

City Council Members

Mayor Tab Townsell

City Attorney Michael Murphy

City Clerk/Treasurer Michael O. Garrett



Ward 1 Position 1 – Andy Hawkins
Ward 1 Position 2 – David Grimes
Ward 2 Position 1 – Mark Vaught
Ward 2 Position 2 – Shelley Mehl
Ward 3 Position 1 – Jim Rhodes
Ward 3 Position 2 – Mary Smith
Ward 4 Position 1 – Theodore Jones, Jr.
Ward 4 Position 2 – Shelia Whitmore

City Council Meeting - Tuesday, December 27th, 2011 @ 6:30pm
Judge Russell L. "Jack" Roberts District Court Building – 810 Parkway St., Conway, AR 72032
5:30pm - Committee Meeting: No Committee Meeting

Call to Order

Roll Call

Minutes: *December 6th, 2011 (Special City Council Meeting) & December 13th, 2011*

Announcements / Proclamations / Recognition: *Employee Service Awards
Presentation by Crews & Associates*

1. Report of Standing Committees:

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

1. Consideration to approve the purchase of right of way for the Prince Street Improvement at property located at 2611 Prince Street (Colvert Properties).

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

1. Consideration to approve the Sanitation Commercial Fee Chart.
2. Consideration to accept bids for Universal Refuse Roll Carts & Recycling Roll Carts for the Conway Sanitation Department.

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

1. Ordinance appropriating and accepting reimbursements and restitution funds from various entities for the City of Conway Police Department.
2. Consideration to enter into an agreement with the Conway Housing Authority for one fully equipped community policing officer.

D. Finance

1. Consideration to approve the November 2011 monthly financials for the Finance Department.
2. Ordinance to adopt the FY2012 budget for the City of Conway.

Old Business

New Business

Adjournment



City of Conway
Street and Engineering Department
100 East Robins Street
Conway, AR 72032

Ronnie Hall, P.E.
City Engineer
ronnie.hall@cityofconway.org
501-450-6165

December 19, 2011

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

Re: Prince Street Improvements -Western Ave. to Shady Lane
Colvert Right of Way Agreement

Dear Mayor Townsell;

We have received the appraisal report for the Colvert Properties at 2611 Prince (1,808 S.F.), 2625 Prince (5,961 S.F. + House) and 2611 Prince (872 S.F.). The estimated Just Compensation by our appraiser (Coats Appraisal Service) is \$170,000. This amount is a value between \$166,000 based on a sales comparison approach and \$175,000 based on an income approach. The house being acquired is 2,552 S.F and has served as a triplex rental unit.

The Colverts are willing to accept the income approach amount of \$175,000 for the settlement. To compensate them for the loss of parking space associated with 2611 Prince (white house) and available parking at 2615 Prince, an asphalt parking area is included in the Prince Street project. This parking lot also provides for cross access between the separate tracts.

I have attached the Sale Contract that is acceptable to the Colverts, an exhibit showing the right of way being taken and a portion of the appraisal.

I am requesting approval of this offer to purchase this right of way so that we may proceed to closing.

Please advise if you have questions or need additional information.

Sincerely,

Ronnie Hall, P.E.

JOB NAME: **Prince Street**

TRACT 27 (A, B, &C)

CONTRACT TO SELL
REAL ESTATE FOR HIGHWAY PURPOSES

Grantor: BSI Properties Partnership
Lundy & Linda Colvert
Address: 2611, 2615 & 2645 Prince Street
Conway, Arkansas 72034

Grantee: City of Conway

IN CONSIDERATION of the benefits that will inure to the Grantor(s) and the public, the undersigned does hereby give and grant to the City of Conway, of the State of Arkansas, upon the terms and conditions hereinafter stated, the right to purchase the following described real estate, situated in the County of Faulkner, to wit:

Parcel 27 A (Tract with white house – 2645 Prince)

A part of the NE 1/4, NW 1/4, Section 11, T-5-N, R-14-W. Faulkner County, Arkansas more particularly described as follows:

Commencing at the Northwest Corner of said NE 1/4, NW 1/4, Section 11 thence S01°36'45"W along the west line of said NE 1/4, NW 1/4, Section 11, 40.00 feet to the existing south right of way line of Prince Street; thence S88°29'27"E along said south right of way line, 17.06 feet to the Point of Beginning; thence continuing along said south right of way line S88°29'27"E, 84.94 feet to the Northwest Corner of Lot 1 Childrens Center Addition; thence S01°36'45"W, along the west line of said Lot 1 49.95 feet: thence along the arc of a curve to the right having a radius of 95.00 feet and a chord bearing N52°16'55"W, 29.63 feet; thence along a the arc of a curve to the left having a radius of 140.00 feet and a chord bearing N48°28'58"W, 25.29; thence N67°12'25"W, 44.64 feet to the Point of Beginning and containing 0.042 acres (1,808 Square Feet) more or less.

Parcel 27 B (Tract with Brown House - 2615 Prince)

A part of Lot 1 Childrens Center Addition as shown in Plat Book H Page 150 in the office of Circuit Clerk and Recorded Faulkner County Court House and being situated in the NE 1/4, NW 1/4, Section 11, T-5-N, R-14-W. Faulkner County, Arkansas more particularly described as follows:

Beginning at the Northwest Corner of said Lot 1 Childrens Center Addition thence S88°29'27"E along the north line of said Lot 1 110.60 feet to the Northeast Corner of said Lot 1; thence S01°37'40"W, along the east line of said Lot 1 33.40 feet: thence along the arc of a curve to the left having a radius of 73.5 feet and a chord bearing S53°13'39"W, 6.45 feet; thence along a the arc of a curve to the right having a radius of 95.00 feet and a chord bearing S84°43'40"W, 106.29 to the west line of said Lot 1; thence N01°36'45"W, 49.95 feet along said west line to the Point of Beginning and containing 0.137 acres (5,961 Square Feet) more or less.

Parcel 27 C (Tract with Childrens Center Building - 2611 Prince)

A part of Lot 2 Childrens Center Addition as shown in Plat Book H Page 150 in the office of Circuit Clerk and Recorded Faulkner County Court House and being situated in the NE 1/4, NW 1/4, Section 11, T-5-N, R-14-W. Faulkner County, Arkansas more particularly described as follows:

Beginning at the Northeast Corner of said Lot 2 Childrens Center Addition thence S01°37'40"W, along the east line of said Lot 2 19.89 feet; thence S82°50'29"W, 3.18 feet; thence along the arc of a curve to the left having a radius of 73.5 feet and a chord bearing S69°17'34"W, 34.44 feet to east line of said Lot 1; thence N01°37'40"W, 33.40 feet along said east line Lot 1 to the Point of Beginning and containing 0.020 acres (873 Square Feet) more or less.

PAYMENT DUE ----- \$175,000.00
(Appraised value offered by the City for real estate, including damages, if any, to the remainder; to be paid after approval of title and execution of a deed as hereinafter provided).

In addition, the following considerations are included as commitments of the City of Conway:

1. Construct a 75' x 64' asphalt paved and curbed parking area between the Childers Center building and Roundabout as near to the Prince Street right of way as possible.
2. Relocate sign on residual property near northeast corner of property..
3. Replace decorative fence across the frontage of 2645 Prince (Reimburse owner for replacement cost).

The City shall have the irrevocable right to exercise the "Contract to Sell" at any time within ninety (90) days from date; and it is agreed that if within the time above specified, the said City shall declare its intention to exercise this "Contract to Sell" including the right to purchase said land, the Grantor(s) will execute and sign a General Warranty Deed when presented by the City and receive payment of the stated "Payment Due" from the said City, less any amount that may be found due and payable to any mortgagee. It is expressly understood that the said City shall not be obligated further unless stated herein to wit:

It is understood and agreed that closing costs will not accrue to the Grantor(s) as the Grantee's Attorney will prepare the necessary documents for closing and the Grantee will pay the cost of recording all instruments conveying title to the City of Conway.

Grantor(s) further agrees neither to sell nor encumber the said real estate during the term of the "Contract to Sell".

The City of Conway is hereby authorized and directed to make payment of the purchase funds for the conveyance to BSI Partnership.

Dated this _____ day of January, 2012

Signature

Fed. I.D.# /SS# _____

Signature

Fed. I.D.# /SS# _____

Signature

Fed. I.D.# /SS# _____

Signature

Fed. I.D.# /SS# _____



SUMMARY APPRAISAL REPORT

Colvert & BSI Properties
LOCATED AT OR ADJACENT TO
2611, 2615 & 2645 Prince St.
Conway, AR 72034
Part of Sec. 11, T5N, R14W

PREPARED FOR
Ronnie Hall
City Engineer, City of Conway
1201 Oak
Conway, AR 72032

AS OF

November 23, 2011

BY
David K. Heffington, CG 1316
COATS APPRAISAL SERVICE, INC.
394 HIGHWAY 65 NORTH
CONWAY, ARKANSAS 72032
PHONE 327-7301

November 23, 2011

Ronnie Hall
City of Conway
1201 Oak
Conway, AR 72032

Mr. Hall:

Re: Appraisal of a 3 contiguous land tracts currently owned by BSI Property Partnership & Lundy & Lynda Colvert. The sites are located at or adjacent to 2611, 2615, & 2645 Prince St., Conway, Arkansas. The client and the intended user of the report will be Ronnie Hall, City Engineer, City of Conway.

I have inspected the site, researched the market, and appraised property located at the above location in Conway, AR. The **purpose** of the appraisal is to develop an opinion of Market Value of the subject property with any site improvements, as of November 23, 2011. It is assumed that title is held in Fee Simple. The last date of inspection was November 23, 2011. The **function** of the report is for Right of Way acquisition consideration.

The report that follows includes a full discussion of value, the approaches to value used, my analysis, and a discussion of the factors considered. Pertinent data will be included in the enclosed report and my files. The report has sufficient information as to not confuse the reader of the report. This is a summary appraisal report that has been completed based on the scope of work that has been requested by the client. The date of value is the date of the most recent inspection. I have no interest in the real property and my fee is not based on upon a pre determined value.

The client provided a legal description of the tracts. In addition, aerial photos outlining the boundaries (approximate) of the property were provided, as well as other data used in developing the opinions derived herein. I also obtained Tax Assessor's records, etc. as part of the process. The extraordinary assumption is therefore made that this information is complete and accurate.

It is my opinion that the Market Value of the subject property as of November 23, 2011 is **\$170,000.**

ONE HUNDRED SEVENTY THOUSAND DOLLARS (\$170,000)

The estimate of value is subject to the Certification and Limitations that are a part of the Appraisal Report. If you have any questions regarding this appraisal report, please call me. Thank you for giving me the opportunity to provide this service to you.

Respectfully Submitted,



David K. Heffington, CG 1316

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SUMMARY OF INFORMATION

SUMMARY OF SALIENT FACTS

Property: At or Adjacent to 2611, 2615, & 2645
Prince Street
Conway, AR 72034

Gross Building Area: 2552 SF (Per Tax Assessor Sketch)

Gross Land Area: 8,642 SF +/- Per Info From Client

Legal Description: Part of Sec. 11, T5N, R14W

Zoning: O-2

Highest and Best Use Commercial Development

Value

Indications:

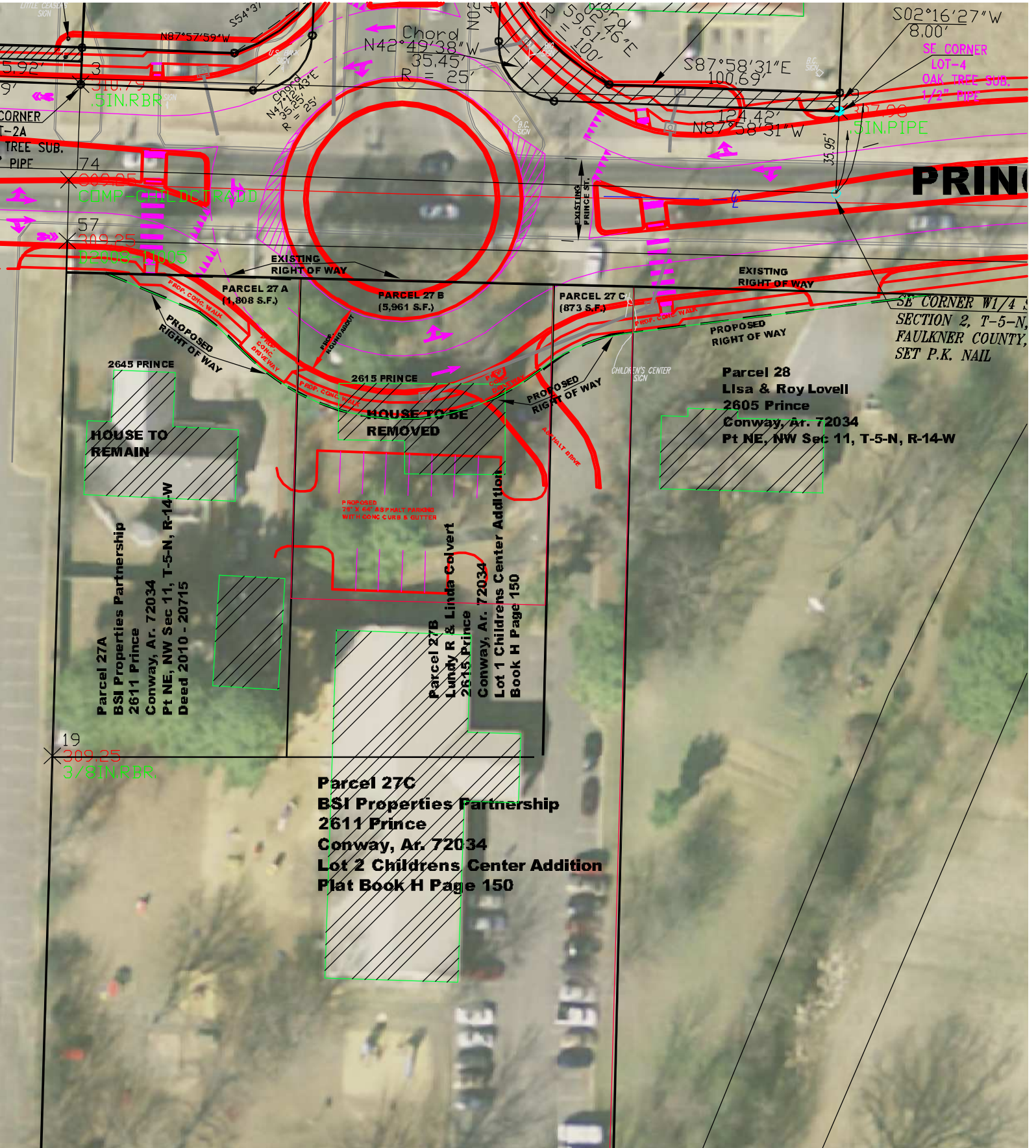
Cost Approach: \$ N/A
Sales Comparison Approach: \$ 166,000
Income Approach: \$ 175,000

Final Value Estimate: \$ 170,000

Appraiser: David K. Heffington, CG 1316
Coats Appraisal Service, Inc.
394 Highway 65 North
Conway, AR. 72032

Client & Intended User Mr. Ronnie Hall
City of Conway
1201 Oak
Conway, AR 72034

Intended Use (Purpose) Right of Way Acquisition



PRINCE

SE CORNER W1/4 SECTION 2, T-5-N, FAULKNER COUNTY, SET P.K. NAIL

Parcel 28
 Lisa & Roy Lovell
 2605 Prince
 Conway, Ar. 72034
 Pt NE, NW Sec 11, T-5-N, R-14-W

HOUSE TO BE REMOVED

HOUSE TO REMAIN

Parcel 27A
 BSI Properties Partnership
 2611 Prince
 Conway, Ar. 72034
 Pt NE, NW Sec 11, T-5-N, R-14-W
 Deed 2010 - 20715

Parcel 27B
 Lundy R & Linda Colver
 2615 Prince
 Conway, Ar. 72034
 Lot 1 Childrens Center Addition
 Book H Page 150

Parcel 27C
 BSI Properties Partnership
 2611 Prince
 Conway, Ar. 72034
 Lot 2 Childrens Center Addition
 Plat Book H Page 150

19
 309.25
 3/8IN.RBR.

57
 309.25
 3/8IN.RBR.

74
 309.05
 COMP. - CONC. TRADD

PARCEL 27 A
 (1,808 S.F.)

PARCEL 27 B
 (5,961 S.F.)

PARCEL 27 C
 (873 S.F.)

2645 PRINCE

2615 PRINCE

2605 PRINCE

PROPOSED RIGHT OF WAY

PROPOSED RIGHT OF WAY

PROPOSED RIGHT OF WAY

EXISTING RIGHT OF WAY

EXISTING RIGHT OF WAY

PROPOSED RIGHT OF WAY

EXISTING PRINCE ST.

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PROPOSED RIGHT OF WAY

5IN.RBR.

5IN.PIPE

PROPOSED CONC. DRIVEWAY

PROPOSED CONC. DRIVEWAY

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PROPOSED CONC. DRIVEWAY

554°31'

N87°57'59"W

5.92'

310.79'

309.05'

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59,161.46'E

R = 100'

S87°58'31"E

100.69'

121.42'

N87°58'31"W

35.95'

S02°16'27"W

8.00'

N42°49'38"W

35.45'

R = 25'

N42°49'38"W

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N42°49'38"W

35.45'



CITY OF CONWAY
SANITATION DEPARTMENT

*P.O. Box 915
4550 Hwy. 64 West
Conway, AR 72033
(501) 450-6155
Fax: (501) 450-6157*

Cheryl Harrington
Director

December 21, 2011

Mayor Tab Townsell
1201 Oak Street
Conway, Ar. 72032

Re: Commercial Fee Chart

Dear Mayor Townsell,

Please find a revised fee chart for the Commercial Fees for the Conway Sanitation Department. The last chart submitted did not have the correct stoppage fee.

Please advise if you have questions or need additional information.

Sincerely,

Cheryl Harrington
Director

Conway Sanitation Commercial Customers Monthly Fees

2 Yard Dumpsters

# of Dumpsters	1x/wk	2x/wk	3x/wk	4x/wk	5x/wk	6x/wk	Rental Fees
1	\$55.92	\$116.64	\$180.48	\$240.64	\$315.20	\$386.40	\$30.00
2	\$108.64	\$224.64	\$362.40	\$483.20	\$604.00	\$724.80	\$60.00
3	\$164.48	\$354.40	\$531.60	\$708.80	\$886.00	\$1,063.20	\$90.00
4	\$216.64	\$467.20	\$700.80	\$934.40	\$1,168.00	\$1,401.60	\$120.00
5	\$283.20	\$580.00	\$870.00	\$1,160.00	\$1,450.00	\$1,740.00	\$150.00
6	\$346.40	\$692.80	\$1,039.20	\$1,385.60	\$1,732.00	\$2,078.40	\$180.00

3 Yard Dumpsters

# of Dumpsters	1x/wk	2x/wk	3x/wk	4x/wk	5x/wk	6x/wk	Rental Fees
1	\$83.48	\$172.48	\$271.68	\$370.40	\$463.00	\$555.60	\$30.00
2	\$164.48	\$354.40	\$531.60	\$708.80	\$886.00	\$1,063.20	\$60.00
3	\$255.68	\$523.60	\$785.40	\$1,047.20	\$1,309.00	\$1,570.80	\$90.00
4	\$346.40	\$692.80	\$1,039.20	\$1,385.60	\$1,732.00	\$2,078.40	\$120.00
5	\$431.00	\$862.00	\$1,293.00	\$1,724.00	\$2,155.00	\$2,586.00	\$150.00
6	\$515.60	\$1,031.20	\$1,546.80	\$2,062.40	\$2,578.00	\$3,093.60	\$180.00

6 Yard Dumpsters

# of Dumpsters	1x/wk	2x/wk	3x/wk	4x/wk	5x/wk	6x/wk	Rental Fees
1	\$164.48	\$354.40	\$531.60	\$708.80	\$886.00	\$1,063.20	\$53.00
2	\$346.40	\$692.80	\$1,039.20	\$1,385.60	\$1,732.00	\$2,078.40	\$106.00
3	\$515.60	\$1,031.00	\$1,546.80	\$2,062.40	\$2,578.00	\$3,093.60	\$159.00
4	\$684.80	\$1,369.60	\$2,054.40	\$2,739.20	\$3,424.00	\$4,108.80	\$212.00
5	\$854.00	\$1,708.00	\$2,562.00	\$3,416.00	\$4,270.00	\$5,124.00	\$265.00
6	\$1,023.20	\$2,046.40	\$3,069.60	\$4,092.80	\$5,116.00	\$6,139.20	\$318.00

8 Yard Dumpsters

# of Dumpsters	1x/wk	2x/wk	3x/wk	4x/wk	5x/wk	6x/wk	Rental Fees
1	\$216.64	\$467.20	\$700.80	\$934.40	\$1,168.00	\$1,401.60	\$83.00
2	\$459.20	\$918.40	\$1,377.60	\$1,836.80	\$2,296.00	\$2,755.20	\$166.00
3	\$684.80	\$1,369.60	\$2,054.40	\$2,739.20	\$3,424.00	\$4,108.80	\$249.00
4	\$910.40	\$1,820.80	\$2,731.20	\$3,641.60	\$4,552.00	\$5,462.40	\$332.00
5	\$1,136.00	\$2,272.00	\$3,408.00	\$4,544.00	\$5,680.00	\$6,816.00	\$415.00
6	\$1,361.60	\$2,723.20	\$4,084.80	\$5,446.40	\$6,808.00	\$8,169.60	\$498.00



CITY OF CONWAY
SANITATION DEPARTMENT

*P.O. Box 915
4550 Hwy. 64 West
Conway, AR 72033
(501) 450-6155
Fax: (501) 450-6157*

Cheryl Harrington
Director

December 9, 2011

Mayor Tab Townsell
1201 Oak Street
Conway, AR 72032

Re: Universal Refuse Roll Carts & Recycling Roll Carts

Dear Mayor Townsell,

Bids were submitted on Wednesday December 7, 2011 at City of Conway City Hall for 96 Gallon Universal Refuse and Recycling Roll Carts. Three bids were submitted:

Rehig-Pacific Company	\$46.14 ea
Toter Incorporated	\$46.77 ea
Ameri-Kart	\$47.50 ea

I recommend accepting Bid #2 from Toter, Inc for \$46.77 ea, these are the carts we currently use and they have a lower maintenance cost.

Please advise if you have questions or need additional information.

Sincerely,

Cheryl Harrington
Sanitation Director

BID SUMMARY

96 gallon Universal Refuse and Recycling Roll Carts
Bid #2012-09

Bid #1 submitted by Rehrig Pacific Company
\$46.14 each
Bid price held 90 Days
Delivery time 30 Days after receipt of order

Bid #2 submitted by Toter Incorporated
\$46.77 each
Bid price held 60 Days after bid opening date
Delivery time 4 Weeks

Bid #4 submitted by Ameri-Kart
\$47.50 each
Bid price held through 12/31/2012
Delivery time 30-40 days ARO

I recommend the bid from Toter Incorporated for \$46.77 each, these are the carts we currently use and they have a lower maintenance cost.



City of Conway Sanitation Department
2012-09 Universal Refuse Roll Carts (Green)
Bid Opening Date: December 7th, 2011
City Hall - Downstairs Conference Room @ 10:00am
www.cityofconway.org

Unsigned bids will not be considered

Authorized Agent Bidding on this project:

Rehrig Pacific Company

Company Name

Todd Weitekamp

Company Representative Name

Lisa Perkins, Municipal Contract Mgr.

Representative's Signature

625 W. Mockingbird Lane

TWeitekamp@RehrigPacific.com

Address

Email Address

Dallas,

TX

75247

City

State

Zip

Todd Weitekamp Cell: 814-860-1398

Donna McGowan Customer Service: 800-241-9693 770-339-4840

Telephone Number

Fax Number

12/5/11

Date



City of Conway Sanitation Department
2012-09 Universal Refuse Roll Carts (Green)
& Recycling Carts (Blue)
Bid Opening Date: Wednesday, December 7th, 2011
City Hall - Downstairs Conference Room @ 10:00am

BIDDER SUBMITTAL FORM

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
1	Green 96 Gallon Mobile Refuse containers per the attached specifications	\$ <u>46.14</u>	\$ <u>46.14</u> each
<u>Mfg. /Model Bid:</u> <u>Rehrig Pacific Company ROC-95NB</u>			
	<u>TOTAL BID</u>	\$ <u>46.14</u>	

Item	Description	Unit Price	Total Price
2	Blue 96 Gallon Recycling containers per the attached specifications	\$ <u>46.14</u>	\$ <u>46.14</u> Each
<u>Mfg. /Model bid:</u> <u>Rehrig Pacific Company ROC-95NB</u>			
	<u>Total Bid</u>	\$ <u>46.14</u>	

Min. Order Quantity = 486 Carts

Prices quoted must be held firm for sixty (60) days to allow for evaluation. Indicate specific date that prices can be held through: 90 days then adjusted by Resin Escalator/De-Escalator. See attached.

Quote F.O.B. City of Conway, AR. Delivery time may be a major consideration in determining the lowest responsible bid. Indicate delivery date: 30 Days After Receipt of Order (ARO)

Protest regarding this bid must be submitted in writing to the Sanitation Director, Cheryl Harrington within five (5) working days of the opening of the bid.



City of Conway Sanitation Department
2012-09 Universal Refuse Roll Carts (Green)
Bid Opening Date: December 7th, 2011
City Hall - Downstairs Conference Room @ 10:00am
www.cityofconway.org

Unsigned bids will not be considered

Authorized Agent Bidding on this project:

Toter Incorporated

Company Name

Laura P. Gates, Vice President, Contract Management

Company Representative Name

Laura P. Gates

Representative's Signature

841 Meacham Road
Address

kclark@toter.com; Kellie K. Clark, Manager,
Bids & Contracts Email Address

Statesville
City

NC
State

28677
Zip

704-872-8171/800-424-0422
Telephone Number

704-872-8171
Fax Number

December 5, 2011
Date



City of Conway Sanitation Department
 2012-09 Universal Refuse Roll Carts (Green)
 & Recycling Carts (Blue)
 Bid Opening Date: Wednesday, December 7th, 2011
 City Hall - Downstairs Conference Room @ 10:00am

BIDDER SUBMITTAL FORM

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
1	Green 96 Gallon Mobile Refuse containers per the attached specifications	\$ <u>46.77*</u>	\$ <u>116,925.00</u> for 2,500 Green garbage carts*

Mfg. /Model Bid:

Toter/Model 79296 - EVR II Universal/Nestable 96 Gallon Carts

TOTAL BID \$ 116,925.00

Item	Description	Unit Price	Total Price
2	Blue 96 Gallon Recycling containers per the attached specifications	\$ <u>46.77*</u>	\$ <u>70,155.00</u> for 1,500 Blue recycling carts*
<u>Mfg. /Model bid: Toter/Model 79296 - EVR II Universal/Nestable 96 Gallon Carts</u>			
<u>Total Bid</u>		\$ <u>70,155.00</u>	

Prices quoted must be held firm for sixty (60) days to allow for evaluation. Indicate specific date that prices can be held through: 60 days after bid opening date.

Quote F.O.B. City of Conway, AR. Delivery time may be a major consideration in determining the lowest responsible bid. Indicate delivery date: 4 weeks after receipt of written purchase order.

Protest regarding this bid must be submitted in writing to the Sanitation Director, Cheryl Harrington within five (5) working days of the opening of the bid.

*Pricing is based on orders placed in lots of truckload quantities of 588 Model 79296 carts per truckload. Orders placed for other than lots of truckload quantities may be made, but may be subject to additional freight.

*Add \$1.00 per cart for Special Granite color body with solid color lid.



City of Conway Sanitation Department
2012-09 Universal Refuse Roll Carts (Green)
Bid Opening Date: December 7th, 2011
City Hall - Downstairs Conference Room @ 10:00am
www.cityofconway.org

Unsigned bids will not be considered

Authorized Agent Bidding on this project:

Ameri-Kart

Company Name

Doug Eick

Company Representative Name

Doug Eick

Representative's Signature

8918 W. 21st St. N

Address

deck@amerikart.com

Email Address

Wichita

City

KS

State

67205

Zip

316 796 0485

Telephone Number

316 796 0380

Fax Number

12-2-11

Date



City of Conway Sanitation Department
2012-09 Universal Refuse Roll Carts (Green)
& Recycling Carts (Blue)
Bid Opening Date: Wednesday, December 7th, 2011
City Hall - Downstairs Conference Room @ 10:00am

BIDDER SUBMITTAL FORM

Option: Quarterly Price Adjustment
See attached Resin Price Adjustment

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
1	Green 96 Gallon Mobile Refuse containers per the attached specifications	\$ <u>47.50</u>	\$ <u>118,750.00</u>

Mfg. /Model Bid:

Ameri-Kart Boss-Kart

TOTAL BID \$ 118,750.00

Item	Description	Unit Price	Total Price
2	Blue 96 Gallon Recycling containers per the attached specifications	\$ <u>47.50</u>	\$ <u>71,250.00</u>

Mfg. /Model bid: Ameri-Kart Boss Kart

Total Bid \$ 71,250.00

Prices quoted must be held firm for sixty (60) days to allow for evaluation. Indicate specific date that prices can be held through: Mar. 31, 2012

Quote F.O.B. City of Conway AR. Delivery time may be a major consideration in determining the lowest responsible bid. Indicate delivery date: 30-40 days ARO (Truckload Q'tys)

Protest regarding this bid must be submitted in writing to the Sanitation Director, Cheryl Harrington within five (5) working days of the opening of the bid.



**City of Conway, Arkansas
Ordinance No. O-11-____**

AN ORDINANCE APPROPRIATING & ACCEPTING REIMBURSEMENTS AND RESTITUTION FUNDS FROM VARIOUS ENTITIES FOR THE CITY OF CONWAY POLICE DEPARTMENT; AND FOR OTHER PURPOSES

WHEREAS, the City of Conway Police Department has received reimbursement funds from the following entities:

US Federal Treasury	\$1,999.90	Reimbursement from Secret Service for equipment
City of Vilonia	\$6,126.16	Tornado Relief Efforts
AR DFA	\$ 317.82	EUDL grant reimbursement funds

WHEREAS, the Conway Police Department needs these funds to replenish their expenditure accounts;

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

SECTION 1. The City of Conway shall accept reimbursement funds totaling \$1999.90 from US Federal Treasury Department and appropriate from Revenue account, 001.121.4799 to the following Police Department’s expenditure accounts:

001.121.5610	\$ 1339.00	Office Supplies
001.121.5910	\$ 660.90	Capital Equipment

SECTION 2. The City of Conway shall accept \$6126.16 from the City of Vilonia and appropriate from Revenue Account, 001.121.4799, to the following Police Department’s expense accounts:

001.121.5114	\$4046.16	Overtime
001.121.5450	\$2080.00	Fleet Maintenance

SECTION 3. The City of Conway shall accept restitution funds in the amount of \$317.82 from the Arkansas DFA Alcohol Beverage Enforcement Grant and appropriate from Restitution revenue account, 399-121-4750 to the following Police Department expense accounts:

001.121.5114	\$247.82	Overtime
001.121.5799	\$ 70.00	Misc Expense (Buy Money)

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

PASSED this 27th day of December, 2011.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk/Treasurer

AGREEMENT

This agreement is entered this 27th day of December, 2011, between the City of Conway, Arkansas, and the Conway Housing Authority.

WITNESSETH:

WHEREAS, the Conway Housing Authority (hereafter, "CHA") desires to maintain and improve the security of its premises and to serve the respective needs and to provide for the maximum mutual benefit of the parties hereto; and

WHEREAS, this objective is to be accomplished by the controlled interaction of the City's police officers with tenants and guests of CHA; and

WHEREAS, the Conway Housing Authority desires to prevent and control crime, restore and/or maintain order, and reduce citizens' fear of crime within the CHA.

NOW, THEREFORE, IN CONSIDERATION OF THE COVENANTS SET FORTH HEREIN, THE PARTIES AGREE AS FOLLOWS:

1. SERVICES

The City shall provide one fully equipped community policing officer, with police vehicle, on a full-time basis to for the Conway Housing Authority. The Chief will select a qualified candidate. The officer will be selected based upon their qualifications to perform assigned duties. Should said community policing officer be requested by CHA to work any hours beyond the normal complement of the officer's pay period, said overtime hours will be subject to reimbursement by CHA to the City of Conway.

2. CONSIDERATION

In consideration for providing the above-described services, the Conway Housing Authority shall pay to the City the sum of \$35,000, which represents an amount that will offset the costs associated with the City providing one officer. The compensation shall be paid by the Conway Housing Authority to the City of Conway in full, between January 1, 2012 and December 31, 2012.

3. TERMS

The initial term of this Agreement shall be for a period commencing January 1, 2012, to and including, December 31, 2012. Absent termination by one of the parties hereto, or amendments mutually agreed upon by the parties, this Agreement shall automatically be renewed for additional terms of one year. This Agreement and all performances and obligations required hereunder may be terminated by the Mayor of the City of Conway or the executive director of the Conway Housing Authority at any time and for any cause provided that the terminating party provides the other party with written notice of termination immediately upon the date of termination.

4. PERSONNEL

The officer provided by the City shall be considered an employee of the City. Notwithstanding anything contained in the Agreement the Officer shall at all times be subject to the policies and

procedures of the Conway Police Department. The City shall be responsible for the selection of an officer. The City shall be responsible for the special training of the officer as required for participation in this program, and the scheduling of such officer. As required for the police department's performance evaluation system, CHA's Executive Director will provide letter input relating to the assigned officer's performance. Additionally, to insure the assigned officer's working hours and days of work are aligned with the needs of the housing authority's resident's needs and priorities, a resident survey, inquiring about such hours and working days and other such dimensions, will be conducted on an annual basis and provided to the Chief of Police for his review no later than December 15th of each calendar year. Based upon such survey results, and collaboration with the CHA Executive, Officer working hours and days of work will be aligned with such findings.

5. INSURANCE

City and Conway Housing Authority acknowledges that the City of Conway, as a requirement of this Agreement, shall not be required to have additional insurance.

6. ASSIGNMENT AND SUBCONTRACTING

This Agreement and the performance of services required hereunder shall not be assigned or subcontracted by either party without the written consent of the other party.

7. NOTICES

Notices hereunder shall be given by first-class mail or personal service. Notice to the City shall be delivered or addressed to the Mayor, City of Conway, 1201 Oak Street, Conway, AR 72032. Notice to the Conway Housing Authority shall be delivered or addressed to the Executive Director, Mary Boyd, 335 S. Mitchell, Conway, Arkansas, 72034.

Conway Housing Authority

City of Conway

Executive Director

Mayor Tab Townsell

Date: _____

Date: _____



City of Conway, Arkansas
Monthly Financial Reports
November 30, 2011

City of Conway
 Monthly Financial Report - General Fund
 For the month ended November 30, 2011



Revenues	Budget	Month Activity	Year to Date	Encumbered	Budget Available	% Expend/Collect
Ad Valorem Tax	2,347,502	689,180	1,804,683		542,819	77%
Payments in Lieu of Tax	151,000	(344,924)	45,929		105,071	30%
State Tax Turnback	1,478,000	54,435	1,394,992		83,008	94%
Sales Tax	15,387,000	1,285,643	13,841,387		1,545,613	90%
Beverage Tax	96,000	30,843	142,772		(46,772)	149%
Franchise Fees	2,813,000	206,071	2,407,726		405,274	86%
Airport Revenue	30,114	5,990	65,025		(34,911)	216%
Airport Fuel Sales .05 / GAL	7,500	931	8,551		(1,051)	114%
Permits	725,700	22,630	513,355		212,345	71%
ACIEA Revenues	2,000	588	(4,294)		6,831	-215%
Dog Tags & Fees	25,000	2,345	21,754		3,246	87%
Municipal Court Fines and Fees	799,751	61,562	682,139		117,612	85%
Law Enforcement	547,813	53,904	787,818		(240,005)	144%
Federal Grant Revenues	12,517	-	208,948		(196,431)	1669%
Insurance Proceeds	9,695	79	33,653		(23,959)	347%
Parks	584,000	18,489	412,727		171,273	71%
Interest Income	15,000	25	1,838		13,162	12%
Act 749 Public Safety	9,000	5	959		8,041	11%
Donations	27,664	-	6,977		20,687	25%
Act 833 Revenue	90,000	18,047	79,220		10,780	88%
Other Grant Revenues	57,991	-	-		57,991	0%
Miscellaneous Revenues	220,562	13,748	132,517		88,046	60%
Transfers from Other Funds	699,699	-	1,076,620		(376,921)	154%
Fund Balance Appropriation	1,058,510	-	-		1,058,510	0%
Total Revenues	27,195,018	2,119,588	23,665,297	-	3,529,721	87%
Expenditures						
Admin (Mayor, HR, Safety)	485,526	28,334	399,849	-	85,677	82%
Finance	441,230	26,020	400,267	-	40,963	91%
City Clerk/Treasurer	194,710	13,041	159,415	-	32,395	83%
City Council	88,273	7,105	76,647	-	11,626	87%
Permits and Planning	723,151	55,075	653,140	50	69,961	90%
Physical Plant	436,304	25,660	364,195	3,648	63,781	84%
Fleet Maintenance	247,022	8,872	187,099	8,713	51,210	76%
Information Technology	617,883	7,910	472,188	47,016	98,678	76%
Airport	27,500	1,974	34,762	-	(7,262)	126%
Nondepartmental	1,198,150	8,121	529,504	35,993	635,553	44%
Police	10,584,473	701,595	9,593,106	31,837	959,530	91%
Animal Welfare	330,323	25,805	294,183	3,309	32,831	89%
Municipal District Court	825,778	62,364	733,169	22,485	70,124	89%
City Attorney	269,877	17,666	228,665	17	41,195	85%
Fire	8,001,426	607,367	7,185,833	88,042	727,550	90%
Parks	2,551,247	159,844	2,092,976	21,128	441,824	82%
Total Expenditures	27,022,873	1,756,753	23,404,999	262,238	3,355,636	87%
Net Revenue/(Expense)	172,145		260,298			

*All figures are unaudited

Notes:

- 1) Budget column is current budget which includes all year-to-date adjustments, if any.
- 2) The large negative number for Month Activity for Payments in Lieu of Tax is due to the City remitting collections owed to Faulkner County.

City of Conway
 Balance Sheet - General Fund
 For the month ended November 30, 2011



Cash - Operating	793,459
Petty Cash	715
Taxes Receivable	2,678,460
Accounts Receivable	3,077,803
Due from Other Funds	(10,077)
Due from Street	126,951
Due from Component Unit	140,000
Due from Municipal Court	(63,790)
Fleet Inventory	14,261
Fuel Inventory	(601)
General Inventory	20,324
<i>Assets</i>	<u>6,777,506</u>
Trade Accounts Payable	(447,111)
Salaries Payable	401,192
Federal Tax Payable	54,212
State Tax Payable	24,445
FICA Tax Payable	36,792
Medicare Tax Payable	14,383
Group Insurance Payable	(2,216)
LOPFI Payable	577,703
Nonuniform Pension Payable	46,417
Misc. Deductions Payable	18,762
Due to Other Funds	502,378
Accrued Interest Payable	(10,709)
Deferred Revenue	2,439,169
<i>Liabilities</i>	<u>3,655,417</u>
<i>Fund Balance</i>	<u>3,122,089</u>
<i>Total Liabilities & Fund Balance</i>	<u>6,777,506</u>

*All figures are unaudited

City of Conway
 Monthly Financial Report - Streets
 For the month ended November 30, 2011



Revenues	<u>Budget</u>	<u>Month</u> <u>Activity</u>	<u>Year to</u> <u>Date</u>	<u>Encumbered</u>	<u>Budget</u> <u>Available</u>	<u>%</u> <u>Expend/Collect</u>
Ad Valorem Tax	1,175,000	357,300	858,773		316,227	73%
Sales Tax	225,000	19,843	213,633		11,367	95%
State Tax Turnback	2,660,000	206,874	2,108,719		551,281	79%
Payments in Lieu of Tax	10,000	-	-		10,000	0%
Sign Permits	1,000	-	240		760	24%
Engineering Fees	10,000	100	4,025		5,975	40%
Interest Income	50,000	-	3,843		46,157	8%
Transfers from Other Funds	450	-	-		450	0%
Insurance Proceeds	-	-	653		(653)	100%
Fund Balance Appropriation	393,587	-	-		393,587	0%
Miscellaneous Revenues	-	-	4,155		(4,155)	100%
Total Revenues	4,525,037	584,117	3,194,041	-	1,330,996	71%
Expenditures						
Personnel Costs	1,995,014	140,002	1,789,281	-	205,733	90%
Other Operating Costs	1,840,623	158,518	1,406,103	103,337	563,683	76%
Total Operating Costs	3,835,637	298,520	3,195,384	103,337	769,416	83%
Capital Outlay	689,400	65,393	399,072	236,458	53,870	58%
Total Expenditures	4,525,037	363,913	3,594,457	339,795	823,286	79%
Net Revenue/(Expense)	-		(400,415)			

*All figures are unaudited

Notes:

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

City of Conway

Balance Sheet - Streets

For the month ended November 30, 2011



Cash - Operating	952,898
Certificates of Deposit	300,000
Accrued Interest Receivable	31
Taxes Receivable	41,341
Accounts Receivable	1,414,736
Due from Other Funds	489,735
<i>Assets</i>	<u>3,198,741</u>
Trade Accounts Payable	(86,627)
Salaries Payable	38,776
Federal Tax Payable	5,269
State Tax Payable	2,494
FICA Tax Payable	5,506
Medicare Tax Payable	1,535
Group Insurance Payable	(8,099)
Nonuniform Pension Payable	6,192
Misc. Deductions Payable	2,911
Due to Other Funds	8,560
Due to General	119,793
Deferred Revenue	1,264,754
<i>Liabilities</i>	<u>1,361,066</u>
<i>Fund Balance</i>	<u>1,837,675</u>
<i>Total Liabilities & Fund Balance</i>	<u>3,198,741</u>

*All figures are unaudited

City of Conway
 Monthly Financial Report - Sanitation
 For the month ended November 30, 2011



	<u>Budget</u>	<u>Month</u> <u>Activity</u>	<u>Year to</u> <u>Date</u>	<u>Encumbered</u>	<u>Budget</u> <u>Available</u>	<u>%</u> <u>Expend/Collect</u>
Revenues						
Sanitation Fees	7,970,000	626,979	6,665,724		1,304,276	84%
Proceeds - Recycled Materials	610,000	46,363	708,550		(98,550)	116%
Landfill Fees - E Waste	30,000	674	9,035		20,965	30%
Landfill Fees - Appliances	250,000	12,193	186,475		63,525	75%
Sanitation Surcharge	-	826	5,691		(5,691)	0%
Cart Revenues	-	50	150		(150)	0%
Miscellaneous Revenues	9,000	114	3,309		5,691	37%
Interest Income	43,200	-	43,350		(150)	100%
Transfers from Other Funds	286,000	-	-		286,000	0%
Insurance Proceeds	25,858	1,068	13,726		12,132	53%
Fund Balance Appropriation	68,835	-	-		68,835	0%
Total Revenues	9,292,893	688,267	7,636,010	-	1,656,883	82%
Expenditures						
Personnel Costs	3,374,236	223,097	2,851,924	-	522,312	85%
Other Operating Costs	3,741,064	188,625	3,198,692	139,348	(1,342,643)	86%
Total Operating Costs	7,115,300	411,722	6,050,617	139,348	(820,331)	85%
Capital Outlay	2,177,593	-	1,593,207	-	584,386	73%
Total Expenditures	9,292,893	411,722	7,643,824	139,348	(235,945)	82%
Net Revenue/(Expense)		-	(7,814)			

*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.
- 3) As of November 30, 2011, the Sanitation Replacement Fund has been combined into the Sanitation Enterprise Fund for reporting purposes.

City of Conway
 Balance Sheet - Sanitation
 For the month ended November 30, 2011



Cash - Operating	2,214,004
Petty Cash	200
Post Closure Cash Account	3,277,677
Accrued Interest Receivable	2,906
Accounts Receivable	644,265
Due from Other Funds	(81,843)
Due from Component Unit	(3,816)
General Inventory	2,122
Land & Buildings	4,396,505
Accum. Depr. - Buildings	(1,412,500)
Infrastructure	691,618
Accum. Depr. - Infrastructure	(307,051)
Machinery and Equipment	9,914,857
Accum. Depr. - M&E	(3,210,836)
Construction in Progress	689,767
Assets	<u>16,817,876</u>
Trade Accounts Payable	(73,600)
Salaries Payable	231,423
Federal Tax Payable	7,619
State Tax Payable	3,615
FICA Tax Payable	9,098
Medicare Tax Payable	2,537
Group Insurance Payable	(16,878)
Nonuniform Pension Payable	10,016
Misc. Deductions Payable	3,944
Other Accrued Expenses	855,700
Due to Other Funds	(135,739)
Accrued Interest Payable	207,983
2010 Recycling Note - US Bank	1,575,781
Landfill Close/Post Close	4,386,590
Liabilities	<u>7,068,090</u>
Net Assets	<u>9,749,786</u>
Total Liabilities and Net Assets	<u>16,817,876</u>

*All figures are unaudited



City of Conway, Arkansas
Ordinance No. O-11-_____

AN ORDINANCE ADOPTING A BUDGET FOR THE CITY OF CONWAY, ARKANSAS, FOR THE FISCAL YEAR JANUARY 1, 2012 THROUGH DECEMBER 31, 2012, AND PROVIDING THAT THE AMOUNTS STATED IN THE BUDGET DOCUMENT AS ADOPTED EXPENDITURES SHALL BECOME APPROPRIATED FOR THE VARIOUS FUNDCTIONS AND ACTIVITIES SPECIFIED IN SAID BUDGET DOCUMENT; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES:

WHEREAS, the Mayor of the City of Conway has submitted to the City Council BUDGET FOR THE FISCAL YEAR 2012;

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

SECTION 1. A Budget for the fiscal year 2012 for the City of Conway, Arkansas, as set forth in the document entitled "City of Conway FY 2012 Budget"; providing a total appropriation for the following funds:

Fund	Description	2012 Budget
001	General	\$ 25,658,795
002	Street	\$ 4,190,500
221	Parks and Rec Ad Valorem	\$ 20,000
222	Animal Welfare Ad Valorem	\$ 10,000
223	Spay and Neuter	\$ 45,000
230	Court Automation	\$ 60,500
250	Asset Forfeiture	\$ 12,000
251	Conway Corp Franchise	\$ 640,000
252	Parks&Rec A&P	\$ 2,400,800
303	Airport Grant	\$ 2,500,000
304	DUI Seatbelt	\$ 75,000
305	CDBG	\$ 400,000
399	Misc Federal Grant Fund	\$ 75,000
510	Sanitation	\$ 8,479,150
613	Street S&U	\$ 3,120,000
620	Severance Tax	\$ 235,038
651	Street Impact	\$ 851,200
652	Parks Impact	\$ 440,600
691	Stormwater Retention	\$ 46,000
713	2006S&U Cap Imp Bond	\$ 3,126,000
781	2006 Franchise Fee Imp Bond	\$ 1,200
782	2008 HP Franchise Rev Bond	\$ 200
850	Nonuniform Pension	\$ 1,056,000
Total		\$ 53,442,983

SECTION 2. From the effective date of the budget, to wit: January 1, 2012, the several amounts as stated therein as adopted expenditures shall be and are hereby appropriated for the several purposes, functions and activities within the various departments, offices and agencies specified therein.

SECTION 3. The Mayor is directed to cause the proper accounting entries to be made in the books and records of the City so as to reflect the appropriations for the aforesaid fiscal year, and he is further directed to file a certified copy of the adopted budget for the fiscal year with the City Clerk of the City of Conway, Arkansas.

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

SECTION 5. This ordinance is necessary for the protection of the public peace, health and safety, an emergency is hereby declared to exist and this ordinance shall be in full force and effect from and after its passage and approval.

PASSED this 27th day of December 2011.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk