

Mayor Tab Townsell
City Attorney Michael Murphy
City Clerk/Treasurer Michael O. Garrett



City Council Members
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 of Conway - City Council Meeting

www.cityofconway.org

Tuesday, October 9th, 2012 @ 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: Mayor Tab Townsell
Roll Call: Michael O. Garrett, City Clerk/Treasurer
Minutes: September 25th, 2012 City Council Meeting
Announcements/Proclamations/Recognitions:

1. Report of Standing Committees:

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

1. Resolution setting a public hearing to discuss closing of a portion of street right of way located at the west end of Collins Drive in Cresthaven Phase 2 subdivision.
2. Consideration to approve the 2012 CDBG CAPCA contact.
3. Consideration to accept bids for the Senior Citizens Parking Lot Resurfacing.
(Bids will be provided prior to meeting)
4. Consideration to accept bids for the demolition of property located at 445 Louise Lane.
5. Ordinance appropriating funds for nondepartmental advertising/legal notices for the City of Conway.

Old Business

New Business

Adjournment



City of Conway, Arkansas
Resolution No. R-12- _____

A RESOLUTION SETTING A PUBLIC HEARING TO DISCUSS THE CLOSING OF A PORTION OF STREET RIGHT-OF-WAY LOCATED AT THE WEST END OF COLLINS DRIVE IN CRESTHAVEN PHASE 2 SUBDIVISION WITHIN THE CITY OF CONWAY,

WHEREAS, a petition has been filed with the City Council of the City of Conway, Arkansas by Fred Langford to abandon a part of a street right-of-way in the Cresthaven Phase 2 Subdivision within the corporate limits of the City of Conway, Arkansas as shown as the following:

IN PLAT BOOK K, ON PAGE 51, RECORDS OF FAULKNER COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS BEGINNING AT THE SOUTHWEST CORNER OF LOT 1 OF SAID SUBDIVISION AND RUNNING THENCE S14°49'32"W, 51.03 FEET; THENCE RUN ALONG AN ARC TO THE RIGHT HAVING A CHORD BEARING AND DISTANCE OF S22°08'30"E, 33.87 FEET, ARC LENGTH OF 36.38 FEET, AND RADIUS OF 28.00 FEET; THENCE RUN S15°04'34"W, 17.51 FEET TO THE BOUNDARY OF SAID SUBDIVISION; THENCE RUN ALONG SAID BOUNDARY, ALONG AN ARC TO THE RIGHT HAVING A CHORD BEARING AND DISTANCE OF N02°50'29"E, 97.73 FEET, ARC LENGTH OF 178.44 FEET, AND RADIUS OF 50.00 FEET TO THE POINT OF BEGINNING. SAID TRACT CONTAINS 0.11 ACRES MORE OR LESS.

WHEREAS, upon the filing of the petition with the City, the City shall set a date and time for a hearing before the City Council for consideration of the petition.

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

1. That the City Council shall hear said petition at its regular meeting to be held at Russell L. "Jack" Roberts District Court Building, 810 Parkway Street, Conway, Arkansas, on October 23rd, 2012 at 6:30 p.m.
2. That the City Clerk is hereby directed to publish notice of the filing of said petition and of said hearing for the time and in the manner prescribed by law.

PASSED this 9th day of October, 2012.

Approved:

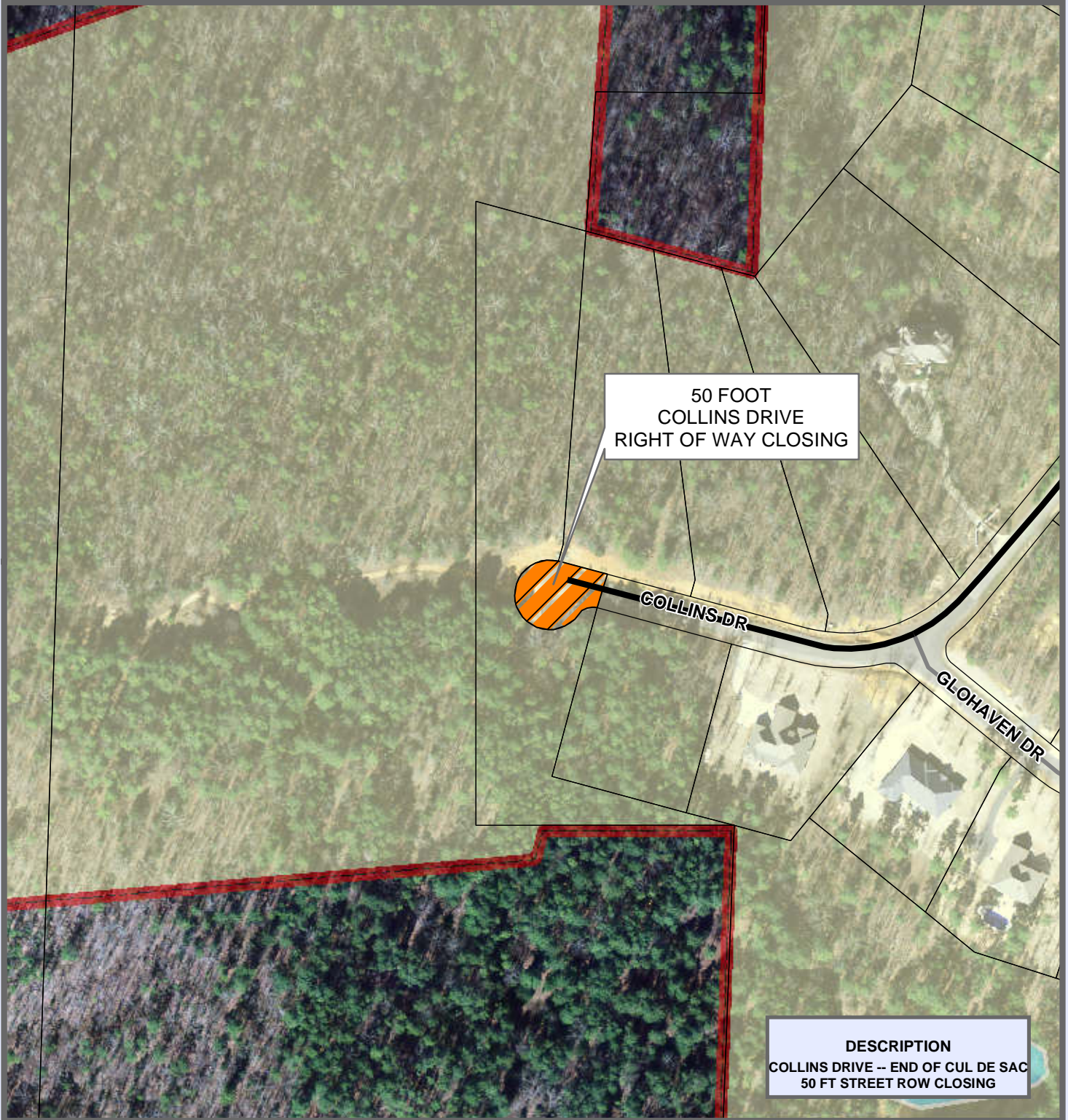
Attest:

