

# WARD CITY COUNCIL

## AGENDA

JUNE 11, 2018

6:30 P.M.

### Call to Order

Prayer  
Pledge of Allegiance to the United States Flag

### Roll Call

### Minutes

May 14, 2018 regularly scheduled city council meeting minutes  
May 30, 2018 special called city council meeting minutes

### Department Reports

May 14, 2018 department reports  
Water  
Office  
Fire  
Police  
Street  
Parks and Recreation

### Commission Reports

The Planning Commission met May 29 and opted to table approval of the final plat for Lots 1-22 and 79-100 because of two issues which need to be resolved with the developer. Their next meeting is June 24, 2018.

### Mayor's Report

To date there is no progress report from Lemons' Engineering  
RFQ Recommendations  
Legislative Audit Report

### Old Business

Ordinance )-2018-02 (AN ORDINANCE PROVIDING MINIMUM ENERGY STANDARDS FOR THE DESIGN OF NEW BUILDINGS AND STRUCTURES OR PORTIONS AND ADDITIONS TO EXISTING BUILDINGS THAT PROVIDE FACILITIES OF SHELTER FOR PUBLIC ASSEMBLY, EDUCATION, BUSINESS, MERCANTILE, INSTITUTIONAL, STORAGE AND RESIDENTIAL OCCUPANCIES, AS WELL AS THOSE PORTIONS OF FACTORY AND INDUSTRIAL OCCUPANCIES DESIGNED PRIMARILY FOR HUMAN OCCUPANCY BY REGULATING THEIR HVAC SERVICE, WATER, HEATING, ELECTRICAL DISTRIBUTION AND ILLUMINATING SYSTEMS AND EQUIPMENT FOR EFFECTIVE USE OF ENERGY)

### New Business

### Announcements

Next city council meeting will be held July 9, 2018 at 6:30 P.M.  
Planning Commission meeting will be held May 29, 2018 at 7:00 P.M.  
Seniors meet every Thursday at noon  
LWPWA meeting will be held July 10, 2018 at noon  
Chamber of Commerce meeting will be held July 10, 2018 at 7:00 P.M.

# WARD CITY COUNCIL

May 14, 2018

MINUTES

6:30 P. M.

## Call to Order

Mayor Brooke called the meeting to order and asked Mr. Charles Gastineau to lead the council in prayer. He then asked Chief Staley 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, Ron Bissett-present, Don Howard-excused, Mayor Brooke-present and Clerk Barclay-present. There was a quorum.

## Minutes

Mayor Brooke asked for a motion to approve the April 9, 2018 regularly scheduled council meeting minutes. Mr. Jim Wier brought to the attention of the council an item, specifically that of sidewalks, to be included in new and/or existing ordinances/resolutions for new subdivisions to make them safer and more pleasing to the eye, which was omitted from the April 9 meeting. Mr. Wier was asked to chair a commission to look into changes, which he accepted; then he asked that the omission be instated before approval of the minutes. Ron Bissett motioned; Jim Wier seconded. On voice vote all approved.

## Department Reports

The mayor asked for a motion to accept the April 9, 2018 department reports. Jim Wier motioned; Gary Matheny seconded. On voice vote all approved.

## Commission Reports

The Ward Planning Commission introduced the Preliminary Plat for Oakland Grove Phase I they also recommended approval of the Final Plat for Heather Lynn Addition Lots 9 thru 12 with changes in their report. The mayor asked for a motion of the recommendation to Heather Lynn. Bill Moon motioned; Gary Matheny seconded. On voice vote all approved. The mayor then asked for a motion to accept the commission's report. Ron Bissett motioned; Jim Wier seconded. On voice vote all approved.

## Mayor's Report

The council was informed that the sewer plant is approximately 55% complete at this point and ahead of schedule.

