

Mayor Bart Castleberry  
Clerk/Treasurer 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

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**Tuesday, March 26<sup>th</sup>, 2019 City Council Agenda**

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

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<b><u>5:30pm:</u></b>	No Committee Meeting
<b><u>6:30pm:</u></b>	City Council Meeting
<b><u>Call to Order:</u></b>	Bart Castleberry, Mayor
<b><u>Roll Call:</u></b>	Michael O. Garrett, Clerk/Treasurer
<b><u>Minutes Approval:</u></b>	March 12 <sup>th</sup> , 2019
<b><u>Monthly Financial Report:</u></b>	Approval of monthly financial report ending February 28, 20119

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**Report of Standing Committees:**

**A. Community Development Committee (Airport, Community Development, Planning & Development, Permits & Inspection (Code Enforcement), Historic District, Transportation)**

1. Consideration to approve the nomination of Jackie Wright to the Conway Housing Authority Board.
2. Resolution requesting the Faulkner County Tax Collector to place certified lien on certain properties as a result of incurred expenses by the City.
3. Resolution to approve the Program Year 2019 Community Development Block Grant Budget and the submission of the 2019 Action Plan.
4. Ordinance authorizing a change in staffing levels for the Airport Department.
5. Resolution to approve the bid for brick pavers for the City of Conway.
6. Resolution to approve the purchase of a dump truck for the Transportation Department.
7. Ordinance to rezone property located at 1106-1108 Donaghey Avenue from R-2A to R-2 and HR.
8. Ordinance accepting the annexation of property located at the southeast corner of the intersection of E. Dave Ward Drive/AR-286 and Thomas G. Wilson Drive.
9. Ordinance appropriating funds and accepting the low bidder for the remodel project of 1111 Main Street.

**B. Public Safety Committee (Police, Fire, District Court, Animal Welfare Unit, CEOC - Communication Emergency Operations Center, Department of Information Systems & Technology, & Office of the City Attorney)**

1. Consideration to approve the bid for SWAT pole cameras for the Conway Police Department.
2. Ordinance appropriating fiscal year 2018 funds for the Conway Police Department.
3. Ordinance authorizing changes within the Information Technology Department.

**Adjournment**



City of Conway, Arkansas  
Monthly Financial Reports  
February 28, 2019

City of Conway  
 Monthly Financial Report - General Fund  
 For the month ended February 28, 2019



<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>
Ad Valorem Tax	4,000,000	111,204	548,414		3,451,586	14%
Payments in Lieu of Tax	20,000	-	-		20,000	0%
State Tax Turnback	930,000	128,087	128,087		801,913	14%
Insurance Tax Turnback - LOPFI	1,300,000	-	-		1,300,000	0%
Sales Tax	19,750,000	2,017,043	3,627,211		16,122,789	18%
Beverage Tax	450,000	-	-		450,000	0%
Franchise Fees	3,409,000	322,435	612,814		2,796,186	18%
Permits	441,500	31,022	111,710		329,790	25%
ACIEA Revenues	2,500	354	6,688		(4,188)	268%
Dog Tags & Fees	30,000	1,640	3,870		26,130	13%
Municipal Court Fines and Fees	959,000	66,241	66,241		892,759	7%
Law Enforcement	759,599	21,450	110,740		648,859	15%
Parks	600,500	77,486	118,080		482,420	20%
Interest Income	102,500	19,447	40,241		62,259	39%
Proceeds from Sale of Assets	1,997	6	6		1,991	0.3%
Insurance Proceeds	4,825	-	4,901		(76)	102%
Donations	-	100	100		(100)	-
Act 833 Revenue	90,000	-	-		90,000	0%
Miscellaneous Revenues	147,500	5,399	28,719		118,781	19%
Transfers from Other Funds	723,000	-	-		723,000	0%
<b>Total Revenues</b>	<b>33,721,921</b>	<b>2,801,914</b>	<b>5,407,822</b>	<b>-</b>	<b>28,314,099</b>	<b>16%</b>
<b>Expenditures</b>						
Admin (Mayor, HR)	852,309	139,841	194,478	3,029	654,802	23%
Finance	435,941	23,428	47,606	-	388,335	11%
City Clerk/Treasurer	145,569	12,149	22,953	-	122,616	16%
City Council	103,031	6,851	13,594	-	89,437	13%
Planning	521,122	25,373	125,021	360	395,741	24%
Physical Plant	548,775	34,740	69,465	1,107	478,202	13%
Information Technology	1,051,439	70,529	119,092	55,957	876,390	11%
Permits and Inspections	620,759	41,956	84,390	397	535,972	14%
Nondepartmental	623,221	218,550	359,288	4,951	258,982	58%
Police	12,228,992	956,385	1,915,621	100,630	10,212,741	16%
CEOC	1,261,613	82,919	158,382	5,810	1,097,421	13%
Animal Welfare	481,225	38,168	69,674	5,593	405,958	14%
Municipal District Court	951,567	65,688	169,884	1,210	780,473	18%
City Attorney	478,065	46,705	85,552	-	392,513	18%
Fire	10,330,146	696,593	1,461,694	81,789	8,786,663	14%
Parks	3,118,156	205,521	385,411	31,342	2,701,402	12%
<b>Total Expenditures</b>	<b>33,751,930</b>	<b>2,665,396</b>	<b>5,282,107</b>	<b>292,175</b>	<b>28,177,648</b>	<b>16%</b>
<b>Net Revenue/(Expense)</b>	<b>(30,010)</b>		<b>125,714</b>			

\*All figures are unaudited

Notes:

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

City of Conway  
General Fund  
2019



Fund Balance Appropriations

Ordinance    Date    Description

Amount  
\$ \_\_\_\_\_ -

City of Conway  
 Balance Sheet - General Fund  
 For the month ended February 28, 2019



Cash - Operating	5,873,576
Cash - Reserve	2,098,810
Petty Cash	715
Taxes Receivable	1,610,168
Accounts Receivable	4,757,225
Due from Other Funds	31,541
Due from Street	42,225
Due from Component Unit	208,892
Fleet Inventory	15,539
Fuel Inventory	12,949
General Inventory	585
<b><i>Assets</i></b>	<b><u>14,652,226</u></b>
Accounts Payable	121,213
Salaries Payable	256,971
Insurance and Benefits Payable	13,029
Held for Others - Performance Bonds	(20)
Held for Others - Crimestopper Reward	5,000
Event Deposits	1,650
Due to Other Funds	11,196
Deferred Revenue	4,644,471
<b><i>Liabilities</i></b>	<b><u>5,053,511</u></b>
Fund Balance - Committed to cash flow	2,000,000
Fund Balance - Committed to reserve	2,000,000
Fund Balance - Unassigned	5,598,716
<b><i>Fund Balance</i></b>	<b><u>9,598,716</u></b>
<b><i>Total Liabilities &amp; Fund Balance</i></b>	<b><u>14,652,226</u></b>

\*All figures are unaudited

City of Conway  
 Monthly Financial Report - Street Fund  
 For the month ended February 28, 2019



	<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	1,500,000	54,182	54,182		1,445,818	4%
Payments in Lieu of Tax	8,000	-	-		8,000	0%
State Tax Turnback	2,683,474	427,514	427,514		2,255,960	16%
AHTD 1/2 Cent Sales Tax Turnback	1,320,000	223,336	223,336		1,096,664	17%
Severance Tax	120,000	31,446	31,446		88,554	26%
Sales Tax	270,000	28,262	50,824		219,176	19%
Sign Permits	-	-	300		(300)	-
Engineering Fees	10,000	825	3,100		6,900	31%
Interest Income	96,000	10,587	22,256		73,744	23%
Miscellaneous Revenues	-	842	842		(842)	-
<b>Total Revenues</b>	<b>6,007,474</b>	<b>776,995</b>	<b>813,800</b>	<b>-</b>	<b>5,193,674</b>	<b>14%</b>
<b>Expenditures</b>						
Personnel Costs	2,902,800	171,134	343,045	-	2,559,755	12%
Other Operating Costs	3,230,505	76,649	285,701	111,386	2,833,419	9%
Total Operating Costs	6,133,305	247,782	628,746	111,386	5,393,174	10%
Capital Outlay	364,750	66,951	66,951	27,211	270,588	18%
<b>Total Expenditures</b>	<b>6,498,055</b>	<b>314,733</b>	<b>695,697</b>	<b>138,597</b>	<b>5,663,762</b>	<b>11%</b>
<b>Net Revenue/(Expense)</b>	<b>(490,581)</b>		<b>118,104</b>			

\*All figures are unaudited

Notes:

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City of Conway  
Street Fund  
2019

Fund Balance Appropriations



<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
			\$ -

City of Conway  
 Balance Sheet - Street Fund  
 For the month ended February 28, 2019



Cash - Operating	4,904,431
Taxes Receivable	22,561
Accounts Receivable	1,417,351
Due from Other Funds	(8,927)
<b><i>Assets</i></b>	<b><u>6,335,415</u></b>
Accounts Payable	(3,472)
Salaries Payable	17,412
Insurance and Benefits Payable	5,599
Due to Other Funds	1,688
Due to General	35,093
Deferred Revenue	1,363,995
<b><i>Liabilities</i></b>	<b><u>1,420,313</u></b>
<b><i>Fund Balance</i></b>	<b><u>4,915,102</u></b>
<b><i>Total Liabilities &amp; Fund Balance</i></b>	<b><u>6,335,415</u></b>

\*All figures are unaudited



City of Conway  
 Monthly Financial Report - Sanitation  
 For the month ended February 28, 2019



	<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>						
Sanitation Fees	9,000,000	843,215	1,675,178		7,324,822	19%
Proceeds - Recycled Materials	400,000	34,086	90,857		309,144	23%
Landfill Fees - General	200,000	14,285	28,466		171,534	14%
Interest Income	100,000	29,152	61,877		38,123	62%
<b>Total Revenues</b>	<b>9,700,000</b>	<b>920,739</b>	<b>1,856,377</b>	<b>-</b>	<b>7,843,623</b>	<b>19%</b>
<b>Expenditures</b>						
Personnel Costs	4,630,294	321,320	680,810	-	3,949,484	15%
Other Operating Costs	3,027,500	186,477	182,132	115,892	2,729,476	6%
Total Operating Costs	7,657,794	507,797	862,942	115,892	6,678,960	11%
Capital Outlay	2,003,546	17,500	17,500	99,808	1,886,238	1%
<b>Total Expenditures</b>	<b>9,661,340</b>	<b>525,297</b>	<b>880,442</b>	<b>215,700</b>	<b>8,565,198</b>	<b>9%</b>
<b>Net Revenue/(Expense)</b>	38,660		<b>975,935</b>			

\*All figures are unaudited

Notes:

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

City of Conway  
Sanitation Fund  
2019

Fund Balance Appropriations



<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
			<u>\$ -</u>

City of Conway  
 Balance Sheet - Sanitation  
 For the month ended February 28, 2019



Cash - Operating	7,701,740
Petty Cash	200
Post Closure Cash Account	5,805,873
Accounts Receivable	13,334
Due from Other Funds	(537)
Due from Component Unit	789,483
General Inventory	2,122
Land & Buildings	2,374,169
Infrastructure	997,112
Machinery and Equipment	3,652,170
Vehicles	383,386
Deferred Outflows of Resources	2,025,687
<b><i>Assets</i></b>	<b><u>23,744,739</u></b>
Accounts Payable	(26,710)
Salaries Payable	40,356
Insurance and Benefits Payable	16,074
Compensated Absences	168,607
Net Pension Obligation	10,673,533
Deferred Inflows of Resources	1,644,081
Due to Other Funds	12,613
Landfill Close/Post Close	8,621,822
<b><i>Liabilities</i></b>	<b><u>21,150,377</u></b>
<b><i>Net Assets</i></b>	<b><u>2,594,362</u></b>
<b><i>Total Liabilities and Net Assets</i></b>	<b><u>23,744,739</u></b>

\*All figures are unaudited

Note: Capital assets shown at book value (cost less accumulated depreciation).

City of Conway  
 Monthly Financial Report - Airport  
 For the month ended February 28, 2019



<b>Revenues</b>	<b><u>Budget</u></b>	<b><u>Month</u></b> <b><u>Activity</u></b>	<b><u>Year to</u></b> <b><u>Date</u></b>	<b><u>Encumbered</u></b>	<b><u>(Over)/Under</u></b> <b><u>Budget</u></b>	<b><u>%</u></b> <b><u>Expend/Collect</u></b>
Sales Tax	13,000	219	219		12,781	2%
Airport Fuel Sales	900,000	51,779	105,970		794,030	12%
T-Hangar Rent	118,000	7,410	24,450		93,550	21%
Community Hangar Rent	25,000	2,800	5,600		19,400	22%
Ground Leases	125,000	-	8,712		116,288	7%
Miscellaneous Revenues	13,000	585	1,475		11,525	11%
<b>Total Revenues</b>	<b>1,194,000</b>	<b>62,792</b>	<b>146,425</b>	<b>-</b>	<b>1,047,575</b>	<b>12%</b>
<b>Expenditures</b>						
Personnel Costs	274,031	20,580	43,124	-	230,907	16%
Fuel for Resale	701,000	60,359	109,059	-	591,941	16%
Other Operating Costs	182,450	10,777	10,788	4,348	167,313	6%
Total Operating Costs	1,157,481	91,715	162,971	4,348	990,161	14%
Capital Outlay	32,000	-	-	-	32,000	0%
<b>Total Expenditures</b>	<b>1,189,481</b>	<b>91,715</b>	<b>162,971</b>	<b>4,348</b>	<b>1,022,161</b>	<b>14%</b>
<b>Net Revenue/(Expense)</b>	<b>4,519</b>		<b><u>(16,546)</u></b>			

\*All figures are unaudited

Notes:

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

City of Conway  
Airport Fund  
2019

Fund Balance Appropriations



<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
			\$ -

City of Conway  
 Balance Sheet - Airport  
 For the month ended February 28, 2019



Cash - Operating	349,296
Taxes Receivable	2,102
Accounts Receivable - Fuel Vendor	(15,884)
Land	1,254,473
Buildings	4,461,805
Machinery & Equipment	850,107
Vehicles	12,797
Infrastructure	24,866,349
<b>Assets</b>	<b><u>31,781,047</u></b>
Accounts Payable	(4,892)
Salaries Payable	2,826
Insurance and Benefits Payable	2,212
Compensated Absences	5,127
Due to General	1,289
<b>Liabilities</b>	<b><u>6,562</u></b>
<b>Fund Balance</b>	<b>31,774,484</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b><u>31,781,047</u></b>

\*All figures are unaudited

Note: Capital assets shown at book value (cost less accumulated depreciation).

City of Conway  
Monthly Financial Report - Major Project Funds  
For the month ended February 28, 2019



Parks and Rec A&P Tax

Balance, 01/31/19	976,018
Receipts	537,400
Payments	(528,425)
Balance, 02/28/19	\$ 984,992

Pay as you go Sales Tax

Balance, 01/31/19	1,498,820
Receipts	300,407
Payments	(22,935)
Balance, 02/28/19	\$ 1,776,292

Street Impact Fees

Balance, 01/31/19	1,182,070
Receipts	28,462
Payments	(122)
Balance, 02/28/19	\$ 1,210,410

Parks Impact Fees

Balance, 01/31/19	682,333
Receipts	17,311
Payments	-
Balance, 02/28/19	\$ 699,644

Street Sales Tax

Balance, 01/31/19	3,160,739
Receipts	456,802
Payments	(106,706)
Balance, 02/28/19	\$ 3,510,834



## Housing Authority of the City of Conway

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MARY ANN BOYD  
Executive Director



March 11, 2019

Honorable Mayor Bart Castleberry & City Council  
City of Conway  
1201 Oak Street  
Conway, AR 72032

Dear Mayor and City Council Members:

As many of you are aware, Commissioner Tom Mickel, passed away in December.

At the regular meeting held March 11th, 2019, the Board voted to recommend that Ms. Jackie Wright be appointed to fulfill his term, which expires January 15th, 2020. The Board requests the confirmation of the City Council, as to this appointment.

Sincerely,

A handwritten signature in blue ink that reads "Mary A Boyd".

Mary A Boyd  
Executive Director

MB:sg





# MEMO

**TO:** Mayor Bart Castleberry  
**CC:** City Council Members  
**FROM:** Missy Lovelady  
**DATE:** March 20, 2019  
**SUBJECT:** Certified Liens – Code Enforcement

The following resolutions are included for a request to the Faulkner County Tax collector to place a certified lien against real property as a result of incurred expenses by the City.

The properties & amount (plus a ten percent collection penalty) are as follows:

- |                     |          |
|---------------------|----------|
| 1. 1625 Jasmine     | \$198.65 |
| 2. 275 S Ash        | \$220.42 |
| 3. 1700 Appalachian | \$429.94 |

Please advise if you have any questions.

Thank you for your consideration.



**City of Conway, Arkansas  
Resolution No. R-19-\_\_\_**

**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 **1625 Jasmine** 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 **\$198.65** (\$153.32 + Penalty \$15.33 + 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 **March 26, 2019** 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 26th day of March, 2019.

**Approved:**

\_\_\_\_\_  
**Mayor Bart Castleberry**

**Attest:**

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

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



*Missy Schrag*  
Phone: 501-450-6191  
Fax: 501-504-6908

## MEMO:

To: Mayor Bart Castleberry  
CC: City Council Members

From: Missy Schrag  
Date: March 20, 2019

Re: 1625 Jasmine CE190390

- 
- January 29, 2019 – a Violation for appliance/furniture was left on the premises by Spencer Clawson.
  - Property Owner is listed as Elizabeth Morgan Brannan.
  - Property was rechecked on 2/7/2019 with no progress made.
  - Certified and regular letters were mailed 2/7/2019 to address on file and a notice was left by post office.
  - Property was rechecked on 2/14/2019 with no progress made and City cleanup was requested.
  - Final Cleanup completed on 2/19/2019.
  - Certified and regular letters were sent including date, time & place of the City Council meeting.

Please advise should you have any concerns or questions.

# INVOICE

**City of Conway**  
Code Enforcement

DATE: MARCH 22, 2019

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

TO BRANNAN, ELIZABETH MORGAN  
1625 JASMINE LANE  
CONWAY AR 72034

Description: Mowing/Clean-up/Admin Fees  
associated with the nuisance abatement at  
1625 Jasmine Ln. Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Spencer Clawson	711-12519-212		March 26, 2019

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	1 Employee -Mowing/Cleanup	19.79	19.79
1	1 Employee -Mowing/Cleanup	20.34	40.68
1	Sanitation ticket #664594	32.74	32.74
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 \$153.32

- Total amount due after March 26, 2019 includes collection penalty & filing fees

TOTAL WITH PENALTY & FILING FEES \$198.65

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

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

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



*Missy Schrag*  
Conway Permits & Code Enforcement  
Phone 501-450-6191  
Fax 501-504-6908

February 25, 2019

Parcel # 711-12519-212

BRANNAN, ELIZABETH MORGAN  
1625 JASMINE LANE  
CONWAY AR 72034

**RE: Nuisance Abatement at 1625 Jasmine Ln, Conway AR**  
**Cost of Clean-Up, Amount Due: \$153.32**

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 **March 26, 2019 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 Schrag**. If you have any questions, please feel free to call me at 501-450-6191.

Respectfully,

Missy Schrag



City of Conway, Arkansas  
Resolution No. R-19-\_\_\_

**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 275 S Ash 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 \$220.42 (\$173.11 + Penalty \$17.31 + 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 **March 26, 2019** 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 26<sup>th</sup> day of March, 2019.

**Approved:**

\_\_\_\_\_  
**Mayor Bart Castleberry**

**Attest:**

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

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



*Missy Schrag*  
Phone: 501-450-6191  
Fax: 501-504-6908

## MEMO:

To: Mayor Bart Castleberry  
CC: City Council Members

From: Missy Schrag  
Date: March 20, 2019

Re: 275 S Ash CE19-0389

- 
- January 28, 2019 – a Violation for appliance/furniture was left on the premises by Spencer Clawson.
  - Property Owner is listed as James & Angela Morrison.
  - Property was rechecked on 2/7/2019 with no progress made.
  - Certified and regular letters were mailed 2/7/2019 to address on file and a notice was left by post office.
  - Property was rechecked on 2/14/2019 with no progress made and City cleanup was requested.
  - Final Cleanup completed on 2/19/2019.
  - Certified and regular letters were sent including date, time & place of the City Council meeting.

Please advise should you have any concerns or questions.

# INVOICE

**City of Conway**  
Code Enforcement

DATE: MARCH 22, 2019

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

TO MORRISON JAMES & ANGELA  
20 FOREST VIEW LANE  
GREENBRIER, AR 72058

Description: Mowing/Clean-up/Admin Fees  
associated with the nuisance abatement at  
275 S Ash. Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Spencer Clawson	710-07320-016		March 26, 2019

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
2	1 Employee -Mowing/Cleanup	19.79	39.58
2	1 Employee -Mowing/Cleanup	20.34	40.68
1	Sanitation ticket #664603	32.74	32.74
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 \$173.11

- Total amount due after March 26, 2019 includes collection penalty & filing fees

TOTAL WITH PENALTY & FILING FEES \$220.42

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



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

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



*Missy Schrag*  
Conway Permits & Code Enforcement  
Phone 501-450-6191  
Fax 501-504-6908

February 25, 2019

Parcel # 710-07320-016

MORRISON JAMES & ANGELA  
20 FOREST VIEW LANE  
GREENBRIER, AR 72058

**RE: Nuisance Abatement at 275 S. Ash A&B, Conway AR**  
**Cost of Clean-Up, Amount Due: \$173.11**

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 **March 26, 2019 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 Schrag**. If you have any questions, please feel free to call me at 501-450-6191.

Respectfully,

Missy Lovelady



**City of Conway, Arkansas**  
**Resolution No. R-19-\_\_\_**

**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 1700 Appalachian 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 \$429.94 (\$363.58 + Penalty \$36.36 + 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 **March 26, 2019** 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 26th day of March, 2019.

**Approved:**

\_\_\_\_\_  
**Mayor Bart Castleberry**

**Attest:**

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

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



*Missy Schrag*  
Phone: 501-450-6191  
Fax: 501-504-6908

## MEMO:

To: Mayor Bart Castleberry  
CC: City Council Members

From: Missy Schrag  
Date: March 20, 2019

Re: 1700 Appalachian CE19-0322

- 
- February 7, 2019 – a Violation for appliance/furniture and rubbish/trash was left on the premises by Kim Beard.
  - Property Owner is listed as David Haas.
  - Property was rechecked on 2/7/2019 with no progress made.
  - Certified and regular letters were mailed 2/14/2019 to address on file and a notice was left by post office.
  - Property was rechecked on 2/21/2019 with no progress made and City cleanup was requested.
  - Final Cleanup completed on 2/25/2019.
  - Certified and regular letters were sent including date, time & place of the City Council meeting.

Please advise should you have any concerns or questions.

# INVOICE

**City of Conway**  
Code Enforcement

DATE: MARCH 22, 2019

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

TO HAAS, DAVID  
1700 APPALACHIAN  
CONWAY AR 72034

Description: Mowing/Clean-up/Admin Fees associated with the nuisance abatement at 1700 Appalachian. Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Kim Beard	711-12592-138		March 26, 2019

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
3	1 Employee -Mowing/Cleanup	19.79	59.37
3	1 Employee -Mowing/Cleanup	20.34	61.02
3	1 Employee - Mowing/Cleanup	16.62	49.86
	Sanitation ticket #665144;665191;665135;665192;665137;665136	133.22	133.22
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 \$363.58

- Total amount due after March 26, 2019 includes collection penalty & filing fees

TOTAL WITH PENALTY & FILING FEES \$429.94

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

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

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



*Missy Schrag*  
Conway Permits & Code Enforcement  
Phone 501-450-6191  
Fax 501-504-6908

February 25, 2019

Parcel # 711-12592-138

HAAS, DAVID  
1700 APPALACHIAN  
CONWAY AR 72034

**RE: Nuisance Abatement at 1700 Appalachian, Conway AR**  
**Cost of Clean-Up, Amount Due: \$363.58**

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 **March 26, 2019 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 Schrag**. If you have any questions, please feel free to call me at 501-450-6191.

Respectfully,

Missy Lovelady



**City of Conway, Arkansas  
Resolution No. R-19-\_\_\_**

**A RESOLUTION APPROVING YEAR 2019 COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET, THE AUTHORIZING THE  
SUBMISSION OF THE 2019 ACTION PLAN AND FOR OTHER PURPOSES**

**Whereas,** It is the intention of the City Council of the City of Conway to allocate Community Development Block Grant (CDBG) funds in such a manner that the maximum feasible priority is given to activities which will benefit low to moderate income families and eliminate slum and blight.

**Whereas,** there is an approximate total of \$464,954 for Program Year 2019 (July 1, 2019 – June 30, 2020) funds allocated to the CDBG Program for budgetary purposes; this number is based on the 2018 budget number and the 2019 CDBG funding notification has not yet been announced. Upon the 2019 funding announcement, all proposed activities will be proportionally increased or decreased based on current budget percentages.

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

- Section 1:** The Program Year 2019 CDBG approximate budget totaling four hundred sixty four thousand nine hundred and fifty four dollars (\$464,954) for budgeting purposes is hereby adopted by reference to the attached budget sheet. The 2019 is subject to change upon announcement of funding. All proposed activities will be proportionally increased or decreased based on current budget percentages.
- Section 2:** The in-house Affirmative Action Policy which prescribes equal opportunity policies for the recruitment, hiring, training, promoting, demotions and termination of employees, with personnel goals revised annually.
- Section 3:** The Program Year 2019 CDBG Affirmative Action Plan is adopted to provide contractual procedures with regard to equal opportunity personnel policies on the part of CDBG project contractors.
- Section 4:** The Fair Housing Program/Policy of the City of Conway to affirmatively further Fair Housing practices in the sale, lease or rental of housing and to prevent discrimination on the basis of race, color, religion, national origin, sex, disability or familial status and to provide a procedure and Fair Housing Officer to assist and educate the public on their rights and procedures available to have complaints reviewed, investigated and resolved.
- Section 5:** The Director of Community Development is authorized to prepare and submit the 2019 Action Plan to carry out the activities/projects identified in the 5-Year Consolidated Plan to the U. S. Department of Housing and Urban Development (HUD) for review and approval. Once the approval by HUD has occurred, the City Council approval, Mayor is authorized to execute contracts, his signature being attested by the City Clerk, and City Attorney with the agencies identified in the 2019 Community Development Department Budget as application numbers to undertake the activities/projects in the Action Plan.
- Section 6:** All approved agencies of CDBG funds will use the city's procurement procedures for any services or contracts.

**Passed this 26<sup>th</sup> day of March, 2019.**

**Attest:**

**Approved:**

\_\_\_\_\_  
**Mayor Bart Castleberry**

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

**Program Year 2019 Annual Action Plan Budget Sheet**

**(July 1, 2019 – June 30, 2020)**

**CDBG PY2018 Grant Received**

\$464,954

Services (15%)	\$69,743
Administration (20%)	\$92,990
Project (65%)	\$302,220

**Services:**

Boys and Girls Club of Faulkner County	27.00%	\$19,243
Faulkner County Council on Aging	24.30%	\$17,000
Independent Living Services	21.45%	\$15,000
Y.E.S.	7.10%	\$5,000
Milestones	5.70%	\$4,000
Bethlehem House	4.30%	\$3,000
Women Shelter of Central Arkansas	4.3%	\$3,000
HAVEN	3.60%	\$2,500
Ministry Center	1.40%	\$1,000

**Service Total:**

\$69,743

**Administration:**

Salaries, staff, benefits, travel, training, office supplies, etc)	100%
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**Administration Total:**

\$92,990

**Project:**

Acquisition and Remodel of Property for an Emergency Shelter	96.70%	\$292,000
City of Conway Rental Assistance Program	3.30%	\$10,000

**Project Total:**

\$302,220

**Total Amount Allocated for Program Year 2019**

**\$464,953**



**City of Conway, Arkansas  
Ordinance No. O-19- \_\_\_\_\_**

**AN ORDINANCE AUTHORIZING A CHANGE IN STAFFING LEVELS FOR THE AIRPORT DEPARTMENT.  
DECLARING AN EMERGENCY AND FOR OTHER PURPOSES:**

**Whereas**, the Airport Department has determined that it can more effectively and efficiently manage City property and resources through an increase in an additional position of support staff personnel, an Airport Line Technician II, and

**Whereas**, the City Council has determined that there is a need for one (1) additional full time Airport Line Technician II position in the Airport Department; and

**Whereas**, a budget adjustment in the amount of \$35,670 is required for the remainder of the 2019 budget year.

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

**Section 1.** The authorized staffing level of the Airport Department is increased by one (1) full time Airport Line Technician II position.

**Section 2.** Additional salary funds in the amount of \$35,670 are required for this staffing adjustment.

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

**Section 4.** 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 26<sup>th</sup> day of March, 2019.

**Approved:**

\_\_\_\_\_  
**Mayor Bart Castleberry**

**Attest:**

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





**City of Conway, Arkansas  
Resolution No. R-19-\_\_\_\_\_**

**A RESOLUTION ACCEPTING THE LOWEST BID FOR BRICK PAVERS AND ALLOWING THE CITY TO ENTER INTO AN AGREEMENT WITH ACME BRICK COMPANY; AND FOR OTHER PURPOSES:**

**Whereas**, the City of Conway solicited bids for brick pavers and received one bid from Acme Brick Company; and

**Whereas**, the City of Conway would like to enter into an agreement with Acme Brick Company for Brick Pavers, primarily used on Transportation Department projects.

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

**Section 1.** The City of Conway shall accept the bid from Acme Brick Company with the following 2019 prices:

<u>Brick Paver Type (Clay)</u>	<u>Unit Price</u>
4x8 Truncated ADA Red 360 Pavers w/ Lugs	Per each \$ <u>2.67</u>
English Edge Heavy Duty Red Pavers w/ Lugs	Per each \$ <u>1.085</u>
English Edge Light Duty Red Pavers w/ Lugs	Per each \$ <u>.90</u>

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

**Section 3.** This resolution shall be in full force and effect from and after its passage and approval.

**PASSED** this 26<sup>th</sup> day of March 2019.

**Approved:**

\_\_\_\_\_  
**Mayor Bart Castleberry**

**Attest:**

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



**City of Conway, Arkansas**  
**Resolution No. R-19-\_\_\_\_\_**

**A RESOLUTION TO APPROVE THE PURCHASE OF AN INTERNATIONAL HV607 SBA TANDEM AXLE TRUCK FOR THE CITY OF CONWAY TRANSPORTATION DEPARTMENT; AND FOR OTHER PURPOSES**

**Whereas**, the City of Conway Transportation Department is in need of an additional tandem axle dump truck; and

**Whereas**, funds for said equipment are included in the FY2019 Transportation Budget, (Transportation Machinery and Equipment account 002.201.5910); and

**Whereas**, three quotes were received and it was determined to be most beneficial to the Transportation Department; and

**Whereas**, the Transportation Department is requesting to use Sourcewell Government Procurement contract with Summit Truck Group for this purchase in the amount of \$113,152.48, the two other quotes were received as follows; Tri-State \$136,491.91 and Tuck Centers of Arkansas \$113,623.60.

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

**Section 1.** The City of Conway shall approve the truck purchase from Summit Truck Group in the amount of \$113,152.48 from Sourcewell Government Procurement contract.

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

**Section 3.** This resolution shall be in full force and effect from and after its passage and approval.

**PASSED** this 26<sup>th</sup> day of March 2019.

**Approved:**

\_\_\_\_\_  
**Mayor Bart Castleberry**

**Attest:**

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



**City of Conway, Arkansas**  
**Ordinance No. O-19- \_\_\_\_\_**

**AN ORDINANCE AMENDING SECTIONS 201.1 AND 201.3 OF THE CONWAY ZONING ORDINANCE TO REZONE PROPERTY LOCATED AT 1106-1108 DONAGHEY AVE FROM R-2A TO R-2 AND HR:**

**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-2A** symbols and indications as shown on the Zoning District Boundary Map in an area described as follows:

[Tract 1]

The south 100 feet of Lot 12 and the south 100 feet of the west 43 feet of Lot 11, Block 2, Weems Addition to the City of Conway, as shown in Plat Book A, Page 46, Records of Faulkner County, Arkansas.

[Tract 2]

The south 100 feet of the east 7 feet of Lot 11 and the south 100 feet of the Lot 10, Block 2, Weems Addition to the City of Conway, as shown in Plat Book A, Page 46, Records of Faulkner County, Arkansas.

to those of **R-2** for Tract 1 and **HR** for Tract 2, 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 26<sup>th</sup> day of March, 2019.

**Approved:**

\_\_\_\_\_  
**Mayor Bart Castleberry**

**Attest:**

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



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

## MEMO

To: Mayor Bart Castleberry  
cc: City Council Members

From: Justin Brown, 2019 Planning Commission Chairman  
Date: March 19, 2018

Re: Request to rezone from R-2A to R-2 and HR property located at 1106-1108 Donaghey Ave

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Central Arkansas Professional Surveying, on behalf of RT Real Estate/Rory Thompson, has requested to rezone from R-2A (Two-Family Residential District) to R-2 (Low-Density Residential District) [Tract 1] and HR (Historical Residential District) [Tract 2] property located at 1106-1108 Donaghey Avenue with the legal description:

[Tract 1]

The south 100 feet of Lot 12 and the south 100 feet of the west 43 feet of Lot 11, Block 2, Weems Addition to the City of Conway, as shown in Plat Book A, Page 46, Records of Faulkner County, Arkansas.

[Tract 2]

The south 100 feet of the east 7 feet of Lot 11 and the south 100 feet of the Lot 10, Block 2, Weems Addition to the City of Conway, as shown in Plat Book A, Page 46, Records of Faulkner County, Arkansas.

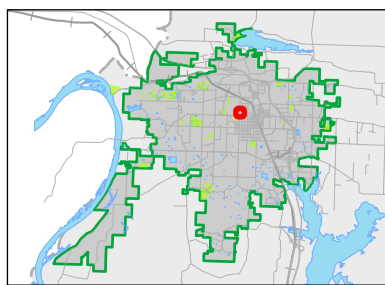
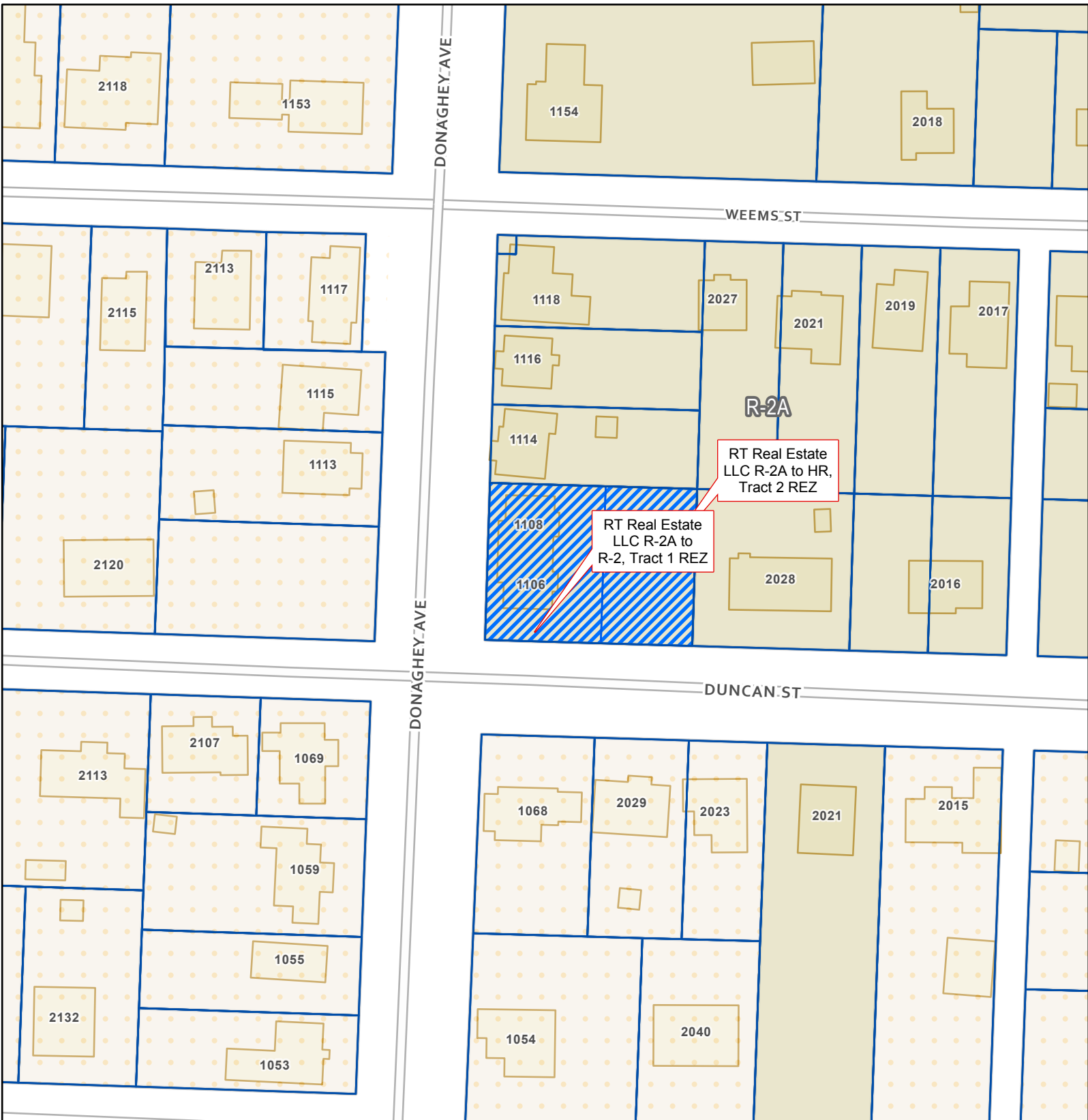
The applicant is proposing to split of the existing +/-0.30 acre corner lot into 2 lots. The existing lot [Tract 1] would be reduced to approximately 7,500 sf and zoned R-2; the new lot [Tract 2] would be approximately 5,500 sf, would front Duncan Street, and be zoned HR.

*R-2 – “The R-2 district encourages the same basic restrictions as the R-2A district and permits a slightly higher population density area for family living protected from all commercial and industrial activity.” Conway Zoning Ordinance Section 401.4.A.3*

*HR – “The Historical Residential District is designed to provide low-density residential housing in a historical context. Housing within this district is characterized by buildings that reflect the general historical context of the neighborhood.” Conway Zoning Ordinance Section 401.4.A.9*

The Planning Commission reviewed the request at its regular meeting on March 18, 2019 and voted 7-0 that the request be forwarded to the City Council with a recommendation for approval.

Please advise if you have any questions.



**DESCRIPTION**

Planning Commission  
Review

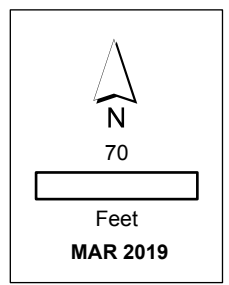
**REZ2019MAR01**

0.303028 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		Special	
C-1	O-1	SP	
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.  
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.conwaykansas.gov/planning  
www.conwaykansas.gov/gis





**City of Conway, Arkansas**  
**Ordinance No. O-19-\_\_\_**

**AN ORDINANCE ACCEPTING THE ANNEXATION OF CERTAIN LANDS COMPRISED OF 55.14 ACRES LOCATED AT THE SOUTHEAST CORNER OF THE INTERSECTION OF E DAVE WARD DRIVE/AR-286 AND THOMAS G WILSON DRIVE, TO THE CITY OF CONWAY, FOR OTHER PURPOSES:**

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

**SECTION 1:** That the City of Conway, Arkansas, hereby accepts the hereinafter described territory, including all adjacent and abutting rights-of-way, annexed to said City by order of the County Court of Faulkner County, Arkansas heretofore entered on **March 19, 2019** and said territory being situated in Faulkner County, Arkansas, shall be a part of the City of Conway and shall be zoned [Tract 1] to **C-3** and [Tract 2 ] to **A-1**. Legal description as follows:

Tract 1 (Proposed Lot 1, Maly Village)

Lands lying in the Northwest Quarter and the Southwest Quarter of the Southeast Quarter of Section 17, Township 5 North, Range 13 West, Faulkner County, Arkansas; more particularly described as follows: Beginning at the Southwest Corner of the said Northwest Quarter of the Southeast Quarter North along the West Line of the said Northwest Quarter 01 degrees 22 minutes 29 seconds East 211.44 feet; thence to a point on the South Right-of-Way of Arkansas State Highway 286 (Dave Ward Drive); thence leaving said West Line along said South Right-of-Way Line North 77 degrees 43 minutes 55 seconds East 125.34 feet; thence North 79 degrees 09 minutes 51 seconds East 126.14 feet; thence leaving said South Right-of-Way Line South 10 degrees 50 minutes 09 seconds East 230.26 feet; thence South 01 degrees 33 minutes 55 seconds West 249.79 feet; thence North 88 degrees 26 minutes 05 seconds West 293.78 feet to a point on the West Line of the Southwest Quarter of the said Southeast Quarter; thence North 01 degrees 36 minutes 07 seconds East 206.19 feet to the point of beginning containing 2.92 acres more or less.

Tract 2 (Proposed Lots 2-13, Maly Village)

Lands lying in the Northwest and Southwest Quarter of the Southeast Quarter of Section 17, Township 5 North, Range 13 West, Faulkner County, Arkansas more particularly described as follows: Beginning at a found 1 inch pipe at the Southeast Corner of the said Southwest Quarter of the Southeast Quarter along the South Line of the said Southwest Quarter of the Southeast Quarter; North 87 degrees 00 minutes 40 seconds West 1384.21 feet to a 1 inch pipe at the Southwest Corner of the said Southwest Quarter of the Southeast Quarter which is also a point on the East Right-of-Way Line of Thomas G. Wilson Drive; thence leaving said South Line along said East Right-of-Way Line and the West Line of the said Southwest Quarter of the Southeast Quarter North 01 degrees 36 minutes 07 seconds East 1324.60 feet to the Southwest Corner of the Northwest Quarter of the Southeast Quarter; thence continuing along said East Right-of-Way Line and the West Line of the Northwest Quarter of the Southeast Quarter North 01 degrees 22 minutes 29 seconds East 211.44 feet to a point on the South Right-of-Way Line of Arkansas Highway 286 (East Dave Ward Drive); thence leaving said East Right-of-Way Line and East Line along the said South Right-of-Way Line North 77 degrees 43 minutes 55 seconds East 125.34 feet; thence North 79 degrees 09 minutes 51 seconds East 200.06 feet; thence North 75 degrees 09 minutes 20 seconds East 200.20 feet; thence North 76 degrees 18 minutes 00 seconds East 200.06 feet; thence North 72 degrees 52 minutes 25 seconds East 200.72 feet; thence North 78 degrees 11 minutes 26 seconds East 250.01 feet; thence North 82 degrees 52 minutes 29 seconds East 100.40 feet; thence North 74 degrees 06 minutes 46 seconds East 158.45 feet to a point on the East Line of the said Northwest Quarter of the Southeast Quarter; thence leaving said South Right-of-Way Line along said East Line South 01 degrees 37 minutes 29 seconds West 596.17 feet to a found 1 inch pipe at the Southeast Corner of the said Northwest Quarter of the Southeast Quarter; thence along the East Line of the said Southwest Quarter of the Southeast Quarter South 01 degrees 38 minutes 10 seconds West 1341.27 feet to the point of beginning containing 55.14 acres more or less.

Less and Except:

Tract 1 (Proposed Lot 1 Maly Village)

Lands lying in the Northwest Quarter and the Southwest Quarter of the Southeast Quarter of Section 17, Township 5 North, Range 13 West, Faulkner County, Arkansas; more particularly described as follows: Beginning at the Southwest Corner of the said Northwest Quarter of the Southeast Quarter North along the West Line of the said Northwest Quarter 01 degrees 22 minutes 29 seconds East 211.44 feet; thence to a point on the South Right-of-Way of Arkansas State Highway 286 (Dave Ward Drive); thence leaving said West Line along said South Right-of-Way Line North 77 degrees 43 minutes 55 seconds East 125.34 feet; thence North 79 degrees 09 minutes 51 seconds East 126.14 feet; thence leaving said South Right-of-Way Line South 10 degrees 50 minutes 09 seconds East 230.26 feet; thence South 01 degrees 33 minutes 55 seconds West 249.79 feet; thence North 88 degrees 26 minutes 05 seconds West 293.78 feet to a point on the West Line of the Southwest Quarter of the said Southeast Quarter; thence North 01 degrees 36 minutes 07 seconds East 206.19 feet to the point of beginning containing 2.92 acres more or less.

And that the above described lands and territory be, and the same hereby are, declared to be a part of the City of Conway, Faulkner County, Arkansas.

**Section 2:** From and after this date, all inhabitants residing within and upon the hereinabove described lands and territory shall have and enjoy all the rights and privileges of, and be subject to all the laws, rules, ordinances, limitations and regulations imposed upon the inhabitants within the original limits of said City of Conway, Arkansas, and for voting purposes, said lands are hereby assigned to and designated as part of **Ward 4** of the City of Conway, Arkansas.

**Section 3:** It is hereby declared the annexed land shall be provided the following services immediately upon the effective date of this annexation: police protection; fire protection; maintenance of any publically dedicated streets within the property; and opportunity to connect to potable water, sanitary sewer, electric, and telecommunications services provided by Conway Corporation at the expense of the property owner.

**Section 4:** It is hereby ascertained and declared that it is necessary for the protection and preservation of the public health and safety that the foregoing ordinance and the annexation shall take effect and be in force from and after its passage and publication.

**PASSED** this 26<sup>th</sup> day of March, 2019.

**Approved:**

\_\_\_\_\_  
**Mayor Bart Castleberry**

**Attest:**

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



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

## MEMO

To: Mayor Bart Castleberry  
cc: City Council Members

From: Justin Brown, 2019 Planning Commission Chairman  
Date: March 19, 2018

Re: Request to annex +/-55.14 acres located Thomas G Wilson Drive & E Dave Ward Drive

---

Scott Schallhorn of Mitchell, Williams, Selig, Gates & Woodyard, PLLC, on behalf of Maly Farms, Inc./James Thomas, has filed a petition to annex +/-55.14 acres located at the southeast corner of the intersection of E Dave Ward Drive and Thomas G. Wilson Drive with the legal description:

**Tract 1 (Proposed Lot 1, Maly Village) to be zoned C-3 (Highway Service & Open Display District) upon annexation:**

Lands lying in the Northwest Quarter and the Southwest Quarter of the Southeast Quarter of Section 17, Township 5 North, Range 13 West, Faulkner County, Arkansas; more particularly described as follows: Beginning at the Southwest Corner of the said Northwest Quarter of the Southeast Quarter North along the West Line of the said Northwest Quarter 01 degrees 22 minutes 29 seconds East 211.44 feet; thence to a point on the South Right-of-Way of Arkansas State Highway 286 (Dave Ward Drive); thence leaving said West Line along said South Right-of-Way Line North 77 degrees 43 minutes 55 seconds East 125.34 feet; thence North 79 degrees 09 minutes 51 seconds East 126.14 feet; thence leaving said South Right-of-Way Line South 10 degrees 50 minutes 09 seconds East 230.26 feet; thence South 01 degrees 33 minutes 55 seconds West 249.79 feet; thence North 88 degrees 26 minutes 05 seconds West 293.78 feet to a point on the West Line of the Southwest Quarter of the said Southeast Quarter; thence North 01 degrees 36 minutes 07 seconds East 206.19 feet to the point of beginning containing 2.92 acres more or less.

**Tract 2 (Proposed Lots 2-13, Maly Village) to be zoned A-1 (Agricultural) upon annexation:**

Lands lying in the Northwest and Southwest Quarter of the Southeast Quarter of Section 17, Township 5 North, Range 13 West, Faulkner County, Arkansas more particularly described as follows: Beginning at a found 1 inch pipe at the Southeast Corner of the said Southwest Quarter of the Southeast Quarter along the South Line of the said Southwest Quarter of the Southeast Quarter; North 87 degrees 00 minutes 40 seconds West 1384.21 feet to a 1 inch pipe at the Southwest Corner of the said Southwest Quarter of the Southeast Quarter which is also a point on the East Right-of-Way Line of Thomas G. Wilson Drive; thence leaving said South Line along said East Right-of-Way Line and the West Line of the said Southwest Quarter of the Southeast Quarter North 01 degrees 36 minutes 07 seconds East 1324.60 feet to the Southwest Corner of the Northwest Quarter of the Southeast Quarter; thence continuing along said East Right-of-Way Line and the West Line of the Northwest Quarter of the Southeast Quarter North 01 degrees 22 minutes 29 seconds East 211.44 feet to a point on the South Right-of-Way Line of Arkansas Highway 286 (East Dave Ward Drive); thence leaving said East Right-of-Way Line and East Line along the said South Right-of-Way Line North 77 degrees 43 minutes 55 seconds East 125.34 feet; thence North 79 degrees 09 minutes 51 seconds East 200.06 feet; thence North 75 degrees 09 minutes 20 seconds East 200.20 feet; thence North 76 degrees 18 minutes 00 seconds East 200.06 feet; thence North 72 degrees 52 minutes 25 seconds East



200.72 feet; thence North 78 degrees 11 minutes 26 seconds East 250.01 feet; thence North 82 degrees 52 minutes 29 seconds East 100.40 feet; thence North 74 degrees 06 minutes 46 seconds East 158.45 feet to a point on the East Line of the said Northwest Quarter of the Southeast Quarter; thence leaving said South Right-of-Way Line along said East Line South 01 degrees 37 minutes 29 seconds West 596.17 feet to a found 1 inch pipe at the Southeast Corner of the said Northwest Quarter of the Southeast Quarter; thence along the East Line of the said Southwest Quarter of the Southeast Quarter South 01 degrees 38 minutes 10 seconds West 1341.27 feet to the point of beginning containing 55.14 acres more or less.

Less and Except:

Tract 1 (Proposed Lot 1 Maly Village)

The applicant is requesting to annex the lands with an immediate plan to plat and develop Tract 1, 2.92 acres located at the northwest corner of the property, for commercial purposes. The remaining acreage (52.22 acres), being zoned A-1, would allow for additional Planning Department, Planning Commission, and City Council review prior to rezoning and subsequent development. While commercial use of the property does not seem to comply with the Comprehensive Plan for this area, such use appears to be compatible given surrounding commercial uses and trends in the general vicinity.

*C-3 – “The C-3 District is design to encourage the development of recognizable, attractive groupings of facilities to serve persons traveling by automobile...The district has a high-level of vehicular ingress and egress...Locations appropriate for such districts are along heavily traveled major arterials.” Conway Zoning Ordinance Section 401.5.A.3*

The Planning Commission reviewed the request at its regular meeting on March 18, 2019 and voted 7-0 that the request be forwarded to the City Council with a recommendation for approval upon release of the lands by Faulkner County, Arkansas.

Please advise if you have any questions.

FILED

MAR 15 2019

IN THE COUNTY COURT OF FAULKNER COUNTY, ARKANSAS

MARGARET DARTER  
FAULKNER COUNTY CLERK  
BY Walter DC

Maly Farms, Inc., Petitioner

CC-19-02

ORDER

Comes now before the Court is the above-styled case and after having been presented all the facts and circumstances and having considered the relevant laws, this Court finds and orders the following:

1. A petition for annexation was filed March 4, 2019.
2. All appropriate signatures were affixed to the Petition, as required by A.C.A. 14-40-609.
3. The proposed site to be annexed was adequately described and further displayed a map of the proposed site.
4. The appropriate documentation was provided under A.C.A. 14-40-609.
5. Based on the above premises, the Petitioner's prayer is right and proper.

WHEREFORE, this Court finds that the area described in Exhibit A should be, and hereby is, released for annexation into the City of Conway:

IT IS SO ORDERED.

Jim B. Baker  
HON. JIM B. BAKER  
Faulkner County Judge

Dated 3-15-2019

We verify that the above referenced Petition complies with A.C.A. 14-40-609.

Margaret Darter  
Margaret Darter, Clerk

Krissy Lewis  
Krissy Lewis, Assessor

**EXHIBIT A**

**(Property Descriptions)**

Tract 1 (Proposed Lot 1, Maly Village)

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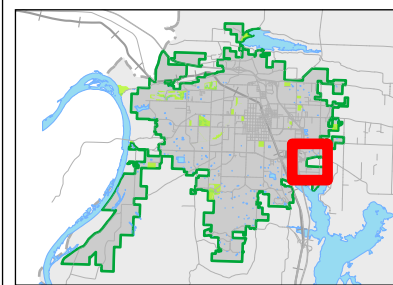
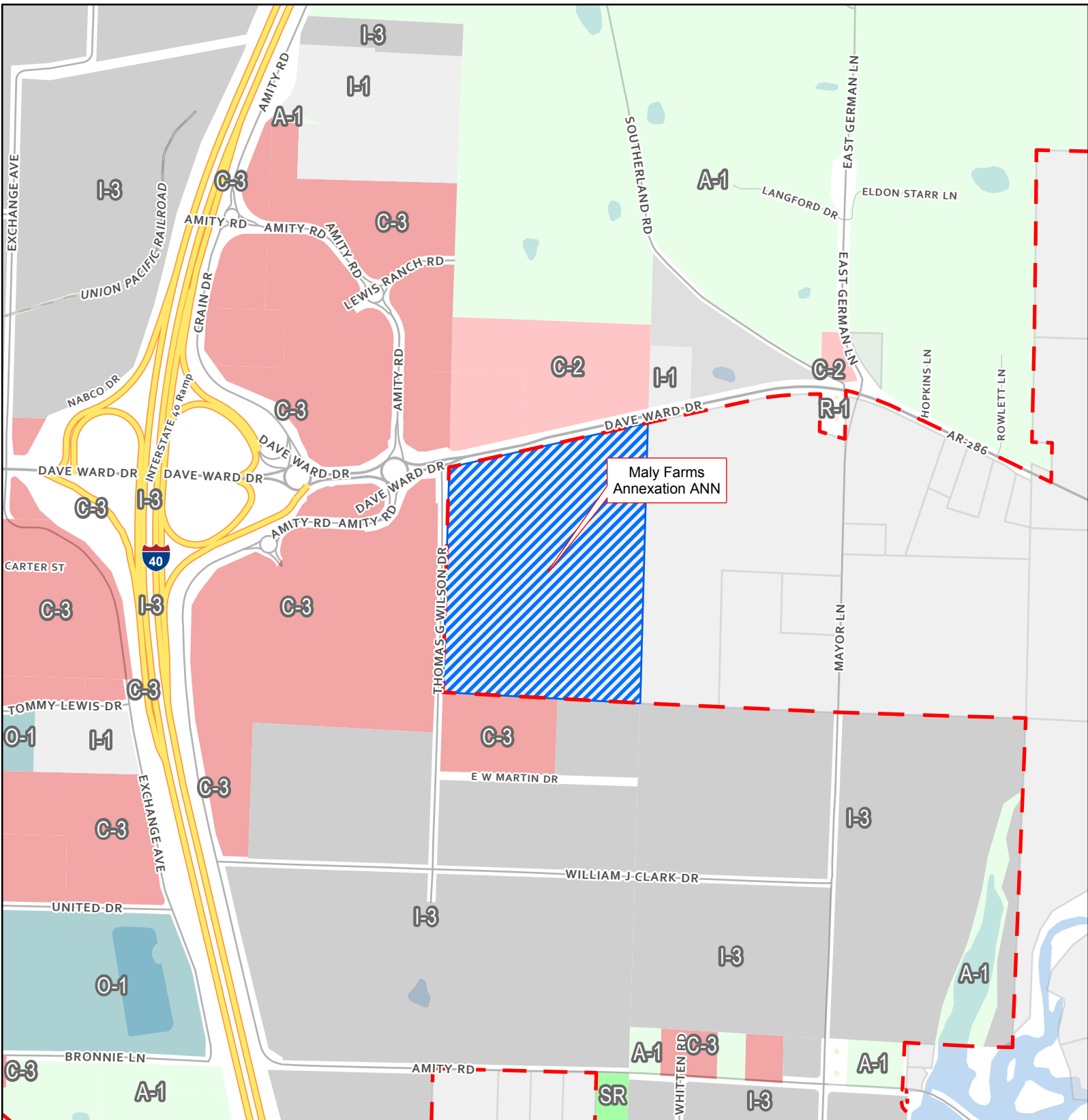
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#### LESS AND EXCEPT

##### Tract 1 (Proposed Lot 1 Maly Village)

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**DESCRIPTION**

Planning Commission  
Review

**ANN2019MAR01**

56.264607 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.conwayarkansas.gov/planning  
www.conwayarkansas.gov/gis

North arrow pointing up, labeled 'N'.

Scale bar: 770 Feet

**MAR 2019**

Draft – 03/22/2019



City of Conway, Arkansas  
Ordinance No. O-19-\_\_\_\_\_

**AN ORDINANCE APPROPRIATING FUNDS & ACCPETING THE LOW BIDDER FOR THE REMODEL OF THE 1111 MAIN STREET FOR THE PURPOSE OF NEW MUNICIPAL CITY HALL BUILDING; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES:**

**Whereas**, the City Council approved the purchase of 1111 Main Street at its regular meeting on August 14, 2018 for the purpose of a new City hall building; and

**Whereas**, the City of Conway solicited bids for the remodel of the above property and received seven qualified bids; and

**Whereas**, Wagner Construction submitted the lowest base bid in the amount of \$2,470,977, and after all accepted alternates, the adjusted bid price was \$1,841,420.00; and

**Whereas**, the bid above *does not* included (but not limited to) fire sprinkler system, furniture, fixtures and equipment (window, appliances, office equipment), architecture/engineering fees, design fees, and audio/visual equipment.

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

**Section 1.** The City of Conway shall accept the low bid from **Wagner Construction** in the amount of \$**1,803,142.00** and shall appropriate funds in the amount of \_\_\_\_\_ from the General Fund Reserve Balance Appropriation Account to the General Fund Building Account (001.101.5904) and transfer the remaining amount of \_\_\_\_\_ from General fund Balance Account to the Building Account (001.101.5904).

**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 26<sup>th</sup> day of March 2019.

**Approved:**

\_\_\_\_\_  
**Mayor Bart Castleberry**

**Attest:**

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

# MEMO



**To:** Mayor Bart Castleberry and City of Conway Council

**CC:** Chief Spradlin Felicia Rogers Jack Bell

**From:** Jamie Brice

**Date:** March 12, 2019

**Re:** Conway Police Department Pole Cameras for SWAT Bid # 2019-09

The City of Conway received two qualified bids for Swat Pole Cameras.

Please see the attached Bid Tabulation. I would like to recommend Council accept the lowest qualified bid received from ABM Supply, for \$21,641.75.

Arkansas Department of Emergency Management Grant Funding will cover the cost of this equipment and was previously accepted by O-18-113. Said funds will be rolled into the 2019 Grant Fund Budget 399-121-5910.

Sincerely,

Jamie Brice  
 Purchasing Manager  
 City of Conway

Department Head Acknowledgement

Name: Jody Spradlin

Signature: [Handwritten Signature]

Date: 3-5-19



City of Conway, Arkansas  
Purchasing Department  
1201 Oak Street  
Conway, AR 72032  
501.358.6810

City of Conway  
Purchasing Department  
Bid Tabulations  
[www.cityofconway.org](http://www.cityofconway.org)

Number of Bids Received:  
Bids Opened by: Jamie Brice

2019-09 CPD Pole Cams

Bid Opening Date: February 20, 2019, 10:00 a.m. Local Time, City Hall Downstairs Conference Room

Bidder's Name		Total Bid Amount
ABM Supply		\$21,641.75
ADS Inc.		\$21,693.70
Federal Resources Supply Co.	Did not meet specifications, rejected	\$18,085.38

Bid Winner: ABM Supply

Bid Approval Date Council approval: pending approval 03/12/19

Contact Person: [Jamie.brice@cityofconway.org](mailto:Jamie.brice@cityofconway.org)





**City of Conway, Arkansas  
Ordinance No. O-19-\_\_\_\_\_**

**AN ORDINANCE APPROPRIATING FISCAL YEAR 2018 FUNDS FOR POLICE DEPARTMENT PERSONNEL EXPENDITURES; AND FOR OTHER PURPOSES:**

**Whereas**, the Police Department had six retirements in 2018 which resulted in significant payouts of accrued sick, vacation, and comp time leave; and

**Whereas**, the 2018 budget for the Police Department is overspent in its Salary and LOPFI accounts.

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

**Section 1.** The City of Conway shall appropriate funds in the amount of \$60,000 from the General Fund Balance Appropriation Account (001.119.4900) to accounts as follows:

Salaries and Wages – Uniformed (001.121.5112)	\$25,000
LOPFI Retirement (001.121.5140)	\$35,000

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

**PASSED** this 26<sup>th</sup> day of March, 2019.

**Approved:**

\_\_\_\_\_  
**Mayor Bart Castleberry**

**Attest:**

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



**City of Conway, Arkansas**  
**Ordinance No. O-19-\_\_\_\_\_**

**AN ORDINANCE AUTHORIZING CHANGES WITHIN THE INFORMATION TECHNOLOGY DEPARTMENT;  
 DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES**

**Whereas**, the Information Technology department has determined that there is a need to reorganize the department; and

**Whereas**, the Information Technology department's current staffing includes a Director, one Network Systems Administrator, two Communications Telecommunications Engineer, One Computer Support Specialist Supervisor, three Computer Technician, and one Administrative Assistant II; and

**Whereas**, the Information Technology department requests the creation of certain titles and salaries; and

**Whereas**, the changes will have no financial impact on the 2019 Information Technology budget.

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

**Section 1:** The following titles and salaries shall be created:

Network & Infrastructure Manager	\$69,324
Telecommunications Manager	\$69,324
Network Coordinator	\$52,566
Telecommunications Coordinator	\$52,566
Information Security Coordinator	\$52,566
Information Support Specialist	\$42,483

**Section 2:** The authorized staffing level in the Information Technology department shall be set at one Director, one Network & Infrastructure Manager, one Telecommunications Manager, one Network Coordinator, one Telecommunications Coordinator, one Information Security Coordinator, and four Information Support Specialist.

**Section 3:** All ordinances in conflict herewith are repealed to the extent of the conflict.

**Section 4:** 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 26<sup>th</sup> day of March, 2019.

**Approved:**

\_\_\_\_\_  
**Mayor Bart Castleberry**

**Attest:**

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