



City of Conway Council Agenda

<u>Council Meeting Date:</u>	January 9th, 2018
<u>5:30pm - Committee Meeting:</u>	No Committee Meeting
<u>6:30pm:</u>	Council Meeting
<u>Call to Order:</u>	Mayor Bart Castleberry
<u>Roll Call:</u>	Michael O. Garrett, City Clerk/Treasurer
<u>Minutes Approval:</u>	December 12th, 2017

Mayor Bart Castleberry
City Clerk Michael O. Garrett
City Attorney Chuck Clawson

City Council Members

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

1. Report of Standing Committees:

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

1. Resolution adopting the organizational rules and procedures for the Conway City Council FY2018.
2. Consideration to approve the nominations for the various boards and commissions.
3. Ordinance approving the private club permit for Jim's Razorback Pizza located at 815 Hogan Lane.
4. Resolution requesting the Faulkner County Title Collector place a certified lien on property located at 2145 Remington Road as a result of incurred expenses by the City.
5. Consideration to approve the transportation services agreement with Independent Living Services, Faulkner County Council on Aging & Boys & Girls Club of Faulkner County.
6. Consideration to approve the bid for annual materials and services for the Street & Engineering Department.
7. Consideration to approve the bid for concrete planters for the 6th Street Overpass for the Street & Engineering Department.
8. Ordinance appropriating funds for Parkway Parking Lot Improvements for the Street & Engineering Department.
9. Ordinance establishing a neighborhood traffic calming program to minimize the impact of traffic in residential neighborhood.
10. Ordinance accepting and appropriating donation funds for the Conway Tree Board for Arbor Day.
11. Ordinance accepting and appropriating proceeds from Faulkner County for GIS work per interlocal agreement for use by the Planning & Development Department.

12. Consideration to approve the procedure for the process of renaming streets for the Planning & Development Department.
13. Ordinance rezoning property located at 385 Denison Street from R-2 to MF-3.
14. Consideration to approve a conditional use permit to allow religious activities in A-1 (Agricultural) zoning district for property at 1715, 1717, & 1727 South Donaghey Avenue.
15. Consideration to approve a conditional use permit to allow up to 12 dwelling units per acre in R-2 (Low Density Residential) zoning district for property located at 1405 E Siebenmorgen Road.

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

1. Consideration to approve the proposal for concession operations for the Parks & Recreation Department.
2. Ordinance dedicating certain lands located in the Charleston Place Subdivision for public use as a park.

C. Finance

1. Resolution accepting the proposal and approving an agreement with Centennial Bank for banking services with the City of Conway.

Adjournment



**City of Conway, Arkansas
Resolution No. R-18-_____**

**A RESOLUTION ADOPTING THE ORGANIZATIONAL RULES AND PROCEDURES FOR THE CONWAY
CITY COUNCIL FOR THE CALENDAR YEAR 2018**

Whereas, by state law city councils are charged with organizing their proceedings and setting their rules; and

Whereas, City councils are task to set their organizational rules and procedures at the first business meeting every year.

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

Section 1. The Conway City Council shall formally adopt the rules and procedures of its long standing traditions and its general adherence to Robert’s Rules of Order as written in the Rules & Procedures for Conway City Council, January 2018 document presented at the January 9th, 2018 City Council meeting.

PASSED this 9th day of January, 2018.

Approved:

Mayor Bart Castleberry

Attest:

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

Rules & Procedures
Conway City Council
January 2018

THE CONWAY CITY COUNCIL RULES AND PROCEDURES:

City Council Jurisdiction:

The City Council shall possess all legislative powers granted by state law to cities of the first class and other corporate powers of the city not prohibited in state law or by some ordinance of the city council made in pursuance of the provisions therein and conferred on some officer of the city. [A.C.A. 14-43-502(a)]

The City Council shall have the management and control of finances, and of all real and personal property belonging to the corporation. [A.C.A. 14-43-502(b)(1)]

City Council Meetings:

City Council meetings are always open to the public. [A.C.A. 14-43-502 (b)(2)(A)]

The City Council shall conduct regular business meetings at 6:30pm in the Judge Russell L. "Jack" Roberts District Court building located at 810 Parkway on the second and fourth Tuesdays of each month. The City Council by majority vote may reschedule or cancel such meeting as it deems necessary on a meeting by meeting basis. [A.C.A. 14-43-502 (b)(2)(A)]

Special or emergency meetings of the City Council may be called by the Mayor or any three (3) alderman by signed submittal of time and place of the scheduled meeting and its agenda to the Mayor or Mayor's Office, City Clerk or City Clerk's office, or the City Attorney, or the City Attorney's office in a timely manner to fully comply with the two hour notification requirement [A.C.A. 25-19-106(6)(2)] for all media and for the same notification of all elected city officials. Notification shall be deemed given when those to be notified have been contacted or when an attempt to contact them has been made by the proper time, by every means of instant communications they have been submitted for notification purposes. All means of communication for notification purposes within a timely reason should be attempted regardless.

Agenda for City Council Meetings:

Agenda items shall consist of all items of city business needing city council approval, judgment or review arising out of the city budget; city departments; City Council committees; city committees, boards, and commissions; and all city systems and processes submitted for the purpose of city council action according to the procedures herein described. Agenda items may also be submitted by the Mayor or any Alderman following the procedures herein described for consideration at any city council meeting. Planning Commission items are automatically forward to the Mayor's Office for inclusion on the Agenda.

The Agenda is prepared by the Office of the Mayor. All Agenda items for consideration at regular City Council meetings must be submitted to the Mayor's Office by 12:00pm no later than 7 days prior to the City Council meeting. Items may be included later with the Mayor's approval; however, the published Agenda shall not include items submitted after 12:00pm the Friday before the Tuesday City Council meeting. All items should be submitted electronically (if applicable) with all necessary documentation including ordinances and/or resolutions.

The City Council may by a non-debatable two-thirds majority vote add an item of business to any regular, special, or emergency City Council meeting

Preparation of the Agenda packet for each regular City Council meeting should be completed and the Agenda published before close of business on Friday before the Tuesday City Council meeting. An electronic copy shall be sent to the each Alderman, Department Head, and made available on the city's website (www.cityofconway.org). An electronic copy is also sent to any person's requesting the agenda on the "E-Agenda Email listing". This schedule may change for rescheduled meetings and does not apply to special meetings.

Conduct of the City Council Meeting:

The Mayor shall be the ex officio President of the City Council and shall preside at its meetings regular and special. [A.C.A. 14-43-501 (b) (1) (A)]

A quorum is defined as a majority of all Aldermen on the City Council.

The City Council may from as necessary compel the attendance of absent members in such a manner and under such penalties as they think fit to prescribe [A.C.A. 14-43-501 (a)(2)(C)(ii)]

The Mayor shall have a vote to establish a quorum at any regular meeting of the City council and when his or her vote is needed to pass any ordinance, by-law, resolution order, or motion. [A.C.A. 14-43-501 (b) (1) (B)]

In the absence of the Mayor, Alderman Andy Hawkins is elected president pro tempore to preside in his absent. If Alderman Hawkins is unavailable to preside in the Mayor's absence, the alderman present at the meeting shall elect a temporary president pro tempore to preside for that one meeting. [A.C.A. 14-403-501 (b) (2)]

Business shall be conducted by Roberts Rules of Order. However, it is to be understood that parliamentary procedure is not the goal. The goal is respectful conduct of business in equitable order. It is also understood that formal parliamentary procedure is not well known. Therefore, an informal form of procedure can be used provided that equity and order is maintained. If a question of order arises or if so requested by an alderman, the Mayor shall implement formal parliamentary procedure.

A positive motion is encouraged to start consideration of each business item.

Ordinances by state law are required to be read at three separate council meetings before being considered for action unless the various readings are waived by Council. The Council can choose to waive any or all readings of an ordinance when it comes up on the agenda by a non-debatable two third majority voice vote. [A.C.A. 14-55-202]

Ordinances shall require a roll call vote. Emergency clauses associated with ordinances shall require an undebatable separate roll call vote and with a two-third majority approval. The City Clerk shall maintain a random roll call list of aldermen for each separate business item requiring a roll call vote (Ord. No. O-02-200).

Resolutions and all other motions of the Council may be approved by voice vote. A show of hands will be required on all non-unanimous votes to properly record the votes in the record.

Discussion and Citizen Commentary:

Debate on Agenda items appearing before the City Council is reserved for the City Council. Citizen commentary at council meetings is allowed in specific situations and under conditions allowed by the City Council herein described.

While the City Council generally wishes for public input and public participation and publishes their individual contact information through the City, this willingness does not constitute an unrestricted right to speak at meetings of the Council.

Petitioners and City Officials: Petitioners and city officials appearing before the City Council regarding items of business arising from the agenda or placed on the agenda are recognized by the Council as having a right to speak to their petition or report subject to restriction thereof.

City Council members and the Mayor may ask questions from time to time from petitioners, city officials, or the public. Those questioned will be allowed to answer subject restriction thereof.

