.94</u></u>

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01/08/19

Accrual Basis

**Ward Parks and Recreation
Receipts and Disbursements
November 2018**

	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
6010 · Registration Fees	70.00
Total Income	<u>70.00</u>
Gross Profit	70.00
Expense	
7000 · Salaries Wages & Benefits	4,099.71
7001 · General and Administrative	481.16
7002 · Cost of Activities	200.00
Total Expense	<u>4,780.87</u>
Net Ordinary Income	-4,710.87
Other Income/Expense	
Other Income	
6000 · Transfers from City - Budget	8,333.00
Total Other Income	<u>8,333.00</u>
Net Other Income	<u>8,333.00</u>
Net Income	<u><u>3,622.13</u></u>

Ward Street Department
Receipts and Disbursements
November 2018

	<u>Nov 18</u>
Ordinary Income/Expense	
Income	
600 · State Aid	22,875.50
603 · Road Tax	5,835.95
607 · Vehicle Maintenance & Service	3,608.47
620 · Interest Income	70.11
Total Income	<u>32,390.03</u>
Gross Profit	32,390.03
Expense	
7000 · Salaries Wages & Benefits	21,625.17
7001 · Maintenance Repairs & Supplies	8,237.14
7002 · General and Administrative	1,866.35
742 · Street Lights	3,938.33
Total Expense	<u>35,666.99</u>
Net Ordinary Income	-3,276.96
Other Income/Expense	
Other Income	
Transfer In General Fund	3,750.00
Total Other Income	<u>3,750.00</u>
Net Other Income	3,750.00
Net Income	<u><u>473.04</u></u>



Ward Water and Sewer System
Profit & Loss
November 2018

	Sewer	Water	TOTAL
Ordinary Income/Expense			
Income			
601 · Water Revenue	0.00	198,937.45	198,937.45
602 · Sewer Revenue	58,538.07	0.00	58,538.07
603 · Water Meter Installation	0.00	752.00	752.00
604 · Water Connect Fees	0.00	7,780.00	7,780.00
605 · Sewer Installation Fees	70.00	0.00	70.00
606 · Delinquent Fees	1,624.82	4,874.46	6,499.28
615 · Interest Income	7.48	1,109.06	1,116.54
620 · Misc Income	34.00	2,179.16	2,213.16
621 · Write Offs and Adjustments	-624.03	-1,872.06	-2,496.09
622 · LWPWA	0.00	19,142.85	19,142.85
Total Income	<u>59,650.34</u>	<u>232,902.92</u>	<u>292,553.26</u>
Gross Profit	59,650.34	232,902.92	292,553.26
Expense			
7000 · Salaries Wages and Benefits	18,280.27	76,251.99	94,532.26
7001 · Repaires Maintenance & Supplies	6,981.02	13,421.39	20,402.41
7002 · Utilities and Telephone	10,117.70	4,303.06	14,420.76
7003 · Other Operating Expense	13,808.38	15,266.75	29,075.13
936 · Purchased Water	0.00	24,375.00	24,375.00
985 · Franchise Fee	2,692.21	3,419.33	6,111.54
Total Expense	<u>51,879.58</u>	<u>137,037.52</u>	<u>188,917.10</u>
Net Ordinary Income	7,770.76	95,865.40	103,636.16
Other Income/Expense			
Other Expense			
700 · Lonoke White	0.00	22,070.00	22,070.00
861 · Depreciation Expense	8,362.00	20,815.90	29,177.90
897 · Interest	5,150.00	18,456.39	23,606.39
Total Other Expense	<u>13,512.00</u>	<u>61,342.29</u>	<u>74,854.29</u>
Net Other Income	<u>-13,512.00</u>	<u>-61,342.29</u>	<u>-74,854.29</u>
Net Income	<u><u>-5,741.24</u></u>	<u><u>34,523.11</u></u>	<u><u>28,781.87</u></u>

WARD PLANNING COMMISSION

MONTHLY REPORT

December 2018

The Commission met with a quorum. The minutes were accepted.

Chairman Meadows presented the revised Preliminary Plat for Huntington Place Lots 147-229. Tim Lemons of Lemons Engineering represented the Plat. Due to the inability to purchase the adjacent property the developer is requesting to make a change in the plat. There will need to be a three-way stop at Marlin Drive, Fletcher Drive and Chesapeake Drive. Since phases of the Subdivision has been developed on Fletcher Drive and Chesapeake Drive it would be very time consuming and labor intent not to mention the fact the homes that are now occupied to make address changes on either Fletcher Drive and Chesapeake Drive would have some post office issues for a while during the transition process. The Fire Chief Randy Staley and Tim Lemons met and decided the three-way stop would be the best avenue to take.

The Commission accepted and is referring to the City Council the revised plat for Huntington Place, Lots 147-229.