

---

---

MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

---

Conway, Arkansas  
Tuesday, 6:30 pm  
February 13, 2018

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 Hawkins, Alderman Grimes, Alderman Pruitt, Alderwoman Mehl, Alderwoman Smith, Alderman Ledbetter, and Alderwoman Isby. Also, present and acting: Mayor Bart Castleberry, City Attorney Chuck Clawson and City Clerk Michael Garrett. Alderman Jones was not present.

**Call to Order: Mayor Bart Castleberry**

**Roll Call: Michael O. Garrett**

**Minutes: January 23, 2018**

Alderwoman Isby motioned to approve the **January 23, 2018** minutes as submitted. Alderwoman Smith seconded the motion. There was no discussion. The motion passed 7-0.

**1. Report of Standing Committees:**

**A. Community Development Committee (Planning, Zoning, Permits, Community Development, Historic District, Streets, Airport & Conway Housing Authority)**

**1. Resolution setting a public hearing to discuss the closing of the unbuilt right of way running through property identified as 2902 Pheasant Road.**

**R-18-04**

Alderman Hawkins presented Item A1 to the Council stating that the Public Hearing is set for February 27, 2018. Alderwoman Smith moved to adopt the Resolution and Alderwoman Isby seconded it. The Resolution passed 7-0.

**2. Resolution setting a public hearing to discuss the closing of a portion of the utility easement on Lot 2 in Lewis Crossing.**

**R-18-05**

Alderman Hawkins presented Item A2 to the Council stating that the Public Hearing is set for February 27, 2018. Alderwoman Smith moved to adopt the Resolution and Alderwoman Isby seconded it. The Resolution was passed 7-0.

**3. Resolution requesting the Faulkner County Tax Collector place a certified lien on property located at 1716 Simms Street as a result of incurred expenses by the City.**

**R-18-06**

Alderman Hawkins presented Item A3 to the Council. There was no one present to represent the property in question. Alderwoman Smith moved to adopt the Resolution and Alderwoman Isby seconded it. The Resolution was passed 7-0.

**4. Consideration to accept the nomination of Patricia Dlencowe for a vacancy on the Conway Housing Authority Board.**

Alderman Hawkins presented Item A4 to the Council and moved to accept the nomination. Alderwoman Smith seconded the motion. The nomination was approved 7-0.

---

---

MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

---

- 5. Ordinance appropriating funds to reimburse the Faulkner County Levee District #1 for the herbicide spraying program for the Lollie Levee.**

**O-18-15**

Alderman Hawkins presented Item A5 to the Council. Alderwoman Isby made a motion to waive the three readings and Alderwoman Smith seconded it. The motion passed 7-0. There was no further discussion of the matter. 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, Alderwoman Smith, Alderwoman Isby, Alderman Hawkins, Alderman Pruitt, Alderman Grimes, and Alderwoman Mehl. The Ordinance passed 7-0.

- 6. Ordinance accepting bids and appropriating funds for the purchase of a ceilometer for the existing Automated Weather Observation System (AWOS) for the Conway Airport Department.**

**O-18-16**

Alderman Hawkins presented Item A6 to the Council. Josh Zylks of the Conway Airport was present to address the Council. Alderwoman Isby made a motion to waive the three readings and Alderwoman Smith seconded the motion. The motion passed 7-0. Mr. Zylks explained to the Council that a ceilometer was an instrument that provided information about height of clouds and is a needed addition to the present weather tracking system at the airport. The FAA has signed off allowing the purchase of the ceilometer. Two bids were received and the lowest bid from J&R Engineering was accepted. There was no further discussion. Alderman Hawkins made a motion to adopt the Ordinance and Alderwoman Smith seconded it. The Clerk called the roll with the following voting "Aye": Alderman Ledbetter, Alderwoman Isby, Alderwoman Smith, Alderwoman Mehl, Alderman Pruitt, Alderman Hawkins and Alderman Grimes. The Ordinance passed 7-0.

- 7. Consideration to approve the proposal for fleet maintenance services for the City of Conway.**

Alderman Hawkins presented Item A7 to the Council. Jamie Brice, Purchasing Manager was present to address the Council stating that on January 15 three proposals were received and evaluated in conjunction with the Sanitation and Police Department representatives. Green Toad Auto was the recommended provider of services. Alderwoman Smith made a motion to accept the recommendation and Alderwoman Isby seconded it. The recommendation passed 7-0.

- 8. Consideration to remove fixed assets inventory form the Permits & Inspections Department.**

Alderman Hawkins presented Item A8 to the Council. Jamie Brice, Purchasing Manager stated that these assets were two trucks that were inoperable and it was determined that it would be more cost effective to sell rather than repair them. Alderwoman Smith made a motion to accept the recommendation and Alderwoman Isby seconded it. The recommendation passed 7-0.

- 9. Consideration to remove fixed assets inventory from the Street & Engineering Department.**

Alderman Hawkins presented Item A9 to the Council. Jamie Brice, Purchasing Manager stated that this is an inoperable truck that was determined to be more cost effective to sell. She also noted to the Council that to date the City has sold \$193,000 in inventory through GovDeals. Alderwoman Smith made a motion to accept the recommendation for removal and Alderwoman Isby seconded it. The recommendation passed 7-0.

- 10. Ordinance/Resolution to approve the traffic calming procedures for the Street & Engineering Department.**

**R-18-07**

Alderman Hawkins presented Item A10 to the Council. Finley Vinson was present to address the Council, explaining the differences in options for the Ordinance and/or Resolution for the traffic calming procedures, specifically the \$250.00 application fee in question. The Ordinance would require the fee and the Resolution would not. Alderman Ledbetter made a motion to pass the Resolution and Alderwoman Smith seconded it. Mr. Vinson clarified that both options included instructions regarding the implementation of the procedures. The motion to adopt the Resolution passed 7-0.

---

---

MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

---

**11. Ordinance authorizing the reclassification of positions within the Street & Engineering Department.**

**O-18-17**

Alderman Hawkins presented Item A11 to the Council. Alderwoman Isby made a motion to waive the three readings and Alderwoman Smith seconded it. The motion passed 7-0. Alderwoman Isby made a motion to adopt the Ordinance with the emergency clause and Alderwoman Smith seconded it. Finley Vinson clarified that no additional funds would be needed for the reclassification and that the new Engineer would be available to start work on Tuesday, February 20<sup>th</sup>. The Clerk called the roll with the following voting "Aye": Alderman Grimes, Alderwoman Isby, Alderman Ledbetter, Alderman Hawkins, Alderman Pruitt, Alderwoman Mehl, and Alderwoman Smith. The Ordinance passed 7-0.

**12. Ordinance appropriating grant funds for the Spencer Street Brownfield Cleanup project administered through the Planning & Development Department.**

**O-18-18**

Alderman Hawkins presented Item A12 to the Council. Alderwoman Isby made a motion to waive the three readings and Alderwoman Smith seconded it. The motion passed 7-0. 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 Ledbetter, Alderman Hawkins, Alderwoman Isby, Alderman Pruitt, Alderman Grimes, Alderwoman Smith and Alderwoman Mehl. The Ordinance passed 7-0.

**13. Ordinance accepting the annexation of certain lands comprised of +/- 51.72 acres east of Highway 25 North, immediately north of Northwood Estates.**

**O-18-19**

Alderman Hawkins presented Item A13 to the Council. Alderwoman Smith made a motion to waive the three readings and Alderwoman Isby seconded it. The motion passed 7-0. 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 Hawkins, Alderman Grimes, Alderman Pruitt, Alderwoman Smith, Alderman Ledbetter, Alderwoman Isby and Alderwoman Mehl. The Ordinance passed 7-0.

**14. Ordinance to de-annex land south of Highway 319 leading to Cadron Settlement Park from the City limits.**

**O-18-20**

Alderman Hawkins presented Item A14 to the Council. Mr. Bill Atkisson was present to address the Council. He stated that due to the prohibitive costs of providing water to the property to meet the City's building requirements, he is requesting the de-annexation of the property. He also stated that he had the support of the surrounding neighbors for the de-annexation. Alderman Pruitt made a motion to waive the three readings and Alderwoman Smith seconded it. The motion passed 7-0. Alderwoman Smith made a motion to adopt the Ordinance for de-annexation with the emergency clause and Alderwoman Isby seconded the motion. The Clerk called the roll with the following voting "Aye": Alderman Pruitt, Alderwoman Mehl, Alderwoman Smith, Alderman Grimes, Alderman Ledbetter, Alderman Hawkins and Alderwoman Isby. The Ordinance passed 7-0.

**15. Consideration of an appeal of the Planning Commission denial to approve a conditional use permit request for property located at 1830 East Oak Street to allow up to 24 dwelling units per acre in a C-3 zone (Highway Service & Open Display Commercial)**

Alderman Hawkins presented Item A15 to the Council stating that Mark Paladino was appealing the decision of the Planning Commission which voted 0-7 against the conditional use permit. Tim Tyler was present representing Mr. Paladino. He informed the Council that a re-design had been done in order to address the concerns and opposition that had arisen. He called the Council's attention to a site plan that had been distributed to them. Rick Newman, business owner near the property in question, was present to speak in opposition to the request. There was some discussion among the Council members as to the appropriateness of the planned development. All surrounding properties are zoned C-3 and the size of the property in relationship to the proposed multi-family unit was a concern. Alderman

---

---

## MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

---

Grimes made a motion to approve the conditional use permit and Alderwoman Smith seconded. The Clerk called for a vote. The vote for the conditional use permit failed 0-7.

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

#### **1. Consideration to approve the proposal for youth sport uniforms for the Parks & Recreation Department.**

Mayor Castleberry presented Item B1 to the Council. Jamie Brice, Purchasing Manager stated that three bids were received for the uniforms and that Randy's Athletics was the recommended supplier. Alderwoman Smith made a motion to approve and Alderman Ledbetter seconded the motion. The motion to approve Randy's Athletics as supplier of youth sport uniforms passed 7-0.

#### **2. Ordinance authorizing a personnel change and appropriating funds for a tennis manager within the Parks & Recreation Department.**

**O-18-21**

Mayor Castleberry presented Item B2 to the Council. Steve Ibbotson of the Parks & Recreation Department was present to address the Council. He stated that this position at \$25,000 would operate and run the tennis center, promote tennis, coordinate tournaments, etc. Alderwoman Isby made a motion to waive the three readings and Alderwoman Smith seconded it. The motion passed 7-0. 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, Alderman Pruitt, Alderwoman Mehl, Alderman Ledbetter, Alderman Grimes, Alderwoman Isby and Alderman Hawkins. The Ordinance passed 7-0.

### **C. Public Safety Committee (Police, Fire, District Court, Animal Welfare Unit, Communication Emergency Operations Center, Information Technology & City Attorney)**

#### **1. Consideration to remove fixed asset inventory form the Department of Information Systems & Technology.**

Mayor Castleberry presented Item C1 to the Council. Aaron Knight with the Information Systems & Technology Department addressed the Council stating that the Department is clearing out unused and obsolete equipment and is seeking approval of Council to do so. Alderwoman Isby moved to approve the consideration and Alderwoman Smith seconded it. The motion to approve passed 7-0.

#### **2. Consideration to remove fixed asset inventory form the Animal Welfare Unit.**

Mayor Castleberry presented Item C2 to the Council. Chief Jody Spradlin was present to confirm the request. Alderwoman Smith moved to approve the request and Alderwoman Isby seconded. The motion to approve passed 7-0.

#### **3. Ordinance appropriating funds for the purchase of four compartment slide-in animal control boxes for the Animal Welfare Unit.**

**O-18-22**

Mayor Castleberry presented Item C3 to the Council. Chief Jody Spradlin addressed the Council stating that the funds for the boxes was cut from the budget and now is being requested that funds from the spay and neuter clinic be used for this equipment. Alderwoman Isby made a motion to waive the three readings and Alderwoman Smith seconded it. The motion passed 7-0. 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 Ledbetter, Alderwoman Mehl, Alderman Grimes, Alderman Pruitt, Alderwoman Isby, Alderwoman Smith, and Alderman Hawkins. The Ordinance passed 7-0.

---

---

MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

---

**4. Ordinance appropriating funds for the 911 upgrade for the Conway Emergency Operation Center.  
O-18-23**

Mayor Castleberry presented Item C4 to the Council. Chief Mike Winter addressed the Council along with Chief Jody Spradlin. Chief Spradlin explained that the City is required to upgrade the 911 system every five years. At a cost of \$709,000 over a five year period, this expense is to be shared with the County based on the number of dispatch consoles. The City has 5 dispatch consoles and the County has 3 dispatch consoles. Alderwoman Smith made a motion to waive the three readings and Alderwoman Isby seconded the motion. The motion passed 7-0. Alderwoman Smith made a motion to adopt the Ordinance with the emergency clause and Alderwoman Isby seconded the motion. The Clerk called the roll with the following voting "Aye": Alderwoman Mehl, Alderman Pruitt, Alderman Hawkins, Alderwoman Isby, Alderman Grimes, Alderwoman Smith and Alderman Ledbetter. The Ordinance passed 7-0.

There was no further discussion. The meeting was adjourned.

**Adjournment-----**

*PASSED this 13<sup>th</sup> day of February, 2018*

**APPROVED:**

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

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