AN ORDINANCE REDUCING THE NUMBER OF AUTHORIZED NON-SWORN POSITIONS FOR THE CONWAY
POLICE DEPARTMENT AND AUTHORIZING THE RECLASSIFICATION OF A SECRETARY'S POSITION TO AN
ADMINISTRATIVE ASSISTANT POSITION; AND FOR OTHER PURPOSES:

WHEREAS, the Conway Police Department is currently authorized forty-five (45) non sworn positions and
is requesting to eliminate one (1) vacant Secretary position and reclassify one (1) vacant Secretary to an
Administrative Assistant position;

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CONWAY, ARKANSAS

THAT:

SECTION 1. The City of Conway shall eliminate one Secretary position and shall reclassify
one Secretary's position to one Administrative Assistant position.

This will decrease the number of authorized non-sworn positions by one.

SECTION 2. No additional salary funds are required for this staffing adjustment.

SECTION 3. All ordinances in conflict herewith are repealed to the extent of the
conflict.

PASSED this 11th day of January, 2011.

Approved:

[Signature]

Mayor Tab Townsell

Attest:

[Signature]

Michael O. Garrett
City Clerk/Treasurer