

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, December 10<sup>th</sup>, 2019 City Council Agenda**

Judge Russell L. “Jack” Roberts District Court Building – 810 Parkway St., Conway, AR 72032

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<b><u>5:30pm:</u></b>	<b>No Committee Meeting</b>
<b><u>6:30pm:</u></b>	City Council Meeting
<b><u>Call to Order:</u></b>	Bart Castleberry, Mayor
<b><u>Roll Call:</u></b>	Michael O. Garrett, Clerk/Treasurer
<b><u>Minutes Approval:</u></b>	November 26 <sup>th</sup> , 2019

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**Report of Standing Committees:**

**A. Economic Development Committee (Conway Area Chamber of Commerce, Conway Development Corporation, Conway Downtown Partnership, & Conway Corporation)**

1. Public hearing to discuss an ordinance authorizing the issuance of industrial development revenue bonds for the construction and equipping of an expansion to certain existing industrial facilities located at 670 Equity Avenue and 780 Equity Avenue to be utilized by SFI of Arkansas.
2. Ordinance authorizing the issuance of industrial development revenue bonds for the construction and equipping of an expansion to certain existing industrial facilities located at 670 Equity Avenue and 780 Equity Avenue to be utilized by SFI of Arkansas.
3. Public hearing to discuss an ordinance authorizing the issuance of industrial development revenue bonds for the financing for the acquisition, construction, renovation, refurbishment and equipping certain industrial facilities located at 1800 Sturgis Road.
4. Ordinance authorizing the issuance of industrial development revenue bonds for the financing for the acquisition, construction, renovation, refurbishment and equipping certain industrial facilities located at 1800 Sturgis Road.

**B. Community Development Committee (Airport, Community Development, Planning & Development, Permits & Inspection (Code Enforcement), Historic District, Transportation)**

1. Consideration to approve the boards and nominations for the Oak Grove Cemetery, Airport Advisory board, Planning Commission, Historic District Commission, Bicycle & Pedestrian Advisory Board and Conway Tree Board.
2. Resolution requesting Faulkner County Tax Collector to place a lien against property located at 1208 Davis Street for expenses incurred by the City.
3. Resolution requesting Faulkner County Tax Collector to place a lien against property located at 516 Ash Street for expenses incurred by the City.
4. Resolution authorizing an application to the AR Economic Development for repairs and equipment at the Conway Municipal Airport at Cantrell Field.

5. Ordinance authorizing a reclassification within the Airport Department.
6. Consideration to enter into an agreement with Crafton Tull to provide engineering services associated with the Tucker Creek Trail Extension Project for the Transportation Department.
7. Resolution approving a change order for the Markham Street Jump Start Project federal aid surface transportation program fund.
8. Consideration to modify the contract with Accela for the Planning & Development Department.
9. Ordinance correcting the ward assignment of property that was annexed by Ordinance No. O-19-119.
10. Ordinance amending the Conway Subdivision concerning submission deadlines for various application types for the Planning & Development Department.

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

1. Ordinance authorizing the restructuring and the addition, revision, or reclassification of certain titles and salaries and updating the authorized position list for the Department of Sanitation.

**D. 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. Ordinance appropriating insurance proceeds received from the Municipal Vehicle Program for the Information Technology Department.
2. Consideration to approve the disposal of vehicles for the Conway Police Department.
3. Ordinance appropriating reimbursement funds from various entities for the Conway Police Department.
4. Ordinance accepting grant proceeds awarded to the Conway Fire Department Bomb Squad.

**E. Finance**

1. Ordinance to approve the FY2020 City of Conway budget.

**F. New Business**

1. Discussion regarding the December 24<sup>th</sup>, 2019 City Council Meeting.

**Adjournment**

**NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a public hearing will be held at the time and place set forth below before the Mayor and the City Council of the City of Conway, Arkansas (the “City”), on the question of the adoption of an ordinance authorizing the issuance of not to exceed \$4,000,000 in aggregate principal amount of Taxable Industrial Development Revenue Bonds, Series 2019 (the “Bonds”), by the City, under the authority of Act No. 9 of the First Extraordinary Session of the Sixty-Second General Assembly of the State of Arkansas, approved January 21, 1960, as amended (“Act 9”). The Bonds will be issued to provide financing for the construction and equipping of an expansion to certain existing industrial facilities (the “Project”) located at 670 Equity Avenue and 780 Equity Avenue in the City to be utilized by SFI of Arkansas LLC, an Arkansas limited liability company (the “Company”), in its business of light to medium gauge metal fabrication for original equipment manufacturers serving the agricultural, construction, consumer, transportation and defense sectors. The Project will be owned by the City and leased to the Company pursuant to an agreement providing for rental payments by the Company sufficient in amount to provide for the payment of principal, premium, if any, and interest on the Bonds.

Any persons interested may express their views, both orally and in writing, on the proposed issuance of the Bonds and on the location and nature of the improvements to be financed before the Mayor and City Council at a public hearing to be held on Tuesday, December 10, 2019, at 6:30 p.m., in the courtroom of the District Court Building, 810 Parkway, Conway, Arkansas. At such hearing, all objections and suggestions will be heard and considered, and such action will be taken as is deemed proper in response to said suggestion and objections.

Dated: November 26, 2019

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**PUBLICATION INSTRUCTIONS:** Publish one time on or before November 30, 2019 in *The Log Cabin Democrat*. Send two (2) proofs of publication to Kutak Rock LLP, 124 West Capitol Avenue, Suite 2000, Little Rock, AR 72201, Attn: Gordon M. Wilbourn.

## ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AUTHORIZING THE ISSUANCE OF TAXABLE INDUSTRIAL DEVELOPMENT REVENUE BONDS UNDER THE AUTHORITY OF ACT NO. 9 OF 1960, AS AMENDED, FOR THE PURPOSE OF SECURING AND DEVELOPING INDUSTRY WITHIN THE CITY; AUTHORIZING THE EXECUTION AND DELIVERY OF A BOND PURCHASE AGREEMENT PROVIDING FOR THE SALE OF THE BONDS; AUTHORIZING THE EXECUTION AND DELIVERY OF A TRUST INDENTURE SECURING THE BONDS; AUTHORIZING THE EXECUTION AND DELIVERY OF A LEASE AGREEMENT BETWEEN THE CITY, AS LESSOR, AND SFI OF ARKANSAS LLC, AS LESSEE; AUTHORIZING THE EXECUTION AND DELIVERY OF AN AGREEMENT FOR PAYMENTS IN LIEU OF TAXES; AUTHORIZING THE EXECUTION AND DELIVERY OF OTHER DOCUMENTS RELATING TO THE ISSUANCE OF THE BONDS; PRESCRIBING OTHER MATTERS RELATING THERETO; AND DECLARING AN EMERGENCY.**

**WHEREAS**, the City of Conway, Arkansas (the “City”) is authorized under the provisions of the Municipalities and Counties Industrial Development Revenue Bond Law, Arkansas Code Annotated (1998 Repl. & 2017 Supp.) Sections 14-164-201 *et seq.* (the “Act”), to own, acquire, construct, reconstruct, improve, equip and lease facilities to secure and develop industry and to assist in the financing thereof by the issuance of bonds payable from the revenues derived from such facilities; and

**WHEREAS**, the City, pursuant to Resolution No. R-19-48 adopted on September 24, 2019, the City has previously expressed its intent to issue its industrial development revenue bonds under the Act for the purposes hereinafter described for the benefit of SFI of Arkansas LLC, an Arkansas limited liability company (the “Company”), such bonds to be issued as described below; and

**WHEREAS**, the necessary arrangements have been made with the Company for the financing of an industrial project consisting of the construction and equipping of an expansion to existing manufacturing facilities (the “Project”) located at 670 Equity Avenue and 780 Equity Avenue within the corporate boundaries of the City and to be utilized by the Company in its business of light to medium gauge metal fabrication for original equipment manufacturers serving the agricultural, construction, consumer, transportation and defenses sectors; and

**WHEREAS**, permanent financing of the Project costs, necessary costs and expenditures incidental thereto and the cost of the issuance of bonds is being furnished by the City pursuant to the Act through the issuance of its Taxable Industrial Development Revenue Bonds (SFI of Arkansas Project), in the principal amount of not to exceed Four Million Dollars (\$4,000,000) (the “Bonds”); and

**WHEREAS**, an open public hearing on the question of the issuance of the Bonds was held before the City Council on December 10, 2019, following publication of notice in *The Log Cabin Democrat* on November 30, 2019; and

**WHEREAS**, the Bonds will be issued pursuant to the terms and provisions of a Trust Indenture to be dated as of the date of delivery of the Bonds (the “Indenture”), by and between the City and a financial institution mutually acceptable to the City and the Company, as trustee (the “Trustee”); and

**WHEREAS**, the necessary arrangements have been made by the City to lease the Project to the Company pursuant to the terms of a Lease Agreement to be dated as of the date of delivery of the Bonds (the “Lease Agreement”);

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

Section 1. The City Council makes the following findings and determinations:

(a) Based on information compiled and released by the Arkansas Department of Workforce Services, unemployment in Faulkner County during September of 2019 averaged 2.9%. Completion of the Project is expected to provide additional employment and other benefits to residents of the City.

(b) The Company currently intends to utilize the Project in its business of light to medium gauge metal fabrication for original equipment manufacturers serving the agricultural, construction, consumer, transportation and defenses sectors.

(c) The Company’s presence within the City is an important factor in the economic well-being and employment base for the City and its inhabitants.

(d) The Bonds shall not constitute general obligations of the City within the meaning of any constitutional or statutory limitation, but shall be special limited obligations of the City as provided in the Act, the principal and interest on which shall be payable solely from the revenues or other receipts, funds, monies and property pledged therefor under the Indenture.

Section 2. There is hereby authorized and directed the issuance from time to time of the Bonds and the sale thereof to an affiliate of the Company (the “Purchaser”) pursuant to the terms and provisions of a Bond Purchase Agreement to be dated as of the date of delivery of the Bonds (the “Bond Purchase Agreement”), which Bond Purchase Agreement is specifically approved in Section 3 hereof. The Bonds shall be sold at the purchase price of par plus accrued interest, if any, and shall be issued and delivered according to the terms and provisions of the Bond Purchase Agreement. The Bonds shall be issued in the original aggregate principal amount of not to exceed Four Million Dollars (\$4,000,000), shall be dated as of the date of their delivery, shall have a final maturity of December 31, 2039, shall bear interest at the rate of 3.50% per annum, shall be in the form, and shall be issued upon the terms and conditions recommended by the Company, all as more particularly set forth in the Trust Indenture approved in Section 4 hereof. The Mayor is hereby authorized and directed to execute and deliver the Bonds from time to time as requested by the Company, and the City Clerk is hereby authorized and directed to execute and deliver the Bonds

and to affix the seal of the City thereto, and the Mayor and City Clerk are hereby authorized and directed to cause the Bonds to be authenticated by the Trustee.

Section 3. To prescribe the terms and conditions upon which the Bonds are to be sold to the Purchaser, the Mayor is hereby authorized and directed to execute at the request of the Company the Bond Purchase Agreement on behalf of the City, by and between the City and the Purchaser, and approved by the Company. The Bond Purchase Agreement is hereby approved in substantially the form submitted to this meeting, and the Mayor, with the counsel of the City Attorney, is hereby authorized to confer with the Purchaser, the Company and Kutak Rock LLP, Little Rock, Arkansas (“Bond Counsel”), in order to complete the Bond Purchase Agreement in substantially the form submitted to this meeting, with such changes as shall be approved by such persons executing the document, their execution to constitute conclusive evidence of such approval.

(Advice is given that a copy of the Bond Purchase Agreement in substantially the form authorized to be executed is on file with the City Clerk and is available for inspection by any interested person.)

Section 4. To prescribe the terms and conditions upon which the Bonds are to be secured, executed, authenticated, issued, accepted and held, the Mayor and the City Clerk are hereby authorized and directed to execute, acknowledge and deliver the Trust Indenture, by and between the City and the Trustee, and the Mayor and City Clerk are hereby authorized and directed to cause the Trust Indenture to be accepted, executed and acknowledged by the Trustee. The Trust Indenture is hereby approved in substantially the form submitted to this meeting, and the Mayor, with the counsel of the City Attorney, is hereby authorized to confer with the Trustee, the Company, the Purchaser and Bond Counsel in order to complete the Trust Indenture in substantially the form submitted to this meeting, with such changes as shall be approved by such persons executing the document, their execution to constitute conclusive evidence of such approval.

(Advice is given that a copy of the Trust Indenture in substantially the form authorized to be executed is on file with the City Clerk and is available for inspection by any interested person.)

Section 5. There is hereby authorized and directed the execution and delivery of the Lease Agreement by and between the City, as lessor, and the Company, as lessee, and the Mayor and the City Clerk are hereby authorized to execute, acknowledge and deliver the Lease Agreement for and on behalf of the City. The Lease Agreement is hereby approved in substantially the form submitted to this meeting, and the Mayor, with the counsel of the City Attorney, is hereby authorized to confer with the Company, the Trustee, the Purchaser and Bond Counsel in order to complete the Lease Agreement in substantially the form submitted to this meeting, with such changes as shall be approved by such persons executing the document, their execution to constitute conclusive evidence of such approval.

(Advice is given that a copy of the Lease Agreement in substantially the form authorized to be executed is on file with the City Clerk and is available for inspection by any interested person.)

