

# City of Bryant

## State of Arkansas

Annual Budget 12/18/2018 - Revision 3 Adopted  
Fiscal Year 2019



Prepared by City of Bryant  
Finance Department

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## Local Bio

The City of Bryant began as a tiny township at the center of Arkansas just outside Little Rock, the State capital. Over the past couple of decades the population has ballooned to 20,000 and continues to grow. Bryant can attribute much of its growth to its strong school district which has grown well beyond the boundaries of the city limits. Due to this extended boundary, many more than just 20,000 claim and identify with Bryant as their home town.

Organized youth and adult sports thrive in Bryant and are a large part of the fabric of the community as well as the tourism industry. Bryant hosts numerous sporting events for all ages including baseball, softball, swimming, soccer, football, disc golf, basketball and tennis. There is also a thirty year ongoing traditional Fall Fest in Bryant coupled with a growing regional BBQ contest. One of the most attended community events is the Salt Bowl. In September the two largest cities in Saline County, Bryant and Benton, come together to battle on the football field for the title of Salt Bowl Champion. It is the most attended high school football game in Arkansas, with approximately 30,000 fans attending. This event represents the friendly community wide rivalry and is joined in by numerous businesses, community sponsors, churches and other organizations. Everyone in the County chooses a side for that week.

As Bryant continues growing and maturing, a town center is desired - a more formalized gathering place than the football stadium or the baseball diamond, a place for people to connect, do business, make memories - a mixed commercial and residential development scaled for pedestrians and well-connected to schools, parks and neighborhoods. In 2012 the city applied for and received a \$2.2 million dollar grant (\$1.8 mil from Metroplan and \$450K in Local Required Match) to make pedestrian and traffic improvements in the area dubbed the "Heart of Bryant." It is hoped this area will serve this purpose in the future. The "Heart of Bryant" is the original pre-planned township that boasts more than 16 developed square city blocks surrounding Reynolds Road that are prime for a 21st century refresh. Strong partnerships between the public and private sectors are imperative to making this revitalization a reality. During the 2018 Budget Year this grant was completed. The community hopes to see these changes and investment spur growth from the citizens in this area during 2019.

Bryant has several major employers with more than 100 employees. Two major employers are the city itself and the school district. Others are primarily in the retail and healthcare industries. Bryant has a thriving medical industry with some of the best health care professionals in the state. A boost was given to the Medical sector when in 2018 the Heart Hospital decided to locate its new facility in Bryant. For several years the residential growth in Bryant has outpaced its commercial growth; however, commercial growth and the sales tax it generates for needed services is a renewed focus in this 2019 budget. The Heart Hospital will bring other businesses to the area as an anchor as well as provide an additional 200 plus jobs in the area.

Arkansas' local economies are commonly supported by sales tax. Arkansas has a statewide sales tax of 6.5%. In Bryant, another 3% is collected and utilized by the city. This sales tax makes up approximately 73% of the general fund income.

We hope you enjoyed this brief Local Bio on the City of Bryant. Please continue to see how we plan to use the resources granted to us by the citizens for the calendar year of 2019.

## Letter of Transmittal

Dear Citizens of Bryant, AR,

The annual construction of a budget for the following year creates a road map and a mission for utilization of the resources allotted through sales tax, franchise fees, utility rates, fines, and fees to fulfill a long term vision for the city. It is the desire of the mayor, council and city employees to seek and create smart, positive, sustainable growth so that we can be a great American city that will sustain itself even after growth slows.

Under this main goal are several smaller goals that make reaching it possible. One of the most important of these is to keep our citizens and visitors feeling safe while in our community. Please note on page 3 that the focus area of **Public Safety** consumes a large portion of our resources and is implemented through several departments including Police, Fire, Courts, Code, and Animal Control. It should be noted that certain aspects of Public Utilities are necessary to keep citizens and visitors safe. Recent news, like events in Flint, Michigan, have brought this to the forefront of everyone's minds. The importance of safety is one reason these areas of Police, Code, and Public Works have been some of the only departments to increase personnel over the last three years. Please review the changes to the full time budgeted positions on page 23.

It is our desire to be proactive toward our growth and avoid being reactive when possible. Creating smart, positive, well-connected growth takes very deliberate action, good policy and a long term plan that can be implemented one year at a time. As Bryant has grown so has its traffic concerns. Traffic congestion is frustrating, bad for businesses and diminishing to a good quality of life. We devote substantial resources to creating a better connected community. We also invest in long term city planning. Every year, we work to connect our parks, neighborhoods and schools through pedestrian and cycling **connectivity**. We will be connected to our neighboring communities and the southwest trail, on safe and protected trails that reach throughout central Arkansas.

During December of 2016 the citizens of Bryant voted a large bond refinancing to construct a new north/south traffic corridor called Bryant Parkway. Engineers have confirmed this additional access will greatly relieve the traffic congestion on Reynolds road, give alternate routes for school pick up and drop off, and create additional pedestrian and bicycle access to schools, neighborhoods and parks.

Our **smart growth** stormwater plan includes addressing current stormwater issues and guiding policy for new development that insures our growth creates no further stormwater issues. In 2016 the Bryant City Council voted to charge \$3 on residential and \$6 on commercial utility accounts to deal exclusively with stormwater issues. This small fee only begins to address the current issues. We will be as aggressive as funds allow to improve our stormwater system.

Last, but definitely not least, is the focus area of the "**Health and Quality of Life for the Citizens and Visitors to Bryant.**" All departments contribute to this goal in one way or another, but the department whose sole focus of this goal is Parks and Recreation. As Bryant has grown, it has struggled to balance its growth with its desires as a community. No other department feels this struggle more than Parks and Recreation.

When budget time rolls around Parks is often correctly seen as a "want" not a "need". It gets

cut back in areas that do not allow the employees of that department to deliver the level of services desired by citizens and visitors. Because Bryant is centrally located and surrounded on many sides by larger cities, its parks are often compared to other city parks where their Advertising and Promotion Commission Tax devotes more resources to the parks space, appearance and programming. Finally, in July of 2018 Bryant began collecting its own Advertising and Promotion Tax; 1% on Restaurants and 2% on Hotels. Per Arkansas state law this type of tax can only be used in two areas: advertising and parks. The City's Parks department plans to apply to the commission for much needed capital and maintenance projects going forward.

The 2018 Budget year was a year that saw the completion of several multi-year projects including but not limited to: two new Fire Stations and an increased ISO Rating, the Dewatering Facility, and a Bishop Center Renovation. During 2018 Council approved several maintenance as well as capital projects that had been needed for some time. Council approved using savings to cover these projects. After the busy year of 2018, 2019 is planned to be a time to wrap up and reflect on these accomplishments while replenishing our fund balances potentially in all three major funds.

While the change from 2018 to 2019 for the cost of health care with Arkansas Municipal League was not as drastic as it has been in the past, health costs continue to make up a large percentage of our personnel costs which in turn make up a large percentage of total fund costs specifically in the General Fund. In an effort to keep health care foremost on everyone's minds and to arm the employees with knowledge the Human Resources Department has hosted an Annual Wellness Fair since 2016. That department has continued to increase the services provided at this fair each year. Now it includes allowing employees to test their glucose levels, BMI and obtain flu shots as well as visit with providers of retirement and banking services.

Since 2014 employee evaluations have only been allowed to yield up to a max of 1% increase in pay. This is not in keeping with the surrounding market. Before 2018 every other year the city hired an outside firm to conduct a salary study. Starting in 2018 the City plans to have this evaluation done each year. The 2018 JESAP study found no employees to be under the minimum wage funding. This was a vast improvement over prior years and an indication that our 3% and 4% raises in 2018 helped correct our overall bell curve regarding wage distribution. One recommendation that did come out of this year's JESAP study was to "direct pay increases to non-uniform positions" as these continue to be the positions most out of alignment with the market. Uniformed Fire and Police continue to receive their Step and Grade adjustments each year in addition to any City approved raises which has assisted them in keeping more closely aligned with the surrounding market. This 2019 proposed budget does not at this time implement any more raises beyond the 1% max discussed above. It is possible that Council will decide to allow for certain quartiles to receive more increases during the year. Note further that during 2018 Longevity Pay was added to payroll as well. It is one of the goals of the Human Resources Department and all department heads continue to work with the mayor and council to come up with any and all ways to reward employees and encourage retainment.

The only true solution to keep pace with market demands in payroll is growth in sales tax. Sales tax makes up the bulk of the General Fund Revenue sources in most Arkansas cities, including Bryant. It is imperative there is a multifaceted approach to business retention, expansion, and recruitment to insure our businesses are successful so that in turn the city is successful. It is only by

doing this that the city can hope to maintain the levels of services to which its citizens have become accustomed and maintain a city workforce that is competitive in the employee market. This 2019 budget plans to address this need in several ways but foremost with the planned addition of a new employee devoted to Economic Development for the City. This new position will be housed in the Planning Department.

With growth comes opportunities, change, and challenges. The Mayor, Council and city employees look forward to 2019 and serving you the very best we can with the resources you have entrusted to us. We hope you enjoy the following pages explaining the Budget process, department accomplishments, goals, and the accompanying resources dedicated to achieving those goals.

Sincerely, Joy Black  
City of Bryant, Finance Director

## 2019 Budget Process

The City of Bryant typically begins constructing the budget for the following year in August/September of the previous year. The Finance Director and Mayor meets with the Department Heads and made a listing of any anticipated notable large changes from one year to the next. The Finance Director opens up a draft in the city software and asks Department Heads to go in and input their budgets. Then the Finance Director pulls all of that detail out and puts it into a draft booklet for the Mayor and Department Heads to review. The Mayor and Department Heads make any adjustments and a draft is then presented to Council for adoption, typically at the last Council meeting of the year.

While the audited financial Statements of the City are prepared using a modified accrual method the budget is prepared using the cash method. The main difference between these two methods for the city of Bryant is the depiction of fixed assets and debt. For budgetary purposes fixed assets are shown as expenses that are approved by Council. These are shown as the 58XX series of accounts. However, in the audited financial Statements these are converted via adjustments to the balance sheet. Similarly, during the year debt principal and interest payments are shown as expenses and approved as such by Council in the budget but in the audited financial statements these two are converted via adjustment to balance sheet items.

Prior to the 2018 Adopted Budget, the budget was adopted by line item which was very cumbersome. In 2018 Council adopted the budget by expense category in the major funds, keeping the limited number of Revenue lines still by line item. This was much easier and efficient to administer the work of the City. With this in mind this 2019 budget will be prepared and presented to Council for approval in that same fashion.

### 2019 Budget Timeline

Budget started in Springbrook (General Ledger Software) by Dept Heads	Week	9/18/18 - 9/22/18
Time slots set aside for Meetings between Finance Director, Dept Heads, and the Mayor	Week	9/25/18 - 9/29/18
Budget Deadline for all Dept Heads to have all issues worked out and numbers in Springbrook	Monday	10/8/18
Budget Workshop with Council - Presentation on All Department Budgets and Overview	Tuesday	11/27/18
Fullfilling 14-58-201 Mayor to give Budget to Council by Dec 1st		from 5-6:30pm
Budget Adopted by Ordinance at Council Meeting	Tuesday	12/18/18

## 2019 Budget/City Strategic Focus Areas

Since 2014 the Four Areas shown below have been the identified and pursued Strategic Focus Areas of the City of Bryant. In this document we have tried to align the Letter of Transmittal along these focus areas as well as all departmental goals and accomplishments. Certain departments meet more than one of these goals and are listed as such. This format provides a clear framework around which Department Heads and Departments as a whole can organize their time and resources.

	Governmental	Enterprise W/WW	Gov Debt	W/WW Debt	Totals
Public Safety Fire, PD, Code, Animal, Court	\$9,761	\$4,920	\$ 754	\$804	\$16,238
Health and Quality of Life for the Citizens and Visitors to Bryant Parks	\$2,539	\$4,920	\$ 727	\$804	\$8,989
Connectivity Street, MS4	\$3,266		\$ 640		\$3,906
Smart Growth Planning, Admin, IT	\$1,319				\$1,319
*Costs shown in Millions    Totals	\$16,885	\$9,839	\$ 2,120	\$1,608	\$30,452

**RESOLUTION NO. 2018 -44**  
**A RESOLUTION PROVIDING FOR THE ADOPTION OF A BUDGET FOR THE CITY OF BRYANT,**  
**ARKANSAS FOR THE TWELVE MONTH PERIOD BEGINNING JANUARY 1, 2019 AND ENDING**  
**DECEMBER 31, 2019**

**WHEREAS**, the City Council has reviewed the proposed budget submitted by the Mayor and;

**WHEREAS**, it is the finding and conclusion of the City Council that the schedules and exhibits of anticipated revenues and expenditures for the calendar year appear appropriate for budgetary purposes.

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

**Section 1.** This resolution shall be known as the budget resolution for the City of Bryant, Arkansas, for the twelve (12) month period beginning January 1, 2019 and ending December 31, 2019. The attached budget, incorporated herein, reflects estimated revenues and expenditures as set forth on the

**Section 2.** The respective funds for each item of expenditure proposed in the budget for 2019 are hereby approved and adopted for the operation of the City of Bryant, Arkansas, by the City Council on this date and constitute an appropriation of funds which are lawfully applicable to the items contained with the budget.

**Section 3.** The Mayor or her duly authorized representative may approve for payment, out of funds appropriated by this budget or otherwise approved by the City Council for that purpose or may disapprove any bills, debts, or liabilities asserted as claims against the City up to a maximum amount allowed by Arkansas law and the payment or disapproval of any bills, debts, or liabilities exceeding that amount shall require the confirmation of this governing body.

**PASSED AND APPROVED this 18 day of December, 2018.**

APPROVED:

\_\_\_\_\_  
Jill Dabbs, Mayor

Approved as to Form:

\_\_\_\_\_  
Richard Chris Madison, Staff Attorney

ATTEST:

\_\_\_\_\_  
Sue Ashcraft, City Clerk



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Bryant  
Arkansas**

For the Fiscal Year Beginning

**January 1, 2018**

*Christopher P. Morill*

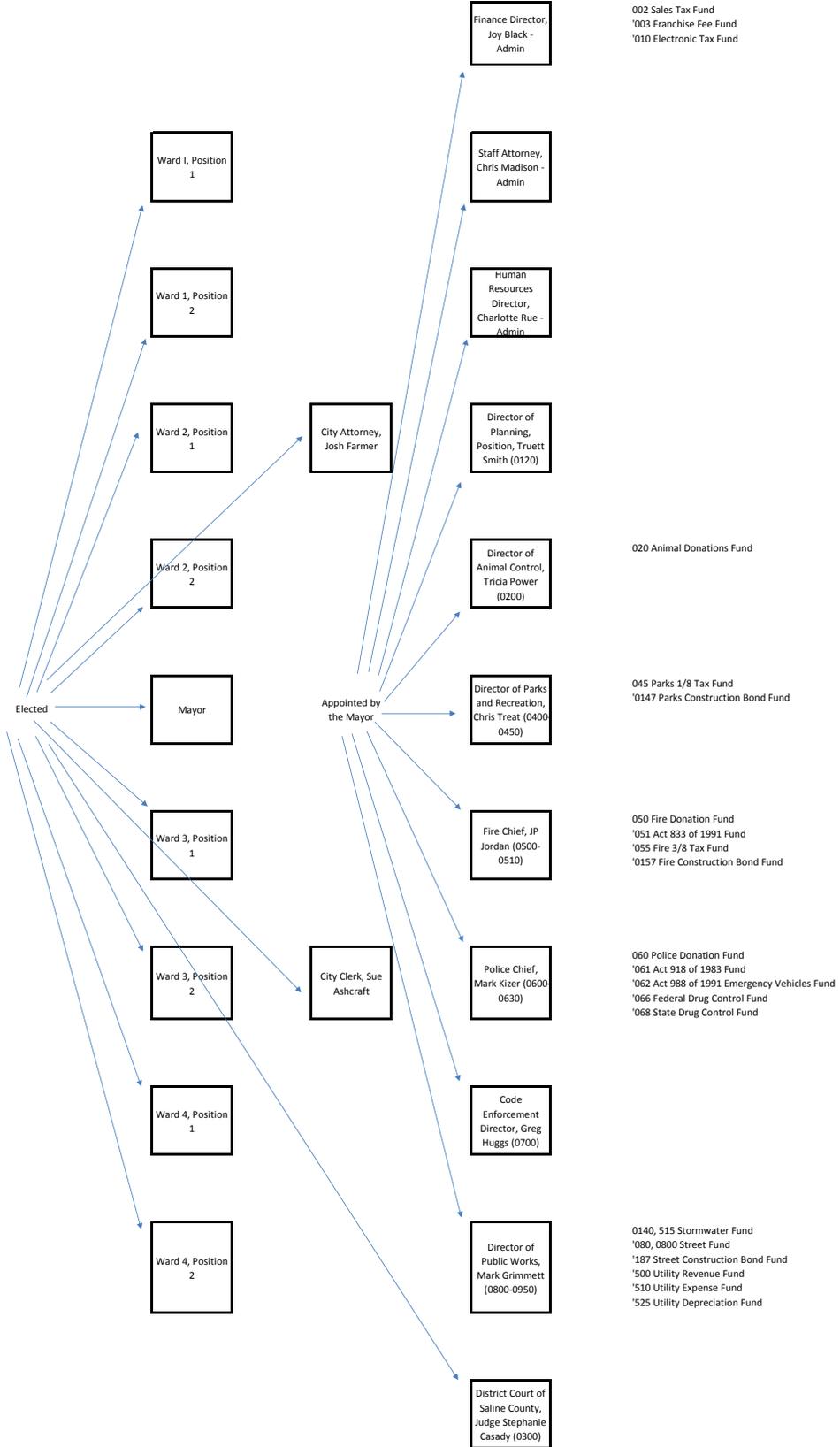
Executive Director

Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to City of Bryant, Arkansas, for its Annual Budget for the fiscal year beginning January 1, 2018. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as policy document, as a financial plan, as an operations guide, and as a communicative device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

CITIZENS OF BRYANT

CITY ORGANIZATION CHART



### **PURCHASING/PURCHASE ORDER CITY POLICY**

All Purchase Orders (PO) require Department Head or Department Head Delegate approvals. Any over \$250 require second level approval by either the Finance Director or the Mayor. All PO's over \$2500 require the Department Head to decide if the purchase is a Capital Asset (ie. long-term tangible piece of property that the City owns and uses and is not expected to be consumed or converted into cash any sooner than at least two year's time)

All PO's for capital items must be coded to or from an account with the last four digits beginning with 58XX.

Any PO over \$2500 requires three written quotes which are to be submitted in the PO for approval. Quotes are not required if the vendor is a sole source provider of the product or if the product was purchased using the State Contract or NPJA Contract. If the circumstances listed above are applicable they must be noted in the PO Description.

PO's over \$20,000 require sealed and advertised bids. PO's over \$20,000 also require specific budget approval by Council or must be presented to Council for approval during the year.

Emergencies, the exception, not common place by definition. Do action needed to prevent further problems but submit three written quotes after the fact.

### **ACCOUNTING, AUDITING AND FINANCIAL REPORTING CITY POLICIES**

The City's accounting and financial reporting systems will be maintained in conformance with Generally Accepted Accounting Principles (GAAP) and the standards set by the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).

An independent public accounting firm will perform an annual audit. The auditor's opinion will be included with the City's published Annual Financial Reports.

The City's Budget should satisfy criteria as a financial and programmatic policy document, as a comprehensive financial plan, as an operations guide for all organizational units and as a communications device for all significant budgetary issues, trends and resources.

Monthly Reports shall be prepared and presented to the Bryant City Council on a timely basis.

Balancing the budget - the state of Arkansas requires that a balanced budget be presented to Council by December 1st before the year of the budget proposed in State Statute 14-58-201.

### **DEBT MANAGEMENT CITY POLICIES**

The City will seek to maintain and, if possible, improve its current bond rating in order to minimize borrowing costs and preserve access to credit. The City will encourage and maintain good relations with financial bond rating agencies and will follow a policy of full and open disclosure.

Every future bond issue proposal will be accompanied by an analysis showing how the new issue combined with current debt impacts the City's debt capacity and conformance with City debt policies.

Financing shall not exceed the useful life of the asset being acquired.

The City will not use long-term debt to finance current operations.

The general policy of the City is to fund capital projects (infrastructure) with new, dedicated streams of revenue or voter approved debt. Nonvoter approved debt may be utilized when a dedicated revenue source other than general revenue can be identified to pay debt service expenses.

Interest earnings on bond proceeds will be limited to: 1) funding the improvements specified in the authorizing bond ordinance; or 2) payment of debt service on the bonds.

Utility rates will be set to ensure debt service coverage exceeds the bond indenture requirement of 110%.

The City shall comply with the Internal Revenue Code Section 148 - Arbitrage Regulation for all tax-exempt debt issued.

Proceeds from debt will be used in accordance with the purpose of the debt issue. Funds remaining after the project is completed will be used in accordance with the provisions stated in the bond ordinance that authorized the issuance of the debt.

### **CAPITAL MANAGEMENT CITY POLICIES**

A Capital Improvement Plan will be updated annually, including anticipated funding sources. Capital improvement projects are defined as infrastructure or equipment purchases or construction that results in a capitalized asset costing more than \$2,500 and having a useful life (depreciable life) of two (2) years or more, per Ordinance 2002-09.

Proposed capital projects will be reviewed by a cross-departmental team for accurate costing (design, capital, and operating), congruence with City objectives and prioritized by a set of deterministic criteria. Financing sources will be sought for the highest-ranking projects.

Capital improvement operating budget impacts will be coordinated with the development of the annual operating budget. Future operating, maintenance, and replacements costs will be considered.

Ordinance 2007-35 , ACA 14-58-303 and ACA 14-58-306, outlines that the Mayor may sell city assets not exceeding \$6000 in fair market value without competitive bidding. The sale of city assets over \$6000 in fair market value must be brought to council for disposal approval and recommendations.

Ordinance 2014-01 ACA 14-43-501 provides for organization of the City Council meetings and approval of the financial report from the previous month as a new business item at each monthly council meeting.

SUMMARY OF THE 2018 BUDGET AS ADOPTED TO START 1/1/2018

	Admin	Planning	Animal Control	Court	Park	Fire	Police	Code	General TOTAL	Street	Water/WW
2018 Adopted BudRevenues	5,707,250	7,000	477,500	719,420	1,922,268	2,680,420	1,549,000	294,045	13,356,903	2,822,445	7,717,039
2018 Adopted BudExpenses	1,090,039	264,304	479,541	430,820	2,352,212	3,884,678	4,511,276	343,696	13,356,566	5,520,980	13,930,607
2018 Adopted Net	4,617,211	(257,304)	(2,041)	288,600	(429,944)	(1,204,258)	(2,962,276)	(49,651)	337	(2,698,535)	(6,213,568)

Project B List from 2017 Council Workshops: Fire Engineer Drive Plan approved in 2019 Budget	LONG TERM CAPITAL ITEMS FOR GENERAL FUND CONSIDERATION	Total Capital	3,046,896	6,029,780
	* Replacing City Hall	Stormwater Cap	2,300,000	
	* Replacing or Updating General Ledger Software	Stormwater moved to Fund 515		
		2018 Water Capital		2,127,500
		2018 WW Capital		3,902,280

SUMMARY OF THE 2019 BUDGET AS PROPOSED

	Admin	Planning	Animal Control	Court	Park	Fire	Police	Code	General TOTAL	Street	Water/WW
Proposed 2019 Revenues	5,452,200	7,000	484,500	743,420	2,061,495	2,880,450	1,614,980	409,045	13,653,090	3,031,568	8,386,653
Proposed 2019 ExpExpenses	934,405	321,732	448,711	460,748	2,510,195	4,004,408	4,587,375	383,943	13,651,517	3,302,697	12,285,972
Proposed 2019 Net	4,517,795	(314,732)	35,789	282,672	(448,700)	(1,123,958)	(2,972,395)	25,102	1,573	(271,129)	(3,899,319)

After two years of extensive Street Capital Projects 2019 will be a year of finishing so less is budgeted for capital in the regular Street Fund; however, note that the Bryant Parkway Street Bond Project is shown in Fund 187.

Total Capital	927,000	2,147,500
Stormwater Cap	279,000	
2019 Water Capital		557,500
2019 WW Capital		1,590,000

	Admin	Planning	Animal Control	Court	Park	Fire	Police	Code	General TOTAL	Street	Water/WW	% of the Whole
Personnel	568,703	166,632	299,376	409,798	1,473,030	3,354,838	3,575,895	332,263	10,180,535			75% Dep Exp Est
Building&Grounds	48,727	4,150	32,890	27,490	655,690	147,800	126,214	5,980	1,048,941			8% included for
Vehicle	3,425	0	10,200	0	18,000	116,000	231,250	8,500	387,375			3% first time
Supply	9,500	1,200	10,400	9,000	75,100	118,850	43,600	900	268,550			2% in budgeting
Operations	36,100	20,100	73,820	3,000	36,180	13,550	16,600	7,000	206,350			2%
Professional Services	55,100	15,600	18,525	6,500	169,565	3,000	10,000	20,300	298,590			2%
Miscellaneous	147,850	114,050	3,500	4,960	15,620	13,040	166,370	9,000	474,390			4%
Contract/Donations	65,000	0	0	0	0	0	0	0	65,000			0%
Grant	0	0	0	0	0	0	31,200	0	31,200			0%
Fixed Assets/Lease Pmt	0	0	0	0	67,010	172,330	343,500	0	582,840			4%
Total	934,405	321,732	448,711	460,748	2,510,195	3,939,408	4,544,629	383,943	13,543,772			100%

Each month the City receives 3% of sales tax back from the State of Arkansas. This 3% is mandated by the citizens via vote to be spent on the following listed categories. Roughly each month for the last two years the city has averaged around \$1,000,000 a month. You can see from the charts above and below what a large percentage Sales Taxes make up the overall total revenues for the General Fund.

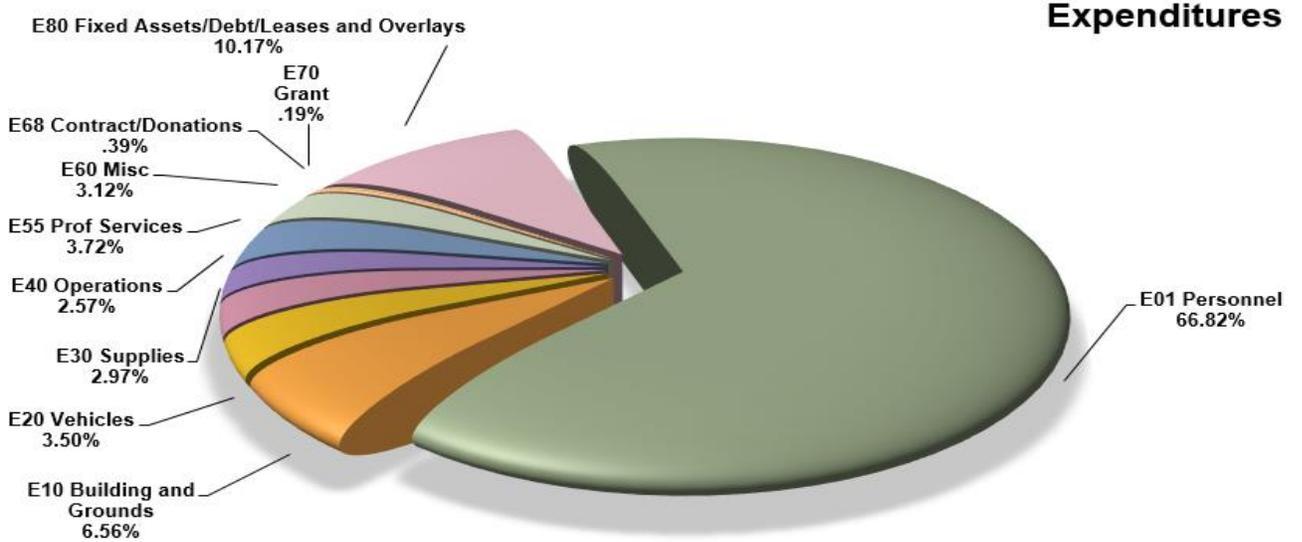
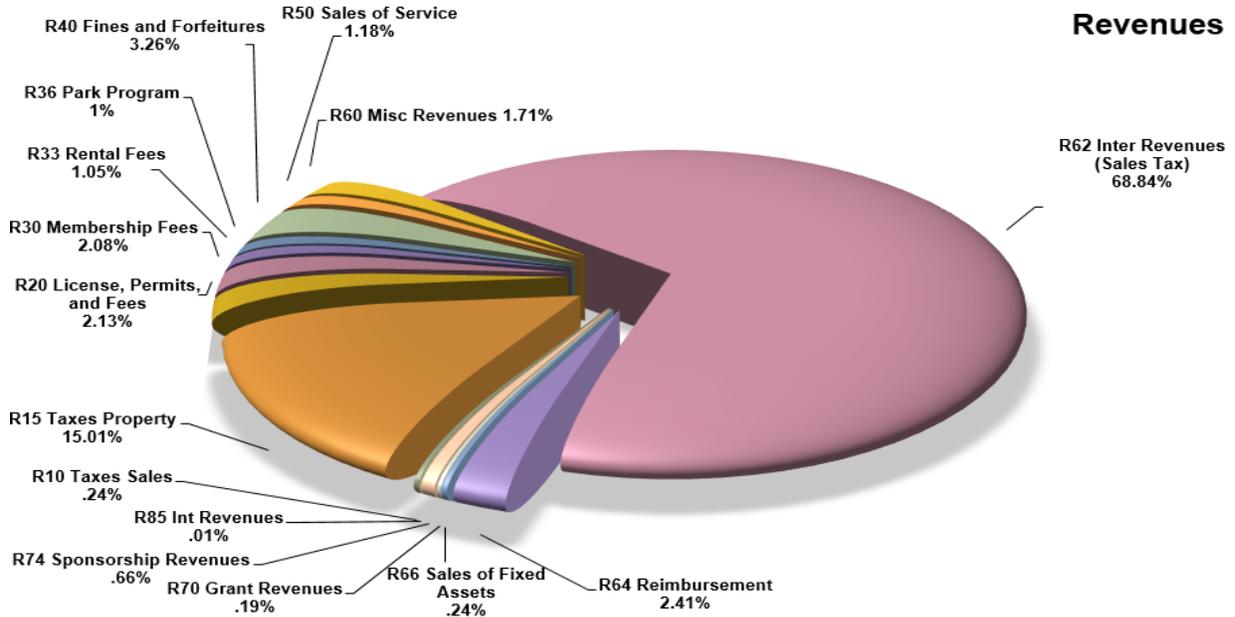
The chart below shows how the 3% sales tax above is estimated for 2019.

	Monthly	Annually
1% GF	376,667	4,520,000
1/8 Parks	47,083	565,000
3/8 Fire	141,250	1,695,000
4/8 Bond	188,333	2,260,000
Animal 10%	37,667	452,000
Parks 10%	37,667	452,000
Fire 25%	94,167	1,130,000
Police 25%	94,167	1,130,000
Street 30%	113,000	1,356,000
Total	1,130,000	13,560,000

Plans for FUND BALANCES for the three major funds (General, Street and Water/Wastewater) are shown above. Street completed several projects during 2018 and the budget plan for 2019 is to build back up cash/savings balances. The Water/Wastewater Fund is budgeted to complete \$2.6 million of capital projects using \$1.4 million of its savings to do so. This plan will necessitate that the Finance Director and the Public Works Director work closely together to monitor and adjust as needed the cash flow plans. Some one time capital projects were approved out of General Fund savings in January of 2018 after the initial budget was approved. Council wisely waited to see how the year ended before approving this projects. This approach will be taken again for General Fund. Also note that a list of possible large capital items has been added above for Council to start considering as part of a five year capital plan.

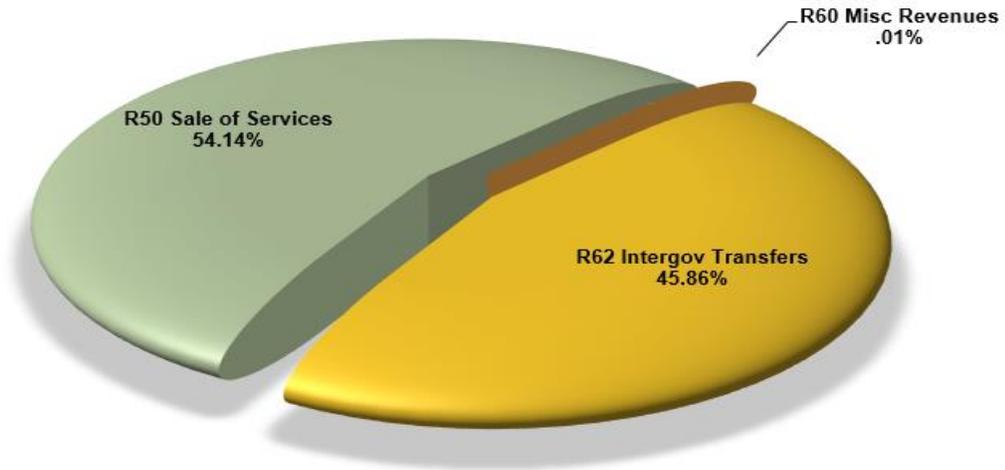
Divided by 3	376,667	4,520,000
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# Governmental Funds (General and Street Funds)

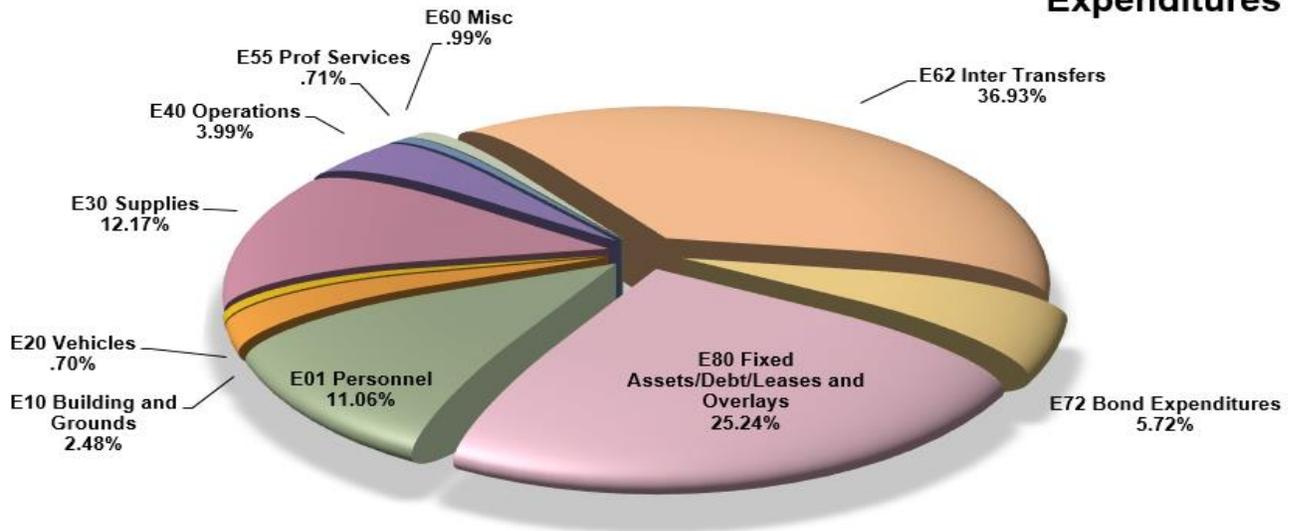


# Enterprise Funds (Water/Wastewater 500/510 Funds)

## Revenues



## Expenditures



Category	Accounts	Amount	Enterprise/ Governmental
R50 Sale of Services	4504-4569	8,385,528.00	E
R60 Misc Rev	4600	1,125.00	E
R62 Intergovernmental Revenues	4625-4632	7,102,800.00	E
R64 Reimbursement	4640-4560	0.00	E
R66 Sale of Equipment	4900	0.00	E
R85 Interest Revenues	4850	0.00	E
E01 Personnel	5000-5070	2,154,596.93	E
E10 Building & Grounds	5102-5145	483,642.00	E
E20 Vehicles	5200-5225, 5240	137,000.00	E
E30 Supplies	5300-5380	2,369,900.00	E
E40 Operations	5405-5547	777,900.00	E
E55 Prof Services	5550-5593	138,000.00	E
E60 Misc	5600-5650	193,675.00	E
E62 Intergovernmental Transfers	5625-5642	7,194,800.00	E
E68 Contract/Donations	5680-5682	0.00	E
E70 Grant	5700-5705	0.00	E
E72 Bond Expense	5722	1,113,436.00	E
E80 Fixed Assets/Debt/Leases and Overlays	5800-5910	4,917,822.00	E
R10 Taxes Sales	4656	40,000.00	G
R15 Taxes Property	4150-4152	2,487,518.00	G
R20 License, Permits and Fees	4200-4258	353,045.00	G
R30 Membership Fees	4300-4323	345,000.00	G
R33 Rental Fees	4332-4354	173,995.00	G
R36 Park Program	4259-4260, 4360, 4390	165,000.00	G
R40 Fines and Forfeitures	4400-4428	539,680.00	G
R50 Sales of Service	4500-4534	195,000.00	G
R60 Misc Rev	4600, 4602, 4394, 4650	283,970.00	G
R62 Intergovernmental Revenues (Sales Tax)	4626-4629	11,410,000.00	G
R64 Reimbursement	4640, 4560	399,500.00	G
R66 Sale of Equipment	4900	40,000.00	G
R70 Grant Revenues	4700-4705	31,200.00	G
R74 Sponsorship Revenues	4740-4742	110,000.00	G
R85 Interest Revenues	4850	1,750.00	G
E01 Personnel	5000-5070	11,256,507.20	G
E10 Building & Grounds	5102-5145	1,105,661.36	G
E20 Vehicles	5200-5225	534,225.00	G
E30 Supplies	5300-5380	501,000.00	G
E40 Operations	5405-5547	432,300.00	G
E55 Prof Services	5550-5593	626,039.80	G
E60 Misc	5600-5650	525,694.90	G
E68 Contract/Donations	5680-5682	65,000.00	G
E70 Grant	5700-5705	31,200.00	G
E80 Fixed Assets/Debt/Leases and Overlays	5800-5910	1,713,839.86	G

TOTAL CITY DEBT PAYMENTS			
Year	Total Govt	Total Bus.	Total City
Original Par	39,380,000	20,245,000	59,625,000
2018	2,121,531	1,516,742	3,638,273
2019	2,120,256	1,608,758	3,729,015
2020	2,121,856	1,609,158	3,731,015
2021	2,119,681	1,609,358	3,729,040
2022	2,117,469	1,614,358	3,731,827
2023	2,123,044	1,233,543	3,356,587
2024	2,117,569	1,230,498	3,348,067
2025	2,115,588	1,236,873	3,352,461
2026	2,117,063	1,232,998	3,350,061
2027	2,116,613	1,233,736	3,350,348
2028	2,121,425	1,234,336	3,355,761
2029	2,115,675	1,234,386	3,350,061
2030	2,121,613	1,234,286	3,355,898
2031	2,120,788	1,228,817	3,349,605
2032	2,120,272	1,233,348	3,353,620
2033	2,121,988	1,232,336	3,354,323
2034	2,116,597	1,019,894	3,136,491
2035	2,117,966	235,919	2,353,884
2036	2,117,806	233,744	2,351,550
2037	2,120,263	236,131	2,356,394
2038	2,115,225	233,156	2,348,381
2039	2,118,434		2,118,434
2040	2,119,734		2,119,734
2041	1,480,750		1,480,750
2042	1,483,550		1,483,550
2043	1,480,150		1,480,150
2044	1,480,700		1,480,700
2045	1,480,050		1,480,050
2046	1,483,200		1,483,200
Total	57,626,854	23,482,376	81,109,229

Only the City's limited Amendment 78 Financing counts as General Obligation Debt limited by State Statute to 20% of the assessed value of the property located within the City.

The City's two Governmental Debt Issuances are Special Obligation Debt which is limited by the maximum amount of the special source (such as Sales tax or Franchise Fee) can generate within terms of bond covenants.

The Enterprise Debt Issuances are Revenue Bond Debt. Prior to issuing enterprise fund bonds, an analysis of current revenues and expenses is conducted to determine the revenues required to support a bond issue.

Governmental Debt									
Series	2016					2016			Total Govt
Type	Sales and Use Tax Bonds					Franchise Fee Rev Impr			
Original Par	12/1/2016					3/31/2016			
Year	Annual Prin (12/1) Tax-Exempt	Annual Prin (12/1) Taxable	Interest Rate	Interest Tax-Exempt	Interest Taxable	Annual Prin (2/1)	Interest Rate	Interest	
2018		650,000	2.00%	686,932	146,406	325,000.00	2.000%	313,193.76	2,121,531
2019		660,000	2.00%	686,932	133,406	335,000.00	3.000%	304,918.76	2,120,256
2020		675,000	2.00%	686,932	120,206	345,000.00	3.000%	294,718.76	2,121,856
2021		690,000	2.125%	686,932	106,706	350,000.00	2.000%	286,043.76	2,119,681
2022		700,000	2.25%	686,931	92,044	360,000.00	2.250%	278,493.76	2,117,469
2023		720,000	2.375%	686,931	76,294	370,000.00	2.500%	269,818.76	2,123,044
2024		735,000	2.375%	686,931	59,194	375,000.00	2.000%	261,443.76	2,117,569
2025		750,000	2.375%	686,931	41,738	385,000.00	3.000%	251,918.76	2,115,588
2026		770,000	1.875%	686,931	23,925	395,000.00	2.500%	241,206.26	2,117,063
2027	95,000	690,000	1.375%/3.5%	686,931	9,488	405,000.00	3.000%	230,193.76	2,116,613
2028	800,000		3.50%	683,606		420,000.00	3.000%	217,818.76	2,121,425
2029	825,000		3.75%	655,606		430,000.00	3.000%	205,068.76	2,115,675
2030	860,000		3.75%	624,669		445,000.00	3.000%	191,943.76	2,121,613
2031	890,000		4.00%	592,419		460,000.00	3.000%	178,368.76	2,120,788
2032	925,000		4.00%	556,819		475,000.00	3.375%	163,453.13	2,120,272
2033	965,000		4.00%	519,819		490,000.00	3.375%	147,168.75	2,121,988
2034	1,000,000		3.125%	481,219		505,000.00	3.375%	130,378.13	2,116,597
2035	1,030,000		3.125%	449,969		525,000.00	3.375%	112,996.88	2,117,966
2036	1,065,000		3.125%	417,781		540,000.00	3.375%	95,025.00	2,117,806
2037	1,100,000		3.125%	384,500		560,000.00	3.625%	75,762.50	2,120,263
2038	1,130,000		3.125%	350,125		580,000.00	3.625%	55,100.00	2,115,225
2039	1,165,000		3.125%	314,813		605,000.00	3.625%	33,621.88	2,118,434
2040	1,205,000		3.125%	278,406		625,000.00	3.625%	11,328.13	2,119,734
2041	1,240,000		3.00%	240,750					1,480,750
2042	1,280,000		3.00%	203,550					1,483,550
2043	1,315,000		3.00%	165,150					1,480,150
2044	1,355,000		3.00%	125,700					1,480,700
2045	1,395,000		3.00%	85,050					1,480,050
2046	1,440,000		3.00%	43,200					1,483,200
<b>Total</b>	<b>21,080,000</b>	<b>7,040,000</b>		<b>14,042,462</b>	<b>809,407</b>	<b>10,305,000</b>		<b>4,349,985</b>	<b>57,626,854</b>
Insurance	No					No			
Current Rating	A+					A			
Call Schedule	12/1/2026			Special Election 8/9/16		8/1/2021 @ 100			
Purpose	Parks, Fire, and Street Impr			Amendment 62		Street Impr			
Security	.50 tax			Series A Taxable; Series B Tax-Exempt		Franchise Fees			
Refundable	Advance Refundable			\$24.5 mil in project funds; Restructured 2006;2007		Advance Refundable			
City Fund #	110-114, 147, 157, 187					185,186			
Amendment 78 Borrowing (Approx. total of both Principal and Interest)									
Year	2017	2018	2019	2020	2021				
Police Fleet	342,000	342,000	342,000	356,000	0	Not renewed yet			
Fire Trucks	176,000	160,500	172,500	172,500	172,500	Renewed in 2018			
Parks Equip	0	50,400	67,000	67,000	67,000	Renewed in 2018			
Totals	518,000	552,900	581,500	595,500	239,500				

Series	Business Type/Enterprise Debt									Total Bus
	2017			2011			2012			
Type	Water and Sewer Refunding			Water			Wastewater			
	11/30/2017			10/15/2014			4/15/2015			
Original Par	5,245,000			6,500,000			8,500,000			20,245,000
Year	Annual Prin (12/1)	Interest Rate	Interest	Semi Annual (4/15, 10/15)	Interest and 1% Service Fee	Interest	Semi Annual (4/15, 10/15)	Interest and 1% Service Fee	Interest	
2018	380,000	2.00%	138,500	268,783	2.95%	163,789	346,374	2.95%	219,296	1,516,742
2019	480,000	2.00%	130,516	276,769	2.95%	155,803	356,667	2.95%	209,003	1,608,758
2020	490,000	2.00%	120,916	284,995	2.95%	147,577	367,267	2.95%	198,403	1,609,158
2021	500,000	2.00%	111,116	293,465	2.95%	139,107	378,181	2.95%	187,489	1,609,358
2022	515,000	2.10%	101,116	302,186	2.95%	130,386	389,420	2.95%	176,250	1,614,358
2023	145,000	2.10%	90,301	311,166	2.95%	121,406	400,992	2.95%	164,678	1,233,543
2024	145,000	2.50%	87,256	320,413	2.95%	112,159	412,909	2.95%	152,761	1,230,498
2025	155,000	2.50%	83,631	329,934	2.95%	102,638	437,814	2.95%	127,856	1,236,873
2026	155,000	2.75%	79,756	339,739	2.95%	92,833	437,814	2.95%	127,856	1,232,998
2027	160,000	2.75%	75,494	349,835	2.95%	82,737	450,825	2.95%	114,845	1,233,736
2028	165,000	3.00%	71,094	360,232	2.95%	72,340	464,224	2.95%	101,446	1,234,336
2029	170,000	3.00%	66,144	370,938	2.95%	61,634	478,019	2.95%	87,651	1,234,386
2030	175,000	3.125%	61,044	381,961	2.95%	50,611	492,225	2.95%	73,445	1,234,286
2031	175,000	3.125%	55,575	393,312	2.95%	39,260	506,853	2.95%	58,817	1,228,817
2032	185,000	3.25%	50,106	404,999	2.95%	27,573	521,914	2.95%	43,756	1,233,348
2033	190,000	3.25%	44,094	417,035	2.95%	15,537	537,424	2.95%	28,246	1,232,336
2034	200,000	3.50%	37,919	213,134	2.95%	3,144	553,422	2.95%	12,275	1,019,894
2035	205,000	3.50%	30,919							235,919
2036	210,000	3.625%	23,744							233,744
2037	220,000	3.625%	16,131							236,131
2038	225,000	3.625%	8,156							233,156
2039										
2040										
2041										
2042										
2043										
2044										
2045										
2046										
<b>Total</b>	<b>5,245,000</b>		<b>1,483,529</b>	<b>5,618,896</b>		<b>1,518,534</b>	<b>7,532,344</b>		<b>2,084,073</b>	<b>23,482,376</b>
Insurance	No			No			No			
Current Rating	Not Rated			Not Rated			Not Rated		Interest	5,086,136
Call Schedule	12/1/2022			10/15/2020						
Purpose	Current Refund 2008A,B			Water			WW		Int % of Debt	0.22
Security	Water/WW			Water			WW			
Refundable	Not Advance Refundable			Advance Refundable						

## HR, PERSONNEL, AND JESAP

The city of Bryant uses the Job Evaluation and Salary Administration Program known as JESAP. This system is provided by an independent vendor named DB Squared. DB Squared also provides these services for several other city's within Arkansas and for the Arkansas Municipal League. Each year when the budget process begins the most currently available JESAP study is reviewed by Council as well. Below some of the more recent items related to the budgeting process and JESAP are noted.

NOTE I - With the passing of the 2016 Budget the Council approved to move any employees below the ending 2015/beginning 2016 JESAP up to the minimum and adopt that JESAP. This was a critical step to maintaining the competitiveness of the City's salaries within the local market. At this time the City planned to review JESAP every other year to remain competitive.

NOTE II - In preparation for the 2017 Budget Book it was discovered that ten of the Police Patrol Positions listed on the Full Time Equivalent City Budgeted Employee Listing were RES Voluntary Positions that were only paid LOPFI (Local Police and Fire Retirement) and Worker's Comp so those ten positions were removed from the chart.

NOTE III - In preparation for the 2018 budget book and in conjunction with the bi annual JESAP review it was discovered the city of Bryant had fallen even further away from the surrounding markets in term of wages. During the preparation for the 2018 Budget Book Council approved reviewing the JESAP Study every year in order to prevent this from happening in the future. In this budget book all employees below the ending 2017/beginning 2018 JESAP Study were brought up to the minimum using a 4% raise and those in the 1st Quartile were given a 3% raise. Additionally, in a thorough review of budgeted positions that had remained unfilled six parks positions, 1.5 positions in Police and a previously Council frozen part time position in Code were removed from the budget. Public Works added three positions during 2018. With the passing of the 2018 Budget the Council approved and adopted the 2018 JESAP.

NOTE IV - During the 2019 budget process a review of the August 2018 JESAP Report was made and it was discovered that the 3% and 4% raises given in 2018 had helped Bryant to come more in line with the surrounding areas in terms of wages. In this report Bryant had only a 5.08% variance between it and the 12 local and regional surveys. As in the 2018 year with the passing of the 2019 Budget the Council approved and adopted the August 2018 (most current) JESAP.

Full Time Equivalent Budgeted Employees by Function/Program

Function/Program		2015	2016	2017	2018	2019
General government	Staff attorney	1	1	1	1	1
	Elected attorney	(A) 1	1	1	1	1
	Mayor 's office	3	3	(B) 4	4	3
	Human resources	3	3	3	3	3
	Finance	4	4	4	4	4
	City clerk	1	1	1	1	1
	Office of Technology	1	1	1	1	1
Community development	Planning	2	2	2	2	2
	Code	4	4	(C.) 5	5	5.5
Animal Control		4	4	4	4	4
Court (includes the Judge who is paid by the County)		8	8	8	8	8
Parks	Admin	6	6	4	4	4
	Parks	10	10	(C.) 13	14	14
	Recreation	8	8	10	(D) 3	3
Public Safety - Fire	Uniform	48	48	48	48	48
	Clerical	1	1	1	1	1
Public Safety - Police	Uniform (Patrol) (SAT)	21	21	(C.) 23	26	26
	Uniform (SRO)	7	7	7	7	8
	Uniform (K9)	2	2	2	2	2
	CID	4	4	4	4	4
	Communication (Dispatch)	10	10	10	10.5	10.5
	Admin/Warrants/Training	10	10	10	(D) 5	6
	Public works	Admin (includes Customer Service 3 and Project Management 4)	3	3	(C.) 5	13
	Stormwater (MS4)	3	3	3	3	3
	Street and drainage	15	15	14	14	14
Enterprise funds	Water	8	8	10	5	5
	Wastewater	14	14	13	13	19
<b>Total</b>		<b>202</b>	<b>202</b>	<b>211</b>	<b>206.5</b>	<b>213</b>

**SOURCE: HR**

(A) In 2015 for the first time an election was held for the City Attorney position.

(B) In 2017 a temporary multidepartmental position was added in the Mayor's office to address one time software training items.

(C.) Also in 2017 a new code officer, two new police officers, three parks positions, and two public works positions were added. These positions had been requested for some time and when funding became available were added.

(D) In 2018 a review was mde of the calculation of the Part Time Positions in Parks and new numbers were determined. Staff hopes to continue to refine this review during 2018. Also more careful review was given to the presentation of the Police sub departments.

(E.) In 2018 for the 2019 Budget the temporary position listed in item (B) was removed and a Part Time Code Enforcement Officer was proposed and a new SRO officer to be paid half from the school was added to PD.

## GOVERNMENTAL FUNDS

The City has two major Governmental Funds - the General Fund and the Street Fund. The General Fund includes the Sales Tax Fund 002, the Franchise Fee Tax Fund 003, the Fire and Police Donation Funds when it is shown in the audited financial statements. However, so that the individual budgeted lines can be viewed by Council those funds are broken out in this budget book and shown under the Non Major Governmental Funds section. General Fund includes the following departments as well. Administration which includes the Mayor, City Clerk, Staff Attorney, Human Resources, and Finance. 0100 is this department's code. Planning is department 0120. Animal Control is department 0200. The Court system is shown in department 0300. However, note that the Judge is elected and half of the Courts costs are borne by the city and half by the county. Parks and Recreation is shown by park in the following departments 0400 for Parks General, 0410 for Mills Park, 0420 for Midland Park, 0430 for Bishop Park and Center, 0440 for Alcoa Park and 0450 for Ashley Park. The city has a few more small parks but the expenses associated with these are shown under Parks General 0400. The Fire Department is in the General fund under 0500 and the reciprocal agreement the City has with Springhill Fire District is shown under department 0510. The Police Department is shown under Departments 0600 for General Patrol and Administration of PD. 0610 is the department that shows the costs and revenues associated with Dispatch and 911 calls. The 0620 department shows the costs and revenues associated with the School Resource Officer Program. The City and the School District split these costs. The K9 unit costs are shown under department 0630. The Code department is shown under department 0700. The General Fund accounts for all the City's financial resources of the general government except those required to be accounted for in another fund.

The Street Fund is 080 and is a special revenue fund used to account for all activities associated with maintaining and constructing streets. Arkansas statutes that provide funding for street and drainage projects require that these activities be accounted for separately. The Street Fund is financed by state turnback funds and a portion of a state wide 1/2 cent sales tax and 30% of the 1% Designated Tax.

While Street is a Governmental Fund it is managed under the Public Works Director with all the Enterprise Funds.

Other Governmental Funds are shown together and listed in this document as Non Major. These Non Major Funds include some Agency, Debt and Construction Funds.

# Elected Mayor (2011-2018) at City Hall - 210 SW 3rd St.



While this budget was being prepared for 2019 the November 2018 Elections were held.

Mayor Jill Dabbs, shown to the left served as the Mayor of Bryant from 2011 to 2018.

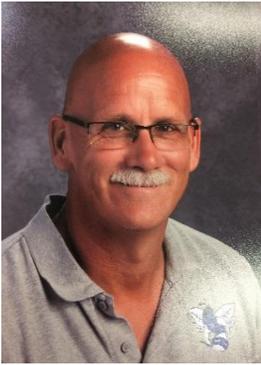
As such her accomplishments for that time period are listed here in this budget book, to create a bridge or transition between one administration and the next.

Former Council person, Allen Scott shown on the next page won the November 2018 election and will begin serving as the City of Bryant's Mayor January 1 of 2019. Mr Scott's goals for the first year of his administration are listed on the next page.

## 1st (2011-2014) and 2nd (2015-2018) Term Accomplishments:

1. 2 Million in waste reduction beginning in year one and increased every year for eight years by transforming every city department for greater productivity and results for the citizens of Bryant.
2. More than \$20M from general fund invested into meaningful capital improvement projects over the course of eight years that strengthened Bryant.
3. Gained 72% approval rating for renewal of a \$26M infrastructure bond for two new fire departments, parks, and streets.
4. Improved the city's bond rating to an A+
5. Developed relationships with over 13,000 students by reigniting a School Resource Officer Program to ensure we maintain high safety standards within our schools and our community.
6. \$1.1M saved by restructuring the water/wastewater bond debt.
7. Created a 21st century cutting edge city government utilizing technology to become one of the most forward leaning local governments. This delivered a high level of productivity, better public safety and more effective communication.
8. Dissolved institutional silos to bring across department solutions to daily challenges of city operations and governance, through personnel, technology, and a focus on innovative solutions.
9. Modernized city government for efficiency, accessibility, and results.
10. Created a local government that is customer service driven for better results.
11. Improved citizen and department communications with Report a Concern and Notify Me on the City Website.
12. Two new fire stations completed and the cities ISO rating improved from a 3 to a 1
13. New all inclusive playground completed at Mills Park
14. Numerous stormwater projects completed that improved and preserved citizens property values.
15. Bryant Parkway on/off ramps completed and the Parkway is under construction with completion expected in 2020.
16. Alcoa Road improvements completed.
17. Wireless water meter system installed, improving the accuracy and efficiency for monthly billing.
18. Vast improvements to the water/waste water system in preparation for the anticipated growth of the next ten years.

# Elected Mayor (2019 - ) at City Hall - 210 SW 3rd St.



The Mayor's office is responsible for overseeing departments and executing policies, including:

Assuring that all City services are delivered to the citizens of Bryant in an effective, efficient, and equitable manner and in compliance with City Council policy.

Overseeing long-range planning and improvement of departmental management and service delivery.

Serving as a catalyst for developing community-wide goals and mobilizing the resources to attain them.

Serving as the primary outreach arm of the City government to other cities the business community, and other government agencies.

## 1st (2019 -2022) Term Goals:

1. Strengthen communication between city administration, council, and residents.
2. Collaborate with Chamber of Commerce to attract new business and industry to Bryant through an improved strategic economic development plan.
3. Promote the Career and Technology Center that will be built in Saline County to build a skilled workforce.
4. Update and improve city policies and procedures to create a more efficient city government.
5. Insure the completion of the Bryant Parkway in a timely and cost effective manner.
6. Continue with improvements to city water and sewer infrastructure.
7. Continue to insure the public safety through continuing improvements in the police and fire departments.
8. Continue to improve connectivity to help with traffic flow.
9. Improve the city stormwater system to mitigate flooding problems and improve property values.
10. Continue to improve and update the city park system to improve usability.

In addition to all the department heads reporting directly to the Mayor two other positions do as well. The Mayor's Assistant/Legal Assistant position held by Dana Poindexter and the Maintenance position for City Hall which is currently vacant.

Mayor's Secretary/Legal  
Assistant, Dana Poindexter

Maintenance, Jimmy Ashley

# Elected City Clerk at City Hall - 210 SW 3rd St.



Elected City Clerk, Sue Ashcraft

Mission Statement: To ensure the City's legislative processes are open and transparent by providing a bridge between citizens and government through the dissemination of information, and to ensure the preservation, access and integrity of records required to be stored for legal and business purposes.

The City Clerk is an elected official, who like the Mayor and Council, works for the citizens.

The Clerk's office is a great source of information for the public, city staff, government agencies, and elected officials. The Clerk is the legal custodian of the city's official records and city seal. These records include but are not limited to: ordinances, resolutions, council agenda's, meeting minutes, contracts, agreements, deeds, etc.

The Clerk's office provides staff support for the City Council, and is responsible for the agenda process, gathering all corresponding paperwork and electronically sending it as a packet to the council. Then records and publicizes the proceedings of the meetings, preparing the council approved ordinances and resolutions which are numbered, signed by the mayor and attested by the clerk and sealed.

It is also the duty of the City Clerk to receive, file, and retain the Code of Ethics and Financial Disclosure Statements from appointed municipal commissioners and elected officials, including the mayor, aldermen, clerk, treasurer, city attorney, and municipal judge and to work in cooperation with the Saline County Election Commission to prepare for City Elections. The term of office for the City Clerk is four years.

# Elected City Attorney at City Hall - 210 SW 3rd St.



Elected City Attorney, Josh Farmer

# Staff Attorney at City Hall - 210 SW 3rd St. Bryant, AR 72022



Chris Madison, Staff Attorney since 2012

Legal Assistant/Mayor's  
Secretary, Dana Poindexter

Mission Statement: To protect the City of Bryant from exposure to liability through effective risk analysis and providing effective legal guidance before, during and after city action.

#### 2018 Accomplishments:

1. All Alcoa Condemnation Cases are resolved on the substantive issues. One case remains on appeal related to Appraisal Fees and interest on awarded costs. That case was argued before the Arkansas Court of Appeals on October 24, 2018. Expecting resolution of that issue end of 2018 or beginning of 2019.
2. Finalized Target intersection re-design, however, work will be in the spring/summer of 2019 to avoid impacting holiday retail sales for the shopping center.
3. Resolved one of two water related lawsuits against the City. The second case is pending a decision on the City's motion for summary judgment.
4. Achieved a record retention milestone, actually was able to destroy old and unnecessary legal files per City Policy. First time City files have been reduced according to law and policy.

#### 2019 Goals:

1. Currently there is one pending litigation case that is awaiting summary judgment ruling. If the ruling is adverse to the City, the decision will be taken up on appeal. I expect this case to be resolved in early 2019.
2. I have been actively involved in navigating the regulatory and community related issues associated with Bryant Parkway in and around the Airport. I anticipate engineering and design to continue in 2019 with bidding and construction beginning late 2019.
3. Look to streamline the procedures and process for contract review, execution, record keeping and public access. Another area for improvement is streamlined record retention for emails and other digital data that is currently time consuming and difficult to sort and review for redaction under FOIA.
4. Work with planning, code, and public works to memorialize and codify stormwater rules, ongoing maintenance of stormwater basins and structures and otherwise improve the process by which stormwater systems are installed, inspected, and maintained.

# The Human Resources Department at City Hall

City Hall  
Receptionist,  
Michelle Milam



Human Resources  
Director, Charlotte Rue

HR Manager, Alisha  
Runnells

Charlotte started at the City in Oct of 2015.

Mission Statement: The City of Bryant Human Resources Department is committed to providing all of our employees a safe and secure work environment with equal opportunity for learning, professional and personal growth. We strive to support our City's mission through the development of programs designed to help us recruit and retain the best of the best to serve our City. Through effective and consistent HR processes we are able to provide essential services to our employees.

## 2018 Accomplishments:

1. Implemented new insurance rates and longevity pay
2. Reevaluated our employee annual review process
3. Implemented a new employee assistance program ensuring we provide the best services to our employees (this new company has a great reputation for services to first responders)
4. Continued growth of our wellness program, conducted the 2nd wellness event
5. Upgraded two of our CDL holders to CDL A through our workforce development program

## 2019 Goals:

1. Implementation of a city wide employee appreciation program
2. Continue to optimize our use of Springbrook, growing our HR modules, implementing ESS and building upon our intranet.
3. Implement our new evaluation process. Provide training to supervisors on the new process as well as how to effectively complete an evaluation.
4. Continue to attract and retain qualified applicants and employees
5. Build upon our orientation program, developing new HR documents, market the benefits of working for the City and conduct basic process training.
6. Continue growth of city programs such as wellness
7. Review and upgrade the employee handbook.
8. Continue to evaluate our offered benefit packages (including evaluating getting new and current employees all onto one accrual schedule for sick and vacation time)
9. We will continue to diligently work towards finding solutions to our ongoing insurance concerns. Rates will likely continue to increase and the HR department is dedicated to working closely with the City Insurance Committee to find solutions that result in low impact to the employees. Maintaining the integrity of the benefits we offer as a City are of the utmost importance and will continue to be protected in all ways possible.

# The Finance Department at City Hall



Finance Director, Joy Black, joined the City of Bryant in August of 2014

Finance Coordinator I, Melda Brown

Accounts Payable Technician, Tabatha Koder

Finance Coordinator II, Karen Bridgman

Mission Statement: In the spirit of excellence, integrity, and dedication, the Finance Department is committed to providing timely, accurate, clear and complete information to other city departments, the Council, and the community.

## 2018 Accomplishments:

1. Completion of the 2016 and 2017 Audits
2. Coordinated with Code on the recording of the Advertising and Promotion Tax
3. Worked with the Fire and Parks Departments to roll out Amendment 78 financing for vehicles
4. Created and maintained all bond requisition documentation for the Parks, Fire and Street bond projects
5. Continued to adhere to the Record Retention and Destruction Policy
6. Rolled out addition and deletion forms on the intranet for new assets (mostly vehicles)
7. Worked with legal to coordinate the IT audit

## 2019 Goals:

1. Wrap up the 2018 Audit in a timely manner.
2. For the 2nd year in a row obtain the GFOA Budget Book Award
3. Continue to evaluate the Finance Staff Position descriptions and work load
4. Continue to refine and provide reports for the Committee and Council Meetings
5. Continue to get quarterly reports done on time and develop a 5 year plan for depts (this is in process for PW and Animal already)
6. Streamline the use of the Fixed Asset Module in Springbrook
7. Keep up to date the SOP (Standard Operating Procedures) Manuals for Finance
8. Continue annually to adhere to the Record Retention and Destruction Policy
9. Consider investment strategies and a migration in the future to consolidated cash

# Admin at City Hall including the Mayor's office, HR, Finance and Staff Attorney

Fund	Dept	Account	Account Description	2019 Budget Proposed	2018 Budget Adopted Thru 9/14/18	2017 Final Actuals	2016 Final Actuals
1	100	4150	State Turnback	\$248,000.00	\$258,000.00	\$264,717.52	\$266,536.85
1	100	4151	Saline County Treas - Turnback	\$500,000.00	\$550,000.00	\$593,949.02	\$574,448.29
1	100	4600	Miscellaneous Revenue	\$1,000.00	\$1,000.00	\$5,213.02	\$12,533.41
1	100	4602	A&P Admin Fees	\$7,200.00	\$0.00	\$0.00	\$0.00
1	100	4627	Xfer from Sales Tas	\$4,520,000.00	\$4,452,000.00	\$3,873,000.00	\$3,873,000.00
1	100	4629	Xfer Franchise Tax Fd21	\$175,000.00	\$444,750.00	\$444,750.00	\$444,750.00
1	100	4850	Interest Revenue	\$1,000.00	\$1,500.00	\$2,040.76	\$1,733.71
<b>Total Revenues</b>				<b>\$5,452,200.00</b>	<b>\$5,707,250.00</b>	<b>\$5,183,670.32</b>	<b>\$5,173,002.26</b>
<b>Total Personnel Expenses</b>				<b>\$568,703.14</b>	<b>\$512,528.62</b>	<b>\$474,768.19</b>	<b>\$485,014.94</b>
<b>Total Building and Grounds Expe</b>				<b>\$48,727.40</b>	<b>\$79,200.00</b>	<b>\$76,334.20</b>	<b>\$73,026.83</b>
<b>Total Vehicle Expenses</b>				<b>\$3,425.00</b>	<b>\$3,400.00</b>	<b>\$1,851.22</b>	<b>\$3,673.88</b>
<b>Total Supplies Expense</b>				<b>\$9,500.00</b>	<b>\$14,000.00</b>	<b>\$6,970.48</b>	<b>\$8,034.27</b>
<b>Total Operations Expense</b>				<b>\$36,100.00</b>	<b>\$51,000.00</b>	<b>\$50,397.35</b>	<b>\$82,800.62</b>
<b>Total Professional Services Exp</b>				<b>\$55,099.80</b>	<b>\$70,100.00</b>	<b>\$54,006.92</b>	<b>\$47,325.54</b>
<b>Total Misc. Expense</b>				<b>\$10,620.00</b>	<b>\$58,340.00</b>	<b>\$8,886.05</b>	<b>\$110.91</b>
<b>Total Donation/Contract Expense</b>				<b>\$65,000.00</b>	<b>\$65,000.00</b>	<b>\$65,000.00</b>	<b>\$65,000.00</b>
<b>Total IT Misc Expense</b>				<b>\$137,230.00</b>	<b>\$312,300.00</b>	<b>\$233,429.14</b>	<b>\$269,690.07</b>
<b>Total Admin Expenses</b>				<b>\$934,405.34</b>	<b>\$1,165,868.62</b>	<b>\$971,643.55</b>	<b>\$1,034,677.06</b>

# The Planning Department at City Hall

New Position, Community and Economic Development Manager, Vacant, Budgeted but Frozen until Brought back to Council for Further Discussion in 2019

Truett Smith, Director of Planning and Community Development, effective 12.19.17



Mission Statement: The Department of Planning and Community Development assists developers and city policy makers in guiding the current and future physical development of the city. The Department accomplishes this by making sure that the Comprehensive Plan and Zoning Ordinance are enforced. The Department staff works with various planning boards and commissions including the Development Review Committee, Planning Commission, Board of Zoning Adjustment and the City Council.

## 2018 Accomplishments:

1. The Planning Department implemented and began using our new iWorqs Planning Module. This program helps to organize planning documents, comments, and communication between departments and developers.
2. The Department continues to implement Walk, Bike, Drive: Bryant and has begun working on updating the Comprehensive Growth Plan while also developing pattern zoning in the Heart of Bryant.

## 2019 Goals:

1. Complete update of Comprehensive Growth Plan
2. Begin to implement pattern zoning in Heart of Bryant
3. Complete modifications to the Bryant Zoning Code
4. Update the Bryant Subdivision Code

## The Planning Department at City Hall

Account Number	Account Description	2019 Budget Proposed	2018 Budget Adopted Thru 9/14/18	2017 Final Actuals	2016 Final Actuals
001-0120-4206	Annex/Rezoning Fees	\$2,500.00	\$2,500.00	\$1,335.00	\$2,892.00
001-0120-4250	Subdivision Plat & Filing Fees	\$4,500.00	\$4,500.00	\$4,664.00	\$10,732.00
	<b>Total Revenues</b>	<b>\$7,000.00</b>	<b>\$7,000.00</b>	<b>\$5,999.00</b>	<b>\$13,624.00</b>
	<b>Total Personnel Expense</b>	<b>\$166,632.37</b>	<b>\$103,897.70</b>	<b>\$85,473.60</b>	<b>\$57,188.64</b>
	<b>Total Building and Grounds Expense</b>	<b>\$4,150.00</b>	<b>\$4,340.00</b>	<b>\$3,172.18</b>	<b>\$3,285.14</b>
	<b>Total Supply Expense</b>	<b>\$1,200.00</b>	<b>\$1,200.00</b>	<b>\$310.17</b>	<b>\$2,365.23</b>
	<b>Total Operations Expense</b>	<b>\$20,100.00</b>	<b>\$20,100.00</b>	<b>\$16,827.41</b>	<b>\$17,067.66</b>
	<b>Total Professional Services Expense</b>	<b>\$15,600.00</b>	<b>\$15,260.00</b>	<b>\$15,360.92</b>	<b>\$14,185.82</b>
	<b>Total Miscellaneous Expenses</b>	<b>\$114,050.00</b>	<b>\$235,005.80</b>	<b>\$105,930.55</b>	<b>\$54,314.39</b>
	<b>Total Planning Expenses</b>	<b>\$321,732.37</b>	<b>\$379,803.50</b>	<b>\$227,074.83</b>	<b>\$148,406.88</b>

# Animal Control and Adoption Center

- located at 25700 Interstate 30 Bryant, AR 72022



Animal Control Officer, Beck Bennett

Animal Control Officer, Jeanetta Bean

Animal Control Director, Tricia Power, has been with the City of Bryant since 1999

Animal Control Officer, Jackie Skasick

The mission of Bryant Animal Control and Adoption Center is to provide compassionate, timely and effective response to domestic animal situations in order to ensure the safety of all citizens and animals through the consistent enforcement of state and local laws relating to the humane treatment and control of domestic animals.

- 2018 Achievements:
1. On line pet licensing was completed
  2. On line donations portal was completed
  3. Co-hosted a Free Mobile Clinic to reach underserved areas of the community.
  4. Restructured the internal processes of the organization to provide a greater sense of inclusion, foster a greater understanding of the City as a whole, provide access to more knowledge and training, and increase effective communication between staff members.
  5. Opened the Bryant Barkway, an off-leash wooded trail.
  6. Reorganized the Bryant Dog Park Committee, which voted to rename the Dog Park to the Bryant Bark Park.
  7. The Bryant Bark Park logo was created (shown below), and fundraising has begun in earnest.

- 2019 Goals:
1. Create an online portal to apply for and renew animal establishment permits and wildlife permits.
  2. Re - establish Saturday Center Hours.
  3. Certify the new Animal Control Officers.
  4. Update the Animal Control portion of the City's website to provide a greater range of information and services online.
  5. Further development and implementation of the Shelter Volunteer Program, which will allow us to stretch our paid team's efforts further and allow us to reach out and serve a greater portion of the community.
  6. Open Phase one of the Bryant Bark Park.



Shown to the left, the new Bryant Bark Park logo above was unveiled in 2018.

Kirsty DeHan the Chair of the Dog Park Committee, and her husband Jared, spent the day manning the booth at Fall Fest 2018. Offering a free t-shirt to anyone who donated \$20 or more to the Dog Park fund. The DeHan's efforts, along with the work of the entire dog park committee, have increased the amount of revenue in the fund by nearly \$2,000 since they took over the committee this past year.



Jackie Skasick, shown below, the newest member of the Animal Control team is pictured here at the bi-annual Mutt Mixer, an event which creates a pop-up dog park in Bryant twice each year. Pictured with Jackie is Dawson, a shelter dog.

## Animal Control and Adoption Center - located at 25700 Interstate 30 Bryant, AR 72022

Fund	Dept	Account	Account Description	2019 Budget Proposed	2018 Budget Adopted Thru 9/14/18	2017 Final Actuals	2016 Final Actuals
1	200	4202	Adoption Revenue	\$4,000.00	\$4,000.00	\$5,265.00	\$4,075.00
1	200	4222	Misc Revenue - Animal Control	\$8,000.00	\$8,000.00	\$10,950.68	\$9,302.08
1	200	4224	Dog License Fee	\$2,000.00	\$2,000.00	\$1,710.50	\$1,763.50
1	200	4246	Spay & Neuter Revenue	\$12,500.00	\$12,500.00	\$13,120.00	\$10,260.00
1	200	4420	Animal Control Fines	\$6,000.00	\$6,000.00	\$5,340.00	\$7,310.50
1	200	4627	Xfer Designated Tax	\$452,000.00	\$445,000.00	\$415,999.92	\$415,999.92
1	200	4680		\$0.00	\$0.00	\$0.00	\$0.00
1	200	4682		\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Revenues</b>				<b>\$484,500.00</b>	<b>\$477,500.00</b>	<b>\$452,386.10</b>	<b>\$448,711.00</b>
<b>Total Personnel Expense</b>				<b>\$299,375.93</b>	<b>\$328,565.66</b>	<b>\$275,519.89</b>	<b>\$254,326.34</b>
<b>Total Building and Grounds Expense</b>				<b>\$32,890.00</b>	<b>\$37,290.00</b>	<b>\$29,651.46</b>	<b>\$29,556.62</b>
<b>Total Vehicle Expense</b>				<b>\$10,200.00</b>	<b>\$10,200.00</b>	<b>\$7,428.90</b>	<b>\$4,922.93</b>
<b>Total Supply Expense</b>				<b>\$10,400.00</b>	<b>\$10,200.00</b>	<b>\$9,428.83</b>	<b>\$9,168.38</b>
<b>Total Operations Expense</b>				<b>\$73,820.00</b>	<b>\$70,500.00</b>	<b>\$70,000.00</b>	<b>\$779.79</b>
<b>Total Prof Services Expenses</b>				<b>\$18,525.00</b>	<b>\$18,525.00</b>	<b>\$24,985.24</b>	<b>\$21,257.25</b>
<b>Total Misc. Exp.</b>				<b>\$3,500.00</b>	<b>\$4,980.00</b>	<b>\$4,310.53</b>	<b>\$15,897.00</b>
<b>Total Animal Expenses</b>				<b>\$448,710.93</b>	<b>\$480,260.66</b>	<b>\$421,324.85</b>	<b>\$335,908.31</b>



The Bryant Barkway shown to the left is an off-leash trail located within the boundary of Alcoa 40 Park. The Barkway is a rustic, heavily wooded trail that meanders through the forest. Densely shaded and private, the trail allows dogs to be off-lead in a safe setting.



Judge  
Stephanie  
Cassady

at City Hall 208 SW 3rd Street

Mission: To serve the people by efficient and accessible administration of justice for all, to treat everyone with integrity, fairness and respect.

Deborah Midget,  
Executive Assistant  
to the Judge

District Court Clerk,  
Lindsey Dinwiddle

Trial Coordinator,  
Sarah Cummings

Deputy Court Clerks:  
Elliott Pate  
Melissa Zuber  
Nicholas Love

Melanie Smith,  
Ancillary District  
Court Clerk

In Arkansas, district courts were formerly known as municipal courts before the passage of Amendment 80 to the Arkansas Constitution in 2000. Act 3 and Act 627 of 2009 created 25 pilot district judgeships in the state, two of which are in Saline County. The Saline County District Courts exercise countywide jurisdiction over misdemeanor criminal cases, preliminary felony cases, and in certain types of civil cases in matters of less than \$25,000. There are no jury trials in district court. In a district court trial, the judge makes both findings of fact and rulings of law.

A small claims division of the Saline County District Court is administered by the Bryant Department and presided over by Judge Casady of the Bryant Department. This small claims division provides the citizens of Saline County a forum in which citizens may represent themselves to resolve minor civil matters. No attorneys may take part in litigation in the small claims division.

## The Court at City Hall

Fund	Dept	Account	Account Description	2019 Budget Proposed	2018 Budget Adopted Thru 9/14/18	2017 Final Actuals	2016 Final Actuals
1	300	4400	Act 316 of 1991 Revenue	\$200.00	\$200.00	\$217.44	\$217.44
1	300	4412	City Attorney Reim	\$26,000.00	\$26,000.00	\$26,288.16	\$26,288.16
1	300	4414	Court Fines	\$400,000.00	\$400,000.00	\$426,878.41	\$383,663.57
1	300	4416	District Court Reim	\$14,000.00	\$14,000.00	\$14,172.48	\$14,172.48
1	300	4424	Judge Retirement Reim	\$4,700.00	\$4,700.00	\$4,738.08	\$4,738.08
1	300	4426	Ordinance 89-15 Revenue	\$23,000.00	\$23,000.00	\$23,599.20	\$23,599.20
1	300	4428	Warrant Fees	\$65,000.00	\$65,000.00	\$103,354.78	\$59,811.50
1	300	4600	Miscellaneous Revenue	\$50,520.00	\$26,520.00	\$21,750.58	\$12,140.16
1	300	4640	Saline County	\$160,000.00	\$160,000.00	\$195,752.20	\$157,516.20
<b>Total Revenues</b>				<b>\$743,420.00</b>	<b>\$719,420.00</b>	<b>\$816,751.33</b>	<b>\$682,146.79</b>
<b>Total Personnel Expense</b>				<b>\$409,798.08</b>	<b>\$387,199.88</b>	<b>\$356,083.93</b>	<b>\$320,146.74</b>
<b>Total Building and Grounds Expense</b>				<b>\$27,490.00</b>	<b>\$31,990.00</b>	<b>\$14,774.52</b>	<b>\$21,582.11</b>
<b>Total Supply Expense</b>				<b>\$9,000.00</b>	<b>\$7,500.00</b>	<b>\$7,257.78</b>	<b>\$5,268.44</b>
<b>Total Operations Expense</b>				<b>\$3,000.00</b>	<b>\$3,000.00</b>	<b>\$1,299.08</b>	<b>\$1,608.41</b>
<b>Total Professional Expenses</b>				<b>\$6,500.00</b>	<b>\$4,500.00</b>	<b>\$2,398.05</b>	<b>\$2,726.56</b>
<b>Total Misc Expenses</b>				<b>\$4,959.90</b>	<b>\$2,799.90</b>	<b>\$2,832.01</b>	<b>\$17,923.43</b>
<b>Total Court Expenses</b>				<b>\$460,747.98</b>	<b>\$436,989.78</b>	<b>\$384,645.37</b>	<b>\$369,255.69</b>

# Bryant Parks & Recreation



**Bryant Parks & Recreation exists to provide exceptional opportunities to enjoy the beauty of nature, the wonder of relationships, and experiences that remind us what it means to be human.**

## 2018 Accomplishments:

1. Finish Bond Projects
  - a. Grounds Shop
  - b. Parks Offices
  - c. Center Remodel
  - d. Inclusive Playground & Bathrooms
2. Staff retention for organizational health
3. Implement long range equipment plan
4. Implement iWorq project cost analysis
5. Transition to Civic Rec for better customer service

# Parks and Recreation Department



- 2019 Goals:
1. Complete Comprehensive Master Plan Including:
    - a. Robust Grounds Staff
    - b. Parks Offices
    - c. Expansion of programming funding
    - d. Development of new parks
    - e. Revitalization of older parks
  2. Water Campaign - Rethink Your Drink
  3. Begin recycling initiative
  4. Provide free community engagement activities
    - a. EX. Movies in the Park

Parks Director Chris Treat since 2016

Assistant Director -  
Parks Spencer  
McCorkel

Parks Executive  
Assistant Cassie  
Henry-Saorrano

Assistant Director -  
Recreation Keith Cox

Center Superintendent  
Ebonee Scott

Grounds  
Superintendent  
Matt Martin

Aquatics  
Coordinator Kristin  
Robinson

Athletics &  
Program  
Coordinator  
Chet Dycus

Assistant Center Super Jack  
Rollins

Foreman (2) Rober  
Summerville  
Brady Morris

Assistant Aquatics  
Coordinator Matt  
McCabe

Parks  
Secretary  
Sylvia  
Boyd

Parks Staff  
(3) one  
frozen  
Mike  
Beckwith

Parks Labor (5)  
Kevin Smith  
Brett Tanner  
John Stuckey

Lifeguards (XX)

The Parks Committee meets once a month on the first Monday of the month at 6:00pm at City Hall.

# Bryant Parks & Recreation

Fund	Dept	Account	Account Description	2019 Budget Proposed	2018 Budget Adopted Thru 9/14/18	2017 Final Actuals	2016 Final Actuals
1	400	4627	Xfer Designated Tax	\$452,000.00	\$445,000.00	\$415,999.92	\$415,999.92
1	400	4629	Xfer Park 1/8 O & M	\$565,500.00	\$556,500.00	\$520,999.92	\$520,999.92
<b>Total Revenues</b>				<b>\$1,017,500.00</b>	<b>\$1,001,500.00</b>	<b>\$936,999.84</b>	<b>\$936,999.84</b>
<b>Total Personnel Expenses</b>				<b>\$712,065.37</b>	<b>\$651,901.36</b>	<b>\$571,843.10</b>	<b>\$499,738.47</b>
<b>Total Building and Ground Expense</b>				<b>\$3,500.00</b>	<b>\$3,500.00</b>	<b>\$2,538.98</b>	<b>\$1,005.28</b>
<b>Total Vehicle Expense</b>				<b>\$18,000.00</b>	<b>\$18,000.00</b>	<b>\$10,719.75</b>	<b>\$13,168.85</b>
<b>Total Supply Expense</b>				<b>\$100.00</b>	<b>\$100.00</b>	<b>\$19.78</b>	<b>\$220.37</b>
<b>Total Professional Service Exp</b>				<b>\$20,000.00</b>	<b>\$22,000.00</b>	<b>\$38,942.58</b>	<b>\$11,700.04</b>
<b>Total Misc Expense</b>				<b>\$15,620.00</b>	<b>\$30,475.00</b>	<b>\$8,494.53</b>	<b>\$3,095.48</b>
<b>Total Cap/ lease Expenses</b>				<b>\$67,009.55</b>	<b>\$420,000.00</b>	<b>\$214,280.39</b>	<b>\$0.00</b>
1	410	4500	Mills Pool-Admin/Concessions	\$54,000.00	\$5,000.00	\$45,398.83	\$66,686.90
1	410	4534	Pavillion Fees	\$5,000.00	\$5,000.00	\$4,542.80	\$4,932.50
1	410	4740	Sponsorship/Rebates	\$0.00	\$0.00	\$5,000.00	\$7,000.00
<b>Total Revenues</b>				<b>\$59,000.00</b>	<b>\$10,000.00</b>	<b>\$54,941.63</b>	<b>\$78,619.40</b>
<b>Total Personnel Expenses</b>				<b>\$21,331.00</b>	<b>\$20,672.50</b>	<b>\$33,260.99</b>	<b>\$2,824.00</b>
<b>Total Building and Grounds Expense</b>				<b>\$19,150.00</b>	<b>\$17,850.00</b>	<b>\$18,234.76</b>	<b>\$19,176.88</b>
<b>Total Supplies Expense</b>				<b>\$13,000.00</b>	<b>\$14,500.00</b>	<b>\$10,232.98</b>	<b>\$8,584.14</b>
<b>Total Grant Expense</b>				<b>\$0.00</b>	<b>\$9,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total 410 Expenses</b>				<b>\$53,481.00</b>	<b>\$62,022.50</b>	<b>\$61,728.73</b>	<b>\$30,585.02</b>
1	420	4740	Sponsorship/Rebates	\$24,000.00	\$25,000.00	\$5,000.00	\$5,000.00
1	420	5104	Repairs & Maint - Grounds	\$28,000.00	\$55,000.00	\$16,659.53	\$18,688.36
1	430	4259	Uncorking Fee - Spirits	\$0.00	\$100.00	\$0.00	\$0.00
1	430	4300	Membership Family	\$345,000.00	\$97,000.00	\$102,556.29	\$169,447.84
1	430	4301	Membership Senior	\$0.00	\$75,500.00	\$84,556.00	\$97,043.00
1	430	4302	Membership Adults	\$0.00	\$30,000.00	\$33,095.00	\$44,083.00
1	430	4303	Membership Youth	\$0.00	\$17,000.00	\$18,680.00	\$23,860.00
1	430	4304	Membership Silver Sneakers	\$0.00	\$15,000.00	\$17,040.50	\$13,777.67
1	430	4305	Silver & Fit Annual Fees	\$0.00	\$11,500.00	\$12,078.00	\$13,830.00
1	430	4310	Membership 3 Mo Adult	\$0.00	\$2,500.00	\$6,630.00	\$180.00
1	430	4311	Membership 3 Mo Youth	\$0.00	\$2,500.00	\$3,861.00	\$4,978.22
1	430	4312	Membership 3 Mo Senior	\$0.00	\$7,000.00	\$7,086.00	\$9,760.00
1	430	4313	Membership 3 Mo Family	\$0.00	\$6,000.00	\$5,301.00	\$16,443.00
1	430	4314	Membership 3 Mo College	\$0.00	\$1,300.00	\$1,275.00	\$1,716.00
1	430	4318	Membership 6 Mo College	\$0.00	\$700.00	\$786.00	\$924.00
1	430	4319	Membership 6 Mo Military	\$0.00	\$6,500.00	\$6,478.00	\$3,858.00
1	430	4320	Membership Annual Adult	\$0.00	\$5,000.00	\$4,130.00	\$7,530.00
1	430	4321	Membership Annual Youth	\$0.00	\$6,000.00	\$5,208.00	\$4,875.00
1	430	4322	Membership Annual Senior	\$0.00	\$41,500.00	\$37,551.00	\$41,977.00
1	430	4323	Membership Annual Family	\$0.00	\$20,000.00	\$18,222.24	\$19,212.00
1	430	4332	Equipment Rental	\$82,545.00	\$1,500.00	\$2,110.00	\$1,340.00
1	430	4334	After Hours Charge Bishop	\$0.00	\$2,000.00	\$1,856.00	\$575.00
1	430	4336	Room Rental Large Room (both)	\$0.00	\$5,900.00	\$5,150.00	\$8,024.00
1	430	4337	Room Rental Large Room	\$0.00	\$19,500.00	\$19,062.50	\$17,780.00
1	430	4338	Room Rental Small Rooms (both)	\$0.00	\$3,200.00	\$4,117.50	\$3,940.00
1	430	4339	Room Rental Small Room	\$0.00	\$7,500.00	\$7,990.00	\$5,345.00
1	430	4340	Room Rental Party Room	\$15,000.00	\$16,250.00	\$14,462.00	\$28,485.00
1	430	4341	Room Rental Court Gym	\$0.00	\$2,500.00	\$3,487.38	\$6,424.92
1	430	4342	Room Rental Full Gym	\$0.00	\$3,500.00	\$2,605.00	\$4,575.00
1	430	4344	Room Rental Fitness Room	\$0.00	\$220.00	\$240.00	\$80.00
1	430	4345	Rental - Splash Pad	\$0.00	\$4,500.00	\$4,500.00	\$4,620.00

1	430	4347 Competitive Pool Fees	\$0.00	\$14,500.00	\$12,702.00	\$10,467.00
1	430	4348 Therapy Pool Fees	\$0.00	\$5,000.00	\$3,850.00	\$500.00
1	430	4350 Use Agreement Fees	\$26,450.00	\$4,000.00	\$4,950.00	\$3,250.00
1	430	4352 Rental - Outdoor Field Fees	\$0.00	\$600.00	\$545.00	\$4,187.50
1	430	4354 Tournaments	\$50,000.00	\$35,854.00	\$26,769.00	\$17,013.00
1	430	4360 Aerobic Classes	\$0.00	\$20.00	\$20.00	\$80.00
1	430	4364 Basketball	\$63,000.00	\$40,000.00	\$41,389.00	\$66,151.35
1	430	4366 BASS Swim Program	\$42,000.00	\$55,604.00	\$54,549.55	\$65,537.17
1	430	4370 Flag Football	\$0.00	\$2,000.00	\$722.00	\$1,600.00
1	430	4374 Private Instruction	\$0.00	\$10,500.00	\$9,282.57	\$14,856.85
1	430	4376 Programs - Misc Activity	\$0.00	\$3,500.00	\$2,780.00	\$645.00
1	430	4382 Pool Swim Lessons	\$55,000.00	\$85,000.00	\$72,105.00	\$64,389.45
1	430	4390 Volleyball Adult/Youth	\$0.00	\$6,000.00	\$5,745.00	\$11,985.00
1	430	4394 Disc Golf Project -Bishop Park	\$0.00	\$1,000.00	\$507.00	\$0.00
1	430	4500 Concessions - Bishop	\$60,000.00	\$47,880.00	\$37,585.57	\$36,129.14
1	430	4514 Daily Admissions Adults	\$58,000.00	\$6,100.00	\$18,269.00	\$26,231.00
1	430	4516 Daily Admissions Senior	\$0.00	\$1,600.00	\$1,644.00	\$1,755.00
1	430	4518 Daily Admissions Youth	\$0.00	\$20,000.00	\$18,896.00	\$29,532.00
1	430	4520 Multiple Adults	\$0.00	\$3,500.00	\$3,376.00	\$6,350.50
1	430	4522 Multiple Senior	\$0.00	\$1,140.00	\$1,125.00	\$1,254.00
1	430	4524 Multiple Youth	\$0.00	\$1,100.00	\$1,200.00	\$1,713.00
1	430	4530 Merchandise Sales	\$10,000.00	\$950.00	\$3,271.50	\$2,193.00
1	430	4532 Spectator Admissions	\$0.00	\$11,500.00	\$5,126.77	\$11,485.75
1	430	4534 Red Cross Programs	\$8,000.00	\$12,500.00	\$9,687.50	\$7,850.00
1	430	4600 Miscellaneous Revenue	\$55,000.00	\$85,000.00	\$2,003.01	\$5,286.86
1	430	4740 Sponsorship/Rebates	\$83,500.00	\$10,000.00	\$29,062.80	\$28,003.00
1	430	4742 Scoreboard Signage BP	\$0.00	\$65,000.00	\$31,397.57	\$46,542.50
<b>Total Revenues</b>			<b>\$953,495.00</b>	<b>\$941,518.00</b>	<b>\$828,675.25</b>	<b>\$1,019,671.72</b>

<b>Total Personnel Expense</b>	<b>\$739,633.69</b>	<b>\$739,443.73</b>	<b>\$672,155.71</b>	<b>\$622,470.03</b>
<b>Total Building and Grounds Expense</b>	<b>\$581,740.00</b>	<b>\$596,240.00</b>	<b>\$673,373.27</b>	<b>\$586,337.10</b>
<b>Total Supplies Expense</b>	<b>\$62,000.00</b>	<b>\$62,613.65</b>	<b>\$43,449.79</b>	<b>\$67,059.32</b>
<b>Total Operations Expense</b>	<b>\$36,180.00</b>	<b>\$44,317.80</b>	<b>\$50,119.78</b>	<b>\$60,125.17</b>
<b>Total Professional Service Exp</b>	<b>\$149,565.00</b>	<b>\$174,606.58</b>	<b>\$150,786.36</b>	<b>\$141,945.05</b>
<b>Total Fixed Assets</b>	<b>\$0.00</b>	<b>\$5,092.00</b>	<b>\$48,724.00</b>	<b>\$0.00</b>

1	440	4260 Parks Rental	\$5,000.00	\$750.00	\$0.00	\$0.00
1	440	4740 Sponsorship/Rebates	\$2,500.00	\$0.00	\$5,000.00	\$5,000.00
1	440	5104 Repairs & Maint - Grounds	\$5,000.00	\$5,000.00	\$360.06	\$9,609.01
1	440	5110 Utilities - Electric	\$7,800.00	\$8,300.00	\$10,234.99	\$12,111.09
1	440	5112 Utilities - Water	\$3,000.00	\$12,000.00	\$4,550.66	\$3,522.87
1	450	5104 Repairs & Maint - Grounds	\$3,500.00	\$3,500.00	\$3,556.29	\$2,014.38
1	450	5110 Utilities - Electric	\$4,000.00	\$4,000.00	\$5,981.43	\$4,415.16

# Fire Department



Fire Chief, J.P. Jordan

Fire Station 1 at 312 Roya Lane  
 Fire Station 2 at 1601 So. Reynolds Rd.  
 Fire Station 3 at 2620 Northlake Rd.

Assistant Chief, Brandon Futch

Executive Assistant - Cindy Bell

Battalion Chief - A

Battalion Chief - B

Battalion Chief - C

Training Officer,  
 Captain

Captain- A (4)

Captain- B (4)

Captain- C (4)

Driver/Engineer- A (5)

Driver/Engineer- B (5)

Driver/Engineer- C (5)

Firefighters A (5)

Firefighters B (5)

Firefighters C (5)

**Mission:**  
 \*Reduce and prevent the loss of life and property damage through adequate, efficient, and timely response  
 \*Continue to strive for excellence by providing the highest quality of customer service through continued training and education  
 \*Provide timely and effective life and fire safety education throughout our community and schools  
 \*Adapt to the ever changing needs of our community  
 \*Adequately plan and have a vision for progressive growth of our Fire Department within the community

**2018 Accomplishments:**  
 1. Completed construction of replacement stations for Fire Stations 2 & 3.  
 2. Placed in service a new ladder truck to replace truck 3, which was in service for the City of Bryant for 19 years  
 3. Provided a record amount of training and professional development hours for department personnel

**2019 Goals:**  
 1. Maintain ISO rating.  
 2. Increase retention rate for personnel  
 3. Add to department Information Technology infrastructure  
 4. Continue to offer quality professional development and training to department personnel

# Fire Department

Fund	Dept	Account	Account Description	2019 Budget Proposed	2018 Budget Adopted Thru 9/14/18	2017 Final Actuals	2016 Final Actuals
1	500	4156	Fire Rescue Funds	\$700.00	\$700.00	\$561.31	\$521.75
1	500	4600	Miscellaneous Revenue	\$250.00	\$250.00	\$6,534.25	\$9,163.97
1	500	4627	Xfer Designated Tax	\$1,130,000.00	\$1,303,901.00	\$1,041,000.00	\$1,041,000.00
1	500	4629	Xfer Fire Special Tax	\$1,669,500.00	\$1,493,470.00	\$1,458,833.26	\$1,561,999.92
1	500	4700	Grant Revenue - Other	\$0.00	\$10,000.00	\$150.56	\$7,349.44
1	500	4900	Sale of Fixed Assets	\$15,000.00	\$77,956.00	\$17,043.78	\$22,429.00
<b>Total Revenues</b>				<b>\$2,815,450.00</b>	<b>\$2,886,277.00</b>	<b>\$2,524,123.16</b>	<b>\$2,642,464.08</b>
<b>Total Personnel Expenses</b>				<b>\$3,419,837.94</b>	<b>\$3,515,540.05</b>	<b>\$3,107,204.71</b>	<b>\$3,760,229.22</b>
<b>Total Building and Grounds Expense</b>				<b>\$147,800.00</b>	<b>\$212,984.00</b>	<b>\$128,245.10</b>	<b>\$131,480.49</b>
<b>Total Vehicle Expense</b>				<b>\$116,000.00</b>	<b>\$118,000.00</b>	<b>\$97,946.16</b>	<b>\$306,709.75</b>
<b>Total Supplies Expense</b>				<b>\$53,850.00</b>	<b>\$53,850.00</b>	<b>\$50,413.34</b>	<b>\$59,721.47</b>
<b>Total Operations Expense</b>				<b>\$13,550.00</b>	<b>\$128,500.00</b>	<b>\$12,971.10</b>	<b>\$10,294.67</b>
<b>Total Professional Services Expense</b>				<b>\$3,000.00</b>	<b>\$3,000.00</b>	<b>\$863.53</b>	<b>\$1,056.87</b>
<b>Total Misc. Expense</b>				<b>\$13,040.00</b>	<b>\$30,220.00</b>	<b>\$10,433.38</b>	<b>\$50,414.73</b>
<b>Total Cap/Lease Expense</b>				<b>\$172,330.31</b>	<b>\$306,901.00</b>	<b>\$829,890.78</b>	<b>\$0.00</b>
<b>Total Fire Expenses</b>				<b>\$3,939,408.25</b>	<b>\$4,250,995.05</b>	<b>\$4,140,021.94</b>	<b>\$4,013,197.45</b>
1	510	4152	Springhill VFD Assessment	\$65,000.00	\$55,000.00	\$56,875.09	\$54,726.05
1	510	5323	Material and Maint	\$65,000.00	\$65,000.00	\$23,050.42	\$9,225.05

# Police Department - station at 312 Roya Lane



Police Chief Mark Kizer Serving Since 2011

Captain JW Plouch Serving Since 1998

LT = Lientenant  
SGT = Sargent  
CPL = Corporal  
PTL = Patrol  
OFC = Officer

Jan McDermott, Records and Permits Secretary

Admn. Lt. J. Payte	SRO Lt. S. Fullington	PTL Lt. J. Long	Com. Relations SGT	
Training - SGT	SRO SGT	PTL SGT X 4	SAT SGT	CID SGT
Dispatch Supervisor	SRO CPL	PTL CPL X 4	SAT OFC X 4	CID CPL
Dispatch X 8	SRO X 5	PTL OFC X 12	K9 OFC X 2	CID X 2
Part - Time Dispatch X 3 (one unfilled)	SRO = School Resource Officer	RES OFC X 10 (unpaid)	SAT = Strategic Accident Traffic Unit CID = Criminal Investigation Division	

**Mission Statement**  
The mission of the Bryant Police Department is to work in harmony with all citizens of the community to create a safe and secure environment and to improve the quality of life for our residents with an emphasis on equality, fairness, integrity and professionalism.

- 2018 Accomplishments:**
1. Expanded and improved community programs
  2. Improved the Public Officer Section
  3. Expanded the Police Department's Training
  4. Worked jointly with other agencies on events, patrols, and training

- 2019 Goals:**
1. To continue close working relationships with area departments and continue county wide saturation covered by federal grant monies.
  2. Find funding to hire 2 additional officers and 1 SRO Officer.
  3. Continue training for disaster and active shooter situations.
  4. Start project for Naloxone that will be grant funded.
  5. Implement new policy book for Police Department and get accredited through policies.

## Police Department - station at 312 Roya Lane

Fund	Dept	Account	Account Description	2019 Budget Proposed	2018 Budget Adopted Thru 9/14/18	2017 Final Actuals	2016 Final Actuals
1	600	4422	Intoximeter Revenue	\$780.00	\$800.00	\$805.68	\$805.68
1	600	4600	Miscellaneous Revenue	\$70,000.00	\$70,000.00	\$80,432.69	\$79.75
1	600	4627	Xfer Designated Tax	\$1,152,000.00	\$1,113,000.00	\$1,041,000.00	\$1,041,000.00
1	600	4700	Grant - Police DUI/Step	\$26,700.00	\$26,700.00	\$22,767.57	\$13,340.95
1	600	4702	Grant - Body Armor	\$2,000.00	\$2,000.00	\$0.00	\$0.00
1	600	4704	Grant - JAG Equip	\$2,500.00	\$2,500.00	\$3,500.00	\$0.00
1	600	4900	Sale of Fixed Assets	\$25,000.00	\$25,000.00	\$103,312.00	\$0.00
<b>Total Revenues</b>				<b>\$1,278,980.00</b>	<b>\$1,240,000.00</b>	<b>\$1,251,817.94</b>	<b>\$1,055,226.38</b>
<b>Total Personnel Expense</b>				<b>\$2,566,206.48</b>	<b>\$2,573,192.68</b>	<b>\$2,557,062.44</b>	<b>\$2,794,790.73</b>
<b>Total Building and Grounds Exp</b>				<b>\$116,613.96</b>	<b>\$170,480.00</b>	<b>\$121,199.52</b>	<b>\$103,673.57</b>
<b>Total Vehicles Expense</b>				<b>\$231,250.00</b>	<b>\$226,750.00</b>	<b>\$216,945.02</b>	<b>\$208,336.80</b>
<b>Total Supplies Expense</b>				<b>\$41,800.00</b>	<b>\$41,800.00</b>	<b>\$40,483.00</b>	<b>\$40,755.20</b>
<b>Total Operations Expense</b>				<b>\$11,100.00</b>	<b>\$11,900.00</b>	<b>\$8,716.33</b>	<b>\$9,726.87</b>
<b>Total Prof Services Exp</b>				<b>\$7,500.00</b>	<b>\$15,560.00</b>	<b>\$3,254.74</b>	<b>\$4,971.50</b>
<b>Total Misc. Expense</b>				<b>\$70,440.00</b>	<b>\$74,610.00</b>	<b>\$67,436.91</b>	<b>\$85,480.17</b>
<b>Total Grant Expenses</b>				<b>\$31,200.00</b>	<b>\$31,200.00</b>	<b>\$26,481.95</b>	<b>\$14,413.03</b>
<b>Total Cap/Lease Expense</b>				<b>\$343,500.00</b>	<b>\$341,800.00</b>	<b>\$40,622.00</b>	<b>\$5,742.45</b>
1	610	4650	Emerg Telephone Service Rev	\$75,000.00	\$84,000.00	\$78,697.80	\$72,507.92
<b>Total Personnel Expenses</b>				<b>\$487,735.10</b>	<b>\$458,882.86</b>	<b>\$420,495.44</b>	<b>\$395,930.60</b>
<b>Total Misc. Expenses</b>				<b>\$93,430.00</b>	<b>\$68,430.00</b>	<b>\$71,904.19</b>	<b>\$101,598.82</b>
1	620	4640	Bryant School - SRO Reim	\$261,000.00	\$240,000.00	\$243,250.00	\$238,750.00
1	620	5000	Salary Expense	\$372,992.82	\$316,427.64	\$308,378.55	\$269,454.64
1	620	5010	Overtime Expense	\$1,000.00	\$1,000.00	\$0.00	\$22.04
1	620	5020	FICA Expense	\$28,292.19	\$26,093.96	\$22,736.42	\$20,234.16
1	620	5022	Unemployment Expense	\$540.00	\$1,440.00	\$1,731.29	\$1,008.00
1	620	5025	Worker's Comp Expense	\$5,100.00	\$5,100.00	\$2,940.86	\$5,076.00
1	620	5035	LOPFI Expense	\$86,675.67	\$75,257.74	\$71,499.75	\$59,806.30
1	620	5036	LOPFI Prem Advance	(\$22,000.00)	(\$22,000.00)	(\$21,495.72)	(\$17,365.64)
1	620	5040	Health Insurance Expense	\$71,198.64	\$69,861.12	\$64,384.52	\$51,257.33
1	620	5050	Physical & Drug Screen Exp	\$500.00	\$500.00	\$0.00	\$0.00
1	620	5056	Uniform Expenses	\$8,400.00	\$8,400.00	\$5,611.71	\$4,568.41
1	620	5060	Travel & Training Expense	\$12,000.00	\$12,000.00	\$14,636.90	\$8,232.74
<b>Total Personnel Expenses</b>				<b>\$564,699.32</b>	<b>\$494,080.46</b>	<b>\$470,424.28</b>	<b>\$402,293.98</b>
1	620	5116	Communication Exp - Cellular	\$9,600.00	\$5,500.00	\$9,576.70	\$8,090.50
1	620	5608	Software - New & Renewals	\$2,500.00	\$2,500.00	\$337.50	\$2,500.00
1	630	5306	Supplies - Food Allowance	\$1,800.00	\$1,800.00	\$1,809.04	\$1,492.27
1	630	5500	K9 Training	\$5,500.00	\$2,500.00	\$6,113.97	\$3,000.00
1	630	5592	Prof Services - Veterinarian	\$2,500.00	\$7,500.00	\$2,264.75	\$2,041.19
<b>Total Police Expenses</b>				<b>\$4,587,374.86</b>	<b>\$4,528,486.00</b>	<b>\$4,065,127.78</b>	<b>\$4,184,837.68</b>

# Department of Code Enforcement

-located at 321 Roya Lane



Records and Permits  
Secretary, Vacant  
Budgeted to be filled

Code Enforcement  
Director, Greg Huggs

Chief Building  
Inspector, Doug  
Smith

Code Enforcement  
Officer, Allen Carver

Code Enforcement  
Officer, Joe Thomas

NEW Part Time Code  
Enforcement Officer,  
Vacant, Budgeted but  
Frozen until Brought  
back to Council for  
Further Discussion in  
2019

Mission Statement: to preserve and improve the quality of life for residents and businesses within the community, through the enforcement of the City of Bryant codes and ordinances. To be sensitive to the needs of the community while involved in planning and redevelopment. To serve the citizens of Bryant by encouraging voluntary compliance with city ordinances, through effective public contact and education, while building cooperative partnerships throughout the community and enforcing the law in an equitable and impartial manner.

## 2018 Accomplishments:

1.The Code Department took on another role this year. They began collecting the Advertising and Promotion Tax (A&P) . A new Business Tax Module was purchased from Springbrook our General Ledger Software Provider and Code was trained to use this module for the recording of these collections. Code identified all the businesses to which the new A&P tax ordinance applied. Code hand delivered applications and permits to these businesses. Code now collects these taxes monthly for the A&P Commission and the city is contractually paid 5% of the monthly revenue for these and other services provided by the Finance Department.

## 2019 Goals:

1.For 2019 in this budget the Code Department is requesting the addition of a new part time Code Enforcement Officer to work weekends and court dates once a month. 2.Additionally Code hopes to fill the vacant Permits and Records Secretary position by the beginning of 2019 and train them. 3.Code will continue their education with more classes and ICC licenses and improve Code Techniques with additional training.

# Department of Code Enforcement

-located at 321 Roya Lane

Fund	Dept	Account	Account Description	2019 Budget Proposed	2018 Budget Adopted Thru 9/14/18	2017 Final Actuals	2016 Final Actuals
1	700	4200	Act 474 Commercial Surcharge	\$3,500.00	\$5,000.00	\$7,678.57	\$5,903.56
1	700	4204	Amusement Game Fees	\$120.00	\$120.00	\$100.00	\$100.00
1	700	4208	Business License	\$90,250.00	\$90,250.00	\$103,340.48	\$79,113.15
1	700	4210	Commercial Remodel Permits	\$2,500.00	\$2,200.00	\$3,664.04	\$2,305.40
1	700	4212	Drainage Fees	\$3,000.00	\$4,000.00	\$4,655.00	\$5,100.00
1	700	4214	Electrical Permits	\$60,000.00	\$60,000.00	\$62,549.80	\$51,137.71
1	700	4216	Electrical Reinspection	\$1,000.00	\$1,600.00	\$960.00	\$2,280.00
1	700	4218	Fence Permits	\$300.00	\$300.00	\$100.00	\$472.60
1	700	4220	HVACR Permits	\$35,000.00	\$22,100.00	\$34,117.59	\$24,921.24
1	700	4226	Mobile Home Permits	\$2,000.00	\$3,000.00	\$3,604.80	\$1,700.00
1	700	4228	New Commercial Permits	\$40,000.00	\$30,000.00	\$35,841.23	\$13,856.00
1	700	4230	Permits - Other	\$2,500.00	\$2,500.00	\$1,190.00	\$3,114.00
1	700	4232	Plumbing/Gas Inspections	\$35,000.00	\$15,000.00	\$24,681.25	\$21,074.04
1	700	4234	Re-Inspection Fees	\$1,000.00	\$1,000.00	\$1,920.00	\$1,440.00
1	700	4236	Residential Building Permits	\$30,000.00	\$20,000.00	\$29,708.22	\$26,100.62
1	700	4238	Residential Remodel Permits	\$1,000.00	\$1,000.00	\$1,095.80	\$1,296.26
1	700	4240	Sanitation License	\$175.00	\$175.00	\$450.00	\$275.00
1	700	4242	Sign Permits	\$7,000.00	\$6,500.00	\$6,745.00	\$6,594.20
1	700	4244	Solicitation Permits	\$500.00	\$500.00	\$990.00	\$615.00
1	700	4248	Storage Building Permits	\$800.00	\$1,000.00	\$894.00	\$1,106.24
1	700	4252	Swimming Pool Permits	\$900.00	\$300.00	\$360.00	\$360.00
1	700	4258	Alcohol Permits - Revenue	\$28,000.00	\$22,000.00	\$19,374.13	\$21,028.00
1	700	4560	Vacant Home Cleanup - Revenue	\$500.00	\$500.00	\$13,140.54	\$130.00
1	700	4602	A&P Admin Fees	\$24,000.00	\$0.00	\$0.00	\$0.00
1	700	4656	Alcohol Sales Tax Collected	\$40,000.00	\$35,000.00	\$49,632.38	\$44,613.91
<b>Total Revenues</b>				<b>\$409,045.00</b>	<b>\$324,045.00</b>	<b>\$406,792.83</b>	<b>\$314,636.93</b>
<b>Total Personnel Expense</b>				<b>\$332,262.76</b>	<b>\$291,336.44</b>	<b>\$276,603.31</b>	<b>\$230,122.29</b>
<b>Total Building and Grounds Exp</b>				<b>\$5,980.00</b>	<b>\$15,980.00</b>	<b>\$7,802.84</b>	<b>\$5,953.58</b>
<b>Total Vehicle Expense</b>				<b>\$8,500.00</b>	<b>\$10,500.00</b>	<b>\$7,896.50</b>	<b>\$12,066.70</b>
<b>Total Supplies Expense</b>				<b>\$900.00</b>	<b>\$7,850.00</b>	<b>\$1,164.63</b>	<b>\$869.65</b>
<b>Total Operations Expense</b>				<b>\$7,000.00</b>	<b>\$8,200.00</b>	<b>\$9,923.75</b>	<b>\$8,532.66</b>
<b>Total Prof Services Exp</b>				<b>\$20,300.00</b>	<b>\$23,510.00</b>	<b>\$23,268.58</b>	<b>\$17,693.09</b>
<b>Total Misc. Exp</b>				<b>\$9,000.00</b>	<b>\$5,000.00</b>	<b>\$8,619.38</b>	<b>\$14,874.04</b>
<b>Total Code Expenses</b>				<b>\$383,942.76</b>	<b>\$362,376.44</b>	<b>\$335,278.99</b>	<b>\$290,112.01</b>

# All Other Non Major Governmental Funds

Fund Dept	Account	Account Description	2019 Budget Proposed	2018 Budget Adopted Thru 9/14/18	2017 Final Actuals	2016 Final Actuals
2	100	4105 One Cent Sales Tax	\$4,520,000.00	\$4,452,000.00	\$4,350,331.77	\$4,190,343.96
2	100	4850 Interest Revenue	\$250.00	\$250.00	\$640.42	\$430.20
2	100	5620 Xfer to General	\$4,520,000.00	\$4,452,000.00	\$3,873,000.00	\$3,873,000.00
3	100	4502 AT&T / SW Bell Franchise Fee	\$150,000.00	\$150,000.00	\$135,706.17	\$145,466.12
3	100	4506 Centerpoint Energy Franchise Fee	\$200,000.00	\$200,000.00	\$165,614.16	\$153,505.63
3	100	4508 Fidelity Franchise Fee	\$15,000.00	\$15,000.00	\$15,082.47	\$14,185.61
3	100	4510 Comcast Cable Franchise Fee	\$75,000.00	\$75,000.00	\$76,884.50	\$77,096.27
3	100	4526 Entergy Franchise Fee	\$600,000.00	\$600,000.00	\$602,906.20	\$600,840.04
3	100	4528 First Electric Franchise Fee	\$275,000.00	\$275,000.00	\$319,354.82	\$293,233.75
3	100	4564 Windstream Franchise Fee	\$15,000.00	\$15,000.00	\$15,479.62	\$15,185.09
3	100	4850 Interest Revenue	\$300.00	\$300.00	\$516.11	\$429.12
3	100	5620 Xfer to General	\$265,000.00	\$444,750.00	\$444,750.00	\$444,750.00
3	800	5622 Xfer to Fund 185	\$649,000.20	\$721,200.00	\$641,122.66	\$537,400.53
5	100	4850 Interest Revenue	\$700.00	\$700.00	\$939.04	\$873.03
5	200	4100 Designated Tax - AC	\$452,000.00	\$445,000.00	\$435,033.20	\$385,636.71
5	200	5620 Xfer to General - AC	\$452,000.00	\$445,000.00	\$415,999.92	\$415,999.92
5	400	4100 Designated Tax - Park	\$452,000.00	\$445,000.00	\$435,033.20	\$385,636.71
5	400	5620 Xfer to General - Park	\$452,000.00	\$445,000.00	\$415,999.92	\$415,999.92
5	500	4100 Designated Tax - Fire	\$1,130,000.00	\$1,303,901.00	\$1,087,582.96	\$964,091.77
5	500	5620 Xfer to General - Fire	\$1,130,000.00	\$1,303,901.00	\$1,041,000.00	\$1,041,000.00
5	600	4100 Designated Tax - Police	\$1,130,000.00	\$1,113,000.00	\$1,087,582.96	\$964,091.74
5	600	5620 Xfer to General - Police	\$1,152,000.00	\$1,113,000.00	\$1,041,000.00	\$1,041,000.00
5	800	4100 Designated Tax - Street	\$1,356,000.00	\$1,336,000.00	\$1,305,099.45	\$1,156,910.03
5	800	5622 Xfer to Street	\$1,356,000.00	\$1,336,000.00	\$1,249,999.92	\$1,249,999.92
10	0	5058	\$0.00	\$0.00	\$0.00	\$0.00
20	200	4680 Donation Revenue Ord 2011-24	\$2,500.00	\$2,500.00	\$0.00	\$0.00
20	200	4682 Donation Dog Park -Ord 2011-24	\$1,000.00	\$1,000.00	\$0.00	\$0.00
20	200	4850 Interest Revenue	\$5.00	\$5.00	\$11.57	\$9.98
20	200	5580 AC Donation Expense	\$3,505.00	\$3,505.00	\$3,403.95	\$379.82
30	300	4404 Act 1256 Civil Division	\$71,250.00	\$71,250.00	\$78,965.00	\$82,425.00
30	300	4406 Act 1256 District Court Rev	\$360,000.00	\$360,000.00	\$299,631.18	\$278,851.93
30	300	5072 Act 1256 Judge Retirement	\$5,200.00	\$5,200.00	\$4,738.08	\$4,738.08
30	300	5400 Act 316 of 1991 Expense	\$250.00	\$250.00	\$217.44	\$217.44
30	300	5415 Act 918 of 1983 Expense	\$17,500.00	\$17,500.00	\$16,111.68	\$16,111.68
30	300	5425 Act 1256 Co Admin of Justice	\$140,500.00	\$140,500.00	\$128,899.20	\$128,899.20
30	300	5430 Act 1256 Court Costs	\$15,250.00	\$15,250.00	\$14,172.48	\$14,172.48
30	300	5435 Act 1256 City Attorney	\$28,500.00	\$28,500.00	\$26,288.16	\$26,288.16
30	300	5440 Act 1256 DFA (State)	\$197,250.00	\$197,250.00	\$163,764.26	\$146,444.91
30	300	5445 Act 1256 Ordinance 89-15	\$26,000.00	\$26,000.00	\$23,599.20	\$23,599.20
30	300	5495 Act 1256 Intoximeter Expense	\$900.00	\$900.00	\$805.68	\$805.68
31	300	4408 Act 1809 of 2001 Revenue	\$29,426.00	\$26,000.00	\$34,672.00	\$31,526.25
31	300	4850 Interest Revenue	\$20.00	\$20.00	\$35.16	\$32.70
31	300	5600	\$0.00	\$0.00	\$0.00	\$0.00
31	300	5608 Software - New & Renewals	\$29,426.00	\$32,250.00	\$28,408.76	\$26,864.60
31	300	5608 Software - New & Renewals	\$32,250.00	\$32,250.00	\$28,408.76	\$26,864.60
45	400	4110 Park 1/8 Sales Tax	\$556,500.00	\$556,500.00	\$543,791.46	\$523,793.00
45	400	4850 Interest Revenue	\$30.00	\$30.00	\$49.20	\$44.55
45	400	5620 Xfer to General	\$556,500.00	\$556,500.00	\$520,999.92	\$520,999.92
50	500	4680 Donation Revenue	\$1,000.00	\$1,000.00	\$1,539.04	\$1,787.07
50	500	4850 Interest Revenue	\$0.00	\$0.00	\$1.68	\$1.81
50	500	5580 Donations Expense Fire	\$1,000.00	\$1,000.00	\$1,480.19	\$1,887.22
51	500	4150 State Turnback	\$15,000.00	\$15,000.00	\$21,810.26	\$21,200.05
51	500	4850 Interest Revenue	\$15.00	\$15.00	\$14.55	\$10.09
51	500	5410 Act 833 Expense	\$15,000.00	\$15,015.00	\$10,592.89	\$39,202.19
55	500	4120 Fire 3/8 Sales Tax	\$1,669,500.00	\$1,669,500.00	\$1,631,374.39	\$1,445,990.99
55	500	4850 Interest Revenue	\$100.00	\$100.00	\$45.07	\$73.78
55	500	5620 Xfer to General	\$1,669,500.00	\$1,493,470.00	\$1,458,833.26	\$1,561,999.92
55	500	5814 Fixed Assets - Fire Trucks	\$0.00	\$169,000.00	\$0.00	\$0.00
55	500	5850 Interest Expense	\$0.00	\$7,030.00	\$2,945.68	\$7,026.09
61	600	4410 Admin of Justice Revenue	\$15,000.00	\$15,000.00	\$16,111.68	\$16,111.68
61	600	4850 Interest Revenue	\$10.00	\$10.00	\$11.95	\$10.72
61	600	5600 Misc Expense	\$15,010.00	\$0.00	\$0.00	\$0.00
62	600	4402 Act 988 of 1991 Revenue	\$12,000.00	\$12,000.00	\$12,119.00	\$10,746.00
62	600	4850 Interest Revenue	\$10.00	\$10.00	\$6.11	\$3.33
62	600	5420 Act 988 Expense	\$12,000.00	\$12,010.00	\$2,883.21	\$0.00
66	600	4418 Drug Seizure Revenue	\$0.00	\$0.00	\$0.00	\$0.00
66	600	4850 Interest Revenue	\$0.00	\$0.00	\$1.26	\$1.28
66	600	5600 Miscellaneous Expense	\$0.00	\$0.00	\$2,510.26	\$850.00
68	600	4418 Drug Seizure Revenue	\$2,500.00	\$2,500.00	\$824.40	\$3,126.59
68	600	4850 Interest Revenue	\$5.00	\$5.00	\$6.54	\$6.77
68	600	5600 Miscellaneous Expense	\$2,505.00	\$2,500.00	\$287.13	\$6,947.78
114	0	5722 Bond Principle Pmt	\$1,480,338.00	\$0.00	\$0.00	\$0.00
114	100	4610 Loan Proceeds from Sales Tax	\$2,260,000.00	\$0.00	\$0.00	\$0.00
185	800	4627 Xfer from Other	\$649,000.20	\$0.00	\$0.00	\$0.00
185	800	5722 Bond Principal Pmt	\$336,000.00	\$0.00	\$0.00	\$0.00
185	800	5724 Bond Fee	\$1,000.20	\$0.00	\$0.00	\$0.00
185	800	5750 Interest Expense	\$312,000.00	\$0.00	\$0.00	\$0.00
187	800	5900 Construction Projects	\$2,000,000.00	\$0.00	\$0.00	\$0.00
Total Revenues			\$16,016,121.20			
Total Expenses			\$16,873,384.40			
Difference			(\$857,263.20)			



# Public Works Department

- Office at 1017 SW 2nd Street

The Public Works includes the Street, Stormwater, Water and Wastewater Funds and functions of the City.

Public Works Director, Mark Grimmett started with the City in April of 2016

Administrative Assistant, Christina Call

Warehouse/Inventory Coordinator, Nancy Addante

Mission Statement: Provide quality of life to residents by building and maintaining Public Works infrastructure to protect the health and welfare of the city residents, businesses, and visitors along with the environment. We will also provide superior customer service in a timely and efficient manner. The department works to provide these services, as well as to support economic growth and development, with the teamwork and trust of highly qualified and skilled personnel.

### Construction & Project Management Division

Construction Project Manager, Ted Taylor

Construction Project Coordinator, Scott Chandler

Construction Project Coordinator, Joe Henry

Construction Project Coordinator, Daran Robertson

### Construction & Project Management 2018 Accomplishments:

1. Currently managing 30 projects
2. Major Project Oversight - Heart of Bryant
3. Major Project Oversight - Highway 5 Utility Relocation
4. Completed over 5700 Utility Locations in anticipation to ongoing construction
5. Acquired GPS-RTK Survey equipment to verify contractor site conditions and expand City surveying capabilities
6. Migrating historical construction as-built drawings into electronic format for system wide availability

### Construction & Project Management 2019 Goals:

1. Major Project Oversight - Project 1 & Project 3 - Bryant Parkway (~2 miles) - Completion May 2019
2. Continued development of Network Operations Center (NOC) - Anticipation of Site Camera monitoring 2019
3. Continued Revision/Updating of Water/Wastewater Construction Specification - Anticipated adoption 2019
4. Continued GIS data entry and maintenance.
5. Complete Phase 1 of City-wide Impervious Area Study for analysis of new Stormwater Utility Fee Structure
6. Continue to migrate historical construction as-built drawings into electronic format for system-wide availability

### Customer Service Management Division

Customer Service Manager,  
Angela Shepard

Customer Service  
Rep, Brenda Lee

Customer Service  
Rep, Robin Floro

#### 2018 Accomplishments:

1. New Customer Service Manager Appointed
2. Worked with Finance on streamlining the Bank Recon processes
3. Worked with Finance on correcting the timing of the Transfers

#### 2019 Goals:

1. Acquire secondary receipt printer for faster payment processing
2. Continue to work with Mueller System software to correct programming issues ☒  
and upgrade meter parts as they become available
3. Implementation of an automated phone payment system
4. Relocate Profit Star machine into the billing office if allowed by banking regulations

### Pumps, Controls & Meter Services Division

Pumps & Controls Manager,  
Bryce Rimmer

Pumps & Controls  
Technician, Josh Byrd

Waster Utility II,  
Mindy Cox

Water Utility II, Eric  
Ahart

#### Pumps, Controls & Meter Services 2018 Accomplishments:

1. Implemented grease management program at lift stations
2. Added new pumps and controls operator position
3. Finished installation of new generators at key lift stations.
4. Added four stations (14,16, 30 and 24) to SCADA System
5. Upgraded four lift stations with new pumps and control panels
6. Added variable frequency drive to lift station number 20
7. Installed upgraded pumps in lift station number 33
8. Added 12 new E-One stations
9. Added four new duplex lift stations (38, 39, 40 and 41)
10. Implementation of water meter telemetry upgrades AMI (Advanced Metering Infrastructure)
11. Completed rate increase
12. Reduced the number of repeaters in system with upgrades
13. Continued to maintain high efficiency in meter reporting
14. Implemented new inventory control policy for meters and hardware
15. Implemented collection timeline and engaged 3<sup>rd</sup> party collection agency for write off amounts

#### Pumps, Controls & Meter Services 2019 Goals:

1. Continue to monitor the grease management program at the lift stations and re-evaluate as necessary
2. Continue to upgrade lift stations as needed
3. Monitor SCADA System for real time reporting
4. Continue to monitor and upgrade pumps and control panels as necessary
5. Continue to upgrade repeaters as needed
6. Maintain high efficiency meter reporting
7. Continue to review AMI water meter telemetry upgrades and implement new procedures as necessary

# Street Division/Fund

Street Superintendent, Tim Fournier	Field Supervisor, Jamie Sledd	Field Supervisor, David Baker
Mechanic, Dylan Hogue	Equipment Operator III, Josh Ramsey	Equipment Operator II, Chad Moseley
	Equipment Operator II, George Buchanan	Equipment Operator I, Jacob Carter
	Equipment Operator II, Open	Equipment Operator I, Ed Stout
	Equipment Operator II, Ken Gordon	Equipment Operator I, Ryan Ayres
	Equipment Operator I, Nick Mitchell	Equipment Operator I, Bill Middleton

## 2018 Accomplishments:

1. Cleared the right of way on Snooks Lane in anticipation of construction for the Bryant Parkway connection at Highway 5 to Hilldale Rd intersection
2. Completion of contract services for the Bryant Parkway construction engineering services project 1 (I-30 to Shobe Road)
3. Completion of contract services for the Bryant Parkway construction engineering services project 3 (Highway 5 to Hilldale/Hilltop Rd)
4. Prepared the right of way for new road from Debswood to Evans Loop
5. Removal of debris at Alcoa 40 for dog park and installation of new fencing
6. Removal and replacement of bridge railings located at Stoneybrook
7. Awarded bid for the Heart of Bryant Highway 183 improvements project - Completion expected end of 2018
8. Widened road at Bethel School and Northlake Road

**2019 Goals:**

1. Bidding and construction startup for project 2A (Shobe Road to Highway 183)
2. Completion of the Bryant Parkway project 1 (I-30 to Shobe Road)
3. Construction completion of the Bryant Parkway roundabout at the intersection of Hilldale and Hilltop
4. Acquire a wheeled excavator
5. Develop a management plan for road improvements
6. Develop a management plan for culvert and drainage improvements
7. Restructuring of current operations for quality, efficiency and improved maintenance
8. Implement and update the iWorqs inventory control module to produce real time reports
9. Utilize new roadside mowing equipment for optimum routine maintenance
10. Create a conditional assessment inventory report of the Street Department's assets for the development of an asset management plan

Fixed Assets - Vehicles 080-0800-5808							
		Inflation Factor	2019	2020	2021	2022	2023
1	Dodge 2500 4x4 Pickup truck @ \$44,500 (includes upfitting) - Replace Street Fleet Vehicle 2005 GMC Sierra VIN1GTH	101.5%	\$ 42,000	\$ 42,630	\$ 43,269	\$ 43,918	\$ 44,577
Fixed Assets - Equipment 080-0800-5810							
1	2 Zero Turn Mowers (\$40K) for replacement with trailer(\$5K)	101.5%	\$ 45,000	\$ 45,675	\$ 46,360	\$ 47,056	\$ 47,761
2	Wheeled Excavator for ditching	101.5%	\$ 225,000	\$ 228,375	\$ 231,801	\$ 235,278	\$ 238,807
	<b>Sub-Total</b>		<b>\$ 270,000</b>	<b>\$ 274,050</b>	<b>\$ 278,161</b>	<b>\$ 282,333</b>	<b>\$ 286,568</b>
Fixed Assets - Projects 080-0800-5816							
1	Roundabout - Metro Plan funding \$504,000 with local matching funding of \$212,500(\$142k for construction and \$70.5k for engineering) from City and \$212,500 from School District	101.5%	\$ 425,000	\$ 431,375	\$ 437,846	\$ 444,413	\$ 451,080
Fixed Assets - Projects 080-0800-5828							
1	Alcoa Expansion Target Parking Lot with Legal	101.5%	\$ 40,000	\$ 40,600	\$ 41,209	\$ 41,827	\$ 42,455
2	Stormwater Improvements within Street Right of Way	101.5%	\$ 150,000	\$ 152,250	\$ 154,534	\$ 156,852	\$ 159,205
	<b>Sub-Total</b>		<b>\$ 190,000</b>	<b>\$ 192,850</b>	<b>\$ 195,743</b>	<b>\$ 198,679</b>	<b>\$ 201,659</b>

# Stormwater Division/Fund

Stormwater Manager, Ben Wilson

Laborer, Jay Stake

Laborer, Troy Ellis

## 2018 Accomplishments:

1. Completion of Jon Street Drainage Improvements
2. Completion of Richland Park Basin and Lavern Drainage Improvements by increasing drainage capacity and redirecting stormwater to reduce the risk of flooding.
3. Completion of Forest Drive drainage improvements
4. Continued to maintain city ditches for drainage and flood prevention

## Stormwater 2019 Goals:

1. Complete Stormwater fee revision and implementation
2. Completion of additional work in flood mitigation with stormwater easement cleanout throughout the city and drain inlet with culvert repair or replacement
3. Continue to improve newly implemented modules within iWorq's for public outreach, employee training, and code enforcement within the Stormwater Division
4. Maintain the Stormwater webpage within the city's website to encourage community involvement in public training activities related to Stormwater pollution prevention
5. Continue weekly inspections of current construction projects in order to maintain control of drainage issues

Fixed Assets - Equipment 080-0140-5808	Inflation Factor	2019	2020	2021	2022	2023
Tandem Axel Trailer for mowing equipment	101.5%	\$ 4,000	\$ 4,060	\$ 4,121	\$ 4,183	\$ 4,245
<b>Fixed Assets - Infrastructure 515-0140-5816</b>						
Various Small Projects	101.5%	\$ 275,000	\$ 279,125	\$ 283,312	\$ 287,562	\$ 291,875

\* Note that Street also has budgeted to do some Stormwater improvements in the street right of way, see previous page for \$150,000.

## Street Fund and Stormwater Operating Division (140)

Fund	Dept	Account	Account Description	2019 Budget Proposed	2018 Budget Adopted Thru 9/14/18	2017 Final Actuals	2016 Final Actuals
80	800	4150	State Turnback	\$779,825.00	\$752,295.04	\$790,706.50	\$763,794.64
80	800	4151	Saline County Treasurer	\$512,039.00	\$332,400.00	\$468,907.23	\$453,515.48
80	800	4152	1/2 Cent SalesTaxExpires7/2023	\$381,954.00	\$326,000.00	\$357,283.54	\$338,585.43
80	800	4600	Miscellaneous Revenue	\$1,000.00	\$25,000.00	\$35,822.80	\$283,148.18
80	800	4627	Xfer Designated Tax - Street	\$1,356,000.00	\$1,336,000.00	\$1,249,999.92	\$1,249,999.92
80	800	4640	Reimbursement Revenue	\$0.00	\$0.00	\$0.00	\$0.00
80	800	4850	Interest Revenue	\$750.00	\$750.00	\$744.50	\$862.87
<b>Total Revenues</b>				<b>\$3,031,568.00</b>	<b>\$2,772,445.04</b>	<b>\$2,903,464.49</b>	<b>\$3,089,906.52</b>
<b>Total Personnel Expense</b>				<b>\$902,117.51</b>	<b>\$832,137.20</b>	<b>\$739,080.22</b>	<b>\$683,432.20</b>
<b>Total Building &amp; Grounds Expense</b>				<b>\$64,020.00</b>	<b>\$74,230.16</b>	<b>\$62,755.46</b>	<b>\$43,616.69</b>
<b>Total Vehicle Expense</b>				<b>\$179,850.00</b>	<b>\$183,750.00</b>	<b>\$128,257.87</b>	<b>\$145,826.31</b>
<b>Total Supplies Expense</b>				<b>\$216,700.00</b>	<b>\$163,000.00</b>	<b>\$129,705.04</b>	<b>\$126,955.66</b>
<b>Total Operations Expense</b>				<b>\$222,700.00</b>	<b>\$292,250.00</b>	<b>\$209,735.25</b>	<b>\$212,614.12</b>
<b>Total Professional Services</b>				<b>\$250,250.00</b>	<b>\$294,000.00</b>	<b>\$163,435.87</b>	<b>\$127,272.92</b>
<b>Total Misc. Expense</b>				<b>\$53,255.00</b>	<b>\$66,675.00</b>	<b>\$49,480.96</b>	<b>\$68,845.33</b>
80	800	5808	Fixed Assets - Vehicles/Other	\$42,000.00	\$169,500.00	\$36,689.33	\$0.00
80	800	5810	Fixed Assets - Equipment	\$270,000.00	\$309,000.00	\$226,922.25	\$0.00
80	800	5816	Fixed Assets - Infrastructure	\$425,000.00	\$125,000.00	\$385,775.79	\$0.00
80	800	5828	Projects	\$190,000.00	\$2,506,396.24	\$626,277.54	\$0.00
80	800	5898	Fix Asset Contra Act	\$0.00	\$0.00	\$1,275,664.91	\$0.00
80	800	5910	Projects - Overlays	\$200,000.00	\$573,491.28	\$173,823.81	\$559,948.92
<b>Total Expenses</b>				<b>\$3,015,892.51</b>	<b>\$5,589,429.88</b>	<b>\$4,207,604.30</b>	<b>\$1,968,512.15</b>
<b>Stormwater Operating Budget</b>							
<b>Total Personnel</b>				<b>\$173,854.38</b>	<b>\$150,422.04</b>	<b>\$124,169.87</b>	<b>\$114,844.08</b>
<b>Total Building and Grounds Exp</b>				<b>\$3,700.00</b>	<b>\$4,152.00</b>	<b>\$2,641.76</b>	<b>\$2,016.32</b>
<b>Total Vehicle Expense</b>				<b>\$11,000.00</b>	<b>\$11,000.00</b>	<b>\$8,163.92</b>	<b>\$7,583.25</b>
<b>Total Supplies Expense</b>				<b>\$15,750.00</b>	<b>\$9,500.00</b>	<b>\$8,638.81</b>	<b>\$7,504.94</b>
<b>Total Operations Expense</b>				<b>\$3,250.00</b>	<b>\$3,700.00</b>	<b>\$2,770.35</b>	<b>\$2,536.62</b>
<b>Total Prof Services</b>				<b>\$75,250.00</b>	<b>\$116,750.00</b>	<b>\$53,485.56</b>	<b>\$24,667.48</b>
<b>Total Capital</b>				<b>\$4,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Expenses</b>				<b>\$286,804.38</b>	<b>\$295,524.04</b>	<b>\$199,870.27</b>	<b>\$159,152.69</b>

## ENTERPRISE FUNDS

The City has a major Enterprise Fund called the Water Revenue Fund shown as number 0500. This fund started out housing the collections of the water payments on the utility bills; however, now both stormwater and wastewater funds are collected through this fund as well. Any Enterprise Fund revenues are collected through this fund and then distributed out to their separate funds via transfers.

