



City of Conway Council Agenda

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

City Council Members

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

Council Meeting: Tuesday, March 18th, 2014

5:30pm - Committee: 2014 CDBG Allocations

6:30pm - Council Meeting

Call to Order: Mayor Tab Townsell

Roll Call: City Clerk Michael O. Garrett

Minutes Approval: February 25th, 2014

1. Report of Standing Committees:

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

1. Resolution setting a public hearing to discuss the closing of (4) fifteen foot utility easements located in the Tommy Lewis Addition Phase 2.
2. Consideration to accept the nomination of Dwayne Young to the Conway Housing Authority Board.
3. Consideration to accept the nomination of Reggie Rose to the Advertising and Promotion Commission.
4. Consideration of a supplemental engineering agreement with Garver to include full time inspection during the Western Loop Sturgis Road Overpass Construction.
5. Consideration of a request from Lewis Cross Development (Old Sale Barn Site) to pay in lieu fee in place of sidewalks and bike lanes.
6. Ordinance authorizing additional personnel within the Conway Street Department.
7. Ordinance appropriating funds for cost associated with repairs to the Honda Civic for the Planning Department.
8. Resolution amending the Master Street Plan in the Old Cantrell Field/Central Landing Area.
9. Ordinance amending the Conway Subdivision ordinance to require additional right of way as needed for roundabouts.
10. Discussion/Update on the Phoenix Recovery (transitional housing) located in the Brown Subdivision area of Conway.
11. Consideration to approve the 2014 CDBG Allocations.

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

1. Consideration to approve bids for a 2014 commercial rear load refuse truck & 2014 automated side loading refuse truck for the Conway Sanitation Department.

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

1. Ordinance authorizing personnel changes within the Conway Fire Department.
2. Ordinance appropriating funds to purchase computers for various departments.

D. Finance

1. Consideration to dispose of certain inventory within various departments for the City.
2. Consideration to approve monthly financials ending February 28th, 2014.

New Business:

1. Ordinance to regulate, control & license door to door solicitors and peddlers in the City of Conway.

Special Announcement:

- City Council workshop meetings has been set for April 1st, 2014 @ 5:30pm at the Conway Police Department Upstairs Conference Room.

Adjournment



CITY OF CONWAY

Community Development

To: Mayor and City Council Members

From: Lauralee McCool, Director

Date: 3/13/2014

Re: CDBG Allocations 2014

Included in your packet are a spreadsheet of the requests for CDBG funding for 2014 and descriptions of each provider and their request. This year we saw an increase in the number of non-profit agencies requesting structural or infrastructure improvements. At the same time, a couple of our standard transportation agencies met all but one requirement in the application process due to circumstances beyond their control within their agencies.

As you move toward your upcoming retreat in planning for the city, consider how you would like these funds spent. CDBG was set up by HUD as a way for cities to help its low to moderate income citizens. With each request for funding, our department tries to consider the number of people served by the service or program and the project's impact on or benefit to our city.

Please take some time to look over the attached requests and descriptions and contact me individually before the meeting to discuss your thoughts on how CDBG should be funding needs within our city.

I look forward to hearing from you and will provide a recommendation at the meeting.

Project requests

Service	Description	Cost of Service	Request	Number Served
Boys and Girls Club	Transportation	\$65,042	\$10,000	400
FC Council on Aging	Transportation	\$105,605	\$20,000	208
FC Day School	Matching funds for van	\$56,530	\$11,306	63
Reaching our Children Youth Cen	equipment (tables, chairs, learning	\$7,420	\$7,420	30
Soul Food Café	Transportation of food	\$55,544	\$30,000	5500
Women's Shelter	Transportation	\$8,500	\$5,000	
Other transportation contracts				
		\$298,641	\$83,726	
		AVAILABLE	\$60,000	
Administration		AVAILABLE	\$80,000	
Capital		Cost of Service	Request	Number Served
FC Council on Aging	Acquisition	\$2,000,000	\$125,000	1284
CAPCA	housing rehab	\$182,000	\$120,000	31 families
Community service	rehab (baby changing station, water	\$10,000	\$10,000	400
FC Day School	parking lot	\$43,101	\$43,101	104
HAVEN	rehab carport to rec room for different age girls	\$25,000	\$25,000	52
HOPE Preschool/Community	Gym floor rehab	\$50,000	\$50,000	400-500
HOPE Preschool/Community	playground	\$15,000	\$15,000	150-250
Independent Living Services	Drainage	\$74,000	\$74,000	17
Pine Street	Completion of neighborhood design, alley construction and utility placement		\$82,000	
Soul Food Café	new construction	\$677,813	\$200,000	5500
		\$3,076,914	\$744,101	
		AVAILABLE	\$260,000	

Summary of Agencies and Requests for CDBG 2014 Funding

1. **Boys and Girls Club of Faulkner County** provides a safe place to learn and grow for youth ages 5-18, ongoing relationships with caring, professional adults, life-enhancing programs and character development experiences.

The Club provides transportation from area schools to the club after school for programming. Their request is for a portion of this transportation.

2. **Faulkner County Council on Aging** aids citizens 60 years and older to remain active and independent with an enhanced quality of life by helping meet their social, nutrition and transportation needs.

The Council on aging submitted two requests. The first, for transportation services, would provide 1,600 trips for seniors to the center and 990 trips from home to dialysis, cancer treatments, medical and dental facilities and human service agencies.

The second request is for \$125,000 to complete purchase of the Agora Conference and Special Events Center. The total cost of this project is \$2 million. CDBG contributed \$200,000 in 2013 toward this goal.

3. **Faulkner County Day School** meets the educational and therapy needs for developmentally disabled children and adults as well as work opportunities for adults.

The first request is for a 20% match on a 24 passenger bus. The Day School provides transportation to approximate 71 adults and 33 children. The Day School's second request is for an asphalt layover of their existing parking lot. The proposal is broken down into six sections of the lot ranging in price from \$1,026 to \$13,596 with a total of \$43,101.

4. **Reaching Our Children Youth Center** is a community-based learning center slated to open this summer to target 3rd-8th grade students from low-income families. The request is a service request for tables, chairs and learning programs.

5. **Soul Food Café** also has two requests this year. This organization meets the needs of hungry families through distribution of food boxes, a continental breakfast, a hot lunch, hot and cold beverages and health and hygiene items. Soul Food Café has a warehouse on South Donaghey but distributes out of Second Baptist Church near downtown.

The first request is for \$30,000 to offset transportation costs of food and non-food items between locations. The second request, for \$200,000, would go toward finishing their South Donaghey building so that they could eventually move operations. To bring utilities into the building and lay the remainder of the ground floor slab would cost approximately \$62,000.

6. **Women's Shelter of Central Arkansas** provides housing to abused women and their children. The request for funding would provide transportation services for these women who are considered homeless.

7. **Community Action Program for Central Arkansas (CAPCA)** provides several services for low income families and individuals. For several years, they have partnered with the City of Conway to rehabilitate homes for low income families. CAPCA is able to leverage resources with other grants to provide more housing repairs than CDBG could afford. In 2012, CAPCA worked with CDBG to develop housing rehabilitation policies and procedures that streamlined the process of housing rehab following HUD procedures.

CAPCA's request is for \$120,000 to rehab approximately 31 homes. NOTE: This is a crucial request in that they allocate personnel toward this project based on the amount of work they need to fulfill by the end of the year. *If*

the City of Conway would like to utilize CDBG funds toward revitalizing individual homes, we should make the commitment to appropriate that funding every year.

8. **Community Service, Inc.** serves more than 400 at-risk youth and families with mental health, juvenile justice, youth advocate, substance abuse, day treatment, parenting and prevention programs.

Their request would enhance and modify their two buildings on North Creek Drive with the following additions:

- Baby changing station in a restroom
- Storage unit (replacement)
- Overhang/Patio for recreational activities
- Water fountains
- Computer lab work space

9. **HAVEN** provides housing and mental health services to abused, neglected and homeless at-risk females between the ages of 6 and 18 who are in DHS custody. HAVEN is requesting \$25,000 in order to enclose a carport to create a rec room in order to better separate the girls by age for recreational purposes (age-appropriate movies, games, socialization).

10. **HOPE Preschool** operates under the authority of the Pine Street Community Development Center Inc. It is a free preschool serving ages 3 to 5 and averages 65 children per year. Facilities provided by the Pine Street Community Development Center and HOPE Preschool are utilized by the surrounding community which is deemed a low to moderate income census track.

HOPE submitted two requests. The first is for a rehabilitation of a gymnasium floor in an existing building. The gymnasium is used for inside play for the preschool as well as community basketball, walking, and meeting facilities. A second request, if funded, would replace outdated playground equipment.

11. **Independent Living Services** offers services to people aged 18-62 with intellectual and developmental disabilities. ILS houses 17 men and women in Conway Apartments on South German.

The apartments, constructed in 1982, experience flooding in rain events. The request would improve drainage and the exterior site.

12. **Pine Street Revitalization** operated through the office of Community Development requests \$82,000 to complete the Spruce Street pocket neighborhood. These funds, combined with previous funding, will provide alley construction, utility improvements, neighborhood design, and potential acquisition of three lots to complete the block.

13. **Services note:** A couple of key demographics are missing from the applications in regard to transportation services. Through extenuating circumstances, Faulkner County Council on Developmental Disabilities/Supported Work and Bethlehem House did not meet the application requirements. It might be within the council's interest to extend transportation contracts to these agencies to support developmentally disabled adults and homeless adults respectively.



**City of Conway, Arkansas
Resolution No. R-14- ____**

A RESOLUTION SETTING A PUBLIC HEARING TO DISCUSS THE CLOSING OF FOUR (4) FIFTEEN (15) FOOT UTILITY EASEMENTS LOCATED IN THE TOMMY LEWIS ADDITION PHASE 2;

Whereas a petition has been filed with the City Council of the City of Conway, Arkansas by Conway Community Services to abandon four (4) 15' Utility Easements located in the Tommy Lewis Addition, Phase 2 within the corporate limits of the City of Conway, Arkansas; and

Whereas, upon the filing of the petition with the City, the City shall set a date and time for a hearing before the City Council for consideration of the petition.

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

1. That the City Council shall hear said petition at its regular meeting to be held at the Russell L. "Jack" Roberts District Court Building, 810 Parkway Street, Conway, Arkansas, on March 25th, 2014 at 6:30 p.m.
2. That the City Clerk is hereby directed to publish notice of the filing of said petition and of said hearing for the time and in the manner prescribed by law.

PASSED this 18th day of March, 2014.

Approved:

Mayor Tab Townsell

Attest:

**Michael O. Garrett
City Clerk/Treasurer**

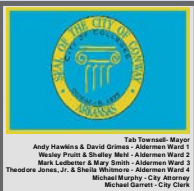
CITY OF CONWAY

AVERE LLC-- EASEMENT CLOSING

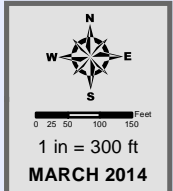


15' UTILITY EASEMENT CLOSING REQUEST

DESCRIPTION
15' UTILITY EASEMENT CLOSING REQUEST
HOSPITAL REPLAT, TOMMY LEWIS SUB DEVELOPMENT



INTERSTATE	LOT LINE	Residential	Industrial	I-1
MAJOR ARTERIAL	STREAMS	R-1	MF-1	I-1
MINOR ARTERIAL	LAKES & PONDS	R-2A	MF-2	RU-1
COLLECTOR	CITY LIMITS	R-2	MF-3	I-3
RESIDENTIAL		HR	RMH	
PRIVATE ROAD		SR		
INTERSTATE RAMP		Commercial	Office	Special
RAILROADS		C-1	O-1	SP
		C-2	O-2	S-1
		C-3	O-3	A-1
		C-4		PUB



THIS MAP WAS PREPARED BY THE CITY OF CONWAY PLANNING AND DEVELOPMENT DEPARTMENT FOR ITS USE, AND MAY BE REVISED AT ANY TIME WITHOUT NOTIFICATION TO ANY USER. THE CITY OF CONWAY PLANNING AND DEVELOPMENT DEPARTMENT DOES NOT GUARANTEE THE CORRECTNESS OR ACCURACY OF ANY FEATURES ON THIS MAP. CITY OF CONWAY ASSUMES NO RESPONSIBILITY IN CONNECTION THEREWITH.

CONTACT INFORMATION
 LANDMARK GIS WEBSITE:
gis.cityofconway.org (UNDER DEVELOPMENT)
 E-MAIL: Jason.Lyon@CityofConway.org



Housing Authority of the City of Conway

MARY ANN BOYD
Executive Director

March 11, 2014

Honorable Mayor Tab Townsell & City Council
City of Conway
1201 Oak Street
Conway, AR 72032

Dear Mayor and City Council Members:

The term of Dewayne Young as a commissioner on the Board of the Housing Authority of the City of Conway, expired on January 15th, 2014.

At the Annual meeting held January 13, 2014, the Board voted to recommend that Mr. Young be reappointed for another five year term beginning January 15th, 2014. The Board requests the approval of the City Council as to this appointment.

Sincerely,

A handwritten signature in black ink that reads "Mary A. Boyd".

Mary A. Boyd
Executive Director

MB:ab



MEMO

TO: Mayor Tab Townsell

CC: City Council Members
Barbara Money, A&P Commission

FROM: Felicia Rogers

DATE: March 5, 2014

SUBJECT: Advertising and Promotion Commission Nomination

The Advertising and Promotion Commission voted at their March 4th, 2014 meeting to nominate Reggie Rose for an additional term on the commission.

This will be for another four year term.

Please advise if you have any questions.

Thank you for your consideration.



City of Conway
Street and Engineering Department
100 East Robins Street
Conway, AR 72032

Ronnie Hall, P.E.
City Engineer
ronnie.hall@cityofconway.org
501-450-6165

March 12, 2014

Mayor Tab Townsell
1201 Oak Street
Conway, Arkansas 72032

RE: Conway Western Loop – South Interchange
Proposed Engineering Contract Supplemental Agreement

Dear Mayor Townsell;

Garver has submitted a proposed contract amendment to provide the full time construction observation services for the Sturgis Road Overpass and other construction associated with the City's portion of the initial South Interchange construction.

The original contract (dated October 7, 2010) included \$148,236.66 for Title II service (construction management). This amount was set up for the shop drawing reviews, materials testing and project monthly estimates. The construction observation was not included in the original contract, because the contract time and final scope of the project was not known.

The proposed increase is \$462,365.71 to provide full time construction inspection and a \$21,486.00 increase in the material testing subcontract. The construction inspection amount is based on the contract time of 60 weeks. The contractor is of the opinion he can finished the majority of the work by fall 2014. This would make the actual construction time about 30 weeks. Since the proposed contract amendment services are billed for the actual hours used on the project, the final cost could be substantially less if the contractor's estimate of time is accurate.

Since this project includes this major bridge structure and needs to have qualified structural construction observers during the construction process to assure proper construction, I recommend we approve this contract amendment. The net result of the amendment increases the maximum contract amount from \$2,653,328.67 to \$3,115,694.38.

Please advise if you have questions or need additional information.

Thanks
Ronnie Hall

Supplemental Agreement No. 1
Job No. 080174
FAP. No. HDP-9501 (1)
Conway Western Arterial Loop

Date: _____

WHEREAS, the City of Conway ("Owner") and Garver, LLC (Consultant) entered into an Agreement for Engineering Services on October 7, 2010; and,

WHEREAS, the Owner has requested that the Consultant provide construction phase services for Job 080430 – Hwy. 365 to Sturgis Rd. (Gr. & Strs.) (S), and;

WHEREAS, the Owner's forces are fully employed on other urgent work that prevents their early assignment to the aforementioned work; and;

WHEREAS, the Consultant's staff is adequate and well qualified to provide control surveys, full-time construction engineering and inspection, material testing services, and engineering management services during the construction of Job 080430,

NOW THEREFORE, the following modifications will be made to the Agreement to include the described additional items of work:

MODIFICATIONS:

1. The "Contract Ceiling Price" amount (Paragraph 1.2) is increased from \$2,653,328.67 to \$3,115,694.38.
2. The "Title II Multiplier" (Paragraph 1.13) is increased from 3.08 to 3.22.
3. The "Title II Services Ceiling Price" amount (Paragraph 1.15) is increased from \$148,236.66 to \$610,602.37.
4. The "Consultant's Scope of Services" Title II Services to be provided by the consultant are revised as shown in Attachment 1.
5. The "Consultant's Scope of Services" completion period (Paragraph 17.1) is increased from 60 months to 72 months.
6. See Attachment 2 for modifications to Appendix A, "Justification of Fees and Costs" for the additional services included in this Supplemental Agreement.
7. The Subconsultant Agreement "Appendix B1" Contract Ceiling Price amount (Paragraph 3.2) is increased from \$119,552.96 to \$141,038.96.
8. See Attachment 3 for modifications to Appendix B1 for the additional services included in this Supplemental Agreement.
9. See Attachment 4 for modifications to "Attachment 1 to Appendix B1" for the additional Subconsultant services included in this Supplemental Agreement.

IN WITNESS WHEREOF, the parties execute this Supplemental Agreement No. 1, to be effective upon the date set out above.

GARVER, LLC

CITY OF CONWAY

BY: 
Vice President

BY: _____
Mayor of Conway, AR

Attachment 1
Revisions To "Title II Services To Be Provided By Consultant"
Supplemental Agreement No. 1
Job 080174
FAP.NO. HDP-9501 (1)

9.3. Project Two – Grading and Structures (080430) – Construction Engineering and Inspection

9.3.1. Survey Control

- 9.3.1.1. Verify survey control points prior to construction.
- 9.3.1.2. Provide survey checks of construction installation for compliance with contract documents.
- 9.3.1.3. Provide surveys to check one bridge

9.3.2. Field Engineering/Construction Observation

- 9.3.2.1. Monitor on-site construction activities for compliance with the contract documents.
- 9.3.2.2. Keep daily diaries of the contractor's activities.
- 9.3.2.3. Monitor the traffic maintenance plan.
- 9.3.2.4. Monitor the contractors' compliance to the contract documents regarding the SWPPP.
- 9.3.2.5. Conduct periodic batch plant inspections during placement of concrete and asphalt.
- 9.3.2.6. Coordinate the reconciliation of any and all identified conflicts between utilities, storm drainage, or roadway components.
- 9.3.2.7. Coordinate with the City of Conway regarding conflicts and potential project delays.
- 9.3.2.8. Review and monitor the construction contractor's work schedule and provide any recommendations to the City of Conway.
- 9.3.2.9. Maintain project documentation to include daily diaries, quantities for pay items, process estimates, materials deliveries, submittals, record drawings, and correspondence.
- 9.3.2.10. Maintain a daily quantity notebook of each pay item and every month prepare a tabulation of each pay item for the progress estimate (Quantities will be based on daily records and calculations).
- 9.3.2.11. Conduct periodic construction meetings with the construction contractor and subcontractors, the City of Conway project representative, and other interested parties (The results of these meetings will be documented and distributed to attendees).
- 9.3.2.12. Maintain a log of all construction contractor's submittals including requests for information, shop drawings, catalog cuts, and/or samples (Status of each submittal will be maintained at all times through the approval stage).
- 9.3.2.13. Monitor project SWPPP permit and notify the contractor and the City of Conway immediately when violations or potential violations occur.
- 9.3.2.14. Monitor other project permits required for construction and notify contractor and the City of Conway immediately when violations or potential violations occur.
- 9.3.2.15. Analyze and make recommendations to the City of Conway's project representative on all requests received from the construction contractor for time extensions, contract changes, request for information, extra work, and proposals.
- 9.3.2.16. Coordinate all approved contract changes with the construction contractor, the City of Conway, and others as directed by City of Conway.
- 9.3.2.17. Process change orders pursuant to the construction contracts for necessary changes and recommend solutions to the City of Conway.

- 9.3.2.18. Monitor the construction contractor's and subcontractors' compliance with construction contract provisions in regard to payment of predetermined wage rates in accordance with the City of Conway.
- 9.3.2.19. Prepare the necessary project close-out documents including but not limited to the final estimate and all supporting records, plus one set of red-lined record drawings (Data for record drawings will be based on information provided by the contractor).
- 9.3.2.20. Perform all inspections and reporting required for the National Pollutant Discharge Elimination System permits issued by the Arkansas Department of Environmental Quality in accordance with erosion control plans.
- 9.3.2.21. Garver will prepare ATHD Construction Certification and Reimbursement Request Form.
- 9.3.2.22. Services are estimated on a 420 calendar day construction schedule.

9.3.3. Project Testing

- 9.3.3.1. Garver, through the service of subconsultant Grubbs, Hoskyn, Barton & Wyatt (GHBW), will perform project site sampling and testing of the incorporated materials and complete work items in accordance with the contract drawings and the referenced specifications for quality assurance testing. Logs of each test performed will be maintained for record documentation of the project.
- 9.3.3.2. Services are estimated on quantities in plans.

9.3.4. Engineering Management

- 9.3.4.1. Garver will interpret the plans and contract documents, coordinate changes on the project, assist with processing changes to the contract documents, coordinate changes, assist with processing change orders and supplemental agreements, resolve disputes, analyze claims, and assist with other construction management services normally provided on a utility and roadway project. These tasks include the following:
 - 9.3.4.1.1. Schedule and conduct a pre-construction conference for the project and document the conference.
 - 9.3.4.1.2. Coordinate the reconciliation of any and all identified conflicts between utilities, storm drainage, or roadway components.
 - 9.3.4.1.3. Coordinate with the City of Conway regarding conflicts and potential project delays.
 - 9.3.4.1.4. Review and monitor the construction contractor's work schedule and provide any recommendations to the City of Conway.
 - 9.3.4.1.5. Maintain project documentation to include daily diaries, quantities for pay items, process estimates, materials deliveries, submittals, record drawings, and correspondence.
 - 9.3.4.1.6. Maintain a daily quantity notebook of each pay item and every two weeks prepare a tabulation of each pay item for the progress estimate (Quantities will be based on daily records and calculations).
 - 9.3.4.1.7. Conduct periodic construction meetings with the construction contractor and subcontractors, the City of Conway project representative, and other interested parties (The results of these meetings will be documented and distributed to attendees).
 - 9.3.4.1.8. Maintain a log of all construction contractor's submittals including requests for information, shop drawings, catalog cuts, and/or samples (Status of each submittal will be maintained at all times through the approval stage).

- 9.3.4.1.9. Monitor project SWPPP permit and notify the contractor and the City of Conway immediately when violations or potential violations occur.
- 9.3.4.1.10. Analyze and make recommendations to the City of Conway's project representative on all requests received from the construction contractor for time extensions, contract changes, request for information, extra work, and proposals.
- 9.3.4.1.11. Coordinate all approved contract changes with the construction contractor, the City of Conway, and others as directed by City of Conway.
- 9.3.4.1.12. Process change orders pursuant to the construction contracts for necessary changes and recommend solutions to the City of Conway.
- 9.3.4.1.13. Monitor the construction contractor's and subcontractors' compliance with construction contract provisions in regard to payment of predetermined wage rates in accordance with the City of Conway.
- 9.3.4.1.14. Prepare the necessary project close-out documents including but not limited to the final estimate and all supporting records, plus one set of red-lined record drawings (Data for record drawings will be based on information provided by the contractor).
- 9.3.4.1.15. Perform all inspections and reporting required for the National Pollutant Discharge Elimination System permits issued by the Arkansas Department of Environmental Quality.
- 9.3.4.1.16. Services are estimated on a 420 calendar day construction schedule.

ATTACHMENT 2
REVISIONS TO APPENDIX "A" FOR SUPPLEMENTAL AGREEMENT NO. 1

March 4, 2014
JOB 080174
Faulkner County
FEE SUMMARY - GARVER

ITEM	MANHOURS	SALARY COST	EXPENSES	FEE	TOTAL COST
PROJECT ONE - Job 080395 & 080396					
TITLE I - PRELIMINARY DESIGN					
Design Surveys	962	\$ 52,384.76	\$ 1,861.00	\$ 6,286.18	\$ 60,531.94
Parcel Surveys	460	\$ 30,071.25	\$ 3,746.00	\$ 3,608.55	\$ 37,425.80
Traffic and Signalization Design	172	\$ 19,129.00	\$ 260.00	\$ 2,295.48	\$ 21,684.48
Roadway Design	2,734	\$ 297,688.88	\$ 1,920.00	\$ 35,722.67	\$ 335,331.55
ROW Plans	468	\$ 49,871.25	\$ 98.20	\$ 5,984.55	\$ 55,954.00
Bridge Design	628	\$ 62,282.00	\$ 390.00	\$ 7,473.84	\$ 70,145.84
Direct Expenses					\$ 76,430.21
GHBW - Geotechnical					\$ 76,430.21
TOTAL PRELIMINARY DESIGN	5,424	\$ 511,427.14	\$ 8,275.20	\$ 61,371.27	\$ 657,503.82
TITLE I - FINAL DESIGN					
Traffic and Signalization Design	230	\$ 5,546.75	\$ 115.00	\$ 665.61	\$ 6,327.36
Roadway Design	1,060	\$ 113,284.88	\$ 855.00	\$ 13,594.19	\$ 127,734.07
Bridge Design	2,452	\$ 246,818.00	\$ 890.00	\$ 29,618.16	\$ 277,326.16
TOTAL FINAL DESIGN	3,742	\$ 365,649.63	\$ 1,860.00	\$ 43,877.96	\$ 411,387.59
TITLE I - PROJECT ADMINISTRATION					
Administration	676	\$ 99,882.75	\$ 1,145.00	\$ 11,985.93	\$ 113,013.68
TOTAL PROJECT ADMINISTRATION	676	\$ 99,882.75	\$ 1,145.00	\$ 11,985.93	\$ 113,013.68
TOTAL TITLE I	9,842	\$ 976,959.52	\$ 11,280.20	\$ 117,235.16	\$ 1,181,905.09
TITLE II - SHOP DRAWINGS, DESIGN SOLUTIONS					
Traffic & Signalization Design	14	\$ 1,700.16	\$ -		\$ 1,700.16
Roadway Design	98	\$ 12,330.78	\$ 405.00		\$ 12,735.78
Bridge Design	304	\$ 35,555.52	\$ 160.00		\$ 35,715.52
Project Administration	152	\$ 30,159.36	\$ 540.00		\$ 30,699.36
TOTAL TITLE II	568	\$ 79,745.82	\$ 1,105.00		\$ 80,850.82
TOTAL PROJECT ONE	10,410	\$ 1,056,705.34	\$ 12,385.20	\$ 117,235.16	\$ 1,262,755.91
PROJECT TWO - Job 080430 & 080431					
TITLE I - PRELIMINARY DESIGN					
Design Surveys	1,220	\$ 73,975.00	\$ 1,964.45	\$ 8,877.00	\$ 84,816.45
Parcel Surveys	1,200	\$ 71,018.75	\$ 4,064.45	\$ 8,522.25	\$ 83,605.45
Traffic and Signalization Design	328	\$ 35,384.25	\$ 260.00	\$ 4,246.11	\$ 39,890.36
Roadway Design	1,874	\$ 203,428.50	\$ 1,555.00	\$ 24,411.42	\$ 229,394.92
ROW Plans	388	\$ 41,670.75	\$ 102.25	\$ 5,000.49	\$ 46,773.49
Bridge Design	388	\$ 39,798.00	\$ 320.00	\$ 4,775.76	\$ 44,893.76
Direct Expenses					\$ 14,566.80
ADS - Aerial Mapping					\$ 14,566.80
GHBW - Geotechnical					\$ 43,122.75
Tyler - Design Surveys					\$ 49,051.20
TOTAL PRELIMINARY DESIGN	5,398	\$ 465,275.25	\$ 8,266.15	\$ 55,833.03	\$ 636,115.18
TITLE I - FINAL DESIGN					
Traffic and Signalization Design	55	\$ 6,462.50	\$ 115.00	\$ 775.50	\$ 7,353.00
Roadway Design	882	\$ 94,462.50	\$ 680.00	\$ 11,335.50	\$ 106,478.00
Bridge Design	1,620	\$ 159,725.50	\$ 768.00	\$ 19,167.06	\$ 179,660.56
Bidding Services	176	\$ 17,259.00	\$ 1,165.00	\$ 2,071.08	\$ 20,495.08
Direct Expenses					\$ 255,037.46
OR Colan - ROW Acquisition Services					\$ 255,037.46
TOTAL FINAL DESIGN	2,557	\$ 260,650.50	\$ 1,563.00	\$ 31,278.06	\$ 569,024.10
TITLE I - PROJECT ADMINISTRATION					
Administration	708	\$ 104,453.25	\$ 1,060.00	\$ 12,534.39	\$ 118,047.64
TOTAL PROJECT ADMINISTRATION	708	\$ 104,453.25	\$ 1,060.00	\$ 12,534.39	\$ 118,047.64
TOTAL TITLE I	8,663	\$ 830,379.00	\$ 10,889.15	\$ 99,645.48	\$ 1,323,186.92
TITLE II - SHOP DRAWINGS, DESIGN SOLUTIONS					
Traffic & Signalization Design	36	\$ 4,379.76	\$ -		\$ 4,379.76
Roadway Design	90	\$ 11,365.20	\$ 825.00		\$ 12,190.20
Bridge Design	208	\$ 24,245.76	\$ 160.00		\$ 24,405.76
Project Administration	128	\$ 25,530.12	\$ 880.00		\$ 26,410.12
TITLE II	462	\$ 65,520.84	\$ 1,865.00		\$ 67,385.84
SUPPLEMENTAL AGREEMENT NO. 1					
TITLE II - CONSTRUCTION ENGINEERING INSPECTION - JOB 080430					
Job 080431 Fee Will Be Negotiated After Approval Of Final Plans					
Survey Control	589	\$ 48,774.15	\$ 1,389.60		\$ 50,163.75
Field Engineering/Construction Observation	3,074	\$ 305,923.96	\$ 14,722.00		\$ 321,645.96
Engineering Management	388	\$ 66,220.00	\$ 2,850.00		\$ 69,070.00
Direct Expenses					\$ 21,486.00
GHBW - QA TESTING					\$ 21,486.00
TOTAL SUPPLEMENTAL AGREEMENT NO. 1	4,051	\$ 421,918.11	\$ 18,961.60		\$ 462,365.71
ORIGINAL CONTRACT TITLE II	462	\$ 65,520.84	\$ 1,865.00		\$ 67,385.84
MODIFIED CONTRACT TITLE II	4,513	\$ 487,438.95	\$ 20,826.60		\$ 529,751.55
TOTAL PROJECT TWO	13,176	\$ 1,317,817.95	\$ 31,715.75	\$ 99,645.48	\$ 1,852,938.47
TOTAL PROJECT ONE AND TWO	23,586	\$ 1,952,605.18	\$ 25,139.35	\$ 216,880.64	\$ 3,115,694.38

APPENDIX "A"
 JOB 080174
 Faulkner County

MANHOUR & FEE ESTIMATE - GARVER

SURVEYS - CEI

Hrs. @ \$66.00 \$41.00 \$45.50 \$21.50 \$18.00 \$30.25

	Project Manager	Resident Engineer	Sr Project Surveyor	Party Chief	Instrument Man	Technician	Total
GRADING & STRUCTURES CONTRACT - PROJECT TWO (080430)							
Survey Control							
Verify survey control	0	2	15	40	40	25	122
Survey checks for compliance to contract documents	0	4	12	30	30	16	92
Perform surveys to check bridges and drainage structures			20	50	50	30	150
Perform surveys required for verification of quantities	8	12	15	75	75	40	225
TOTAL SURVEY CONTROL HOURS	8	18	62	195	195	111	589
Direct Salaries	\$528.00	\$738.00	\$2,821.00	\$4,192.50	\$3,510.00	\$3,357.75	\$15,147.25
Title II Multiplier							3.22
TOTAL SURVEY CONTROL COSTS							\$48,774.15

APPENDIX "A"
JOB 080174
Faulkner County

MANHOUR & FEE ESTIMATE - GARVER

FIELD ENG. AND CONSTRUCTION OBSERVATION	Hrs. @	\$41.00	\$41.50	\$30.00	\$23.00	
		Resident Engineer	Sr Constr Observer	Constr Observer	Admin	Total
GRADING & STRUCTURES CONTRACT - PROJECT TWO (080430)						
Field Engineering / Construction Observation						
Review design documents, plans, and geotechnical reports	20		40			60
Establish written QA testing procedures						0
Develop setup for Record Documents					20	20
Prepare/Conduct on-site weekly meetings with contractor	60				60	120
Publish minutes for each progress and schedule meeting					60	60
Prepare/Review and recommend monthly pay requests	40				60	100
Establish requirements for invoicing sub, app, and pay	20					
Construction observation services includes:				2,400		2,400
Monitor on-site construction activities						
Keep daily diaries of contractor activities						
Monitor traffic maintenance plan						
Monitor contractor's compliance to SWPPP						
Conduct periodic batch plant inspections						
Field Engineering (As described in contract)	160					160
Evaluate and approve/disapprove change order requests	20					20
Coordinate/conduct final inspection and prepare "punch-list"	8		16		4	28
Confirm "punch-list" completion	8		8			16
Submit final project documentation	20				30	50
Assist in dispute resolutions if needed	20			20		40
TOTAL FIELD ENG./CO HOURS	376	0	2,484	234	3,074	
	Direct Salaries	\$15,416.00	\$0.00	\$74,520.00	\$5,382.00	\$95,318.00
	Title II Multiplier					3.22
TOTAL FIELD ENG./CO COSTS						\$306,923.96

BASIS OF ESTIMATE:

Construction period of 420 Calendar Days

CO on site full time - 40 hrs/wk

SCO on site 10 hrs/wk

Resident Engineer's time is based on 8 hours per week for duration of project for Field Engineering and Engineering Management

Clerical's time is based on 16 hrs/wk for Field Engineering/Construction Observation and Engineering Management

APPENDIX "A"
 JOB 080174
 Faulkner County

MANHOUR & FEE ESTIMATE - GARVER

ENGINEERING MANAGEMENT	Hrs. @	\$66.00	\$41.00	\$41.50	\$30.00	\$23.00	
	Project Manager	Resident Engineer	Sr Constr Observer	Constr Observer	Admin	Total	
GRADING & STRUCTURES CONTRACT - PROJECT TWO (080430)							
Engineering Management Services							
Review design documents, plans, and geotechnical reports	8					8	
Prepare agenda for and conduct pre-construction meeting and minutes	8	4			4	16	
Prepare progress meeting format and agenda	2	4				6	
Establish written QA testing procedures and frequency requirements	12				8	20	
Establish requirements for invoicing submittal, approval, and payment	8				4	12	
Prepare/Conduct on-site monthly meetings with contractor and sub-contractors	42					42	
Prepare/Review and recommend monthly pay requests and verify all forms are complete	16					16	
Engineering Management	120	60			40	220	
Evaluate and approve/disapprove change order requests if/as they arise	16					16	
Submit final project documentation	16					16	
Assist in dispute resolutions if needed	16					16	
TOTAL ENG. MNGMT. HOURS	264	68	0	0	56	388	
	Direct Salaries	\$17,424.00	\$2,788.00	\$0.00	\$0.00	\$1,288.00	\$21,500.00
	Title II Multiplier						3.08
TOTAL ENG. MNGMT. COSTS							\$66,220.00

BASIS OF ESTIMATE:

Construction period of 420 calendar days

Project Manager's time is based on 2 hrs/wk for duration of project

Resident Engineer's time is based on 16 hours per week for duration of project for Field Engineering and Engineering Management

Clerical's time is based on 16 hrs/wk for Field Engineering/Construction Observation and Engineering Management

**Attachment 3
Revisions to Appendix B1 for
Supplemental Agreement No. 1
Job No. 080174
FAP. NO. HDP-9501 (1)**

Date: _____

WHEREAS, Garver, LLC (“Consultant”) and Grubbs, Hoskyn, Barton and Wyatt, Inc. (“Subconsultant”) entered into a Subconsultant Agreement on October 7, 2010; and,

WHEREAS, the Subconsultant will perform materials testing during the construction of Job 080430 – Hwy. 365 to Sturgis Road (Gr. & Strs.),

NOW THEREFORE, the following modifications will be made to the Agreement to include the described additional items of work:

MODIFICATIONS:

1. The Subconsultant Agreement “Appendix B1” Contract Ceiling Price amount (Paragraph 3.2) is increased from \$119,552.96 to \$141,038.96.
2. The “Costs, Fees, Payments and Rate Schedules” are revised to add Paragraphs 3.8 to 3.10 as shown below:

3.8 “Title II Multiplier” is the mark-up by which the fee and indirect costs associated with Title II services are calculated. The Title II Multiplier, which accounts for the fee and indirect costs, is multiplied by the salary rate, as shown on the Schedule of Salary Ranges, of the particular individual(s) performing the Title II services. The Title II Multiplier for the term of this Agreement is 3.11.

3.9 “Title II Services” are those services provided by the Consultant after the award of the contract for the construction of the Project, consisting primarily of engineering services during the construction of the Project.

3.10 “Title II Services Ceiling Price.” The Title II Services Ceiling Price for this Agreement is \$21,486.00. The Title II Services Ceiling price is the maximum aggregate amount of all payments that the Owner may become obligated to make under this Agreement for fees and costs related to Title II Services. In no event, unless modified in writing, shall total payments by the Owner related to Title II Services exceed the Title II Services Ceiling Price. The Consultant shall not be entitled to receive adjustment, reimbursement, or payment for, nor shall the Owner, its officers, agents,

employees, or representatives, incur any liability for, any fee or cost related to, Title II Services exceeding the Title II Services Ceiling Price.

3. See Attachment 4 for modifications to "Attachment 1 to Appendix B1" for the additional Subconsultant services included in this Supplemental Agreement.

IN WITNESS WHEREOF, the parties execute this Supplemental Agreement No. 1, to be effective upon the date set out above.

GARVER, LLC

GRUBBS, HOSKYN, BARTON &
WYATT, INC.

BY: _____

BY: _____

Vice President

President



City of Conway
Street and Engineering Department
100 East Robins Street
Conway, AR 72032

B. Finley Vinson, P.E.
Traffic Engineer
finley.vinson@cityofconway.org
501-450-6165

March 12, 2014

Mayor Tab Townsell
City Hall
1201 Oak Street
Conway, Arkansas 72032

Re: Lewis Crossing Sidewalks

Dear Mayor Townsell,

I met with the Bicycle and Pedestrian Advisory Board (BPAB) last month regarding sidewalks and shared use paths at the Lewis Crossing Development, also known as the old sale barn site. The BPAB's recommendation was to request an in-lieu payment from the developer rather than the construction of sidewalks and shared use paths on roadways adjacent to the development. My understanding is that the developer is agreeable to this. If the council agrees with this recommendation, a payment could be made at a rate of \$15 per linear foot for 5' wide sidewalks and \$36 per linear foot for 12' wide shared use paths.

Attached for your consideration is a site plan showing existing sidewalks as well as proposed sidewalks and shared use paths. If an in-lieu payment is allowed, payment will be calculated from this plan; approximately 2,500' of 12' shared use path and approximately 5,500' of 5' sidewalk. Please be aware that with respect to Dave Ward Drive, the Arkansas Highway and Transportation Department (AHTD) will have the final say regarding whether sidewalks and/or shared use paths are required.

Sincerely,

B. Finley Vinson III, P.E.

DRAWING #
SP- 1

- EXISTING SIDEWALK TO REMAIN
- EXISTING SHOULDER TO REMAIN
- PROPOSED 5' SIDEWALK
- PROPOSED 12' SHARED USE PATH

SITE DATA

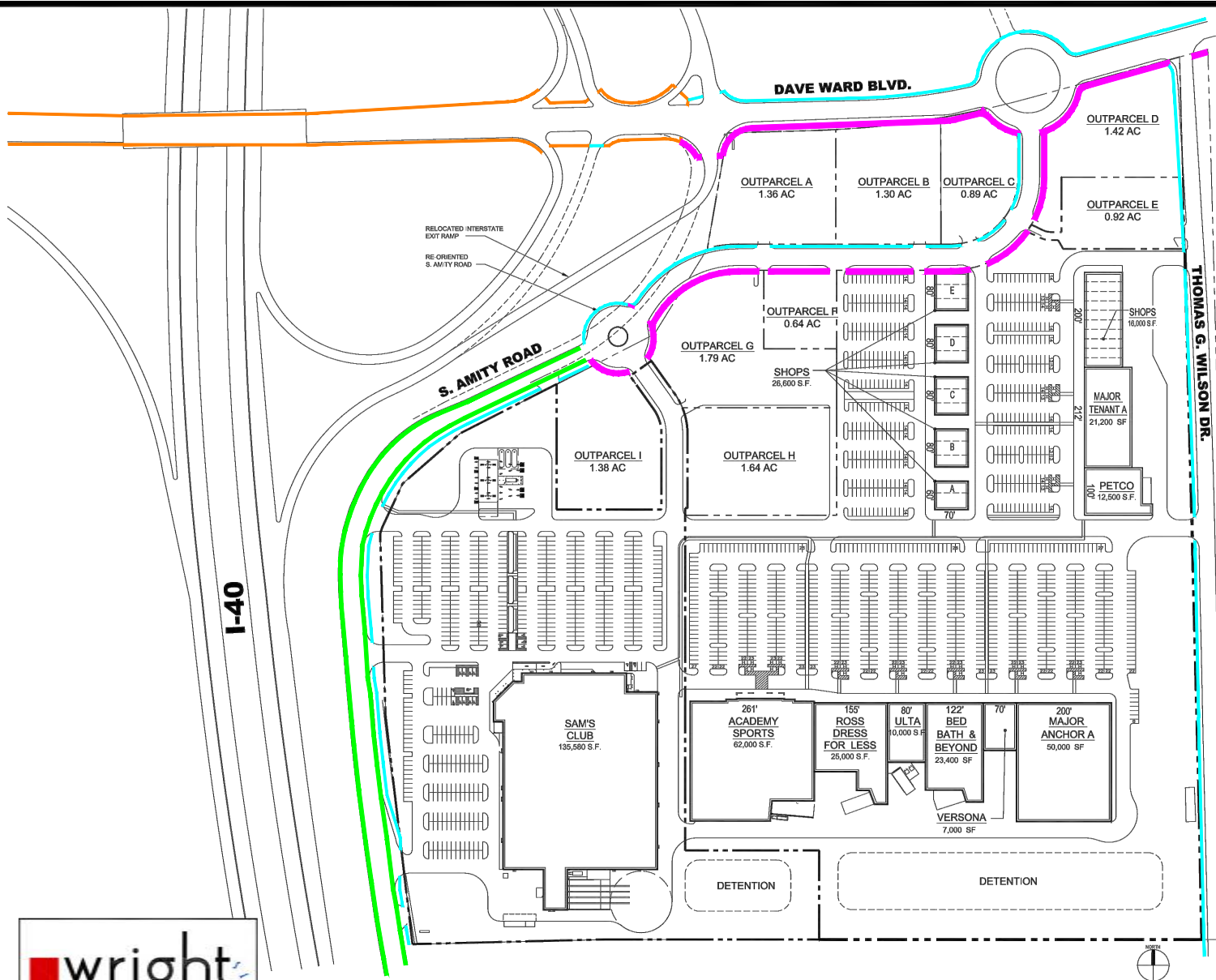
SHOPPING CENTER	30.25 ACRES
SAM'S CLUB TRACT	14.63 ACRES
OUTPARCEL A	1.36 ACRES
OUTPARCEL B	1.30 ACRES
OUTPARCEL C	0.89 ACRES
OUTPARCEL D	1.42 ACRES
OUTPARCEL E	0.92 ACRES
OUTPARCEL F	0.64 ACRES
OUTPARCEL G	1.79 ACRES
OUTPARCEL H	1.64 ACRES
OUTPARCEL I	1.38 ACRES
TOTAL	56.22 ACRES

BUILDING DATA

ACADEMY SPORTS	62,000 S.F.
MAJOR ANCHOR A	50,000 S.F.
ROSS DRESS FOR LESS	25,000 S.F.
BED BATH AND BEYOND	23,400 S.F.
MAJOR TENANT A	21,200 S.F.
PETCO	18,000 S.F.
ULTA	12,000 S.F.
VERSONA	7,000 S.F.
SHOPS	42,600 S.F.
TOTAL	261,200 S.F.

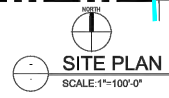
PARKING DATA

PARKING PROVIDED	1205 SPACES
PARKING REQUIRED @ 4.3/1,000 S.F.	1123 SPACES



CONWAY ARKANSAS RETAIL SITE
CONWAY, ARKANSAS

DRAWING PREPARED FEBRUARY 14, 2014 © COPYRIGHT 2014, WRIGHT ARCHITECTS, P.C.





**City of Conway, Arkansas
Ordinance No. O-14-_____**

AN ORDINANCE APPROPRIATING FUNDS FOR THE CONWAY STREET AND ENGINEERING DEPARTMENT FOR PART TIME PERSONNEL; AND FOR OTHER PURPOSES:

Whereas, the Conway Street and Engineering Department has determined that it can more effectively and provide efficient signal timing with more current, reliable, and accurate intersection turning movement data; and

Whereas, The only reliable, cost-effective method of gathering intersection turning movement data is through the use of a manual counting; and

Whereas, the Conway Street and Engineering Department request additional funds be appropriate to the 2014 budget to cover additional cost associated with the requested Traffic Data Collector position.

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

Section 1. The City of Conway Street and Engineering Department budget shall be amended by appropriating \$3,604 from the Street Fund Balance Appropriation account 002-201-4900 into the Street Fund Part Time account 002-201-5113.

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

PASSED this 18th day of March, 2014

Approved:

Mayor Tab Townsell

Attest:

**Michael O. Garrett
City Clerk/Treasurer**



City of Conway
Street and Engineering Department
100 East Robins Street
Conway, AR 72032

B. Finley Vinson, P.E.
Traffic Engineer
finley.vinson@cityofconway.org
501-450-6165

March 10, 2014

Mayor Tab Townsell
City Hall
1201 Oak Street
Conway, Arkansas 72032

Re: Part Time Traffic Counter

Dear Mayor Townsell,

The Street and Engineering department would like to hire a part-time employee to perform manual traffic counts. This employee would be available on an as-needed basis to collect intersection turning movement counts for the purpose of intersection and corridor timing. At this time, we are in need of accurate and recent count information in order to keep our signal system timing current. The job of traffic counting currently falls to our Engineering Technician. However, counts often need to be performed outside of his regular business hours, i.e. evenings and weekends.

We propose the hiring of a part-time "Traffic Data Collector" to be paid at the rate of a part time grounds keeper, \$9.73/hour. On average, this person would most likely work approximately 8 hours/week. The total cost to the city would be approximately \$11.26/hr or \$4700/year. As an alternative, this work may be contracted out at a rate of \$350/intersection or approximately \$40/hour.

Thank you for your consideration of this matter.

Sincerely,

B. Finley Vinson III, P.E.



**City of Conway, Arkansas
Ordinance No. O-14-___**

AN ORDINANCE APPROPRIATING FUNDS FOR THE REPAIR OF THE PLANNING DEPARTMENT HONDA CIVIC; REPEALING ANY ORDINANCES IN CONFLICT; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES:

Whereas, The City of Conway would like to request that funds be appropriated for the repair of the Planning Department's 2004 Honda Civic Hybrid and;

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

Section 1. The City of Conway shall appropriate \$4,503 from General Fund – Fund Balance Appropriation Account (001.119.4900) to the Planning Department Vehicle Maintenance Account (001.105.5450).

Section 2. That any ordinance which conflicts with this ordinance is hereby repealed to the extent of the conflict.

Section 3. That this ordinance is necessary for the protection, peace, health and safety of the citizens of Conway, and therefore, an emergency is declared to exist, and this ordinance shall go into effect from and after its passage and approval.

PASSED this 18th day of March, 2014.

Approved:

Mayor Tab Townsell

Attest:

**Michael O. Garrett
City Clerk/Treasurer**



**City of Conway, Arkansas
Resolution No. R-14-___**

A RESOLUTION AMENDING THE MASTER STREET PLAN IN THE OLD CANTRELL FIELD/CENTRAL LANDING AREA, TO INCLUDE THE NEW CENTRAL LANDING BOULEVARD, ELSINGER BOULEVARD OVERPASS, SUPPORTING STREETS, SUPPORTING ROUNDABOUTS, AND UPGRADING OF EXISTING STREET CLASSIFICATIONS AND LOCATIONS:

Whereas, The City of Conway would like to update the Master Street Plan to reflect upcoming street improvements in the Old Cantrell Field area;

Whereas, These street improvements will greatly benefit the citizens of Conway by providing a new east-west corridor over Interstate 40 and greater access to the Old Cantrell Field area and proposed development;

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

The graphic Conway Master Street Plan shall be updated as shown on Exhibit A to include:

1. An overpass with supporting roundabout shall be added to the Conway Master Street Plan connecting Elsinger Blvd to Sixth St.
2. Middle Rd shall be extended across I-40 with an overpass including a roundabout and realigned as a minor arterial intersecting Equity Ave extended at a roundabout. Robins St shall be extended to meet with this roundabout.
3. Equity Ave shall connect with the extended Bruce St.
4. Bruce St shall be extended to connect with Sixth St at a roundabout.
5. Elsinger Blvd, Sixth St, Bruce St, Equity Ave, Ingram St, and others as shown, shall be designated as a minor arterials.
6. Central Landing Blvd shall be added and designated as a minor arterial.
7. A collector street along the east side of Little Creek shall be added from Oak St to Bob Courtway Dr.
8. Existing improvements to College Ave, Museum Rd, Siebenmorgen Rd, Elsinger Blvd, and supporting roundabouts shall be designated.
9. Text shall be added to the Comprehensive Plan/Master Street Plan to include, "Additional street paving and right-of-way in the form of turning lanes and/or roundabouts may, upon consultation with the City Engineer and/or Planning Staff, be required along arterial streets and intersections with other arterial or collector streets."

PASSED this 18th day of March, 2014.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk Treasurer



C
P

1201 Oak Street
Conway, AR 72032

T 501.450.6105
F 501.450.6144

www.conwayplanning.org

March 12, 14

MEMO

From: Bryan Patrick

To: Mayor and Council

Master Street Plan Amendment and Subdivision Ordinance Amendment

The Planning Department is requesting that the City Council review and approve the enclosed Master Street Plan and Subdivision Ordinance amendments.

The Master Street Plan amendment will change the configuration and street classifications of major streets in the Old Cantrell Field area. The amendment will also update the Master Street Plan to reflect several street realignments that have occurred in the area since the adoption of the plan in 2004.

Additional language will be added to the Master Street Plan and the Subdivision Ordinance to require additional roundabout rights of way as needed at major intersections throughout the city.

These amendments have been coordinated with the City Engineer. The Planning Commission will consider these amendments at their March 17, 2014 meeting. Their recommendation will be given to the Council at the meeting on the 18th. Public notice of these amendments has been advertised in the Log Cabin as required by state law.

The revised Master Street Plan, Resolution, and Ordinance are enclosed.

Conway Master Street Plan Amendment

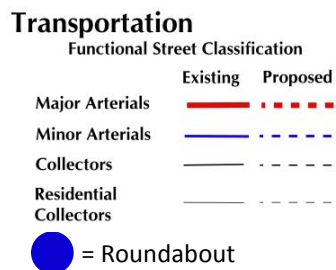
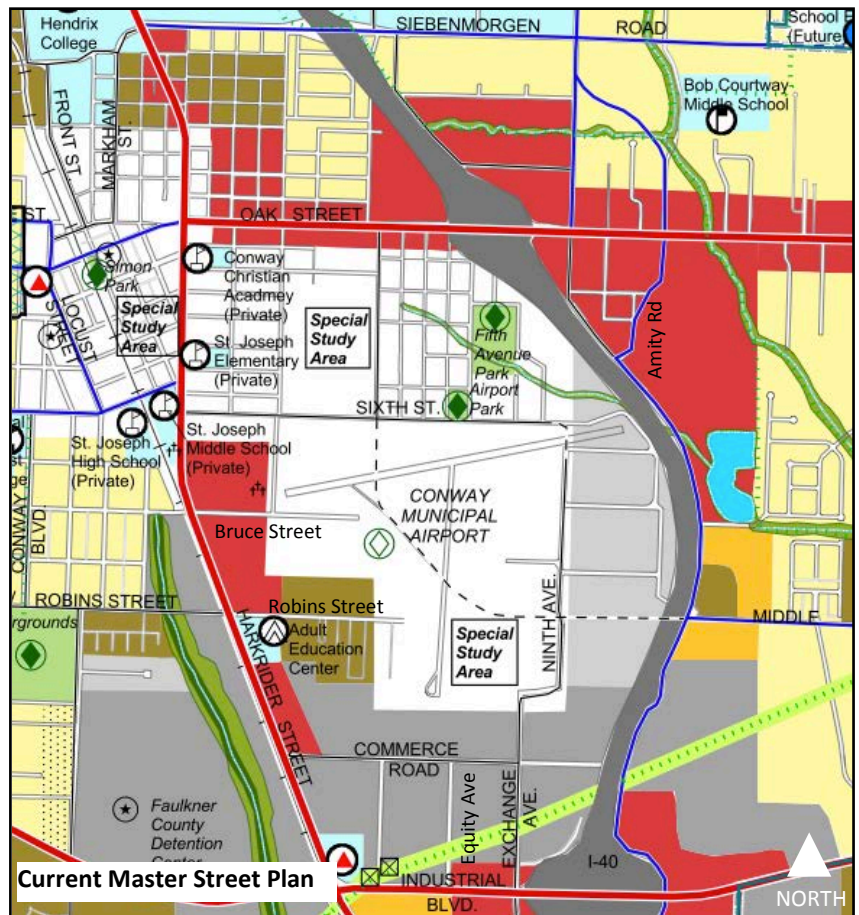
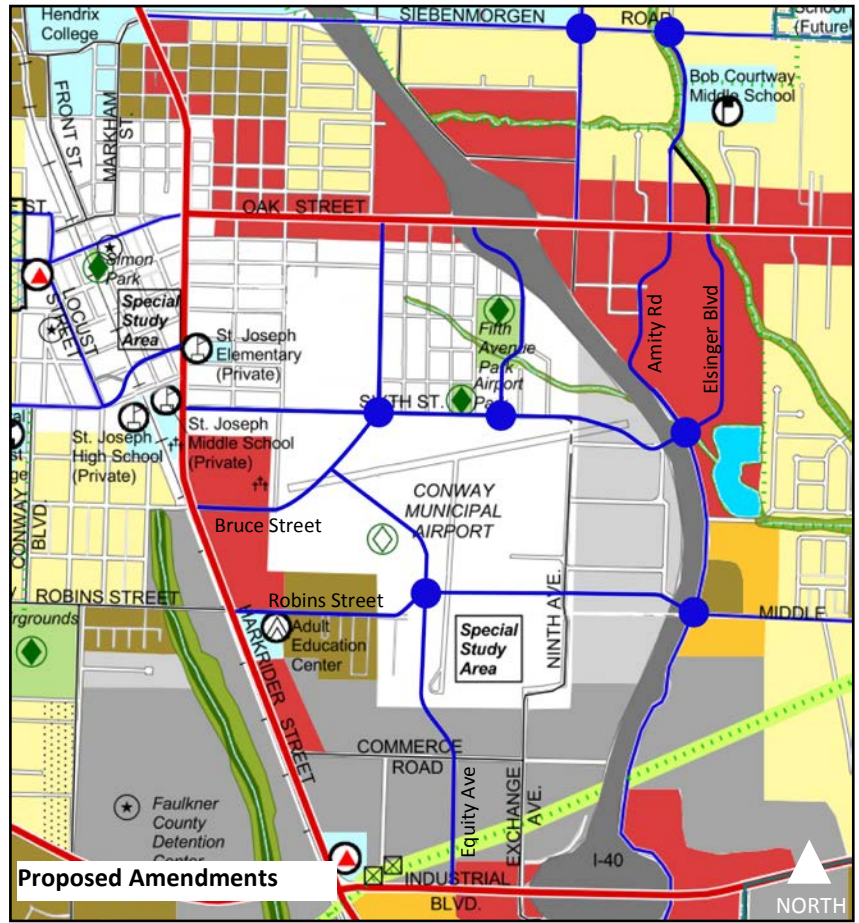
Conway Master Street Plan Amendment in the Old Airport (Cantrell Field) Area

Planning staff in consultation with the Street/Engineering Department recommends this amendment to the Conway Master Street Plan. (top right) The current area Master Street Plan is shown bottom right.

These changes are made to bring the Master Street Plan up to date and in preparation of the Old Cantrell Field redevelopment.

The 2004 Master Street Plan did not anticipate the redevelopment of the old airport as a major shopping center. These changes also reflect the adopted use of roundabouts as the preferred street intersection. Two major east-west routes would also open up providing greater connectivity over the interstate to downtown and west Conway.

The recommendation of the Planning Commission will be forwarded to the City Council for adoption as a resolution.





**City of Conway, Arkansas
Ordinance No. O-14-_____**

AN ORDINANCE AMENDING THE CITY OF CONWAY SUBDIVISION ORDINANCE O-00-03; TO REQUIRE ADDITIONAL STREET RIGHT OF WAY AS NEEDED FOR ROUNDABOUTS; REPEALING ANY ORDINANCES IN CONFLICT; AND FOR OTHER PURPOSES:

WHEREAS, The City of Conway would like to amend the Conway Subdivisions Ordinance to require the dedication of additional right of way as necessary as part of the subdivision/replatting process;

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

Section 1. The City of Conway shall amend the Conway Subdivision Ordinance O-00-03, Section 5, Subdivision Design Standards, 10. Intersections and Alignment, c., to read as follows:

“Additional street paving and right-of-way in the form of turning lanes *and/or roundabouts* may, upon consultation with the City Engineer and/or Planning Staff, be required along arterial streets and intersections with other arterial or collector streets.”

Section 2. That any ordinance which conflicts with this ordinance is hereby repealed to the extent of the conflict.

Section 3. That this ordinance is necessary for the protection, peace, health and safety of the citizens of Conway, and therefore, an emergency is declared to exist, and this ordinance shall go into effect from and after its passage and approval.

PASSED this 18th day of March, 2014.

Approved:

Mayor Tab Townsell

Attest:

**Michael O. Garrett
City Clerk/Treasurer**



CITY OF CONWAY
Planning and Development

1201 Oak Street
Conway, AR 72032

T 501.450.6105
F 501.450.6144

www.conwayplanning.org

March 11, 2014

MEMO

From: Bryan Patrick

To: Mayor and City Council

At the September 24, 2013 meeting, the City Council approved an amendment to the Northeast Old Conway Area Specific Plan to allow MFB Investments/Phoenix Recovery to operate transitional housing in the Brown Subdivision area of Conway. Nine conditions were specified for this amendment. Condition 7 required a 6 month compliance review. March 24, 2014 will be six months from the date of approval.

The 9 conditions as approved on September 24, 2013:

1. Transitional housing services may only be operated by MFB Investments, LLC; 100 Gamble Road; Little Rock, AR; 72211. Any transfer of ownership will require City Council approval through an amendment to the Northeast Old Conway Area Specific Plan.
2. Said MFB Investments shall be allowed to offer prisoner transitional housing to approved and vetted parolees whose offenses shall not include violent offenses, sexual offenses, robbery offenses, or fire arms offenses.
3. A six foot wooden privacy fence must be constructed and maintained along the rear (west property line) of the lots along Ingram Street.
4. Medical, psychological, and drug rehabilitation support services may not be offered onsite.
5. No more than four persons may occupy any one dwelling unit. Any construction is limited to the existing platted lots and must be compliant to the original R-2 zoning that allows two units (duplex) per lot with no more than four occupants per unit.
6. A 5-foot-wide concrete sidewalk shall be constructed for access from Jersey Street to Ingram Street.
7. MFB Investments, LLC, shall appear before City Council again in six months for Council review for compliance to these conditions. Community input will be heard at that time.
8. With approval from the appropriate City authorities, the streets internal to this facility shall be closed and designated as unbuildable space with all easements being retained. After streets are closed, an electronic gate shall be installed at the Jersey Street entrance to the property.
9. MFB Investments shall donate \$10,000.00 for a beautification project with the City and/or the neighborhood for landscaping and the planting of trees throughout the neighborhood.

Mr. Matt Bell of MFB Investments has been contacted and will address the Council at the March 18 meeting.

Mr. Bell can provide more information on the compliance of Items 1, 2, 4, and 5. Items 3 and 6 have been constructed and are complete.

Item 8 is complicated. If the Council and Mr. Bell would like to close the public streets and make them private property, Council must close the streets as prescribed by State law. Private streets have only been allowed within PUDs and multifamily developments. The Northeast Old Conway Specific Area Plan amendment may be sufficient to set off the streets as private. If the streets are closed and made private, re-platting of the property into one uniform parcel might be in order. Mr. Bell has recently stated that he is working with Habitat for Humanity and the Borregas family to buy the last remaining private home in the area. Until this matter is settled, the streets should remain public.

Item 9 requires a \$10,000 donation for a beautification project in the city or the neighborhood. Further direction from Council is needed to direct this donation towards a specific project or into a general account to be used for a future beautification project.

Project requests

Service	Description	Cost of Service	Request	Number Served
Boys and Girls Club	Transportation	\$65,042	\$10,000	400
FC Council on Aging	Transportation	\$105,605	\$20,000	208
FC Day School	Matching funds for van	\$56,530	\$11,306	63
Reaching our Children Youth Cen	equipment (tables, chairs, learning	\$7,420	\$7,420	30
Soul Food Café	Transportation of food	\$55,544	\$30,000	5500
Women's Shelter	Transportation	\$8,500	\$5,000	
Other transportation contracts				
		\$298,641	\$83,726	
		AVAILABLE	\$60,000	
Administration		AVAILABLE	\$80,000	
Capital		Cost of Service	Request	Number Served
FC Council on Aging	Acquisition	\$2,000,000	\$125,000	1284
CAPCA	housing rehab	\$182,000	\$120,000	31 families
Community service	rehab (baby changing station, wate	\$10,000	\$10,000	400
FC Day School	parking lot	\$43,101	\$43,101	104
HAVEN	rehab carport to rec room for different age girls	\$25,000	\$25,000	52
HOPE Preschool/Community	Gym floor rehab	\$50,000	\$50,000	400-500
HOPE Preschool/Community	playground	\$15,000	\$15,000	150-250
Independent Living Services	Drainage	\$74,000	\$74,000	17
Pine Street	Completion of neighborhood design, alley construction and utility placement		\$82,000	
Soul Food Café	new construction	\$677,813	\$200,000	5500
		\$3,076,914	\$744,101	
		AVAILABLE	\$260,000	



CITY OF CONWAY
SANITATION DEPARTMENT

*P.O. Box 915
4550 Hwy. 64 West
Conway, AR 72033
(501) 450-6155
Fax: (501) 450-6157*

Cheryl Harrington
Director

March 12, 2014

Mayor Tab Townsell
1201 Oak Street
Conway, AR 72032

Re: 2014 Commercial Rear Load Refuse Truck

Dear Mayor Townsell,

Bids were submitted at 10.00 am, Tuesday, March 11, 2014 at City of Conway City Hall for a 2014 Commercial Rear Load Refuse Truck. Three bids were submitted:

J & R Equipment, LLC	\$167,305.00
Truck Centers of Arkansas	\$186,356.00
River City Hydraulics, Inc.	\$191,500.00

I recommend accepting Bid #2 from Truck Centers of Arkansas for \$186,356.00. This was the lowest bid and met all bid specs.

Please advise if you have questions or need additional information.

Sincerely,

Cheryl Harrington
Sanitation Director

BID SUMMARY
2014 Commercial Rear Load Refuse Truck
Bid #2014-09

Bid #1 submitted by J & R Equipment LLC
1-2014 Freightliner w/ Leach 2Rlll
\$167,305.00
After trade-in
Delivery time 60-90 Days after receipt of chassis

Bid #2 submitted by Truck Centers of Arkansas
1-2015 Freightliner M-2112 w/ Loadmaster Body
\$186,356.00
After Trade-in
Delivery time 120-150 Days

Bid #3 submitted by River City Hydraulics, Inc.
1-2014 Freightliner M2-112 w/Heil 5000
\$191,500.00
After Trade-in
Delivery time 180 Days ARO

I recommend accepting the bid from Truck Centers of Arkansas with a bid #2 of \$186,356.00. This truck meets all specifications. Prices include tax and delivery costs. The Lowest bid not meet Specifications.



City of Conway – Conway Sanitation Department
Bid Number: 2014-09
2014 Commercial Rear Load Refuse Truck_CNG Bidder Submittal
Bid Opening Date: Tuesday, March 4th, 2014
City Hall, Downstairs Conference Room @ 10:00am

Total Cost for a Commercial Rear Load Refuse Truck \$ 215,555
Total Cost for Trade In: (2008 Freightliner) \$ 48,250.00
Total Cost after Trade In: \$ 167,305.00
Type of Truck: Freightliner/Leach 2RIII
Estimated Delivery Date: 60 - 90 days after receipt of chassis.


Authorized Agent bidding on this project:

J & R Equipment LLC

Company Name

Tim Barr

Company Representative Name



Representative's Signature

3-3-14

Date

25-C N. Council

Address

tbarr@jrequip.net

Email Address

OKC

City

OK

State

73127

Zip

405-495-5110

Telephone Number

405-495-5112

Fax Number

***Unsigned bids will not be accepted.**



TRUCK CENTERS OF ARKANSAS
North Little Rock • Van Buren • Springdale

11700 Valentine Road
North Little Rock, AR 72117

Local: 501.955.3200

Toll Free: 800.562.8875

Fax: 501.907.2066

www.truckcentersar.com

Robert Mooney

Vocational Truck Sales

Mobile: 501.650.5379

rmooney@truckcentersar.com

City of Conway – Conway Sanitation Department

Bid Number: 2014-09

4 Commercial Rear Load Refuse Truck_CNG Bidder Submittal

Bid Opening Date: Tuesday, March 4th, 2014

City Hall, Downstairs Conference Room @ 10:00am



Total Cost for a Commercial Rear Load Refuse Truck

\$ 208,856⁰⁰

Total Cost for Trade In: (2008 Freightliner)

\$ 22,500⁰⁰

Total Cost after Trade In:

\$ 186,356⁰⁰

Type of Truck:

2015 Freightliner M-2112
Loadmaster Body

Estimated Delivery Date:

120-150 Days

Authorized Agent bidding on this project:

Truck Centers of Arkansas

Company Name

Robert Mooney

Company Representative Name

[Signature]

Representative's Signature

3-4-14

Date

11700 Valentine Rd

Address

rmooney@truckcentersar.com

Email Address

N. Little Rock AR

City

State

72117

Zip

501-955-3200

Telephone Number

501-907-2066

Fax Number

*Unsigned bids will not be accepted.



City of Conway – Conway Sanitation Department
Bid Number: 2014-09
2014 Commercial Rear Load Refuse Truck_CNG Bidder Submittal
Bid Opening Date: Tuesday, March 4th, 2014
City Hall, Downstairs Conference Room @ 10:00am

Total Cost for a Commercial Rear Load Refuse Truck \$ 211,500.⁰⁰
Total Cost for Trade In: (2008 Freightliner) \$ <20,000.⁰⁰>
Total Cost after Trade In: \$ 191,500.⁰⁰
Type of Truck: Freightliner Model M2-112
Body - HEVL 5000
Estimated Delivery Date: 180 Days ARO

Authorized Agent bidding on this project:

RIVER City Hydraulics Inc
Company Name

Roger Williams
Company Representative Name

Roger Williams 3-3-14
Representative's Signature Date

122 Margaret Drive vchnogee@stglobal.net
Address Email Address

SHERWOOD AR 72120
City State Zip

501-835-5230 501-834-1233
Telephone Number Fax Number

***Unsigned bids will not be accepted.**



CITY OF CONWAY
SANITATION DEPARTMENT

*P.O. Box 915
4550 Hwy. 64 West
Conway, AR 72033
(501) 450-6155
Fax: (501) 450-6157*

Cheryl Harrington
Director

March 12, 2014

Mayor Tab Townsell
City Hall
1201 Oak Street
Conway, AR 72032

Re: 2014 Automated Side Loading Refuse Truck

Dear Mayor Townsell,

Bids were submitted at 10.00 am, Tuesday March 11, 2014 at Conway City Hall for 2014 Automated Side Loading Refuse Truck. Four bids were submitted:

ShIPLEY Motor Equipment Co.	\$223,500.00
River City Hydraulics, Inc.	\$265,625.00
River City Hydraulics, Inc.	\$269,125.00
ShIPLEY Motor Equipment Co.	\$270,045.35
River City Hydraulics, Inc.	\$274,355.00

I recommend accepting the bid #2 from River City Hydraulics, Inc. for \$265,625.00. This truck meets all specifications. Prices include tax and delivery costs.

Please advise if you have questions or need additional information.

Sincerely,

Cheryl Harrington
Sanitation Director

BID SUMMARY
2014 Automated Side Loading Refuse Truck
Bid #2014-10

Bid #1 submitted by Shipley Motor Equipment Co.
2014 Mack LEU 633 w/Labrie
\$223,500.00
After trade-in
Delivery time 120 Days

Bid #2 submitted by River City Hydraulic, Inc.
2014 Peterbilt model 320w/Heil Dura Pack Python
\$265,625.00
After trade-in
Delivery time 60 to 75 Days ARO

Bid #3 submitted by River City Hydraulics, Inc.
2014 Mack MRU w/Heil Dura Pack Python
\$269,125.00
After trade-in
Delivery time 180 Days ARO

Bid #4 submitted by Shipley Motor Equipment Co.
2014 Mack /New Way
\$270,045.35
After trade-in
Delivery time 230 Days

Bid #5 submitted by River City Hydraulics, Inc.
2014 Auto Car ACX64 w /Heil Dur Pack Python
\$274,355.00
After trade-in
Delivery time 150 Days ARO

I recommend accepting the bid #2 from River City Hydraulic, Inc. with a bid of \$265,625.00. This truck meets all specifications. Prices include tax and delivery costs.



City of Conway – Conway Sanitation Department
Bid Number: 2014-10
2014 Automated Side Loading Refuse Truck Bidder Submittal
Bid Opening Date: Tuesday, March 4th, 2014
City Hall, Downstairs Conference Room @ 10:00am
www.cityofconway.org

Total Cost for a Automated Side Loading Refuse Truck 275,500.00
Total Cost for Trade In (2009 Mack) \$ (52,000)
Total Cost of after Trade In: \$ 223,500
Type of Truck: Mack L2U633 / Laborer
Estimated Delivery Date: 150 / 210 Days

Authorized Agent bidding on this project:

Shiplay Motor Equipment Company
Company Name

Erley Miller
Company Representative Name

[Signature] 3/4/2014
Representative's Signature Date

620 Mountain Base Rd. emiller@shiplaymotor.com
Address Email Address

Pottsville AR 72858
City State Zip

479-770-6040 479-770-6146
Telephone Number Fax Number

**Unsigned bids will not be accepted.*



City of Conway – Conway Sanitation Department

Bid Number: 2014-10

2014 Automated Side Loading Refuse Truck Bidder Submittal

Bid Opening Date: Tuesday, March 4th, 2014

City Hall, Downstairs Conference Room @ 10:00am

www.cityofconway.org

Total Cost for a Automated Side Loading Refuse Truck \$ 289,125.00
Total Cost for Trade In (2009 Mack) \$ (23,500.00)
Total Cost of after Trade In: \$ 265,625.00
Type of Truck: Peterbilt model 320
Estimated Delivery Date: HEB. Dura 60 to 75 DAYS ARO
PAK Pythal

Authorized Agent bidding on this project:

RIVER City Hydraulics, Inc
Company Name

Roger Williams
Company Representative Name

Roger Williams

Representative's Signature

3.4.14

Date

122 Magnet Dr Address
rchroger@stcglobal.net Email Address

SHERWOOD
City

AR
State

72120
Zip

501.835.5230
Telephone Number

501.834-1233
Fax Number

*Unsigned bids will not be accepted.



City of Conway – Conway Sanitation Department

Bid Number: 2014-10

2014 Automated Side Loading Refuse Truck Bidder Submittal

Bid Opening Date: Tuesday, March 4th, 2014

City Hall, Downstairs Conference Room @ 10:00am

www.cityofconway.org

Total Cost for a Automated Side Loading Refuse Truck \$ 292,625.00
Total Cost for Trade In (2009 Mack) \$ 23,500.00
Total Cost of after Trade In: \$ 269,125.00
Type of Truck: MACK MRU - HEIL ^{DURA PACK} PYTHON
Estimated Delivery Date: 180 - DAYS ARO

Authorized Agent bidding on this project:

River City Hydraulics, Inc
Company Name

Roger Williams
Company Representative Name

Roger Williams 3-4-2014
Representative's Signature Date

122 Magnet Drive vchrager@sbeglobal.net
Address Email Address

SHERWOOD AR 72120
City State Zip

501.835-5230 501.834-1233
Telephone Number Fax Number

*Unsigned bids will not be accepted.



City of Conway – Conway Sanitation Department
Bid Number: 2014-10
2014 Automated Side Loading Refuse Truck Bidder Submittal
Bid Opening Date: Tuesday, March 4th, 2014
City Hall, Downstairs Conference Room @ 10:00am
www.cityofconway.org

Total Cost for a Automated Side Loading Refuse Truck \$ 291,545.35
Total Cost for Trade In (2009 Mack) \$ <21,500.00>
Total Cost of after Trade In: \$ 270,045.35
Type of Truck: Mack / new wt
Estimated Delivery Date: 230 days

Authorized Agent bidding on this project:

Shipley Motor Equipment Company
Company Name

Cory Miller
Company Representative Name

[Signature]
Representative's Signature
3/4/2014
Date

620 Mountain Base Rd
Address
C Miller@shipley.com
Email Address

Pottsville
City
AR
State
72858
Zip

479-713-9991
Telephone Number
479-770-6146
Fax Number

**Unsigned bids will not be accepted.*



City of Conway – Conway Sanitation Department

Bid Number: 2014-10

2014 Automated Side Loading Refuse Truck Bidder Submittal

Bid Opening Date: Tuesday, March 4th, 2014

City Hall, Downstairs Conference Room @ 10:00am

www.cityofconway.org

Total Cost for a Automated Side Loading Refuse Truck \$ 297,855.00
Total Cost for Trade In (2009 Mack) \$ 23,500.00
Total Cost of after Trade In: \$ 274,355.00
Type of Truck: -HELL DURA PACK AUTO CAR ACX64
PYTHON
Estimated Delivery Date: 150 DAYS ARO

Authorized Agent bidding on this project:

River City Hydraulics, Inc.
Company Name

Roger Williams
Company Representative Name

Roger Williams 3-4-14
Representative's Signature Date

122 Magnet Dr. vchrageu@sbcglobal.net
Address Email Address

SHERWOOD AR 72120
City State Zip

501.835.5230 501.834.1233
Telephone Number Fax Number

*Unsigned bids will not be accepted.



City of Conway, Arkansas
Ordinance No. O-14-_____

**AN ORDINANCE AUTHORIZING PERSONNEL CHANGES WITHIN THE CONWAY FIRE DEPARTMENT, AND
 FOR OTHER PURPOSES:**

Whereas, the Conway Fire Department has determined that there is a need to streamline operations and is requesting the following reclassification which will NOT affect the authorized staffing level; and

Whereas, the Conway Fire Department would benefit by this reorganization by reclassifying; and

Whereas, the financial impact of this change will reduce the cost of salary by approximately five thousand (\$5,000) dollars annually; and

Whereas, this change will enable the department to increased proficiency in order to provide a higher level of service and protection to the citizens of Conway.

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

Section 1. The authorized positions in the Conway Fire Department are changed to reflect the following reclassifications:

- Reclassify one Division Chief of Training (FR51) to a an Assistant Chief of Training (FR51)
- Reclassify one Division Chief of Fire Marshal's Division (FR50) to an Assistant Chief of the Fire Marshal's Division (FR50)
- Reclassify one Assistant Chief (FR60) to an Assistant Chief of Operations (FR50)

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

PASSED this 18th day of March, 2014.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
 City Clerk/Treasurer



City of Conway, Arkansas
Ordinance No. O-14-_____

**AN ORDINANCE APPROPRIATING FUNDS TO PURCHASE COMPUTERS FOR VARIOUS DEPARTMENTS;
 DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES.**

Whereas, the City of Conway relies heavily on technology to conduct city business; and

Whereas, Microsoft Corporation has notified the public that support for the XP operating system will no longer exist after April 8th 2014; and

Whereas, Computers using XP operating system poses a security threat to the city's network and will have to be upgraded or replaced; and

Whereas, the funding for this purchase has not previously been appropriated by Council action.

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

Section 1. The City of Conway shall appropriate a total amount of \$107,359 from the General Fund Balance Appropriation (001.119.4900) to Computer Equipment Software (001.108.5650) to upgrade or replace computers in various departments.

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

Section 3. This ordinance is necessary for the protection of the public peace, health and safety, an emergency is hereby declared to exist, and this ordinance shall be in full force and effect from and after its passage and approval.

PASSED this 18th day of March, 2014.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk/Treasurer



MEMO

To: Mayor Tab Townsell
Conway City Council

From: Brenda Yarbrough, Accounts Payable /Fixed Assets Accountant

Date: Wednesday, March 5, 2014

Subject: Disposal/Removal from Inventory

The attached listing details items to be removed from the fixed assets (inventory). I would like to request approval to remove these items from our inventory listing and to dispose of them. The Police Dept. has (2) motorcycles that will be auctioned at www.publicsurplus.com and (20) Taser guns, that have been replaced, and will be sold to Accredited Security for \$300.00 each.

Please advise if you have any questions.

Tag #	Description	Purchase Price	Accum. Depr	Book Value	Auction Price	DEPT.
						121-PD
1009	2007 Harley VIN06886	15,455.00	14,499.44	955.56		auction
1010	2007 Harley VIN07415	15,455.00	14,499.44	955.56		auction
828	X26 Taser 544198	1,425.17	775.41	649.76		
839	X26 Taser 382694	1,217.75	558.79	658.96		
827	X26 Taser 570714	1,425.17	775.41	649.76		
845	X26 Taser 544284	1,217.75	558.79	658.96		
833	X26 Taser 285288	1,425.16	775.40	649.76		
836	X26 Taser 360642	1,425.16	775.40	649.76		
849	X26 Taser 383131	1,217.74	558.78	658.96		
838	X26 Taser 383684	1,217.75	558.79	658.96		
847	X26 Taser 382988	1,217.74	558.78	658.96		
835	X26 Taser 529881	1,425.16	775.40	649.76		
844	X26 Taser 382884	1,217.75	558.79	658.96		
848	X26 Taser 383004	1,217.74	558.78	658.96		
837	X26 Taser 382620	1,217.75	558.79	658.96		
830	X26 Taser 572341	1,425.16	775.40	649.76		
834	X26 Taser 391235	1,425.16	775.40	649.76		
840	X26 Taser 382732	1,217.75	558.79	658.96		
842	X26 Taser 530944	1,217.75	558.79	658.96		
829	X26 Taser 483813	1,425.16	775.40	649.76		
843	X26 Taser 382882	1,217.75	558.80	658.96		
841	X26 Taser 382751	1,217.75	558.80	658.96		



City of Conway, Arkansas
Monthly Financial Reports
February 28, 2014

City of Conway
 Monthly Financial Report - General Fund
 For the month ended February 28, 2014



Revenues	Budget	Month	Year to	Encumbered	(Over)/Under	%
		Activity	Date		Budget	Expend/Collect
Ad Valorem Tax	2,960,000	126,349	378,477		2,581,523	13%
Payments in Lieu of Tax	25,000	-	-		25,000	0%
State Tax Turnback	1,995,402	59,247	174,324		1,821,078	9%
Sales Tax	17,350,000	1,729,246	3,129,643		14,220,357	18%
Beverage Tax	420,000	-	50		419,950	0%
Franchise Fees	2,655,000	288,870	428,267		2,226,733	16%
Airport Revenue	75,000	6,840	14,079		60,921	19%
Airport Fuel Sales .05 / GAL	10,000	556	1,068		8,932	11%
Permits	514,000	23,055	57,825		456,175	11%
ACIEA Revenues	-	(21)	2,079		(2,079)	-
Dog Tags & Fees	25,000	2,125	3,870		21,130	15%
Municipal Court Fines and Fees	990,000	75,467	240,127		749,873	17%
Law Enforcement	713,000	16,775	59,988		653,012	8%
Federal Grant Revenues	40,000	-	10,450		29,550	26%
Parks	493,500	74,660	93,351		400,149	19%
Interest Income	5,200	1,019	2,486		2,714	48%
Donations	-	750	750		(750)	-
Act 833 Revenue	80,000	-	-		80,000	0%
Miscellaneous Revenues	130,300	2,249	15,631		114,669	12%
Transfers from Other Funds	423,000	-	35,250		387,750	8%
Loan Proceeds	-	500,000	500,000		(500,000)	-
Fund Balance Appropriation	75,000	-	-		75,000	0%
Total Revenues	28,980,902	2,907,450	5,148,225	-	23,832,677	18%
Expenditures						
Admin (Mayor, HR)	536,480	34,575	65,268	823	470,389	12%
Finance	495,937	27,441	74,936	55	420,945	15%
City Clerk/Treasurer	181,599	13,920	29,366	601	151,632	16%
City Council	81,915	7,536	14,665	-	67,250	18%
Planning	357,193	31,855	58,763	-	298,430	16%
Permits & Inspections	530,383	39,785	78,447	2,889	449,047	15%
Physical Plant	502,870	32,705	63,174	2,441	437,255	13%
Fleet Maintenance	165,358	7,503	17,377	9,322	138,659	11%
Information Technology	745,617	40,005	73,351	61,771	610,496	10%
Airport	32,500	190,741	194,570	-	(162,070)	599%
Nondepartmental	616,038	15,816	287,603	150	328,284	47%
Police	10,845,109	856,051	1,707,009	39,676	9,098,423	16%
Animal Welfare	410,399	31,090	58,445	204	351,750	14%
Municipal District Court	856,518	68,284	152,507	152	703,859	18%
City Attorney	356,462	27,528	53,381	269	302,812	15%
Fire	9,162,554	709,258	1,391,440	32,554	7,738,561	15%
Parks	2,821,640	162,077	316,390	20,395	2,484,854	11%
	28,698,571	2,296,169	4,636,693	171,302	23,890,576	16%
Transfer to Reserve	500,000	-	-	-	500,000	0%
Total Expenditures	29,198,571	2,296,169	4,636,693	171,302	24,390,576	16%
Net Revenue/(Expense)	(217,669)		511,532			

*All figures are unaudited

Notes:

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

City of Conway
General Fund
2014



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-14-02	1/14/14	Employee fitness center membership	16,238
O-14-13	1/28/14	Fire dept purchase of air compressor for breathing apparatuses	19,839
O-14-14	1/28/14	Additional MEMS subsidy	27,500
O-14-23	2/25/14	Purchase computers	25,548
			<u>\$ 89,125</u>

City of Conway
 Balance Sheet - General Fund
 For the month ended February 28, 2014



Cash - Operating	2,418,556
Cash - Reserve	1,000,000
Petty Cash	715
Taxes Receivable	1,400,397
Accounts Receivable	3,123,844
Due from Street	30,402
Fleet Inventory	15,539
Fuel Inventory	47,174
General Inventory	1,344
<i>Assets</i>	<u>8,037,972</u>
Accounts Payable	169,348
Insurance and Benefits Payable	26,624
Event Deposits	800
Due to Other Funds	33,582
Deferred Revenue	2,553,722
<i>Liabilities</i>	<u>2,784,076</u>
Fund Balance - Committed to cash flow	2,000,000
Fund Balance - Committed to reserve	1,000,000
Fund Balance - Unassigned	2,253,896
<i>Fund Balance</i>	<u>5,253,896</u>
<i>Total Liabilities & Fund Balance</i>	<u>8,037,972</u>

*All figures are unaudited

City of Conway
 Monthly Financial Report - Street Fund
 For the month ended February 28, 2014



Revenues	<u>Budget</u>	<u>Month Activity</u>	<u>Year to Date</u>	<u>Encumbered</u>	<u>(Over)/Under Budget</u>	<u>% Expend/Collect</u>
Ad Valorem Tax	1,450,000	65,100	142,539		1,307,461	10%
Payments in Lieu of Tax	15,000	-	-		15,000	0%
State Tax Turnback	3,402,296	269,864	572,819		2,829,477	17%
Severance Tax	250,000	28,468	47,103		202,897	19%
Sales Tax	245,000	24,230	43,852		201,148	18%
Sign Permits	500	-	-		500	0%
Engineering Fees	10,000	350	950		9,050	10%
Interest Income	3,500	1,291	2,743		757	78%
Total Revenues	5,376,296	389,303	810,005	-	4,566,291	15%
Expenditures						
Personnel Costs	2,134,284	149,435	294,771	-	1,839,513	14%
Other Operating Costs	2,953,012	191,654	313,110	28,628	2,611,274	11%
Total Operating Costs	5,087,296	341,089	607,881	28,628	4,450,787	12%
Capital Outlay	289,000	-	86,771	-	202,229	30%
Total Expenditures	5,376,296	341,089	694,653	28,628	4,653,016	13%
Net Revenue/(Expense)	-		115,352			

*All figures are unaudited

Notes:

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

City of Conway
 Balance Sheet - Street Fund
 For the month ended February 28, 2014



Cash - Operating	2,060,320
Taxes Receivable	341,212
Accounts Receivable	1,326,139
Due from Other Funds	6,451
<i>Assets</i>	<u>3,734,152</u>
Accounts Payable	56,606
Due to General	30,402
Deferred Revenue	1,264,754
<i>Liabilities</i>	<u>1,351,762</u>
<i>Fund Balance</i>	<u>2,382,390</u>
<i>Total Liabilities & Fund Balance</i>	<u>3,734,152</u>

*All figures are unaudited

City of Conway
 Monthly Financial Report - Sanitation
 For the month ended February 28, 2014



Revenues	<u>Budget</u>	<u>Month</u> <u>Activity</u>	<u>Year to</u> <u>Date</u>	<u>Encumbered</u>	<u>(Over)/Under</u> <u>Budget</u>	<u>%</u> <u>Expend/Collect</u>
Sanitation Fees	9,120,000	748,565	1,519,630		7,600,370	17%
Proceeds - Recycled Materials	300,000	12,245	29,646		270,354	10%
Landfill Fees - General	240,000	16,051	30,296		209,704	13%
Interest Income	55,000	3,792	7,614		47,386	14%
Proceeds from Sale of Assets	-	495	495		(495)	100%
Miscellaneous Revenues	-	-	202		(202)	100%
Total Revenues	9,715,000	781,149	1,587,883	-	8,127,117	16%
Expenditures						
Personnel Costs	3,895,858	273,201	579,395	-	3,316,463	15%
Other Operating Costs	<u>3,343,142</u>	<u>141,326</u>	<u>321,791</u>	<u>82,798</u>	<u>2,938,554</u>	<u>10%</u>
Total Operating Costs	7,239,000	414,527	901,186	82,798	6,255,017	12%
Capital Outlay	<u>2,738,843</u>	-	-	<u>80,000</u>	<u>2,658,843</u>	<u>0%</u>
Total Expenditures	9,977,843	414,527	901,186	162,798	8,913,859	9%
Net Revenue/(Expense)	(262,843)		<u><u>686,698</u></u>			

*All figures are unaudited

Notes:

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

City of Conway
 Balance Sheet - Sanitation
 For the month ended February 28, 2014



Cash - Operating	1,939,984
Petty Cash	200
Post Closure Cash Account	4,969,739
Due from Other Funds	14,365
General Inventory	2,122
Land & Buildings	2,914,029
Infrastructure	1,236,034
Machinery and Equipment	6,399,834
Vehicles	36,514
Computer Equip & Software	4,792
<i>Assets</i>	<u>17,517,614</u>
Accounts Payable	92,337
Salaries Payable	334,225
Net Pension Obligation	855,700
Accrued Interest Payable	32,255
2010 Recycling Note - US Bank	809,873
Landfill Close/Post Close	4,386,590
<i>Liabilities</i>	<u>6,510,979</u>
<i>Net Assets</i>	<u>11,006,634</u>
<i>Total Liabilities and Net Assets</i>	<u>17,517,614</u>

***All figures are unaudited**

Note: Capital assets shown at book value (cost less accumulated depreciation).



City of Conway, Arkansas
Ordinance No. O-14-_____

AN ORDINANCE TO PROTECT AGAINST CRIMINAL ACTIVITY, INCLUDING FRAUD AND BURGLARY, MINIMIZE THE UNWELCOME DISTURBANCE OF CITIZENS AND THE DISRUPTION OF PRIVACY AND TO OTHERWISE PRESERVE THE PUBLIC HEALTH, SAFETY AND WELFARE BY REGULATING, CONTROLLING AND LICENSING DOOR-TO-DOOR SOLICITORS AND PEDDLERS; REPEALING THOSE PORTIONS OF ORDINANCE NO. A-169 IN CONFLICT HEREWITH; REPEALING ANY OTHER ORDINANCES IN CONFLICT HEREWITH; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Conway, Arkansas (the “City”) is authorized and empowered under the provisions of Arkansas Code Annotated § 14-54-103 to regulate and license soliciting persons, hawkers and peddlers, as those terms are commonly applied; and

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

Section 1: Definitions.

The following words, terms, and phrases, and their derivations, when used in the Ordinance, shall have the meanings ascribed to them in this Section, except where the context clearly indicates a different meaning:

(a) *Canvasser* means any person who attempts to make personal contact with a resident at his/her residence without prior specific invitation or appointment from the resident, for the primary purpose of (1) attempting to enlist support for or against a particular religion, philosophy, ideology, political party, issue, or candidate, even if incidental to such purpose the canvasser accepts the donation of money for or against such cause, or (2) distributing a handbill or flyer advertising a non-commercial event or service.

(b) *Charitable* means and includes the words patriotic, philanthropic, social service, health, welfare, benevolent, educational, civic, cultural or fraternal, either actual or purported.

(c) *Chief* means the Chief of the Conway Police Department.

(d) *City* means the City of Conway, Arkansas.

(e) *Contributions* mean and include the words alms, money, subscription, property or other donations under the guise of a loan or money or property.

(f) *Department* means the Conway Police Department.

(g) *Peddler* means any person who goes upon the premises of any private residence in the City, not having been invited by the occupant thereof, carrying or transporting goods, wares, merchandise or personal property of any nature and offering the same for sale. This definition also includes any person who solicits orders and as a separate transaction makes

deliveries to purchasers as part of the scheme to evade the provisions of this Ordinance. Peddler does NOT include a person who distributes handbills or flyers for a commercial purpose, advertising an event, activity, good, or service that is offered to a resident for purchase at a location away from his/her residence or at a time different from the time of visit.

(h) *Peddling* includes all activities ordinarily performed by a peddler as indicated under paragraph (g) of this Section.

(i) *Person* means a natural person or any firm, corporation, association, club, society or other organization.

(j) *Solicitor* means any person who goes upon the premises of any private residence in the City, not having been invited by the occupant thereof, for the purpose of taking or attempting to take orders for the sale of goods, merchandise, wares, or other personal property of any nature for future delivery, or for services to be performed in the future. This definition also includes any person who, without invitation, goes upon private property, to request contribution of funds or anything of value, or sell goods or services for political, charitable, religious, or other non-commercial purposes.

(k) *Solicitation* includes all activities ordinarily performed by a solicitor as indicated under paragraph (j) of this Section.

Section 2: Permit Requirements and Exemptions.

It shall be unlawful for any person eighteen (18) years of age or older to engage in peddling or solicitation activities within the City of Conway, Arkansas, without first obtaining a permit issued by the Conway Police Department; provided, however, that the following are exempted from the provisions of this Section:

(a) Any solicitation made upon premises owned or occupied by an organization upon whose behalf the solicitation is made;

(b) Any communication by an organization soliciting contributions solely from persons who are members of the organization at the time of such solicitation;

(c) Any solicitation in the form of a collection at a regular meeting, assembly or service of a charitable person.

(d) Any solicitation for the relief of any individual specified by name at the time of the solicitation where the solicitor represents in each case that the entire amount collected shall be turned over to the named beneficiary.

(e) A "canvasser" as defined in SECTION 1.

Section 3. Permit for Sponsoring Juvenile Peddlers.

(a) No person under the age of eighteen (18) years of age shall be permitted to engage in peddling except as provided in this Section.

(b) A permit shall be obtained by a sponsoring person, company or organization for the conduct of any peddling or solicitation activities involving, in whole or in part, a sales force of (1) or more persons under eighteen (18) years of age.

(c) The sponsor shall be responsible for supervising and controlling the conduct of all persons, including juveniles, peddling under the sponsor's permit.

(d) The sponsor shall provide to each individual in its sales force a badge or other easily readable form of identification which identifies the name of the sponsor and the name of the individual. The sponsor shall require all individuals in its sales force to wear such identification so that it is clearly visible at all times when the individuals are peddling or soliciting.

(e) The sponsor shall comply with the child labor law requirements of the State of Arkansas Department of Labor, including but not limited to Arkansas Code Annotated § 11-6-101 *et seq.*

Section 4. Permit Application.

Every person subject to the provisions of this Ordinance shall file with the Chief of the Conway Police Department an application in writing on a form to be furnished by the Department, which shall provide the following information:

(a) Proof of age, address and identification of the applicant, to be provided through the applicant's driver's license, articles of incorporation (for sponsors), or other legally recognized form of identification;

(b) A brief description of the business or activity to be conducted;

(c) The hours and location for which the right to peddle or solicit is desired;

(d) If employed, the name, address and telephone number of the employer; or if acting as an agent, the name, address and telephone number of the principal who is being represented, with credentials in written form establishing the relationship and the authority of the employee or agent to act for the employer or principal, as the case may be;

(e) A statement as to whether or not the applicant has been convicted of a felony, misdemeanor or ordinance violation (other than traffic violations), the nature of the offense or violation, the penalty or punishment imposed, the date when and place where such offense occurred, and other pertinent details thereof;

(f) Proof of possession of any license or permit which, under federal, state or local laws or regulations, the applicant is required to have in order to conduct the proposed business, or which, under any such law or regulation, including but not limited to Ark. Code Ann. § 26-77-102, would exempt the applicant from the licensing requirements of the Ordinance; and

(g) Two (2) photographs of the applicant which shall have been taken within sixty (60) days immediately prior to the date of filing of the application. The photographs shall measure ____ inches by ____ inches and show the head and shoulders of the applicant in a clear and distinguishing manner.

Section 5. Fees.

At the time the application is filed with the Department, the applicant shall pay a fee to cover the cost to the City of processing the application and investigating the facts stated therein. The fee shall be \$_____ dollars for each solicitor or peddler.

Section 6. Application Review and Permit Issuance.

(a) Upon receipt of an application, the Chief, or authorized representative, shall review the application as deemed necessary to ensure the protection of the public health, safety and general welfare.

(b) If the Chief finds the application to be satisfactory, the Chief shall endorse his approval on the application and shall, upon payment of the prescribed fee, deliver the required permit to the applicant.

(c) The permit shall show the name, address and photograph of the permittee, the class of permit issued, the kind of goods or services to be sold or delivered, the date of issuance, and the length of time that the permit shall be in effect. The permit shall also show the permit number and identifying description of any vehicle to be used in carrying on the business for which the permit is issued.

(d) A record of all permits issued shall be maintained by the Department for a period of two (2) years and shall otherwise conform to the City's record retention policies and state law pursuant to Ark. Code Ann. § 14-2-203 *et seq.*

Section 7. Denial of Permit.

(a) Upon the Chief's review of the application, the Chief may refuse to issue a permit to the applicant under this Ordinance for any of the following reasons:

(1) The location and time of solicitation or peddling would endanger the safety and welfare of the solicitors, peddlers or their customers;

(2) An investigation reveals that the applicant falsified information on the application;

(3) The applicant has been convicted of a felony, misdemeanor or ordinance violation involving a sex offense, trafficking in controlled substances, or any violent acts against persons or property, such conviction being entered within the five (5) years preceding the date of application;

(4) The applicant is a person against whom a judgment based upon, or conviction for, fraud, deceit or misrepresentation has been entered within the five (5) years immediately preceding the date of application;

(5) There is no proof as to the authority of the applicant to serve as an agent to the principal; or

(6) The applicant has been denied a permit under this Ordinance within the immediate past year, unless the applicant can and does show to the satisfaction of the Chief that the reasons for such earlier denial no longer exist.

(b) The Chief's disapproval and the reasons for disapproval shall be noted on the application, and the applicant shall be notified that his application is disapproved and that no permit will be issued. Notice shall be mailed to the applicant at the address shown on the application form, or at the applicant's last known address.

Section 8. Permit Expiration.

All permits issued under the provisions of this Ordinance shall expire one (1) year from the date of issuance, unless an earlier expiration date is noted on the permit.

Section 9. Identification Badges.

(a) At the same time the permit is issued, the Chief shall issue to each permittee a badge, which shall be worn by the permittee in such a way as to be conspicuous at all times while the permittee is soliciting or peddling in the City.

(b) A canvasser, otherwise exempt from the provisions of this Article, may request the issuance of an identification badge from the City for the purpose of assuring city residents of the canvasser's good faith.

Section 10. Permit Exhibition.

Every person required to obtain a permit under the provisions of this Ordinance shall exhibit the permit when requested to do so by any prospective customer or Department employee.

Section 11. Transfer Prohibited.

It shall be unlawful for any person other than the permittee to use or wear any permit or badge issued under the provisions of this Ordinance.

Section 12. Entry Upon Premises Unlawful.

It shall be unlawful for any person, whether licensed or unlicensed, while conducting the business of a canvasser, peddler, or solicitor, to enter upon any residential premises in the City where the owner, occupant or person legally in charge of the premises has posted, at the entry to the premises, or at the entry to the principal building on the premises, a decal or sign bearing the words "No Peddlers," "No Solicitors," "No Trespassing" or words of similar import; or

Section 13. Hours of Solicitation.

No person, while conducting the activities of a peddler or solicitor, whether licensed or unlicensed, shall enter upon any private property, knock on doors or otherwise disturb persons in their residences between the hours of 8:00 p.m. and 8:00 a.m. In establishing 8:00 p.m. as a reasonable time for cessation of these activities at residential premises, the City Council hereby finds that such time is consistent with the Arkansas Rules of Criminal Procedure, Rule 13.2, regarding nighttime search warrants.

Section 14. Permit Revocation.

Any permit issued under this Ordinance may be revoked or suspended by the Chief, after notice and hearing, for any of the following reasons:

(a) Fraud, misrepresentation or false statement contained in the application for a permit;

(b) Fraud, misrepresentation or false statement made by the permittee in the course of conducting solicitation or peddling activities;

(c) Conducting peddling or solicitation activities contrary to the provisions contained in the permit;

(d) Conviction for any crime involving moral turpitude; or

(e) Conducting peddling or solicitation activities in such a manner as to create a public nuisance, constitute a breach of the peace or endanger the health, safety or general welfare of the public.

Section 15. Notice and Hearing.

Notice of a hearing for a revocation of a permit issued under this Ordinance shall be provided in writing and shall set forth specifically the grounds for the proposed revocation and the time and place of the hearing. Notice shall be mailed, postage prepaid, to the permittee at the address shown on the permit application or at the last known address of the permittee.

Section 16. Appeals

(a) Any person aggrieved by the action or decision of the Chief to deny, suspend or revoke a permit applied for under the provisions of this Ordinance shall have the right to appeal such action or decision to the Mayor or authorized representative within fifteen (15) days after the notice of the action or decision has been mailed to the person's address as shown on the permit application form, or to his last known address.

(b) An appeal shall be taken by filing with the Chief a written statement setting forth the grounds for the appeal.

(c) The Chief shall transmit the written statement to the Mayor within ten (10) days of its receipt and the Mayor shall set a time and place for a hearing on the appeal.

(d) A hearing shall be set not later than twenty (20) days from the date of receipt of the appellant's written statement.

(e) Notice of the time and place of the hearing shall be given to the appellant in the same manner as provided for the mailing of notice of action or decision.

(f) The decision of the Mayor on the appeal shall be final and binding on all parties concerned.

Section 17. Claims of Exemption.

Any person claiming to be legally exempt from the regulations set forth in this Ordinance, or from the payment of an application fee, shall cite to the Chief the statute or other legal authority under which exemption is claimed and shall present to the Chief proof of qualification for such exemption.

Section 18. Violations and Penalty.

(a) Violation of any of the provisions of this Ordinance shall be treated as a violation, and shall, upon conviction, be punishable by a fine of Two Hundred Fifty (\$250.00) Dollars.

(b) The penalty for subsequent offenses that occur within twelve (12) months of the prior offense shall be Five Hundred (\$500.00) Dollars.

Section 19. Severability.

The provisions of this Ordinance are declared to be severable. In the event any title, section, paragraph, item, sentence, clause, phrase, or word of this Ordinance is declared or adjudged to be invalid or unconstitutional by a court of competent jurisdiction, such decision, declaration or adjudication shall not be affect the remaining sections, sentences, clauses, phrases or portions of this Ordinance, but they shall remain in full force and effect; it being the legislative intent that this Ordinance shall remain in effect notwithstanding the validity of any part.

Section 20: Repealing Clause.

That all ordinances or resolutions or portions thereof of the City in conflict herewith are hereby repealed to the extent of such conflict, including those portions of Ordinance A-169 in conflict herewith.

Section 21: Emergency Clause.

It is hereby found and determined that there is an immediate need for updating the City's peddling soliciting Ordinance to balance legitimate constitutionally protected commercial speech and activities against the need to protect residents against criminal activity, including fraud and burglary, minimize the unwelcome disturbance of citizens and the disruption of privacy and otherwise preserve the public health, safety and welfare. THEREFORE, an emergency is hereby declared to exist, and this Ordinance shall be in full force and effect from and after its passage and approval.

Passed on this 18th day of March, 2014.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk/Treasurer