

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, February 25<sup>th</sup>, 2020 City Council Agenda**

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

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<b>5:30pm Committee:</b>	<b>Cybersecurity Awareness</b>
<b>6:30pm:</b>	<b>State of the City</b>
<b>Call to Order:</b>	City Council Meeting
<b>Roll Call:</b>	Bart Castleberry, Mayor
<b>Minutes Approval:</b>	Michael O. Garrett, Clerk/Treasurer
<b>Business Appreciation Awards:</b>	January 28 <sup>th</sup> , 2020
<b>Monthly Financial Report:</b>	Sandstone Real Estate Group & Katrina’s House of Style
	January 31 <sup>st</sup> , 2020

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**Report of Standing Committees:**

- A. Community Development Committee (Airport, Community Development, Planning & Development, Permits & Inspection (Code Enforcement), Historic District, Transportation)**
1. Resolution accepting funding received from Summerwood Inc for the Spruce Street Cottage Development.
  2. Consideration to approve a change order for Garver (#1) and Weaver-Bailey (#1) for the Taxi and T-Hangar Apron No. 1 Construction for the Conway Regional Airport.
  3. Ordinance to waive the competitive bid process for the repair of box culverts on Van Ronkle Street for the Transportation Department.
  4. Ordinance to rezone property located at 237 Locust Avenue from R-2A to R-2.
- B. Public Service Committee (Sanitation, Parks & Recreation, & Physical Plant)**
1. Ordinance accepting and appropriating funds received from Arkansas Department of Public Safety for the Parks and Recreation Department.
  2. Ordinance to appropriate funds and approve a vendor that will provide and install an artificial turf system for five City of Colleges softball fields.
- C. New Business**
1. Update on cases from the Office of the City Attorney.

**Adjournment**



City of Conway, Arkansas  
Monthly Financial Reports  
January 31, 2020

City of Conway  
 Monthly Financial Report - General Fund  
 For the month ended January 31, 2020



<b>Revenues</b>	<b>Budget</b>	<b>Month Activity</b>	<b>Year to Date</b>	<b>Encumbered</b>	<b>(Over)/Under Budget</b>	<b>% Expend/Collect</b>
Ad Valorem Tax	4,000,000	179,174	179,174		3,820,826	4%
Payments in Lieu of Tax	15,000	-	-		15,000	0%
State Tax Turnback	930,000	126,318	126,318		803,682	14%
Insurance Tax Turnback - LOPFI	1,300,000	-	-		1,300,000	0%
Sales Tax	20,500,000	1,687,745	1,687,745		18,812,255	8%
Beverage Tax	480,000	-	-		480,000	0%
Franchise Fees	3,540,000	287,763	287,763		3,252,237	8%
Office Space Leases	59,400	-	-		59,400	0%
Permits	506,000	39,338	39,338		466,662	8%
Public Safety	1,756,050	113,421	113,421		1,642,629	6%
Parks	689,500	43,614	43,614		645,886	6%
Interest Income	185,000	15,551	15,551		169,449	8%
Donations	6,820	399	399		6,421	6%
Miscellaneous Revenues	113,000	8,730	8,730		104,270	8%
Transfers from Other Funds	723,000	35,250	35,250		687,750	5%
<b>Total Revenues</b>	<b>34,803,770</b>	<b>2,537,301</b>	<b>2,537,301</b>	<b>-</b>	<b>32,266,468</b>	<b>7%</b>
<b>Expenditures</b>						
Admin (Mayor, HR)	1,040,080	379,531	379,531	290	660,259	36%
Finance	450,441	16,386	16,386	-	434,055	4%
City Clerk/Treasurer	146,257	6,965	6,965	-	139,292	5%
City Council	103,031	5,617	5,617	-	97,414	5%
Planning	669,586	28,082	28,082	25,793	615,711	4%
Physical Plant	506,397	23,595	23,595	988	481,815	5%
Information Technology	1,063,534	45,113	45,113	23,164	995,257	4%
Permits and Inspections	633,713	27,782	27,782	75	605,856	4%
Nondepartmental	1,004,841	148,997	148,997	8,159	847,684	15%
Police	12,414,715	644,242	644,242	72,850	11,697,622	5%
CEOC	1,392,364	49,438	49,438	8,043	1,334,884	4%
Animal Welfare	496,164	19,752	19,752	1,632	474,780	4%
Municipal District Court	901,512	72,395	72,395	74	829,043	8%
City Attorney	490,688	25,804	25,804	-	464,884	5%
Fire	10,418,236	465,772	465,772	100,628	9,851,836	4%
Parks	3,213,590	138,687	138,687	26,010	3,048,893	4%
<b>Total Expenditures</b>	<b>34,945,149</b>	<b>2,098,159</b>	<b>2,098,159</b>	<b>267,706</b>	<b>32,579,284</b>	<b>6%</b>
<b>Net Revenue/(Expense)</b>	<b>(141,379)</b>		<b>439,142</b>			

\*All figures are unaudited

Notes:

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

City of Conway  
General Fund  
2020



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-20-07	1/28/20	Software purchase for Planning and Permitting depts	146,863
O-20-09	1/28/20	Replace battery backup system at Emergency Operations Center	115,597
			<u>\$ 262,460</u>

City of Conway  
 Balance Sheet - General Fund  
 As of January 31, 2020



Cash - Operating	5,134,178
Cash - Reserve	1,098,810
Petty Cash	715
Taxes Receivable	3,627,211
Accounts Receivable	4,183,694
Due from Other Funds	351,746
Due from Street	32,418
Fuel Inventory	(591)
General Inventory	585
<b><i>Assets</i></b>	<b><u>14,428,765</u></b>
Accounts Payable	836,929
Salaries Payable	90,939
Insurance and Benefits Payable	163,631
Held for Others - Performance Bonds	45
Held for Others - Crimestopper Reward	5,000
Event Deposits	2,150
Due to Other Funds	11,196
Deferred Revenue	4,127,948
Unearned Revenue - City Hall Lease	1,020,000
<b><i>Liabilities</i></b>	<b><u>6,257,838</u></b>
<b><i>Fund Balance</i></b>	<b><u>8,170,927</u></b>
<b><i>Total Liabilities &amp; Fund Balance</i></b>	<b><u>14,428,765</u></b>

\*All figures are unaudited

City of Conway  
 Monthly Financial Report - Street Fund  
 For the month ended January 31, 2020



	<u>Budget</u>	<u>Month Activity</u>	<u>Year to Date</u>	<u>Encumbered</u>	<u>(Over)/Under Budget</u>	<u>% Expend/Collect</u>
<b>Revenues</b>						
Ad Valorem Tax	1,400,000	66,090	66,090		1,333,910	5%
Payments in Lieu of Tax	6,000	-	-		6,000	0%
State Tax Turnback	2,700,000	245,115	245,115		2,454,885	9%
AHTD 1/2 Cent Sales Tax Turnback	1,400,000	160,171	160,171		1,239,829	11%
Severance Tax	140,000	4,865	4,865		135,135	3%
Sales Tax	280,000	23,648	23,648		256,352	8%
Engineering Fees	17,000	500	500		16,500	3%
Interest Income	120,000	8,844	8,844		111,156	7%
<b>Total Revenues</b>	<b>6,063,000</b>	<b>509,234</b>	<b>509,234</b>	<b>-</b>	<b>5,553,766</b>	<b>8%</b>
<b>Expenditures</b>						
Personnel Costs	2,975,692	144,898	144,898	-	2,830,794	5%
Other Operating Costs	3,002,385	116,786	116,786	157,671	2,727,928	4%
Total Operating Costs	5,978,077	261,684	261,684	157,671	5,558,722	4%
Capital Outlay	84,200	-	-	34,857	49,343	0%
<b>Total Expenditures</b>	<b>6,062,277</b>	<b>261,684</b>	<b>261,684</b>	<b>192,528</b>	<b>5,608,065</b>	<b>4%</b>
<b>Net Revenue/(Expense)</b>	<b>723</b>		<b>247,551</b>			

\*All figures are unaudited

Notes:

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

City of Conway  
Street Fund  
2020  
Fund Balance Appropriations



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

City of Conway  
 Balance Sheet - Street Fund  
 As of January 31, 2020



Cash - Operating	4,972,654
Accounts Receivable	1,458,309
Due from Other Funds	(9,153)
<b><i>Assets</i></b>	<b><u>6,421,809</u></b>
Accounts Payable	11,519
Salaries Payable	9,348
Insurance and Benefits Payable	(12,659)
Due to Other Funds	2,189
Due to General	31,917
Deferred Revenue	1,458,308
<b><i>Liabilities</i></b>	<b><u>1,500,621</u></b>
<b><i>Fund Balance</i></b>	<b><u>4,921,188</u></b>
<b><i>Total Liabilities &amp; Fund Balance</i></b>	<b><u>6,421,809</u></b>

\*All figures are unaudited



City of Conway  
 Monthly Financial Report - Sanitation  
 For the month ended January 31, 2020



	<u>Budget</u>	<u>Month Activity</u>	<u>Year to Date</u>	<u>Encumbered</u>	<u>(Over)/Under Budget</u>	<u>% Expend/Collect</u>
<b>Revenues</b>						
Sanitation Fees	9,150,000	891,203	891,203		8,258,797	10%
Proceeds - Recycled Materials	375,000	3,839	3,839		371,161	1%
Landfill Fees - General	200,000	13,605	13,605		186,395	7%
Interest Income	200,000	25,227	25,227		174,773	13%
Miscellaneous Revenues	-	14,967	14,967		(14,967)	-
<b>Total Revenues</b>	<b>9,925,000</b>	<b>948,841</b>	<b>948,841</b>	<b>-</b>	<b>8,976,159</b>	<b>10%</b>
<b>Expenditures</b>						
Personnel Costs	4,722,995	281,383	281,383	305	4,441,307	6%
Other Operating Costs	2,974,653	41,637	41,637	103,881	2,829,135	1%
Total Operating Costs	7,697,648	323,021	323,021	104,186	7,270,441	4%
Capital Outlay	2,208,600	-	-	743,656	1,464,943	0%
<b>Total Expenditures</b>	<b>9,906,248</b>	<b>323,021</b>	<b>323,021</b>	<b>847,842</b>	<b>8,735,385</b>	<b>3%</b>
<b>Net Revenue/(Expense)</b>	18,752		<b>625,821</b>			

\*All figures are unaudited

Notes:

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- 2) Capital outlay is shown here for budgeting purposes, but only depreciation expense will be recorded at year end.

City of Conway  
Sanitation Fund  
2020

Fund Balance Appropriations



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

City of Conway  
 Balance Sheet - Sanitation  
 As of January 31, 2020



Cash - Operating	9,205,019
Petty Cash	200
Post Closure Cash Account	5,982,423
Accounts Receivable	(6,215)
Due from Other Funds	(537)
General Inventory	2,122
Land & Buildings	2,267,481
Infrastructure	950,578
Machinery and Equipment	3,739,564
Vehicles	331,509
Deferred Outflows of Resources	1,801,284
<b><i>Assets</i></b>	<b><u>24,273,428</u></b>
Accounts Payable	30,736
Salaries Payable	19,420
Insurance and Benefits Payable	(36,344)
Compensated Absences	168,607
Net Pension Obligation	10,743,741
Deferred Inflows of Resources	2,128,495
Deferred Inflows of Resources OPEB	136,661
Net OPEB Liability	574,953
Due to Other Funds	62,565
Landfill Close/Post Close	8,709,685
<b><i>Liabilities</i></b>	<b><u>22,538,519</u></b>
<b><i>Net Position</i></b>	<b><u>1,734,910</u></b>
<b><i>Total Liabilities and Net Position</i></b>	<b><u>24,273,428</u></b>

\*All figures are unaudited

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

City of Conway  
 Monthly Financial Report - Airport  
 For the month ended January 31, 2020



	<u>Budget</u>	<u>Month</u> <u>Activity</u>	<u>Year to</u> <u>Date</u>	<u>Encumbered</u>	<u>(Over)/Under</u> <u>Budget</u>	<u>%</u> <u>Expend/Collect</u>
<b>Revenues</b>						
Sales Tax	15,000	1,907	1,907		13,093	13%
Airport Fuel Sales	780,000	65,042	65,042		714,958	8%
T-Hangar Rent	137,160	8,286	8,286		128,874	6%
Community Hangar Rent	33,600	2,800	2,800		30,800	8%
Ground Leases	125,000	-	-		125,000	0%
Miscellaneous Revenues	10,000	2,982	2,982		7,018	30%
<b>Total Revenues</b>	<b>1,100,760</b>	<b>81,018</b>	<b>81,018</b>	<b>-</b>	<b>1,019,742</b>	<b>7%</b>
<b>Expenditures</b>						
Personnel Costs	293,449	16,020	16,020	-	277,429	5%
Fuel for Resale	650,000	52,454	52,454	-	597,546	8%
Other Operating Costs	144,499	2,565	2,565	2,043	139,891	2%
Total Operating Costs	1,087,948	71,039	71,039	2,043	1,014,866	7%
Capital Outlay	-	-	-	-	-	0%
<b>Total Expenditures</b>	<b>1,087,948</b>	<b>71,039</b>	<b>71,039</b>	<b>2,043</b>	<b>1,014,866</b>	<b>7%</b>
<b>Net Revenue/(Expense)</b>	12,812		<u><u>9,978</u></u>			

\*All figures are unaudited

Notes:

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

City of Conway  
Airport Fund  
2020

Fund Balance Appropriations



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

City of Conway  
 Balance Sheet - Airport  
 As of January 31, 2020



Cash - Operating	293,179
Taxes Receivable	2,102
Accounts Receivable - Fuel Vendor	(8,494)
Land	1,254,473
Buildings	4,204,034
Machinery & Equipment	736,087
Vehicles	9,141
Infrastructure	23,962,938
<b><i>Assets</i></b>	<b><u>30,453,461</u></b>
Accounts Payable	2,369
Insurance and Benefits Payable	(293)
Compensated Absences	5,127
Due to General	4,234
Deferred Inflows of Resources	32,417
Deferred Inflows of Resources OPEB	7,705
<b><i>Liabilities</i></b>	<b><u>51,558</u></b>
<b><i>Net Position</i></b>	<b><u>30,401,903</u></b>
<b><i>Total Liabilities &amp; Net Position</i></b>	<b><u>30,453,461</u></b>

\*All figures are unaudited

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

City of Conway  
Monthly Financial Report - Major Project Funds  
As of January 31, 2020



Parks and Rec A&P Tax

Balance, 12/31/19	962,621
Receipts	298,964
Payments	(386,745)
Balance, 1/31/20	\$ 874,840

Pay as you go Sales Tax

Balance, 12/31/19	1,609,292
Receipts	42,404
Payments	(130,942)
Balance, 1/31/20	\$ 1,520,754

Street Impact Fees

Balance, 12/31/19	1,362,403
Receipts	46,873
Payments	(1,185)
Balance, 1/31/20	\$ 1,408,092

Parks Impact Fees

Balance, 12/31/19	703,324
Receipts	18,678
Payments	-
Balance, 1/31/20	\$ 722,003

Street Sales Tax

Balance, 12/31/19	8,321,938
Receipts	14,162
Payments	(197,967)
Balance, 1/31/20	\$ 8,138,133



**City of Conway, Arkansas  
Resolution No. R-20-\_\_\_\_\_**

**A RESOLUTION ACCEPTING FUNDS RECEIVED FROM SUMMERWOOD INC FOR LOT 14, 1400 HAMILTON STREET FOR THE DOWN PAYMENT ASSISTANCE PROGRAM FOR THE SPRUCE STREET COTTAGE DEVELOPMENT; AND FOR OTHER PURPOSES**

**Whereas**, the City of Conway, in support of revitalization initiatives in the Pine Street Neighborhood through the North East Old Conway Area Specific Plan, has approved predevelopment work over the years in support of a public/private cottage housing development; and

**Whereas**, the City of Conway City Council passed a motion on July 10<sup>th</sup>, 2018 selecting Summerwood Inc. represented by Ron Harris, as the Lead Developer for this Public/Private Partnership with the City of Conway; and

**Whereas**, the Community Development Department has created a down payment assistance program for the Spruce Street Cottage Development to provide for affordable housing in the Pine Street Neighborhood; and

**Whereas**, Summerwood Inc., has completed the property located at Lot 14, 1400 Hamilton Street and shall pay for the lot cost in the amount of \$18,765.00 to be used for the specific homebuyer of this property for down payment assistance.

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

**Section 1.** The City of Conway shall accept funding in the amount of \$18,765.00 from Summerwood, Inc., and hold those funds until property closing, at which time they will be paid to the seller as down payment on the property located at Lot 14, 1400 Hamilton Street.

**Passed** this 25<sup>th</sup> day of February, 2020.

**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](http://www.GarverUSA.com)

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## MEMORANDUM

**Date:** February 4, 2020

**From:** Mary Fair, PE

**RE:** Conway Regional Airport  
Taxilane and T-Hangar Apron No. 1 Construction

- **Weaver Bailey Contract Change Order Items:**

Weaver Bailey is contracted to complete the construction of the concrete Taxilane and T-Hangar Apron No. 1. Change Order No. 1 includes:

- Additional embankment that was necessary to prevent water from collecting between the existing and proposed t-hangar aprons.
- Additional excavation to create a swale to allow water to drain to the existing drainage ditch.
- Pipe encasement and backfill to accommodate the future Conway Corp water line.
- Hand hole adjustment needed to move existing handholes further away from the pavement edge.
- Removal or decreasing of pay items no longer needed for construction (Unsuitable excavation and electrical junction structures).

This change order deducts \$30,289.97 from Weaver Bailey's total contract amount. The contract is funded by the FAA and Arkansas Department of Aeronautics.

- **Garver Contract Amendment Item:**

Garver is contracted to perform the project administration, design, bidding, and construction observation for the Taxilane and T-Hangar Apron No. 1 Construction project.

- Addendum No. 1 is in the amount of \$48,600 for the Construction Materials Testing on this project. Garver has contracted with a DBE subconsultant to perform quality assurance testing as required by the FAA, including the concrete, base course, and earthwork. The estimated amount that was included on the FAA grant application was \$40,000.

This contract is funded by the FAA and Arkansas Department of Aeronautics.

With this construction change order and Garver contract amendment, we are still \$21,689.97 under budget for this project. Neither of these items will require additional funding from the City of Conway.



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> Taxilane and T-Hangar Apron No. 1 Construction Conway Regional Airport Garver Job No. 19A10500	<b>Change Order No.</b> 1  <b>Date Prepared:</b> February 04,2020 <b>Prepared by:</b> Jessica Vinson
<b>Owner:</b> City of Conway 1201 Oak Street Conway, AR 72032	<b>Contractor:</b> Weaver Bailey Contractors, Inc. PO Box 60 El Paso, Arkansas 72045

**Description of Work Included in Contract**  
 The project includes, but is not limited to, the construction of approximately 10,980 SY of 6" concrete pavement, 11,780 SY of 6" P-220 cement treated soil base course, the installation of taxilane centerline pavement marking, LED taxilane lighting, retroreflectors, power and communications infrastructure for future T-Hangar buildings; and the associated earthwork as shown on the plans and indicated in the specifications.

**Changes and Reasons Ordered**

**Taxilane No. 1:**

- A. Taxilane No. 1 - Unclassified Excavation - Quantity added for swale.
- B. Taxilane No. 1 - Embankment - Additional quantity needed to ensure adequate drainage on the north side of the T-Hangar Apron and to build a 10' shoulder at 5% grade on the south side of the T-Hangar Apron.- Quantity Increased
- C. Taxilane No. 1 - Unsuitable Excavation - Quantity Removed
- D. Taxilane No. 1 - Hand hole adjustment, relocate existing hand hole and conduit outboard 6-10 feet and adjust to grade. - Quantity Added
- E. Taxilane No. 1 - Pipe encasement to accommodate the future Conway Corp waterline. - Quantity Added
- F. Taxilane No. 1 - 4' of backfill material for the pipe encasement to accommodate the future Conway Corp waterline. - Quantity Added
- G. Taxilane No. 1 - Concrete Encased, Prefabricated Electrical Junction Structure, Size 36"Lx24"Wx30"D - Quantity Removed

**T-Hangar Apron:**

- H. T-Hangar Apron - Unsuitable Excavation - Quantity Decreased

Attachments: C-400, E-201, E-202

Contract Changes	Bid Item No.	Bid Item Description	Unit of Measure	Original Contract Quantity	Contract Unit Price	Revised Estimated Quantity	Revised Unit Price	Original Estimated Cost	Revised Estimated Cost
A.	P-152-4.1 CO1.1	Unclassified Excavation	CY	170	\$16.89	300	\$16.89	\$2,871.30	\$5,067.00
B.	P-152-4.2 CO1.2	Embankment in Place	CY	5,300	\$18.22	7,500	\$18.22	\$96,566.00	\$136,650.00
C.	P-152-4.3 CO1.3	Unsuitable Excavation	CY	1,100	\$21.58	0	\$21.58	\$23,738.00	\$0.00
D.	CO1.4	Hand Hole Adjustment	EA	0	\$0.00	2	\$1,100.00	\$0.00	\$2,200.00
E.	CO1.5	16" DR18C900 PVP Pipe for Water Line Encasement	LF	0	\$0.00	60	\$106.07	\$0.00	\$6,364.20
F.	CO1.6	Controlled Low-Strength Material	CY	0	\$0.00	61	\$154.17	\$0.00	\$9,404.37
G.	L-115-5.1 CO1.7	Concrete Encased, Prefabricated Electrical Junction Structure, Size 36"Lx24"Wx30"D	EA	2	\$8,800.00	0	\$8,800.00	\$17,600.00	\$0.00
H.	P-152-4.3 CO1.8	Unsuitable Excavation	CY	2,460	\$21.58	180	\$21.58	\$53,086.80	\$3,886.56
<b>Summation of Cost</b>								<b>\$193,862.10</b>	<b>\$163,572.13</b>
<b>Net Cost for this Change Order</b>								<b>(\$30,289.97)</b>	

