

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

Tuesday, March 10th, 2020 City Council Agenda

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

<u>5:30pm Committee:</u>	No Committee Meeting
<u>6:30pm:</u>	City Council Meeting
<u>Call to Order:</u>	Bart Castleberry, Mayor
<u>Roll Call:</u>	Michael O. Garrett, Clerk/Treasurer
<u>Minutes Approval:</u>	February 25 th , 2020

Report of Standing Committees:

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

1. Brief update from the Bicycle & Pedestrian Advisory Board.
2. Resolution setting a public hearing to discuss the closing of a portion of a drainage easement on Lot 27 in Matthews Meadows Subdivision, Phase II.
3. Resolution to approve the purchase of a street sweeper for the Transportation Department.

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

1. Ordinance authorizing a change in staffing levels for the Physical Plant Department.
2. Consideration to approve the removal of inventory from fixed assets (vehicles & equipment) for the Department of Sanitation.
3. Resolution to approve the purchase of a John Deere 700K Dozer for the Department of Sanitation.

C. Personnel

1. Ordinance authorizing the reclassification of positions in the Human Resources Department.

Adjournment

City of Conway

Bicycle and Pedestrian Advisory Board

2019 Annual Report

Mission of BPAB

The mission of the Bicycle and Pedestrian Advisory Board (BPAB) is to work with the city of Conway to recommend ways the city can become and remain:

1. An official Bicycle-Friendly Community as designated by the League of American Bicyclists,
2. An official Walk-Friendly Community (WFC) as designated by the UNC Highway Safety Research Center and the Pedestrian and Bicycle Information Center
3. A community that seeks to achieve the federal and state goals of the Safe Routes to Schools (SRTS) program

The goals of SRTS and the assessment tools of the WFC initiative include the five Es that the League uses to certify bicycle friendly communities. Doing so entails

1. Engineering of streets to include bicycle facilities (lanes, sharrows, etc), sidewalks and to expand paved trail networks
2. Educational efforts to help bicyclists, pedestrians and motorists learn to share the road and road right of way.
3. Enforcement efforts to ensure that bicyclists, pedestrians and motorists both know and obey the rules of the road
4. Encouraging the citizens of Conway to increase bicycling and walking through events and activities
5. Evaluating our progress in responding to the needs of bicyclists and pedestrians in our community; developing plans based in realistic goals for the future

The Bicycle and Pedestrian Advisory Board is guided by a vision of a community where all citizens can readily and safely walk and bicycle for transportation or recreation.

2019 Board members and roles; starred members are current

*Peter Mehl, Chair, bicycle representative

*Joyia Yorgey, Vice-Chair, SRTS representative

*David Barber, Sec., pedestrian representative

Matthew Murphy, bicycle representative

Tom Courtway, bicycle representative

Donny Jones, bicycle representative

*Bill Burley, pedestrian representative

*Terry Coddington, Conway schools representative

*Isaac Sims, bicycle representative

*Kim Lane, pedestrian representative

*Moriah Bruner, pedestrian representative

*AJ Regester, bicycle representative

Ex Officio

Bart Castleberry, Mayor

Finley Vinson, Transportation Dept.

Steve Ibbotson, Parks Dept.

Beth Sketoe, Planning Dept.

Levi Hill, Planning Dept., City Liaison to BPAB

Ofc. Hayden Schmitt, Police Dept.

Introduction

The Bicycle and Pedestrian Board was functioning well with the start of 2019. Peter Mehl continued as board chair, with David Barber as secretary and Joyia Yorgey as vice chair. William (Bill) Burley and Terry Coddington joined the board in January, so the Board had a total of 8 members at the start of 2019. Donny Jones resigned in April because he moved outside of Conway. Tom Courtway resigned in May. In May three new board members were nominated and approved: Moriah Bruner, Isaac Sims and Kim Lane. Matt Murphy resigned in August. Andrew (AJ) Regester joined the board in October. At the close of 2019 the Board had 9 members.

The Board made two small changes in its bylaws this year. 1) We added that the vice-chair is also the chair-elect and will automatically assume the chair position the following year. 2) The Board also proposed a letter of commitment for its members. Upon inquiry we discovered the city attorney, Mr. Clawson, was preparing an ordinance that would apply to all boards and commissions providing conditions for removal for good cause. The board has since adopted that ordinance into its bylaws and a letter of commitment.