Section 6. The City and the Company recognize that under Article 16, Section 5, of the Constitution of the State of Arkansas, as interpreted under past decisions of the Supreme Court of the State of Arkansas applicable to facilities financed pursuant to the Act, including particularly the case of Wayland v. Snapp, 232 Ark. 57, 334 S.W.2d 663 (1960), the Project will be exempt from *ad valorem* taxation. Although the City makes no representation as to the continued precedential value of such past decisions, the Company has agreed to enter into an Agreement for Payments in Lieu of Taxes to be dated as of the date of its execution (the “PILOT Agreement”) requiring the Company to make certain payments in lieu of all *ad valorem* taxes which would otherwise be levied on the Project real and personal property by local public bodies with taxing power. In order to provide for such payments, there is hereby authorized and directed the execution and delivery of the PILOT Agreement, and the Mayor is hereby authorized to execute and deliver the PILOT Agreement for and on behalf of the City. The PILOT Agreement is hereby approved in substantially the form submitted to this meeting, and the Mayor, with the counsel of the City Attorney, is hereby authorized to confer with the Company and Bond Counsel in order to complete the PILOT Agreement in substantially the form submitted to this meeting, with such changes as shall be approved by such persons executing the document, their execution to constitute conclusive evidence of such approval.

(Advice is given that a copy of the PILOT Agreement in substantially the form authorized to be executed is on file with the City Clerk and is available for inspection by any interested person.)

Section 7. The Mayor and City Clerk, for and on behalf of the City, are hereby authorized and directed to do any and all things necessary to effect the execution and delivery of the Bonds, the Bond Purchase Agreement, the Trust Indenture, the Lease Agreement and the PILOT Agreement, and to perform all of the City’s obligations under and pursuant thereto. The Mayor and the City Clerk are hereby further authorized and directed, for and on behalf of the City, to execute all papers, documents, certificates and other instruments that may be required for the carrying out of such authority or to evidence the exercise thereof.

Section 8. Because the City is here involved with the acquisition and equipping of a complex industrial project requiring highly specialized work and specialized types of machinery and equipment, it has been and is hereby determined by the City Council that competitive bidding be, and the same is hereby, waived as to this particular industrial project. This action is taken by the City pursuant to applicable laws of the State of Arkansas, including particularly the Act.

Section 9. Kutak Rock LLP, Little Rock, Arkansas, is hereby appointed as Bond Counsel with respect to the issuance of the Bonds, the fees and expenses of which firm shall be costs of the Project and paid from the proceeds of the Bonds or by the Company.

Section 10. The provisions of this Ordinance are hereby declared to be severable, and if any section, phrase or provision shall for any reason be declared to be invalid, such declaration shall not affect the validity of the remainder of the sections, phrases or provisions.

Section 11. All ordinances, resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 12. There is hereby found and declared to be an immediate need for the securing and developing of substantial industrial operations in order to provide additional employment, alleviate unemployment, and otherwise benefit the public health, safety and welfare of the City and the inhabitants thereof, and the issuance of the Bonds authorized hereby and the taking of the other actions authorized herein are immediately necessary in connection with the securing and developing of substantial industrial operations and deriving the public benefits referred to above. It is, therefore, declared that an emergency exists and this Ordinance being necessary for the immediate preservation of the public health, safety and welfare shall be in force and take effect immediately upon and after its passage.

ADOPTED: \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

(S E A L)



**NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a public hearing will be held at the time and place set forth below before the Mayor and the City Council of the City of Conway, Arkansas (the “City”), on the question of the adoption of an ordinance authorizing the issuance of not to exceed \$75,000,000 in aggregate principal amount of Taxable Industrial Development Revenue Bonds, Series 2019 (the “Bonds”), by the City, under the authority of Act No. 9 of the First Extraordinary Session of the Sixty-Second General Assembly of the State of Arkansas, approved January 21, 1960, as amended (“Act 9”). The Bonds will be issued to provide financing for the acquisition, construction, renovation, refurbishment and equipping of certain industrial facilities (the “Project”) located at 1800 Sturgis Road in the City to be utilized in the engineered wood products business of Natural Outcomes, LLC, a Delaware limited liability company, or an affiliate thereof or a successor thereto (the “Company”). The Project will be owned by the City and leased to the Company pursuant to an agreement providing for rental payments by the Company sufficient in amount to provide for the payment of principal, premium, if any, and interest on the Bonds.

Any persons interested may express their views, both orally and in writing, on the proposed issuance of the Bonds and on the location and nature of the improvements to be financed before the Mayor and City Council at a public hearing to be held on Tuesday, December 10, 2019, at 6:30 p.m., in the courtroom of the District Court Building, 810 Parkway, Conway, Arkansas. At such hearing, all objections and suggestions will be heard and considered, and such action will be taken as is deemed proper in response to said suggestion and objections.

Dated: November 26, 2019

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**PUBLICATION INSTRUCTIONS:** Publish one time on or before November 30, 2019 in *The Log Cabin Democrat*. Send two (2) proofs of publication to Kutak Rock LLP, 124 West Capitol Avenue, Suite 2000, Little Rock, AR 72201, Attn: Gordon M. Wilbourn.

## ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AUTHORIZING THE ISSUANCE OF TAXABLE INDUSTRIAL DEVELOPMENT REVENUE BONDS UNDER THE AUTHORITY OF ACT NO. 9 OF 1960, AS AMENDED, FOR THE PURPOSE OF SECURING AND DEVELOPING INDUSTRY WITHIN THE CITY; AUTHORIZING THE EXECUTION AND DELIVERY OF A BOND PURCHASE AGREEMENT PROVIDING FOR THE SALE OF THE BONDS; AUTHORIZING THE EXECUTION AND DELIVERY OF A TRUST INDENTURE SECURING THE BONDS; AUTHORIZING THE EXECUTION AND DELIVERY OF A LEASE AGREEMENT BETWEEN THE CITY, AS LESSOR, AND [ENTITY TO BE NAMED], AS LESSEE; AUTHORIZING THE EXECUTION AND DELIVERY OF AN AGREEMENT FOR PAYMENTS IN LIEU OF TAXES; AUTHORIZING THE EXECUTION AND DELIVERY OF OTHER DOCUMENTS RELATING TO THE ISSUANCE OF THE BONDS; PRESCRIBING OTHER MATTERS RELATING THERETO; AND DECLARING AN EMERGENCY.**

**WHEREAS**, the City of Conway, Arkansas (the “City”) is authorized under the provisions of the Municipalities and Counties Industrial Development Revenue Bond Law, Arkansas Code Annotated (1998 Repl. & 2017 Supp.) Sections 14-164-201 *et seq.* (the “Act”), to own, acquire, construct, reconstruct, improve, equip and lease facilities to secure and develop industry and to assist in the financing thereof by the issuance of bonds payable from the revenues derived from such facilities; and

**WHEREAS**, the City, pursuant to Resolution No. R-19-52 adopted on October 8, 2019, the City has previously expressed its intent to issue its industrial development revenue bonds under the Act for the purposes hereinafter described for the benefit of [ENTITY TO BE NAMED], a Delaware corporation (the “Company”), such bonds to be issued as described below; and

**WHEREAS**, the necessary arrangements have been made with the Company for the financing of an industrial project consisting of the acquisition, construction, renovation, refurbishment and equipping of existing industrial facilities (the “Project”) located at 1800 Sturgis Road within the corporate boundaries of the City and to be utilized in the Company’s engineered wood products business; and

**WHEREAS**, permanent financing of the Project costs, necessary costs and expenditures incidental thereto and the cost of the issuance of bonds is being furnished by the City pursuant to the Act through the issuance of its Taxable Industrial Development Revenue Bonds ([ENTITY NAME] Project), in the principal amount of not to exceed Seventy-Five Million Dollars (\$75,000,000) (the “Bonds”); and

**WHEREAS**, an open public hearing on the question of the issuance of the Bonds was held before the City Council on December 10, 2019, following publication of notice in *The Log Cabin Democrat* on November 30, 2019; and

**WHEREAS**, the Bonds will be issued pursuant to the terms and provisions of a Trust Indenture to be dated as of the date of delivery of the Bonds (the “Indenture”), by and between the City and a financial institution mutually acceptable to the City and the Company, as trustee (the “Trustee”); and

**WHEREAS**, the necessary arrangements have been made by the City to lease the Project to the Company pursuant to the terms of a Lease Agreement to be dated as of the date of delivery of the Bonds (the “Lease Agreement”);

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

Section 1. The City Council makes the following findings and determinations:

(a) Based on information compiled and released by the Arkansas Department of Workforce Services, unemployment in Faulkner County during September of 2019 averaged 2.9%. Completion of the Project is expected to provide additional employment and other benefits to residents of the City.

(b) The Company currently intends to utilize the Project in its engineered wood products business.

(c) The Company’s presence within the City is expected to be an important factor in the economic well-being and employment base for the City and its inhabitants.

(d) The Bonds shall not constitute general obligations of the City within the meaning of any constitutional or statutory limitation, but shall be special limited obligations of the City as provided in the Act, the principal and interest on which shall be payable solely from the revenues or other receipts, funds, monies and property pledged therefor under the Indenture.

Section 2. There is hereby authorized and directed the issuance from time to time of the Bonds and the sale thereof to an affiliate of the Company (the “Purchaser”) pursuant to the terms and provisions of a Bond Purchase Agreement to be dated as of the date of delivery of the Bonds (the “Bond Purchase Agreement”), which Bond Purchase Agreement is specifically approved in Section 3 hereof. The Bonds shall be sold at the purchase price of par plus accrued interest, if any, and shall be issued and delivered according to the terms and provisions of the Bond Purchase Agreement. The Bonds shall be issued in the original aggregate principal amount of not to exceed Seventy-Five Million Dollars (\$75,000,000), shall be dated as of the date of their delivery, shall have a final maturity of December 31, 2039, shall bear interest at the rate of 3.50% per annum, shall be in the form, and shall be issued upon the terms and conditions recommended by the Company, all as more particularly set forth in the Trust Indenture approved in Section 4 hereof. The Mayor is hereby authorized and directed to execute and deliver the Bonds from time to time as requested by the Company, and the City Clerk is hereby authorized and directed to execute and deliver the Bonds

and to affix the seal of the City thereto, and the Mayor and City Clerk are hereby authorized and directed to cause the Bonds to be authenticated by the Trustee.

Section 3. To prescribe the terms and conditions upon which the Bonds are to be sold to the Purchaser, the Mayor is hereby authorized and directed to execute at the request of the Company the Bond Purchase Agreement on behalf of the City, by and between the City and the Purchaser, and approved by the Company. The Bond Purchase Agreement is hereby approved in substantially the form submitted to this meeting, and the Mayor, with the counsel of the City Attorney, is hereby authorized to confer with the Purchaser, the Company and Kutak Rock LLP, Little Rock, Arkansas (“Bond Counsel”), in order to complete the Bond Purchase Agreement in substantially the form submitted to this meeting, with such changes as shall be approved by such persons executing the document, their execution to constitute conclusive evidence of such approval.

(Advice is given that a copy of the Bond Purchase Agreement in substantially the form authorized to be executed is on file with the City Clerk and is available for inspection by any interested person.)

Section 4. To prescribe the terms and conditions upon which the Bonds are to be secured, executed, authenticated, issued, accepted and held, the Mayor and the City Clerk are hereby authorized and directed to execute, acknowledge and deliver the Trust Indenture, by and between the City and the Trustee, and the Mayor and City Clerk are hereby authorized and directed to cause the Trust Indenture to be accepted, executed and acknowledged by the Trustee. The Trust Indenture is hereby approved in substantially the form submitted to this meeting, and the Mayor, with the counsel of the City Attorney, is hereby authorized to confer with the Trustee, the Company, the Purchaser and Bond Counsel in order to complete the Trust Indenture in substantially the form submitted to this meeting, with such changes as shall be approved by such persons executing the document, their execution to constitute conclusive evidence of such approval.

(Advice is given that a copy of the Trust Indenture in substantially the form authorized to be executed is on file with the City Clerk and is available for inspection by any interested person.)

Section 5. There is hereby authorized and directed the execution and delivery of the Lease Agreement by and between the City, as lessor, and the Company, as lessee, and the Mayor and the City Clerk are hereby authorized to execute, acknowledge and deliver the Lease Agreement for and on behalf of the City. The Lease Agreement is hereby approved in substantially the form submitted to this meeting, and the Mayor, with the counsel of the City Attorney, is hereby authorized to confer with the Company, the Trustee, the Purchaser and Bond Counsel in order to complete the Lease Agreement in substantially the form submitted to this meeting, with such changes as shall be approved by such persons executing the document, their execution to constitute conclusive evidence of such approval.

(Advice is given that a copy of the Lease Agreement in substantially the form authorized to be executed is on file with the City Clerk and is available for inspection by any interested person.)

Section 6. The City and the Company recognize that under Article 16, Section 5, of the Constitution of the State of Arkansas, as interpreted under past decisions of the Supreme Court of the State of Arkansas applicable to facilities financed pursuant to the Act, including particularly the case of Wayland v. Snapp, 232 Ark. 57, 334 S.W.2d 663 (1960), the Project will be exempt from *ad valorem* taxation. Although the City makes no representation as to the continued precedential value of such past decisions, the Company has agreed to enter into an Agreement for Payments in Lieu of Taxes to be dated as of the date of its execution (the “PILOT Agreement”) requiring the Company to make certain payments in lieu of all *ad valorem* taxes which would otherwise be levied on the Project real and personal property by local public bodies with taxing power. In order to provide for such payments, there is hereby authorized and directed the execution and delivery of the PILOT Agreement, and the Mayor is hereby authorized to execute and deliver the PILOT Agreement for and on behalf of the City. The PILOT Agreement is hereby approved in substantially the form submitted to this meeting, and the Mayor, with the counsel of the City Attorney, is hereby authorized to confer with the Company and Bond Counsel in order to complete the PILOT Agreement in substantially the form submitted to this meeting, with such changes as shall be approved by such persons executing the document, their execution to constitute conclusive evidence of such approval.

