



City of Conway Council Agenda

<u>Council Meeting Date:</u>	October 25th, 2016
<u>5:30pm Committee Meeting:</u>	No Committee Meeting
<u>6:30pm:</u>	Council Meeting
<u>Call to Order:</u>	Mayor Tab Townsell
<u>Roll Call:</u>	City Clerk/Treasurer Michael O. Garrett
<u>Minutes Approval:</u>	October 11 th , 2016

Employee Service Awards

Proclamation: CHS - Girls Tennis – 7A Central Conference Champions

Approval of the monthly financial report ending September 30th, 2016

Mayor Tab Townsell
City Clerk Michael O. Garrett
City Attorney Chuck Clawson

City Council Members

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

1. Report of Standing Committees:

A. Community Development Committee (Airport, Planning & Development, Street & Engineering, Permits & Inspections, Code Enforcement, & Community Development)

1. Consideration to approve the FY2015 audit presented by BKD for the City of Conway.
2. Resolution requesting the Faulkner County Tax Collector place a certified lien on property located at 34 Azalea Loop as a result of incurred expenses by the City.
3. Resolution requesting the Faulkner County Tax Collector place a certified lien on property located at 211 Griffith Street as a result of incurred expenses by the City.
4. Consideration to remove fixed assets inventory from the Airport Department.
5. Ordinance resolving the appropriate speed limits within the City for business, residential, & school districts.
6. Ordinance accepting and appropriating donation funds for the Historic District Commission.
7. Ordinance to rezone property located at 1310 East Dave Ward Drive from I-3 to C-2.
8. Ordinance to rezone property located at 1182 Lollie Road from A-1 to I-1.
9. Consideration to amend conditional use permit #1353 which allowed the operation of a private mental health practice at 1312 Donaghey Avenue.

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

1. Ordinance appropriating funds for travel and reimbursement for overtime for District Court.

2. Ordinance appropriating funds to enter into a contract agreement with Beth Thomas to provide support & training for District Court.

C. Personnel

1. Consideration to approve the renewal of voluntary benefits from Benefit Partners/FlexCo for the FY2017.
2. Consideration to approve the renewal of life insurance benefits from USAble for the FY2017.
3. Consideration to approve the renewal of dental benefits from BlueCross BlueShield for the FY2017.

Adjournment



City of Conway
Human Resources Department
City Hall
1201 Oak Street
Conway, Arkansas 72032
www.cityofconway.org

Date: October 18, 2016

To: Joseph Hopper
Mike Winter

Cc: Mandy Cates
Amy Springer

From: Lisa Mabry-Williams

Subject: Years of Service Recognition – Presentation of Pins

The City will present service pins in recognition of employees with 5, 10, 15, 20, 25 and 30 years of service at the 2nd City Council Meeting of each month. Mayor Townsell will present the pins to the employees. During the Council meeting on Tuesday, October 25th at 6:30 p.m. the following employees are eligible to receive a pin:

Years of Service	<u>Name</u>	<u>Date of Hire</u>	<u>Department</u>
5	Joshua Alexander, Sanitation CDL Driver Firefighter Jeremy Sullivan	10/10/2011 10/03/2011	Sanitation Fire
15	Firefighter Engineer Clint Harper Firefighter Engineer James King	10/15/2001 10/08/2001	Fire Fire

We would like to extend an invitation to the above listed employees to attend the City Council meeting at 6:30 p.m. on Tuesday, October 25th, 2016. The service pin presentation will be the first item on the Council agenda. Thank you for your assistance.



City of Conway, Arkansas
Monthly Financial Reports
September 30, 2016

City of Conway
 Monthly Financial Report - General Fund
 For the month ended September 30, 2016



Revenues	Budget	Month	Year to	Encumbered	(Over)/Under	%
		Activity	Date		Budget	Expend/Collect
Ad Valorem Tax	3,800,000	111,284	1,533,799		2,266,201	40%
Payments in Lieu of Tax	31,250	-	25,679		5,571	82%
State Tax Turnback	883,250	64,276	748,298		134,952	85%
Insurance Tax Turnback - LOPFI	1,100,000	293,216	1,012,684		87,316	92%
Sales Tax	18,200,000	1,584,955	13,522,389		4,677,611	74%
Beverage Tax	400,000	31,275	301,207		98,793	75%
Franchise Fees	3,511,000	309,066	2,448,669		1,062,331	70%
Permits	298,000	34,194	460,350		(162,350)	154%
ACIEA Revenues	5,000	2,532	4,688		312	94%
Dog Tags & Fees	25,000	3,478	21,813		3,187	87%
Municipal Court Fines and Fees	1,042,500	71,098	753,422		289,078	72%
Law Enforcement	802,402	95,385	485,572		316,830	61%
State Grant Revenues	-	200,000	292,529		(292,529)	-
Parks	552,500	13,842	452,756		99,744	82%
Interest Income	17,000	3,032	20,243		(3,243)	119%
Proceeds from Sale of Assets	-	-	432		(432)	-
Insurance Proceeds	30,726	-	30,765		(39)	100%
Donations	18,019	-	19,723		(1,704)	109%
Act 833 Revenue	90,000	-	46,072		43,928	51%
Miscellaneous Revenues	115,000	18,940	97,376		17,624	85%
Transfers from Other Funds	423,000	35,250	282,000		141,000	67%
Total Revenues	31,344,647	2,871,821	22,560,464	-	8,784,183	72%
Expenditures						
Admin (Mayor, HR)	637,529	45,211	427,970	31	209,528	67%
Finance	464,407	47,220	348,492	-	115,915	75%
City Clerk/Treasurer	171,569	10,664	99,914	-	71,655	58%
City Council	91,913	6,703	56,247	-	35,666	61%
Planning	390,360	26,445	261,791	-	128,569	67%
Physical Plant	547,813	38,103	320,535	2,870	224,409	59%
Fleet Maintenance	133,182	15,203	99,590	1,349	32,243	75%
Information Technology	1,128,312	59,569	733,054	21,902	373,356	65%
Airport	-	3,014	146,422	-	(146,422)	-
Permits and Inspections	671,437	57,367	437,800	168	233,469	65%
Nondepartmental	605,700	31,228	587,176	1,850	16,674	97%
Police	11,145,696	821,599	7,805,382	43,668	3,296,647	70%
CEOC	1,029,201	83,209	714,878	-	314,323	69%
Animal Welfare	450,362	35,835	292,864	4,736	152,761	65%
Municipal District Court	871,042	64,342	599,187	20	271,835	69%
City Attorney	493,622	36,023	352,307	490	140,824	71%
Fire	9,578,309	686,364	7,027,841	61,261	2,489,207	73%
Parks	2,920,566	169,356	1,823,686	71,261	1,025,619	62%
Total Expenditures	31,331,019	2,237,456	22,135,134	209,607	8,986,278	71%
Net Revenue/(Expense)	13,628		425,330			

