



City of Conway Council Agenda

Council Meeting Date:

January 13th, 2015

5:30pm – Committee Meeting:

Discussion of organizational rules & procedures for the City Council

6:30pm - Council Meeting

Call to Order: Mayor Tab Townsell

Roll Call: City Clerk/Treasurer Michael O. Garrett

Minutes Approval: December 23rd, 2014

Mayor Tab Townsell

City Clerk Michael O. Garrett

City Attorney Chuck Clawson

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

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 a portion of Donnell Ridge in the Sherwood Estate Subdivision.
2. Resolution setting a public hearing to discuss the closing of a portion of a utility easement located at Bronnie Lane.
3. Resolutions requesting the Faulkner County Tax Collector place a certified lien on certain properties as a result of incurred expenses by the City.
4. Resolution requesting support of an NEA Our Town Grant application submitted by the Community Development Department for the purpose of developing designs for the proposed performing arts amphitheater.
5. Ordinance accepting proceeds from Faulkner County for GIS work for the Planning and Development Department.
6. Consideration to accept the nomination of Dustin Botsford to the Tree Board.
7. Ordinance appropriating funds and authorizing an increase in pay for the Construction Specialist with CDL position.

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

1. Ordinance appropriating revenue funds received from the Municipal Vehicle Program for the Sanitation Department.



C. Finance

1. Resolution requiring an audit of the FY2013 & FY2014 accounting records for the City.

D. New Business

1. Consideration to enter into an agreement with Conway Ministry for a warming & cooling center for the City.
2. Resolution acknowledging and recognizing the election results of the general election for the City Council & City Attorney.
3. Resolution setting organizational rules and procedures for the Conway City Council.

Adjournment



**City of Conway, Arkansas
Resolution No. R-15- ____**

**A RESOLUTION SETTING A PUBLIC HEARING TO DISCUSS THE CLOSING OF A PORTION OF
DONNELL RIDGE ROAD IN THE SHERWOOD ESTATES SUBDIVISION**

Whereas, a petition has been filed with the City Council of the City of Conway, Arkansas by HartLand Development, Inc. to abandon a portion of Donnell Ridge in the Sherwood Estates Subdivision 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 January 27th, 2015 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 13th day of January, 2015.

Approved:

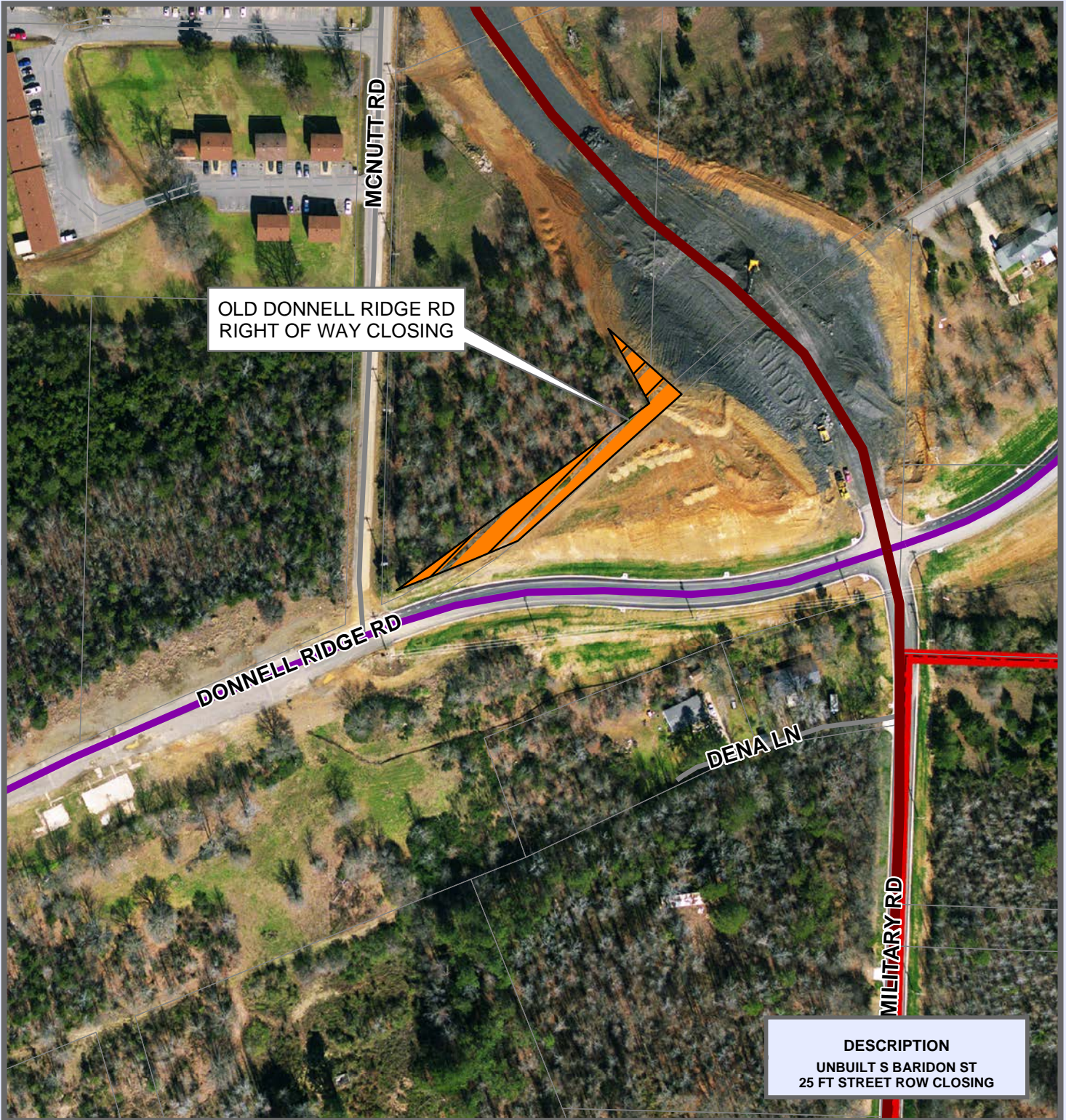
Mayor Tab Townsell

Attest:

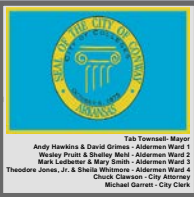
**Michael O. Garrett
City Clerk/Treasurer**

CITY OF CONWAY

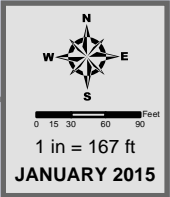
OLD DONNELL RIDGE/OLD MILITARY RD -- ROW CLOSING



DESCRIPTION
UNBUILT S BARIDON ST
25 FT STREET ROW CLOSING



<ul style="list-style-type: none"> INTERSTATE MAJOR ARTERIAL MINOR ARTERIAL COLLECTOR RESIDENTIAL PRIVATE ROAD INTERSTATE RAMP RAILROADS 	<ul style="list-style-type: none"> LOT LINE STREAMS LAKES & PONDS CITY LIMITS 	<p>Residential</p> <ul style="list-style-type: none"> R-1 R-2A R-2 HR SR <p>Commercial</p> <ul style="list-style-type: none"> C-1 C-2 C-3 C-4 	<p>Industrial</p> <ul style="list-style-type: none"> MF-1 MF-2 MF-3 RMH <p>Office</p> <ul style="list-style-type: none"> O-1 O-2 O-3 	<p>Industrial</p> <ul style="list-style-type: none"> I-1 RU-1 I-3 <p>Special</p> <ul style="list-style-type: none"> SP S-1 A-1 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



**City of Conway, Arkansas
Resolution No. R-15- ____**

A RESOLUTION SETTING A PUBLIC HEARING TO DISCUSS THE CLOSING OF A PORTION OF A UTILITY EASEMENT LOCATED AT BRONNIE LANE.

Whereas, a petition has been filed with the City Council of the City of Conway, Arkansas by Conway Community Services to abandon the northern 13 feet of the existing 55 foot utility easement along the northern Right of Way of Bronnie Lane located in the Conway Community Services Replat within the corporate limits of the City of Conway; 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 January 27th, 2015 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 13th day of January, 2015.

Approved:

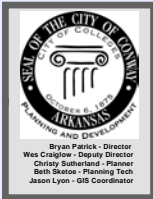
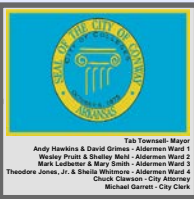
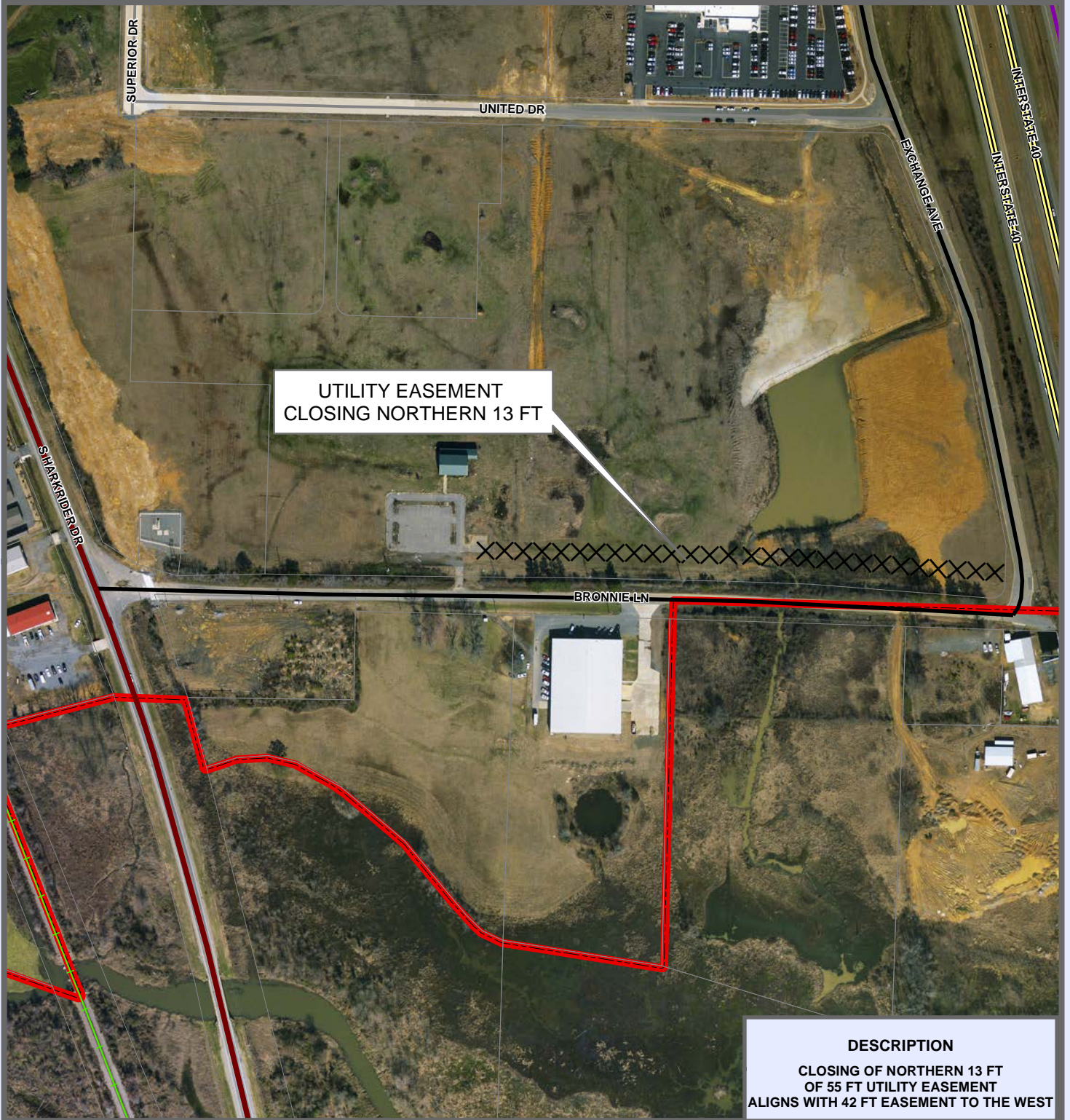
Mayor Tab Townsell

Attest:

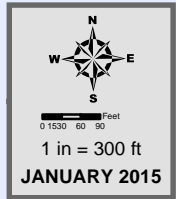
**Michael O. Garrett
City Clerk/Treasurer**

CITY OF CONWAY

CONWAY COMMUNITY SERVICES CAMPUS EASEMENT CLOSING



INTERSTATE	LOT LINE	Residential	Industrial
MAJOR ARTERIAL	STREAMS	R-1	MF-1
MINOR ARTERIAL	LAKES & PONDS	R-2A	MF-2
COLLECTOR	CITY LIMITS	R-2	MF-3
RESIDENTIAL		HR	RMH
PRIVATE ROAD		SR	
INTERSTATE RAMP		Commercial	Office
RAILROADS		C-1	O-1
		C-2	O-2
		C-3	O-3
		C-4	Special
			SP
			S-1
			A-1
			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: BMS WEBSITE
 gis.cityofconway.org (UNDER DEVELOPMENT)
 E-MAIL: Jason.Lyon@CityofConway.org



MEMO

TO: Mayor Tab Townsell
CC: City Council Members
FROM: Missy Lovelady
DATE: January 5th, 2015
SUBJECT: Certified Liens – Code Enforcement

The following resolutions are included for a request to the Faulkner County Tax collector to place a certified lien against real property as a result of incurred expenses by the City.

The properties & amount (plus a ten percent collection penalty) are as follows:

- | | |
|-------------------|----------|
| 1. 1726 Robins St | \$194.63 |
| 2. 2133A Hickory | \$211.13 |
| 3. 108 Fairway Ln | \$322.26 |

Please advise if you have any questions.

Thank you for your consideration.



**City of Conway, Arkansas
Resolution No. R-15-___**

A RESOLUTION REQUESTING THE FAULKNER COUNTY TAX COLLECTOR PLACE A CERTIFIED LIEN AGAINST REAL PROPERTY AS A RESULT OF INCURRED EXPENSES BY THE CITY OF CONWAY; AND FOR OTHER PURPOSES.

Whereas, in accordance with Ark. Code Ann. § 14-54-901, the City of Conway has corrected conditions existing on **1726 Robins St** within the City of Conway and is entitled to compensation pursuant to Ark. Code § 14-54-904: and

Whereas, State law also provides for a lien against the subject property, with the amount of lien to be determined by the City Council at a hearing held after the notice to the owner thereof by certified mail with said amount **\$194.63** (\$149.66 + Penalty-\$14.97 + filing fee-\$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

Whereas, a hearing for the purpose of determine such lien has been set for **January 13th, 2015** in order to allow for service of the attached notice of same upon the listed property owners, by certified or publication as is necessary.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Conway, Arkansas that:

Section 1: That after said public hearing the amount listed above is hereby certified and is to be forwarded to the Faulkner County Tax Collector and Assessor by the City of Conway.

Section 2: That this Resolution shall be in full force and effect from and after its passage and approval.

ADOPTED this 13th day of January, 2015.

Approved:

Mayor Tab Townsell

Attest:

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

City of Conway
Code Enforcement
1201 Oak Street
Conway, Arkansas 72032



Missy Lovelady
Phone: 501-450-6191
Fax: 501-450-6144

MEMO:

To: Mayor Tab Townsell
CC: City Council Members

From: Missy Lovelady
Date: January 5, 2015

Re: 1726 Robins St.

- October 23, 2014 – Warning Violation written regarding rubbish/trash; appliance/furniture in the yard by Kim Beard.
- Property Owner is listed as RKVC, LLC.
- Property was rechecked on 10/31/14 with no progress made.
- Certified and regular letters were mailed 11/3/14 to address on file and a notice was left by post office.
- Property was rechecked on 11/19/14 & 11/25/14 with no action taken.
- Final Cleanup completed on 12/3/14.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

If you have any questions please advise.

INVOICE

City of Conway Code Enforcement

DATE: JANUARY 8, 2015

1201 Oak Street
Conway, AR 72032
Phone: 501-450-6191
Fax 501-450-6144
missy.schrag@cityofconway.org

TO Vamsi Paruchuri
1855 Poteete Dr
Conway AR 72034

Description: Mowing/Clean-up/Admin Fees
associated with the nuisance abatement at
1726 Robins, Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Kim Beard	710-01157-000		January 13, 2015

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
2	1 Employee -Mowing/Cleanup	15.23	30.46
2	1 Employee -Mowing/Cleanup	10.48	20.96
	Maintenance fee (mower)		
	Landfill (ticket # 499924)	32.63	32.63
1	Administrative Fee (Missy Schrag)	18.03	18.03
1	Administrative Fee (Kim Beard)	15.36	15.36
1	Administrative Fee (Glenn Berry)	21.00	21.00
2	Certified Letter	5.13	10.26
2	Regular letter	.48	.96

TOTAL BY 1/13/15 \$149.66

- Total amount due after January 13, 2015 includes collection penalty & filing fees

TOTAL AFTER
1/13/15 \$194.63

Make all checks payable to City of Conway Code Enforcement @ 1201 Oak Street Conway Arkansas 72032

City of Conway
Code Enforcement

1201 Oak Street
Conway, Arkansas 72032
www.cityofconway.org



Missy Lovelady
Conway Permits & Code Enforcement
Phone 501-450-6191
Fax 501-450-6144

December 8, 2014

Parcel # 710-01157-000

Vamsi K Paruchuri
1855 Poteete Dr
Conway AR 72034

RE: Nuisance Abatement at 1726 Robins, Conway AR
Cost of Clean-Up, Amount Due: \$149.66

Dear Mr. Paruchuri,

Because you failed or refused to remove, abate or eliminate certain conditions on the aforementioned real property in the City of Conway, after having been given seven (7) days notice in writing to do so, the City of Conway was forced to undertake the cleanup of this property to bring it within compliance of the Conway Municipal Code.

The City of Conway is requesting payment for all costs expended in correcting said condition. If after thirty (30) days from the receipt of this letter notifying you of the cost to correct said condition, such payment has not been remitted to the City, the City has the authority to file a lien against real estate property for the cost expended after City Council approval.

At its **January 13, 2015 Meeting**, 6:30 p.m. located at 810 Parkway Street, the City Council will conduct a public hearing on three items:

1. Consideration of the cost of the clean-up of your real property.
2. Consideration of placing a lien on your real property for this amount.
3. Consideration of certifying this amount determined at the hearing, plus a ten percent (10%) penalty for collection & filing fees, to the Tax Collector of Faulkner County to be placed on the tax books as delinquent taxes and collected accordingly.

None of these actions will be necessary if full payment is received before the meeting date. Please make check payable to the **City of Conway** and mail to **1201 Oak Street Conway Arkansas 72032** with the **attention** to **Missy Lovelady**. If you have any questions, please feel free to call me at 501-450-6191.

Sincerely,

Missy Lovelady

**Conway Code Enforcement
Incident Report**

Date of Violation: 10/23/14

Violator Name: RKVC LLC

Address of Violation: 1726 Robins St

Violation Type: Rubbish/trash & appliance/furniture in yard

Warning #: CE8638

Description of Violation and Actions Taken: On 10/23/14 Code Enforcement Officer Kim Beard wrote a warning to correct violation at 1726 Robins for rubbish/trash & appliance/furniture in yard. Property was rechecked on 10/31/14 with no progress made. Certified and regular letters were mailed 11/03/14 to address on file. Property was rechecked on 11/19/14 and 11/25/14 with no action taken. Final cleanup by city was completed on 12/03/14.

Code Enforcement Officer: Kim Beard

Officer Signature: _____

Date:

Time:



City of Conway, Arkansas
Resolution No. R-15-__

A RESOLUTION REQUESTING THE FAULKNER COUNTY TAX COLLECTOR PLACE A CERTIFIED LIEN AGAINST REAL PROPERTY AS A RESULT OF INCURRED EXPENSES BY THE CITY OF CONWAY; AND FOR OTHER PURPOSES.

Whereas, in accordance with Ark. Code Ann. § 14-54-901, the City of Conway has corrected conditions existing on 2133A Hickory within the City of Conway and is entitled to compensation pursuant to Ark. Code § 14-54-904: and

Whereas, State law also provides for a lien against the subject property, with the amount of lien to be determined by the City Council at a hearing held after the notice to the owner thereof by certified mail with said amount \$211.13 (\$164.66 + Penalty-\$16.47 + filing fee-\$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

Whereas, a hearing for the purpose of determine such lien has been set for **January 13th, 2015** in order to allow for service of the attached notice of same upon the listed property owners, by certified or publication as is necessary.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Conway, Arkansas that:

Section 1: That after said public hearing the amount listed above is hereby certified and is to be forwarded to the Faulkner County Tax Collector and Assessor by the City of Conway.

Section 2: That this Resolution shall be in full force and effect from and after its passage and approval.

ADOPTED this 13th day of January, 2015.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk/Treasurer

City of Conway
Code Enforcement
1201 Oak Street
Conway, Arkansas 72032



Missy Lovelady
Phone: 501-450-6191
Fax: 501-450-6144

MEMO:

To: Mayor Tab Townsell
CC: City Council Members

From: Missy Lovelady
Date: January 5, 2015

Re: 2133A Hickory

- August 29, 2014 – Warning Violation written regarding rubbish/trash; grass; stagnant water in the yard by Kim Beard.
- Property Owner is listed as Tony M Delany.
- Property was rechecked on 9/9/14 & 9/19/14 with little progress made.
- Additional recheck was preformed 9/29/14 with no action taken.
- Certified and regular letters were mailed 9/30/14 to address on file and a notice was left by post office.
- Property was rechecked on 10/16/14 & 10/21/14 with no action taken.
- Made contact with property owner to make corrections.
- Additional rechecks were preformed 10/30/14, only the tires had been removed. And again on 11/14/14 with no progress at all.
- Final Cleanup completed on 12/3/14.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

If you have any questions please advise.

INVOICE

City of Conway Code Enforcement

DATE: JANUARY 8, 2015

1201 Oak Street
Conway, AR 72032
Phone: 501-450-6191
Fax 501-450-6144
missy.schrag@cityofconway.org

TO Tony Delany
2133A Hickory
Conway, AR 72034

Description: Mowing/Clean-up/Admin Fees
associated with the nuisance abatement at
2133A Hickory, Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Kim Beard	710-04814-000		January 13, 2015

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
2	1 Employee -Mowing/Cleanup	15.23	30.46
2	1 Employee -Mowing/Cleanup	10.48	20.96
1	Maintenance fee (mower)	15.00	15.00
	Landfill (ticket # 499987)	32.63	32.63
1	Administrative Fee (Missy Schrag)	18.03	18.03
1	Administrative Fee (Kim Beard)	15.36	15.36
1	Administrative Fee (Glenn Berry)	21.00	21.00
2	Certified Letter	5.13	10.26
2	Regular letter	.48	.96

TOTAL BY 1/13/15 \$164.66

- Total amount due after January 13, 2015 includes collection penalty & filing fees

TOTAL AFTER
1/13/15 \$211.13

Make all checks payable to City of Conway Code Enforcement @ 1201 Oak Street Conway Arkansas 72032

City of Conway
Code Enforcement

1201 Oak Street
Conway, Arkansas 72032
www.cityofconway.org



Missy Lovelady
Conway Permits & Code Enforcement
Phone 501-450-6191
Fax 501-450-6144

December 8, 2014

Parcel # 710-04814-000

Tony Delany
2133A Hickory
Conway, AR 72034

RE: Nuisance Abatement at 2133A Hickory, Conway AR
Cost of Clean-Up, Amount Due: \$164.66

Dear Mr. Delany,

Because you failed or refused to remove, abate or eliminate certain conditions on the aforementioned real property in the City of Conway, after having been given seven (7) days notice in writing to do so, the City of Conway was forced to undertake the cleanup of this property to bring it within compliance of the Conway Municipal Code.

The City of Conway is requesting payment for all costs expended in correcting said condition. If after thirty (30) days from the receipt of this letter notifying you of the cost to correct said condition, such payment has not been remitted to the City, the City has the authority to file a lien against real estate property for the cost expended after City Council approval.

At its **January 13, 2015 Meeting**, 6:30 p.m. located at 810 Parkway Street, the City Council will conduct a public hearing on three items:

1. Consideration of the cost of the clean-up of your real property.
2. Consideration of placing a lien on your real property for this amount.
3. Consideration of certifying this amount determined at the hearing, plus a ten percent (10%) penalty for collection & filing fees, to the Tax Collector of Faulkner County to be placed on the tax books as delinquent taxes and collected accordingly.

None of these actions will be necessary if full payment is received before the meeting date. Please make check payable to the **City of Conway** and mail to **1201 Oak Street Conway Arkansas 72032** with the **attention** to **Missy Lovelady**. If you have any questions, please feel free to call me at 501-450-6191.

Sincerely,

Missy Lovelady

**Conway Code Enforcement
Incident Report**

Date of Violation: 08/29/14

Violator Name: Tony M Delany

Address of Violation: 2133A Hickory

Violation Type: Rubbish/trash; grass & stagnant water

Warning #: CE8610

Description of Violation and Actions Taken: On 08/29/14 Code Enforcement Officer Kim Beard wrote a warning to correct violation at 2133A Hickory for rubbish/trash; grass & stagnant water. Property was rechecked on 09/09/14 & 09/19/14 with little progress made. Additional recheck was performed on 09/29/14 with no action taken. Certified and regular letters were mailed 09/30/14 to address on file. Property was rechecked on 10/16/14 & 10/21/14 with no action taken. Contact was made with property owner to make corrections. Additional rechecks were performed on 10/30/14 (only tires had been removed) and 11/14/14 with no progress made. Final cleanup by city was completed on 12/03/14.

Code Enforcement Officer: Kim Beard

Officer Signature: _____

Date:

Time:



City of Conway, Arkansas
Resolution No. R-15- _____

A RESOLUTION REQUESTING THE FAULKNER COUNTY TAX COLLECTOR PLACE A CERTIFIED LIEN AGAINST REAL PROPERTY AS A RESULT OF INCURRED EXPENSES BY THE CITY OF CONWAY; AND FOR OTHER PURPOSES.

Whereas, in accordance with Ark. Code Ann. § 14-54-901, the City of Conway has corrected conditions existing on 108 Fairway within the City of Conway and is entitled to compensation pursuant to Ark. Code § 14-54-904: and

Whereas, State law also provides for a lien against the subject property, with the amount of lien to be determined by the City Council at a hearing held after the notice to the owner thereof by certified mail with said amount \$322.26 (\$265.69 + Penalty-\$26.57 + filing fee-\$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

Whereas, a hearing for the purpose of determine such lien has been set for **January 13th, 2015** in order to allow for service of the attached notice of same upon the listed property owners, by certified or publication as is necessary.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Conway, Arkansas that:

Section 1: That after said public hearing the amount listed above is hereby certified and is to be forwarded to the Faulkner County Tax Collector and Assessor by the City of Conway.

Section 2: That this Resolution shall be in full force and effect from and after its passage and approval.

ADOPTED this 13th day of January, 2015.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk/Treasurer

City of Conway
Code Enforcement
1201 Oak Street
Conway, Arkansas 72032



Missy Lovelady
Phone: 501-450-6191
Fax: 501-450-6144

MEMO:

To: Mayor Tab Townsell
CC: City Council Members

From: Missy Lovelady
Date: January 5, 2015

Re: 108 Fairway

- October 29, 2014– Warning Violation written regarding grass; rubbish & trash; trash cans in the yard by Kim Beard.
- Property Owner is listed as Dean Dickenson.
- Property was rechecked on 11/6/14; 11/19/14 with no progress made.
- Certified and regular letters were mailed 11/25/14 to address on file and a notice was left by post office.
- Property was rechecked on 11/24/14 & 12/5/14 with no action taken.
- Final Cleanup completed on 12/9/14.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

If you have any questions please advise.

INVOICE

City of Conway
Code Enforcement

DATE: JANUARY 8, 2015

1201 Oak Street
 Conway, AR 72032
 Phone: 501-450-6191
 Fax 501-450-6144
 missy.schrag@cityofconway.org

TO Dean Dickenson
 108 Fairway Ln
 Conway AR 72034

Description: Mowing/Clean-up/Admin Fees
 associated with the nuisance abatement at
 108 Fairway, Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Kim Beard	710-02057-000		January 13, 2015

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
2	1 Employee -Mowing/Cleanup	16.22	32.44
2	1 Employee -Mowing/Cleanup	15.23	30.46
2	1 Employee- Mowing/Cleanup	10.48	20.96
2	1 Employee- Mowing/Cleanup	10.48	20.96
1	Maintenance fee (mower)	15.00	30.00
	Landfill (ticket # 500463;500488)	32.63	65.26
1	Administrative Fee (Missy Schrag)	18.03	18.03
1	Administrative Fee (Kim Beard)	15.36	15.36
1	Administrative Fee (Glenn Berry)	21.00	21.00
2	Certified Letter	5.13	10.26
2	Regular letter	.48	.96

TOTAL BY 1/13/15 \$265.69

- Total amount due after January 13, 2015 includes collection penalty & filing fees

TOTAL AFTER 1/13/15 \$322.26

Make all checks payable to City of Conway Code Enforcement @ 1201 Oak Street Conway Arkansas 72032

City of Conway
Code Enforcement

1201 Oak Street
Conway, Arkansas 72032
www.cityofconway.org



Missy Lovelady
Conway Permits & Code Enforcement
Phone 501-450-6191
Fax 501-450-6144

December 12, 2014

Parcel # 710-02057-000

Dean Dickenson
108 Fairway Ln
Conway AR 72034

RE: Nuisance Abatement at 108 Fairway, Conway AR
Cost of Clean-Up, Amount Due: \$265.69

Dear Mrs. Dickenson,

Because you failed or refused to remove, abate or eliminate certain conditions on the aforementioned real property in the City of Conway, after having been given seven (7) days notice in writing to do so, the City of Conway was forced to undertake the cleanup of this property to bring it within compliance of the Conway Municipal Code.

The City of Conway is requesting payment for all costs expended in correcting said condition. If after thirty (30) days from the receipt of this letter notifying you of the cost to correct said condition, such payment has not been remitted to the City, the City has the authority to file a lien against real estate property for the cost expended after City Council approval.

At its **January 13, 2015**, 6:30 p.m. located at 810 Parkway Street, the City Council will conduct a public hearing on three items:

1. Consideration of the cost of the clean-up of your real property.
2. Consideration of placing a lien on your real property for this amount.
3. Consideration of certifying this amount determined at the hearing, plus a ten percent (10%) penalty for collection & filing fees, to the Tax Collector of Faulkner County to be placed on the tax books as delinquent taxes and collected accordingly.

None of these actions will be necessary if full payment is received before the meeting date. Please make check payable to the **City of Conway** and mail to **1201 Oak Street Conway Arkansas 72032** with the **attention** to **Missy Lovelady**. If you have any questions, please feel free to call me at 501-450-6191.

Sincerely,

Missy Lovelady

**Conway Code Enforcement
Incident Report**

Date of Violation: 10/29/14

Violator Name: Dean Dickenson

Address of Violation: 108 Fairway

Violation Type: Grass; rubbish & trash; trash cans in yard

Warning #: CE8644

Description of Violation and Actions Taken: On 10/29/14 Code Enforcement Officer Kim Beard wrote a warning to correct violation at 108 Fairway for grass, rubbish & trash & trash cans in yard. Property was rechecked on 11/6/14 and 11/19/14 with no progress made. Certified and regular letters were mailed 11/25/14 to address on file. Property was rechecked on 11/24/14 and 12/5/14 with no action taken. Final cleanup by city was completed on 12/09/14.

Code Enforcement Officer: Kim Beard

Officer Signature: _____

Date:

Time:



**City of Conway, Arkansas
Resolution No. R-15-_____**

**A RESOLUTION BY CITY COUNCIL IN SUPPORT OF AN NEA OUR TOWN GRANT APPLICATION FOR THE
PURPOSE OF DEVELOPING DESIGNS FOR THE PROPOSED PERFORMING ARTS AMPHITHEATER**

Whereas, the City of Conway has completed Master Planning for the Markham Street Corridor through the Jump Start Grant, receiving community support for the remediation and redevelopment of the former Conway Scrap Metals Yard, and has applied for an EPA Brownfield Cleanup Grant to support this process in 2015;

Whereas, Design and Engineering plans will be required in order to support the construction of this project based upon the intended secondary use as a proposed storm water management area during severe rain events, and which designs are required to properly plan the remediation phase of the Cleanup process;

Whereas, the City of Conway seeks Council support to apply for a National Endowment for the Arts (NEA) "Our Town" Grant for up to \$200,000, in partnership with the University of Arkansas Community Design Center (UACDC) who would provide all necessary Schematic Design, Civil Engineering, Architectural and other related design work as needed for design of the proposed Performing Arts Amphitheater/Park Space planned for this area;

Whereas, the Match/Cost Share requirement for this grant, if approved, will be \$100,000 (50/50) of the total grant.

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

Section 1: The City of Conway does hereby express its support for the NEA Our Town Grant to fund necessary design work of the proposed Performing Arts Amphitheater/Park Space, and will fully support the allocation of match funds up to \$100,000 should the grant be awarded.

Section 2: The City of Conway supports partnering with the University of Arkansas Community Design Center as the lead design firm for the public space in this grant application. The Director of Community Development and/or the Mayor are hereby given authority to sign agreements and contracts regarding this project.

Passed this 13th day of January, 2015.

Approved:

Attest:

Mayor Tab Townsell

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





City of Conway, Arkansas
Ordinance No. O-15- ____

AN ORDINANCE ACCEPTING PROCEEDS FROM FAULKNER COUNTY FOR GIS (GEOGRAPHIC INFORMATION SYSTEM) WORK IN UPDATING FAULKNER COUNTY GIS DATA, PER INTERLOCAL AGREEMENT (R-11-71) AND APPROPRIATING FUNDS FOR GIS PURPOSES WITHIN THE PLANNING AND DEVELOPMENT DEPARTMENT, AND FOR OTHER PURPOSES:

Whereas; Faulkner County has agreed that it is in the best interests of Faulkner County to contract with Conway to extend the operation of GIS under an arrangement to Faulkner County. These proceeds will provide funding for updates to the Conway GIS including but not limited to GIS software, maintenance, and asset upgrades. No city match is required as part of this agreement; and

Whereas; Faulkner County has provided an agreement in the amount of \$14,000 for the cost of work performed by the Conway GIS Coordinator for GIS updates and map updates to be disbursed quarterly (Invoice January 15th, April 15th, July 15th, October 15th) in calendar year 2015.

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

Section 1: The City of Conway shall accept proceeds from Faulkner County in the amount of \$3,500 each quarter (total of \$14,000 for year) and appropriate said funds from (399-000-4200, Miscellaneous Grant Fund Revenue Account); into the following account:

\$14,000	399-105-5799 (Project E)
----------	--------------------------

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

PASSED this 13th day of January, 2015.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk/Treasurer

City of Conway
Mayor's Office

Memo:

To: Mayor Tab Townsell
CC: City Council Members
Kami Marsh

From: Felicia Rogers
Date: January 6th, 2015
Re: Conway Tree Board Vacancy

The Conway Tree Board has selected the following for the vacant positions on there board:

- Dustin L. Botsford

Please advise if you have any questions



City of Conway, Arkansas
www.cityofconway.org
Board/Commission Nomination Form:

RECEIVED
JAN - 6 2015
BY: *[Signature]*

Date: 12-02-2014

Board applying for. (One board per form)

Conway Tree Board

(If you are applying for more than one board, you will only need to fill out the second page once.)

Person Nominated: DUSTIN LEE ROSEFORD

Address: 2056 SCOTT City, State, Zip Conway, AR 72034

Phone/Home: 501-733-6628 Work: 501-205-8512

Person making nomination: Gerald Conway

Address: 3003 Eggen Lane Conway AR 72034

Phone/Home: 501-327-3497 Work: 501-993-3053
Cell

Please send to: Michael O. Garrett
City Clerk/Treasurer
1201 Oak Street
Conway, AR 72032
(501) 450-6100
(501) 450-6145 (f)

Please provide the following information for consideration to a City of Conway Board/Commission.

List community/civic activities. Indicate activities in which you (or your nominee) are or have been involved.

ELOFEST, SEVERAL ACTIVITIES/FUNDRAISERS INVOLVING UNITED WAY, CASA, THE BLUE CREW, THE CHASE RACE, DOWNTOWN CLEAN UP DAYS, URBAN FARMING PROJECT

Indicate why you (or your nominee) are interested in serving on this board or commission and what other qualifications apply to this position.

LOOKING FOR WAYS TO GET MORE INVOLVED IN THE COMMUNITY AND THIS BOARD SEEMS LIKE A GREAT AVERAGE TO BE INVOLVED IN DECISIONS THAT AFFECT THE CITY LONG TERM. I AM GOOD WITH PEOPLE AND DUE TO THE NATURE OF MY BUSINESS, KNOW A LOT OF THEM. I CAN USE THEM TO REALLY SUPPORT FOR LARGER PROJECTS THAT REQUIRE VOLUNTEERS.

What contributions do you hope to make?

TO LEAVE THIS WORLD BETTER THAN I FOUND IT.

Please feel free to attach to this application any additional information.

The City of Conway strives to ensure all City Boards/Commissions are a representative of our diverse community. To assist in these endeavors; please provide the following information on a voluntary basis:

Age: 29 Sex: M Race: WHITE

Occupation: SELF EMPLOYED BUSINESS OWNER Ward _____

Email Address: dlb03004@gmail.com

[Signature]
Signature of Applicant or Nominator

12-09-14
Date



**City of Conway, Arkansas
Ordinance No. O-15-_____**

AN ORDINANCE APPROPRIATING FUNDS AND AUTHORIZING AN INCREASE IN PAY FOR THE CONSTRUCTION SPECIALIST WITH CDL POSITION; AND FOR OTHER PURPOSES.

Whereas, ordinance O-14-37 created a new job classification titled "Construction Specialist with CDL" with an assigned Pay Grade of 12 (currently \$15.0928 per hour); and

Whereas, employees with the title of "Construction Specialist with CDL" were not provided the salary increase to Pay Grade 12 until other city employees could migrate to where they need to be; and

Whereas, the 2015 Street Fund budget was adopted absent of the funds needed to implement the new salary level.

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

Section 1: The City of Conway shall appropriate \$11,620 from the Street Fund Balance account (002.201.4900) to the appropriate salary and benefit expense accounts to fund this adjustment.

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

PASSED this 13th day of January, 2015.

Approved:

Mayor Tab Townsell

Attest:

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



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

AN ORDINANCE APPROPRIATING REVENUE FUNDS TO THE CONWAY SANITATION DEPARTMENT, AND FOR OTHER PURPOSES:

Whereas, the Conway Sanitation Department requests a revenue appropriation of \$9,838.42 to repair a 2014 Mack Front Load Refuse Truck; \$10,400.70 to repair the roof on the MRF Building; and \$1642.76 to repair two doors in the MRF damaged by a storm; and

Whereas, funds in the amount of \$21,881.89 was received by Municipal Vehicle program to be used for said purpose.

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

Section 1. The City of Conway shall appropriate \$9,838.42 from the Sanitation Enterprise Fund Insurance Proceeds account (510.510.4360) to the Equipment Repairs Operating Account (510.510.5440) and \$10,400.70 and \$1,642.76 from the Sanitation Enterprise Insurance Proceeds account (510.510.4360) to the Building Maintenance Account (510.510.5410).

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

PASSED this 13th day of January, 2015.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk/Treasurer



**City of Conway, Arkansas
Resolution No. R-15-___**

**A RESOLUTION REQUIRING AN AUDIT OF THE ACCOUNTING RECORDS OF THE CITY OF
CONWAY FOR THE YEARS 2013 AND 2014**

WHEREAS, Arkansas Code Annotated §14-58-307 requires that cities of the first class be audited annually by either an independent certified public accountant or by the Division of Legislative Audit; and

WHEREAS, Arkansas Code Annotated §14-58-101(c)(3) gives municipalities the option to choose between the two. The deciding factor being that an independent audit will be performed in accordance with the guidelines and format prescribed by the Governmental Accounting Standards Board, the American Institute of Certified Public Accountants, and the United States Government Accountability Office; and the Division of Legislative Audit performs on a regulatory basis, which is not well-defined, nor is it considered to be up-to-date when compared to the guidelines used by independent accountants.

WHEREAS, the City Council finds it beneficial and in the best interest of the City to have audits for its fiscal years 2013 and 2014 that comply with the aforementioned guidelines.

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

SECTION 1. The City of Conway shall have an audit for the year ended December 31, 2013, and an audit for the year ended December 31, 2014 that is conducted by an independent certified public accountant, and is in accordance with the guidelines and format prescribed by the Governmental Accounting Standards Board, the American Institute of Certified Public Accountants, and the United States Government Accountability Office.

Passed this 13th day of January, 2015.

APPROVED:

Mayor Tab Townsell

ATTEST:

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

Facility Access & Use Agreement

This Facility Access & Use Agreement ("Agreement") is entered into on this ____ day of _____, 2014, between Conway Ministry Center ("Center") and the City of Conway ("City").

FACILITY TO BE USED: One or more temperature controlled rooms totaling a minimum of _____ square feet with access to operational restrooms and access to potable water in the Center located at 901 Polk Street, Conway, Arkansas 72032 ("Facility").

USE OF FACILITY: Facility provided by the Center will be used by the City as a warming and/or cooling station for the general public during times of extreme weather as determined by the City and until such extreme weather subsides. The room(s) provided for the City's use will have a minimum square footage of _____ in order to accommodate the needs of the City. The room(s) must be temperature controlled for heat and air conditioning being in working order at all times while in use by the City. City shall have access to thermostats at all times during the use of the Facility to adjust the temperature in the Facility.

ACCESS TO FACILITY: Once extreme weather is determined by the City and communicated to the Center, the Center will have one (1) hour to have the facility ready to use by the City. After the determination of extreme weather, the City will have specific and exclusive use of the Facility until the extreme weather has subsided.

The Center will provide any needed keys to the facility to Fire Chief Mike Winter or other City designated representative to allow for timely access to the Facility.

RESOURCES: The City will provide a sufficient number of cots and bed linens for persons utilizing the Facility. The City will provide staffing for the Facility at all times while in use by the City. No food will be provided or distributed by the City.

The Center will provide a clean, temperature controlled room or rooms with access to operational restrooms and potable water to accommodate both City employees staffing the Facility and persons utilizing the Facility.

SECURITY: The City will provide security during its use of the Facility. Security will be only for the Facility and not for any other part of the Center. However, if the security provided by the City is Conway Police, this Agreement will in no way limit or impact the performance of their normal duties.

LIABILITY: City will be responsible for its staff and any property damage to the Facility as a direct result of its use of the Facility. Any damage to the property believed to be caused by the City during its use of the Facility shall be communicated by the Center in writing to the City within five (5) days of the suspected damage.

The Center will maintain general liability and other sufficient insurance coverage on the Facility to cover any and all other losses or damage that may occur before, during and after any use of the Facility by the City. The Center will be solely responsible for maintaining, repairing and/or replacing HVAC systems, electrical and plumbing to provide for the full and intended use of the Facility by the City.

Should the Facility not meet the standards set forth in this Agreement, the City, through its designated representative, shall contact _____ as soon as practical to communicate the nature of the deficiency. _____ shall act immediately to remedy the deficiency to meet the requirements of this Agreement.

Should the Facility not meet the standards set forth in this Agreement prior to the use of the Facility by the City, the Center will notify Fire Chief Mike Winter of any deficiency the same day the deficiency is discovered by the Center.

NOT AN ENDORSEMENT: The use of the Facility by the City is intended to provide a more centralized and convenient location for persons in need of adequate shelter from extreme weather in the Conway, Arkansas area to find a temporary respite until they are able to return to their usual living arrangements. The utilization by the City of the Center's location is in no way an endorsement of Center's normal location purposes or religious affiliations and should not be construed as such. It is understood the Center may have other resources that may benefit persons utilizing the Facility during the use of the Facility by the City. Those persons utilizing the Facility during the City's use are free to pursue any and all resources offered by the Center if and when they so choose.

CANCELLATION: Either party may cancel this Agreement at any time and for any reason with thirty (30) days prior notice to the other party in writing.

Tab Townsell, Mayor
City of Conway

Date



Director of the Ministry Center

12-30-14
Date



**City of Conway, Arkansas
Resolution No. R-15-___**

A RESOLUTION ACKNOWLEDGING THE ELECTION RESULTS OF THE GENERAL ELECTION HELD NOVEMBER 4th, 2014 FOR THE CONWAY CITY COUNCIL & CITY ATTORNEY;

Whereas, Arkansas code 14-43-501 (B) (i) **Organization of City Council**; requires a majority of the whole number of aldermen to be the judges of the election returns and of the qualifications of their own members; and

Whereas, the members of the Conway City Council hereby acknowledge the election/re-election results of the following members:

Alderman David Grimes
Alderman Shelley Mehl
Alderman Mary Smith
Alderman Sheila Whitmore

City Attorney Chuck Clawson

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Conway, Arkansas,

Section 1. In conjunction with the General Election held Tuesday, November 4, 2014, have determined the election returns and the qualifications of these members are hereby recognized and approved.

Section 2. This resolution shall take effect immediately.

Adopted this 13th day of January, 2015.

Approved:

Mayor Tab Townsell

Attest:

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



**City of Conway, Arkansas
Resolution No. R-15-___**

A RESOLUTION SETTING ORGANIZATIONAL RULES AND PROCEDURES FOR THE CONWAY CITY COUNCIL FOR THE CALENDAR YEAR 2015

Whereas, by state law city councils are charged with organizing their proceedings and setting their rules; and

Whereas, City councils are task to set their organizational rules and procedures at the first business meeting every year.

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

Section 1. The Conway City Council shall proceed under the generally accepted rules and procedures of its long standing traditions and its general adherence to Robert's Rules of Order until such time as a written version is approved and accepted by Resolution of the Conway City Council. A first draft of a written version of the Conway City Council Organizational Rules and Procedures has been made available at the City Council meeting of January 13, 2015.

Section 2. The City Administration is tasked to have a final version of the written Conway City Council Organizational Rules and Procedures available for approval on the next City Council agenda.

PASSED this 13th day of January, 2015.

Approved:

Mayor Tab Townsell

Attest:

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