Board Activities and Concerns

1) Planning and Evaluation

The board is pleased to see that this has been a year of adding sidewalks in accordance the **Pedestrian Master Plan** developed by BPAB and approved by the city. A major new sidewalk was constructed on Tyler street from Gatlin park going east to Washington street; this was a top priority of the Master Plan.

We are continuing our work to update the **Bicycle Master Plan**, and (as we said last year), **our vision** is an on-street network of buffered bike lanes, protected bike lanes (cycle tracks), neighborhood green-ways, and to a limited extent, shared travel lanes to complement an expanding off-street paved trail network. This vision is designed to appeal to the *interested but concerned* rider and connects nicely with the Chamber's Trails Everywhere Initiative. We are also preparing an audit of the bicycle network, looking for gaps in the network and how to improve connectivity.

The Renewal of Conway as a Bicycle Friendly Community by the League of American Bicyclists. We are pleased to report the city was renewed in 2019 at the Bronze level as a BFC. We must admit

that we were disappointed that we did not move up to the Silver level. We are going to consult directly with the League to clearly determine where we fell short. Two areas that were clear are 1) a lack of a dedicated bicycle (and pedestrian) program manager for the city, and 2) a lack of a significant bicycle education program in the Conway school system. We will be working on these areas in the coming years.

Strava Data collection: The local Chamber of Commerce has obtained cycling, walking and running route data for 2017 and 2018 through Strava, an app that tracks cyclist and pedestrian behavior, if they choose to record it. This data is an important gauge of how many, how much and who is riding and walking, and where. The board requests that we acquire the last year's data from Strava so we can do a thorough evaluation.

2) Engineering/Infrastructure

The BPAB continued its constructive relationship with the Planning and Transportation departments. Working together we approved plans for reconstructing Stanley Russ Road, plans for Markham Street, and plans for Donaghey Avenue. Donaghey will be an excellent example of how the city can accommodate bicyclists and pedestrians when there is limited road width. We are pleased with the final plans for Donaghey. Markham street is the best example of how we can accommodate bicyclists and pedestrians when we have ample road width; it will be a state-of-art bike and pedestrian friendly street.

Pedestrian (and bicycle) Bridge over Dave Ward Dr. Although mostly built last year, the new Bridge over Dave Ward Dr. was completed and dedicated this year. This partnership between UCA and the city of Conway is a major achievement! This bridge creates safer access to the south side of Conway for walker and bikers, and (in particular) will increase UCA student walking and bicycling to campus.

Increasing Appropriate Signage: Working with the Transportation dept. we are continuing to install more "Bikes May use Full Lane" signs. These are critical to help educate drivers and warn them when bikes may be on narrow streets and passing is only feasible when oncoming traffic allows. We also have signed an additional safe bicycle route from the Kinley Trail to Downtown Conway, (similar to Reddin's route). Additional flashing cross walk beacons have been installed where needed at local elementary schools, e.g. on Donaghey Ave. at Ida Burns school.

Expanding Paved Trails through securing grants. The Stone Dam Creek trail will be extended further south as the result of grant, and with additional grant funds, all the way to South German lane. The city is working to secure another grant to extend Kinley trail southwest along the creek to the soccer fields and to Donnell Ridge road. Expanding our paved trail network should be a main goal of the city; such trails are a valuable addition to the quality of life in our city.

3) Education

Terry Coddington worked with faculty and staff at **Courtway Middle school** to secure a grant from the Specialized Foundation. The *Riding for Focus* program (now called *Outride*, see <https://outridebike.org/>) is meant to help get more kids out exercising on bikes during physical education programs. This program is backed up by a study from Stanford University. Conway was one of 18 schools chosen around the country to receive the grant and implement the program. 35 bikes were awarded in addition to helmets and faculty training on the program in California to ensure the program is a success. Courtway Middle School was selected based on the available riding area and the demographics of the school which may allow the largest impact of any school in the Conway School District. In addition to the academic benefits of the program, students will be taught bicycle safety. The program is the first of its kind in the state of Arkansas and will be implemented at the beginning of the 2019/2020 School year. BPAB is hopeful that this program can be expanded to other schools.

Dr. John Landowsky, Little Rock's Bike/ped coordinator, visited with BPAB to share information about the **Friendly Driver Program** he developed; this is a two-hour certification offered in Little Rock to train drivers on the rules governing other forms of transport, such as bicyclists and pedestrians, and how to best interact with them. It is based on a program developed in Fort Collins, CO. Following this presentation, BPAB decided to offer such a course in Conway. Our first course will be April 30th, offered at no cost through UCA Outreach. See: <https://uca.edu/outreach/types/lifestyle/>

4) **Enforcement**

Conway Police Department is firmly behind the **Officers on Bikes program**, expanding training for officers this year. CPD also partners with BPAB and CAB to distribute lights to individuals that officers apprehend riding without lights at night.

5) **Encouragement: Community Activities and Events**

Mayor Castleberry proclaimed May as Bike Month in Conway.

May 15, **Bike to School Day**: Another successful bike to school day with over 275 elementary school children from all over Conway biking to school.

May 17, **Bike to Work Day** (sponsored by CAB): about 15 cyclists enjoyed a morning ride and breakfast at Simon Park on their way to work.

October 2, **Walk to School Day**: approximately 600 students and 45 staff participated in this successful event. Media coverage was extensive.

BPAB member Joyia Yorgey wrote a piece for newspapers and social media on **Arkansas Act 650**, which allows bicyclists to treat stop signs as yield signs and to stop and proceed when clear on red lights, as well as detailing best practices in accommodating cyclist as road users. A copy is included in Appendix A.

UCA and Hendrix College are both official bicycle friendly universities at the bronze level. Both continue to develop an active bicycling culture.

Summary

As noted last year, the city is fortunate to have a dedicated group of cycling and walking advocates to continue to develop Conway as a bicycling and walking friendly community. The city should be proud of the progress that has been made to date, but there is still a long way to go before we can call ourselves a fully functioning bicycle and pedestrian friendly community. Developing these alternative transportation and recreational opportunities are crucial to a city with a high quality of life; these efforts will contribute to economic growth by attracting progressive and innovative new businesses to Conway. BPAB urges the city to continue to support our efforts to make Conway more bicycle and pedestrian friendly.

Peter Mehl
2019 Chair
City of Conway, Bicycle and Pedestrian Advisory Board

Appendix A

AR Act 650 Editorial

Published in the Log Cabin Democrat, September 19, 2019

On July 1, 2019, a new traffic law -- Act 650 -- went into effect in Arkansas, changing the stop requirements for bicyclists at intersections with a stop sign or red traffic light. Under the rules of Act 650, bicyclists may treat a stop sign as a yield and a red traffic light as a stop sign, provided that there is no other traffic at the intersection with the right of way.

This legislation was promoted by the Governor's Advisory Council on Cycling as a way of increasing the safety and ease of cyclists throughout the state and attracting more riders to the scenic byways of Arkansas. However, popular reaction to the new law, especially in Conway, has been mostly negative. Many citizens have complained that this will give more license to cyclists who already disregard traffic laws and make drivers responsible for the cyclists' bad behavior. They argue that all vehicles should obey the same traffic laws -- or get off the road.

A 1982 law in Idaho similar to Act 650 has increased the safety of cyclists, according to Jason Meggs, a researcher at UC Berkeley's School of Public Health. The law also certainly adds convenience for both cyclists and motorists on rural roads or those with traffic signals that do not detect the presence of a waiting bicycle. However, in a suburban setting such as Conway, it is unclear whether these benefits outweigh the confusion and frustration felt by motorists who see cyclists enjoying a special privilege under the law.

Regardless of public reaction to this new law, there are a few key ideas that remain true and which are ultimately much more important to our community than whether bicyclists get to proceed through stop lights.

Bikes belong on the roads. While it is not illegal to ride a bike on the sidewalk most places in Arkansas, it is safer for all drivers, cyclists, and pedestrians when cyclists use roadways. Drivers do not watch for bikes approaching intersections on sidewalks, increasing the risk of conflicts or crashes when turning or crossing the road. There are also more cycling hazards along sidewalks, such as branches, poles, mail boxes, and pedestrians. Conway's Bicycle and Pedestrian Advisory Board promotes the use of alternative transportation within our community and seeks to assist the City to build a walk- and bike-friendly infrastructure. Our city streets may have been originally designed with only cars in mind, but the future health of our community depends on accommodating multiple modes of transportation.

All vehicles need to obey traffic laws. Carlton Reid, a contributor to Forbes Magazine, highlighted Danish studies about the law-breaking behavior of both motorists and cyclists in an article originally published on May 10, 2019. These studies found that 66% of motorists routinely break the law, with breaking local speed limits being the most common offense. By comparison, only 14% of bicyclists broke traffic laws, as recorded by cameras at intersections. And if protected bicycle infrastructure was present (e.g. a cycle path or protected bike lane), the rate of offense dropped to 5%. So why do most people believe that bicyclists routinely break the law when the data doesn't show it? The Danish Cycling

Embassy puts this down to visibility: law breaking by cyclists is “easy to notice for everyone” but transgressions by motorists, such as speeding, are harder to spot.

A study by researchers at the University of Colorado and the University of Nebraska-Lincoln, summarized by Joe Lindsey in *Bicycling* magazine on March 17, 2017, found that when cyclists do break traffic laws, they most often do so because they feel they need to in order to stay safe. Drivers, meanwhile, break traffic laws at an equal or even higher rate than cyclists, but do so most often to save time. The more that drivers break laws, the more unsafe cyclists feel on roads. And the more that cyclists break the law -- either for perceived safety or convenience -- the less that drivers respect cyclists as equal occupants of the roadways. When traffic violations, such as speeding or reckless driving, are consistently enforced, all modes of transportation in our city become safer.

Protected bicycle infrastructure is key to everyone’s safety and convenience. When protected bike lanes or cycle tracks are present and intersections are designed to take the needs of drivers, cyclists, and pedestrians into account, the entire community benefits. Bicyclists feel safer on the road and are more likely to stay off of sidewalks. Drivers will less often find themselves stuck behind a slower-moving cyclist on narrow roads or at intersections. Such infrastructure also tends to have traffic calming features which make it more likely that drivers will comply with posted speed limits.

Act 650 was intended to improve the experience of bicyclists and drivers in our state, but in communities like Conway it is not a sufficient solution. To make our city a place where bikes and cars are both welcome and safe on the roads, we need to create a culture and an infrastructure that values all modes of transportation and encourages everyone to follow the rules of the road.

Conway’s Bicycle and Pedestrian Advisory Board works with the City of Conway to recommend ways the city can become and remain an official Bicycle- and Walk-Friendly Community and achieve the federal and state goals of the Safe Routes to Schools program. Our work focuses on the five E’s of Engineering, Education, Encouragement, Enforcement, and Evaluation:

- Engineering of streets to include bicycle facilities and to expand paved trail networks;
- Educational efforts to help bicyclists and motorists learn to share the road;
- Enforcement efforts to ensure that bicyclists and motorists both know and obey traffic laws;
- Encouraging the citizens of Conway to increase bicycling through events; and
- Evaluating our progress in responding to the needs of bicyclists and pedestrians in our community.

We hold public meetings in City Hall at 6:30pm on the third Thursday of every month. More information about our work is available at <https://conwayarkansas.gov/boards/bicycle-pedestrian-advisory> or on our Facebook page at <https://www.facebook.com/ConwayBPAB>.



**City of Conway, Arkansas
Resolution No. R-20-___**

A RESOLUTION SETTING A PUBLIC HEARING TO DISCUSS THE CLOSING OF A PORTION OF A DRAINAGE EASEMENT IN MATTHEWS MEADOWS SUBDIVISION, PHASE II, IN THE CITY OF CONWAY, ARKANSAS:

Whereas, a petition has been filed with the City Council of the City of Conway, Arkansas by Tyler Group, to abandon all of the drainage easement on Lot 27 and a portion of the drainage easement on Lot 28, Matthews Meadows Subdivision, Phase II, within the corporate limits of the City of Conway, Arkansas; and

Whereas, upon the filing of the petition with the City, the City shall set a date and time for a hearing before the City Council for consideration of the petition.

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

1. That the City Council shall hear said petition at its regular meeting to be held at the Russell L. "Jack" Roberts District Court Building, 810 Parkway Street, Conway, Arkansas, on the 24th day of March, 2020 at 6:30 pm.
2. That the City Clerk is hereby directed to publish notice of the filing of said petition and of said hearing for the time and in the matter prescribed by law.

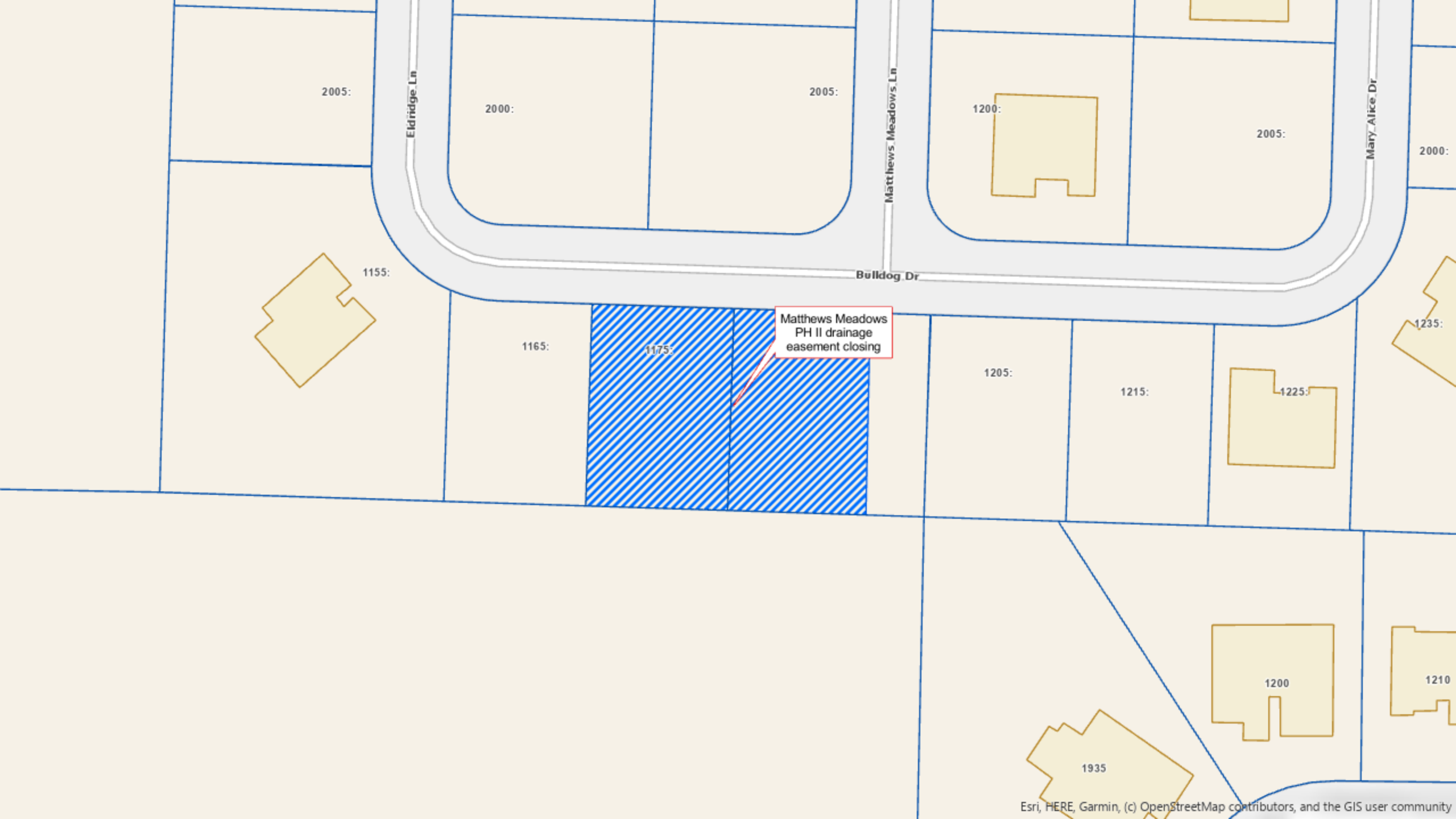
PASSED this 10th day of March, 2020.

Approved:

Mayor Bart Castleberry

Attest:

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



Matthews Meadows
PH II drainage
easement closing



**City of Conway, Arkansas
Resolution No. R-20-__**

A RESOLUTION TO APPROVE THE PURCHASE OF A STREET SWEEPER FOR THE CONWAY TRANSPORTATION DEPARTMENT; AND FOR OTHER PURPOSES

Whereas, the City of Conway Transportation Department has a need to purchase a street sweeper to keep up with demand and eventually replace a 2007 model sweeper; and

Whereas, the 2020 City of Conway Transportation Budget includes funds to purchase a street sweeper; and

Whereas, the City of Conway has obtained three quotes and would like to procure this equipment through a Sourcewell Cooperative Contract. Quotes received are as follows; River City Hydraulics \$291,240, Scruggs Equipment Company \$261,466, and Schwarze \$268,759; and

Whereas, the City of Conway Transportation Department would like to purchase the Schwarze Street Sweeper using the Sourcewell contract.

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

Section 1. The City of Conway approve the cooperative Sourcewell contract with Schwarze in the amount of \$268,759.

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

PASSED this 10th day of March 2020.

Approved:

Mayor Bart Castleberry

Attest:

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



**City of Conway, Arkansas
Ordinance No. O-20- _____**

**AN ORDINANCE AUTHORIZING A CHANGE IN STAFFING LEVELS FOR THE PHYSICAL PLANT DEPARTMENT;
AND FOR OTHER PURPOSES:**

Whereas, the Physical Plant 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, a Custodian II position, and

Whereas, the City Council has determined that there is a need for one (1) additional full time Custodian II position in the Physical Plant Department; and

Whereas, a budget adjustment in the amount of \$39,779 is required for the remainder of the 2020 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 Physical Plant Department is increased by one (1) full time Custodian II position with an annual salary of \$27,279.

Section 2. The City of Conway shall appropriate salary funds (001.106.5111) of \$27,279, and benefits of \$12,500 to cover the additional position.

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 10th day of March, 2020.

Approved:

Mayor Bart Castleberry

Attest:

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



To: Bart Castleberry, Mayor
 From: Joseph Hopper, Director
 Date: March 3, 2020
 Re: Request to Remove and Dispose of Assets from Inventory

The Department of Sanitation has the following vehicles and equipment that are no longer being used or are ready to be cycled out of the fleet:

Asset #	Year	Make	Model	Description	VIN/Serial Number
284	1995	GMC	C6000	Dumpster Delivery Truck	1GDJ6H1J4SJ526133
625	2009	Ford	E350	Passenger Van	1FBSS31L09DA49335
735	2009	Caterpillar	D6N	Crawler Dozer	DJA599
754	2012	Mack	LEU-613	Automated Garbage Truck	1M2AU02C3DM007406
843	2014	Ford	F250	3/4 Ton Pickup Truck	1FT7W2B61EEB67762
935	2015	John Deere	850K	Crawler Dozer	1T0850KXCF7278418

We formally request the removal of these items from the Department's fixed asset inventory for disposal. If approved, these items will be auctioned via an online auction, such as GovDeals.com or PublicSurplus.com, and/or sold as scrap.

Please let me know if you have any questions or concerns regarding this request.



**City of Conway, Arkansas
Resolution No. R-20-__**

A RESOLUTION TO APPROVE THE PURCHASE OF A JOHN DEERE 700K DOZER FOR THE DEPARTMENT OF SANITATION; AND FOR OTHER PURPOSES

Whereas, the City of Conway Department of Sanitation has a need to purchase a dozer to replace an existing dozer at the landfill; and

Whereas, the 2020 City of Conway Department of Sanitation Budget includes funds to purchase the equipment stated above; and

Whereas, the City of Conway Department of Sanitation has obtained three quotes and would like to procure this equipment through a Sourcewell Cooperative Contract. Quotes received as follows; Riggs Cat \$187,170.70, Stribling Equipment \$165,220.00, and Scott Equipment \$195,860.55; and

Whereas, the City of Conway Sanitation Department would like to purchase the Dozer from Stribling Equipment using the Sourcewell contract, in the amount of \$165,220.

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

Section 1. The City of Conway approves the cooperative Sourcewell contract with Stribling Equipment in the amount of \$165,220.

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

PASSED this 10th day of March 2020.

Approved:

Mayor Bart Castleberry

Attest:

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



City of Conway, Arkansas
Ordinance No. O-20-_____

AN ORDINANCE AUTHORIZING THE RECLASSIFICATION OF ONE (1) HR ADMINISTRATIVE ASSISTANT II POSITION IN THE ADMINISTRATION DEPARTMENT TO ONE (1) HUMAN RESOURCES MANAGER POSITION IN THE ADMINISTRATION DEPARTMENT; AND FOR OTHER PURPOSES:

Whereas, the Administration Department requests the reclassification of one (1) HR Administrative Assistant II position to one (1) Human Resources Manager position in the Administration Department;

Whereas, the annual salary for the HR Administrative Assistant II position is \$ 38,623 and the annual salary for the Human Resources Manager position is \$ 38,623; and

Whereas, no budget adjustment is required for the remainder of the 2020 budget year;

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

Section 1. The City of Conway shall reclassify one (1) HR Administrative Assistant II position to one (1) Human Resources Manager position in the Administration Department

Section 2. No additional salary funds are required for this staffing adjustment in 2020.

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

PASSED this 10th day of March, 2020.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer