RESOLUTION NO. R-91-9

WHEREAS, the Police Department is in need of additional personnel in order to continue to meet the needs of the community; and

WHEREAS, additional funds are in need of appropriation for these positions.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CONWAY, ARKANSAS, THAT:

The sum of $14,340 is hereby appropriated for the position of Data Entry Clerk and the sum of $96,415 is hereby appropriated for 5 additional patrol positions; these sums to be appropriated from Unappropriated General Fund Reserves for a total of $110,755.

PASSED this 26th day of February, 1991.

APPROVED

[Signature]
Mayor

ATTEST:

[Signature]
City Clerk
Adam Fitzhugh - Military Leave
Cory Bates

Chuck Berry - Workers Compensation for over one year...

On Call By Military
1. Bill Thessing
2. Danny Moody
3. Jim Hilliker

30% of Total including possible losses

Request 5 above stated positions

1. Due to above.
2. We only have 5 qualified applicants at this time.
3. Look to add in requests 2nd or 3rd at 1 year.

Request 1 - Peter entry code @ 10,000
REQUEST FOR NEW OR EXPANDED PROGRAMS AND/OR SPECIAL PROJECTS

1. PROGRAM OR PROJECT NAME: DATA ENTRY CLERK

2. DESCRIPTION AND JUSTIFICATION OF PROGRAM OR PROJECT: TO INPUT AND PROCESS COMPUTER DATA. ON AN ANNUAL BASIS WOULD INPUT 2,735 ARREST WARRANTS WHICH IS PRESENTLY BEING ENTERED BY WARRANT OFFICERS, WHO NEED TO BE IN THE FIELD SERVING WARRANTS AND NOT PERFORMING THIS ADMINISTRATION FUNCTION. ALSO WOULD ENTER ANNUALLY (1989 FIGURES) 1,471 ACCIDENT REPORTS, 7,000 INCIDENT AND OFFENCE REPORTS, 867 ARREST REPORTS, AND 3,894 TRAFFIC ARREST SUMMONS. CLERICAL SUPPORT STAFF POSITION HAVE FAILED TO GROW WITH THE REMAINDER OF THE DEPARTMENT TO PROCESS INCREASED REPORTS AND RECORDS GENERATED BY IMPROVED AND INCREASED ENFORCEMENT EFFORTS AND SERVICE RESPONSES. CLERICAL DUTIES ARE MORE EFFICIENT WHEN PERFORMED BY CIVILIAN PERSONNEL.

<table>
<thead>
<tr>
<th>OBJ. CODE</th>
<th>DESCRIPTION</th>
<th>QUANTITY</th>
<th>UNIT COST</th>
<th>TOTAL COST</th>
</tr>
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<tbody>
<tr>
<td>113-111</td>
<td>SALARY</td>
<td>1</td>
<td>10,400</td>
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<tr>
<td>113-161</td>
<td>GROUP INSURANCE</td>
<td>1</td>
<td>1,320</td>
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<tr>
<td>113-162</td>
<td>F. I. C. A.</td>
<td>1</td>
<td>796</td>
<td>796</td>
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<tr>
<td>113-163</td>
<td>UNEMPLOYMENT INSURANCE</td>
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<td>1,200</td>
<td>1,200</td>
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<tr>
<td>113-166</td>
<td>POLICE PENSION 6%</td>
<td>1</td>
<td>624</td>
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</table>

GRAND TOTAL | 14,340 | 14,340
REQUEST FOR NEW OR EXPANDED PROGRAMS AND/OR SPECIAL PROJECTS

1. PROGRAM OR PROJECT NAME: ADDITIONAL POLICE OFFICER POSITIONS (ENTRY LEVEL)

2. DESCRIPTION AND JUSTIFICATION OF PROGRAM PROJECT: THE INTERNATIONAL CITY MANAGER'S ASSOCIATION NOW RECOMMENDS 2.70 TOTAL SWORN PERSONNEL PER 1,000 RESIDENTS TO ADEQUATELY DELIVER A WIDE SPECTRUM OF LAW ENFORCEMENT SERVICES TO CITIZENS. A POLICE AGENCY'S PRIMARY CLIENTELE SERVED ARE HUMANS. USING THAT FORMULA IN CONJUNCTION WITH THE PRESENT POPULATION (27,000) WOULD EQUATE TO (2.70 X 27) 73 SWORN PERSONNEL. PRESENT AUTHORIZED SWORN STRENGTH IS 43. THE PRESENT CPD RATIO IS 1.59 PER THOUSAND. CONSIDERING ALL COMMUNITY FACTORS, E.G., COMMUNITY CITIZEN INVOLVEMENT, STRONG FAMILY UNIT REPRESENTATION AND COMMUNITY ETHICS, DRY COUNTY, ETC. IT IS RECOMMENDED ADOPTION OF THE 2.07 PER THOUSAND RATIO (2.07 X 27) WHICH EQUATE 56 SWORN PERSONNEL (13 ADDITIONAL OFFICERS). (THREE (3) ADDITIONAL POSITIONS WERE APPROVED IN 1990, I.E., 1-SGT & 2 PATROL OFFICERS.)

<table>
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<tr>
<th>OBJ. CODE</th>
<th>DESCRIPTION</th>
<th>EXPLANATION</th>
<th>QUANTITY</th>
<th>UNIT COST</th>
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<tr>
<td>113-111</td>
<td>SALARY-PATROLMEN</td>
<td>NOTE-REFER BELOW FOR</td>
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<td>151,380</td>
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<td>113-113</td>
<td>HOLIDAY PAY</td>
<td>DIVISION ALLOCATION</td>
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<td>6,140</td>
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<td>113-164</td>
<td>LOPFI FUNDS (PENSION)</td>
<td></td>
<td>10</td>
<td>2,155</td>
<td>21,550</td>
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</table>

*DIVISION ALLOCATION

3-SUPPORT SERVICES
(I TO PROVIDE FULL TIME JAIL STAFF AS REQUIRED BY LAW)

1-CID
(PROVIDE ADDITIONAL INVESTIGATOR TO ADEQUATELY INVESTIGATE CRIMES AGAINST PERSONS, RAPE, CHILD ABUSE/SEXUAL ASSUALTS, GENERAL FAMILY VIOLENCE CRIMES.)

5-PATROL DIVISION
(I TO PROVIDE NECESSARY ADDITIONAL STAFF TO RESPOND TO INCREASED DEMAND TO POPULATION AND CRIME INCREASES)

GRAND TOTAL: 19,283 192,830
5  Patrol Positions

| 113-111 | 10,400 |
| 161     | 1320   |
| 162     | 796    |
| 163     | 1200   |
| 164     | 624    |
|         | 14,340 |

| 113-111 | 75,690 |
| 113     | 30,70  |
| 161     | 560    |
| 162     | 5830   |
| 163     | 500    |
| 164     | 10,775 |
|         | 96,415 |

**Total $107,755.00**
IN THE MUNICIPAL COURT OF CONWAY, FAULKNER COUNTY, ARKANSAS

IN THE MATTER OF CERTAIN RECORDS
DATING FROM 1987 to 1988 MAINTAINED
BY THE MUNICIPAL COURT CLERK'S OFFICE

ORDER

Now on this the 12th day of February, 1991 the Court being sufficiently advised that there is records dating from 1987 to 1988 in City, County, Civil, and Small Claims Divisions of Conway Municipal Court and that all said records have been audited by a Division of Legislative Audit of the State of Arkansas.

FURTHER, the Court orders that the attached list is made a part of this order, and that said records are hereby ordered destroyed forthwith.

IT IS SO ORDERED.

RUSSELL L. "JACK" ROBERTS
MUNICIPAL JUDGE

DATE: 2/2/91
IN THE MUNICIPAL COURT OF CONWAY, FAULKNER COUNTY, ARKANSAS

RECORDS FROM 1987 - 1988 ORDERED DESTROYED

CITY, COUNTY, CIVIL, SMALL CLAIMS DIVISIONS

Arrest reports
Bank statements, cancelled checks and check stubs
Correspondence
Court list and reports
Driver control notices paid
Hot check list, reports and list checks paid merchants
Ledger small claims referee
List defendant's cases passed
List monies paid county treasurer for various acts
Merchants files
Pine copies tickets 42601 - 70000
Receipt books
Schedule trial settings
Subpoena list
Tickets nolle prosequi by officers
Time payment cards
Work sheets
AFFIDAVIT

Comes now, Shirley Garrett, Clerk of the Conway Municipal Court and after being duly sworn stated on oath as follows:

1. That there is, in the clerks office of the Police & Courts Building the following records that are no longer useful of necessary to the Court or the City of Conway, and that they are no longer required to be kept by law.
   A. Records from 1987 - 1988
   B. List attached to affidavit
   C. Order from Municipal Judge

2. That subject to Council approval, said records will be buried in the City landfill owned and operated by the City of Conway, Arkansas.

Witness our hands and seal this 12th day of February, 1991.

Shirley Garrett
Court Clerk

James E. Smith
Alderman

Subscribed and sworn to before me this 12th day of February, 1991.

Martin Kast \nCity Clerk