



City of Conway, Arkansas
CITY COUNCIL
Agenda • April 26, 2022
www.conwayarkansas.gov

Elected Officials

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

Ward 1 Position 1 – Andy Hawkins
Ward 1 Position 2 – David Grimes
Ward 2 Position 1 – Anne Tucker
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

<u>5:30pm:</u>	Discussion of Building Design Standards
<u>6:30pm:</u>	City Council Meeting • City Council Chambers • 1111 Main Street
<u>Call to Order:</u>	Bart Castleberry, Mayor
<u>Roll Call:</u>	Michael O. Garrett, Clerk/Treasurer
<u>Minutes Approval:</u>	April 12 th , 2022
<u>Monthly Financial Report:</u>	Month Ending March 31,2022

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

1. Consideration to approve the nomination for the Conway Housing Authority Board.
2. Resolution to approve grant funds received from the Department of Agriculture for the Conway Tree Board.
3. Consideration to approve a conditional use permit allow religious activities in the A-1 zoning district for +34.09 acres located at the intersection of Donnell Ridge Road and [unbuilt right-of-way] Sherwood Lane.
4. Consideration to approve a conditional use permit to allow swimming pool sales & service in the C-1 zoning district for property located at 611 Court Street, Suite 6.
5. Ordinance to rezone ± 66.87 acres south of Nutters Chapel Road, east of Ridgedale Circle from R-1 to PUD.

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

1. Ordinance appropriating insurance proceed to replace sunshades at the Conway Expo & Event Center.
2. Ordinance appropriating funds for the additional design of Pompe Park.

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

1. Consideration to approve the disposal of inventory for the Conway Police Department.
2. Ordinance appropriating reimbursement funds from various entities for the Conway Police Department.
3. Ordinance waiving the competitive bid requirement and appropriating asset forfeiture funds various equipment for the Conway Police Department.
4. Ordinance waiving the competitive bid requirement and appropriating funds to replace the battery backup system at the Conway Emergency Operations Center.

Adjournment



City of Conway, Arkansas
Monthly Financial Reports
March 31, 2022

City of Conway
 Monthly Financial Report - General Fund
 For the month ended March 31, 2022



Revenues	Budget	Month	Year to Date	Encumbered	(Over)/Under	%
		Activity			Budget	Expend/Collect
Ad Valorem Tax	4,000,000	185,584	527,001		3,472,999	13%
Payments in Lieu of Tax	15,000	-	-		15,000	0%
State Tax Turnback	950,000	61,857	249,568		700,432	26%
Insurance Tax Turnback - LOPFI	1,300,000	-	-		1,300,000	0%
Sales Tax	24,000,000	1,999,884	6,993,440		17,006,560	29%
Beverage Tax	400,000	-	-		400,000	0%
Franchise Fees	3,467,700	382,748	1,032,891		2,434,809	30%
Utility Tap Fees	-	30,280	30,280		(30,280)	-
Office Space Leases	67,400	-	-		67,400	0%
Permits	558,500	54,698	147,947		410,553	26%
Public Safety	2,235,659	84,498	328,109		1,907,550	15%
Parks	633,250	43,579	167,372		465,878	26%
Insurance Proceeds	16,455	-	15,740		715	96%
Interest Income	123,000	99	36,602		86,398	30%
Proceeds from Sale of Assets	-	2,582	3,072		(3,072)	-
Donations	350	-	500		(150)	143%
Miscellaneous Revenues	100,750	14,734	50,429		50,321	50%
Transfers from Other Funds	770,000	-	-		770,000	0%
Total Revenues	38,638,064	2,860,542	9,582,952		29,055,112	25%
Expenditures						
Admin (Mayor, HR)	1,180,881	147,405	312,778	78,742	789,361	26%
Finance	536,892	26,781	63,112	997	472,783	12%
City Clerk/Treasurer	163,561	12,161	31,279	-	132,282	19%
City Council	90,420	7,901	13,742	-	76,678	15%
Planning	755,410	41,745	116,798	98,725	539,887	15%
Physical Plant	703,594	57,339	130,638	7,158	565,798	19%
Information Technology	1,456,799	130,604	241,212	222,798	992,789	17%
Permits and Inspections	490,085	37,688	95,583	792	393,710	20%
Nondepartmental	1,184,103	223,545	360,049	4,152	819,901	30%
Police	13,972,261	1,008,662	2,659,706	153,370	11,159,185	19%
CEOC	1,512,097	111,496	276,337	7,242	1,228,518	18%
Animal Welfare	645,592	36,836	88,239	68,897	488,457	14%
Municipal District Court	951,867	75,888	229,609	333	721,925	24%
City Attorney	611,403	37,268	95,132	1,433	514,838	16%
Fire	13,888,136	883,852	2,285,796	159,677	11,442,663	16%
Parks	3,308,072	267,013	579,896	33,636	2,694,540	18%
Total Expenditures	41,451,174	3,106,184	7,579,906	837,952	33,033,316	18%
Net Revenue/(Expense)	(2,813,109)		2,003,046			

*All figures are unaudited

Notes:

- 1) Budget column is current budget which includes all year-to-date adjustments, if any.

City of Conway
General Fund
2022



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-22-17	1/25/22	Construction of new Fire Station #3	2,579,500
O-22-35	3/22/22	Perimeter fence for Police training facility	93,006
			<u>\$ 2,672,506</u>

City of Conway
 Balance Sheet - General Fund
 As of March 31, 2022



Cash - Operating	13,551,562
Cash - Reserve	1,504,583
Petty Cash	715
Taxes Receivable	4,993,556
Accounts Receivable	4,785,006
Due from Other Funds	9,816
Due from Street	65,499
Due from Component Unit	219,099
Due from Municipal Court	62,383
Fuel Inventory	(11,779)
General Inventory	585
<i>Assets</i>	<u>25,181,026</u>
Accounts Payable	(50,648)
Insurance and Benefits Payable	(71,937)
Event Deposits	3,400
Held for Others - Crimestopper Reward	5,000
Held for Others - Performance Bonds	5,195
Due to Other Funds	43,698
Deferred Revenue	4,123,564
Unearned Revenue - City Hall Lease	980,000
<i>Liabilities</i>	<u>5,038,273</u>
<i>Fund Balance</i>	<u>20,142,753</u>
<i>Total Liabilities & Fund Balance</i>	<u>25,181,026</u>

*All figures are unaudited

City of Conway
 Monthly Financial Report - Street Fund
 For the month ended March 31, 2022



	<u>Budget</u>	<u>Month</u> <u>Activity</u>	<u>Year to</u> <u>Date</u>	<u>Encumbered</u>	<u>(Over)/Under</u>		<u>%</u>
					<u>Budget</u>	<u>Expend/Collect</u>	
Revenues							
Ad Valorem Tax	1,400,000	68,494	194,128		1,205,872		14%
Payments in Lieu of Tax	6,000	-	-		6,000		0%
State Tax Turnback	3,000,000	200,465	694,607		2,305,393		23%
State Tax Turnback - Other	1,640,000	126,681	427,583		1,212,417		26%
Severance Tax	-	26,390	88,715		(88,715)		-
State Tax Turnback - Wholesale	460,000	30,360	98,935		361,065		22%
Sales Tax	325,000	28,022	97,991		227,009		30%
Engineering Fees	15,000	550	3,150		11,850		21%
Interest Income	80,000	-	15,073		64,927		19%
Total Revenues	6,926,000	480,961	1,620,182	-	5,305,818		23%
Expenditures							
Personnel Costs	3,498,042	185,907	503,823	-	2,994,219		14%
Other Operating Costs	<u>4,044,042</u>	<u>150,224</u>	<u>448,218</u>	<u>121,006</u>	<u>3,474,818</u>		<u>11%</u>
Total Operating Costs	7,542,084	336,131	952,041	121,006	6,469,037		13%
Capital Outlay	<u>5,848,943</u>	<u>-</u>	<u>37,631</u>	<u>93,312</u>	<u>5,718,000</u>		<u>1%</u>
Total Expenditures	13,391,027	336,131	989,672	214,318	12,187,037		7%
Net Revenue/(Expense)	(6,465,027)		630,510				

*All figures are unaudited

Notes:

- 1) Budget column is current budget which includes all year-to-date adjustments, if any.

City of Conway
Street Fund
2022



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-22-27	3/8/22	Purchase Conway Corp property	5,178,000

City of Conway
Balance Sheet - Street Fund
As of March 31, 2022



Cash - Operating	7,668,546
Taxes Receivable	69,969
Accounts Receivable	2,109,436
Due from Other Funds	7,354
<i>Assets</i>	<u>9,855,305</u>
Insurance and Benefits Payable	(7,255)
Due to General	65,499
Deferred Revenue	1,517,818
<i>Liabilities</i>	<u>1,576,062</u>
<i>Fund Balance</i>	8,279,243
<i>Total Liabilities & Fund Balance</i>	<u>9,855,305</u>

*All figures are unaudited

City of Conway
 Monthly Financial Report - Sanitation
 For the month ended March 31, 2022



	<u>Budget</u>	<u>Month Activity</u>	<u>Year to Date</u>	<u>Encumbered</u>	<u>(Over)/Under Budget</u>	<u>% Expend/Collect</u>
Revenues						
Sanitation Fees	9,500,000	753,301	2,394,205		7,105,795	25%
Proceeds - Recycled Materials	500,000	119,098	264,583		235,417	53%
Landfill Fees - General	230,000	22,299	55,227		174,773	24%
Insurance Proceeds	-	-	3,558		(3,558)	-
Interest Income	200,000	-	38,422		161,578	19%
Total Revenues	10,430,000	894,698	2,755,995	-	7,674,005	26%
Expenditures						
Personnel Costs	5,562,606	365,841	1,024,372	420	4,537,814	18%
Other Operating Costs	3,415,414	132,069	346,584	98,675	2,970,156	10%
Total Operating Costs	8,978,020	497,910	1,370,956	99,095	7,507,970	15%
Capital Outlay	2,160,003	302,373	310,006	297,900	1,552,097	14%
Total Expenditures	11,138,024	800,283	1,680,962	396,995	9,060,067	15%
Net Revenue/(Expense)	(708,024)		1,075,033			

*All figures are unaudited

Notes:

- 1) Budget column is current budget which includes all year-to-date adjustments, if any.
- 2) Capital outlay is shown here for budgeting purposes, but only depreciation expense will be recorded at year end.

City of Conway
Sanitation Fund
2022

Fund Balance Appropriations



<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
			\$ -

City of Conway
 Balance Sheet - Sanitation
 As of March 31, 2022



Cash - Operating	13,860,857
Petty Cash	200
Post Closure Cash Account	6,144,200
Accounts Receivable	14,011
Due from Other Funds	29,876
Due from Component Unit	903,057
General Inventory	2,122
Land & Buildings	2,424,145
Infrastructure	783,854
Machinery, Equipment & Vehicles	2,381,173
Deferred Outflows of Resources	2,194,273
Deferred Outflows of Resources-OPEB	285,019
<i>Assets</i>	<u>29,022,787</u>
Accounts Payable	6,174
Insurance and Benefits Payable	5,615
Compensated Absences	248,057
Net Pension Obligation	13,981,351
Deferred Inflows of Resources	1,198,395
Deferred Inflows of Resources-OPEB	126,025
Net OPEB Liability	1,006,173
Landfill Close/Post Close	8,362,165
<i>Liabilities</i>	<u>24,933,954</u>
<i>Net Position</i>	<u>4,088,832</u>
<i>Total Liabilities and Net Position</i>	<u>29,022,787</u>

*All figures are unaudited

Note: Capital assets shown at book value (cost less accumulated depreciation).

City of Conway
 Monthly Financial Report - Airport
 For the month ended March 31, 2022



Revenues	Budget	Month Activity	Year to Date	Encumbered	(Over)/Under Budget	% Expend/Collect
Sales Tax	15,000	1,827	5,870		9,130	39%
Airport Fuel Sales	853,460	142,362	280,849		572,611	33%
T-Hangar Rent	178,839	7,742	74,911		103,928	42%
Community Hangar Rent	43,200	4,000	10,800		32,400	25%
Ground Leases	20,257	8,712	26,136		(5,879)	129%
Misc Revenue - Non air	9,000	-	4,100		4,900	46%
Reimbursements from Conway Aircraft	-	-	312,587		(312,587)	-
Miscellaneous Revenues	16,800	1,682	5,937		10,863	35%
Total Revenues	1,136,556	166,325	721,190	-	415,366	63%
Expenditures						
Personnel Costs	326,214	49,056	96,306	-	229,908	30%
Fuel for Resale	600,000	96,736	213,386	-	386,614	36%
Other Operating Costs	149,342	14,639	20,392	10,396	118,553	14%
Total Operating Costs	1,075,556	160,430	330,084	10,396	735,076	31%
Capital Outlay	-	192,811	413,807	10,065	(423,872)	-
Total Expenditures	1,075,556	353,241	743,892	20,461	311,203	69%
Net Revenue/(Expense)	61,000		(22,702)			

*All figures are unaudited

Notes:

- 1) Budget column is current budget which includes all year-to-date adjustments, if any.
- 2) Capital outlay is shown here for budgeting purposes, but only depreciation expense will be recorded at year end.

City of Conway

Airport Fund

2022

Fund Balance Appropriations



<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
			\$ -

City of Conway
 Balance Sheet - Airport
 As of March 31, 2022



Cash - Operating	269,650
Taxes Receivable	4,043
Accounts Receivable - Fuel Vendor	32,922
Fuel Inventory	99,451
Land	1,254,473
Buildings	3,430,723
Machinery & Equipment	234,086
Infrastructure	22,959,891
Deferred Outflows of Resources-OPEB	11,666
<i>Assets</i>	<u>28,296,906</u>
Accounts Payable	93,115
Compensated Absences	5,127
Deferred Inflows of Resources	41,185
Deferred Inflows of Resources-OPEB	5,159
<i>Liabilities</i>	<u>144,586</u>
<i>Net Position</i>	28,152,320
<i>Total Liabilities & Net Position</i>	<u>28,296,906</u>

*All figures are unaudited

Note: Capital assets shown at book value (cost less accumulated depreciation).

City of Conway
Monthly Financial Report - Major Project Funds
As of March 31, 2022



Parks and Rec A&P Tax

Balance, 2/28/22	2,620,758
Receipts	335,543
Payments	(992,428)
Balance, 3/31/22	\$ 1,963,873

Pay as you go Sales Tax

Balance, 2/28/22	7,774,830
Receipts	541,462
Payments	(701,754)
Balance, 3/31/22	\$ 7,614,537

Street Impact Fees

Balance, 2/28/22	1,700,334
Receipts	22,655
Payments	(163,217)
Balance, 3/31/22	\$ 1,559,772

Parks Impact Fees

Balance, 2/28/22	840,808
Receipts	9,606
Payments	(91,215)
Balance, 3/31/22	\$ 759,199

Street Sales Tax

Balance, 2/28/22	13,710,288
Receipts	567,650
Payments	(23,939)
Balance, 3/31/22	\$ 14,253,999



CITY OF CONWAY, ARKANSAS

Office of the Mayor

Mayor Bart Castleberry

www.conwayarkansas.gov

1111 Main Street

Conway, AR 72032

T 501.450.6110

F 501.450.6145

MEMO

To: Mayor Bart Castleberry
City Council Members

From: Felicia T. Rogers

Date: April 21st, 2022

Re: Conway Housing Authority

The Conway Housing Authority approved at their April 18, 2022 board meeting the selection of Rhea Williams to serve on the board.

Ms. Williams will replace Gary Cox and will have a term expiration of May 5, 2027.

Please advise if you have any questions.



Housing Authority of the City of Conway

DIEDRA LEVI
Executive Director

April 18, 2022

Honorable Mayor Bart Castleberry & City Council
City of Conway
1201 Oak Street
Conway, AR 72032

Dear Mayor and City Council Members:

The term of Gary Cox as a commissioner on the Board of the Housing Authority of the City of Conway, expired on December 31st, 2021.

At the Annual meeting held, April 18th, 2022, the Board voted to recommend that Ms. Rhea Williams serve a five-year term as a commissioner on the Board of the Housing Authority of the City of Conway beginning May 5th, 2022. The Board requests the approval of the City Council as to this appointment.

Sincerely,

A handwritten signature in blue ink, appearing to read "Diedra J. Levi".

Diedra J. Levi
Executive Director



**City of Conway, Arkansas
Resolution No. R-22-_____**

A RESOLUTION ACCEPTING A GRANT AWARD FROM THE ARKANSAS DEPARTMENT OF AGRICULTURE (DIVISION OF FORESTRY) TO THE CONWAY CITY TREE BOARD AND PROCEEDING WITH THE IMPLEMENTATION OF THE DAVE WARD INTERSTATE BEAUTIFICATION PROJECT

Whereas, the City of Conway Tree Board has received a grant award from the Arkansas Department of Agriculture for \$8,000 to be utilized for the Dave Ward Interstate Beautification project; and

Whereas, the Dave Ward Drive Interstate Beautification project will create a park-like finish at the interchange exits by clearing ground vegetation and raising the tree canopy; and

Whereas, the Conway Tree Board has committed \$4,000 in matching funds for the project; and

Whereas, the Urban and Community Forestry grant is a 50/50 matching grant; and

Whereas, the Conway Area Chamber of Commerce has also committed to partner with the City and contribute matching funds; and

Whereas, the City is committed to providing maintenance associated with the project; and

Whereas, implementation of the project will need to begin as soon as possible due to the deadline of receiving grant fund reimbursement of August 15, 2022.

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

Section 1. The City of Conway shall award the grant from the Arkansas Department of Agriculture in the amount of \$4,000.

Section 2. The City of Conway does hereby express its support for the Dave Ward Drive Interstate Beautification project and shall authorize the implementation of the project.

Section 3. The City Council does hereby authorize the Mayor to execute all agreements and contracts regarding this project.

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

PASSED this 26th day of April 2022.

Approved:

Mayor Bart Castleberry

Attest:

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



Asa Hutchinson
Governor

ARKANSAS DEPARTMENT OF AGRICULTURE

1 Natural Resources Drive, Little Rock, AR 72205
agriculture.arkansas.gov
(501) 225-1598



Wes Ward
Secretary of Agriculture

September 18, 2020

Isaac Sims
City of Conway Tree Board
844 Faulkner Street
Conway, AR 72034
(501) 960-4366

Dear Mr. Sims,

We are pleased to award an Urban & Community Forestry grant to the City of Conway Tree Board for the Dave Ward Interstate Beautification Project in the amount of \$8,000. Work on your project may begin immediately.

You may request reimbursement as work is accomplished by submitting a letter to me stating what work has been completed and the amount requested for reimbursement. Supporting documentation should be included with the letter, such as copies of invoices, canceled checks, time sheets, donated labor & equipment, sign in sheets, and cash match. Requests for reimbursement should be submitted no more frequently than every 30 days. Before the final disbursement of funds, a budget sheet should be submitted listing all expenses and matching cash and donations. A representative of the Arkansas Department of Agriculture's Forestry Division will conduct a final inspection of the project to ensure that the work proposed in the grant application was completed. As a reminder, your project should be completed by August 15, 2022.

Thank you for your dedication to improving and properly managing your urban forest. We look forward to working with you on this project. Please let us know if we can be of assistance.

Respectfully,

Kristine Kimbro Thomason
Urban & Community Forestry Coordinator



ACTION ITEMS:

1. REMOVE LOWER LIMBS ON EXISTING TREES
2. LINE DRAINAGE SWALES AND CREEKS WITH STONE TO PROVIDE A DISTINCT EDGE AND DIVISION LINE BETWEEN NATURALIZED AND MANICURED AREAS
3. CLEAR ALL EXISTING TREE AREAS OF INVASIVE SPECIES
4. REMOVE ALL UNDERBRUSH FROM EXISTING TREE AREAS
5. REPLANT EXISTING TREE AREAS WITH NATIVE AND ADAPTIVE SPECIES OF FLOWERING PLANTS AND SHRUBS (SEE EXAMPLES)
6. REFOREST AREAS WITH NATIVE HARDWOOD SPECIES
7. PLANT LARGE SCALE SHADE TREES WITH EXCELLENT FALL COLOR ALONG THE ROUTES



1111 MAIN STREET • CONWAY, AR 72032
 (501) 450-6105 • planningcommission@conwayarkansas.gov

MEMO

To: Mayor Bart Castleberry
 cc: City Council Members

From: Rhea Williams, 2022 Planning Commission Chairman
 Date: April 26, 2022

Re: Conditional use request to allow Religious Activities in the A-1 zoning district for ±34.09 acres located at the intersection of Donnell Ridge Rd and Sherwood Ln

Josh Minton, has requested conditional use approval to allow Religious Activities in the A-1 zoning district for ±34.09 acres located at the intersection of Donnell Ridge Rd and Sherwood Ln, with the legal description:

LOTS 46, 47, 48, 49, 50, 68 & 69 SHERWOOD ESTATES

The applicant desires to operate a church/religious activity facility in an A-1 zoning district. This property is adjacent to a mix of zonings including multi-family, industrial, and agricultural. Southwest of this property is currently not in city limits. Given the current zoning in the surrounding area and the Comprehensive Plan, any restriction caused by approval of this request on neighboring properties that require distance criteria from religious institutions will be minimal.

Staff recommendation: Staff recommends approval of the conditional use permit, with the following 4 conditions:

1. The proposed site shall be developed in accordance with Article 1101 of the Conway Zoning Code and must illustrate compliance with site requirements for parking, signage, landscaping, fencing, buffering, outdoor storage, dumpster enclosure, sidewalks, etc.
2. Fire Department must have two separate access points to the property that meet the requirements of the Arkansas Fire Prevention Code. Applicant will be required to improve Sherwood Ln to the Kennedy Ln intersection unless a separate access easement is created that meets these standards.
3. No waivers for paving surfaces may be granted, including the drive around the proposed residential component.
4. Any significant expansions or additions to the structure as well as any changes in the use shall require an amended or new conditional use permit.

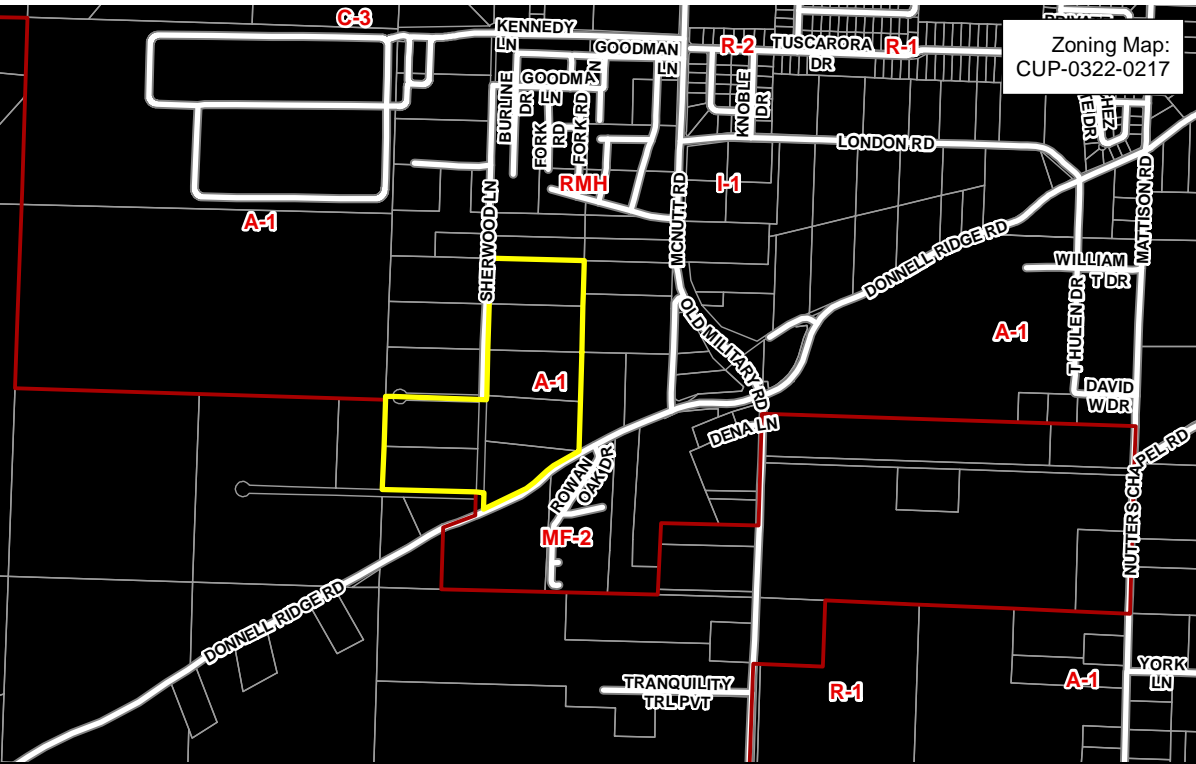
The Planning Commission reviewed the request at its regular meeting on April 18, 2022 and voted 5-0-1 that the request be forwarded to the City Council with a recommendation for approval.

Please advise if you have any questions.

Zoning Map:
CUP-0322-0217

Zoning

- City Limits
- Zoning Codes
 - A-1
 - C-2
 - C-3
 - I-1
 - MF-2
 - PUD
 - R-1
 - R-2
 - RMH





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 (501) 450-6105 • planningcommission@conwayarkansas.gov

MEMO

To: Mayor Bart Castleberry
 cc: City Council Members

From: Rhea Williams, 2022 Planning Commission Chairman
 Date: April 26, 2022

Re: Conditional use request to allow Swimming Pool Sales & Service in the C-1 zoning district for property located at 611 Court Street

David Branscum, has requested conditional use approval to allow Swimming Pool Sales & Service in the C-1 zone for property located at 611 Court St, with the legal description:

LOT 7, 8, 9 & 10 BLK 7 ROBINSONS PLAN AND S 10' OF ALLEY DIST 73 CONWAY DOWNTOWN PARTNERSHIP

The applicant is operating a retail and service store selling pool maintenance products/chemicals as well as pool liners and covers [available by special order] and providing professional pool maintenance and advisory services. The Comprehensive Plan designates the area as a special study area, "...an area within the established central city for refined and detailed land use considerations". While a special study was not conducted, the site has been developed in its current form since 1994.




Staff recommendation: Staff recommends approval of the conditional use permit, with the following 7 conditions:

1. Conditional use is limited to Swimming Pool Sales & Supply establishment.
2. Exterior display and/or storage of products is prohibited.
3. Any chemicals/balance products stored on site shall be stored in a manner to prevent odor trespass being a nuisance to adjacent tenants.
4. All signage shall be permitted and installed in accordance with Article 1301 of the Conway Zoning Code (Sign Ordinance).
5. Any expansion of or change to the use shall require an amended or new conditional use permit.
6. No variance of any kind may be subsequently requested.
7. The conditional use shall automatically expire if the approved use ceases for more than 18 consecutive months.

The Planning Commission reviewed the request at its regular meeting on April 18, 2022 and voted 7-0 that the request be forwarded to the City Council with a recommendation for approval.

Please advise if you have any questions.

Zoning

-  City Limits
- Zoning Codes**
-  C-1
-  C-3





City of Conway, Arkansas
Ordinance No. O-22- _____

**AN ORDINANCE AMENDING SECTIONS 201.1 AND 201.3 OF THE CONWAY ZONING CODE TO REZONE
PROPERTY LOCATED SOUTH OF NUTTERS CHAPEL ROAD, EAST OF RIDGEDALE CIRCLE FROM R-1 TO PUD:**

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

Section 1: The Zoning District Boundary Map of the Conway Land Development Code be amended by changing all the **R-1** symbols and indications as shown on the Zoning District Boundary Map in an area described as follows:

Being a part of the E1/2 NW1/4 of Section 27, T-5-N, R-14-W, and also Lots 19 and 20 Ridgedale Subdivision, and unrecorded plat, being a part of the W1/2 NW1/4 of Section 27, T-5-N, R-14-W, Faulkner County, Arkansas; more particularly described as: Commencing at the SW corner of said E1/2 NW1/4, said point being the Point of Beginning; thence along the West line of said E1/2 NW1/4 N01°43'54"E 805.13 feet to the SE corner of said Lot 20 Ridgedale Subdivision; thence leaving said West line N87°39'59"W 350.43 feet to the SW corner of said Lot 20, said point being in the centerline of Ridgedale Circle; thence along said centerline N02°19'22"E 284.16 feet; thence continue along said centerline N08°07'50"W 113.68 feet to the NW corner of Lot 19 Ridgedale Subdivision; thence leaving said centerline S87°32'12"E 366.98 feet to the NE corner of said Lot 19, said point being on the West line of said E1/2 NW1/4; thence along said West line N01°43'54"E 895.62 feet; thence leaving said West line S87°17'35"E 531.80 feet; thence N01°19'09"E 20.75 feet; thence S83°22'32"E 794.28 feet to the East line of said E1/2 NW1/4; thence along said East line S01°47'08"W 2075.08 feet to the SE corner of said E1/2 NW1/4; thence leaving said East line, along the South line of said E1/2 NW1/4 N86°44'25"W 1321.47 feet to the Point of Beginning, containing 66.87 acres more or less.

to those of **PUD**, and a corresponding use district is hereby established in the area above described and said property is hereby rezoned.

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

PASSED this 26th day April, 2022.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer



1111 MAIN STREET • CONWAY, AR 72032
501) 450-6105 • planningcommission@cityofconway.org

MEMO

To: Mayor Bart Castleberry
cc: City Council Members

From: Rhea Williams, 2022 Planning Commission Chairman
Date: April 26, 2022

Re: Request to rezone from R-1 to PUD ± 66.87 acres located south of Nutters Chapel Road, east of Ridgedale Circle

Tim Files has requested to rezone from R-1 to PUD ± 66.87 acres located south Nutters Chapel Road, east of Ridgedale Circle, with the legal description:

Being a part of the E1/2 NW1/4 of Section 27, T-5-N, R-14-W, and also Lots 19 and 20 Ridgedale Subdivision, and unrecorded plat, being a part of the W1/2 NW1/4 of Section 27, T-5-N, R-14-W, Faulkner County, Arkansas; more particularly described as: Commencing at the SW corner of said E1/2 NW1/4, said point being the Point of Beginning; thence along the West line of said E1/2 NW1/4 N01°43'54"E 805.13 feet to the SE corner of said Lot 20 Ridgedale Subdivision; thence leaving said West line N87°39'59"W 350.43 feet to the SW corner of said Lot 20, said point being in the centerline of Ridgedale Circle; thence along said centerline N02°19'22"E 284.16 feet; thence continue along said centerline N08°07'50"W 113.68 feet to the NW corner of Lot 19 Ridgedale Subdivision; thence leaving said centerline S87°32'12"E 366.98 feet to the NE corner of said Lot 19, said point being on the West line of said E1/2 NW1/4; thence along said West line N01°43'54"E 895.62 feet; thence leaving said West line S87°17'35"E 531.80 feet; thence N01°19'09"E 20.75 feet; thence S83°22'32"E 794.28 feet to the East line of said E1/2 NW1/4; thence along said East line S01°47'08"W 2075.08 feet to the SE corner of said E1/2 NW1/4; thence leaving said East line, along the South line of said E1/2 NW1/4 N86°44'25"W 1321.47 feet to the Point of Beginning, containing 66.87 acres more or less.

The applicant is seeking to rezone the property from R-1 to PUD for the construction of 154 lots to be built out in three phases. This development will be for single family homes. All streets will be private drives and will be privately maintained.

Staff recommendation: Staff recommends approval of the PUD application, pending revisions, with the conditions listed below. The proposed use and density are consistent with the Comprehensive Plan.

The Planning Commission reviewed the request at its regular meeting on April 18, 2022 and voted 6-0 that the request be forwarded to the City Council with a recommendation for approval with the following 10 conditions:

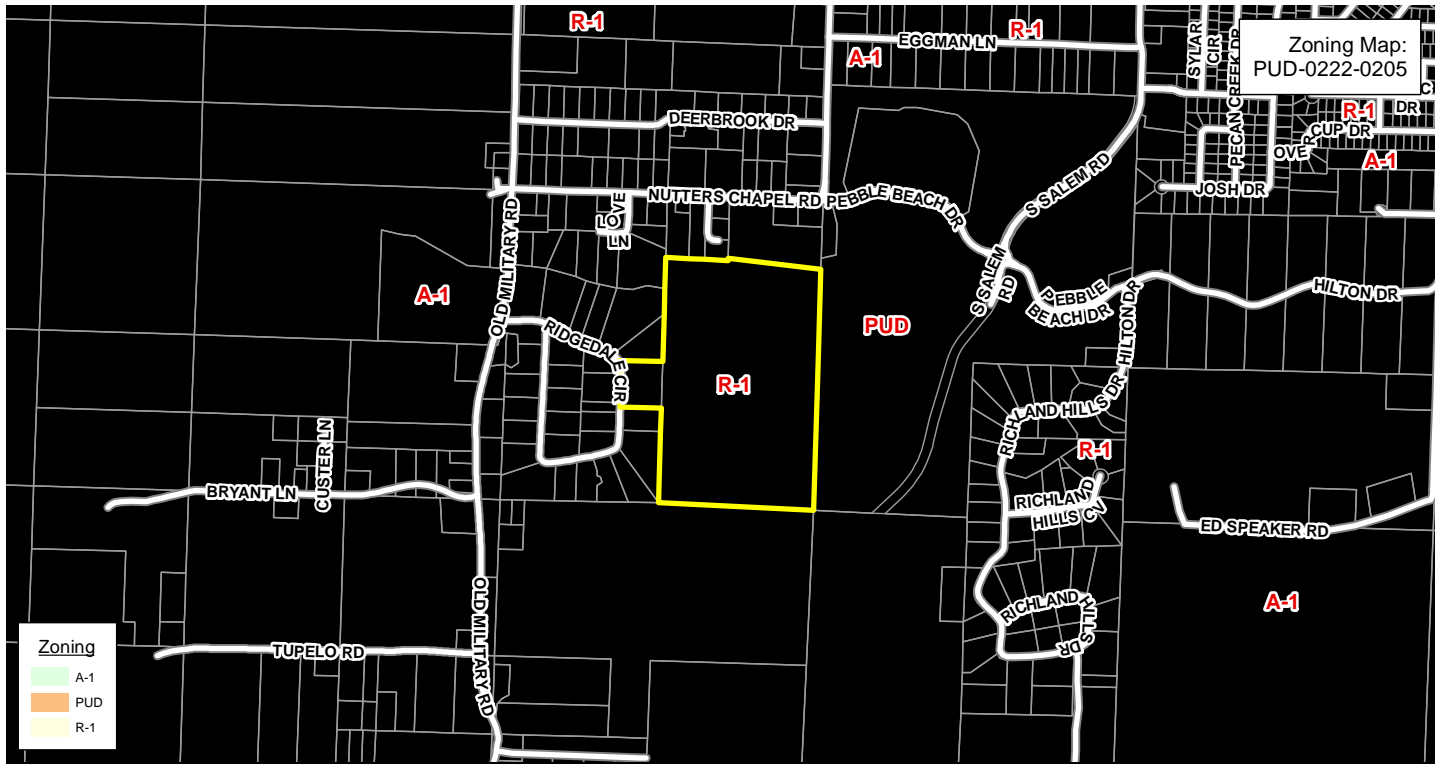
1. Permitted uses are limited to one-family residential uses.
2. All standards and uses other than those defined shall be governed by restrictions of the R-1 zoning district.
3. New buildings shall only be of the following materials:

- Brick/stone
 - Cement fiber board (Hardie® siding board)
 - Wood
 - Other materials as approved by the Planning Director
4. Vinyl siding shall be prohibited.
 5. Any proposed fencing shall be approved by the Planning Director prior to installation.
 6. Streets H and I require design revisions. The plan, as proposed, will not be approved until all applicable departments approve the street designs and layout.
 7. Applicant shall plat the property in accordance with the Subdivision Regulations, at which time setbacks will be finalized. Setbacks shall generally follow applicant's proposal.
 8. Applicant shall return a signed copy of the final development plan prior to the issuance of building permits.
 9. All street and roadway improvement shall be privately maintained.
 10. A Property Owners' Association or improvement district shall be required to be formed and operate in perpetuity to maintain all common areas and improvements such as streets, sidewalks, and drainage. The association or district shall be required to be active prior to filing of the final plat.

Please advise if you have any questions.

Zoning

- A-1
- PUD
- R-1





CITY OF CONWAY | 1111 Main Street
Planning and Development | Conway, AR 72032
T 501.450.6105
F 501.450.6144
www.conwayarkansas.gov

April 26, 2022

**THE ESTATES PLANNED UNIT DEVELOPMENT FINAL DEVELOPMENT PLAN
SOUTH OF NUTTERS CHAPEL ROAD, EAST OF RIDGEDALE CIRCLE
CONWAY, AR 72034**

Applicant:

Tim Files
45 River Estates Cove
Little Rock, AR 72223

Legal Description:

Being a part of the E1/2 NW1/4 of Section 27, T-5-N, R-14-W, and also Lots 19 and 20 Ridgedale Subdivision, and unrecorded plat, being a part of the W1/2 NW1/4 of Section 27, T-5-N, R-14-W, Faulkner County, Arkansas; more particularly described as: Commencing at the SW corner of said E1/2 NW1/4, said point being the Point of Beginning; thence along the West line of said E1/2 NW1/4 N01°43'54"E 805.13 feet to the SE corner of said Lot 20 Ridgedale Subdivision; thence leaving said West line N87°39'59"W 350.43 feet to the SW corner of said Lot 20, said point being in the centerline of Ridgedale Circle; thence along said centerline N02°19'22"E 284.16 feet; thence continue along said centerline N08°07'50"W 113.68 feet to the NW corner of Lot 19 Ridgedale Subdivision; thence leaving said centerline S87°32'12"E 366.98 feet to the NE corner of said Lot 19, said point being on the West line of said E1/2 NW1/4; thence along said West line N01°43'54"E 895.62 feet; thence leaving said West line S87°17'35"E 531.80 feet; thence N01°19'09"E 20.75 feet; thence S83°22'32"E 794.28 feet to the East line of said E1/2 NW1/4; thence along said East line S01°47'08"W 2075.08 feet to the SE corner of said E1/2 NW1/4; thence leaving said East line, along the South line of said E1/2 NW1/4 N86°44'25"W 1321.47 feet to the Point of Beginning, containing 66.87 acres more or less.

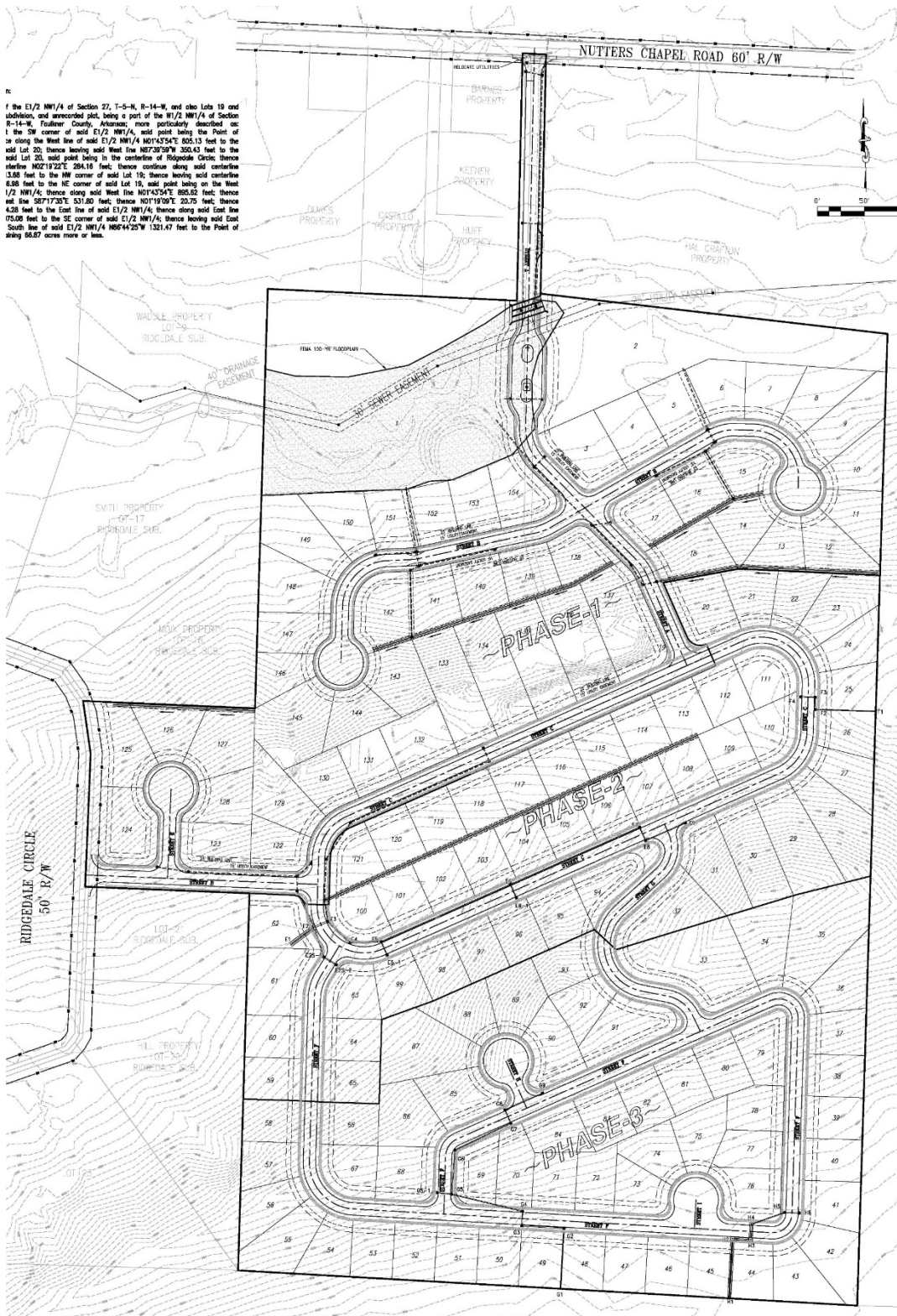
The Estates PUD Final Development Plan Conditions:

1. Permitted uses are limited to one-family residential uses.
2. All standards and uses other than those defined shall be governed by restrictions of the R-1 zoning district.
3. New buildings shall only be of the following materials:
 - Brick/stone
 - Cement fiber board (Hardie® siding board)
 - Wood
 - Other materials as approved by the Planning Director
4. Vinyl siding shall be prohibited.
5. Any proposed fencing shall be approved by the Planning Director prior to installation.
6. Streets H and I require design revisions. The plan, as proposed, will not be approved until all applicable departments approve the street designs and layout.

7. Applicant shall plat the property in accordance with the Subdivision Regulations, at which time setbacks will be finalized. Setbacks shall generally follow applicant's proposal.
8. Applicant shall return a signed copy of the final development plan prior to the issuance of building permits.
9. All street and roadway improvement shall be privately maintained.
10. A Property Owners' Association or improvement district shall be required to be formed and operate in perpetuity to maintain all common areas and improvements such as streets, sidewalks, and drainage. The association or district shall be required to be active prior to filing of the final plat.

Applicant/Owner

Date



f the E1/2 NW1/4 of Section 27, T-5-N, R-14-W, and also Lots 19 and
 addition, and unrecorded plat, being a part of the W1/2 NW1/4 of Section
 8-14-W, Folsom County, Arizona; more particularly described as:
 t the SW corner of said E1/2 NW1/4, said point being the Point of
 of along the West line of said E1/2 NW1/4 N01°45'54"E 806.13 feet to the
 said Lot 20; thence leaving said West line N07°32'59"W 350.43 feet to the
 said Lot 20; said point being in the centerline of Ridgedale Circle; thence
 relative N02°19'22"E 204.16 feet; thence continue along said centerline
 13.86 feet to the NW corner of said Lot 19; thence leaving said centerline
 8.88 feet to the NE corner of said Lot 19, said point being on the West
 1/2 NW1/4; thence along said West line N01°45'54"E 806.63 feet; thence
 set the S07°17'35"E 531.80 feet; thence N01°19'09"E 20.75 feet; thence
 4.28 feet to the East line of said E1/2 NW1/4; thence along said East line
 03.08 feet to the SE corner of said E1/2 NW1/4; thence leaving said East
 South line of said E1/2 NW1/4 N06°44'25"W 1321.47 feet to the Point of
 string 96.87 acres more or less.

James Walden, AICP
 Director of Planning & Development
 The Estates PUD Final Development Plan



City of Conway, Arkansas
Ordinance No. O-22

AN ORDINANCE APPROPRIATING INSURANCE FUNDS FOR THE CONWAY PARKS AND RECREATION DEPARTMENT; AND FOR OTHER PURPOSES:

Whereas The Conway Parks and Recreation Department has received a check in the amount of \$5,510 from Shelter Mutual Insurance for insurance proceeds toward the property damage of a sunshade at Conway Expo and Event Center; and

Whereas, The City of Conway has receipted this check on April 18, 2022 to the Insurance Proceeds General Account (001.119.4360); and

Whereas, The Conway Parks Department will use these funds to purchase a replacement sunshade.

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 in the amount of \$5,510 from the Insurance Proceeds Account (001.119.4360) to the Conway Parks Department Building Maintenance Account (001.140.5410).

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

PASSED this 26th day of April 2022.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer



**City of Conway, Arkansas
Ordinance No. O-22-_____**

AN ORDINANCE TO APPROPRIATING FUNDS FOR ADDITIONAL SERVICES FROM CRAFTON, TULL, & ASSOCIATES FOR THE POMPE PARK PROJECT FOR CONWAY PARKS & RECREATION, AND FOR OTHER PURPOSES

Whereas, Crafton Tull & Associates was approved for the Pompe Park project on November 9th, 2021; and

Whereas, Crafton, Tull, & Associates Inc. provided the originally master plan design for Pompe Park for the City of Conway; and

Whereas, modifications have been to the original scope that includes but not limited to additional civil engineering, traffic study, FEMA map revisions, specifications for parking, trails, memorial design and construction, pedestrian bridge design and construction documents in Pompe Park; and

Whereas, the City of Conway has funds available in the A&P Fund and would like to appropriate funds in the amount of \$41,765 for the additional services

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

Section 1. The City of Conway approve the Mayor to sign all necessary documents related to the stated above project.

Section 2. The City of Conway shall appropriate \$41,765 from the A&P Fund Balance Appropriation account 252-000-4900 into the A&P CIP - Misc account 252-140-5990.

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

PASSED this 26th day of April, 2022.

Approved:

Mayor Bart Castleberry

Attest:

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

MEMORANDUM

TO: Mayor Bart Castleberry
City Council Members

FROM: Chief William Tapley

DATE: April 26, 2022

SUBJECT: Request for disposal of asset

The Conway Police Department has requested the disposal of a paper shredder. The City of Conway Property tag number is 114-84. This item has been replaced and is no longer needed. I would like to request approval to remove this item from our inventory listing and to dispose of the item.

Thank you for your consideration.



**City of Conway, Arkansas
Ordinance No. O-22-_____**

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	\$25,861.79	Extra Duty Services
Various Companies	\$1,000.00	Donations
St. Francis Vet Clinic	\$397.63	Overpayment
Municipal Vehicle Program	\$2,883.30	Insurance Proceeds
Municipal Vehicle Program	\$3,016.53	Insurance Proceeds

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 \$25,861.79 from 001.121.4185 to the CPD overtime expense account, 001.121.5114.

Section 2. The City of Conway shall appropriate funds from various companies in the amount of \$1,000 from 001.121.4705 to the CPD grant and donation expense account 001.121.5760.

Section 3. The City of Conway shall appropriate funds from St. Francis Vet Clinic in the amount of \$397.63 from 001.121.4799 to the CPD Other Miscellaneous expense account 001.121.5799.

Section 4. The City of Conway shall appropriate funds from Municipal Vehicle Program in the amount of \$2,883.30 from 001.119.4360 to the CPD vehicle maintenance expense account 001.121.5450.

Section 5. The City of Conway shall appropriate funds from Municipal Vehicle Program in the amount of \$3,016.53 from 001.119.4360 to the AWU vehicle maintenance expense account 001.127.5450.

Section 6. All ordinances in conflict herewith are repealed to the extent of the conflict.

PASSED this 26th day of April, 2022.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer



**City of Conway, Arkansas
Ordinance No. O-22-_____**

AN ORDINANCE WAIVING BIDS FOR THE PURCHASE OF LPR EQUIPMENT FROM SKY COP FOR THE CONWAY POLICE DEPARTMENT; AN ORDINANCE APPROPRIATING ASSET FORFEITURE FUNDS TO THE POLICE DEPARTMENT; AND FOR OTHER PURPOSES

Whereas, the Conway Police Department needs to purchase the LPR system, computer equipment, and equipment for the power source for the department; and

Whereas, Sky Cop is the sole source provider for the LPR system and products, therefore, it is the desire of the City Council to waive bids; and

Whereas, the Conway Police Department needs approximately \$30,732.17 to purchase equipment for our fleet department including a vehicle lift, A/C machine, wheel balancer, air compressor, watt transformer, air cleaner/dryer, shop cabinet and shop accessories; and

Whereas, the Conway Police Department needs approximately \$14,000.00 to purchase ammunition needed for SWAT training.

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

Section 1. The City of Conway shall accept Sky Cop as the sole source provider and hereby waive competitive bid requirements for the LPR system, computer equipment, and equipment for the power source at a cost of \$58,000.

Section 2. The City of Conway shall appropriate funds in the amount of \$58,000 from the Fund Balance Account (250.000.4900) into the following Asset Forfeiture expense accounts:
250-121-5930 \$54,500.00
250-121-5650 \$3,500.00

Section 3. The City of Conway shall appropriate funds in the amount of \$30,732.17 from the Fund Balance Account (250.000.4900) into the following Asset Forfeiture expense accounts:
250-121-5910 \$22,287.69
250-121-5680 \$8,444.48

Section 4. The City of Conway shall appropriate funds in the amount of \$14,000 from the Fund Balance Account (250.000.4900) into the Asset Forfeiture Small Equipment/Tools revenue account (250.121.5680).

Section 5. All ordinances in conflict herewith are repealed to that extent of conflict.

PASSED this 26th day of April, 2022.

Approved:

Attest:

Mayor Bart Castleberry

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



City of Conway, Arkansas
Ordinance No. O-22- _____

AN ORDINANCE APPROPRIATING FUNDS TO REPLACE THE BATTERY BACKUP SYSTEM AT THE CONWAY EMERGENCY OPERATIONS CENTER (CEOC); DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES:

Whereas, the primary battery backup system at the Emergency Operations Center is at the end of its useful life and in need of replacement; and

Whereas, this system ensures that all computers and technical equipment used by dispatchers stays on and operable in the event of a power outage until the backup generator can re-establish facility wide power; and

Whereas, the City recommends Council approve Vision Data Spaces to the replacement battery backup system, therefore, it is the desire of the City that Council to waive bids; and

Whereas, the total expected cost is \$66,500, this is not included in the 2022 General Fund Budget; and

Whereas Faulkner County contributed half the cost of the system replacement in the 2020 fiscal year; and

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 in the amount of \$66,500 from the General Fund Balance Appropriation Account (001.119.4900) to the CEOC Computer Equipment account (001.125.5930).

Section 2. The City of Conway shall waive the bid process and approve Vision Data Spaces for the above states project and service.

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

Section 4. 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 26th day of April 2022.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer