

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

Tuesday, November 27<sup>th</sup>, 2012 @ 6:30pm

Judge Russell L. "Jack" Roberts District Court Building – 810 Parkway St., Conway, AR 72032

5:30pm - Committee Meeting:

**No Committee Meeting**

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Call to Order: Mayor Tab Townsell  
Roll Call: Michael O. Garrett, City Clerk/Treasurer  
Minutes: November 13<sup>th</sup>, 2012 City Council Meeting  
Announcements/Proclamations/Recognitions: *Employee Service Awards*

1. Report of Standing Committees:

A. Economic Development Committee (Airport, Conway Corporation, Conway Development, Historic District, Chamber of Commerce)

1. Resolution considering the management of the new Conway Municipal Airport.

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

1. Resolution requesting the Faulkner County Tax Collector place a certified lien on properties located at 26 Brierwood for incurred expenses by the City of Conway.
2. Resolution declaring the intent of the City of Conway to repeal resolution R-08-23 and dedicate all natural gas severance tax state turnback funds for the general street purposes.
3. Ordinance accepting and appropriating donation funds for the Conway Tree Board to help pay for expenses associated with the annual Arbor Day celebration.
4. Ordinance amending the Northeast Old Conway area specific plan to allow a cell tower on Lot 1, Block, Syrgley Addition.
5. Consideration of a request for a conditional use permit to allow MF-1 density in an R-2 zone for property that is located at 1311 and 1317 Bruce Street.
6. Consideration of a request for a conditional use permit to allow a retail pharmacy drive through for property located at 2521 College Avenue.
7. Ordinance to rezone property located at 810 South Amity from I-3 to C-3.
8. Ordinance to rezone property located at the southeast corner of College Avenue and Prince Street from O-2 to PUD.
9. Ordinance to rezone property located at the northeast corner of Hubbard Road and Carl Stuart Street 101 Hubbard Road from R-1 to PUD.

**C. Public Services Committee (Sanitation, Parks & Recreation, & Physical Plant)**

1. Consideration to accept bids for a trailer mounted drum brush chipper truck for the Sanitation Department.
2. Consideration to accept bids for a chipper truck with a 22yd box for the Sanitation Department.

**D. Public Safety Committee (Police, Fire, CEOC, Information Technology, City Attorney, & Animal Welfare)**

1. Ordinance waiving bid requirements to purchase bomb squad items for the Fire Department

**E. Finance**

1. Consideration to approve the monthly financials reporting ending October 31, 2012.
2. Ordinance appropriating funds for the Employee Appreciation Bonus.

**Old Business**

**New Business**

**Adjournment**



**City of Conway, Arkansas  
Resolution No. R-12-\_\_\_\_\_**

**A RESOLUTION TO DESIGNATE MANAGEMENT FOR NEW CONWAY MUNICIPAL AIRPORT**

**Whereas**, the City of Conway will open a new municipal airport in 2014; and

**Whereas**, the City must determine what type of management will be in place when the new airport opens; and

**Whereas**, the City Council has appointed an Airport Advisory Committee to make recommendations; and

**Whereas**, the Airport Advisory Committee has looked at various management options; and

**Whereas**, the Airport Advisory Committee has determined that the new Conway Municipal Airport would be best served if managed by the City of Conway.

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

**Section 1.** The new Conway Municipal Airport will be managed by the City of Conway.

**Section 2.** The Conway Municipal Airport will become a department of the City, with manager serving as department head.

**PASSED** this 27<sup>th</sup> day of November, 2012.

**Approved:**

**Attest:**

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

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



*City of Conway, Arkansas*  
*Airport Advisory Committee*

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

**Committee Members:**

*William Hegeman, Chairman*

*William Adkisson, Vice Chairman*

*Brad Teague*

*Steve Magie*

*Fletcher Smith*

*Harrell Clendenin*

*Kevin Wish*

*William Adkisson*

*Jack Bell, Asst. to the Mayor*

*Ronnie Hall, City Engineer*

November 20<sup>th</sup>, 2012

The Honorable Tab Townsell  
Mayor, City of Conway  
1201 Oak Street  
Conway, AR 72032

Dear Mayor Townsell:

The Airport Advisory Committee has been meeting on the First and Third Thursday since we were created by the City Council on September 25, 2012.

We have met with Mr. Robert Johnson, a consultant with the General Aviation Consulting Services and Mr. John Knight, Director of the Arkansas Department of Aeronautics. The purpose of our discussion was to review the pros and cons of various options to manage our new airport facility.

Over a period of three meetings we discussed three different options, total City operation of the airport, City plus FBO management and third party management. Each of these options was discussed at length with Mr. Johnson and Mr. Knight in order to give the committee a better understanding of the options available to the City.

At our meeting on November 1<sup>st</sup>, 2012, the committee voted unanimously to respectively recommend to you and the City Council that the City take over the management of the new airport when it becomes operational by hiring a good manager who would report to you and the Council. It was the feeling of the committee that this would give us the greatest control of all the factors relative to the operation of a new facility, provide the highest revenue stream, better control investments in the new facility and better project the positive image that is desired in a general aviation airport.

Please advise if you have any questions regarding this recommendation.

Yours very truly,

Bill Hegeman  
Chairman  
Airport Advisory Committee



**City of Conway, Arkansas**  
**Resolution No. R-12-\_\_\_\_\_**

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

**WHEREAS**, in accordance with Ark. Code Ann. § 14-54-901, the City of Conway has corrected conditions existing on 26 Brierwood Circle within the City of Conway and is entitled to compensation pursuant to Ark. Code § 14-54-904: and

**WHEREAS**, State law also provides for a lien against the subject property, with the amount of lien to be determined by the City Council at a hearing held after the notice to the owner thereof by certified mail with said amount \$161.06 (\$119.15 + Penalty-\$11.91 + filing fee-\$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

**WHEREAS**, a hearing for the purpose of determine such lien has been set for **November 27th, 2012** in order to allow for service of the attached notice of same upon the listed property owners, by certified or publication as is necessary.

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

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

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

**ADOPTED** this 27th day of November, 2012.

**Approved:**

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

**Attest:**

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

**City of Conway**  
Planning & Development  
1201 Oak Street  
Conway, Arkansas 72032



**Barbara McElroy**  
Administrative Assistant  
Phone: 501-450-6107  
Fax: 501-450-6144

## MEMO:

To: Mayor Tab Townsell  
CC: City Council Members

From: Barbara McElroy  
Date: November 5<sup>th</sup>, 2012

Re: 26 Brierwood

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- September 5<sup>th</sup>, 2012– Warning Violation written regarding grass.
- Property Owner is listed as Elizabeth Jackson.
- Property was rechecked on 9/13 & 9/17/2012 with no progress made.
- Certified and regular letters were mailed 9/18/2012 to address on file and notice was left by Post Office on 9/19/2012.
- Property was rechecked on 9/28/2012 and 10/8/2012 with no progress.
- Email was sent to Physical Plant to mow property on 10/8/2012.
- Final Cleanup finished on 10/23/2012.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

If you have any questions please advise.

# INVOICE

## City of Conway Code Enforcement

DATE: NOVEMBER 21, 2012

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

TO Elizabeth Jackson  
26 Brierwood Circle  
Conway, AR 72034

Description: Mowing/Clean up/Admin Fees  
associated with the nuisance abatement at  
26 Brierwood Circle

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Grant Tomlin	710-09038-000	Due upon receipt	November 24, 2012

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	Mowing	17.99	17.99
1	Mowing	13.75	13.75
1	Maintenance Fee	15.00	15.00
1	Administrative Fee (Barbara McElroy)	24.15	24.15
1	Administrative fee (Grant Tomlin)	19.10	19.10
1	Administrative Fee (Glenn Berry)	21.70	21.70
2	Certified Letter	3.29	6.58
2	Regular letter	.44	.88
TOTAL BY 11/24/2012			\$119.15
TOTAL AFTER 11/27/2012			\$161.06

- Total amount due after 11/27/2012 includes collection penalty & filing fees

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

**Payments are due 30 days from date of this letter;**

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

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



**Barbara McElroy**  
Permits & Planning Dept.  
Phone 501-450-6107  
Fax 501-450-6144

October 24, 2012

Elizabeth Jackson  
26 Brierwood Circle  
Conway, AR 72034

**Parcel # 710-09038-000**

**RE: Nuisance Abatement at 26 Brierwood Circle, Conway AR**  
**Cost of Clean-Up, Amount Due: \$119.15**

Dear Ms. Jackson,

Because you failed or refused to remove, abate or eliminate certain conditions on the aforementioned real property in the City of Conway, after having been given seven (7) days notice in writing to do so, the City of Conway was forced to undertake the cleanup of this property to bring it within compliance of the Conway Municipal Code.

The City of Conway is requesting payment for all costs expended in correcting said condition. If after thirty (30) days from the receipt of this letter notifying you of the cost to correct said condition, such payment has not been remitted to the City, the City has the authority to file a lien against real estate property for the cost expended after City Council approval.

At its **November 27<sup>th</sup>, 2012 Meeting**, 6:30 p.m. located at 810 Parkway Street, the City Council will conduct a public hearing on three items:

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

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

Sincerely,

Barbara McElroy





**City of Conway, Arkansas**  
**Resolution No. R-12-\_\_\_**

**A RESOLUTION DECLARING THE INTENT OF THE CITY OF CONWAY TO REPEAL RESOLUTION R-08-23 AND DEDICATE ALL NATURAL GAS SEVERANCE TAX STATE TURNBACK FUNDS FOR GENERAL STREET PURPOSES**

**Whereas**, on August 12, 2008, the city council adopted Resolution No. R-08-23, which dedicates the portion of the transportation turn-back funds in city's Street Fund budget each year that are attributable to the state severance tax on natural gas to the provision, development, operation, and maintenance of alternative transportation facilities and services in Conway until further resolution.

**Whereas**, these funds were to have been accounted for separately from the Street Fund.

**Whereas**, it is the intent of the city council that such severance tax turnback funds provided to the City by the State of Arkansas shall now be used for general street purposes that where possible include alternative transportation elements such as sidewalks and bike lanes as per the "Complete Street Ordinance" No. O-09-56.

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

Section 1. Resolution No. R-08-23 is hereby repealed.

Section 2. All natural gas severance tax turnback funds provided to the City by the State of Arkansas shall now be used for general street purposes as provided by state law.

**PASSED** this 27<sup>th</sup> day of November, 2012.

**Approved:**

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

**Attest:**

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



**City of Conway, Arkansas**  
**Ordinance No. O-12- \_\_\_\_\_**

**AN ORDINANCE ACCEPTING AND APPROPRIATING DONATION FUNDS FOR THE CONWAY TREE BOARD TO HELP PAY FOR EXPENSES ASSOCIATED WITH THE ANNUAL ARBOR DAY CELEBRATION; AND FOR OTHER PURPOSES;**

**Whereas**, donations in the amount of \$580 were received from Faulkner County Master Gardeners, Farm Bureau, and various other sources in support of the annual Arbor Day celebration; and

**Whereas**, the holiday of Arbor Day, recognized by official proclamation, is one of critical importance to the education of the general public to the beneficial role our urban forest plays within our community; and

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

**Section 1.** The City of Conway, Arkansas, shall accept donation funds in the amount of \$580 and appropriate said funds from the Donations Account (260-000-4705) to the Tree Board Account (260-000-5430).

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

Passed this 27<sup>th</sup> day of November, 2012.

**Approved:**

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

**Attest:**

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



City of Conway, Arkansas  
Ordinance No. O-12-\_\_\_

**AN ORDINANCE AMENDING THE NORTHEAST OLD CONWAY AREA SPECIFIC PLAN TO ALLOW A CELLULAR COMMUNICATION TOWER ON LOT 1, BLOCK 4, SRYGLEY ADDITION:**

**WHEREAS**, The City of Conway would like to amend the Northeast Old Conway Area Specific Plan to allow a cell tower on a particular lot and set appropriate conditions for its installation;

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

**SECTION 1.** Section V. Land Uses Allowed, of the Northeast Old Conway Specific Plan, adopted by referring Ordinance O-09-86, August 25, 2009 is amended to include the below text. This text shall follow Chart 6. Land Uses Allowed by Right or Condition:

Specific Lot Amendment: A cellular communications tower shall be allowed on Lot 1, Block 4, Srygley Addition with the following conditions:

1. Tower maximum height shall be 110 feet.
2. Tower design must be a monopole design with internal antennae and wiring. No wiring, or other projections may be mounted externally.
3. Any lighting other than that required by the FAA or other government regulations is prohibited.
4. A wooden privacy fence shall be erected on the north side of the tower enclosure area.

**SECTION 2.** That any ordinance which conflicts with this ordinance is hereby repealed to the extent of the conflict.

**SECTION 3.** That this ordinance is necessary for the protection, peace, health and safety of the citizens of Conway, and therefore, an emergency is declared to exist, and this ordinance shall go into effect from and after its passage and approval.

**PASSED** this 27<sup>th</sup> day of November, 2012.

**Approved:**

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

**Attest:**

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



# CONWAY PLANNING COMMISSION

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

November 20, 2012

Council Members  
Conway, AR 72032

Dear Council Members:

A request for an amendment to the Northeast Old Conway Area Specific Plan to allow a cell tower in T-5 Urban zoning for property that is located at 799 Mill Street with the legal description

Lot 1 Block 4, Srygley Addition

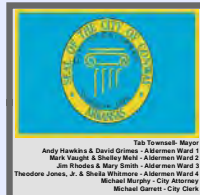
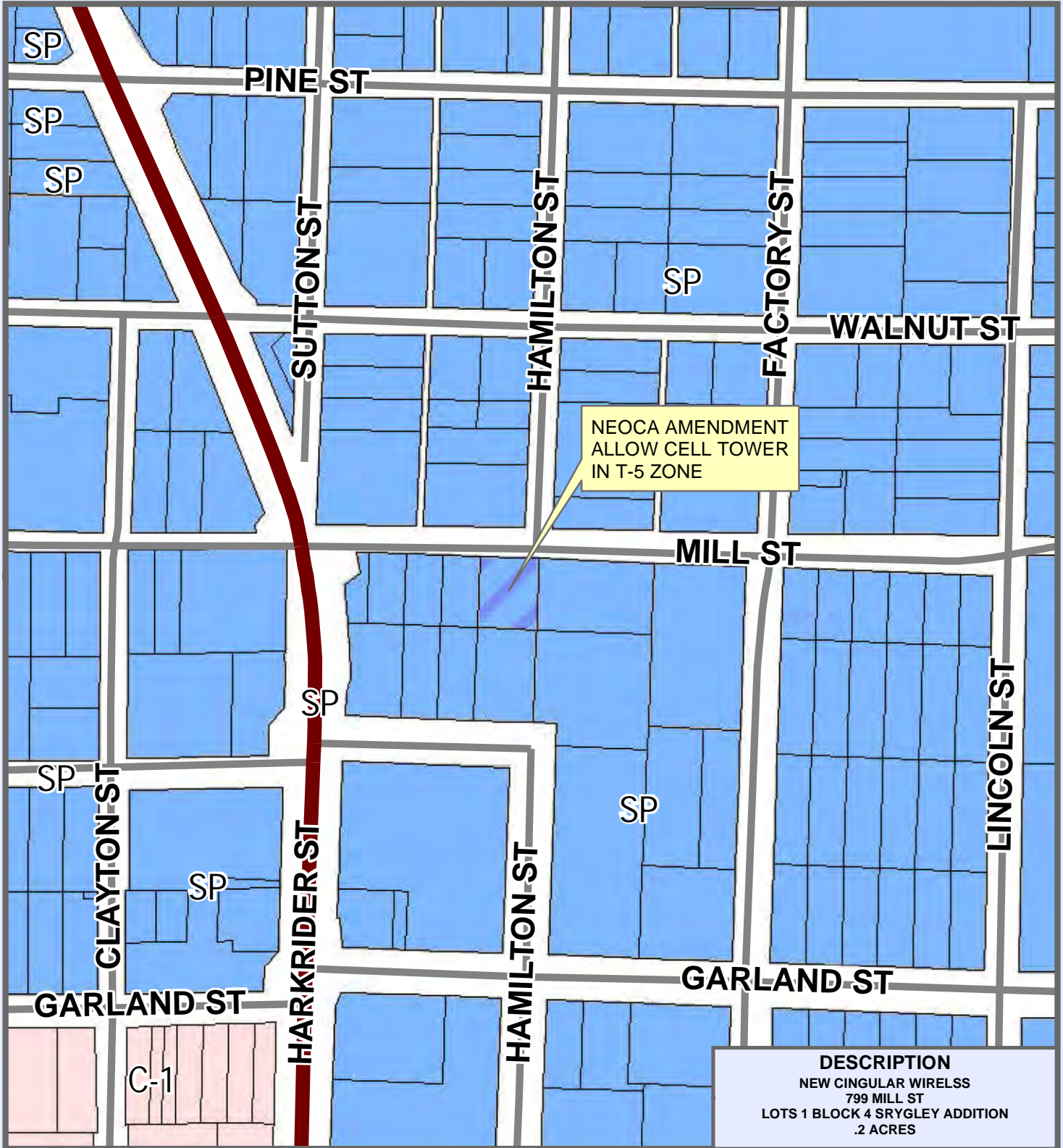
was reviewed by the Planning Commission at their regular meeting on November 19, 2012. The Planning Commission voted 9 – 0 to forward this request to the City Council with a recommendation for approval.

Sincerely,

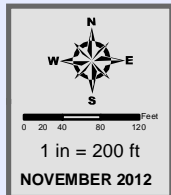
Craig Cloud, Chair  
Planning Commission

# CITY OF CONWAY

## NEW CINGULAR WIRELESS NEOCA AMENDMENT



INTERSTATE	LOT LINE	<b>Residential</b>	<b>Industrial</b>
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		<b>Commercial</b>	<b>Office</b>
RAILROADS		C-1	O-1
		C-2	O-2
		C-3	O-3
		C-4	<b>Special</b>
			SP
			S-1
			A-1
			PUD
			TJ



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**CONTACT INFORMATION**  
 LANDMARK IS WEBSITE:  
 gis.cityofconway.org (UNDER DEVELOPMENT)  
 E-MAIL: Jason.Lyon@CityofConway.org



# CONWAY PLANNING COMMISSION

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

November 20, 2012

Council Members  
Conway, AR 72032

Dear Council Members:

A request for a conditional use permit to allow MF-1 density in an R-2 zone for property that is located at 1311 and 1317 Bruce Street with the legal description

The west 60 feet of Lots 11, 12; 13 and 14 of Block 11 of Daviess and Garvins Subdivision, to the City of Conway, Arkansas, as shown on Plat of Record in Plat Book A, Page 46, Records of Faulkner County, Arkansas. And also part of Lots 11, 12 and 13 of Block 11 of Daviess and Garvins Subdivision to the City of Conway, Arkansas, as shown on Plat of Record in Plat Book A, Page 46, Records of Faulkner County, Arkansas, more particularly described as follows:

Beginning at a point 90 feet west of the Northeast Corner of said Lot 11 and run thence West 90 feet; thence South 195 feet; thence East 90 feet; thence North 195 feet to the Point of Beginning.

was reviewed by the Planning Commission at their regular meeting on November 19, 2012. The Planning Commission voted 8 – 0 to forward this request to the City Council with a recommendation for approval subject to the below stated condition.

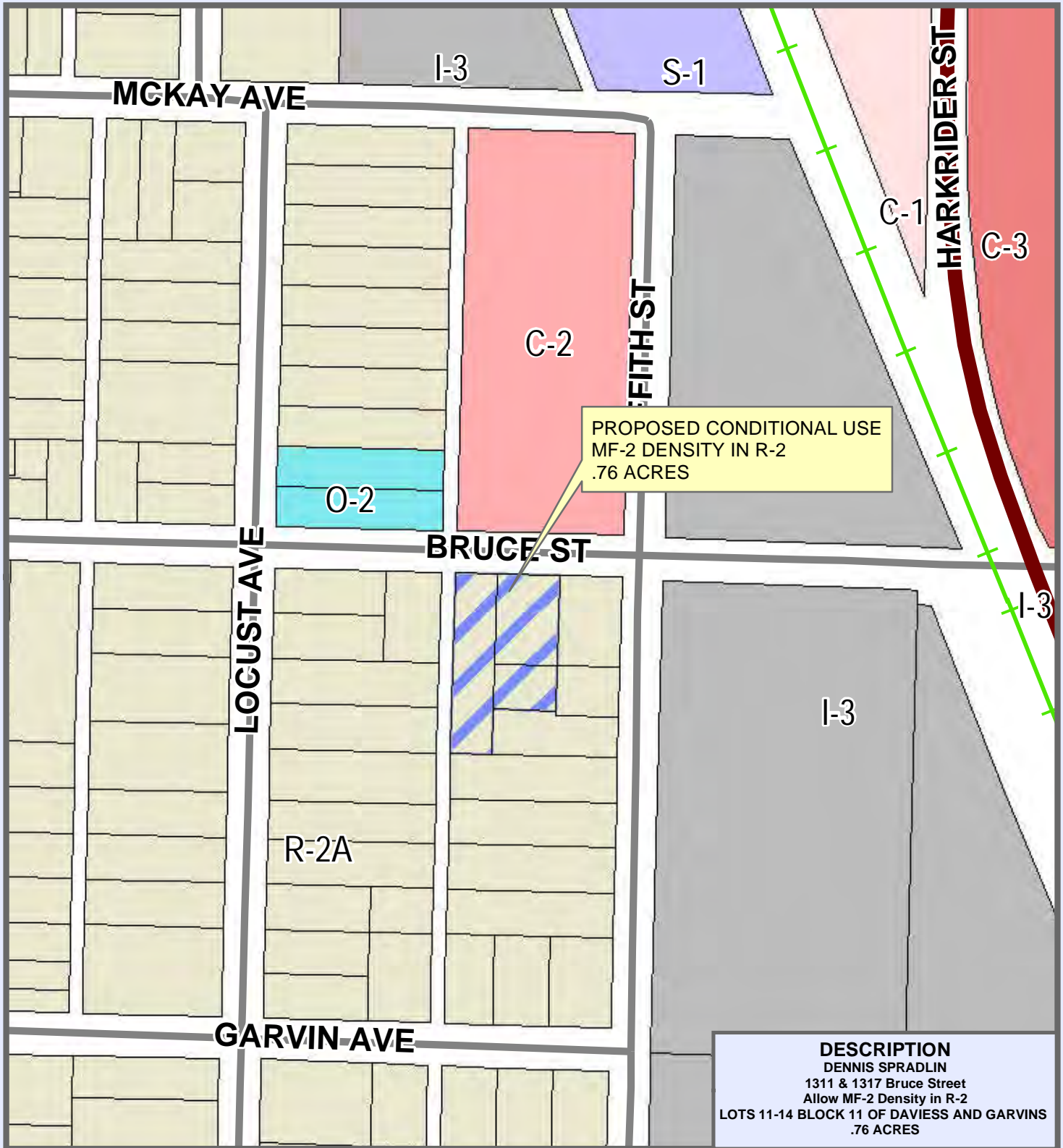
1. Four duplexes (8 units) shall be allowed.

Sincerely,

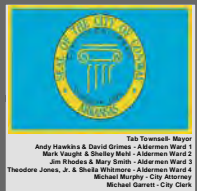
Craig Cloud, Chair  
Planning Commission

# CITY OF CONWAY

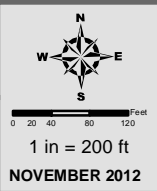
## DENNIS SPRADLIN CONDITIONAL USE



**DESCRIPTION**  
**DENNIS SPRADLIN**  
 1311 & 1317 Bruce Street  
 Allow MF-2 Density in R-2  
 LOTS 11-14 BLOCK 11 OF DAVIESS AND GARVINS  
 .76 ACRES



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



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CONTACT INFORMATION  
 LANDMARKS WEBSITE:  
[gis.cityofconway.org](http://gis.cityofconway.org) (UNDER DEVELOPMENT)  
 E-MAIL: [Jason.Lyon@CityofConway.org](mailto:Jason.Lyon@CityofConway.org)





# CONWAY PLANNING COMMISSION

---

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

November 20, 2012

Council Members  
Conway, AR 72032

Dear Council Members:

A request for a conditional use permit to allow a retail pharmacy drive through for property located at 2521 College Avenue with the legal description

Part of Lot 2 of replat of Block 3 Laney's Subdivision as shown on plat of record in Book E at Page 7 described as follows: Beginning at the Northwest corner of Block 3, Laney's Subdivision, run thence East 105.0 feet to the point of beginning which is the Northwest corner of Lot 2, replat of Block 3 Laney's Subdivision; thence run South 96.25 feet; thence East 110.0 feet; thence North 96.25 feet; thence West 110.0 feet to the point of beginning. Subject to a perpetual roadway easement over and across the East 30 feet of the above described tract.

was reviewed by the Planning Commission at their regular meeting on September 17, 2012. The Planning Commission voted 6 – 3 to table the motion in order to give applicant an opportunity to work out cross access issues with neighbors. At the request of applicant the item was held from the October meeting until the regular November meeting at which time the Planning Commission denied the conditional use request 7 – 1 with Commissioner Chris Steplock being the only vote not to deny the request. Applicant has expressed his desire to appeal this denial at the November 27 meeting of the City Council.

Sincerely,

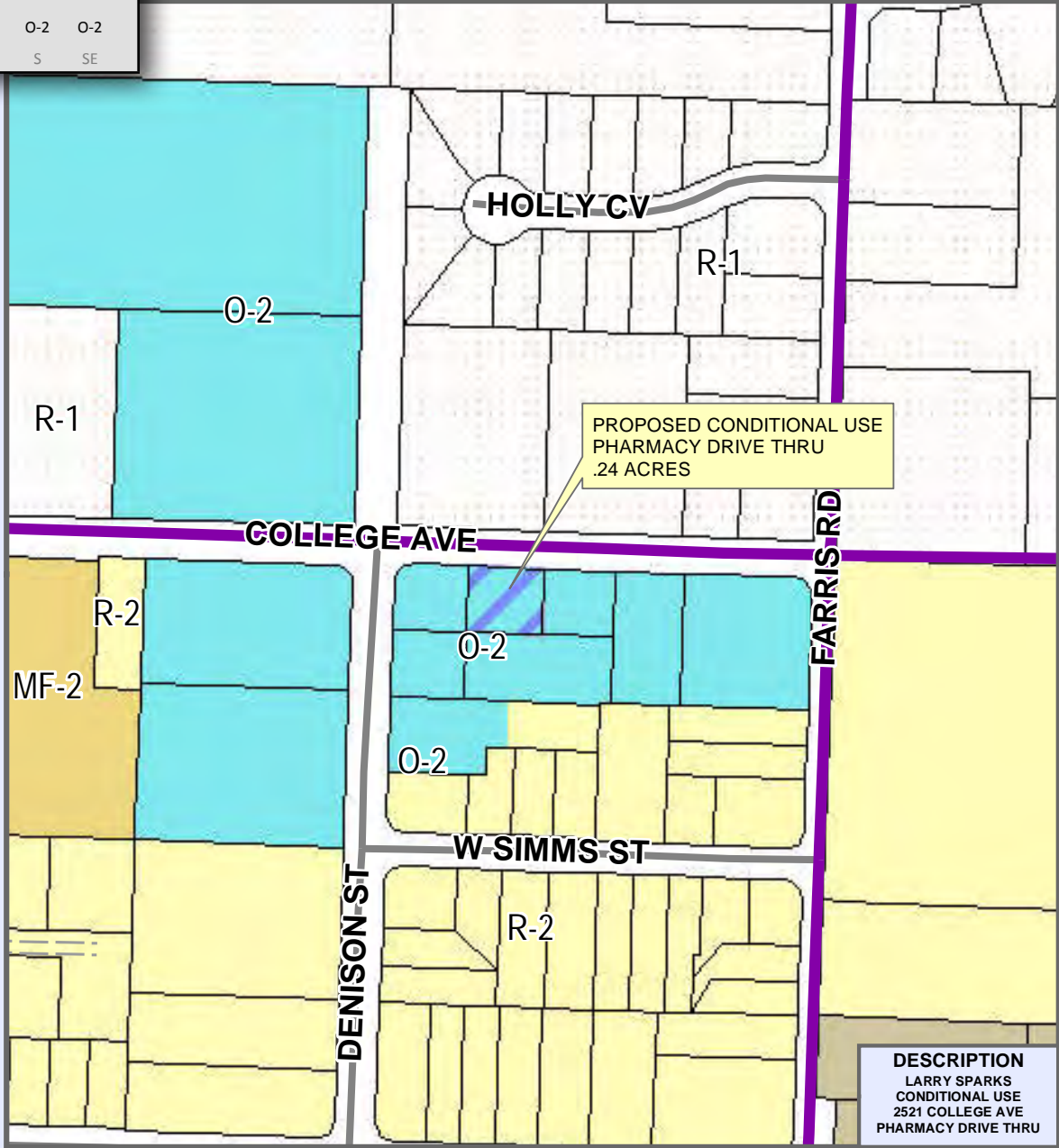
Craig Cloud, Chair  
Planning Commission



NW	N	NE		
R-1	R-1	R-1		
W	O-2	Site	O-2	E
O-2	O-2	O-2		
SW	S	SE		

# CITY OF CONWAY

## LARRY SPARKS CONDITIONAL USE



**DESCRIPTION**  
**LARRY SPARKS**  
**CONDITIONAL USE**  
**2521 COLLEGE AVE**  
**PHARMACY DRIVE THRU**



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



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**CONTACT INFORMATION:**  
 LANDMARK INFO WEBSITE  
 94 S. 10th Avenue, Conway, AR 72034  
 E-MAIL: Jason.Lyon@CityOfConway.org

**SPARKS CONDITIONAL USE PERMIT FOR PHARMACY DRIVE THROUGH WINDOW (HELD IN COMMITTEE AT THE SEPTEMBER MEETING)**

**APPLICANT / OWNER**

4 HIMS, LLC  
1402 Quail Creek Dr  
Conway, AR 72032

**STAFF REVIEW BY**

Bryan Patrick - Director  
1201 Oak Street  
Conway AR 72032



**SITE DATA**

**Location.** 2521 College Ave

**Legal Description.** On file

**Site Area.** .24 acres

**Existing Structures.** Approximately 1800 s.f., one story commercial building

**Current Zoning.** O-2 (Quiet Office)

**Requested Conditional Use Permit:** Drive through pharmacy window

**Overlay District.** None

**STAFF COMMENTS**

**Comprehensive Plan.** The Comprehensive Plan shows this area as appropriate for single family residential. However, the area is zoned for quiet office and is surrounded by existing office uses.

**Projected Traffic Impacts.** The property has been recently used as a compounding pharmacy. Traffic generation tables indicate that a pharmacy without a drive through should generate around 164 vehicle trips per day. These same tables indicate no change in traffic for a pharmacy with a drive through.

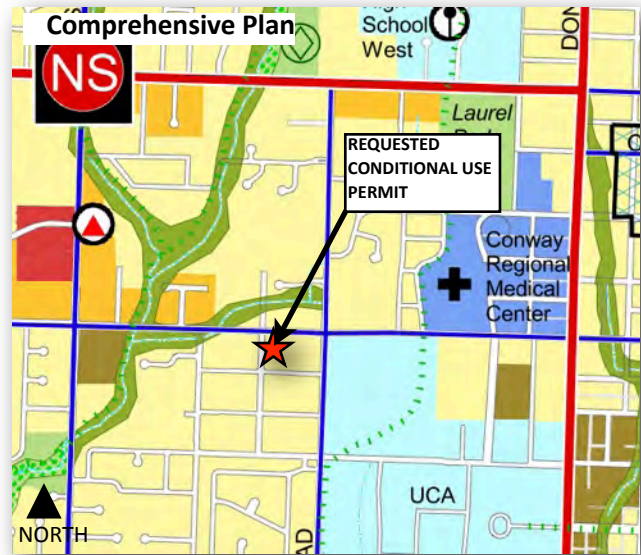
**Utility Infrastructure.** There are adequate utilities in the area to serve development.

**Flood / Drainage.** There are currently no flooding or drainage issues with this property.

**Street Improvements.** College Avenue is slated for improvements similar to Prince Street within the next 3-5 years. There are no immediate street improvements scheduled within this area.

**Conway 2025.** Not directly applicable.

**General Comments.** The structure was recently used as a compounding pharmacy which is allowed by right In the O-2 Quiet Office Zone. The compounding



**Comprehensive Plan Legend - See Page 28**

pharmacy has moved to another location and the applicant would like to operate a small retail pharmacy with a drive through at this location. A full retail pharmacy has operated at this location in the past. Therefore, use as a retail pharmacy is allowed.

However, the addition of a drive through window requires a conditional use permit. The request for a drive through window does not seem out of character with surrounding medical office uses. A large amount of traffic generation would not be expected by the requested drive through. A well placed turn out curb or other means of traffic routing could likely prevent any traffic conflict with adjoining clinic traffic.

At the September Planning Commission meeting, abutting clinic property owners raised concerns about ingress/egress, potential traffic conflicts, and cross access agreements. It was made known that no cross access agreements currently exists between abutting property owners. Cross access agreements would be beneficial to all abutting property owners in order to clarify ingress/egress to the common parking drive areas.

The applicant also stated that he might want to locate the drive through at the north side of the building. If located on the north, proper ingress/egress should be provided exclusive of public right of way. This would require coordination with the Street and Planning Departments.

The Planning Commission decided to hold the item in committee so that the various clinic owners could meet and potentially resolve conflicts concerning their

parking areas. The Conditional Use Committee was made available to the applicants and adjoining property owners if needed. Larry Sparks, one of the pharmacy owners, informed the Planning Department that as of October 8, all but one of the abutting owners have agreed to allow the drive through/parking lot improvements. Mr. Sparks hoped to contact the last owner before the Planning Commission meeting. A drawing of the new configuration is included.

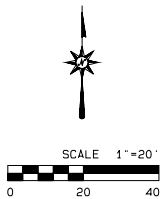
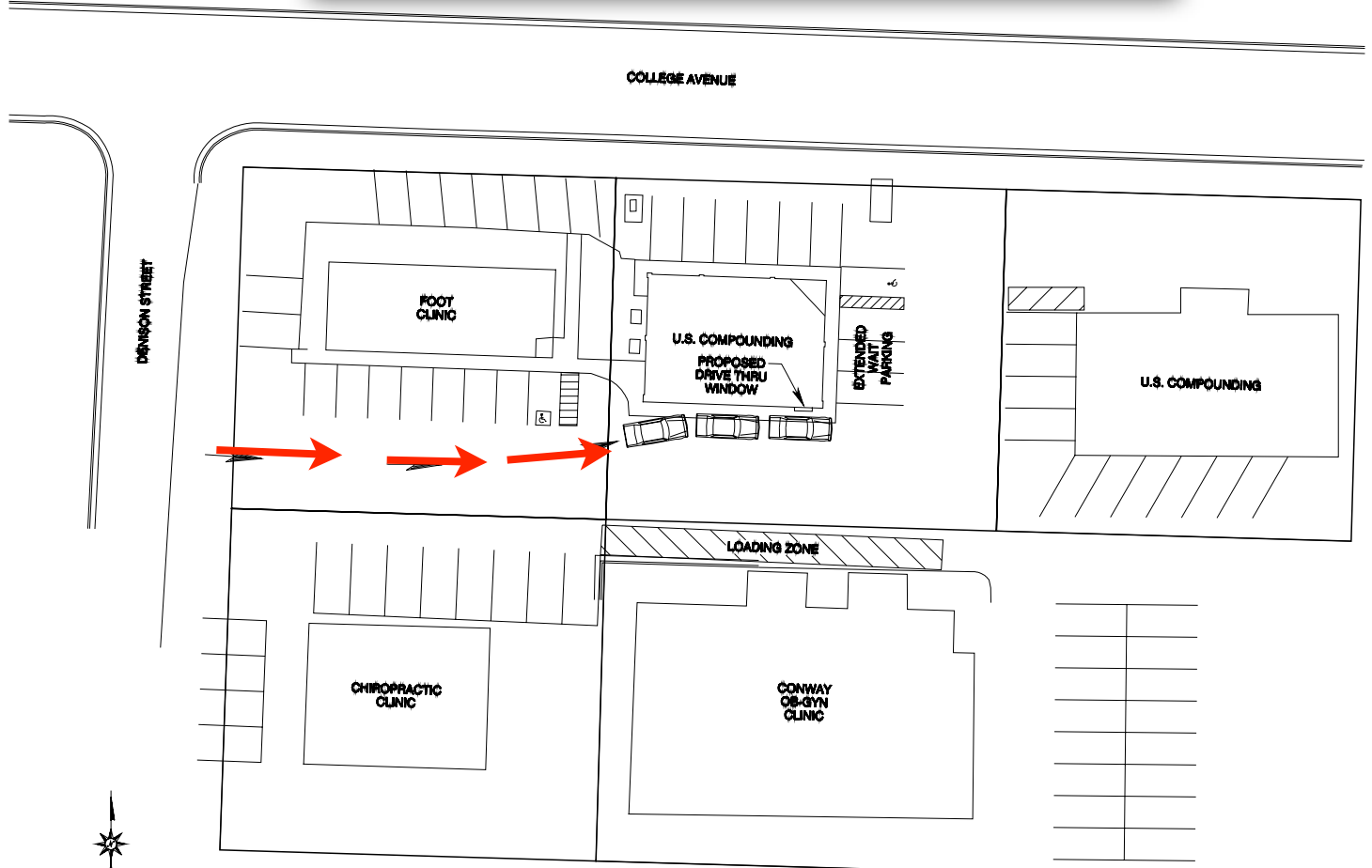
**Staff Recommendation.** Staff recommends approval of this conditional use permit for a pharmacy drive through window if potential drive through/parking access conflicts can be resolved.

The following conditions are provided for Commission discussion:

1. Hours of operation
2. Drive through location and parking lot upgrades shall be constructed as shown on submitted plan.
3. Other conditions the Commission feels are applicable



**Rear of Building  
(Proposed Drive Through Area)**



CENTRAL  
 ARKANSAS  
 PROFESSIONAL  
 SURVEYING

FR  
 U.S. COMF

Drive Through Window Ariel Photo & Submitted Plan



**City of Conway, Arkansas**  
Ordinance No. O-12- \_\_\_\_\_

**AN ORDINANCE AMENDING SECTIONS 201.1 AND 201.3 OF THE CONWAY ZONING ORDINANCE TO REZONE PROPERTY LOCATED AT 810 SOUTH AMITY FROM I-3 TO C-3:**

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

**SECTION 1:** The Zoning District Boundary Map of the Conway Land Development Code be amended by changing all the **I-3** symbols and indications as shown on the Zoning District Boundary Map in an area described as follows:

Being a part of the NE1/4 SW1/4 and also a part of the NW1/4 SW1/4 of Section 17, T-5-N, R-13-W, Faulkner County, Arkansas more particularly described as follows:

Commencing at a found 1.5" pipe at the NE corner of said NW1/4 SW1/4, being the point of beginning; thence along the North line of the NE1/4 SW1/4, S88°16'27"E, 141.57 feet to a set 1/2" rebar (APLS #1243); thence leaving said North line, S01°43'33"W, 400.00 feet to a set 1/2" rebar (APLS #1243); thence N88°16'27"W, 141.57 feet to a set 1/2" rebar (APLS #1243); thence N88°16'27"W, 339.08 feet to a set 1/2" rebar (APLS #1243); thence N35°11'11"W, 132.99 feet to a found iron pin; thence N03°48'49"E, 293.86 feet to a found iron pin on the North line of said NW1/4 SW1/4; thence along said North line of the NW1/4 SW1/4, S88°16'27"E, 408.25 feet to the point of beginning, containing 5.00 acres more or less.

to those of **C-3**, and a corresponding use district is hereby established in the area above described and said property is hereby rezoned.

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

**PASSED** this 27<sup>th</sup> day of November, 2012.

**Approved:**

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

**Attest:**

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





# CONWAY PLANNING COMMISSION

---

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

November 20, 2012

Council Members  
Conway, AR 72032

Dear Council Members:

A request for a rezoning from I-3 to C-3 for property that is located at 810 South Amity with the legal description

Being a part of the NE1/4 SW1/4 and also a part of the NW1/4 SW1/4 of Section 17, T-5-N, R-13-W, Faulkner County, Arkansas more particularly described as follows:

Commencing at a found 1.5" pipe at the NE corner of said NW1/4 SW1/4, being the point of beginning; thence along the North line of the NE1/4 SW/4, S88°16'27"E, 141.57 feet to a set 1/2" rebar (APLS #1243); thence leaving said North line, S01°43'33"W, 400.00 feet to a set 1/2" rebar (APLS #1243); thence N88°16'27"W, 141.57 feet to a set 1/2" rebar (APLS #1243); thence N88°16'27"W, 339.08 feet to a set 1/2" rebar (APLS #1243); thence N35°11'11"W, 132.99 feet to a found iron pin; thence N03°48'49"E, 293.86 feet to a found iron pin on the North line of said NW1/4 SW1/4; thence along said North line of the NW1/4 SW1/4, S88°16'27"E, 408.25 feet to the point of beginning, containing 5.00 acres more or less.

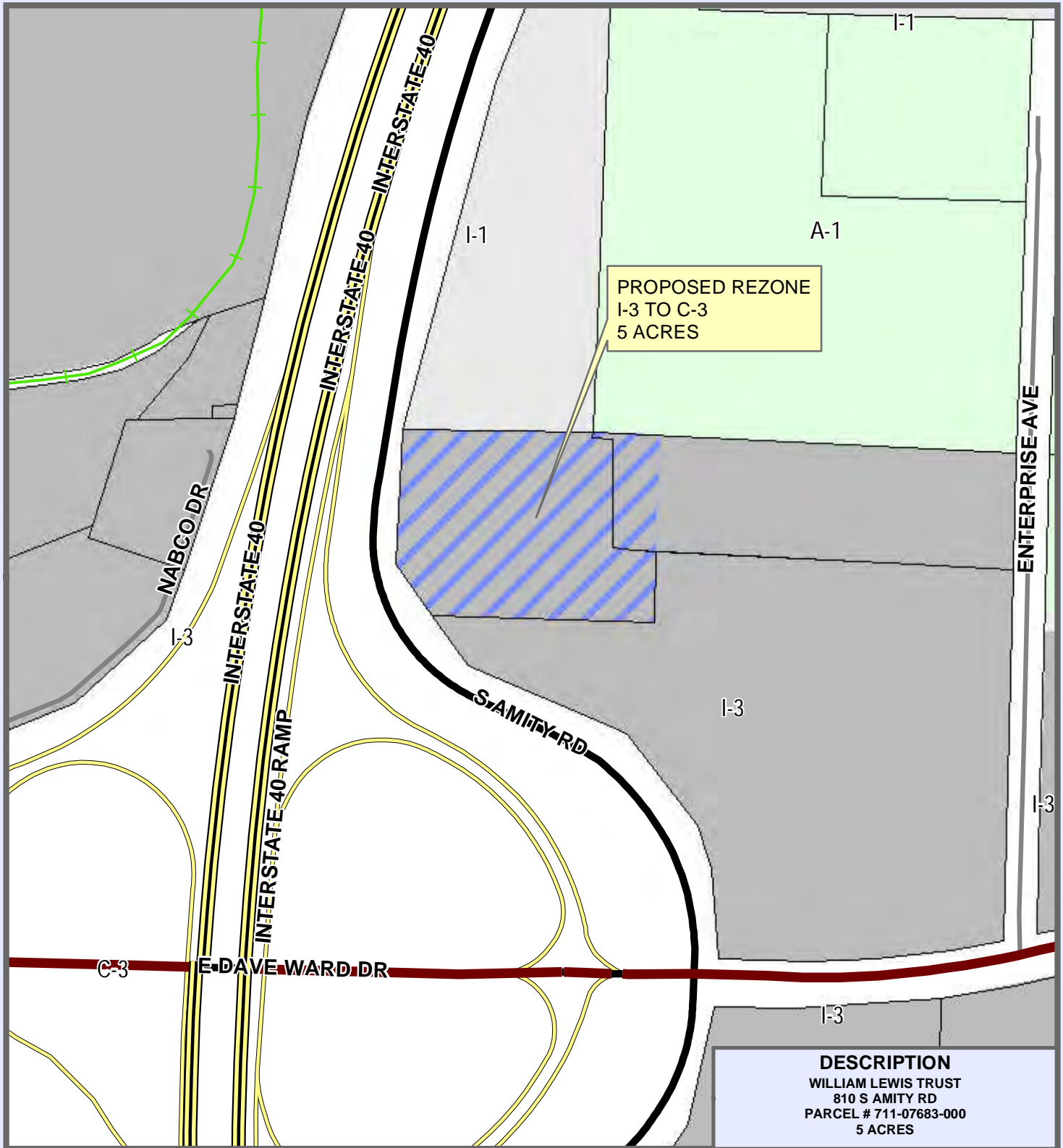
was reviewed by the Planning Commission at their regular meeting on November 19, 2012. The Planning Commission voted 7 – 0 to forward this request to the City Council with a recommendation for approval. Planning Commissioner Matthew Brown recused himself from the vote.

Sincerely,

Craig Cloud, Chair  
Planning Commission

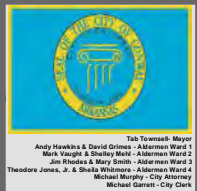
# CITY OF CONWAY

## CRAIN INVESTMENTS REZONE I-3 TO C-3



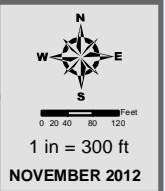
PROPOSED REZONE  
I-3 TO C-3  
5 ACRES

**DESCRIPTION**  
**WILLIAM LEWIS TRUST**  
**810 S AMITY RD**  
**PARCEL # 711-07683-000**  
**5 ACRES**



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

0	20	40	80	120
1 in = 300 ft				
<b>NOVEMBER 2012</b>				



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](http://gis.cityofconway.org) (UNDER DEVELOPMENT)  
 E-MAIL: [Jason.Lyon@CityofConway.org](mailto:Jason.Lyon@CityofConway.org)



**City of Conway, Arkansas**  
**Ordinance No. O-12- \_\_\_\_\_**

**AN ORDINANCE AMENDING SECTIONS 201.1 AND 201.3 OF THE CONWAY ZONING ORDINANCE TO REZONE PROPERTY LOCATED AT THE SOUTHEAST CORNER OF COLLEGE AVENUE AND PRINCE STREET FROM O-2 TO PUD:**

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

**SECTION 1:** The Zoning District Boundary Map of the Conway Land Development Code be amended by changing all the **O-2** symbols and indications as shown on the Zoning District Boundary Map in an area described as follows:

All that land shown on the plat of Westin Office Park Subdivision, as recorded in Plat Book J, page 301, Faulkner County, Arkansas.

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

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

**PASSED** this 27<sup>th</sup> day of November, 2012.

**Approved:**

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

**Attest:**

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





CITY OF CONWAY  
Planning and Development

1201 Oak Street  
Conway, AR 72032

T 501.450.6105  
F 501.450.6144

[www.conwayplanning.org](http://www.conwayplanning.org)

November 19, 2012

**MEMO**

From: Bryan Patrick

To: Mayor and City Council

**Johnson PUD Appeal**

Mr. Keller Johnson is appealing the Planning Commission's August denial of his PUD request. The Planning Commission heard opposition mostly from neighbors to the south who live in Westin Estates. Concerns were noise, lighting, and possible drainage issues. The neighbors want to see the quiet office zoning remain.

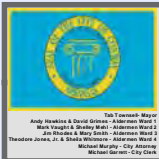
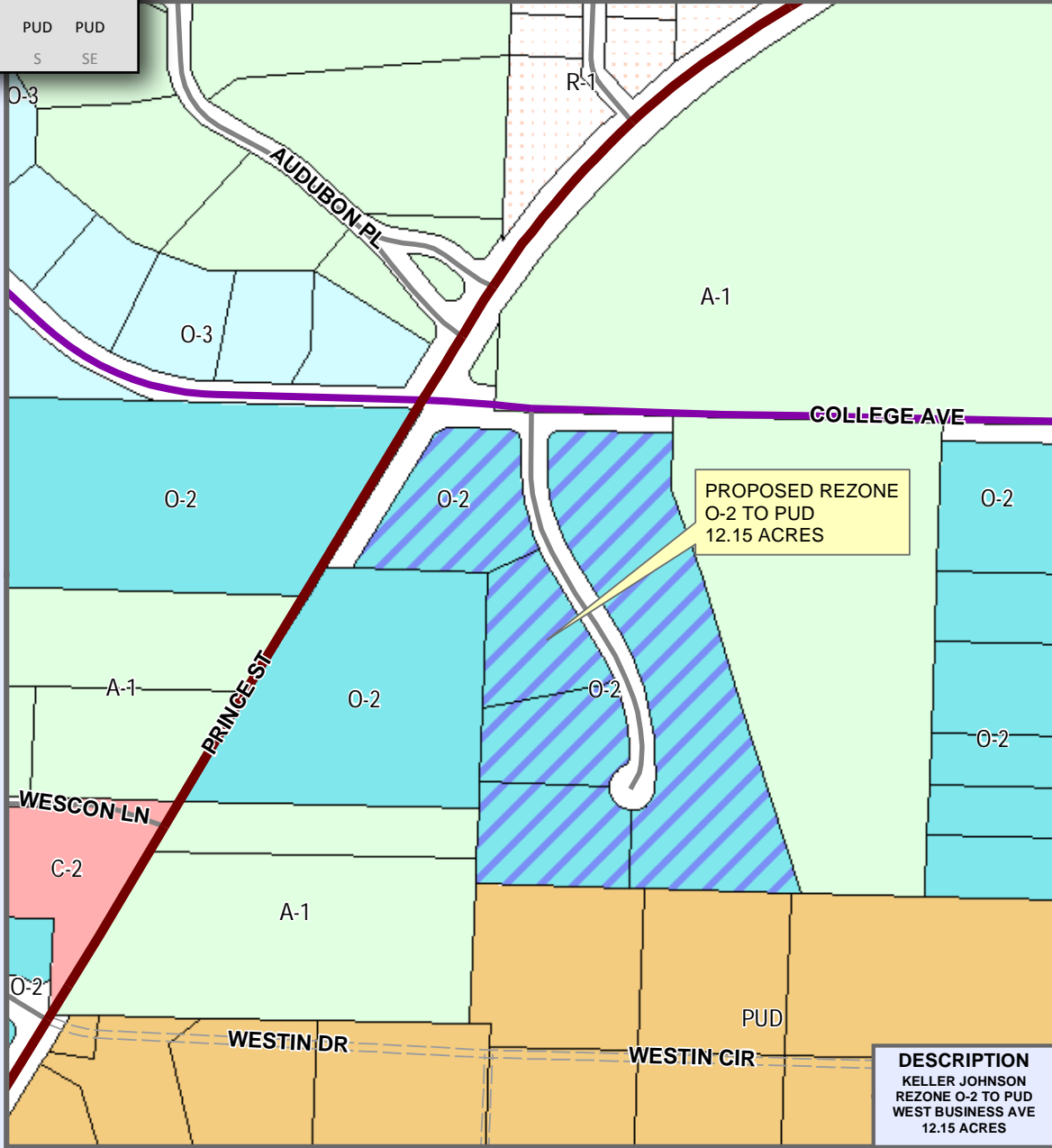
The original plan submitted to the Planning Commission was more vague and did not show actual home designs placed on the lots. The applicant has now resubmitted a new plan that shows better definition and home plans. The commercial area on the north side of the property has been decreased. The number of homes has been decreased from 33 to 27. Although the the plan has changed from the August presentation to the Planning Commission, it is still very much the same except for better definition and a decrease in commercial area and number of homes.

The Planning Commission Staff Report has been included. The staff recommended conditions are the same, but have been revised to match the new plan. The conditions actually voted on by the Planning Commission are included in the typical Council letter. The question of the desired land use; C-2 or O-2, should be decided.

NW	N	NE		
O-3	A-1	A-1		
W	O-2	Site	A-1	E
O-2	PUD	PUD		
SW	S	SE		

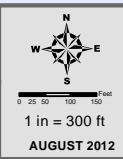
# CITY OF CONWAY

## KELLER JOHNSON REZONE -- O-2 TO PUD



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

Residential		Industrial	
□	R-1	□	I-1
□	R-2A	□	I-2
□	R-2	□	I-3
□	R-3	□	I-4
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□	R-97	□	I-98
□	R-98	□	I-99
□	R-99	□	I-100



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CONTACT INFORMATION:  
 LANDMARK INFO WEBSITE  
 948-570-1000  
 E-MAIL: Jason.Lynn@CityOfConway.org

**JOHNSON REZONING FROM O-2 (QUIET OFFICE) TO PUD (PLANNED UNIT DEVELOPMENT)**

**APPLICANT / OWNER**

Keller Johnson  
 PO Box 1251  
 Conway, AR 72033

**STAFF REVIEW BY**

Bryan Patrick - Director  
 1201 Oak Street  
 Conway AR 72032

**SITE DATA**

**Location.** West Business Ave (Southeast corner of College and Prince St)  
**Legal Description.** On file  
**Site Area.** 12.15 Acres  
**Existing Structures.** Office building at northwest corner of property.  
**Current Zoning.** O-2 (Quite Office)  
**Requested Zoning:** PUD (Planned Unit Development)

**Overlay District.** None

**STAFF COMMENTS**

This request is for a Planned Unit Development. This property was originally developed as a professional office park. The applicant would like to develop the property as a mixed use, new-urban style development with retail/office on the north and residential on the south.

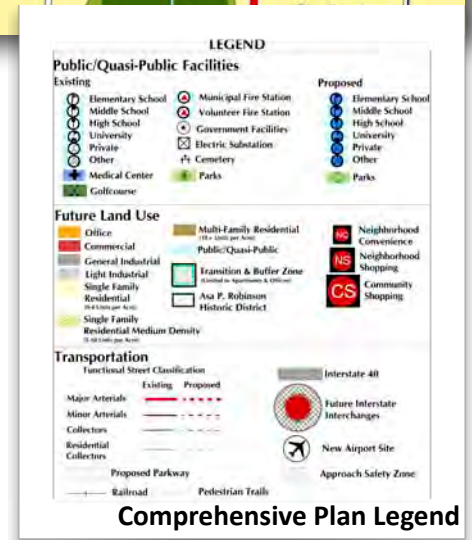
**Projected Traffic Impacts.** If the property were developed as allowed with professional offices, around 800 vehicle trips per day could be expected. If the request for PUD is approved as submitted, 350 vehicle trips per day could be expected from the residences, and depending on the commercial space use, anywhere from 500-1000 cars per day could be expected.

**Street Improvements.** There are no street improvements scheduled in the area at this time.

**Utility Infrastructure.** There are adequate utilities in the area to serve development.

**Flood / Drainage.** A large portion of this property is shown on the FEMA flood insurance maps as being in the floodway and floodplain. In order to develop the property as proposed, a flood hazard study,

plan, and mitigation will need to be approved by FEMA before building permits can be issued. Paperwork was submitted to FEMA several years ago to



revise the flood areas, but it would appear that the revisions were never finalized. FEMA approval must be obtained before the eastern portion of the property can be developed.

**Conway 2025.** Several recommendations in the Conway 2025 plan would add support for this development:

“In 2025, Conway has a number of walkable/livable “villages” that were developed using planning tools such as Traditional Neighborhood Development and form-based zoning.”

“In 2025, mixed use developments are prevalent throughout Conway. The city has moved away from its previous “subdivision ordinance” style of planning.”

## PUD Specific Requirements

- **Relation to Utilities and Major Roads** - A PUD shall be located in relation to utility systems, drainage systems, and major roads so that neither extension or enlargement of public facilities shall be at the public's expense. *The proposal does not affect any major public utility or public road expense.*
- **Internal Street Network** - A PUD shall include an internal system of streets, parking aisles, and/or cross access drives that can safely and efficiently accommodate vehicular traffic generated by the PUD. *The proposal would utilize an existing street as its main ingress/egress. A second Prince Street access is also planned. The existing street was designed to commercial standards and is 32 feet wide. This could allow one row of parallel parking along the east side. Connecting streets and alleys provide access to the residential lots.*

*The alleys (marked with a star on the plan, page 18) could provide future connectivity to the adjoining western property. One, or both of these alleys should be increased to 30 feet in width to provide a stub out(s) to the adjoining property.*

*A 60 foot wide drive is sketched in on Lot 2. Driveways are limited to 40 feet in width maximum. The proper location and width will be determined during development review.*
- **Sidewalk System** - Unless there are outstanding reasons that warrant otherwise, all internal streets within the PUD shall include pedestrian sidewalks. *Sidewalks should be included throughout the development and along Prince and College.*
- **Common Space** - The incorporation of plazas, courtyards, and other outdoor spaces for people to gather is encouraged. *A common space is included as a part of the green space. A park and pavilion lot is shown between West Business Drive and the walking trail green space.*
- **Green Space** - PUDs over 3 acres in area shall dedicate a minimum of 20% of the development as green space. Green space is defined as permeable area set aside for open space or landscaping. This proposal shows a large green space along the creek on the east. Other

smaller additional green space are shown in the residential area. To meet the 20% green space requirement, 2.4 acres must be set aside. The submitted proposal meets this requirement.

- **Property Owners Association** - PUDs may require the formation of a property owners association to oversee the upkeep of common area and green spaces. *A property owners association will need to be created to collect dues for upkeep and maintenance of the common areas.*
- **Required Meetings** - A PUD request requires two specific meetings in addition to the Planning Commission public hearing; a development review meeting, and a public informational meeting. The development review meeting was held on August 9. This meeting is a technical meeting between the applicant and city officials to determine any technical development issues. Several concerns were pointed out concerning; utility locations, residential sprinklers, fire truck clearances, floodway revisions, right of way for a roundabout at Prince and College, and streets and alleys abutting neighboring properties. The included PUD plan is a revised plan based on comments from the technical meeting.

On August 15, a public informational meeting will be held at an office building on the property at 465 West Business Drive. This report was written on August 13, and addendum will be provided with any updates.
- **Signage** - Unless specified otherwise, a PUD is subject to current Conway sign regulations. However, as part of the PUD's final development plan, signage may deviate from these requirements. The applicant has not requested any sign variances as part of the PUD.
- **Platting, Development Review** - Platting and staff development review will be required upon approval of the PUD prior to issuance of building permits.

## **Staff Suggested PUD Conditions (Revised for Nov. 27, 2012 City Council Meeting)**

The Commission may set conditions it feels will make the project compatible with the surrounding area. A list of possible conditions is presented below. The Commission should examine these suggested conditions and delete, modify, or add to as needed.

1. Platting shall be required. The plat shall show properly established floodway/floodplain.
2. Setbacks. Building setbacks must be established and shown on plat.
3. ***(Lot numbers revised for new plan.*** Lots 28,29, and 30 shall be allowed O-2 ***(C-2?)*** land uses. Lots 1-27 shall be single-family residential dwellings. These uses are defined in the Conway Zoning Ordinance.
4. A property owners association must be formed in order to provide maintenance for common green space areas.
5. Additional right of way shall be dedicated as requested by the City Engineer for the construction of a roundabout at Prince and College.
6. ***(Revised for new plan) The street as shown between lots 6, 7, and 8 shall be stubbed out to the west to provide future connectivity. The southwest 20 foot alley shall be widened to a 30 foot full street. A cross access agreement shall be created allowing future access to the adjoining western property.***
7. Development review is required on all commercial and office structures. Proper ingress/egress, driveway widths, etc. shall be determined during this review.
8. Sidewalks shall be constructed throughout the PUD and along Prince Street and College Avenue.
9. ***(Added based on August public hearing comments) An 8 foot wooden privacy fence shall be constructed along the south property line from lots 7 to 15.***

**AUGUST PLAN FOR REFERENCE - SEE NEW PLAN**



**AUGUST Johnson PUD**  
**Site Plan**







**Johnson PUD  
Aerial Photo**



**City of Conway, Arkansas**  
**Ordinance No. O-12- \_\_\_\_\_**

**AN ORDINANCE AMENDING SECTIONS 201.1 AND 201.3 OF THE CONWAY ZONING ORDINANCE TO REZONE PROPERTY LOCATED AT THE NORTHEAST CORNER OF HUBBARD ROAD AND CARL STUART STREET (101 HUBBARD ROAD) FROM R-1 TO PUD:**

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

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

The East 1/2 of the South 1/5 of the SW 1/4 of the SW 1/4 of the SW 1/4 of Section 11, Township 5 North, Range 14 West, containing 4 acres, more or less.

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

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

**PASSED** this 27<sup>th</sup> day of November, 2012.

**Approved:**

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

**Attest:**

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





CITY OF CONWAY  
Planning and Development

1201 Oak Street  
Conway, AR 72032

T 501.450.6105  
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[www.conwayplanning.org](http://www.conwayplanning.org)

November 19, 2012

**MEMO**

From: Bryan Patrick

To: Mayor and City Council

**GRIMES PUD REZONING REQUEST APPEAL**

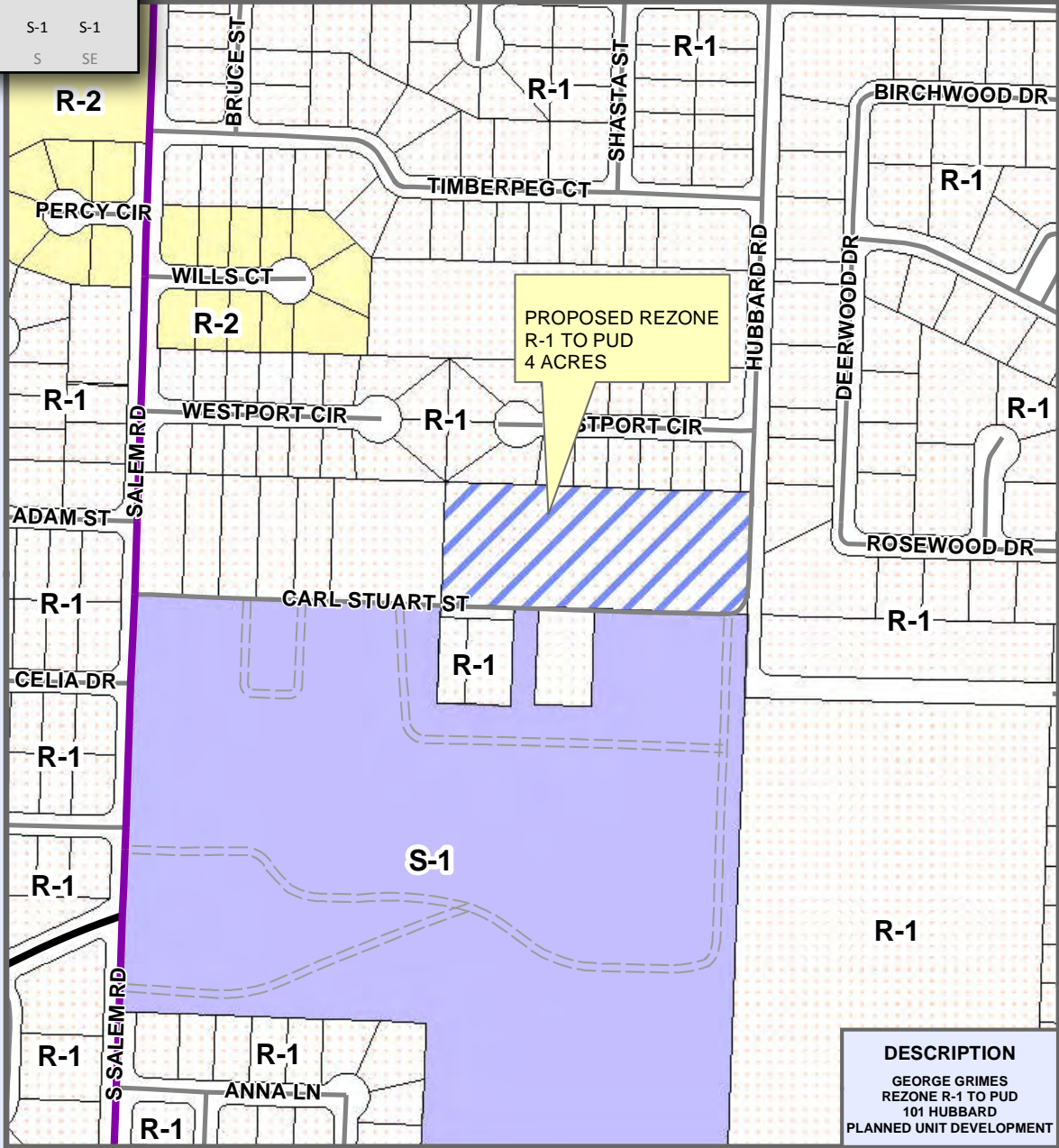
Mr. Mike Grimes and Mr. Chris Thornton are appealing the Planning Commission's October denial of their PUD request. There was opposition from surrounding neighbors. Issues raised included traffic, property values, parking, drainage, 2 story buildings, student rentals, and lighting. The Planning Commission voted unanimously to deny the request and staff recommended conditions were not considered as the Commission felt that the land use was inappropriate and did not examine conditions.

The enclosed October Staff Report includes Staff recommended conditions for the Council's consideration.

NW	N	NE
R-1	R-1	R-1
W County	Site	R-1 E
S-1	S-1	S-1
SW	S	SE

# CITY OF CONWAY

## GRIMES REZONE R-1 TO PUD



**DESCRIPTION**  
**GEORGE GRIMES**  
**REZONE R-1 TO PUD**  
**101 HUBBARD**  
**PLANNED UNIT DEVELOPMENT**



— INTERSTATE	— LOT LINE	<b>Residential</b>	<b>Industrial</b>
— MAJOR ARTERIAL	— STREAMS	R-1	I-1
— MINOR ARTERIAL	— LAKES & PONDS	R-2A	I-2
— COLLECTOR	— CITY LIMITS	R-2	I-3
— RESIDENTIAL		MF-1	I-4
— PRIVATE ROAD		MF-2	I-5
— INTERSTATE RAMP		MF-3	I-6
— RAILROADS		HR	I-7
		SR	I-8
		<b>Commercial Office</b>	<b>Special</b>
		C-1	SP
		C-2	S-1
		C-3	A-1
		C-4	PUD
			TJ



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

CONTACT INFORMATION:  
 LANDMARK, INC. WEBSITE  
 98-11711conway.com (UNDER DEVELOPMENT)  
 E-MAIL: Jason.Lyon@CityOfConway.org

Printing Date: 10/12/12  
 File Name: W:\GIS\PROJECTS\2012\GRIMES\_PUD\Map\_Series.mxd

# GRIMES REZONING FROM R-1 (SINGLE-FAMILY RESIDENTIAL) TO PUD (PLANNED UNIT DEVELOPMENT)

## APPLICANT / OWNER

Chris Thornton/Mike Grimes  
Conway, AR 72034

## STAFF REVIEW BY

Bryan Patrick - Director  
1201 Oak Street  
Conway AR 72032

## SITE DATA

**Location.** 101 Hubbard Rd. Immediately north of Carl Stuart Street and west of Hubbard Road

**Legal Description.** On file

**Site Area.** 3.97 acres

**Existing Structures.** A 1264 sq. ft. residence and accessory buildings

**Current Zoning.** R-1 (Single-family Residential)

**Requested Zoning:** PUD (Planned Unit Development)

**Overlay District.** None

## STAFF COMMENTS

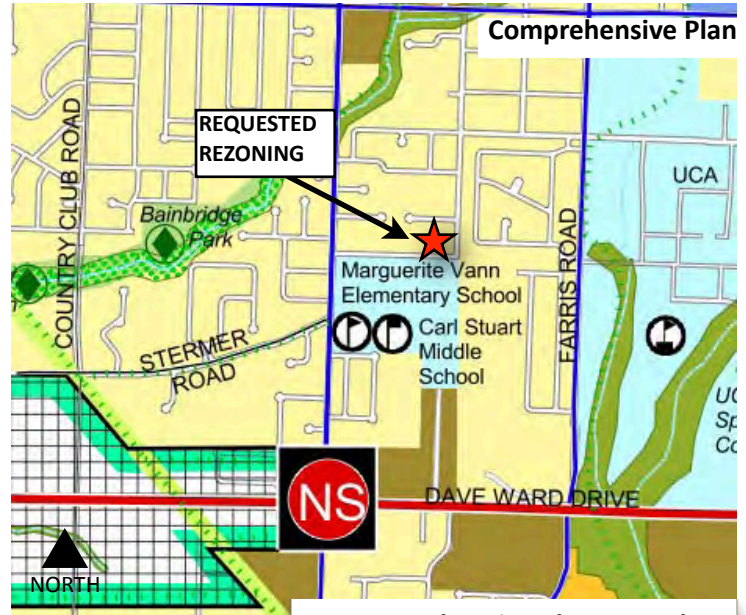
**Basic Information and General Comments.** A request to rezone this property from R-1 to MF-2 Multi-family (18 units/acre) came before the Planning Commission in October 2011. At this time, concerns of increased traffic, lack of zoning conditions, fencing, crime, etc. were raised by area residents. The Planning Commission voted unanimously to deny the request.

The applicant appealed to the City Council but withdrew the request at the November 1, 2011 meeting. At this same meeting, Council granted by 2/3 vote allowance to bring a new request back to the Planning Commission in less than one year's time.

The applicant is now requesting a Planned Unit Development to allow conditions to be placed on the property. The applicant's intent for townhouses has not changed, but conditions can now be placed to ensure development according to PUD conditions.

**Comprehensive Plan.** The Comprehensive Plan shows this area as appropriate for single family residential.

**Projected Traffic Impacts.** With development as a single-family residential neighborhood with 16 resi-



dential lots similar to those on Eastport Circle, 154 vehicle trips per day could be expected. If developed as a townhouse development with 67 units, 389 vehicle trips per day could be expected. The applicant has provided a traffic count and projection for the property.

**Street Improvements.** There are no street improvements scheduled in the area at this time. The applicant has discussed the possibility of improving Carl Stuart Street to help with school traffic volumes.

**Utility Infrastructure.** There are adequate utilities in the area to serve development.

**Flood / Drainage.** There are currently no flooding issues with this property other than localized ponding during heavy rains. The City Engineer has indicated that on site detention will likely be required in order to accommodate current downstream drainage. In other words, storm water will need to be captured on site and slowly metered out to the existing downstream drainage structures. Without this metering, existing downstream storm water structures will likely overflow. On site detention can be accomplished with detention ponds or some form of temporary underground storage. The former would reduce the number of residential units, the latter would be expensive.

**Conway 2025.** Although not totally on target, the two statements below from Conway 2025 may be seen as relevant:

“In 2025, Conway has a number of walkable/livable “villages” that were developed using planning tools such as Traditional Neighborhood Development and form-based zoning.”

“In 2025, mixed use developments are prevalent throughout Conway. The city has moved away from its previous “subdivision ordinance” style of planning.”

The goal of these statements is to provide a more walkable and mixed use community.

#### **PUD Specific Requirements**

Below is an examination of requirements specific to PUD zoning requests:

- **Relation to Utilities and Major Roads** - A PUD shall be located in relation to utility systems, drainage systems, and major roads so that neither extension or enlargement of public facilities shall be at the public's expense. *The proposal would add traffic to a street network stressed by school traffic. The proposal will also add storm water runoff to existing drainage structures. However, any improvements to utilities, public roads, and drainage would be at the developer's expense.*
- **Internal Street Network** - A PUD shall include an internal system of streets, parking aisles, and/or cross access drives that can safely and efficiently accommodate vehicular traffic gener-

ated by the PUD. *The applicant is proposing a gated community. Traffic movement within the development will be adequately addressed through the internal private street network.*

- **Sidewalk System** - Unless there are outstanding reasons that warrant otherwise, all internal streets within the PUD shall include pedestrian sidewalks. *The submitted plan shows internal sidewalks throughout the development. Sidewalks will also be required along Carl Stuart Street and Hubbard Road.*
- **Common Space** - The incorporation of plazas, courtyards, and other outdoor spaces for people to gather is encouraged. *Proposed plans do not indicate any common space. All townhouse units have small private back yards.*
- **Green Space** - PUDs over 3 acres in area shall dedicate a minimum of 20% of the development as green space. Green space is defined as permeable area set aside for open space or landscaping. *20% green space is accomplished through small front/rear yards, and in-common planting areas.*
- **Property Owners Association** - PUDs may require the formation of a property owners association to oversee the upkeep of common area and green spaces. *A property owners association should be created to collect dues for upkeep and maintenance of the the private street, gates, landscaping, and any other common property.*
- **Required Meetings** - A PUD request requires two specific meetings prior to the Planning Commission public hearing; a development review meeting and a public informational meeting. *The development review meeting was held on May 17, 2012. This meeting is a technical meeting between the applicant and city officials to determine any technical development issues. Several concerns were pointed out; utility locations, fire access clearances, sidewalks, etc. The largest issue discussed was on site storm water detention. None of the issues were outstanding and can be resolved during platting and permitting.*

On October 8, a public informational meeting was held at Carl Stuart Middle School. The



meeting started at 6:30pm and lasted until around 8:20. There were approximately 25 concerned citizens attending the meeting. Neighbors



Aerial Photo

### Staff Suggested PUD Conditions

The Commission may set conditions it feels will make the project compatible with the surrounding area. A list of possible conditions is presented below. The Commission should examine these suggested conditions and delete, modify, or add to as needed.

1. PUD shall be generally developed as shown on submitted building elevations and site plan. Minor variations from submitted plans shall be allowed for technical reasons.
2. Platting shall be required. Any additional right of way, sidewalks, etc. as required by the Subdivision Ordinance shall be dedicated and constructed.
3. Setbacks. Building setbacks must be established and shown on the plat. These setbacks shall correspond with necessary utility easements.
4. PUD land use shall be limited to a maximum of 67 townhouse residential dwellings and typical accessory buildings.
5. A property owners association shall be formed in order to provide maintenance for common property including private streets, gates, fencing, and other common properties.
6. 20% green space shall be provided through private yards and other permeable spaces throughout the development.
7. Exterior construction is prohibited from 7:00 am to 7:00 pm.
8. If required by the City Engineer, on-site detention shall be provided. Likewise, off-site drainage improvements may be utilized in lieu of, or in combination with on-site detention per City Engineer's approval.



PETERS & ASSOCIATES  
ENGINEERS, INC.

September 5, 2012

Mr. Chris Thornton CRS GRI  
J.C. Thornton & Company, LLC  
425 Sixth Street, Suite 200  
Conway, AR 72032

Re: Traffic Counts and Trip Generation  
Hubbard Road, Just North of Carl Stuart Road  
Conway, Arkansas

Dear Mr. Thornton:

Peters & Associates Engineers, Inc. has conducted traffic counts on Hubbard Road, just north of Carl Stuart Road in Conway, Arkansas. Additionally, trip generation for an approximate four (4) acre tract has been calculated for high-density residential (townhouses).

**EXISTING TRAFFIC CONDITIONS**

Hourly, 24-hour traffic counts were made on Hubbard Road, just north of Carl Stuart Road in Conway, Arkansas, and are summarized on the following Table 1 and Chart 1.

TIME	Hubbard Road, Just North of Carl Stuart Road		
	Northbound	Southbound	NB + SB
01:00 PM	25	32	57
02:00 PM	15	138	153
03:00 PM	134	149	283
04:00 PM	31	44	75
05:00 PM	45	87	132
06:00 PM	61	48	109
07:00 PM	122	33	155
08:00 PM	24	24	48
09:00 PM	15	23	38
10:00 PM	9	14	23
11:00 PM	9	8	17
12:00 AM	8	6	14
01:00 AM	0	0	0
02:00 AM	3	3	6
03:00 AM	0	0	0
04:00 AM	1	2	3
05:00 AM	2	0	2
06:00 AM	8	2	10
07:00 AM	122	305	427
08:00 AM	88	108	196
09:00 AM	29	21	50
10:00 AM	21	22	43
11:00 AM	26	33	59
12:00 PM	35	31	66
<b>24-Hour Total:</b>	<b>833</b>	<b>1133</b>	<b>1966</b>

Table 1 – 24-Hour Traffic Counts – Hubbard Road, Just North of Carl Stuart Road

5507 RANCH DRIVE - SUITE 205 LITTLE ROCK, ARKANSAS 72223 (501) 868-3999 FAX: (501) 868-9710

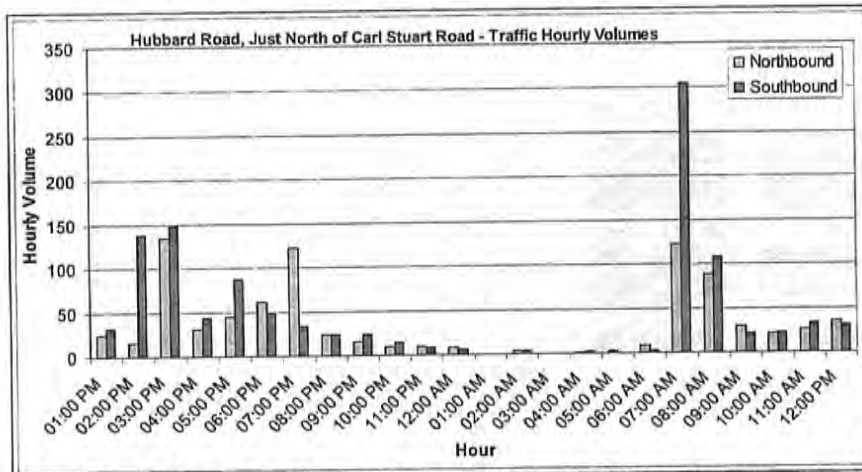


Chart 1 – 24-Hour Traffic Counts – Hubbard Road, Just North of Carl Stuart Road

**TRIP GENERATION AND SITE TRAFFIC PROJECTIONS**

The Trip Generation, an Informational Report (8th Edition), 2008, published by the Institute of Transportation Engineers (ITE) and The Trip Generation Software (Version 6 by Microtrans), were utilized in calculating the magnitude of traffic volumes expected to be generated by a proposed land use high-density residential (townhomes) of an approximate four (4) acre tract. These are typically reliable sources for this information and are universally used in the traffic engineering profession.

Using the selected trip generation rates, calculations were made to provide a reliable estimate of traffic volumes that can be expected to be associated with approximately four acres of high-density residential (townhomes). Applying the appropriate trip-generation rates to the land use proposed for this development makes these calculations. Results of this calculation are summarized on Table 2, "Summary of Trip-Generation."

PROPOSED LAND USE	APPROXIMATE SIZE	ITE CODE	24-HOUR TWO-WAY WEEKDAY VOLUME	AM PEAK HOUR VOLUME		PM PEAK HOUR VOLUME	
				ENTER	EXIT	ENTER	EXIT
Townhomes	67 Units	230	389	5	25	23	11
<b>TOTAL ENTERING + EXITING</b>				30		34	

Table 1 – Summary of Trip-Generation

Please let me know if you have questions or need additional information.

Sincerely,  
**PETERS & ASSOCIATES, ENGINEERS, INC.**

Ernest J. Peters, P.E.  
 President

Statement for PUD Application

To: City of Conway Planning Department  
From: Applicants for Rezoning led by Mike Grimes  
Date: 25 September 2012  
Re: 101 Hubbard Road

The rezoning guidelines require a statement and diagram to explain why rezoning will not conflict with surrounding land uses. This statement is intended to satisfy that requirement.

101 Hubbard is a 4 acre farm tract which is centrally located in Conway.

Because of the school which built across the street and the noise and traffic it now generates, the site is no longer desirable for typical single family use, but would be ideally suited for an enclave of higher density, upscale housing with a smaller footprint.

A blend of single family rental properties and single family owner occupied properties border this tract to the north, and a home with acreage borders the property to the west. The acreage adjoins street frontage on both the east and south sides. Across the street to the east is the corner of Westgate Subdivision and across the street to the south is Carl Stuart Middle School.

Because of the density of traffic and the noise generated across the street by the schools, this PUD layout would ideally buffer the rental and owner occupied single family use land to the north of the property from the undesirable institutional property to the south.

The active development area has long since passed by this location, and almost all of the neighboring homes are 20, 30, and 40 years old. Eastport homes have recently sold in the \$70's and \$80's per square foot, but mostly in the \$70's, with only one sale in the MLS in 2012 at \$74.04/sf. Across the street in Westgate, the homes on Deerwood have 3 MLS sales this year, averaging \$65.01/sf. While there are exceptions, the market values for these homes have generally stagnated over time, and we strongly believe the newer townhomes with granite countertops and other modern finishes in the range of \$100/sf will improve the valuations of the neighboring properties.



In contrast to most subdivisions, this neighborhood will have a strong Property Owner's Association which will reliably provide landscape maintenance and upgrades for all of the neighbors. While many neighborhoods will have an occasional neighbor who neglects his lawn, the entire property will be consistently maintained at all times by the POA.

Most people recognize the City's need to address the strategic housing needs of different areas of the city. The greater the density of centrally located housing infill, the fewer miles of commuter traffic that will be on our streets. Simply put, a reduction of commuter miles is a win for the City.

To the extent that environmental concerns are important to the City, this will be an excellent opportunity to encourage pedestrian and bicycle traffic to and from work and other daily activities.

As a "Smart Growth" Option, this aesthetically pleasing PUD development will guarantee the quality and composition of the development while reducing the number of people on major arterials throughout Conway.

Thank you for your consideration of this rezoning request of 101 Hubbard Road in Conway to an attractive, ecologically smart, and logistically beneficial PUD. For all the reasons listed above, we believe the City of Conway will include this development in its list of success stories for smart planning and smart growth.



EXTERIOR VIEWS  
NO SCALE

VILLAS AT TUSCANY  
Chris Thornton  
Conway, Arkansas



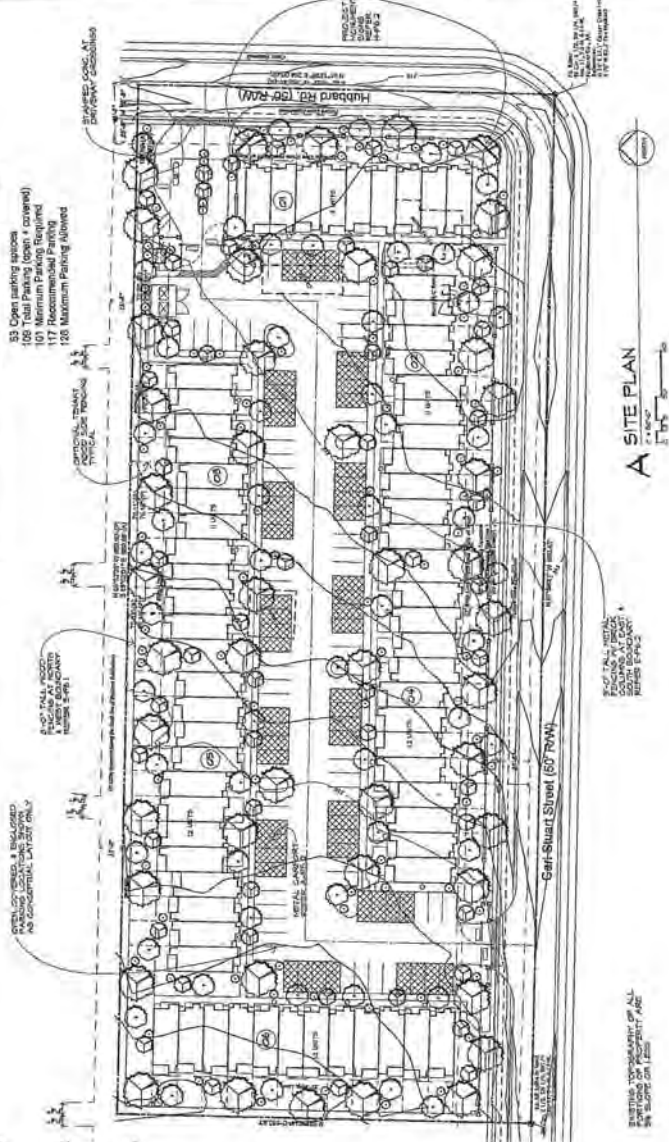
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**Project Data Form**

Project: Villas at Tuscany, Concord Date: 2/13/2012  
 City: Concord State: Arkansas  
 Product Type: Village  
 Subdivision: N/A Acre: 31.7  
 Special Use: Lot Area = 159,286 S.F. 3,50 Acres  
 Lot Area = 174,922 S.F. 4.01 Acres  
 Gross Area = 0.00 Acres

Quantity	Unit type	MSLF (sq ft to build)	S.F.	Garage (sq ft)	Garage (sq ft) (optional)	S.F.	1st floor
93	BT1	447	1,224	1,028	0	0	101,584
34	BT2	565	842	590	0	0	118,000
87	Total Units	1,012	2,066	1,618	0	0	219,584

Garage: 0% of total units  
 Carport: 0% of total units  
 53 Open parking spaces  
 100 Total Parking Spaces (covered)  
 101 Minimum Parking Required  
 120 Maximum Parking Allowed



**A SITE PLAN**  
 1" = 40'

1. If approved in the future, the following...  
 2. If approved in the future, the following...  
 3. If approved in the future, the following...  
 4. If approved in the future, the following...  
 5. If approved in the future, the following...

1. 1" = 40'	Scale
2. 1" = 40'	Scale
3. 1" = 40'	Scale
4. 1" = 40'	Scale
5. 1" = 40'	Scale

1. 1" = 40'	Scale
2. 1" = 40'	Scale
3. 1" = 40'	Scale
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1. 1" = 40'	Scale
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1. 1" = 40'	Scale
2. 1" = 40'	Scale
3. 1" = 40'	Scale
4. 1" = 40'	Scale
5. 1" = 40'	Scale



**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*

November 16, 2012

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

Re: Trailer Mounted Drum Brush Chipper

Dear Mayor Townsell,

Bids were submitted at 10.00 am, Thursday November 15, 2012 at Conway City Hall for a Trailer Mounted Drum Brush Chipper. Three bids were submitted:

Scott Equipment	\$45,689.25
Henard Utility Products, Inc.	\$45,878.60
Vermeer Mid-South, Inc.	\$63,936.64

I recommend accepting the bid #2 from Henard Utility for \$45,878.60. Prices include tax and delivery costs.

Please advise if you have questions or need additional information.

Sincerely,

*Cheryl Harrington*  
Cheryl Harrington  
Sanitation Director



**BID SUMMARY**  
Trailer Mounted Drum Brush Chipper  
Bid #2012-35

Bid #1 submitted by Scott Equipment  
Trailer Mounted Drum Brush Chipper  
\$45,689.25  
Delivery time 45 days

Bid #2 submitted by Henard Utility Products, Inc.  
Bandit Industries Inc. Model 1890XP 19-inch  
Drum Style Brush Chipper  
\$45,878.60  
Delivery time 45 to 60 days

Bid #3 submitted by Vermeer Mid South, Inc.  
Vermeer BC1800XL  
\$63,936.64  
Delivery time 60 Days

I recommend accepting the bid #2 from Henard Utility Products, Inc. with a bid of \$45,878.60. This truck meets all specifications. Prices include tax and delivery costs.

City of Conway Sanitation Department  
Bidder Submittal Form  
2012-35- Trailer Mounted Drum Brush Chipper  
Bid Opening Date: Thursday, November 15<sup>th</sup>, 2012  
City Hall - Downstairs Conference Room @ 10:00am

Total Cost of Chipper Truck

\$ ~~45,689.25~~ 45,689.25

Description (Model)

Mox Bark M18RX

Delivery Date (if applicable)

45 Days

Unsigned bids will be rejected:

Authorized Agent Bidding on this project:

Scott Equipment  
Company Name

Darren Wallace  
Company Representative Name

Darren Wallace  
Representative's Signature

10923 I-30 LR AR 72209      dwallace@scottcompanies.com  
Address      Email Address

P.O. Box 1036 Malvale AR 72103  
City      State      Zip

501-455-5955      501-455-2179  
Telephone Number      Fax Number





BANDIT INDUSTRIES  
PALFINGER / HOL-MAC  
O'DB • SCHWARZE • KUBOTA

Josh Bonee

P.O. Box 9238  
Searcy, AR 72145

www.henardutility.com

MUNICIPAL AND UTILITY EQUIPMENT  
(501) 268-1987 (800) 776-5990 Fax: (501) 268-7437  
Cell: (501) 593-8922 Email:joshb@henardutility.com



Conway Sanitation Department  
Bidder Submittal Form  
Trailer Mounted Drum Brush Chipper  
Date: Thursday, November 15<sup>th</sup>, 2012  
Downstairs Conference Room @ 10:00am

Total Cost of Chipper Truck \$ 45,878.60

Description (Model) Bandit Industries Inc. Model 1890XP  
19-inch Drum Style Brush Chipper

Delivery Date (if applicable) 45 to 60 Days

**Unsigned bids will be rejected:**

Authorized Agent Bidding on this project:

Henard Utility Products, Inc.  
Company Name

Josh Bonee  
Company Representative Name

Representative's Signature

1920 South Main Street joshb@henardutility.com  
Address Email Address

Searcy AR 72143  
City State Zip

501-268-1987 501-268-7437  
Telephone Number Fax Number



**Vermeer**



**WILL HUMPHREYS**  
SALES

E-mail: will@vermeermidsouth.com  
Mobile: 870-919-3707

**Vermeer MidSouth, Inc.**  
Arkansas • Tennessee • Mississippi • Louisiana

Office: 479-968-3919  
Toll Free: 1-800-386-7253  
Fax: 479-968-4402

3506 S. Arkansas  
Russellville, AR 72802

Conway Sanitation Department  
Bidder Submittal Form  
Trailer Mounted Drum Brush Chipper  
Date: Thursday, November 15<sup>th</sup>, 2012  
Conway City Hall Conference Room @ 10:00am

Total Cost of <sup>Drum mt Brush Chipper</sup> ~~Chipper Truck~~ \$ 63,936.64

Description (Model) Vermeer BC1800XL

Delivery Date (if applicable) 60 Days

Unsigned bids will be rejected:

Authorized Agent Bidding on this project:

Vermeer M.d. South  
Company Name

Melvin W Beyer J.P.  
Company Representative Name

Melvin W Beyer  
Representative's Signature

3506 S. AR. m.beyer@vermeer-mid-south.com  
Address Email Address

Russellville AR 72802  
City State Zip

479-968-3919 479-968-4402  
Telephone Number Fax Number



**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*

November 16, 2012

Mayor Tab Townsell  
1201 Oak Street  
Conway, AR 72032

Re: Chipper Truck with 22 yd Box

Dear Mayor Townsell,

Bids were submitted at 10.00 am, Thursday November 15, 2012 at City of Conway City Hall for a Chipper Truck with 22 yd Box. Four bids were submitted:

Altec Industrial, Inc.	\$83,323.00
Truck Centers of Arkansas	\$83,350.00
Truck Centers of Little Rock	\$88,172.00
Diamond International	\$94,050.00

I recommend accepting Bid #2 from Truck Centers of Arkansas for \$83,350.00. This bid met all bid specs.

Please advise if you have questions or need additional information.

Sincerely,

*Cheryl Harrington*  
Cheryl Harrington  
Sanitation Director



**BID SUMMARY**  
Chipper Truck with 22 yd Box  
Bid # 2012-36

Bid #1 submitted by Altec Industrial, Inc.  
AF1472 Chipper Truck with 22 yd Box  
\$83,323.00  
Delivery time 3/29/2013

Bid #2 submitted by Truck Centers of Arkansas  
Freightliner M-2 with Altec Body  
\$83,350.00  
Delivery time March 2013

Bid #3 submitted by Truck Centers of Arkansas  
Freightliner M-2 with Hilbilt Body  
\$88,172.00  
Delivery time March 2013

Bid #4 submitted by Diamond International  
International 4300 with Schodorf Model B6163 Forestry Body  
\$94,050.00  
Delivery time 80 days

I recommend accepting the bid #2 from Truck Centers of Arkansas with a bid of \$83,350.00. This truck meets all specifications. Prices include tax and delivery costs.

City of Conway Sanitation Department  
Bidder Submittal Form  
2012-36 – Chipper Truck with 22yd Box  
Bid Opening Date: Thursday, November 15<sup>th</sup>, 2012  
City Hall - Downstairs Conference Room @ 10:00am

Total Cost of Chipper Truck \$ 83,323.00

Description (Model) AF1472

Delivery Date (if applicable) 3/29/2012

**Unsigned bids will be rejected:**

Authorized Agent Bidding on this project:

Altec Industries, Inc  
Company Name

Melissa Bolton  
Company Representative Name

Melissa Bolton  
Representative's Signature

1550 Aerial Ave  
Address

Melissa.bolton@altec.com  
Email Address

Creedmoor NC  
City State

27522  
Zip

919-528-2535  
Telephone Number

919-764-4015  
Fax Number



City of Conway Sanitation Department  
Bidder Submittal Form  
2012-36 – Chipper Truck with 22yd Box  
Bid Opening Date: Thursday, November 15<sup>th</sup>, 2012  
City Hall - Downstairs Conference Room @ 10:00am

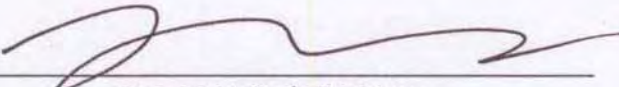
opt 1  
Total Cost of Chipper Truck \$ 83,350<sup>00</sup>  
Description (Model) Freightliner M-2 with Altec Body  
Delivery Date (if applicable) March 2012  
opt 2 add 4,822<sup>00</sup> for Hilbilt Body

Unsigned bids will be rejected:

Authorized Agent Bidding on this project:

Track Centers of Arkansas  
Company Name

Robert Mooney  
Company Representative Name

  
Representative's Signature

11700 Valentine Rd  
Address

rmooney@truckcentersar.com  
Email Address

North Little Rock  
City

AR  
State

72120  
Zip

501-650-5379  
Telephone Number

501-907-2066  
Fax Number

City of Conway Sanitation Department  
Bidder Submittal Form  
2012-36 – Chipper Truck with 22yd Box  
Bid Opening Date: Thursday, November 15<sup>th</sup>, 2012  
City Hall - Downstairs Conference Room @ 10:00am

Total Cost of Chipper Truck \$ 94,050.80

Description (Model) International 4300 with Schodorf Model B6163 Forestry Bod:

Delivery Date (if applicable) 80 days

**Unsigned bids will be rejected:**

Authorized Agent Bidding on this project:

Diamond International  
Company Name

Brian Rodgers  
Company Representative Name

Brian B. Rodgers  
Representative's Signature

11401 Diamond Dr. brian.rodgers@diamondtrucks.com  
Address Email Address

North Little Rock Arkansas 72117  
City State Zip

501-945-8400 501-945-8490  
Telephone Number Fax Number



**City of Conway, Arkansas**  
**Ordinance No. O-12-\_\_\_\_\_**

**AN ORDINANCE WAIVING BID REQUIREMENTS FOR THE CITY OF CONWAY FIRE DEPARTMENT TO UTILIZE SOLE SOURCE VENDORS TO PURCHASE BOMB SQUAD ITEMS, DECLARING AN EMERGENCY, AND FOR OTHER PURPOSES,**

**WHEREAS**, the City of Conway Fire Department's Bomb Squad has received grant funds and desires to utilize particular vendors as the sole source available and knowledgeable of this equipment; and

**WHEREAS**, the City of Conway Fire Department will use the funds from the Fire Grant Machinery and Equipment expense account (399.131.5910) as previously approved by Council.

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

**SECTION 1.** The City of Conway hereby approves a waiver of the bid requirements in order for the Fire Department Bomb Squad to utilize Remotec to purchase an upgrade for the robot up to the amount of \$58,700.

**SECTION 2.** The City of Conway hereby approves a waiver of the bid requirements in order for the Fire Department Bomb Squad to utilize Lithos Robotics Corporation to purchase a wireless system for the ICOR robot up to the amount of \$27,800.

**Section 3.** The City of Conway hereby approves a waiver of the bid requirements in order for the Fire Department Bomb Squad to utilize Rothenbuhler Engineering to purchase two RDF kits up to the amount of \$23,500.

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

**SECTION 5.** This ordinance is necessary of the protection of the public peace, health and safety and 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 27<sup>th</sup> day of November, 2012.

**Approved:**

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

**Attest:**

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





City of Conway, Arkansas  
Monthly Financial Reports  
October 31, 2012

City of Conway  
 Monthly Financial Report - General Fund  
 For the month ended October 31, 2012



Revenues	Budget	Month	Year to	Encumbered	(Over)/Under	%
		Activity	Date		Budget	Expend/Collect
Ad Valorem Tax	2,863,135	78,097	1,369,552		1,493,584	48%
Payments in Lieu of Tax	58,560	81,852	454,806		(396,246)	777%
State Tax Turnback	1,600,000	138,874	1,448,287		151,713	91%
Sales Tax	16,205,000	1,492,317	13,888,444		2,316,556	86%
Beverage Tax	335,000	32,642	326,906		8,094	98%
Franchise Fees	2,612,300	226,045	2,148,741		463,559	82%
Airport Revenue	51,800	5,990	61,245		(9,445)	118%
Airport Fuel Sales .05 / GAL	7,500	751	8,646		(1,146)	115%
Permits	626,700	44,924	449,697		177,003	72%
ACIEA Revenues	-	(4,597)	3,097		(3,097)	100%
Dog Tags & Fees	25,000	2,400	19,854		5,146	79%
Municipal Court Fines and Fees	750,000	58,421	609,104		140,896	81%
Law Enforcement	830,112	175,064	677,821		152,291	82%
Federal Grant Revenues	-	-	33,492		(33,492)	100%
State Grant Revenues	40,000	-	-		40,000	0%
Insurance Proceeds	15,629	494	15,679		(51)	100%
Parks	389,000	28,885	435,054		(46,054)	112%
Interest Income	4,000	624	2,973		1,027	74%
Act 749 Public Safety	1,000	99	1,094		(94)	109%
Donations	10,028	-	20,414		(10,386)	100%
Act 833 Revenue	-	-	65,721		(65,721)	100%
Other Grant Revenues	50,000	-	-		50,000	0%
Miscellaneous Revenues	94,926	11,800	143,204		(48,278)	151%
Transfers from Other Funds	2,510,862	-	1,820,872		689,990	73%
<b>Total Revenues</b>	<b>29,080,552</b>	<b>2,374,681</b>	<b>24,004,704</b>	<b>-</b>	<b>5,075,848</b>	<b>83%</b>
<b>Expenditures</b>						
Admin (Mayor, HR)	517,999	35,200	403,393	965	113,641	78%
Finance	371,022	25,975	300,516	-	70,505	81%
City Clerk/Treasurer	200,683	13,061	141,895	189	58,599	71%
City Council	88,273	5,598	60,930	-	27,343	69%
Permits and Planning	741,787	54,653	582,296	7,799	151,693	78%
Physical Plant	390,316	25,947	309,704	4,236	76,375	79%
Fleet Maintenance	279,441	17,035	162,203	6,639	110,599	58%
Information Technology	711,422	41,401	564,633	23,334	123,455	79%
Airport	32,500	1,971	102,627	-	(70,127)	316%
Nondepartmental	612,406	10,438	538,174	225	74,007	88%
Police	9,979,183	742,609	7,818,864	29,258	2,131,061	78%
Animal Welfare	373,980	26,869	278,839	8,455	86,687	75%
Municipal District Court	830,561	66,717	702,220	231	128,110	85%
City Attorney	270,211	19,518	201,975	341	67,895	75%
Fire	8,339,776	654,405	6,615,315	85,674	1,638,787	79%
Parks	2,477,996	191,827	1,912,322	24,239	541,435	77%
	26,217,555	1,933,224	20,695,906	191,586	5,330,064	79%
Transfer to Reserve	500,000	-	-	-	500,000	0%
<b>Total Expenditures</b>	<b>26,717,555</b>	<b>1,933,224</b>	<b>20,695,906</b>	<b>191,586</b>	<b>5,830,064</b>	<b>77%</b>
<b>Net Revenue/(Expense)</b>	<b>2,362,997</b>		<b>3,308,798</b>			

\*All figures are unaudited

Notes:

- 1) Budget column is current budget which includes all year-to-date adjustments, if any.
- 2) Airport expenditures are high due to paying invoices (\$80,000 total) to Garver Engineers for new airport terminal design. This will be reimbursed by the promissory note with First Security Bank once the first funds are drawn.
- 3) Most (\$1,500,000) of the Net Revenue for the year stems from the transfer of cash from Sanitation to the General Fund. This cash is to remain in the General Fund's operating bank account to make sure that money is available to meet the City's financial obligations from one month to the next, and is therefore not available to be budgeted for expenditures. Year-to-date net revenue available for spending is \$1,401,364.

City of Conway  
General Fund  
2012



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-12-07	1/24/12	New phone system at City Hall	20,000
O-12-13	2/28/12	Update city-wide salary study	3,000
O-12-18	3/13/12	Match to DHS grant for fire radios	45,545
O-12-20	3/13/12	Replace an outdoor warning siren	20,000
O-12-29	3/27/12	Flame resistant uniforms for fire dept	10,781
O-12-31	3/27/12	City's portion of new 911 system	54,270
O-12-43	4/24/12	Animal Welfare fuel	10,000
O-12-44	4/24/12	Civil Service Commission testing	19,600
O-12-49	5/8/12	Software and network switches for IT	95,600
O-12-60	6/26/12	Employee appreciation bonus	460,781
O-12-89	9/25/12	Audit & professional accounting fees	31,000
O-12-92	10/9/12	Advertising/Legal Notices	10,300
			<u>780,877</u>

City of Conway  
 Balance Sheet - General Fund  
 For the month ended October 31, 2012



Cash - Operating	3,390,140
Petty Cash	715
Taxes Receivable	2,841,538
Accounts Receivable	3,637,311
Due from Other Funds	(87,789)
Due from Street	108,835
Due from Component Unit	141,666
Due from Municipal Court	(63,790)
Fleet Inventory	35,923
Fuel Inventory	29,085
General Inventory	(2,676)
<b><i>Assets</i></b>	<b><u>10,030,960</u></b>
Trade Accounts Payable	(567,786)
Group Insurance Payable	6,384
LOPFI Payable	(200,400)
Misc. Deductions Payable	(15,880)
Performance Bonds Payable	15,700
Due to Other Funds	513,308
<sup>1</sup> Due to Component Unit (Conway Corp Loan)	200,000
Deferred Revenue	3,076,168
<b><i>Liabilities</i></b>	<b><u>3,027,494</u></b>
<b><i>Fund Balance</i></b>	<b><u>7,003,466</u></b>
<b><i>Total Liabilities &amp; Fund Balance</i></b>	<b><u>10,030,960</u></b>

\*All figures are unaudited

<sup>1</sup> To help with the cost of the new airport that the FAA grant does not cover. Will receive State funding for this, but not until the end of the grant cycle.

City of Conway  
 Monthly Financial Report - Street Fund  
 For the month ended October 31, 2012



	<u>Budget</u>	<u>Month Activity</u>	<u>Year to Date</u>	<u>Encumbered</u>	<u>(Over)/Under Budget</u>	<u>% Expend/Collect</u>
<b>Revenues</b>						
Ad Valorem Tax	1,200,000	40,453	661,659		538,341	55%
Payments in Lieu of Tax	10,000	-	848		9,152	8%
State Tax Turnback	2,500,000	204,612	2,112,952		387,048	85%
Sales Tax	250,000	20,508	203,466		46,534	81%
Sign Permits	500	360	840		(340)	168%
Engineering Fees	10,000	3,950	10,550		(550)	106%
Interest Income	20,000	170	3,069		16,931	15%
Miscellaneous Revenues	<u>200,000</u>	<u>980</u>	<u>11,445</u>		<u>188,555</u>	<u>6%</u>
<b>Total Revenues</b>	<b>4,190,500</b>	<b>271,033</b>	<b>3,004,829</b>	<b>-</b>	<b>1,185,671</b>	<b>72%</b>
<b>Expenditures</b>						
Personnel Costs	2,012,138	136,085	1,557,552	-	454,586	77%
Other Operating Costs	<u>2,123,401</u>	<u>177,221</u>	<u>1,567,218</u>	<u>85,467</u>	<u>470,716</u>	<u>74%</u>
Total Operating Costs	4,135,539	313,306	3,124,770	85,467	925,302	76%
Capital Outlay	<u>661,071</u>	<u>-</u>	<u>320,034</u>	<u>8,898</u>	<u>332,139</u>	<u>48%</u>
<b>Total Expenditures</b>	<b>4,796,610</b>	<b>313,306</b>	<b>3,444,804</b>	<b>94,365</b>	<b>1,257,441</b>	<b>72%</b>
<b>Net Revenue/(Expense)</b>	<b>(606,110)</b>		<b><u>(439,975)</u></b>			

\*All figures are unaudited

Notes:

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

City of Conway  
Street Fund  
2012



Fund Balance Appropriations

<u>Ordinance</u>	<u>Description</u>	<u>Amount</u>
O-12-01	Transportation for Boys & Girls Club, FCCDD	50,000
O-12-60	Employee appreciation bonus	<u>37,139</u>
		87,139

Fund Balance Adjustments - Budget Carryovers from 2011

1.	Street Paving & Reconstruction	117,900
2.	Construction in Progress	250,000
3.	Machinery & Equipment	<u>151,071</u>
		518,971

606,110

City of Conway  
 Balance Sheet - Street Fund  
 For the month ended October 31, 2012



Cash - Operating	443,406
Certificates of Deposit	300,000
Taxes Receivable	43,858
Accounts Receivable	1,641,740
Due from Other Funds	596,121
<i>Assets</i>	<u><b>3,025,155</b></u>
Trade Accounts Payable	47,067
Group Insurance Payable	(613)
Misc. Deductions Payable	(84)
Due to Other Funds	9,133
Due to General	101,677
Deferred Revenue	1,264,754
<i>Liabilities</i>	<u><b>1,421,934</b></u>
<i>Fund Balance</i>	<b>1,603,221</b>
<i>Total Liabilities &amp; Fund Balance</i>	<u><u><b>3,025,155</b></u></u>

\*All figures are unaudited



City of Conway  
 Monthly Financial Report - Sanitation  
 For the month ended October 31, 2012



<b>Revenues</b>	<b>Budget</b>	<b>Month Activity</b>	<b>Year to Date</b>	<b>Encumbered</b>	<b>(Over)/Under Budget</b>	<b>% Expend/Collect</b>
Sanitation Fees	7,470,000	591,232	6,232,529		1,237,471	83%
Proceeds - Recycled Materials	746,000	29,716	312,007		433,993	42%
Landfill Fees - E Waste	10,000	-	-		10,000	0%
Landfill Fees - General	200,000	21,082	197,797		2,203	99%
Cart Revenues	150	-	-		150	0%
Miscellaneous Revenues	3,000	-	-		3,000	0%
Interest Income	45,000	5,853	49,574		(4,574)	110%
Proceeds from Sale of Assets	-	-	32,954		(32,954)	100%
State Grant Revenues	3,770	-	68,570		(64,800)	100%
Insurance Proceeds	<u>23,968</u>	<u>-</u>	<u>18,967</u>		<u>5,001</u>	<u>79%</u>
<b>Total Revenues</b>	<b>8,501,888</b>	<b>647,883</b>	<b>6,912,400</b>	<b>-</b>	<b>1,589,488</b>	<b>81%</b>
<b>Expenditures</b>						
Personnel Costs	3,450,097	218,989	2,576,514	-	873,583	75%
Other Operating Costs	<u>5,219,678</u>	<u>237,870</u>	<u>3,644,789</u>	<u>112,959</u>	<u>1,461,930</u>	<u>70%</u>
Total Operating Costs	8,669,775	456,859	6,221,303	112,959	2,335,513	72%
Capital Outlay	<u>39,381</u>	<u>7,572</u>	<u>46,953</u>	<u>-</u>	<u>(7,572)</u>	<u>119%</u>
<b>Total Expenditures</b>	<b>8,709,156</b>	<b>464,431</b>	<b>6,268,256</b>	<b>112,959</b>	<b>2,327,941</b>	<b>72%</b>
<b>Net Revenue/(Expense)</b>	(207,268)		<u><u>644,144</u></u>			

\*All figures are unaudited

Notes:

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

City of Conway  
Sanitation Fund  
2012



Fund Balance Appropriations

<u>Ordinance</u>	<u>Description</u>	<u>Amount</u>
O-12-60	Employee appreciation bonus	91,503

Fund Balance Adjustments - Budget Carryovers from 2011

1. Machinery & Equipment	77,836
2. Construction in Progress	<u>7,000</u>
	84,836

176,339

City of Conway  
 Balance Sheet - Sanitation  
 For the month ended October 31, 2012



Cash - Operating	1,505,922
Petty Cash	200
Post Closure Cash Account	4,238,116
Accounts Receivable	644,265
Due from Other Funds	65,165
General Inventory	2,122
Land & Buildings	4,394,619
Accum. Depr. - Buildings	(1,412,500)
Infrastructure	691,618
Accum. Depr. - Infrastructure	(307,051)
Machinery and Equipment	9,815,323
Accum. Depr. - M&E	(3,087,520)
Construction in Progress	689,767
<b><i>Assets</i></b>	<b><u>17,240,047</u></b>
Trade Accounts Payable	(28,534)
Salaries Payable	331,643
Group Insurance Payable	14,941
Other Accrued Expenses	855,700
Due to Other Funds	190
Accrued Interest Payable	32,255
2010 Recycling Note - US Bank	1,198,170
Landfill Close/Post Close	4,386,590
<b><i>Liabilities</i></b>	<b><u>6,790,725</u></b>
<b><i>Net Assets</i></b>	<b><u>10,449,322</u></b>
<b><i>Total Liabilities and Net Assets</i></b>	<b><u>17,240,047</u></b>

\*All figures are unaudited



**City of Conway, Arkansas**  
**Ordinance No. O-12-\_\_\_**

**AN ORDINANCE APPROPRIATING FUNDS FOR EMPLOYEE APPRECIATION BONUS; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES:**

**WHEREAS**, The City Council of the City of Conway would like to recognize the efforts of full time and part time city employees through the award of an employee appreciation bonus, for which funding must be provided;

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

**Section 1:** The City of Conway shall appropriate \$\_\_\_\_\_ from Fund Balance Appropriation Accounts to the salary accounts for each department in order to provide an expression of appreciation to all full time employees in the net amount of \$\_\_\_\_\_ and all part time employees in the net amount of \$\_\_\_\_\_. Each Fund will bear the cost of bonuses for employees, as follows: General Fund - \$\_\_\_\_\_; Street Fund - \$\_\_\_\_\_, Sanitation Enterprise Fund - \$\_\_\_\_\_; CDBG Fund - \$\_\_\_\_\_. All part time elected officials are excluded. To receive a bonus, employees must be hired prior to the last full pay period in November and must be actively employed on the date of distribution. Employees pending termination will not receive any appreciation bonus.

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

**Section 3.** 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 27<sup>th</sup> day of November, 2012.

**Approved:**

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

**Attest**

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