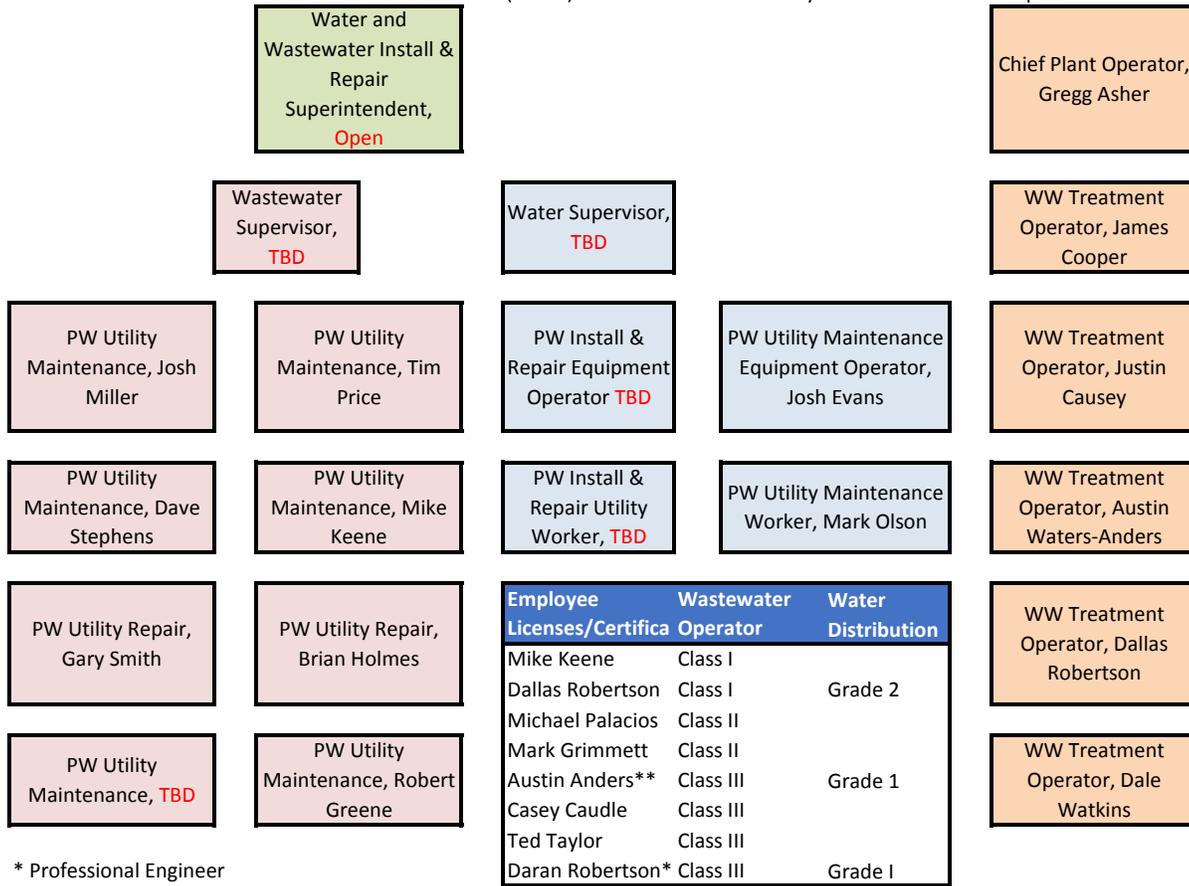
Additionally, Fund 0510 Water Operating shows both the water expenses and the wastewater expenses in respectively departments 0900 and 0950. The water expenses are derived from the treatment and distribution of water to approximately 9000 customers. The Water department received its water from the Central Arkansas Water Authority in Little Rock, Arkansas. The expense to pay for the water is listed under the supplies category.

In 2016 the City added a new enterprise fund, one for Stormwater costs. The city collects on the Utility bills \$3.00 from all residential customers and \$6.00 from all commercial customers to help fund capital projects associated with stormwater issues.

# Water and Wastewater Departments

- The Wastewater Plant is located at 1019 SW 2nd Street

The Water and Wastewater Committee (WSAC) meets on the last Tuesday of each month at 5:30 pm.



\* Professional Engineer

\*\*Professional Asset Management Planner

## 2018 Accomplishments:

1. Replaced approximately 3500 linear feet of force main within the Stivers area and the system is currently up and running
2. Completed over 1800 work orders with 74 being after hour callouts
3. Relocated four air relief valves on Bryant Parkway's force main
4. Added a 4000 Sq Ft. warehouse storage for emergency material inventory
5. In the final stages of the Highway 5 Widening & Utility Relocation project
6. Inspected and cleaned over 140,000 feet of the collection system pipeline
7. Replaced approximately 500 feet of force main from lift station #12
8. Initial SSES (Sewer System Evaluation Survey) review is completed and the second phase of system analysis has begun, expected completion Spring of 2019
9. Wastewater treatment dewatering facility construction was completed and the system is performing as anticipated

## 2019 Goals:

### Water

1. Replacement of water lines within Indian Springs
2. Restructuring of current operations for quality, efficiency and improved maintenance
3. Implement and update the iWorqs inventory control module to produce real time reports

### Wastewater

1. Evaluation of the in-house collection system through cleaning and inspection for Consent Action Order (CAO)
2. Continue to upgrade current lift station infrastructure as needed
3. Revision and implementation of all fees within the Water and Wastewater Departments
4. Water and Wastewater specification standards revision
5. Completion of CAO construction in progress for Wastewater collections system
6. Restructuring of current operations for quality, efficiency and improved maintenance
7. Implement and update the iWorqs inventory control module to produce real time reports

WATER

	Fixed Assets - Vehicles 510-0900-5808	Inflation Factor	2019	2020	2021	2022	2023
1	Dodge Ram 2500 replacement - Moving some of the fleet to diesel for emergency response, Replace VIN #IGCS 2010 Chevy Sil 1500	101.5%	\$ 42,500	\$ 43,138	\$ 43,785	\$ 44,441	\$ 45,108
	<b>Sub-Total</b>		<b>\$ 42,500</b>	<b>\$ 43,138</b>	<b>\$ 43,785</b>	<b>\$ 44,441</b>	<b>\$ 45,108</b>
	Fixed Assets - Infrastructure 510-0900-5816						
1	Indian Springs 6" Main Replacement - \$500k	101.5%	\$ 500,000	\$ 507,500	\$ 515,113	\$ 522,839	\$ 530,682
	<b>Sub-Total</b>		<b>\$ 500,000</b>	<b>\$ 507,500</b>	<b>\$ 515,113</b>	<b>\$ 522,839</b>	<b>\$ 530,682</b>
	Fixed Assets - Other Equipment 510-0900-5821						
1	Replace trailer, gensets, pumps	101.5%	\$ 15,000	\$ 15,225	\$ 15,453	\$ 15,685	\$ 15,920
	<b>Sub-Total</b>		<b>\$ 15,000</b>	<b>\$ 15,225</b>	<b>\$ 15,453</b>	<b>\$ 15,685</b>	<b>\$ 15,920</b>
	<b>TOTAL</b>		<b>\$ 557,500</b>	<b>\$ 565,863</b>	<b>\$ 574,350</b>	<b>\$ 582,966</b>	<b>\$ 591,710</b>

	WASTEWATER	Inflation Factor	2019	2020	2021	2022	2023
	Fixed Assets - Equipment 510-0950-5810						
1	Replace trailer, gensets, pumps	101.5%	\$ 15,000	\$ 15,225	\$ 15,453	\$ 15,685	\$ 15,920
	<b>Sub-Total</b>		<b>\$ 15,000</b>	<b>\$ 15,225</b>	<b>\$ 15,453</b>	<b>\$ 15,685</b>	<b>\$ 15,920</b>
	Fixed Assets - Infrastructure 510-0950-5816						
1	Capital improvements to abate SSO's - CAO	101.5%	\$ 1,000,000	\$ 1,015,000	\$ 1,030,225	\$ 1,045,678	\$ 1,061,364
2	5 Year Plan to Address CAO - SSES, Design and Construction	101.5%	\$ 500,000	\$ 507,500	\$ 515,113	\$ 522,839	\$ 530,682
	<b>Sub-Total</b>		<b>\$ 1,500,000</b>	<b>\$ 1,522,500</b>	<b>\$ 1,545,338</b>	<b>\$ 1,568,518</b>	<b>\$ 1,592,045</b>
	Fixed Assets - Project 510-0950-5819						
1	DeWatering Pump and hopper upgrade for capacity	101.5%	\$ 75,000	\$ 76,125	\$ 77,267	\$ 78,426	\$ 79,602

# Water and Wastewater Departments and Stormwater Capital Amounts

Fund	Dept	Account	Account Description	2019 Budget Proposed	2018 Budget Adopted Thru 9/14/18	2017 Final Actuals	2016 Final Actuals
500	900	4504	CAW Watershed	\$47,300.00	\$47,000.00	\$47,284.36	\$46,004.48
500	900	4532	One Time Charge	\$34,800.00	\$27,000.00	\$31,325.00	\$27,636.00
500	900	4536	Penalties	\$175,200.00	\$185,000.00	\$323,859.21	\$154,481.09
500	900	4537	Insufficient Check Fee	\$3,600.00	\$1,650.00	\$2,125.00	\$3,200.00
500	900	4540	Sales - CAW System Devel	\$19,200.00	\$22,000.00	\$12,967.86	\$19,954.00
500	900	4542	Sales - FSDWA	\$29,500.00	\$28,000.00	\$29,033.46	\$27,735.33
500	900	4544	Water Misc Income	\$123,600.00	\$92,000.00	\$105,935.00	\$85,201.88
500	900	4548	Sales - Pump Maintenance	\$38,000.00	\$23,000.00	\$22,287.63	\$7,338.00
500	900	4550	Sales - Service Charges	\$30,000.00	\$28,000.00	\$28,740.00	\$25,950.00
500	950	4552	Sales - Wastewater	\$4,324,344.00	\$4,025,000.00	\$4,044,247.37	\$4,076,751.50
500	900	4554	Sales - Water	\$2,956,784.00	\$2,761,709.00	\$2,689,144.03	\$2,673,060.17
500	900	4556	Sales - Water Connections	\$30,000.00	\$29,000.00	\$32,594.00	\$40,030.00
500	950	4558	Sales - WW Connections	\$24,000.00	\$16,500.00	\$18,900.00	\$22,850.00
500	900	4560	Sales Tax Revenue	\$266,500.00	\$255,000.00	\$255,230.90	\$254,631.32
500	900	4566	Woodland Hills Watershed	\$2,500.00	\$2,500.00	\$2,653.65	\$2,653.65
500	140	4567	Stormwater Rev Fees	\$3,000.00	\$0.00	\$0.00	\$0.00
500	140	4568	Stormwater Rev - Residential	\$246,000.00	\$0.00	\$0.00	\$0.00
500	140	4569	Stormwater Rev - Business	\$31,200.00	\$0.00	\$0.00	\$0.00
500	950	4600	Miscellaneous Revenue	\$125.00	\$100.00	\$243.63	\$12,336.00
510	900	4600	Miscellaneous Revenue	\$1,000.00	\$0.00	\$20,728.80	\$7,573.68
510	950	4600	Miscellaneous Revenue	\$0.00	\$0.00	\$9,285.15	\$4,873.00
510	900	4625	Xfer from Water	\$2,500,000.00	\$7,200,000.00	\$4,862,502.16	\$250,000.00
510	950	4625	Xfer from Sewer Sales	\$4,250,000.00	\$7,200,000.00	\$4,862,500.00	\$250,000.00
515	140	4625	Xfer from Water Revenue Fund	\$280,200.00	\$0.00	\$0.00	\$0.00
500	900	4629	NXfer to Water Impact	\$35,000.00	\$60,000.00	\$63,486.00	\$86,148.00
500	900	4630	NXfer Salem Royalty	\$600.00	\$1,000.00	\$627.60	\$643.60
500	950	4631	Xfer Wastewater Impact	\$35,000.00	\$40,000.00	\$62,500.00	\$74,800.00
500	900	4632	NXfer to Subdiv Impact Wtr	\$2,000.00	\$2,000.00	\$1,650.00	\$6,997.00
500	950	4632	NXfer to SubdivImpact WW	\$0.00	\$2,000.00	\$1,650.00	\$6,997.00
515	140	4850	Interest Revenue	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Revenues</b>				<b>\$15,489,453.00</b>	<b>\$22,048,459.00</b>	<b>\$17,531,490.81</b>	<b>\$8,167,845.70</b>
Minus Transfers Highlighted				\$8,386,653.00			
510	900	5000	Salary Expense	\$468,189.80	\$365,008.41	\$363,935.70	\$300,380.60
510	950	5000	Salary Expense	\$783,245.29	\$688,014.08	\$519,108.41	\$453,751.26
510	900	5005	SWB Reimbursement	\$109,000.00	\$132,167.00	\$108,999.96	\$108,999.96
510	950	5005	SWB Reimbursement	\$109,000.00	\$132,667.00	\$108,999.96	\$108,999.96
510	900	5010	Overtime Expense	\$22,000.00	\$16,550.00	\$9,814.01	\$15,953.67
510	950	5010	Overtime Expense	\$40,000.00	\$50,000.00	\$33,396.87	\$38,412.25
510	900	5020	FICA Expense	\$38,587.34	\$28,229.88	\$28,208.78	\$23,633.54
510	950	5020	FICA Expense	\$63,285.78	\$53,049.05	\$41,611.33	\$37,052.78
510	900	5022	Unemployment Expense	\$840.00	\$3,060.00	\$2,510.48	\$2,082.53
510	950	5022	Unemployment Expense	\$900.00	\$2,520.00	\$2,387.61	\$1,856.43
510	900	5025	Worker's Comp Expense	\$7,241.00	\$7,241.00	\$5,594.41	\$7,917.00
510	950	5025	Worker's Comp Expense	\$7,128.00	\$7,128.00	\$5,507.10	\$7,079.00
510	900	5030	APERS Expense	\$75,391.21	\$53,614.68	\$196,239.61	\$55,737.11
510	950	5030	APERS Expense	\$127,656.23	\$104,045.80	\$224,214.93	\$88,830.77
510	900	5040	Health Insurance Expense	\$108,856.20	\$66,301.84	\$77,753.95	\$70,151.39
510	950	5040	Health Insurance Expense	\$158,776.08	\$116,290.44	\$122,813.44	\$98,986.96
510	900	5050	Physical & Drug Screen Exp	\$1,000.00	\$1,500.00	\$762.50	\$376.00
510	950	5050	Physical & Drug Screen Exp	\$1,500.00	\$2,000.00	\$801.50	\$1,063.00
510	900	5055	Uniform Expense	\$7,000.00	\$6,200.00	\$6,846.81	\$3,758.00
510	950	5055	Uniform Expense	\$11,000.00	\$11,000.00	\$10,416.22	\$5,436.12
510	900	5060	Travel & Training Expense	\$9,000.00	\$9,295.00	\$4,134.35	\$3,734.28
510	950	5060	Travel & Training Expense	\$5,000.00	\$7,295.00	\$4,001.84	\$3,724.11
510	900	5102	Repairs & Maint - Building	\$12,000.00	\$7,000.00	\$5,630.67	\$7,855.69
510	950	5102	Repairs & Maint - Building	\$15,600.00	\$12,000.00	\$9,884.82	\$7,304.28
510	900	5104	Repairs & Maint - Grounds	\$3,500.00	\$3,500.00	\$361.34	\$251.36
510	900	5110	Utilities - Electric	\$50,000.00	\$42,500.00	\$36,827.88	\$42,614.33
510	950	5110	Utilities - Electric	\$288,000.00	\$335,000.00	\$282,793.02	\$283,490.34
510	900	5111	Utilities - Gas	\$2,500.00	\$2,750.00	\$1,636.47	\$1,258.68

510	950	5111 Utilities - Gas	\$2,700.00	\$2,750.00	\$1,913.19	\$1,168.01
510	900	5112 Utilities - Water	\$300.00	\$250.00	\$287.66	\$224.05
510	950	5112 Utilities - Water	\$300.00	\$400.00	\$287.63	\$250.06
510	900	5115 Communication Exp - Telephone	\$3,000.00	\$13,620.00	\$4,009.47	\$3,753.91
510	950	5115 Communication Exp - Telephone	\$3,000.00	\$12,708.00	\$3,048.29	\$3,301.74
510	900	5116 Communication Exp - Cellular	\$7,800.00	\$8,000.00	\$8,578.25	\$4,782.16
510	950	5116 Communication Exp - Cellular	\$13,332.00	\$6,700.00	\$6,245.92	\$3,240.58
510	900	5120 Insurance - Property	\$9,500.00	\$9,500.00	\$9,383.62	\$8,340.99
510	950	5120 Insurance - Property	\$10,250.00	\$11,000.00	\$9,273.46	\$7,380.00
510	900	5130 Sanitation	\$7,500.00	\$4,900.00	\$4,821.67	\$4,105.19
510	950	5130 Sanitation	\$31,200.00	\$55,650.00	\$4,821.67	\$4,431.62
510	900	5140 Supplies - B&G	\$1,500.00	\$750.00	\$1,090.54	\$246.29
510	950	5140 Supplies - B&G	\$1,560.00	\$1,000.00	\$1,657.11	\$168.63
510	900	5142 Janitorial Supplies and Main	\$1,850.00	\$1,850.00	\$1,471.67	\$1,644.05
510	950	5142 Janitorial Supplies and Main	\$1,600.00	\$1,850.00	\$1,657.49	\$1,534.79
510	900	5145 Tools	\$8,250.00	\$8,250.00	\$6,124.71	\$3,799.88
510	950	5145 Tools	\$8,400.00	\$7,950.00	\$7,194.00	\$3,323.14
510	900	5200 Fuel Expense	\$36,000.00	\$30,000.00	\$33,594.13	\$20,748.16
510	950	5200 Fuel Expense	\$30,000.00	\$19,500.00	\$20,633.51	\$17,458.82
510	900	5210 Service & Repair - Vehicle	\$8,000.00	\$11,000.00	\$10,187.13	\$14,003.40
510	950	5210 Service & Repair - Vehicle	\$33,000.00	\$45,000.00	\$43,230.45	\$54,593.63
510	900	5218 Tire Expense	\$5,650.00	\$4,500.00	\$3,261.02	\$2,668.91
510	950	5218 Tire Expense	\$8,400.00	\$6,500.00	\$6,616.16	\$4,725.37
510	900	5225 Insurance Expense - Vehicle	\$5,000.00	\$6,000.00	\$5,000.10	\$2,984.11
510	950	5225 Insurance Expense - Vehicle	\$9,000.00	\$7,500.00	\$6,690.93	\$6,690.93
510	900	5240 Equipment Rental	\$1,000.00	\$1,000.00	\$0.00	\$0.00
510	950	5240 Equipment Rental	\$950.00	\$950.00	\$640.58	\$0.00
510	900	5300 Supplies - Office	\$4,500.00	\$5,500.00	\$3,465.70	\$2,953.35
510	950	5300 Supplies - Office	\$4,800.00	\$4,950.00	\$5,625.86	\$8,727.73
510	900	5322 Supplies - Operating	\$180,000.00	\$185,000.00	\$142,424.40	\$112,107.06
510	950	5322 Supplies - Operating	\$270,000.00	\$270,000.00	\$264,225.50	\$158,567.32
510	900	5324 Supplies - Chemicals	\$3,000.00	\$11,000.00	\$2,733.12	\$2,733.12
510	950	5324 Supplies - Chemicals	\$160,000.00	\$98,500.00	\$60,229.94	\$81,561.87
510	900	5326 Supplies - Lab	\$100.00	\$500.00	\$32.02	\$0.00
510	950	5326 Supplies - Lab	\$32,500.00	\$32,500.00	\$30,759.20	\$34,802.26
510	900	5350 Postage Expense	\$35,000.00	\$30,000.00	\$37,245.68	\$34,603.16
510	950	5350 Postage Expense	\$24,000.00	\$27,500.00	\$24,079.33	\$21,705.03
510	900	5360 Cost of Water	\$1,656,000.00	\$1,300,000.00	\$1,059,236.62	\$1,069,021.54
500	900	5475 Credit Card Fees	\$66,000.00	\$60,000.00	\$65,920.67	\$65,486.68
510	900	5475 Credit Card Fees	\$21,600.00	\$17,500.00	\$17,136.51	\$16,724.36
510	950	5475 Credit Card Fees	\$21,200.00	\$18,500.00	\$17,136.49	\$16,724.39
510	900	5480 Dues & Subscriptions	\$7,500.00	\$6,500.00	\$8,050.27	\$6,090.21
510	950	5480 Dues & Subscriptions	\$15,600.00	\$18,500.00	\$13,449.63	\$19,412.89
510	900	5515 Special Elec or Permit Fee Exp	\$30,000.00	\$32,500.00	\$28,008.00	\$28,940.40
510	900	5530 Safety Program	\$1,500.00	\$1,500.00	\$1,502.94	\$628.69
510	950	5530 Safety Program	\$1,500.00	\$1,500.00	\$1,499.34	\$335.52
510	900	5535 Sales Tax Expense	\$288,000.00	\$265,000.00	\$152,227.34	\$276,175.60
510	950	5540 Equip Purchase - I & I	\$10,000.00	\$10,000.00	\$0.00	\$0.00
510	950	5541 Outside Contractors- I & I	\$300,000.00	\$300,000.00	\$162,325.00	\$23,293.35
510	950	5542 Service & Repair - I & I	\$15,000.00	\$35,000.00	\$0.00	\$6,942.02
510	900	5550 Prof Services - Acctg & Audit	\$10,000.00	\$10,000.00	\$11,210.00	\$8,530.00
510	950	5550 Prof Services - Acctg & Audit	\$12,000.00	\$10,000.00	\$11,210.00	\$8,530.00
510	900	5553 Prof Services - Advertising	\$1,000.00	\$2,000.00	\$735.73	\$718.14
510	950	5553 Prof Services - Advertising	\$1,500.00	\$1,500.00	\$943.65	\$1,285.62
510	900	5571 Prof Services - Engineering	\$22,000.00	\$40,500.00	\$10,485.00	\$9,180.00
510	950	5571 Prof Services - Engineering	\$20,000.00	\$25,000.00	\$10,485.00	\$9,180.00
510	950	5574 Prof Services - GIS	\$0.00	\$2,500.00	\$0.00	\$6,120.00
510	900	5586 Prof Services - Other	\$36,000.00	\$10,000.00	\$20,874.65	\$2,194.06
510	950	5586 Prof Services - Other	\$25,000.00	\$30,000.00	\$19,068.24	\$516.07
510	900	5589 Prof Services - Printing	\$5,500.00	\$2,750.00	\$4,004.40	\$2,365.77
510	950	5589 Prof Services - Printing	\$5,000.00	\$7,500.00	\$3,566.09	\$5,176.98
500	900	5600 Miscellaneous Expense	\$1,000.00	\$3,000.00	\$565.15	\$644.31
510	900	5604 Hardware - New & Renewals	\$23,900.00	\$35,400.00	\$23,529.15	\$32,859.91
510	950	5604 Hardware - New & Renewals	\$23,900.00	\$32,400.00	\$23,434.81	\$29,186.44
510	900	5606 IT Project & Labor	\$18,880.00	\$22,500.00	\$10,262.64	\$2,992.68
510	950	5606 IT Project & Labor	\$16,380.00	\$22,500.00	\$10,262.64	\$15,793.68
510	900	5608 Software - New & Renewals	\$38,185.00	\$38,525.00	\$37,453.51	\$49,776.57

510	950	5608 Software - New & Renewals	\$56,230.00	\$57,190.00	\$53,274.74	\$40,962.65
510	900	5614 Copiers & Maintenance	\$7,600.00	\$9,140.00	\$8,639.55	\$1,886.31
510	950	5614 Copiers & Maintenance	\$7,600.00	\$9,140.00	\$9,230.85	\$2,126.31
500	140	5622 Xfer to Fund 515	\$280,200.00	\$0.00	\$0.00	\$0.00
500	900	5624 Xfer to Water	\$2,500,000.00	\$7,200,000.00	\$4,862,500.00	\$250,000.00
500	950	5624 Xfer to Water	\$4,250,000.00	\$7,200,000.00	\$4,862,500.00	\$250,000.00
510	900	5626 Xfer Depreciation Fd - Water	\$90,000.00	\$67,000.00	\$103,831.52	\$107,130.19
510	950	5626 Xfer to Other	\$0.00	\$90,000.00	\$132,145.58	\$108,370.65
500	900	5629 Xfer to Water Impact	\$35,000.00	\$60,000.00	\$71,436.00	\$83,148.00
500	900	5630 Xfer to Salem Royalty	\$600.00	\$1,000.00	\$680.40	\$646.00
500	950	5631 Xfer to Wastewater Impact	\$35,000.00	\$40,000.00	\$68,000.00	\$72,800.00
500	900	5632 Xfer to Subdivision Impact Wtr	\$2,000.00	\$2,000.00	\$2,550.00	\$6,097.00
500	950	5632 Xfer to Subdivision Impact WW	\$2,000.00	\$2,000.00	\$2,550.00	\$6,097.00
510	900	5722 Bond Principal Pmt	\$516,769.00	\$270,000.00	\$0.00	\$0.00
510	950	5722 Bond Principal Pmt	\$596,667.00	\$360,000.00	\$465,000.00	\$0.00
510	900	5808 Fixed Assets - Vehicles	\$42,500.00	\$44,500.00	\$93,740.03	\$0.00
510	950	5808 Fixed Assets - Vehicles	\$0.00	\$109,500.00	\$147,095.31	\$0.00
510	950	5810 Fixed Assets - Equipment	\$15,000.00	\$425,500.00	\$282,807.79	\$0.00
510	900	5816 Fixed Assets - Infrastructure	\$500,000.00	\$2,016,000.00	\$224,519.48	\$0.00
510	950	5816 Fixed Assets - Infrastructure	\$1,500,000.00	\$2,357,080.00	\$681,787.34	\$0.00
515	140	5816 Fixed Assets - Infrastructure	\$275,000.00	\$0.00	\$0.00	\$0.00
510	950	5819 Project - Dewatering Facility	\$75,000.00	\$1,000,000.00	\$2,609,606.62	\$0.00
510	900	5821 Other Equipment	\$15,000.00	\$55,000.00	\$87,533.14	\$0.00
510	900	5822 COE Degray Project	\$100,000.00	\$95,000.00	\$0.00	\$0.00
510	900	5823 COE Degray O&M	\$0.00	\$30,000.00	\$0.00	\$2,499.06
510	900	5824 Depreciation Expense	\$800,000.00	\$0.00	\$746,635.97	\$623,816.00
510	950	5824 Depreciation Expense	\$1,100,000.00	\$0.00	\$1,012,543.48	\$827,632.00
510	900	5850 Interest Expense	\$273,311.50	\$180,000.00	\$327,227.86	\$270,105.38
510	950	5850 Interest Expense	\$222,010.50	\$219,000.00	\$377,214.83	\$210,278.58
<b>Total Expenses</b>			<b>\$19,480,771.93</b>	<b>\$27,472,080.18</b>	<b>\$21,945,449.04</b>	<b>\$6,992,441.73</b>
Minus Transfers Highlighted			\$12,285,971.93			

Fund	Dept	Account	Account Description	2019 Budget Proposed	2018 Budget Adopted Thru 9/14/18	2017 Final Actuals	2016 Final Actuals
500	140	5622	Xfer to Fund 515	\$280,200.00	\$0.00	\$0.00	\$0.00
500	900	5475	Credit Card Fees	\$66,000.00	\$60,000.00	\$65,920.67	\$65,486.68
500	900	5600	Miscellaneous Expense	\$1,000.00	\$3,000.00	\$565.15	\$644.31
500	900	5624	Xfer to Water	\$2,500,000.00	\$7,200,000.00	\$4,862,500.00	\$250,000.00
500	900	5629	Xfer to Water Impact	\$35,000.00	\$60,000.00	\$71,436.00	\$83,148.00
500	900	5630	Xfer to Salem Royalty	\$600.00	\$1,000.00	\$680.40	\$646.00
500	900	5632	Xfer to Subdivision Impact Wtr	\$2,000.00	\$2,000.00	\$2,550.00	\$6,097.00
500	950	5624	Xfer to Water	\$4,250,000.00	\$7,200,000.00	\$4,862,500.00	\$250,000.00
500	950	5631	Xfer to Wastewater Impact	\$35,000.00	\$40,000.00	\$68,000.00	\$72,800.00
500	950	5632	Xfer to Subdivision Impact WW	\$2,000.00	\$2,000.00	\$2,550.00	\$6,097.00
Total 0500 Expenses				\$7,171,800.00	\$14,568,000.00	\$9,936,702.22	\$734,918.99
Total Water Personnel				\$847,105.55	\$689,167.81	\$804,800.56	\$592,724.08
Total Water Building & Grounds				\$107,700.00	\$102,870.00	\$80,223.95	\$78,876.58
Total Water Vehicle Expense				\$55,650.00	\$52,500.00	\$52,122.38	\$40,404.58
Total Water Supplies				\$1,878,600.00	\$1,532,000.00	\$1,245,137.54	\$1,221,418.23
Total Water Operations Expense				\$348,600.00	\$323,000.00	\$206,925.06	\$328,559.26
Total Water Prof Services Exp				\$74,500.00	\$65,250.00	\$47,309.78	\$22,987.97
Total Water Misc. Exp				\$88,565.00	\$105,565.00	\$79,884.85	\$87,515.47
510	900	5626	Xfer Depreciation Fd - Water	\$90,000.00	\$67,000.00	\$103,831.52	\$107,130.19
510	900	5722	Bond Principal Pmt	\$516,769.00	\$270,000.00	\$0.00	\$0.00
510	900	5808	Fixed Assets - Vehicles	\$42,500.00	\$44,500.00	\$93,740.03	\$0.00
510	900	5816	Fixed Assets - Infrastructure	\$500,000.00	\$2,016,000.00	\$224,519.48	\$0.00
510	900	5821	Other Equipment	\$15,000.00	\$55,000.00	\$87,533.14	\$0.00
510	900	5822	COE Degray Project	\$100,000.00	\$95,000.00	\$0.00	\$0.00
510	900	5823	COE Degray O&M	\$0.00	\$30,000.00	\$0.00	\$2,499.06
510	900	5824	Depreciation Expense	\$800,000.00	\$0.00	\$746,635.97	\$623,816.00
510	900	5850	Interest Expense	\$273,311.50	\$180,000.00	\$327,227.86	\$270,105.38
Total Water Dept Expenses				\$5,738,301.05	\$5,627,852.81	\$4,099,892.12	\$3,376,036.80
Total Wastewater Personnel Costs				\$1,307,491.38	\$1,174,009.37	\$1,073,259.21	\$845,192.64
Total Wastewater B&G Expense				\$375,942.00	\$447,008.00	\$328,776.60	\$315,593.19
Total Wastewater Vehicle Expense				\$81,350.00	\$79,450.00	\$77,811.63	\$83,468.75
Total Wastewater Supplies Expense				\$491,300.00	\$433,450.00	\$384,919.83	\$305,364.21
Total Wastewater Operations Exp				\$363,300.00	\$383,500.00	\$194,410.46	\$66,708.17
Total Wastewater Prof Services Exp				\$63,500.00	\$76,500.00	\$45,272.98	\$30,808.67
Total Wastewater Misc. Exp				\$104,110.00	\$121,230.00	\$96,203.04	\$88,069.08
510	950	5626	Xfer to Other	\$0.00	\$90,000.00	\$132,145.58	\$108,370.65
510	950	5722	Bond Principal Pmt	\$596,667.00	\$360,000.00	\$465,000.00	\$0.00
510	950	5808	Fixed Assets - Vehicles	\$0.00	\$109,500.00	\$147,095.31	\$0.00
510	950	5810	Fixed Assets - Equipment	\$15,000.00	\$425,500.00	\$282,807.79	\$0.00
510	950	5816	Fixed Assets - Infrastructure	\$1,500,000.00	\$2,357,080.00	\$681,787.34	\$0.00
510	950	5819	Project - Dewatering Facility	\$75,000.00	\$1,000,000.00	\$2,609,606.62	\$0.00
510	950	5824	Depreciation Expense	\$1,100,000.00	\$0.00	\$1,012,543.48	\$827,632.00
510	950	5850	Interest Expense	\$222,010.50	\$219,000.00	\$377,214.83	\$210,278.58
Total Wastewater Dept Expenses				\$6,295,670.88	\$53,253,433.17	\$40,699,101.25	\$15,211,088.40
515	140	5816	Fixed Assets - Infrastructure	\$275,000.00	\$0.00	\$0.00	\$0.00

# All Other Non Major Public Works Funds

Various Details on Misc. Funds:

**Sub Division Funds** for both Water and Wastewater - Funds 530 and 535 - These funds hold money collected by the Department of Code Enforcement.

**Impact Funds** for both Water and Wastewater - Funds 550 and 555 - These funds hold money collected by the Department of Code Enforcement as well approximately \$600 collected for Water and \$500 for Wastewater.

**Fair Share 540 Fund** - no amounts are anticipated to be collected in this fund via the Department of Code Enforcement. These funds can be assessed by the City for tying into the Water or Wastewater lines.

**Salem Royalty 560 Fund** - This fund holds charges on the Water and Wastewater bills then predetermined amounts based on zip codes are sent back to the Salem Water Group.

Fund	Dept	Account	Account Description	2019 Budget Proposed	2018 Budget Adopted Thru 9/14/18	2017 Final Actuals	2016 Final Actuals
530	900	4625	Xfer from Water	\$2,000.00	\$2,000.00	\$900.63	\$6,097.00
535	950	4625	Xfer from Water Ord 2006-09	\$2,000.00	\$2,000.00	\$12,255.24	\$6,097.00
535	950	4850	Interest Revenue	\$0.00	\$0.00	\$6.41	\$1.68
535	950	5624	Xfer to Water Ord 2006-09	\$0.00	\$0.00	\$0.00	\$0.00
550	900	4625	Xfer frWaterOrd1997-3, 2010-18	\$35,000.00	\$60,000.00	\$71,436.00	\$83,148.00
550	900	4850	Interest Revenue	\$0.00	\$0.00	\$142.32	\$102.94
550	900	5624	Xfer toWaterOrd1997-3, 2010-18	\$0.00	\$366,000.00	\$0.00	\$0.00
555	950	4625	Xfer from Water Ord 1997-03	\$35,000.00	\$40,000.00	\$68,000.00	\$72,800.00
555	950	4850	Interest Revenue	\$0.00	\$0.00	\$141.87	\$106.18
555	950	5624	Xfer to Water Ord 1997-03	\$0.00	\$427,000.00	\$0.00	\$0.00
560	900	4625	Xfer from Water	\$600.00	\$1,000.00	\$680.40	\$646.00
560	900	4850	Interest Revenue	\$0.00	\$0.00	\$21.64	\$21.77
560	900	5602	Royalty Payment	\$600.00	\$1,000.00	\$826.00	\$1,039.40
600	900	5850	Interest Expense	\$0.00	\$325,000.00	\$137,945.00	\$293,335.00

# Appendix 1 - Major Vendor List

\* Under Contract, Sole Source, State Bid Contract Pricing, TIPS/TAPS, etc.

- \* ACIC
- \* Activenet to be replaced in 2018 with Civic Rec
- \* Arkansas Municipal League for Various Items
- \* AT&T for PD Phone
- \* Bonds - Regions, First Security
- \* Boys & Girls Club
- \* Baptist Health Clinic for Physicals
- \* Canon for Copiers
- \* Centerpoint for Gas
- \* CDW - Sole Source for IT
- \* Central Arkansas Water - Utility Billing Services
- \* Civis Plus for the City Website
- \* Clifford (for Generator Maintenance)
- \* County - Special Elections  
Cranford
- \* Crews
- \* Crist Engineering
- \* Cruse Uniforms (PD)
- \* DeGray Water Agreement
- \* Dell for IT  
Dusty Mop
- \* Eliant Solutions Inc. for IT  
Employee Assistance Plan to be replaced with SW EAP in 2018
- \* Entergy
- \* First Electric
- \* Friday, Eldridge & Clark for Bond Counsel
- \* Garver Engineering
- \* Historic Society  
Humane Society of Saline County
- \* Iworqs
- \* IT on the Go (Courts)
- \* Jack Tyler Engineering for WWTP - Sole Source
- \* Jcon - BID OUT Concrete
- \* JWCK for Audit Services
- \* Leases - BOO, First Security, Kansas State Bank  
Martin Marietta
- \* Middleton Heat & Air - HVAC Services
- \* More than Software IT
- \* Motorola for PD
- \* MSI for Courts
- \* Mueller for Water.WW
- \* Open Gov
- \* Pitney Bowes for Postage machine
- \* Pro Chem - certain items on contract, certain sole source
- \* Regions - Credit Cards and Banking Services  
Republic Services for Sanitation for Certain Depts
- \* SAF Coat for Parks - Regional Sole Source
- \* Salem Water  
Saline Courier
- \* SA2 Solutions Inc. for IT
- \* Senior Center
- \* Shred It
- \* Spillman
- \* Springbrook/Accela
- \* State - Sales Tax and Surcharge
- \* Stephens
- \* SunBelt
- \* Thomas & Thomas for Arbitrage
- \* Valero Gas Cards for all City Vehicles
- \* Verizon for Cell phones and internet  
Waste Management for Sanitation for Certain Depts
- \* Watch Guard - Sole Source for IT for PD
- \* West Law for Legal
- \* Windstream for Landlines  
LR Winwater

Note: State Statute says that bids are not required on motor fuels, oil, asphalt, asphalt oil, natural gas and in some cases on motor vehicles.

## Appendix 2 -

### SWB Allocation Review (Salaries, Wages, and Benefits of Admin Staff)

Prior to the 2018 Proposed Budget the SWB Allocation was computed by asking the Leads in each of the following departments

HR (3 people)

Finance (4 people)

Attorneys (2 people)

Mayor (4 people)

City Clerk (1 person)

IT (1 person, budgeted)

How their time was allocated by percentage across the following departments.

100 Admin  
200 Animal  
300 Courts  
400+ Parks  
500+ Fire  
600+ Police  
700+ Code  
800+140 Street and Stormwater  
900 Water  
950 WW

Then these comparisons each year were compared to the prior year's allocation and no changes were made. In 2018

This process was simplified by the Admin staff using standard percentages to allocate.

49% of the total spent on Admin salaries or \$545,000 was allocated to the following

	Allocation Proposed for 2019		Allocation in 2018
AC	43,600	0.08	53,375
Pks	174,400	0.29	160,125
Street	109,000	0.18	132,167
Water	109,000	0.18	132,167
WW	109,000	0.18	132,167
Total	<u>545,000</u>	<u>0.90</u>	610,001

Several citizens and council members questioned why Fire and Police have traditionally not been allocated to.

Note if Parks, Fire, Police, and Animal were all charged equally 9% then the current numbers would remain the same in total for General Fund.

# Glossary:

ACIC stands for 'Arkansas Crime Information Center' and is used by the Police Department.

Accrual - revenue and expenses are recorded when they are incurred.

Act 474 Sur Charge is paid by the Code Department to the State.

ADFA stands for the Arkansas Department of Finance and Administration.

Ad Valorem - a basis for levy of taxes upon property based on value.

Agency Fund - a fund consisting of resources received and held by the governmental unit as an agent for others.

ANRC - Arkansas Natural Resource Commission

APERS stands for the Arkansas Public Employees Retirement System.

AWWA stands for the American Water Works Association.

Balanced Budget - a budget balanced by fund, means the total anticipated revenues are equal to or exceed the budgeted expenditures for that fund.

B&G stands for Building and Grounds.

BAC stands for Blood Alcohol Content.

Capital Expenditures - as also described for this particular Entity/City on page 13 are reviewed starting at \$2500 with a life of two or more years and the common definition is money spent by a business or organization on acquiring or maintaining fixed assets, such as land, buildings, and equipment.

Capital Projects Fund - A fund created to account for all resources to be used for the acquisition or construction of designated fixed assets.

CAPPD stands for Central Arkansas Planning Development District. This District works with the City of Bryant to acquire grants.

CAW stands for Central Arkansas Water Authority. The City of Bryant currently receives their Water via a Contract with CAW.

COE stands for the Corp of Engineers. The City of Bryant has a contract with the COE for future water access from Lake DeGray.

Debt Service Fund - A governmental type fund used to account for accumulations of resources that are

A Dewatering Facility is a Wastewater Treatment Plant option. The City of Bryant has decided to implement this option and hopes to go online with the Facility in 2018.

Enterprise Fund - A Fund established to finance and account for the acquisition, operations, and maintenance of governmental facilities and services which are entirely or predominantly self - supporting by user charges.

The Federal Drinking Water Loan Program is operated by the Arkansas Natural Resources Commission.

FICA is a payroll cost and stands for the Federal Insurance Contributions Act.

Full - Time Equivalent Position (FTE) - A part time position converted to the decimal equivalent of a full time position based on 2080 per year. For example, a summer lifeguard working for four months, or 690 hours, would be equivalent to .33 of a full time position.

Fund Balance - is when liabilities are subtracted from assets, there is a fund balance. A positive fund balance means there are more assets than liabilities; a negative fund balance means just the opposite. Fund balance can be complicated by the fact that part of the fund balance is reserved and part unreserved.

Governmental Fund - A generic classification of funds used to account for activities primarily supported by taxes, grants, and similar revenues sources.

GFOA stands for the Governmental Finance Officers Association.

GIS stands for the geographic information system and is a system designed to capture, store, manipulate, analyze, manage, and present all types of spatial or geographical data.

I&I stands for Inflow and Infiltration.

JESAP - Job Evaluation and Salary Administration Program for evaluating wages in relation to the nation and the surrounding areas.

LOPFI - Local Fire and Police Retirement System administered by the State of Arkansas.

MSI/Virtual Justice is computer software used by the Courts system.

M&R stands for Maintenance and Repair.

NOC - Network Operations Center used by the Construction/Project Management division of the Public Works Department.

PRAC stands for the Parks and Recreation Alliance Council and was established during the 2017 by the Parks Director.

Profit Star is computer software used for the Water, Wastewater and Stormwater bills.

ROCIC is a government company used by Police Department for intelligence gathering and equipment loans.

SCADA stands for the supervisory control and data acquisition and is a system that operates with coded signals over communication channels so as to provide control of remote equipment (using typically one communication channel per remote station).

Special Revenue Fund - A fund established to account for revenues from specific taxes or other earmarked revenue sources that by law are designated to finance particular functions or activities of government.

SWB stands for Salaries, Wages, and Benefits and is an allocation methodology used by the City of Bryant to allocate Administrative costs to the other departments specifically Animal, Parks, Water and Wastewater and Street.

TLO is a software package used by Police Department for investigating phone numbers and addresses.

Watchguard is the Police Department's software for the in car video.

WEA stands for the Water Environmental Association.

WEFTEC stands for the Water Environment Federation Technical Conference.

# APPENDIX A

## FINANCIAL STRUCTURE ORGANIZATION CHART

