

Mayor Bart Castleberry
Clerk/Treasurer Michael O. Garrett
City Attorney Charles Finkenbinder



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 9th, 2020 City Council Agenda

Conway Municipal Building - City Council Chambers - 1111 Main Street, Conway, AR 72032

**Due to restrictions imposed because of the COVID-19 pandemic, the City Council meeting will broadcast on Conway Corporation Channel 5, the City of Conway Facebook page & YouTube Channel. If you would like to ask a question/comment regarding the committee meeting topic or any listed agenda item, please use the following link: <https://conwayarkansas.gov/council/comments/> to submit the request prior to 5pm the day of the Council meeting.*

5:30pm Committee:

6:00pm:

Call to Order:

Roll Call:

Minutes Approval:

No Committee Meeting

City Council Meeting

Bart Castleberry, Mayor

Michael O. Garrett, Clerk/Treasurer

February 23rd, 2021

A. Community Development Committee (Airport, Community Development, Code Enforcement, Permits, Inspections, & Transportation, Planning & Development,)

1. Resolution to modify the professional service agreement for the Markham Square Water Quality Demonstration Project for the Transportation Department.
2. Resolution to approve professional engineering services for improvements to Mayor Lane for the Transportation Department.
3. Resolutions authorizing the Mayor entering into agreements to acquire various properties for the Salem and Tyler Roundabout Project for the Transportation Department.

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

1. Ordinance appropriating funds for the purchase of firefighter protective clothing for the Fire Department.
2. Consideration to approve the retirement of K9 Chip for the Police Department.
3. Ordinance authorizing the restructuring and the addition, revision or reclassification of certain titles and salaries for the Conway Police Department Emergency Operations Center.

New Business

1. Consideration to approve the strategic plan for the City of Conway.

Adjournment



**City of Conway, Arkansas
Resolution No. R-21-___**

A RESOLUTION AUTHORIZING THE CITY OF CONWAY, ARKANSAS TO MODIFY THE PROFESSIONAL SERVICE AGREEMENT FOR THE MARKHAM SQUARE WATER QUALITY DEMONSTRATION PROJECT.

WHEREAS, the City of Conway Council previously authorized the City of Conway to enter into a professional service agreement with SWA Inc. to provide low impact development/green infrastructure design and engineering services for the Markham Square Water Quality Demonstration Project; and

WHEREAS, the City of Conway request this agreement be modified to include design of playground equipment and landscape, signage, wood deck design, stone amphitheater and terrace design, geotechnical report, and additional structural and civil engineering services; and

WHEREAS, the City of Conway Council previously committed funds for this project through R-19-32 and R-20-02, the additional fees are \$22,650 and are included in the Pay as You Go 2021 Budget.

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

SECTION 1. The City of Conway shall modify the agreement with SWA for low impact development/green infrastructure design and engineering services for the Markham Square Water Quality Demonstration Project to cover additional professional service by \$22,650.

SECTION 2. Mayor Bart Castleberry is hereby authorized and directed to execute all appropriate agreements and contracts necessary.

PASSED this 9th day of March 2021.

Approved

Bart Castleberry, Mayor

Attest:

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



City of Conway, Arkansas
Resolution No. R-21-

A RESOLUTION APPROVING PROFESSIONAL ENGINEERING AND SUPPORT SERVICES FOR IMPROVEMENTS TO MAYOR LANE; AND FOR OTHER PURPOSES

WHEREAS, in accordance with the provisions of the Master Agreement for Professional Services executed on October 15, 2019 the City of Conway would like to enter into an agreement with Garver, LLC to provide surveys, environmental, drainage study and conceptual design for Mayor Lane; and

WHEREAS the City of Conway plans to realign approximately 3,700 feet of existing Mayor Lane between S. Amity Road and Hwy. 286; and

WHEREAS, the City would like to enter into an agreement with Garver Engineers, Inc. for the above mentioned project for the following work and fees: Surveys \$145,100, Environmental \$10,000, Drainage Study \$79,100, and Conceptual Design \$39,400 for a total fee of \$273,600.

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

SECTION 1. The City of Conway shall enter into an agreement with Garver Engineers, Inc. for the amount of \$273,600.

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

PASSED this 9th day of March 2021.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer



**City of Conway, Arkansas
Resolution No. R-21-**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A REAL ESTATE CONTRACT TO ACQUIRE PROPERTY LOCATED AT 1700 ROYAL DRIVE, AS BEING NECESSARY FOR THE CITY OF CONWAY'S SALEM AND TYLER ROUNDABOUT PROJECT.

WHEREAS, it has been determined that acquisition of a portion of the property located at 1700 Royal Drive, owned by Travis and Kayla Gowin, is necessary in order for the Conway Department of Transportation to begin and complete the Salem and Tyler Roundabout Project, and that it is in the best interest of the City to purchase that portion of the property needed to complete the project.

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

SECTION 1. The City Council for the City of Conway shall hereby authorize the Mayor to enter into a real estate contract with Travis and Kayla Gowin, for the portion of the property at 1700 Royal Drive being necessary for completion of the Salem and Tyler Roundabout Project.

SECTION 2. That this Resolution shall be in full force and effect from and after its passage and approval.

PASSED this 9th day of March, 2021.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer



**City of Conway, Arkansas
Resolution No. R-21-**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A REAL ESTATE CONTRACT TO ACQUIRE PROPERTY LOCATED AT 1705 DRURY LANE, AS BEING NECESSARY FOR THE CITY OF CONWAY'S SALEM AND TYLER ROUNDABOUT PROJECT.

WHEREAS, it has been determined that acquisition of a portion of the property located at 1705 Drury Lane, owned by Kathleen Jernigan, is necessary in order for the Conway Department of Transportation to begin and complete the Salem and Tyler Roundabout Project, and that it is in the best interest of the City to purchase that portion of the property needed to complete the project.

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

SECTION 1. The City Council for the City of Conway shall hereby authorize the Mayor to enter into a real estate contract with Kathleen Jernigan, for the portion of the property at 1705 Drury Lane being necessary for completion of the Salem and Tyler Roundabout Project.

SECTION 2. That this Resolution shall be in full force and effect from and after its passage and approval.

PASSED this 9th day of March, 2021.

APPROVED:

Mayor Bart Castleberry

ATTEST:

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



**City of Conway, Arkansas
Resolution No. R-21-**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A REAL ESTATE CONTRACT TO ACQUIRE PROPERTY LOCATED AT 1560 HALEY LANE, AS BEING NECESSARY FOR THE CITY OF CONWAY'S SALEM AND TYLER ROUNDABOUT PROJECT.

WHEREAS, it has been determined that acquisition of a portion of the property located at 1560 Haley Lane, owned by James White, is necessary in order for the Conway Department of Transportation to begin and complete the Salem and Tyler Roundabout Project, and that it is in the best interest of the City to purchase that portion of the property needed to complete the project.

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

SECTION 1. The City Council for the City of Conway shall hereby authorize the Mayor to enter into a real estate contract with James White, for the portion of the property at 1560 Haley Lane being necessary for completion of the Salem and Tyler Roundabout Project.

SECTION 2. That this Resolution shall be in full force and effect from and after its passage and approval.

PASSED this 9th day of March, 2021.

APPROVED:

Mayor Bart Castleberry

ATTEST:

Michael O. Garrett
City Clerk/Treasurer



**City of Conway, Arkansas
Resolution No. R-21-**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A REAL ESTATE CONTRACT TO ACQUIRE PROPERTY LOCATED AT 2905 BAXTER DRIVE, AS BEING NECESSARY FOR THE CITY OF CONWAY'S SALEM AND TYLER ROUNDABOUT PROJECT.

WHEREAS, it has been determined that acquisition of a portion of the property located at 2905 Baxter Drive, owned by Charles Anthony, is necessary in order for the Conway Department of Transportation to begin and complete the Salem and Tyler Roundabout Project, and that it is in the best interest of the City to purchase that portion of the property needed to complete the project.

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

SECTION 1. The City Council for the City of Conway shall hereby authorize the Mayor to enter into a real estate contract with Charles Anthony, for the portion of the property at 2905 Baxter Drive being necessary for completion of the Salem and Tyler Roundabout Project.

SECTION 2. That this Resolution shall be in full force and effect from and after its passage and approval.

PASSED this 9th day of March, 2021.

APPROVED:

Mayor Bart Castleberry

ATTEST:

Michael O. Garrett
City Clerk/Treasurer



**City of Conway, Arkansas
Resolution No. R-21-**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A REAL ESTATE CONTRACT TO ACQUIRE PROPERTY LOCATED AT 8 VALLEY COVE DRIVE, AS BEING NECESSARY FOR THE CITY OF CONWAY'S SALEM AND TYLER ROUNDABOUT PROJECT.

WHEREAS, it has been determined that acquisition of a portion of the property located at 8 Valley Cove Drive, owned by John H. Duke Revocable Trust, is necessary in order for the Conway Department of Transportation to begin and complete the Salem and Tyler Roundabout Project, and that it is in the best interest of the City to purchase that portion of the property needed to complete the project.

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

SECTION 1. The City Council for the City of Conway shall hereby authorize the Mayor to enter into a real estate contract with John H. Duke Revocable Trust, for the portion of the property at 8 Valley Cove Drive being necessary for completion of the Salem and Tyler Roundabout Project.

SECTION 2. That this Resolution shall be in full force and effect from and after its passage and approval.

PASSED this 9th day of March, 2021.

Approved:

Mayor Bart Castleberry

Attest:

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



City of Conway, Arkansas

Ordinance No. O-21-__

AN ORDINANCE APPROPRIATING FUNDS FOR THE CONWAY FIRE DEPARTMENT; AND FOR OTHER PURPOSES

WHEREAS, the Conway Fire Department requests \$2,500 for the use of purchasing firefighter protective clothing; and

WHEREAS, funds in the amount of \$2,500 were received from Walmart to be used for such purpose.

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

SECTION 1. The City of Conway shall appropriate \$2,500 from the General Fund Donation Account (001.131.4705) to the Fire Department Miscellaneous Supplies Operating Account (001.131.5699.)

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

PASSED this the 9th day of March, 2021.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer

MEMORANDUM

TO: City Council Members/Mayor Bart Castleberry

FROM: Chief William Tapley

DATE: February 24, 2021

SUBJECT: Request for disposal of assets

The Conway Police Department has a K9 that is ready to retire. K9 Chip has performance and medical issues that necessitate his retirement. I would like to request to retire K9 Chip and remove him from the City's inventory.

I would like to also request the K9 Chip be turned over to his handler, Officer Daniel Mullaney.

Thank you for your consideration.



**City of Conway, Arkansas
Ordinance No. O-21-**

AN ORDINANCE AUTHORIZING THE RESTRUCTURING AND THE ADDITION, REVISION OR RECLASSIFICATION OF CERTAIN TITLES AND SALARIES; AND UPDATING THE AUTHORIZED POSITION LIST FOR THE CONWAY POLICE DEPARTMENT EMERGENCY OPERATIONS CENTER (CEOC). DECLARING AN EMERGENCY AND FOR OTHER PURPOSES:

WHEREAS, the Police Department requests restructuring of the Emergency Operations Center (CEOC) and the addition, revision, or reclassification of certain titles and salaries to support recruitment and retention of key personnel; and

WHEREAS, the restructure of the Emergency Operations Center (CEOC) positions will provide for greater support and safety for law enforcement and fire department personnel and operations, the public and other city employees; and

WHEREAS, budgetary authority for such expenditure has not previously been provided.

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

SECTION 1. The City of Conway shall make the following changes to the Emergency Operations Center (CEOC) Positions:

Current Position/Salary	New Position/Salary
Telecommunicator \$31,732	Telecommunicator Entry \$33,280
	Telecommunicator Basic \$33,800
	Telecommunicator General \$34,320
	Telecommunicator Intermediate \$34,840
	Telecommunicator Advanced \$35,360
	Telecommunicator II Level 1 \$36,400
	Telecommunicator II Level 2 \$37,440
	Telecommunicator II Level 3 \$39,000
	Telecommunicator II Level 4 \$40,560
	Telecommunicator II Level 5 \$42,120
	Telecommunicator II Level 6 \$43,680
 Lead Telecommunicator \$38,711	 Lead Telecommunicator Level 1 \$45,760
	Lead Telecommunicator Level 2 \$47,320
	Lead Telecommunicator Level 3 \$48,880
	Lead Telecommunicator Level 4 \$50,440
 Training Coordinator	 Training Coordinator
ACIC/TAC Validation Officer \$38,711	ACIC/TAC Validation Officer \$52,520
 Telecommunicator Supervisor \$46,563	 Telecommunicator Supervisor \$56,160

SECTION 2. The City of Conway shall appropriate \$125,000 from the Fund Balance Appropriation Account (001.119.4900) to the appropriate Police Department Emergency Operations Center (CEOC) salary and benefit expense accounts (001.125.XXXX).

SECTION 3. Pay increases, COLA, certificate/incentive, and where applicable, step raise for those eligible employee categories, are subject to the approval of the City Council of the City of Conway for each fiscal year, and increases are not guaranteed to be authorized by order of the City Council of the City of Conway.

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

SECTION 5. 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 9th day of March, 2020.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer