
MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

Conway, Arkansas
Tuesday 6:30 pm
November 24, 2015

On this date the City Council of the City of Conway, Arkansas met in regular session. The following members being a quorum were present and acting: Alderman Grimes, Alderman Pruitt, Alderman, Ledbetter, Alderwoman Smith, Alderman Jones, and Alderwoman Whitmore. Also, present and acting: Mayor Tab Townsell, City Attorney Chuck Clawson, and Karen Francis. Alderman Hawkins, Alderwoman Mehl, and City Clerk Michael Garrett was not in attendance.

Call to Order: Mayor Tab Townsell

Roll Call: Karen Francis

Minutes: November 10, 2015 City Council Meeting and November 18, 2015 Special City Council Meeting

Alderwoman Whitmore motioned to adopt the November 10, 2015 and November 18, 2015 special city council minutes as submitted. Alderwoman Smith seconded the motion. There was no discussion. The motion passed 6-0.

Employee Service Awards

5 Years

Steve Ibbotson - Parks Director

10 Years

Karen Francis - City Clerk/Treasurer's Office

15 Years

Stanley Knopp - Parks Dept.

Approval of the Monthly Financial Report Ending October 31, 2015

Tyler Winningham, CFO, explained this is shaping up to be a good year for the General Fund and stated the pay in lieu of tax (PILOT) is over budget and stated we should have collected this money, and we should be distributing out soon. Mr. Winningham stated sales tax was up approximately 5.5% which puts us up 4.2%, year to date. Mr. Winningham stated the state grant revenue line and the Airport expenditure line are both awry compared to budget, and stated he has a budget amendment ordinance prepared for the next city council meeting to recognize the state grant revenue that has come in relating to different airport projects. Mr. Winningham moved on to Street Fund and stated it shows approximately \$1 million in net revenue and asked council to remember that a large portion of this is the one-half cent highway department sales tax that we are saving which will be used on all of our major street projects. Mr. Winningham stated year to date we have collected just over \$950,000.00 of that sales tax; out of the \$1,043,000.00 there is approximately \$85,000.00 - \$87,000.00 that we know we have not elected to spend. Mr. Winningham moved onto the Sanitation Fund has a healthy bottom line coming in toward year end and stated that Joe Hopper, Sanitation Director, has told him he will likely spend some of his capital expenditure money by years end, but more than likely he will request to roll these funds

MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

forward into the FY2016 budget. Mr. Winningham moved onto the Airport Fund and stated there is a positive bottom line and the fuel sales are outweighing the fuel purchases. Mr. Winningham stated the last page shows the balance of all of our major project funds. Alderwoman Smith motioned to approve the October 31, 2015 financial reports. Alderwoman Whitmore seconded the motion. Mayor Townsell stated the cash in the General Fund is in an improved position as we begin to close out some of the airport grants, and the cash reserve will receive another \$500,000.00 at years end. Mayor Townsell stated our cash operating is in better shape than our total fund balance position was 5 years ago and we have recovered into a much safer position through frugal budgeting and spending on the part of our departments. There was no further discussion. The motion passed 6-0.

1. Report of Standing Committees:

A. Public Hearing

- 1. Public Hearing/Ordinance to discuss the closing of an easement located in Lot 1 and Lot 2 of Lewis Crossing Phase I Subdivision.**

O-15-132

Mayor Townsell opened the public hearing. There was no one present to speak to the issue. Mayor Townsell closed the public hearing. Alderwoman Smith motioned to waive the readings of the ordinance. Alderwoman Whitmore seconded the motion. The motion passed 6-0. Alderwoman Whitmore motioned to adopt the ordinance. Alderwoman Smith seconded the motion. Mayor Townsell asked if Conway Corporation was the only utility easement in this area. Bryan Patrick, Planning & Development Director, stated yes. There was no discussion. Ms. Francis called the roll with the following voting "Aye": Alderman Grimes, Alderman Pruitt, Alderman Ledbetter, Alderwoman Smith, Alderman Jones, and Alderwoman Whitmore. The motion passed 6-0.

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

- 1. Resolution to establish the intent of reimbursement of certain costs and expenses incurred in connection with the construction of the City's Planned Western Arterial Loop.**

R-15-70

Tyler Winningham, CFO, stated we recently discussed our funding strategy for the Central Landing project street improvements and the base and paving portion of the South Interchange. Mr. Winningham stated we discussed the possibility of obtaining a 5 year loan for this and stated the city has accepted the bid on this, which was just under \$2.6 million. Mr. Winningham stated according to Ronnie Hall, Street Dept., we would not incur any large expenses on this project until next spring, but between now and then we will have some design and engineering costs, but in order to avoid incurring interest we thought it would be best to wait before obtaining the loan. Mr. Winningham stated on the advice of our bond council Gordon Wilbourn, Kutak Rock, this resolution states we expect to obtain a \$2.6 million loan sometime in the near future and any expenses we incur between now and then, related to this project, we intend to reimburse ourselves from the loan proceeds.

MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

Mayor Townsell explained. Alderwoman Whitmore motioned to adopt the resolution. Alderwoman Smith seconded the motion. There was no discussion. The motion passed 6-0.

- 2. Resolution to support the University of Arkansas Community Design Center application to the US EPA Urban Water Grant to fund the schematic design for the former scrap metal property located on Markham Street.**

R-15-71

Scott Grummer, Planning & Development Dept., stated we have applied for a Brownfield Grants to clean-up the site due to contamination and we recently received a clean-up draft which looks promising. Mr. Grummer stated the designs are imperative as we pair those with the actual clean-up process as we can reduce costs, depending on how we reutilize the soil on site. Mr. Grummer stated the Conway Scrap Metal Yard is going to be the catalyst for revitalization as well as a process of trying to mitigate flooding in the downtown area. Mr. Grummer stated we wish to partner with the University of Arkansas Community Design Center (UACDC) in their application to seek funding through the U.S. EPA Urban Waters Grant to facilitate this design process leading to future opportunities for grant funding and asked council to approve this resolution. Alderwoman Smith motioned to adopt the resolution. Alderwoman Whitmore seconded the motion. There was no discussion. The motion passed 6-0.

- 3. Consideration for Metroplan to provide the RFQ for design and engineering services for the redevelopment of Markham Street.**

Scott Grummer, Planning & Development Dept., explained the Jump Start Program was started back in 2013 with the acceptance of \$200,000.00 design for the Markham Street redevelopment. After a brief synopsis of the history of this redevelopment area Mr. Grummer requested authorization to allow Metroplan oversight and responsibility of the RFQ process for the city with the total cost of \$3.5 million; the city would fund 20% (\$700,000.00) but the initial cost for design and engineering is estimated at \$107,000.00, which will have to be appropriated before contracts can be signed with the procured firm, estimated to be January 2016. Mayor Townsell explained stated by going through Metroplan for the RFQ process they will actually create a body of qualified firms that each individual city can select from. Alderwoman Smith motioned to allow Metroplan to mitigate the RFQ process. Alderwoman Whitmore seconded the motion. There was no further discussion. The motion passed 6-0.

- 4. Ordinance to rezone property located east of Amity Road and North of Dave Ward Drive/AR Hwy 286 from I-1, I-3, and A-1 to C-3.**

O-15-133

Alderwoman Whitmore motioned to waive the readings of the ordinance. Alderwoman Smith seconded the motion. The motion passed 6-0. Alderman Jones motioned to adopt the ordinance. Alderwoman Smith seconded the motion. There was no discussion. Ms. Francis called the roll with the following voting "Aye": Alderman Grimes, Alderman Pruitt, Alderman Ledbetter, Alderwoman Smith, Alderman Jones, and Alderwoman Whitmore. The motion passed 6-0.

MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

5. Consideration to approve a conditional use request from Conway Development Corporation for hospital services for property located at 2255 Sturgis Road.

Jamie Gates, Conway Development Corporation (CDC), stated this encompasses the southernmost 9 acres of the Meadows Technology Park and it is also the most southern 9.5 acres in the city; everything south and east of this property is in the county. Mr. Gates stated the ultimate use will be for a behavioral health facility operated by Acadia Health; it is a non-residential acute care facility and he feels this is a good use of the property in terms of land use, and we also feel it is a sign of things to come for Sturgis Road/South Conway. Mr. Gates stated it will also help contribute to the local economy with significant number of jobs, and they provide a service that is needed in our area. Alderman Jones asked when this project would be completed. Matt Wiltshire, Acadia Health, stated we hope to open within a 1.5 years and stated in looking at this area we felt like it would be a good area to build; currently if you need this type of service you have to travel to Little Rock or other areas of the state. Alderman Ledbetter asked if this facility is like his current facility. Mr. Wiltshire stated his current facility is a psychiatric residential facility for children; this facility is not a residential facility it is an acute care facility which would have an average stay of 7-10 days. Alderwoman Smith asked if this is only for adults. Mr. Wiltshire stated no, it will have 80-100 beds with one-quarter of those being for children and youth and the remainder for adults and explained there will also be a geriatric program available for the elderly. Alderwoman Smith motioned approve the conditional use request. Alderman Jones seconded the motion. Mayor Townsell stated there are no conditions attached to this request. After some comments by Mayor Townsell regarding future annexations in this area the motion passed 6-0.

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

1. Ordinance appropriating funds for the civil service expenses for the entry level police officer testing.

O-15-134

Mayor Townsell stated the cost of these testing materials is \$1,570.00. Alderwoman Smith motioned to waive the readings of the ordinance. Alderman Jones seconded the motion. The motion passed 6-0. Alderman Jones motioned to adopt the ordinance. Alderman Ledbetter seconded the motion. There was no discussion. Ms. Francis called the roll with the following voting "Aye": Alderman Grimes, Alderman Pruitt, Alderman Ledbetter, Alderwoman Smith, Alderman Jones, and Alderwoman Whitmore. The motion passed 6-0.

D. New Business

Adjournment

PASSED this 24th day of November 2015

APPROVED:

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Mayor Tab Townsell

City Clerk Michael O. Garrett