(Advice is given that a copy of the PILOT Agreement in substantially the form authorized to be executed is on file with the City Clerk and is available for inspection by any interested person.)

Section 7. The Mayor and City Clerk, for and on behalf of the City, are hereby authorized and directed to do any and all things necessary to effect the execution and delivery of the Bonds, the Bond Purchase Agreement, the Trust Indenture, the Lease Agreement and the PILOT Agreement, and to perform all of the City’s obligations under and pursuant thereto. The Mayor and the City Clerk are hereby further authorized and directed, for and on behalf of the City, to execute all papers, documents, certificates and other instruments that may be required for the carrying out of such authority or to evidence the exercise thereof.

Section 8. Because the City is here involved with the acquisition and equipping of a complex industrial project requiring highly specialized work and specialized types of machinery and equipment, it has been and is hereby determined by the City Council that competitive bidding be, and the same is hereby, waived as to this particular industrial project. This action is taken by the City pursuant to applicable laws of the State of Arkansas, including particularly the Act.

Section 9. Kutak Rock LLP, Little Rock, Arkansas, is hereby appointed as Bond Counsel with respect to the issuance of the Bonds, the fees and expenses of which firm shall be costs of the Project and paid from the proceeds of the Bonds or by the Company.

Section 10. The provisions of this Ordinance are hereby declared to be severable, and if any section, phrase or provision shall for any reason be declared to be invalid, such declaration shall not affect the validity of the remainder of the sections, phrases or provisions.

Section 11. All ordinances, resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 12. There is hereby found and declared to be an immediate need for the securing and developing of substantial industrial operations in order to provide additional employment, alleviate unemployment, and otherwise benefit the public health, safety and welfare of the City and the inhabitants thereof, and the issuance of the Bonds authorized hereby and the taking of the other actions authorized herein are immediately necessary in connection with the securing and developing of substantial industrial operations and deriving the public benefits referred to above. It is, therefore, declared that an emergency exists and this Ordinance being necessary for the immediate preservation of the public health, safety and welfare shall be in force and take effect immediately upon and after its passage.

ADOPTED: \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

(S E A L)

City of Conway  
Office of the Mayor

# Memo:

**To:** City Council Members  
**CC:** Mayor Bart Castleberry  
**From:** Felicia Rogers  
**Date:** December 6, 2019  
**Re:** City of Conway Boards/Commission

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Annual board & commissions nominations for several boards were advertised in October. Boards/Commissions have met and chosen the following to serve.

They are as follows:

- Oak Grove Cemetery
  - o Jackie Brown Lamar      Term Expires      December 31<sup>st</sup>, 2023
  
- Airport Advisory Committee:
  - o Bill Adkisson              Term Expires      December 31<sup>st</sup>, 2020
  - o Brad Teague                Term Expires      December 31<sup>st</sup>, 2020
  - o Harrell Clendenin        Term Expires      December 31<sup>st</sup>, 2021
  - o Kevin Wish                 Term Expires      December 31<sup>st</sup>, 2021
  - o Fletcher Smith            Term Expires      December 31<sup>st</sup>, 2022
  - o Steve Magie                Term Expires      December 31<sup>st</sup>, 2022
  - o Robbie Wills               Term Expires      December 31<sup>st</sup>, 2023
  
- Planning Commission
  - o Rebekah Fincher         Term Expires      December 31, 2024
  - o Drew Gainor                Term Expires      December 31, 2024
  
- Historic District Commission
  - o Margaret West            Term Expires      December 31, 2022
  - o Liz Hamilton               Term Expires      December 31, 2022
  - o Steve Hurd                 Term Expires      December 31, 2022
  
- Bicycle & Pedestrian Advisory Board
  - o Lori Ross                    Term Expires      December 31, 2022
  - o Moriah Bruner             Term Expires      December 31, 2022
  - o Peter Mehl                  Term Expires      December 31, 2022

Conway Tree Board

- Blake Sasse
- Bonnie Stidham

Term Expires	December 31, 2021
Term Expires	December 31, 2022

Please advise if you have any questions





# MEMO

**To:** Mayor Bart Castleberry  
**CC:** City Council Members  
Michelle Anthony, Airport Director  
**From:** Felicia Rogers  
**Date:** December 6<sup>th</sup>, 2019  
**Subject:** Airport Advisory Board

The Airport Advisory Board voted at their last meeting to approve the nomination of Robbie Wills for a four year term. His term will expire in 2023.

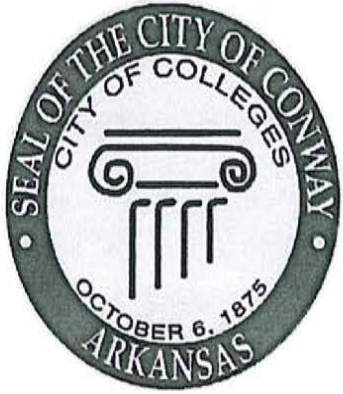
The Board also approved extending the terms of the current members by one year to comply with Resolution R-12-34, which says they are to receive 4 year terms and some received only 3 year term.

The current board will be as follows:

Bill Adkisson	Term Expires	December 31 <sup>st</sup> , 2020
Brad Teague	Term Expires	December 31 <sup>st</sup> , 2020
Harrell Clendenin	Term Expires	December 31 <sup>st</sup> , 2021
Kevin Wish	Term Expires	December 31 <sup>st</sup> , 2021
Fletcher Smith	Term Expires	December 31 <sup>st</sup> , 2022
Steve Magie	Term Expires	December 31 <sup>st</sup> , 2022
Robbie Wills	Term Expires	December 31 <sup>st</sup> , 2023

Please advise if you have any questions.

Thank you for your consideration.



RECEIVED OCT 23 2019

City of Conway  
www.cityofconway.org  
Board/Commission Nomination Form:

Date: 10/22/2019

Board applying for: (One board per form)

Airport Advisory Committee

(If you are applying for more than one board, you will only need to fill out the second page once.)

Person Nominated: Robbie Wills

Address: 3225 Millers View Rd. Conway AR 72034

Phone/Home: 501-730-4677 Work: same

Person making nomination: self

Address: Same

Phone/Home: \_\_\_\_\_ Work: \_\_\_\_\_

Please send to: Michael O. Garrett

City Clerk/Treasurer  
1201 Oak Street  
Conway, AR 72032  
(501) 450-6100  
(501) 450-6145 (f)  
[cityclerk@cityofconway.org](mailto:cityclerk@cityofconway.org)  
[felicia.rogers@cityofconway.org](mailto:felicia.rogers@cityofconway.org)

Please provide the following information for consideration to a City of Conway Board/Commission. List community/civic activities. Indicate activities in which you (or your nominee) are or have been involved.

Faulkner County Quorum Court - 2001-05, Arkansas House of Representatives 2005-11, Faulkner County Leadership Institute 1998

Indicate why you (or your nominee) are interested in serving on this board or commission and what other qualifications apply to this position.

I am a commercial pilot based at Conway Campbell Field and am involved in advocating for airports at the state level. I believe I could be an effective member of the advisory committee because of my experience in aviation and public service.

What contributions do you hope to make?

I hope to help advise the airport and help further develop the services available to pilots at KCAW and grow the businesses located on the field.

Please feel free to attach to this application any additional information.

The City of Conway strives to ensure all City Boards are representative of our diverse community. To assist in these endeavors; please provide the following information on a voluntary basis:

Age: 51 Sex: M Race: W

Occupation: Lawyer, Lobbyist Ward: 2

Email Address: Robbie@WS6Arkansas.com

Robbie Walter  
Signature of Applicant or Nominator

10/22/2019  
Date



# MEMO

**To:** Mayor Bart Castleberry  
**CC:** City Council Members  
**From:** John Courtway  
**DATE:** December 6<sup>th</sup>, 2019  
**SUBJECT:** Oak Grove Cemetery

The Oak Grove Cemetery Board met on November 18<sup>th</sup>, 2019 and approved the nomination of Jackie Brown Lamar for membership to the Board.

. Please advise if you have any questions.

Thank you for your consideration.





RECEIVED OCT 17 2019

City of Conway  
www.cityofconway.org  
Board/Commission Nomination Form:

Date: October 16, 2019

Board applying for: (One board per form)

Oakgrove Cemetery Board

(If you are applying for more than one board, you will only need to fill out the second page once.)

Person Nominated: Jackie Lamar

Address: 3635 Butterfly Dr City, State, Zip Conway, AR 72034

Phone/Home: 501-327-3615 Work: Retired UCA Professor

Person making nomination: John Courtway

Address: \_\_\_\_\_

Phone/Home: 501-733-7443 Work: \_\_\_\_\_

Please send to: Michael O. Garrett

City Clerk/Treasurer  
1201 Oak Street  
Conway, AR 72032  
(501) 450-6100  
(501) 450-6145 (f)  
[cityclerk@cityofconway.org](mailto:cityclerk@cityofconway.org)  
[felicia.rogers@cityofconway.org](mailto:felicia.rogers@cityofconway.org)

*Please provide the following information for consideration to a City of Conway Board/Commission. List community/civic activities. Indicate activities in which you (or your nominee) are or have been involved.*

I was a member of UCA Music Faculty for 32 years where I participated in many local events and activities performing or providing student performers. I am a member of First United Methodist Church where I sing in the choir. I am also a member of Arkansas - East Bolivia Partners of the Americas.

*Indicate why you (or your nominee) are interested in serving on this board or commission and what other qualifications apply to this position.*

As a long-time Conway resident and the fact that over a dozen of my family members are buried in the Oak Grove Cemetery, I feel a responsibility to maintain and preserve the historic cemetery.

*What contributions do you hope to make?*

To be available for special events and to assist in the decisions to maintain the grounds and integrity of the monuments.

*Please feel free to attach to this application any additional information.*

*The City of Conway strives to ensure all City Boards are representative of our diverse community.*

*To assist in these endeavors; please provide the following information on a voluntary basis:*

Age: 65 Sex: Female Race: White

Occupation: Retired UCA Prof Ward 3

Email Address: jackiel@uca.edu

Jackie Lamar  
Signature of Applicant or Nominator

October 16, 2019  
Date



CITY OF CONWAY | 1201 Oak Street  
Planning and Development | Conway, AR 72032  
T 501.450.6105  
F 501.450.6144  
www.conwayarkansas.gov

## MEMO

To: Mayor Bart Castleberry  
cc: City Council Members

From: Brandon Ruhl, 2019 Planning Commission Nomination Committee Chairman  
Date: November 19, 2019

Re: Nominations for Conway Planning Commission

---

The Conway Planning Commission will have 2 vacancies as of January 1, 2020 and so advertised for the 2 positions during the month of October. 8 [eligible] nominations were received and applicants were interviewed on November 13, 2019.

The Planning Commission voted unanimously, at their November 18, 2019, meeting to submit the names of Rebekah Fincher and Drew Gainor for approval to serve on the Conway Planning Commission for 5 year terms, ending December 31, 2024.

Please advise if you have any questions.

*City of Conway*  
*www.cityofconway.org*  
*Board/Commission Nomination*  
*Form:*

*Date: 10-29-2019*

*Board applying for: (One board  
per form)*

Conway Planning Commission

*(If you are applying for more than one  
board, you will only need to fill out the  
second page once.)*

*Person Nominated: Rebekah Fincher*

*Address: 4345 Gazebo Drive*

*City, State, Zip: Conway, AR 72034*

*Phone/Home/Work: 501-253-8922*

*Person making nomination: Angie Longing*

*Address: 611 Mitchell Street, Conway, AR 72034*



*Phone/Home: 501-514-4514*

*Please send to: Michael O. Garrett*

*City  
Clerk/Treasurer  
1201 Oak Street Conway,  
AR 72032 (501) 450-6100  
(501) 450-6145 (f)  
cityclerk@cityofconway.or  
g  
felicia.rogers@cityofconwa  
y.org*

*Please provide the following information for consideration to a City of Conway Board/Commission. List community/civic activities. Indicate activities in which you (or your nominee) are or have been involved.*

Conway First United Methodist Church

University of Central Arkansas, Alumni Board Member 2014-Present

Arkansas State Chamber, Leadership Arkansas Program, 2018-2019

Delta Zeta National Recruitment Chairman, 2019- Present

Faulkner County Leadership Program Graduate, 2016

University of Central Arkansas, Delta Zeta Advisor, 2007-2019

University of Central Arkansas, Greek Alumni Advisory Board Member, 2012-2019

*Indicate why you (or your nominee) are interested in serving on this board or commission and what other qualifications apply to this position.*

Rebekah Fincher serves as the Chief Administrative Officer for Conway Regional Health System. In her role, she is responsible for Strategy, Growth, and Business Development for the organization. As Conway Regional has seen a 44% growth in net revenue since 2015, and has added over 275 jobs in the same time frame, the organization continues to make considerable reinvestment into the Conway Community. Rebekah is early in her career and desires to insure the long-term intentional growth of our community.

What contributions do you hope to make? Rebekah desires to be an advocate for intentional planning and growth for our community. Her husband works at UCA, and their young family desires to have their permanent home in Conway. As apart of this, Rebekah has a desire to support the efforts of a community that will continue to grow and thrive, while maintaining the uniqueness of Conway.

Rebekah is a collaborator and works to develop partnerships that are beneficial to all parties. Her ability to think creatively and problem solve, will serve her well on the Conway Planning Commission.

*Please feel free to attach to this application any additional information.*

*The City of Conway strives to ensure all City Boards are representative of our diverse community. To assist in these endeavors; please provide the following information on a voluntary basis:*

Age: 34 Sex: F Race: White

Occupation: Chief Administrative Officer Ward 3

Email Address: rebekahfincher@gmail.com

 10.31.19  
*Signature of Applicant or Nominator Date*



RECEIVED OCT 30, 2019

City of Conway  
[www.cityofconway.org](http://www.cityofconway.org)  
Board/Commission Nomination Form:

Date: 10/30/2019

Board applying for: (One board per form)

Planning Commission

*(If you are applying for more than one board, you will only need to fill out the second page once.)*

Person Nominated: Drew A. Gainor

Address: 5260 Lost Canyon Dr City, State, Zip Conway AR 72034

Phone/Home: 501-412-4004 Work: 501-358-3733

Person making nomination: Bryan Quinn

Address: 1102 Main St. Conway AR 72032

Phone/Home: 501-831-5770 Work: 501-327-5770

Please send to: Michael O. Garrett

City Clerk/Treasurer  
1201 Oak Street  
Conway, AR 72032  
(501) 450-6100  
(501) 450-6145 (f)  
[cityclerk@cityofconway.org](mailto:cityclerk@cityofconway.org)  
[felicia.rogers@cityofconway.org](mailto:felicia.rogers@cityofconway.org)



*Please provide the following information for consideration to a City of Conway Board/Commission. List community/civic activities. Indicate activities in which you (or your nominee) are or have been involved.*

Chamber of Commerce Board-Executive Board Leadership, UCA Young Alumni Board Past President, AFS, Alex's Lemonade

Diversity and Inclusion Council for Northwestern Mutual, Leadership Next member for Northwestern Mutual

UCA College of Business Board, UCA Foundation Fundraising Committee

Honduras Mission Trip

*Indicate why you (or your nominee) are interested in serving on this board or commission and what other qualifications apply to this position.*

Drew is a ideal candidate for this board, he has excelled in the finance and insurance industry and brings a diverse background of ideas and knowledge he has earned throughout his education and his successful professional career. His passion for economic development and the City of Conway would be perfectly put to use on this board. Drew hopes to add to the already smart growth and development the commission has done. Drew moved to Conway from Honduras, fell in love with the community and never left.

*What contributions do you hope to make?*

Drew hopes to enhance the community through the efforts and contributions of the board. Conway is his home and a place he wants to help grow. His visionary thinking will be an asset to the board.

*Please feel free to attach to this application any additional information.*

*The City of Conway strives to ensure all City Boards are representative of our diverse community. To assist in these endeavors; please provide the following information on a voluntary basis:*

Age: 32 Sex: Male Race: Hispanic

Occupation: Managing Director-Northwestern Mutual Ward 3

Email Address: drew.gainor@nm.com

  
Signature of Applicant or Nominator

10/30/2019

Date



CITY OF CONWAY  
Planning and Development

1201 Oak Street  
Conway, AR 72032  
T 501.450.6105  
F 501.450.6144  
[www.conwayarkansas.gov](http://www.conwayarkansas.gov)

## MEMO

To: Mayor Bart Castleberry  
Cc: City Council Members

From: Steve Hurd, 2019 Historic District Commission Chairman  
Date: November 26, 2019

Re: New member nomination

---

The Historic District Commission will have 2 vacancies as of January 1, 2020 and so advertised for the 2 positions during the month of October. 6 nominations were received by the deadline and applicants were interviewed on November 25, 2019. Additionally, Steve Hurd's term ends December 31, 2019, but is eligible to continue to serve and wishes to do so.

The HDC asks that you approve Margaret West, Liz Hamilton, and Steve Hurd each to serve 3-year terms, ending December 31, 2022.

Please advise if you have any questions.

City of Conway [www.cityofconway.org](http://www.cityofconway.org) Board/Commission Nomination Form:

Date: Oct. 30, 2019

Board applying for: Historic District Commission

Person Nominated: Margaret West

Address: 920 Center St. City, State, Zip Conway, AR 72034

Phone/Home: 501-327-6664 Cell: 501-472-6217

Person making nomination: Self

Address: See above

Phone/Home: \_\_\_\_\_ Work: \_\_\_\_\_

Please send to: *Michael O. Garrett*

City Clerk/Treasurer  
1201 Oak Street Conway, AR 72032  
(501) 450-6100 (501) 450-6145 (f)  
[cityclerk@cityofconway.org](mailto:cityclerk@cityofconway.org)  
[felicia.rogers@cityofconway.org](mailto:felicia.rogers@cityofconway.org)

Please provide the following information for consideration to a City of Conway Board/Commission.

List community/civic activities. Indicate activities in which you (or your nominee) are or have been involved.

Master Gardener, Conway Evening Garden Club, Old Conway Preservation Society, Junior Auxiliary of Conway, Conway Public Schools Foundation, Conway Public Schools, Daffodil Daze, Moms in Prayer, Arkansas Baptist Disaster Relief, Second Baptist Church, Conway Ministry Center, Young Marines, HAVEN,

Indicate why you (or your nominee) are interested in serving on this board or commission and what other qualifications apply to this position.

For almost 32 years our family has lived in Old Conway. It is one of our city's major assets - a pictorial timeline of Conway that can be imitated but never replicated.

We've seen historic homes restored, and we've seen a historic hotel, a theater and homes razed and their lots subdivided. Fortunately, the last few years have been good ones for Old Conway, with renewed interest in restoration and young people wanting to be near downtown. I would like to help guide those building and restoring homes so that we can keep Old Conway nice for homeowners, visitors, and townspeople who just enjoy passing through. We have done most of the work on our home ourselves, so I can relate to the do-it-yourselfer.

*What contributions do you hope to make?*

- I hope to help educate the community on what a historic district is and is not, dispelling the misinformation out there, and to increase their appreciation of what we have here in Conway.

-I'd like to insure compliance of Historic Commission guidelines by providing input on both mechanics and aesthetics, which would contribute to the owner's investment and to the beauty of the area.

-I would like to encourage restorers to pay attention to detail, as little things like porches raised off the ground, scale, and period appropriate fences and windows can make a big difference.

*Please feel free to attach to this application any additional information.*

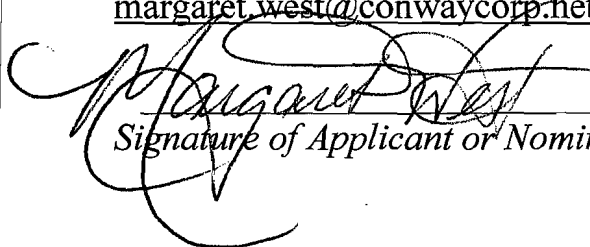
*The City of Conway strives to ensure all City Boards are representative of our diverse community. To assist in these endeavors; please provide the following information on a voluntary basis:*

Age: 55      Sex: F      Race: White

Occupation: Retired      Ward C-4

*Email Address:*

margaret.west@conwaycorp.net

 Oct. 30, 2019  
Signature of Applicant or Nominator Date



RECEIVED OCT 31 2019

*City of Conway*  
*www.cityofconway.org*  
*Board/Commission Nomination Form:*

*Date:* October 31, 2019

*Board applying for: (One board per form)*

Historic District Commission

*(If you are applying for more than one board, you will only need to fill out the second page once.)*

*Person Nominated:* Liz Hamilton

*Address:* 1130 Georgetown Drive (home) Conway, AR 72034

*Phone/Home:* 501-733-0187 *Work:* 501-327-7525

*Person making nomination:* Liz Hamilton

*Address:* 1109 Main Street (work)

*Phone/Home:* 501-733-0187 *Work:* 501-327-7525

*Please send to: Michael O. Garrett*

*City Clerk/Treasurer*  
*1201 Oak Street*  
*Conway, AR 72032*  
*(501) 450-6100*  
*(501) 450-6145 (f)*  
*[cityclerk@cityofconway.org](mailto:cityclerk@cityofconway.org)*  
*[felicia.rogers@cityofconway.org](mailto:felicia.rogers@cityofconway.org)*



*Please provide the following information for consideration to a City of Conway Board/Commission. List community/civic activities. Indicate activities in which you (or your nominee) are or have been involved.*

Historic Preservation Plan Steering Committee, Conway Regional Women's Council Volunteer Chairman,

Children's Advocacy Alliance Board Member and Building Committee Chairman, member of New Life Church

Previously part of Central Baptist College's Wish Circle Steering Committee

*Indicate why you (or your nominee) are interested in serving on this board or commission and what other qualifications apply to this position.*

I am a local architect with a desire to see her hometown developed with intention and purpose. Being part of this board would benefit the community to have another design professional step in and provide industry pertinent opinion and rulings based on her architectural degree as well real world experience in the field. I feel strongly that the fabric of downtown Conway is part of what makes our city great. I want to promote infill development in our historic district that compliments the area and will be a lasting piece of the puzzle in the future.

*What contributions do you hope to make?*

I would hope to contribute practical insight and oversight to the rich diversity of the neighborhood under review as well as help guide applicants who may not fully understand the significance of the area we're trying to preserve. I believe in the future of Conway while paying tribute and protecting its history.

*Please feel free to attach to this application any additional information.*

*The City of Conway strives to ensure all City Boards are representative of our diverse community. To assist in these endeavors; please provide the following information on a voluntary basis:*

Age: 34 Sex: female Race: caucasian

Occupation: Architect Ward: ?

Email Address: liz@hnarch.com

  
Signature of Applicant or Nominator

10/31/2019  
Date



CITY OF CONWAY | 1201 Oak Street  
Planning and Development | Conway, AR 72032  
T 501.450.6105  
F 501.450.6144  
[www.conwayarkansas.gov](http://www.conwayarkansas.gov)

## MEMO

To: Mayor Bart Castleberry  
Cc: City Council Members

From: Peter Mehl, 2019 Bicycle & Pedestrian Advisory Board Chairman  
Date: November 22, 2019

Re: New member nomination

---

The Bicycle & Pedestrian Advisory Board currently has 2 vacancies and so advertised for the 2 positions during the month of October. 2 nominations were received by the deadline, though 1 nominee withdrew following BPAB consideration. Additionally, Moriah Bruner's and Peter Mehl's terms end on December 31, 2019. Both are eligible to serve another term and wish to do so.

The BPAB asks that you approve Lori Ross, Moriah Bruner, and Peter Mehl, each to serve 3-year terms ending December 31, 2022.

Please advise if you have any questions.

*City of Conway*  
*www.cityofconway.org*  
*Board/Commission Nomination*  
*Form:*

*Date: 10-23-19*

*Board applying for: (One board  
per form)*

**Bicycle and Pedestrian Advisory Board**

*(If you are applying for more than one board, you will only need to fill out the  
second page once.)*

*Person Nominated: Lori P. Ross*

*Address: 1371 College Avenue*

*City, State, Zip Conway, AR 72034*

*Phone/Home: 501-472-8159*

*Work: 501-513-5782*

*Person making nomination: Self - same as above*

*Address:*

---

*Phone/Home:* \_\_\_\_\_ *Work:*

---

*Please send to: Michael O. Garrett City Clerk/Treasurer*

*1201 Oak Street Conway, AR 72032*

*(501) 450-6100 (501) 450-6145 (f)*

*cityclerk@cityofconway.org*

*felicia.rogers@cityofconway.org*

*Please provide the following information for consideration to a City of Conway Board/Commission. List community/civic activities. Indicate activities in which you (or your nominee) are or have been involved.*

**Currently Serving:**

- **UCA Foundation Board, UCA College of Business Advisory Board**
- **Conway Publications Board (Chamber)**
- **Reynolds Performance Hall Advisory Board**
- **Counseling Associates, Inc. Board**
- **Christopher Homes of Arkansas Board**

**Past Service:**

- **Conway Corporation Board/Past Chairman**
- **Conway Area Chamber of Commerce Board/Past Chairman**
- **St. Joseph Catholic School Board/Past Chairman**
- **St. Joseph Catholic Church Pastoral Council Member**

*Indicate why you (or your nominee) are interested in serving on this board or commission and what other qualifications apply to this position.*

**As a relatively new cyclist of two years, I feel like I can represent the thoughts,**



**ideas and concerns of those cyclists who love to ride throughout this community multiple times a week, yet are not considered the elite cyclists who's routes and concerns may be somewhat different. Having participated in the Women Bike Arkansas clinic the last two years it is extremely rewarding to see new cyclists of all ages, sizes and backgrounds learn to ride safely and enjoy the trails and roadways of Conway.**

*What contributions do you hope to make?*

**To represent the interests of recreational cyclists in this community; and to continue the positive support of local businesses and employers as we strive to remain a bicycle friendly city.**

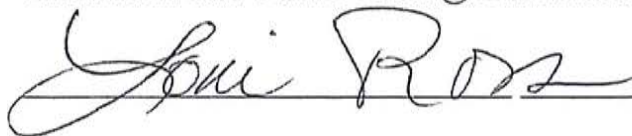
*Please feel free to attach to this application any additional information.*

*The City of Conway strives to ensure all City Boards are representative of our diverse community. To assist in these endeavors; please provide the following information on a voluntary basis:*

**Age: 54 Sex: Female Race: White**

**Occupation: Healthcare Management Ward 4**

**Email Address: Lori.P.Ross@Gmail.com**

 10-23-19

*Signature of Applicant or Nominator Date*



CITY OF CONWAY | 1201 Oak Street  
Planning and Development | Conway, AR 72032  
T 501.450.6105  
F 501.450.6144  
www.conwayarkansas.gov

## MEMO

To: Mayor Bart Castleberry  
cc: City Council Members

From: Rhiannon Botsford Barber, 2019 Tree Board Chairman  
Date: December 3, 2019

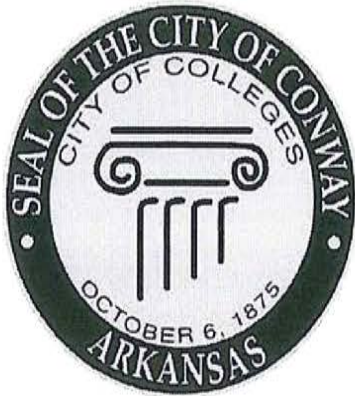
Re: Nominations for Conway Tree Board

---

The Conway Tree Board will have 4 vacancies as of January 1, 2020 and so advertised during the month of October. 1 [eligible] nomination was received. Current member Bonnie Stidham's term ends December 31, 2019. She is eligible to continue to serve and wishes to do so. Thomas Meares has resigned from the Tree Board.

The Tree Board asks that you approve Blake Sasse to complete Thomas Meares' unexpired term, ending December 31, 2021, and Bonnie Stidham to serve a 3-year term, ending December 31, 2022.

Please advise if you have any questions.



RECEIVED OCT 28 2019

*City of Conway*  
*www.cityofconway.org*  
*Board/Commission Nomination Form:*

*Date:* 10/23/2019

*Board applying for: (One board per form)*

Conway Tree Board

*(If you are applying for more than one board, you will only need to fill out the second page once.)*

*Person Nominated:* David Blake Sasse

*Address:* 955 Woodard Dr *City, State, Zip* Conway, AR 72034

*Phone/Home:* 501-218-4415 *Work:* 501-470-3650

*Person making nomination:* David Blake Sasse

*Address:* 955 Woodard Dr, Conway, 72034

*Phone/Home:* 501-218-4415 *Work:* 501-470-3650

*Please send to: Michael O. Garrett*

*City Clerk/Treasurer*  
*1201 Oak Street*  
*Conway, AR 72032*  
*(501) 450-6100*  
*(501) 450-6145 (f)*  
*[cityclerk@cityofconway.org](mailto:cityclerk@cityofconway.org)*  
*[felicia.rogers@cityofconway.org](mailto:felicia.rogers@cityofconway.org)*

*Please provide the following information for consideration to a City of Conway Board/Commission. List community/civic activities. Indicate activities in which you (or your nominee) are or have been involved.*

Current: Wescon Volunteer Fire Dept. Firefighter, US Coast Guard Auxiliary member (former flotilla commander)

Civil Air Patrol (former squadron commander). Arkansas Chapter of The Wildlife Society (professional org, former chapter President).

Prior: Maumelle Fire Department Firefighter Lieutenant. Brentwood (NH) Planning Board Member and Conservation Commission Mbr.

*Indicate why you (or your nominee) are interested in serving on this board or commission and what other qualifications apply to this position.*

I am a certified wildlife biologist currently serving as the Nongame Mammal/Furbearer Program Leader for the Arkansas Game and Fish Commission and have extensive experience working with endangered species and natural resources management. Prior to moving to Arkansas I was the manager of approximately 70,000 acres on three Wildlife Management Areas for the Florida Fish and Wildlife Conservation Commission. I have both Bachelors and Masters Degrees in Fish and Wildlife management. Obviously, I have an enormous interest in natural resources management that I believe could benefit the city of Conway.

*What contributions do you hope to make?*

I believe I could make a meaningful contribution to the development/maintenance of the Community Forest Management Plan and have the background to assist in meeting several of the objectives of the Tree Board laid out in Ordinance O-06-26 including provision of wildlife habitat, stabilize soils and prevent erosion, and to help preserve river and stream banks.

*Please feel free to attach to this application any additional information.*

*The City of Conway strives to ensure all City Boards are representative of our diverse community. To assist in these endeavors; please provide the following information on a voluntary basis:*

Age: 50 Sex: Male Race: White

Occupation: Wildlife Biologist Ward C-3

Email Address: blakesasse@gmail.com

 10/23/2019  
Signature of Applicant or Nominator Date





**City of Conway, Arkansas**  
**Resolution No. R-19-\_\_\_**

**A RESOLUTION REQUESTING THE FAULKNER COUNTY TAX COLLECTOR PLACE A CERTIFIED LIEN AGAINST REAL PROPERTY AS A RESULT OF INCURRED EXPENSES BY THE CITY OF CONWAY; AND FOR OTHER PURPOSES.**

**Whereas**, in accordance with Ark. Code Ann. § 14-54-901, the City of Conway has corrected conditions existing on 1208 Davis St. within the City of Conway and is entitled to compensation pursuant to Ark. Code § 14-54-904; and

**Whereas**, State law also provides for a lien against the subject property, with the amount of lien to be determined by the City Council at a hearing held after the notice to the owner thereof by certified mail with said amount \$414.07 (\$349.15 + Penalty \$34.92 + filing fee \$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

**Whereas**, a hearing for the purpose of determine such lien has been set for **December 10, 2019** in order to allow for service of the attached notice of same upon the listed property owners, by certified or publication as is necessary.

**NOW THEREFORE BE IT RESOLVED** that the City Council of the City of Conway, Arkansas that:

**Section 1:** That after said public hearing the amount listed above is hereby certified and is to be forwarded to the Faulkner County Tax Collector and Assessor by the City of Conway.

**Section 2:** That this Resolution shall be in full force and effect from and after its passage and approval.

**ADOPTED** this 10<sup>th</sup> day of December, 2019.

**Approved:**

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

**Attest:**

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

**City of Conway**  
Code Enforcement  
1201 Oak Street  
Conway, Arkansas 72032



*Missy Schrag*  
Phone: 501-450-6191  
Fax: 501-450-6144

## CODE ENFORCEMENT REPORT

To: Mayor Bart Castleberry  
CC: City Council Members

Re: Violation # CE19-0604  
Address of Violation: 1208 Davis St.

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- June 3, 2019 – a Warning Notice was written for junk; grass; debris.
- June 10, 2019 – Upon re-inspect with no progress made, a Violation was written for grass; rubbish; trash; appliance; furniture; and left on the premises by Kim Beard.
- Property Owner is listed as Jerry Case.
- Property was re-inspected on 6/17/2019 with no progress made.
- Certified and regular letters were mailed 6/17/2019 to address on file and a notice was left by post office.
- Property was re-inspected on 6/25/2019 with no progress noted. Due to circumstances, an extension was granted.
- Property was rechecked 7/29/19 with little progress and extension was granted.
- Property was rechecked on 8/5/2019; 8/12/2019; 8/30/2019; 9/18/2019; 9/30/2019; 10/7/2019 & 10/22/2019 with no progress made and City cleanup was requested.
- Final Cleanup completed on 10/29/2019.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

Code Enforcement Officer: Kim Beard

Officer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**City of Conway**  
**Code Enforcement**

1201 Oak Street  
Conway, Arkansas 72032  
[www.cityofconway.org](http://www.cityofconway.org)



*Missy Schrag*  
Conway Permits & Code Enforcement  
Phone 501-450-6191  
Fax 501-450-6144

November 5, 2019

Parcel # 710-03295-000

CASE, JERRY W  
325 JR DR  
CONWAY AR 72032-6647

**RE: Nuisance Abatement at 1208 Davis St. Conway AR**  
**Cost of Clean-Up, Amount Due: \$349.15**

To whom it may concern:

Because you failed or refused to remove, abate or eliminate certain conditions on the aforementioned real property in the City of Conway, after having been given seven (7) days notice in writing to do so, the City of Conway was forced to undertake the cleanup of this property to bring it within compliance of the Conway Municipal Code.

The City of Conway is requesting payment for all costs expended in correcting said condition. If after thirty (30) days from the receipt of this letter notifying you of the cost to correct said condition, such payment has not been remitted to the City, the City has the authority to file a lien against real estate property for the cost expended after City Council approval.

At its **December 10, 2019 Meeting**, 6:30 p.m. located at 810 Parkway Street, the City Council will conduct a public hearing on three items:

1. Consideration of the cost of the clean-up of your real property.
2. Consideration of placing a lien on your real property for this amount.
3. Consideration of certifying this amount determined at the hearing, plus a ten percent (10%) penalty for collection & filing fees, to the Tax Collector of Faulkner County to be placed on the tax books as delinquent taxes and collected accordingly.

None of these actions will be necessary if full payment is received before the meeting date. Please make check payable to the **City of Conway** and mail to **1201 Oak Street Conway Arkansas 72032** with the **attention** to **Missy Schrag**. If you have any questions, please feel free to call me at 501-450-6191.

Respectfully,

Missy Schrag

# INVOICE

**City of Conway**  
**Code Enforcement**

DATE: DECEMBER 6, 2019

1201 Oak Street  
 Conway, AR 72032  
 Phone: 501-450-6191  
 Fax 501-450-6144  
 missy.schrag@cityofconway.org

TO CASE, JERRY W  
 325 JR DR  
 CONWAY AR 72032-6647

Description: Mowing/Clean-up/Admin Fees  
 associated with the nuisance abatement at  
 1208 Davis St. Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
KIM BEARD	710-03295-000		December 10, 2019

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
4	1 Employee -Mowing/Cleanup	21.15	84.60
8	2 Employee -Mowing/Cleanup	18.18	145.44
4	1 Employee - Mowing/Cleanup	10.73	42.92
1	Maintenance Fee	15.00	15.00
1	Administrative Fee (Code Enforcement)	20.49	20.49
1	Administrative Fee (Code Officer)	17.46	17.46
1	Administrative Fee (Physical Plant)	10.94	10.94
2	Certified Letter	5.60	11.20
2	Regular letter	.55	1.10

- Total amount due after December 10, 2019 includes collection penalty & filing fees

TOTAL	\$349.15
TOTAL WITH PENALTY & FILING FEES	\$414.07

Make all checks payable to City of Conway Code Enforcement @ 1201 Oak Street Conway Arkansas 72032



City of Conway, Arkansas  
Resolution No. R-19-\_\_\_

**A RESOLUTION REQUESTING THE FAULKNER COUNTY TAX COLLECTOR PLACE A CERTIFIED LIEN AGAINST REAL PROPERTY AS A RESULT OF INCURRED EXPENSES BY THE CITY OF CONWAY; AND FOR OTHER PURPOSES.**

**Whereas**, in accordance with Ark. Code Ann. § 14-54-901, the City of Conway has corrected conditions existing on 516 Ash St. within the City of Conway and is entitled to compensation pursuant to Ark. Code § 14-54-904: and

**Whereas**, State law also provides for a lien against the subject property, with the amount of lien to be determined by the City Council at a hearing held after the notice to the owner thereof by certified mail with said amount \$426.84 (\$360.76 + Penalty \$36.08 + filing fee \$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

**Whereas**, a hearing for the purpose of determine such lien has been set for **December 10, 2019** in order to allow for service of the attached notice of same upon the listed property owners, by certified or publication as is necessary.

**NOW THEREFORE BE IT RESOLVED** that the City Council of the City of Conway, Arkansas that:

**Section 1:** That after said public hearing the amount listed above is hereby certified and is to be forwarded to the Faulkner County Tax Collector and Assessor by the City of Conway.

**Section 2:** That this Resolution shall be in full force and effect from and after its passage and approval.

**ADOPTED** this 10<sup>th</sup> day of December, 2019.

**Approved:**

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

**Attest:**

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

**City of Conway**  
Code Enforcement  
1201 Oak Street  
Conway, Arkansas 72032



*Missy Schrag*  
Phone: 501-450-6191  
Fax: 501-450-6144

## CODE ENFORCEMENT REPORT

To: Mayor Bart Castleberry  
CC: City Council Members

Re: Violation # CE19-0782  
Address of Violation: 516 Ash St.

- 
- August 22, 2019 – a Warning Notice was written for rubbish; trash; appliance; furniture; junk and left on the premises by Spencer Clawson.
  - August 30, 2019 – Upon re-inspect, no progress was made and a Violation was written.
  - Property Owner is listed as Jerry & Martha Stewart.
  - Property was re-inspected on 9/6/2019 with no progress made.
  - Certified and regular letters were mailed 9/10/2019 to address on file and a notice was left by post office.
  - Property was rechecked on 9/23/2019 with no progress made and City cleanup was requested.
  - Final Cleanup completed on 11/8/2019.
  - Certified and regular letters were sent including date, time & place of the City Council meeting.

Code Enforcement Officer: Spencer Clawson

Officer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**City of Conway**  
**Code Enforcement**

1201 Oak Street  
Conway, Arkansas 72032  
[www.cityofconway.org](http://www.cityofconway.org)



*Missy Schrag*  
Conway Permits & Code Enforcement  
Phone 501-450-6191  
Fax 501-450-6144

October 10, 2019

Parcel # 710-05870-000

STEWART, JERRY & STEWART, MARTHA  
516 ASH ST  
CONWAY AR 72034-5202

**RE: Nuisance Abatement at 516 Ash St. Conway AR**  
**Cost of Clean-Up, Amount Due: \$360.76**

To whom it may concern:

Because you failed or refused to remove, abate or eliminate certain conditions on the aforementioned real property in the City of Conway, after having been given seven (7) days notice in writing to do so, the City of Conway was forced to undertake the cleanup of this property to bring it within compliance of the Conway Municipal Code.

The City of Conway is requesting payment for all costs expended in correcting said condition. If after thirty (30) days from the receipt of this letter notifying you of the cost to correct said condition, such payment has not been remitted to the City, the City has the authority to file a lien against real estate property for the cost expended after City Council approval.

At its **December 10, 2019 Meeting**, 6:30 p.m. located at 810 Parkway Street, the City Council will conduct a public hearing on three items:

1. Consideration of the cost of the clean-up of your real property.
2. Consideration of placing a lien on your real property for this amount.
3. Consideration of certifying this amount determined at the hearing, plus a ten percent (10%) penalty for collection & filing fees, to the Tax Collector of Faulkner County to be placed on the tax books as delinquent taxes and collected accordingly.

None of these actions will be necessary if full payment is received before the meeting date. Please make check payable to the **City of Conway** and mail to **1201 Oak Street Conway Arkansas 72032** with the **attention** to **Missy Schrag**. If you have any questions, please feel free to call me at 501-450-6191.

Respectfully,

Missy Schrag

# INVOICE

**City of Conway**  
Code Enforcement

DATE: DECEMBER 6, 2019

1201 Oak Street  
Conway, AR 72032  
Phone: 501-450-6191  
Fax 501-450-6144  
missy.schrag@cityofconway.org

TO STEWART, JERRY & STEWART, MARTHA  
516 ASH ST  
CONWAY AR 72034-5202

Description: Mowing/Clean-up/Admin Fees associated with the nuisance abatement at 516 Ash St. Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Spencer Clawson	710-05870-000		December 10, 2019

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
6	1 Employee -Mowing/Cleanup	18.18	109.08
3	1 Employee -Mowing/Cleanup	10.73	32.19
3	1 Employee - Mowing/Cleanup	21.15	63.45
	Sanitation tickets #694980; 694982; 695147; 694981	94.85	94.85
1	Administrative Fee (Code Enforcement)	20.49	20.49
1	Administrative Fee (Code Officer)	17.46	17.46
1	Administrative Fee (Physical Plant)	10.94	10.94
2	Certified Letter	5.60	11.20
2	Regular letter	.55	1.10

- Total amount due after December 10, 2019 includes collection penalty & filing fees

TOTAL	\$360.76
TOTAL WITH PENALTY & FILING FEES	\$426.84

Make all checks payable to City of Conway Code Enforcement @ 1201 Oak Street Conway Arkansas 72032





**City of Conway, Arkansas  
Resolution No. R-19-\_\_\_\_\_**

**A RESOLUTION AUTHORIZING AN APPLICATION TO THE ARKANSAS ECONOMIC DEVELOPMENT COMMISSION'S DIVISION OF RURAL SERVICES RURAL COMMUNITY ASSISTANCE GRANT PROGRAM FOR REPAIRS AND EQUIPMENT AT THE CONWAY MUNICIPAL AIRPORT AT CANTRELL FIELD, IN CONWAY, ARKANSAS**

**Whereas**, the Conway City Council has determined that the City of Conway meets eligibility requirements necessary to apply for a grant under the Arkansas Community Assistance Grant Program, and

**Whereas**, the Conway Municipal Airport at Cantrell Field is in need of changes to the runway to improve safety and efficiency of operations, and

**Whereas**, the Conway Municipal Airport at Cantrell Field is an important economic development asset, and

**Whereas**, the City Council of the City of Conway recognizes the need for the project, concurs in its importance, and supports the City of Conway in its efforts to proceed with the same.

**Now therefore, be it resolved by the City Council of the City of Conway, Arkansas, that:**

**Section I:** The Mayor of Conway is hereby authorized to submit an application of formal request to the Arkansas Economic Development Commission for the purpose of securing state grant funds in the amount of \$50,000.00 to aid and assist the City of Conway in executing the proposed project described herein and that the Mayor or Recorder/Treasurer of the City of Conway is further authorized to administer the grant funds for the same project.

**This resolution adopted this 10<sup>th</sup> day of December, 2019.**

**Approved:**

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

**Attest:**

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



**City of Conway, Arkansas**  
**Ordinance No. O-19-\_\_\_\_\_**

**AN ORDINANCE AUTHORIZING THE RECLASSIFICATION OF ONE (1) AIRPORT LINE SUPERVISOR POSITION IN THE CONWAY AIRPORT DEPARTMENT TO ONE (1) AIRPORT OPERATIONS MANAGER POSITION IN THE AIRPORT DEPARTMENT; AND FOR OTHER PURPOSES:**

**Whereas,** the Airport Department requests the reclassification of one (1) Airport Line Supervisor position to one (1) Airport Operations Manager position in the Airport Department;

**Whereas,** the annual salary for an Airport Line Supervisor position is \$ 35,001.00 and the annual salary for an Airport Operations Manager position is \$ 41,600.00; and

**Whereas,** no budget adjustment is required for the remainder of the 2019 budget year.

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

**Section 1.** The City of Conway shall reclassify one (1) Airport Line Supervisor position to one (1) Airport Operations Manager position in the Airport Department

**Section 2.** No additional salary funds are required for this staffing adjustment in 2019.

**Section 3.** All ordinances in conflict herewith are repealed to the 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 10<sup>th</sup> day of December, 2019.

**Approved:**

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

**Attest:**

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

# MEMO

City of Conway, Arkansas  
 Jamie Brice, Procurement Manager  
 1201 Oak Street  
 Conway, AR 72032  
[www.cityofconway.org](http://www.cityofconway.org)

**To:** Mayor Bart Castleberry and City of Conway Council

**CC:** Finley Vinson Phillip Vick Felicia Rogers Jack Bell

**From:** Jamie Brice

**Date:** December 10, 2019

**Re:** City of Conway Transportation Department – Engineering Services

The City of Conway accepted statements of qualifications and performance data from prospective consulting firms to provide engineering and support services for public projects during fiscal year 2019 pursuant to State of Arkansas Procurement Laws and Rules, Subchapter 8, Procurement of Professional Services, paragraph R1:19-11-802. Budgeted projects will require these services either as a result of necessary specialized expertise, such as structural, geotechnical, or hydraulic, or federal/state aid requirements. Task orders will be approved by the Mayor's office as needed. The Transportation and Procurement Departments request the approval of the City to enter into an agreement with Crafton Tull to provide an aerial survey of Tucker Creek from Country Club Road to Donnell Ridge Road.

This survey will provide the needed data for the preliminary design the Tucker Creek Trail Extension Project. The estimated cost for this survey is \$32,000 and will be funded by budgeted Pay As You Go funds.

Sincerely,



Jamie Brice  
 Procurement Manager  
 City of Conway

**Department Head Acknowledgement**

Name: Finley Vinson

Signature: B. Finley Vinson



**City of Conway, Arkansas  
Resolution No. R-19-\_\_\_**

**A RESOLUTION APPROVING A CHANGE ORDER FOR THE MARKHAM STREET JUMP START PROJECT FEDERAL AID SURFACE TRANSPORTATION PROGRAM (STP) FUNDS.**

**Whereas**, Conway City Council previously approved application and committed matching funds for the Federal-aid Transportation Grant administered by Arkansas Department of Transportation and Metroplan for Markham Street Jump Start Roadway Improvements (R-18-16), and

**Whereas**, The City of Conway was awarded \$2,812,500, and

**Whereas**, The City of Conway previously approved the lowest bid from Fureigh Heavy Construction, in the amount of \$2,113,620.40, and

**Whereas**, The City of Conway would like to extend the scope of this project with the remaining grant funds by a construction contract change order in the amount of \$375,597.32.

**NOW, THEREFORE, BE IT RESOLVED BY CONWAY CITY COUNCIL THAT:**

**Section I:** The City of Conway approves the Change Order to Fureigh Heavy Construction in the amount of \$375,597.32.

**Section II:** Conway City Council pledges its full support and hereby authorizes the City of Conway to cooperate with Fureigh Heavy Construction to initiate action to implement this project.

**Adapted this 10<sup>th</sup> day of December 2019.**

**Approved:**

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

**Attest:**

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



4701 Northshore Drive  
North Little Rock, AR 72118

TEL 501 376 3633  
FAX 501 372 8042

www.GarverUSA.com

### Construction Contract Change Order

<b>Project:</b> Markham Street Jump Start Improvements (Conway)(S) Conway, Arkansas Garver Job No. 1601-7122      AIP: STPU-9095(33) ARDOT: 080566	<b>Change Order No.</b> 1  <b>Date Prepared:</b> October 28, 2019 <b>Prepared by:</b> BSM
<b>Owner:</b> City of Conway 1201 Oak Street Conway, Arkansas 72032	<b>Contractor:</b> Fureigh Electric, LLC DBA Fureigh Heavy Construction 31 Drillers Drive Conway, Arkansas 72032

**Description of Work Included in Contract**  
 1530 LF of roadway reconstruction with curb and gutter; infrastructure for future lighting.

- Changes and Reasons Ordered (List Individual Changes as: A, B, C, D, etc.)**
- A. Revised plan quantities to account for the extension of the scope of the project (one block).
  - B. Required construction of 3" ACHM Binder Course and initial 2" lift of ACHM Surface Course per phase prior to opening to traffic.
  - C. Brick Pavers replaced Directional Detectable Bar Tiles as buffer between sidewalk and cycle track.

Attachments: Revised Plan Sheets: G-002, C-102 - C-107, C-201 - C-204, C-206 - C-206A, C-207 - C-208, C-211, C-213, C-303, C-401 - C-408, C-601 - C-606, C-704, C-802 - C-804, E-001, E-201 - E-204, E-501 - E-502, I-201, I-203 - I-204, L-204, and CX-10 - CX-12

Item	Description	Unit	Quantity	Unit Price	Quantity	Unit Price	Quantity	Unit Price	Quantity	Unit Price
A.	T1-5.1c	Reflectorized Paint Pavement Marking - 6" White	L.F.	1,454	\$0.80	0	\$0.80		\$1,163.20	\$0.00
A.	T1-5.1d	Reflectorized Paint Pavement Marking (Bicycle Symbol)	EACH	5	\$324.50	0	\$324.50		\$1,622.50	\$0.00
A.	T1-5.1e	Reflectorized Paint Pavement Marking (Directional Arrow)	EACH	5	\$295.00	0	\$295.00		\$1,475.00	\$0.00
A.	T1-5.1f	Thermoplastic Pavement Marking - 4" White	L.F.	746	\$1.70	1,785	\$1.70		\$1,268.20	\$3,034.50
A.	T1-5.1g	Thermoplastic Pavement Marking - 4" Yellow	L.F.	2,735	\$1.70	4,536	\$1.70		\$4,649.50	\$7,711.20
A.	T1-5.1h	Thermoplastic Pavement Marking - 6" White	L.F.	1,126	\$1.90	1,907	\$1.90		\$2,139.40	\$3,623.30
A.	T1-5.1i	Thermoplastic Pavement Marking - 12" White	L.F.	65	\$16.80	90	\$16.80		\$1,092.00	\$1,512.00
A.	T1-5.1j	Thermoplastic Pavement Marking - Green	S.F.	2,967	\$14.80	3,955	\$14.80		\$43,911.60	\$58,534.00
A.	T1-5.1k	Thermoplastic Pavement Marking (Bicycle Symbol)	EACH	18	\$938.10	25	\$938.10		\$16,885.80	\$23,452.50
A.	T1-5.1l	Thermoplastic Pavement Marking (Directional Arrow)	EACH	18	\$938.10	25	\$938.10		\$16,885.80	\$23,452.50
A.	T2-4.1a	Standard Roadside Sign	S.F.	44	\$29.50	57	\$29.50		\$1,298.00	\$1,673.83
A.	T2-4.1b	Street Name Sign	S.F.	29	\$29.50	42	\$29.50		\$855.50	\$1,239.00
<b>Summation of Cost</b>									<b>\$1,312,097.70</b>	<b>\$1,687,695.02</b>
<b>Net Cost for this Change Order</b>										<b>\$375,597.32</b>

<b>Estimated Project Cost</b>		<b>Time Change</b>
Original Contract Amount	Estimated Project Cost	Original Contract Start Date
This Change Order	<b>\$2,113,620.40</b>	Original Contract Time (calendar days)
New Contract Amount	<b>\$2,489,217.72</b>	Additional Calendar Days granted by this Change Order
		New Contract Time (calendar days)
		Suspended Time
		New Construction Completion Date
		September 24, 2019
		360
		65
		425
		November 22, 2020

**THIS AGREEMENT IS SUBJECT TO ALL ORIGINAL CONTRACT PROVISIONS AND PREVIOUS CHANGE ORDERS**

<b>ISSUED FOR REASONS INDICATED ABOVE</b>			
Engineer: Garver	 Engineer's Signature	Project Manager Title	10-31-19 Date
<b>ACCEPTED BY CONTRACTOR</b>	 Contractor's Signature	PM Title	11-5-19 Date
<b>APPROVED BY OWNER</b>	_____ Owner's Signature	_____ Title	_____ Date
<b>APPROVED BY ARDOT</b>	_____ ARDOT's Signature	_____ Title	_____ Date



831 Parkway  
 Suite C  
 Conway, AR 72034  
 TEL 501.537.3293  
 www.GarverUSA.com

## Request For Proposal No. 1

For Project: Job 080566 Markham St. Jump Start Impvts. (Conway) (S)  
 Garver Project Number: 16017122

To Contractor: Marc Rothwell, Fureigh Heavy Construction

From: Dustin Tackett, P.E. - Garver

Issue Date: October 15, 2019

Please submit an itemized proposal for changes in the Contract Price for proposed modifications to the Contract Documents described herein. Submit your proposal by 10/28/19 or notify the Owner in writing of the date on which you anticipate submitting your proposal.

This is NOT a Change Order, a Work Change Directive or a direction to proceed with the work described in the proposed modifications.

Change	Description of Proposed Changes or Modifications
A.	Revised plans for extension of the project.
B.	Required construction of 3" ACHM Binder Course and initial 2" lift of ACHM Surface Course per phase prior to opening to traffic.

Change (from above)	UPS Item	UPS Item Description	Unit	Current Estimated Quantity	Current Unit Price	Revised Quantity
A.	CO1.1	Utility Connections & Service Points CO1	L.S.	1	N/A	N/A
A.	CO1.2	Site Preparation CO1	L.S.	1	N/A	N/A
A.	CO1.3	Trench and Excavation Safety System CO1	L.S.	1	N/A	N/A
A.	CO1.4	Maintenance of Traffic CO1	L.S.	1	N/A	N/A
A.	CO1.5	Temporary Erosion Control CO1	L.S.	1	N/A	N/A
A.	CO1.6	Roadway Construction Control CO1	L.S.	1	N/A	N/A
A.	CO1.7	Trees, Plants, and Groundcover CO1	L.S.	1	N/A	N/A





# Fureigh Heavy Construction

CITY OF CONWAY  
MARKHAM ST. JUMP START IMPVTS. (CONWAY) (S)  
ARDOT JOB NO. 080566  
CHANGE ORDER NO. 1 PRICING

Number	Description	Unit	Qty	New Unit Price	New Total Price
CO1.1	Utility Connections & Service Points CO1	L.S.	1	\$ 5,160.00	\$ 5,160.00
CO1.2	Site Preparation CO1 (Includes both A and B From RFP)	L.S.	1	\$ 53,160.00	\$ 53,160.00
CO1.3	Trench and Excavation Safety System CO1	L.S.	1	\$ 1,063.00	\$ 1,063.00
CO1.4	Maintenance of Traffic CO1	L.S.	1	\$ 7,438.00	\$ 7,438.00
CO1.5	Temporary Erosion Control CO1	L.S.	1	\$ 7,140.00	\$ 7,140.00
CO1.6	Roadway Construction Control CO1	L.S.	1	\$ 5,015.00	\$ 5,015.00
CO1.7	Trees, Plants, and Groundcover CO1	L.S.	1	\$ 21,800.00	\$ 21,800.00
CO1.8	Automatic Irrigation System CO1	L.S.	1	\$ 15,812.00	\$ 15,812.00
PS3-5.1a	ACHM Surface Course	TON	1,606	\$ 97.90	\$ 157,227.40
PS3-5.1b	ACHM Binder Course	TON	907	\$ 76.70	\$ 69,566.90



CITY OF CONWAY | 1201 Oak Street  
Planning and Development | Conway, AR 72032  
T 501.450.6105  
F 501.450.6144  
www.conwayarkansas.gov

## MEMO

To: Mayor Bart Castleberry  
cc: City Council Members  
  
From:  
Date: December 4, 2019  
  
Re: Accela Contract Modification

---

Mayor and Councilmembers,

Over the last three years, the city has partnered with Accela Inc. to provide a platform for developers and contractors to seek planning and permitting approvals as well as to provide public access for the sake of transparency, accountability, and openness. Almost immediately, the city experienced frustrations, delays, and unmet promises in the implementation with Accela and its third-party vendor Redmark. Following implementation, the city was left with a semi-functional system with core promises having never been fulfilled. Staff has attempted to make the best of the situation but has considered at numerous times "pulling the plug."

Following some of the most recent problems with software, the Mayor charged a small committee of staff members from IT, Finance, Planning, and Permits to explore alternatives to Accela. Since August, the committee has been reviewing alternative software packages and exploring pricing options. During that time staff was also faced of the question of renewing the Accela yearly maintenance contract. Staff elected to attempt making a quarterly payment of the renewal without signing any agreements. This was rejected.

Following rejection of the attempt to make a quarterly payment, with assistance of the City Attorney, a letter was sent to Accela on October 24<sup>th</sup> indicating the city's intent to sever ties with Accela. The letter acknowledged that the city is actively looking for a replacement to Accela. As a result of the letter, the Director of Sales at Accela offered to allow the city's 10-year contract to be modified to permit termination at convenience with allowance for quarterly payments.

Enclosed is the contract amendment with these modifications. Given that the city is making quarterly payments, the city could potentially save approximately \$10-20,000 by replacing it immediately. Staff anticipants bringing forth a proposal to replace Accela in the next 2-3 months.

Sincerely,

James P. Walden, AICP  
Director of Planning and Development



**CITY OF CONWAY**  
Planning and Development

1201 Oak Street  
Conway, AR 72032

T 501.450.6105  
F 501.450.6144

[www.conwayarkansas.gov](http://www.conwayarkansas.gov)

October 24<sup>th</sup>, 2019

Becky O'Brien  
Senior Operations Analyst  
Accela

Re: City of Conway, Arkansas Accela Renewal

Ms. O'Brien,

This letter should act as notice of the City of Conway's intent to terminate our agreement.

The City of Conway has repeatedly communicated with your company over the entirety of our working relationship in letters, emails, in person and over the phone, that your services and products are not what was promised or promoted. These deficiencies have risen to the point which you have materially breached the agreement for which no amount of remediation can cure. To continue to try to salvage anything with your company would be a waste of the taxpayers' money the City is entrusted to be responsible stewards of. You have shown time after time after time with every phone call not returned, empty promise, missed deadline, failed implementation and hollow deliverable, you do not value the City of Conway as a customer or care that your product does not deliver even the most basic level of functionality.

We are actively looking for a replacement. We will not be paying the full amount of the annual renewal because you have been in breach of our agreement basically from the start (please see the other written correspondence we have provided you over the years). We have sent a check, which you have deposited, for the next 90 days of software subscription. At the end of such term you may invoice us for the next 90 days, which the City will pay, if necessary.

It is unfortunate and disappointing you have placed us in this position, but the City has no other option at this point. We hoped to find a long-term partner when we first met with your company but your complete inability to deliver on your many promises has held the City of Conway back long enough.

Respectfully,

James P. Walden, AICP  
Director of Planning and Development

**FIRST AMENDMENT  
TO  
ACCELA SUBSCRIPTION TERMS AND CONDITION**

This First Amendment (“First Amendment”) is made and entered into as of November \_\_, 2019 (“First Amendment Effective Date”), by and between **ACCELA, INC.** (“ACCELA”) and **CONWAY, AR** (“Customer”), and amends that certain Accela Subscription Terms and Conditions, dated September 29, 2015 between ACCELA and Customer (“Agreement”).

**WHEREAS**, ACCELA and Customer wish to amend the Agreement, in accordance with the terms and conditions of this First Amendment;

**WHEREAS**, the capitalized terms not otherwise defined herein will have the meanings ascribed to them in the Agreement; and

**WHEREAS**, ACCELA and Customer agree that, with the exception of any agreements that are presently active under the Agreement, which remain in full force, this First Amendment modifies the Agreement between the parties commencing as of the First Amendment Effective Date.

**NOW THEREFORE**, in consideration of the mutual covenants and undertakings contained herein, and subject to the terms and conditions set forth herein, the parties hereby agree as follows:

- 1. Section 29 of the Agreement is hereby amended by deleting the existing Section 29 and inserting the following in lieu thereof:**

In accordance with the requirements of Art. 12 §4 of the Arkansas Constitution, Customer hereby provides notice of, and Accela agrees to the following regarding non-appropriation of funds: All funds for payments by the Customer to Accela pursuant to this Contract are subject to the availability of an annual appropriation for this purpose by the City of Conway. In the event of non-appropriation of funds by the City, for the services provided under this Contract, the City may terminate the Contract, without termination charge or other liability, on the last day of the then current fiscal year or when the appropriation made for the then current year for the services covered by this Contract is spent, whichever event occurs first. If funds are not appropriated at any time for the continuation of this Contract, cancellation will be accepted by Accela on thirty (30) days prior written notice, but failure to give such notice shall be of no effect and the City shall not be obligated under this Contract beyond the date of termination specified in the City’s written notice. City may also terminate the Contract for convenience by providing Accela thirty (30) days’ advance notice.

- 2. Section 30 is hereby added to the Agreement and shall hereafter be read as follows:**

Notwithstanding anything to the contrary, Customer may pay fees under the Contract on a quarter-per-quarter basis to Accela. The fees for any particular quarter shall be paid in advance and are non-refundable.

**IN WITNESS WHEREOF**, the parties hereto have executed, or caused their duly authorized representatives to execute, this First Amendment as of the date first above written.

**CONWAY, AR**

**ACCELA, INC.**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**City of Conway, Arkansas  
Ordinance No. O-19-\_\_\_**

**A ORDINANCE CORRECTING THE WARD ASSIGNMENT OF +/-31.18 ACRES ANNEXED BY ORDINANCE #O-19-119, DECLARING AN EMERGENCY, AND FOR OTHER PURPOSES:**

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

**SECTION 1:** That the +/-31.18 acres accepted for annexation to the City of Conway, Arkansas, by Ordinance no. O-19-119 was incorrectly assigned as part of Ward 2, but should be assigned as part of Ward 4. Legal description of the annexed lands are as follows:

Being a part of the NE1/4 SE1/4 and a part of the SE1/4 NE1/4 of Section 3, T-4-N, R-14-W, and also a part of the NW1/4 SW1/4 and a part of the SW1/4 NW1/4 of Section 2, T-4-N, R-14-W, all in Faulkner County, Arkansas more particularly described as follows:

Commencing at the SW corner of said NE1/4 SE1/4 of Section 3, T-4-N, R-14-W; thence N01°40'00"E 207.50 feet; thence S88°15'02"E 798.81 feet to a point on the City Limits Boundary of the City of Conway; thence along said Boundary, N01°47'54"E 469.75 feet to the point of beginning; thence leaving said Boundary, West 411.68 feet; thence N05°42'07"E 395.95 feet; thence N10°35'55"E 248.30 feet; thence N37°48'37"E 431.80 feet to a point on the South Right of Way of Emyp Trail; thence N37°48'37"E 186.68 feet to a point on the North Right of Way of Emyp Trail; thence N02°50'18"E 144.04 feet; thence N72°31'27"E 116.62 feet; thence N46°36'08"E 63.27 feet; thence N77°13'21"E 129.87 feet; thence S63°08'53"E 189.17 feet; thence S79°52'40"E 50.20 feet to a point on the East line of said SE1/4 NE1/4, said line also being the City Limits Boundary of the City of Conway; thence along said East line / City Limits Boundary, S01°58'14"W 661.25 feet to the NW Corner of said NW1/4 SW1/4; thence leaving said East line, along the North line of said NW1/4 SW1/4, said line also still being the City Limits Boundary of the City of Conway, S87°45'24"E 108.85 feet; thence leaving said North line, continuing along said City Limits Boundary, N01°55'59"E 218.19 feet; thence continuing along said City Limits Boundary, N52°51'47"E 107.54 feet; thence continuing along said City Limits Boundary with a curve turning to the left with an arc length of 464.35 feet, with a radius of 769.85 feet, with a chord bearing of S54°24'59"E, with a chord length of 457.34 feet; thence continuing along said City Limits Boundary, S31°20'04"E 155.05 feet to a point on the West line of Lot-25 of Round Mountain Subdivision (Plat of Records of Faulkner County Book E Page 72); thence continuing along said City Limits Boundary, as well as along said West line of Lot-25, S12°22'38"W 286.52 feet to the NW Corner of Lot-22 of Round Mountain Subdivision; thence leaving the West line of Lot-25, along the West line of Lot-22, as well as continuing along said City Limits Boundary, S11°45'45"W 137.65 feet to the NE Corner of Lot-21 of said Round Mountain Subdivision; thence leaving said West line of Lot-22, along the North line of said Lot-21, as well as continuing along said City Limits Boundary, N87°55'00"W 196.27 feet; thence continuing along said North line, as well as continuing along said City Limits Boundary, S61°15'09"W 220.15 feet to the NE Corner of Lot-20 of said Round Mountain Subdivision; thence leaving said North line of said Lot-21,

along the North line of said Lot-20, as well as continuing along said City Limits Boundary, N77°00'00"W 300.00 feet; thence along the East line of said Lot-20, as well as continuing along said City Limits Boundary, N01°20'34"E 100.00 feet; thence continuing along the North line of said Lot-20, as well as continuing along said City Limits Boundary, N88°15'03"W 419.73 feet to the NW Corner of said Lot-20; thence along the West line of said Lot-20, as well as continuing along said City Limits Boundary, S01°45'57"W 169.79 feet to the point of beginning, containing 31.18 acres more or less.

Subject to all roadways, easements and reservations that are of record or physically in place.

**SECTION 2:** That all ordinances in conflict herewith are repealed to the extent of the conflict.

**SECTION 3:** That this ordinance is necessary for the protection of the public peace, health and safety, and 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 10<sup>th</sup> day of December, 2019.

**APPROVED:**

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**Mayor Bart Castleberry**

**ATTEST:**

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



**City of Conway, Arkansas**  
**Ordinance No. O-19-\_\_\_\_\_**

**AN ORDINANCE AMENDING THE CONWAY SUBDIVISION ORDINANCE CONCERNING SUBMISSION DEADLINES FOR VARIOUS APPLICATION TYPES; AND FOR OTHER PURPOSES:**

**Whereas;** it is necessary and desirable to give city staff and the Planning Commission more time to review applications coming before the Planning Commission;

**Whereas,** The Conway Planning Commission has prepared amendments to the Conway Subdivision Ordinance, gave proper public notice in accordance with Arkansas Code Annotated § 14-56-422, held a duly authorized public hearing on November 18<sup>th</sup>, 2019, and adopted the prepared amendments;

**Whereas,** The City Council accepts the Planning Commission's recommended amendments.

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

**Section 1.** That the Conway Subdivision Ordinance, be amended as follows:

*Article 1, Section 5, Preliminary Plat, Paragraph A.*

A. Submission Requirements

The Application shall be submitted to the Planning Commission in accordance with the Planning Commission calendar being not fewer than seventeen (17) thirty (30) days prior to the regular Planning Commission meeting at which it is to be considered and shall consist of the following:

The remainder of the paragraph shall remain the same.

*Article 1, Section 5, Final Plat, Paragraph A.*

A. Submission Requirements

In accordance with the Planning Commission calendar being at least seventeen (17) thirty (30) days prior to the meeting at which it is to be considered, the subdivider shall submit an application which shall consist of:

The remainder of the paragraph shall remain the same.

**Section 2:** That all ordinances in conflict herewith are hereby repealed to the extent of that conflict.

**Section 3:** That in order to provide adequate time for design professionals to adapt to the requirements of this ordinance, this ordinance shall not take effect until March 2, 2020.

**PASSED** this 10<sup>th</sup> of December, 2019.

**Attest:**

**Approved:**

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

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



**City of Conway, Arkansas  
Ordinance No. O-19-\_\_\_\_\_**

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

**Whereas**, the Department of Sanitation has experienced significant turnover and hiring obstacles resulting from non-competitive wages; and

**Whereas**, the Department of Sanitation requests restructuring of the department and the addition, revision, or reclassification of certain titles and salaries to support recruitment and retention of personnel; and

**Whereas**, tiered and/or graduated wage structures for certain positions will provide incentive and growth opportunities for personnel and assist with employee retention; and

**Whereas**, the Department of Sanitation 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 Department of Sanitation:

<u>Current Position/Salary</u>	<u>New Position/Salary</u>
Collector - \$23,907	Collector I - \$29,120
-	Collector II - \$30,867
-	Collector III - \$32,719
Grounds Keeper/Custodian - \$26,105	Maintenance Specialist I - \$29,120
-	Maintenance Specialist II - \$30,867
-	Maintenance Specialist III - \$32,719
Office Clerk/Secretary - \$29,543	Administrative Assistant I - \$30,650
Equipment Operator - \$31,263	Equipment Operator I - \$32,704
-	Equipment Operator II - \$35,429
-	Equipment Operator III - \$38,005
CDL Driver - \$32,335	Commercial Driver I - \$35,012
-	Commercial Driver II - \$37,741
-	Commercial Driver III - \$40,736



<b>Current Position/Salary</b>	<b>New Position/Salary</b>
Equipment Operator - \$31,263	Construction Specialist General - \$35,012
-	Construction Specialist Intermediate - \$37,741
-	Construction Specialist Advanced - \$40,736
Senior Mechanic - \$42,500	Heavy Equipment Mechanic I - \$42,500
-	Heavy Equipment Mechanic II - \$45,000
-	Heavy Equipment Mechanic III - \$47,500
Administrative Assistant II - \$38,623	Office Manager - \$50,387
Recycling Supervisor - \$45,000	Recycling Operations Supervisor - \$50,387
Recycling Supervisor - \$45,000	Residential Collections Supervisor - \$50,387
Landfill Collection Supervisor - \$45,000	Commercial Collections Supervisor - \$50,387
Landfill Collection Supervisor - \$45,000	Landfill Operations Supervisor - \$50,387
Shop Supervisor - \$45,000	Fleet and Facilities Supervisor - \$50,387
Recycling Coordinator - \$39,858	Special Projects Manager - \$50,387
-	Safety Specialist - \$50,387
Recycling Manager - \$56,189	Recycling Operations Manager - \$61,476
Shop Manager - \$56,189	Fleet and Facilities Manager - \$61,476
Landfill Manager - \$56,189	Landfill Operations Manager - \$61,476
Collections Manager - \$56,189	Collections Manager - \$61,476

**Section 2.** The City of Conway updates the Authorized Positions List for the Department of Sanitation as follows:

<b>Title</b>	<b>FY2020</b>	<b>Title</b>	<b>FY2020</b>
Administrative Assistant I	7	Heavy Equipment Mechanic	6
Residential Collections Manager	1	Landfill Operations Manager	1
Residential Collections Supervisor	1	Landfill Operations Supervisor	1
Collector	27	Maintenance Specialist	2
Commercial Collections Manager	1	Maintenance Specialist (Seasonal)	1
Commercial Collections Supervisor	1	Office Manager	1
Commercial Driver	27	Recycling Operations Manager	1
Construction Specialist	5	Recycling Operations Supervisor	1
Equipment Operator	8	Safety Specialist	1
Fleet and Facilities Manager	1	Sanitation Director	1
Fleet and Facilities Supervisor	1	Special Projects Manager	1

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

**PASSED** this 10<sup>th</sup> day of December 2019.

**Approved:**

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

**Attest:**

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



**City of Conway, Arkansas  
Ordinance No. O-19-\_\_\_\_\_**

**AN ORDINANCE APPROPRIATING INSURANCE PROCEEDS FUNDS RECEIVED FROM THE MUNICIPAL VEHICLE PROGRAM FOR THE INFORMATION TECHNOLOGY DEPARTMENT; AND FOR OTHER PURPOSES:**

**Whereas**, the Information Technology department requests appropriation in the amount of \$35,821.31 to replenish various accounts; and

**Whereas**, funds in the amount of \$35,821.31 by Municipal Vehicle Program were received to be used for said purpose.

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

**Section 1.** The City of Conway shall appropriate \$2,217.25 from Insurance Proceeds account (001.119.4360) to Vehicle Maintenance (001.108.5450)

**Section 2.** The City of Conway shall appropriate \$3,813.06 from Insurance Proceeds account (001.119.4360) to Computer Equipment Maintenance (001.108.5420)

**Section 3.** The City of Conway shall appropriate \$29,791.00 from Insurance Proceeds account (001.119.4360) to Vehicles (001.108.5920)

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

Passed this 10<sup>th</sup> day of December, 2019.

**Approved:**

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

**Attest:**

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

## MEMORANDUM

**TO:** City Council Members/Mayor Bart Castleberry  
**FROM:** Chief Jody Spradlin  
**DATE:** December 10, 2019  
**SUBJECT:** Request for disposal of assets

The Police Department has the following seized vehicles that are not being used:

- 2009 Hyundai Sonata VIN -5NPET46C99H529632
- 2002 Mitsubishi Montero VIN- JA4LS41R32J047784
- 2002 Hyundai Santa Fe VIN- 4T1BF32K73U047686

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-19-\_\_\_\_**

**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	\$27,084.34	Extra Duty Services
Arkansas State Police	\$1,187.13	Taskforce Funds
Various Companies	\$500.00	Child Safety Fair
Nationwide Insurance	\$160.81	K9 vet check reimbursement
DEA/Marshall	\$6,262.20	Taskforce Funds
Municipal Vehicle Program	\$5,335.54	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 \$27,084.34 from 001.121.4185 to the CPD overtime expense account, 001.121.5114.

**Section 2.** The City of Conway shall appropriate funds from Arkansas State Police in the amount of \$1,187.13 from 304.000.4201 to the CPD overtime expense account 001.121.5114.

**Section 3.** The City of Conway shall appropriate funds from various companies in the amount of \$500 from 001.121.4705 to the CPD Child Safety Fair expense account 001.121.5760.

**Section 4.** The City of Conway shall appropriate funds from Nationwide Insurance in the amount of \$160.81 from 001.121.4360 to the CPD Other Miscellaneous expense account 001.121.5799.

**Section 5.** The City of Conway shall appropriate funds from Federal funds in the amount of \$6,262.20 from 001.121.4186 to the Police Department overtime expense account 001.121.5114.

**Section 6.** The City of Conway shall appropriate funds from Municipal Vehicle Program in the amount of \$5,335.54 from 001.119.4360 to the CPD vehicle maintenance expense account 001.121.5450.

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

**PASSED** this 10<sup>th</sup> day of December, 2019.

**Approved:**

**Attest:**

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

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



**City of Conway, Arkansas**  
**Ordinance No. O-19-\_\_\_\_\_**

**AN ORDINANCE ACCEPTING GRANT PROCEEDS AWARDED TO THE CONWAY FIRE DEPARTMENT BOMB SQUAD, WAIVING THE COMPETITIVE BIDS PROCESS, AND FOR OTHER PURPOSES:**

**Whereas**, Conway Fire Department has been awarded a grant in the amount of \$88,750 by the Arkansas Department of Emergency Management (ADEM) as the State Administrative Agency (SAA) for the Homeland Security Grant Program (HSGP) from the Department of Homeland Security Federal Emergency Management Agency (DHS FEMA) as a recipient for the FY19 Homeland Security Grant Program under the Law Enforcement Terrorism Prevention Activities (LETPA) category; and

**Whereas**, the Conway Fire Department Bomb Squad requests acceptance of this grant in order to purchase equipment and training; and

**Whereas**, the Conway Fire Department Bomb Squad entered the competitive application process in May; and this grant is 100% reimbursable to the City of Conway.

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

**Section 1.** The City of Conway shall budget grant funds of \$88,750 in the Federal Grant Fund Revenue Account (399.000.4750) and transfer \$80,750 into the Grant Machinery and Equipment expense account (399.131.5910); and \$8,000 in to the Travel Expense Line Item (399.131.5910).

**Section 2.** The City of Conway hereby approves waiving the competitive bid requirement and will utilize G & W Diesel, Inc. as a sole source vendor to purchase 4 Self Contained Breathing Apparatus (\$35,750).

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

**PASSED** this 10<sup>th</sup> day of December, 2019.

**Approved:**

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

**Attest:**

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



Personal Safety Division  
3M Scott Fire & Safety  
4320 Goldmine Road  
Monroe, NC 28110, USA  
Phone 800 AIR-PAKS  
800 247 7257  
Web [www.3MScott.com](http://www.3MScott.com)

December 2, 2019

Corporate Office  
3M Center, Building 220-4N-03  
St. Paul, MN 55144-1000, USA  
Phone 800 867 5309  
Web [www.3M.com/WorkerSafety](http://www.3M.com/WorkerSafety)

To Whom it May Concern

Emergency Vehicle Specialists / 3M Scott Authorized Distributor

This letter confirms that Emergency Vehicle Specialists is the only Class 1F Fire Distributor authorized to sell 3M Scott Fire & Safety products in Conway, Arkansas. Emergency Vehicle Specialists can offer service for the 3M Scott Fire & Safety product line throughout the State of Arkansas.

If you have any questions or concerns, please do not hesitate to contact me.

Regards,

*Robert J. Knudson*

Bob Knudson  
Fire & SCBA Specialist  
3M/Scott Fire & Safety



**City of Conway, Arkansas**  
**Ordinance No. O-19- \_\_\_\_\_**

**AN ORDINANCE ADOPTING A BUDGET FOR THE CITY OF CONWAY, ARKANSAS, FOR THE FISCAL YEAR JANUARY 1, 2020 THROUGH DECEMBER 31, 2020, AND PROVIDING THAT THE AMOUNTS STATED IN THE BUDGET DOCUMENT AS ADOPTED EXPENDITURES SHALL BECOME APPROPRIATED FOR THE VARIOUS FUNCTIONS AND ACTIVITIES SPECIFIED IN SAID BUDGET DOCUMENT; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES:**

**Whereas**, the Mayor of the City of Conway has submitted to the City Council a budget for the fiscal year 2020.

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

**Section 1.** A Budget for the fiscal year 2020 for the City of Conway, Arkansas; providing a total appropriation for the following funds:

	<u>Revenue</u>	<u>Expenditures</u>
General	\$34,796,950	\$34,672,681
Street	6,063,000	6,062,277
Sanitation	9,925,000	9,182,795
Airport	1,100,760	1,087,948
Parks and Rec Ad Val	24,500	-0-
Animal Welfare Ad Val	14,000	-0-
Spay & Neuter Program	40,000	40,000
Court Automation	84,500	25,000
Franchise Fee Econ Dev	590,000	590,000
Parks and Rec A&P	3,620,000	2,260,000
Pay as You Go Sales Tax (Street & Police)	3,840,000	3,840,000
Street Sales & Use Tax 2018	5,700,000	5,700,000
Street Impact	330,000	-0-
Parks Impact	160,000	-0-
Non Uniform Pension	2,731,000	2,265,000
Bonded Debt Service	<u>3,344,397</u>	<u>3,344,397</u>
Total Budget	\$72,364,807	\$69,070,098

**Section 2.** From the effective date of the budget, to wit: January 1, 2020, the several amounts as stated therein as adopted expenditures shall be and are hereby appropriated for the several purposes, functions and activities within the various departments, offices and agencies specified therein.

**Section 3.** The Mayor is directed to cause the proper accounting entries to be made in the books and records of the City so as to reflect the appropriations for the aforesaid fiscal year, and he is further directed to file a certified copy of the adopted budget for the fiscal year with the City Clerk of the City of Conway, Arkansas.

**Section 4.** For those funds in which budgeted expenditures exceed revenues, City Council authorizes that Fund Balance (unrestricted reserves) will be utilized to pay for actual expenditures during the year that are in excess of actual revenues.

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

**Section 6.** 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 10<sup>th</sup> day of December 2019.

**Approved:**

---

**Mayor Bart Castleberry**

**Attest:**

---

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