

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, September 8<sup>th</sup>, 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.*

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**5:30pm Committee:**

**6:30pm:**

**Call to Order:**

**Roll Call:**

**Minutes Approval:**

**No Committee Meeting**

City Council Meeting

Bart Castleberry, Mayor

Michael O. Garrett, Clerk/Treasurer

August 25<sup>th</sup>, 2020

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

1. Ordinance accepting funding from the CARE ACT 2020 for the Community Development Block Grant Program.
2. Ordinance accepting funding for the Program Year 2020 for the Community Development Block Grant program.
3. Resolution approving entering into an agreement with a Historic Preservation consulting agreement.
4. Ordinance accepting the annexation of certain lands comprised of +/- 30 acres located west of Harbelle Drive.

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

1. Ordinance authorizing additional positions within the Conway Parks and Recreation.

**C. 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 disposal of certain properties/inventory for the Conway Police Department.
2. Ordinance appropriating reimbursement funds for the Conway Animal Welfare Unit.
3. Ordinance appropriating reimbursement funds from various entities for the Conway Police Department.

***Adjournment***



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

**AN ORDINANCE ACCEPTING FEDERAL FUNDING, APPROPRIATING GRANT REVENUE & APPROVING CONTRACTS FOR SERVICES FOR THE CONWAY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, AND FOR OTHER PURPOSES:**

**Whereas**, the City of Conway has received \$269,734 in Community Development Block Grant funding from the Coronavirus Aid Relief and Economic Security Act of 2020 (CARES Act) to support and comeback the effects of the global pandemic; and

**Whereas**, each subrecipient receiving funding for the Small Business Emergency Grant must enter into an agreement with the Community Development Block Grant Program.

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

**Section 1.** The City of Conway shall accept grant proceeds from HUD in the amount of \$269,734 for activities related to the COVID-19 pandemic.

**Section 2.** The City of Conway shall appropriate \$269,734 to the following projects:

Small Business Emergency Grant	\$169,734
Tenant Base - Rental & Utility Assistance	\$100,000

**Section 3.** The City of Conway shall approve entering into agreements with all the subrecipients who are awarded funding from the listed above.

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

**PASSED** this 8<sup>th</sup> day of September, 2020.

**Approved:**

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

**Attest:**

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



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

**AN ORDINANCE ACCEPTING FEDERAL FUNDING, APPROPRIATING GRANT REVENUE & APPROVING CONTRACTS FOR SERVICES FOR THE CONWAY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM; AND FOR OTHER PURPOSES:**

**Whereas**, the Department of Housing and Urban Development (“HUD”) has awarded grant funds to the Community Development Block Grant (“CDBG”) in the amount of \$458,522 for FY2020 funding; and

**Whereas**, each nonprofit agency receiving funding must enter into an agreement with the Community Development Block Grant Program.

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

**Section 1.** The City of Conway shall accept grant proceeds from HUD in the amount of \$458,522 for Community Development Block Grant activities.

**Section 2.** The City of Conway shall appropriate \$458,522 to the following projects:

\$298,539.30	5 <sup>th</sup> Avenue Park Improvements
\$91,704.40	Administration
\$20,000.00	Boys & Girls Club of Faulkner County - Transportation
\$20,000.00	Faulkner County Council of Aging – Transportation
\$15,000.00	Independent Living Services - Transportation
\$6,778.30	Young Empowered Sister (Y.E.S.) – Transportation
\$2,000.00	Bethlehem House Transportation - Transportation
\$2,000.00	Milestones – Transportation
\$2,000.00	Women Shelter of Central Arkansas – Transportation
\$1,000.00	HAVEN – Transportation

**Section 3.** The City of Conway shall approve entering into agreements with all the listed agencies above for the Program Year 2020 once all contracts with HUD has been executed by the City of Conway

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

**PASSED this 8<sup>th</sup> day of September, 2020.**

**Approved:**

**Attest:**

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

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



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

**A RESOLUTION ALLOWING THE CITY OF CONWAY TO ENTER INTO AN AGREEMENT FOR HISTORIC PRESERVATION CONSULTING PROFESSIONAL SERVICES; AND FOR OTHER PURPOSES**

**Whereas**, the City of Conway requested qualifications from prospective historic preservation consulting firms to provide professional services for an African American History Context Study; and

**Whereas**, the City of Conway received qualifications from the following firms: Historical Research Associates and McDoux Preservation.

**Whereas**, after reviewing all qualifications, the selection committee would like to recommend Council allow the City to enter into an agreement with Historical Research Associates for the project referenced above.

**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 a professional services agreement with Historical Research Associates.

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

**PASSED** this 8<sup>th</sup> day of September, 2020.

**Approved:**

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

**Attest:**

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



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

**AN ORDINANCE ACCEPTING THE ANNEXATION OF CERTAIN LANDS COMPRISED OF +/-30.58 ACRES LOCATED WEST OF HARBELLE DRIVE, TO THE CITY OF CONWAY:**

**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 **September 8, 2020** and said territory being situated in Faulkner County, Arkansas, shall be a part of the City of Conway and shall be zoned **R-1**. Legal description as follows:

Part of the Northeast Quarter of Section 3 and part of the Northwest Quarter of the Northwest Quarter of Section 2, Township 4 North, Range 14 West; also part of the Southeast Quarter of Section 34, Township 5 North, Range 14 West, all in Faulkner County, Arkansas, being more particularly described as follows:

Commencing at the Southwest corner of the Southeast Quarter of Section 34, thence South 88 degrees 21 minutes 43 seconds East a distance of 537.85 feet to the Point of Beginning, thence North 15 degrees 07 minutes 01 seconds East a distance of 420.82 feet, thence North 85 degrees 08 minutes 21 seconds East a distance of 15.98 feet, thence North 15 degrees 08 minutes 14 seconds East a distance of 327.71 feet, thence South 74 degrees 52 minutes 59 seconds East a distance of 49.88 feet, thence, South 15 degrees 06 minutes 53 seconds West a distance of 190.89 feet, thence South 74 degrees 59 minutes 26 seconds East a distance of 198.98 feet, thence South 74 degrees 56 minutes 54 seconds East a distance of 155.07 feet, thence North 38 degrees 55 minutes 54 seconds East a distance of 42.47 feet, thence South 50 degrees 44 minutes 58 seconds East a distance of 304.36 feet, thence South 72 degrees 19 minutes 35 seconds East a distance of 1,419.16 feet, thence South 02 degrees 45 minutes 37 seconds East a distance of 487.36 feet, thence South 01 degrees 57 minutes 31 seconds West a distance of 43.52 feet, thence North 89 degrees 46 minutes 58 seconds West a distance of 251.76 feet, thence North 72 degrees 19 minutes 35 seconds West a distance of 1,536.23 feet, thence North 77 degrees 50 minutes 04 seconds West a distance of 513.92 feet, thence North 15 degrees 07 minutes 01 seconds East a distance of 118.12 feet to the Point of Beginning, containing 30.58 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 publicly dedicated streets within the property; and opportunity to connect to potable water, electric, and telecommunications services provided by Conway Corporation at the expense of the property owner.

**PASSED** this 8<sup>th</sup> day of September, 2020.

**Approved:**

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**Mayor Bart Castleberry**

**Attest:**

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



1111 MAIN STREET • CONWAY, AR 72032  
(501) 450-6105 • [planningcommission@cityofconway.org](mailto:planningcommission@cityofconway.org)

## MEMO

To: Mayor Bart Castleberry  
cc: City Council Members

From: Brandon Ruhl, 2020 Planning Commission Chairman  
Date: September 8, 2020

Re: Request to annex ± 30.58 acres located at West of Harbelle Drive & North of Empy Trail

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Jacob Longing, has requested to annex ± 30.58 acres located at West of Harbelle Drive & North of Empy Trail, with the legal description:

Part of the Northeast Quarter of Section 3 and part of the Northwest Quarter of the Northwest Quarter of Section 2, Township 4 North, Range 14 West; also part of the Southeast Quarter of Section 34, Township 5 North, Range 14 West, all in Faulkner County, Arkansas, being more particularly described as follows:

Commencing at the Southwest corner of the Southeast Quarter of Section 34, thence South 88 degrees 21 minutes 43 seconds East a distance of 537.85 feet to the Point of Beginning, thence North 15 degrees 07 minutes 01 seconds East a distance of 420.82 feet, thence North 85 degrees 08 minutes 21 seconds East a distance of 15.98 feet, thence North 15 degrees 08 minutes 14 seconds East a distance of 327.71 feet, thence South 74 degrees 52 minutes 59 seconds East a distance of 49.88 feet, thence, South 15 degrees 06 minutes 53 seconds West a distance of 190.89 feet, thence South 74 degrees 59 minutes 26 seconds East a distance of 198.98 feet, thence South 74 degrees 56 minutes 54 seconds East a distance of 155.07 feet, thence North 38 degrees 55 minutes 54 seconds East a distance of 42.47 feet, thence South 50 degrees 44 minutes 58 seconds East a distance of 304.36 feet, thence South 72 degrees 19 minutes 35 seconds East a distance of 1,419.16 feet, thence South 02 degrees 45 minutes 37 seconds East a distance of 487.36 feet, thence South 01 degrees 57 minutes 31 seconds West a distance of 43.52 feet, thence North 89 degrees 46 minutes 58 seconds West a distance of 251.76 feet, thence North 72 degrees 19 minutes 35 seconds West a distance of 1,536.23 feet, thence North 77 degrees 50 minutes 04 seconds West a distance of 513.92 feet, thence North 15 degrees 07 minutes 01 seconds East a distance of 118.12 feet to the Point of Beginning, containing 30.58 acres, more or less.

This item was heard at the July 2019 Planning Commission meeting. The applicant is seeking to annex the property and develop approximately 15 single-family lots, which will include the extension of two existing roads. The area is not currently, and would not be, served by sanitary sewer service. This submission has been delayed being forwarded to City Council for approval due to applicant coordination with Faulkner County.

The Planning Commission reviewed the request at its regular meeting on July 15, 2019 and voted 8-0 that the request be forwarded to the City Council with a recommendation for approval.

Please advise if you have any questions.

FILED

AUG 19 2020

IN THE COUNTY COURT OF FAULKNER COUNTY, ARKANSAS

Jacob Longing Construction, LLC,  
Thad Hardin & Sara Hardin, Petitioners

MARGARET DARTER  
FAULKNER COUNTY CLERK  
BY S. Haule DC

CC-20-05

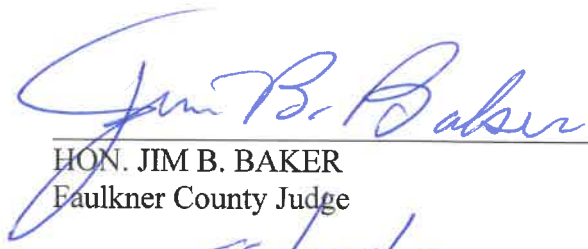
ORDER

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:

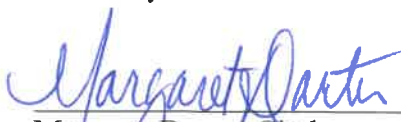
1. A petition for annexation was filed July 27, 2020. An amended petition of annexation was filed August 17, 2020.
2. All appropriate signatures were affixed to the amended Petition, as required by A.C.A. 14-40-609.
3. The proposed site to be annexed was adequately described and further displayed a map 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.

  
HON. JIM B. BAKER  
Faulkner County Judge  
Dated 8/19/2020

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

  
Margaret Darter, Clerk

  
Krissy Lewis, Assessor



LEGAL DESCRIPTION:

Part of the Northeast Quarter of Section 3 and part of the Northwest Quarter of the Northwest Quarter of Section 2, Township 4 North, Range 14 West; also part of the Southeast Quarter of Section 34, Township 5 North, Range 14 West, all in Faulkner County, Arkansas, being more particularly described as follows:

Commencing at the Southwest corner of the Southeast Quarter of Section 34, thence South 88 degrees 21 minutes 43 seconds East a distance of 537.85 feet to the Point of Beginning, thence North 15 degrees 07 minutes 01 seconds East a distance of 420.82 feet, thence North 85 degrees 08 minutes 21 seconds East a distance of 15.98 feet, thence North 15 degrees 08 minutes 14 seconds East a distance of 323.71 feet, thence South 74 degrees 52 minutes 59 seconds East a distance of 49.88 feet, thence South 15 degrees 06 minutes 53 seconds West a distance of 190.89 feet, thence South 74 degrees 59 minutes 26 seconds East a distance of 198.98 feet, thence South 74 degrees 56 minutes 54 seconds East a distance of 155.07 feet, thence North 38 degrees 55 minutes 54 seconds East a distance of 42.47 feet, thence South 50 degrees 44 minutes 58 seconds East a distance of 304.36 feet, thence South 72 degrees 19 minutes 35 seconds East a distance of 1,419.16 feet, thence South 02 degrees 45 minutes 37 seconds East a distance of 487.36 feet, thence South 01 degrees 57 minutes 31 seconds West a distance of 43.52 feet, thence North 89 degrees 46 minutes 58 seconds West a distance of 251.76 feet, thence North 72 degrees 19 minutes 35 seconds West a distance of 1,536.23 feet, thence North 77 degrees 50 minutes 04 seconds West a distance of 513 .92 feet, thence North 15 degrees 07 minutes 01 seconds East a distance of 118.12 feet to the Point of Beginning, containing 30.58 acres, more or less.



Property to be annexed



Aerial View of proposed annexation in Cresthaven area



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

**AN ORDINANCE AUTHORIZING FOUR (4) FULL TIME POSITIONS IN THE CONWAY PARKS AND RECREATION DEPARTMENT; AND FOR OTHER PURPOSES**

**Whereas**, the Conway Parks and Recreation Department request the addition of four (4) full time positions; and

**Whereas**, the need for (3) full time Grounds Keepers and one (1) full time Monitor are needed to maintain and supervise park properties and facilities; and

**Whereas**, the department will reduce its part time budget therefore, no budget adjustment is required for these positions.

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

**Section 1.** The City of Conway shall increase the number of full-time positions in the Conway Parks and Recreation Department from 32 to 36.

**Section 2.** No additional salary funds are required for these additions.

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

**PASSED** this 8<sup>th</sup> day of September 2020.

**Approved:**

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

**Attest:**

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

## MEMORANDUM

**TO:** City Council Members/Mayor Bart Castleberry

**FROM:** Chief William Tapley

**DATE:** September 08, 2020

**SUBJECT:** Request for disposal of assets

The Conway Police Department has requested the disposal of a seized LG system with blue ray and two 55" T.V.'s listed below. These items are no longer needed. I would like to request approval to remove these items from our inventory listing and to dispose of them. These items will be sold through auction, "as is", on [www.publicsurplus.com](http://www.publicsurplus.com)

Serial Number- LG System S/N 610H2DU208258  
Serial Number- Toshiba S/N L19A533C023027  
Serial Number- LG TV S/N 703RMPG50760

Thank you for your consideration.

## MEMORANDUM

**TO:** City Council Members/Mayor Bart Castleberry  
**FROM:** Chief William Tapley  
**DATE:** September 08, 2020  
**SUBJECT:** Request for disposal of assets

The Police Department has the following seized vehicle that is not being used:

- 2004 Saturn Ion VIN -1G8AN14FX4Z120314

I would like to request approval to remove these items from our inventory listing and to dispose of them. These vehicles will be sold through auction, "as is", on [www.publicsurplus.com](http://www.publicsurplus.com).

Thank you for your consideration.



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

**AN ORDINANCE APPROPRIATING REIMBURSEMENTS FUNDS FROM VARIOUS ENTITIES FOR THE CITY OF CONWAY ANIMAL WELFARE UNIT; AND FOR OTHER PURPOSES**

**Whereas**, the City of Conway has received reimbursements funds from the following entities:

Air Methods	\$ 4,080.00	Insurance Reimbursement
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**Whereas**, the Conway Police Department needs these funds to replenish their expenditure 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 Insurance Reimbursement funds from Air Methods in the amount of \$4,080 from 001.119.4360 to the Building Maintenance expense account 001.127.5410.

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

**PASSED** this 8<sup>th</sup> day of September, 2020.

**Approved:**

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

**Attest:**

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



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

**AN ORDINANCE APPROPRIATING REIMBURSEMENTS FUNDS FROM VARIOUS ENTITIES FOR THE CITY OF CONWAY POLICE DEPARTMENT; AND FOR OTHER PURPOSES**

**Whereas**, the City of Conway has received reimbursements funds from the following entities:

Various Companies	\$42,228.47	Extra Duty Services
AR State Police	\$490.31	Taskforce Funds
Nationwide Insurance	\$662.53	K9 vet check reimbursement
Municipal Vehicle Program	\$1,501.95	Insurance Proceeds
Various Companies	\$6,198.72	Donations
DEA/Marshall	\$3,321.76	Taskforce Funds

**Whereas**, the Conway Police Department needs these funds to replenish their expenditure 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 from various companies in the amount of \$42,228.47 from 001.121.4185 to the CPD overtime acct 001.121.5114.

**Section 2.** The City of Conway shall appropriate funds from ASP in the amount of \$490.31 from 304.000.4201 to the CPD overtime acct. 001.121.5114.

**Section 3.** The City of Conway shall appropriate funds from Nationwide Insurance in the amount of \$662.53 from 001.121.4186 to the CPD Other Miscellaneous account 001.121.5799.

**Section 4.** The City of Conway shall appropriate funds from Municipal Vehicle Program in the amount of \$1,501.95 from 001.119.4360 to the CPD vehicle maintenance acct. 001.121.5450.

**Section 5.** The City of Conway shall appropriate funds from various companies in the amount of \$6,198.72 from 001.121.4705 to the CPD grant and donation acct. 001.121.5760.

**Section 6.** The City of Conway shall appropriate funds from various companies in the amount of \$3,321.76 from 001.121.4185 to CPD overtime account 001.121.5114.

**Section 7.** All ordinances in conflict herewith are repealed to the extent of the conflict.

**PASSED** this 8<sup>th</sup> day of September, 2020.

**Approved:**

**Attest:**

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

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