

**AGENDA
REGULAR MEETING
CITY COUNCIL
CITY OF MAUMELLE
JANUARY 19, 2016
6:00 PM
CITY HALL**

1. CALL TO ORDER

2. INVOCATION AND PLEDGE OF ALLEGIANCE

The City of Maumelle welcomes people of diverse cultures and beliefs. Any religious viewpoint expressed during invocation, or at any other time during the meeting, reflects only the personal opinion of the speaker. It is not intended to proselytize, advance, or disparage any religious belief.

3. SPECIAL GUESTS AND ANNOUNCEMENTS

4. APPROVAL OF MINUTES – JANUARY 4TH REGULAR MEETING

5. PUBLIC COMMENT

During Public Comment, issues **NOT** on the agenda may be addressed. Public comments concerning items on the agenda will be allowed when that item is discussed by the Council. Anyone wishing to make a comment must fill out the provided form and present it to the City Clerk. In the interest of time comments will be limited to three (3) minutes. **This privilege may be revoked by the Mayor in the case of inappropriate language or comments.** Any public member shall first state his or her name and address, followed by a concise statement of the person's position or concern. **All remarks shall be addressed to the Mayor or the Council as a whole, not to any particular member of the Council.** No person other than the Council members and the person having the floor shall be permitted to enter into any discussions without permission of the Mayor.

6. FINANCIAL STATEMENT REVIEW (second meeting of each month)

7. PROCEDURAL MOTION

8. UNFINISHED BUSINESS

A. Requested Pro Forma of Senior Services Operating Budget

9. NEW BUSINESS

A. Resolution 2016-02 Authorizing Changes to the City of Maumelle's 457 Plan

Mayor Watson

With no objections, Mayor Watson may call for the reading of the resolution authorizing certain changes to the City of Maumelle's Eligible Governmental 457 Plan. A MOTION IS IN ORDER.

B. Resolution 2016-03 Authorizing an Exchange of Real Property

Mayor Watson

With no objections, Mayor Watson may call for the reading of the resolution authorizing the Mayor to give approximately 0.178 acres of real property in exchange for 0.426 acres of real property. A MOTION IS IN ORDER.

C. Sign Ordinance Discussion (Ordinance 900)

10. MAYOR'S COMMENTS

A. Election of President Pro Tempore for February 1st Council Meeting

B. I-40 Interchange Update

11. PLANNING COMMISSION REPORT (following each PC meeting)

12. ALDERMEN'S COMMENTS

13. CITY ATTORNEY'S COMMENTS

14. CITY CLERK'S COMMENTS

15. FYI

A. Building Permits Report

B. January Planning Commission Liaison—Alderman Scott

16. ADJOURNMENT

**MINUTES
REGULAR MEETING
CITY COUNCIL
CITY OF MAUMELLE
JANUARY 4TH 2016
6:00 PM
CITY HALL**

Mayor Mike Watson called the meeting to order at 6:00 p.m. with eight members present.

City Clerk Clausen gave the invocation and led the Pledge of Allegiance.

APPROVAL OF MINUTES – DECEMBER 21ST REGULAR MEETING

Alderman Vaprezsan motioned to approve the December 21st minutes. Alderman Scott seconded the motioned and it passed unanimously.

PUBLIC COMMENT

Victor Werner, of 7 Leisurewood Lane, updated the Council on The Maumelle Players and Maumelle Youth Theater. He stated they were looking for a new home to have their shows and wanted to raise awareness and funds for their productions.

PROCEDURAL MOTION

Alderman Anderson moved to have all ordinances and resolutions read by title only. Alderman Saunders seconded the motion and it passed unanimously.

ORDINANCE 895 RELEASING VACATING AND ABANDONING LAKE POINT PLACE

With no objections, Mayor Watson called for the third reading of the ordinance releasing, vacating, and abandoning the City of Maumelle's rights, together with the rights of the public generally, in and to the street designated as Lake Point Place. The City Clerk gave the reading.

Jerry Poole, of 600 Pine Forest Drive Suite 4D, stated that the Council should table this ordinance until there is an alternate solution to the traffic issue is proposed. He noted an Attorney General's opinion and stated he was adamantly opposed to the ordinance.

City Attorney Norris stated you can't give public property to a private entity, but that it is undisputed that a City can abandon a street with provisions from state law that the City has been following.

Rob McGill, of 63 River Road Drive West, in Mayflower, stated that map provided to the Council was just preliminary.

Alderman Lewis stated that the Council was talking about 400ft of street surrounded on all sides by the Charter School. Mr. McGill stated this will allow for better traffic flow in the future with more kids and the school would be able to get rid of the portable buildings.

Alderman Lewis stated the Charter School has been beneficial to Maumelle and he felt good about this.

Alderman Mosley asked for everyone to get together to discuss the traffic. Mr. McGill stated he would be willing to cooperate but they don't want a road being built in the middle of the school.

Alderman Vaprezsan stated the plans for expansion have been around for a while.

Alderman Scott motioned to approve Ordinance 895. Alderman Anderson seconded the motion and it passed unanimously.

ORDINANCE 896 AMENDING CHAPTER 70 OF THE MAUMELLE CITY CODE

With no objection, Mayor Watson called for the third reading of the ordinance amending Chapter 70, Subdivisions, of the Maumelle City Code. The City Clerk gave the reading.

Alderman Lewis motioned to approve Ordinance 896. Alderman Vaprezsan seconded the motion and it passed with Aldermen Saunders and Mosley voting no.

ORDINANCE 897 AMENDING CHAPTER 54 OF THE MAUMELLE CITY CODE

With no objections, Mayor Watson called for the third reading of the ordinance amending Chapter 54, planning, of the Maumelle City Code. The City Clerk gave the reading.

Alderman Vaprezsan motioned to approve Ordinance 897. Alderman Anderson seconded the motion and it passed with Aldermen Saunders and Mosley voting no.

ORDINANCE 898 ACCEPTING DEDICATION OF THE GARDEN OAKS ALLEYS

With no objections, Mayor Watson called for the third reading of the ordinance accepting dedication of the alleys located in the Garden Oaks Subdivision, waiving code requirements, declaring the City's intent to allocate funds, and naming the alleys. The City Clerk gave the reading.

Rick Scott, of 10502 Panther Mountain Road, stated he had never heard of an alley being named, but a city always takes care of the alley ways and he is glad to see the City taking care of this.

Alderman Vaprezsan stated that we have talked about this at length and we have said all we can say. He motioned to vote immediately on Ordinance 898. Alderman Anderson seconded the motion and it passed with Aldermen Saunders and Mosley voting no.

City Attorney Norris briefly recapped the events that have lead up to this point.

Alderman Vaprezsan motioned to approve Ordinance 898. Alderman Anderson seconded the motion and it passed with only Alderman Mosley voting no.

ORDINANCE 899 AMENDING THE MASTER STREET PLAN

With no objections, Mayor Watson called for the third reading of the ordinance amending the Master Street Plan. The City Clerk gave the reading.

Alderman Anderson motioned to approve Ordinance 899. Alderman Vaprezsan seconded the motion and it passed with only Alderman Lewis voting no.

RESOLUTION 2016-01 APPROVING A CONTRACT OF OBLIGATION

With no objections, Mayor Watson called for the reading of the resolution entering into a contract of obligation with the Department of Environmental Quality. The City Clerk gave the reading.

Alderman Lewis motioned to approve Resolution 2016-01. Alderman Anderson seconded the motion and it passed unanimously.

COUNCIL MEETING PROTOCOL

Mayor Watson stated our order for business is already set in code and if the Council wanted to change anything it would take an ordinance to do so. He stated that an introduction for a budget resolution was mentioned in budget meetings.

Alderman Lewis stated he liked the idea of an introduction to a budget resolution to avoid the three day window for consideration.

Alderman Anderson stated he was okay with an introduction, but he didn't want to hinder the Council if they decide to vote sooner.

Alderman Mosley agreed with Alderman Lewis.

Alderman Lewis asked about requiring a super majority vote to pass the resolution if it had not been introduced at the previous meeting. City Attorney Norris stated that would need to be addressed in an ordinance.

Alderman Anderson stated that if there is an emergency and we have absences we would be hindering ourselves.

Alderman Saunders stated he was not in favor of the super majority but he was in favor of the introduction for a budget resolution.

MAYOR'S COMMENTS

Mayor Watson mentioned the flood at Park on the River and noted the privacy fence sustained some damage.

Mayor Watson reminded the Council that the next meeting will be Tuesday January 19th 2016 following Martin Luther King Holiday.

Mayor Watson thanked Fire Department and MEMS for helping with his wife.

ALDERMAN'S COMMENTS

Alderman Lewis stated that changes in the climate are important to note and that we need to continue to think of alternate ways out of Maumelle.

Alderman Holt thanked the Police Department for checking on his house while he was gone.

Alderman Mosley complimented Officer Poole for giving good advice to residents regarding the flooding.

CITY ATTORNEY COMMENTS

City Attorney Norris passed out a rough draft of a new sign ordinance and asked for input or questions to be directed to him.

CITY CLERK COMMENTS

City Clerk Clausen reminded the Council that Statements of Financial Interest are due at the end of the month.

Mayor Watson noted the sales tax reports in the back of the packet. He stated in 2015 the City sales tax came in over 120k budget and the County sales tax was 149k over budget.

ADJOURNMENT

Alderman Lewis moved to adjourn the meeting. Alderman Anderson seconded the motion and it passed unanimously.

Mayor Watson adjourned the meeting at 7:07 pm.

MAYOR MICHAEL WATSON

CITY CLERK JOSHUA CLAUSEN

APPROVED

January 19, 2016

City of Maumelle
Financial Statement Summary
FOR THE MONTH ENDED DECEMBER 31, 2015

GENERAL FUND

Nonspendable	21,682
Committed	-
Assigned	154,962
Unassigned	<u>5,261,450</u>
Total Fund Balance	<u><u>5,438,094</u></u>

STREET FUND

Restricted	3,709,130
Assigned	-
Total Fund Balance	<u><u>3,709,130</u></u>

SANITATION FUND

Retained Earnings	<u><u>1,896,128</u></u>
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CITY OF MAUMELLE
GENERAL FUND STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED DECEMBER 31, 2015

	2015 BUDGET	2015 BUDGET REV	12 MONTH BUDGET	ACTUAL AT 12/31/2015	OVER/ (UNDER)	ACTUAL AT 12/31/2014	OVER/ (UNDER)
Revenues:							
State Turnback	255,729	255,729	255,729	271,463	15,734	281,537	(10,074)
County Millage Tax	1,880,000	1,880,000	1,880,000	1,858,446	(21,554)	1,874,292	(15,846)
County Sales Tax	3,510,000	3,510,000	3,510,000	3,659,395	149,395	3,516,984	142,411
City Sales Tax	2,160,000	2,160,000	2,160,000	2,281,232	121,232	2,170,845	110,387
Franchise Fee	1,550,000	1,550,000	1,550,000	1,712,049	162,049	1,566,291	145,758
Community Service Fees	725,000	725,000	725,000	735,906	10,906	760,113	(24,207)
Late & Collection Fees	20,000	20,000	20,000	22,256	2,256	22,160	96
Building Permits and Fees	170,000	170,000	170,000	174,938	4,938	161,703	13,235
Business License Permits	16,500	16,500	16,500	19,916	3,416	16,879	3,037
Parks and Recreation Fees	450,000	450,000	450,000	329,285	(120,715)	355,452	(26,167)
Senior Wellness Center Fees	42,000	42,000	42,000	34,776	(7,224)	39,096	(4,320)
Animal Control Fees	12,000	12,000	12,000	15,420	3,420	12,317	3,103
Municipal Court	210,000	210,000	210,000	174,745	(35,255)	201,687	(26,942)
Police Dept	-	-	-	8,714	8,714	274	8,440
Fire Dept	13,000	13,000	13,000	14,474	1,474	15,184	(710)
Dispatch Services	26,000	26,000	26,000	26,000	-	32,500	(6,500)
Federal Grants	-	-	-	94,563	94,563	-	94,563
State Grants	-	-	-	70,433	70,433	373,529	(303,096)
Private Grants	-	-	-	1,300	1,300	-	1,300
Private Donations	-	-	-	5,750	5,750	1,250	4,500
Investment Income	12,000	12,000	12,000	4,131	(7,869)	5,963	(1,832)
Other Financing Sources	-	-	-	81,853	81,853	38,288	43,565
Miscellaneous Income	-	-	-	18,493	18,493	18,922	(429)
Total Revenues	11,052,229	11,052,229	11,052,229	11,615,539	563,308	11,465,266	150,273
Expenditures:							
Administration	939,053	943,406	943,406	915,962	(27,444)	884,501	31,461
City Council	63,572	63,572	63,572	56,033	(7,539)	63,202	(7,169)
City Attorney	112,563	112,563	112,563	112,060	(503)	42,685	69,375
Court	183,137	183,137	183,137	178,262	(4,875)	223,931	(45,669)
Police	2,758,908	2,882,519	2,882,519	2,708,225	(174,294)	2,597,743	110,482
Fire	2,121,723	2,296,504	2,296,504	2,171,925	(124,579)	1,883,407	288,518
Animal Control	348,805	348,805	348,805	302,829	(45,976)	282,216	20,613
Public Works	714,956	745,956	745,956	566,780	(179,176)	596,279	(29,499)
Parks	1,511,296	1,508,269	1,508,269	1,369,055	(139,214)	1,326,361	42,694
Senior Services	337,266	354,693	354,693	333,147	(21,546)	329,352	3,795
CED	202,129	202,129	202,129	185,275	(16,854)	191,966	(6,691)
Planning & Zoning	152,657	152,802	152,802	132,251	(20,551)	128,250	4,001
Code Enforcement	291,470	291,470	291,470	275,217	(16,253)	256,796	18,421
City Services	1,242,378	1,272,648	1,272,648	1,261,736	(10,912)	1,298,345	(36,609)
Total Operating	10,979,913	11,358,473	11,358,473	10,568,759	(789,714)	10,105,034	463,725
Capital Expenditures	262,042	718,780	718,780	617,323	(101,457)	2,405,211	(1,787,888)
Total Expenditures	11,241,955	12,077,253	12,077,253	11,186,081	(891,172)	12,510,245	(1,324,164)
Excess (Deficiency) of Revenues over Expenditures	(189,726)	(1,025,024)	(1,025,024)	429,457	1,454,479	(1,044,979)	1,474,437
Fund Balance, Beginning of Year	5,008,636	5,008,636	5,008,636	5,008,636			
Fund Balance, End of Year	4,818,910	3,983,612	3,983,612	5,438,094			

**CITY OF MAUMELLE
GENERAL FUND - BALANCE SHEET
FOR THE MONTH ENDED DECEMBER 31, 2015**

ASSETS

Current Assets

Cash	5,935,436
Accounts Receivable, net	892,014
Due From Other Funds	2,118
Inventory - Court Drug Tests	226
Prepaid Expenses	19,338
Total Current Assets	6,849,132
 TOTAL ASSETS	 6,849,132

LIABILITIES AND FUND BALANCE

Liabilities:

Payroll Liabilities	160,682
Accounts Payable	2,455
Other Liabilities	1,247,901
Total Liabilities	1,411,038

Fund Balance:

Nonspendable	
-Inventory	226
-Due from agency fund	2,118
-Prepaid	19,338
Restricted	-
Committed	-
Assigned to purchase orders	154,962
Unassigned	5,261,450
Total Fund Balance	5,438,094
 TOTAL LIABILITIES AND FUND BALANCE	 6,849,132

CITY OF MAUMELLE
STREET FUND STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED DECEMBER 31, 2015

	2015 BUDGET	2015 BUDGET REV	12 MONTH BUDGET	ACTUAL AT 12/31/2015	OVER/ (UNDER)	ACTUAL AT 12/31/2014	OVER/ (UNDER)
Revenues:							
State Turnback	816,959	816,959	816,959	798,200	(18,759)	815,727	(17,527)
Street Aid Program	300,352	300,352	300,352	335,039	34,687	317,701	17,338
County Millage Tax	560,000	560,000	560,000	589,845	29,845	543,543	46,302
Street Sign Revenue	2,000	2,000	2,000	11,388	9,388	5,523	5,865
Investment Income	19,000	19,000	19,000	15,217	(3,783)	13,760	1,457
Appropriation from Fund Balance	-	-	-	-	-	-	-
Miscellaneous Income	-	-	-	-	-	27,974	(27,974)
Total Revenues	1,698,311	1,698,311	1,698,311	1,749,689	51,378	1,724,228	53,435
Expenditures:							
Personnel	693,518	721,540	721,540	562,582	(158,958)	570,627	(8,045)
Other Operating	423,878	438,451	438,451	288,448	(150,003)	301,592	(13,144)
Total Operating	1,117,396	1,159,991	1,159,991	851,030	(308,961)	872,219	(21,189)
Capital Expenditures	546,000	891,953	891,953	559,251	(332,702)	816,066	(256,815)
Total Expenditures	1,663,396	2,051,944	2,051,944	1,410,281	(641,663)	1,688,285	(278,004)
Excess (Deficiency) of Revenues over Expenditures	34,915	(353,633)	(353,633)	339,408	693,040	35,943	331,439
Fund Balance, Beginning of Year	3,369,722	3,369,722	3,369,722	3,369,722			
Fund Balance, End of Year	3,404,637	3,016,090	3,016,090	3,709,130			

**CITY OF MAUMELLE
STREET FUND - BALANCE SHEET
FOR THE MONTH ENDED DECEMBER 31, 2015**

ASSETS

Current Assets:

Cash	3,724,690
Accounts Receivable, net	121,738
Total Current Assets	<u>3,846,427</u>
 TOTAL ASSETS	 <u><u>3,846,427</u></u>

LIABILITIES AND FUND BALANCE

Liabilities:

Payroll Liabilities	13,084
Accounts Payable	21
Deferred Revenue	124,192
Total Liabilities	<u>137,297</u>

Fund Balance:

Nonspendable	-
Restricted	3,709,130
Committed	-
Assigned to:	
-Capital projects	-
-Eliminate a projected budgetary deficit	-
Unassigned	-
Total Fund Balance	<u>3,709,130</u>
 TOTAL LIABILITIES AND FUND BALANCE	 <u><u>3,846,427</u></u>

CITY OF MAUMELLE
SANITATION FUND STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN EQUITY
FOR THE MONTH ENDED DECEMBER 31, 2015

	2015 BUDGET	2015 BUDGET REV	12 MONTH BUDGET	ACTUAL AT 12/31/2015	OVER/ (UNDER)	ACTUAL AT 12/31/2014	OVER/ (UNDER)
Revenues:							
Sanitation Fees	1,050,000	1,050,000	1,050,000	1,179,632	129,632	1,261,853	(82,221)
Late and Collection Fees	30,000	30,000	30,000	28,461	(1,539)	32,704	(4,243)
Cart Rental	18,000	18,000	18,000	19,891	1,891	18,657	1,234
Transfer Station	25,000	25,000	25,000	30,809	5,809	31,604	(795)
Operating Transfer In	29,878	29,878	29,878	29,689	(189)	89,635	(59,946)
Miscellaneous Income	-	-	-	3,761	3,761	9,521	(5,760)
Total Revenues	1,152,878	1,152,878	1,152,878	1,292,243	139,365	1,443,974	(151,731)
Expenditures:							
Personnel	597,020	597,020	597,020	520,602	(76,418)	526,550	(5,948)
Other Operating	930,500	965,116	965,116	403,778	(561,337)	851,800	(448,022)
Total Expenditures	1,527,520	1,562,136	1,562,136	924,380	(637,755)	1,378,350	(453,970)
Excess (Deficiency) of Revenues over Expenditures	(374,642)	(409,258)	(409,258)	367,862	777,120	65,624	302,238
Equity, Beginning of Year	1,528,268	1,528,268	1,528,268	1,528,268			
Equity, End of Year	1,153,626	1,119,010	1,119,010	1,896,128			

**CITY OF MAUMELLE
SANITATION - BALANCE SHEET
FOR THE MONTH ENDED DECEMBER 31, 2015**

ASSETS

Current assets:	
Cash	1,088,045
Accounts Receivable, net	<u>192,642</u>
Total Current Assets	1,280,687
Noncurrent assets:	
Capital Assets	1,792,456
Less Accumulated Depreciation	<u>(1,123,564)</u>
Total Noncurrent Assets	668,892
 TOTAL ASSETS	 <u><u>1,949,579</u></u>

LIABILITIES AND EQUITY

Current Liabilities:	
Payroll Liabilities	10,984
Accounts Payable	1,274
Sales Taxes Payable	26,710
Reserve for Compensated Absences	<u>14,482</u>
Total Current Liabilities	53,449
Noncurrent Liabilities:	
Note Payable - First Security Bank	<u>-</u>
Total Liabilities	53,449
Equity:	
Retained earnings	<u>1,896,128</u>
 TOTAL LIABILITIES AND EQUITY	 <u><u>1,949,579</u></u>

Note 1: Minimum fund balance policy for the general fund

Ordinance 438 states that the general fund shall maintain a level of fund balance equal to 20% of budgeted operating expenditures. Currently, this figure is \$ 2,271,695

Note 2: Fund balance classifications

Effective with the January 31, 2011 financial statements, there are new fund balance classifications for the General and Street funds. The new classifications and their definitions are as follows:

- Nonspendable - fund balance that can't be spent, such as inventory and prepaid items
- Restricted - use of these funds is restricted by external sources, such as law or grant requirements
- Committed - use of these funds is restricted by formal action of the city council
- Assigned - use of these funds is restricted by informal action of the city council
- Unassigned - fund balance that has not been restricted, committed, or assigned

GENERAL FUND BUDGET RESOLUTIONS PASSED IN 2015

2012-12	2014 Court Automation Funds	20,801
2015-14	Barber Cove Drainage project	235,000
2015-16	Lake Valencia fishing pier roof/Courts and fire phone repair	9,000
2015-17	EEOC Mediation	15,000
2015-20	Establish Fire Battalion Chiefs	40,065
2015-31	New K-9 Officer	20,000
2015-32	Fire Station	175,000
2015-45	Arbitrage Services	7,500
	Total	<u>522,366</u>

STREET FUND BUDGET RESOLUTIONS PASSED IN 2015

2015-37	Overtime for snow and ice removal	28,022
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SANITATION FUND BUDGET RESOLUTIONS PASSED IN 2015

Senior Services

Pro Forma Operating Budget

First 12 Months of Operation in New Building

Overview

Definition

Pro forma financial statements are similar to historical financial statements, except they focus on the future instead of the past and are based upon assumptions rather than known facts. They simply refer to a set of financial statements, which have been prepared in order to show the effects of a specific transaction on the historical financial statements of a business prior to the transaction actually taking place.

Objective

This pro forma operating budget has been prepared in advance of the planned move to the new, larger Senior Center. The pro forma is essentially a budget based on the new center and certain other variables for the move, and is a projection based on certain assumptions. The existing Senior Wellness Center is currently located on bottom of Dean Files City Center Complex and is comprised of approximately 7,200 square feet. Plans for the new Senior Wellness Center are for 15,422 square feet of building space. The pro forma request included three years on expenses vs. revenue but was later changed to one year. The original request also included an indoor therapy pool. At the direction of Mayor Watson, the information pertaining to the therapy pool has been deleted from these comparisons.

Assumptions

The following assumptions have been used in the creation of the Senior Center pro forma:

1. Operating costs and possible revenue sources are included in the pro forma.
2. Facility operating days and hours to similar to existing days and hours currently open. Monday-Friday from 8 a.m. to 5 p.m. I would recommend increasing hours to include 5-8 p.m. Monday thru Thursday with half days on weekends. An increase of operating hours would need an increase in staffing costs.
3. Building expenses to reduce to \$8,000 for new facility. New facility should have little building maintenance in first year. A walk-off carpet will be installed at each entrance instead of contracting with weekly mat service for a realized saving of \$30 per week or \$1,560 annually.
4. Pool maintenance will not be needed as indoor pool was not added, due to cost of construction.
5. Elevator maintenance will no longer be paid out of Senior Services budget. -City will need to pay this expense out of another line item for Dean Files City Center Complex.
6. Equipment maintenance-existing kitchen equipment and cardio equipment are repaired and coded to this line item. I would anticipate extra service calls to either enhance or repair equipment during first 12 month period.
7. Bids were taken for janitorial service and were as low as \$1,587 to \$3,107.44 per month for janitorial service. If the City bids out service, it should be assumed that a minimum of \$1,587 per month or a total of \$19,044 for janitorial service will be needed to clean the new facility for

Overview

first twelve months. Informal quotes were received for this project. An RFQ or RFP will be needed for actual facility.

8. For the pro forma, it is assumed that vehicle maintenance would not increase more than 2016 funding level. The FTA & AHTD require a trip turn down request form be kept for each month. Currently the department is averaging 12-18 requests or turn downs that are not able to be filled either due to capacity constraints of the program or requests for service outside of current program. The department currently has 5 vehicles for service. The department is scheduled to replace 2 vehicles that due to age or condition of vehicle has operated past FTA recommended useful life of vehicle. Applications will be made to replace (2) vehicles through 5310 grant assistance programs in 2016.
9. Office Machine Contracts line item is forecasted to increase by \$1,028 for additional printing/copying. Per current contract, the cost of the copier/printer is based on per sheet usage.
10. Computer maintenance costs will decrease as the computer lab will change from 10 stations to monitoring 2-3 computer kiosks or stations in new facility. A quote from PC Assistance decreased the computer maintenance line item \$50 monthly or \$600 annually.
11. Marketing was increased by \$1,000 for the 12 month period to allow for additional advertising of new facility in various print and social media markets.
12. Travel expense was dropped \$50 in pro forma.
13. Seminar registration will decrease by \$600 as the original budget included costs for two staff members to be certified in Pool Operator Maintenance classes and this will no longer be needed.
14. Office supplies were increased by \$1,000 to account for additional paper & supplies in new facility for increased membership.
15. Janitorial supplies was increased by the amount of increased facility (114%) or \$3,076 which would include cleaning supplies, toilet paper, & paper towel used by increased membership.
16. Natural gas cost will be similar to current facility, adding additional square footage from 7,200 square feet to 15,422 square feet, which is an increase of 114%. Existing facility is bottom level with 3 sides leaving one sided insulated with dirt & ceiling insulated with top level of City Hall. New facility will have newer windows & better insulating which may cancel or equal out existing to new utility costs. I am assuming a 4% cost of living increase as budgeting numbers are from 2015, which is \$3,120. Using the COLA adjusted natural gas Increasing \$3120 by increased square footage of 114% = \$6,677 is an increase of \$2,927 over 2016 funding level.
17. Electricity usage will be similar to current facility, adding additional square footage from 7,200 square feet to 15,422 square feet, or an increase of 114%. Please see #16 for additional explanation. Starting with 2015 budget of \$12,000 increased by 4% = \$12,480 and then 114% = \$26,707 which is an increase of \$11,707 over 2016 funding level.
18. Water usage will be similar to current facility, adding additional square footage from 7,200 square feet 15,422 square feet or an increase of 114%. Due to increase in water cost I increased this line by 10% of 2015 funding level to \$3,190 and then increased by 114% = \$6,827 which is an increase of \$1,977 over 2016 funding level.

Overview

19. Telephone to increase by 4% or \$120 for 12 month period.
20. Cell phone to increase by 10% or \$150 for 12 month period.
21. Equipment <\$5,000 to increase by \$3,000 to allot for items not included in bond-updated telephone system, PA system installed in public areas of new facility as well as other upgrades during first 12 month period of time.
22. A substantial increase in membership for both resident and non-resident members of at least 15% of new members over current membership level of 872 members.
23. My recommendation would be for the Director of Senior Services to put together a Focus Group to explore ideas to expand revenue for new Senior Wellness Center. The Focus Group would then give the City Council their recommendation(s) for additional revenue generators.
24. Senior Centers vary regarding on location to their amenities and services offered to the General Public. For example, Sherwood offers a very robust transportation program that includes vehicles driven by staff members of Sherwood and has a limited number of classes at their center. North Little Rock offers Pulaski County seniors an indoor water aerobics pool, an indoor lap lane pool, fitness equipment, and classes. The Hayes Center has an operational budget of over \$1,000,000 annually and brings in revenue of less than \$200,000 or 20% of their budget. The Hayes Center offers scheduled field trips underwritten by their budget for \$1-\$3 per person but does not offer transportation shuttles or transportation to medical appointments. Senior Centers are all a bit different but all offer socialism and support to keep older adults independent in their homes.

Pro Forma Operating Budget

	Actual 2010	Actual 2011	Actual 2012	Actual 2013	Actual 2014	Estimated 2015	Budget 2011	Budget 2012	Budget 2013	Budget 2014	Budget 2015	Budget 2016	Proforma
OPERATIONS													
443110 Building Maintenance	12,835	12,385	9,105	13,059	8,265	11,000	10,500	11,000	11,000	11,000	11,000	12,000	8,000
443130 Pool Maintenance	-	-	-	-	-	-	-	-	-	-	-	1,000	-
443140 Elevator Maintenance	2,136	2,350	1,324	1,694	1,813	2,200	1,900	2,200	2,200	2,000	2,000	2,200	-
443150 Equipment Maintenance	2,411	2,435	2,503	2,411	1,524	2,500	5,000	4,000	4,000	3,000	2,500	2,500	3,000
443200 Janitorial Services	7,234	7,851	8,553	10,720	7,819	-	9,500	8,500	8,500	8,100	-	-	19,044
443240 Vehicle Maintenance	302	589	2,058	1,214	2,071	2,500	1,000	1,500	2,500	2,071	2,000	2,500	2,500
443260 Office Machine Contracts	-	-	5,138	5,019	6,184	6,850	-	-	-	5,200	6,850	6,850	7,878
443280 Computer Maintenance	1,764	966	1,749	1,306	1,134	2,604	1,700	1,700	1,700	1,134	2,604	2,604	2,000
452110 Volunteer insurance	1,259	885	920	985	-	-	1,500	1,500	1,000	305	-	-	-
454140 Marketing	5,140	4,097	3,297	4,572	4,695	4,400	4,200	4,200	4,200	4,695	4,000	4,000	5,000
454170 Brochure	-	319	200	-	-	500	3,000	3,000	1,000	500	500	500	500
456110 Subscriptions	-	-	-	-	3,012	2,000	-	-	-	3,012	2,000	2,000	2,000
456130 Employee Training/Supplies	315	1,410	2,028	1,405	1,995	1,400	2,300	2,300	3,300	1,995	3,000	3,000	3,000
458000 Travel expense	3,086	2,175	1,469	-	249	1,000	3,500	2,500	1,500	454	1,000	2,050	2,000
458110 Local mileage	529	954	227	181	-	300	1,000	1,000	500	305	300	300	300
458140 Seminar Registration	1,171	175	1,005	374	875	800	1,300	1,000	1,000	1,000	1,000	2,600	2,000
460120 Office Supplies	3,907	4,451	3,296	3,109	3,451	3,700	4,500	4,000	4,000	3,500	3,000	3,000	4,000
460130 Printing	5,501	3,302	803	143	83	250	4,700	5,500	5,500	500	250	250	250
460140 Postage	175	525	774	20	598	418	1,800	1,800	600	800	500	500	500
460180 Janitorial Supplies	-	-	-	-	-	-	-	-	-	-	2,800	3,000	6,076
460330 Recreation Supplies	5,239	3,715	5,791	3,342	3,625	4,400	4,600	5,000	5,000	5,000	5,000	5,000	5,000
460410 Concession Supplies	20,176	23,477	27,065	26,819	22,935	25,000	2,000	23,968	25,456	25,215	12,931	3,000	3,000
462110 Natural Gas	4,159	3,521	2,714	3,088	1,540	3,000	4,600	5,000	4,500	3,000	3,000	3,750	6,677
462120 Electricity	10,688	11,499	10,095	11,308	10,094	10,800	12,000	12,000	12,000	12,000	12,000	15,000	26,707
462130 Water & Sewer	1,998	2,194	2,538	2,490	2,510	2,500	1,900	2,300	2,700	2,700	2,900	4,850	6,827
462140 Telephone	2,787	2,754	2,881	2,858	3,073	2,800	3,000	3,000	3,000	3,073	2,870	3,000	3,120
462141 Cell Phone Service	1,852	1,862	1,721	1,412	1,161	1,500	1,500	2,000	2,000	1,797	1,500	1,500	1,650
462150 Gas, fuel & oil	1,785	3,466	4,808	5,557	5,785	4,100	3,000	4,000	6,000	5,929	6,900	5,500	5,500
474000 Equipment < \$5000	3,567	8,791	6,216	5,528	8,596	9,000	6,000	7,041	5,000	9,090	6,000	6,000	9,000
TOTAL	100,184	106,147	108,475	108,614	103,087	105,522	96,000	120,009	118,156	117,375	98,405	98,454	135,529

Membership Comparison

Senior Centers

- Membership*
 - Resident Rate
 - Individual-\$25
 - Household of 2-\$35
 - Additional eligible household members-\$10 each

Non-Resident Rate

- Individual-\$40
- Household of 2-\$60
- Additional eligible household members-\$10 each

2007-Opened Senior Wellness Center in bottom level of Dean Files City Center Complex & first year fee for membership

2014-Resident members given option to purchase transportation pass for \$15 annually, allowing resident access to ride Around Town Shuttles & Non-Emergency, Medical Transportation Shuttles.

2015-Membership rates were increased, first increase since 2007. Resident memberships now included transportation pass.

Other Revenue Generators Could Include-

- Fee for service vs. cost sharing of expenses
- Transport
 - Medical
 - Around the Town
 - Shuttle
- Fundraising
- Rentals
- Café open to public, discount given to members
- Increase fees of classes, events, & services-Participation may be reduced

Membership Comparison

Senior Centers

Facility	Profile	Fitness Center	Aquatic	Other	
<p>Patrick Henry Hays Senior Center 401 West Pershing North Little Rock, AR 72114</p> <p>14 miles</p> <p><i>Director</i> Charlie Baxter</p> <p><i>Assistant Manager</i> Susan Russell</p> <p>(501) 975-4297</p> <p>website</p>	<p>Hours or Operation M-F 7:00 am – 8:00 pm Sat 7:00 am – 1:00 pm Sun 12:00 pm – 5:00 pm</p> <ul style="list-style-type: none"> Seniors 50+ Opened February 2003 and doubled its size in 2007 60,000 square feet Programs are largely manned by volunteers Facility rentals <p>• 5,000 square-foot ballroom with a 1,720 square-foot hardwood dance floor</p> <ul style="list-style-type: none"> Grand piano Full kitchen <p>This spacious room provides the perfect setting for festive dinners and receptions.</p> <p>This and other spaces are available for class and family reunions, wedding receptions, birthday parties, anniversary receptions, and other events in need of a large space.</p>	<ul style="list-style-type: none"> Indoor walking track Over 60 pieces of exercise equipment including treadmills, exercise bicycles, upper body recumbent cycles, total body recumbent steppers, rowing machine, elliptical trainers, and two sets of pneumatic strength training machines along with several flat screen TVs Yoga, Tai Chi, and video exercises are held in the Exercise Room equipped with a rubberized floor and the latest technology in audio/visual equipment Separate billiards and table tennis rooms with tournaments in each several times a year 	<p>Two of the most popular features of the facility are the indoor heated pools.</p> <ul style="list-style-type: none"> One pool is slightly warmer and provides the perfect place to exercise arthritic joints on your own or in one of the many water aerobics classes The other pool is cooler and has lane markers primarily for swimming laps 	<ul style="list-style-type: none"> Several weekly classes are offered in line dancing, ballroom dancing and Zumba dance exercises Music lovers have the opportunity to join in the weekly jam sessions, gospel sing-along, and an occasional karaoke sing-along Piano lessons are also available on a limited basis Game room Puzzle room Classrooms Computer lab Library Art and craft studio Multi-use activity rooms Meeting room Art gallery Canteen 	
<p>Patrick Henry Hays Senior Center North Little Rock <i>Director</i> Charlie Baxter <i>Assistant Manager</i> Susan Russell</p>	<ul style="list-style-type: none"> Age 50 and over Seniors outside of Arkansas may become members at the Short-Timer rate only The Senior Center does not take Credit Cards Thousands of members Dues only pay 20% of operating costs 	<p>Prime Time \$35 per year</p> <ul style="list-style-type: none"> Weekday use of the center from 8 a.m.-4:30 p.m. Monday - Friday Weekend use of the center from 9 a.m.-1 p.m. Saturday, 2-5 p.m. Sunday 	<p>Short Timer \$150 per year</p> <ul style="list-style-type: none"> Weekday use of the center from 7 a.m.-8 p.m., Monday - Friday Weekend use of the center from 7 a.m. -1 p.m. Saturday, Noon-5 p.m. Sunday 	<p>Non Member Day Pass \$5 per day not to exceed 3 per year</p> <ul style="list-style-type: none"> Utilize the center on a limited basis without purchasing a membership Passes may be purchased after 	<p>Extended Pass Out of State Residents \$25 once per year for 5 consecutive days</p> <ul style="list-style-type: none"> This pass may not be purchased if individual purchased a Day Pass within the past 12 months

Membership Comparison Senior Centers

<p>Faulkner County Senior Wellness and Activity Center 705 East Siebenmorgen PO Box 1429 Conway, AR 72032</p> <p>19 miles</p> <p><i>Executive Director</i> Debra Robinson</p> <p><i>Fiscal Administrator</i> Nancy Rowell</p> <p><i>Client Services Coordinator</i> Beth Battisto</p> <p>(501) 327-2895 Conway</p> <p>No membership fee Donations for Lunches & most programs Limited fee for service</p>	<p>Hours of Operation M-F 8:00 am - 4:00 pm</p> <ul style="list-style-type: none"> • Seniors 60+ • Established in 1974 • Operates 6 senior citizen programs <ul style="list-style-type: none"> ○ Conway ○ Greenbrier ○ Mayflower ○ Mt. Vernon ○ Twin Groves ○ Vilonia • Transportation M – F 8am – 4 pm • Congregate meals • Meals on Wheels • Wellness activities • Complimentary services <p>The center operates on a budget of \$865,000 from federal, state, county, and city Governments, as well as United Way, senior citizen contributions, fund-raising, and private donations.</p> <p>Room sponsorships are available on a first come, first serve basis.</p> <p>Annual expenses for the center include: food for 131,000 meals, fuel for 16 vehicles that travel 98,000 miles, insurance, salaries, utilities, supplies, vehicle and building maintenance and more.</p>	<ul style="list-style-type: none"> • Fully equipped fitness room • Program's activities are incorporated into UCA, Hendrix College, CBC and UAMS research studies and to benefit from grant money connected with such studies • Wellness classes <ul style="list-style-type: none"> ○ Strength training ○ Indoor track for walking / running program 	<p>NA</p>	<ul style="list-style-type: none"> • At least 100 different activities occur annually • Seniors participate in a wide variety of activities <ul style="list-style-type: none"> ○ Painting and drawing ○ Zumba ○ Dance lessons ○ Continuing education classes <ul style="list-style-type: none"> ▪ Photography ▪ Stained glass art ▪ Computer skills ▪ Music lessons ○ Bean Bag Baseball ○ Special interest clubs ○ Exercise Classes ○ Reiki Meditation ○ Line Dance ○ Diabetes self-management ○ AARP D\driver safety class ○ Gospel singing ○ Quiz Bowl ○ Book club ○ Computer class ○ Cards ○ Craft room ○ Pool table ○ Ping pong ○ Bingo
<p>Jack Evans Senior Citizen Center 2301 Thornhill Drive Sherwood, AR 72120</p> <p>19 miles</p> <p>(501) 834-5770 \$25 membership fee-requested</p> <p>Transportation-Fee for Service</p> <p>Sherwood-\$2 each way NLR-\$4 each way</p>	<p>Hours of Operation M-F 9:00am - 5:00pm</p> <ul style="list-style-type: none"> • 50+ • Medical appointment transportation • Grocery shopping transportation • 4 handicapped accessible vehicles with a wheel chair lift or ramp • Early voting location for Pulaski County • Provide shelter during local emergencies 			<ul style="list-style-type: none"> • Provides a supportive environment for seniors through a number of events and services <ul style="list-style-type: none"> ○ Monthly potluck luncheon held at 11:30 am on the first Monday of each month ○ Friday night local musicians from the community play from 6:00 pm until 10:00 pm ○ Pancake breakfast is served a couple of times a year ○ Quarterly driving class sponsored by AARP ○ Annual Fish Fry Fund Raiser ○ Overnight, Out of town trips • Activities include <ul style="list-style-type: none"> ○ Aerobics

Membership Comparison

Senior Centers

<p>Continued-Jack Evans Senior Center Little Rock-\$8 each way Jacksonville-\$4 each way</p> <p>24 Hours Notice to schedule transportation to medical appointments, grocery, & errands. City maintains four vehicles & employs 4 CDL drivers for program.</p>				<ul style="list-style-type: none"> ○ Beanbag baseball ○ Bingo ○ Card games ○ Ceramics ○ Computer classes ○ Jewelry class ○ Line dancing ○ Pool ○ Scrapbook/crop ○ Watercolor painting ○ Wii (baseball, golf, tennis and bowling) ○ Zumba
<p>Jacksonville Senior Wellness and Activity Center</p> <p>25 miles</p> <p><i>Executive Director</i> Christy Million</p> <p><i>Assistant Director</i> Connie Evans</p> <p>Donations Encouraged No membership fee</p> <p>Dances open to the public each week</p>	<ul style="list-style-type: none"> ● Seniors 60+ ● Person in that age group may bring his or her spouse who may be under 60 ● Opened in 1974 as the Jacksonville Elderly Activities Program in a single-wide mobile home ● The property was donated by the Bart Gray family of Jacksonville ● Center provides a place for senior adults to socialize, have a hot meal and stay active 		<p>Congregate Meals Lunch is served in a setting with others Monday through Friday.</p> <p>Transportation</p> <ul style="list-style-type: none"> ● Furnished to bring people in to the center and return them to their homes M – F ● Transportation service is provided daily for regularly scheduled services such as medical appointments and grocery shopping <p>A variety of daily activities are provided. Examples are:</p> <ul style="list-style-type: none"> ● Shopping ● Exercise 	<ul style="list-style-type: none"> ● Education (a variety of subject areas of particular interest to seniors) ● Entertainment ● Ceramics ● Health screenings ● Bingo ● Trips (local such as River Market, fishing, museums, art centers and longer such as to the Isle of Capri, New England tour and cruises) ● Bible studies ● Eating at local restaurants ● Dances (live bands) ● Holiday celebrations ● Activities and trips away from the center have a nominal fee to cover costs
<p>Fayetteville Senior Activity and Wellness Center</p> <p>945 South College Avenue Fayetteville, AR 72701</p> <p>177 miles</p> <p>(479) 571-2920</p> <p>website</p>	<p>Hours of Operation M-F 8:00 am – 4:00 pm</p> <p>The City of Fayetteville began providing financial support for the Council on Aging, Incorporated in 1972 for recreation services to senior citizens at Hillcrest Towers and the Fayetteville Senior Center.</p> <p>Lunch served M-F 11:30 am to 12:30 pm</p>	<ul style="list-style-type: none"> ● Ellipticals ● 4 treadmills ● Weights ● Cardio ● Nordic Trac bikes 	<p>Pool</p>	<ul style="list-style-type: none"> ● Arts and crafts ● Ceramics ● Library ● Meals on Wheels

Janitorial Expense

Janitorial Service Estimates

Name	Service	Price/Status
ABS Facility Solutions	Twice per week janitorial program (sweep, mop, trash, restrooms, and weekly dusting) I would budget. This does not include any floor maintenance such as carpet cleaning, buffing waxed floors, or strip and wax, which would be billed at additional cost.	\$2400 per month
Mary Dwyer	15-16,000 sq. ft. 5 nights of service based on their minimum service schedule	\$1,587 monthly
Pure Cleaning Service, Inc.	17,900 sq. ft. x \$0.16 High/low dusting, remove trash, wipe air vents, ceiling fans, doors and frames, window frames, baseboards, all horizontal surfaces, cabinets in/outside, clean glass windows inside/outside 2 levels and below, clean/sanitize kitchen or break areas and bathrooms, vacuum carpets or rugs including edges and corners, vacuum hard surface floors including edges and corners and damp mop with neutral cleaner, polish chrome fixtures.	\$3,107.44 including tax monthly ?
RazorClean Maids		No answer

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAUMELLE, PULASKI
COUNTY, ARKANSAS**

RESOLUTION NO. 2016-02

**AUTHORIZING CERTAIN CHANGES TO THE CITY OF MAUMELLE'S ELIGIBLE
GOVERNMENTAL 457 PLAN AND FOR OTHER PURPOSES.**

WHEREAS, the City of Maumelle has employees rendering valuable services;

WHEREAS, the City of Maumelle provides an eligible governmental 457 plan for its employees; and

WHEREAS, in order to keep the plan in compliance with IRS regulatory changes and to ensure a comprehensive and flexible plan, the plan needs to be amended and restated from time to time.

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

SECTION 1. That the City of Maumelle's 457 Plan be amended and restated as set forth in the Adoption Agreement for Eligible Governmental 457 Plan, which is attached hereto as Exhibit A.

SECTION 2. The Mayor or any other legally constituted officer, be and hereby is, authorized and directed for and on behalf of the City to execute the Adoption Agreement for Eligible Governmental 457 Plan.

SECTION 3. Severability. In the event any titled, section, paragraph, item, sentence, clause, phrase, or word of this resolution is declared or adjudged to be invalid or unconstitutional, such declaration or adjudication shall not affect the remaining portions of the resolution which shall remain in full force and effect as if the portion so declared or adjudged invalid or unconstitutional was not originally a part of the resolution.

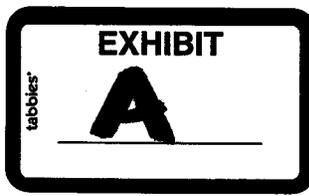
SECTION 4. Repealer. All laws and parts of laws inconsistent with the provisions of this resolution are hereby repealed to the extent of such inconsistency.

RESOLVED this 19th day of January, 2016.

Michael Watson, Mayor

ATTEST:

Joshua Clausen, City Clerk



ADOPTION AGREEMENT FOR ELIGIBLE GOVERNMENTAL 457 PLAN

The undersigned Employer, by executing this Adoption Agreement, establishes an Eligible 457 Plan ("Plan"). The Employer, subject to the Employer's Adoption Agreement elections, adopts fully the Plan provisions. This Adoption Agreement, the basic plan document and any attached Appendices, amendments, or agreements permitted or referenced therein, constitute the Employer's entire plan document. All "Election" references within this Adoption Agreement or the basic plan document are Adoption Agreement Elections. All "Article" or "Section" references are basic plan document references. Numbers in parentheses which follow election numbers are basic plan document references. Where an Adoption Agreement election calls for the Employer to supply text, the Employer may lengthen any space or line, or create additional tiers. When Employer-supplied text uses terms substantially similar to existing printed options, all clarifications and caveats applicable to the printed options apply to the Employer-supplied text unless the context requires otherwise. The Employer makes the following elections granted under the corresponding provisions of the basic plan document.

1. EMPLOYER (1.11).

Name: City of Maumelle
Address: 550 Edgewood Drive, Suite 590
Street
Maumelle Arkansas 72113
City State Zip
Telephone: 501-851-2500
Taxpayer Identification Number (TIN): 62-1257296

2. PLAN NAME.

Name: City of Maumelle, AR 457 DC Plan

3. PLAN YEAR (1.25). Plan Year means the 12 consecutive month period (except for a short Plan Year) ending every (Choose one of a. or b. and choose c. if applicable); [Note: Complete any applicable blanks under Election c. with a specific date, e.g., "June 30" OR "the last day of February" OR "the first Tuesday in January." In the case of a Short Plan Year or a Short Limitation Year, include the year, e.g., "May 1, 2013."]

- a. [X] December 31.
b. [] Plan Year: ending:
c. [] Short Plan Year: commencing: and ending:

4. EFFECTIVE DATE (1.08). The Employer's adoption of the Plan is a (Choose one of a. or b. Complete c. if new plan OR complete c. and d. if an amendment and restatement. Choose e. if applicable):

- a. [] New Plan.
b. [X] Restated Plan. The Plan is a substitution and amendment of an existing 457 plan.

Initial Effective Date of Plan

c. [X] November 1, 2004 (enter month day, year; hereinafter called the "Effective Date" unless 4d is entered below)

Restatement Effective Date (If this is an amendment and restatement, enter effective date of the restatement.)

d. [X] January 1, 2016 (enter month day, year)

Special Effective Dates: (optional)

e. [] Describe:

5. CONTRIBUTION TYPES. (If this is a frozen Plan (i.e., all contributions have ceased), choose a. only):

Frozen Plan

- a. [] Contributions cease. All Contributions have ceased or will cease (Plan is frozen).
1. Effective date of freeze: [Note: Effective date is optional unless this is the amendment or restatement to freeze the Plan.]

Contributions. The Employer and/or Participants, in accordance with the Plan terms, make the following Contribution Types to the Plan (Choose one or more of b. through d. if applicable):

- b. **Pre-Tax Elective Deferrals.** The dollar or percentage amount by which each Participant has elected to reduce his/her Compensation, as provided in the Participant's Salary Reduction Agreement (Choose one or more as applicable.):

And will Matching Contributions be made with respect to Elective Deferrals?

1. Yes. See Question 16.

2. No.

And will Roth Elective Deferrals be made?

3. Yes. [Note: The Employer may not limit Deferrals to Roth Deferrals only.]

4. No.

c. **Nonelective Contributions.** See Question 17.

d. **Rollover Contributions.** See Question 30.

6. **EXCLUDED EMPLOYEE (1.10).** The following Employees are Excluded Employees and are not eligible to participate in the Plan (Choose one of a. or b.):

a. **No exclusions.** All Employees are eligible to participate.

b. **Exclusions.** The following Employees are Excluded Employees (Choose one or more of 1. through 4.):

1. **Part-time Employees.** The Plan defines part-time Employees as Employees who normally work less than _____ hours per week.

2. **Hourly-paid Employees.**

3. **Leased Employees.** The Plan excludes Leased Employees.

4. **Specify:** _____

7. **INDEPENDENT CONTRACTOR (1.16).** The Plan (Choose one of a., b. or c.):

a. **Participate.** Permits Independent Contractors to participate in the Plan.

b. **Not Participate.** Does not permit Independent Contractors to participate in the Plan.

c. **Specified Independent Contractors.** Permits the following specified Independent Contractors to participate: _____

[Note: If the Employer elects to permit any or all Independent Contractors to participate in the Plan, the term Employee as used in the Plan includes such participating Independent Contractors.]

8. **COMPENSATION (1.05).** Subject to the following elections, Compensation for purposes of allocation of Deferral Contributions means:

Base Definition (Choose one of a., b. or c.):

a. Wages, tips and other compensation on Form W-2.

b. Code §3401(a) wages (wages for withholding purposes).

c. 415 safe harbor compensation.

[Note: The Plan provides that the base definition of Compensation includes amounts that are not included in income due to Code §§401(k), 125, 132(f)(4), 403(b), SEP, 414(h)(2), & 457. Compensation for an Independent Contractor means the amounts the Employer pays to the Independent Contractor for services, except as the Employer otherwise specifies below.]

Modifications to Compensation definition. The Employer elects to modify the Compensation definition as follows (Choose one of d. or e.):

d. **No modifications.** The Plan makes no modifications to the definition.

e. **Modifications (Choose one or more of 1. through 5.):**

1. **Fringe benefits.** The Plan excludes all reimbursements or other expense allowances, fringe benefits (cash and noncash), moving expenses, deferred compensation and welfare benefits.

2. **Elective Contributions. [1.05(E)]** The Plan excludes a Participant's Elective Contributions.

3. **Bonuses.** The Plan excludes bonuses.

4. **Overtime.** The Plan excludes overtime.

5. **Specify:** _____

Compensation taken into account. For the Plan Year in which an Employee first becomes a Participant, the Plan Administrator will determine the allocation of matching and nonelective contributions by taking into account (*Choose one of f. or g.*):

f. **Plan Year.** The Employee's Compensation for the entire Plan Year.

g. **Compensation while a Participant.** The Employee's Compensation only for the portion of the Plan Year in which the Employee actually is a Participant.

9. **POST-SEVERANCE COMPENSATION (1.05(F)).** Compensation includes the following types of Post-Severance Compensation paid within any applicable time period as may be required (*Choose one of a. or b.*):

a. **None.** The Plan does not take into account Post-Severance Compensation as to any Contribution Type except as required under the basic plan document.

b. **Adjustments.** The following Compensation adjustments apply (*Choose one or more*):

1. **Regular Pay.** Post-Severance Compensation will include Regular Pay and it will apply to all Contribution Types.

2. **Leave-Cashouts.** Post-Severance Compensation will include Regular Pay and Leave Cashouts and it will apply to all Contribution Types.

3. **Nonqualified Deferred Compensation.** Post-Severance Compensation will include Deferred Compensation and it will apply to all Contribution Types.

4. **Salary Continuation for Disabled Participants.** Post-Severance Compensation will include Salary Continuation for Disabled Participants and it will apply to all Contribution Types.

5. **Differential Wage Payments.** Post-Severance Compensation will include Differential Wage Payments (military continuation payments) and it will apply to all Contribution Types.

6. **Describe alternative Post-Severance Compensation definition, limit by Contribution Type, or limit by Participant group:** _____

10. **NORMAL RETIREMENT AGE (1.20).** A Participant attains Normal Retirement Age under the Plan (*Choose one of a. or b.*):

a. **Plan designation.** [Plan Section 3.05(B)] When the Participant attains age _____. [*Note: The age may not exceed age 70 1/2. The age may not be less than age 65, or, if earlier, the age at which a Participant may retire and receive benefits under the Employer's pension plan, if any.*]

b. **Participant designation.** [Plan Section 3.05(B) and (B)(1)] When the Participant attains the age the Participant designates, which may not be earlier than age 65 and may not be later than age 70. [*Note: The age may not exceed age 70 1/2.*]

Special Provisions for Police or Fire Department Employees (*Choose c. and/or d. as applicable*):

c. **Police department employees.** [Plan Section 3.05(B)(3)] (*Choose 1. or 2.*):

1. **Plan designation.** [Plan Section 3.05(B)] When the Participant attains age _____. [*Note: The age may not exceed age 70 1/2 and may not be less than age 40.*]

2. **Participant designation.** [Plan Section 3.05(B) and (B)(1)] When the Participant attains the age the Participant designates, which may not be earlier than age _____ (no earlier than age 40) and may not be later than age _____. [*Note: The age may not exceed age 70 1/2.*]

d. **Fire department employees.** [Plan Section 3.05(B)(3)] (*Choose 1. or 2.*):

1. **Plan designation.** [Plan Section 3.05(B)] When the Participant attains age _____. [*Note: The age may not exceed age 70 1/2 and may not be less than age 40.*]

2. **Participant designation.** [Plan Section 3.05(B) and (B)(1)] When the Participant attains the age the Participant designates, which may not be earlier than age _____ (no earlier than age 40) and may not be later than age _____. [*Note: The age may not exceed age 70 1/2.*]

11. **ELIGIBILITY CONDITIONS (2.01).** (*Choose one of a. or b.*):

a. **No eligibility conditions.** The Employee is eligible to participate in the Plan as of his/her first day of employment with the employer.

b. **Eligibility conditions.** To become a Participant in the Plan, an Eligible Employee must satisfy the following eligibility conditions (*Choose one or more of 1., 2. or 3.*):

1. **Age.** Attainment of age _____.

2. **Service.** Service requirement (*Choose one of a. or b.*):
- a. **Year of Service.** One year of Continuous Service.
- b. **Months of Service.** _____ month(s) of Continuous Service.
3. **Specify:** _____
12. **PLAN ENTRY DATE (1.24).** "Plan Entry Date" means the Effective Date and (*Choose one of a. through d.*):
- a. **Monthly.** The first day of the month coinciding with or next following the Employee's satisfaction of the Plan's eligibility conditions.
- b. **Annual.** The first day of the Plan Year coinciding with or next following the Employee's satisfaction of the Plan's eligibility conditions.
- c. **Date of hire.** The Employee's employment commencement date with the Employer.
- d. **Specify:** _____
13. **SALARY REDUCTION CONTRIBUTIONS (1.30).** A Participant's Salary Reduction Contributions under Election 5b. are subject to the following limitation(s) in addition to those imposed by the Code (*Choose one of a. or b.*):
- a. **No limitations.**
- b. **Limitations.** (*Choose one or more of 1., 2. or 3.*):
1. **Maximum deferral amount.** A Participant's Salary Reductions may not exceed: _____ (*specify dollar amount or percentage of Compensation*).
2. **Minimum deferral amount.** A Participant's Salary Reductions may not be less than: _____ (*specify dollar amount or percentage of Compensation*).
3. **Specify:** _____

[Note: Any limitation the Employer elects in b.1. through b.3. will apply on a payroll basis unless the Employer otherwise specifies in b.3.]

Special NRA Catch-Up Contributions (3.05). The Plan (*Choose one of c. or d.*):

- c. **Permits.** Participants may make NRA catch-up contributions.
- AND, Special NRA Catch-Up Contributions (*Choose one of 1. or 2.*):**
1. will be taken into account in applying any matching contribution under the Plan.
2. will not be taken into account in applying any matching contribution under the Plan.
- d. **Does not permit.** Participants may not make NRA catch-up contributions.

Age 50 Catch-Up Contributions (3.06). The Plan (*Choose one of e. or f.*):

- e. **Permits.** Participants may make age 50 catch-up contributions.
- f. **Does not permit.** Participants may not make age 50 catch-up contributions.

14. **SICK, VACATION AND BACK PAY (3.02(A)).** The Plan (*Choose one of a. or b.*):

- a. **Permits.** Participants may make Salary Reduction Contributions from accumulated sick pay, from accumulated vacation pay or from back pay.
- b. **Does Not Permit.** Participants may not make Salary Reduction Contributions from accumulated sick pay, from accumulated vacation pay or from back pay.

15. **AUTOMATIC ENROLLMENT (3.02(B)).** Does the Plan provide for automatic enrollment (*Choose one of the following*) [Note: if Eligible Automatic Contribution Arrangement (EACA), select 15c and complete AMENDMENT FOR ELIGIBLE AUTOMATIC CONTRIBUTION ARRANGEMENT (EACA)]:

- a. **Does not apply.** Does not apply the Plan's automatic enrollment provisions.
- b. **Applies.** Applies the Plan's automatic enrollment provisions. The Employer as a Pre-Tax Elective Deferral will withhold _____% from each Participant's Compensation unless the Participant elects a different percentage (including zero) under his/her Salary Reduction Agreement. The automatic election will apply to (*Choose one of 1. through 3.*):
1. **All Participants.** All Participants who as of _____ are not making Pre-Tax Elective Deferrals at least equal to the automatic amount.
2. **New Participants.** Each Employee whose Plan Entry Date is on or following: _____

3. Describe Application of Automatic Deferrals: _____
- c. EACA. The Plan will provide an Eligible Automatic Contribution Arrangement (EACA). Complete amendment.
16. **MATCHING CONTRIBUTIONS (3.03).** The Employer Matching Contributions is (Choose one or more of a. through d.):
- a. **Fixed formula.** An amount equal to _____ of each Participant's Salary Reduction Contributions.
- b. **Discretionary formula.** An amount (or additional amount) equal to a matching percentage the Employer from time to time may deem advisable of each Participant's Salary Reduction Contributions.
- c. **Tiered formula.** The Employer will make matching contributions equal to a uniform percentage of each tier of each Participant's Salary Reduction Contributions, determined as follows:

NOTE: Fill in only percentages or dollar amounts, but not both. If percentages are used, each tier represents the amount of the Participant's applicable contributions that equals the specified percentage of the Participant's Compensation (add additional tiers if necessary):

Tiers of Contributions (indicate \$ or %)	Matching Percentage
First _____	_____ %
Next _____	_____ %
Next _____	_____ %
Next _____	_____ %

- d. Specify: _____

Time Period for Matching Contributions. The Employer will determine its Matching Contribution based on Salary Reduction Contributions made during each (Choose one of e. through h.):

- e. **Plan Year.**
- f. **Plan Year quarter.**
- g. **Payroll period.**
- h. Specify: _____

Salary Reduction Contributions Taken into Account. In determining a Participant's Salary Reduction Contributions taken into account for the above-specified time period under the Matching Contribution formula, the following limitations apply (Choose one of i. through l.):

- i. **All Salary Reduction Contributions.** The Plan Administrator will take into account all Salary Reduction Contributions.
- j. **Specific limitation.** The Plan Administrator will disregard Salary Reduction Contributions exceeding _____ % of the Participant's Compensation.
- k. **Discretionary.** The Plan Administrator will take into account the Salary Reduction Contributions as a percentage of the Participant's Compensation as the Employer determines.
- l. Specify: _____

Allocation Conditions. To receive an allocation of Matching Contributions, a Participant must satisfy the following allocation condition(s) (Choose one of m. or n.):

- m. **No allocation conditions.**
- n. **Conditions.** The following allocation conditions apply to Matching Contributions (Choose one or more of 1. through 4.):
1. **Service condition.** The Participant must complete the following number of months of Continuous Service during the Plan Year: _____.
 2. **Employment condition.** The Participant must be employed by the Employer on the last day of the Plan Year.
 3. **Limited Severance Exception.** Any condition specified in 1. or 2. does not apply if the Participant incurs a Severance from Employment during the Plan Year on account of death, disability or attainment of Normal Retirement Age in the current Plan Year or in a prior Plan Year.
 4. Specify: _____

17. **NONELECTIVE CONTRIBUTIONS (1.19).** The Nonelective Contributions under Election 5c. are made as follows: *(Choose one)*:
- a. **Discretionary - Pro-Rata.** An amount the Employer in its sole discretion may determine.
 - b. **Fixed - Pro Rata.** _____ % of Compensation.
 - c. **Other.** A Nonelective Contribution may be made as follows:

Allocation Conditions. (3.08). To receive an allocation of Nonelective Contributions, a Participant must satisfy the following allocation condition(s) *(Choose one of d. or e.)*:

- d. **No allocation conditions.**
- e. **Conditions.** The following allocation conditions apply to Nonelective Contributions *(Choose one or more of 1. through 4.)*:
 - 1. **Service condition.** The Participant must complete the following number of months of Continuous Service during the Plan Year: _____.
 - 2. **Employment condition.** The Participant must be employed by the Employer on the last day of the Plan Year.
 - 3. **Limited Severance Exception.** Any condition specified in 1. or 2. does not apply if the Participant incurs a Severance from Employment during the Plan Year on account of death, disability or attainment of Normal Retirement Age in the current Plan Year or in a prior Plan Year.
 - 4. **Specify:** _____

18. **TIME AND METHOD OF PAYMENT OF ACCOUNT (4.02).** The Plan will distribute to a Participant who incurs a Severance from Employment his/her Vested Account as follows:

Timing. The Plan, in the absence of a permissible Participant election to commence payment later, will pay the Participant's Account *(Choose one of a. through e.)*:

- a. **Specified Date.** _____ days after the Participant's Severance from Employment.
- b. **Immediate.** As soon as administratively practicable following the Participant's Severance from Employment.
- c. **Designated Plan Year.** As soon as administratively practicable in the _____ Plan Year beginning after the Participant's Severance from Employment.
- d. **Normal Retirement Age.** As soon as administratively practicable after the close of the Plan Year in which the Participant attains Normal Retirement Age.
- e. **Specify:** _____

Method. The Plan, in the absence of a permissible Participant election, will distribute the Participant's Account under one of the following method(s) of distribution *(Choose one or more of f. through j. as applicable)*:

- f. **Lump sum.** A single payment.
- g. **Installments.** Multiple payments made as follows: _____
- h. **Installments for required minimum distributions only.** Annual payments, as necessary under Plan Section 4.03.
- i. **Annuity distribution option(s):** _____
- j. **Specify:** _____

Participant Election. [Plan Sections 4.02(A) and (B)] The Plan *(Choose one of k., l. or m.)*:

- k. **Permits.** Permits a Participant, with Plan Administrator approval of the election, to elect to postpone distribution beyond the time the Employer has elected in a. through e. and also to elect the method of distribution (including a method not described in f. through j. above).
- l. **Does not permit.** Does not permit a Participant to elect the timing and method of Account distribution.
- m. **Specify:** _____

Mandatory Distributions. Notwithstanding any other distribution election, following Severance from Employment *(Choose n. or o.)*:

- n. **No Mandatory Distributions.** The Plan will not make a Mandatory Distribution.
- o. **Mandatory Distribution.** If the Participant's Vested Account is not in excess of \$5,000 (unless a different amount selected below) as of the date of distribution, the Plan will make a Mandatory Distribution following Severance from Employment.
 - 1. **Mandatory Distribution.** If the Participant's Vested Account is not in excess of \$ 1000 as of the date of distribution, the Plan will make a Mandatory Distribution following Severance from Employment.

Exclusion of rollovers in determination of \$5,000 threshold. In determining the \$5,000 threshold (or other dollar threshold above), rollover contributions will be:

- p. included.
- q. excluded.

19. **BENEFICIARY DISTRIBUTION ELECTIONS.** Distributions following a Participant's death will be made as follows (*Choose one of a. through d.*):

- a. **Immediate.** As soon as practical following the Participant's death.
- b. **Next Calendar Year.** At such time as the Beneficiary may elect, but in any event on or before the last day of the calendar year which next follows the calendar year of the Participant's death.
- c. **As Beneficiary elects.** At such time as the Beneficiary may elect, consistent with Section 4.03.
- d. **Describe:** _____

[Note: The Employer under Election 19d. may describe an alternative distribution timing or afford the Beneficiary an election which is narrower than that permitted under Election 19c., or include special provisions related to certain beneficiaries, (e.g., a surviving spouse). However, any election under Election 19d. must require distribution to commence no later than the Section 4.03 required date.]

20. **DISTRIBUTIONS PRIOR TO SEVERANCE FROM EMPLOYMENT (4.05).** A Participant prior to Severance from Employment may elect to receive a distribution of his/her Vested Account under the following distribution options (*Choose one of a. or b.*):

- a. **None.** A Participant may not receive a distribution prior to Severance from Employment.
- b. **Distributions.** Prior to Severance from Employment are permitted as follows (*Choose one or more of 1. through 4.*):
 - 1. **Unforeseeable emergency.** A Participant may elect a distribution from his/her Account in accordance with Plan Section 4.05(A).
 - 2. **De minimis exception.** [Plan Section 4.05(B)] If the Participant: (i) has an Account that does not exceed \$5,000; (ii) has not made or received an allocation of any Deferral Contributions under the Plan during the two-year period ending on the date of distribution; and (iii) has not received a prior Plan distribution under this de minimis exception, then (*Choose one of a., b. or c.*):
 - a. **Participant election.** The Participant may elect to receive all or any portion of his/her Account.
 - b. **Mandatory distribution.** The Plan Administrator will distribute the Participant's entire Account.
 - c. **Hybrid.** The Plan Administrator will distribute a Participant's Account that does not exceed \$_____ and the Participant may elect to receive all or any portion of his/her Account that exceeds \$_____ but that does not exceed \$5,000.
 - 3. **Age 70 1/2.** A Participant who attains age 70 1/2 prior to Severance from Employment may elect distribution of any or all of his/her Account.
 - 4. **Specify:** _____

[Note: An Employer need not permit any in-service distributions. Any election must comply with the distribution restrictions of Code Section 457(d).]

21. **QDRO (4.06).** The QDRO provisions (*Choose one of a., b. or c.*):

- a. **Apply.**
- b. **Do not apply.**
- c. **Specify:** _____

22. **ALLOCATION OF EARNINGS (5.07(B)).** The Plan allocates Earnings using the following method (*Choose one or more of a. through f.*):

- a. **Daily.** See Section 5.07(B)(4)(a).
- b. **Balance forward.** See Section 5.07(B)(4)(b).
- c. **Balance forward with adjustment.** See Section 5.07(B)(4)(c). Allocate pursuant to the balance forward method, except treat as part of the relevant Account at the beginning of the Valuation Period _____% of the contributions made during the following Valuation Period: _____.
- d. **Weighted average.** See Section 5.07(B)(4)(d). If not a monthly weighting period, the weighting period is _____.
- e. **Directed Account method.** See Section 5.07(B)(4)(e).

f. Describe Earnings allocation method: _____

[Note: The Employer under Election 22f. may describe Earnings allocation methods from the elections available under Election 22 and/or a combination thereof as to any: (i) Participant group (e.g., Daily applies to Division A Employees OR to Employees hired after "x" date. Balance forward applies to Division B Employees OR to Employees hired on/before "x" date.); (ii) Contribution Type (e.g., Daily applies as to Discretionary Nonelective Contribution Accounts. Participant-Directed Account applies to Fixed Nonelective Contribution Accounts); (iii) investment type, investment vendor or Account type (e.g., Balance forward applies to investments placed with vendor A and Participant-Directed Account applies to investments placed with vendor B OR Daily applies to Participant-Directed Accounts and balance forward applies to pooled Accounts).]

23. **HEART ACT PROVISIONS (1.31(C)(3)/3.13).** The Employer elects to (Choose one of a. or b. and c. or d.):

Continued Benefit Accruals.

- a. Not apply the benefit accrual provisions of Section 3.13.
- b. Apply the benefit accrual provisions of Section 3.13.

Distributions for deemed severance of employment (1.31(C)(3))

- c. The Plan does NOT permit distributions for deemed severance of employment
- d. The Plan permits distributions for deemed severance of employment

24. **VESTING/SUBSTANTIAL RISK OF FORFEITURE (5.11).** A Participant's Deferral Contributions are [Note: If a Participant incurs a Severance from Employment before the specified events or conditions, the Plan will forfeit the Participant's non-vested Account. Caution: if a Deferral is subject to vesting schedule or other substantial risk of forfeiture, it does not count as a deferral for purposes of the annual deferral limit until the year it is fully vested.] (Choose all that apply of a. through d.):

- a. **100% Vested/No Risk of Forfeiture.** Immediately Vested without regard to additional Service and no Substantial Risk of Forfeiture. The following contributions are 100% Vested:
 - 1. All Contributions. (skip to 25.)
 - 2. Only the following contributions. (select all that apply):
 - a. Salary Reduction Contributions.
 - b. Nonelective Contributions.
 - c. Matching Contributions.
- b. **Forfeiture under Vesting Schedule.** Vested according to the following:

Contributions affected. The following contributions are subject to the vesting schedule (Choose one or more of 1., 2. or 3.):

- 1. Salary Reduction Contributions.
- 2. Nonelective Contributions.
- 3. Matching Contributions.
- 4. Vesting Schedule.

Years of Service	Vested Percentage
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %

For vesting purposes, a "Year of Service" means:

5. _____

[Note: It is extremely rare to apply a vesting schedule to Salary Reduction Contributions.]

- c. **Substantial Risk of Forfeiture.** Vested only when no longer subject to the following Substantial Risk of Forfeiture as follows:

Contributions affected. The following contributions are subject to the substantial risk of forfeiture under c. (Choose one or more of 1., 2. or 3.):

- 1. Salary Reduction Contributions.
- 2. Nonelective Contributions.

3. **Matching Contributions.**

Risk Provisions: Vested only when no longer subject to the following Substantial Risk of Forfeiture as follows (Choose one of 4. or 5.):

4. The Participant must remain employed by the Employer until _____, unless earlier Severance from Employment occurs on account of death or disability, as the Plan Administrator shall establish.

5. Specify: _____

Additional Provisions (Choose d. if applicable)

d. Specify: _____

FORFEITURE ALLOCATION. [Plan Sections 5.11(A) and 5.14] The Plan Administrator will allocate any Plan forfeitures (Choose one of the following):

e. **Additional Contributions.** As the following contribution type (Choose one of 1. or 2.):

1. **Nonelective.** As an additional Nonelective Contribution.

2. **Matching.** As an additional Matching Contribution.

f. **Reduce Fixed Contributions.** To reduce the following fixed contribution (Choose one of 1. or 2.):

1. **Nonelective.** To reduce the Employer's fixed Nonelective Contribution.

2. **Matching.** To reduce the Employer's fixed Matching Contribution.

g. Specify: _____

25. **TRUST PROVISIONS.** The following provisions apply to Article VIII of the Plan (Choose as applicable; leave blank if not applicable):

a. **Modifications.** The Employer modifies the Article VIII Trust provisions as follows: _____. The remaining Article VIII provisions apply.

b. **Substitution.** The Employer replaces the Trust with the Trust Agreement attached to the Plan.

26. **CUSTODIAL ACCOUNT/ANNUITY CONTRACT (8.16).** The Employer will hold all or part of the Deferred Compensation in one or more custodial accounts or annuity contracts which satisfy the requirements of Code §457(g) (Choose a. or b., c. if applicable):

a. **Custodial account(s).**

b. **Annuity contract(s).**

c. Specify: _____

[Note: The Employer under c. may wish to identify the custodial accounts or annuity contracts or to designate a portion of the Deferred Compensation to be held in such vehicles versus held in the Trust.]

27. **VALUATION.** In addition to the last day of the Plan Year, the Trustee (or Plan Administrator as applicable) must value the Trust Fund (or Accounts) on the following Valuation Date(s) (Choose one of a. or b.):

a. **No additional Valuation Dates.**

b. **Additional Valuation Dates.** (Choose one or more of 1., 2. or 3.):

1. **Daily Valuation Dates.** Each business day of the Plan Year on which Plan assets for which there is an established market are valued and the Trustee is conducting business.

2. **Last day of a specified period.** The last day of each _____ of the Plan Year.

3. **Specified Valuation Dates:** _____

[Note: The Employer under Election 26b.3. may describe Valuation Dates from the elections available under Election 26b. and/or a combination thereof as to any: (i) Participant group (e.g., No additional Valuation Dates apply to Division A Employees OR to Employees hired after "x" date. Daily Valuation Dates apply to Division B Employees OR to Employees hired on/before "x" date.); (ii) Contribution Type (e.g., No additional Valuation Dates apply as to Discretionary Nonelective Contribution Accounts. The last day of each Plan Year quarter applies to Fixed Nonelective Contribution Accounts); (iii) investment type, investment vendor or Account type (e.g., No additional Valuation Dates apply to investments placed with vendor A and Daily Valuation Dates apply to investments placed with vendor B OR Daily Valuation Dates apply to Participant-Directed Accounts and no additional Valuation Dates apply to pooled Accounts).]

28. **TRUSTEE** (Select all that apply; leave blank if not applicable.):

- a. Individual Trustee(s) who serve as Trustee(s) over assets not subject to control by a corporate Trustee. (Add additional Trustees as necessary.)

Name(s)	Title(s)
_____	_____
_____	_____
_____	_____

Address and Telephone number (Choose one of 1. or 2.):

- 1. Use Employer address and telephone number.
- 2. Use address and telephone number below:

Address: _____
Street

City	State	Zip
------	-------	-----

Telephone: _____

- b. Corporate Trustee

Name: UMB Bank, n.a. c/o Security Benefit

Address: 30 Dan Road Suite 55976

Street

<u>Canton</u>	<u>Massachusetts</u>	<u>02021-2809</u>
City	State	Zip

Telephone: (800) 747-3942

AND, the Corporate Trustee shall serve as:

- c. a Directed (nondiscretionary) Trustee over all Plan assets except for the following:

- d. a Discretionary Trustee over all Plan assets except for the following:

29. **PLAN LOANS (5.02(A))**. The Plan permits or does not permit Participant Loans (Choose one of a. or b.):

- a. Does not permit.
- b. Permitted pursuant to the Loan Policy.

30. **ROLLOVER CONTRIBUTIONS (3.09)**. The Plan permits Rollover Contributions subject to approval by the Plan Administrator and as further described below:

Who may roll over (Choose one of a. or b.):

- a. Participants only.
- b. Eligible Employees or Participants.

Sources/Types. The Plan will accept a Rollover Contribution (Choose one of c. or d.):

- c. All. From any Eligible Retirement Plan and as to all Contribution Types eligible to be rolled into this Plan.
- d. Limited. Only from the following types of Eligible Retirement Plans and/or as to the following Contribution Types:

Distribution of Rollover Contributions (Choose one of e., f. or g.):

- e. **Distribution without restrictions.** May elect distribution of his/her Rollover Contributions Account in accordance with Plan Section 4.05(C) at any time.
- f. **No distribution.** May not elect to receive distribution of his/her Rollover Contributions Account until the Plan has a distributable event under Plan Section 4.01.
- g. **Specify:** _____

This Plan is executed on the date(s) specified below:

Use of Adoption Agreement. Failure to complete properly the elections in this Adoption Agreement may result in disqualification of the Employer's Plan. The Employer only may use this Adoption Agreement only in conjunction with the corresponding basic plan document.

EMPLOYER: City of Maumelle

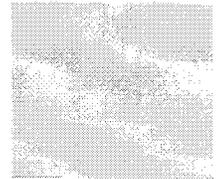
By: _____

UMB Bank, n.a. c/o Security Benefit

Kevin M. Watt
TRUSTEE

DATE SIGNED

12/11/15
DATE SIGNED



2015 Plan Document Restatement – 457(b) Plans Frequently Asked Questions

Q: Why do my plan documents need to be restated?

A: There are two reasons for this restatement:

1. Generally speaking, plan documents must be restated from time to time to comply with IRS regulatory changes. The new plan documents are consistent with all current applicable regulations.
2. The new plan documents are more comprehensive and offer increased flexibility in selecting your plan provisions.

Q: Do I need to provide all plan provisions to Security Benefit again?

A: No. We have mapped your existing plan provisions into the new documents. We ask that you review these provisions to ensure they are all current. If changes to your plan document are necessary, we ask that you write these changes on the document in the applicable sections and return them to us with the signature page. We will make updates to the plan document and send a clean copy for your records.

Q: Is there a charge for this restatement?

A: No. Security Benefit is absorbing the charge associated with this restatement.

Q: I use a different provider's 457 plan document. Do I still need to return the signed Security Benefit document?

A: No. Please return a copy of your current plan document for our records.

Q: When do I need to sign and return the documents to Security Benefit?

A: Your documents must be signed by the end of your plan year. Please refer to your Adoption Agreement to identify the plan year end date if necessary. Your signed documents should be returned to us by February 29, 2016.

Q: What should I do with the Summary?

A: This document should be distributed to the Participants. It describes the plan features in layman's terms.



SECURITY BENEFIT®

PO Box 55576
Boston, MA 02205-5976

December 2015

City of Maumelle
Attn: Business Office
550 Edgewood Drive, Suite 590
Maumelle, AR 72113

Re: Restatement of the City of Maumelle, AR 457 DC Plan
612337000

Dear Retirement Plan Sponsor,

As your 457(b) Plan provider, Security Benefit is committed to assisting you with your responsibility to keep your Plan in compliance with all applicable regulatory guidelines. The documents governing your retirement plans currently need to be amended and restated to comply with IRS regulations.

The new plan document is fully consistent with all applicable regulations. In addition, the new plan document will not only keep your plan in compliance, but will also provide more robust and flexible plan options for you, such as allowing you to include or exclude certain classes of employees, the ability to expand distribution options, and more. The features of your current plan were mapped to the new document. Please note, there is no fee for this restatement.

Please sign the signature page of the Adoption Agreement and Resolution documents by January 31, 2016 and return to us by February 29, 2016. You may email or fax the document to:
ges.compliance@securitybenefit.com or fax 785-438-4960.

Note: If you are using a different provider's 457 Plan Document, do not sign and return the Security Benefit documents. Instead, please return a copy of your current 457 Plan Document and Adoption Agreement for our records.

Although the Adoption Agreement is used most often, it alone does not comprise your plan document. The Adoption Agreement works in conjunction with the Basic Plan Document in satisfying the written plan document requirement in order for plan contributions to be tax deductible. Therefore, it is very important that you retain all of these documents in your permanent files. If you have any questions, please contact Lesa Pugh at 785-438-3286 or Diane Cray at 785-438-3043.

Sincerely,

Security Benefit
Retirement Plan Operations

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAUMELLE, PULASKI COUNTY, ARKANSAS

RESOLUTION NO. 2016-03

AUTHORIZING THE MAYOR TO GIVE APPROXIMATELY 0.178 ACRES OF REAL PROPERTY IN EXCHANGE FOR APPROXIMATELY 0.426 ACRES OF REAL PROPERTY AND FOR OTHER PURPOSES

WHEREAS, the City of Maumelle intends to build a road connecting Lake Point Drive and Pine Forest Drive, which will require that the City acquire the rights to approximately 0.426 acres of real property owned by Academics Plus Charter School, Inc.; and

WHEREAS, the City Council desires to trade approximately 0.178 acres of real property owned by the City with Academics Plus in order to receive the approximately 0.426 acres need to build the connecting road.

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

SECTION 1. The City Council hereby authorizes the Mayor to trade 0.178 acres± identified as Tract A with the legal description of “Parcel A” on the survey of PART OF THE SW 1/4, SECTION 28, T-3-N, R-13-W, PULASKI COUNTY, ARKANSAS, which is attached hereto as Exhibit A, in order to receive 0.426 acres± identified as Tract C with the legal description of “Parcel C” on same survey. The Mayor is authorized to execute any contracts, deeds, or other documents necessary to carry out the intent of the Council in this regard.

SECTION 2. Repealer. All resolutions and parts of resolutions inconsistent with the provisions of this resolution are hereby repealed to the extent of such inconsistency.

RESOLVED this 19th day January, 2016.

Michael Watson, Mayor

ATTEST:

Joshua Clausen, City Clerk

ROUGH DRAFT

AN ORDINANCE OF CITY COUNCIL OF THE CITY OF MAUMELLE, COUNTY OF PULASKI, STATE OF ARKANSAS,

AN ORDINANCE TO BE ENTITLED:

ORDINANCE NO. 900

AN ORDINANCE AMENDING THE CITY OF MAUMELLE'S SIGN REGULATIONS

WHEREAS, in order to encourage the effective use of signs as a means of communication, maintain and enhance the aesthetic environment and the city's ability to attract sources of economic development and growth, improve pedestrian and traffic safety, minimize the possible adverse effects of signs on nearby public and private property, and enable the fair and consistent enforcement of the City's sign regulations, the City of Maumelle has enacted various sign regulations pursuant to the City's zoning authority; and

WHEREAS, the City desires to amend its sign regulations to comply with the Supreme Court's recent holdings on content neutrality in *Reed v. Town of Gilbert, Ariz.*, 135 S. Ct. 2218, 192 L. Ed. 2d 236 (2015).

NOW, THEREFORE, BE IT ENACTED AND DECLARED BY THE CITY COUNCIL OF THE CITY OF MAUMELLE, ARKANSAS:

SECTION 1. *(Do not codify).* **Repealed.**

(a) Unless this Ordinance expressly states otherwise, each and every portion of Chapter 58, Sign Regulations, Article I, In General, of the Maumelle City Code is repealed.

(1) Chapter 58, Sign Regulations, Article I, In General, section 58-9, Other signs forfeited, is not repealed.

(2) Chapter 58, Sign Regulations, Article I, In General, section 58-12, Signs not to constitute traffic hazard, is not repealed.

(3) Chapter 58, Sign Regulations, Article I, In General, section 58-21, Revolving, rotating, or moving signs prohibited, is not repealed.

(4) Chapter 58, Sign Regulations, Article I, In General, section 58-23, Portable temporary attraction signs on wheels, is not repealed.

(5) Chapter 58, Sign Regulations, Article I, In General, section 58-25, Other signs prohibited under this chapter, is not repealed.

(6) Chapter 58, Sign Regulations, Article I, In General, section 58-26, Banners in certain public parks, is not repealed.

(b) Unless this Ordinance expressly states otherwise, each and every portion of Chapter 58, Sign Regulations, Article III, Residential and Miscellaneous, of the Maumelle City Code is repealed.

ROUGH DRAFT

(1) Chapter 58, Sign Regulations, Article III, Residential and Miscellaneous, section 58-201, Church signs, is not repealed.

(c) Maumelle City Code, Chapter 58, Sign Regulations, Article IV, Commercial Signage, Sections 58-220 and 221 in the Commercial Signage article are repealed. [Probably]

SECTION 2. Purpose. The City Council of the City of Maumelle understands that signs are an integral part of the ability of every person to exercise their right to freedom of speech. However, signs may pose distinctive problems that are subject to the City's police powers. It is with this understanding in mind that the City Council of the City of Maumelle provides the following purposes for the regulation of signage:

- (1) Encourage the effective use of signs as a means of communications in the city;
- (2) Maintain and enhance the aesthetic environment and the city's ability to attract sources of economic development and growth;
- (3) Improve pedestrian and traffic safety;
- (4) Minimize the possible adverse effects of signs on nearby public and private property;
and
- (5) Enable the fair and consistent enforcement of this ordinance.

SECTION 3. Definitions. Words and phrases defined in other ordinances of the city but not defined in this Ordinance shall be given the meanings set forth in such ordinances. All words not defined in this ordinance or other ordinances shall be given their common, ordinary meaning unless the context clearly requires otherwise. The following words, terms, and phrases, when used in this ordinance, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Sign. A name, identification, description, display, or illustration, which is affixed to, painted or represented directly or indirectly upon a building, or other outdoor surface which directs attention to or is designed or intended to direct attention to the sign face or to an object, product, place, activity, person, institution, organization, or business and where sign area means the space enclosed within the extreme edges of the sign for each face, not including the supporting structure or where attached directly to a building wall or surface, the outline enclosing all the characters of the word. Signs located completely within an enclosed building, and not exposed to view from a street, shall not be considered a sign. Each display surface of a sign or sign face shall be considered to be a sign.

Banner. Any sign of cloth or similar material that is mounted or supported on more than one side.

Electric. Any sign containing electric wiring. This does not include signs illuminated by an exterior floodlight source.

Flag. Any sign of cloth or similar material that is mounted or supported on only one side.

Flashing. Any illumined sign on which the artificial light is not maintained stationary or constant in intensity and color at all times when such sign is in use. For the purpose of this Code any moving illuminated sign, except digital billboards, shall be considered a flashing sign.

ROUGH DRAFT

Freestanding. A sign erected and maintained on a freestanding frame, mast, or pole not attached to any building, and not including ground mounted signs.

Government Sign. A government sign is a sign that is constructed, placed or maintained by the federal, state or local government or a sign that is required to be constructed, placed or maintained by the federal, state or local government either directly or to enforce a property owner's rights.

Ground Mounted. A sign which extends from the ground, or has support which places the bottom of the sign less than two (2) feet from the ground.

Highway Sign. A Freestanding sign, Integral Sign or Flat Mounted Sign that is erected and maintained within the view of motorists who are driving on a highway.

Integral. A sign that is embedded, extruded or carved into the material of a building façade. A sign made of bronze, brushed stainless steel or aluminum, or similar material attached to the building façade.

Marquee. A canopy or covering structure bearing a signboard or copy projecting from and attached to a building.

Original Art Display. A hand-painted work of visual art that is either affixed to or painted directly on the exterior wall of a structure with the permission of the property owner. An original art display does not include: mechanically produced or computer generated prints or images, including but not limited to digitally printed vinyl; electrical or mechanical components; or changing image art display.

Outdoor Advertising. A sign which advertises goods, products, or services which are not sold, manufactured, or distributed on or from the premises or facilities on which the sign is located.

Portable Sign. Any structure without a permanent foundation or otherwise permanently attached to a fixed location, which can be carried, towed, hauled or driven and is primarily designed to be moved rather than be limited to a fixed location regardless of modifications that limit its movability.

Projecting. A sign, other than a wall sign, which projects from and is supported by a wall of a building or structure.

Roof Sign. A sign located on or above the roof of any building, not including false mansard roof, canopy, or other fascia.

Temporary. A poster or sign constructed of paper, plastic sheet, cardboard, wallboard, plywood, or other like materials and that appears to be intended to be displayed for a limited period of time.

Flat Wall (Façade-Mounted). A sign affixed directly to or painted on or otherwise inscribed on an exterior wall and confined within the limits thereof of any building and which projects from that surface less than twelve (12) inches at all points.

Digital Billboard. A sign that is static and changes messages by any electronic process or remote control.

ROUGH DRAFT

SECTION 4. Prohibited Signs. Signs are prohibited in all zoning districts unless:

- (a) Constructed pursuant to a valid building permit when required under this ordinance;
and
- (b) Authorized under this ordinance.

SECTION 5. Authorized Signs. The following signs are authorized in every zoning district:

(a) Government signs in every zoning district which form the expression of this government when erected and maintained according to law and include the signs described and regulated in (b), (c), and (d) of this section.

(b) Traffic control devices on private or public property must be erected and maintained to comply with the Manual on Uniform Traffic Control Devices adopted in this state and if not adopted by this state with the Manual on Uniform Traffic Control Devices adopted by the Federal Highway Administration.

(c) Each property owner must mark their property using numerals that identify the address of the property so that public safety departments can easily identify the address from the public street. Where required under this code or other law the identification must be on the curb and may be on the principal building on the property. The size and location of the identifying numerals and letters if any must be proportional to the size of the building and the distance from the street to the building. In cases where the building is not located within view of the public street, the identifier shall be located on the mailbox or other suitable device such that it is visible from the street.

(d) Where a federal, state or local law requires a property owner to post a sign on the owner's property to warn of a danger or to prohibit access to the property either generally or specifically, the owner must comply with the federal, state or local law to exercise that authority by posting a sign on the property.

(e) The signs described in subsections (b), (c), and (d), are an important component of measures necessary to protect the public safety and serve the compelling governmental interest of protecting traffic safety, serving the requirements of emergency response, and protecting property rights or the rights of persons on property.

SECTION 6. Temporary Signs, Generally.

(a) Temporary signs allowed at any time:

- (1) A property owner may place two temporary signs with a sign face no larger than thirty-two square feet on the property at any time. No sign shall exceed eight feet in length or height.
- (2) A property owner may place two signs no larger than six square feet in windows on the property at any time.

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(b) Four temporary signs per lot may be located on the owner's property for a period of sixty (60) days prior to a federal, state, or local government election involving candidates or issues that will be voted upon in Pulaski County, Arkansas.

(c) One temporary sign may be located on the owner's property when:

(1) that property is being offered for sale through a licensed real estate agent;

(2) if not offered for sale through a real estate agent, when that property is offered for sale through advertising in a local newspaper of general circulation; and

(3) for a period of 15 days following the date on which a contract of sale has been executed by a person purchasing the property.

(d) In a residential district, one temporary sign may be located on the owner's property on a day when the property owner is opening the property to the public; provided, however, the owner may not use this type of sign in a Residential District for more than three consecutive days and not more than three total days in a 90-day period. For purposes of this section, 90 days is counted from the first day on which the sign is erected counting backwards and from the last day on which the sign exists counting forward.

(e) During the 40 day period from December 1 to January 10, a property owner may place ten temporary signs on the property.

(f) A property owner may place and maintain one temporary sign on the property on July 4.

(g) The sign face of any temporary sign, unless otherwise limited in this section must not be larger than thirty-two square feet.

SECTION 7. Lessors. For purposes of sections 5, 6, and 7 of this ordinance, the lessor of a property is considered the property owner as to the property the lessor holds a right to use exclusive of others (or the sole right to occupy). If there are multiple lessors of a property then each lessor shall have the same rights and duties as the property owner as to the property the lessor leases and has the sole right to occupy and the size of the property shall be deemed to be the property that the lessor has the sole right to occupy under the lease.

SECTION 8. Residential Zoning Districts.

(a) Scope. This section shall apply to all Residential Districts.

(b) Size. When a sign is authorized on a property, the sign must not exceed 32 square feet in area.

(c) Location. Permitted signs may be anywhere on the premises, except in a required side yard or within ten (10) feet of a street right-of-way.

(d) Height. The following maximum heights shall apply to signs:

(1) If ground-mounted, the top shall not be over eight feet above the ground; and

(2) If building mounted, shall be flush mounted and shall not project above the roof line.

ROUGH DRAFT

(e) Illumination. If used, Illumination shall not be blinking, fluctuating, or moving. Light rays shall shine only upon the sign and upon the property within the premises.

(f) The following signs are not allowed: Highway Signs, Portable Signs, Marquee Signs, Digital Billboards, Outdoor Advertising Signs, and Projecting Signs.

(g) Flags. A property owner may place up to three flags on their property. However, only a single freestanding or ground mounted flag pole is permitted. The total square footage of the all of the flags combined shall not exceed 32 square feet in area.

(h) Banners. Banners are prohibited in residential zoning districts.

SECTION 9. Residential Subdivision Signs. Permanent subdivision signs may be placed at all major entrances to the subdivision. Subdivision signs shall be erected under the following conditions:

(1) Prior approval of the city. (City staff shall be entitled to review a design plan showing the size, materials, placement, and manner of construction prior to granting of or denial of said approval.)

(2) All signs shall be placed in public right-of-way or on an acceptable easement authorized for signage.

(3) No more than two signs per entrance.

(4) Display surface area not to exceed 24 square feet.

(5) Sign shall not be illuminated.

(6) Sign shall not restrict the traffic line of sight on any street or roadway.

(7) If the subdivision sign will be maintained by the city, then there must be execution of an acceptable sign maintenance agreement providing for maintenance by the city and payment by the developer of a maintenance fee equal to at least one-half of the cost of the construction of the sign. The city may require a higher fee in the event of complex construction or amenities to the sign.

(A) Any approval for placement and maintenance by the city must be approved by the city council.

(8) If the subdivision sign is not to be maintained by the city, then an acceptable sign maintenance agreement must be executed to provide for ongoing maintenance by the developer or its assign and for removal by the city in the event the sign is not adequately maintained.

SECTION 10. Amendment. The specified portion of the Maumelle City Code, Chapter 58, Sign Regulations; Article IV, Commercial Signage; Section 58-215, Banners; shall be amended as follows:

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(a) Temporary banners are allowed for no more than 7 days in a calendar month. The display surface of banners shall not exceed 32 square feet; however, no banner shall exceed eight feet in length or height. prohibited except when used in conjunction with public and private events as follows:

~~(1) Election campaigns. Election campaign banners when the banners are not placed more than 45 days prior to and removed within 48 hours following the election to which the banner applies. This provision shall be construed by reference to the provisions governing election signs in the residential section of this article.~~

~~(2) Public events. Public event banners when the banners are not placed more than 30 days prior to and removed within 48 hours following the event to which the banner applies.~~

~~(3) Private sale events. Banners placed on private property for advertising a special sales event are exempt only on the following condition: No more than seven days in any one calendar month.~~

~~(4) New business identification. Banners used for the identification of a new business operating on the premises shall not remain for more than seven days, at which time the banner must be removed or replaced by a permanent sign which is in compliance with this chapter.~~

~~(5) The display surface of banners shall not exceed 32 square feet, however, no banner shall exceed eight feet in length or height.~~

(b) In areas zoned C-4 (highway commercial) and used for commercial purposes, up to two banners per commercial lot shall be allowed provided:

(1) That the display surface of any banner shall not exceed 40 square feet, nor shall it exceed 12 feet in length; and

(2) That each banner shall be maintained and kept free of obvious wear, tears, or tatters; and

(3) That no banner shall obstruct or impede traffic in any way or otherwise be in violation of the sign maintenance provisions of this chapter.

SECTION 11. Supplemental Criteria in all Districts.

(a) Temporary Signs. Temporary signs are subject to the following standards:

(1) Shall not on one property exceed a total of 64 square feet in area;

(2) Shall not be located within any right-of-way whether dedicated or owned in fee simple or as an easement;

(3) Shall only be located on property that is owned by the person whose sign it is and shall not be placed on any utility pole, street light, similar object, or on public property;

ROUGH DRAFT

(4) Shall not be illuminated except as expressly allowed based on the District in which the sign is located; and

(5) Shall be removed within fourteen (14) days after the election, sale, rental, lease, or conclusion of event which is the basis for the sign under Section 6 of this ordinance or if a different standard is required in Section 6 shall be removed within the time period required by that Section.

(b) Signs on street benches are prohibited.

(c) Integral Signs. There are no restrictions on sign orientation including whether it is freeway-oriented. Integral sign shall not exceed seventy-two (72) square feet per façade. Integral signs may be illuminated externally but shall not be illuminated internally.

(d) Original Art Display. Original art displays are allowed provided that they meet the following requirements:

(1) Shall not be placed on a dwelling;

(2) Shall not extend more than six (6) inches from the plane of the wall upon which it is painted or to which it is affixed;

(3) Shall be no more than sixty-four (64) square feet in size, per lot or parcel; and

(4) Shall not be illuminated.

(e) Illumination. No sign shall be erected or maintained which, by use of lights or illumination, creates a distracting or hazardous condition to a motorist, pedestrian, or the general public. In addition:

(1) No exposed reflective type bulb, par spot or incandescent lamp, which exceeds twenty-five (25) Watts, shall be exposed to direct view from a public street or highway, but may be used for indirect light illumination of the display surface of a sign.

(2) When neon tubing is employed on the exterior or interior of a sign, the capacity of such tubing shall not exceed three hundred (300) milliamperes rating for white tubing or one hundred (100) milliamperes rating for any colored tubing.

(3) When fluorescent tubes are used for the interior illumination of a sign, such illumination shall not exceed:

(A) Within Residential districts: Illumination equivalent to four hundred twenty-five (425) milliamperes rating tubing behind a Plexiglas face with tubes spaced at least seven inches, center to center.

(B) Within land use districts other than Residential: Illumination equivalent to eight hundred (800) milliamperes rating tubing behind a Plexiglas face spaced at least nine (9) inches, center to center.

SECTION 12. Prohibited Signs. The following signs or lights are prohibited which:

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(a) Are of a size, location, movement, coloring, or manner of illumination which may be confused with or construed as a traffic control device or which hide from view any traffic or street sign or signal;

(b) Contain or consist of banners, posters, pennants, ribbons, streamers, strings of light bulbs, spinners, or other similarly moving devices or signs which may move or swing as a result of wind pressure. These devices when not part of any sign are similarly prohibited, unless they are permitted specifically by other legislation;

(c) Have blinking, flashing or fluttering lights or other illuminating devices which exhibit movement, except digital billboards as permitted pursuant to this Code;

(d) Are roof signs; except as expressly allowed by Maumelle City Code;

(e) Are freeway-oriented signs except as allowed as Highway signs;

(e) Would be an Original Art Display but does not have the permission of the owner of the property on which it is located or is graffiti; or

(f) Are portable signs that do not comply with the location, size or use restrictions of this Code.

SECTION 13. *(Do not codify).* **Codification.** It is the intention of the City Council of the City of Maumelle that the provisions of this Ordinance shall become and be made a part of the City Code of the City of Maumelle, Arkansas, and that the Sections of this ordinance may be renumbered, re-lettered and the word "Ordinance" may be changed to "Section," "Article," or such other word(s) or phrase(s) in order to accomplish such intention. Due to the changes made to the code by this ordinance, Chapter 58 may be reorganized and the sections may be renumbered.

SECTION 14. *(Do not codify).* **Repealer.** All other ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict.

SECTION 15. *(Do not codify).* **Severability.** If any clause, sentence, paragraph, section or other portion of this ordinance is found to be unconstitutional, invalid or inoperative by a court of competent jurisdiction, such findings shall not affect the validity of the remainder of these sections, nor shall any proceeding invalidating any portion of any section operate to affect any portion of the remainder of said sections not specifically attacked in said proceeding.

ORDAINED this ___ day of _____, 2016.

By: _____
Michael Watson, Mayor

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Attest: _____
City Clerk Joshua Clausen

Approved As To Legal Form:

Caleb Norris, City Attorney

SPONSORED BY:

Mayor Michael Watson

	Mosley	Saunders	Kelley	Anderson	Lewis	Scott	Vaprezsan	Holt
Yes								
No								

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CITY OF MAUMELLE
DEPARTMENT OF CODE ENFORCEMENT / PERMITS
THREE YEAR SINGLE FAMILY PERMIT COMPARISONS
As of December 2015

	<u>2013</u>		<u>2014</u>		<u>2015</u>	
	<u>Permits</u>	<u>Fees</u>	<u>Permits</u>	<u>Fees</u>	<u>Permits</u>	<u>Fees</u>
January	7	\$8,982.40	0	\$0	0	0
February	2	\$7,533.30	5	\$8,284.40	1	\$1,083.60
March	7	\$10,944.80	2	\$5,109.60	3	\$5,370.80
April	12	\$16,951.00	8	\$7,423.60	5	\$7,149.60
May	3	\$5,128.80	10	\$15,403.60	3	\$2,710.80
June	7	\$8,096.80	6	\$6,443.60	0	0
July	5	\$7,733.90	5	\$7,116.40	6	\$7,615.60
August	1	\$1,707.20	4	\$6,964.80	3	\$3,622.40
September	9	\$12,526.80	3	\$2,664.40	4	\$4,856.40
October	8	\$8,138.80	39	\$15,964.18	4	\$6,720.00
November	9	\$11,932.00	6	\$7,956.00	2	\$1,852.40
December	3	\$3,423.20	10	\$11,431.20	4	\$4,551.90
TOTALS	76	\$104,850.60	98	\$94,761.78	35	\$45,533.50

CITY OF MAUMELLE
DEPARTMENT OF CODE ENFORCEMENT / PERMITS
THREE YEAR DEPOSIT COMPARISONS
2013-2014-2015
As of December 2015

	<u>2013</u>	<u>2014</u>	<u>2015</u>
JANUARY	\$ \$14,959.80	\$6,309.64	\$36,466.32
FEBRUARY	\$20,915.33	\$11,821.91	\$4,944.83
MARCH	\$22,011.35	\$11,342.92	\$15,289.41
APRIL	\$23,477.02	\$6,872.69	\$10,927.37
MAY	\$12,753.50	\$9,420.13	\$17,397.25
JUNE	\$16,712.12	\$7,409.11	\$20,583.10
JULY	\$16,760.66	\$17,930.77	\$6,812.44
AUGUST	\$13,615.55	\$9,288.73	\$15,955.97
SEPTEMBER	\$10,072.69	\$9,964.26	\$24,665.94
OCTOBER	\$32,472.80	\$36,796.33	\$15,030.56
NOVEMBER	\$22,292.65	\$18,336.67	\$6,190.52
DECEMBER	\$7,416.75	\$11,603.06	\$5,515.82
TOTALS	\$213,460.22	\$157,096.22	\$179,779.53

**CITY OF MAUMELLE
COMMERCIAL BUILDING PERMITS
2015**

<u>DATE</u>	<u>BUILDER</u>	<u>OWNER</u>	<u>ADDRESS</u>	<u>SQUARE FOOTAGE</u>	<u>TOTAL VALUE</u>
01/23/15	PDC Construction, Inc	Monde Group	8000-5 River Pointe Dr	23,692	\$2,211,399
01/23/15	PDC Construction, Inc	Monde Group	8000-6 River Pointe Dr	10,196	\$951,689
01/23/15	PDC Construction, Inc	Monde Group	8000-7 River Pointe Dr	23,692	\$2,211,399
01/23/15	PDC Construction, Inc	Monde Group	8000-11 River Pointe Dr	13,796	\$1,287,711
01/23/15	PDC Construction, Inc	Monde Group	8000-12 River Pointe Dr	23,692	\$2,211,399
01/23/15	PDC Construction, Inc	Monde Group	8000-13 River Pointe Dr	13,796	\$1,287,711
2/12/15	Corco Construction	LAS Investment	102 Town Center Drive	8,151	\$2,150,000
3/6/15	Wagner Construction	David's Burgers	102 Country Club	3,500	\$200,000
5/4/15	Nabholz Construction	Plastic Ingenuity	105 Champs Blvd	24,574	\$1,649,649
6/4/15	Kinco Constructors	Kimberly Clark	500 Murphy	42,500	\$5,651,736
6/26/15	Nabholz Construction	Academics Plus	900 Edgewood Drive	26,967	\$4,685,90
9/9/15	Western Millwright	City of Maumelle (FS)	4101 Club Manor Dr	9,247	\$2,176,397
11/2/15	Advanced Building Spec.	PIZZA HUT	115 Audubon Drive Ste.3	1590	\$140,000
11/30/15	J&R Properties	U.S. Pizza	109 Commons Drive	4612	\$1,530,000

12/15/15	Tycor Construction	Family Choice Nutrition	501 Burkhalter	5192	\$700,000
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**BUILDING PERMITS
MAUMELLE, ARKANSAS
December 2015**

SINGLE FAMILY NEW CONSTRUCTION

Date	Lot & Subdivision	Address	Builder	Sq.Feet Heated/Cooled	Estimated Value
12/9/15	L13B1 VNB	125 Nantucket Loop	Randy James Constrcution	1942	\$220,000
12/9/15	L23B1 VNB	242 Nantucket Loop	Randy James Constrcution	1587	\$220,000
12/23/15	L1B3 VNB	233 Nantucket Loop	Graham Smith Const.	1698	\$153,000
12/30/15	L50B6 MVE	207 Lake Valley Drive	Renaissance Homes	3171	\$342,900

**CITY OF MAUMELLE
DEPARTMENT OF CODE ENFORCEMENT / PERMITS
FEES CHARGED 2015**

<u>TYPE</u>	<u>NUMBER</u>	<u>AMOUNT</u>
New Single Family Building	35	\$21,954.12
New Single Family Electric	35	\$8,284.67
New Single Family HVAC	35	\$8,284.67
New Single Family Plumbing	35	\$8,284.67
Accessory Structures	40	\$788.10
Accessory Structure Electric	2	\$124.50
Accessory Structure HVAC	1	\$84.00
Accessory Structure Plumbing	1	\$67.00
Banners	39	\$390.00
Commercial Surcharge	170	\$14,985.05
Commercial Foundation Only	3	\$4,612.68
Commercial New Structure	9	\$26,356.58
Deck	36	\$360.00
Demolition	3	\$488.04
Electric – Other	33	\$912.50
Electric – New Commercial	9	\$7,568.12
Excavation	107	\$2,675.00
Fence – Residential	145	\$4,350.00
HVAC Replacement	161	\$7,086.00
Inspection Only	142	\$2,130.00
Lawn Sprinkler	36	\$900.00
Mechanical Equipment Only	1	\$50.00
Patio Cover	23	\$230.00
Plan Review Fee	0	00.00
Plumbing – Other	28	\$542.00
Plumbing – Remodel Com.	3	\$468.00

Plumbing – Remodel Res.	69	\$445.83
Portable Storage	28	\$280.00
Swimming Pool In Ground	12	\$480.00
Reinspections	18	\$720.00
Remodel Commercial	5	\$8,785.96
Remodel Electric Com	5	\$829.60
Remodel Electric Res	11	\$383.33
Remodel Residential	21	\$3,802.08
Room Addition SF	6	\$426.17
Signs	15	\$779.18
Temp. Commercial Business	0	0.00
Tent	0	0.00
Water Heater Replacement	42	\$1,075.00
	1364	\$139,982.85

MAUMELLE HOUSING/POPULATION REPORT

YEAR	SF UNITS	MF UNITS	TOTAL UNITS	EST. POPULATION	PERSONS/ UNIT
1974	2	0	2	7	3.5
1975	35	0	37	90	2.43
1976	45	0	82	188	2.29
1977	125	0	207	536	2.59
1978	130	0	337	967	2.87
1979	135	0	472	1,410	2.99
1980	87	96	655	1,775	2.71
1981	61		716	2,062	2.88
1982	188	64	968	2,021	2.15
1983	190	104	1,262	2,865	2.27
1984	323	203	1,788	4,452	2.49
1985	165	28	1,981	4,655	2.35
1986	142	82	2,205	5,582	2.35
(City Incorporated 1986)					
1987	137	0	2,342	5,551	2.37
1988	142	0	2,484	5,862	2.36
1989	90	0	2,574	6,074	2.36
1990	89	0	2,663		
Annex	67	0	2,730	6,552	2.40
(1990 CENSUS COUNT)					
				6,714	2.40
1991	101	0	2,896	6,950	2.40
1992	66	0	2,962	7,109	2.40
1993	107	0	3,069	7,366	2.40
1994	136	0	3,205	7,692	2.40
1995	177	0	3,382	8,117	2.40
1996	222	60	3,664	8,904	2.43
(1996 CENSUS COUNT 10-15-96)					
				8,448	2.43
1997	240	0	3,714	9,025	2.43
1998	264	0	3,978	9,667	2.43
1999	276	72	4,326	10,512	2.43
2000	246	0	4,572	11,110	2.43
(2000 CENSUS COUNT)					
				10,557	
2001	256	0	4,550	11,056	2.43
2002	276	120	4,946	12,019	2.43
2003	340	168			
Annex	6		5,460	13,268	2.43
2004	275	240			
Annex	3		5,978	14,766	2.47
2005	337		6,315	15,598	2.47
(3/9/06 SPECIAL CENSUS COUNT)					
				15,115	2.27
2006	221				
Less	(3) Rebuilds After Fires		6,887	15,634	2.27

Maumelle Housing Report

Page Two

<u>YEAR</u>	<u>SF UNITS</u>	<u>MF UNITS</u>	<u>TOTAL UNITS</u>	<u>EST. POPULATION</u>	<u>PERSONS/ UNITS</u>
2007	144		7,031	15,960	2.27
2008	180		7,211	16,369	2.27
2009	149				
Less	(1) Rebuild After Fire		7,359	16,705	2.27
2010	85				
Less	(1) Rebuild After Fire		7,492	17,007	2.27
(2010 CENSUS COUNT)				17,163	
2011	90		7,582	17,367	2.27
2012	76	108	7,766	17,629	2.27
2013	76		7,842	17,801	2.27
2014	98		7,940	18,024	2.27
2015	35	108	8083	18,348	2.27
	(1)	Rebuild after fire			

Permit #	Date	Parcel	Parcel Address	Permit Type	Applicant Name	Totak Construction Cost
15011	1/23/2015	VRP1-5	8000-5 River Pointe Drive	Building Commercial	PDC Construction- Villa Apartments	\$2,211,399
15012	1/23/2015	VRP1-6	8000-6 River Pointe Drive	Building Commercial	PDC Construction-Villa Apartments	\$951,689
15013	1/23/2015	VRP1-7	8000-7 River Pointe Drive	Building Commercial	PDC Construction-Villa Apartments	\$2,211,399
15014	1/23/2015	VRP1-11	8000-11 River Pointe Drive	Building Commercial	PDC Construction-Villa Apartments	\$1,287,711
15015	1/23/2015	VRP1-12	8000-12 River Pointe Drive	Building Commercial	PDC Construction-Villa Apartments	\$2,211,399
15016	1/23/2015	VRP1-13	8000-13 River Pointe Drive	Building Commercial	PDC Construction-Villa Apartments	\$1,287,711
15062	2/12/2015	MTCB2L3	102 Town Center Drive	Building Commercial	LAS Investment	\$2,150,000
15098	3/6/2015	NBA1	102 Country Club Parkway	Remodel Commercial	Wagner Construction-David's Burgers	\$200,000
15248	5/4/2015	PI1	105 Champs Blvd	Remodel Commercial	Nabholz Construction-Plastic Ingenuity	\$1,649,649
15351	6/4/2015	KC1	500 Murphy	Remodel Commercial	Kinco Constructors- Kimberly Clark	\$5,651,736
15259	6/26/2015	AP1	900 Edgewood Drive	Remodel Commercial	Nabholz Construction-Academics Plus	\$4,685,90
15627	9/9/2015	FS2	4101 Club Manor Drive	Building Commercial	Western Millwright- Fire Station	\$2,176,397
15734	11/2/2015	MTCTC	115 Audubon Drive Suite 3	Remodel Commercial	Advanced Building Specialist-Pizza Hut	\$140,000
15824	11/30/2015	MTCD-4	109 Commons Drive	Building Commercial	J&R Properties- U.S.Pizza	\$1,530,000
15866	12/15/2015	BBP-8	501 Burkhalter Drive	Building Commercial	Tycor Construction- Family Choice Nutrution	\$700,000