Call to Order
  - Prayer
  - Pledge of Allegiance to the United States Flag

Roll Call

Minutes
  - April 9, 2018 regularly scheduled city council meeting minutes

Department Reports
  - April 9, 2018 department reports
    - Water
    - Office
    - Fire
    - Police
    - Street
    - Parks and Recreation

Commission Reports
  - The Ward Planning Commission accepted the Preliminary Plat for Oakland Grove Phase I. They also recommended approval of the Final Plat for Heather Lynn Addition with changes on report.

Mayor’s Report
  - Lemon’s Engineering Report
  - Purchase of seven (7) acres in the proximity of Ward Park.
  - Chief Benton asking the council’s approval to dispose of the following city owned vehicles:
    - 2005 Dodge Durango 1D4HB48n95F596284
    - 2007 Dodge Durango 1D8HB38P37F570664
    - 2004 Ford Expedition 1FMPU16L54LA92829
    - 2006 Chevy Pick-up 1GCEC19X96Z226366
    - 2000 GMC Jimmy 1GKCS18W7YK198473

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 every 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
WARD CITY COUNCIL
April 9, 2018
MINUTES
6:30 P.M.

Call to Order

Mayor Brooke called the meeting to order and asked Representative Tim Lemon’s to open in prayer; he then asked Mr. Ed Galucki to lead the council in reciting the Pledge to the American Flag.

Roll Call

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

Minutes

Mayor Brooke asked for a motion to accept the March 12, 2018 regularly scheduled city council meeting minutes. Ron Bissett motioned; Gary Matheny seconded. On voice vote all approved.

Department Reports

The mayor asked for a motion to approve the March 12, 2018 department reports. Jim Wier motioned; Don Howard seconded. On voice vote all approved.

Commission Reports

There was no action to be taken on the report submitted by the Planning Commission however William Tremaine was selected to fill the vacancy left by Brad Staley. Mayor Brooke asked for a motion to approve William Tremaine as the person to fill the vacancy. Jim Wier motioned; Don Howard seconded. On voice vote all approved. Chairperson Gary Meadows informed the council of Tyler Manning as the person to step in should he be unable to chair their meetings. Mayor Brooke asked for a motion to accept the Planning Commission’s report. Bill Moon motioned; Ron Bissett seconded. On voice vote all approved.

Mayor’s Report

Mayor Brooke asked Charles Gastineau to come forward and give the council the information needed to upgrade the city’s Siren System and let them know that to do this was going to take $21,120.23. Mayor Brooke asked for a motion to approve this upgrade. Ron Bissett motioned; Jeff Shaver seconded. On voice vote all approved. Next item of business is to pay off the City of Ward Water and Sewer System allocation from Greer’s Ferry Lake. This allocation is approximately $11,500.00 annually and the balance owed is $140,006.37. The funds are available and this amount is good until April 23. The mayor asked for a motion to pay off this debt in full. Ron Bissett motioned; Gary Matheny seconded to pay off. On voice vote all approved. The mayor asked Chief Staley to come forward and give the council his reason for wanting and needing a new Xtrication Xtreme (Jaws of Life) tool. He told the council that his present tool is approximately fifteen years old and is getting slower and at times has problems. The tool he has in mind is top of the line and costs $23,217.00. After saving many years he has the funds on hand to pay it off in full with the council’s approval. He told the council that if it saves just one life it is worth the investment. The chief also told the council that he planned to have the older one repaired and use it as a back-up. After many questions Mayor Brooke asked for a motion to approve the purchase. Jim Wier motioned; Ron Bissett seconded to purchase. On voice vote all approved. FYI – the ADEM
Culvert Grant was denied. The mayor asked for a volunteer to chair a committee to look into the possibility of changing and/or coming up with new ordinances/resolutions to cover items which cause problems currently in our city. Mr. Jim Wier volunteered to chair the committee and the mayor informed each council member that he would be on this committee; he also asked Mr. Wier if he wanted to appoint a resident of the city to sit on the committee but Mr. Wier said he would reserve a decision to select a private citizen until later and anything decided in the committee must be returned to council for approval. Mr. Lemons handed a report to all members and he covered the Wastewater Treatment Plant Upgrade and the Safe Route to Schools-Phase III and Recreational Trails Project (Industrial Drive). If you have any questions please refer to your handout.

