



# City of Conway Council Agenda

Council Meeting Date: **Tuesday, October 28<sup>th</sup>, 2014**

5:30pm – Committee Meeting: Presentation by Juan Mayen:  
Peer Cities Comparison

6:30pm - Council Meeting

Call to Order: Mayor Tab Townsell

Roll Call: City Clerk/Treasurer Michael O. Garrett

Minutes Approval: **October 14<sup>th</sup>, 2014**

**Employee Service Awards**

**Mayor Tab Townsell**

City Clerk Michael O. Garrett

City Attorney Chuck Clawson

City Council Members

Ward 1 Position 1 – Andy Hawkins

Ward 1 Position 2 – David Grimes

Ward 2 Position 1 – Wesley Pruitt

Ward 2 Position 2 – Shelley Mehl

Ward 3 Position 1 – Mark Ledbetter

Ward 3 Position 2 – Mary Smith

Ward 4 Position 1 – Theodore Jones Jr.

Ward 4 Position 2 – Shelia Whitmore

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## **1. Report of Standing Committees:**

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

1. Resolutions requesting the Faulkner County Tax Collector place a certified lien on certain properties as a result of incurred expenses by the City.
2. Ordinance to rezone property located at 710 South Country Club Road from R-1 to O-2.
3. Consideration of a conditional use permit for MF-1 density for property located in R-2A at 502 and 504 First Street.

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

1. Ordinance accepting grant proceeds from the Arkansas Department of Emergency Management awarded to the Conway Fire Department Bomb Squad.

### **C. Personnel**

1. Consideration to approve the 2015 Voluntary Supplemental Benefit Plans
2. Consideration to approve the 457 Deferred Compensation Plans.
3. Consideration to approve the 2015 fitness facility membership from 365 Fitness.

### **D. Finance**

1. Consideration to approve the monthly financial report ending September 30, 2014.

**Adjournment**



# MEMO

**TO:** Mayor Tab Townsell  
**CC:** City Council Members  
**FROM:** Missy Lovelady  
**DATE:** October 28, 2014  
**SUBJECT:** Certified Liens – Code Enforcement

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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. 115 S Mitchell    | \$203.36  |
| 2. 1724/26 Robins    | \$269.62  |
| 3. 2039 Independence | \$621.89  |
| 4. 4 Water Oak       | \$1392.74 |

Please advise if you have any questions.

Thank you for your consideration.



City of Conway, Arkansas  
Resolution No. R-14-\_\_\_\_\_

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

**Whereas**, in accordance with Ark. Code Ann. § 14-54-901, the City of Conway has corrected conditions existing on **115 S Mitchell** 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 **\$203.36** (\$157.60 + Penalty-\$15.76+ 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 28, 2014** in order to allow for service of the attached notice of same upon the listed property owners, by certified or publication as is necessary.

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

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

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

**ADOPTED** this 28<sup>th</sup> day of October, 2014.

**Approved:**

\_\_\_\_\_  
**Mayor Tab Townsell**

**Attest:**

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

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



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

## MEMO:

To: Mayor Tab Townsell  
CC: City Council Members

From: Missy Lovelady  
Date: October 21, 2014

Re: 115 S Mitchell

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- June 18, 2014– Warning Violation written regarding grass in the yard by Kim Beard.
- Property Owner is listed as Seth McMurry.
- Property was rechecked on 7/22/14 & 7/31/14 with no progress made.
- Certified and regular letters were mailed 7/23/14 to address on file and a notice was left by post office.
- Property was rechecked on 8/6/14 with little action taken.
- Additional recheck performed 8/15/14; 8/25/14 & 9/5/14 with no progress.
- Final Cleanup completed on 9/23/14.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

If you have any questions please advise.

# INVOICE

## City of Conway Code Enforcement

DATE: OCTOBER 23, 2014

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

TO Seth McMurry  
115 S Mitchell  
Conway AR 72034

Description: Mowing/Clean-up/Admin Fees  
associated with the nuisance abatement at  
115 S Mitchell, Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Kim Beard	710-01782-000		October 28, 2014

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	1 Employee -Mowing/Cleanup	26.50	26.50
1	1 Employee -Mowing/Cleanup	17.86	17.86
1	Maintenance fee (mower)	15.00	15.00
	Landfill fee (#493330)	32.63	32.63
1	Administrative Fee (Missy Schrag)	18.03	18.03
1	Administrative fee (Kim Beard)	15.36	15.36
1	Administrative Fee (Glenn Berry)	21.00	21.00
2	Certified Letter	5.13	10.26
2	Regular letter	.48	.96
<b>TOTAL BY 10/28/14</b>			<b>\$157.60</b>
<b>TOTAL AFTER 10/28/14</b>			<b>\$203.36</b>

- Total amount due after October 28, 2014 includes collection penalty & filing fees

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

**City of Conway**  
**Code Enforcement**

1201 Oak Street  
Conway, Arkansas 72032  
[www.cityofconway.org](http://www.cityofconway.org)



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

September 29, 2014

**Parcel # 710-01782-000**

Seth McMurry  
115 S Mitchell  
Conway AR 72034

**RE: Nuisance Abatement at 115 S Mitchell, Conway AR**  
**Cost of Clean-Up, Amount Due: \$157.60**

Dear Mr. McMurry,

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 28, 2014 Meeting**, 6:30 p.m. located at 810 Parkway Street, the City Council will conduct a public hearing on three items:

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

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

Sincerely,

Missy Lovelady

**Conway Code Enforcement  
Incident Report**

**Date of Violation:** 06/18/14

**Violator Name:** Seth McMurry

**Address of Violation:** 115 S Mitchell

**Violation Type:** Grass

**Warning #:** CE8472

**Description of Violation and Actions Taken:** On 06/18//14 Code Enforcement Officer Kim Beard wrote a warning to correct violation at 115 S Mitchell for grass. Property was rechecked on 07/22/14 and 07/31/14 with no progress made. Certified and regular letters were mailed on 07/23/14 to address on file. Property was rechecked on 08/06/14 with little action taken. Additional rechecks were performed on 08/15/14, 08/25/14 and 09/05/14 with no progress. Final cleanup by city was completed on 09/23/14.

**Code Enforcement Officer:** Kim Beard

**Officer Signature:** \_\_\_\_\_

**Date:**

**Time:**



City of Conway, Arkansas  
Resolution No. R-14- \_\_\_\_\_

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

**WHEREAS**, in accordance with Ark. Code Ann. § 14-54-901, the City of Conway has corrected conditions existing on 1724/26 Robins 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 \$269.62 (\$217.84 + Penalty-\$21.78 + 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 28, 2014** in order to allow for service of the attached notice of same upon the listed property owners, by certified or publication as is necessary.

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

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

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

ADOPTED this 28<sup>th</sup> day of October, 2014.