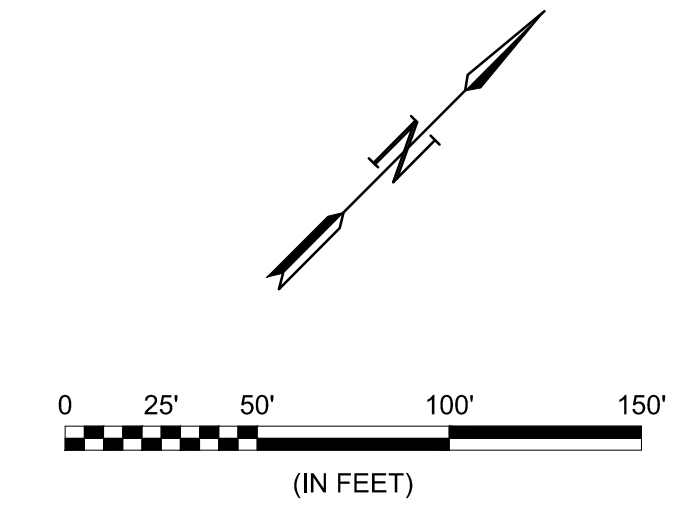
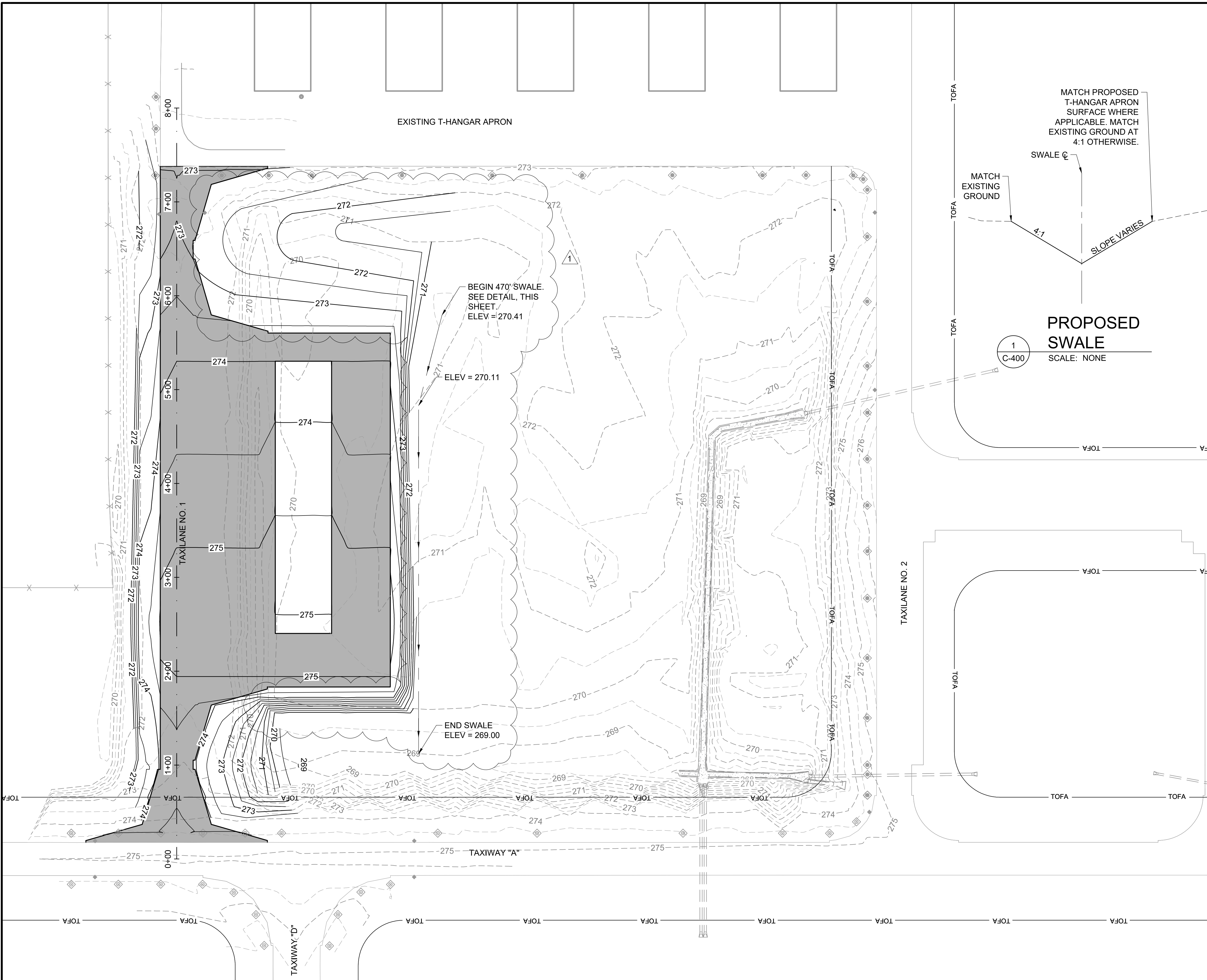
Estimated Project Cost		Time Change	
Original Contract Amount	Estimated Project Cost	Original Contract Start Date	November 4, 2019
This Change Order	<b>\$1,557,051.72</b>	Original Contract Time (calendar days)	190
New Contract Amount	<b>(\$30,289.97)</b>	Additional Calendar Days granted by this Change Order	6
	<b>\$1,526,761.75</b>	New Contract Time (calendar days)	196
		Suspended Time	49
		New Construction Completion Date	July 6, 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	02-04-2020 _____ Date
<b>ACCEPTED BY CONTRACTOR</b>	 _____ Contractor's Signature	 _____ Title	2-4-20 _____ Date
<b>APPROVED BY OWNER</b>	_____ Owner's Signature	_____ Title	_____ Date



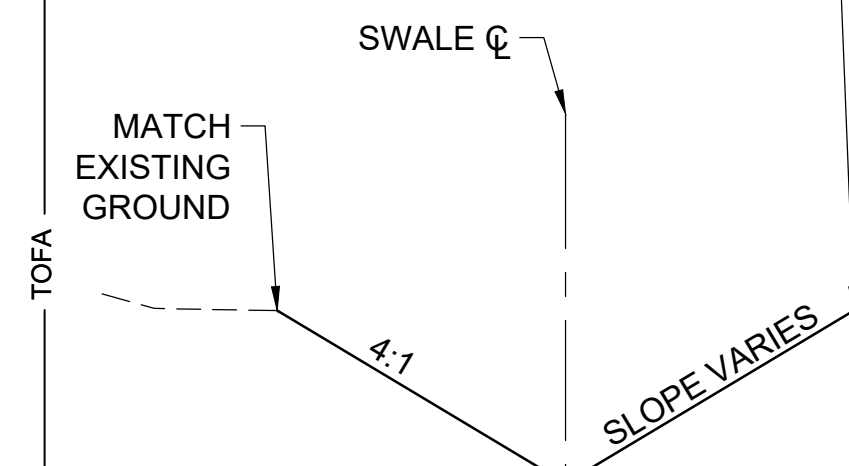
Files: I:\2019\19A10500 - CWAV T-Hangar Apron Expansion\CWAV-C400-GR - CO 1.dwg, Last Save: 12/23/2019 3:45 PM, Last saved by: JL Vinson  
 Last plotted by: Vinson, Jessica L., Plot Style: AECmonochrome Plot Scale: 1:2,384.0 Plot Date: 12/23/2019 5:56 PM, Plotter used: None



- LEGEND**
- PROPOSED CONCRETE PAVEMENT
  - EXISTING CONCRETE PILOT CHANNEL
  - EXISTING CONTOUR
  - PROPOSED CONTOUR
  - x EXISTING FENCE
  - x TAXIWAY OBJECT FREE AREA
  - = EXISTING STORM PIPE
  - / EXISTING FLARED END SECTION
  - EXISTING TAXIWAY LIGHTING
  - ◇ EXISTING TAXILANE LIGHTING
  - EXISTING DUCT BANK MARKERS

- NOTES:**
1. CONTRACTOR SHALL TOPSOIL AND SEED ALL DISTURBED AREAS UNLESS OTHERWISE NOTED.
  2. SEE DRAWING G-300 FOR BASELINE COORDINATES.

MATCH PROPOSED T-HANGAR APRON SURFACE WHERE APPLICABLE. MATCH EXISTING GROUND AT 4:1 OTHERWISE.



**PROPOSED SWALE**  
SCALE: NONE



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DIGITALLY SIGNED: DECEMBER 23, 2019

REV.	DATE	DESCRIPTION	BY
1	12/23/19	CHANGE ORDER NO. 1 GRADING CHANGES	JLV



CITY OF CONWAY  
 CONWAY REGIONAL AIRPORT  
 CONWAY ARKANSAS

TAXILANE AND T-HANGAR APRON NO. 1 CONSTRUCTION

GRADING AND DRAINAGE PLAN

JOB NO.: 19A10500  
 DATE: OCT 2019  
 DESIGNED BY: JLV  
 DRAWN BY: AJF

BAR IS ONE INCH ON ORIGINAL DRAWING  
 IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.

DRAWING NUMBER  
**C-400**

SHEET NUMBER  
**9**

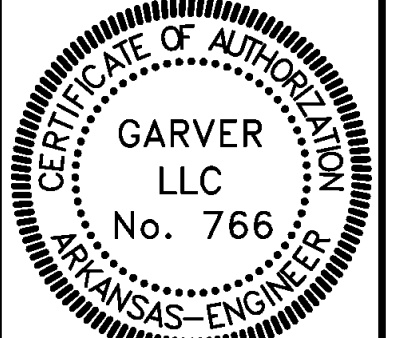


Know what's below.  
 Call before you dig.





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Digitally Signed 01/27/2020



SYMBOL	ITEM DESCRIPTION
—	NEW EQUIPMENT
- - -	EXISTING EQUIPMENT
□	L-861L BASE MOUNTED TAXIWAY EDGE LIGHT
○	L-807 WIND CONE WITH SEGMENTED CIRCLE
△	L-853 STAKE MOUNTED ELEVATED RETROREFLECTOR
4W-4"	ELECTRICAL DUCT, NUMBER AND SIZE OF CONDUITS AS INDICATED
▭	ABOVE GROUND UTILITY FIBERGLASS ENCLOSURE
— # —	SERIES LIGHTING CIRCUIT WITH COUNTERPOISE, NUMBER OF HASH MARKS INDICATES NUMBER OF CABLES
—	DRAIN CONDUIT FROM T-CONFIGURED BASE CANS
—	CONDUIT STUB-OUT, SEALED WATERTIGHT
■	DUCT MARKER

REV.	DATE	DESCRIPTION
1	01-24-20	CHANGE ORDER NO. 1



CITY OF CONWAY  
 CONWAY REGIONAL AIRPORT  
 CONWAY ARKANSAS

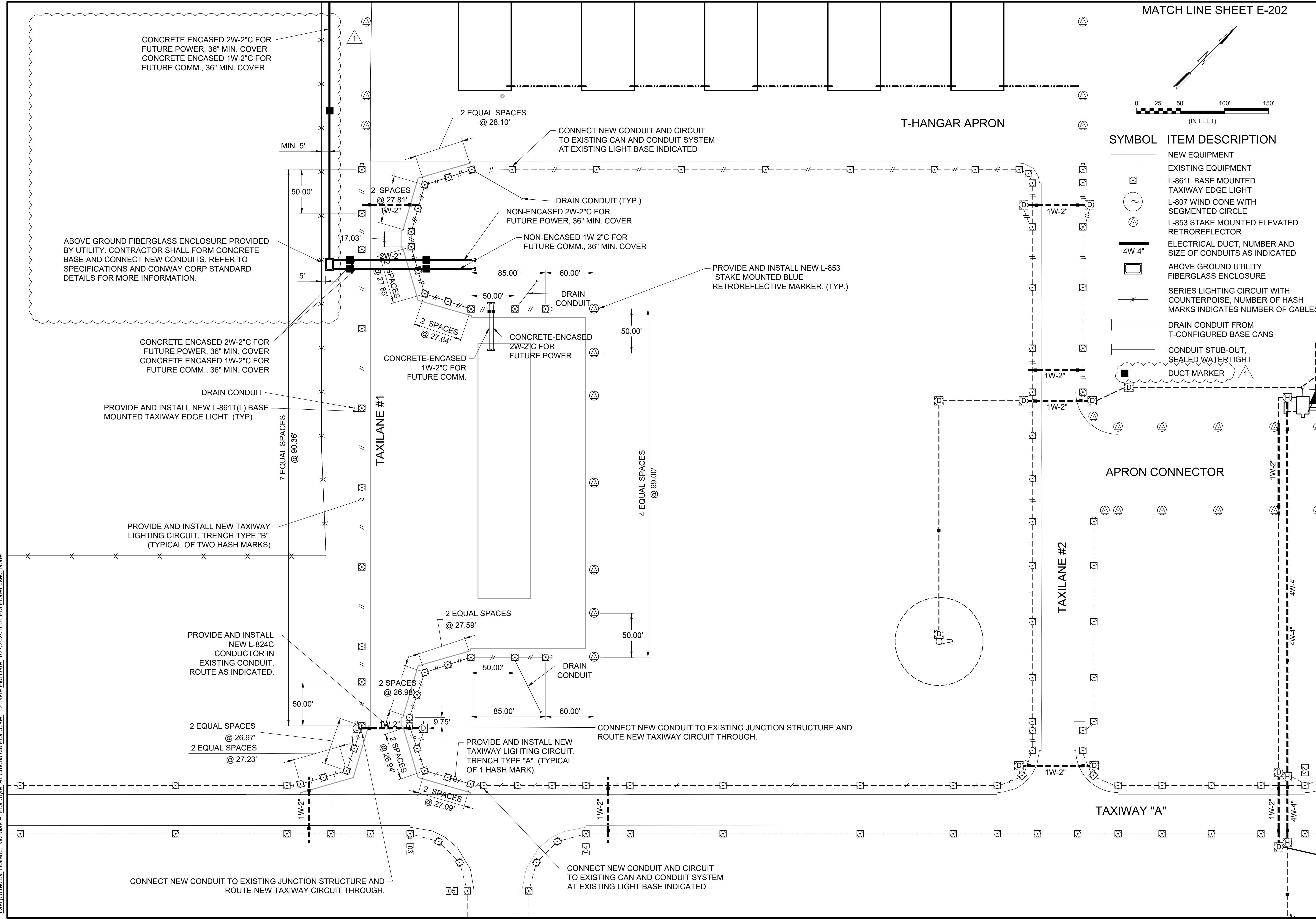
TAXILANE AND T-HANGAR APRON NO. 1 CONSTRUCTION

AIRFIELD LIGHTING INSTALLATION PLAN I

JOB NO.: 19A10500  
 DATE: OCT 2019  
 DESIGNED BY: CJH  
 DRAWN BY: SHJ

BAR IS ONE INCH ON ORIGINAL DRAWING  
 IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.

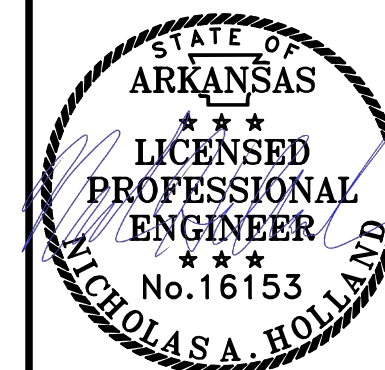
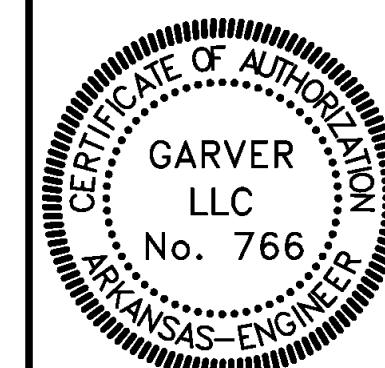
DRAWING NUMBER  
**E-201**  
 SHEET NUMBER  
**17**



File: I:\2019\19A10500 - cww t-hangar apron expansion\Drawings\CXW-E201-L1.dwg Last Save: 1/27/2020 4:30 PM Last saved by: NA-Holland  
 Last plotted by: Holland, Nicholas A. Plot Scale: 1:2.5849 Plot Date: 1/27/2020 4:31 PM Plotter used: None



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Digitally Signed 01/27/2020

REV.	DATE	DESCRIPTION	BY
1	01-24-20	CHANGE ORDER NO. 1	NAH

ISSUED FOR CONSTRUCTION



CITY OF CONWAY  
 CONWAY REGIONAL AIRPORT  
 CONWAY ARKANSAS

TAXILANE AND T-HANGAR APRON NO. 1 CONSTRUCTION

AIRFIELD LIGHTING INSTALLATION PLAN II

JOB NO.: 19A10500  
 DATE: OCT 2019  
 DESIGNED BY: CJH  
 DRAWN BY: SHJ

BAR IS ONE INCH ON ORIGINAL DRAWING  
 IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.

DRAWING NUMBER

**E-202**

SHEET NUMBER **18**



**SYMBOL ITEM DESCRIPTION**

- NEW EQUIPMENT
- - - EXISTING EQUIPMENT
- ⊙ L-853 STAKE MOUNTED ELEVATED RETROREFLECTOR
- 4W-4" ELECTRICAL DUCT, NUMBER AND SIZE OF CONDUITS AS INDICATED
- DUCT MARKER

1

1

CONCRETE ENCASED 2W-2"C FOR FUTURE POWER, 36" MIN. COVER  
 CONCRETE ENCASED 1W-2"C FOR FUTURE COMM., 36" MIN. COVER

MIN. 5'

NON-ENCASED 2W-2" CONDUIT

CONNECT NEW DUCTS TO EXISTING UTILITY ENCLOSURE. COORDINATE WITH UTILITY.

NON-ENCASED 1W-2" CONDUIT

1W-2"  
1-2" FIBER

1W-2"  
1-2" FIBER

1W-2"  
1-2" FIBER

1W-2"  
1-2" FIBER

1W-2"  
1-2" FIBER

2W-2"

MATCH LINE, SHEET E-201





**AMENDMENT TO AGREEMENT FOR PROFESSIONAL SERVICES  
City of Conway, Arkansas  
Conway, Arkansas  
Project No. 19A10500**

**CONTRACT AMENDMENT NO. 1**

This Contract Amendment No. 1, effective on the date last written below, shall amend the original contract between the City of Conway, Arkansas (Client) and GARVER, LLC (GARVER), dated June 26, 2019 referred to in the following paragraphs as the original contract.

This Contract Amendment No. 1 adds professional engineering services for the:

**T-Hangar Apron Expansion (T-Hangar #1 Only) and Taxilane Construction for the Conway Regional Airport**

The original contract is hereby modified as follows:

**APPENDIX “A” – SCOPE OF SERVICES**

Appendix “A” of the original contract is hereby amended as follows:

**2.9 Construction Materials Testing**

Garver will provide construction materials testing services through a subconsultant agreement with Thomas & Associates, Inc.

**SECTION 2 – PAYMENT**

Section 2 of the original contract is hereby amended as follows:

For work described under SECTION 1 – SCOPE OF SERVICES, the Client will pay GARVER as outlined in the table below.

WORK DESCRIPTION	ORIGINAL FEE AMOUNT	AMENDED FEE AMOUNT	FEE TYPE
Surveys	\$7,000	\$7,000	LUMP SUM
DBE Goal and Reporting	\$2,900	\$2,900	LUMP SUM
Project Administration	\$11,400	\$11,400	HOURLY
Final Design Services	\$69,750	\$69,750	LUMP SUM
Bidding Services	\$6,600	\$6,600	LUMP SUM
Construction Phase Services	\$101,800	\$101,800	HOURLY
Construction Materials Testing	\$0	\$48,600	HOURLY
<b>TOTAL FEE</b>	<b>\$199,450</b>	<b>\$248,050</b>	

For Project Administration, Construction Phase Services, and Construction Materials Testing, the



Owner will pay GARVER, for time spent on the project, at the rates shown in Appendix B for each classification of GARVER's personnel (may include contract staff classified at GARVER's discretion) plus reimbursable expenses including but not limited to printing, courier service, reproduction, and travel, *plus direct costs invoiced from a subconsultant*. The total amount paid to GARVER for Project Administration, Construction Phase Services, and *Construction Materials Testing* is estimated to be **\$161,800**. The actual total fee may exceed this estimate. For informational purposes, a breakdown of GARVER's estimated costs is included in Appendix B with approximate current hourly rates for each employee classification. The rates shown in Appendix B will be increased annually with the first increase effective on or about June 1, 2020.