Chief Benton was asked to come forward and address the council. He told them that he has 5 (five) city owned vehicles which he would like to have approval to dispose of. He told the council that he has found a new website called Gov deals which is nation-wide and will sell the vehicles at a greater return and at no cost to the city. The following are to be disposed of:

2005 Dodge Durango 1D4HB48N95F596284  
2007 Dodge Durango 1D8HB38P37F570664  
2004 Ford Expedition 1FMPU16L54LA92829  
2006 Chevy Pick-up 1GCEC19X96Z226366

The mayor asked for approval from the council to permit the chief to proceed with the disposal. Jim Wier motioned; Bill Moon seconded. On voice vote all approved.

The next item to be discussed was the purchase of 7 (seven) acres in the proximity of Ward Park. A map was furnished showing the location of each parcel; lot 13 (thirteen) is approximately 2 (two) acres and the asking price is \$18,000.00 and lot 3 (three) is approximately 5 (five) acres with the asking price of \$100,000.00 which can be paid in \$50,000.00 cash and \$50,000.00 in a donation letter from the city. Funds are available for the purchase of these 2 (two) parcels. Mayor Brooke asked for a motion to purchase these properties. Ron Bissett motioned; Jim Wier seconded to purchase the Abshure property (approximately 2 acres) and the Spence property (approximately 5 acres) with Mayor Art Brooke and Clerk John Barclay handling the closing on the properties. Mayor Brooke and Clerk Barclay will be the authorized to sign all documentation required for the purchases. The vote to purchase was 4 (four) yes and 1 (one) no. The motion carried.

Mayor Brooke reminded the council of the up and coming 4<sup>th</sup> of July celebration and asked permission to underwrite the program. Ron Bissett motioned; Jim Wier seconded. On voice vote all approved.

**Old Business**

**New Business**

**Announcements**

Next City Council Meeting will be held June 11, 2018

Planning Commission Meeting will be held May 29, 2018 at 7:00 P.M.

Seniors meet ever Thursday at noon

LWPWA Meeting will be held June 12, 2018

Chamber of Commerce Meeting will be held June 5, 2018 at 7:00 P.M.

**Adjournment**

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

APPROVED DATE: \_\_\_\_\_

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CLERK

CITY SEAL

**WARD CITY COUNCIL  
SPECIAL MEETING  
MINUTES  
MAY 30, 2018  
8:00 A.M.**

CALL to ORDER

Mayor Brooke called the meeting to order and introduced the topic to be discussed, that being the Ward Generator for the Wastewater treatment plant.

ROLL CALL

The mayor asked for roll call; Bill Moon-present, Jim Wier-excused, Jeff Shaver-present, Gary Matheny-present, Ron Bissett-present, Don Howard, Clerk Barclay-present and Mayor Brooke-present. A quorum was present.

BUSINESS

When the project was initially begun it was agreed that the generator be removed to continue to move forward with the contract. At this point the city knew that a generator would still be required to satisfy the Arkansas Department of Health requirement of the installation of a stationary back-up generator. Haran Construction Co. has agreed to honor the original bid price of \$136,000.00 for the generator and transfer switch. The mayor is asking for a motion to approve this amount for installation plus any incidentals "ie" pouring concrete slabs etc. which may be required. Ron Bissett motioned; Bill Moon seconded. Roll call and voting are as follows: Bill Moon-yea, Jeff Shaver-yea, Gary Matheny-yea, Ron Bissett-yea, Don Howard-yea. The motion has passed

ADJOURNMENT

There being no more business, Mayor Brooke asked for a motion to adjourn. Don Howard motioned; Bill Moon seconded. On voice vote all approved.

Date \_\_\_\_\_

Mayor \_\_\_\_\_

Clerk \_\_\_\_\_

Seqqal



**LEMONS ENGINEERING CONSULTANTS, INC.**

204 CHERRY STREET  
CABOT, AR 72023  
(501) 843-5081  
(501) 941-0959 Fax

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May 30, 2018

Mayor Art Brooke  
City of Ward  
P.O. Box 334  
Ward, Arkansas 72176

Re: Ward Generator

Dear Mayor Brooke:

As you are aware, the City of Ward will need to install a generator capable of providing back-up generation to the critical functions of the new waste water treatment plant. Pursuant to the latest progress meeting for this project, it is the understanding of LEC that the City's preferred course of action is to contract Haren Construction to install said generator. Below are facts related to this topic:

1. The Arkansas Department of Health (ADH) does require the installation of a stationary back-up generator for this project.
2. Due to constraints of the project funding, the generator was provided in the contract as a deductive alternative.
3. During value engineering meetings following the first bid for this project it was discussed that the generator would most likely be removed from the project to move forward with a contract. It was also discussed that the City would still be required to install a generator in a timely manner to meet the ADH requirement.
4. Haren Construction Co., Inc. has agreed to honor their original bid price of \$136,000 for the generator and transfer switch if notified in writing to proceed no later than today, May 30<sup>th</sup> 2018.

Mayor Art Brooke

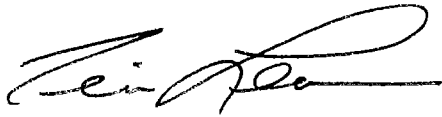
May 30, 2018

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5. There may be some minor additional cost involved with installation. This is due to the value engineering item that required the City of Ward to prepare the generator foundation.

Lemons Engineering will provide the change order for this item as required based on the determination of the City Council. As always, we value the opportunity to provide you with assistance for your engineering needs.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tim Lemons', with a stylized flourish at the end.

Tim Lemons, PE

cc: Council Members

**City of Ward Monthly Department Report  
 Water/Wastewater Department  
 MAY 2018**

**Water**

	Month to Date	Last Month	Year to Date 2018	Year to Date 2017
Water Purchased Total	21,004,800 Gal.	17,154,000 Gal.	92,080,800 Gal.	19,384,000 Gal.

**Wastewater**

	Month to Date	Last Month	Year to Date 2018	Year to Date 2017
Treated Wastewater	11,320,000 Gal.	14,700,000 Gal.	62,016,900 Gal.	19,036,000 Gal.



# Ward Water and Wastewater System Office Report

May 2018

	This Month	Last Month	Year to Date	May 2017
Fire Membership Dues Collected	10	17	78	14
Fire Membership Letter Mailed	19	16	98	29
Late Notices	827	799	4,274	833
Lock off Accounts	57	61	334	82
Monthly Billing	3,944	3,925	19,610	3,801
New Customers	53	37	222	38
New Meter Installations	8	11	43	-
New Sewer Connections	8	11	43	-
Occupation/Privilege Fees Collected	7	13	42	5
Occupation/Privilege Letters Mailed	3	7	40	3
Payments Processed	3	3,958	16,013	3,914
Total Active Water Accounts	3,925	3,925	19,597	3,879
Total Sewer Accounts	2,266	2,251	11,251	2,193
Total Sanitation Accounts	2,062	2,072	10,195	2,005
Total Customer on Auto Draft	847	840	4,220	836

POLICE DEPARTMENT MONTHLY STATISTICS APRIL 26, 2018-MAY 25, 2018

ACTIVITY	Month to Date		YTD	Previous Year
	5/25/18	4/25/18		
911 CALLS	41	26	165	59
ACCIDENT REPORTS	15	12	47	7
AGENCY ASSISTS	49	38	185	62
ALARM CALLS	8	8	34	12
ARRESTS (FEL. & MISD.)	17	21	59	19
BURGLARY/BREAKING & ENTERING	3	3	9	6
BUSINESS CHECKS	395	511	1631	330
CITATIONS ISSUED (CRIMINAL & TRAFFIC)	38	95	194	38
CIVIL COMPLAINTS	184	187	815	266
CONTACT CARDS ISSUED	40	73	124	38
DOMESTIC VIOLENCE	9	9	32	13
DWI/DUI	1	1	5	2
EXTRA PATROL/HOUSE WATCHES	487	718	2227	473
INCIDENT REPORTS TAKEN	26	28	122	44
INVESTIGATIONS	37	19	109	50
MISCELLANEOUS CALLS/COMPLAINTS	545	563	2197	591
NARCOTICS COMPLAINT	0	0	3	0
SUSPICIOUS ACTIVITY/PERSONS	26	25	100	28
THEFT OF PROPERTY	3	2	11	2
WARRANTS SERVED (FEL. & MISD.)	75	74	290	60

MAY 2018  
Council Report

ITEM	MONTH TO	LAST	YEAR TO	PREVIOUS YEAR
CITATIONS ISSUED	DATE	MONTH	DATE	THIS MONTH
<b>CRIMINAL</b>	<b>15</b>	<b>20</b>	<b>104</b>	<b>25</b>
<b>DWI</b>	<b>0</b>	<b>2</b>	<b>9</b>	<b>3</b>
<b>ORDINANCE</b>	<b>7</b>	<b>8</b>	<b>27</b>	<b>7</b>
<b>TRAFFIC</b>	<b>29</b>	<b>106</b>	<b>244</b>	<b>73</b>
<b>JUVENILE TRAFFIC</b>	<b>0</b>	<b>5</b>	<b>12</b>	<b>3</b>
<b>TOTAL</b>	<b>51</b>	<b>141</b>	<b>396</b>	<b>111</b>
<b>WARRANT ISSUED</b>	<b>139</b>	<b>133</b>	<b>744</b>	<b>119</b>
<b>FEE COLLECTED</b>				
<b>COURT AUTOMATION FEES</b>	<b>185</b>	<b>251</b>	<b>1072</b>	<b>200</b>
<b>PROBATION FEES</b>	<b>119</b>	<b>263</b>	<b>787</b>	<b>192</b>
<b>TOTAL FEES COLLECTED</b>	<b>304</b>	<b>514</b>	<b>1859</b>	<b>392</b>
<b>RECEIPTS TAKEN</b>		<b>423</b>	<b>1664</b>	<b>411</b>

**City of Ward  
Fire Department  
Monthly Report  
May 2018**

<b>Item</b>	<b>This Month</b>	<b>Last Month</b>	<b>Year to Date</b>	<b>May-17</b>
Structure Fire	1	1	3	0
Vehicle Fire	1	1	2	1
Grass Fire	2	1	12	2
Rescue/Medical	31	23	145	17
Rescue/Auto Accident	5	4	21	7
Training (Regular)	4	4	20	4
Mutual Aid	0	1	9	1
Miscellaneous Calls	0	1	2	1
Community Activity	0	2	2	0
Welfare Check	0	0	0	0
Investigations	0	0	8	3
Inspections	3	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	3	8	3
Storm Related Calls	0	0	0	3
Additional Training	0	0	1	0

**City of Ward  
Animal Control and Code Enforcement  
Monthly Report  
May 2018**

	<b>Month</b>	<b>Last Month</b>	<b>Year to Date</b>	<b>May-17</b>
<b><u>Code Enforcement</u></b>				
<b>Citations/Warnings</b>	<b>18</b>	<b>9</b>	<b>63</b>	<b>35</b>
<b>Code Violation Reports and Delivery of Ordinance Copy</b>	<b>26</b>	<b>17</b>	<b>84</b>	<b>52</b>
<b>Tickets Issued</b>	<b>2</b>	<b>0</b>	<b>4</b>	<b>0</b>
<b>Yard Sale Permits</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>
<b>Building Permits</b>	<b>18</b>	<b>7</b>	<b>43</b>	<b>5</b>
<b>Patrol</b>	<b>23</b>	<b>26</b>	<b>88</b>	<b>32</b>
<b>Total Phone Calls</b>	<b>93</b>	<b>88</b>	<b>316</b>	<b>76</b>
<b><u>Animal Control</u></b>				
<b>Citations/Warnings/Welfare Checks</b>	<b>4</b>	<b>4</b>	<b>18</b>	<b>6</b>
<b>Code Violation Reports and Delivery of Ordinance Copy</b>	<b>0</b>	<b>3</b>	<b>6</b>	<b>0</b>
<b>Tickets Issued</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Education/Resources</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Animals Picked Up</b>	<b>6</b>	<b>5</b>	<b>18</b>	<b>7</b>
<b>Animals Running at Large/Patrolling Strays</b>	<b>4</b>	<b>4</b>	<b>15</b>	<b>19.75</b>
	<b>5</b>	<b>0</b>	<b>5</b>	<b>0</b>
<b>Animals picked up dead in the road</b>	<b>4</b>	<b>0</b>	<b>20</b>	<b>3</b>
<b>Lost/Found</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13</b>
<b>Animals returned to owner</b>	<b>3</b>	<b>2</b>	<b>9</b>	<b>2</b>
<b>Animals adopted</b>	<b>20</b>	<b>15</b>	<b>69</b>	<b>19</b>
<b>Animals Destroyed</b>	<b>5</b>	<b>2</b>	<b>11</b>	<b>3</b>
<b>Owner Released</b>	<b>3</b>	<b>0</b>	<b>11</b>	<b>1</b>
<b>Total in shelter at end of month</b>	<b>15</b>	<b>26</b>	<b>111</b>	<b>29</b>
<b>Total Phone Calls</b>	<b>124</b>	<b>100</b>	<b>516</b>	<b>202</b>
<b><u>Other Duties Assigned</u></b>				
<b>Assist other departments</b>	<b>16</b>	<b>16</b>	<b>58</b>	<b>16</b>
<b>Meetings attended</b>	<b>8</b>	<b>7</b>	<b>38</b>	<b>6</b>
<b>Office work (hours)</b>	<b>104</b>	<b>102</b>	<b>411</b>	<b>80.5</b>
<b>Lake Busby duty</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Shelter - Feed and Clean (hours)</b>	<b>124</b>	<b>106</b>	<b>534</b>	<b>122</b>

city of ward  
street department  
may 2018

Item	Month	Unit	Last Month	Year to Date	May-17
Street Repairs & Maintenance	3	ea.	3	27	2
Work on Vehicles & Equipment	8	ea.	10	65	10
Building & Facility Repair & Maintenance	9	ea.	7	47	7
Culvert & Ditch Repair & Maintenance	8	ea.	10	54	10
Brush & Trash Cleanup	5	ea.	2	17	5
Fire or Rescue Calls	0	ea.	0	0	0
Seasonal or Special Assignments	6	ea.	4	15	3
Mowing	10	ea.	3	15	6
Storm Damage Clean-up & Chip Trees	2	ea.	0	8	0

**City of Ward**  
**Receipts and Disbursements**  
April 2018

	Administration	Code Ent/Animal Ctrl	Court	TOTAL
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
6000 · County Sales Tax	37,025.22	0.00	0.00	37,025.22
6010 · City Sales Tax	40,019.54	0.00	0.00	40,019.54
6015 · State Aid	4,431.09	0.00	0.00	4,431.09
6030 · Property Tax	15,393.48	0.00	0.00	15,393.48
6040 · Franchise Tax	18,454.09	0.00	0.00	18,454.09
6050 · Misc. Income	230.92	0.00	0.00	230.92
6080 · Rent Income	745.13	0.00	0.00	745.13
6090 · Animal Cntrl / Dog Pound Fees	5.00	0.00	0.00	5.00
6100 · Bid Permits, Plumbing & Inspec	1,818.00	0.00	0.00	1,818.00
6110 · Privilege tax	215.00	0.00	0.00	215.00
6150 · Fund Raiser / Donations	10.00	0.00	0.00	10.00
6230 · Court Fine & Forfeiture	21,006.17	0.00	0.00	21,006.17
6600 · Special Events	4,388.80	0.00	0.00	4,388.80
6930 · Alcoholic Beverage Tax	210.00	0.00	0.00	210.00
<b>Total Income</b>	<b>143,952.44</b>	<b>0.00</b>	<b>0.00</b>	<b>143,952.44</b>
<b>Gross Profit</b>				
	143,952.44	0.00	0.00	143,952.44
<b>Expense</b>				
7000 · Salaries Wages and Benefits	14,030.98	7,320.24	15,617.84	36,969.06
7001 · Repairs Maintenance & Supplies	1,386.30	124.49	0.00	1,510.79
7002 · General and Administrative	3,614.59	970.78	1,159.06	5,744.43
7003 · Other Expenditures	0.00	0.00	547.60	547.60
9070 · Ambulance Service	5,000.00	0.00	0.00	5,000.00
<b>Total Expense</b>	<b>24,031.87</b>	<b>8,415.51</b>	<b>17,324.50</b>	<b>49,771.88</b>
<b>Net Ordinary Income</b>	<b>119,920.57</b>	<b>-8,415.51</b>	<b>-17,324.50</b>	<b>94,180.56</b>
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
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	10,004.88	0.00	0.00	10,004.88
9200 · Transfer to Police Department	38,250.00	0.00	0.00	38,250.00
9203 · Trans Police 1/2 City Sales Tax	10,004.88	0.00	0.00	10,004.88

6:29 AM

05/11/18

Accrual Basis

**City of Ward**  
**Receipts and Disbursements**  
April 2018

	Administration	Code Enf/Animal Ctl	Court	TOTAL
Total Other Expense	74,509.43	0.00	0.00	74,509.43
Net Other Income	-74,509.43	0.00	0.00	-74,509.43
Net Income	45,411.14	-8,415.51	-17,324.50	19,671.13



**Ward Street Department  
 Receipts and Disbursements  
 April 2018**

	Apr 18
Ordinary Income/Expense	
Income	
600 - State Aid	23,103.99
603 - Road Tax	2,924.86
607 - Vehicle Maintenance & Service	5,071.80
620 - Interest Income	55.46
<b>Total Income</b>	<b>31,156.11</b>
Gross Profit	31,156.11
Expense	
7000 - Salaries Wages & Benefits	20,909.22
7001 - Maintenance Repairs & Supplies	6,680.03
7002 - General and Administrative	6,045.81
742 - Street Lights	4,425.27
<b>Total Expense</b>	<b>38,060.33</b>
Net Ordinary Income	-6,904.22
Other Income/Expense	
Other Income	
Transfer In General Fund	3,750.00
<b>Total Other Income</b>	<b>3,750.00</b>
Net Other Income	3,750.00
<b>Net Income</b>	<b>-3,154.22</b>

City of Ward Fire Department  
Receipts and Disbursements  
April 2018

	Apr 18
Ordinary Income/Expense	
Income	
5900 - Monthly GF Transfer	4,166.67
5950 - 1/2 City Sales Tax Transfer	10,004.88
6050 - Misc. Income	210.83
6510 - Fire Membership Fees	450.00
Total Income	14,832.38
Gross Profit	14,832.38
Expense	
7000 - Salaries Wages and Benefits	7,359.29
7001 - Repairs Maintenance & Supplies	4,098.88
7002 - General and Administrative	1,731.79
7950 - Capital Outlay	23,217.00
Total Expense	36,406.96
Net Ordinary Income	-21,574.58
Net Income	-21,574.58

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

	TOTAL
Ordinary Income/Expense	
Income	
6010 · Registration Fees	680.00
6030 · Donations	97.00
6040 · Concession Income	261.95
6050 · Misc. Income	520.00
6060 · Gate Admissions	158.00
6120 · Special Events	0.00
<b>Total Income</b>	<b>1,716.95</b>
Gross Profit	1,716.95
Expense	
7000 · Salaries Wages & Benefits	4,834.13
7001 · General and Administrative	897.24
7002 · Cost of Activities	681.44
7003 · Other Expenditures	3,237.36
<b>Total Expense</b>	<b>9,650.17</b>
Net Ordinary Income	-7,933.22
Other Income/Expense	
6000 · Transfers from City - Budget	8,333.00
<b>Total Other Income</b>	<b>8,333.00</b>
Net Other Income	8,333.00
<b>Net Income</b>	<b>399.78</b>

City of Ward Police Department  
Receipts and Disbursements  
April 2018

Ordinary Income/Expense	TOTAL
Income	
6900 · Other Income	60.00
6906 · Fingerprint Income	160.00
Total Income	220.00
Gross Profit	220.00
Expense	
7000 · Salaries Wages and Benefits	39,111.15
7001 · Repairs Maint and Supplies	3,200.69
7002 · General and Administrative	4,497.90
Total Expense	46,809.74
Net Ordinary Income	-46,589.74
Other Income/Expense	
6050 · Transfer from General Fund	38,250.00
6060 · 1/2 City Sales Tax	10,004.88
Total Other Income	48,254.88
Net Other Income	48,254.88
Net Income	1,665.14

**Ward Water and Sewer System  
Profit & Loss by Class  
April 2018**

	<u>Sewer</u>	<u>Water</u>	<u>TOTAL</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
601 · Water Revenue	0.00	134,193.98	134,193.98
602 · Sewer Revenue	82,117.09	275.25	82,392.34
603 · Water Meter Installation	0.00	2,235.00	2,235.00
604 · Water Connect Fees	0.00	8,293.91	8,293.91
605 · Sewer Installation Fees	385.00	0.00	385.00
606 · Delinquent Fees	0.00	5,709.95	5,709.95
615 · Interest Income	52.54	812.01	864.55
620 · Misc Income	212.00	1,906.10	2,118.10
621 · Write Offs and Adjustments	-1,787.89	-2,507.45	-4,295.34
622 · LWPWA	0.00	18,140.58	18,140.58
<b>Total Income</b>	<u>80,978.74</u>	<u>169,059.33</u>	<u>250,038.07</u>
<b>Gross Profit</b>	80,978.74	169,059.33	250,038.07
<b>Expense</b>			
7000 · Salaries Wages and Benefits	15,092.77	45,377.55	60,470.32
7001 · Repaires Maintenance & Supplies	5,343.62	27,422.26	32,765.88
7002 · Utilities and Telephone	8,491.35	4,504.06	12,995.41
7003 · Other Operating Expense	3,550.68	12,524.35	16,075.03
936 · Purchased Water	0.00	24,375.00	24,375.00
985 · Franchise Fee	2,424.51	3,154.07	5,578.58
<b>Total Expense</b>	<u>34,902.93</u>	<u>117,357.29</u>	<u>152,260.22</u>
<b>Net Ordinary Income</b>	46,075.81	51,702.04	97,777.85
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
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	4,272.94	18,456.39	22,729.33
<b>Total Other Expense</b>	<u>12,634.94</u>	<u>61,342.29</u>	<u>73,977.23</u>
<b>Net Other Income</b>	-12,634.94	-61,342.29	-73,977.23
<b>Net Income</b>	<u><u>33,440.87</u></u>	<u><u>-9,640.25</u></u>	<u><u>23,800.62</u></u>

## WARD PLANNING COMMISSION

### MONTHLY REPORT

May 2018

The Commission met on May 29<sup>th</sup> with a quorum. The minutes from April were accepted by the Commission.

The final plat for Lots 1 – 22 and 79 – 100 Lilly Ann Place has been tabled until the June regular meeting. There are 2 issues that need the attention of the Developer the name of one of the streets and the progress on the street construction.

Next meeting will be Monday, June 25, 2018 at 7 PM.

## WARD PARKS AND RECREATION

### MAY 2018 REPORT

The Ward Parks and Recreation has completed the following:

- Grant paperwork
  - AHTD
    - No new information
- Maintained fields and Sports Complex
- Sports
  - Coed games started 5/14/2018
    - 7 teams
    - Play Monday's & Thursday's
  - Soccer games ended 5/19/2018
- Coordinated special events
  - Fishing Derby was held 5/19/2018
    - 112 kids participated
    - Biggest fish was 3lbs
    - Will be mailing thank you letters to all donators
  - 4<sup>th</sup> of July – July 4
    - Confirmed Larry Weathers Band
    - Hiland Dairy going to donate 240 vanilla cups
    - Confirmed Little Rock AFB Honor Guard
    - Confirmed big water slide from Space Walk of Cabot
    - Confirmed Tony & April Reaves singing National Anthem
- Street department & Brian Frady helped maintained Ward Sports Complex
  - Extended parking lot
  - Filled holes in outfield of large field
  - Added dirt to right field of large field
- Updated facebook and website



Karen Dawson  
Director

Gary Meadows  
14 Windsor Park Drive  
Ward, Arkansas 72176

Honorable Mayor Art Brooke  
P. O. Box 237  
Ward, Arkansas 72176

May 31, 2018

Mayor Brooke:

Per your instruction, I assembled a committee of three members from the Planning Commission to review, rate and score the RFQs for our city's engineering services. This committee consisted of Helen Huitt, Tyler Madding and myself. Per your direction, I served as Committee Chairman. We worked a total of more than 15 group hours plus our individual time contributed.

After careful review, we have rated the candidates 1 – 15 and placed their scores on the accompanying Summary Sheets. The top three candidates scored as follows:

Lemons Engineering Consultants	Score of 72
Crafton Tull	Score of 66
Bond Consulting Engineers	Score of 65

Please note that there was a tie for 14<sup>th</sup> place and they are ranked alphabetically behind 13<sup>th</sup> place. Each Summary Sheet has been signed by each review committee member.

Any questions, comments or concerns can be forwarded directly to me.

Thank you,



Gary Meadows  
Chairman  
Ward Planning Commission  
(501) 605-7017


copy: Deborah Staley  
File



**RFQ Evaluation Package  
(Engineer/Architect)  
Procurement Summary Sheet**

p. 1 of 2

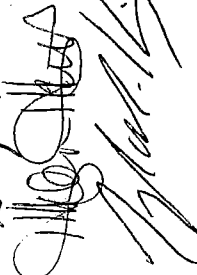
	Offerors (1)	Experience and competence (2)	Performance (3)	Capacity and capability to perform (4)	Area proximity and familiarity (5)	Total score (6)	Non-responsive bid (7)
1.	Lemons Engineering Consultants	39	9	14	10	72	
2.	Crafton Tull	37	10	11	8	66	
3.	Bond Consulting Engineers	37	8	12	8	65	
4.	Crist Engineers	32	13	9	8	62	
5.	Marlar Engineering	31	11	12	8	62	
6.	Miller-Newell Engineers	33	8	13	6	60	
7.	McClelland Consulting	25	4	10	9	48	
8.	Infrastructure Solutions	29	3	6	5	43	
9.	Engineering Services (esi)	24	6	6	4	40	

- Sony Mendez  


**RFQ Evaluation Package  
(Engineer/Architect)  
Procurement Summary Sheet**

P. 2 of 2

	Offerors (1)	Experience and competence (2)	Performance (3)	Capacity and capability to perform (4)	Area proximity and familiarity (5)	Total score (6)	Non-responsive bid (7)
10.	CWB Engineers	17	4	12	6	39	
11.	GarNat Engineering (GNE)	15	5	7	7	34	
12.	Harbor Environmental	16	3	7	6	32	
13.	Morrison Shipley	12	3	8	3	26	
14.	API Innovations	8	3	8	5	24	
15.	Hawkins Weir Engineers	12	3	4	5	24	

- Gary Meadows  


# Arkansas



**Sen. Jimmy Hickey, Jr.**  
Senate Chair  
**Sen. Lance Eads**  
Senate Vice Chair

**Rep. Richard Womack**  
House Chair  
**Rep. Mary Bentley**  
House Vice Chair

**Roger A. Norman, JD, CPA, CFE, CFF**  
Legislative Auditor

## LEGISLATIVE JOINT AUDITING COMMITTEE ARKANSAS LEGISLATIVE AUDIT

TO: Auditee

FROM: Marti Steel, CPA  
Deputy Legislative Auditor

DATE: June 1, 2018

SUBJECT: Legislative Joint Auditing Committee Review Of:  
  
City of Ward  
December 31, 2017

The above mentioned report will be presented to the Standing Committee on Counties and Municipalities of the Legislative Joint Auditing Committee for its review at **1:30 p.m.**, on **Thursday, June 7, 2018** in Conference Room 151, State Capitol Building, Little Rock, Arkansas.

If you should have any questions, please feel free to contact us.