General Citizenry: The City Council restricts citizen input at any regular or special meeting to germane commentary regarding items of business before the Council arising from the meeting agenda or from the Council's placement of an item on the agenda. Citizen commentary may only occur at such time as the item of business is before the Council and under consideration for action. It is the City Council's intention to allow public input in an informal format with due regard to the equity of allowing the various sides of issues to speak and, within reason, with due regard to the number of people wishing to address the Council.

The Mayor as ex-officio president of the Council shall allow citizen input on a per business item basis provided that individual speakers are recognized in turn, identify themselves for the record and address the Council from a podium and/or position established for such. Unrecognized comments from the audience are prohibited. The City Council may at any time restrict such citizen input in any fashion including, but not limited to, the length of individual comments, the total number of speakers, and/or the total time allotted for public input.

At all times, an open conversation with or within the audience is strongly discouraged. Redundancy of commentary is strongly discouraged. More than one speaker at a time prohibited.

Non Agenda Commentary: The City Council may suspend the rules of order and allow citizen input/commentary on matters not included on the Agenda of the City Council meeting. Suspending the rules of order requires a non-debatable two-third majority vote.

December 12, 2017

The Honorable Bart Castleberry
Mayor's Office
1201 Oak Street
Conway, AR 72032

Dear Mayor Castleberry:

Ordinance 0-13-116 as amended by 0-15-32 created the Central Business Improvement District #1 of Conway and the City Council confirmed the original members. Two members are serving partial terms.

The CBID Board of Commissioners voted on this day to recommend the appointment of Greg Nabholz and Steve Magie to a full term of six years. Both persons have indicated a willingness to serve.

Please let me know if you need any other information.

Sincerely,


George Covington
Chairman



**City of Conway, Arkansas
Ordinance No. O-18-_____**

AN ORDINANCE APPROVING THE PRIVATE CLUB PERMIT FOR JIM’S RAZORBACK PIZZA AND ALLOWING FOR THE APPLICATION OF THE REQUIRED PERMITS FROM THE ARKANSAS ALCOHOLIC BEVERAGE CONTROL DIVISION PER ARKANSAS CODE ANNOTATED §3-9-222 AS AMENDED

Whereas, Jim’s Razorback Pizza. has applied for a private club permit as required under Chapter 4.12.04 of the Conway City Code per Ordinance No. O-17-100 and A.C.A §3-9-222, and

Whereas, the application is limited and specific to Jim’s Razorback Pizza located at 815 Hogan Lane, Unit 1 & 2, Conway, AR 72034, and

Whereas, Jim’s Razorback Pizza has provided all the information required in permit application process and met all the standards set forth by the Conway City Council, and

Whereas, the City Council for the City of Conway hereby approves the application for permit for the proposed location to operate a private club within the City limits of Conway, and

Whereas, this approval does not authorize the operation of a private club within the City of Conway but does function as an authorization to apply for a private club permit through the Arkansas Alcoholic Beverage Control Division per A.C.A §3-9-222.

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

Section 1. That the application for private club permit is hereby approved for and specific to Michael A. Arnold for Jim’s Razorback Pizza located at 815 Hogan Lane, Units 1 &2, Conway, AR 72034.

Section 2. That no private club operations will begin unless and until a permit to operate a private club is issued by the Arkansas Alcoholic Beverage Division.

Section 3. That the approval and permit are subject to suspension or revocation by the City in the event PR&J, LR Red, LLC (Red Robin-Conway Club Inc.) violates Conway City Code or State law.

Passed this 9th day of January, 2018.

Approved:

Mayor Bart Castleberry

Attest:

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



City of Conway, Arkansas
Resolution No. R-18-_____

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 **2145 Remington Rd.** 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 **\$316.08** (\$260.07 + Penalty \$26.01 + 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 **January 9, 2018** 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 9th day of January, 2018.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer

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



Missy Lovelady
Phone: 501-450-6191
Fax: 501-504-6908

MEMO:

To: Mayor Bart Castleberry
CC: City Council Members

From: Missy Lovelady
Date: January 3, 2018

Re: 2145 Remington Rd. CE17-9788

- Oct. 5, 2017– Warning Violation was written regarding grass & inoperable vehicle by Kim Beard.
- Property Owner is listed as Todd McCauley.
- Property was rechecked on 10/13/17 with no progress made.
- Certified and regular letters were mailed 10/13/17 to address on file and a notice was left by post office.
- Property was rechecked on 10/24/17 with no action taken.
- Homeowner called the CE office regarding violation and an extension was given.
- Property was rechecked on 11/6/2017 with no progress made.
- Inoperable vehicle was towed 11/14/17 and no progress made regarding grass.
- Final Cleanup completed on 12/7/17.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

If you have any concerns or questions please advise.

INVOICE

City of Conway Code Enforcement

DATE: JANUARY 3, 2018

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

TO Todd McCauley
2145 Remington Rd
Conway AR 72032

Description: Mowing/Clean-up/Admin Fees
associated with the nuisance abatement at
2145 Remington Rd., Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Kim Beard	710-08759-060		January 9, 2018

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
2	1 Employee -Mowing/Cleanup	18.40	36.80
2	1 Employee -Mowing/Cleanup	18.82	37.64
4	2 Employee -Mowing/Cleanup	16.62	66.48
2	1 Employee - Mowing/Cleanup	22.02	44.04
1	Maintenance Fee	15.00	15.00
1	Administrative Fee (Code Enforcement)	20.49	20.49
1	Administrative Fee (Code Officer)	17.46	17.46
1	Administrative Fee (Physical Plant)	10.94	10.94
2	Certified Letter	5.13	10.26
2	Regular letter	.48	.96

- Total amount due after January 9, 2018 includes collection penalty & filing fees

TOTAL	\$260.07
TOTAL WITH PENALTY & FILING FEES	\$316.08

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

City of Conway
Code Enforcement

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



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

December 13, 2017

Parcel # 710-08759-060

Todd McCauley
2145 Remington Rd
Conway AR 72032

RE: Nuisance Abatement at 2145 Remington Rd., Conway AR
Cost of Clean-Up, Amount Due: \$260.07

To whom it may concern:

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

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

At its **January 9, 2018 Meeting**, 6:30 p.m. located at 810 Parkway Street, the City Council will conduct a public hearing on three items:

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

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

Respectfully,

Missy Lovelady

**Conway Code Enforcement
Incident Report**

Date of Violation: 10/5/17

Violator Name: Todd McCauley

Address of Violation: 2145 Remington Rd

Violation Type: Grass and inoperable vehicle

Warning #: CE9788

Description of Violation and Actions Taken: On 10/5/17 Code Enforcement Officer Kim Beard wrote a warning violation for grass and inoperable vehicle. Property was rechecked on 10/13/17 with no progress made. Certified & regular letters were mailed 10/13/17. Property was rechecked on 10/24/17 with no action taken. Homeowner called CE office regarding violation and extension was given. Property was rechecked on 11/06/17 with no progress made. Inoperable vehicle was towed on 11/14/17 with no progress made regarding grass. Final cleanup was completed on 12/07/17.

Code Enforcement Officer: Kim Beard

Officer Signature: _____

Date:

Time:

City of Conway
Office of the Mayor

Memo:

To: City Council Members
CC: Mayor Bart Castleberry
From: Felicia Rogers
Date: January 3rd, 2018
Re: 2018 Transportation Request

Every year transportation funding is provided to Boys and Girls of Faulkner County, Faulkner Council of Aging and Independent Living Services. For the FY2018 funding was provided at the same level as the FY2017.

No increase was budgeted.

The budgeted amount are as follows:

- | | |
|---|----------|
| <input type="checkbox"/> Boys and Girls Club of Faulkner County | \$78,000 |
| <input type="checkbox"/> Faulkner County Council of Aging | \$69,000 |
| <input type="checkbox"/> Independent Living Services | \$30,000 |

Funds for this project is budgeted in the City of Conway Street Fund.

Please advise if you have any questions.



CONTRACT FOR
TRANSPORTATION SERVICES WITH
BOYS & GIRLS CLUB OF FAULKNER COUNTY

For the fee of \$78,000 Boys & Girls Club of Faulkner County shall provide transportation services. Length of contract shall be January 1st, 2018 through December 31st, 2018.

Transportation services shall include but not limited to:

- After school transportation
- Summer transportation
- Transportation expenses
- Transportation needs as permitted by program

All services shall be provided on request and as vehicle scheduling permits

The Boys & Girls Club of Faulkner County shall maintain accurate records of all transportation services. Any further documentation necessary or required by City, State, or Federal requirements will be maintained and available upon request for review or audit by City officials.

The Boys & Girls Club of Faulkner County will provide services to all mentioned above classes without regard to race, color, religion, sex, national origin, disability, veteran status, or marital status.

Mayor Bart Castleberry
City of Conway

Clint Brock, Chief Professional Officer
Boys & Girls Club/Faulkner County

Michael O. Garrett
City Clerk/Treasurer
City of Conway

Board President
Boys & Girls Club/Faulkner County



CONTRACT FOR
TRANSPORTATION SERVICES WITH
FAULKNER COUNTY COUNCIL ON AGING

For the fee of \$69,000 Faulkner County Council on Aging shall provide transportation services to the senior citizens of Conway, Arkansas. Length of contract shall be January 1st, 2018 through December 31st, 2018.

Transportation services shall include but not limited to:

- Employment transportation
- Medical transportation
- Educational transportation
- Recreational transportation
- Transportation for personal needs (shopping, bill paying, prescriptions, etc.)

All services shall be provided on request and as vehicle scheduling permits

Faulkner County Council on Aging shall maintain daily trip sheets of all transportation services. Any further documentation necessary or required by City, State, or Federal requirements will be maintained and available upon request for review or audit by City officials.

Faulkner County Council on Aging will provide services to all mentioned above classes without regard to race, color, religion, sex, national origin, disability, veteran status, or marital status.

Mayor Bart Castleberry
City of Conway

Debra Robinson
Faulkner County Council on Aging

Michael O. Garrett
City Clerk/Treasurer
City of Conway

Faulkner County Senior Citizens Program
Board President



CONTRACT FOR
TRANSPORTATION SERVICES WITH
INDEPENDENT LIVING SERVICES

For the fee of \$30,000 Independent Living Services shall provide transportation services to persons with developmental and intellectual disabilities. Length of contract shall be January 1st, 2018 through December 31st, 2018.

Transportation services shall include but not limited to:

- Employment transportation
- Transportation needs as permitted by program

All services shall be provided on request and as vehicle scheduling permits

Independent Living Services shall maintain accurate records of all transportation services. Any further documentation necessary or required by City, State, or Federal requirements will be maintained and available upon request for review or audit by City officials.

Independent Living Services will provide services to all mentioned above classes without regard to race, color, religion, sex, national origin, disability, veteran status, or marital status.

Mayor Bart Castleberry
City of Conway

Elissa Douglas/Executive Director
Independent Living Services

Michael O. Garrett
City Clerk/Treasurer
City of Conway

Board President
Independent Living Services

MEMO



To: Mayor Bart Castleberry and City of Conway Council

CC: Finley Vinson

From: Jamie Brice

Date: January 3, 2018

Re: Street Department Annual Bids

On January 3rd, 2018 at 10:00 a.m. bids were opened for annual materials and services for the Street and Engineering Department.

The Street Department and I would like to recommend award of these bids to the low bidders as shown on the attached bid summaries.

If the winning bidder is unable to produce the material or service within the time frame specified, or at the quality required in the bid documents, the bidder with the next lowest price will be chosen.

Some projects require multiple low bidders to perform similar services and/or provide similar materials. We would like to request approval from Council for the City Engineer to approve the most reasonable bidder for these projects.

Sincerely,

Jamie Brice
 Purchasing Manager
 City of Conway

Department Head Acknowledgement

Name: B. Finley Vinson, PE, PTOE, LEED AP

Signature:

Date: 1-3-18



City of Conway, Arkansas
Mayor's Office
1201 Oak Street
Conway, AR 72032
501.450.6110

Office of the Mayor
City of Conway
Bid Tabulation Sheet
www.cityofconway.org

Number of Bids Received: 2
Opened by: Jamie Brice

Bid Number: 2018- 01 – Annual Bid Gravel
Bid Opening Date: Wednesday, January 3rd, 2018

Bidder's Name	Aggregate Base Course (Plant Location)	Aggregate Base Course (Delivered)	Ballast Stone	Stone Backfill	Riprap
Rogers Group	9.95	14.02	16.04	16.04	23.93
Quality Trucking	14.68	14.68	0	0	0

Prices are per TON

Bid Winner: Rogers Group

For additional information regarding this bid; please contact Finley Vinson @ finley.vinson@cityofconway.org or 501.450.6165.



City of Conway, Arkansas
Mayor's Office
1201 Oak Street
Conway, AR 72032
501.450.6110

Office of the Mayor
City of Conway
Bid Tabulation Sheet
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Number of Bids Received -1
Opened by: Jamie Brice

Bid Number: 2018-02 – Annual Bid Concrete Block
Bid Opening Date: Wednesday, January 3rd, 2018

Bidder's Name	Standard Weight Concrete Blocks		Retaining Wall Block – 6"x16"x12"		Retaining Wall Block – 8"x18"x12"
Conway Block	1.50 each		4.50 each		4.80 each

Bid Winner: Conway Block



City of Conway, Arkansas
 Mayor's Office
 1201 Oak Street
 Conway, AR 72032
 501.450.6110

Office of the Mayor
 City of Conway
 Bid Tabulation Sheet
www.cityofconway.org

Number of Bids Received -2
 Opened by: Jamie Brice

Bid Number: 2018-03 – Annual Bid Concrete Pipe Concrete Circular Pipe
 Bid Opening Date: Wednesday, January 3rd, 2018 @ 10:00 A.M.

Bidder's Name	12"	15"	18"	24"	30"	36"	42"	48"
Scurlock Industries Circular	9.00	11.50	12.15	19.25	27.75	38.25	55.00	65.00
Scurlock Industries Arch or Elliptical	0	0	18.50	27.50	40.00	57.50	75.00	92.25
Forterra Pipe & Precast Circular	9.89	10.88	14.03	22.23	32.01	45.59	58.83	74.59
Forterra Pipe & Precast Arch or Elliptical	0	19.42	24.18	33.68	40.50	55.58	71.90	91.53

All prices shown per lineal foot

Bid Winner: Scurlock Industries and Forterra Pipe & Precast, winning items highlighted

For additional information regarding this bid; please contact Finley Vinson @ finley.vinson@cityofconway.org or 501.450.6165.



City of Conway, Arkansas
Mayor's Office
1201 Oak Street
Conway, AR 72032
501.450.6110

Office of the Mayor
City of Conway
Bid Tabulation Sheet
www.cityofconway.org

Number of Bids Received - 3
Opened by: Jamie Brice

Bid Number: 2018-04 – Annual Bid Concrete Work

Bid Opening Date: Wednesday, January 3rd, 2018 @ 10:00am

Bidder's Name	4" x 2' Wide Roll Curb & Gutter	6" High x 1.5 Wide Upright Curb & Gutter	6" High x 2' High Upright Curb & Gutter	Form, Pour, finish Sidewalk	Concrete Pavement Repair	Removal of Unsuitable Subgrade material	Place & Shape Stone Backfill
Evatt Construction	5.00 LF	4.50 LF	5.00 LF	1.75 SF	2.00 CY	0	0
Redstone Construction	31.00 LF	32.00 LF	33.00 LF	14.00 SF	340.00 CY	0	0
Vic's Construction	4.85 LF	4.85 LF	4.85 LF	1.15 SF	175.00 CY	0	0

Bid Winner: Evatt Construction and Vic's Construction – winning items highlighted

For additional information regarding this bid; please contact Finley Vinson @ finley.vinson@cityofconway.org or 501.450.6165.



City of Conway, Arkansas
Mayor's Office
1201 Oak Street
Conway, AR 72032
501.450.6110

Office of the Mayor
City of Conway
Bid Tabulation Sheet
www.cityofconway.org

Number of Bids Received - 2
Opened by: Jamie Brice

Bid Number: 2018-05 – Annual Bid Ready Mix (Delivered) Concrete

Bid Opening Date: Wednesday, January 3rd, 2018

Bidder's Name	Class A Concrete	Class S Concrete	1% Calcium
Mallard	103.12 CY	109.67 CY	5.45 CY
Argos	101.14 CY	107.66 CY	4.00 CY

Bid Winner: Argos

For additional information regarding this bid; please contact Finley Vinson @ finley.vinson@cityofconway.org or 501.450.6165.



City of Conway, Arkansas
Mayor's Office
1201 Oak Street
Conway, AR 72032
501.450.6110

Office of the Mayor
City of Conway
Bid Tabulation Sheet
www.cityofconway.org

Number of Bids Received - 2

Opened by: Jamie Brice

Bid Number: 2018-06 – Annual Bid Gasoline & Diesel

Bid Opening Date: Wednesday, January 3rd, 2018 @ 10:00am

Bidder's Name	Regular Unleaded (87) No Ethanol Total Estimated Amount	Regular Unleaded (87) 10% Max Ethanol Total Estimated Amount	Diesel Fuel Total Estimated Amount	Bid Amount for Delivery, Handling, Service, and Profit
Satterfield	1.9935	1.7900	2.1195	.0775
Coulson Oil Company, Inc.	2.001	1.7975	2.1270	.085

Bid Winner: Satterfield

For additional information regarding this bid; please contact Finley Vinson @ finley.vinson@cityofconway.org or 501.450.6165.

MEMO

City of Conway, Arkansas
 Jamie Brice, Purchasing Manager
 1201 Oak Street
 Conway, AR 72032
www.cityofconway.org

To: Mayor Bart Castleberry and City of Conway Council
CC: Finley Vinson
From: Jamie Brice
Date: January 2, 2018
Re: Street Department Planters for I-40 Overpass

Bids for Eighteen (18) Concrete Planters were received at 10:00 a.m. on Tuesday December 19, 2017 at Conway City Hall. If approved, planters will be placed on the I-40 Overpass Bridge to serve as pedestrian safety barricades. A total of two (2) bids were received, vendors and amounts are listed below.

Bidder's Name	Amount
QCP	\$33,984.00
Petersen Manufacturing	\$20,196.00

I would like to recommend accepting the lowest bid from Petersen Manufacturing. Funds for this project have been previously budgeted for in the City of Conway Street Fund.

Sincerely,



Jamie Brice
 Purchasing Manager
 City of Conway



**City of Conway, Arkansas
Ordinance No. O-18-_____**

AN ORDINANCE APPROPRIATING FUNDS FOR PARKWAY PARKING LOT IMPROVEMENTS FOR THE CITY OF CONWAY STREET & ENGINEERING DEPARTMENT; AND FOR OTHER PURPOSES

Whereas, authority was given by the Conway City Council on March 14th, 2017 at the request of the Conway Business Improvement District to the City of Conway Street & Engineering Department to renovate the parking lot on Parkway Street between Prairie and Main; and

Whereas, budgetary authority has not been approved for FY2017; and

Whereas, construction of the parking lot renovation has been completed and the Street & Engineering Department would like to replenish their expenditure accounts accordingly.

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

Section 1. The City of Conway shall appropriate an amount of \$169,945 from Street & Engineering Fund Balance Appropriation Account (002-201-4900) into the Street Paving & Reconstruction (002-201-5461).

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

Passed this 9th day of January, 2018.

Approved:

Mayor Bart Castleberry

Attest:

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



City of Conway, Arkansas
Ordinance No. O-18-_____

**AN ORDINANCE ESTABLISHING A NEIGHBORHOOD TRAFFIC CALMING PROGRAM TO
 MINIMIZE THE IMPACT OF TRAFFIC IN RESIDENTIAL NEIGHBORHOODS; AND FOR OTHER
 PURPOSES**

Whereas, the City of Conway wishes to improve neighborhood livability by minimizing the negative impact of traffic in residential neighborhoods, and

Whereas, it is desirable to create a safe street system which will adequately accommodate neighborhood traffic, allow adequate access for emergency services, and promote safe and pleasant conditions for residents, and

Whereas, the improvement of driver concentration and awareness, reduction of speeds to posted limits, and reduction of the negative effects of motor vehicles on the environment are considered necessary to achieve these desirable conditions in our residential neighborhoods.

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

The following Neighborhood Traffic Calming Program is hereby established as follows:

1. Concerned citizens will begin the process by forming a Traffic Calming Committee (TCC) as follows:
 - a. The TCC shall have at least 3 but not more than 6 representatives from a different address within the neighborhood.
 - b. One representative shall be selected as the committee chairperson, who shall serve as the TCCs primary point of contact with the City representatives
 - c. An established property owner's association (or similar) may serve as the TCC
2. The TCC chairperson shall submit the following information to the Traffic Engineer in writing:
 - a. TCC membership details,
 - b. Location(s) of the specific traffic issue(s)/concern(s),
 - c. Description of the issue(s)/concern(s),
 - d. \$250 application fee.
3. The issue(s)/concern(s) will be evaluated to determine if the location meets the minimum requirements for implementation of traffic calming measures as determined by the Traffic Engineer. If minimum requirements are not met, the TCC Chair will be notified that traffic calming is not warranted.
4. If the minimum requirements are met, the Traffic Engineer will provide the TCC with the following information.

- a. A Traffic Calming Plan that may include, but not be limited to, one or more of the following traffic calming measures:
 - Speed humps
 - Chicanes
 - Chokers
 - Mini roundabouts
 - Neighborhood traffic circles
 - Neckdowns
 - b. The area of influence, established by the traffic engineer/planning director, which shall include all residences impacted by the traffic calming plan,
 - c. A determination regarding whether or not the plan is eligible to be constructed via city funds and if funds are available.
5. In order to proceed, the TCC must obtain approval of the plan in writing from the following people and provide the signatures to the traffic engineer:
- a. At least 60% of residents in the Area of Influence, via a signed petition with no more than one signature per household,
 - b. The Chief of police or their designated representatives,
 - c. The Fire Chief or their designated representative.
6. If the requirements for City funding are met, construction will be scheduled as funding becomes available. If multiple traffic calming projects meet the requirements for City funding, priority will be determined by the traffic engineer based on the project's impact to public safety and the order applications were received.
7. If the Plan does not meet the requirement for City funding or if funds are not available, the neighborhood may elect to provide the funding for permanent installation of the traffic calming measures. If an outside contractor is hired to install traffic calming measures, the Traffic Engineer shall be notified in writing at least 2 weeks prior to commencing installation.

The City of Conway reserves the right to install or remove any traffic calming device in the interest of public safety at the discretion of the Traffic Engineer or City Engineer.

PASSED this 9th day of January, 2018.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer



CITY OF CONWAY

STREET & ENGINEERING DEPARTMENT

NEIGHBORHOOD TRAFFIC CALMING MINIMUM REQUIREMENTS

GOALS:

- To improve neighborhood livability by minimizing the impact of traffic in residential neighborhoods.
- To create a safe neighborhood street system which will adequately accommodate neighborhood traffic, allow adequate access for emergency services and promote safe and pleasant conditions for residents.

OBJECTIVES:

- Improve driver behavior, concentration and awareness.
- Reduce speeds to posted speed limits.
- Enhance the neighborhood environment.
- Reduce the negative effects of motor vehicles on the environment.

MINIMUM REQUIREMENTS:

Traffic calming measures will only be considered on streets meeting the following criteria:

1. Classification as a local residential street,
2. An 85th percentile speed at least 5 mph above the posted speed limit and statutory speed limit.

NOTE: The use of vertical speed control measures, such as speed humps, will only be considered on streets traveled by fewer than 700 vehicles per day as well as meeting the above criteria.

FUNDING REQUIREMENTS:

A traffic control device may be eligible to be constructed using city funds if the street meets the following additional requirements:

1. The above minimum requirements are met.
2. An 85th percentile speed at least 10 mph above the posted speed limit and statutory speed limit.
3. Funding is available in the Street Fund Traffic Calming account.



City of Conway, Arkansas
Ordinance No. O-18- _____

AN ORDINANCE ACCEPTING AND APPROPRIATING DONATION FUNDS FOR THE CONWAY TREE BOARD FOR ARBOR DAY, TREES IN CELEBRATION, AND FOR OTHER PURPOSES;

Whereas, donations in the amount of \$706.00 have been received in support of the Arbor Day Celebration, Trees in Celebration, and for other expenses;

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

Section 1: The City of Conway, Arkansas, shall accept donation funds in the amount of \$706.00 and appropriate said funds from Donation Account (260-000-4705) to the Tree Board Expense Account (260-000-5430).

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

PASSED this 9th day of January, 2018.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer



City of Conway, Arkansas
Ordinance No. O-18- _____

AN ORDINANCE ACCEPTING AND APPROPRIATING PROCEEDS FROM FAULKNER COUNTY GIS (GEOGRAPHIC INFORMATION SYSTEM) WORK IN UPDATING FAULKNER COUNTY GIS DATA, PER INTERLOCAL AGREEMENT (R-11-71) FOR USE BY THE PLANNING AND DEVELOPMENT DEPARTMENT, AND FOR OTHER PURPOSES;

Whereas, Faulkner County has agreed that it is in the best interest of Faulkner County to contract with the City of Conway to extend the operation of GIS, under arrangement R-11-71, to Faulkner County. These proceeds will provide funding for updates to the Conway GIS including, but not limited to, GIS software, maintenance, and asset upgrades. No city match is required as part of this agreement; and

Whereas, Faulkner County has provided an agreement in the amount of \$14,000.00 for the cost of the work performed by the Conway Planning & Development Department for GIS and map updates, distributed quarterly, on the 15th day of the first month of each quarter, in calendar year 2018.

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 proceeds in the amount of \$14,000.00 (\$3,500.00/quarter) and appropriate said funds from Miscellaneous Grant Revenue Account (399-000-4200) to the 399-105-5799 [Project E].

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

PASSED this 9th day of January, 2018.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer



PETITION TO RENAME A PUBLIC STREET

Any person(s) or organization desiring to change the name of a public street within the city limit of Conway, Arkansas, shall submit a written petition, signed by no less than 51% of the property owners on said street, to the Planning & Development Department. The proposed name shall not duplicate or be deceptively similar to the name of any other public street within the city limits or surrounding area of Conway, Arkansas. The name of the street shall be the same for its entire length. Renaming of portions of streets is not permitted.

Two City Council meetings are required to change the name of a public street. A resolution, setting the public hearing date, occurs at the first City Council, followed by the public hearing, typically at the next regularly scheduled City Council meeting. Following the public hearing, the City Council will vote to adopt the ordinance. If approved, the ordinance must be published for public comment for 30 days after which time the ordinance is in full effect.

Procedure + Submission Requirements

1. **Application Fee:** \$325.00, no part of which shall be refundable, due upon filing of petition with the Planning & Development Department **no less than 8 days prior to the next, regularly scheduled, City Council meeting.** (refer to the attached City Council meeting schedule)
2. **Petition:** A petition stating the name(s) of the person(s) or organization initiating the petition, including the current name of the street, the proposed name, the reason for the proposed change, and signatures of no less than 51% of the property owners on said street, must be submitted to the Planning & Development Department **no less than 8 days prior to the next, regularly scheduled, City Council meeting.**
3. **Drawing/Map:** A description of the street to be renamed must be submitted to the Planning & Development Department **no less than 8 days prior to the next, regularly scheduled, City Council meeting.**
4. **Notification:** Notifications to all property owners on said street, must be postmarked no later than 15 days prior to the public hearing. Completed certificates of mailings (issued by USPS, PS Form 3817) are to be filed with the Planning & Development Department no later than 8 days prior to the public hearing. (*refer to notification letter template on p. 3*)
5. **Resolution:** A resolution setting the public hearing (date set by City Council) and directing the City Clerk to give notice of the meeting by publication in the *Log Cabin Democrat* once per week for two consecutive weeks. **Petitioner will be billed for this charge.** Planning & Development Department Staff will prepare and submit the resolution to be placed on the next available City Council agenda.
6. **Ordinance:** An ordinance, adopting the renaming of the street. Planning & Development Department Staff will prepare and submit the ordinance to be placed on the City Council agenda on the date set for the public hearing and direct the City Clerk to publish the ordinance in the *Log Cabin Democrat* once adopted by the City Council. Once published, the ordinance will be filed with the Faulkner County Circuit Clerk. **Petitioner will be billed for both of these charges.** It can take up to two-weeks for the filed copy to be returned to the City. To request a copy of the filed ordinance, please contact the City Clerk's office at 501-450-6100.

For further information please contact the City of Conway Planning & Development Department at 501-450-6105.



PETITION FOR THE RENAMING OF A PUBLIC STREET

Name of party requesting name change: _____

Current Name: _____

Proposed New Name: _____

Reason for requested name change: _____

Signature of petitioner: _____

Address: _____

Daytime Telephone: _____ Email address: _____

Signatures of at least 51% of the property owners along street to be renamed *(attached additional pages as necessary)*:

Name

Address



NOTIFICATION LETTER FORMAT

The following information is to be included in the notification letters.

Notice is hereby given that _____ has filed an application with the Conway
name of petitioner
City Council requesting that the name of _____ located
current street name
[in subdivision/location] be changed to _____. A public hearing on
proposed street name
said petition will be held at 6:30 pm on Tuesday, _____ in the District Court Building,
date of meeting
810 Parkway Street. All persons are called upon to show cause for or against the granting of said petition.
For further information regarding this item please visit www.cityofconway.org or contact the Planning & Development
department at 501-450-6105.

City of Conway
Planning & Development Department



**City of Conway, Arkansas
Ordinance No. O-18- _____**

AN ORDINANCE AMENDING SECTIONS 201.1 AND 201.3 OF THE CONWAY ZONING ORDINANCE TO REZONE PROPERTY LOCATED AT 385 DENISON STREET FROM R-2 TO MF-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 **R-2** symbols and indications as shown on the Zoning District Boundary Map in an area described as follows:

A part of the east half (E 1/2) of block 5, Laney’s Subdivision of the NE 1/4 SW 1/4 of Section 11, Township 5 North, Range 14 West as shown on plat of record in plat book A, Page 83, records Faulkner County, Arkansas more particularly described as beginning at the NE corner of said Block 5; thence running west 300 feet; thence south 200 feet; thence east 300 feet to the west side of Denison Street; then north 200 feet to the point of beginning, containing 1.9 acres +/-.

to those of **MF-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 9th day of January, 2018.

Approved:

Mayor Bart Castleberry

Attest:

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



1201 OAK STREET • CONWAY, AR 72032
(501) 450-6105 • planningcommission@cityofconway.org

MEMO

To: Mayor Bart Castleberry
CC: City Council Members

From: Jerry Rye, 2018 Planning Commission Chairman
Date: January 2, 2018

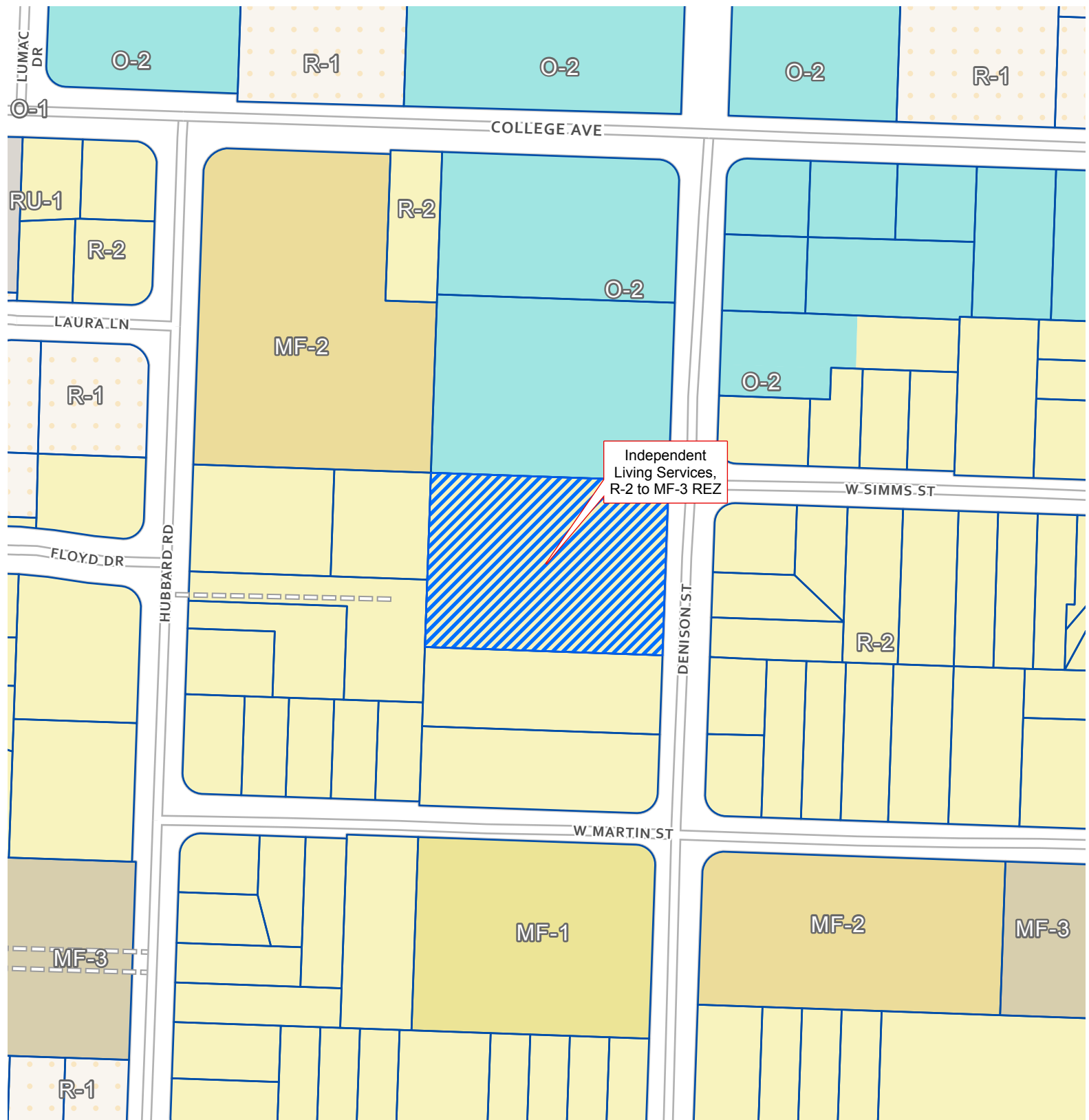
Re: Request to rezone from R-2 to MF-3 property located at 385 Denison Street

Independent Living Services has requested to rezone from R-2 (Low Density Residential) to MF-3 (Multi-family; 24 units/acre) property located at the 385 Denison Street, with the legal description:

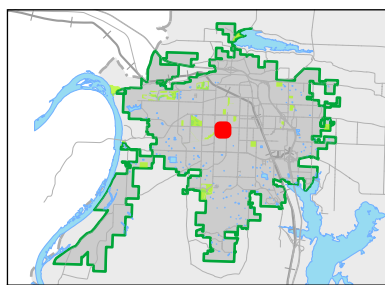
A part of the east half (E 1/2) of block 5, Laney's Subdivision of the NE 1/4 SW 1/4 of Section 11, Township 5 North, Range 14 West as shown on plat of record in plat book A, Page 83, records Faulkner County, Arkansas more particularly described as beginning at the NE corner of said Block 5; thence running west 300 feet; thence south 200 feet; thence east 300 feet to the west side of Denison Street; then north 200 feet to the point of beginning, containing 1.9 acres +/-.

The Planning Commission reviewed this request at its regular meeting on December 18, 2017. The Planning Commission voted 8-1, that this request be forwarded to the City Council with a recommendation for approval. Jerry Rye voted in opposition.

Please advise if you have any questions.



Independent Living Services,
R-2 to MF-3 REZ



DESCRIPTION	
Planning Commission Review	--
	--
1.32 ac.	

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

City of Conway
Planning & Development

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www.cityofconway.org/pages/legis

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Feet
DEC 2017



1201 OAK STREET • CONWAY, AR 72032
 (501) 450-6105 • planningcommission@cityofconway.org

MEMO

To: Mayor Bart Castleberry
CC: City Council Members

From: Jerry Rye, 2018 Planning Commission Chairman
Date: January 2, 2018

Re: Request for a Conditional Use Permit to allow Religious Activities in an A-1 zoning district for property located at 1715, 1717, & 1727 S Donaghey Avenue

Soul Food Cafe Mission has requested a Conditional Use Permit to allow Religious Activities in an A-1 zoning district for property located at 1715, 1717, & 1727 S Donaghey Avenue with the legal descriptions:

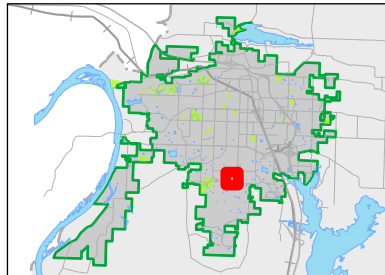
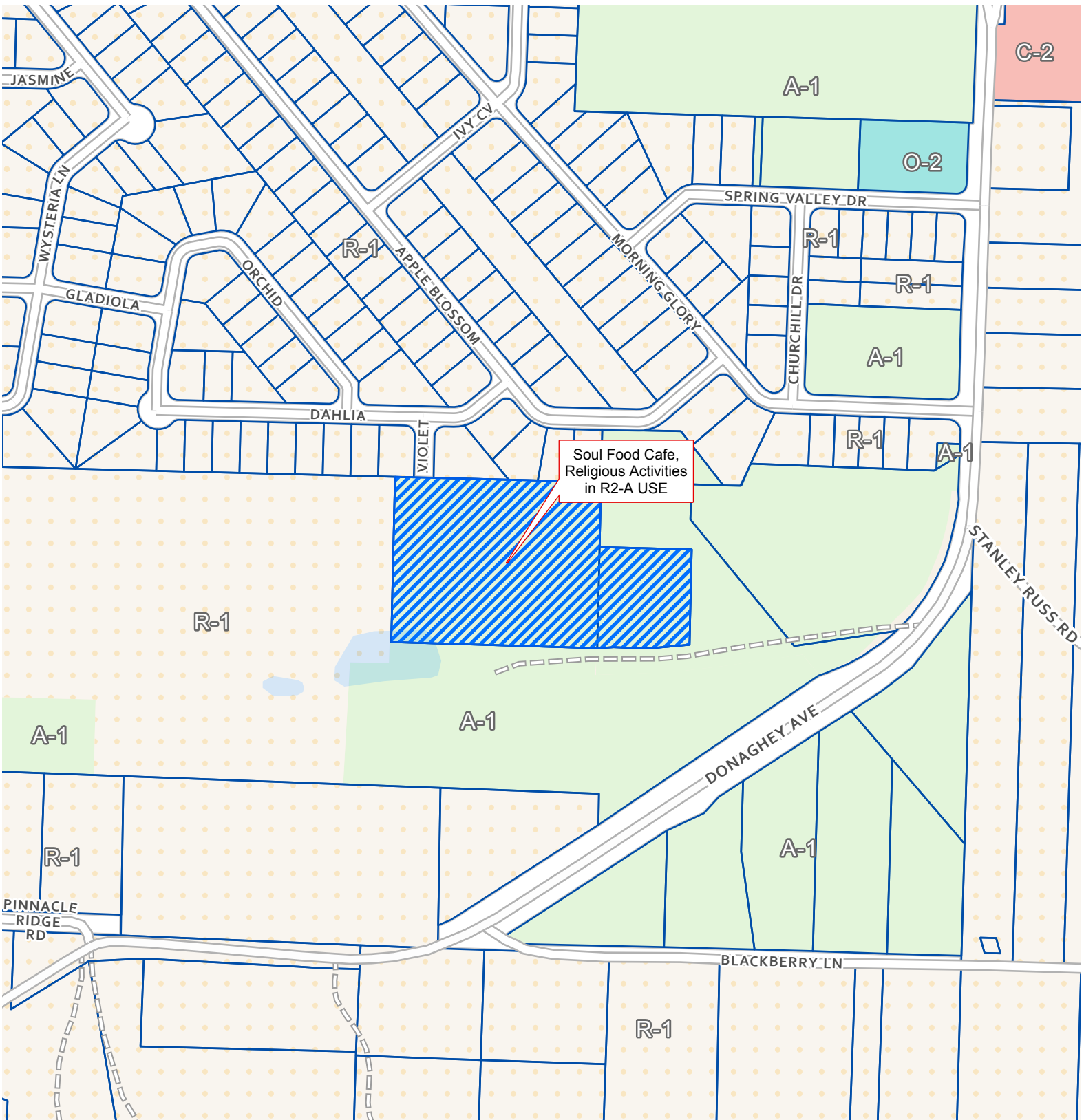
Being a part of the SE 1/4 of the SE 1/4 of Section 23, T-5-N, R-14-W, Faulkner County, Arkansas described as beginning at the NE corner of said SE 1/4 SE 1/4 and run thence; N88°28'20"W 943.05 feet to the NE corner of Lot 149 Spring Valley Subdivision, Phase 1; thence S01°31'40"W 131.13 feet to the SE corner of said Lot 149 Spring Valley Subdivision, Phase 1 and the point of beginning; thence continue S01°31'40"W along a line of previous deed described as being "south" 419.50 feet to a found rebar being the SW corner of church property; thence N88°28'20"W 50.0 feet; thence N88°33'35"W 470.0 feet; thence N01°31'40"E 419.42 feet to the south line of said Spring Valley Subdivision, Phase 1; thence along said south line to a point S88°33'35"E 520.0 feet to the point of beginning containing 5.0 acres more or less.

and

A part of the SE 1/4, SE 1/4, of Section 23, T5N, R14W, Faulkner County, Arkansas, more particularly described as beginning at the NE corner of said SE 1/4, SE 1/4, thence west 945.47 feet; thence south 340.36 feet to the true point of beginning; thence east 230.00 feet; thence south 195.64 feet to the north right of way of a gravel drive; thence along said right of way to a point S83°34'43"W 103.57 feet; thence to a point N87°50'31"W 127.12 feet; thence leaving said right of way north 202.43 feet to the point of beginning containing 1.08 acres more or less.

The Planning Commission reviewed this request at its regular meeting on December 18, 2017. The Planning Commission voted 7-2 that this request be forwarded to the City Council with a recommendation for approval without conditions. Commissioners Justin Brown and Wendy Shirar voted in opposition.

Please advise if you have any questions.



DESCRIPTION	
Planning Commission Review	--
	--
	4.99 ac.

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

City of Conway
Planning & Development

THIS MAP WAS PREPARED BY THE CITY OF CONWAY PLANNING AND DEVELOPMENT DEPARTMENT FOR ITS USE, AND MAY BE REVISED AT ANY TIME WITHOUT NOTIFICATION TO ANY USER.

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www.cityofconway.org/pages/planning-development
www.cityofconway.org/pages/legis

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Feet
DEC 2017



1201 OAK STREET • CONWAY, AR 72032
(501) 450-6105 • planningcommission@cityofconway.org

MEMO

To: Mayor Bart Castleberry
CC: City Council Members

From: Jerry Rye, 2018 Planning Commission Chairman
Date: January 2, 2018

Re: Request for a Conditional Use Permit to allow a maximum of 12 dwelling units per acre in an R-2 zoning district for property located at 1405 E Siebenmorgen Road

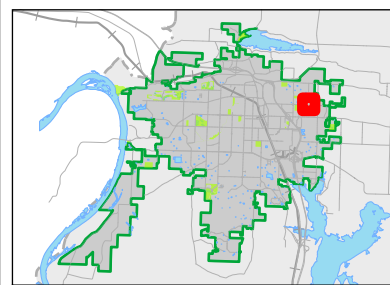
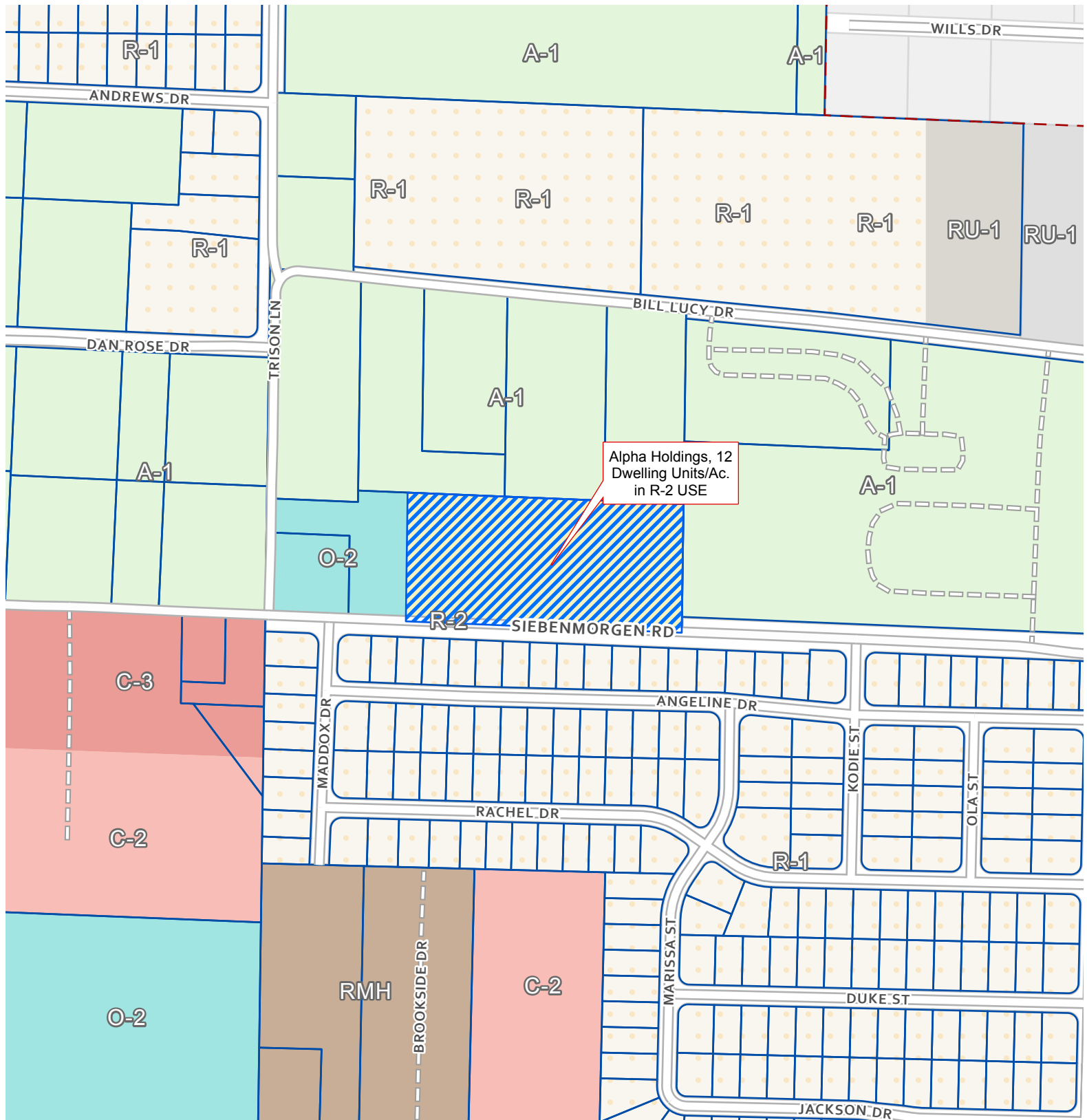
Alpha Holdings has requested a Conditional Use Permit to allow up to 12 dwelling units per acre in an R-2 (low density residential) zoning district for property located at 1405 E Siebenmorgen Road with the legal description:

Part of the SW 1/4 NE 1/4 Section 5, T-5-N, R-13-W, Faulkner County, Arkansas, described as follows: Beginning at the SW corner of said SW 1/4 NE 1/4; thence S88°31'39"E along the South line of said SW 1/4 NE 1/4 355.0 feet to the point of beginning; thence continue S88°31'39"E along said South line 696.85 feet; thence North 325.0 feet; thence N88°31'39"W parallel with the South line of said SW 1/4 NE 1/4 696.85 feet; thence South 325.0 feet to the point of beginning containing 5.2 acres more or less.

The Planning Commission reviewed this request at its regular meeting on December 18, 2017. The Planning Commission voted 9-0 that this request be forwarded to the City Council with a recommendation for approval with the following conditions:

1. The development shall be generally developed as shown on the submitted site plan and elevations. Minor variations from the submitted plans shall be allowed for technical reasons. However, the density and intent of the plans shall be followed.
2. The development is limited to 60 residential units maximum.
3. A reduced landscaping area is allowed on the north boundary of the property.
4. Exterior building materials; brick, "shake" style vinyl siding, and architectural roof shall be used as shown on submitted elevations.
5. Platting shall be required. Additional right of way, sidewalks, etc. as required by the Subdivision Ordinance shall be dedicated and constructed.
6. A 6' wooden privacy fence is required along the entire north boundary and along the north 162.5' of the west and east boundaries.

Please advise if you have any questions.



DESCRIPTION	
Planning Commission Review	--
	--
	6.68 ac.

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

City of Conway
Planning & Development

THIS MAP WAS PREPARED BY THE CITY OF CONWAY PLANNING AND DEVELOPMENT DEPARTMENT FOR ITS USE AND MAY BE REVISED AT ANY TIME WITHOUT NOTIFICATION TO ANY USER.

THE CITY OF CONWAY PLANNING AND DEVELOPMENT DEPARTMENT DOES NOT GUARANTEE THE CORRECTNESS OR ACCURACY OF ANY FEATURES ON THIS MAP. THIS DOCUMENT IS TO BE USED FOR REFERENCE PURPOSES ONLY.

www.cityofconway.org/pages/planning-development
www.cityofconway.org/pages/gis

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Feet
DEC 2017

MEMO

City of Conway, Arkansas
 Jamie Brice, Purchasing Manager
 1201 Oak Street
 Conway, AR 72032
www.cityofconway.org

To: Mayor Bart Castleberry and City of Conway Council
CC: Steve Ibbotson Rhonda Sutton
From: Jamie Brice
Date: January 2, 2018
Re: Parks and Recreation Concession Stand Request for Proposal

Request for Proposals for Parks and Recreation Concession Operations were received at 3:00 p.m. on Tuesday December 19, 2017 at Conway City Hall. A total of three (3) Proposals were received, vendors are listed below.

Bidder's Name
Aramark
Taylor Concessions
Boudreaux's Catering

Request for Proposals were evaluated by Steve Ibbotson, Rhonda Sutton, Derek Cox, and Jamie Brice.

When common concession stand item costs were averaged, Taylor Concessions prices were the lowest. I would like to recommend Taylor Concessions. This vendor also came highly recommended by CASM Sports, Albright Events, and Chris Curtis.

Sincerely,



Jamie Brice
 Purchasing Manager
 City of Conway



City of Conway, Arkansas
Ordinance No. O-18-_____

AN ORDINANCE DEDICATING CERTAIN LANDS FOR PUBLIC USE AS A PARK; AND FOR OTHER PURPOSES:

Whereas, the Hal Crafton and RUSH-HAL DEVELOPMENT, LLC (developer) has applied and received preliminary plat approval for the development of the Charleston Place Subdivision, and;

Whereas, said developer wishes to donate a portion of land in said development for pedestrian/bike trails and other public park purposes:

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

COMMENCING AT THE SE CORNER OF SAID SW $\frac{1}{4}$ NE $\frac{1}{4}$; THENCE ALONG THE SOUTH LINE OF SAID SW $\frac{1}{4}$ NE $\frac{1}{4}$ N88°14'09"W A DISTANCE OF 443.92'; THENCE LEAVING SAID SOUTH LINE N01°45'45"E A DISTANCE OF 40.00' TO THE POINT OF BEGINNING; THENCE CONTINUE N01°45'45"E A DISTANCE OF 800.00' TO A FOUND 1/2" REBAR BEING ON THE SOUTHERLY BOUNDARY LINE OF ST.JOHN'S SUBDIVISION; THENCE ALONG SAID BOUNDARY LINE THE FOLLOWING CALLS: S88°14'09"E A DISTANCE OF 100.88'; THENCE N02°12'53"E A DISTANCE OF 253.79'; THENCE N78°01'37"E A DISTANCE OF 46.42'; THENCE LEAVING SAID BOUNDARY LINE S02°12'53"W A DISTANCE OF 179.81'; THENCE S88°14'09"E A DISTANCE OF 24.73'; THENCE S01°35'56"W A DISTANCE OF 240.00'; THENCE N88°14'09"W A DISTANCE OF 135.00'; THENCE S01°35'56"W A DISTANCE OF 500.00'; THENCE S88°14'09"E A DISTANCE OF 145.00'; THENCE S01°35'56"W A DISTANCE OF 145.00'; THENCE N88°14'09"W A DISTANCE OF 183.81' TO THE POINT OF BEGINNING, CONTAINING 1.97 ACRES MORE OR LESS.

Whereas, it is the express intention of the city council of the City of Conway that said lands shall be dedicated for use as a pedestrian/bike trail and other public park purposes; and

Whereas, it is the express intention of the city council of the City of Conway said lands are considered of a public nature, to be held in trust by the public and for the public to have standing to enforce the terms herein, solely for the purposes of a pedestrian/bike trail and other public park purposes, regardless of said land's present or future zoning classifications; and

Whereas, it is the express intention of the city council of the City of Conway that, pursuant to said public dedication, said lands shall not be leased for uses not related to pedestrian/bike trails and other public park purposes; further, said lands shall not be sold by the City; and

Whereas, it is the express intention of the city council of the City of Conway to rely upon the distinctions set out in the case of *Lester v. Walker*, 177 Ark. 1097 (1928) and other consistent authority for accomplishing the purposes set out herein.

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

Section 1. That the conveyance and acceptance of the lands described above is made subject to the express condition that the City shall, acting in trust for the public and for the public to have standing to enforce the terms herein, use these lands for pedestrian/bike trails and other public park purposes, regardless of the current or future zoning classification of said lands.

Section 2. That the City of Conway shall not lease said lands for uses not related to pedestrian/bike trails or other public park purposes; further, said lands shall not be sold by the City.

Section 3. That all ordinances in conflict herewith are hereby repealed to the extent of that conflict.

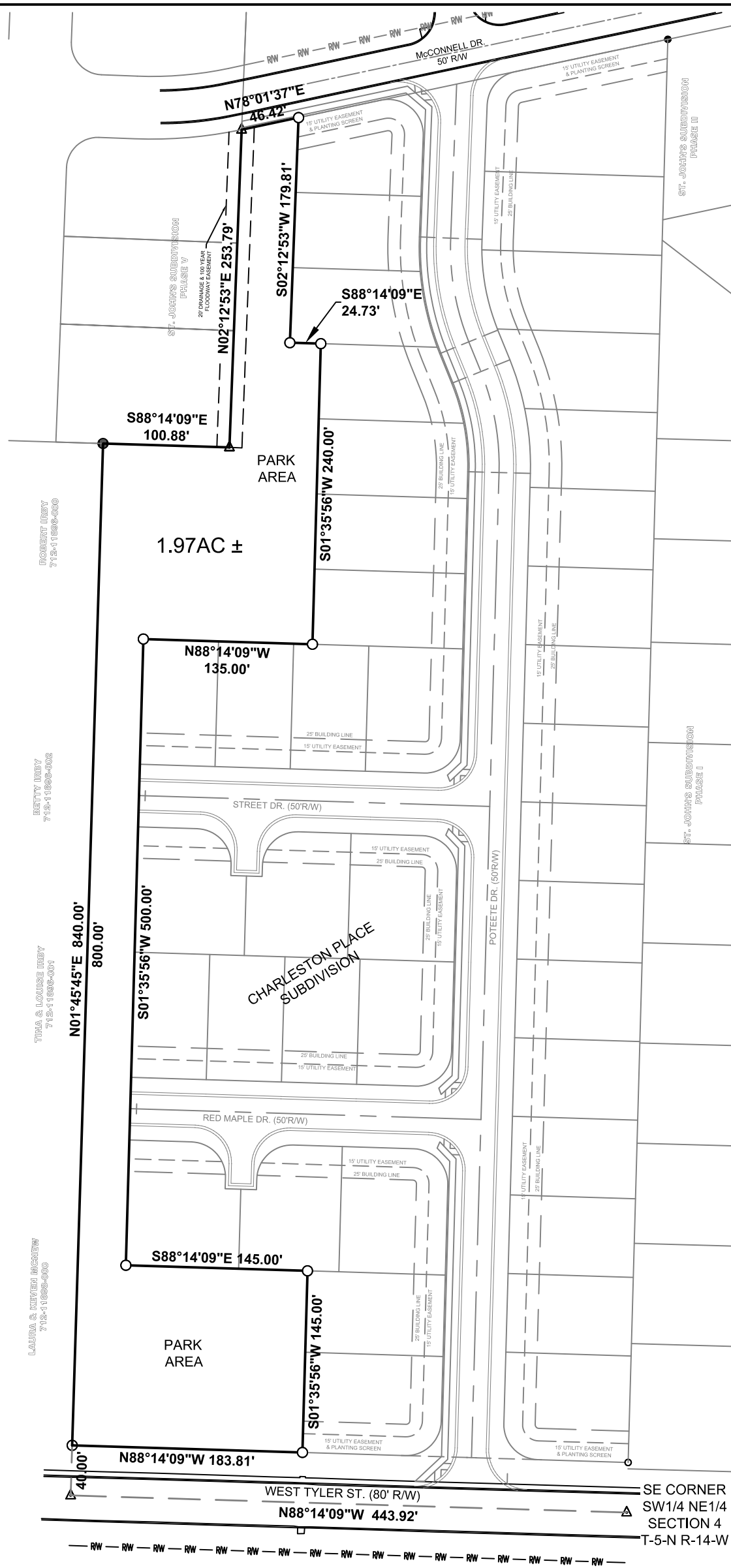
PASSED this 9th day of January, 2018.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer



BEARINGS ESTABLISHED BY
STATE PLANE COORDINATES
HARN 97 (NAD 83)
ARKANSAS NORTH ZONE

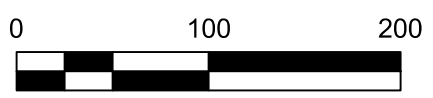
LEGAL DESCRIPTION:

A PART OF THE SW1/4 NE1/4, SECTION 4, T-5-N, R-14-W, FAULKNER COUNTY, ARKANSAS BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SE CORNER OF SAID SW1/4 NE1/4; THENCE ALONG THE SOUTH LINE OF SAID SW1/4 NE1/4 N88°14'09"W A DISTANCE OF 443.92'; THENCE LEAVING SAID SOUTH LINE N01°45'45"E A DISTANCE OF 40.00' TO THE POINT OF BEGINNING; THENCE CONTINUE N01°45'45"E A DISTANCE OF 800.00' TO A FOUND 1/2" REBAR BEING ON THE SOUTHERLY BOUNDARY LINE OF ST. JOHN'S SUBDIVISION; THENCE ALONG SAID BOUNDARY LINE THE FOLLOWING CALLS: S88°14'09"E A DISTANCE OF 100.88'; THENCE N02°12'53"E A DISTANCE OF 253.79'; THENCE N78°01'37"E A DISTANCE OF 46.42'; THENCE LEAVING SAID BOUNDARY LINE S02°12'53"W A DISTANCE OF 179.81'; THENCE S88°14'09"E A DISTANCE OF 24.73'; THENCE S01°35'56"W A DISTANCE OF 240.00'; THENCE N88°14'09"W A DISTANCE OF 135.00'; THENCE S01°35'56"W A DISTANCE OF 500.00'; THENCE S88°14'09"E A DISTANCE OF 145.00'; THENCE S01°35'56"W A DISTANCE OF 145.00'; THENCE N88°14'09"W A DISTANCE OF 183.81' TO THE POINT OF BEGINNING, CONTAINING 1.97 ACRES MORE OR LESS.

SURVEYOR'S NOTES:

SAID TRACT IS SUBJECT TO ALL RIGHTS OF WAY, COVENANTS, EASEMENTS, AND RESTRICTIONS ON RECORD OR PHYSICALLY IN PLACE.



C ENTRAL A RKANSAS P ROFESSIONAL S URVEYING OFFICE (501) 513-4800 MOBILE (501) 472-2862 FAX (501) 513-0900 P.O. BOX 298 ROBERT D. FRENCH CONWAY, AR 72033 P.L.S. 1363 STATE CODE: 500-05N-14W-0-04-130-23-1363	SURVEY FOR: HAL CRAFTON
	OFFICE: JF
	DATE: 09/28/2017
	SCALE: 1"=100'



**City of Conway, Arkansas
Resolution No. R-18-_____**

A RESOLUTION ACCEPTING A PROPOSAL SUBMITTED BY CENTENNIAL BANK FOR BANK SERVICES AND APPROVING AN AGREEMENT BETWEEN THE CITY OF CONWAY AND CENTENNIAL BANK

Whereas, the City of Conway accepted proposals from financial institutions for banking services for the period January 1, 2018 through December 31, 2022, and

Whereas, the proposal rendered by Centennial Bank of Conway is deemed to be the most advantageous to the City of Conway in both direct and indirect cost and services available.

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

Section 1: The City Council of the City of Conway hereby ratifies the appointment of Centennial Bank as the financial institution for the City’s banking activities for day to day operations and authorizes the Mayor and the City Clerk to renew the customary banking agreements.

PASSED this 9th day of January, 2018.

Approved:

Mayor Bart Castleberry

Attest:

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

	Centennial Bank	Simmons Bank	First Service Bank
No. of Conway locations	7	5	2
Interest Paid to City	150% 91 day T Bill	1.50%	1.47%
Current Stated Rate	1.78%	1.50%	1.47%
Lockbox Capability	Yes	Yes	Yes
Internet Capability	Yes	Yes	Yes
Credit Card Capability	Yes	Yes	Yes
Charges for services	no	no	Minor Charges