



City of Conway Council Agenda

Council Meeting Date:

December 9th, 2014

5:30pm – Committee Meeting:

Discussion of the FY2015 Budget

6:30pm - Council Meeting

Call to Order: Mayor Tab Townsell

Roll Call: City Clerk/Treasurer Michael O. Garrett

Minutes Approval: **November 25th, 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. Resolutions requesting the Faulkner County Tax Collector place a certified lien on certain properties as a result of incurred expenses by the City.
2. Consideration to approve nominations for the Planning Commission, Historic District, Oak Grove Cemetery, Advertising and Promotion Commission & the Airport Advisory Committee.
3. Ordinance creating the Robinson Cemetery Board for the City of Conway.
4. Consideration to approve the nominations for the newly created Robinson Cemetery Board.
5. Ordinance approving the allocation of match funds for the Conway Scrap Metal Yard EPA Brownfield cleanup grant.

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

1. Ordinance accepting the donation of land for the Parks Department.

C. New Business

1. Consideration to approve the request to redeem all outstanding bonds for Nucor Corporation.
2. Ordinance to establish a wrecker franchise service for the City of Conway.
3. Consideration to change the date of the last regularly scheduled City Council meeting to an alternative date due to the Christmas Holidays.

Adjournment

City of Conway
Proposed Budgets for the Fiscal Year 2015

December 1, 2014

General Fund
Proposed Budget
2015

12/1/2014

	<u>Actual</u> <u>12/31/2012</u>	<u>Actual</u> <u>12/31/2013</u>	<u>2014</u> <u>Budget</u>	<u>2015</u> <u>Budget</u>	<u>'14-'15</u> <u>\$ Change</u>	<u>'14-'15</u> <u>% Change</u>
Admin (Mayor & HR)	521,851	583,654	536,480	601,960	65,480	12.2%
Finance	370,129	421,402	495,937	452,202	(43,735)	-8.8%
City Clerk	134,860	173,925	181,599	179,170	(2,429)	-1.3%
City Council	72,880	89,297	81,915	81,913	(2)	0.0%
Planning	743,299	845,116	359,193	379,216	20,023	5.6%
Permits & Inspections	-	-	532,883	479,675	(53,208)	-10.0%
Physical Plant	383,848	533,393	505,370	541,888	36,518	7.2%
Fleet Maintenance	201,760	155,193	81,858	81,069	(789)	-1.0%
Info Tech	690,848	1,297,506	720,069	836,640	116,571	16.2%
Old Airport	104,711	157,923	32,500	-	(32,500)	-100.0%
Non Dept	1,111,042	744,762	1,099,800	1,132,820	33,020	3.0%
Police	9,901,122	11,245,214	10,919,434	11,047,754	128,320	1.2%
Animal Welfare	354,294	468,378	411,899	431,341	19,442	4.7%
District Court	867,274	867,395	856,518	860,582	4,064	0.5%
City Attorney	252,993	352,102	356,462	363,583	7,121	2.0%
Fire	8,243,067	9,065,183	9,101,029	9,413,567	312,538	3.4%
Parks	2,305,753	2,531,441	2,821,640	2,881,240	59,600	2.1%
EXPENSES	26,259,731	29,531,882	29,094,586	29,764,620	670,034	2.3%
REVENUES	<u>29,792,791</u>	<u>28,774,817</u>	<u>28,980,902</u>	<u>29,836,550</u>	<u>855,648</u>	<u>3.0%</u>
Net Rev/(Exp)	\$3,533,060	\$ (757,065)	\$ (113,684)	\$ 71,930	185,614	-163.3%

Street Fund
Proposed Budget
2015

12/1/2014

	<u>Actual</u> <u>12/31/2012</u>	<u>Actual</u> <u>12/31/2013</u>	<u>2014</u> <u>Budget</u>	<u>2015</u> <u>Budget</u>	<u>'14-'15</u> <u>\$ Change</u>	<u>'14-'15</u> <u>% Change</u>
EXPENSES	4,306,960	4,561,400	5,376,296	5,587,931	211,635	3.9%
REVENUES	<u>4,240,104</u>	<u>4,750,350</u>	<u>5,376,296</u>	<u>5,587,931</u>	<u>211,635</u>	<u>3.9%</u>
Net Rev/(Exp)	\$ (66,856)	\$ 188,950	\$ -	\$ -	-	0.0%

Sanitation Fund
Proposed Budget
2015

12/1/2014

	<u>Actual</u> <u>12/31/2012</u>	<u>Actual</u> <u>12/31/2013</u>	<u>2014</u> <u>Budget</u>	<u>2015</u> <u>Budget</u>	<u>'14-'15</u> <u>\$ Change</u>	<u>'14-'15</u> <u>% Change</u>
EXPENSES	7,943,594	7,150,867	9,715,000	9,320,381	(394,619)	-4.1%
REVENUES	<u>8,165,186</u>	<u>8,305,088</u>	<u>9,715,000</u>	<u>9,344,000</u>	<u>(371,000)</u>	<u>-3.8%</u>
Net Rev/(Exp)	\$ 221,592	\$ 1,154,221	\$ -	\$ 23,619	23,619	0.0%

Airport Fund
Proposed Budget
2015

12/1/2014

	2014 Budget	2015 Budget	'14-'15 \$ Change	'14-'15 % Change
EXPENSES	358,471	1,044,093	685,622	191.3%
REVENUES	<u>345,810</u>	<u>1,079,250</u>	<u>733,440</u>	<u>212.1%</u>
Net Rev/(Exp)	\$(12,661)	\$ 35,157	47,818	0.0%

*2014 Budget figures only for September - December.



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

AN ORDINANCE ADOPTING A BUDGET FOR THE CITY OF CONWAY, ARKANSAS, FOR THE FISCAL YEAR JANUARY 1, 2015 THROUGH DECEMBER 31, 2015, AND PROVIDING THAT THE AMOUNTS STATED IN THE BUDGET DOCUMENT AS ADOPTED EXPENDITURES SHALL BECOME APPROPRIATED FOR THE VARIOUS FUNCTIONS AND ACTIVITIES SPECIFIED IN SAID BUDGET DOCUMENT; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES:

Whereas, the Mayor of the City of Conway has submitted to the City Council a budget for the fiscal year 2015.

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

Section 1. A Budget for the fiscal year 2015 for the City of Conway, Arkansas; providing a total appropriation for the following funds:

	<u>Revenue</u>	<u>Expenditures</u>
General	\$29,836,550	\$29,764,620
Street	5,587,931	5,587,931
Sanitation	9,344,000	9,320,381
Airport	1,079,250	1,044,093
Parks and Rec Ad Val	23,500	-0-
Animal Welfare Ad Val	14,000	-0-
Spay & Neuter Program	45,000	50,000
Court Automation	86,400	120,000
Conway Corp Franchise Fee	620,000	540,000
A&P Parks and Recreation	2,886,000	98,041
Pay as You Go Sales Tax (Street & Police)	3,203,600	3,200,000
Street Impact	353,600	-0-
Parks Impact	151,200	-0-
Bonded Debt Service	3,192,970	3,192,970
Non Uniform Pension	<u>2,093,500</u>	<u>1,423,600</u>
Total Budget	\$58,517,501	\$54,341,636

Section 2. From the effective date of the budget, to wit: January 1, 2015, the several amounts as stated therein as adopted expenditures shall be and are hereby appropriated for the several purposes, functions and activities within the various departments, offices and agencies specified therein.

Section 3. The Mayor is directed to cause the proper accounting entries to be made in the books and records of the City so as to reflect the appropriations for the aforesaid fiscal year,

and he is further directed to file a certified copy of the adopted budget for the fiscal year with the City Clerk of the City of Conway, Arkansas.

Section 4. For those funds in which budgeted expenditures exceed revenues, City Council authorizes that Fund Balance (unrestricted reserves) will be utilized to pay for actual expenditures during the year that are in excess of actual revenues.

Section 5. All ordinances in conflict herewith are repealed to the extent of that conflict.

Section 6. 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 ____ day of December 2014.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk/Treasurer



MEMO

TO: Mayor Tab Townsell
CC: City Council Members
FROM: Missy Lovelady
DATE: December 1, 2014
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. 516 First Ave | \$227.42 |
| 2. 2522 Robinson Ave | \$227.42 |
| 3. 1918 Erbach | \$775.80 |

Please advise if you have any questions.

Thank you for your consideration.



City of Conway, Arkansas
Resolution No. R-14-_____

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 **516 First Ave** 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 **\$227.42** (\$179.47 + Penalty-\$17.95 + 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 **December 9th, 2014** 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 9th day of December, 2014.

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: November 17, 2014

Re: 516 First Ave

- September 2, 2014– A Warning Violation written regarding grass in the yard by Kim Beard.
- Property Owner is listed as Lelon JW Cross.
- Property was rechecked on 9/11/14 with no progress made.
- Certified and regular letters were mailed 9/18/14 to address on file and a notice was left by post office.
- Property was rechecked on 9/30/14 with no action taken.
- Final Cleanup completed on 10/15/14.
- 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: DECEMBER 2, 2014

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

TO Lelon J W Cross
3748 Old Morrilton Hwy
Conway AR 72034

Description: Mowing/Clean-up/Admin Fees
associated with the nuisance abatement at
516 First Ave, Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Kim Beard	710-03967-000		November 25, 2014

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	Maintenance fee (tractor & mower)	15.00	30.00
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 11/25/14			\$179.47
TOTAL AFTER 11/25/14			\$227.42

- Total amount due after November 25, 2014 includes collection penalty & filing fees

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

October 21, 2014

Parcel # 710-03967-000

Lelon J W Cross
3748 Old Morrilton Hwy
Conway AR 72034

RE: Nuisance Abatement at 516 First Ave, Conway AR
Cost of Clean-Up, Amount Due: \$179.47

Dear Mrs. Cross,

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 **November 25th, 2014 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: 09/02/14

Violator Name: Lelon JW Cross

Address of Violation: 516 First Avenue

Violation Type: Grass

Warning #: CE8611

Description of Violation and Actions Taken: On 09/02/14, Code Enforcement Officer Kim Beard wrote a warning to correct violation at 516 First Avenue for grass. Property was rechecked on 09/11/14 with no progress made. Certified and regular letters were mailed 09/18/14 to address on file. Property was rechecked on 09/30/14 with no action taken. Final cleanup by city was completed on 10/15/14.

Code Enforcement Officer: Kim Beard

Officer Signature: _____

Date:

Time:



City of Conway, Arkansas
Resolution No. R-14-_____

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 2522 Robinson Ave 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 \$227.42 (\$179.47 + Penalty-\$17.95 + 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 **December 9, 2014** 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 9th day of December, 2014.

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: November 17, 2014

Re: 2522 Robinson Ave

- July 1, 2014– A Warning Violation written regarding grass, rubbish & trash in the yard by Kim Beard.
- Property Owner is listed as Leslie Willis.
- Property was rechecked on 7/9/14 with no progress made.
- We received documentation saying this property was going into foreclosure.
- Certified and regular letters were mailed 9/23/14 to address on file and a notice was left by post office.
- Property was rechecked on 9/23/14 & 10/1/14 with no action taken.
- Final Cleanup completed on 10/15/14.
- 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: DECEMBER 2, 2014

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

TO Leslie Willis
2522 Robinson Ave
Conway AR 72034

Description: Mowing/Clean-up/Admin Fees associated with the nuisance abatement at 2522 Robinson Ave, Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Kim Beard	710-04142-000		November 25, 2014

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	Maintenance fee (tractor)	15.00	30.00
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 amount due after November 25, 2014 includes collection penalty & filing fees

TOTAL BY 11/25/14	\$179.47
TOTAL AFTER 11/25/14	\$227.42

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

October 22, 2014

Parcel # 710-04142-000

Leslie Willis
2522 Robinson Ave
Conway AR 72034

RE: Nuisance Abatement at 2522 Robinson Ave., Conway AR
Cost of Clean-Up, Amount Due: \$179.47

Dear Ms. Willis,

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 **December 9, 2014 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: 07/01/14

Violator Name: Leslie Willis

Address of Violation: 2522 Robinson Avenue

Violation Type: Grass; Rubbish & trash in yard

Warning #: CE8493

Description of Violation and Actions Taken: On 07/01/14, Code Enforcement Officer Kim Beard wrote a warning to correct violation at 2522 Robinson Avenue for grass, rubbish and trash in yard. Property was rechecked on 07/09/14 with no progress made. We received documentation saying property was going in to foreclosure. Certified and regular letters were mailed 09/23/14 to address on file. Property was rechecked on 09/23/14 and 10/01/14 with no action taken. Final cleanup by city was completed on 10/15/14.

Code Enforcement Officer: Kim Beard

Officer Signature: _____

Date:

Time:



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

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 1918 Erbach 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 \$775.80 (\$678.00 + Penalty-\$77.58 + 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 **December 9th, 2014** 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 9th day of December, 2014.

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: December 1, 2014

Re: 1918 Erbach

- September 23, 2014– Warning Violation written regarding grass, rubbish & trash in the yard by Kim Beard.
- Property Owner is listed as US Bank National Association.
- Property was rechecked on 10/1/2014 with no progress made.
- Certified and regular letters were mailed 10/2/2014 to address on file and a notice was left by post office.
- Property was rechecked on 10/14 & 20/2014 with no action taken.
- Final Cleanup completed on 11/3/2014.
- 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: DECEMBER 2, 2014

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

TO US Bank National Association
1918 Erbach
Conway, Ar 72034

Description: Mowing/Clean-up/Admin Fees
associated with the nuisance abatement at
1918 Erbach, Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Kim Beard	710-01795-000		December 9, 2014

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
6	1 Employee -Mowing/Cleanup	15.23	91.38
12	2 Employee -Mowing/Cleanup	10.48	125.76
6	Maintenance fee (tractor)	15.00	90.00
	Landfill fee (#497352;497415;497456;497566;497563)	305.25	305.25
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 12/9/14 \$678.00

- Total amount due after December 9, 2014 includes collection penalty & filing fees

TOTAL AFTER
12/9/14 \$775.80

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

November 6, 2014

Parcel # 710-01795-000

US Bank National Association
4801 Frederica St
Owensboro KY 42301

RE: Nuisance Abatement at 1918 Erbach, Conway AR
Cost of Clean-Up, Amount Due: \$678.00

To whom it may concern:

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 **December 9, 2014 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 Schrag

**Conway Code Enforcement
Incident Report**

Date of Violation: 09/23/14

Violator Name: US Bank National Association

Address of Violation: 1918 Erbach

Violation Type: Grass; Rubbish & trash in yard

Warning #: CE8627

Description of Violation and Actions Taken: On 09/23/14 Code Enforcement Officer Kim Beard wrote a warning to correct violation at 1918 Erbach for grass, rubbish and trash in yard. Property was rechecked on 10/01/14 with no progress made. Certified and regular letters were mailed 10/02/14 to address on file. Property was rechecked on 10/14/14 and 10/20/14 with no action taken. Final cleanup by city was completed on 11/03/14.

Code Enforcement Officer: Kim Beard

Officer Signature: _____

Date:

Time:

City of Conway
Mayor's Office

Memo:

To: City Council Members

CC: Mayor Tab Townsell

From: Felicia Rogers

Date: December 4th, 2014

Re: Annual Boards & Commission Nominations

Annual Boards & Commission nominations were advertised for the month of October. The following nominees are being submitted for your approval:

They are as follows:

- Planning Commission: Bryan Quinn – 5 year term
Justin Brown – 5 year term
- Historic District Commission: Scott Zielstra – Two year term
Taylor Martin – Two year term
Betty Pickett – Two year term
- Oak Grove Cemetery: Brenda Collier – 5 year term
- A&P Commission: Danny Patel – Term expires May 2015, filling
vacancy left by Angela Bagby.
- Airport Advisory Committee: Kevin Wish – 3 year term
Harrell Clendenin – 3 year term

Please advise if you have any questions.

All 2015 Nominations Received - Boards & Commission

Planning Commission Nominations

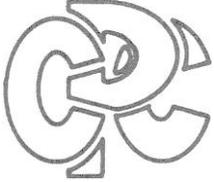
Pam McDowell
Velda Lueders
Gates Booth
Rachael Cox
Michael Yoder
Adam Davis
Justin Eric Brown
Daniel Jacquez
Bryan Quinn
Brent Hooten
Marvin Lessmann
Michael Waters

Advertising and Promotion Commission

Danny Patel
Melissa Britton

Robinson Cemetery Board

Kerry Allen
Rev. Andrew Balenton
Ernestine Acklin
Donna Boxley
Leona Walton
Ann Mattison



CONWAY PLANNING COMMISSION

1201 OAK STREET CONWAY, AR 72032 (501) 450-6105

December 2, 2014

Council Members
Conway, AR 72032

Dear Council Members:

The Planning Commission's nominating committee completed its task of interviewing applicants for the position that will become vacant at year's end when Commissioner Jon Arms & Commissioner Jeff Allender completes their term of service. The Nominating Committee voted to submit the following two candidates to the full Planning Commission for its approval to recommend them to the City Council for appointment to the Planning Commission.

Bryan Quinn, 5255 Browning Drive (Ward 4) – 5-year term

Justin Brown, 2185 Sugar Creek Drive (Ward 1) - 5 year term

A representative can attend the City Council meeting at which the nominations will be considered and will be pleased to share details of the selection process that culminated in the recommendation of each nominee to the Planning commission at its regular meeting on Monday, November 17th, 2014. The representative will endeavor to answer any questions the Council may have about the process. The Planning Commission decision to recommend these nominees for confirmation to the Council was unanimous.

Submitted by,

Jeff Allender, Chairman
Planning Commission

Attachment: Nomination form



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

RECEIVED
OCT 31 2014
BY: [Signature]
2014

Date: 10/30/14

Board applying for: (One board per form)

Planning Commission

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

Person Nominated: Bryan Quinn
Address: 1100 Main St. City, State, Zip Conway, AR 72032
Phone/Home: 501-831-5110 Work: 501-327-5110

Person making nomination: _____
Address: _____
Phone/Home: _____ Work: _____

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.

Boys & Girls Club of Faulkner City - President - Current
Centennial Valley Country Club - Advisory Board - Chairman - Current
U of A Walton College - Business Alumni Advisory Council - Since 2008
Lance Ellison Charitable Trust - VP - Past 4 years
Faulkner County Leadership Institute - Class of 2009

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

Invested in Future of Conway
Downtown Business Owner / Property Owner

What contributions do you hope to make?

Bring Common Sense to the Future Growth of Conway

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: 41 Sex: male Race: white

Occupation: Farmers Insurance Agent Ward: _____

Email Address: bquinn@farmersagent.com

[Signature]
Signature of Applicant or Nominator

10/30/14
Date



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

RECEIVED

10/30/14
KT

Date: 10/30/2014

Board applying for. (One board per form)

Conway Planning Commission

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

Person Nominated: Justin Eric Brown

Address: 2185 Sugar Creek Drive City, State, Zip Conway, AR 72034

Phone/Home: 501-499-3313 Work: 501-339-2664

Person making nomination: Same

Address: _____

Phone/Home: _____ Work: _____

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.

Central Arkansas Red Cross - Disaster Assessment Team and Military Assistance Group

River Fest Arkansas - Grounds Board Member

Tand Suck Daze Volunteer, "The Big Event" Conway Volunteer

Mayflower and Vilonia Disaster Cleanup

Conway Board of Zoning Adjustment - Term Expired

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

I have been a long standing member of Conway for the past 12 years and have seen the rapid expansion of the city. It is time for me to give back to the City and help it become the only logical choice for Arkansas' Best City.

What contributions do you hope to make?

As an integral member of HP's leadership team, I regularly host high level executives as well as other businesses to our Facility. I know what businesses look for in a place they call home. I hope to bring that insight to the board and help Conway realize their year 2020 strategy.

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: 30 Sex: M Race: W

Occupation: District Sales Manager - HP Ward 1-4e

Email Address: justinericbrown@hotmail.com



Signature of Applicant or Nominator

10-30-14

Date



1201 Oak Street
Conway, AR 72032

T 501.450.6105
F 501.450.6144

www.conwayplanning.org

December 3, 2014

Council Members
Conway, AR 72032

Dear Council Members:

The Historic District Commission recommends the below members be reinstated for an additional term:

Scott Zielstra, term expiring December 31, 2014. New term will expire on December 31, 2017

Taylor Martin, term expiring December 31, 2014. New term will expire on December 31, 2017.

Betty Pickett, term expiring on December 31, 2014. New term will expire on December 31, 2017.

Sincerely,

Bryan Patrick, Director
Planning and Development
Conway Historic District Commission Staff

Encl: 2015 Historic District Commission Roster

Cc: Mayor Townsell



1201 Oak Street
Conway, AR 72032

T 501.450.6105
F 501.450.6144

2015 Historic District Commission

Steve Hurd
Chairman, Commission Architect
Ward 4
607 Davis 72034
arquiteque@conwaycorp.net
501.336.9447
Term Expires: December 31, 2016

Architect, Hurd - Long Architects

Velton Daves
Vice Chairman
Ward 3
12 Cambridge Dr 72034
501.499.6382 h
veltond@uca.edu
Term Expires: December 31, 2015

Assistant Director of Physical Plant
University of Central Arkansas

Scott Zielstra
Secretary
Ward 4
2610 Orchard Park, 72034
zielstra@yahoo.com
501.475.5820 h
501.342.0521 w
Term Expires: December 31st, 2017

Arkansas Department of Higher
Education

Aaron Nicholson
Ward 2
2325 Linda Drive 72034
501.230.6634 m
anicholson@sagepartners.com
Term Expires: December 31, 2016

Commercial Realtor - Sage Partners

Taylor Martin
Ward 4
528 Faulkner Street 72034
tmartin@coremedicalinc.com
501.733.3170 m
Term Expires: December 31, 2017

Self Employed

Marianne Smith Welch
Ward 2
1146 Davis St 72034
501.269.8789 m
welch851@aol.com
Term Expires: December 31, 2015

Clinical Director at Conway Regional
Hospital
President of the Old Conway
Preservation Society

George Covington, Sr.
Downtown Partnership Member
Ward 1
1053 Front Street 72032
501.450.6217 h
501.329.3357w
gcovington@conwaycorp.net
Term Expires: December 31, 2016

Owner of Covington Companies
Multiple historic downtown properties

Betty Pickett
**Pine Street Community Development
Corporation Member**
Ward 4
1903 College Ave 72034
501.329.5862 h
bpickett@conwaycorp.net
Term Expires: December 31, 2017

Retired

(Trey) Glen Massingill III
Ward 2
6 Stagecoach Rd 72034
trey.massingill@gmail.com
501.613.3832 h
501.342.3173 w
Term Expires: December 31, 2015

Software Engineer - Acxiom

The Historic District Commission normally meets the 4th Monday of each month at City Hall in the Downstairs Conference Room at 6:00 pm.

For information or documentation, go online: www.conwayplanning.org or call the Planning & Development Department at 501.450.6105.

City of Conway
Mayor's Office
Mayor Tab Townsell
1201 Oak Street
Conway, AR 72032
www.cityofconway.org

MEMO

To: City Council Members
CC: Mayor Tab Townsell
Oak Grove Cemetery Board

From: Felicia Rogers
Date: December 3rd, 2014
Re: City of Conway Boards/Commission

The Oak Grove Cemetery advertised for board members during the annual boards/commission nomination period and did not receive any nominations.

The board has recommended to extend the term of Brenda Collier for an additional five year term. She is willing to serve an additional term on the board.

Please advise if you have any questions

Memo:

To: Mayor Tab Townsell
CC: City Council Members
Reggie Rose, Chairman A&P Commission

From: Felicia Rogers

Date: December 3rd, 2014

Re: A&P Commission Vacancy

The A&P Commission has selected the following for the vacant positions on there board:

- Danny Patel – Term will expire May 2015 – filling vacancy left by Angela Bagby

Please advise if you have any questions



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

Date: Oct 8, 2014

Board applying for: (One board per form)

A&P Commission

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

Person Nominated: Danny Patel

Address: 750 Amity Rd. Conway, AR 72032

Phone/Home: 501-773-3443 Work: 501-932-0500

Person making nomination: Danny Patel

Address: 750 Amity Rd. Conway, AR 72032

Phone/Home: 501-773-3443 Work: 501-932-0500

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.

Member on MED Committee, Active Chamber Member
Active State Chamber Member, Member of CDC (Conway
Development), Active Little Rock member, Former
Board Member for Red Cross, on committees for
Conway Common Development,

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

I am a business owner of local hotel. It has been my goal
to bring more business & more income to Conway.
I am excited about playing a role in promoting
future growth & revenue coming to Conway.
As a business owner I have always been very
active & volunteered a lot of time in the past.

What contributions do you hope to make?

Bring my knowledge & experience to be a positive
contributor. I feel that I can bring some
new ideas to the table & the willingness to put in
the time & efforts to make it a success.

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: 31 Sex: M Race: ASIAN

Occupation: Owner/operator Ward C-4

Email Address: Countryinnconway@gmail.com

Cherry Patel
Signature of Applicant or Nominator

Oct 8, 2014
Date

MEMO

To: Mayor Tab Townsell

CC: City Council

From: Bill Hegeman Conway Airport Advisory Committee

Re: Reappointment of Committee Members

Mayor Townsell,

On the regularly scheduled meeting of December 4th, 2014, the Conway Airport Advisory Committee voted unanimously to recommend that the Conway City Council reappoint Kevin Wish and Harrell Clendenin to full 3 year terms on the Committee.

They have both served partial terms and are willing to be reappointed. Thank you for your consideration.

Bill Hegeman, Chair
Conway Airport Advisory Committee



Airport Advisory Committee

Conway Cantrell Field

www.cityofconway.org

Airport Advisory Board Committee:

Name:

Term Expires:

Kevin Wish

2017

Harrell Clendenin

2017

William Hegeman

2016

Brad Teague

2016

William "Bill" Adkisson

2016

Steve Magie

2015

Fletcher Smith

2015

City Staff:

Josh Zylks, Airport Manager 501.358.6200

josh.zylks@cityofconway.org

Jack Bell, Chief of Staff 501.450.6110

jack.bell@cityofconway.org

Finley Vinson, City Engineer 501.450.6165

finley.vinson@cityofconway.org



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

**AN ORDINANCE ESTABLISHING THE FORMATION OF THE ROBINSON CEMETERY BOARD; AND
FOR OTHER PURPOSES**

Whereas, Robinson Cemetery is an important and historic part of the City of Conway; and

Whereas, Robinson Cemetery is the recipient of 21% of the voluntary four-tenths (.4) mil ad valorem tax for maintenance and upkeep; and

Whereas, there is need for structure and oversight in the maintenance and upkeep of Robinson Cemetery as well as the need for accurate and public records of the cemetery plots; and

Whereas, it is in the best interest of Robinson Cemetery and the City of Conway that a board be established to meet these objectives.

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

Section 1. The Robinson Cemetery Board will consist of seven (7) members, all citizens and residents of Conway, who shall be appointed by the Mayor with the approval of City Council. All terms will staggered 5 year terms that will be determined by the board once established.

Section 2. The Robinson Cemetery Board is composed of the following members:

Section 3. The Robinson Cemetery Board shall meet as necessary to discuss all matters related to their duties.

PASSED this 9th day of December, 2014.

Approved:

Mayor Tab Townsell

Attest:

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

MEMO

City of Conway
Mayor's Office
Mayor Tab Townsell
1201 Oak Street
Conway, AR 72032
www.cityofconway.org

To: Mayor Tab Townsell
CC: City Council Members
From: Felicia Rogers
Date: December 2, 2014
Re: Robinson Cemetery Board

The City of Conway would like to create the Robinson Cemetery Board to provide structure and oversight in the maintenance and upkeep of Robinson Cemetery as well as the need for accurate and public records of the cemetery plot.

During our annual boards and commission nomination period we received 6 nominations for the board they are as follows:

1. Kerry Allen
2. Rev. Andrew Balenton
3. Ernestine Acklin
4. Donna Boxley
5. Leona Walton
6. Ann Mattison

The Mayor would also like to nominate Linda Paxton to serve on the Robinson Cemetery Board. Each board member will serve staggered five year terms, which will be decided at the first board meeting.

Please advise if you have any questions.

Thank you for your consideration.



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

Date: 14-October-2014

Board applying for: (One board per form)

Robinson Cemetery Board

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

Person Nominated: Mr. Kerry J. Allen

Address: 236 Skunk Hollow Rd. City, State, Zip: Conway, AR 72032

Phone/Home: 501-327-0073 Work: Retired

Person making nomination: Kerry J. Allen

Address: Same as above!

Phone/Home: _____ Work: _____

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.

Co-coordinator of the annual Easter Community Sunrise Service.

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

I'm just an interested citizen of Conway and I'd just like to be a part of a smooth operation of Robinson Cemetery.

What contributions do you hope to make?

I would just like to be a part of a smooth operation of Robinson Cemetery.

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: 60 Sex: Male Race: African American

Occupation: Retired Ward E CADRON B

Email Address: allenkerry@sbcglobal.net

 14-OCT-2014
Signature of Applicant or Nominator Date



City of Conway, Arkansas
www.cityofconway.org

RECEIVED
K. Francis
10/27/2014

Board/Commission Nomination Form:

Date: Oct. 26th, 2014

Board applying for: (One board per form)

Robinson Cemetery Board

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

Person Nominated: Rev. Andrew L. Balenton

Address: 2525 Donaghey Ave. Apt. 2515 City, State, Zip Conway, AR 72032

Phone/Home: (501) 358-5170 ~~Work~~ (cell) (501) 504-9137

Person making nomination: (same as above)

Address: _____

Phone/Home: _____ Work: _____

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.

_____ none at this time _____

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

_____ I, along with other men in our area, have volunteered to do our part to keep Robinson Cemetery presentable. There are things that this cemetery needs that we just can't provide without the City of Conway's help. My heart is in this project to help beautify and maintain Robinson Cemetery.

What contributions do you hope to make?

_____ My desire for Robinson Cemetery is for it to be kept up at all times. The trees need to be cut back, the hedges ^{are} not presentable, the dumpster is hardly ever dumped. This cemetery needs to be better managed and this is what I hope to accomplish.

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: 59 Sex: M Race: Afro-Amer.

Occupation: Minister / Musician Ward _____

Email Address: balenton76@gmail.com

REV. Andrew L. Balenton
Signature of Applicant or Nominator

10/26/14
Date



City of Conway, Arkansas
www.cityofconway.org

RECEIVED
K Francis
10/27/14

Board/Commission Nomination Form:

Date: 10-27-14

Board applying for: (One board per form)

Robinson Cemetery Board

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

Person Nominated: Ernestine Acklin
Address: PO Box 1694/3489 Dave Ward Dr. City, State, Zip Conway, AR 72033
Phone/Home: 501-329-6639 Work: N/A

Person making nomination: _____

Address: _____

Phone/Home: _____ Work: _____

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.

Member of Salem Missionary Baptist Church
Member of Faulkner County NAACP

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

Licensed Funeral Director
Family owned - Larry G. Acklin Funeral Home
Retired Educator - 37 years of service - Conway Public Schools (34 yrs)

What contributions do you hope to make?

Being a representative from a funeral home
Experience in decision making and record keeping

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: 65 Sex: Female Race: Black

Occupation: Retired Educator Ward: C-1

Email Address: ernestineacklin@sbcglobal.net

Ernestine Acklin

Signature of Applicant or Nominator

10-27-14

Date



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



Date: Oct 28, 2014

Board applying for: (One board per form)

Robinson Cemetery Board

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

Person Nominated: Donna Boxley

Address: 1100 French Dr City, State, Zip Conway, AR 72034

Phone/Home: (501) 336-4517 Work: —

Person making nomination: _____

Address: _____

Phone/Home: _____ Work: _____

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.

Pine Street Area Community Development Corporation -
Board Member

Pink Rose Art and Civic Club - Vice President
FCL1 Class of 2007

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

I was raised in the Pine Street Community and I'm
interested in supporting efforts to revitalize and
maintain the area. I also have family members (parents,
sister, brother, niece and son) and close family relationships
buried at Robinson Cemetery.

What contributions do you hope to make?

I feel I would be able to help with organizing
upkeep activities, promotion and community involvement.
I work well with others and will support the boards needs.

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: 62 Sex: Female Race: Black

Occupation: Retired (Military / State) Ward _____

Email Address: Donna.Boxley@yahoo.com

Donna Boxley
Signature of Applicant or Nominator

Oct 28, 2014
Date



City of Conway, Arkansas
~~City of Conway, Arkansas~~
Board/Commission Nomination Form:



Date: 10-13-14

Board applying for. (One board per form)

Robinson Cemetary Board

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

Person Nominated: Leona Walton

Address: 1313 FACTORY City, State, Zip Conway AR 72032

Phone/Home: 501-697-0930 Work: _____

Person making nomination: Leona Walton

Address: 1313 FACTORY

Phone/Home: 501-697-0930 Work: _____

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.

Original Board Member Pine Street Community Development
Pine Street Back Pack Program

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

Very much interested in the proper upkeep of this cemetery.

What contributions do you hope to make?

Hope to bring order and stability to the way the cemetery looks and bring back trustworthiness to the process of burying a loved one

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: 58 Sex: F Race: B

Occupation: Retired Ward: 2

Email Address: leona.walton1@yahoo.com

Leona Walton
Signature of Applicant or Nominator

10-13-14
Date



City of Conway, Arkansas

www.cityofconway.org

Board/Commission Nomination Form:

RECEIVED

10/30/14

K7

Date: 10/29/14

Board applying for: (One board per form)

ROBINSON CEMETARY BOARD

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

Person Nominated: ANN Y. MATTISON

Address: 3411 DAVE WARD DR City, State, Zip CONWAY, AR 72034

Phone/Home: 501-730-0108 Work: RETIRED FROM UCA
5/2/14

Person making nomination: _____

Address: _____

Phone/Home: _____ Work: _____

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.

CHEERFUL GIVERS MINISTRY

CHAIRPERSON/MEMBER OF COMMITTEES AT TWO CHURCHES

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

REGRETFULLY, MY FOCUS WAS NOT ON THE CONDITION OF ROBINSON UNTIL MY 25 YEAR OLD SON DIED. HE IS BURIED AT ROBINSON. IT BREAKS MY HEART TO SEE BROKEN LIMBS, DEAD TREES, TRASH, UNCUT GRASS (AND SOME PLOTS HAVE NO GRASS), AND UNSHAPED HEDGES. I WOULD LIKE TO ASSIST IN MAKING A MUCH NEEDED CHANGE AT ROBINSON. I FEEL THAT MY ADMINISTRATIVE/ORGANIZATIONAL QUALITIES WILL BE HELPFUL.

What contributions do you hope to make?

WITH PROPER ADMINISTRATION & ORGANIZATION, I WOULD LIKE TO SEE A CHANGE IN THE OVERALL APPEARANCE OF ROBINSON. IT SHOULD BE A PEACEFUL AND BEAUTIFUL LOCATION FOR RELATIVES AND FRIENDS TO VISIT. IT'S A MATTER OF RESPECT FOR THOSE WHO HAVE PASSED.

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: 65 Sex: FEMALE Race: BLACK

Occupation: RETIRED/ EDUCATION COUNSELOR @ UCA Ward: _____

Email Address: annm@uca.edu

Ann Y. Mattison
Signature of Applicant or Nominator

10/29/14
Date



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

**AN ORDINANCE APPROVING THE ALLOCATION OF MATCH FUNDS FOR THE CONWAY SCRAP METAL
YARD EPA BROWNFIELD CLEANUP GRANT; AND FOR OTHER PURPOSES**

Whereas, the City of Conway is applying for an EPA Brownfields Cleanup Grant for up to \$200,000 for cleanup and remediation of the land previously owned and occupied by Conway Scrap Metal, but currently owned by the City of Conway; and

Whereas, multiple studies performed on the site indicated the presence of Hazardous material and other contamination posing a threat to Human Health and the Environment; and

Whereas, the communities support for the remediation of the project site was expressed in Resolution No. R-13-47 and through public engagement conducted in 2013 & 2014 through the Jumpstart Program; and

Whereas, the City of Conway publicized the EPA grant application on Thursday, December 4, 2014 for public comment, which comment period concludes on Thursday, December 18th, but council approval for the Match requirement is needed prior to the grant application due date of December 19th, 2014.

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

Section 1: The City of Conway shall appropriate General fund money in the amount of \$13,334 to the account 001.119.5902, Street Fund money in the amount of \$13,333 to 002.201.5902, and Parks A&P money in the amount of \$13,333 to 252.140.5902 for a total amount of \$40,000 as security for the match requirement, with unused portions returning to the City by January 2017.

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

Passed this 9th day of December, 2014.

Approved:

Mayor Tab Townsell

Attest:

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



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

**AN ORDINANCE ACCEPTING THE DONATION OF LAND DEDICATED TO PARKS TO THE CITY OF CONWAY;
AND FOR OTHER PURPOSES**

Whereas, The City of Conway has been offered a donation of 1.99 acres of land on South Donaghey Avenue adjacent to the South Fire Station for the purposes of a neighborhood park; and

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

Section 1. The City of Conway shall accept the donation from Bobby Tab Townsell of 1.99 acres with an appraised value of \$62,000 described as follows:

Part of the SE ¼, SE ¼ Section 23 Township 5 North, Range 14 West, described as beginning at a point 53.2 feet north 0 degrees 32 minutes 24 seconds east of the southwest corner of said SE ¼, SE ¼; thence continue north 0 degrees 32 minutes 24 seconds east along the west line of said SE ¼, SE ¼ a distance of 346.8 feet; thence east parallel with the south line of said SE ¼, SE ¼ a distance of 400.0 feet; thence south 0 degrees 32 minutes 24 seconds west 78.48 feet to the north right-of-way of State Highway #286 (Hwy. 60) spur; thence south 55 degrees 19 minutes 43 seconds west along said right-of-way a distance of 441.38 feet; thence south 66 degrees 28 minutes 25 seconds west along said right-of-way a distance of 43.11 feet to the point of beginning, containing 1.99 acres, more or less

Section 2. In accordance with the wishes of the grantor the land would be preserved for public park purposes and added to the real property owned by the city of Conway.

Section 3. All ordinances in conflict herewith are repealed to the extent of the conflict.

PASSED this 9th day of December, 2014.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk/Treasurer

November 18, 2014

City of Conway, Arkansas
1201 Oak Street
Conway, AR 72032
Attention: Mayor

Dear Sir/Madam:

Reference is made to that certain Lease Agreement between the City of Conway, Arkansas, as lessor (the "City"), and Nucor Corporation, as lessee (the "Company"). Capitalized terms used but not defined herein are defined in the Lease.

Pursuant to Section 9.3 of the Lease, the Company hereby requests that the City take all steps that may be necessary under the applicable redemption provisions of the Trust Indenture between the City, as issuer, and The Bank of New York Mellon ("BNYM"), as trustee, dated as of December 1, 1995 (the "Indenture"), to effect redemption of all of the Bonds outstanding. The Company further requests that the City redeem such Bonds no later than December 31, 2014.

Attached is the call for redemption notice required by Section 302 of the Indenture. Please date and sign where indicated and mail it to Covent Corporation, the sole owner of the outstanding Bonds, at the following address:

Covent Corporation
1915 Rexford Road
Charlotte, NC 28211
Attn: Michael Keller

If you have any questions, please contact me at (704) 366-7000.

Sincerely,

NUCOR CORPORATION



Michael D. Keller
Vice President & Corporate Controller

CALL FOR REDEMPTION

Dated as of November ___, 2014
under the Trust Indenture
between
The City of Conway, Arkansas
and
The Bank of New York Mellon
Related to the
Not to Exceed \$50,000,000
City of Conway
Industrial Development Revenue Bonds
(Nucor Corporation Project)
Series 1995

Reference is made to that certain Trust Indenture between the City of Conway, Arkansas (the “Issuer”), as issuer, and The Bank of New York Mellon (“BNYM”), as trustee, dated as of December 1, 1995 (the “Indenture”). Capitalized terms used but not defined herein are defined in the Indenture.

Pursuant to Section 302 of the Indenture, the Issuer, at the written request of Nucor Corporation (the “Company”), hereby calls for the redemption of all of the Bonds outstanding, specifically:

- Bond No. R-1 dated December 20, 1995, maturing December 1, 2025, in the principal amount of \$36,000,000
- Bond No. R95-1 dated December 31, 1998, maturing December 1, 2025, in the principal amount of \$2,000,000

The redemption shall occur, and the bonds may be presented for payment, at 9:00 a.m. CT on December 29, 2015. As of such time, the Bonds will cease to bear interest and shall no longer be protected by the Indenture or be deemed to be outstanding under the provisions of the Indenture. Your rights, as holder, shall be limited to receipt of the principal amount being redeemed plus accrued interest to the redemption date noted above.

THE CITY OF CONWAY, ARKANSAS

By: _____
Its:

[SEAL]

Attest: _____
Its: Secretary



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

AN ORDINANCE AMENDING SECTION 4.56 OF THE CONWAY MUNICIPAL CODE, REPEALING IN THEIR ENTIRETY ORDINANCE NO'S. O-09-140, O-04-122, O-04-85, O-04-61, O-04-49 AND O-00-139; DECLARING AN EMERGENCY; AND ALL OTHER PURPOSES

Whereas, the City of Conway wishes to alter the terms and conditions under which it grants wrecker franchises for city tows.

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

Section 1. That Section 4.56.02 of the Conway Municipal Code is hereby amended to read as follows:

4.56.01 Procedure for awarding franchise:

The City of Conway desires to maintain quality wrecker services to the public utilizing the streets within the corporate limits of the city when circumstances require the City to initiate a call for wrecker services. This agreement, between the City and the providers of wrecker services, is for the purpose of addressing the respective needs and to provide for the maximum benefit of the travelling public.

Interested wrecker companies (franchisee) with a base of operations in the territorial jurisdiction who wish to join this agreement to provide wrecker services will submit a letter of interest along with all required documentation after adoption of this ordinance. Interested franchisee' deemed qualified will begin providing wrecker services on January 1st, 2015 and will rotate wreckers duties on a monthly basis. The initial order of rotation will be determined by random draw from all qualified franchisee' Beginning Oct 1st, 2015, current franchisee' and other interested towing companies wishing to remain or join the franchise agreement with the City of Conway will be required to a letter of interest and required documents.

A. Required Documents include but not limited to:

1. Letter of Interest that identifies:

- a. Franchise owner (s).
- b. Franchise's physical location.
- c. Storage area (s) location if different from physical location.
- d. Franchise's contact information to include phone number and email address.
- e. Any and all licenses and copies of current Approved Tow Vehicle Safety Equipment Inspection Forms for each tow vehicle to be used in the rotation with the permit number referenced for non-consensual towing as required by the Arkansas Towing and Recovery Board.
- f. Any disciplinary action taken against franchisee by Arkansas Towing and Recovery Board for previous 5 years from date of letter of interest submission to the City of Conway.

2. Proof of ownership or current lease agreement showing that you have the following equipment:
 - a. 2– One (1) ton light duty wreckers.
 - b. 1– Twenty Five (25) ton rated wrecker with tandem rear axles.
 - c. 1– One and one half (1.5) ton or heavier rollback (flatbed).

Lease agreement must extend from December 1st to December 31st of the following year.
Proof of ownership, lease or agreement must be submitted with letter of interests.

3. Documentation that the City of Conway, Arkansas is listed as a Certificate Holder on the franchisee member's Insurance Certificate. Company must provide proof of general liability insurance of at least \$750,000 or the minimum amount required by the Arkansas Towing and Recovery Board, whichever is higher. Company must have at a minimum the following insurance coverage for on-hook vehicles or Arkansas Towing and Recovery Board required minimum, whichever is higher.
 - a. Light Duty (vehicles less than 1 ton in weight)-\$50,000.00.
 - b. Medium Duty (vehicles with weight of 1 ton to 2 and ½ tons)-\$100,000.00
 - c. Heavy Duty (vehicles with a weight of more than 2 and ½ tons)-\$200,000.00

Proof of Insurance for each vehicle must be submitted with bid.

Section 2. That Section 4.56.02 of the Conway Municipal Code is hereby amended to read as follows:

4.56.02 Duties of franchisee and rates for service: The Franchisee shall be required to provide and perform the following services:

- A. The Franchisee shall provide a base of operations and storage area inside the territorial jurisdiction of the city of Conway and with easy accessibility to the public. The said storage area must provide security for vehicles stored. The Franchisee must, at a minimum, enclose the said storage area with a suitable fence at least six (6) feet in height with lockable gate(s) with two (2) feet barbed wire on top or razor wire on top and provide continuous video surveillance that is capable of recording images for at least 30 days. Storage area must provide at least 10,000 square feet of storage.
- B. The Franchisee shall maintain service 24 hours per day each day during the term of the Franchise, holidays not excepted, throughout all the City.
- C. The Franchisee and all his employees while providing contract services will be subject to the supervision of the City Police Department and its patrolmen who will inspect the area after any accident to see that the Franchisee has performed his services satisfactorily.
- D. Franchisee and his employees will be required to provide services authorized in the Franchisee courteously and with the attitude that their service is an extension of city government and that their dealings with the public will be carried out with the utmost respect for the citizens with whom they come in contact.

When the city of Conway has an official hold on a vehicle, the agent or owner will have to secure a release from the Conway Police Department. The storage fees for vehicles held for forfeiture by the city of Conway will be \$1.00 per day. The Franchisee shall not release such a held vehicle until a properly executed official release shall have been presented to the Franchisee.

When the city of Conway has no official hold on the vehicle in custody of the Franchisee, the Franchisee shall provide a copy of the list of permissible and actual charges to the owner or agent of the vehicle in custody upon vehicle redemption. This list will have a space in which the agent or owner of the vehicle in custody will sign that he has read the list.

- E. The list of charges provided by the Police Department or by the Franchisee shall contain a request to the effect that any complaints concerning the services provided by the Franchisee should be made to the office of the Police Chief, telephone number 501-450-6126.
- F. The Franchisee herein granted will be subject to cancellation at any time by the Franchisee or the city of Conway upon written notice within 60 days prior to the effective date of said cancellation; provided that, the Franchise automatically will expire one (1) year from its date of adoption.
- G. The City of Conway, Arkansas must be listed as a Certificate Holder on the Franchisee Insurance Certificate. All franchisee's wrecker service insurance must meet or exceed the limits required by the Arkansas Towing and Recovery Board. If any franchisee's wrecker service insurance is terminated during the franchise period, the franchisee will be terminated immediately, unless a new Insurance Certificate is furnished with the same requirements with no lapses in coverage.
- H. The franchisee shall be properly licensed and permitted with the Arkansas Towing and Recovery Board.
- I. Vehicles to be officially held:
In this category of vehicles, the Franchisee is functioning as a governmental entity and so shall meticulously follow the terms and conditions of the Franchise, taking care to do so with the spirit of public service and courtesy.

- J. Vehicles hauled but not officially held:
Vehicles serviced by the Franchisee in this category are to be treated as customers or clients of the government and the Franchisee. By virtue of this Franchise, vehicles are towed or serviced by the Franchisee by mere fact of the owner of the vehicle not having indicated a preference as to what wrecker service to use and/or the vehicle needed to be towed. But there is not official claim on care in this category. Inasmuch as the city lends its faith and image to the Franchisee in calling the contract wrecker, the Franchisee shall charge no more than the amounts provided in the franchise.

Junk Vehicles: Vehicles that are unable to be moved from private property and ordered by the city to be moved by the Franchisee will be handled as officially held vehicles.

This Franchise provides for the removal of vehicles from public and private areas inside the city limits of Conway, Arkansas.

- K. Definition of towed vehicle classes:

Definitions-Vehicle Classification:

- 4. Light Duty Vehicle-All vehicles having a Gross Vehicle Weight Rating (GVWR) of up to one (1) ton.
- 5. Medium Duty Vehicle- All vehicles having a GVWR of more than one (1) ton and not exceeding two and a half (2 ½) tons.
- 6. Heavy Duty Vehicle-All vehicles having a GVWR of more than two and a half (2 ½) tons.

- M. Towing, storage and other allowable fees.

Allowable Charges:

- 1. Light Duty Vehicles:
 - a. In town tow charge will not exceed \$85.00.
 - b. Winch fee per ½ hour (if needed) will not exceed \$20.00.
 - c. On-scene time fee will not exceed \$50.00 per hour. On scene time for purposes of fee charged, begins after the first 30 minutes and is charged per vehicle on scene, not per franchisee' employees on scene.
 - d. Storage per 24 hour period (outside) will not exceed \$25.00.

- e. Storage per 24 hour period (inside) will not exceed \$50.00.
 - f. Storage fee per any 24 hour period (combination of inside and outside) will not exceed \$50.00.
 - g. The Franchisee will be required to sweep and haul away all debris, glass, and metal parts of automobiles damaged at the scene of an accident. Clean up fees if needed will never exceed \$20.00 per call and a \$10.00 charge if oil dry is used.
2. Medium Duty Vehicles:
- a. In town tow charge will not exceed \$115.00.
 - b. Winch fee per ½ hour (if needed) will not exceed \$50.00.
 - c. On-scene time fee will not exceed \$125.00 per hour. On scene time for purpose of fee charged, begins after the first 30 minutes and is charged per vehicle on scene, not per franchisee' employees on scene.
 - d. Storage per 24 hour period (outside) will not exceed \$25.00.
 - e. The Franchisee will be required to sweep and haul away all debris, glass, and metal parts of automobiles damaged at the scene of an accident and any cargo that has spilled onto the roadway. Clean up fees if needed will never exceed \$20.00 per call unless there is cargo spillage and an itemized bill will be prepared detailing the cost to the customer. An additional \$10.00 per bag may be charged if oil dry is required for fluid clean-up.
3. Heavy Duty Vehicles:
- a. In town tow charges will not exceed \$386.00
 - b. Winch fee per ½ hour (if needed) will not exceed \$150.00
 - c. On-scene time fee will not exceed \$125.00. On scene time begins after the first 30 minutes and is charged per vehicle on scene, not per franchisee' employees on scene.
 - d. Storage per 24 hour period (outside) will not exceed \$50.00 for semi-tractor
 - e. Storage per 24 hour period (outside) will not exceed \$50.00 for semi-trailer.
 - f. The Franchisee will be required to sweep and haul away all debris, glass, and metal parts of automobiles damaged at the scene of an accident and any cargo that has spilled onto the roadway. Clean up fees if needed will never exceed \$50.00 per hour per employee needed for cleanup. An additional \$10.00 per bag may be charged if oil dry is required for fluid clean-up. If specialized equipment is needed for clean-up of cargo, an itemized bill will be prepared for customers to show charges.
4. Releasing of Vehicles:
After a vehicle has been placed in the storage area, the Franchisee(s) may charge no more than \$30.00 to release said vehicle if said release occurs between the hours of 6:00 p.m. and 8:00 a.m. or release occurs on Sundays or federally recognized holidays where federal employees are not scheduled to work.
5. Administration Fee:
Administration Fee will not exceed \$25.00.
6. Notification Fee:
Any notification (letter) fee charged will be in accordance with the Arkansas Towing and Recovery Board rules and regulations.
7. Crash wraps or tarp:
Wraps or tarp charges will not exceed \$10.00 for any class of vehicle. Franchisee will note on tow slip the name of CPD employee or citizen who requested tarp or wrap.

N. Inspections:

All tow slips and related documents will be available for inspection for any tow related complaint. Submit to a random inspection of tow slips and storage related documents for inspection to ensure compliance with Towing Contract Agreement and related city ordinances/state laws at a rate of no more than 5 inspections per year for company. Submit to examination of storage areas to ensure compliance with ordinance both during submission of initial application, renewal application or random inspection.

Section 3. Penalties:

That Section 4.56.03 of the Conway Municipal Code is hereby amended to read as follows:

Any person, firm and/or corporation violating any of the provisions of this ordinance shall be guilty of a violation and, upon conviction, shall be fined not less than Fifty Dollars (\$50.00) nor more than One Hundred Dollars (\$100.00) for each offense. Additionally, any franchisee that is found to have violated any provision of this ordinance may be removed from the current year rotation agreement and banned from participating in subsequent towing agreements for the following year. Any Franchisee that is found to have violated any provision of this ordinance by overcharging for any fee may be removed from the current year rotation agreement and banned from participating in subsequent towing agreements for a period of up to 60 months. Adjudication of alleged violations and punishment will be decided by Conway Chief of Police with any and all appeals being decided by the City of Conway Mayor.

Section 4. With adoption of this ordinance, Ordinance No's. O-09-140, O-04-122, O-04-85, O-04-61, O-04-49, & O-00-139 are hereby repealed in their entirety.

Section 5. Resolution No. R-04-20 and Resolution No. R-04-29 are hereby repealed in their entirety.

Section 6. That this ordinance is necessary for the protection of the 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 9th day of December, 2014.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk/Treasurer