



**City of Conway, Arkansas  
Ordinance No. O-22-59**



**CERTIFICATE OF RECORD**  
**FAULKNER CO, AR FEE \$20.00**  
I hereby certify that this instrument was  
Filed and Recorded in the Official Records  
In Doc Num **L202213041** 2 Pages  
RECORDED: 07-20-2022 02:23:27 PM  
CRYSTAL TAYLOR  
FAULKNER COUNTY CIRCUIT CLERK  
BY: SHAWN MIX, D.C.  
**ORDINANCE**

**AN ORDINANCE AUTHORIZING THE CREATION OF A NEW JOB TITLE FOR THE PERMITS AND INSPECTIONS DEPARTMENT; AND FOR OTHER PURPOSES:**

**Whereas**, the Permits and Inspections Department has determined a need to reorganize the department; and

**Whereas**, the Permits and Inspections Department’s current staffing includes: one Director of Permits and Inspections, four Building Inspectors, two Permits Technicians, one Permits Coordinator Office Manager (vacant); and

**Whereas**, the Permits and Inspections Department desires to create a new Job Classification, “Assistant Director of Permits and Inspections”; and

**Whereas**, the Assistant Director of Permits and Inspections will continue to perform the present duties of the Building Inspector and gain new duties of Assistant Director; and

**Whereas**, this change will not affect the adopted 2022 Permits and Inspections Department budget.

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

**Section 1.** The following title and salary shall be created in addition to existing titles:

Assistant Director of Permits and Inspections     \$53,000

**Section 2.** The position listed above will be funded from existing funds in the 2022 Permits and Inspections Department budget.

**Section 3.** The authorized staffing in the Permits and Inspections Department shall be set at one Director of Permits and Inspections, one Assistant Director of Permits, four Building Inspectors, two Permits Technicians, and one Permits Coordinator Office Manager (vacant).

**Section 4.** All ordinances in conflict herewith are repealed to the extent of the conflict.

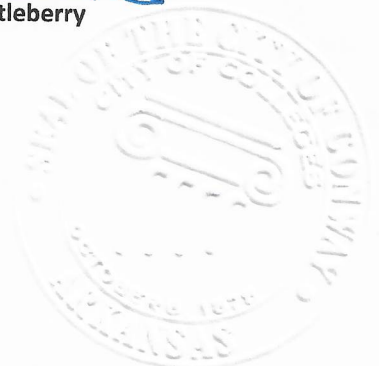
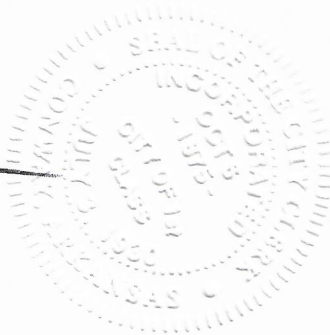
**PASSED** this 28<sup>th</sup> day of June, 2022.

Approved:

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

Attest:

  
\_\_\_\_\_  
Michael O. Garrett  
City Clerk/Treasure



**CERTIFICATE**

**STATE OF ARKANSAS  
COUNTY OF FAULKNER  
CITY OF CONWAY**

I, Michael Garrett, the duly elected, qualified, and acting: Clerk-Treasurer of the City of Conway, Arkansas, do hereby certify that the attached and foregoing is a true and correct copy of an ordinance presented to the City Council of the City of Conway, Arkansas, at a meeting of that body held on the 28<sup>th</sup> day of June, 2022 same is duly recorded in the minutes of meeting of said Council.

Witness, my hand, and seal of the City of Conway, Arkansas this 8<sup>th</sup> day of July, 2022.

  
**CITY CLERK-TREASURER**

