Tuesday, June 25th, 2019 City Council Agenda
Judge Russell L. “Jack” Roberts District Court Building – 810 Parkway St., Conway, AR 72032

5:30pm: Discussion: Annexation Study
6:30pm: City Council Meeting

Call to Order:
Bart Castleberry, Mayor

Roll Call:
Michael O. Garrett, Clerk/Treasurer

Minutes Approval:
May 25th, 2019

Monthly Financial Report:
Month ending May 31st, 2019

Report of Standing Committees:

A. Public Hearings:
1. Public Hearing / Ordinance to close a portion of Factory Street right of way between Mill & Garland Street.
2. Public Hearing/ Ordinance to close a portion in the Audubon Place Subdivision.

B. Community Development Committee (Airport, Community Development, Planning & Development, Permits & Inspection (Code Enforcement), Historic District, Transportation)
1. Consideration to dispose of inventory (vehicle) for the Finance Department.
2. Ordinance to approve entering into a professional services agreement for improvements at the Conway Municipal Airport.
3. Ordinance to approve the ABC permit submittal of Whole Hog Café located 150 East Oak Street, Conway, AR 72032.
4. Ordinance to approve the ABC permit submittal of Verona Italian Restaurant located 190 Skyline Drive, Conway, AR 72032.
5. Ordinance to approve the ABC permit submittal of Local Patio & Grill located at 910 Front Street, Conway, AR 72032.
6. Resolution requesting Faulkner County Tax Collector place a lien against property located at various locations for expenses incurred by the City.
7. Resolution to support the City of Conway to utilize Federal aid Surface Transportation funding for the traffic signal upgrade at the intersection of Highway 65B and Robins Street.
8. Resolution to support the City of Conway to utilize Federal aid Transportation Alternative Program funds for the Harkrider Street Sidewalk Improvement Project.
9. Consideration to approve the submittal of a Hazard Mitigation Grant Notice of Intent for the box culvert project under Tyler Street for the Transportation Department.

10. Ordinance appropriating funding and approving the purchase of an easement located on Van Ronkle in Downtown Conway.

11. Ordinance approving the bid & appropriating funds for the Tyler Street Improvements for the Transportation Department.

12. Ordinance to amend Ordinance O-85-11, allowing water services to be extended outside of the Conway city limits (if in the filed water plan).

13. Ordinance to rezone property located at 3725 College Avenue from O-1 to PUD.

C. New Business

1. Ordinance approving medical marijuana violations for the City of Conway.
   (Ordinance will be provided prior to meeting)

   Adjournment
June 18, 2019

Mayor Bart Castleberry
Conway City Council

Re: Annexation Analysis

Mayor and Council,

At the March 26, 2019, City Council meeting the Council raised numerous questions about analysis applied to vetting annexations. Councilmember Mehl requested further discussion by the Council with a report prepared by the Planning Department. Concurrently, we have been working with Conway Corporation to review utility policies which may affect annexation requirements and the enforcement of the city’s land use regulations within its territorial jurisdiction. Below are key findings from the Planning Department’s analysis and work with Conway Corporation.

1) The city should amend its policies regarding the provision and availability of utility service outside city limits.

   Currently, Conway Corporation is limited to providing utility service inside city limits except for extraordinary reasons. This policy has served the city well. However, Conway’s outward growth continually places it at the boundary of surrounding rural water districts. If Conway Corporation were allowed to provide water service outside city limits, it could help provide a buffer for the city from encroachment by rural water districts. This is beneficial for the following reasons:
   a. Conway Corporation has agreed to provide Conway Planning the opportunity for planning review prior to water hookups outside city limits. This planning review will help ensure any subdivisions constructed outside city limits are not built with substandard streets. Having to upgrade substandard streets for annexed areas can be incredibly costly and negate any financial benefits of annexation for the city.
   b. Allowing service extension to future growth areas outside city limits will ensure developments outside the city meet Conway Corporation standards helping safeguard Conway’s ISO fire rating when annexing those areas in the future.

   Please see the enclosed ordinance change to amend ordinance O-85-11.

2) The city should begin requiring additional analysis of annexation requests prior to approval by the City Council.

   Not all annexation requests are advantageous for the city of Conway. Annexation can have short and long term financial impacts on the city and its municipally owned utility provider. Outward expansion can lead to sprawl that makes the provision of city utilities and services less cost efficient, necessitating high
tax rates and rates for residents and utility customers. However, annexations can also strategically position the city for future growth or control important infrastructure such interstate interchanges. The Planning Department recommends that thorough analysis be conducted for all future annexation requests.

See the enclosed diagram detailing recommended analyses.

3) **The city should review the 2016 South Interchange/Western Loop Annexation Analysis.**

Annexation of the area surrounding the Baker-Wills Parkway Interchange is critically important to the future of Conway both in defining the city’s southern gateway and as an important future development area. However, it was clear from the study an ambitious annexation of the area was not in the best financial interest to the city or Conway Corporation. The city should examine possible smaller scale voluntary annexations in the area to allow Conway to become contiguous to the area surrounding the interchange and existing portions of Baker-Wills Parkway. Doing so would likely spur additional properties to annex and allow a more incremental and cost feasible approach to exercising control of the area.

Please contact me at (501) 697-8109 or james.walden@cityofconway.org if you have any questions or concerns.

Respectfully,

James P. Walden, AICP
Director of Planning and Development

Enclosure
ORDINANCE 0-19-___

AN ORDINANCE AMENDING Ordinance 0-85-11 allowing water services to be extended outside of the Conway city limits if in the filed water plan and for other purposes;

WHEREAS, the Water Distribution and Wastewater Collection Systems constructed within the City of Conway or in the Filed Water Plan and operated by the Conway Corporation are owned by the City of Conway, Arkansas; and

WHEREAS, there is a need to allow water to be furnished outside the city limits if the territory is within the filed water plan of the City; and

WHEREAS, there is a need to provide wastewater services in certain situations,

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

Section 1.

A. The Water Distribution mains of Conway Corporation may be extended no further than the Conway Corporation filed water plan that is filed and may be amended with the Arkansas Natural Resources Commission. The wastewater collection mains may not be extended beyond the corporate limits of the City of Conway unless approved by the Mayor and City Council upon recommendation by the CEO of Conway Corporation and then only for extraordinary reasons. However, temporary water and wastewater service may be provided in an emergency when, in the judgment of Conway Corporation, a state of dire emergency exists. The City of Conway and Conway Corporation reserve the authority to require a Use Agreement prior to the provision of wastewater collection service to users’ outside the city limits of the city of Conway.

B. All extensions of the Water Distribution and/or Wastewater Collection mains must be constructed in accordance with the plans and specifications of Conway Corporation and paid for by the people who benefit directly therefrom.

Section 2.

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Passed this _____ day of __________, 2019

Approved: ____________________________

Mayor Bart Castelberry

Attest: _____________________________

City Clerk Mike Garrett
Annexation Petition

Planning Department

Fire Review
1) Ability to provide fire service
2) Condition of fire infrastructure
3) Recommended conditions of annexation

Transportation Review
1) Conditions of existing street infrastructure
2) Recommended conditions of annexation

Conway Corp. Review
1) Estimated cost to annexed area to provide service
2) Estimated cost to purchase utility customers
3) Potential impact on existing rate payers
4) Recommended conditions of annexation

Planning Review
1) Evaluation of development potential
2) Review of proposed land use and land use plans
3) Identification of existing nonconforming structures or uses
4) Review of strategic importance of annexation
5) Recommended conditions of annexation

Recommendation of Action

Planning Commission Review

City Council Review
City of Conway, Arkansas

Monthly Financial Reports

May 31, 2019
City of Conway  
Monthly Financial Report - General Fund  
For the month ended May 31, 2019

### Revenues

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>Month Activity</th>
<th>Year to Date</th>
<th>Encumbered</th>
<th>(Over)/Under Budget %</th>
<th>Expend/Collect</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ad Valorem Tax</td>
<td>4,000,000</td>
<td>1,006,179</td>
<td>1,829,523</td>
<td>2,170,477</td>
<td>46%</td>
<td></td>
</tr>
<tr>
<td>Payments in Lieu of Tax</td>
<td>20,000</td>
<td>-</td>
<td>-</td>
<td>20,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td>State Tax Turnback</td>
<td>930,000</td>
<td>64,029</td>
<td>318,451</td>
<td>611,549</td>
<td>34%</td>
<td></td>
</tr>
<tr>
<td>Insurance Tax Turnback - LOPFI</td>
<td>1,300,000</td>
<td>-</td>
<td>-</td>
<td>1,300,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td>Sales Tax</td>
<td>19,750,000</td>
<td>1,690,114</td>
<td>8,233,688</td>
<td>11,516,312</td>
<td>42%</td>
<td></td>
</tr>
<tr>
<td>Beverage Tax</td>
<td>450,000</td>
<td>-</td>
<td>160,422</td>
<td>289,578</td>
<td>36%</td>
<td></td>
</tr>
<tr>
<td>Franchise Fees</td>
<td>3,409,000</td>
<td>255,357</td>
<td>1,469,243</td>
<td>1,939,757</td>
<td>43%</td>
<td></td>
</tr>
<tr>
<td>Permits</td>
<td>441,500</td>
<td>58,012</td>
<td>287,409</td>
<td>154,091</td>
<td>65%</td>
<td></td>
</tr>
<tr>
<td>ACIEA Revenues</td>
<td>2,500</td>
<td>3,775</td>
<td>9,372</td>
<td>(6,872)</td>
<td>375%</td>
<td></td>
</tr>
<tr>
<td>Dog Tags &amp; Fees</td>
<td>30,000</td>
<td>2,825</td>
<td>10,075</td>
<td>19,925</td>
<td>34%</td>
<td></td>
</tr>
<tr>
<td>Municipal Court Fines and Fees</td>
<td>959,000</td>
<td>73,582</td>
<td>287,394</td>
<td>671,606</td>
<td>30%</td>
<td></td>
</tr>
<tr>
<td>Law Enforcement</td>
<td>759,599</td>
<td>27,287</td>
<td>157,753</td>
<td>601,846</td>
<td>21%</td>
<td></td>
</tr>
<tr>
<td>Parks</td>
<td>600,500</td>
<td>54,156</td>
<td>335,238</td>
<td>265,262</td>
<td>56%</td>
<td></td>
</tr>
<tr>
<td>Interest Income</td>
<td>102,500</td>
<td>1,545</td>
<td>96,485</td>
<td>6,015</td>
<td>94%</td>
<td></td>
</tr>
<tr>
<td>Proceeds from Sale of Assets</td>
<td>1,997</td>
<td>1,545</td>
<td>17,784</td>
<td>(15,787)</td>
<td>890.5%</td>
<td></td>
</tr>
<tr>
<td>Insurance Proceeds</td>
<td>4,825</td>
<td>24,062</td>
<td>31,154</td>
<td>6,015</td>
<td>94%</td>
<td></td>
</tr>
<tr>
<td>Donations</td>
<td>-</td>
<td>1,350</td>
<td>3,400</td>
<td>(3,400)</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Act 833 Revenue</td>
<td>90,000</td>
<td>-</td>
<td>-</td>
<td>90,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td>Miscellaneous Revenues</td>
<td>147,500</td>
<td>13,430</td>
<td>67,148</td>
<td>80,352</td>
<td>46%</td>
<td></td>
</tr>
<tr>
<td>Transfers from Other Funds</td>
<td>723,000</td>
<td>-</td>
<td>149,061</td>
<td>573,939</td>
<td>21%</td>
<td></td>
</tr>
</tbody>
</table>

**Total Revenues**

|                      | 33,721,921 | 3,293,629 | 13,463,601 | - | 20,258,320 | 40% |

### Expenditures

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>Month Activity</th>
<th>Year to Date</th>
<th>Encumbered</th>
<th>(Over)/Under Budget %</th>
<th>Expend/Collect</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admin (Mayor, HR)</td>
<td>3,548,286</td>
<td>81,062</td>
<td>438,521</td>
<td>259</td>
<td>3,109,507 12%</td>
<td></td>
</tr>
<tr>
<td>Finance</td>
<td>435,941</td>
<td>84,768</td>
<td>179,848</td>
<td>5,000</td>
<td>251,093    41%</td>
<td></td>
</tr>
<tr>
<td>City Clerk/Treasurer</td>
<td>145,569</td>
<td>15,482</td>
<td>60,644</td>
<td>-</td>
<td>84,925     42%</td>
<td></td>
</tr>
<tr>
<td>City Council</td>
<td>103,031</td>
<td>6,097</td>
<td>32,639</td>
<td>-</td>
<td>70,392     32%</td>
<td></td>
</tr>
<tr>
<td>Planning</td>
<td>521,122</td>
<td>38,546</td>
<td>217,771</td>
<td>450</td>
<td>302,901    42%</td>
<td></td>
</tr>
<tr>
<td>Physical Plant</td>
<td>548,775</td>
<td>54,954</td>
<td>199,877</td>
<td>2,218</td>
<td>346,680    36%</td>
<td></td>
</tr>
<tr>
<td>Information Technology</td>
<td>1,051,439</td>
<td>91,184</td>
<td>452,984</td>
<td>7,750</td>
<td>590,705    43%</td>
<td></td>
</tr>
<tr>
<td>Permits and Inspections</td>
<td>620,759</td>
<td>66,034</td>
<td>241,420</td>
<td>164</td>
<td>379,175    39%</td>
<td></td>
</tr>
<tr>
<td>Nondepartmental</td>
<td>659,721</td>
<td>22,495</td>
<td>423,399</td>
<td>-</td>
<td>236,322    64%</td>
<td></td>
</tr>
<tr>
<td>Police</td>
<td>12,257,536</td>
<td>1,354,099</td>
<td>5,291,240</td>
<td>60,923</td>
<td>6,905,373 43%</td>
<td></td>
</tr>
<tr>
<td>CEOC</td>
<td>1,261,613</td>
<td>119,803</td>
<td>456,665</td>
<td>7,365</td>
<td>797,583    36%</td>
<td></td>
</tr>
<tr>
<td>Animal Welfare</td>
<td>481,225</td>
<td>48,266</td>
<td>197,972</td>
<td>1,853</td>
<td>281,399    41%</td>
<td></td>
</tr>
<tr>
<td>Municipal District Court</td>
<td>951,567</td>
<td>110,158</td>
<td>421,137</td>
<td>7,649</td>
<td>522,781    44%</td>
<td></td>
</tr>
<tr>
<td>City Attorney</td>
<td>478,065</td>
<td>50,647</td>
<td>206,506</td>
<td>-</td>
<td>271,559    43%</td>
<td></td>
</tr>
<tr>
<td>Fire</td>
<td>10,330,146</td>
<td>1,083,335</td>
<td>4,131,942</td>
<td>166,644</td>
<td>6,031,560 40%</td>
<td></td>
</tr>
<tr>
<td>Parks</td>
<td>3,118,156</td>
<td>368,248</td>
<td>1,234,207</td>
<td>23,421</td>
<td>1,860,528 40%</td>
<td></td>
</tr>
</tbody>
</table>

**Total Expenditures**

|                      | 36,512,952 | 3,595,179 | 14,186,771 | 283,697 | 22,042,483 | 39% |

**Net Revenue/(Expense)**

|                      | (2,791,031) | (723,171) |               |         |           |     |

*All figures are unaudited* 

Notes:

1) Budget column is current budget which includes all year-to-date adjustments, if any.
City of Conway  
General Fund  
2019  

**Fund Balance Appropriations**

<table>
<thead>
<tr>
<th>Ordinance</th>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>O-19-25</td>
<td>2/26/19</td>
<td>Upgrade Finance software</td>
<td>6,500</td>
</tr>
<tr>
<td>R-19-05</td>
<td>2/20/19</td>
<td>Settlement of the Raines case</td>
<td>30,000</td>
</tr>
<tr>
<td>O-19-39</td>
<td>3/26/19</td>
<td>Remodel new City Hall</td>
<td>2,658,627</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>$ 2,695,127</strong></td>
</tr>
</tbody>
</table>
City of Conway
Balance Sheet - General Fund
For the month ended May 31, 2019

Cash - Operating 4,845,407
Cash - Reserve 2,098,810
Petty Cash 715
Taxes Receivable 3,689,445
Accounts Receivable 5,121,633
Due from Other Funds 40,368
Due from Street 53,592
Due from Component Unit 216,783
Fleet Inventory 15,539
Fuel Inventory 9,861
General Inventory 585
Assets 16,092,740

Accounts Payable (50,841)
Salaries Payable 290,344
Insurance and Benefits Payable 67,686
Held for Others - Performance Bonds (20)
Held for Others - Crimestopper Reward 5,000
Event Deposits 1,900
Due to Other Funds 11,196
Deferred Revenue 4,644,686
Liabilities 4,969,951

Fund Balance - Committed to cash flow 2,000,000
Fund Balance - Committed to reserve 2,000,000
Fund Balance - Unassigned 7,122,789
Fund Balance 11,122,789

Total Liabilities & Fund Balance 16,092,740

*All figures are unaudited*
City of Conway  
Monthly Financial Report - Street Fund  
For the month ended May 31, 2019

### Revenues

<table>
<thead>
<tr>
<th>Activity</th>
<th>Month</th>
<th>Year to Date</th>
<th>(Over)/Under Encumbered</th>
<th>% Expend/Collect</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ad Valorem Tax</td>
<td>370,702</td>
<td>464,826</td>
<td>1,035,174</td>
<td>31%</td>
</tr>
<tr>
<td>Payments in Lieu of Tax</td>
<td>-</td>
<td>-</td>
<td>8,000</td>
<td>0%</td>
</tr>
<tr>
<td>State Tax Turnback</td>
<td>227,117</td>
<td>1,085,739</td>
<td>1,597,735</td>
<td>40%</td>
</tr>
<tr>
<td>AHTD 1/2 Cent Sales Tax Turnback</td>
<td>115,083</td>
<td>574,195</td>
<td>745,805</td>
<td>43%</td>
</tr>
<tr>
<td>Severance Tax</td>
<td>13,339</td>
<td>64,662</td>
<td>55,338</td>
<td>44%</td>
</tr>
<tr>
<td>Sales Tax</td>
<td>23,682</td>
<td>115,369</td>
<td>154,631</td>
<td>44%</td>
</tr>
<tr>
<td>Sign Permits</td>
<td>120</td>
<td>600</td>
<td>(600)</td>
<td>-</td>
</tr>
<tr>
<td>Engineering Fees</td>
<td>4,325</td>
<td>7,925</td>
<td>2,075</td>
<td>79%</td>
</tr>
<tr>
<td>Insurance Proceeds</td>
<td>-</td>
<td>85</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Interest Income</td>
<td>12,429</td>
<td>58,453</td>
<td>37,547</td>
<td>61%</td>
</tr>
<tr>
<td>Miscellaneous Revenues</td>
<td>842</td>
<td>842</td>
<td>0</td>
<td>100%</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>766,796</td>
<td>2,372,695</td>
<td>3,635,706</td>
<td>39%</td>
</tr>
</tbody>
</table>

*All figures are unaudited*

### Expenditures

<table>
<thead>
<tr>
<th>Activity</th>
<th>Month</th>
<th>Year to Date</th>
<th>(Over)/Under Encumbered</th>
<th>% Expend/Collect</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel Costs</td>
<td>254,018</td>
<td>958,776</td>
<td>1,944,024</td>
<td>33%</td>
</tr>
<tr>
<td>Other Operating Costs</td>
<td>186,005</td>
<td>777,333</td>
<td>2,333,657</td>
<td>24%</td>
</tr>
<tr>
<td>Total Operating Costs</td>
<td>440,024</td>
<td>1,736,109</td>
<td>4,777,680</td>
<td>28%</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>1,814</td>
<td>68,765</td>
<td>208,090</td>
<td>16%</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>441,838</td>
<td>1,804,874</td>
<td>4,418,911</td>
<td>28%</td>
</tr>
</tbody>
</table>

Net Revenue/(Expense)  
(543,917)  
567,821

Notes:  
1) Budget column is current budget which includes all year-to-date adjustments, if any.
City of Conway
Street Fund
2019
Fund Balance Appropriations

<table>
<thead>
<tr>
<th>Ordinance</th>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>$ -</td>
</tr>
</tbody>
</table>
City of Conway  
Balance Sheet - Street Fund  
For the month ended May 31, 2019

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash - Operating</td>
<td>5,167,217</td>
</tr>
<tr>
<td>Taxes Receivable</td>
<td>50,824</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td>1,715,828</td>
</tr>
<tr>
<td>Due from Other Funds</td>
<td>26,323</td>
</tr>
<tr>
<td><strong>Assets</strong></td>
<td><strong>6,960,192</strong></td>
</tr>
<tr>
<td>Salaries Payable</td>
<td>19,899</td>
</tr>
<tr>
<td>Insurance and Benefits Payable</td>
<td>6,710</td>
</tr>
<tr>
<td>Due to Other Funds</td>
<td>2,189</td>
</tr>
<tr>
<td>Due to General</td>
<td>53,091</td>
</tr>
<tr>
<td>Deferred Revenue</td>
<td>1,363,995</td>
</tr>
<tr>
<td><strong>Liabilities</strong></td>
<td><strong>1,445,883</strong></td>
</tr>
<tr>
<td><strong>Fund Balance</strong></td>
<td><strong>5,514,309</strong></td>
</tr>
<tr>
<td><strong>Total Liabilities &amp; Fund Balance</strong></td>
<td><strong>6,960,192</strong></td>
</tr>
</tbody>
</table>

*All figures are unaudited*
City of Conway  
Monthly Financial Report - Sanitation  
For the month ended May 31, 2019

<table>
<thead>
<tr>
<th>Revenues</th>
<th>Budget</th>
<th>Month Activity</th>
<th>Year to Date</th>
<th>Encumbered</th>
<th>(Over)/Under Budget</th>
<th>% Expend/Collect</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sanitation Fees</td>
<td>9,000,000</td>
<td>858,204</td>
<td>3,887,154</td>
<td>5,112,846</td>
<td>43%</td>
<td></td>
</tr>
<tr>
<td>Proceeds - Recycled Materials</td>
<td>400,000</td>
<td>32,125</td>
<td>193,961</td>
<td>206,039</td>
<td>48%</td>
<td></td>
</tr>
<tr>
<td>Landfill Fees - General</td>
<td>200,000</td>
<td>16,542</td>
<td>78,213</td>
<td>121,787</td>
<td>39%</td>
<td></td>
</tr>
<tr>
<td>Interest Income</td>
<td>100,000</td>
<td>32,557</td>
<td>159,452</td>
<td>(59,452)</td>
<td>159%</td>
<td></td>
</tr>
<tr>
<td>Proceeds from Sale of Assets</td>
<td>-</td>
<td>-</td>
<td>150</td>
<td>(150)</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Miscellaneous Revenues</td>
<td>-</td>
<td>-</td>
<td>56</td>
<td>(56)</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>9,700,000</td>
<td>939,428</td>
<td>4,318,986</td>
<td>-</td>
<td>5,381,014</td>
<td>45%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditures</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel Costs</td>
<td>4,630,294</td>
<td>492,548</td>
<td>1,844,618</td>
<td>-</td>
<td>2,785,676</td>
<td>40%</td>
</tr>
<tr>
<td>Other Operating Costs</td>
<td>3,027,500</td>
<td>143,914</td>
<td>859,372</td>
<td>122,269</td>
<td>2,045,859</td>
<td>28%</td>
</tr>
<tr>
<td>Total Operating Costs</td>
<td>7,657,794</td>
<td>636,462</td>
<td>2,703,990</td>
<td>122,269</td>
<td>4,831,535</td>
<td>35%</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>3,482,193</td>
<td>9,680</td>
<td>302,992</td>
<td>1,442,036</td>
<td>1,737,165</td>
<td>9%</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>11,139,987</td>
<td>646,142</td>
<td>3,006,982</td>
<td>1,564,305</td>
<td>6,568,700</td>
<td>27%</td>
</tr>
</tbody>
</table>

| Net Revenue/(Expense)             | (1,439,987) |                |              |            | 1,312,004           |                 |

*All figures are unaudited*

Notes:
1) Budget column is current budget which includes all year-to-date adjustments, if any.
2) Capital outlay is shown here for budgeting purposes, but only depreciation expense will be recorded at year end.
<table>
<thead>
<tr>
<th>Ordinance</th>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>City of Conway</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sanitation Fund</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2019</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fund Balance</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Appropriations</td>
<td></td>
</tr>
</tbody>
</table>
City of Conway  
Balance Sheet - Sanitation  
For the month ended May 31, 2019

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash - Operating</td>
<td>8,070,958</td>
</tr>
<tr>
<td>Petty Cash</td>
<td>200</td>
</tr>
<tr>
<td>Post Closure Cash Account</td>
<td>5,875,835</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td>(6,215)</td>
</tr>
<tr>
<td>Due from Other Funds</td>
<td>(537)</td>
</tr>
<tr>
<td>Due from Component Unit</td>
<td>789,483</td>
</tr>
<tr>
<td>General Inventory</td>
<td>2,122</td>
</tr>
<tr>
<td>Land &amp; Buildings</td>
<td>2,267,481</td>
</tr>
<tr>
<td>Infrastructure</td>
<td>950,578</td>
</tr>
<tr>
<td>Machinery and Equipment</td>
<td>3,672,442</td>
</tr>
<tr>
<td>Vehicles</td>
<td>331,509</td>
</tr>
<tr>
<td>Deferred Outflows of Resources</td>
<td>2,025,687</td>
</tr>
<tr>
<td><strong>Assets</strong></td>
<td><strong>23,979,542</strong></td>
</tr>
<tr>
<td>Accounts Payable</td>
<td>3,926</td>
</tr>
<tr>
<td>Salaries Payable</td>
<td>45,433</td>
</tr>
<tr>
<td>Insurance and Benefits Payable</td>
<td>22,608</td>
</tr>
<tr>
<td>Compensated Absences</td>
<td>168,607</td>
</tr>
<tr>
<td>Net Pension Obligation</td>
<td>10,673,533</td>
</tr>
<tr>
<td>Deferred Inflows of Resources</td>
<td>1,644,081</td>
</tr>
<tr>
<td>Due to Other Funds</td>
<td>59,095</td>
</tr>
<tr>
<td>Landfill Close/Post Close</td>
<td>8,621,822</td>
</tr>
<tr>
<td><strong>Liabilities</strong></td>
<td><strong>21,239,105</strong></td>
</tr>
<tr>
<td><strong>Net Assets</strong></td>
<td><strong>2,740,437</strong></td>
</tr>
<tr>
<td><strong>Total Liabilities and Net Assets</strong></td>
<td><strong>23,979,542</strong></td>
</tr>
</tbody>
</table>

*All figures are unaudited

Note: Capital assets shown at book value (cost less accumulated depreciation).
City of Conway  
Monthly Financial Report - Airport  
For the month ended May 31, 2019

<table>
<thead>
<tr>
<th>Revenues</th>
<th>Budget</th>
<th>Month Activity</th>
<th>Year to Date</th>
<th>Encumbered</th>
<th>(Over)/Under</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sales Tax</td>
<td>13,000</td>
<td>1,556</td>
<td>7,061</td>
<td>5,939</td>
<td>54%</td>
<td></td>
</tr>
<tr>
<td>Airport Fuel Sales</td>
<td>900,000</td>
<td>74,115</td>
<td>294,965</td>
<td>605,035</td>
<td>33%</td>
<td></td>
</tr>
<tr>
<td>T-Hangar Rent</td>
<td>118,000</td>
<td>7,040</td>
<td>36,955</td>
<td>81,045</td>
<td>31%</td>
<td></td>
</tr>
<tr>
<td>Community Hangar Rent</td>
<td>25,000</td>
<td>3,500</td>
<td>11,900</td>
<td>13,100</td>
<td>48%</td>
<td></td>
</tr>
<tr>
<td>Ground Leases</td>
<td>125,000</td>
<td>-</td>
<td>34,848</td>
<td>90,152</td>
<td>28%</td>
<td></td>
</tr>
<tr>
<td>Miscellaneous Revenues</td>
<td>13,000</td>
<td>1,080</td>
<td>4,935</td>
<td>8,065</td>
<td>38%</td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>1,194,000</td>
<td>87,292</td>
<td>390,664</td>
<td>-</td>
<td>803,336</td>
<td>33%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditures</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel Costs</td>
<td>309,701</td>
<td>28,502</td>
<td>120,756</td>
<td>-</td>
<td>188,945</td>
<td>39%</td>
</tr>
<tr>
<td>Fuel for Resale</td>
<td>701,000</td>
<td>54,779</td>
<td>240,016</td>
<td>-</td>
<td>460,984</td>
<td>34%</td>
</tr>
<tr>
<td>Other Operating Costs</td>
<td>182,450</td>
<td>10,227</td>
<td>50,459</td>
<td>11,206</td>
<td>120,785</td>
<td>28%</td>
</tr>
<tr>
<td><strong>Total Operating Costs</strong></td>
<td>1,193,151</td>
<td>93,508</td>
<td>411,231</td>
<td>11,206</td>
<td>770,714</td>
<td>34%</td>
</tr>
</tbody>
</table>

Capital Outlay              | 32,000 | -              | -            | 19,746     | 12,254       | 0% |

| **Total Expenditures**     | 1,225,151| 93,508        | 411,231      | 30,952     | 782,968      | 34%|

| Net Revenue/(Expense)      | (31,151)|                |              |            | (20,568)     |   |

*All figures are unaudited

Notes:

1) Budget column is current budget which includes all year-to-date adjustments, if any.
2) Capital outlay is shown here for budgeting purposes, but only depreciation expense will be recorded at year end.
<table>
<thead>
<tr>
<th>Ordinance</th>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>O-19-36</td>
<td>3/26/19</td>
<td>Add an Airport Line Tech II position</td>
<td>35,670</td>
</tr>
</tbody>
</table>
City of Conway  
Balance Sheet - Airport  
For the month ended May 31, 2019

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash - Operating</td>
<td>279,617</td>
</tr>
<tr>
<td>Taxes Receivable</td>
<td>2,102</td>
</tr>
<tr>
<td>Accounts Receivable - Fuel Vendor</td>
<td>49,859</td>
</tr>
<tr>
<td>Land</td>
<td>1,254,473</td>
</tr>
<tr>
<td>Buildings</td>
<td>4,204,034</td>
</tr>
<tr>
<td>Machinery &amp; Equipment</td>
<td>736,087</td>
</tr>
<tr>
<td>Vehicles</td>
<td>9,141</td>
</tr>
<tr>
<td>Infrastructure</td>
<td>23,962,938</td>
</tr>
<tr>
<td><strong>Assets</strong></td>
<td><strong>30,498,252</strong></td>
</tr>
<tr>
<td>Salaries Payable</td>
<td>3,230</td>
</tr>
<tr>
<td>Insurance and Benefits Payable</td>
<td>2,667</td>
</tr>
<tr>
<td>Compensated Absences</td>
<td>5,127</td>
</tr>
<tr>
<td>Due to General</td>
<td>1,289</td>
</tr>
<tr>
<td><strong>Liabilities</strong></td>
<td><strong>12,313</strong></td>
</tr>
<tr>
<td><strong>Fund Balance</strong></td>
<td><strong>30,485,939</strong></td>
</tr>
<tr>
<td><strong>Total Liabilities &amp; Fund Balance</strong></td>
<td><strong>30,498,252</strong></td>
</tr>
</tbody>
</table>

*All figures are unaudited*

Note: Capital assets shown at book value (cost less accumulated depreciation).
## Parks and Rec A&P Tax

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance, 4/30/19</td>
<td>844,586</td>
</tr>
<tr>
<td>Receipts</td>
<td>321,386</td>
</tr>
<tr>
<td>Payments</td>
<td>(442,166)</td>
</tr>
<tr>
<td>Balance, 5/31/19</td>
<td>$723,806</td>
</tr>
</tbody>
</table>

## Pay as you go Sales Tax

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance, 4/30/19</td>
<td>2,211,187</td>
</tr>
<tr>
<td>Receipts</td>
<td>8,683</td>
</tr>
<tr>
<td>Payments</td>
<td>(867,270)</td>
</tr>
<tr>
<td>Balance, 5/31/19</td>
<td>$1,352,601</td>
</tr>
</tbody>
</table>

## Street Impact Fees

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance, 4/30/19</td>
<td>1,099,839</td>
</tr>
<tr>
<td>Receipts</td>
<td>125,905</td>
</tr>
<tr>
<td>Payments</td>
<td>(151,630)</td>
</tr>
<tr>
<td>Balance, 5/31/19</td>
<td>$1,074,115</td>
</tr>
</tbody>
</table>

## Parks Impact Fees

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance, 4/30/19</td>
<td>686,360</td>
</tr>
<tr>
<td>Receipts</td>
<td>24,299</td>
</tr>
<tr>
<td>Payments</td>
<td>(52,324)</td>
</tr>
<tr>
<td>Balance, 5/31/19</td>
<td>$658,335</td>
</tr>
</tbody>
</table>

## Street Sales Tax

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance, 4/30/19</td>
<td>4,813,983</td>
</tr>
<tr>
<td>Receipts</td>
<td>8,932</td>
</tr>
<tr>
<td>Payments</td>
<td>(39,695)</td>
</tr>
<tr>
<td>Balance, 5/31/19</td>
<td>$4,783,220</td>
</tr>
</tbody>
</table>
AN ORDINANCE CLOSING A PORTION OF THE AUDUBON PLACE PUBLIC RIGHT OF WAY, AND FOR OTHER PURPOSES:

Whereas, a petition was duly filed with the City of Conway, Arkansas on the 21st of May, 2019 by the Audubon Place Homeowners’ Association, asking the City Council to vacate and abandon all of the street right-of-way adjacent to and abutting Lots 1 through 3, 4A, 5A, 6 and 7, Audubon Place Subdivision.

Whereas, after due notice as required by law, the council has, at the time and place mentioned in the notice, heard all persons desiring to be heard on the question and has ascertained that the easement or the portion thereof, hereinbefore described, has heretofore been dedicated to the public use as a Right-of-Way herein described; that all the owners of the property abutting upon the portion of the Right-of-Way to be vacated have petitioned the council for the abandonment; and the public interest and welfare will not be adversely affected by the abandonment of this portion of the Right-of-Way.

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

Section 1. The City of Conway, Arkansas releases, vacates, and abandons its rights, together with the rights of the public generally, in and to all of the Right-of-Way designated as follows:

Street right-of-way adjacent to and abutting Lots 1 through 3, 4A, 5A, 6 and 7, Audubon Place Subdivision,

Section 2. The City of Conway requires all existing access and drainage easements to be maintained and the entire vacated right of way to be dedicated as a permanent utility easement for use by Conway Corporation, AT&T, CenterPoint Energy, and others.

Section 3. The City of Conway requires the Audubon Place Homeowners’ Association to establish a mechanism to fund future street and drainage infrastructure maintenance.

Section 4. The City of Conway requires the Audubon Place Homeowners’ Association to enter into a monthly agreement with Conway Corporation for the maintenance of existing street lights.

Section 5. A copy of the ordinance duly certified by the city clerk shall be filed in the office of the recorder of the county and recorded in the deed records of the county.

PASSED this 25th day of June, 2019.

Approved:

___________________________
Mayor Bart Castleberry

Attest:

__________________________
Michael O. Garrett
City Clerk/Treasurer
PETITION OF WRITTEN CONSENT FOR THE VACATING OF STREETS/ALLEYS
FOR THE INTENT OF PUBLIC USE

Name of party requesting street/alley closure: Andersen Place Property Owners Association

Legal description of street/alley, or portion thereof, to be vacated: ATTACHED

Signatures of all abutting property owners:

Name: Bill Megginson; Owner, 540 Anderson Place
Name: Scott Morgan; Scott Morgan, 530 Anderson Place
Name: Monica Stewart; 515 Anderson Place
Name: Keith McQueen; 525 Anderson Place
Name: Randy Mulligan; 545 Anderson Place
Name: Patrick Corrick; 520 Anderson Place
Name: Bridget Lenderman; 535 Anderson Place

Address:
540 Anderson Place Conway, AR 72034
515 Anderson Place Conway, AR 72033
525 Anderson Place Conway, AR 72034
530 Anderson Place Conway, AR 72034
545 Anderson Place Conway, AR 72034
535 Anderson Place Conway, AR 72034
June 17, 2019

Planning Director
Conway Planning Department
1201 Oak St.
Conway, AR 72032

Re: Audubon Place

Dear James;

The Transportation Department has considered and concurs with the request from residents on Audubon Place for installation of a gate at the entrance to this subdivision. This action will require changing Audubon Place from a public street to a private street and the City of Conway will no longer have responsibility for maintenance of the roadway and drainage infrastructure. However, the City is required to maintain access and drainage easements within the existing right-of-way. The City recommends a Property Owner's Association (POA) be established to provide for maintenance of street and drainage infrastructure.

Sincerely,

Finley Vinson
Director and City Engineer
June 19, 2019

Dear Mr. Newton,

CenterPoint Energy (CNP) will approve of the Audubon Place ROW closure contingent upon the utility easement containing the CNP existing gas main will remain in place. CNP will require to have twenty-four (24) hour access to the road to operate and maintain the existing gas facilities.

If you have any questions or concerns, please reach out to John Martinez (501) 336-9118.

Sincerely,

[Signature]

Ben Thomson
Engineer
Beth,
Conway Corp is in agreement to the closure of the Street Right of Way.
Require easements to include ingress / egress OR upon initial development reflect such on the plat, whole
private street shall become permanent utility easement / right of way

Street lighting will remain in place and be charged a monthly fee of $11.95 per pole to Audubon Place
Property Assoc. Inc. if the Association wants the light to remain.

Let me know if you have any questions.
Thanks,

Leslie Guffey | Engineering Service Development Technician

Conway Corporation
800 S. Harkrider
Conway, AR 72032
p. 501.450.6053
c. 501.590.0113
f. 501.328.3070

www.conwaycorp.com
www.facebook.com/ConwayCorp
www.twitter.com/ConwayCorp
AN ORDINANCE CLOSING A PORTION OF THE FACTORY STREET PUBLIC RIGHT OF WAY, AND FOR OTHER PURPOSES:

Whereas, a petition was duly filed with the City of Conway, Arkansas on the 17th of May, 2019 by Nabholz Construction, asking the City Council to vacate and abandon all of the public Factory Street right-of-way between Mill Street and Garland Street.

Whereas, after due notice as required by law, the council has, at the time and place mentioned in the notice, heard all persons desiring to be heard on the question and has ascertained that the easement or the portion thereof, hereinbefore described, has heretofore been dedicated to the public use as a Right-of-Way herein described; that all the owners of the property abutting upon the portion of the Right-of-Way to be vacated have petitioned the council for the abandonment; and the public interest and welfare will not be adversely affected by the abandonment of this portion of the Right-of-Way.

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

Section 1. The City of Conway, Arkansas releases, vacates, and abandons its rights, together with the rights of the public generally, in and to all of the Right-of-Way designated as follows:

Factory Street right-of-way adjacent to and abutting Lots 1 and 10, Block 3; Lots 1 and 10, Block 6; Lots 6-7, Block 2; Lots 6-7, Block 7, Srygley Addition; and all associated vacated Willow Street right of way and associated vacated alleys.

Section 2. The City of Conway requires all existing utility and drainage easements to be maintained for use by Conway Corporation, AT&T, CenterPoint Energy, and others.

Section 3. A copy of the ordinance duly certified by the city clerk shall be filed in the office of the recorder of the county and recorded in the deed records of the county.

PASSED this 25th day of June, 2019.

Approved:

________________________________________
Mayor Bart Castleberry

Attest:

________________________________________
Michael O. Garrett
City Clerk/Treasurer
PETITION OF WRITTEN CONSENT FOR THE VACATING OF STREETS/ALLEYS
FOR THE INTENT OF PUBLIC USE

Name of party requesting street/alley closure: Nabholz Construction

Legal description of street/alley, or portion thereof, to be vacated: The portion of the 66 foot Factory Street right-of-way between blocks 2, 3, 6 and 7 of the Srygley Addition to the City of Conway; further described as the 66 foot right-of-way between the South right-of-way line of Mill Street and the North right-of-way line of Garland Street

Signatures of all abutting property owners:

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nabholz Construction</td>
<td>1060 Factory Street</td>
</tr>
<tr>
<td>Nabholz Construction</td>
<td>612 Garland Street</td>
</tr>
<tr>
<td>Nabholz Construction</td>
<td>National Home Center Property</td>
</tr>
<tr>
<td>Brad Hegeman</td>
<td>Mill, Garland, Factory</td>
</tr>
<tr>
<td>Chief Operating Officer</td>
<td></td>
</tr>
</tbody>
</table>
December 11, 2018

Re: Factory Street Easement

Mr. Brad Hegeman,

CenterPoint has no objections to the closing of Factory Street between Mill and Garland. However, we do request that the current utility easement is maintained as we are operating a 2" gas line in that corridor. The specific piece of property we are referring to is a portion of the 66-foot Factory Street right of way between Blocks 2, 3, 6, and 7 of the Srygley Addition to the City of Conway; further described as the 66 foot right of way between the south right of way line of Mill Street and the north right of way line of Garland Street.

Please let me know if you need additional information.

Thank You

Greg Strickland
Centerpoint Energy
December 4, 2018

The Honorable Bart Castleberry
Mayor of Conway
City Hall
1201 Oak Street
Conway, AR 72032

Dear Mayor Castleberry:

Conway Corporation requests to reserve the Right-of-way as a utility and drainage easement, and doesn’t have any issues with the street closing of the following described property:

A portion of the 66 foot Factory Street right of way between Blocks 2, 3, 6, and 7 of the Strygley Addition to the City of Conway; further described as the 66 foot right of way between the south right of way line of Mill Street and the north right of way line of Garland Street.

If you have any questions, please let me know.

Respectfully yours,

CONWAY CORPORATION

[Signature]

Leslie Guffey
Engineering & Planning

cc: Brad Hegeman
CONSENT OF UTILITY

The undersigned, the authorized representative of the public utility identified Below, which provides certain utility services in the City of Conway, Arkansas, Consents to the abandonment and vacation of the following in the City of Conway:

: The portion of the 66 foot Factory Street right of way between Blocks 2, 3, 6, and 7 of the Srygley Addition to the City of Conway; further described as the 66 foot right of way between the south right of way line of Mill Street and the north right of way line of Garland Street.

as specified above and in the Petition filed with the City of Conway, Arkansas, by Nabholz Construction. This consent is to the City of Conway’s vacation of the street, not to any right-of-way or easement AT&T Arkansas may have.

Dated December 7, 2018

Southwestern Bell Telephone Company

d/b/a/ AT&T Arkansas

By: 

Todd R. Gregory
Title: Right-of-Way Mgr. AT&T Arkansas
DESCRIPTION
City Council Review
VAC2019MAY01
ac.

City of Conway
City Council

Factory Street ROW closure; Nabholz -- VAC
Date: June 25, 2019

To: City Council

From: Tyler Winningham, CFO

Re: Disposal of obsolete printer

I would like to request approval to dispose of a printer that has been stored at city hall long past its useful life.

Asset #0049
IBM 6400 Line Matrix Printer
Purchased 4/12/2004

If disposal is approved, we will send it to e-waste.
AN ORDINANCE APPROVING PROFESSIONAL SERVICES FOR AIRPORT IMPROVEMENTS FOR THE CONWAY MUNICIPAL AIRPORT; AND FOR OTHER PURPOSES:

Whereas, Council previously approved a Master Agreement for Professional Services from Garver related to the FAA and Arkansas Department of Aeronautics Grants; and

Whereas, the City of Conway plans to use part of the grant funding for T-Hangar Apron Expansion (T-Hangar #1 only) and Taxilane Construction and would like to enter into an agreement with Garver by approving a Work Order for these specified projects; and

Whereas, an independent fee evaluation has been completed as required by the FAA.

Whereas, Professional Services will include Surveys, DBE Goad and Reporting, Project Administration, Final Design Services, Bidding Services and Construction Phase Services for a total fee of $199,450.

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

Section 1. The City of Conway shall approve the Work Order from Garver in the amount of $199,450.

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

PASSED this 25th day of June, 2019.

Approved:

__________________________
Mayor Bart Castleberry

Attest:

__________________________
Michael O. Garrett
City Clerk/Treasurer
This WORK ORDER is made by and between the City of Conway, Arkansas hereinafter referred to as “Client,” and GARVER, LLC, hereinafter referred to as “GARVER”, in accordance with the provisions of the MASTER AGREEMENT FOR PROFESSIONAL SERVICES executed on ________________.

Under this Work Order, the Client intends to make the following improvements for the Conway Airport:

**T-Hangar Apron Expansion** (T-Hangar # 1 only)
*Taxilane Construction*

GARVER will provide professional services related to these improvements as described herein.

### SECTION 1 - SCOPE OF SERVICES

See Attached Appendix “A” – Scope of Services

### SECTION 2 – PAYMENT

For the work described under SECTION 1 - SCOPE OF SERVICES, the Client will pay GARVER on a lump sum or hourly basis as shown in the table below. The Client represents that funding sources are in place with the available funds necessary to pay GARVER.

The table below presents a summary of the fee amounts and fee types for this contract.

<table>
<thead>
<tr>
<th>WORK DESCRIPTION</th>
<th>FEE AMOUNT</th>
<th>FEE TYPE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surveys</td>
<td>$7,000</td>
<td>LUMP SUM</td>
</tr>
<tr>
<td>DBE Goal and Reporting</td>
<td>$2,900</td>
<td>LUMP SUM</td>
</tr>
<tr>
<td>Project Administration</td>
<td>$11,400</td>
<td>HOURLY</td>
</tr>
<tr>
<td>Final Design Services</td>
<td>$69,750</td>
<td>LUMP SUM</td>
</tr>
<tr>
<td>Bidding Services</td>
<td>$6,600</td>
<td>LUMP SUM</td>
</tr>
<tr>
<td>Construction Phase Services</td>
<td>$101,800</td>
<td>HOURLY</td>
</tr>
<tr>
<td><strong>TOTAL FEE</strong></td>
<td><strong>$199,450</strong></td>
<td></td>
</tr>
</tbody>
</table>

The lump sum amount to be paid under this agreement for Surveys, DBE Goal and Reporting, Final Design Services, and Bidding Services is **$86,250**. For informational purposes, a breakdown of GARVER’s estimated costs is included in Appendix B with approximate current hourly rates for each employee classification.

For Project Administration and Construction Phase Services the Owner will pay GARVER, for time spent on the project, at the rates shown in Appendix B for each classification of GARVER’s personnel (may include contract staff classified at GARVER’s discretion) plus reimbursable expenses including but not limited to printing, courier service, reproduction, and travel. The total amount paid to GARVER for Project Administration and Construction Phase Services is estimated to be **$113,200**. The actual Work Order No. 2019-1

T-Hangar Apron Expansion and Taxilane Construction

Garver Project No. 19A10500
total fee may exceed this estimate. For informational purposes, a breakdown of GARVER’s estimated costs is included in Appendix B with approximate current hourly rates for each employee classification. The rates shown in Appendix B will be increased annually with the first increase effective on or about June 1, 2020.

Expenses other than salary costs that are directly attributable to performance of our professional services will be billed as follows:

1. Direct cost for travel, long distance and wireless communications, outside reproduction and presentation material preparation, and mail/courier expenses.
2. Direct cost plus 10 percent for subcontract/subconsultant fees.
3. Charges similar to commercial rates for reports, plan sheets, presentation materials, etc.
4. The amount allowed by the federal government for mileage with an additional $0.05 for survey trucks/vans.

The Client will pay GARVER on a monthly basis, based upon statements submitted by GARVER to the Client indicating the estimated proportion of the work accomplished. Payments not received within 60 days of invoice date will be subject to a one percent monthly simple interest charge. Any unused portion of the fee, due to delays beyond GARVER’s control, will be increased 6% annually with the first increase effective on or about June 1, 2020.

As directed by the Client, some billable work may have been performed by GARVER prior to execution of this agreement. Payment for this work will be made in accordance with the fee arrangement established herein, as approved by the Client.

Additional Services (Extra Work). For work not described or included in Section 2 – Scope of Services but requested by the Client in writing, the Client will pay GARVER, for time spent on the project, at the rates shown in Appendix B for each classification of GARVER’s personnel (may include contract staff classified at GARVER’s discretion) plus reimbursable expenses including but not limited to printing, courier service, reproduction, and travel. The rates shown in Appendix B will be increased annually with the first increase effective on or about June 1, 2020.

SECTION 3 – APPENDICES AND EXHIBITS

3.1 The following Appendices and/or Exhibits are attached to and made a part of this Agreement:
3.1.1 Appendix A – Scope of Services
3.1.2 Appendix B (fee spreadsheets)

This Agreement may be executed in two (2) or more counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
Approval and acceptance of this Work Order, including attachments listed in SECTION 3 – APPENDICES AND EXHIBITS, shall incorporate this document as part of the Agreement. Garver is authorized to begin performance upon receipt of a copy of this Work Order signed by the Client. The effective date of this Work Order shall be the last date written below.

CITY OF CONWAY, ARKANSAS

By: ______________________________

Signature

Name: Bart Castleberry

Printed Name

Title: Mayor

Date: ______________________________

Attest: ______________________________

GARVER, LLC

By: ______________________________

Signature

Name: Michael J. Griffin

Printed Name

Title: Sr. Vice President

Date: 5/14/2019

Attest: ______________________________
APPENDIX A

SCOPE OF SERVICES
CITY OF CONWAY, ARKANSAS
T-HANGAR APRON EXPANSION AND TAXILANE CONSTRUCTION

2.1 General

Generally, the scope of services includes surveying, DBE goal and reporting, project administration, final design, bidding, and construction phase services for improvements to the Conway Airport at Cantrell Field. Improvements will consist primarily of the construction of a new taxilane to serve the existing t-hangar apron and provide access to a new t-hangar apron. The project will also consist of the construction of first phase of a new t-hangar apron (Area shown in green on the attached exhibit). The items of work will consist of earthwork, soil cement base course, concrete pavement, and taxiway lighting. An exhibit of the project area can be found at end of this document.

2.2 Surveys

2.2.1 Design Surveys

Garver will provide field survey data from field work for designing the project, and this survey will be tied to the Owner's control network.

Garver will conduct field surveys, utilizing radial topography methods, at intervals and for distances at and/or along the project site as appropriate for modeling the existing ground, including locations of pertinent features or improvements. Buildings and other structures, streets, drainage features, trees over eight inches in diameter, visible utilities as well as those underground utilities marked by their owners and/or representatives, and any other pertinent topographic features that may be present at and/or along the project site, will be located. Control points will be established for use during construction.

2.3 Geotechnical Services

Geotechnical services shall not be a part of this agreement.

2.4 DBE Goal and Reporting

Garver will prepare updates to the airport's Disadvantages Business Enterprise (DBE) goals for the three year period of 2019-2021. Garver will report all DBE accomplishments through the FAA's office of Civil Rights annually.

2.5 Project Administration

Garver will serve as the Owner's representative throughout the project and furnish consultation and advice to the Owner during the performance of this service. Garver will attend preliminary conferences alone or with Owner's representatives, local officials, state and federal agencies, utility companies and others regarding the proposed project, its general design, functions, and impact.
Garver will attend conferences for review and conduct coordination conference of interested agencies and utilities, if required.

Coordination will be conducted as needed and may include meeting attendance, exhibit preparation, and review of funding source options. Garver will provide support in preparing and executing funding plans for the project, and will prepare FAA and Arkansas Department of Aeronautics applications for funding. Support will include preparation of preliminary cost estimates, funding source options, spreadsheet development, preparation and revisions, exhibit development, preparation and presentation, and in-person support at funding agency meetings. Services will be provided through the completion of the items of work in this Engineering Services Description. Garver will coordinate and prepare updates to the Airport’s Capital Improvement Plan.

Garver will prepare and submit an FAA 7460-1 form, via the FAA’s online Obstruction Evaluation/Airport Airspace Analysis portal, for the Construction Safety and Phasing Plan to fulfill airspacing requirements. Garver will perform environmental coordination with the FAA, as well as with the US Army Corps of Engineers, US Fish and Wildlife Service, State Historical Preservation Office, and other agencies applicable in order to receive the Categorical Exclusion for the project’s environmental determination.

Garver will prepare and submit all FAA Construction submittals including construction contracts and quarterly performance reports. Garver will prepare and submit all required project close out documents to the FAA and Arkansas Department of Aeronautics.

2.6 Final Design

Garver will prepare detailed construction drawings, design engineering report, specifications, instructions to bidders, general provisions and special provisions, all based on guides furnished to Garver by the Owner and FAA. Contract Documents (Plans, Specifications, and Estimates) will be prepared for award of one (1) construction contract. These designs shall conform to the standards of practice ordinarily used by members of GARVER’s profession practicing under similar conditions and shall be submitted to the FAA office from which approval must be obtained. Detailed specifications shall be developed using FAA "Standards for Specifying Construction for Airports" AC 150/5370-10 (latest edition) or other appropriate standards approved for use by the FAA. A specimen copy of the General Provisions and applicable prevailing wage rates will be obtained by Garver from the FAA or Department of Labor as appropriate for incorporation into the specifications for the proposed project.

Garver will submit to the FAA Airport’s Regional Office advance copies of the plans and specifications and cost estimates for review. Garver will make any additions to respond to comments by the FAA, and when the documents have been approved, Garver will furnish plans to the FAA and to the Owner for bidding and coordination purposes.

2.7 Bidding Services

Garver will assist the Owner in advertising for and obtaining bids or negotiating proposals for each separate prime contract for construction, materials, equipment and services; and, where applicable, maintain a record of prospective bidders to whom Bidding Documents have been issued, attend pre-bid conferences and receive and process deposits for Bidding Documents. The Owner will pay advertising costs outside of this contract. Garver will issue addenda as appropriate to interpret, clarify
or expand the Bidding Documents. Garver will consult with and advise the Owner as to the acceptability of subcontractors, suppliers and other persons and organizations proposed by the prime contractor(s) (herein called "Contractor(s)") for those portions of the work as to which such acceptability is required by the Bidding Documents. Garver will consult with the Owner concerning and determine the acceptability of substitute materials and equipment proposed by Contractor(s) when substitution prior to the award of contracts is allowed by the Bidding Documents. Garver will attend the bid opening, prepare bid tabulation sheets and assist the Owner in evaluating bids or proposals and in assembling and awarding contracts for construction, materials, equipment and services. Garver will assist the Owner in the execution of all contract documents and furnish a sufficient number of executed documents for the Owner, Contractor and FAA.

2.8 Construction Phase Services

During the construction phase of work, Garver will accomplish the following:

1. Support the Owner's improvement plan by accomplishing preliminary planning, and/or engineering work as directed by the Owner. The work shall include the preparation of opinions of costs, preliminary plans, applications for local, state, and federal funds, and services required to support the Owner's applications for funds.

2. Prior to issuing the Notice to Proceed letter, Garver will prepare a "Construction Management Plan" to be submitted to the Federal Aviation Administration (FAA) for approval. At a minimum, the plan shall list key construction personnel, qualifications of construction management personnel, and materials quality assurance information. The plan will be reviewed by the FAA project manager and must be approved along with the final plans and specifications for construction.

3. Issue a Notice to Proceed letter to the Contractor and attend preconstruction meeting.

4. Prepare for and attend utilities coordination meeting.

5. Attend progress/coordination meetings with the Owner /Contractor.

6. Evaluate and respond to construction material submittals and shop drawings. Corrections or comments made by Garver on the shop drawings during this review will not relieve Contractor from compliance with requirements of the drawings and specifications. The check will only be for review of general conformance with the design concept of the project and general compliance with the information given in the contract documents. The Contractor will be responsible for confirming and correlating all quantities and dimensions, selecting fabrication processes and techniques of construction, coordinating his work with that of all other trades, and performing his work in a safe and satisfactory manner. Garver's review shall not constitute approval of safety precautions or constitute approval of construction means, methods, techniques, sequences, procedures, or assembly of various components. When certification of performance characteristics of materials, systems or equipment is required by the Contract Documents, either directly or implied for a complete and workable system, Garver shall be entitled to rely upon such submittal or implied certification to establish that the materials, systems or equipment will meet the performance criteria required by the Contract Documents.

7. Consult with and advise the Owner during the construction period. Garver will submit, when requested by the Owner, written reports to the Owner on the progress of the construction including any problem areas that have developed or are anticipated to develop. In addition, Garver shall supply to Owner such periodic reports and information as may be required by the FAA.

8. Issue instructions to the Contractor on behalf of the Owner and issue necessary clarifications
9. Review the Contractor's progress payment requests based on the actual quantities of contract items completed and accepted, and will make a recommendation to the Owner regarding payment. Garver's recommendation for payment shall not be a representation that Garver has made exhaustive or continuous inspections to (1) check the quality or exact quantities of the Work; (2) to review billings from Subcontractors and material suppliers to substantiate the Contractor’s right to payment; or (3) to ascertain how the Contractor has used money previously paid to the Contractor.

10. Maintain a set of working drawings and prepare and furnish record drawings.

11. Provide part time resident construction observation services for the 120-calendar-day construction contract performance time. The proposed fee is based on approximately 30 hours per week, plus an additional 2 weeks for weather and other delays beyond the Contractor’s control during the construction contract performance time. If the construction time extends beyond the time established in this agreement or if the Owner wishes to increase the time or frequency of the observation, the Owner will pay Garver an additional fee agreed to by the Owner and Garver.

12. When authorized by the Owner, prepare change orders or supplemental agreements, as appropriate, for ordering changes in the work from that originally shown on the Plans and Specifications. If re-design or substantial engineering is required in the preparation of these documents, payment for extra services involved will be made in addition to the payment provided in basic engineering services.

13. Participate in final project inspection, prepare punch list, review final project closeout documents, and submit final pay request.

Construction observation services will be provided by Garver’s Resident Project Representative, who will provide or accomplish the following:

- Consult with and advise the Owner during the construction period.
- Coordinate with the firm providing construction materials quality assurance testing under separate contract with the Owner. Coordinate with this firm to insure that all material tests required for construction are scheduled and accomplished in a manner that will not delay the Contractor unnecessarily and will meet specification requirements as to location and frequency.
- Maintain a file of quantities incorporated into the work, test reports, certifications, shop drawings and submittals, and other appropriate information.
- Maintain a project diary which will contain information pertinent to each site visit.
- Prepare requests for monthly and final payments to the Contractor.
- Provide information for preparation of record drawings of the completed project.
- Submit FAA Form 5370-1, Construction Progress and Inspection Report, or equivalent form to the appropriate FAA field office. The frequency of submittal shall be established at the preconstruction conference.
- Administer the “Construction Management Plan” prepared by Garver.
- Prepare a Construction Materials Quality Control Summary to be submitted weekly/monthly to the FAA. At a minimum, the summary shall include a list of all tests performed showing the date, location, pass or fail, results of retests, and whether or not the test is eligible or ineligible under the A.I.P. program. The Summary will include a certification that all testing was completed in accordance with the “Construction Management Plan.”
- Assist the Owner in the observation of Contractor's operations for proper classification of workers, and review of Contractor's payrolls as necessary to determine compliance with the
prevailing wage rates.

In performing construction observation services, Garver will endeavor to protect the Owner against defects and deficiencies in the work of the Contractor(s); but Garver does not guarantee the performance of the Contractor(s), nor is Garver responsible for the actual supervision of construction operations. Garver does not guarantee the performance of the contracts by the Contractors nor assume any duty to supervise safety procedures followed by any Contractor or subcontractor or their respective employees or by any other person at the job site. However, if at any time during construction Garver observes that the Contractor's work does not comply with the construction contract documents, Garver will notify the Contractor of such non-compliance and instruct him to correct the deficiency and/or stop work, as appropriate for the situation. Garver will also record the observance, the discussion, and the actions taken. If the Contractor continues without satisfactory corrective action, Garver will notify the Owner immediately, so that appropriate action under the Owner’s contract with the Contractor can be taken.

As a minimum, Garver’s project engineer or his qualified representative will visit the site of the work on the average of once during each fifteen (15) working days of the construction period. These visits should be scheduled to coincide with each new phase of construction, scheduled FAA inspections, and other times when his presence is desirable. Garver’s project engineer or his qualified representative will be available at all times work is in progress for telephone contact by the construction observer. Garver’s project engineer shall direct, supervise, advise, and counsel the construction observer in the accomplishment of his duties.

2.9 Construction Materials Testing

To be added by amendment

2.10 Project Deliverables

The following will be submitted to the Owner, or others as indicated, by Garver:

2. Three copies of the Final Design with opinion of probable construction cost.
3. Three copies of the Final Plans and Specifications to the Contractor.
4. Two copies of the Construction Management Plan.
5. Two copies of approved shop drawings/submittals from the Contractor.
6. One hard copy set of Record Drawings.
7. Electronic files as requested.

2.11 Extra Work

The following items are not included under this agreement but will be considered as extra work:

1. Redesign for the Owner’s convenience or due to changed conditions after previous alternate direction and/or approval.
2. Submittals or deliverables in addition to those listed herein.
3. Design of any utilities relocation other than water and sewer.
4. Street lighting or other electrical design.
5. Preparation of a Storm Water Pollution Prevention Plan (SWPPP). The construction contract documents will require the Contractor to prepare, maintain, and submit a SWPPP to ADEQ.

6. Environmental Handling and Documentation, including wetlands identification or mitigation plans or other work related to environmentally or historically (culturally) significant items.

7. Coordination with FEMA and preparation/submittal of a CLOMR and/or LOMR.

8. Services after construction, such as warranty follow-up, operations support, etc.

Extra Work will be as directed by the Owner in writing for an additional fee as agreed upon by the Owner and Garver.

2.12 Schedule

Garver shall begin work under this Agreement within ten (10) days of a Notice to Proceed and shall complete the work in a mutually agreeable timeframe.
### Garver Hourly Rate Schedule: July 2019 - June 2020

<table>
<thead>
<tr>
<th>Classification</th>
<th>Rates</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Engineers / Architects</strong></td>
<td></td>
</tr>
<tr>
<td>E-1</td>
<td>$110.00</td>
</tr>
<tr>
<td>E-2</td>
<td>$128.00</td>
</tr>
<tr>
<td>E-3</td>
<td>$155.00</td>
</tr>
<tr>
<td>E-4</td>
<td>$181.00</td>
</tr>
<tr>
<td>E-5</td>
<td>$220.00</td>
</tr>
<tr>
<td>E-6</td>
<td>$277.00</td>
</tr>
<tr>
<td><strong>Planners / Environmental Specialist</strong></td>
<td></td>
</tr>
<tr>
<td>P-1</td>
<td>$133.00</td>
</tr>
<tr>
<td>P-2</td>
<td>$166.00</td>
</tr>
<tr>
<td>P-3</td>
<td>$207.00</td>
</tr>
<tr>
<td>P-4</td>
<td>$236.00</td>
</tr>
<tr>
<td>P-5</td>
<td>$274.00</td>
</tr>
<tr>
<td>P-6</td>
<td>$311.00</td>
</tr>
<tr>
<td><strong>Designers</strong></td>
<td></td>
</tr>
<tr>
<td>D-1</td>
<td>$103.00</td>
</tr>
<tr>
<td>D-2</td>
<td>$120.00</td>
</tr>
<tr>
<td>D-3</td>
<td>$143.00</td>
</tr>
<tr>
<td><strong>Technicians</strong></td>
<td></td>
</tr>
<tr>
<td>T-1</td>
<td>$80.00</td>
</tr>
<tr>
<td>T-2</td>
<td>$101.00</td>
</tr>
<tr>
<td>T-3</td>
<td>$124.00</td>
</tr>
<tr>
<td><strong>Surveyors</strong></td>
<td></td>
</tr>
<tr>
<td>S-1</td>
<td>$49.00</td>
</tr>
<tr>
<td>S-2</td>
<td>$65.00</td>
</tr>
<tr>
<td>S-3</td>
<td>$88.00</td>
</tr>
<tr>
<td>S-4</td>
<td>$126.00</td>
</tr>
<tr>
<td>S-5</td>
<td>$166.00</td>
</tr>
<tr>
<td>S-6</td>
<td>$190.00</td>
</tr>
<tr>
<td>2-Man Crew (Survey)</td>
<td>$201.00</td>
</tr>
<tr>
<td>3-Man Crew (Survey)</td>
<td>$250.00</td>
</tr>
<tr>
<td>2-Man Crew (GPS Survey)</td>
<td>$222.00</td>
</tr>
<tr>
<td>3-Man Crew (GPS Survey)</td>
<td>$271.00</td>
</tr>
<tr>
<td><strong>Construction Observation</strong></td>
<td></td>
</tr>
<tr>
<td>C-1</td>
<td>$97.00</td>
</tr>
<tr>
<td>C-2</td>
<td>$124.00</td>
</tr>
<tr>
<td>C-3</td>
<td>$153.00</td>
</tr>
<tr>
<td>C-4</td>
<td>$187.00</td>
</tr>
<tr>
<td><strong>Management/Administration</strong></td>
<td></td>
</tr>
<tr>
<td>X-1</td>
<td>$63.00</td>
</tr>
<tr>
<td>X-2</td>
<td>$86.00</td>
</tr>
<tr>
<td>X-3</td>
<td>$119.00</td>
</tr>
<tr>
<td>X-4</td>
<td>$152.00</td>
</tr>
<tr>
<td>X-5</td>
<td>$186.00</td>
</tr>
<tr>
<td>X-6</td>
<td>$238.00</td>
</tr>
</tbody>
</table>
# APPENDIX B

## CITY OF CONWAY

**T-HANGAR APRON EXPANSION AND TAXILANE CONSTRUCTION**

## FEE SUMMARY

<table>
<thead>
<tr>
<th>Title I Services</th>
<th>Estimated Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surveys</td>
<td>$7,000.00</td>
</tr>
<tr>
<td>DBE Goal and Reporting</td>
<td>$2,900.00</td>
</tr>
<tr>
<td>Project Administration</td>
<td>$11,400.00</td>
</tr>
<tr>
<td>Final Design Services</td>
<td>$69,750.00</td>
</tr>
<tr>
<td>Bidding Services</td>
<td>$6,600.00</td>
</tr>
<tr>
<td><strong>Subtotal for Title I Services</strong></td>
<td><strong>$97,650.00</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Title II Services</th>
<th>Estimated Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction Phase Services</td>
<td>$101,800.00</td>
</tr>
<tr>
<td><strong>Subtotal for Title II Services</strong></td>
<td><strong>$101,800.00</strong></td>
</tr>
</tbody>
</table>
## APPENDIX B

**CITY OF CONWAY**

**T-HANGAR APRON EXPANSION AND TAXILANE CONSTRUCTION**

**SURVEYS**

<table>
<thead>
<tr>
<th>WORK TASK DESCRIPTION</th>
<th>E-5</th>
<th>E-2</th>
<th>E-1</th>
<th>T-2</th>
<th>S-5</th>
<th>3-Man Crew (Survey)</th>
<th>C-2</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$220.00</td>
<td>$128.00</td>
<td>$110.00</td>
<td>$101.00</td>
<td>$166.00</td>
<td>$250.00</td>
<td>$124.00</td>
</tr>
</tbody>
</table>

### 1. Surveys - Topographic

| Topographic Surveys | 20 |
| Data Processing/DTM Preparation | 4 |
| Engineering Coordination | 2 | 4 |

**Subtotal - Surveying**

<table>
<thead>
<tr>
<th>Hours</th>
<th>2</th>
<th>4</th>
<th>0</th>
<th>0</th>
<th>4</th>
<th>20</th>
<th>0</th>
</tr>
</thead>
</table>

**Salary Costs**

|                         | $440.00 | $512.00 | $0.00 | $0.00 | $664.00 | $5,000.00 | $0.00 |

**SUBTOTAL - SALARIES:**

|                         | $6,616.00 |

**DIRECT NON-LABOR EXPENSES**

| Document Printing/Reproduction/Assembly | $84.00 |
| Transportation Costs (3 trips @ $100 each) | $300.00 |

**SUBTOTAL - DIRECT NON-LABOR EXPENSES:**

|                         | $384.00 |

**SUBTOTAL:**

|                         | $7,000.00 |

**SUBCONSULTANTS FEE:**

|                         | $0.00 |

**TOTAL FEE:**

|                         | $7,000.00 |
## APPENDIX B

### CITY OF CONWAY

**T-HANGAR APRON EXPANSION AND TAXILANE CONSTRUCTION**

### DBE GOAL AND REPORTING

<table>
<thead>
<tr>
<th>WORK TASK DESCRIPTION</th>
<th>E-5</th>
<th>E-2</th>
<th>E-1</th>
<th>T-2</th>
<th>C-2</th>
<th>X-2</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$220.00</td>
<td>$128.00</td>
<td>$110.00</td>
<td>$101.00</td>
<td>$124.00</td>
<td>$86.00</td>
</tr>
<tr>
<td></td>
<td>hr</td>
<td>hr</td>
<td>hr</td>
<td>hr</td>
<td>hr</td>
<td>hr</td>
</tr>
<tr>
<td>1. Civil Engineering</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY2019-2021 DBE Goal Methodology</td>
<td>10</td>
<td></td>
<td></td>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DBE Accomplishment Reporting</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Subtotal - Civil Engineering</td>
<td>0</td>
<td>18</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td>Hours</td>
<td>0</td>
<td>18</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td>Salary Costs</td>
<td>$0.00</td>
<td>$2,304.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$344.00</td>
</tr>
<tr>
<td><strong>SUBTOTAL - SALARIES:</strong></td>
<td><strong>$2,648.00</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**DIRECT NON-LABOR EXPENSES**

- Document Printing/Reproduction/Assembly: $252.00

**SUBTOTAL - DIRECT NON-LABOR EXPENSES:** $252.00

**SUBTOTAL:** $2,900.00

**SUBCONSULTANTS FEE:** $0.00

**TOTAL FEE:** $2,900.00
## Appendix B

### City of Conway

**T-Hangar Apron Expansion and TaxiLane Construction**

**Project Administration**

<table>
<thead>
<tr>
<th>Work Task Description</th>
<th>E-5</th>
<th>E-2</th>
<th>E-1</th>
<th>T-2</th>
<th>C-2</th>
<th>X-1</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$220.00</td>
<td>$128.00</td>
<td>$110.00</td>
<td>$101.00</td>
<td>$124.00</td>
<td>$63.00</td>
</tr>
<tr>
<td></td>
<td>hr</td>
<td>hr</td>
<td>hr</td>
<td>hr</td>
<td>hr</td>
<td>hr</td>
</tr>
</tbody>
</table>

### Work Task Description

1. **Civil Engineering**
   - Coordinate Engineering Services
   - Scope of Work
   - Preliminary Project Budget
   - Preliminary Funding Support
   - Prepare Capital Improvement Plan
   - Environmental Coordination
   - Submit Project Schedule to FAA
   - Meeting with FAA/City to discuss project
   - FAA Grant Application Support
   - Correspondence with FAA
   - Application Cover Letter
   - FAA Standard Form 424
   - FAA Form 5100-100
   - Project Narrative
   - Sponsor Certifications
   - FAA Grant Support
   - Request for Reimbursement (SF-271)
   - Quarterly Performance Reports
   - Project and Grant Closeout
   - Correspondence with FAA
   - Letter requesting grant closeout
   - Final Federal Financial Report (SF-425)
   - Final Request for Reimbursement (SF-271)
   - Final Financial Report
   - Summary of Change Orders
   - Sponsor Certification of Construction Final Acceptance
   - FAA Construction Progress and Inspection Reports (5370-1)
   - FAA Final Inspection Report (5110-17)
   - Summary of Testing Results
   - AGIS Upload
   - ADA Grant Application Support
   - Correspondence with ADA
   - Application Cover Letter
   - Match Grant Application
   - ADA Commission Meeting
   - Request for Reimbursement

<table>
<thead>
<tr>
<th>Subtotal - Civil Engineering</th>
<th>6</th>
<th>55.5</th>
<th>0</th>
<th>17</th>
<th>0</th>
<th>0</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Salary Costs</strong></td>
<td>$1,320.00</td>
<td>$7,104.00</td>
<td>$0.00</td>
<td>$1,717.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

#### Subtotal - Salaries:

$10,141.00

#### Direct Non-Labor Expenses:

- Document Printing/Reproduction/Assembly: $139.00
- Postage/Freight/Courier: $120.00
- Travel Costs: $1,000.00

#### Subtotal - Direct Non-Labor Expenses:

$1,259.00

#### Subtotal:

$11,400.00

#### Subconsultants Fee:

$0.00

#### Total Fee:

$11,400.00
### APPENDIX B

**CITY OF CONWAY**  
**T-HANGAR APRON EXPANSION AND TAXILANE CONSTRUCTION**  
**FINAL DESIGN SERVICES**

<table>
<thead>
<tr>
<th>WORK TASK DESCRIPTION</th>
<th>E-5</th>
<th>E-2</th>
<th>E-1</th>
<th>T-1</th>
<th>C-2</th>
<th>X-1</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$220.00</td>
<td>$128.00</td>
<td>$110.00</td>
<td>$80.00</td>
<td>$124.00</td>
<td>$63.00</td>
</tr>
</tbody>
</table>

#### 1. Civil Engineering

- **Coordination with Owner**: 4 8
- **Preliminary Site Investigation**: 12 12
- **30% Design**
  - **Cover Sheet**: 1 1
  - **Survey Control Plan**: 2 1
  - **Project Layout Plan**: 2 1
  - **Construction Safety and Phasing Plan**: 1 4 8
  - **Existing Conditions**: 0.5 2 4
  - **Profile**: 2 10 8
  - **Pavement Layout Plan**: 1 8 8
  - **Grading Plans**: 4 20 8
  - **Erosion Control Plans**: 2 12 8
  - **Joint Layout Plans**: 2 8 4
  - **Pavement Joint Details**: 4 8
  - **Design Engineering Report**: 4 8
  - **Specifications/Contract Documents**: 4 8
  - **QC Review**: 4 4 1

- **60% Design**
  - **Cover Sheet**: 0.5 0.5
  - **Survey Control Plan**: 1 1
  - **Project Layout Plan**: 1 1
  - **Construction Safety and Phasing Plan**: 1 2 3
  - **Existing Conditions**: 1 1
  - **Typical Sections**: 2 4
  - **Grading Plans**: 1 6 4
  - **Erosion Control Plans**: 1 6 4
  - **Joint Layout Plans**: 1 2 4
  - **Pavement Joint Details**: 1 2
  - **Design Engineering Report**: 4 8
  - **Specifications/Contract Documents**: 4 4
  - **QC Review**: 4 4 2

- **90% Design Submittal**
  - **Cover Sheet**: 0.25
  - **Survey Control Plan**: 0.5
  - **Project Layout Plan**: 1
  - **Construction Safety and Phasing Plan**: 0.5 1 1
  - **Existing Conditions**: 0.5 0.5
  - **Typical Sections**: 1 1
  - **Profile**: 1 1
  - **Pavement Layout Plan**: 1 2 4
  - **Grading Plans**: 1 2
  - **Erosion Control Plans**: 1 1
  - **Joint Layout Plans**: 1 2
  - **Pavement Joint Details**: 1 2
  - **Pavement Marking Plans**: 2 2
  - **Pavement Marking Details**: 1 2
  - **Cross Sections**: 16 2
  - **Design Engineering Report**: 2 2
  - **Specifications/Contract Documents**: 2 4
  - **QC Review**: 4 4 4

- **Final Design Submittal**
  - **Cover Sheet**: 0.5
  - **Survey Control Plan**: 0.5
  - **Project Layout Plan**: 1
  - **Construction Safety and Phasing Plan**: 0.5 1 1
  - **Existing Conditions**: 0.5 0.5
  - **Typical Sections**: 1 1
  - **Profile**: 1 1
  - **Pavement Layout Plan**: 1 2 4
  - **Grading Plans**: 1 2
  - **Erosion Control Plans**: 1 1
  - **Joint Layout Plans**: 1 2
  - **Pavement Joint Details**: 1 2
  - **Pavement Marking Plans**: 1 2
  - **Pavement Marking Details**: 1 2
  - **Cross Sections**: 4 2
  - **Design Engineering Report**: 2 2
  - **Specifications/Contract Documents**: 2 4
  - **QC Review**: 4 4 4

#### 2. Electrical Engineering

- **90% Design Submittal**
  - **Lighting Layout Plans**: 24
  - **Lighting Details**: 16
  - **Technical Specifications**: 2 4
  - **QC Review**: 4 4 1

- **First Design Submittal**
  - **Lighting Layout Plans**: 12
  - **Lighting Details**: 9
  - **Technical Specifications**: 1 4
  - **QC Review**: 4 4 1

#### Subtotal: Civil Engineering

| Hours | 22 8.5 | 225 85.75 | 4 | 14 |

#### Subtotal: Electrical Engineering

| Hours | 30 106.5 | 302 165.75 | 4 | 14 |

#### Salary Costs

<table>
<thead>
<tr>
<th></th>
<th>$6,840.00</th>
<th>$14,016.00</th>
<th>$33,220.00</th>
<th>$13,260.00</th>
<th>$496.00</th>
<th>$882.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUBTOTAL - SALARIES</td>
<td>$60,474.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### DIRECT NON-LABOR EXPENSES

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Document Printing/Reproduction/Assembly</td>
<td>$131.00</td>
</tr>
<tr>
<td>Postage/Freight/Courier</td>
<td>$100.00</td>
</tr>
<tr>
<td>Travel Costs</td>
<td>$1,000.00</td>
</tr>
</tbody>
</table>

#### SUBTOTAL - DIRECT NON-LABOR EXPENSES: $1,271.00

#### SUBTOTAL: $60,745.00

#### SUBCONSULTANTS FEE: $0.00

#### TOTAL FEE: $60,745.00
### APPENDIX B

#### CITY OF CONWAY

**T-HANGAR APRON EXPANSION AND TAXILANE CONSTRUCTION**

#### BIDDING SERVICES

<table>
<thead>
<tr>
<th>WORK TASK DESCRIPTION</th>
<th>E-5</th>
<th>E-2</th>
<th>E-1</th>
<th>T-2</th>
<th>C-2</th>
<th>X-2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dispense plans and specs to prospective bidders</td>
<td>$220.00</td>
<td>$128.00</td>
<td>$110.00</td>
<td>$101.00</td>
<td>$124.00</td>
<td>$86.00</td>
</tr>
<tr>
<td>Pre-Bid Conference</td>
<td>6</td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Addendums/Inquiries</td>
<td>4</td>
<td>2</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bid Opening</td>
<td>4</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prepare bid tabulation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Evaluate bids and recommend award</td>
<td></td>
<td></td>
<td></td>
<td>1</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Prepare construction contracts</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>Notice to Proceed</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td><strong>Subtotal - Civil Engineering</strong></td>
<td>10</td>
<td>17</td>
<td>5</td>
<td>2</td>
<td>0</td>
<td>12</td>
</tr>
</tbody>
</table>

**Hours**

<table>
<thead>
<tr>
<th>E-5</th>
<th>E-2</th>
<th>E-1</th>
<th>T-2</th>
<th>C-2</th>
<th>X-2</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>17</td>
<td>5</td>
<td>2</td>
<td>0</td>
<td>12</td>
</tr>
</tbody>
</table>

**Salary Costs**

<table>
<thead>
<tr>
<th></th>
<th>E-5</th>
<th>E-2</th>
<th>E-1</th>
<th>T-2</th>
<th>C-2</th>
<th>X-2</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$2,200.00</td>
<td>$2,176.00</td>
<td>$550.00</td>
<td>$202.00</td>
<td>$0.00</td>
<td>$1,032.00</td>
</tr>
</tbody>
</table>

**SUBTOTAL - SALARIES:**

$6,160.00

**DIRECT NON-LABOR EXPENSES**

<table>
<thead>
<tr>
<th>Expense</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Document Printing/Reproduction/Assembly</td>
<td>$133.00</td>
</tr>
<tr>
<td>Postage/Freight/Courier</td>
<td>$107.00</td>
</tr>
<tr>
<td>Travel Costs (2 trips @ $100 each)</td>
<td>$200.00</td>
</tr>
</tbody>
</table>

**SUBTOTAL - DIRECT NON-LABOR EXPENSES:**

$440.00

**SUBTOTAL:**

$6,600.00

**SUBCONSULTANTS FEE:**

$0.00

**TOTAL FEE:**

$6,600.00
## WORK TASK DESCRIPTION

<table>
<thead>
<tr>
<th>Work Task Description</th>
<th>E-5</th>
<th>E-2</th>
<th>E-1</th>
<th>T-2</th>
<th>C-2</th>
<th>X-2</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$220.00</td>
<td>$128.00</td>
<td>$110.00</td>
<td>$101.00</td>
<td>$124.00</td>
<td>$86.00</td>
</tr>
<tr>
<td></td>
<td>hr</td>
<td>hr</td>
<td>hr</td>
<td>hr</td>
<td>hr</td>
<td>hr</td>
</tr>
</tbody>
</table>

1. Civil Engineering

- Preconstruction Meeting: 6 hr, 8 hr, 1 hr
- Prepare Construction Management Plan: 1 hr, 8 hr
- Progress Meetings with Contractor/City: 12 hr, 24 hr
- Monthly Pay Requests: 2 hr, 4 hr, 8 hr
- Shop Drawings/Material Submittals: 2 hr, 16 hr
- Record Drawings: 1 hr, 6 hr
- On-Site Meetings: 12 hr, 40 hr
- Resident Construction Observation: 575 hr
- Prepare Change Orders: 2 hr, 4 hr
- Final Project Inspection and Punchlist: 8 hr, 8 hr

Subtotal - Civil Engineering: 43 hr, 111 hr, 0 hr, 6 hr, 575 hr, 13 hr

Salary Costs: $9,460.00, $14,208.00, $0.00, $606.00, $71,300.00, $1,118.00

SUBTOTAL - SALARIES: $96,692.00

**DIRECT NON-LABOR EXPENSES**

- Document Printing/Reproduction/Assembly: $196.00
- Travel Costs: $4,912.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: $5,108.00

**SUBTOTAL:** $101,800.00

**SUBCONSULTANTS FEE:** $0.00

**TOTAL FEE:** $101,800.00
AN ORDINANCE APPROVING THE PRIVATE CLUB PERMIT FOR WHOLE HOG CAFÉ AND ALLOWING FOR THE APPLICATION OF THE REQUIRED PERMITS FROM THE ARKANSAS ALCOHOLIC BEVERAGE CONTROL DIVISION PER ARKANSAS CODE ANNOTATED §3-9-222 AS AMENDED; AND FOR OTHER PURPOSES

Whereas, Whole Hog Café has applied for a private club permit as required under Chapter 4.12.04 of the Conway City Code per Ordinance No. O-17-100 and A.C.A §3-9-222, and

Whereas, the application is limited and specific to Whole Hog Cafe located at 150 East Oak Street, Conway, AR 72032, and

Whereas, the applicant has provided all the information required in permit application process and met all the standards set forth by the Conway City Council, and

Whereas, the City Council for the City of Conway hereby approves the application for permit for the proposed location to operate a private club within the City limits of Conway, and

Whereas, this approval does not authorize the operation of a private club within the City of Conway but does function as an authorization to apply for a private club permit through the Arkansas Alcoholic Beverage Control Division per A.C.A §3-9-222.

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

Section 1. That the application for private club permit is hereby approved for and specific to Whole Hog Cafe located at 150 East Oak Street, Conway, AR 72032.

Section 2. That no private club operations will begin unless and until a permit to operate a private club is issued by the Arkansas Alcoholic Beverage Division.

Section 3. That the approval and permit are subject to suspension or revocation by the City in the event the applicant violates Conway City Code or State law.

Passed this 25th day of June, 2019.

Approved:

_________________________
Mayor Bart Castleberry

Attest:

_________________________
Michael O. Garrett
City Clerk/Treasurer
AN ORDINANCE APPROVING THE PRIVATE CLUB PERMIT FOR VERONA ITALIAN RESTAURANT AND ALLOWING FOR THE APPLICATION OF THE REQUIRED PERMITS FROM THE ARKANSAS ALCOHOLIC BEVERAGE CONTROL DIVISION PER ARKANSAS CODE ANNOTATED §3-9-222 AS AMENDED; AND FOR OTHER PURPOSES

Whereas, Verona Italian Restaurant has applied for a private club permit as required under Chapter 4.12.04 of the Conway City Code per Ordinance No. O-17-100 and A.C.A §3-9-222, and

Whereas, the application is limited and specific to Verona Italian Restaurant located at 190 Skyline Drive, Conway, AR 72032, and

Whereas, the applicant has provided all the information required in permit application process and met all the standards set forth by the Conway City Council, and

Whereas, the City Council for the City of Conway hereby approves the application for permit for the proposed location to operate a private club within the City limits of Conway, and

Whereas, this approval does not authorize the operation of a private club within the City of Conway but does function as an authorization to apply for a private club permit through the Arkansas Alcoholic Beverage Control Division per A.C.A §3-9-222.

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

Section 1. That the application for private club permit is hereby approved for and specific to Verona Italian Restaurant located at 190 Skyline Drive, Conway, AR 72032.

Section 2. That no private club operations will begin unless and until a permit to operate a private club is issued by the Arkansas Alcoholic Beverage Division.

Section 3. That the approval and permit are subject to suspension or revocation by the City in the event the applicant violates Conway City Code or State law.

Passed this 25th day of June, 2019.

Approved:

_________________________
Mayor Bart Castleberry

Attest:

_________________________
Michael O. Garrett
City Clerk/Treasurer
AN ORDINANCE APPROVING THE PRIVATE CLUB PERMIT FOR LOCAL PATIO AND GRILL AND ALLOWING FOR THE APPLICATION OF THE REQUIRED PERMITS FROM THE ARKANSAS ALCOHOLIC BEVERAGE CONTROL DIVISION PER ARKANSAS CODE ANNOTATED §3-9-222 AS AMENDED; AND FOR OTHER PURPOSES

Whereas, Local Patio & Grill has applied for a private club permit as required under Chapter 4.12.04 of the Conway City Code per Ordinance No. O-17-100 and A.C.A §3-9-222, and

Whereas, the application is limited and specific to Local Patio and Grill located at 910 Front Street, Conway, AR 72032, and

Whereas, the applicant has provided all the information required in permit application process and met all the standards set forth by the Conway City Council, and

Whereas, the City Council for the City of Conway hereby approves the application for permit for the proposed location to operate a private club within the City limits of Conway, and

Whereas, this approval does not authorize the operation of a private club within the City of Conway but does function as an authorization to apply for a private club permit through the Arkansas Alcoholic Beverage Control Division per A.C.A §3-9-222.

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

Section 1. That the application for private club permit is hereby approved for and specific to Local Patio and Grill located at 910 Front Street, Conway, AR 72032.

Section 2. That no private club operations will begin unless and until a permit to operate a private club is issued by the Arkansas Alcoholic Beverage Division.

Section 3. That the approval and permit are subject to suspension or revocation by the City in the event the applicant violates Conway City Code or State law.

Passed this 25th day of June, 2019. 

Approved:

_________________________
Mayor Bart Castleberry

Attest:

_________________________
Michael O. Garrett
City Clerk/Treasurer
To: Mayor Bart Castleberry
CC: City Council Members
From: Missy Schrag
Date: June 6, 2019
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. 66 Briarwood Circle $172.11
2. 1363 Mitchell Street $195.61
3. 1364 Bruce Street $195.61
4. 1 Morningside Drive $196.33
5. 429 Angus Street $450.46

Please advise if you have any questions.

Thank you for your consideration.
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 66 Briarwood Circle 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 $\textbf{172.11}$ ($129.19 + Penalty $12.92 + 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 \textbf{June 25th, 2019} 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 25th day of June, 2019.

Approved:

__________________________
Mayor Bart Castleberry

Attest:

__________________________
Michael O. Garrett
City Clerk/Treasurer
INVOICE

City of Conway
Code Enforcement

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

TO Arhtur Buras
66 Brierwood Cir
Conway AR 72034

Description: Mowing/Clean-up/Admin Fees associated with the nuisance abatement at 66 Brierwood Cir, Conway Arkansas

<table>
<thead>
<tr>
<th>CODE ENFORCEMENT OFFICER</th>
<th>PARCEL NUMBER</th>
<th>PAYMENT TERMS</th>
<th>DUE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kim Beard</td>
<td>710-09029-000</td>
<td></td>
<td>June 25, 2019</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>HOURS</th>
<th>DESCRIPTION</th>
<th>UNIT PRICE</th>
<th>LINE TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1 Employee -Mowing/Cleanup</td>
<td>21.15</td>
<td>21.15</td>
</tr>
<tr>
<td>1</td>
<td>1 Employee -Mowing/Cleanup</td>
<td>22.21</td>
<td>22.21</td>
</tr>
<tr>
<td>1</td>
<td>1 PT Employee - Mowing/Cleanup</td>
<td>10.72</td>
<td>10.72</td>
</tr>
<tr>
<td></td>
<td>Maintenance Fee</td>
<td>15.00</td>
<td>15.00</td>
</tr>
<tr>
<td>1</td>
<td>Administrative Fee (Code Enforcement)</td>
<td>20.49</td>
<td>20.49</td>
</tr>
<tr>
<td>1</td>
<td>Administrative Fee (Code Officer)</td>
<td>17.46</td>
<td>17.46</td>
</tr>
<tr>
<td>1</td>
<td>Administrative Fee (Physical Plant)</td>
<td>10.94</td>
<td>10.94</td>
</tr>
<tr>
<td>2</td>
<td>Certified Letter</td>
<td>5.13</td>
<td>10.26</td>
</tr>
<tr>
<td>2</td>
<td>Regular letter</td>
<td>.48</td>
<td>.96</td>
</tr>
</tbody>
</table>

- Total amount due after June 25, 2019 includes collection penalty & filing fees

| TOTAL WITH PENALTY & FILING FEES | $172.11 |

Make all checks payable to City of Conway Code Enforcement @ 1201 Oak Street Conway Arkansas 72032
May 10, 2019

Arhtur Buras
66 Brierwood Cir
Conway AR  72034

RE:  Nuisance Abatement at 66 Brierwood Cir., Conway AR
Cost of Clean-Up, Amount Due:   $129.19

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 June 25, 2019 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 Schrag. If you have any questions, please feel free to call me at 501-450-6191.

Respectfully,

Missy Schrag
CODE ENFORCEMENT REPORT

To: Mayor Bart Castleberry
CC: City Council Members

Re: Violation # CE19-0413
Address of Violation: 66 Briarwood Cir

- April 10, 2019 – a Violation was written for grass; appliance/furniture; rubbish/trash; tires and left on the premises by Kim Beard.
- Property Owner is listed as Arthur Buras.
- Property was re-inspected on 4/18/2019 with some progress made.
- Certified and regular letters were mailed 4/19/2019 to address on file and a notice was left by post office.
- Property was rechecked on 4/29/2019 with no progress made and City cleanup was requested.
- Final Cleanup completed on 5/7/2019.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

Code Enforcement Officer: Kim Beard
Officer Signature: ___________________________ Date: __________________
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 1363 Mitchell St. within the City of Conway and is entitled to compensation pursuant to Ark. Code § 14-54-904; and

Whereas, State law also provides for a lien against the subject property, with the amount of lien to be determined by the City Council at a hearing held after the notice to the owner thereof by certified mail with said amount $195.61 ($150.55 + Penalty $15.06 + 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 June 25, 2019 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 25th day of June, 2019.

Approved:

__________________________
Mayor Bart Castleberry

Attest:

__________________________
Michael O. Garrett
City Clerk/Treasurer
City of Conway  
Code Enforcement  

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

TO Carley S Boling  
1363 Mitchell St.  
Conway AR  72034  

Description: Mowing/Clean-up/Admin Fees associated with the nuisance abatement at 1363 Mitchell St. Conway Arkansas  

<table>
<thead>
<tr>
<th>CODE ENFORCEMENT OFFICER</th>
<th>PARCEL NUMBER</th>
<th>PAYMENT TERMS</th>
<th>DUE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spencer Clawson</td>
<td>710-00087-000</td>
<td></td>
<td>June 25, 2019</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>HOURS</th>
<th>DESCRIPTION</th>
<th>UNIT PRICE</th>
<th>LINE TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1 Employee - Mowing/Cleanup</td>
<td>21.15</td>
<td>21.15</td>
</tr>
<tr>
<td>1</td>
<td>1 Employee - Mowing/Cleanup</td>
<td>22.21</td>
<td>22.21</td>
</tr>
<tr>
<td>2</td>
<td>2 Employee - Mowing/Cleanup</td>
<td>18.18</td>
<td>36.36</td>
</tr>
<tr>
<td>1</td>
<td>1 PT Employee - Mowing/Cleanup</td>
<td>10.72</td>
<td>10.72</td>
</tr>
<tr>
<td>1</td>
<td>Administrative Fee (Code Enforcement)</td>
<td>20.49</td>
<td>20.49</td>
</tr>
<tr>
<td>1</td>
<td>Administrative Fee (Code Officer)</td>
<td>17.46</td>
<td>17.46</td>
</tr>
<tr>
<td>1</td>
<td>Administrative Fee (Physical Plant)</td>
<td>10.94</td>
<td>10.94</td>
</tr>
<tr>
<td>2</td>
<td>Certified Letter</td>
<td>5.13</td>
<td>10.26</td>
</tr>
<tr>
<td>2</td>
<td>Regular letter</td>
<td>.48</td>
<td>.96</td>
</tr>
</tbody>
</table>

- Total amount due after June 25, 2019 includes collection penalty & filing fees  

| TOTAL WITH PENALTY & FILING FEES | $195.61 |

Make all checks payable to City of Conway Code Enforcement @ 1201 Oak Street Conway Arkansas 72032
RE: Nuisance Abatement at 1363 Mitchell St., Conway AR
Cost of Clean-Up, Amount Due: $150.55

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 June 25, 2019 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 Schrag. If you have any questions, please feel free to call me at 501-450-6191.

Respectfully,

Missy Schrag
CODE ENFORCEMENT REPORT

To: Mayor Bart Castleberry
CC: City Council Members

Re: Violation # CE19-0484
Address of Violation: 1363 Mitchell St.

- March 21, 2019 – a Violation was written for rubbish/trash; appliance/furniture; trash cans and left on the premises by Spencer Clawson
- Property Owner is listed as Carley Boling.
- Property was re-inspected on 3/28/2019 with some progress made.
- Certified and regular letters were mailed 4/1/2019 to address on file and a notice was left by post office.
- Property was rechecked on 4/9/2019 with no progress made and City cleanup was requested.
- Final Cleanup completed on 4/26/2019.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

Code Enforcement Officer: Spencer Clawson
Officer Signature: ___________________________ Date: __________________
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 1364 Bruce St within the City of Conway and is entitled to compensation pursuant to Ark. Code § 14-54-904; and

WHEREAS, State law also provides for a lien against the subject property, with the amount of lien to be determined by the City Council at a hearing held after the notice to the owner thereof by certified mail with said amount $227.53 ($179.57 + Penalty $17.96 + 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 June 25, 2019 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 25th day of June, 2019.

Approved:

__________________________
Mayor Bart Castleberry

Attest:

__________________________
Michael O. Garrett
City Clerk/Treasurer
City of Conway  
Code Enforcement  

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

TO  Benjamin Cory Sellers  
1364 Bruce St.  
Conway AR  72034

Description: Mowing/Clean-up/Admin Fees associated with the nuisance abatement at 1364 Bruce St. Conway Arkansas

<table>
<thead>
<tr>
<th>CODE ENFORCEMENT OFFICER</th>
<th>PARCEL NUMBER</th>
<th>PAYMENT TERMS</th>
<th>DUE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spencer Clawson</td>
<td>710-02435-000</td>
<td></td>
<td>June 25, 2019</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>HOURS</th>
<th>DESCRIPTION</th>
<th>UNIT PRICE</th>
<th>LINE TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>1 Employee - Mowing/Cleanup</td>
<td>21.15</td>
<td>42.30</td>
</tr>
<tr>
<td>2</td>
<td>1 Employee - Mowing/Cleanup</td>
<td>22.21</td>
<td>44.42</td>
</tr>
<tr>
<td></td>
<td>Sanitation Ticket #675426</td>
<td>32.74</td>
<td>32.74</td>
</tr>
<tr>
<td>1</td>
<td>Administrative Fee (Code Enforcement)</td>
<td>20.49</td>
<td>20.49</td>
</tr>
<tr>
<td>1</td>
<td>Administrative Fee (Code Officer)</td>
<td>17.46</td>
<td>17.46</td>
</tr>
<tr>
<td>1</td>
<td>Administrative Fee (Physical Plant)</td>
<td>10.94</td>
<td>10.94</td>
</tr>
<tr>
<td>2</td>
<td>Certified Letter</td>
<td>5.13</td>
<td>10.26</td>
</tr>
<tr>
<td>2</td>
<td>Regular letter</td>
<td>.48</td>
<td>.96</td>
</tr>
</tbody>
</table>

- Total amount due after June 25, 2019 includes collection penalty & filing fees

<table>
<thead>
<tr>
<th></th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$179.57</td>
</tr>
<tr>
<td>TOTAL WITH PENALTY &amp; FILING FEES</td>
<td>$227.53</td>
</tr>
</tbody>
</table>

Make all checks payable to City of Conway Code Enforcement @ 1201 Oak Street Conway Arkansas 72032
May 29, 2019

Parcel # 710-02435-000

Benjamin Cory Sellers
1364 Bruce St.
Conway AR  72034

RE:  Nuisance Abatement at 1364 Bruce St., Conway AR
Cost of Clean-Up, Amount Due:   $179.57

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 June 25, 2019 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 Schrag. If you have any questions, please feel free to call me at 501-450-6191.

Respectfully,

Missy Schrag
To: Mayor Bart Castleberry  
CC: City Council Members  

Re: Violation # CE19-0494  
Address of Violation: 1364 Bruce St.

- March 28, 2019 – a Violation was written for rubbish/trash; and left on the premises by Spencer Clawson.  
- Property Owner is listed as Benjamin Cory Sellers.  
- Property was re-inspected on 4/4/2019 with some progress made.  
- Certified and regular letters were mailed 4/11/2019 to address on file and a notice was left by post office.  
- Property was rechecked on 4/23/2019 with no progress made and City cleanup was requested.  
- Final Cleanup completed on 5/20/2019.  
- Certified and regular letters were sent including date, time & place of the City Council meeting.

Code Enforcement Officer: Spencer Clawson  
Officer Signature: _________________________ Date: __________________
City of Conway, Arkansas
Resolution No. R-19-___

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 1 Morningside Dr. 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 $196.33 ($151.21 + Penalty $15.12 + 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 June 25th, 2019 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 25th day of June, 2019.

Approved:

_________________________
Mayor Bart Castleberry

Attest:

_________________________
Michael O. Garrett
City Clerk/Treasurer
City of Conway
Code Enforcement

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

TO Jeff Turnage
2813 Bruce St.
Conway AR 72034

Description: Mowing/Clean-up/Admin Fees associated with the nuisance abatement at 1 Morningside Dr. Conway Arkansas

<table>
<thead>
<tr>
<th>CODE ENFORCEMENT OFFICER</th>
<th>PARCEL NUMBER</th>
<th>PAYMENT TERMS</th>
<th>DUE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kim Beard</td>
<td>710-07116-000</td>
<td></td>
<td>June 25, 2019</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>HOURS</th>
<th>DESCRIPTION</th>
<th>UNIT PRICE</th>
<th>LINE TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1 Employee - Mowing/Cleanup</td>
<td>21.15</td>
<td>21.15</td>
</tr>
<tr>
<td>1</td>
<td>1 Employee - Mowing/Cleanup</td>
<td>22.21</td>
<td>22.21</td>
</tr>
<tr>
<td></td>
<td>Maintenance Fee</td>
<td>15.00</td>
<td>15.00</td>
</tr>
<tr>
<td></td>
<td>Sanitation ticket#674255</td>
<td>32.74</td>
<td>32.74</td>
</tr>
<tr>
<td>1</td>
<td>Administrative Fee (Code Enforcement)</td>
<td>20.49</td>
<td>20.49</td>
</tr>
<tr>
<td>1</td>
<td>Administrative Fee (Code Officer)</td>
<td>17.46</td>
<td>17.46</td>
</tr>
<tr>
<td>1</td>
<td>Administrative Fee (Physical Plant)</td>
<td>10.94</td>
<td>10.94</td>
</tr>
<tr>
<td>2</td>
<td>Certified Letter</td>
<td>5.13</td>
<td>10.26</td>
</tr>
<tr>
<td>2</td>
<td>Regular letter</td>
<td>.48</td>
<td>.96</td>
</tr>
</tbody>
</table>

- Total amount due after June 25, 2019 includes collection penalty & filing fees

<table>
<thead>
<tr>
<th>TOTAL</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$151.21</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TOTAL WITH PENALTY &amp; FILING FEES</th>
</tr>
</thead>
<tbody>
<tr>
<td>$196.33</td>
</tr>
</tbody>
</table>

Make all checks payable to City of Conway Code Enforcement @ 1201 Oak Street Conway Arkansas 72032
RE: Nuisance Abatement at 1 Morningside Dr., Conway AR
Cost of Clean-Up, Amount Due: $151.21

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 June 25, 2019 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 Schrag. If you have any questions, please feel free to call me at 501-450-6191.

Respectfully,

Missy Schrag
CODE ENFORCEMENT REPORT

To: Mayor Bart Castleberry
CC: City Council Members

Re: Violation # CE19-0323
Address of Violation: 1 Morningside Dr.

- April 8, 2019 – a Violation was written for grass; appliance/furniture; rubbish/trash and left on the premises by Kim Beard.
- Property Owner is listed as Jeff Turnage.
- Property was re-inspected on 4/18/2019 with some progress made.
- Certified and regular letters were mailed 4/18/2019 to address on file and a notice was left by post office.
- Property was rechecked on 4/26/2019 with no progress made and City cleanup was requested.
- Final Cleanup completed on 5/10/2019.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

Code Enforcement Officer: Kim Beard
Officer Signature: _______________________ Date: __________________

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

Missy Schrag
Phone: 501-450-6191
Fax: 501-450-6144
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 429 Angus Street 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 $450.46 ($382.24 + Penalty $38.22 + 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 June 25th, 2019 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 25th day of June, 2019.

Approved:

__________________________
Mayor Bart Castleberry

Attest:

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

City of Conway  
Code Enforcement  

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

TO  
LONGING FAMILY REVOC LVG TRUST  
PO BOX 758  
CONWAY, AR 72033

Description: Mowing/Clean-up/Admin Fees associated with the nuisance abatement at 429 ANGUS ST. Conway Arkansas

<table>
<thead>
<tr>
<th>CODE ENFORCEMENT OFFICER</th>
<th>PARCEL NUMBER</th>
<th>PAYMENT TERMS</th>
<th>DUE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spencer Clawson</td>
<td>710-01455-000</td>
<td></td>
<td>June 25, 2019</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>HOURS</th>
<th>DESCRIPTION</th>
<th>UNIT PRICE</th>
<th>LINE TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>1 Employee - Mowing/Cleanup</td>
<td>21.15</td>
<td>63.45</td>
</tr>
<tr>
<td>3</td>
<td>1 Employee - Mowing/Cleanup</td>
<td>22.21</td>
<td>66.63</td>
</tr>
<tr>
<td>9</td>
<td>3 Employee - Mowing/Cleanup</td>
<td>10.73</td>
<td>96.57</td>
</tr>
<tr>
<td>1</td>
<td>Maintenance Fee</td>
<td>15.00</td>
<td>15.00</td>
</tr>
<tr>
<td></td>
<td>Sanitation Ticket #675659; 675941; 675940</td>
<td></td>
<td>80.48</td>
</tr>
<tr>
<td>1</td>
<td>Administrative Fee (Code Enforcement)</td>
<td>20.49</td>
<td>20.49</td>
</tr>
<tr>
<td>1</td>
<td>Administrative Fee (Code Officer)</td>
<td>17.46</td>
<td>17.46</td>
</tr>
<tr>
<td>1</td>
<td>Administrative Fee (Physical Plant)</td>
<td>10.94</td>
<td>10.94</td>
</tr>
<tr>
<td>2</td>
<td>Certified Letter</td>
<td>5.13</td>
<td>10.26</td>
</tr>
<tr>
<td>2</td>
<td>Regular letter</td>
<td>.48</td>
<td>.96</td>
</tr>
</tbody>
</table>

- Total amount due after June 25, 2019 includes collection penalty & filing fees

| TOTAL            | $382.24 |
| TOTAL WITH PENALTY & FILING FEES | $450.46 |

Make all checks payable to City of Conway Code Enforcement @ 1201 Oak Street Conway Arkansas 72032
May 30, 2019

Longing Family Revoc Lvg Trust
PO Box 758
Conway, AR 72033

RE: Nuisance Abatement at 429 Angus St. Conway AR
Cost of Clean-Up, Amount Due: $382.24

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 June 25, 2019 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 Schrag. If you have any questions, please feel free to call me at 501-450-6191.

Respectfully,

Missy Schrag
CODE ENFORCEMENT REPORT

To: Mayor Bart Castleberry
CC: City Council Members
Re: Violation # CE19-0481
Address of Violation: 429 Angus St.

- March 19, 2019 – a Violation was written for grass; rubbish/trash; appliance/furniture; trailers and left on the premises by Spencer Clawson
- Property Owner is listed as Melissa Longing.
- Property was re-inspected on 3/26/2019 with some progress made. Extension was granted.
- Certified and regular letters were mailed 4/11/2019 to address on file and a notice was left by post office.
- Property was rechecked on 4/23/2019 with no progress made and City cleanup was requested.
- Final Cleanup completed on 5/24/2019.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

Code Enforcement Officer: Spencer Clawson
Officer Signature: _______________________ Date: ____________
A RESOLUTION EXPRESSING THE WILLINGNESS OF THE CITY OF CONWAY TO UTILIZE FEDERAL-AID MONIES FOR THE TRAFFIC SIGNAL UPGRADE AT THE INTERSECTION OF HIGHWAY 65B AND ROBINS STREET

Whereas, the City of Conway understands Federal-aid Surface Transportation Block Grant Program funds are available for certain local projects at the following Federal, State, and City participating ratios up to a maximum of $350,000 Federal-aid available per project:

<table>
<thead>
<tr>
<th>Type Work</th>
<th>Work Phase</th>
<th>Federal Share</th>
<th>State Share</th>
<th>City Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>Traffic Signals/Intersection Improvements</td>
<td>Construction &amp; Engineering</td>
<td>80%</td>
<td>10%</td>
<td>*10%</td>
</tr>
<tr>
<td></td>
<td>Right-of-Way &amp; Utilities</td>
<td>0%</td>
<td>0%</td>
<td>100%</td>
</tr>
<tr>
<td>Projects designed but never progressed to construction</td>
<td>All Phases</td>
<td>0%</td>
<td>0%</td>
<td>100%</td>
</tr>
</tbody>
</table>

*The City share for this work phase will be 10% unless the overall cost of this phase exceeds $437,500. If this occurs, 100% of the amount above this value will be the responsibility of the City; and

Whereas, the Arkansas Department of Transportation has agreed to this arrangement and will provide funding for 10% of the project costs up to $43,750 and will handle all phases of the project.

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

Section 1: The City will participate in accordance with its designated responsibility in this project, which includes providing electrical service, maintenance of the traffic signal and associated control equipment, and 100% of any costs over the maximum available funds ($350,000 Federal-aid and $43,750 State).

Section 2: The Mayor, or their designated representative, is hereby authorized and directed to execute all appropriate agreements and contracts necessary to expedite the construction of this project.

Section 3: The City pledges its full support and hereby authorizes the Arkansas Department of Transportation to initiate action to implement this project.

ADOPTED this 25th day of June 2019.

Attest: Michael O. Garrett
City Clerk/Treasurer

Approved: Mayor Bart Castleberry
A RESOLUTION EXPRESSING THE WILLINGNESS OF THE CITY OF CONWAY TO UTILIZE FEDERAL-AID TRANSPORTATION ALTERNATIVES PROGRAM FUNDS FOR THE HARKRIDER STREET SIDEWALK IMPROVEMENT PROJECT.

Whereas, the City of Conway understands Federal aid Transportation Alternatives Program Funds are available at 80% federal participation and 20% local match to develop or improve the sidewalk along Harkrider Street, and

Whereas, the City of Conway understands that Federal-aid Funds are available for this project on a reimbursable basis, requiring work to be accomplished and proof of payment prior to actual monetary reimbursement, and

Whereas, this project, using federal funding, will be open and available for use by the general public and maintained by the applicant for the life of the project.

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

Section I: The City of Conway will participate in accordance with its designated responsibility, including maintenance of this project.

Section II: Mayor Bart Castleberry is hereby authorized and directed to execute all appropriate applications, agreements and contracts necessary to expedite the construction of the above stated project.

Section III: the Conway City Council pledges its full support and hereby authorizes the Arkansas Department of Transportation to initiate action to implement this project.

THIS RESOLUTION adopted this 25th day of June, 2019.

Approved:

_________________________________
Bart Castleberry

Attest:

_________________________________
Michael O. Garrett
City Clerk/Treasurer
**State 50/50 Hazard Mitigation Grant**  
**Notice of Intent (NOI)**

<table>
<thead>
<tr>
<th>Date</th>
<th>June 19, 2019</th>
<th>Applicant Name:</th>
<th>City of Conway, AR</th>
<th>County:</th>
<th>Faulkner</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>1201 Oak Street, Conway, AR 72032</td>
<td>Point of Contact:</td>
<td>Finley Vinson</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phone</td>
<td>(501) 450-6165</td>
<td>Email Address:</td>
<td><a href="mailto:finley.vinson@cityofconway.org">finley.vinson@cityofconway.org</a></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Has an NOI for this project previously been submitted to ADEM that went unfunded? **Y**  
Date: n/a

Please check all community commitments to mitigation:
- [X] National Flood Insurance Program
- [ ] Community Rating System (CRS)
- [X] Fire Wise Community
- [ ] Storm Ready Community
- [ ] Additional Mitigation training:

Provide a description of the project: (Attach additional sheets if necessary)

The purpose of this project is to replace the existing Tucker Creek 15’ x 4.5’ x 40’ block wall box culvert under Tyler Street in Conway, Arkansas. The existing structure is hydraulically insufficient for current Tucker Creek flow rates and is showing signs of structural deterioration. Therefore, it is proposed to replace the existing single barrel culvert with a larger tripe barrel 12’ x 6’ x 60’ R.C. box culvert or a comparable precast bridge structure. The additional barrels and added barrel height will provide the proper flow capacity for higher volumes of water, while the longer barrel lengths will allow sufficient space adjacent to the roadway for sidewalks and proper roadway fore slopes, including the safety for both motorists and pedestrians.

Estimated cost of the project is approximately $250,000 (see attached spreadsheet), which includes:
- Maintenance of traffic with detour signage,
- Removal and disposal of existing box culvert
- 1 triple barrel 12’x 6’x 60’ R.C. Box Culvert (or comparable pre-cast bridge structure)
- Channel modification
- ASHM Surface
- ACHM binder,
- Class 7 Aggregate base
- Thermoplastic pavement markings

List the specific area affected by the proposed project (County/City/Subdivision/Street): Tyler Street over Tucker Creek, Conway, AR (Faulkner County) 35°06’10.95” N   92°27’42.48” W  in the vicinity of Tucker Creek and Briarwood subdivisions.

Number of individuals this project will protect: Avg Daily Traffic on Tyler over Tucker Creek is 7700 vehicles per 2018 ArDOT counts

Total estimated cost of project: $250,000

Is local match available? **Yes**  
Local match amount: $125,000
STATE OF ARKANSAS
DEPARTMENT OF EMERGENCY MANAGEMENT

State 50/50 Hazard Mitigation Grant
Notice of Intent (NOI)

All information in this Notice of Intent is true and correct and the document has been duly approved by the governing body of the applicant. Application will be considered at June 25, 2019 meeting of the Conway City Council.

Bart Castleberry, Mayor
Name/Title (print) Must have authority to commit funds.

__________________________________________________________
Signature

__________________________________________________________
Date

Notes:
1. Current cost-match is 50% State and 50% local.
2. Generators, sirens, and warning systems are not eligible.

Disclaimer: This is not an application and does not constitute funding approval by ADEM or FEMA. DO NOT begin project without prior written approval.
AN ORDINANCE APPROVING AN EASEMENT AND APPROPRIATING FUNDS FOR AN EASEMENT PURCHASE; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES:

Whereas, the Van Ronkle Street Project revealed a need to replace an existing box culvert at 1010 and 1012 VanRonkle to improve downtown drainage; and

Whereas, the City of Conway currently does not own a drainage easement on stated property; and

Whereas, the Transportation budget does not include funding to purchase an easement for stated property, in the amount of $40,000.

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

Section 1. The City of Conway shall purchase a twenty (20) foot Drainage Easement for property located at 1010 and 1012 VanRonkle from the owner Chad Wilson.

Section 2. The City of Conway shall appropriate $40,000 from the Pay as You Go Sales and Use Fund Appropriation Account (613-201-4900) to the Capital expense account (613-201-5990) to cover the cost of the easement.

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

Section 4. 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 25th day of June, 2019.

Approved:

__________________________
Mayor Bart Castleberry

Attest:

__________________________
Michael O. Garrett
City Clerk/Treasurer
AN ORDINANCE APPROVING THE BID AND APPROPRIATING FUNDS FOR TYLER STREET IMPROVEMENTS; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES

Whereas, the Conway City Council previously solicited bids for Tyler Street and Sidewalk Improvements Phase 1 Tyler Street (Sena Drive to Gatlin Park) and Phase 2 – Tyler Street (Gatlin Park to Washington Avenue) approximately 4.25 total miles; and

Whereas, The Engineers estimate for this project was $1,600,000 and one Bid was received in the amount of $1,395,577.75;

Whereas, $1,139,325 was previously approved in the In Lieu of Sidewalk and Street Funds, the remaining $262,253 of this project will need to be appropriated from the Conway Street Fund balance; and

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

Section 1. The City of Conway shall appropriate funding in the amount of $256,253 from the Street Fund Balance Appropriation account (002-201-4900) into the Transportation Department CIP Account (002-201-5905) for the remainder of budgeted funds needed for the Tyler Street Improvements.

Section 2. The City of Conway shall approve the low bid on this project from Rogers Group for $1,395,577.75.

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

Section 4. 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 25th day of June, 2019.

Approved: _____________________________

Mayor Bart Castleberry

Attest: ___________________________

Michael O. Garrett
City Clerk/Treasurer
City of Conway, Arkansas  
Ordinance No. O-19-___

AN ORDINANCE AMENDING O-85-11, ALLOWING WATER SERVICES TO BE EXTENDED OUTSIDE OF THE CONWAY CITY LIMITS, IF IN THE FILED WATER PLAN, AND FOR OTHER PURPOSES:

Whereas, the Water Distribution and Wastewater Collection Systems constructed within the City of Conway or in the Filed Water Plan and operated by the Conway Corporation are owned by the City of Conway, Arkansas; and

Whereas, there is a need to allow water to be furnished outside the city limits if the territory is within the filed water plan of the City; and

Whereas, there is a need to allow water to be furnished outside the city limits if the territory is within the filed water plan of the City; and

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

Section 1.

A. The Water Distribution mains of Conway Corporation may be extended no further than the Conway Corporation filed water plan that is filed and may be amended with the Arkansas Natural Resources Commission. The wastewater collection mains may not be extended beyond the corporate limits of the City of Conway unless approved by the Mayor and City Council upon recommendation by the CEO of Conway Corporation and then only for extraordinary reasons. However, temporary water and wastewater service may be provided in an emergency when, in the judgment of Conway Corporation, a state of dire emergency exists. The City of Conway and Conway Corporation reserve the authority to require a Use Agreement prior to the provision of wastewater collection service to users’ outside the city limits of the city of Conway.

B. All extensions of the Water Distribution and/or Wastewater Collection mains must be constructed in accordance with the plans and specifications of Conway Corporation and paid for by the people who benefit directly therefrom.

Section 2. All ordinances in conflict herewith are hereby repealed.

PASSED this 25th day of June, 2019.

Approved:

__________________________
Mayor Bart Castleberry

__________________________
Michael O. Garrett  
City Clerk/Treasurer
AN ORDINANCE AMENDING SECTIONS 201.1 AND 201.3 OF THE CONWAY ZONING ORDINANCE TO REZONE PROPERTY LOCATED AT 3725 COLLEGE AVENUE FROM O-1 TO PUD:

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

SECTION 1: The Zoning District Boundary Map of the Conway Land Development Code be amended by changing all the O-1 symbols and indications as shown on the Zoning District Boundary Map in an area described as follows:

[3725 College Avenue]
Commencing at the NW corner of the NE ¼ SE ¼ of Section 9, T-5-N, R-14-W, Faulkner County, Arkansas, at a found PK nail on the centerline of College Avenue being the point of beginning; thence along the north line of said NE ¼ SE ¼ S88°23'05"E 372.60 feet to a found PK nail; thence leaving said north line S02°11'10"W 400.00 feet to a found ¼” rebar; thence N88°23'20"W 624.80 feet to a found ½” rebar; thence N11°00'17"E 404.29 feet to a found PK nail on the north line of said N ½ SE ¼; thence along said north line S88°40'48"E 190.20 feet to the point of beginning, containing 5.45 acres more or less.

to those of PUD, and a corresponding use district is hereby established in the area above described and said property is hereby rezoned.

SECTION 2: A final development plan regulating the use of the property is established [Exhibit A].

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

PASSED this 25th day of June, 2019.

Approved:

__________________________
Mayor Bart Castleberry

Attest:

__________________________
Michael O. Garrett
City Clerk/Treasurer
MEMO

To: Mayor Bart Castleberry

cc: City Council Members

From: Justin Brown, 2019 Planning Commission Chairman

Date: June 18, 2019

Re: Request to rezone from O-1 to PUD property located at 3725 College Avenue

Landon Sanders/The Sanders Firm, on behalf of Fifty Cent, LLC, has requested to rezone from O-1 (General Office) to PUD (Planned Unit Development) property located at 3725 College Avenue with the legal description:

Commencing at the NW corner of the NE ¼ SE ¼ of Section 9, T-5-N, R-14-W, Faulkner County, Arkansas, at a found PK nail on the centerline of College Avenue being the point of beginning; thence along the north line of said NE ¼ SE ¼ S88°23'05"E 372.60 feet to a found PK nail; thence leaving said north line S02°11'10"W 400.00 feet to a found ¾" rebar; thence N88°23'20"W 624.80 feet to a found ½" rebar; thence N11°00'17"E 404.29 feet to a found PK nail on the north line of said N ½ SE ¼; thence along said north line S88°40'48"E 190.20 feet to the point of beginning, containing 5.45 acres more or less.

The applicant is requesting the zoning change at the recommendation of the Planning Department to align current uses with the appropriate zoning district. Previously, non-conforming uses were permitted by conditional use permits, which have lapsed due to ownership changes.

PUD Conditions:
1. Permit uses shall be limited to Animal Clinic, Arena, Stable, Veterinarian Clinic (including large animals), [24 hour] Animal Hospital, Kennel (Boarding of Animals/Indoor Boarding/Animal Day), Hippotherapy, Equine Assisted Therapy, Equine Rehabilitation/Fitness/Therapy, Live Events (including equestrian/horseback events, rodeo, and birthday parties), and Restaurant.
2. Live Events must conclude by 11:00 pm.
3. Outdoor Sound System usage [extending beyond covered roof] must cease by 8:00 pm.
4. Restaurant operation must cease by 11:00 pm; no drive-thru is allowed.
5. Excluding permitted uses, the rules of O-1 (General Office) zoning district shall govern the site.
6. Ryan Road and Shock Loop shall not be used for event traffic or the moving of animals or materials onto or off of the site.
7. The City Council shall have the authority to review and alter the PUD zoning if significant and verifiable complaints concerning the external impacts of the use (specifically noise) are made and left uncorrected.

The Planning Commission reviewed the request at its regular meeting on June 17, 2019 and voted 6-1 that the request be forwarded to the City Council with a recommendation for approval.

Please advise if you have any questions.
June 18, 2019

FIFTY CENT, LLC PLANNED UNIT DEVELOPMENT - FINAL DEVELOPMENT PLAN
+/- 5.45 ACRES LOCATED AT 3725 COLLEGE AVENUE

Applicant:
Fifty Cent, LLC
PO Box 10382
Conway, AR 72034

Legal Description:
Commencing at the NW corner of the NE ¼ SE ¼ of Section 9, T-5-N, R-14-W, Faulkner County, Arkansas, at a found PK nail on the centerline of College Avenue being the point of beginning; thence along the north line of said NE ¼ SE ¼ S88°23'05"E 372.60 feet to a found PK nail; thence leaving said north line S02°11'10"W 400.00 feet to a found ¼" rebar; thence N88°23'20"W 624.80 feet to a found ½" rebar; thence N11°00'17"E 404.29 feet to a found PK nail on the north line of said N ½ SE ¼; thence along said north line S88°40'48"E 190.20 feet to the point of beginning, containing 5.45 acres more or less.

Fifty Cent, LLC PUD Final Development Plan Conditions:
1. Permit uses shall be limited to Animal Clinic, Arena, Stable, Veterinarian Clinic (including large animals), [24 hour] Animal Hospital, Kennel (Boarding of Animals/Indoor Boarding/Animal Day), Hippotherapy, Equine Assisted Therapy, Equine Rehabilitation/Fitness/Therapy, Live Events (including equestrian/horseback events, rodeo, and birthday parties), and Restaurant.
2. Live Events must conclude by 11:00 pm.
3. Outdoor Sound System usage [extending beyond covered roof] must cease by 8:00 pm.
4. Restaurant operation my cease by 11:00 pm; no drive-thru is allowed.
5. Excluding permitted uses, the rules of O-1 (General Office) zoning district shall govern the site.
6. Ryan Road and Shock Loop shall not be used for event traffic or the moving of animals or materials onto or off of the site.
7. The City Council shall have the authority to review and alter the PUD zoning if significant and verifiable complaints concerning the external impacts of the use (specifically noise) are made and left uncorrected.

James Walden, AICP
Director of Planning & Development
DESCRIPTION
Planning Commission Review
REZ2019JUN01
5.4527 ac.