Old Business

New Business

Mayor Brooke introduced resolution R-2018-06 (A RESOLUTION EXPRESSING THE WILLINGNESS OF THE CITY OF WARD, ARKANSAS TO UTILIZE FEDERAL-AID FUNDS FOR THE FOLLOWING PROJECT: JOB 061457, HWY. 319 RR SIG. UPGRADE AND TRAFFIC SIG. (WARD)(S) ) and asked that it be placed on its first and final reading. Jeff Shaver motioned; Ron Bissett seconded. Roll call and voting are as follows: Bill Moon-yea, Jim Wier-yea, Jeff Shaver-yea, Gary Matheny-yea, Ron Bissett-yea, Don Howard-yea. Resolution R-2018-06 has passed.

Announcements

Next City Council Meeting May 14, 2018 at 6:30 P.M.
Planning Commission Meeting May 28, 2018 at 7:00 P.M.
Seniors meet every Thursday at noon
LWPWA Meeting June 12, 2018 at noon
Chamber of Commerce Meeting June 5, 2018 at 7:00 P.M.
City Wide Cleanup April 28, 2018

Adjournment

Mayor Brooke asked for a motion to adjourn. Jeff Shaver motioned; Gary Matheny seconded on voice vote all approved.

APPROVED DATE: ________________________________

________________________________________
MAYOR

ATTEST:

________________________________________
CLERK

CITY SEAL
# City of Ward Monthly Department Report

## Water/Wastewater Department

### MARCH 2018

<table>
<thead>
<tr>
<th></th>
<th>Month to Date</th>
<th>Last Month</th>
<th>Year to Date 2018</th>
<th>Year to Date 2017</th>
</tr>
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<td>17,601,000 Gal.</td>
<td>71,076,000 Gal.</td>
<td>68,354,000 Gal.</td>
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<table>
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<tr>
<th></th>
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<th>Last Month</th>
<th>Year to Date 2018</th>
<th>Year to Date 2017</th>
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<td><strong>Wastewater</strong></td>
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<td>Treated Wastewater</td>
<td>14,770,000 Gal.</td>
<td>13,651,800 Gal.</td>
<td>50,696,900 Gal.</td>
<td>62,823,000 Gal.</td>
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<td>Year to Date</td>
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<td>Fire Membership Dues Collected</td>
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<td>Fire Membership Letter Mailed</td>
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<td>Late Notices</td>
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<td>791</td>
<td>3,447</td>
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<td>82</td>
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<td>3,921</td>
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<td>New Customers</td>
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<td>46</td>
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<td>New Meter Installations</td>
<td>11</td>
<td>10</td>
<td>35</td>
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<td>New Sewer Connections</td>
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<td>Occupation/Privilege Fees Collected</td>
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<td>6</td>
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<td>Occupation/Privilege Letters Mailed</td>
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<td>Payments Processed</td>
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<td>4,062</td>
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<td>Total Active Water Accounts</td>
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<td>3,923</td>
<td>15,672</td>
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<td>Total Sewer Accounts</td>
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<td>2,254</td>
<td>8,985</td>
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<td>Total Sanitation Accounts</td>
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<td>2,086</td>
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<td>Total Customer on Auto Draft</td>
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<td>Rescue/Medical</td>
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<td>30</td>
<td>114</td>
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<td>Rescue/Auto Accident</td>
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<td>7</td>
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<td>7</td>
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<td>Training (Regular)</td>
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<td>Welfare Check</td>
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<td>Visits with Contractors</td>
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<td>Assist Other Agencies</td>
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<td>Cancelled Calls</td>
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<td>Storm Related Calls</td>
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<td>Additional Training</td>
<td>0</td>
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# City of Ward

**Animal Control and Code Enforcement**

**Monthly Report**

**April 2018**

<table>
<thead>
<tr>
<th>Code Enforcement</th>
<th>This Month</th>
<th>Last Month</th>
<th>Year to Date</th>
<th>Apr-17</th>
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<tbody>
<tr>
<td>Citations/Warnings</td>
<td>9</td>
<td>25</td>
<td>48</td>
<td>21</td>
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<tr>
<td>Code Violation Reports</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>and Delivery of Ordinance Copy</td>
<td>17</td>
<td>25</td>
<td>58</td>
<td>33</td>
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<tr>
<td>Tickets Issued</td>
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<td>2</td>
<td>2</td>
<td>0</td>
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<td>Yard Sale Permits</td>
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<td>Building Permits</td>
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<td>7</td>
<td>25</td>
<td>10</td>
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<tr>
<td>Patrol</td>
<td>26</td>
<td>17</td>
<td>65</td>
<td>19</td>
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<tr>
<td>Total Phone Calls</td>
<td>88</td>
<td>68</td>
<td>223</td>
<td>86</td>
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</table>

| Animal Control                                      |            |            |              |        |
| Citations/Warnings/Welfare Checks                   | 4          | 1          | 14           | 0      |
| Code Violation Reports                              |            |            |              |        |
| and Delivery of Ordinance Copy                      | 3          | 3          | 6            | 0      |
| Tickets Issued                                      | 0          | 0          | 0            | 0      |
| Education/Resources                                 | 0          | 0          | 0            | 0      |
| Animals Picked Up                                   | 5          | 0          | 13           | 14     |
| Animals Running at Large/Patrolling                 | 4          | 3          | 11           | 19.75  |
| Strays                                              | 0          | 0          | 0            | 0      |
| Animals picked up dead in the road                  | 0          | 6          | 16           | 3      |
| Lost/Found                                          | 0          | 0          | 0            | 2      |
| Animals returned to owner                           | 2          | 1          | 6            | 7      |
| Animals adopted                                     | 15         | 0          | 49           | 3      |
| Animals Destroyed                                   | 2          | 0          | 6            | 1      |
| Owner Released                                      | 0          | 2          | 8            | 0      |
| Total in shelter at end of month                    | 26         | 19         | 96           | 19     |
| Total Phone Calls                                   | 100        | 100        | 392          | 121    |

<p>| Other Duties Assigned                                |            |            |              |        |
| Assist other departments                            | 16         | 10         | 42           | 16     |
| Meetings attended                                   | 7          | 13         | 30           | 4      |
| Office work (hours)                                 | 102        | 86         | 307          | 82.75  |
| Lake Busby duty                                     | 0          | 0          | 0            | 0      |
| Shelter - Feed and Clean (hours)                    | 106        | 120        | 410          | 69.5   |</p>
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<tr>
<th>ACTIVITY</th>
<th>Month to Date</th>
<th>Last Month</th>
<th>YTD</th>
<th>Previous Year</th>
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<tr>
<td>911 CALLS</td>
<td>26</td>
<td>30</td>
<td>124</td>
<td>45</td>
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<td>ACCIDENT REPORTS</td>
<td>12</td>
<td>9</td>
<td>32</td>
<td>6</td>
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<tr>
<td>AGENCY ASSISTS</td>
<td>38</td>
<td>66</td>
<td>136</td>
<td>76</td>
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<td>ALARM CALLS</td>
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<td>7</td>
<td>26</td>
<td>11</td>
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<td>ARRESTS (FEL. &amp; MISD.)</td>
<td>21</td>
<td>15</td>
<td>42</td>
<td>31</td>
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<tr>
<td>BURGLARY/BREAKING &amp; ENTERING</td>
<td>3</td>
<td>1</td>
<td>6</td>
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<td>BUSINESS CHECKS</td>
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<td>358</td>
<td>1236</td>
<td>335</td>
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<td>CITATIONS ISSUED (CRIMINAL &amp; TRAFFIC)</td>
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<td>38</td>
<td>156</td>
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<tr>
<td>CIVIL COMPLAINTS</td>
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<td>171</td>
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<td>CONTACT CARDS ISSUED</td>
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<td>38</td>
<td>84</td>
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<td>DOMESTIC VIOLENCE</td>
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<td>23</td>
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<td>DWI/DUI</td>
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<td>EXTRA PATROL/HOUSE WATCHES</td>
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<td>INVESTIGATIONS</td>
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<td>72</td>
<td>52</td>
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<td>MISCELLANEOUS CALLS/COMPLAINTS</td>
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<td>540</td>
<td>1652</td>
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<td>74</td>
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<td>THEFT OF PROPERTY</td>
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<td>WARRANTS SERVED (FEL. &amp; MISD.)</td>
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<td>76</td>
<td>215</td>
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<td>ITEM</td>
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<td>LAST YEAR TO</td>
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<td>CITATIONS ISSUED</td>
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<td>FEE COLLECTED</td>
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<td>COURT AUTOMATION FEES</td>
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<td>PROBATION FEES</td>
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<td>163</td>
<td>668</td>
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<td>405</td>
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<td>- RECEIPTS TAKEN</td>
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<td>468</td>
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# Probation Report

For April 2018

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<th>Total</th>
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<td>Collected by Probation office</td>
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<td>Probation Fees</td>
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<td>New Probationers</td>
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<td>Removed From (paid out)</td>
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<td>Total Probationers</td>
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<td>Item</td>
<td>Month</td>
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<td>---------------------------------------------------</td>
<td>-------</td>
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<td>Street Repairs &amp; Maintenance</td>
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<td>Work on Vehicles &amp; Equipment</td>
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<td>Building &amp; Facility Repair &amp; Maintenance</td>
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<td>Culvert &amp; Ditch Repair &amp; Maintenance</td>
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<td>Mowing</td>
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<td>Storm Damage Clean-up &amp; Chip Trees</td>
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### City of Ward
### Receipts and Disbursements
### March 2018

<table>
<thead>
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<th>Code Enf/Animal Ctrl</th>
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<td>-8,482.47</td>
<td>-17,137.79</td>
<td>-2,249.16</td>
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<tr>
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<td><strong>20,000.00</strong></td>
<td><strong>-8,482.47</strong></td>
<td><strong>-17,137.79</strong></td>
<td><strong>-2,249.16</strong></td>
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<tr>
<td>Ordinary Income/Expense Income</td>
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<tr>
<td>-------------------------------</td>
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<td>6800 · Monthly GF Transfer</td>
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<td>6810 · Misc. Income</td>
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<td>858,379.76</td>
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<td>6815 · Fire Membership Fees</td>
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<tr>
<td>Total Income</td>
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<td></td>
</tr>
<tr>
<td>Gross Profit</td>
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<td></td>
</tr>
<tr>
<td>7000 · Salaries, Wages, and</td>
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</tr>
<tr>
<td>Benefits</td>
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<tr>
<td>7001 · Repairs, Maintenance,</td>
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<tr>
<td>&amp; Supplies</td>
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<td>7002 · General and Administrative</td>
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<td>7620 · Lease Payment</td>
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<tr>
<td>Net Ordinary Income</td>
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</tr>
<tr>
<td>Net Income</td>
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## Ward Parks and Recreation
### Receipts and Disbursements
#### March 2018

<table>
<thead>
<tr>
<th>Ordinary Income/Expense</th>
<th>TOTAL</th>
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</thead>
<tbody>
<tr>
<td>Income</td>
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<tr>
<td>6010 · Registration Fees</td>
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<td>6015 · Sponsorships</td>
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<td>6050 · Misc. Income</td>
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<td><strong>Total Income</strong></td>
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<td>Gross Profit</td>
<td><strong>1,794.75</strong></td>
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<td>Expense</td>
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<td>7002 · Cost of Activities</td>
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<td>7003 · Other Expenditures</td>
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<td>Other Income/Expense</td>
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<td>6000 · Transfers from City - Budget</td>
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<td><strong>Ordinary Income/Expense</strong></td>
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<tr>
<td><strong>Income</strong></td>
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<tr>
<td>6750 - Jail Fee Income</td>
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<td>6900 - Other Income</td>
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<tr>
<td>6906 - Fingerprint Income</td>
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<td><strong>Total Income</strong></td>
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<tr>
<td><strong>Gross Profit</strong></td>
<td>4,098.66</td>
</tr>
<tr>
<td><strong>Expense</strong></td>
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<tr>
<td>7000 - Salaries Wages and Benefits</td>
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<td>7002 - General and Administrative</td>
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<td><strong>Other Income</strong></td>
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<tr>
<td>6050 - Transfer from General Fund</td>
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<td>8200 - Grant Expenditures</td>
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<td><strong>Total Other Expense</strong></td>
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<td><strong>Net Other Income</strong></td>
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<td><strong>Net Income</strong></td>
<td>4,716.42</td>
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# Ward Street Department

## Receipts and Disbursements

### March 2018

<table>
<thead>
<tr>
<th>Ordinary Income/Expense</th>
<th>Mar 18</th>
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<tbody>
<tr>
<td><strong>Income</strong></td>
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<tr>
<td>600 - State Aid</td>
<td>21,515.98</td>
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<tr>
<td>603 - Road Tax</td>
<td>1,346.90</td>
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<tr>
<td>607 - Vehicle Maintenance &amp; Service</td>
<td>3,628.73</td>
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<tr>
<td>620 - Interest Income</td>
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<td><strong>Total Income</strong></td>
<td>26,451.90</td>
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</table>

| Gross Profit | 26,451.90 |

<table>
<thead>
<tr>
<th>Expense</th>
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</thead>
<tbody>
<tr>
<td>7000 - Salaries Wages &amp; Benefits</td>
<td>14,872.86</td>
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<td>7001 - Maintenance Repairs &amp; Supplies</td>
<td>6,338.29</td>
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<td>7002 - General and Administrative</td>
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<td>742 - Street Lights</td>
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<td><strong>Total Expense</strong></td>
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| Net Ordinary Income | -1,017.20 |

<table>
<thead>
<tr>
<th>Other Income/Expense</th>
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<tbody>
<tr>
<td><strong>Other Income</strong></td>
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<tr>
<td>Transfer In General Fund</td>
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<td><strong>Net Other Income</strong></td>
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| Net Income | 2,732.60 |
## Ward Water and Sewer System
### Profit & Loss by Class
#### March 2018

#### Ordinary Income/Expense

<table>
<thead>
<tr>
<th>Description</th>
<th>Sewer</th>
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<td><strong>Income</strong></td>
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<tr>
<td>601 · Water Revenue</td>
<td>0.00</td>
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<td>170,975.68</td>
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<tr>
<td>602 · Sewer Revenue</td>
<td>64,392.40</td>
<td>117.23</td>
<td>64,509.63</td>
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<tr>
<td>603 · Water Meter Installation</td>
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<td>1,400.00</td>
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<tr>
<td>604 · Water Connect Fees</td>
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<td>10,530.00</td>
<td>10,530.00</td>
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<tr>
<td>605 · Sewer Installation Fees</td>
<td>240.00</td>
<td>0.00</td>
<td>240.00</td>
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<td>606 · Delinquent Fees</td>
<td>0.00</td>
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<td>5,334.41</td>
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<tr>
<td>615 · Interest Income</td>
<td>22.85</td>
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<td>620 · Misc Income</td>
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<td>621 · Write Offs and Adjustments</td>
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<td>622 · LWPWA</td>
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<td>274,781.05</td>
</tr>
<tr>
<td><strong>Expense</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>7000 · Salaries Wages and Benefits</td>
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<td>7001 · Repairs Maintenance &amp; Supplies</td>
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<td>7002 · Utilities and Telephone</td>
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<td>7003 · Other Operating Expense</td>
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<td>935 · Purchased Water</td>
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<td>985 · Franchise Fee</td>
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<tr>
<td><strong>Other Expense</strong></td>
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<tr>
<td>790 · Lomoke White</td>
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<td>881 · Depreciation Expense</td>
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<td>897 · Interest</td>
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<td>15,785.40</td>
<td>33,027.25</td>
<td>48,812.65</td>
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</tbody>
</table>
WARD PARKS AND RECREATION
APRIL 2018 REPORT

The Ward Parks and Recreation has completed the following:

- Grant paperwork
  - AHTD
    - Received the 30% plans for the TAP and SRTS project in Ward. They are under review now.
- Maintained fields and Sports Complex
  - (2) adult coed fundraiser tournaments
  - Youth softball games started 4/5/2018
    - Vilonia, Sherwood, Cabot, Des Arc and England
- Sports
  - Teeball started games in Cabot on 4/2/2018
  - Soccer games started in Beebe on 3/31/2018
- Coordinated special events
  - Fishing Derby – May 19
    - Did inventory of what was left over from last year
    - Will be listed in Leader on May 16
    - Received donations from Belco Electric, Charles Gastineau, Southern Paramedic Service, & Ward Archery Club
  - 4th of July – July 4
- Registration
  - Coed registration started April 17
    - Games will be held on Monday’s
- Street department helped maintained Ward Sports Complex
  - Moved port-a-potties
  - Moved gate box
  - Helping with parking lot expansion
  - Helping with filling ruts and filling right field with dirt
  - Removed concrete slaps
- Hired new part-time employee, Shawn Mason.
- Updated facebook and website

Karen Dawson
Director
WARD PLANNING COMMISSION

MONTHLY REPORT

April 2018

The Commission met on April 23rd with a quorum. The minutes from March were accepted by the Commission.

Preliminary Plat Oakland Grove Phase 1 was accepted. We will be seeing an annexation request in the near future. No Council action is needed at this time.

Final plat for Heather Lynn Addition Lots 9 – 12 was recommended to the Council for approval with the following requirements:

All utilities be extended and inspected prior to any building permits being issued for lots 7 – 12

The road curbing be installed and the base being laid prior to any building permits being issued for lots 7 – 12. The Street department is required to be present when the compaction test is done prior to laying the asphalt. The road will be paved within 90 days of the final certificate being issued for the duplexes built on lots 7 – 12.

Next meeting will be Tuesday, May 29, 2018 at 7 PM due to the Memorial Holiday
May 14, 2018
Disposal of City Owned Vehicles

I am asking for the Councils approval to dispose of the following list of City Owned Vehicles.

2005 Dodge Durango 1D4HB48N95F596284
2007 Dodge Durango 1D8HB38P37F570664
2004 Ford Expedition 1FMPU16L54LA92829
2006 Chevy Pick-up 1GCEC19X96Z226366
2000 GMC Jimmy 1GKCS18W7YK198473

Not all of these are Police Vehicles, but they are all owned by the City.

I have been made aware of a public on-line auction site that several other departments are using with great success. I have established an account with this service and they handle all the transactions for the sale of the property at NO cost to the City. When an item has sold, it is the buyer’s responsibility to pick up and transport the item off City property. The auction service collects their fees from the buyer and will remit a check to the city for the amount of the purchase.

Steve Benton
Chief of Police