

Mayor Tab Townsell
City Attorney Michael Murphy
City Clerk/Treasurer Michael O. Garrett



City Council Members
Ward 1 Position 1 – Andy Hawkins
Ward 1 Position 2 – David Grimes
Ward 2 Position 1 – Wesley Pruitt
Ward 2 Position 2 – Shelley Mehl
Ward 3 Position 1 – Mark Ledbetter
Ward 3 Position 2 – Mary Smith
Ward 4 Position 1 – Theodore Jones Jr.
Ward 4 Position 2 – Shelia Whitmore

City of Conway - City Council Meeting
www.cityofconway.org
Tuesday, December 17th, 2013 @ 6:30pm
Judge Russell L. "Jack" Roberts District Court Building
5:30pm Committee Meeting: / FY2014 City Budget

Call to Order: Mayor Tab Townsell
Roll Call: Michael O. Garrett, City Clerk/Treasurer
Minutes: December 2nd, 2013 (Special) & December 10th, 2013 City Council Meeting
Recognition: Employee Service Awards

1. Report of Standing Committees:

A. Community Development Committee (Planning, Zoning, Permits, Community Development, Historic District, Streets, & Conway Housing Authority)

1. Consideration to approve the 2013 annual materials and services bids for the City of Conway.

B. Public Services Committee (Sanitation, Parks & Recreation & Physical Plant) Personnel

1. Consideration to enter into an agreement with White-Dates & Associates for engineering design for Brave Field at Curtis Walker Park.

C. Public Safety Committee (Police, Fire, District Court, CEOC, Information Technology, City Attorney, & Animal Welfare)

1. Ordinance appropriating and accepting reimbursements and restitution funds from various entities for the Conway Police Department.
2. Ordinance accepting donated items to the Conway Animal Welfare Department.
3. Ordinance accepting and appropriating rebate funds for the Conway Animal Welfare Department.

D. Personnel

1. Consideration to accept a Request for Statement of Qualification regarding legal services for representation of Management in civil service commission appeal hearings.
2. Consideration to accept the FY2014 fitness facility membership for City of Conway employees.

E. Finance

1. Consideration to approve monthly financial ending November 30th, 2013.

F. Old Business

G. New Business

Adjournment



MEMO

TO: Mayor Tab Townsell
CC: City Council Members
Lisa Mabry Williams
FROM: Felicia Rogers
DATE: December 13th, 2013
SUBJECT: Employee Service Awards

Message:

The following employees will be recognized at the December 17th, 2013 City Council meeting for various years of service to the City of Conway. Join us to thank them for their service.

They are as follows:

<u>Name</u>	<u>Date of Hire</u>	<u>Department</u>
<u>Years of Service:</u>		
15 Officer Larry Lute	12/28/1998	Police
Sergeant Clay Smith	12/28/1998	Police

MEMORANDUM

TO: MAYOR TAB TOWNSELL

FROM: RONNIE HALL, P.E.
CITY ENGINEER

DATE: December 13, 2013

REFERENCE: 2014 ANNUAL MATERIALS AND SERVICES BIDS

I have attached a summary of the bids opened at 10:00 AM on December 13, 2013 for 2014 annual materials and services utilized by the Street Department. We request award of the bids as follows:

<u>MATERIALS OR SERVICE</u>	<u>CONTRACTOR</u>	<u>PRICE</u>
Crushed Stone FOB El Paso	Webco	\$8.05/Ton
Crushed Stone Delivered	Webco	\$13.20/Ton
Ballast Stone Delivered	Webco	\$13.75/Ton
Stone Backfill delivered	Webco	\$12.99/Ton
Riprap delivered	Webco	\$18.62/Ton
Concrete Class A	Southern Star	\$81.50/CY
Concrete Class S	Mallard	\$84.83/CY
Added Cost for 1% Calcium added	Southern Star	\$3.00/CY
Reinforced Concrete Pipe:		
12"	Scurlock	\$8.15/Ft.
15"	Scurlock	\$11.35/Ft.
18"	Hanson	\$13.16/Ft.
24"	Scurlock	\$19.25/Ft.
30"	Hanson	\$27.82/Ft.
36"	Hanson	\$42.55/Ft.
42"	Hanson	\$53.89/Ft.
48"	Hanson	\$64.96/Ft.
Concrete Blocks:	Conway Block Company	
Standard Weight Concrete Blocks		\$1.57/Ea.
Interlocking Retaining Wall Blocks		\$5.72/Ea.
Concrete Work:		
4" Curb & Gutter	Lasker Brothers	\$4.50/L.F.
6" Curb & Gutter	Lasker Brothers	\$5.00/L.F.
Sidewalk	Lasker Brothers	\$1.00/S.F.
Gasoline & Diesel: COST OF DELIVERY (NO TAX INCLUDED IN THIS AMOUNT)		
Satterfield		
Reg Unleaded – No Ethanol -	\$0.05 Per Gal	
Reg Unleaded - with 10% Max Ethanol	\$0.05 Per Gal	
Diesel	\$0.055 Pre Gal.	

The repair of failed pavement areas (apparently due to quality of crushed stone base course) on West Tyler Street has not been resolved with the Rogers Group. I request that until that issue is addressed to the satisfaction of the city, the award of contracts to the Rogers Group be withheld. Thus, I request that all crushed stone bids items be awarded to Webco, even though the Rogers Group was lower on the one bid item "Crushed Stone Delivered to Street Department".

CITY OF CONWAY
SUMMARY OF ANNUAL BIDS FOR STREET DEPARTMENT TYPE WORK
FOR YEAR 2014

CRUSHED STONE BASE COURSE	ROGERS GROUP	WEBCO	Quality Trucking	2013 LOW BID
CRUSHED STONE FOB PLANT	\$9.10 /TON (Beryl)	\$8.05 /TON (El Paso)	\$13.33 /TON	\$7.90 /TON
CRUSHED STONE DELIVERED TO STREET DEPT.	\$12.84 /TON	\$13.20 /TON	\$13.33 /TON	\$12.21 /TON
BALLAST STONE DELIVERED TO STREET DEPT.	\$13.91 /TON	\$13.75 /TON	\$14.41 /TON	\$13.17 /TON
STONE BACKFILL DELIVERED TO STREET DEPT.	\$12.84 /TON	\$12.99 /TON	\$13.33 /TON	\$12.64 /TON
RIPRAP DELIVERED TO STREET DEPARTMENT	\$21.40 /TON	\$18.62 /TON	\$ 20.95 /TON	\$ 18.55 /TON

CONCRETE	MALLARD	SOUTHERN STAR	2013 LOW BID
CLASS A CONCRETE	\$82.05 /C.Y.	\$81.50 /C.Y.	\$82.27 /C.Y.
CLASS S CONCRETE	\$84.83 /C.Y.	\$90.00 /C.Y.	\$84.43 /C.Y.
1% ADDED CALCIUM	\$4.00 /C.Y.	\$3.00 /C.Y.	\$4.00 /C.Y.

CONCRETE PIPE:	SIZE	HANSON PIPE	Scurlock Industries	2013 LOW BID
	12"	\$8.24 /FOOT	\$8.15 /FOOT	\$8.40 /FOOT
	15"	\$11.41 /FOOT	\$11.35 /FOOT	\$11.60 /FOOT
	18"	\$13.16 /FOOT	\$13.20 /FOOT	\$13.45 /FOOT
	24"	\$19.32 /FOOT	\$19.25 /FOOT	\$19.50 /FOOT
	30"	\$27.82 /FOOT	\$27.95 /FOOT	\$28.20 /FOOT
	36"	\$42.55 /FOOT	\$43.15 /FOOT	\$43.40 /FOOT
	42"	\$53.89 /FOOT	\$54.55 /FOOT	\$54.80 /FOOT
	48"	\$64.96 /FOOT	\$66.05 /FOOT	\$66.30 /FOOT

CONCRETE BLOCKS:	Conway Block	2013 LOW BID
STANDARD WEIGHT CONCRETE BLOCKS (8"x8"x16")	\$1.57 /EA.	\$1.57 /EA.
INTERLOCKING RETAINING WALL BLOCKS(6"x16"x12")	\$5.72 /EA.	\$4.91 /EA.

CONCRETE WORK (MATERIALS FURNISHED BY CITY):

	LASKER BROTHERS	2013 LOW BID
4" HIGH ROLL CURB & GUTTER	\$4.50 /FOOT	\$4.25 /FOOT
6" HIGH UPRIGHT CURB & GUTTER	\$5.00 /FOOT	\$5.25 /FOOT
FORM POUR AND FINISH SIDEWALK	\$1.00 /S.F.	\$1.00 /S.F.
CONCRETE PAVEMENT REPAIR	NO BID / S.Y.	NO BID / S.Y.
REMOVAL OF UNSUITABLE SUBGRADE	NO BID /C.Y.	NO BID /C.Y.
PLACE AND SHAPE STONE BACKFILL	NO BID /C.Y.	NO BID /C.Y.

GASOLINE & DIESEL

	M.M. SATTERFIELD OIL
REG. UNLEADED GAS - No Ethanol	
Posted Price 12-9-13	\$2.6829 /GAL.
BID AMOUNT FOR DELIVERY	\$0.0500 /GAL.
TOTAL BASED ON 12-9-13 Posted	\$2.7329 /GAL.
REG. UNLEADED GAS - 10% Max.Ethanol	
Posted Price 12-9-13	\$2.4722 /GAL.
BID AMOUNT FOR DELIVERY	\$0.0500 /GAL.
TOTAL BASED ON 12-9-13 Posted	\$2.5222 /GAL.
Diesel - 5% Max BioDiesel	
Posted Price 12-9-13	\$3.1273 /GAL.
BID AMOUNT FOR DELIVERY	\$0.0550 /GAL.
TOTAL BASED ON 12-9-13 Posted	\$3.1823 /GAL.



December 13, 2013

Mr. Steve Ibotson, Parks and Recreation Director
 City of Conway
 10 Lower Ridge Road
 Conway, AR 72032

Re: Proposal for Miracle Field, Inclusive Playground, and Parking Expansion at Curtis Walker Park

Dear Mr. Ibbotson:

We are pleased to quote the following fee schedule for design and preparation of construction documents on the above referenced project. Please find the attached proposed Scope of Services and area to be surveyed .

Topographic Survey	\$ 6,000
Design Services	\$36,500
Bidding/ Construction Administration	<u>\$ 6,000</u>

Total \$48,500

The above fees do not include environmental or geotechnical studies.

White-Daters & Associates, Inc. is ready to begin this project when the City of Conway issues a notice to proceed. We look forward to working with you on this project.

Respectfully submitted,

Joe D. White, Jr.

Accepted:

By: Mayor Tab Townsell

Date:

Attachment: A- Scope of Service
 B- Area to be surveyed

Exhibit A Scope of Services

For the Miracle Field Conway, Arkansas

December 13, 2013

I. PROJECT DESCRIPTION

White-Daters & Associates, Inc. ("WDA") will provide civil engineering design, landscape architectural, and survey services for the City of Conway ("City") for developing construction documents for an accessible ball field, inclusive playground, and parking expansion at Curtis Walker Park. WDA will provide a topographic survey, site layout, and construction documents. WDA's scope is based on conceptual plan budget of \$700,000.00.

II. SCOPE OF SERVICES

A. BASE MAP PREPARATION, SITE EVALUATION, AND PROGRAM DEVELOPMENT

1. WDA will provide a topographic survey of the proposed site and adjacent areas as shown on the attached plan. The survey will identify the existing topography and location of the drives, walks, pavements, utilities, building and structures. The survey will capture existing conditions and utilities that are visible or located by Arkansas One-Call.
2. The survey and any existing GIS base information will be used as the base map.

B. PRELIMINARY DESIGN PLANS 30%

1. WDA team members will lead a meeting with City representatives to review the preliminary conceptual master plan from June 2013.
2. This plan will be revised to include revised field orientation and any other site revisions.
3. Based on the input received from City representatives and the Public Meeting, WDA will prepare a final site plan.
4. A preliminary cost estimate will be provided.

C. CONSTRUCTION DOCUMENTS

1. Based on the City approval of the site layout plan, WDA will begin preparation of construction documents to include plans and specifications. These will be submitted to the City for 60%, 90%, and 100% submittals. Cost estimates will be included with each submittal.

2. WDA will hold three (3) review meetings during the construction document phase with the City and interested parties.
3. The city will provide front end bidding documents per their requirements.
4. WDA will provide bidding assistance including preparation of advertisement (City to provide cost for advertising), clarifications to bidders, preparation of addendums if necessary, and review of the bids with the City.
5. The City will provide on-site daily inspection during construction. WDA will provide 10 site visits during construction and prepare the final punch list following completion of construction.
6. WDA will provide plans as needed for the City to submit for Fire, Planning, and Conway Corporation approvals. The City will provide permit applications or fees for Conway Corporation or any other utility.

III. BASIS OF COMPENSATION

A.	Topographic Survey	\$ 6,000
B.	Design Services	\$36,500
C.	Bidding / Construction Administration	<u>\$ 6,000</u>
		\$48,500

(Reimbursable expenses such as printing, color copies, plotting, photography courier/delivery, mileage will be paid for at cost and are not included in the design fee. Reimbursable expenses are estimated to be approximately \$1,500.)



Limits of Survey

Ball Park



City of Conway, Arkansas
Ordinance No. O-13-_____

AN ORDINANCE APPROPRIATING & ACCEPTING REIMBURSEMENTS AND RESTITUTION FUNDS FROM VARIOUS ENTITIES FOR THE CITY OF CONWAY POLICE DEPARTMENT; AND FOR OTHER PURPOSES

Whereas, the City of Conway Police Department has received reimbursements and restitution funds from the following entities:

Fred's	\$674.54	Donation funds
DEA	\$1,239.84	Reimbursement funds
Municipal Vehicle Program	\$923.97	Insurance Proceeds
Various Companies	\$24,031.54	Extra Duty Services
Property Room.com	\$482.13	Auction proceeds

Whereas, the Conway Police Department needs these funds to replenish their expenditure accounts;

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

Section 1. The City of Conway shall accept donation funds totaling \$674.54 and appropriate from 001.119.4705 to the CPD miscellaneous expense account, 001.121.5799.

Section 2. The City of Conway shall accept reimbursement funds totaling \$1,239.84 and appropriate from 001.121.4186 to the CPD overtime account, 001.121.5114.

Section 3. The City of Conway shall appropriate insurance proceed funds in the amount of \$923.97 from 001.119.4360 to the CPD vehicle maintenance expense account, 001.121.5450 to pay for repairs to damaged vehicles.

Section 4. The City of Conway shall appropriate funds from Various Companies in the amount of \$24,031.54 from 001.121.4185 to the CPD overtime account to reimburse for extra duty services provided.

Section 5. The City of Conway shall appropriate auction proceeds in the amount of \$482.13 from 001.121.4799 to the CPD miscellaneous expense account.

Section 6. All ordinances in conflict herewith are repealed to the extent of the conflict

PASSED this 17th day of December, 2013.

Approved:

Attest:

Mayor Tab Townsell

Michael O. Garrett
City Clerk/Treasurer



City of Conway, Arkansas
Ordinance No. O-13-_____

AN ORDINANCE ACCEPTING DONATED ITEMS TO THE CONWAY ANIMAL WELFARE DEPARTMENT; AND FOR OTHER PURPOSES

Whereas, the Friends of the Conway Animal Welfare Unit, has donated a Surgi-Vet, Pulse Oximeter machine with a value of \$1,481.17; and

Whereas, the Conway Animal Welfare Unit needs this equipment to use at the shelter.

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

Section 1. The City of Conway shall accept this donated item for the Animal Welfare Unit and will add to their inventory.

Section 2. All ordinances in conflict herewith are repealed to the extent of the conflict.

PASSED this 17th day of December, 2013.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk/Treasurer



City of Conway, Arkansas
Ordinance No. O-13-_____

AN ORDINANCE ACCEPTING AND APPROPRIATING FUNDS FOR THE CONWAY ANIMAL WELFARE UNIT; AND FOR OTHER PURPOSES

Whereas, the Conway Animal Welfare Unit has received a total of three (3) rebate checks, totaling \$679.30 for equipment that was traded in for newer equipment and;

Whereas, the Conway Animal Welfare Unit needs these funds to replenish their expenditure account for the purchase of the new equipment.

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

Section 1. The City of Conway shall accept these funds totaling \$679.30 and appropriate from 001.127.4799 to the Animal Welfare Unit's Accountable equipment expense account, 001.127.5950.

Section 2. All ordinances in conflict herewith are repealed to the extent of the conflict.

PASSED this 17th day of December, 2013.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk/Treasurer



City of Conway
Human Resources Department
City Hall
1201 Oak Street
Conway, Arkansas 72032
www.cityofconway.org

Date: December 12, 2013

To: Andy Hawkins David Grimes Wesley Pruitt Shelly Mehl
Mark Ledbetter Mary Smith Theo Jones Shelia Whitmore

Cc: Mayor Tab Townsell

From: Lisa Mabry-Williams

Subject: RFQ – Fitness Center Membership & Legal Services

The Request for Qualifications for Representation of Management in Civil Service Hearings was published in the Log Cabin Democrat on December 8th. The RFQ is due in at 10:00 a.m. on Monday, December 16th. Gary Jiles of Millar Jiles Cullipher, LLP has represented the City in this capacity since 2008.

The Request for Qualifications for fitness facility membership for City of Conway employees was published in the Log Cabin Democrat on December 8th. The RFQ is due in at 10:00 a.m. on Monday, December 16th. 365 Fitness has provided fitness facility membership to the City of Conway's employees for the past 9 years. The 2013 cost was \$15,000.00.



City of Conway, Arkansas
Monthly Financial Reports
November 30th, 2013

City of Conway
 Monthly Financial Report - General Fund
 For the month ended November 30, 2013



Revenues	Budget	Month	Year to	Encumbered	(Over)/Under	%
		Activity	Date		Budget	Expend/Collect
Ad Valorem Tax	2,938,000	694,510	1,782,564		1,155,436	61%
Payments in Lieu of Tax	23,000	2,071	26,850		(3,850)	117%
State Tax Turnback	2,000,000	59,247	1,941,081		58,919	97%
Sales Tax	17,440,000	1,415,772	15,879,840		1,560,161	91%
Beverage Tax	408,000	37,411	368,562		39,438	90%
Franchise Fees	2,635,000	205,970	2,243,515		391,485	85%
Airport Revenue	70,000	12,140	73,535		(3,535)	105%
Airport Fuel Sales .05 / GAL	10,500	882	9,715		785	93%
Permits	470,000	23,578	457,391		12,609	97%
ACIEA Revenues	-	(1,446)	3,954		(3,954)	100%
Dog Tags & Fees	25,000	2,090	22,700		2,300	91%
Municipal Court Fines and Fees	745,000	85,656	815,892		(70,892)	110%
Law Enforcement	937,810	36,763	804,685		133,126	86%
Federal Grant Revenues	50,000	-	53,053		(3,053)	106%
Insurance Proceeds	69,000	5,074	94,234		(25,234)	137%
Parks	450,000	24,064	545,214		(95,214)	121%
Interest Income	2,700	2,263	40,197		(37,497)	1489%
Proceeds from Sale of Assets	2,404	-	8,025		(5,621)	334%
Act 749 Public Safety	1,500	139	1,126		374	75%
Donations	6,795	320	9,019		(2,224)	133%
Act 833 Revenue	80,000	22,071	89,783		(9,783)	112%
Miscellaneous Revenues	136,886	4,892	111,917		24,968	82%
Transfers from Other Funds	423,000	35,250	402,850		20,150	95%
Fund Balance Appropriation	466,065	-	-		466,065	0%
Total Revenues	29,390,660	2,668,715	25,785,700	-	3,604,960	88%
Expenditures						
Admin (Mayor, HR)	589,260	34,740	476,668	5,926	106,666	81%
Finance	422,171	48,942	357,185	382	64,605	85%
City Clerk/Treasurer	220,525	10,482	151,884	56	68,586	69%
City Council	83,400	7,405	74,441	-	8,959	89%
Permits and Planning	816,326	78,112	719,906	11,759	84,661	88%
Physical Plant	580,581	29,753	483,636	2,420	94,525	83%
Fleet Maintenance	174,099	12,928	130,639	5,559	37,900	75%
Information Technology	1,305,352	61,606	1,188,298	48,220	68,833	91%
Airport	32,500	17,191	137,553	-	(105,053)	423%
Nondepartmental	625,189	119,633	727,773	1,043	(103,628)	116%
Police	11,059,587	843,646	9,745,465	100,398	1,213,724	88%
Animal Welfare	484,982	29,799	403,677	17,102	64,204	83%
Municipal District Court	843,062	82,612	783,257	2,350	57,455	93%
City Attorney	353,258	28,257	303,215	6,966	43,078	86%
Fire	8,895,684	644,903	7,907,975	92,951	894,758	89%
Parks	2,838,176	170,562	2,242,157	24,871	571,148	79%
	29,324,151	2,220,571	25,833,730	320,000	3,170,421	88%
Transfer to Reserve	500,000	-	-	-	500,000	0%
Total Expenditures	29,824,151	2,220,571	25,833,730	320,000	3,670,421	87%
Net Revenue/(Expense)	(433,491)		(48,030)			

*All figures are unaudited

Notes:

1) Budget column is current budget which includes all year-to-date adjustments, if any.

City of Conway
General Fund
2013



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-13-15	1/22/13	Reclassify Court Admin II to Clerk II	14,691
O-13-16	1/22/13	Implement new one-step salary scale	1,762,851
O-13-25	2/26/13	New employment market study	5,000
O-13-31	3/26/13	Cremation services	10,000
O-13-33	3/26/13	Civil service commission appeal hearing	3,200
O-13-34	3/26/13	Civil service commission testing	1,850
O-13-36	4/8/13	Bicycle and Pedestrian Board expenses	2,000
O-13-37	4/8/13	Grant match for mural project	8,000
O-13-39	4/8/13	Sound system for council meetings	21,000
O-13-42	4/23/13	Network switches for IT dept	21,345
O-13-66	6/25/13	Purchase land on Hogan - Comm Center	58,000
O-13-73	7/9/13	Civil service testing	14,000
O-13-74	7/9/13	Participation in CEO's for Cities	2,000
O-13-81	7/23/13	Furniture for District Court Judge	5,932
O-13-85	8/13/13	Animal Welfare-reclassify P/T kennel tech to F/T	7,189
O-13-86	8/13/13	Three School Resource Officers for Conway Public Schools	66,380
O-13-89	8/13/13	JESAP salary adjustments for certain full time non-elected emp	103,649
O-13-111	10/22/13	Match to Jump Start Grant for Markham St Project	50,000
O-13-120	11/12/13	Pay adjustment for Deputy City Attorney	16,500
O-13-125	11/12/13	Police overtime funds for operation Shop Secure	50,000
O-13-128	11/26/13	Partial expense of 2012 audit	42,590
			<u>\$ 2,266,177</u>

City of Conway
 Balance Sheet - General Fund
 For the month ended November 30, 2013



Cash - Operating	4,028,475
Cash - Reserve	500,000
Petty Cash	715
Taxes Receivable	3,000,000
Accounts Receivable	2,697,377
Due from Other Funds	4,661
Due from Street	106,693
Fleet Inventory	15,539
Fuel Inventory	31,192
<i>Assets</i>	<u>10,384,653</u>
Trade Accounts Payable	(59,747)
Insurance and Benefits Payable	20,142
Event Deposits	600
Due to Other Funds	286,450
Deferred Revenue	2,518,997
<i>Liabilities</i>	<u>2,766,443</u>
Fund Balance - Committed to cash flow	2,000,000
Fund Balance - Committed to reserve	500,000
Fund Balance - Unassigned	5,118,209
<i>Fund Balance</i>	<u>7,618,209</u>
<i>Total Liabilities & Fund Balance</i>	<u>10,384,653</u>

*All figures are unaudited

City of Conway
 Monthly Financial Report - Street Fund
 For the month ended November 30, 2013



	<u>Budget</u>	<u>Month</u> <u>Activity</u>	<u>Year to</u> <u>Date</u>	<u>Encumbered</u>	<u>(Over)/Under</u> <u>Budget</u>	<u>%</u> <u>Expend/Collect</u>
Revenues						
Ad Valorem Tax	1,350,000	372,875	935,869		414,131	69%
Payments in Lieu of Tax	12,000	-	-		12,000	0%
State Tax Turnback	2,800,000	258,085	2,493,205		306,795	89%
Severance Tax	175,000	21,515	246,394		(71,394)	141%
Sales Tax	245,000	19,838	222,892		22,108	91%
Sign Permits	500	-	60		440	12%
Engineering Fees	7,500	1,375	8,050		(550)	107%
Insurance Proceeds	-	-	1,933		(1,933)	100%
Interest Income	3,500	1,150	15,765		(12,265)	450%
Miscellaneous Revenues	-	20	2,314		(2,314)	100%
Total Revenues	4,593,500	674,858	3,926,483	-	667,017	85%
Expenditures						
Personnel Costs	2,071,317	142,625	1,655,132	-	416,185	80%
Other Operating Costs	<u>2,828,842</u>	<u>108,469</u>	<u>2,085,802</u>	<u>60,400</u>	<u>682,640</u>	<u>74%</u>
Total Operating Costs	4,900,159	251,094	3,740,933	60,400	1,098,826	76%
Capital Outlay	<u>199,760</u>	<u>-</u>	<u>198,450</u>	<u>-</u>	<u>1,310</u>	<u>99%</u>
Total Expenditures	5,099,919	251,094	3,939,384	60,400	1,100,135	77%
Net Revenue/(Expense)	(506,419)		(12,901)			

*All figures are unaudited

Notes:

- 1) Budget column is current budget which includes all year-to-date adjustments, if any.

City of Conway
Street Fund
2013
Fund Balance Appropriations



<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-13-49	5/14/13	Funds needed for remaining 2013 motor grader lease payments	13,678
O-13-89	8/14/13	JESAP salary adjustments for certain full time non-elected emp	35,880
O-13-112	10/22/13	JESAP salary adjustment for City Engineer/Street Director	3,100
			<u>\$ 52,658</u>

City of Conway
Balance Sheet - Street Fund
For the month ended November 30, 2013



Cash - Operating	1,886,410
Taxes Receivable	42,357
Accounts Receivable	1,521,139
Due from Other Funds	187,735
<i>Assets</i>	<u>3,637,671</u>
Trade Accounts Payable	46,083
Due to Other Funds	574
Due to General	107,521
Deferred Revenue	1,264,754
<i>Liabilities</i>	<u>1,418,932</u>
<i>Fund Balance</i>	<u>2,218,739</u>
<i>Total Liabilities & Fund Balance</i>	<u>3,637,671</u>

*All figures are unaudited

City of Conway
 Monthly Financial Report - Sanitation
 For the month ended November 30, 2013



	<u>Budget</u>	<u>Month</u> <u>Activity</u>	<u>Year to</u> <u>Date</u>	<u>Encumbered</u>	<u>(Over)/Under</u> <u>Budget</u>	<u>%</u> <u>Expend/Collect</u>
Revenues						
Sanitation Fees	7,620,000	748,126	6,860,146		759,854	90%
Proceeds - Recycled Materials	200,000	24,648	450,971		(250,971)	225%
Landfill Fees - General	240,000	14,692	178,584		61,416	74%
Insurance Proceeds	-	-	115,425		(115,425)	100%
Interest Income	50,000	3,850	50,724		(724)	101%
Proceeds from Sale of Assets	-	-	144		(144)	100%
State Grant Revenues	-	-	50,000		(50,000)	100%
Miscellaneous Revenues	-	-	372		(372)	100%
Total Revenues	8,110,000	791,316	7,706,366	-	403,634	95%
Expenditures						
Personnel Costs	3,682,785	266,712	3,144,092	-	538,693	85%
Other Operating Costs	3,283,699	200,104	2,404,729	109,676	769,294	73%
Total Operating Costs	6,966,484	466,816	5,548,821	109,676	1,307,987	80%
Capital Outlay	1,143,612	7,932	275,231	582,156	286,225	24%
Total Expenditures	8,110,096	474,748	5,824,052	691,832	1,594,212	72%
Net Revenue/(Expense)	-		1,882,314			

*All figures are unaudited

Notes:

- 1) Budget column is current budget which includes all year-to-date adjustments, if any.
- 2) Capital outlay is shown here for budgeting purposes, but only depreciation expense will be recorded at year end.

City of Conway
Sanitation Fund
2013



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-13-89	8/14/13	JESAP salary adjustments for certain full time non-elected emp	9,302

City of Conway
 Balance Sheet - Sanitation
 For the month ended November 30, 2013



Cash - Operating	2,076,480
Petty Cash	200
Post Closure Cash Account	4,727,783
Accounts Receivable	664,265
Due from Other Funds	64,975
General Inventory	2,122
Land & Buildings	4,394,619
Accum Dep - Buildings	(572,305)
Accum Dep - Land Improvements	(1,048,320)
Infrastructure	858,051
Accum Dep - Infrastructure	(364,354)
Machinery and Equipment	9,824,495
Accum Dep - M&E	(4,278,723)
Vehicles	120,952
Accum Dep - Vehicles	(94,617)
Computer Equip & Software	5,750
Construction in Progress	689,767
<i>Assets</i>	<u>17,071,141</u>
Trade Accounts Payable	35,627
Salaries Payable	334,383
Net Pension Obligation	855,700
Accrued Interest Payable	32,255
2010 Recycling Note - US Bank	809,873
Landfill Close/Post Close	4,386,590
<i>Liabilities</i>	<u>6,454,427</u>
<i>Net Assets</i>	<u>10,616,713</u>
<i>Total Liabilities and Net Assets</i>	<u>17,071,141</u>

*All figures are unaudited