Expenses other than salary costs that are directly attributable to performance of our professional services will be billed as follows:

1. Direct cost for travel, long distance and wireless communications, outside reproduction and presentation material preparation, and mail/courier expenses.
2. Charges similar to commercial rates for reports, plan sheets, presentation materials, etc.
3. The amount allowed by the federal government for mileage with an additional \$0.05 for survey trucks/vans.

The Client will pay GARVER on a monthly basis, based upon statements submitted by GARVER to the Client indicating the estimated proportion of the work accomplished. Payments not received within 60 days of invoice date will be subject to a one percent monthly simple interest charge. Any unused portion of the fee, due to delays beyond GARVER's control, will be increased 6% annually with the first increase effective on or about June 1, 2020.

As directed by the Client, some billable work may have been performed by GARVER prior to execution of this agreement. Payment for this work will be made in accordance with the fee arrangement established herein, as approved by the Client.

### **SECTION 3 – APPENDICES AND EXHIBITS**

The following Appendices and/or Exhibits are attached and made a part of this Agreement:

#### 8.1.2 Appendix B – Fee Spreadsheets (Amendment #1)

This Agreement may be executed in two (2) or more counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.



IN WITNESS WHEREOF, the Client and GARVER have executed this Amendment effective as of the date last written below.

CITY OF CONWAY, ARKANSAS

GARVER, LLC

By: \_\_\_\_\_  
*Signature*

By: \_\_\_\_\_  
*Signature*

Name: \_\_\_\_\_  
*Printed Name*

Name: Michael J. Griffin  
*Printed Name*

Title: \_\_\_\_\_

Title: Sr. Vice President

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

Date: 12/3/2019

Attest: \_\_\_\_\_

Attest: Mary Jane





**APPENDIX B**

**T-Hangar Apron Expansion and Taxilane Construction  
Garver Hourly Rate Schedule: July 2019 - June 2020**

<b>Classification</b>	<b>Rates</b>
<b>Engineers / Architects</b>	
E-1.....	\$ 110.00
E-2.....	\$ 128.00
E-3.....	\$ 155.00
E-4.....	\$ 181.00
E-5.....	\$ 220.00
E-6.....	\$ 277.00
<b>Planners / Environmental Specialist</b>	
P-1.....	\$ 133.00
P-2.....	\$ 166.00
P-3.....	\$ 207.00
P-4.....	\$ 236.00
P-5.....	\$ 274.00
P-6.....	\$ 311.00
<b>Designers</b>	
D-1.....	\$ 103.00
D-2.....	\$ 120.00
D-3.....	\$ 143.00
<b>Technicians</b>	
T-1.....	\$ 80.00
T-2.....	\$ 101.00
T-3.....	\$ 124.00
<b>Surveyors</b>	
S-1.....	\$ 49.00
S-2.....	\$ 65.00
S-3.....	\$ 88.00
S-4.....	\$ 126.00
S-5.....	\$ 166.00
S-6.....	\$ 190.00
2-Man Crew (Survey).....	\$ 201.00
3-Man Crew (Survey).....	\$ 250.00
2-Man Crew (GPS Survey).....	\$ 222.00
3-Man Crew (GPS Survey).....	\$ 271.00
<b>Construction Observation</b>	
C-1.....	\$ 97.00
C-2.....	\$ 124.00
C-3.....	\$ 153.00
C-4.....	\$ 187.00
<b>Management/Administration</b>	
X-1.....	\$ 63.00
X-2.....	\$ 86.00
X-3.....	\$ 119.00
X-4.....	\$ 152.00
X-5.....	\$ 186.00
X-6.....	\$ 238.00

## **APPENDIX B**

### **CITY OF CONWAY T-HANGAR APRON EXPANSION AND TAXILANE CONSTRUCTION**

#### **FEE SUMMARY (AMENDMENT #1)**

##### **Title II Services**

<b>Construction Materials Testing</b>	<b>\$48,600.00</b>
<b>Subtotal for Title II Services</b>	<b>\$48,600.00</b>





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

**AN ORDINANCE TO WAIVE THE COMPETITIVE BID PROCESS TO PURCHASE BOX CULVERTS FOR REPAIRS ON VAN RONKLE STREET; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES**

**Whereas**, the City of Conway has an immediate need to complete repairs along Van Ronkle Street; and

**Whereas**, the City of Conway previously solicited a bid for this project and did not receive any bids. The City of Conway Transportation Department will complete this project, but will need to purchase culverts and construction materials; and

**Whereas**, quotes were received from Scurlock Industries for \$385 LF and Forterra for \$662 LF. Scurlock Industries total amount for culverts is \$40,332.60.

**Whereas**, funds for this project are included in the 2020 Pay as you Go CIP 613-201-5990 budget.

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

**Section 1.** The City of Conway shall waive the competitive bid process and approve the above purchase from Scurlock Industries for \$42,332.60.

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

**Section 3.** 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 25<sup>th</sup> day of February 2019.

**Approved:**

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

**Attest:**

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



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

**AN ORDINANCE AMENDING SECTIONS 201.1 AND 201.3 OF THE CONWAY ZONING ORDINANCE TO REZONE 0.29 +/- LOCATED 237 LOCUST AVENUE FROM R-2A TO R-2:**

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

**SECTION 1:** The Zoning District Boundary Map of the Conway Land Development Code be amended by changing all the **R-2A** symbols and indications as shown on the Zoning District Boundary Map in an area described as follows:

Lot 11, Block 7 Daviess & Garvins

to those of **R-2**, and a corresponding use district is hereby established in the area above described and said property is hereby rezoned.

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

**PASSED** this 25<sup>th</sup> day of February, 2020.

**Approved:**

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

**Attest:**

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



1201 OAK STREET • CONWAY, AR 72032  
(501) 450-6105 • [planningcommission@cityofconway.org](mailto:planningcommission@cityofconway.org)

## MEMO

To: Mayor Bart Castleberry  
cc: City Council Members

From: Brandon Ruhl, 2020 Planning Commission Chairman  
Date: February 19, 2020

Re: Request to rezone from R-2A to R2 +/-0.29 acres located at 237 Locust Avenue

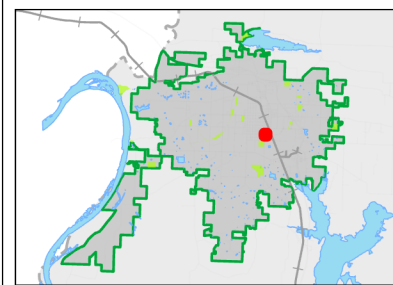
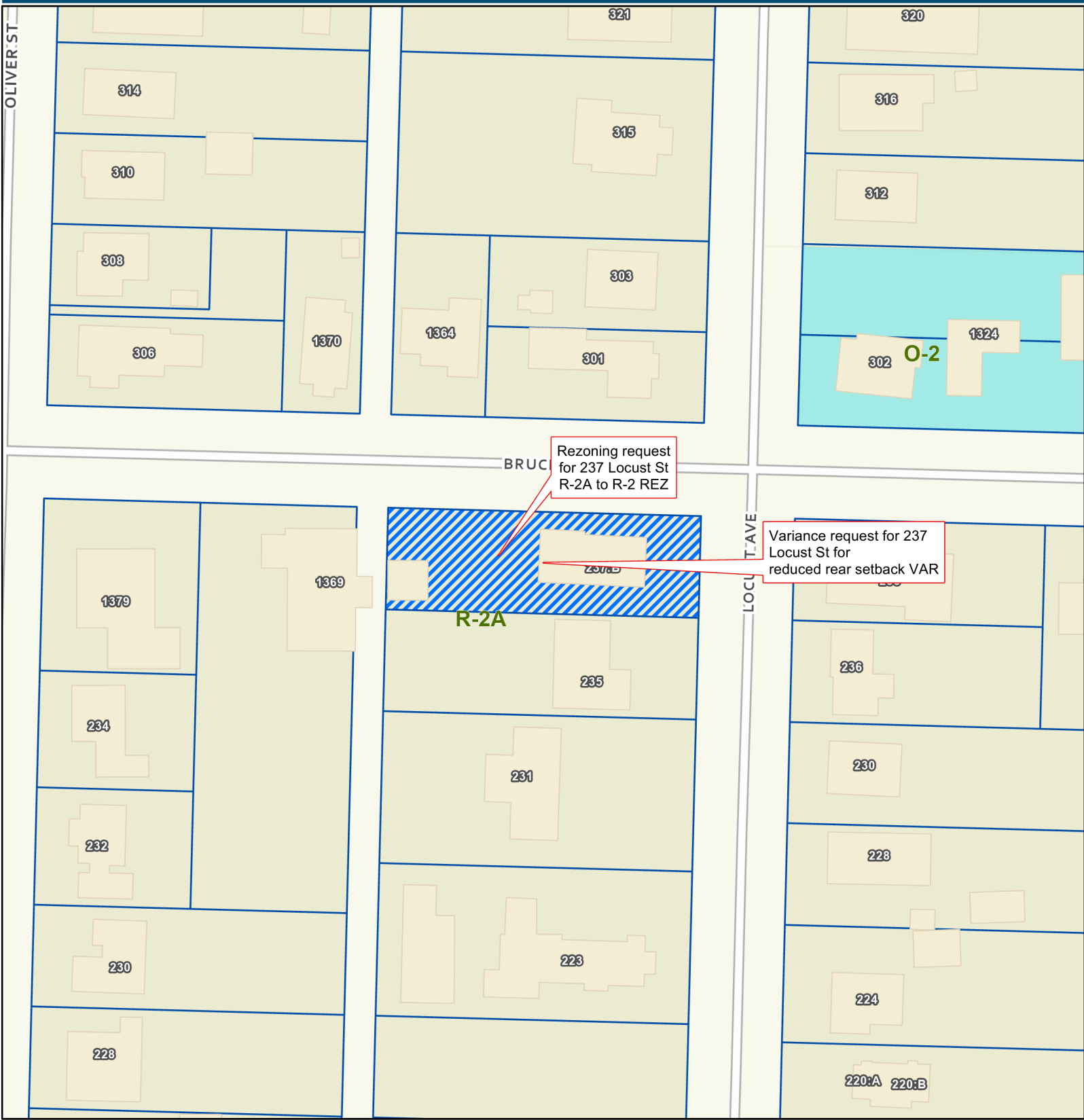
Aaron Knight has requested to rezone from R-2A to R-2 +/-0.29 acres located at 237 Locust Avenue, with the legal description:

Lot 11, Block 7, Daviess & Garvins

The applicant is seeking to rezone the property from R-2A to R-2 for the purpose of splitting the lot and constructing a new single-family residence on the newly created lot. Zoning variances, allowing the lot to conform to zoning district standards, were approved by the Planning Commission acting as the Board of Zoning Adjustment at the same meeting. The rezoning is necessary to allow the lot split to move forward.

The Planning Commission reviewed the request at its regular meeting on February 18, 2020 and voted 8-0 that the request be forwarded to the City Council with a recommendation for approval.

Please advise if you have any questions.



**DESCRIPTION**

Planning Commission Review

**REZ2020FEB01**

0.298447 ac.

Residential		Industrial	
R-1	MF-1	I-1	
R-2A	MF-2	RU-1	
R-2	MF-3	I-3	
HR	RMH		
SR			
Commercial		Special	
C-1	O-1	SP	S-1
C-2	O-2	A-1	
C-3	O-3	PUD	
C-4		TJ	

**City of Conway Planning & Development**

THIS MAP WAS PREPARED BY THE CITY OF CONWAY PLANNING AND DEVELOPMENT DEPARTMENT FOR ITS USE, AND MAY BE REVISED AT ANY TIME WITHOUT NOTIFICATION TO ANY USER.

THE CITY OF CONWAY PLANNING AND DEVELOPMENT DEPARTMENT DOES NOT GUARANTEE THE CORRECTNESS OR ACCURACY OF ANY FEATURES ON THIS MAP. THIS DOCUMENT IS TO BE USED FOR REFERENCE PURPOSES ONLY.

www.conwayarkansas.gov/planning  
www.conwayarkansas.gov/planning

N

70

Feet

**FEB 2020**



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

**AN ORDINANCE ACCEPTING AND APPROPRIATING FUNDS RECEIVED FROM ARKANSAS  
DEPARTMENT OF PUBLIC SAFETY; AND FOR OTHER PURPOSES**

**Whereas**, the City of Conway Parks and Recreation Department has received a reimbursement check from Federal Emergency Management Agency (FEMA) for damage that occurred during the 2019 Flood; and

**Whereas**, those funds are needed to repair the damage that was done to the pavilions located at Old Ferry Landing Park on the Arkansas River.

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

**Section 1.** The City of Conway shall accept the reimbursement check in the amount of \$4,933.52 from the Arkansas Department of Public Safety.

**Section 2.** The City of Conway shall appropriate an amount of \$4,933.52 from the Insurance Proceeds General Fund Account (001.119.4360) to the Conway Parks Department Grounds Maintenance Account (001.140.5430).

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

**PASSED** this 25<sup>th</sup> day of February 2020.

**Approved:**

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

**Attest:**

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





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

**AN ORDINANCE TO APPROPRIATE FUNDS AND APPROVE A VENDOR THAT WILL PROVIDE AND INSTALL AN ARTIFICIAL TURF SYSTEM FOR FIVE CITY OF COLLEGES SOFTBALL FIELDS; AND FOR OTHER PURPOSES**

**Whereas,** the City of Conway has an immediate need to increase long term durability and playability and decrease maintenance on the softball fields; and

**Whereas,** the City of Conway A & P Commission has pledged \$500,000 toward installation of artificial turf; and

**Whereas,** the City of Conway has funds available in the A & P Fund and would like to appropriate funds in the amount of \$756,182 for this project; and

**Whereas,** Three Cooperative Quotes were received as follows: FieldTurf - \$1,246,182, Geo Surfaces - \$1,454,950, and Hellas - \$1,499,938.

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

**Section 1.** The City of Conway approve the cooperative Sourcewell contract with FieldTurf in the amount of \$1,246,182.

**Section 2.** The City of Conway shall appropriate \$756,182 from the A&P Fund Balance Appropriation account 252-000-4900 into the A&P City of Colleges CIP account 252-155-5990.

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

**PASSED** this 25<sup>th</sup> day of February 2020.

**Approved:**

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

**Attest:**

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