

MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

Conway, Arkansas
Tuesday, 6:30 pm
February 12, 2019

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 Hawkins, Alderman Ledbetter, Alderwoman Mehl, Alderwoman Isby, Alderman Jones, Alderman Pruitt and Alderwoman Smith. Also, present and acting: City Clerk Michael Garrett and City Attorney Chuck Clawson. Mayor Bart Castleberry was not present. Alderman Hawkins presided over the meeting in Mayor Castleberry's absence.

Call to Order: Alderman Hawkins

Roll Call: Michael O. Garrett, City Clerk

Minutes: January 22, 2019

Alderwoman Smith motioned to approve the **January 22, 2019** minutes as submitted. Alderwoman Isby seconded the motion. There was no discussion. The motion passed 7-0.

Report of Standing Committees:

A. Community Development Committee (Planning, Zoning, Permits, Community Development, Historic District, Streets, Engineering & Airport)

1. Resolution to approve a warranty deed transfer between Summerwood and City of Conway for the development of the Spruce Street Cottage project.

R-19-04

Alderman Hawkins presented Item A1 to the Council. Kiera Oluokun addressed the Council updating them on the activities of CDBG. She stated that the Seibenmorgen half road improvements have been recently completed. Parking has been added and drainage improvements made. The HTC is on track to be completed by May 2019 and has a waiting list of 35 people. She stated that materials have been ordered for the splash pad project at Fifth Avenue Park which is scheduled to be completed by late summer. She called the Council's attention to the warranty deed transfer, stating that it is for two lots, #4 and #11 for a total of twelve lots. Alderwoman Smith moved to adopt the Resolution and Alderwoman Mehl seconded it. The motion carried 7-0. There was no further discussion. The Resolution passed 7-0.

Alderman Jones joined the meeting.

2. Ordinance authorizing personnel changes within the Airport Department.

O-19-14

Alderman Hawkins presented Item A2 to the Council. Jamie Brice, Purchasing Manager addressed the Council asking them to approve the change of one full time position to two part time positions within the Airport Department. Alderwoman Smith made a motion to waive the three readings and Alderwoman Isby seconded. The motion carried 8-0. There was no further discussion. Alderwoman Smith made a motion to adopt the Ordinance and Alderwoman Isby seconded it, noting that this is a reclassification and there is no financial impact to the budget. The Clerk called the roll with the following voting "Aye": Alderwoman Smith, Alderman Grimes, Alderman Jones, Alderwoman Mehl, Alderman Ledbetter, Alderman Hawkins, Alderman Pruitt and Alderwoman Isby. The Ordinance passed 8-0.

3. Ordinance amending Ordinance O-0-128 incorporating new flood insurance rate maps.

O-19-15

Alderman Hawkins presented Item A3 to the Council. Finley Vinson, Director of the Transportation Department addressed the Council. He stated that the effective dates in Ordinance O-06-128 must

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be changed to March 21, 2019 as the new date for FIS and FIRM from the Federal Emergency Management Agency. Alderwoman Isby made a motion to waive the three readings and Alderwoman Smith seconded. The motion carried 8-0. There was no further discussion. Alderwoman Smith made a motion to adopt the Ordinance and Alderwoman Isby seconded it. The Clerk called the roll with the following voting "Aye": Alderwoman Isby, Alderman Hawkins, Alderman Grimes, Alderwoman Smith, Alderman Ledbetter, Alderman Jones, Alderman Pruitt and Alderwoman Mehl. The Ordinance passed 8-0.

4. Ordinance updating the authorized positions list for the Transportation Department.

O-19-16

Alderman Hawkins presented Item A4 to the Council. Finley Vinson explained to the Council that this was an accounting ordinance to ensure that the authorized positions list was current and complete. Alderwoman Isby made a motion to waive the three readings and Alderwoman Smith seconded. The motion carried 8-0. There was no further discussion. Alderwoman Smith made a motion to adopt the Ordinance with the emergency clause and Alderwoman Isby seconded it. The Clerk called the roll with the following voting "Aye": Alderman Jones, Alderman Ledbetter, Alderman Grimes, Alderman Pruitt, Alderwoman Isby, Alderman Hawkins, Alderwoman Mehl, and Alderwoman Smith. The Ordinance passed 8-0.

5. Consideration to approve the Historic District Commission to apply for a Historic Preservation Plan Grant.

Alderman Hawkins presented Item A5 to the Council. James Walden addressed the Council stating that the HDC was seeking authorization to apply for the Preservation Plan Grant. The process will include determining what the City's preservation goals are, which will be helpful for prioritizing future projects in the historic district. It will also include community engagement to see if there are opportunities for improvement of the general guidelines. He added that the grant awards require matching funds, which are not included in the Planning Department budget. The entire project is expected to cost \$50,000 with the City's responsibility being \$25,000. Alderwoman Isby moved to approve the consideration and Alderwoman Smith seconded it. The motion to approve passed 8-0.

6. Ordinance to rezone property located at 2085 East German Lane from RU-1 and A-1 to R-1.

O-19-17

Alderman Hawkins presented Item A6 to the Council. There was no discussion. Alderwoman Isby made a motion to waive the three readings and Alderwoman Smith seconded. The motion carried 8-0. Alderwoman Smith made a motion to adopt the Ordinance and Alderwoman Isby seconded it. The Clerk called the roll with the following voting "Aye": Alderwoman Mehl, Alderwoman Smith, Alderwoman Isby, Alderman Pruitt, Alderman Hawkins, Alderman Ledbetter, Alderman Jones and Alderman Grimes. The Ordinance passed 8-0.

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

1. Ordinance waiving bids for the purchase of the enviro cover film for the Department of Sanitation.

O-19-18

Alderman Hawkins presented Item B1 to the Council. Joe Hopper, Director of the Department of Sanitation addressed the Council stating that over the years the City has saved millions of dollars using the enviro cover film for the vehicles. The purchase of \$31,229 will cover the year. Alderwoman Isby made a motion to waive the three readings and Alderwoman Smith seconded. The motion carried 8-0. Alderwoman Isby made a motion to adopt the Ordinance and Alderwoman Smith seconded it. The Clerk called the roll with the following voting "Aye": Alderwoman Isby, Alderwoman Mehl, Alderman Hawkins, Alderman Pruitt, Alderman Jones, Alderman Grimes, Alderwoman Smith and Alderman Ledbetter. The Ordinance passed 8-0.

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2. Ordinance authorizing personnel changes with the Department of Sanitation.

O-19-19

Alderman Hawkins presented Item B2 to the Council. Mr. Hopper stated that the two regular mechanic positions will not be utilized in the future and he would like to reclassify to Collector positions. There was no further discussion. Alderwoman Smith made a motion to waive the three readings and Alderwoman Isby seconded. The motion carried 8-0. Alderwoman Isby made a motion to adopt the Ordinance and Alderwoman Smith seconded it. The Clerk called the roll with the following voting "Aye": Alderman Ledbetter, Alderman Jones, Alderwoman Smith, Alderman Hawkins, Alderwoman Isby, Alderwoman Mehl, Alderman Pruitt, and Alderman Grimes. The Ordinance passed 8-0.

3. Consideration to approve a warranty deed for Rush-Hal Development, LLC

Alderman Hawkins presented Item B3 to the Council. James Walden addressed the Council stating that the developer of Charleston Place subdivision is seeking to deed a strip of land with trail improvements alongside of it. This allows the developer to receive park impact fee credits in the amount of \$117,950.00. He stated that the potential park impact fee credit associated with this development is approximately \$27,284, which could leave the City responsible for about \$90,000 in reimbursement. He added that one of the items coming up for City Council approval is a change to the subdivision regulations to allow portions of the park impact fee credit to be applied to other developments within the City. Alderwoman Smith asked if there would be a stipulations moving forward for the warranty deed, such as requiring the property to be for a park in the neighborhood, etc. Mr. Walden answered that there would be requirements laid out. He said the only change would be that the potential credits could be applied to other developments. A representative of Mr. Hal Crafton addressed the Council stating that Mr. Crafton and Rush-Hal worked closely with the Street and Parks Departments in developing the strip of land in question, adding that it was completed well and to the satisfaction of all parties. There was no other questions or comments. Alderwoman Isby made a motion to approve the warranty deed and Alderwoman Smith seconded it. The motion carried 8-0.

4. Ordinance authorizing personnel changes within the Parks and Recreation Department.

O-19-20

Alderman Hawkins presented item B4 to the Council. Steve Ibbotson, Director of Parks and Recreation Department addressed the Council explaining that the Grounds Supervisor position was to be reclassified as a Grounds Maintenance position, with some of the remaining funds along with part time position funds combined to cover a third Grounds Maintenance position. He added that this change would have no effect on the department's budget. Alderwoman Smith made a motion to waive the three readings and Alderwoman Isby seconded. The motion carried 8-0. Alderwoman Smith made a motion to adopt the Ordinance and Alderwoman Isby seconded it. The Clerk called the roll with the following voting "Aye": Alderman Jones, Alderwoman Smith, Alderman Hawkins, Alderwoman Mehl, Alderman Ledbetter, Alderwoman Isby, Alderman Pruitt, and Alderman Grimes. The Ordinance passed 8-0.

5. Consideration to implement a membership system to access the McGee Center & Sports Center and establishing fees for the pavilions and field rental for the Parks and Recreation Department.

Alderman Hawkins presented Item B5 to the Council. Mr. Ibbotson explained to the Council that currently when citizens visit the Center they are only required to sign in, which makes tracking difficult. Also as traffic through the center increases, safety issues become a concern, and the need to know who is in the buildings is important. He added that the software currently in use allows for a membership program. He said that the fees for our pavilions, etc. has not changed in years and is actually much lower than other nearby facilities. Alderman Hawkins asked if this plan was comparative to other facilities and Mr. Ibbotson stated that it did and was more than fair. There was some discussion as to how this would change or not change the way tournaments and competitive teams now use the fields and buildings. Mr. Ibbotson clarified that the membership system would not change the way that teams use the fields and buildings for tournaments and competitions. He added that members would have a photo identification card which they would scan upon entering the facilities. There would be no membership

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fees for Senior citizens. Alderwoman Mehl added that the \$150 membership for non-residents caused her concern because residents who live in the County, who work in the City and shop in the City, etc. would be required to pay. There was some discussion as to whether the fee could be paid monthly or at a lower family rate. Mr. Ibbotson stated that the only thing the Council is being asked to approve at this point is the membership program. He said that fees and other details would be looked at and presented for approval at a later date. Robbie Davis was present to speak against the \$150 annual fee for non-residents. She said it was too burdensome for a family to pay to use the facility. Council members asked if the membership system could be approved and a fee schedule for individual memberships be considered at a later date. Mr. Ibbotson said that his department would work on such a schedule. Alderwoman Smith made a motion to approve fees for the fields, courts, and pavilion rentals, excluding the individual membership fees at this time. Alderwoman Mehl seconded the motion. The motion passed 8-0.

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 remove items from inventory for the Information Technology Department.

Alderman Hawkins presented Item C1 to the Council. Aaron Knight, Director of IT addressed the Council saying that about 100 user systems were replaced and the old systems needed to be removed from inventory. He said they would be auctioned or disposed of as e-waste. Alderwoman Smith moved to approve removal of these items and Alderwoman Isby seconded it. The consideration to remove was approved 8-0.

2. Ordinance accepting and appropriating grant funds for the Conway Police Department SWAT Team.

O-19-21

Alderman Hawkins presented Item C2 to the Council. Chief Jody Spradlin addressed the Council stating that the \$3543.45 for an upgraded camera system for an existing SWAT robot is part of the annual Homeland Security SWAT grant. Alderwoman Isby made a motion to waive the three readings and Alderwoman Smith seconded. The motion carried 8-0. Alderwoman Smith made a motion to adopt the Ordinance and Alderwoman Isby seconded it. The Clerk called the roll with the following voting "Aye": Alderwoman Smith, Alderwoman Mehl, Alderman Jones, Alderman Hawkins, Alderman Ledbetter, Alderman Pruitt, Alderwoman Isby, and Alderman Grimes. The Ordinance passed 8-0.

3. Ordinance appropriating reimbursements funds from various entities for the Conway Police Department.

O-19-22

Alderman Hawkins presented Item C3 to the Council. Chief Spradlin stated that this is a general accounting ordinance. There was no discussion. Alderwoman Smith made a motion to waive the three readings and Alderwoman Isby seconded. The motion carried 8-0. Alderwoman Isby made a motion to adopt the Ordinance and Alderwoman Smith seconded it. The Clerk called the roll with the following voting "Aye": Alderwoman Isby, Alderwoman Mehl, Alderman Hawkins, Alderman Pruitt, Alderman Jones, Alderman Grimes, Alderwoman Smith and Alderman Ledbetter. The Ordinance passed 8-0.

4. Ordinance accepting and appropriating asset forfeiture funds to build a joint training center for the Conway Police & Fire Department.

O-19-23

Alderman Hawkins presented Item C4 to the Council. Chief Spradlin stated that this was a unique opportunity to join together with the Fire Department to build this joint training center at the existing firing range and burn tower. He added that the Fire Department has already built their building and the idea is to build a mirror image of that building for the benefit of both departments. Asset Forfeiture funds would pay for this addition to the center and would not affect the City budget. The amount presented does not cover complete costs for building.

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Alderman Smith made a motion to waive the three readings and Alderman Isby seconded. The motion carried 8-0. Alderman Isby made a motion to adopt the Ordinance and Alderman Smith seconded it. The Clerk called the roll with the following voting "Aye": Alderman Ledbetter, Alderman Jones, Alderman Smith, Alderman Hawkins, Alderman Isby, Alderman Mehl, Alderman Pruitt, and Alderman Grimes. The Ordinance passed 8-0.

There was no further discussion. The meeting was adjourned.

Adjournment-----

PASSED this 12th day of February, 2019

APPROVED:

Mayor Bart Castleberry

City Clerk Michael O. Garrett