Mayor Tab Townsell

Michael O. Garrett
City Clerk/Treasurer

CITY OF CONWAY

COLLINS DRIVE -- ROW CLOSING



DESCRIPTION
COLLINS DRIVE -- END OF CUL DE SAC
50 FT STREET ROW CLOSING

Tab Townsell - Mayor
 Mark Vaughn & Shalby Mott - Aldermen Ward 1
 Jim Bishop & Mary Smith - Aldermen Ward 2
 Theodore Jones, Jr. & Sheila Williams - Aldermen Ward 3
 Michael Murphy - City Attorney
 Michael Garnett - City Clerk

Bryan Patrick - Director
 Wes Craighead - Deputy Director
 Christy Sutherland - Planner
 Lisha Khea - Planning Tech
 Jason Lyon - GIS Coordinator

CONWAY PLANNING COMMISSION
 Craig Cloud - Chair
 Chris Steplock - Vice-Chair

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

1 in = 200 ft
OCTOBER 2012

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 GIS WEBSITE
gis.cityofconway.org (UNDER DEVELOPMENT)
 E-MAIL: Jason.Lyon@CityofConway.org

Memo

To: Mayor and City Council Members
From: Lauralee Wilcox McCool, CDBG Director
Date: 10/4/2012
Re: 2012 CDBG CAPCA Contracts

2012 CDBG Contracts

The following contract for CAPCA represents unspent funds from 2010. In early 2010, HUD required that the City of Conway stop rehabilitation of homes until policies and procedures were updated, documented and approved by the Little Rock HUD Field Office.

These actions were completed in the fall of 2011 and the program restarted with 2009 funds. This contract allows CAPCA to spend an additional \$70,000 on housing rehabilitation. This is not a transfer of funds, these were previously allocated to them.

If you have any questions or concerns, please feel free to contact me. My email is lauralee.mccool@cityofconway.org and my cell phone number is 501.733.1782.

**CITY OF CONWAY AND COMMUNITY ACTION PROGRAM
OF CENTRAL ARKANSAS
2012 GRANT CONTRACT AGREEMENT**

THIS AGREEMENT made and entered into on this 9th day of October, 2012, by and between the **CITY OF CONWAY**, Faulkner County, State of Arkansas, as the Implementor of the **Community Development Block Grant Program** (hereinafter referred to as “City”), and **Community Action Program of Central Arkansas (CAPCA)** (hereinafter referred to as the “Subrecipient”).

WITNESSETH

WHEREAS, the City of Conway has received a Community Development Block Grant from the United State Department of Housing and Urban Development (HUD) under Title I of the Housing and Community Development Act of 1974, as amended (42 USC 5301 et seq.) (The Act); and

WHEREAS, pursuant to such Grant, the City of Conway is undertaking certain programs and services necessary for the planning, implementation and execution of such a Community Development Block Grant Program; and

WHEREAS, the City of Conway desires to engage the Subrecipient to render certain services, programs, or assistance in connection with such undertakings of the Community Development Block Grant Program, situated in the Project Area described in the Appendix.

NOW, THEREFORE, the parties hereto do mutually agree as follows:

1. **Scope of Service:** The Subrecipient shall receive **\$70,000** to perform all the necessary services provided under this Contract in accordance with and respecting the following project:

Administer an emergency housing rehabilitation program within low and moderate-income areas of Conway, which will be designated by the City of Conway Community Development Department. CAPCA will:

- 1) **Inform potential grant recipients of the availability of the program.**
- 2) **Receive applications and award projects based on established priorities.**
- 3) **Conduct inspections and cost estimates prior to awarding contracts for the rehabilitation work.**
- 4) **Oversee that lead safety practices are followed.**
- 5) **Approve all rehabilitation plans and monitor work in progress for all houses.**
- 6) **File liens with the Faulkner County Circuit Clerk against the homeowners for whom work is conducted.**
- 7) **Conduct an inspection of completed work and approve payment to contractor.**

The Subrecipient shall do, perform, and carry out, in a satisfactory manner, as determined by the City, the goals, objectives, and tasks set forth in the Appendix, and incorporated herein by reference.

2. **Term of Contract:** The services of the Subrecipient are to commence on October 9, 2012 and shall be undertaken and completed in such sequence as to assure their expeditious completion in the light of the purposes of this Contract unless so otherwise specified in the Contract in Section 8 (General Terms and Conditions) or in Section 9 (Special Terms and Conditions). This Agreement shall remain in effect until Subrecipient has spent all funds, or until this Agreement is otherwise terminated. However, the obligations of Subrecipient under Section 5 (Program Income) shall continue for any additional time period during which Subrecipient may receive or remain in control of program income. An Assignment of Proceeds and grant of Lien may not be terminated without written consent of City. Subrecipient shall comply with the requirements of 24 CRF 570.503(b) (8) and/or any Assignment of Proceeds and Grant of Lien, at the City's sole discretion. Time is of the essence in the Agreement.
3. **Compensation:** The Subrecipient shall be paid a total consideration of **\$70,000.00** for full performance of the services specified under this Agreement. Compensation shall be allowed on a reimbursement basis, only after expenditures have been incurred by the Subrecipient in conformity with the approved and executed budget document, which is attached to this Contract in the Appendix, incorporated herein by reference.

In every case, payment will be made subject to receipt of a requisition for payment from the Subrecipient specifying and certifying that such expenses have been incurred and expended in conformance with this Contract and that the Subrecipient is entitled to receive the amount requisitioned under the terms of this Contract.

The Subrecipient shall not claim reimbursement from the City for that portion of its obligations, which has been paid by another source of revenue.

The Subrecipient shall notify the City in writing of all authorized personnel who shall be empowered to file requests for payment pursuant to this Agreement.

4. **Use of Funds:** Use of funds received pursuant to this Agreement shall be in accordance with the requirements of the Housing and Community Development Act of 1974 (as amended), 24 CRF Part 570 and other regulations governing the Community Development Block Grant Program, and any amendments or policy revisions thereto, which shall become effective during the term of this Agreement. A copy of said regulations is incorporated by reference. In addition, the Subrecipient agrees to comply with other applicable laws, including the National Environmental Policy Act of 1969 (and the implementing regulations of 24 CRF 58), the National Historic Preservation Act of 1966 as amended (16 USC 470), Section 504 of the Rehabilitation Act of 1973 (29 USC 794) (and the implementing regulations at 24 CRF 8), the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975 (42 USC 6101) (and the implementing regulations at 24 CRF 146), the prohibition against using debarred contractors at 4 CRF 570.609, and Executive Orders 11063, 11246, 113752 12086, and 12259.

Further, any funded activity must be designed or so located as to principally benefit lower income persons, aid in the presentation or elimination of slums, or blight, or meet urgent community development needs, as defined in the program regulations.

Subrecipient agrees to comply with the uniform administrative requirements specified at 24 CFR 570.502 and 24 CFR 570.610, including:

If the Subrecipient is a government agency, OBM Circular A-87, "Principles for Determining Costs Applicable to Grants and Contract with State, Local and Federally-Recognized Indian Tribal Governments," OBM Circular A-128, "Audits of State and Local Governments" (implemented at 24 CFR 44); and the sections of 24 CFR 85, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," specified at 24 CFR 570.502(a). If the Subrecipient is not a government agency, OBM Circular A-122, "Cost Principles for Non-Profit Organizations," or OBM Circular A-21, "Cost Principles for Educational Institutions," as applicable; and Attachments A, B, C, F, H, N, and O to OBM Circular A-110, as specified at 24 CFR 570.502(b).

Subrecipient is prohibited from using funds provided herein for political activities, sectarian or religious activities, or lobbying activities.

5. **Program Income** Program income (defined at 24 CFR 570.500) derived from the project, if any, shall revert to the City for use in the Community Development Block Grant Program.
6. **Assignment** Without written consent of the City, this Agreement is not assignable by the Subrecipient, either in whole or part.
7. **Alteration** No alteration or variation in the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto.
8. **General Terms and Conditions**
 - A. The Subrecipient agrees to submit program status reports to the City on at least an annual basis or more frequently if requested and other reports as may be required.
 - B. The Subrecipient agrees to maintain racial, ethnic, gender, head of household, household income, and household size data showing the extent to which these categories of persons have participated in, or benefited from the project, and to submit this information to the City within 30 days of the request from the City.
 - C. The Subrecipient agrees to keep all necessary books and records, including property, personnel, and financial records, in connection with the operations and services performed under this Agreement, and shall document all transactions so that all expenditures may be properly audited. If the Subrecipient received between \$5,580 and \$100,000 in combined federal assistance during its fiscal year, it agrees to obtain either an audit conducted in accordance with OBM Circular A-133 or a program-specific financial audit. If the Subrecipient receives \$100,000 or more in combined federal assistance, it agrees to obtain either (1) an audit conducted in accordance with

OMB circular A-133, or (2) if it participates in only one federal program, a program-specific financial audit.

- D. The Subrecipient agrees that the City or any authorized representative has access to and the right to examine all records, books, papers, or documents related to the project.
- E. The Subrecipient hereby severally warrants that all project records, books, papers and documents will be retained for a period of not less than four (4) years after the project terminates and grants the City the option of retention of the project records, books, papers and documents.
- F. The Subrecipient agrees to obtain all necessary permits for intended improvements or activities.
- G. The Subrecipient agrees to purchase necessary flood insurance if its project is located in a flood hazard area and the nature of the project requires such insurance.
- H. The Subrecipient, if its program involves housing, agrees to affirmatively further fair housing.
- I. The Subrecipient hereby severally warrants that it will establish and adopt safeguards to prohibit members, officers, and employees from using positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties. Further, no member, officer, or employee of Subrecipient who exercises any functions or responsibility with respect to the program during his or her tenure or for one year thereafter, shall have any financial interest, direct or indirect, in any contract of subcontract, or the proceeds thereof, either for themselves or those with whom they have family or business ties, for work to be performed in connection with the program assisted under this Agreement.
- J. The undersigned person signing as an officer on behalf of the Subrecipient, a party to this Agreement, hereby severally warrants and represents that said person has authority to enter this Agreement on behalf of said Subrecipient and to bind the same to this Agreement, and, further that said Subrecipient has authority to enter into this Agreement and that there are no restrictions or prohibitions contained in any article of incorporation or bylaw against entering into this Agreement.
- K. The City shall not be responsible or liable for any debts, actions, obligations, negligence, or liabilities committed or incurred by the Subrecipient, its staff or clientele; and the Subrecipient hereby agrees to define, hold harmless and indemnify the City from and against any and all liabilities for debts, obligations, and negligence. No payment, however, final or otherwise, shall operate to release the Subrecipient from any obligations under this Contract.
- L. The Subrecipient hereby certifies that, in the implementation of projects funded by this Agreement and in all of its other operation, it will comply with all requirements

of Section 504 of the Rehabilitation Act of 1973 (C\29 USC 794) (and the implementing regulations of 24 CFR 8), the Americans with Disabilities Act of 1990 (PL 101-336), and all state and local laws requiring physical and program accessibility to people with disabilities, and agrees to defend, hold harmless, and indemnify the City from and against any and all liability for any noncompliance on the part of the Subrecipient.

- M. Nothing contained in this Agreement is intended to, or shall be construed in any manner to, create or establish an employer-employee relationship between the parties, nor shall any employee of the Subrecipient by virtue of this contract be an employee of the City for any purpose whatsoever, nor shall any employee of the Subrecipient be entitled to any of the rights, privileges, or benefits of City employees. The Subrecipient shall be deemed at all times an independent contractor and shall be wholly responsible for the manner in which it performs the services required of it by the terms of this contract. The Subrecipient assumes exclusively the responsibility for the acts of its employees as they relate to the services to be provided during the course and scope of their employment.
- N. The Subrecipient agrees to participate in training to become informed about the regulations governing the Community Development Block Grant Program, especially with regard to changes in the regulations, provisions requiring nondiscrimination on the basis of disability, and provisions regarding relocation.
- O. The City of Conway's obligation is limited to Subrecipient receipt of Federal Funds from Housing and Urban Development and Community Development Block Grant funds.
- P. The City of Conway may charge fees/assessments to beneficiary who are not Low to Moderate Income individuals and families
- Q. City of Conway may assess property owners for City of Conway costs of project, which was constructed in part with CDBG funds-for portion paid with non-CDBG funds.
- R. The Subrecipient will maintain all receipts and documentation and checking accounts used for CDBG funds are subject to outside audits.

9. **Special Terms and Conditions:**

- A. It is expressly understood and agreed that either party shall have the right to terminate this Agreement or reduce the compensation amount upon 15 days written notice to the other party. However, Subrecipient may not terminate its obligations under Section 5 (Program Income) and may not terminate an Assignment of Proceeds and Grant of Lien without written consent of the City. All reports or accountings provided for herein shall be rendered whether or not they fall due within the contract period.

- B. Further, the City reserves the right to terminate this contract upon written notification to the Subrecipient under any of the following conditions:
- 1) Notification by HUD to the City that said project is ineligible because of project location, services provided, or any other reason cited by HUD;
 - 2) Notification by HUD to the City that said project is deficient and that continued support of the project is not providing an adequate level of services to low income and minority people; or
 - 3) Written notification from HUD to the City that the program funds made available to the City are being curtailed, withdraw, or otherwise restricted.
- C. The City also reserves the right to terminate this Contract or to reduce the contract compensation amount if the Subrecipient:
- 1) Fails to file required reports or to meet project progress or completion deadlines;
 - 2) Materially fails to comply with any provision of this Agreement (which may result in suspension or termination in accordance with 24 CFR 85.43 or OMB Circular A-110, Attachment L);
 - 3) Expense funds under this Agreement for ineligible activities, services or items;
 - 4) Implements the project prior to notification from the City that the federal environmental review process has been completed;
 - 5) Violates Labor Standards requirements; or
 - 6) Fails to comply with written notice from the City of substandard performance under the terms of this Agreement.

10. Other Provisions:

A. Equal Employment Opportunity

The following provision (1) and (20) are applicable to all contracts and subcontract; provisions (3) through (7) are applicable to all non-exempt construction contracts and subcontracts, which exceed \$10,000:

During the performance of this contract, the Subrecipient agrees as follows:

- (1) The Subrecipient shall not discriminate against any employee or applicant for employment because of race, color, creed, religion, sex, age, handicap, disability, sexual orientation, ancestry, national origin, martial status, familial status, or any other basis prohibited by applicable law. The Subrecipient

shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, age, handicap, disability, sexual orientation, ancestry, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of any or other forms of compensation, and selection for training including apprenticeship. The Subrecipient agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

- (2) The Subrecipient will, in all solicitations or advertisements for employees placed by or on behalf of the Subrecipient, state that all qualified applicants will receive consideration for employment without regard to race, color, creed, religion, sex, age, handicap, disability, sexual orientation, ancestry, national origin, martial status or any other basis prohibited by applicable law.
- (3) The Subrecipient will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Subrecipient's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (4) The Subrecipient will comply with all provisions of Executive Order 11246, Equal Employment Opportunity, of September 24, 1965, as amended by Executive Orders 11375 and 12086, copies of which are on file and available at the City, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (5) The Subrecipient will furnish all information and reports required by Executive Order 11246 of September 24, 1965, as amended, by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records, and accounts by HUD and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and others.
- (6) In the event of the Subrecipient's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be cancelled, terminated, or suspended in whole or in part and the Subrecipient may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, as amended, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, as amended, or as otherwise provided by law.

- (7) The Subrecipient will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraph (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor, issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, as amended, so that such provisions will be binding upon each subcontractor or vendor. The Subrecipient will take such action with respect to any subcontract or purchase order as HUD may direct as a means of enforcing such provisions, including sanctions for noncompliance; provided, however, that in the event an Subrecipient becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by HUD, the Subrecipient may request the United States to ensure into such litigation to protect the interests of the United States.

B. Equal Opportunity in Participation

Under the terms of Section 109 of the Housing and Community Development Act of 1974, and in conformance with City policy and all requirements imposed by or pursuant to the Regulations of HUD (24 CFR Part 570.601 and 507.602) issued pursuant to Section 109; no person in the United States shall on the ground of race, color, creed, religion, sex, age, handicap, disability, sexual orientation, ancestry, national origin, martial status, familial status, or any other basis prohibited by applicable law be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any program or activity funded in whole or in part with Community Development Block Grant Program funds:

Specific (not exclusive) Discriminatory Actions Prohibited:

The Subrecipient may not directly or through contractual or other arrangements, on the ground of race, color, creed, religion, sexual orientation, ancestry, national origin, martial status, familial status, age, handicap, disability, sex or any other basis prohibited by applicable law:

- a. Deny any facilities, services, financial aid, or other benefits provided under the program or activity.
- b. Provide any facilities, services, financial aid, or other benefits, which are different, or are provided in a different form from that provided to others under the program or activity.
- c. Subject to segregated or separate treatment in any facility, or in any matter or process related to receipt of any service or benefit under the program or activity.
- d. Restrict in any way access to, or the enjoyment of any advantage or privilege enjoyed by others in connection with facilities, services, financial aid, or other benefits under the program or activity.

- e. Treat in individual differently from others in determining whether the individual satisfies any admission, enrollment, eligibility, membership, or other requirement or condition, which the individual must meet in order to be provided any facilities, services, or other benefit provided under the program or activity.
- f. Deny any person with the legal right to work an opportunity to participate in a program or activity as an employee.

C. Business and Employment Opportunities for Lower Income Residents, Women-Owned Business Enterprises, and Minority-Owned Business Enterprises.

The Subrecipient will conform with the rules and regulations set forth under Section 3 of the Housing and Urban Development Act of 1968, (12 USC 1701u), as amended, and the HUD regulations issued pursuant thereto at 24 CFR Part 135. This Act requires that, to the greatest extent feasible, opportunities for training and employment be given to lower income residents of the project area, and contracts for work in connection with the project be awarded to business concerns, which are located in, or owned in substantial part by, persons residing in the same area of the project. In all solicitations for bids, the contractor must, before signing the contract, provide a preliminary statement of the work force needs and plans for possible training and employment of lower income persons. When a Subrecipient utilizes the bidding procedure to let a bid, the invitation or solicitation for bids shall advise prospective contractors of the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, and the clause shall be inserted as a component part of any contract or subcontract.

If a Subrecipient solicits or requests an invitation for bids, every effort feasible will be made to contact minority-owned and women-owned business enterprises for a response to the solicitation or invitation for bidders.

D. Nondiscrimination in Federally Assisted Programs.

The Subrecipient will comply with Title VI of the Civil Rights Act of 1964 (PL 88-352, 42 USC 2000d et seq.) and the Fair Housing Act (42 USC 3601-20). In accordance with City policy and Title VI of the Civil Rights Act of 1964 (PL 88-352), in the sale, lease or other transfer of land acquired, leased or improved with assistance provided under this Agreement, the deed or lease for such transfer shall contain a covenant prohibiting discrimination upon the basis of race, color, creed, religion, sex, handicap, disability, sexual orientation, ancestry, national origin, martial status, or familial status, in the sale, lease or rental, or in the use of occupancy of such land or any improvements erected or to be erected thereon. The Subrecipient will comply with Title VIII of the Civil Rights Act of 1968 (PL 90-284) as amended and will administer all programs and activities related to housing and community development in a manner to affirmatively further fair housing.

E. Labor Standards.

Except with respect to the rehabilitation of residential property designed for residential use for less than eight households, the Subrecipient and all subcontractors engaged in contracts in excess of \$2,000 for the construction, completion, rehabilitation, or repair of any building or work financed in whole or in part with assistance provided under this Agreement are subject to the federal labor standards provisions which govern the payment of wages and the ratio of apprentices and trainees to journey workers. Under the terms of the Davis-Bacon Act, as amended, the Subrecipient is required to pay all laborers and mechanics employed on construction work at rates not less than those prevailing on similar construction in the locality as determined by the Secretary of Labor, and shall pay overtime compensation in accordance with and subject to the provisions of the Contract Work Hours and Safety Standards Act (40 USC 327-332), and the Subrecipient shall comply with all regulations issued pursuant to these Acts and with other applicable Federal laws and regulations pertaining to labor standards, including the Copeland "Anti-Kickback" Act. Provided, that if wage rates higher than those required under the regulations are imposed by State or local laws, nothing hereunder is intended to relieve the Subrecipient of its obligation, if any, to require payment of the higher rates.

F. Flood Disaster Protection.

This Agreement is subject to the requirements of the Flood Disaster Protection Act of 1973 (PL 93-234). Use of any assistance provided under this Agreement for acquisition or construction in an area identified as having special flood hazards shall be subject to the mandatory purchase of flood insurance in accordance with the requirements of Section 102(a) of said Act.

G. Clean Air Act and Federal Water Pollution Control Act (Applicable to Contracts and Subcontracts, Which Exceed \$100,000).

The Subrecipient shall comply with and require each subcontractor to comply with all applicable standards of the Clean Air Act of 1970 (42 USC 1857 et seq.), as amended, the Clean Air Act of 1990, the Federal Water Pollution Control Act (33 USC 1251 et seq.), as amended, and the regulations of the Environmental Protection Agency with respect thereto, at 40 CFR Part 15, as amended from time to time.

H. Provision of the Hatch Act.

Neither the Subrecipient program nor the funds provided therefore, nor the personnel employed in the administration of the program shall be in any way or to any extent engaged in the conduct of political activities in contravention of Chapter 15 of Title 5, United States Code.

I. Lead-Based Paint.

Any grants or loans made by the Subrecipient for the rehabilitation of residential structures with assistance provided under this Agreement shall be made subject to the provision for the elimination of lead-based paint hazards under 24 CFR Part 35. Subrecipient will comply with the requirements of 24 CFR 570.608 for notification, inspection, testing, and abatement procedures concerning lead-based paint. Such regulations require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may contain lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment, and precautions that should be taken when dealing with lead-based paint poisoning.

J. Special Assessments.

Subrecipient will not attempt to recover any capital costs of public improvements assisted in whole or in part with funds provided under Section 106 of the Act or with amounts resulting from a guarantee under Section 108 of the Act by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements unless: (1) funds received under Section 106 of the Act are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than under Title I of the Act; or (2) for purposes of assessing any amount against properties owned and occupied by persons of moderate income, the grantee certifies to the Secretary of HUD that it lacks sufficient funds received under Section 106 of the Act to comply with the requirements of subparagraph (1).

K. Acquisition, Rehabilitation, and Demolition of Real Property and Displacement of Persons and Businesses

Subrecipient will comply with the “City of Conway Community Development Block Grant Program Plan for Minimizing the Displacement of Persons As a Result of Community Development Block Grant Funded Activities” and the “City of Conway Community Development Block Grant Program Residential Antidisplacement and Relocation Assistance Plan.” Subrecipient will conduct any acquisition, rehabilitation, or demolition of real property, and any negotiations for acquisition, rehabilitation, or demolition of real property in compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, Section 104 (d) of the Act, and the implementing regulations at 49 CFR 24 and 24 CFR 570.606. Unless specifically permitted by the City, Subrecipient will not cause either temporary or permanent involuntary displacement of persons or businesses. If Subrecipient causes the involuntary temporary or permanent displacement of any person or business as a result of Community Development Block Grant activities, it shall comply with the City’s “Plan to Assist Persons Actually Displaced by Community Development Block Grant Activities,” and Subrecipient shall provide all notices, advisory assistance, relocation benefits, and replacement dwelling units as required by the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, Section 104(d) of the Act, and the implementing regulations at 49 CFR 24 and 24 CFR 570.606.

Subrecipient hereby agrees to defend, to pay, and to indemnify the City from and against, any and all claims and liabilities for relocation benefits or the provision of replacement dwelling units required by federal statutes and regulations in connection with activities undertaken pursuant to this Agreement.

L. Lobbying Restrictions

Subrecipient certifies that, to the best of its knowledge and belief:

No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

It will require that the language of this paragraph L be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, United States Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

M. Provisions Required by Law Deemed Inserted.

Each and every provision of law and clause required by law to be inserted in this contract shall be deemed to be inserted herein and the contract shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon the applicable of either party the contract shall forthwith be physically amended to make such insertion or correction.

IN WITNESS WHEREOF, the parties hereto have executed this contract.

CITY OF CONWAY

CAPCA of Faulkner County

Mayor Date
City of Conway

Archie Musselman Date
Executive Director

CAPCA of Faulkner County

ATTEST:

Tom Pilgreen Date
Board President

Michael O. Garrett Date
City Clerk

Master Form
Approved As to Form:
Date Approved: _____

Michael Murphy Date
City Attorney

APPENDIX

A. DESCRIPTION OF PROJECT

This project provides an emergency housing rehabilitation program within the low and moderate-income areas of the City of Conway, which will be designated by the need of the residents along with the Assistant to the Mayor for Community Development in order to help with revitalization of certain key areas of the community. The amount of each grant will vary depending on the amount of rehabilitation work to be done for each project. However, whenever possible the amount per house will be \$5,000 unless it is a special case and then permission from the Assistant to the Mayor for Community Development in order to assure that necessary legal paperwork is administered for the project.

B. GOALS, OBJECTIVES AND TASKS

1. Goal: Provide decent housing and a suitable living environment for people that are low-income homeowners in the City of Conway.
2. Objective: Provide rehabilitation to low income homeowners in order for residents to be living in homes that are no longer safe or in desperate need of repair.
3. Objective: To revitalize low-moderate income neighborhoods by rehabilitating homes in the area.

C. BUDGET

CDBG grant income	\$70,000
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**D. ASSIGNMENT OF PROCEEDS AND GRANT OF FIRST LIEN BY
“SUBRECIPIENT” TO THE CITY OF CONWAY FROM POSSIBLE FUTURE SALES**

Grantee, SUBRECIPIENT, hereby assigns to CITY OF CONWAY, FAULKNER COUNTY, STATE OF ARKANSAS (“City”) any and all proceeds from future sale or alienation, as herein described, of the property and any improvements described in Exhibit “A” attached hereto and made a part hereof (“the Premises”). The terms and conditions of said assignment are set forth herein and the Undersigned, Grantee of the City’s Community Development Block Grant Program, understands, and acknowledges that:

1. The City of Conway has received a Block Grant from the United States Department of Housing and Urban Development under Title I of the Housing and Community Development Act of 1974, as amended, providing for the implementation of a Community Development Program.
2. Total development cost of the project is **\$70,000.00**

3. The purposes for which Block Grant moneys may be expended are limited by federal statutes and regulations, local policies allowable within the framework of such federal statutes and regulations, and an Operating Agreement entered into between the City of Conway as Implementor of the Community Development Block Grant Program and each recipient of Block Grant funds within the City of Conway, including Grantee.
4. The Block Grant funds available to and/or allocated by the City constitute a valuable community resource. In the event Block Grant funds previously allocated for a particular purpose are not or cannot be utilized for such purpose, it is necessary, proper and in the public interest for such funds to revert to the City of Conway as Implementor of the Community Development Block Grant Program so that such funds may be reallocated for another purpose.
5. In the event CDBG funds are used in whole or in part to purchase or construct, acquire, or for other eligible activities, no funds will be released until the entire project is determined by the City of Conway to be feasible and otherwise conforms to all federal regulations.
6. As a condition of receiving funds for the purchase of property, rehabilitation, or construction of housing or community service facility, the City of Conway will have a lien against the property for a minimum of five (5) years. Said lien shall be exercised and enforced if the property is no longer used for its intended purpose during the effective dates of said lien. The lien will be prorated over the number of years it is to be held and in effect. For example if the lien is for ten years and the property has been used for its intended purpose for only six years, the city shall be reimbursed for 40% of the initial grant for the remaining period of time. Grantee agrees to execute any and all documents and agreements necessary for the City of Conway to perfect its lien as agreed herein. Grantee acknowledges that in the event the property is not used for its intended purposes during the term of the lien and if reimbursement is not made as set out above, the City of Conway may exercise and enforce its lien and the premises may be sold, with the proceeds of such a sale to be used to satisfy the lien.

E. PAYMENT PLAN

Grant funds will be made available on a reimbursement basis. In the event that the organization does not have sufficient funds for an eligible expense, the City of Conway may release such funds in order to pay the cost of the eligible expenditure. Receipts, invoices, and other documentation and certifications that expenditures are eligible under contract will accompany all expenditures or reimbursement requests. Without prior written agreement by City of Conway, all subrecipients' funds not expended by the end of the contract period will be reallocated by the City of Conway.

The City of Conway limits its obligations to receipt of federal funds. No general funds of the City of Conway shall be expended to facilitate the project described herein.

F. REPORTING

Subrecipients will submit quarterly progress reports indicating units of service and expenditures to the Director of Community Development. Quarterly reports are to be

submitted on (or the next working day following) April 15th, July 15th, October 15th and January 15th.

THEREFORE, in consideration of the Block Grant funds made available to Subrecipient and the public purposes for which the Community Development Block Grant program is intended, Subrecipient, for itself and its successors in interest and assigns, hereby agrees as follows:

1. In the event that Grantee ceases for any reason, voluntary or involuntary, to use the Premises for purposes eligible as of this date under paragraphs C and D above, Grantee or its successor in interest shall pay to the City, as Implementer of the Community Development Block Grant Program, the fair market value of the Premises as of the time of such cessation. The City shall have a lien for such sums. Said payment shall be made in the same manner as set out in paragraph (D) (6) above.
2. In the event Grantee's ownership of the Premises is terminated by a foreclosure sale, judicial foreclosure, or deed in lieu of foreclosure, the City's interest at fair market value shall be paid from foreclosure proceeds, to the extent available, to the City as Implementer of the Community Development Block Grant Program. While not required to do so, the City shall have the right to intervene in any such action and have such proceeds paid directly to it.
3. Either party may have this Assignment recorded in the Records of the Circuit Clerk such recording to constitute a lien on the Premises, for the percentage as set forth herein.
4. This Agreement shall be terminated upon payment in full of the debt, which is defined as the prorated share of the based on the proportion of original grant, fair market value of the Premises. This Agreement shall have no force or effect if terminated by operation of law or by foreclosure, as limited by paragraph 4 above.

By execution of this Assignment, Grantee on behalf of itself and its successors in interest accepts and agrees to be bound by the covenants contained herein.

Executed by Grantee this _____ day of _____, 20__.

ATTEST:

**By: Archie Musselman, Executive Director
CAPCA of Faulkner County**



CITY OF CONWAY

Community Development

Memo:

To: Mayor Tab Townsell
CC: City Council Members
From: Lauralee Wilcox McCool
Date: October 9, 2012
Re: Bids Tabulation – Senior Citizens Parking Lot Resurfacing

On September 25, 2012 bids were published for the resurfacing of the Senior Citizens parking lot in the Log Cabin Democrat and sent to the following vendors:

- Asphalt Pavers, Inc.
- J's Construction

On October 9th, 2012 at 10 a.m., bids were opened at City Hall. The following bids were submitted and tabulated as follows:

I recommend the approval of the submitted bid by _____

Please advise if you have any questions.

CITY OF CONWAY**Code Enforcement**

1201 Oak Street

Conway, Arkansas 72032



Ottie Cowgill
Code Enforcement Officer
Barbara McElroy
Code Enforcement Assistant

To: Mayor Tab Townsell
Date: October 4, 2012
From: Barbara McElroy
Code Enforcement Department
Subject: 445 Louise Lane, Conway Arkansas

The Code Enforcement Department sent bids out for the demolition of structure on property located at 445 Louise Lane. Bids were opened on October 4th, 2012 at 10:am and 5 bids were submitted. They are as follows:

- | | |
|----------------------------------|--------|
| ▪ Paladino Construction Inc. | \$6800 |
| ▪ M. Archer Inc | \$6925 |
| ▪ A & B Dirt Movers | \$7900 |
| ▪ Matt Skelton Construction Inc. | \$7900 |
| ▪ Excavating Services LLC | \$7980 |
| ▪ WK Contractor, Inc | \$9460 |

Code Enforcement recommends accepting the low bid from Paladino Construction, Inc in the amount of \$6800.

Sincerely,

Barbara McElroy

City of Conway Planning & Development
Bidder Submittal Form
2012-33 - 445 Louise Lane
Bid Opening Date: Thursday, October 4th, 2012
City Hall - Downstairs Conference Room @ 10:00am

Total Cost of Bid \$ 6,800.00

Unsigned bids will be rejected:

Authorized Agent Bidding on this project:

Paladino Construction Inc
Company Name

Mark Paladino
Company Representative Name

Mark Paladino
Representative's Signature

Address 10 Blake Lane Email Address paladino@conwaycorp.net

City Conway State AR Zip 72173

Telephone Number 501-505-0472 Fax Number 501-513-4078

10-4-12
Date

City of Conway Planning & Development
Bidder Submittal Form
2012-33 - 445 Louise Lane
Bid Opening Date: Thursday, October 4th, 2012
City Hall - Downstairs Conference Room @ 10:00am

Total Cost of Bid \$ 6925⁰⁰xx

Unsigned bids will be rejected:

Authorized Agent Bidding on this project:

M. Archer INC
Company Name

Charles Archer
Company Representative Name

Charles Archer
Representative's Signature

100 Quail Valley Rd archer100g@gmail.com
Address Email Address

Sherwood AR 72120
City State Zip

501-336-7585 470-1584
Telephone Number Fax Number

10-4-12
Date

City of Conway Planning & Development
Bidder Submittal Form
2012-33 - 445 Louise Lane
Bid Opening Date: Thursday, October 4th, 2012
City Hall - Downstairs Conference Room @ 10:00am

Total Cost of Bid \$ 7,900.⁰⁰

Unsigned bids will be rejected:

Authorized Agent Bidding on this project:

A+B Dirt Movers, Inc.
Company Name

Jerry Nabholz
Company Representative Name

Jerry Nabholz
Representative's Signature

P.O. Box 122 Address hlaich@swbell.net Email Address

Conway City AR State 72033 Zip

(501) 329-5182 Telephone Number (501) 329-9388 Fax Number

10/4/12
Date

City of Conway Planning & Development
Bidder Submittal Form
2012-33 - 445 Louise Lane
Bid Opening Date: Thursday, October 4th, 2012
City Hall - Downstairs Conference Room @ 10:00am


Total Cost of Bid \$ 7900.00

Unsigned bids will be rejected:

Authorized Agent Bidding on this project:

MATT SKELTON CONSTRUCTION, INC
Company Name

MATT SKELTON
Company Representative Name


Representative's Signature

P.O. Box 11197 Address builder1998@att.net Email Address

Conway City AR State 72034 Zip

501-450-2561 Telephone Number 501-329-6958 Fax Number

10-2-12
Date

City of Conway Planning & Development
Bidder Submittal Form
2012-33 - 445 Louise Lane
Bid Opening Date: Thursday, October 4th, 2012
City Hall - Downstairs Conference Room @ 10:00am

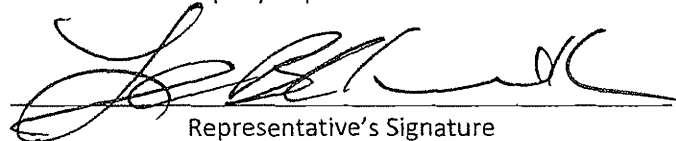
Total Cost of Bid \$ 7,980⁰⁰

Unsigned bids will be rejected:

Authorized Agent Bidding on this project:

Excavating Services LLC
Company Name

Leslie Blacklock
Company Representative Name


Representative's Signature

926 E Louise Rd excavating services@hotmail.com
Address Email Address

Little Rock AR 72210
City State Zip

501 821 3400 501 407 9301
Telephone Number Fax Number

10-4-2012
Date

City of Conway Planning & Development
Bidder Submittal Form
2012-33 - 445 Louise Lane
Bid Opening Date: Thursday, October 4th, 2012
City Hall - Downstairs Conference Room @ 10:00am

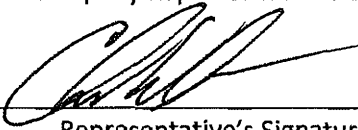
Total Cost of Bid \$ 9,460⁰⁰/₁₀₀

Unsigned bids will be rejected:

Authorized Agent Bidding on this project:

WK Contractor, Inc
Company Name

Chad White
Company Representative Name


Representative's Signature

37 Pocahontas Ct.
Address

Email Address

Conway AR 72032
City State Zip

501-756-3536 501-756-3537
Telephone Number Fax Number

Date



City of Conway, Arkansas
Ordinance No. O-12- _____

**AN ORDINANCE APPROPRIATING FUNDS FOR NON DEPARTMENTAL ADVERTISING/LEGAL NOTICES, AND
 FOR OTHER PURPOSES:**

WHEREAS, the City of Conway's Non Departmental Advertising and Legal Notice Expenses are currently over the budgeted amount; and

WHEREAS, the City of Conway has received a reimbursement from Regions for the publications associated with the 2012 Sales Tax Bonds; and

WHEREAS, the City of Conway needs to increase the budget of the Advertising/Legal notice account (001.119.5320) with funds received from Regions as well as a fund balance appropriation to cover expenses through the end of year.

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

SECTION 1. The City of Conway shall increase the General Fund Misc Revenue account (001-119-4799) by \$3,226 and increase the Non Departmental Advertising/Legal Notice account (001.119.5320) from the same amount.

SECTION 2. The City of Conway shall appropriate \$10,300 from the General Fund Balance Appropriation account (001-119-4900) into the Non Departmental Advertising/Legal Notice Account (001.119.5320).

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

PASSED this 9th day of October, 2012.

Approved:

Mayor Tab Townsell

Attest:

Michael O. Garrett
City Clerk/Treasurer