

1 (C) *City Manager* means the City Manager, or designated representative, of the City, or if no one
2 is officially serving in the position, the Acting City Manager, or designated representative,
3 which may include an Acting Assistant City Manager.

4 (D) *Chief Financial Officer* means the Chief Finance Officer and Treasurer, or designated
5 representative, for the City, or if no one is serving in the position, the Acting Chief Financial
6 Officer and Treasurer.

7 (E) *Expenditures* means decreases in net financial resources under the current financial resources
8 measurement focus and pertains to payment of normal operating payments and encumbrances.

9 (F) *Expenses* mean the cost of doing business in a proprietary organization and can be either
10 outflows or the using up of assets – cost expiration – such as the depreciation of fixed assets.
11 Within the context of this budget ordinance, “proprietary organization,” or “proprietary fund”
12 refers only to a method of accounting and is not used as any reference to whether the enterprise
13 is conducted in a governmental or proprietary manner, as that term is understood in Arkansas
14 State Law. All enterprises referred to in this ordinance shall be operated by the City in its
15 governmental capacity.

16 (G) *Fund Balance* means the difference between assets and liabilities reported in the governmental
17 fund and represents the excess of revenues or expenditures that has accumulated since the
18 inception of the fund.

19 (H) *Revenue(s)* means:

20 (i) Increases in the net current assets of a Governmental Fund Type from other than
21 expenditure refunds and residual equity transfers, but does not include any general
22 long-term debt proceeds and operating transfers in – which are classified as “other
23 financing sources,” unless these constitute a reservation of fund balances for
24 encumbrances carried forward from a prior year and the expenditure for which the fund
25 balance was created has also been carried forward; or,

26 (ii) Increases in the net position of a Proprietary Fund Type from other than expense
27 refunds, capital contributions and residual equity transfers, but does not include
28 operating transfer in which are classified separately from revenues, unless these
29 constitute a reservation of fund balances for encumbrances carried forward from a prior
30 year and the expense for which the fund balance was created has also been carried
31 forward.

32 **Section 4. Compliance with Existing Laws, Statutes and Ordinances.** This ordinance has been
33 prepared in accordance with various Arkansas Statutes that deal with municipal fiscal reporting
34 requirements, the *Financial Reporting Standards for the City of Little Rock, Arkansas*, as approved in Little

1 Rock, Ark., Rev. Code §§ 2-245 to 260.8 (1988), and the standards of the Government Finance Officers
2 Association as authorized in Little Rock, Ark., Resolution No. 16,521 (December 3, 2024)

3 **Section 5. Fiscal Year 2025 Budget.** The following respective amount for every resource and
4 appropriate use is herein set forth as follows:

5 **(A) APPROPRIATE OPERATING RESOURCES:**

6	General Fund	\$263,108,099
7	Street	26,443,200
8	Waste Disposal	26,543,400
9	Parking Garages	3,315,200
10	Fleet Services	18,418,930
11	Vehicle Storage Facility	2,453,200
12	TOTAL RESOURCES	\$340,282,029

13 **(B) APPROPRIATE OPERATING USES:**

14 **General Fund Departments**

15	Executive Administration	\$31,379,060
16	Board of Directors	412,772
17	Community Programs	236,896
18	City Attorney	3,079,218
19	Municipal Court – Criminal	1,590,355
20	Municipal Court – Traffic	1,418,639
21	Municipal Court – Environmental	650,688
22	Finance	5,634,627
23	Human Resources	3,107,566
24	Office of Information Technology	8,083,237
25	Planning & Development	3,748,704
26	Housing & Neighborhood Programs	8,997,055
27	Public Works	1,231,876
28	Parks and Recreation	11,875,529
29	River Market	1,055,200
30	Golf	1,856,684
31	Fitness and Aquatics	938,304
32	Zoo	7,867,289
33	Fire	64,568,686
34	Police	95,656,413
35	911 Emergency Communications	5,233,507

1	Debt Service	2,863,415
2	Transfer to Street Fund	194,000
3	FUTURE Little Rock, Special Projects, PIT, Grant Match	11,125,662
4	Contingency	1,302,717
5	Vacancy Allocation (Authorized Unfilled Positions)	(11,000,000)
6	TOTAL GENERAL FUND	\$263,108,099
7	Street Fund	26,443,200
8	Solid Waste	26,543,400
9	Parking Garages	1,425,755
10	Fleet Services	18,418,930
11	Vehicle Storage Facility	2,292,195
12	TOTAL USES	\$338,231,579

13 **Section 6. *Outside Agency Contributions.*** The appropriation for operating uses in Section 5 above
14 includes the following amounts for various entities with which the City contracts for public services, or in
15 which the City has an ownership interest include the following:

16	(A) Rock Region Metro (Central Arkansas Transit Authority)	\$9,854,118
17	(B) Pulaski County Regional Detention Center	2,715,000
18	(C) Arkansas Arts Center	4,000,000
19	(D) Museum of Discovery	400,000
20	(E) Metroplan	186,384
21	(F) Downtown Partnership	300,000
22	(G) PAGIS	153,850
23	(H) Pulaski County Health Unit	56,100
24	(I) Oakland Fraternal Cemetery	100,000
25	(J) SCI St. Vincent	25,381
26	(K) City Beautiful	2,500
27	TOTAL OUTSIDE AGENCY CONTRIBUTIONS	\$17,793,333

28 **Section 7. *PILOT Payments.*** In accordance with Act 497 of 1981, Act 713 of 1991, and Act 1629 of
29 2001, of the Arkansas General Assembly, the Director of Finance shall make appropriate payments to the
30 Little Rock School District, the Pulaski County Special School District, and Pulaski County from any
31 affected payment-in-lieu of taxes (PILOT) made to the City by a company for which an Act 9 Industrial
32 Development Bonds was issued; it is estimated that the gross amount of these resources for FY2025 is One
33 Million, Four Hundred Ninety-One Thousand, Three Hundred Ninety-One Dollars (\$1,491,391.00).

34 **Section 8. *Appropriation for the Compensation of Elected Officials.*** This budget contains a personnel
35 appropriation for the Mayor and the Members of the Board of Directors as follows:

1 (A) Annual compensation of the Mayor is Two Hundred Thousand Dollars (\$200,000.00),
2 and such other amounts as may from time-to-time be approved during the time this ordinance
3 is effective; and,

4 (B) Annual compensation for each member of the Board of Directors is Twenty-Five Thousand Dollars
5 (\$25,000.00); and,

6 (C) In addition to these amounts, there are expenditures noted within this ordinance which
7 document the amounts paid for Mayor and Board member expenses and benefits.

8 **Section 9. *Definition of Significant Variance.***

9 (A) To prepare this budget, it has been necessary to estimate the amount of revenue or other
10 resources that the City will have available to it in Fiscal Year 2025, and the cost of the various
11 expenditures and expenses that the City will incur during this period.

12 (B) To assure the efficient and responsible operation of the City, and the maintenance of its various
13 programs and facilities, it is important for the Board of Directors to be timely advised of a
14 significant variance in revenues, or expenditures, during the fiscal year. Further, it is important
15 for the Board of Directors, the City Manager and the Chief Financial Officer, to agree as to
16 what constitutes a “significant variance” of these items.

17 (C) It is further necessary to have a definition of “significant variance” that can be reviewed on an
18 annual basis as a part of the City budget process, and which can best reflect the point at which
19 the Board of Directors believes it should be notified that such a change of circumstances has
20 occurred in relation to any expenditure, expense, fund balance, revenue, or resource.

21 (D) For Fiscal Year 2025, a “significant variance” shall be deemed to have occurred if, during any
22 reporting period, there has been an increase or decrease from the budgeted amount for the
23 period covered by a Monthly Financial Report that is:

24 (i) Greater than 5% of the amount anticipated for that item for the period covered; and,

25 (ii) More than Fifty Thousand Dollars (\$50,000.00) from the amount anticipated for that
26 item for the period covered.

27 **Section 10. *Timeline for Department of Finance.*** The timeline for events related to the timely
28 preparation of reports and statements to the Board of Directors for Fiscal Year 2025 is attached as Exhibit
29 A to this ordinance.

30 **Section 11. *Severability.*** In the event any title, subtitle, section, subsection, subdivision, paragraph,
31 subparagraph, item, sentence, clause, phrase, or work of this ordinance is declared or adjudged to be invalid
32 or unconstitutional, such declaration or adjudication shall not affect the remaining portions of the ordinance
33 which shall remain in full force and effect as if the portion so declared or adjudged invalid or
34 unconstitutional was not originally a part of this ordinance.

1 **Section 12. Repealer.** All ordinances and resolutions, including but not limited to Little Rock, Ark.,
2 Ordinance No. 22,343 (December 5, 2023) (“the 2024 Budget Ordinance”), and any other ordinances or
3 resolutions that relate to financial reporting within the City, are hereby repealed to the extent of such
4 inconsistency.

5 **Section 13. Emergency Clause.** *It is imperative that a Budget Ordinance for the ensuing fiscal year*
6 *and calendar year be passed prior to the end of the current calendar year in order to assure the continued*
7 *provision of City services, operations, and facilities; such continuation is essential to the public health,*
8 *safety and welfare, an emergency is, therefore, declared to exist and this ordinance, with the exception of*
9 *Section 8 which deals with the compensation of the Mayor and Members of the Board of Directors, shall*
10 *be in full force and effect on January 1, 2025, and the various City Departments shall operate immediately*
11 *upon its passage, and for purposes of record keeping and otherwise, as if it were in full force and effect*
12 *from and after the date of its passage.*

13 **PASSED: December 17, 2024**

14 **ATTEST:**

APPROVED:

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16 _____
17 **Allison Segars, Acting City Clerk**

_____ **Frank Scott, Jr., Mayor**

18 **APPROVED AS TO LEGAL FORM:**

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20 _____
21 **Thomas M. Carpenter, City Attorney**

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1 EXHIBIT A

2 FY 2025 BUDGET ORDINANCE FOR THE CITY OF LITTLE ROCK, ARKANSAS

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4 [NOTE: The Board of Directors enacted financial reporting standards for the City. Little Rock,
5 Ark., Rev. Code §§ 2-245 to 260.8 (1988) Section 2-260 this ordinance requires that as a part of the
6 annual budget process the Board of Directors set a timeline for action by the Department of Finance
7 to assure the timely preparation of financial reports. This timeline is to be adopted upon
8 recommendation of the City Manager after consultation with the Chief Financial Officer and the
9 various financial institutions the City uses. This timeline is to be reviewed each year to assure that it
10 sets reasonable expectations for City Staff, but at the same time, assures the preparation and
11 publication of reports to the Board of Directors as quickly as possible. Reports to the Board of
12 Directors shall be prepared and submitted within a reasonable time after the month-end close. The
13 month-end close is defined as the last business day of the calendar month that is one month following
14 the end of the reporting period. A “reasonable time after month-end close” shall, except for the
15 months of the first quarter and December, mean two (2) calendar weeks after month-end close. A
16 “reasonable time after month-end close” shall, for the months of the first quarter and December,
17 mean four (4) calendar weeks after month-end close. For FY2025 the calendar of events is as
18 follows:

19 CALENDAR OF EVENTS RELATED TO TIMELY PREPARATION OF CITY FINANCIAL
20 REPORTS

21 EVENT	22 WORKING DAY (after the end of the calendar month)
23 Department notification of deposits submitted to accounting	3
24 City obtains monthly bank statement	3
25 Department processes bank files to produce combined and payroll outstanding check lists	5
26 City obtains monthly investment statement	7
27 Department reconciles book balance and bank statements for all bank accounts	15
28 Department reconciles book balance and investment balances	20
29 Department finalizes and enters all remaining journal entries	23
30 Department reviews and corrects work to date	25
31 Department conducts final review of information for reports	27
32 Department processes computer system reports (month-end close)	30
33 Department completes preparation of monthly reports	30
34 City Manager and Chief Financial Officer distribute monthly report to Board of Directors	
35 Chief Financial Officer has monthly report posted in City website following Board distribution	
36 City Manager and Chief Financial present financial reports quarterly to Board of Directors	