**Approved:**

\_\_\_\_\_  
**Mayor Tab Townsell**

**Attest:**

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

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



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

## MEMO:

To: Mayor Tab Townsell  
CC: City Council Members

From: Missy Lovelady  
Date: October 21, 2014

Re: 1724/26 Robins St

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- July 17, 2014– Warning Violation written regarding grass, appliance/furniture in the yard by Kim Beard.
- Property Owner is listed as RKVC, LLC.
- Property was rechecked on 7/25/14 with little progress made.
- I spoke with Mr. Vamsi and he stated he would take care of it within the week.
- Additional recheck was made 8/4/14; 8/15/14; 8/25/14 with no progress.
- Certified and regular letters were mailed 8/27/14 to address on file and a notice was left by post office.
- Property was rechecked on 9/5/14 with no action taken.
- Final Cleanup completed on 9/10/14.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

If you have any questions please advise.

**City of Conway**  
**Code Enforcement**

1201 Oak Street  
Conway, Arkansas 72032  
[www.cityofconway.org](http://www.cityofconway.org)



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

September 19, 2014

**Parcel # 710-01157-000**

Vamsi Paruchuri  
1855 Poteete Dr  
Conway AR 72034

**RE: Nuisance Abatement at 1724/26 Robins, Conway AR**  
**Cost of Clean-Up, Amount Due: \$217.84**

Dear Mr. Vamsi,

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 28<sup>th</sup>, 2014 Meeting**, 6:30 p.m. located at 810 Parkway Street, the City Council will conduct a public hearing on three items:

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

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

Sincerely,

Missy Lovelady

# INVOICE

**City of Conway**  
Code Enforcement

DATE: OCTOBER 23, 2014

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

TO Vamsi Paruchuri  
1855 Poteete Dr  
Conway AR 72034

Description: Mowing/Clean-up/Admin Fees  
associated with the nuisance abatement at  
1724/26 Robins, Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Kim Beard	710-01157-000		October 28, 2014

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	1 Employee -Mowing/Cleanup	30.88	30.88
2	1 Employee -Mowing/Cleanup	26.50	53.00
2	1 Employee- Mowing/Cleanup	17.86	35.72
	Maintenance fee		
	Landfill fee (#492654)	32.63	32.63
1	Administrative Fee (Missy Schrag)	18.03	18.03
1	Administrative fee (Kim Beard)	15.36	15.36
1	Administrative Fee (Glenn Berry)	21.00	21.00
2	Certified Letter	5.13	10.26
2	Regular letter	.48	.96

- Total amount due after October 28, 2014 includes collection penalty & filing fees

TOTAL BY 10/28/14	\$217.84
TOTAL AFTER 10/28/14	\$269.62

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

**Conway Code Enforcement  
Incident Report**

**Date of Violation: 07/17/14**

**Violator Name: RKVC LLC**

**Address of Violation: 1724/1726 Robins St**

**Violation Type: Grass; Appliance/furniture in yard**

**Warning #: CE8543**

**Description of Violation and Actions Taken: On 07/17/14 Code Enforcement Officer Kim Beard wrote a warning to correct violations at 1724/1726 Robins for grass and appliance/furniture in yard. Property was rechecked on 07/25/14 with little progress made. Contact was made with Mr Vamsi, he stated he would take care of it within the week. Additional rechecks were made on 08/04/14, 08/15/14 and 08/25/14 with no progress. Certified and regular letters were mailed 08/27/14 to address on file. Property was rechecked on 09/05/14 with no action taken. Final cleanup by city was completed on 09/10/14.**

**Code Enforcement Officer: Kim Beard**

**Officer Signature: \_\_\_\_\_**

**Date:**

**Time:**



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

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

**WHEREAS**, in accordance with Ark. Code Ann. § 14-54-901, the City of Conway has corrected conditions existing on **2039 Independence** 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 **\$621.89** (\$538.08 + Penalty-\$53.81 + 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 28, 2014** in order to allow for service of the attached notice of same upon the listed property owners, by certified or publication as is necessary.

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

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

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

**ADOPTED** this 28<sup>th</sup> day of October, 2014.

**Approved:**

\_\_\_\_\_  
**Mayor Tab Townsell**

**Attest:**

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

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



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

## MEMO:

To: Mayor Tab Townsell  
CC: City Council Members

From: Missy Lovelady  
Date: October 21, 2014

Re: 2039 Independence

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- July 3, 2014– Warning Violation written regarding grass & rubbish/trash in the yard by Kim Beard.
- Property Owner is listed as Alice Jane Jones.
- Property was rechecked on 7/14/14 with little progress made.
- Additional rechecks were performed 7/23/14; 8/6/14; 8/15/14 with no progress.
- Certified and regular letters were mailed 8/19/14 to address on file and a notice was left by post office.
- Property was rechecked on 9/5/14 with no action taken.
- Final Cleanup completed on 9/18/14.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

If you have any questions please advise.

# INVOICE

## City of Conway Code Enforcement

DATE: SEPTEMBER 23, 2014

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

TO Alice Jane Jones  
2039 Independence Ave  
Conway, AR 72034

Description: Mowing/Clean-up/Admin Fees  
associated with the nuisance abatement at  
2039 Independence, Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Kim Beard	710-00080-000		October 28, 2014

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	1 Employee -Mowing/Cleanup	30.88	30.88
5	1 Employee -Mowing/Cleanup	26.50	132.50
4	1 Employee- Mowing/Cleanup	17.86	71.44
3	Maintenance fee (tractor)	15.00	45.00
	Landfill fee (#492914; 492923; 493334)		192.65
1	Administrative Fee (Missy Schrag)	18.03	18.03
1	Administrative fee (Kim Beard)	15.36	15.36
1	Administrative Fee (Glenn Berry)	21.00	21.00
2	Certified Letter	5.13	10.26
2	Regular letter	.48	.96

TOTAL BY  
10/28/14 \$538.08

- Total amount due after October 28, 2014 includes collection penalty & filing fees

TOTAL AFTER  
10/28/14 \$621.89

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](http://www.cityofconway.org)



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

September 23, 2014

**Parcel # 710-00080-000**

Alice Jane Jones  
2039 Independence Ave  
Conway AR 72034

**RE: Nuisance Abatement at 2039 Independence, Conway AR**  
**Cost of Clean-Up, Amount Due: \$538.08**

Dear Mrs. Jones,

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 28, 2014 Meeting**, 6:30 p.m. located at 810 Parkway Street, the City Council will conduct a public hearing on three items:

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

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

Sincerely,

Missy Lovelady

**Conway Code Enforcement  
Incident Report**

**Date of Violation: 07/03/14**

**Violator Name: Alice Jane Jones**

**Address of Violation: 2039 Independence**

**Violation Type: Grass; Rubbish/trash in yard**

**Warning #: CE8504**

**Description of Violation and Actions Taken: On 07/03/14, Code Enforcement Officer Kim Beard wrote a warning to correct violation at 2039 Independence for grass and rubbish/trash in yard. Property was rechecked on 07/14/14 with little progress made. Additional rechecks were performed on 07/23/14, 08/06/14 and 08/15/14 with no progress made. Certified and regular letters were mailed 08/19/14 to address on file. Property was rechecked on 09/05/14 with no action taken. Final cleanup by city was completed on 09/18/14.**

**Code Enforcement Officer: Kim Beard**

**Officer Signature: \_\_\_\_\_**

**Date:**

**Time:**



City of Conway, Arkansas  
Resolution No. R-14-\_\_\_\_\_

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

**Whereas**, in accordance with Ark. Code Ann. § 14-54-901, the City of Conway has corrected conditions existing on **4 Water Oak** 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 **\$1392.74** (\$1238.85 + Penalty-\$123.89 + 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 **September 24<sup>th</sup>, 2014** in order to allow for service of the attached notice of same upon the listed property owners, by certified or publication as is necessary.

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

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

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

**ADOPTED** this 28<sup>th</sup> day of October, 2014.

**Approved:**

\_\_\_\_\_  
**Mayor Tab Townsell**

**Attest:**

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

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



*Missy Lovelady*  
Administrative Assistant  
Phone: 501-450-6191  
Fax: 501-450-6144

## MEMO:

To: Mayor Tab Townsell  
CC: City Council Members

From: Missy Lovelady  
Date: September 15, 2014

Re: 4 Water Oak

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- January 14, 2014– Warning Violation written regarding rubbish/trash & vehicles/trailers in the yard by Tim Wells.
- Property Owner is listed as Roe Kinson McCasland Jr. (Ken)
- Property was rechecked on 1/31/14 & 2/19/14 with no progress made.
- Homeowner requested an additional 2 weeks to make corrections and this was granted.
- Property was rechecked again 2/27/14 & 3/12/14 with no progress.
- Certified and regular letters were mailed 3/20/14 to address on file and a notice was left by post office.
- Property was rechecked on 3/28/14 & 4/16; 21/2014 with no action taken.
- 5/15/14-scheduling cleanup, went by to speak with Ken and he stated he was moving and asked for another extension. This was granted with the agreement it would be corrected within 30 days. He agreed, therefore, cleanup was placed on hold.
- Property was rechecked 6/16/14 with no progress. Notice left for city cleanup.
- 6/20/14 @ 9:58am I spoke with Ken via phone to verify he received notice regarding the City cleanup. He confirmed.
- 6/25/14- Bart, Lynn & myself went for a final recheck prior to cleanup. Ken was outside claiming to be working on making corrections and stated again he was moving. Another extension was granted.
- Property recheck made on 7/2; 15; 28/2014 with no action taken.

- Final Cleanup performed on 8/13/2014, however, after 6 hours, 10 employees, a police officer and 3 large dumpsters later, due to the magnitude of the cleanup, there continues to be a portion of the NW corner of the lot that remains out of compliance with the understanding that Ken continues to state he is moving and will be taking these items with him and removing the tarps from the back yard. Along with the large pontoon boat with tarp that is parked in front of the garage. Surrounding neighbors came out clapping and thanking us for the work that was able to be conducted.
- 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 23, 2014

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

TO Ken McCasland  
 4 Water Oak  
 Conway, AR 72034

Description: Mowing/Clean-up/Admin Fees  
 associated with the nuisance abatement at  
 4 Water Oak, Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Kim Beard	710-05019-000		September 23, 2014

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
4	1 Employee -Mowing/Cleanup	30.88	123.52
4	1 Employee -Mowing/Cleanup	26.50	106.00
4	1 Employee- Mowing/Cleanup	17.90	71.60
4	1 Employee- Mowing/Cleanup	17.86	71.44
4	1 Employee- Mowing/Cleanup	16.22	64.88
4	1 Employee- Mowing/Cleanup	15.23	60.92
8	2 Employee- Mowing/Cleanup	10.48	83.84
4	Administrative Fee (Missy Schrag)	18.03	72.12
4	Administrative fee (Kim Beard)	15.36	61.44
4	Administrative Fee (Glenn Berry)	21.00	84.00
2	Certified Letter	5.13	10.26
2	Regular letter	.48	.96
	Landfill Fee (#489208;489170;489141;489283)	427.87	427.87

TOTAL BY 9/23/14 \$1238.85

- Total amount due after September 23, 2014 includes collection penalty & filing fees

TOTAL AFTER 9/23/14 \$1392.74

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](http://www.cityofconway.org)



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

August 14, 2014

**Parcel # 710-05019-000**

R Kinson McCasland JR  
4 Water Oak  
Conway, AR 72034

**RE: Nuisance Abatement at 4 Water Oak, Conway AR**  
**Cost of Clean-Up, Amount Due: \$1238.85**

Dear Mr. McCasland,

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 the **September 23, 2014** 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.

Sincerely,

Missy Schrag

**Conway Code Enforcement  
Incident Report**

**Date of Violation: 01/14/14**

**Violator Name: Roe Kinson McCasland Jr**

**Address of Violation: 4 Water Oak**

**Violation Type: Rubbish/Trash; Vehicles/Trailers in yard**

**Warning #: CE148156**

**Description of Violation and Actions Taken: On 01/14/14, Code Enforcement Officer Tim Wells wrote a warning to correct violation at 4 Water Oak for rubbish/trash; vehicles/trailers in yard. Property was rechecked on 01/31/14 and 02/19/14 with no progress made. Homeowner requested 2 weeks to make corrections and this was granted. Property was rechecked on 02/27/14 and 3/12/14 with no progress. Regular and certified letters were mailed on 03/20/14 to address on file. Property was rechecked on 03/28/14, 04/16/14 and 04/21/14 with no progress. Made contact with Ken on 05/15/14 at which time he asked for a 30 day extension which was granted. Property was rechecked on 06/16/14 with no progress. Left notice that city cleanup was being scheduled. Contacted Ken by phone on 06/20/14 to verify he knew cleanup was scheduled. He confirmed. Final check before cleanup was performed on 06/25/14. Ken was outside working in yard and stated again that he was preparing to move. Another extension granted. Property rechecks were made on 07/02/14, 07/15/14 & 07/28/14 with no action taken. Final cleanup was conducted by city on 08/13/14.**

**Code Enforcement Officer: Kim Beard**

**Officer Signature: \_\_\_\_\_**

**Date:**

**Time:**

BEFORE PICS:





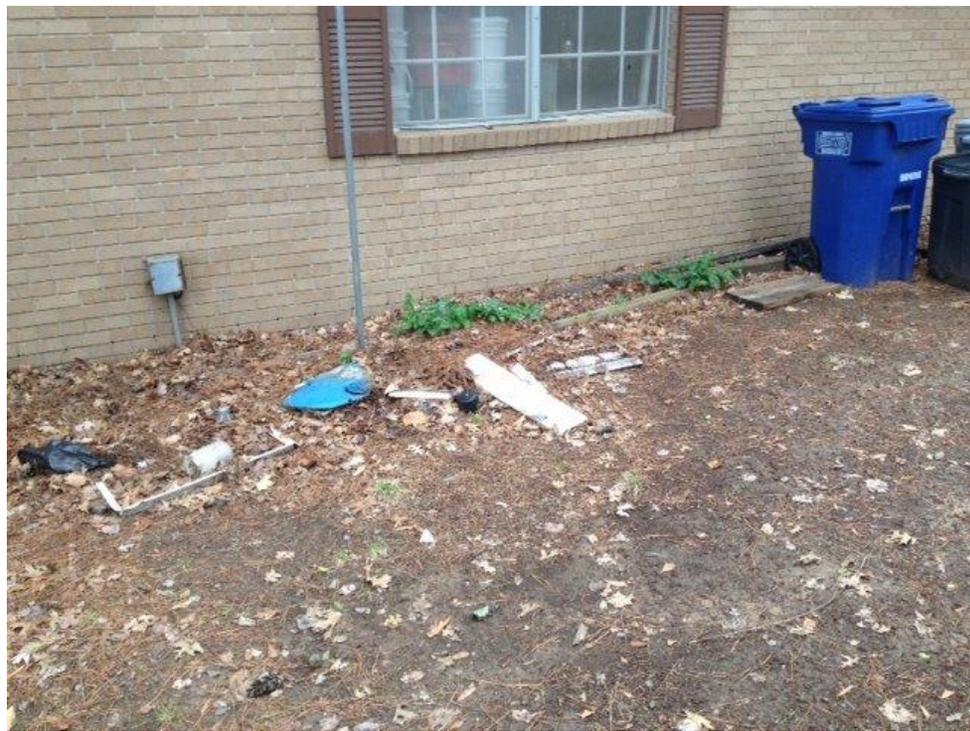




AFTER PIC:











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

**AN ORDINANCE AMENDING SECTIONS 201.1 AND 201.3 OF THE CONWAY ZONING ORDINANCE TO REZONE PROPERTY LOCATED AT 710 SOUTH COUNTRY CLUB ROAD FROM R-1 TO O-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 **R-1** symbols and indications as shown on the Zoning District Boundary Map in an area described as follows:

Commencing at a reading in the road at the Southwest corner of said SW¼ NE¼; thence along the West line of said SW¼ NE¼ N01°52'51"E, 277.22 feet (deeded 277.5') to a computed point, said point being the point of beginning; thence N01°52'51"E, 276.40 feet (deeded 277.50') to a computed point; thence S88°13'24"E, 315.08 feet (deeded 314.00') to a found 1" pipe; thence S02°18'41"W, 277.35 feet (deeded 277.50') to a found ¾" rebar; thence N88°03'08"W, 313.00 feet (deeded 314.00') to the point of beginning containing 2.00 acres more or less. to those of **C-3**, 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.

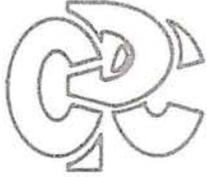
**PASSED** this 28<sup>th</sup> day of October, 2014.

**Approved:**

\_\_\_\_\_  
**Mayor Tab Townsell**

**Attest:**

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



# CONWAY PLANNING COMMISSION

---

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

October 21, 2014

Council Members  
Conway, AR 72032

Dear Council Members:

A request for a rezoning from R-1 to O-2 for property that is located at 710 South Country Club Road with the legal description:

A part of the SW $\frac{1}{4}$  NE $\frac{1}{4}$  of Section 15, T-5-N, R-14-W, Faulkner County, Arkansas, more particularly described as follows:

Commencing at a reading in the road at the Southwest corner of said SW $\frac{1}{4}$  NE $\frac{1}{4}$ ; thence along the West line of said SW $\frac{1}{4}$  NE $\frac{1}{4}$  N01°52'51"E, 277.22 feet (deeded 277.5') to a computed point, said point being the point of beginning; thence N01°52'51"E, 276.40 feet (deeded 277.50') to a computed point; thence S88°13'24"E, 315.08 feet (deeded 314.00') to a found 1" pipe; thence S02°18'41"W, 277.35 feet (deeded 277.50') to a found  $\frac{3}{4}$ " rebar; thence N88°03'08"W, 313.00 feet (deeded 314.00') to the point of beginning containing 2.00 acres more or less.

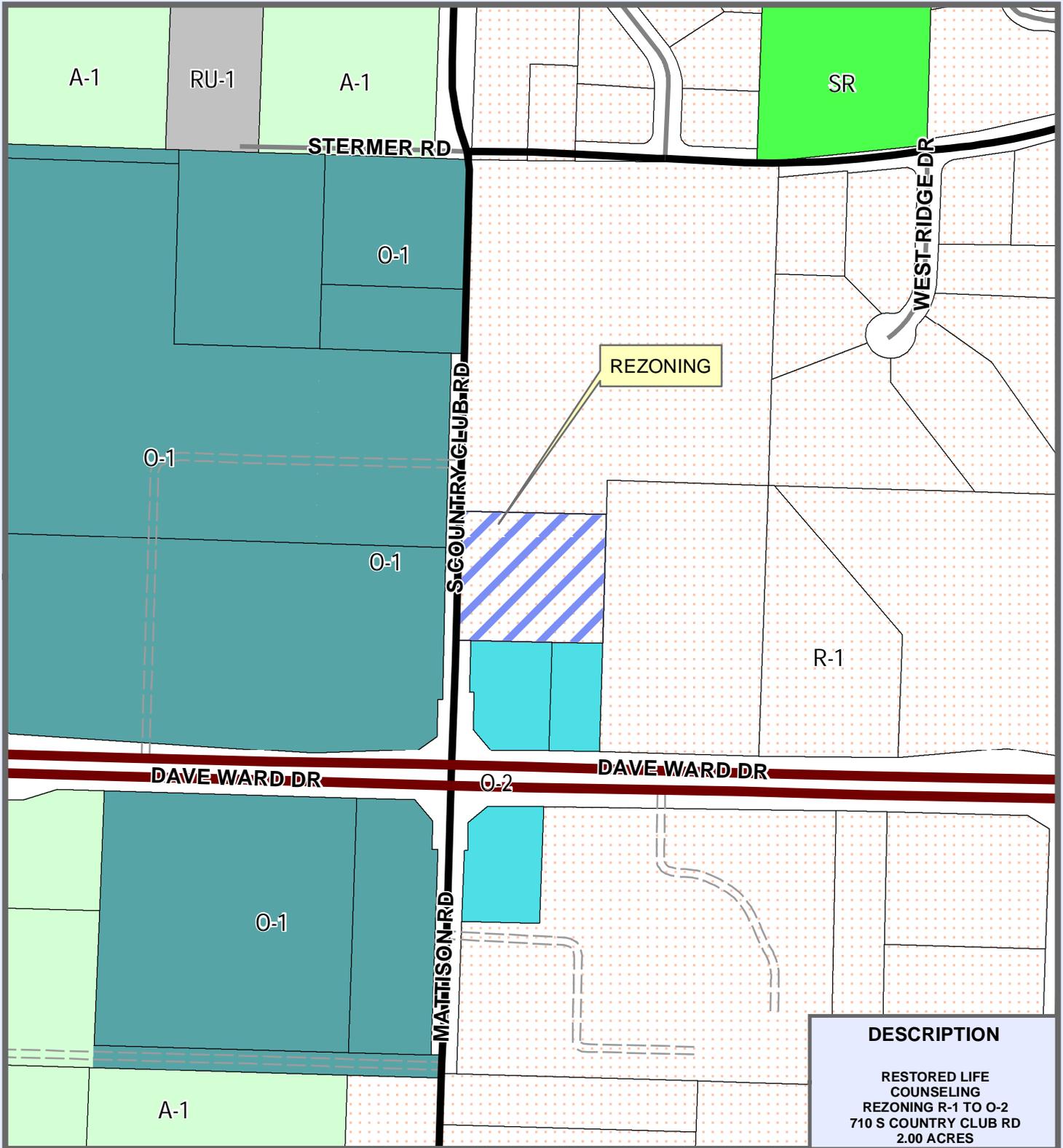
was reviewed by the Planning Commission at its regular meeting on October 20, 2014. The Planning Commission voted unanimously that the request be sent to the City Council with a recommendation for approval.

Submitted by,

Jeff Allender, Chair  
Planning Commission

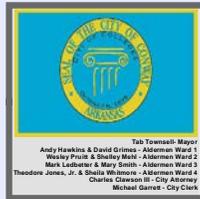
# CITY OF CONWAY

## RESTORED LIFE COUNSELING -- REZONING R-1 TO O-2



**DESCRIPTION**

**RESTORED LIFE  
COUNSELING  
REZONING R-1 TO O-2  
710 S COUNTRY CLUB RD  
2.00 ACRES**



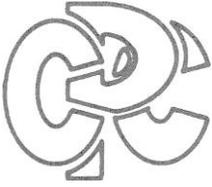
INTERSTATE	LOT LINE	Residential	Industrial
MAJOR ARTERIAL	STREAMS	R-1	I-1
MINOR ARTERIAL	LAKES & PONDS	R-2A	RU-1
COLLECTOR	CITY LIMITS	R-2	I-3
RESIDENTIAL		HR	RMH
PRIVATE ROAD		SR	
INTERSTATE RAMP		Commercial	Office
RAILROADS		C-1	O-1
		C-2	O-2
		C-3	O-3
		C-4	Special
			SP
			S-1
			A-1
			PLD
			TJ

Commercial	Office	Special
C-1	O-1	SP
C-2	O-2	S-1
C-3	O-3	A-1
C-4		PLD
		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  
LANDMARK HIS WEBSITE:  
gs.cityofconway.org (UNDER DEVELOPMENT)  
E-MAIL: Jason.Lyon@CityOfConway.org



# CONWAY PLANNING COMMISSION

---

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

October 21, 2014

Council Members  
Conway, AR 72032

Dear Council Members:

A request for a conditional use permit for MF-1 Density for property that is located in R-2A at 502 and 504 First Street with the legal description:

Lots 24, 25, and 26, Block 5, Harkrider Addition

was reviewed by the Planning Commission at its regular meeting on October 20, 2014. The Planning Commission voted 8 – 0 that the request be sent to the City Council with a recommendation for approval subject to the following conditions.

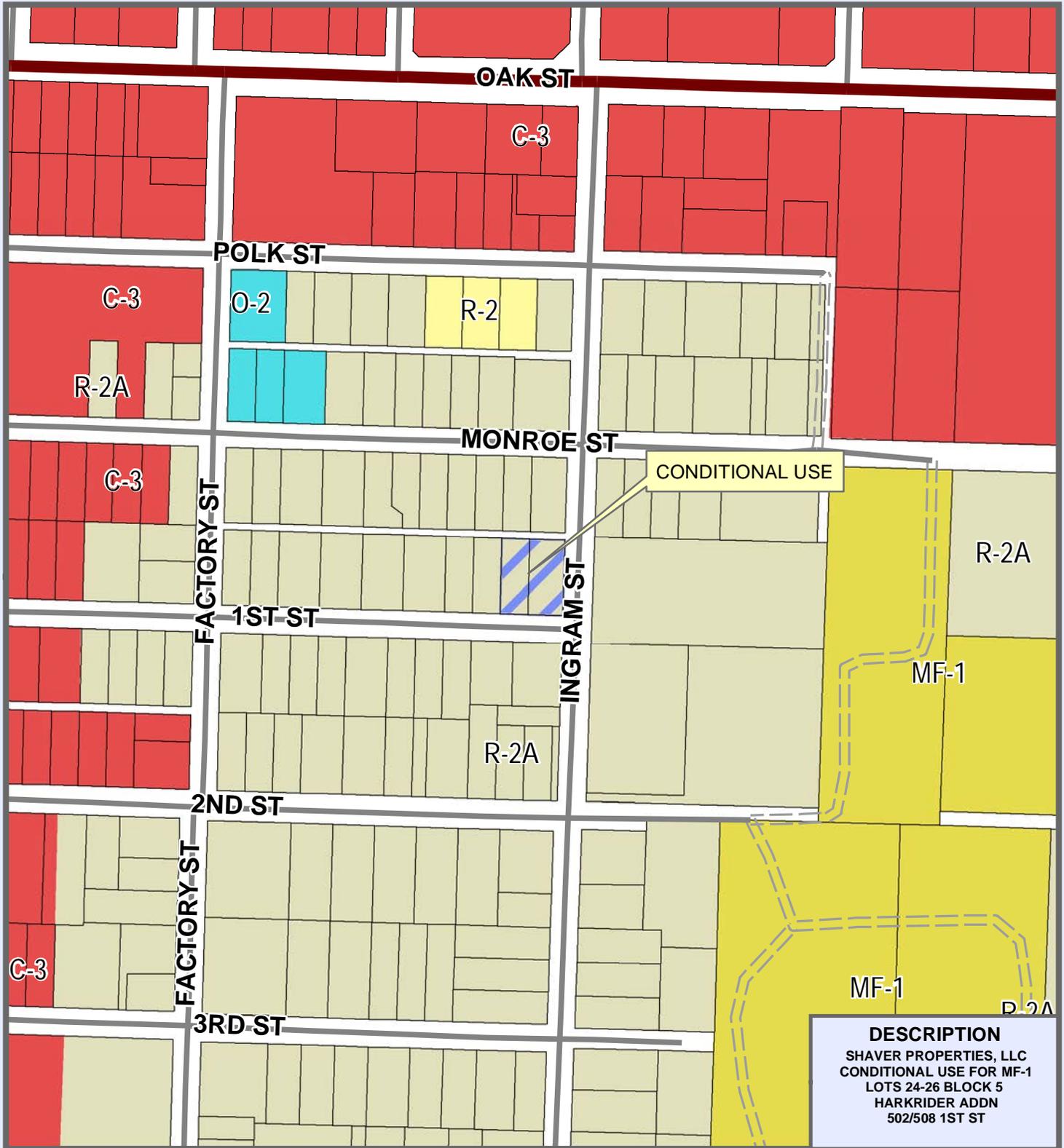
1. Property shall be re-platted for the new development.
2. Additional street right of way shall be dedicated as required.
3. Historic District Commission must approve any new construction.
4. Project is subject to Planning Department Development Review.
5. Three (3) residential units maximum are allowed.

Submitted by,

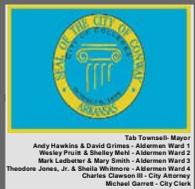
Jeff Allender, Chair  
Planning Commission

# CITY OF CONWAY

SHAVER PROPERTIES, LLC -- CONDITIONAL USE



**DESCRIPTION**  
**SHAVER PROPERTIES, LLC**  
**CONDITIONAL USE FOR MF-1**  
**LOTS 24-26 BLOCK 5**  
**HARKRIDER ADDN**  
**502/508 1ST ST**



INTERSTATE	LOT LINE
MAJOR ARTERIAL	STREAMS
MINOR ARTERIAL	LAKES & PONDS
COLLECTOR	CITY LIMITS
RESIDENTIAL	
PRIVATE ROAD	
INTERSTATE RAMP	
RAILROADS	

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	S-1
C-2	O-2	A-1	
C-3	O-3	PUD	
C-4		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  
 LANDMARK HIS WEBSITE:  
 gis.cityofconway.org (UNDER DEVELOPMENT)  
 E-MAIL: Jason.Lyon@CityOfConway.org



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

**AN ORDINANCE ACCEPTING GRANT PROCEEDS AWARDED TO THE CONWAY FIRE DEPARTMENT BOMB SQUAD, AND FOR OTHER PURPOSES:**

**Whereas**, Conway Fire Department has been awarded a grant (CFDA #97.067) in the amount of \$195,250 by the Arkansas Department of Emergency Management (ADEM) as the State Administrative Agency (SAA) for the Homeland Security Grand Program (HSGP) from the Department of Homeland Security Federal Emergency Management Agency (DHS FEMA); and

**Whereas**, the Conway Fire Department Bomb Squad requests acceptance of this grant in order to purchase monitoring and identification equipment, bomb suit helmet, x-ray equipment and robot equipment; and

**Whereas**, the Conway Fire Department Bomb Squad entered the competitive application process in September; and

**Whereas**, this grant is 100% reimbursable to the City of Conway.

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

**Section 1.** The City of Conway shall budget grant funds of \$195,250 in the Federal Grant Fund Revenue Account (399.000.4750) and transfer said funds into the Grant Machinery and Equipment expense account (399.131.5910).

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

**PASSED** this 28<sup>th</sup> day of October, 2014.

**Approved:**

\_\_\_\_\_  
**Mayor Tab Townsell**

**Attest:**

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



City of Conway  
Human Resources Department  
City Hall  
1201 Oak Street  
Conway, Arkansas 72032  
[www.cityofconway.org](http://www.cityofconway.org)

**Date:** October 21, 2014

**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

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**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, Untied Teachers Associates, Vision Service Plan (VSP), and Fidelity – Key Gap for the 2015 Plan Year. These voluntary benefits include life, accident, cancer, first diagnosis cancer, heart, short term disability and a 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 2015 plan year.

**FlexCo, Inc.**  
P.O. Box 2349  
Conway, AR 72033  
1-800-552-3605  
501-329-1127 (fax)

October 20, 2014

Ms. Lisa Mabry-Williams  
Director of Human Resources  
City of Conway  
1201 Oak Street  
Conway, AR 72032

Dear Lisa:

Please be advised that all of our vendors for supplemental insurance (Unum Life; American Heritage; United Teachers Associates; Vision Service Plan; and Fidelity - Key Gap) have notified us that there are no rate increases to be passed along to the City of Conway staff for the coming Plan Year of 2015. Additionally, FlexCo, Inc. will continue to provide Cafeteria Plan administration to the City of Conway at no charge.

Please let me know if you have any questions or need additional information. We appreciate your continued confidence in us.

Sincerely,



Barry Roe  
Agent

Cc: Mr. Jim Thompson – Benefit Partners, Inc.



City of Conway  
Human Resources Department  
City Hall  
1201 Oak Street  
Conway, Arkansas 72032  
[www.cityofconway.org](http://www.cityofconway.org)

**Date:** October 21, 2014

**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:** 457 Deferred Compensation

---

Our CFO, Tyler Winningham reviewed the companies that submitted responses to our RFQ for a 457 provider. Mr. Winningham believes that AXA would offer the best service to our employees with a local (Little Rock) representative, and a wide range of investment options.

His other recommendation is the US Conference of Mayors, they do not have a local representative but are a very qualified company. They contract with Great West which Mr. Winningham had experience with in Maumelle, and was satisfied with what they offered. Their closest representative is out of Springfield, Missouri.

AXA has a slightly higher asset charge rate and annual fee than the US Conference of Mayors.

This is an additional Deferred Compensation Plan option that will be offered to our employees in addition to the American Funds 457 Plan that the City has offered for many years.



City of Conway  
Human Resources Department  
City Hall  
1201 Oak Street  
Conway, Arkansas 72032  
[www.cityofconway.org](http://www.cityofconway.org)

**Date:** October 21, 2014

**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:** Fitness Facility Membership

---

### 365 Fitness

365 Fitness has provided fitness facility membership for City of Conway employees and retirees since 2006. They have lowered the price this year to \$14,500 plus tax (\$15,768.75). City employees and retirees will have 24 hours access to the gym. They also provide and meet the parking requirements for the fire department vehicles.

By providing a fitness facility membership at no cost to our employees we encourage and assist our employees in maintaining a healthy lifestyle.

We respectfully request that you approve the renewal of our contract with our fitness facility provider, Benefit 365 Fitness for the 2015 plan year.



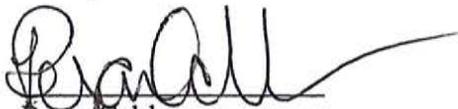
**404 South Harkrider St.  
Conway AR, 72034  
(501) 329-1488**

To whom it may concern,

365 Fitness is offering the city of Conway a one year gym membership in the amount of \$14,500 plus tax which comes out to **\$15,768.75**. City members will have 24 hour gym access only. The membership starts on December 31, 2014 and expires on December 31, 2015.



Anthony Sacomani



Ryan Cable



**404 South Harkrider St.  
Conway AR, 72034  
(501) 329-1488**

To whom it may concern,

As Co-Operators of the facility 365 Fitness located at 404 South Harkrider St. in Conway Arkansas. We would like to address our concerns in regards to the 24 hour gym access our establishment has offered the City of Conway for the past 9 years. The contribution we have made towards the city has been free of charge and at this time we are asking for a small reimbursement of \$14,500 (tax not included) for the following year to come.

365 Fitness offers a year membership to our customers for \$199 excluding taxes. Keep in mind this is per customer. A rough estimate of 500 City of Conway members paying \$199 for a year of gym access would total \$99,500. This is excluding taxes. However, with taxes the amount for these members would be over \$100,000. The total savings towards the City of Conway would be over \$84,500. A \$14,500 reimbursement would mean that each city member would obtain a year of 24 hour gym access for only \$29, which would be a monthly amount of \$2.42.

If granted this contribution of \$14,500, we would like to update our facility. Not only would cosmetic damages be tended to but equipment would be replaced, which would result in overall customer satisfaction. We would still offer designated parking spaces for the fire department, and of course all features we currently offer to all city members. We can guarantee that the City of Conway, as well as its members, will be pleased with the changes made at our facility. It is our sole purpose to cater to all customers and help educate the public in regards to living a healthy lifestyle. We have on hands staff and trainers who specialize in these areas and are always ready to provide a helping hand to any customer in need. Not only will this contribution provide for our gym and city members, but it will provide and give back to the community and the city of Conway.



City of Conway, Arkansas  
Monthly Financial Reports  
September 30, 2014

City of Conway  
 Monthly Financial Report - General Fund  
 For the month ended September 30, 2014



Revenues	Budget	Month	Year to	Encumbered	(Over)/Under	%
		Activity	Date		Budget	Expend/Collect
Ad Valorem Tax	2,960,000	62,948	1,129,745		1,830,255	38%
Payments in Lieu of Tax	25,000	13,427	19,417		5,583	78%
State Tax Turnback	1,995,402	352,293	1,755,146		240,256	88%
Sales Tax	17,350,000	1,429,428	12,370,721		4,979,279	71%
Beverage Tax	420,000	-	264,241		155,759	63%
Franchise Fees	2,655,000	188,915	1,857,871		797,129	70%
Airport Revenue	75,000	5,990	57,306		17,695	76%
Airport Fuel Sales .05 / GAL	10,000	768	5,834		4,166	58%
Permits	514,000	71,979	322,047		191,953	63%
ACIEA Revenues	-	2,148	4,606		(4,606)	-
Dog Tags & Fees	25,000	2,765	20,825		4,175	83%
Municipal Court Fines and Fees	990,000	77,875	876,030		113,970	83%
Law Enforcement	794,675	110,718	639,655		155,020	80%
Federal Grant Revenues	40,000	-	20,294		19,706	51%
State Grant Revenues	-	-	150,000		(150,000)	-
Parks	493,500	46,416	463,028		30,472	94%
Interest Income	5,200	1,756	13,625		(8,425)	262%
Insurance Proceeds	39,333	2,624	42,965		(3,632)	109%
Donations	9,020	-	18,244		(9,223)	202%
Act 833 Revenue	80,000	-	70,020		9,980	88%
Miscellaneous Revenues	185,772	3,217	121,430		64,342	65%
Transfers from Other Funds	423,000	35,250	317,250		105,750	75%
Loan Proceeds	3,500,000	-	3,500,000		-	100%
Fund Balance Appropriation	75,000	-	-		75,000	0%
<b>Total Revenues</b>	<b>32,666,402</b>	<b>2,408,611</b>	<b>24,041,797</b>	<b>-</b>	<b>8,624,604</b>	<b>74%</b>
<b>Expenditures</b>						
Admin (Mayor, HR)	538,628	32,577	374,724	7,557	156,347	70%
Finance	495,937	27,417	301,608	-	194,329	61%
City Clerk/Treasurer	181,599	10,710	99,876	-	81,723	55%
City Council	81,915	5,598	55,325	-	26,590	68%
Planning	361,696	26,629	262,945	382	98,370	73%
Physical Plant	517,870	36,415	337,534	1,492	178,843	65%
Fleet Maintenance	146,258	9,668	104,355	6,504	35,400	71%
Information Technology	853,926	58,307	613,463	51,866	188,597	72%
Airport	3,532,500	873,932	3,287,279	35,760	209,461	93%
Permits and Inspections	530,383	39,928	394,903	851	134,629	74%
Nondepartmental	641,289	26,092	537,825	4,310	99,153	84%
Police	10,991,359	884,204	8,037,800	60,257	2,893,302	73%
Animal Welfare	432,371	29,264	296,673	4,124	131,574	69%
Municipal District Court	856,518	61,152	617,544	1,457	237,516	72%
City Attorney	356,462	31,301	261,624	113	94,725	73%
Fire	9,163,428	677,209	6,579,092	71,418	2,512,918	72%
Parks	2,823,183	196,862	1,852,504	46,580	924,099	66%
	32,505,322	3,027,266	24,015,074	292,672	8,197,576	74%
Transfer to Reserve	500,000	-	-	-	500,000	0%
<b>Total Expenditures</b>	<b>33,005,322</b>	<b>3,027,266</b>	<b>24,015,074</b>	<b>292,672</b>	<b>8,697,576</b>	<b>73%</b>
<b>Net Revenue/(Expense)</b>	<b>(338,920)</b>		<b>26,723</b>			

\*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  
2014



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-14-02	1/14/14	Employee fitness center membership	16,238
O-14-13	1/28/14	Fire dept purchase of air compressor for breathing apparatuses	19,839
O-14-14	1/28/14	Additional MEMS subsidy	27,500
O-14-23	2/25/14	Purchase computers	25,548
O-14-25	3/18/14	Repair Planning Dept car	4,503
O-14-28	3/18/14	Purchase computers	107,359
O-14-41	5/13/14	Civil Service Commission expenses	8,751
O-14-67	8/12/14	Civil Service Commission expenses	16,500
			<u>\$ 226,238</u>

City of Conway  
 Balance Sheet - General Fund  
 For the month ended September 30, 2014



Cash - Operating	3,825,683
Cash - Reserve	1,000,000
Petty Cash	715
Taxes Receivable	2,500,000
Accounts Receivable	2,689,151
Due from Street	58,384
Fleet Inventory	15,539
Fuel Inventory	(4,562)
General Inventory	(1,388)
<b>Assets</b>	<b><u>10,083,523</u></b>
Accounts Payable	151,117
Insurance and Benefits Payable	30,412
Event Deposits	900
Due to Other Funds	21,551
Due to County - PILOT	368,927
Deferred Revenue	2,574,722
<b>Liabilities</b>	<b><u>3,147,629</u></b>
Fund Balance - Committed to cash flow	2,000,000
Fund Balance - Committed to reserve	1,000,000
Fund Balance - Unassigned	3,935,894
<b>Fund Balance</b>	<b><u>6,935,894</u></b>
<b>Total Liabilities &amp; Fund Balance</b>	<b><u>10,083,523</u></b>

\*All figures are unaudited

City of Conway  
 Monthly Financial Report - Street Fund  
 For the month ended September 30, 2014



	<u>Budget</u>	<u>Month Activity</u>	<u>Year to Date</u>	<u>Encumbered</u>	<u>(Over)/Under Budget</u>	<u>% Expend/Collect</u>
<b>Revenues</b>						
Ad Valorem Tax	1,450,000	32,610	519,876		930,124	36%
Payments in Lieu of Tax	15,000	-	-		15,000	0%
State Tax Turnback	3,402,296	296,955	2,643,792		758,504	78%
Severance Tax	250,000	33,947	260,015		(10,015)	104%
Sales Tax	245,000	20,029	173,727		71,273	71%
Sign Permits	500	-	240		260	48%
Engineering Fees	10,000	-	6,550		3,450	66%
Insurance Proceeds	-	-	10,116		-	-
Interest Income	3,500	1,634	13,617		(10,117)	389%
Miscellaneous Revenues	-	-	2,957		(2,957)	-
<b>Total Revenues</b>	<b>5,376,296</b>	<b>385,176</b>	<b>3,630,890</b>	<b>-</b>	<b>1,755,522</b>	<b>68%</b>
<b>Expenditures</b>						
Personnel Costs	2,137,888	146,624	1,512,751	-	625,137	71%
Other Operating Costs	<u>3,305,012</u>	<u>110,777</u>	<u>1,507,726</u>	<u>203,746</u>	<u>1,593,540</u>	<u>46%</u>
Total Operating Costs	5,442,900	257,401	3,020,477	203,746	2,218,676	55%
Capital Outlay	<u>289,000</u>	<u>4,006</u>	<u>247,136</u>	<u>-</u>	<u>41,864</u>	<u>86%</u>
<b>Total Expenditures</b>	<b>5,731,900</b>	<b>261,407</b>	<b>3,267,614</b>	<b>203,746</b>	<b>2,260,540</b>	<b>57%</b>
<b>Net Revenue/(Expense)</b>	<b>(355,604)</b>		<b>363,276</b>			

\*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  
2014



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-14-24	3/18/14	New part-time traffic data collector position	3,604
O-14-73	9/9/14	Match to Metroplan for adaptive traffic signals	27,000
			<u>\$ 30,604</u>

City of Conway  
Balance Sheet - Street Fund  
For the month ended September 30, 2014



Cash - Operating	2,498,886
Taxes Receivable	35,000
Accounts Receivable	1,613,174
Due from Other Funds	6,451
<b><i>Assets</i></b>	<b><u>4,153,541</u></b>
Accounts Payable	46,535
Due to General	58,384
Deferred Revenue	1,264,754
<b><i>Liabilities</i></b>	<b><u>1,369,673</u></b>
<b><i>Fund Balance</i></b>	<b>2,783,868</b>
<b><i>Total Liabilities &amp; Fund Balance</i></b>	<b><u>4,153,541</u></b>

\*All figures are unaudited

City of Conway  
 Monthly Financial Report - Sanitation  
 For the month ended September 30, 2014



	<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>
<b>Revenues</b>						
Sanitation Fees	9,120,000	769,597	6,560,427		2,559,573	72%
Proceeds - Recycled Materials	300,000	42,915	343,312		(43,312)	114%
Landfill Fees - General	240,000	18,777	178,179		61,821	74%
Insurance Proceeds	-	-	1,643		(1,643)	-
Interest Income	55,000	4,826	38,225		16,775	69%
Proceeds from Sale of Assets	-	-	495		(495)	-
Gain/Loss Disposal of Asset	-	-	(1,082)		1,082	-
Miscellaneous Revenues	-	1,368	2,316		(2,316)	-
<b>Total Revenues</b>	<b>9,715,000</b>	<b>837,483</b>	<b>7,123,515</b>	<b>-</b>	<b>2,591,485</b>	<b>73%</b>
<b>Expenditures</b>						
Personnel Costs	3,897,458	276,076	2,766,510	-	1,130,948	71%
Other Operating Costs	3,507,087	195,287	2,212,715	119,294	1,175,078	63%
Total Operating Costs	7,404,545	471,364	4,979,225	119,294	2,306,027	67%
Capital Outlay	2,674,843	-	275,125	699,690	1,700,028	10.3%
<b>Total Expenditures</b>	<b>10,079,388</b>	<b>471,364</b>	<b>5,254,350</b>	<b>818,984</b>	<b>4,006,054</b>	<b>52%</b>
<b>Net Revenue/(Expense)</b>	<b>(364,388)</b>		<b>1,869,166</b>			

\*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  
2014



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-14-88	9/23/14	Engineering for landfill gas exploration	101,545

City of Conway  
 Balance Sheet - Sanitation  
 For the month ended September 30, 2014



Cash - Operating	3,041,129
Petty Cash	200
Post Closure Cash Account	4,997,448
Due from Other Funds	14,365
General Inventory	2,122
Land & Buildings	2,914,029
Infrastructure	1,236,034
Machinery and Equipment	6,218,271
Vehicles	36,514
Computer Equip & Software	4,792
<b><i>Assets</i></b>	<b><u>18,464,906</u></b>
Accounts Payable	35,561
Salaries Payable	336,306
Net Pension Obligation	855,700
Accrued Interest Payable	32,255
2010 Recycling Note - US Bank	809,873
Landfill Close/Post Close	4,386,590
<b><i>Liabilities</i></b>	<b><u>6,456,284</u></b>
<b><i>Net Assets</i></b>	<b><u>12,008,622</u></b>
<b><i>Total Liabilities and Net Assets</i></b>	<b><u>18,464,906</u></b>

**\*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, 2014



	<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>
<b>Revenues</b>						
Airport Fuel Sales	286,000	75,729	75,729		210,271	26%
T-Hangar Rent	32,560	20,368	20,368		12,192	63%
Community Hangar Rent	6,000	-	-		6,000	0%
Ground Leases	20,250	-	-		20,250	0%
Miscellaneous Revenues	1,000	1,650	1,650		(650)	165%
<b>Total Revenues</b>	<b>345,810</b>	<b>97,747</b>	<b>97,747</b>	<b>-</b>	<b>248,063</b>	<b>28%</b>
<b>Expenditures</b>						
Personnel Costs	88,921	6,342	26,464	-	62,457	30%
Fuel for Resale	230,400	69,217	69,217	-	161,183	30%
Other Operating Costs	39,150	2,435	2,435	648	36,067	6%
Total Operating Costs	358,471	77,994	98,116	648	259,707	27%
Capital Outlay	-	-	-	-	-	0%
<b>Total Expenditures</b>	<b>358,471</b>	<b>77,994</b>	<b>98,116</b>	<b>648</b>	<b>259,707</b>	<b>27%</b>
<b>Net Revenue/(Expense)</b>	<b>(12,661)</b>		<b>(369)</b>			

\*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  
Balance Sheet - Airport  
For the month ended September 30, 2014



Cash - Operating	(6,157)
Accounts Receivable - Fuel Vendor	5,788
<b><i>Assets</i></b>	<b><i>(369)</i></b>
Accounts Payable	-
<b><i>Liabilities</i></b>	<b><i>-</i></b>
<b><i>Fund Balance</i></b>	<b><i>(369)</i></b>
<b><i>Total Liabilities &amp; Fund Balance</i></b>	<b><i>(369)</i></b>

\*All figures are unaudited