

**CERTIFICATE OF RECORD**  
**FAULKNER CO, AR FEE \$20.00**  
 I hereby certify that this instrument was  
 Filed and Recorded in the Official Records  
 In Doc Num **L202023781** 2 Pages  
 RECORDED: 12-21-2020 09:07:33 AM  
 CRYSTAL TAYLOR  
 FAULKNER COUNTY CIRCUIT CLERK  
 BY: PEYTON DOCKERY  
**ORDINANCE**

**City of Conway, Arkansas**  
**Ordinance No. O-20-70**

**AN ORDINANCE AUTHORIZING THE RESTRUCTURING AND THE ADDITION, REVISION, OR RECLASSIFICATION OF CERTAIN TITLES AND SALARIES; AND UPDATING THE AUTHORIZED POSITION LIST FOR THE OFFICE OF THE CITY ATTORNEY; AND FOR OTHER PURPOSES:**

**Whereas**, the Office of the City Attorney requests restructuring of the department and the addition, revision, or reclassification of certain titles and salaries to support recruitment and retention of key personnel; and

**Whereas**, a restructure of the office will also provide for greater support for the attorneys in the office, facilitate cross training among the staff level positions, and provide a more responsive office to the public and City employees, council members, commissioners and board members; and

**Whereas**, all changes to staff and salary will be budget neutral; and

**Whereas**, the Office of the City Attorney requests an updated Authorized Position List as a result of the restructuring.

**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 Office of the City Attorney:

Current Position/Salary		New Position/Salary
Office Manager	\$51,080.55	Administrative Assistant II \$39,986.00
Admin. Assistant I	\$31,732.00	Administrative Assistant II \$39,986.00

**Section 2.** That the monies saved in the restructure (\$2,840.55) will be added to the base salary of the Deputy City Attorney position.

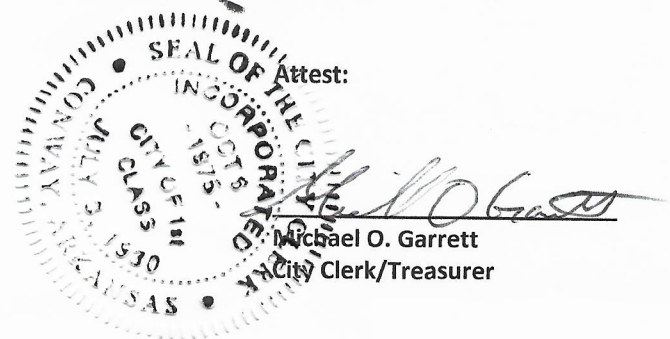
**Section 3.** The City of Conway updates the Authorized Positions List for the Office of the City Attorney as follows:

Title	FY 2020
City Attorney	1
Chief Deputy City Attorney	1
Deputy City Attorney	1
Administrative Assistant II	3

**Section 4.** All ordinances in conflict herewith are repealed to the extent of the conflict.

PASSED this 24<sup>th</sup> day of November, 2020.

Attest:



Approved:

Mayor Bart Castleberry



**CERTIFICATE**

**STATE OF ARKANSAS  
COUNTY OF FAULKNER  
CITY OF CONWAY**

I, Michael Garrett, the duly elected, qualified, and acting: Clerk-Treasurer of the City of Conway, Arkansas, do hereby certify that the attached and foregoing is a true and correct copy of an ordinance presented to the City Council of the City of Conway, Arkansas, at a meeting of that body held on the 24<sup>th</sup> day of November, 2020 same is duly recorded in the minutes of meeting of said Council.

Witness, my hand, and seal of the City of Conway, Arkansas this 4<sup>th</sup> day of December, 2020.

  
**CITY CLERK-TREASURER**

