City of Conway - City Council Meeting
www.cityofconway.org
Tuesday, June 11th, 2013 @ 6:30pm
Judge Russell L. “Jack” Roberts District Court Building – 810 Parkway St., Conway, AR 72032
5:30pm – No Committee Meeting

******************************************************************************
Call to Order: Mayor Tab Townsell
Roll Call: Michael O. Garrett, City Clerk/Treasurer
Minutes: May 28th, 2013 City Council Meeting

1. Report of Standing Committees:

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

      1. Consideration to approve the nomination of Jeremy Gardner to the Advertising and Promotion Commission.

      2. Consideration to approve two vacancies on the Conway Civil Service Commission.

      3. Consideration to accept bids for a demolition of structure located at 2002 Prince Street for the Permits & Code Enforcement Department.

      4. Consideration to accept bids for a Tractor & Boom Mower & 2013 Sidewalk Improvements for the Street Department.

      5. Consideration for approval for counteroffers on parcels 57, 62, & 71 for right of acquisitions for the Conway Western Loop Project/South Interchange (Wills Baker Parkway).

      6. Consideration of a request from Sigma Investments to approve building an ADA compliance handicap entrances for the buildings located at 1009 & 1011 Oak Street.

   B. Finance

      1. Resolution requiring an audit of the accounting records for the fiscal year 2012 for the City.

   C. Old Business

      1. Consideration of designating funds usage from the Federal Transit Administration Section 5307 funding for providing public transit in Conway.

   D. New Business

      1. Consideration to enter into an agreement to accept credit card payments throughout all City Departments.

Adjournment
TO: Mayor Tab Townsell  
Conway City Council

CC: Barbara Money  
A&P Commission

FROM: Felicia Rogers, Executive Assistant to the Mayor

DATE: May 24th, 2013

SUBJECT: Advertising and Promotion Commission

Message:
Nominations were accepted for an open position on the Advertising and Promotion Commission until Friday, March 15th, 2013. The nominees must be owners or managers of hotel, motels, & restaurants, etc or must be involved in the tourism industry. The A&P Commission selected at their last meeting Jeremy Gardner for the open position.

Please advise if you have any questions.
City of Conway, Arkansas
www.cityofconway.org
Board/Commission Nomination Form:

Date: 2/25/13

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: Jeremy Gardner
Address: 5115 Lost Canyon City, State, Zip Conway, AR 72034
Phone/Home: 501 336 4077 Work: 501 472 1000

Person making nomination: Jane
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.

Current A&P Commissioner

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

Owner/Operator of TGI Fridays.

What contributions do you hope to make?

During my previous term I focused heavily in bringing sporting events to the area which have boosted our local restaurant & hotel sales. That will continue to be my focus moving forward.

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: 34  Sex: M  Race: Ca

Occupation: Restaurant owner  Ward 1

Email Address: i.gardnermail@gmail.com

Signature of Applicant or Nominator  Date 2/25/13
City of Conway
Advertising and Promotion Commission
Current as of May, 2013

Ray Kordsmeier (Chairman) 2016 329-8554 1 Burford, 72034
Mike Kraft 2016 269-6453 4 Summerfield 72034
Angela Bagby 2015 329-8548 705 Museum Road, 72032
Reggie Rose 2014 329.0301 3270 Athens Drive, 72032
Jeremy Gardner 2013 336-4079 1480 Gardenia, 72034

*Andy Hawkins 329-4606 405 Louise Lane, 72034
*Shelia Whitmore 327-5026 2675 Collins Dr., 72034
Barbara Money 329-3776 815 5th Street, 72032

*Indicates City Council Members

*Terms ends in May the year listed
TO: Mayor Tab Townsell  
Conway City Council  

CC: Lisa Mabry Williams, Human Resource Director  

FROM: Felicia Rogers, Executive Assistant to the Mayor  

DATE: June 6th, 2013  

SUBJECT: Civil Service Commission  

Message:  
Nominations were accepted until May 30th, 2013 for two open positions on the Civil Service Commission. Both positions will be six year term. There were six applicants that were received for the positions and they are as follows: 

- Jamie Gates  
- Bill Bethea  
- John Vones  
- Mark Elsinger  
- Susan Wilson  
- Larry Rathjen  

Please advise if you have any questions.
City of Conway, Arkansas
www.cityofconway.org
Board/Commission Nomination Form:

Date: 4/30/13

Board applying for: (One board per form)

Civil Service

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

Person Nominated: Jamie Gates
Address: 5 Lexington City, State, Zip Conway AR
Phone/Home: None Work: 501-327-7887 2034

Person making nomination: Jack Bell
Address: 1201 Oak St.
Phone/Home: 501-327-7772 Work: 501-450-0010

Please send to: Michael O. Garrett
City Clerk/Treasurer
1201 Oak Street
Conway, AR 72032
(501) 450-6100
(501) 450-6145 (f)
City of Conway, Arkansas
www.cityofconway.org
Board/Commission Nomination Form:

Date: 4/30/13

Board applying for: (One board per form)

Civil Service

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

Person Nominated: Bill Betha
Address: 908 Heather City, State, Zip Conway AR
Phone/Home: 381-2258 Work: (501) 450-6624

Person making nomination: Jack Pown
Address: 1201 Oak SA.
Phone/Home: (501) 327-3772 Work: (501) 450-6110

Please send to: Michael O. Garrett
City Clerk/Treasurer
1201 Oak Street
Conway, AR 72032
(501) 450-6100
(501) 450-6145 (f)
City of Conway
www.cityofconway.org
Board/Commission Nomination Form:

Date: 5-13-13

Board applying for: (One board per form)

Civil Service Commission

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

Person Nominated: Larry Rathje

Address: 70 Kensington Dr City, State, Zip CONWAY, AR 72034

Phone/Home: 501-472-0380 Work:

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.

Conway Police Department, Patrolman 2002 - 2005
Conway Fire Department, Fireman 2007 - 2010

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

Community Service

What contributions do you hope to make?

1) Increase employee morale
2) Shield the city from frivolous lawsuits

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

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

Age: 37   Sex: Male   Race: White

Occupation: Software Developer   Ward 1

Email Address: RATHJEN 72032 @ YAHOO.COM

Signature of Applicant or Nominator  Date 5/13/13
Date: 13 May 13

Board applying for: (One board per form)

Civil Service Board

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

Person Nominated: Susan Wilson
Address: 3255 Mallsgate Dr., City, State, Zip Conway, AR 72032
Phone/Home: (501) 269-0742, Work: (501) 505-0659

Person making nomination: SELF
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.

As retired lieutenant with the Conway Police Department, I have had 20 years of service to the Community.

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

To serve the community is the civil service employees.

The Civil Service Board's purpose & actions parallel my assignment with the Police Dept. I had a role in the re-establishment of the current Civil Service Rules & Regulations.

What contributions do you hope to make?

I believe in professionalism & progress in the Police & Fire Departments. My experience in policy development, disciplinary actions & research of best practices for law enforcement will contribute to fair & honest decisions for our civil service employees.

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: 55
Sex: Female
Race: White

Occupation: Ret CPD
Ward: 2

Email Address: davidw@conwaycorp.net

Signature of Applicant or Nominator

Date: 13 May 2013
Lt. Susan Wilson, Ret.
3255 Marlsgate Drive
Conway, AR 72032
Cell: (501) 269-0742
Fax: (501) 505-0659
E-mail: susan.wilson@conwaycorp.net

Education:

Conway High School ‘75
University of Central Arkansas
Criminal Justice Institute School of Law Enforcement Supervision
FBI National Academy Session 239

Experience:

2/1/91 to 6/1/2011: Conway Police Department
2/91-6/91: Arkansas Law Enforcement Training Academy
6/91-2/92: Patrol
2/92-3/97: Narcotics Investigator
3/97-3/00: Sergeant Patrol Division
3/00-1/01: Public Information/Internal Affairs
07/01: Promotion to Lieutenant Professional Standards/Accreditation Manager
09/09: FBI National Academy Session 239
06/1/11: Retired

My law enforcement career has been solely with the Conway Police Department for 20 years. Additionally, I was the first woman in the history of the Department to be promoted to Sergeant and then to Lieutenant. I am one of only 5 Officers of the Department to attend the FBINA and the first female from the Conway Police Department. I am an active member of the FBI National Academy Associates Arkansas Chapter.

2001 -2011 I was assigned to the Office of the Chief of Police and was on the Command Staff for the Department; among my responsibilities were:
- Oral Interview Board for selection of recruit officers.
- Coordinate Internal Affairs/Administrative Inquiries Board
- Develop, implement and maintain policies and procedures
- Review use of force and pursuit reports
- Supervised various units, and
- Implemented and maintained the International Accreditation Program.

During my career I was an active member of Texas, Arkansas, Louisiana, Oklahoma & New Mexico (TALON) PAC and attended regularly scheduled meetings to increase awareness of CALEA standards and issues. I was an Assessor contracted with CALEA. I currently consult with various police departments regarding the CALEA International Accreditation Program.
City of Conway, Arkansas

Board/Commission Nomination Form

Date: 05-15-13

Board applying for: (One board per form)

Conway Civil Service Commission

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

Person Nominated: MARK ELSINGER
Address: 2905 Antelope Rd. City, State, Zip Conway, AR, 72034
Phone/Home: 501-327-1551 Work: 501-733-4282

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.

**Former member of Knights of Columbus of America.**
**Volunteer work at St. Joseph School - Conway, Ark.**
**Assist in preparing and serving meals to underprivileged children.**
**Assist in Sunday School classes.**
**Member of Fraternal Order of Police.**

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 interested because I was a member of the Conway Police Dept. for over 30 yrs, and that is my passion. In those 30 yrs, I was able to work my way up to the position of Interim Chief of Police. With that experience I gained the knowledge to handle all types of personnel issues.**

What contributions do you hope to make?
**I would hope to assist the commission in understanding the internal workings of both the police and fire departments. Also, I would be able to assist the commission in interpreting the law from a law enforcement perspective.**

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:** Male **Race:** White

**Occupation:** Retired Police Officer **Ward:** 1

**Email Address:** majormark4@gmail.com

**Signature of Applicant or Nominator**

**Date:** 05-15-13
City of Conway, Arkansas
www.cityofconway.org
Board/Commission Nomination Form:

Date: 5/30/13

Board applying for: (One board per form)

CIVIL SERVICE COMMISSION

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

Person Nominated: JOHN JONES
Address: 144 SIEGEMORGAN RD. CITY, STATE, ZIP CONWAY, AR 72032
Phone/Home: 501 208 7399    Work: 501 329 6851

Person making nomination: ERIC GAMBLE
Address: 1585 JAYME CIRCLE     CONWAY, AR 72032
Phone/Home: 501 733 6940    Work: 501 329 6851

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.

At Place of Employment: Camper for Human Rights Committee
Camper for Interdisciplinary Team
Assisted with Special Olympics

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

To assist the City of Conway govern uniformed fire and police employees in reference to hiring, discipline, and termination. Other qualifications include experience in hiring, discipline, and termination with state employees; Bachelor's of Business Administration in Management from UCA.

What contributions do you hope to make?
To assist the City of Conway make sound and just personnel decisions to improve and support the City by providing the best employees.

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: 27  Sex: M  Race: W
Occupation: Program Coordinator  Ward 2
Email Address: Jonathan.Jones@Arkansas.Gov

Ernie Jamale  5/30/2013
Signature of Applicant or Nominator  Date
The Conway Civil Service Commission governs the uniform employees (police & fire) of the City of Conway with regards to hiring, discipline and termination. They normally meet the first Monday of every month, or when necessary in the City Hall Downstairs Conference room.

<table>
<thead>
<tr>
<th>Members</th>
<th>Term Expiration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jack Ballard</td>
<td>Term Expires April 7(^{th}), 2014</td>
</tr>
<tr>
<td>Bob Bell</td>
<td>Term Expires April 7(^{th}), 2014</td>
</tr>
<tr>
<td>Cornell Maltbia</td>
<td>Term Expires April 4(^{th}), 2016</td>
</tr>
</tbody>
</table>

Open

Open

For additional information concerning the Conway Civil Service Commissioners, please contact Lisa Mabry Williams, Human Resource Director at 501.450.7087 or at lisa.williams@cityofconway.org.

*Current Members as of May, 2013*
To: Mayor Tab Townsell

Date: June 3, 2013

From: Barbara McElroy
Code Enforcement Department

Subject: 2002 Prince Street, Conway Arkansas

The Code Enforcement Department sent bids out for the demolition of a structure on property located at 2002 Prince Street. Bids were opened on May 31st, 2013 at 10:00 am and 3 bids were submitted. They are as follows:

- Resurgence Demolition & Environmental $1500
- Robert McIntosh Excavating $2600
- Paladino Construction Inc. $4000

Code Enforcement Resurgence Demolition & Enviroment for the low bid of $1500.

Sincerely,

Barbara McElroy
June 6, 2013

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

Re: Bid 2013-16 Tractor with Boom Mower

Dear Mayor Townsell:

Bids were received at 10:00 AM, Wednesday June 5, 2013 at Conway City Hall for a Tractor with Boom Mower. The five bids received are as follows:

JCB of Arkansas
New Holland NHT 6020 Tractor with Diamond 20’ Boom Mower $81,273.00

Little Rock Equipment Sales
John Deere 6330 Tractor with Tiger TRB-50C Boom Mower $82,347.00

JCB of Arkansas
New Holland NHT 6030 Tractor with Diamond 22’ Boom Mower $82,000.00

Maus Implement
John Deere 6105M with Tiger TRB-50-C Mower $99,250.00

Ag Pro of Conway
John Deere 6105M Tractor with Alamo Samurai Mower $108,058.40

The JCB bid (low bid) with the Diamond 20’ Boom Mower does not meet specification. The boom mower has a 20’ maximum horizontal reach rather than the 22’ minimum required in the specifications.

We request that this bid be awarded to Little Rock Equipment Sales for the John Deere 6330 Tractor with Tiger TRB-50C Boom Mower in the amount of $82,347.00. The 2013 Street Department Budget included $80,000 for this equipment.

Please advise if you have questions or need additional information.

Sincerely,

Ronnie Hall, P.E.
June 6, 2013

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

Re: 2013 Sidewalk Improvements (Bid No. 2013-17)  
Schedule 1 – Timberpeg Addition  
Schedule 2 – South German Ln. – Robins to Dave Ward  
Schedule 3 – Padgett Road – Sanson Dr. to Cummins School  
Schedule 4 – Siebenmorgen Road – Bob Courtway Dr. to Museum Rd.

Dear Mayor Townsell:

Bids were received at 10:00 AM, Wednesday June 5, 2013 at Conway City Hall for the above referenced sidewalk projects. The four bids received are summarized below and detailed on the enclosed bid tabulation.

<table>
<thead>
<tr>
<th>Schedule</th>
<th>Paladino-Nash</th>
<th>JCI.</th>
<th>Paladino .</th>
<th>Melchor</th>
</tr>
</thead>
<tbody>
<tr>
<td>1–Timberpeg</td>
<td>$57,299.40</td>
<td>$60,160.00</td>
<td>$66,680.00</td>
<td>$78,595.00</td>
</tr>
<tr>
<td>2–So. German</td>
<td>$47,440.08</td>
<td>$48,616.00</td>
<td>$54,984.00</td>
<td>$64,383.50</td>
</tr>
<tr>
<td>3–Padgett</td>
<td>$60,255.90</td>
<td>$79,786.00</td>
<td>$75,828.00</td>
<td>$82,400.00</td>
</tr>
<tr>
<td>4–Siebenmorgen</td>
<td>$18,109.66</td>
<td>$18,595.00</td>
<td>$21,837.00</td>
<td>$35,900.00</td>
</tr>
</tbody>
</table>

Total $183,105.04 $207,157.00 $219,329.00 $261,657.50

I recommend that this project be awarded to the low bidder, Paladino-Nash, Inc. in the amount of $183,105.04.

The 2013 Street Fund Project Allocation budgeted $231,500 for these projects.

The in lieu of sidewalk fund currently has a balance of approximately $53,000 which could be allocated to partially fund these projects and free up enough street funds to cover the cost of the added project along the south side of Main Street (angle parking + street scape) between Court and Harkrider.

Please advise if you have questions or need additional information.

Sincerely,

Ronnie Hall, P.E.
### SCHEDULE 1 - TIMBERPEG ADDITION

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QUANTITY</th>
<th>UNIT</th>
<th>PRICE BID</th>
<th>BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>SITE PREPARATION</td>
<td>1.00</td>
<td>L.S.</td>
<td>$4,244.40</td>
<td>$4,244.40</td>
</tr>
<tr>
<td>5' Wide Concrete Sidewalk</td>
<td>2,700</td>
<td>L.F.</td>
<td>$15.00</td>
<td>$40,500.00</td>
</tr>
<tr>
<td>Wheel Chair Ramp</td>
<td>30.00</td>
<td>Tons</td>
<td>$12.00</td>
<td>$360.00</td>
</tr>
<tr>
<td>Crushed Stone Base Course</td>
<td>50.00</td>
<td>S.Y.</td>
<td>$4.75</td>
<td>$237.50</td>
</tr>
<tr>
<td>Solid Sod</td>
<td>400.00</td>
<td>S.Y.</td>
<td>$4.75</td>
<td>$1,899.50</td>
</tr>
</tbody>
</table>

### SCHEDULE 2 - SOUTH GERMAN LN. - Robins to Dave Ward

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QUANTITY</th>
<th>UNIT</th>
<th>PRICE BID</th>
<th>BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>SITE PREPARATION</td>
<td>1.00</td>
<td>L.S.</td>
<td>$3,514.08</td>
<td>$3,514.08</td>
</tr>
<tr>
<td>5' Wide Concrete Sidewalk</td>
<td>2,160</td>
<td>L.F.</td>
<td>$15.00</td>
<td>$32,400.00</td>
</tr>
<tr>
<td>4' Wide Concrete Sidewalk</td>
<td>118</td>
<td>L.F.</td>
<td>$16.00</td>
<td>$1,984.00</td>
</tr>
<tr>
<td>Wheel Chair Ramp</td>
<td>50.00</td>
<td>Tons</td>
<td>$30.00</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Crushed Stone Base Course</td>
<td>600.00</td>
<td>S.Y.</td>
<td>$4.75</td>
<td>$2,850.00</td>
</tr>
<tr>
<td>Solid Sod</td>
<td>500.00</td>
<td>S.Y.</td>
<td>$4.75</td>
<td>$2,375.00</td>
</tr>
</tbody>
</table>

### SCHEDULE 3 - Padgett Road - Sanson Dr. to Cummins School

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QUANTITY</th>
<th>UNIT</th>
<th>PRICE BID</th>
<th>BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>SITE PREPARATION</td>
<td>1.00</td>
<td>L.S.</td>
<td>$4,463.40</td>
<td>$4,463.40</td>
</tr>
<tr>
<td>5' Wide Concrete Sidewalk</td>
<td>1,150</td>
<td>L.F.</td>
<td>$16.00</td>
<td>$18,400.00</td>
</tr>
<tr>
<td>5' Wide Concrete Sidewalk w/ 1' Turndown</td>
<td>650</td>
<td>L.F.</td>
<td>$24.75</td>
<td>$16,250.00</td>
</tr>
<tr>
<td>Modular Block Wall</td>
<td>750.00</td>
<td>S.Y.</td>
<td>$22.50</td>
<td>$17,250.00</td>
</tr>
<tr>
<td>Crushed Stone Base Course</td>
<td>600.00</td>
<td>Tons</td>
<td>$10.00</td>
<td>$6,000.00</td>
</tr>
<tr>
<td>Solid Sod</td>
<td>800.00</td>
<td>S.Y.</td>
<td>$4.75</td>
<td>$3,800.00</td>
</tr>
<tr>
<td>Storm Drainage Junction Box</td>
<td>1</td>
<td>Each</td>
<td>$300.00</td>
<td>$300.00</td>
</tr>
<tr>
<td>5' Storm Drainage Pipe</td>
<td>16</td>
<td>L.F.</td>
<td>$30.00</td>
<td>$480.00</td>
</tr>
<tr>
<td>12&quot; Storm Drainage Pipe</td>
<td>24</td>
<td>L.F.</td>
<td>$45.00</td>
<td>$1,080.00</td>
</tr>
</tbody>
</table>

### SCHEDULE 4 - SIEBENMORGEN ROAD - Bon Courtyard Dr. to Museum Rd.

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QUANTITY</th>
<th>UNIT</th>
<th>PRICE BID</th>
<th>BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>SITE PREPARATION</td>
<td>1.00</td>
<td>L.S.</td>
<td>$1,341.46</td>
<td>$1,341.46</td>
</tr>
<tr>
<td>5' Wide Concrete Sidewalk</td>
<td>900</td>
<td>L.F.</td>
<td>$16.00</td>
<td>$14,400.00</td>
</tr>
<tr>
<td>Wheel Chair Ramp</td>
<td>100.00</td>
<td>S.Y.</td>
<td>$24.00</td>
<td>$2,400.00</td>
</tr>
<tr>
<td>Crushed Stone Base Course</td>
<td>30.00</td>
<td>Tons</td>
<td>$25.00</td>
<td>$750.00</td>
</tr>
<tr>
<td>Solid Sod</td>
<td>400.00</td>
<td>S.Y.</td>
<td>$4.75</td>
<td>$1,899.50</td>
</tr>
</tbody>
</table>

### TOTAL SCHEDULE 1+2+3+4

<table>
<thead>
<tr>
<th></th>
<th>Paladino-Nash</th>
<th>JCI Construction</th>
<th>Paladino Construction</th>
<th>Melchor Construction</th>
</tr>
</thead>
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<tr>
<td>TOTAL BID - Schedule 1</td>
<td>$183,105.04</td>
<td>$207,157.00</td>
<td>$219,329.00</td>
<td>$261,657.50</td>
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</tbody>
</table>
June 5, 2013

Mayor Tab Townsell
1201 Oak Street
Conway, Arkansas 72032

RE: Conway Western Arterial Loop (Baker Wills Parkway)
AHTD Job 080174
FAP No. HPP2-0169(4) & HPP2-3742(1)
South Interchange
Right of Way Acquisition

Dear Mayor Townsell:

The following counter offers have been received and are submitted for your consideration.

Tract 57 owner, Loya
Original Offer - Market Value (11,616 Sq. Ft.) $10,625
Additional Comp. Change Temp Easement to Property Purchase (Approv. 5-14-13) +$3,616
Additional Damages Requested which our Right of Way Consultant is of the opinion are reasonable. +$4,181
TOTAL COUNTER OFFER $17,697

Tract 62 – owner – Maynard
Original Offer - Market Value (3,198 Sq. Ft.) $1,600
Additional Compensation requested to replant Trees Located on land being acquired $9,240
TOTAL COUNTEROFFER $10,840

Tract 71 – Owner - Valvia Smith
Original Offer- Market Value (18,366 S.F.) $58,550
Damages $6,100
Uneconomical Remnant (24,196) $2,400
Eligible Relocation Assistance $13,400
Total Original Offer $80,450
TOTAL COUNTEROFFER $110,000

Please advise if you are in agreement with this request.

Thanks,
Ronnie Hall, P.E.
I am attaching a copy of the signed Contract for this parcel for your use. It will need to go up before the City Council.

Mr. Loya is asking the City to purchase the property because the area is being used to serve not only his property but the owner next door. He does not like the tenants over there and has had a lot of issues with them driving all over his property from time to time, so doing them a favor is out of the question.

He is also asking for addition money because he feels his land is damaged because of the taking. He is not asking for a lot of money, just what he feels the value is plus a damage amount.

The Counter-offer is a total of $17,697.00

(Appraised value of the Improvements – Septic, Parking, landscaping, fence - $9,900.00)
(Appraised Value of the Land – 11,301 s.f. - $3,616.00)
(Damages requested by Mr. Loya - $4,181.00)

Given the whole situation, I feel this is a fair counter offer.

We also discussed relocating the mobile home. He would still like to move it onto Paula Street, if possible. If not, he can clear off a space at the back of his property, but it will take additional fill so the new septic will operate correctly. He is not sure how much fill it will take.
DATE: June 1, 2013

TO: Jan Wardell
Fax# 307-9602  214-287-7447

Location: Gary Maynard
Cell 269-9563

FROM: Donna Bemis

SUBJECT: Estimate

Trees planted with our tree transplanter are as follows:

7-inch $980 ea  6-inch $840 ea
5-inch $700 ea  Plus 8.5% sales tax

You are welcome to go to our website: bemistreefarm.com

Our prices are quoted with the provision that we can dig the holes with our tree transplanting equipment. Any tree and stump removal is an additional charge.

The utilities must be located before any tree transplanting can begin. Bemis will contact Arkansas One Call. Bemis will use great care not to cause any damage, but will not be responsible for the repair of any private lines (such as water, sprinkler lines, sewer) or sidewalks, driveways, curbs or ruts left in the ground. Our truck weighs 40,000 lbs loaded.

Bemis guarantees our trees for one year provided they are given adequate water and care. We offer one replacement tree per tree only. Bemis must have access with our equipment. Do not trench lines through the root ball. Do not fertilize these trees in the first year. Tree sizes and varieties are limited for replacements.

Thank you.
310 Sturgis Rd Conway AR 72034
From Gary Maynard
To Jann Wardell Project Manager
Fax # 501-307-9602 Cell # 214-287-7447

For All
$425,000.00
310 Sturgis

$9,240.00 10 Trees
$1,600.00 Car Port Total

$10,840.00

Bamis Tree Farm
897-4931

10 Trees in All
Price for Trees
7" Tree is $980.00
6" Tree is $840.00
5" Tree is $700.00
4" Tree is $520.00

7 x 980.00 = $6,860.00
2 x 840.00 = $1,680.00
1 x 700.00 = $700.00
Total is $9,240.00

Cedar Tree

Tree

Tree

Tree

Tree

Tree

New Right Away Car Port

House

$9,240.00 10 Trees
$1,600.00 Car Port Total

$10,840.00
Ronnie;  

I just now spoke to Mrs. Smith. Her counter offer to settle is $110,000.  

She wants to build a new home on her property at a different location. She feels the costs and fees associated with it are as follows:  

$96,000 – New construction of the home  
$3,000 – water  
$3,000 – clearing of the lot  
$6,000 – Septic  

$110,000 – TOTAL
Tuesday June 4, 2013

To whom it may concern:

Sigma Investments LLC (Brad Lacy & Greg Pillow) would like to request that permission be granted from the City of Conway to build an ADA compliant handicap entrance for the buildings at 1009 & 1011 Oak Street in the alley just west of 1011 Oak Street in downtown Conway. It is our understanding that the city owns this entire alley and that we must have permission in writing to be able to construct the proposed ramp. The existing entrance on the west wall would be modified with a ramp that has a 5 foot square landing at the top and would run 9 feet to the north from the landing area. It would include railing around the entire outside perimeter of the ramp. Ramp and railing would meet ADA requirements. See attached photos and drawings. Cars are not supposed to be parked in that alley.

The alley is approximately 20 feet wide at its narrowest point where the carport to the west joins it. The alley allows for no through passage at this time. It is bordered by an uncovered ditch to the south and by Oak Street to the north. The only current use for the alley appears to be for deliveries made to Bobbie’s Antiques located on the west side of the alley and to allow for the owners of Bobbie’s Antiques to park under a carport in the alley. Based on the dimensions of the proposed ramp, it does not appear that it would hamper any activity or function of the current alley.

Greg Pillow visited personally with Mrs. Bobbie Havens who owns Bobbie’s Antiques on June 4, 2013. Mrs. Havens and her husband Pete do not own the building, but operate their business out of that space. Greg let her know that Sigma Investments was going to ask permission from the City of Conway to build the ramp and gave her the details about the ramp including the approximate dimensions and design and about the fact that the council would have to make the decision. After a very lengthy discussion about the alley in general, Greg got the impression that Mrs. Havens was agreeable to having the ramp placed there as long as it did not impede any deliveries she has made to her business. Greg left his cell phone number with her and encouraged her to call him or have her husband Pete call him if they had any questions about the proposed ramp.

Jenifer Hendrix owns the buildings east of the proposed ramp and the lot south of 1009 & 1011 Oak St. Brad Lacy visited with her about the proposed ramp and she approved of the idea with no hesitation.

Please see attached drawings and pictures to help describe the proposed ramp and to gain a better understanding of the area.

If you have any questions about this request please call Greg Pillow at 501-514-4783 or Brad Lacy at 501-329-7788. Thank you for your time and consideration of this request.

Sincerely,

Brad Lacy & Greg Pillow
City of Conway, Arkansas
Resolution No. R-13-____

A RESOLUTION REQUIRING AN AUDIT OF THE ACCOUNTING RECORDS OF THE CITY OF CONWAY FOR THE YEAR 2012

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 gives municipalities the option to adopt an annual resolution requiring that their audit 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

WHEREAS, the City Council finds it beneficial and in the best interest of the City to have an audit for its fiscal year 2012 that complies 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, 2012 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 11th day of June, 2013.

Approved:

______________________________
Mayor Tab Townsell

Attest:

______________________________
Michael O. Garrett
City Clerk/Treasurer
DRAFT LETTER

June 7, 2013

Mr. Alan Meadors
Planning and Research Engineer
Arkansas State Highway and Transportation Department
P.O. Box 2261
Little Rock, AR 72203

Dear Mr. Meadors:

As you are aware, Conway has been designated as an urbanized area with a population of over 50,000 persons. Along with this designation certain Federal Transit Administration Section 5307 funds are allocated to the City of Conway. These funds are for the purpose of providing public transit service in Conway. At this time the City of Conway does not provide public transit service.

It is our understanding since Conway does not have a transit system its allocation may be used by other urbanized areas in Arkansas at the direction of your Department. Further, the annual allocation would be reverted back to Conway if a transit system is established. For the benefit of Arkansas’ urban public transit systems, the Department may reallocate Conway’s portion until further notice.

Sincerely,

Tab Townsell
Mayor
TO: City Council Members
       Mayor Tab Townsell

FROM: Michael O. Garrett, City Clerk/Treasurer
      Tyler Winningham, Chief Financial Officer

DATE: June 11th, 2013

SUBJECT: Approval to enter into an agreement to accept credit card payments throughout all City Departments.

Message:

City Departments currently accept cash or check only for payment of permits, license fees, inspection fees, etc. (Currently District Court is the only location with credit card capabilities).

We would like to request the City Council consider approving the Mayor to enter into the necessary agreements to purchase the equipment (at a total cost of approximately $900 - 6 stations) for credit card processing services.

The attached information provides the rates and fees for the credit card processing. A nominal convenience fee will be charged to the customer to offset the City’s transaction fee expense.

Thank you for your consideration.
### SCHEDULE A TO MERCHANT REGULATIONS-PRICING

#### Pricing Schedule

This pricing grid is confidential and is provided for your exclusive review. This information under no circumstances can be disclosed to any competitor of Merchant Services. Merchant Services has the option of reviewing any rate quoted by another party during the course of the signed agreement.

#### Visa, MasterCard and Discover Pass-Through Rates

<table>
<thead>
<tr>
<th>Visa/MasterCard/Discover/PIN*</th>
<th>Regulated Debit</th>
<th>Exempt Debit</th>
<th>Credit</th>
<th>Rewards</th>
<th>Commercial</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visa Qualified Card Present</td>
<td>0.05% + $0.22</td>
<td>0.80% + $0.15</td>
<td>1.51% + $0.10</td>
<td>1.65% + $0.10</td>
<td>2.20% + $0.10</td>
</tr>
<tr>
<td>MasterCard Qualified Card Present</td>
<td>0.05% + $0.22</td>
<td>1.05% + $0.15</td>
<td>1.58% + $0.10</td>
<td>1.73% + $0.10</td>
<td>2.20% + $0.10</td>
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<td>Discover Qualified Card Present</td>
<td>0.05% + $0.22</td>
<td>1.02% + $0.16</td>
<td>1.56% + $0.10</td>
<td>1.71% + $0.10</td>
<td>2.30% + $0.10</td>
</tr>
<tr>
<td>Visa Qualified Card Not Present</td>
<td>0.05% + $0.22</td>
<td>1.65% + $0.15</td>
<td>1.80% + $0.10</td>
<td>1.95% + $0.10</td>
<td>2.25% + $0.10</td>
</tr>
<tr>
<td>MasterCard Qualified Card Not Present</td>
<td>0.05% + $0.22</td>
<td>1.64% + $0.16</td>
<td>1.89% + $0.10</td>
<td>2.05% + $0.10</td>
<td>2.40% + $0.10</td>
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<td>Discover Qualified Card Not Present</td>
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<td>1.62% + $0.16</td>
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<td>1.97% + $0.10</td>
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<td>Mid-Qualified</td>
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<td>1.75% + $0.20</td>
<td>2.30% + $0.10</td>
<td>2.30% + $0.10</td>
<td>2.65% + $0.10</td>
</tr>
<tr>
<td>Non-Qualified</td>
<td>0.05% + $0.22</td>
<td>1.90% + $0.25</td>
<td>2.95% + $0.10</td>
<td>2.95% + $0.10</td>
<td>2.95% + $0.10</td>
</tr>
</tbody>
</table>

- **Visa Assessments**: 0.11% + $0.023
- **Visa International Assessment**: 0.40%
- **MasterCard Assessments**: 0.11% + $0.019
- **Visa International Acquirer Fee**: 0.45%
- **MasterCard ABF Above**: 0.12% + $0.019
- **MasterCard Cross Border Domestic**: 0.40%
- **Discover Assessments**: 0.105% + $0.0185
- **MasterCard Cross Border Foreign**: 0.80%
- **Debit Network Gateway Fee**: $0.035
- **Discover International Processing Fee**: 0.40%
- **Debit Network Switch Fee**: $0.080
- **Discover International Service Fee**: 0.55%

#### Processing Fees

<table>
<thead>
<tr>
<th>Processing Fees</th>
<th>Rate</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sponsorship Fees</td>
<td>0.25%</td>
<td>Monthly Support Fee</td>
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<tr>
<td>Authorization Fee</td>
<td>$0.20</td>
<td>Merchant Business Center Fee</td>
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<td>ARU/IVR Authorization Fee</td>
<td>$0.85</td>
<td>Monthly PCI Compliance Fee</td>
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<tr>
<td>Voice Authorization Fee</td>
<td>$0.95</td>
<td>Merchant Set-up Fee</td>
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<tr>
<td>Batch Deposit Fee</td>
<td>$0.10</td>
<td>Quickpay Monthly (free card reader)</td>
</tr>
<tr>
<td>Chargeback Fee</td>
<td>$15.00</td>
<td>Terminal - T4220</td>
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<tr>
<td>Retrieval Request Fee</td>
<td>$5.00</td>
<td>PayTrace Setup</td>
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<tr>
<td>Visa Mis-Use Fee (per item)</td>
<td>$0.045</td>
<td>PayTrace Monthly</td>
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<td>Visa Zero Floor Limit Fee (per item)</td>
<td>$0.10</td>
<td>PayTrace Transaction</td>
</tr>
<tr>
<td>Visa Zero Dollar Verification (AVS)</td>
<td>$0.025</td>
<td>USB Card Reader</td>
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</tbody>
</table>

* A $35 monthly non compliance fee applies if merchant does not achieve & maintain compliance status within 30 days of account opening

I have read, understand and agree to the Pricing disclosed on Schedule A - which is subject to change

Signature of Owner/Officer #1: ____________________________

PT 10-12
Paytrace Basic set-up for City of Conway

<table>
<thead>
<tr>
<th></th>
<th>Location 1</th>
<th>Location 2</th>
<th>Location 3</th>
<th>Location 4</th>
<th>Location 5</th>
<th>Location 6</th>
<th>Total Setup</th>
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</thead>
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<td>$10</td>
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<td>Paytrace Transaction</td>
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<tr>
<td>USB Card Readers</td>
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<td>$100</td>
<td>$100</td>
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<td>$100</td>
<td>$600</td>
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<td>Cost Plus</td>
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<tr>
<td>FIS Monthly</td>
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</tr>
<tr>
<td>FIS PCI</td>
<td>$2</td>
<td>$2</td>
<td>$2</td>
<td>$2</td>
<td>$2</td>
<td>$2</td>
<td>$2</td>
</tr>
<tr>
<td><strong>Total</strong></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>$900</strong></td>
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