*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
2016



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-16-18	2/23/16	Planning Dept interim Deputy Director	14,000
O-16-37	4/12/16	Entry level police officer/firefighter promotional testing	5,000
O-16-38	4/26/16	Mosquito abatement program	150,000
O-16-63	5/24/16	Contract with Jeff West for IT support	8,000
O-16-65	6/14/16	Remodel City Attorney's office	27,064
O-16-87	7/26/16	Entry level firefighter and police promotional testing	13,400
O-16-104	9/13/16	HVAC Repairs at City Hall	8,000
			<u>\$ 225,464</u>

City of Conway
 Balance Sheet - General Fund
 For the month ended September 30, 2016



Cash - Operating	5,770,273
Cash - Reserve	2,011,965
Petty Cash	715
Taxes Receivable	3,226,136
Accounts Receivable	2,848,023
Due from Other Funds	1,771
Due from Street	27,917
Due from Component Unit	187,858
Fleet Inventory	15,539
Fuel Inventory	4,820
General Inventory	585
<i>Assets</i>	<u>14,095,603</u>
Accounts Payable	145,555
Salaries Payable	223,136
Insurance and Benefits Payable	98,454
Event Deposits	820
Deferred Revenue	3,009,536
<i>Liabilities</i>	<u>3,477,502</u>
Fund Balance - Committed to cash flow	2,000,000
Fund Balance - Committed to reserve	2,000,000
Fund Balance - Unassigned	6,618,101
<i>Fund Balance</i>	<u>10,618,101</u>
<i>Total Liabilities & Fund Balance</i>	<u>14,095,603</u>

*All figures are unaudited

City of Conway
 Monthly Financial Report - Street Fund
 For the month ended September 30, 2016



	<u>Budget</u>	<u>Month</u>	<u>Year to</u>	<u>Encumbered</u>	<u>(Over)/Under</u>	<u>%</u>
		<u>Activity</u>	<u>Date</u>		<u>Budget</u>	<u>Expend/Collect</u>
Revenues						
Ad Valorem Tax	1,440,000	40,540	651,437		788,563	45%
Payments in Lieu of Tax	15,000	-	-		15,000	0%
State Tax Turnback	3,579,020	320,459	2,831,368		747,652	79%
Severance Tax	250,000	8,732	78,305		171,695	31%
Sales Tax	250,000	22,208	189,473		60,527	76%
Sign Permits	500	120	300		200	60%
Engineering Fees	10,000	1,550	3,150		6,850	32%
Insurance Proceeds	-	180	19,775		(19,775)	-
Interest Income	20,000	2,219	17,946		2,054	90%
Miscellaneous Revenues	5,050	-	9,546		(4,496)	189%
Total Revenues	5,569,570	396,008	3,801,300	-	1,768,270	68%
Expenditures						
Personnel Costs	2,385,177	140,461	1,445,205	-	939,972	61%
Other Operating Costs	1,987,471	66,808	862,423	100,188	1,024,860	43%
Total Operating Costs	4,372,648	207,269	2,307,627	100,188	1,964,832	53%
Capital Outlay	3,365,277	-	2,174,608	119,900	1,070,769	65%
Total Expenditures	7,737,925	207,269	4,482,235	220,088	3,035,602	58%
Net Revenue/(Expense)	(2,168,355)		(680,936)			

*All figures are unaudited

Notes:

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

City of Conway
Street Fund
2016



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-16-40	4/26/16	Contribution to AHTD for Dave Ward Dr project	2,000,000
O-16-47	5/10/16	Demolish house at 2901 College Ave	5,700
			<u>\$ 2,005,700</u>

City of Conway
Balance Sheet - Street Fund
For the month ended September 30, 2016



Cash - Operating	3,526,528
Taxes Receivable	102,826
Accounts Receivable	1,603,427
<i>Assets</i>	<u>5,232,781</u>
Accounts Payable	21,167
Salaries Payable	18,797
Insurance and Benefits Payable	15,144
Due to General	24,621
Deferred Revenue	1,294,270
<i>Liabilities</i>	<u>1,373,999</u>
<i>Fund Balance</i>	3,858,782
<i>Total Liabilities & Fund Balance</i>	<u>5,232,781</u>

*All figures are unaudited

City of Conway
 Monthly Financial Report - Sanitation
 For the month ended September 30, 2016



Revenues	<u>Budget</u>	<u>Month</u> <u>Activity</u>	<u>Year to</u> <u>Date</u>	<u>Encumbered</u>	<u>(Over)/Under</u> <u>Budget</u>	<u>%</u> <u>Expend/Collect</u>
Sanitation Fees	8,750,000	780,323	6,652,945		2,097,055	76%
Proceeds - Recycled Materials	400,000	52,240	428,248		(28,248)	107%
Landfill Fees - General	225,000	15,794	155,880		69,121	69%
Insurance Proceeds	181,078	-	181,078		-	100%
Interest Income	55,000	6,563	57,283		(2,283)	104%
Miscellaneous Revenues	-	7,408	58,211		(58,211)	=
Total Revenues	9,611,078	862,328	7,533,645	-	2,077,434	78%
Expenditures						
Personnel Costs	4,000,646	261,531	2,761,635	-	1,239,011	69%
Other Operating Costs	2,984,375	132,811	1,618,284	93,144	1,272,948	54%
Total Operating Costs	6,985,021	394,342	4,379,919	93,144	2,511,958	63%
Capital Outlay	3,864,815	219	1,137,455	616,699	2,110,661	29%
Total Expenditures	10,849,837	394,561	5,517,375	709,843	4,622,619	51%
Net Revenue/(Expense)	(1,238,758)		2,016,270			

*All figures are unaudited

Notes:

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

City of Conway
Sanitation Fund
2016
Fund Balance Appropriations



<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
			<u>\$ -</u>

City of Conway
 Balance Sheet - Sanitation
 For the month ended September 30, 2016



Cash - Operating	5,674,961
Petty Cash	200
Post Closure Cash Account	5,576,492
Accounts Receivable	735
Due from Other Funds	11,500
Due from Component Unit	862,034
General Inventory	2,122
Land & Buildings	2,590,795
Infrastructure	1,090,182
Machinery and Equipment	4,200,890
Vehicles	100,710
<i>Assets</i>	<u>20,110,622</u>
Accounts Payable	35,254
Salaries Payable	195,124
Insurance and Benefits Payable	17,938
Net Pension Obligation	1,286,026
Due to Other Funds	(5,017)
Landfill Close/Post Close	7,926,380
<i>Liabilities</i>	<u>9,455,705</u>
<i>Net Assets</i>	<u>10,654,916</u>
<i>Total Liabilities and Net Assets</i>	<u>20,110,622</u>

***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 September 30, 2016



	<u>Budget</u>	<u>Month</u> <u>Activity</u>	<u>Year to</u> <u>Date</u>	<u>Encumbered</u>	<u>(Over)/Under</u> <u>Budget</u>	<u>%</u> <u>Expend/Collect</u>
Revenues						
Airport Fuel Sales	761,000	48,860	462,538		298,462	61%
Sales Tax	18,000	1,174	9,935		8,065	55%
T-Hangar Rent	118,000	25,298	68,980		49,020	58%
Community Hangar Rent	15,000	1,020	8,231		6,769	55%
Ground Leases	135,000	8,712	110,321		24,680	82%
Miscellaneous Revenues	9,000	262	6,946		2,054	77%
Total Revenues	1,056,000	85,326	666,950	-	389,050	63%
Expenditures						
Personnel Costs	204,700	12,213	123,309	-	81,391	60%
Fuel for Resale	550,000	39,308	298,545	-	251,455	54%
Other Operating Costs	149,800	5,544	52,185	391	97,223	35%
Total Operating Costs	904,500	57,066	474,039	391	430,069	52%
Capital Outlay	-	-	-	-	-	0%
Total Expenditures	904,500	57,066	474,039	391	430,069	52%
Net Revenue/(Expense)	151,500		<u><u>192,911</u></u>			

*All figures are unaudited

Notes:

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

City of Conway
Airport Fund
2016
Fund Balance Appropriations



<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
			<u>\$ -</u>

City of Conway
Balance Sheet - Airport
For the month ended September 30, 2016



Cash - Operating	321,009
Taxes Receivable	2,020
Accounts Receivable - Fuel Vendor	49,069
Due from Other Funds	733
<i>Assets</i>	<u>372,831</u>
Salaries Payable	1,855
Insurance and Benefits Payable	1,468
Due to General	449
<i>Liabilities</i>	<u>3,772</u>
<i>Fund Balance</i>	<u>369,059</u>
<i>Total Liabilities & Fund Balance</i>	<u>372,831</u>

*All figures are unaudited

City of Conway
Monthly Financial Report - Major Project Funds
For the month ended September 30, 2016



Parks and Rec A&P Tax

Balance, 8/31/16	2,475,740
Receipts	262,787
Payments	(337,504)
Balance, 9/30/16	\$2,401,024

Pay as you go Sales Tax

Balance, 8/31/16	3,147,505
Receipts	294,174
Payments	(27,888)
Balance, 9/30/16	\$3,413,791

Street Impact Fees

Balance, 8/31/16	520,922
Receipts	57,009
Payments	-
Balance, 9/30/16	\$ 577,932

Parks Impact Fees

Balance, 8/31/16	324,214
Receipts	14,637
Payments	-
Balance, 9/30/16	\$ 338,851



City of Conway, Arkansas
Resolution No. R-16-_____

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 **34 Azalea Loop** 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 **\$205.98** (\$159.99 + Penalty-\$15.99 + 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 **October 25, 2016** 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 October, 2016.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk/Treasurer

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



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

MEMO:

To: Mayor Tab Townsell
CC: City Council Members

From: Missy Lovelady
Date: October 18, 2016

Re: 34 Azalea Loop

- July 25, 2016 – Warning Violation written regarding grass, rubbish & trash; appliance/furniture and overgrowth of vegetation in the yard by Austin Sullivan.
- Property Owner is listed as Fred and Edna Foreman.
- Property was rechecked on 08/01/16 with no progress made.
- Certified and regular letters were mailed 08/26/16 to address on file and a notice was left by post office.
- Property was rechecked on 09/07/16 and 09/09/16 with no action taken.
- Final Cleanup completed on 09/15/16.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

If you have any questions please advise.

INVOICE

City of Conway Code Enforcement

DATE: OCTOBER 20, 2016

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

TO Fred & Edna Foreman
119 S Spring
Lockesburg, AR 71846-9632

Description: Mowing/Clean-up/Admin Fees
associated with the nuisance abatement at
34 Azalea Loop, Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Austin Sullivan	711-00073-000		October 25, 2016

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	1 Employee -Mowing/Cleanup	18.82	18.82
2	2 Employee -Mowing/Cleanup	16.62	33.24
3	3 PT Employee - Mowing/Cleanup	10.94	32.82
1	Maintenance fee (mower)	15.00	15.00
1	Administrative Fee (Missy Lovelady)	20.49	20.49
1	Administrative Fee (Austin Sullivan)	17.46	17.46
1	Administrative Fee (Michelle Collins)	10.94	10.94
2	Certified Letter	5.13	10.26
2	Regular letter	.48	.96

TOTAL BY 10/25/16 \$159.99

- Total amount due after October 25, 2016 includes collection penalty & filing fees

TOTAL AFTER
10/25/16 \$205.98

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

City of Conway
Code Enforcement

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



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

September 23, 2016

Parcel # 711-00073-000

Fred & Edna Foreman
119 S Spring
Lockesburg, AR 71846-9632

RE: Nuisance Abatement at 34 Azalea Loop, Conway AR
Cost of Clean-Up, Amount Due: \$159.99

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 **October 25, 2016 Meeting**, 6:30 p.m. located at 810 Parkway Street, the City Council will conduct a public hearing on three items:

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

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

Sincerely,

Missy Lovelady

**Conway Code Enforcement
Incident Report**

Date of Violation: 7/25/16

Violator Name: Fred and Edna Foreman

Address of Violation: 34 Azalea Loop

Violation Type: Grass, Rubbish/Trash, Appliance/Furniture, Overgrowth of Vegetation in the Yard.

Warning #: CE9079

Description of Violation and Actions Taken: On 7/25/16 Code Enforcement Office Austin Sullivan wrote a warning violation to correct grass, rubbish/trash, appliance/furniture and overgrowth of vegetation. Property was rechecked on 8/1/16 with no progress made. Certified and regular letters were mailed on 8/26/16 to address on file and a notice was left by post office. Property was rechecked on 9/7/16 and 9/9/16/with no action taken. Final Cleanup was completed on 9/15/16.

Code Enforcement Officer: Austin Sullivan

Officer Signature: _____

Date:

Time:



City of Conway, Arkansas
Resolution No. R-16-__

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 **211 Griffith** 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 **\$255.22** (\$204.75 + Penalty-\$20.47 + filing fee-\$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

Whereas, a hearing for the purpose of determine such lien has been set for **October 25, 2016** 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 October, 2016.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk/Treasurer

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



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

MEMO:

To: Mayor Tab Townsell
CC: City Council Members

From: Missy Lovelady
Date: October 18, 2016

Re: 211 Griffith

- July 27, 2016 – Warning Violation written regarding overgrown grass in the yard by Kim Beard.
- Property Owner is listed as Kevin and Jason Sharp.
- Property was rechecked on 08/04/16 with no progress made.
- Certified and regular letters were mailed 08/16/16 to address on file and a notice was left by post office.
- Property was rechecked on 08/30/16 and 08/31/16 with no action taken.
- Final Cleanup completed on 09/15/16.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

If you have any questions please advise.

INVOICE

City of Conway
Code Enforcement

DATE: OCTOBER 20, 2016

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

TO Sharp, Kevin L & Jason P & Ronald F & Lynne
2952 Quitman
Quitman, AR 72131

Description: Mowing/Clean-up/Admin Fees
associated with the nuisance abatement at
211 Griffith St., Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Kim Beard	710-02512-000		October 25, 2016

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
2	1 Employee -Mowing/Cleanup	18.82	37.64
2	1 Employee -Mowing/Cleanup	16.62	33.24
4	2 PT Employee - Mowing/Cleanup	10.94	43.76
2	Maintenance fee (mower)	15.00	30.00
	Sanitation ticket #569116	32.63	32.63
1	Administrative Fee (Missy Lovelady)	20.49	20.49
1	Administrative Fee (CE Officer)	17.46	17.46
1	Administrative Fee (Michelle Collins)	10.94	10.94
2	Certified Letter	5.13	10.26
2	Regular letter	.48	.96

TOTAL BY 10/25/16 \$204.75

- Total amount due after October 25, 2016 includes collection penalty & filing fees

TOTAL AFTER 10/25/16 \$255.22

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

City of Conway
Code Enforcement

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



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

September 23, 2016

Parcel # 710-02512-000

Sharp, Kevin L & Jason P & Ronald F & Lynne
2952 Quitman
Quitman, AR 72131

RE: Nuisance Abatement at 211 Griffith St., Conway AR
Cost of Clean-Up, Amount Due: \$204.75

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 **October 25, 2016 Meeting**, 6:30 p.m. located at 810 Parkway Street, the City Council will conduct a public hearing on three items:

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

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

Sincerely,

Missy Lovelady

**Conway Code Enforcement
Incident Report**

Date of Violation: 07/27/16

Violator Name: Kevin & Jason Sharp

Address of Violation: 211 Griffith St

Violation Type: Grass

Warning #: CE9070

Description of Violation and Actions Taken: On 07/27/16 Code Enforcement Officer Kim Beard wrote a warning violation to correct grass. Property was rechecked on 08/04/16 with no progress made. Certified and regular letters were mailed on 08/16/16 to address on file. Property was rechecked on 08/30/16 & 08/31/16 with no action taken. Final cleanup was completed on 09/15/16.

Code Enforcement Officer: Kim Beard

Officer Signature: _____

Date:

Time:

MEMO

To: Mayor Tab Townsell
CC: Conway City Council
From: Josh Zylks, Airport Manager
Date: 17 October 2016
Subject: Request to Remove Tug Tractor from Inventory for Trade-in

The listing below details items to be removed from the fixed assets (inventory) of the Airport Department. I would like to request approval to remove this item from our inventory listing to use as trade in on a replacement unit.

2008 Kubota B2920HSD Tug Tractor Serial Number 51027

If you have any questions please advise.



**City of Conway, Arkansas
Ordinance No. O-16-_____**

AN ORDINANCE RESOLVING THE APPROPRIATE SPEED LIMIT WITHIN THE CITY OF CONWAY BUSINESS DISTRICT, RESIDENTIAL DISTRICT, AND SCHOOL PREMISES; AND FOR OTHER PURPOSES

Whereas, the City of Conway desires to modify prima facie speed limits for certain designated areas within the City of Conway.

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

Section 1. The following limits shall be maximum lawful speeds, and no person shall drive a vehicle in excess of the following limits:

1. Twenty (20) miles per hour in the Central Business Improvement District.
2. Twenty-five (25) miles per hour on any residential street.
3. Twenty-five (25) miles per hour when passing a school building or school zone during school hours when children are present and outside the building unless the zone is adequately protected by a steel fence limiting access to and egress from safety crossings;
4. Twenty (20) miles per hour when passing a church when such church is in session or when persons are going to or leaving any church or church premises.

Section 2. Upon an engineering and traffic investigation, the Traffic Engineer may determine and declare an alternate speed limit, which shall be effective when appropriate signs giving notice thereof are erected.

Section 3. Any person violating any of these provisions shall be deemed guilty of a misdemeanor and upon conviction thereof shall be fined in any sum not less than one dollar (\$1.00), nor more than twenty-five dollars (\$25.00).

Section 4. All ordinances in conflict herewith are repealed to the extent of the conflict.

PASSED this 25th day of October, 2016

Approved:

Mayor Tab Townsell

Attest:

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



City of Conway, Arkansas
Ordinance No. O-16- _____

AN ORDINANCE ACCEPTING AND APPROPRIATING DONATION FUNDS FOR THE CONWAY HISTORIC DISTRICT COMMISSION FOR COMMISSIONER TRAINING, AND FOR OTHER PURPOSES;

Whereas, Arkansas Historic Preservation Program (AHPP) has awarded grant funds in the amount of \$2,628.36 to support the City of Conway's Historic District Commission to provide funding for Commissioner training, building restoration, and for other expenses.

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

Section 1: The City of Conway, Arkansas, shall accept donation funds in the amount of \$2,628.36 and appropriate said funds from the State Grant Revenue account (399-000-4751) to the Planning Grant Expense account (399-105-5799). The City of Conway Project Management number is 399-105C.

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

PASSED this 25th day of October, 2016.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk/Treasurer



City of Conway, Arkansas
Ordinance No. O-16- _____

AN ORDINANCE AMENDING SECTIONS 201.1 AND 201.3 OF THE CONWAY ZONING ORDINANCE TO REZONE PROPERTY LOCATED AT 1310 EAST DAVE WARD DRIVE FROM I-3 TO C-2:

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 **I-3** symbols and indications as shown on the Zoning District Boundary Map in an area described as follows:

Part of the NW1/4, SE 1/4 Section 17, T-5-N, R-13-W, Faulkner County, Arkansas lying north of State Hwy #286 more particularly described as beginning at the NW corner of said NW1/4, SE1/4 thence S-89-37-50-E 1390.89 feet to the NE corner of said NW1/4, SE1/4, thence S-0-09-37-E along the east line of said NW1/4, SE1/4 595.28 feet to the north right of way of State Hwy #286, thence along said right of way to a point S-75-56-37-W 1428.16 feet to the west line of said N-0-25-47-W 951.14 feet to the point of beginning containing 24.65 acres more or less.

to those of **C-2**, and a corresponding use district is hereby established in the area above described and said property is hereby rezoned.

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

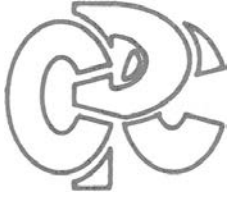
PASSED this 25th day of October, 2016.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk/Treasurer



CONWAY PLANNING COMMISSION

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

MEMO

To: Mayor Tab Townsell
CC: City Council Members

From: Mark Lewis, 2016 Planning Commission Chairman
Date: October 18, 2016

Re: Request to rezone property located at 1310 East Dave Ward Drive from I-3 to C-2

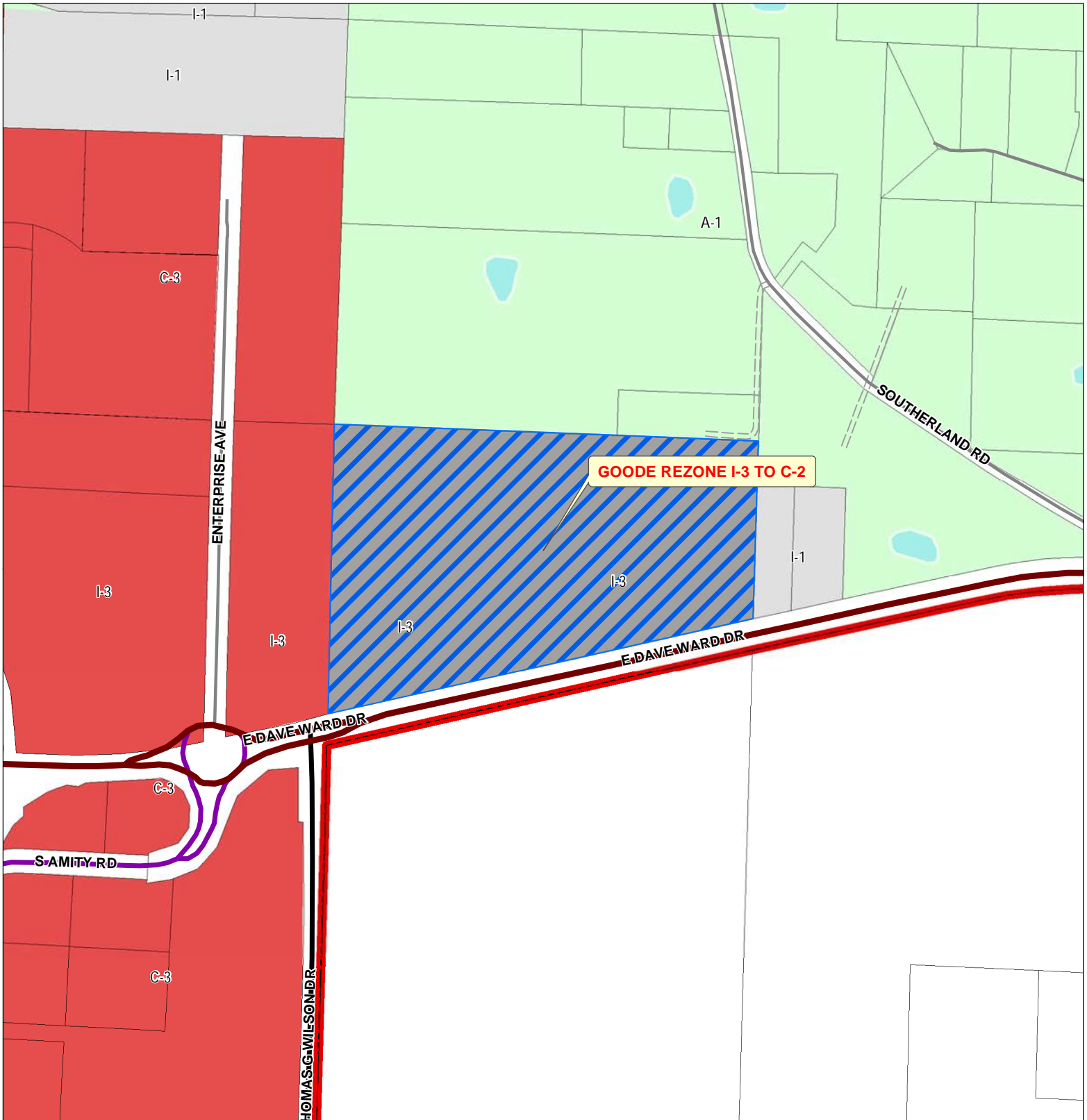
A request to rezone property from I-3 (Intensive Industrial) to C-2 (Neighborhood Commercial District), property located at 1310 East Dave Ward Drive with the legal description:

Part of the NW1/4, SE 1/4 Section 17, T-5-N, R-13-W, Faulkner County, Arkansas lying north of State Hwy #286 more particularly described as beginning at the NW corner of said NW1/4, SE1/4 thence S-89-37-50-E 1390.89 feet to the NE corner of said NW1/4, SE1/4, thence S-0-09-37-E along the east line of said NW1/4, SE1/4 595.28 feet to the north right of way of State Hwy #286, thence along said right of way to a point S-75-56-37-W 1428.16 feet to the west line of said N-0-25-47-W 951.14 feet to the point of beginning containing 24.65 acres more or less.

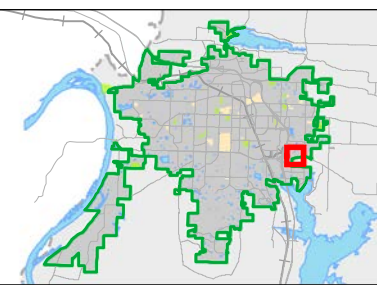
was reviewed by the Planning Commission at its regular meeting on October 18, 2016. The Planning Commission voted 9-0 that this request be forwarded to the City Council with a recommendation for approval.

The applicant initially requested rezoning to C-3 (Highway Service and Open Display District). The Planning Commission felt the area was in a state of transition and that C-2 would be a more appropriate zoning classification until the development of the area was better defined.

Please advise if you have any questions.




GOODE REZONE I-3 TO C-2



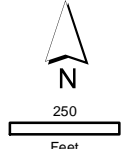
DESCRIPTION
REZONING
I-3 TO C-2
DWAYNE GOODE
1310 E DAVE WARD DR

24.475 ac

Residential		Industrial	
R-1	MF-1	I-1	
R-2A	MF-2	RU-1	
R-2	MF-3	I-3	
HR	RMH		
SR			
Commercial		Special	
C-1	O-1	SP	
C-2	O-2	S-1	
C-3	O-3	A-1	
C-4		PUD	
		TJ	



City of Conway
Planning & Development
THIS MAP WAS PREPARED BY THE CITY OF CONWAY PLANNING AND DEVELOPMENT DEPARTMENT FOR ITS USE AND MAY BE REVISED AT ANY TIME WITHOUT NOTIFICATION TO ANY USER.
 THE CITY OF CONWAY PLANNING AND DEVELOPMENT DEPARTMENT DOES NOT GUARANTEE THE CORRECTNESS OR ACCURACY OF ANY FEATURES ON THIS MAP. THIS DOCUMENT IS TO BE USED FOR REFERENCE PURPOSES ONLY.
 www.cityofconway.org/planning-development
 www.digitconway.org/aps/psigs



OCT 2016



**City of Conway, Arkansas
Ordinance No. O-16- _____**

AN ORDINANCE AMENDING SECTIONS 201.1 AND 201.3 OF THE CONWAY ZONING ORDINANCE TO REZONE PROPERTY LOCATED AT 1182 LOLLIE ROAD FROM A-1 TO I-1:

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 **A-1** symbols and indications as shown on the Zoning District Boundary Map in an area described as follows:

PT N 1/2 NE ORD O-09-27 Levee Dist 29 Tupelo 28

to those of **I-1**, and a corresponding use district is hereby established in the area above described and said property is hereby rezoned.

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

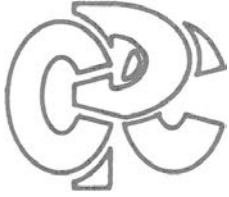
PASSED this 25th day of October, 2016.

Approved:

Mayor Tab Townsell

Attest:

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



CONWAY PLANNING COMMISSION

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

MEMO

To: Mayor Tab Townsell
CC: City Council Members

From: Mark Lewis, 2016 Planning Commission Chairman
Date: October 18, 2016

Re: Request to rezone property located at 1182 Lollie Road from A-1 to I-1

A request to rezone property from A-1 (Agricultural) to I-1 (Intermediate Industrial), property located at 1182 Lollie Road with the legal description:

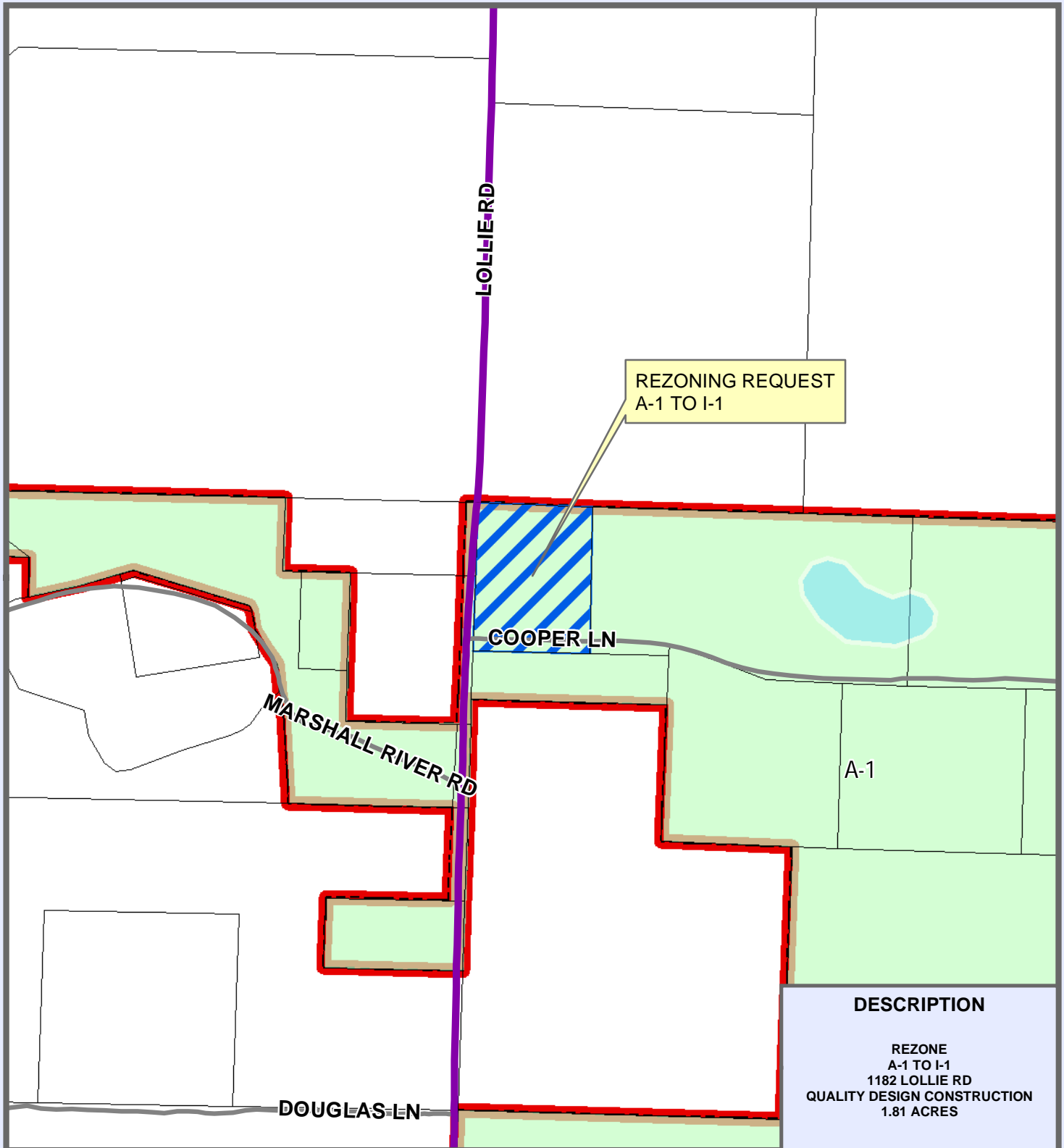
PT N 1/2 NE ORD O-09-27 Levee Dist 29 Tupelo 28

was reviewed by the Planning Commission at its regular meeting on October 18, 2016. The Planning Commission voted 9-0 that this request be forwarded to the City Council with a recommendation for approval.

Please advise if you have any questions.

CITY OF CONWAY

QUALITY DESIGN CONSTRUCTION -- REZONING

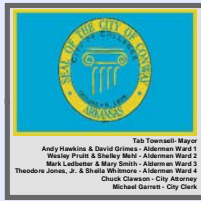


REZONING REQUEST
A-1 TO I-1

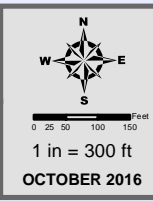
A-1

DESCRIPTION

**REZONE
A-1 TO I-1
1182 LOLLIE RD
QUALITY DESIGN CONSTRUCTION
1.81 ACRES**

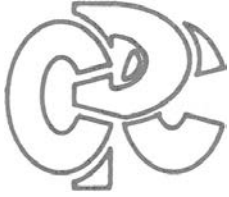


INTERSTATE	LOT LINE	Residential	Industrial
MAJOR ARTERIAL	STREAMS	R-1	MF-1
MINOR ARTERIAL	LAKES & PONDS	R-2A	MF-2
COLLECTOR	CITY LIMITS	R-2	MF-3
RESIDENTIAL		HR	RMH
PRIVATE ROAD		SR	
INTERSTATE RAMP		Commercial	Office
RAILROADS		C-1	O-1
		C-2	O-2
		C-3	O-3
		C-4	
		Special	SP
			S-1
			A-1
			PUD
		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



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

CONTACT INFORMATION
WWW.CONWAY-ARKANSAS.ORG/GIS
E-MAIL: Jason.Lyon@CityOfConway.org



CONWAY PLANNING COMMISSION

A-9

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

MEMO

To: Mayor Tab Townsell
CC: City Council Members

From: Mark Lewis, 2016 Planning Commission Chairman
Date: October 18, 2016

Re: Request to amend conditional use permit no. 1353 which allows a private mental health practice for property located at 1312 Donaghey Ave

A request to amend conditional use permit no. 1353 which allows a private mental health practice for property located at 1312 Donaghey Ave with the legal description:

Block 9, North half of Lot 12, Lot 13, and the southern 13 feet of Lot 14, Anderson Addition.

was reviewed by the Planning Commission at its regular meeting on October 17, 2016. The Planning Commission voted 9-0 that this request be forwarded to the City Council with a recommendation for approval with the following revised conditions (revisions in *italics*):

1. Hours of operation will be limited to *8:00 am to 8:00 pm*, Monday through *Saturday*.
2. The total number of employees may not exceed *six (6)*.
3. The conditional use permit is limited to *Ayisha Canant and/or Jon Priest/Christian Perspective Counseling*.
4. The existing structure shall be used for the restricted office. The character of the structure shall remain residential.
5. Parking is limited to the existing driveway and the rear of the structure.
6. *Signage shall be a post and arm sign OR two-pole sign limited to 4 feet high and no larger than 16 square feet in area AND meets Old Conway Design Overlay District guidelines pursuant to freestanding signs. No additional signage is allowed.*

Original conditions of conditional use permit no. 1353 were as follows:

1. Hours of operation will be limited to 7:00 am to 7:00 pm, Monday through Friday
2. The total number of employees may not exceed four (4).
3. The Conditional Use Permit is limited to Ayisha Miller/Business Entity, once it is formally established.
4. The existing structure shall be used for the restricted office. The character of the structure shall remain residential.
5. Parking is limited to the existing driveway and the rear of the structure.
6. Signage is limited to a 2 foot by 2 foot, non-illuminated sign attached to the structure as defined by the Conway Sign Ordinance (O-96-60). No freestanding signage or banners may be used.

Please advise if you have any questions.

CONDITIONAL USE PERMIT CITY OF CONWAY, ARKANSAS

PROPERTY DESCRIPTION / ADDRESS / LOCATION:

This conditional use is for property located at 1312 Donaghey Ave. with the following legal description:

Block 9, North half of Lot 12, Lot 13, and the southern 13 feet of Lot 14, Anderson Addition

ZONING: R-2A

CONDITIONAL USE PERMITTED TO THE AYISHA MILLER/BUSINESS ENTITY FOR: Restricted Office Space for a private mental health practice

DATE OF COUNCIL MEETING ALLOWING PERMITTED USE: February 24, 2015

CONDITIONS ATTACHED TO PERMIT:

1. Hours of operation will be limited to 7:00 am to 7:00 pm, Monday through Friday
2. The total number of employees may not exceed four (4).
3. The Conditional Use Permit is limited to Ayisha Miller/Business Entity, once it is formally established.
4. The existing structure shall be used for the restricted office. The character of the structure shall remain residential.
5. Parking is limited to the existing driveway and the rear of the structure.
6. Signage is limited to a 2 foot by 2 foot, non-illuminated sign attached to the structure as defined by the Conway Sign Ordinance (O-96-60). No freestanding signage or banners may be used.

APPROVED:



Tab Townsell, Mayor

2/27/15

Date

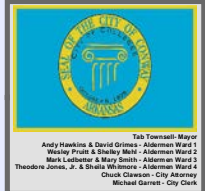
CITY OF CONWAY

JON PRIEST -- CONDITIONAL USE

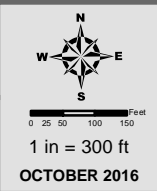


DESCRIPTION

CONDITIONAL USE
OFFICE IN RESIDENCE
1312 DONAGHEY AVE
JON PRIEST
.28 ACRES



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



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

CONTACT INFORMATION
WWW.CONWAY-PLANNING.ORG/GIS
E-MAIL: Jason.Lyon@CityOfConway.org



City of Conway, Arkansas
Ordinance No. O-16-_____

AN ORDINANCE APPROPRIATING FUNDS FOR THE TRAVEL OF CONWAY DISTRICT COURT DEPARTMENT TO OTHER COURTS WITHIN THE NINTH JUDICIAL DISTRICT AND THE REIMBURSEMENT OF THE GENERAL FUND FOR OVERTIME PAID TO DISTRICT COURT; AND FOR OTHER PURPOSES

Whereas, the City of Conway District Court has received approval from the Administrative Office of the Courts to pay Conway employees overtime and mileage to assist the other courts in the district with the implementation of Contexte out of the court automation fund; and

Whereas, the City of Conway has paid for some of this travel and mileage in advance; and

Whereas, there is a need for the City of Conway to be reimbursed for these funds.

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

Section 1. The City of Conway shall appropriate funds in the amount of \$3,000 from the Court Automation Fund balance account (230-128-4900) to the travel expenses account (230-128-5720).

Section 2. The City of Conway shall appropriate funds from the Court Automation Fund balance account (230-128-4900) to reimburse the General Fund District Court overtime account (001-128-5114) for any overtime paid to the District Court Department from September 1, 2016 to December 31, 2016.

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

PASSED this 25th day of October, 2016.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk/Treasurer



City of Conway, Arkansas
Ordinance No. O-16- _____

AN ORDINANCE APPROPRIATING FUNDS FOR THE DISTRICT COURT DEPARTMENT FOR A SUPPORT CONTRACT WITH BETH THOMAS TO ALLOW FOR TRANSFER OF KNOWLEDGE AND SUPPORT; AND FOR OTHER PURPOSES:

Whereas, The head clerk recently relocated very suddenly and has been providing instruction and support to her replacement in her absence and will continue to do so for a period of 6 months; and

Whereas, The District Court Department would like to enter into an agreement for support contract with Beth Thomas to allow for transfer of knowledge and support.

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

Section 1. The City of Conway shall enter into an agreement with Beth Thomas and appropriate \$3,000 from the District Court Part Time Employees account (001-128-5113) to District Court Contract Labor account (001-128-5130).

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

PASSED this 25th day of October, 2016.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk/Treasurer

AGREEMENT TO PROVIDE PROFESSIONAL SERVICES

Whereas, the City of Conway District Court Department is in need of Professional Services to perform the following services:

1. Provide contact information and training support as needed.
2. Consult with District Court on problem solving and procedural issues as needed.
3. Provide other support as needed.

Whereas, Beth Thomas was relocated with very little notice and has a number of unfinished projects as a result. There is a need to coordinate with her on the completion of these projects and she has the professional certifications to provide the support listed above.

Whereas, the City of Conway agrees to pay Beth Thomas \$3,000 a 6-month service contract with the option to renew at the end of the contract with prior approval from City Council.

This agreement may be cancelled by either Beth Thomas or the City of Conway with consideration to any open support items and projects.

By signature below these parties hereby agree to the provided the services as described and compensate Beth Thomas as described herein.

Beth Thomas

Mayor Tab Townsell



City of Conway
Human Resources Department
City Hall
1201 Oak Street
Conway, Arkansas 72032
www.cityofconway.org

Date: October 18, 2016

To: Andy Hawkins David Grimes Wesley Pruitt Shelly Mehl
Mark Ledbetter Mary Smith Theo Jones Shelia Whitmore

Cc: Mayor Tab Townsell

From: Lisa Mabry-Williams

Subject: Voluntary Supplemental Employee Benefit Plans

Benefit Partners/FlexCo Inc.

The current voluntary supplemental benefit providers for the City of Conway have informed us that there will be no increase in premiums for the benefits provided by Unum Life, American Heritage, United Teachers Associates/Loyal American, Vision Service Plan (VSP), Legal Shield and Fidelity – Key Gap for the 2017 Plan Year. These voluntary benefits include life, accident, cancer, first diagnosis cancer, heart, short term disability, Legal Shield/ID Theft and Key Gap plans. FlexCo will continue to administer the Section 125 Cafeteria Plan free of charge. These are voluntary supplemental benefits 100% paid for by the employee through payroll deductions.

The vision benefit we currently offer, along with the other voluntary benefits have been well received by employees. Benefit Partners/FlexCo Inc. continues to do an excellent job of servicing the accounts including the Section 125 Cafeteria Plan. For these voluntary benefits, the broker deals directly with the employees for initial enrollment, claims issues, etc.

We respectfully request that you approve the renewal of our contract with our voluntary benefits provider, Benefit Partners/FlexCo Inc. for the 2017 plan year.



City of Conway
Human Resources Department
City Hall
1201 Oak Street
Conway, Arkansas 72032
www.cityofconway.org

Date: October 18, 2016

To: Andy Hawkins David Grimes Wesley Pruitt Shelly Mehl
Mark Ledbetter Mary Smith Theo Jones Shelia Isby

Cc: Mayor Tab Townsell

From: Lisa Mabry-Williams

Subject: USAble Life Insurance

In 2014 we received and accepted a two year rate guarantee on the USAble Life quote of \$1.80 per employee per month for \$10,000 Life and AD&D for 2015 and 2016. USAble claims are processed promptly and without issue.

USAble Life has presented us with a zero increase renewal, a two year rate guarantee of \$1.80 per employee per month for 10,000 Life and AD&D for 2017 and 2018.

We respectfully request that you approve the renewal of our contract with USAble to continue to provide Life and AD&D benefits to City of Conway employees for the 2017 plan year.



City of Conway
Human Resources Department
City Hall
1201 Oak Street
Conway, Arkansas 72032
www.cityofconway.org

Date: October 18, 2016

To: Andy Hawkins David Grimes Wesley Pruitt Shelly Mehl
Mark Ledbetter Mary Smith Theo Jones Shelia Isby

Cc: Mayor Tab Townsell

From: Lisa Mabry-Williams

Subject: BlueCross BlueShield Dental Insurance

BlueCross BlueShield has provided dental benefits to the City of Conway since 2006. The dual option dental benefit plans we currently offer continues to be well received by employees. BlueCross BlueShield has submitted a proposal to renew our current dental benefits for 2017 with a zero (0) rate increase.

We respectfully request that you approve the renewal of our contract with BlueCross BlueShield to continue to provide dental benefits to City of Conway employees for the 2017 plan year.