



# City of Conway Council Agenda

<b><u>Council Meeting Date:</u></b>	<b>January 23<sup>rd</sup>, 2018</b>
<b><u>5:30pm - Committee Meeting:</u></b>	No Committee Meeting
<b><u>6:30pm:</u></b>	Council Meeting
<b><u>Call to Order:</u></b>	Mayor Bart Castleberry
<b><u>Roll Call:</u></b>	Michael O. Garrett, City Clerk/Treasurer
<b><u>Minutes Approval:</u></b>	<b>January 9<sup>th</sup>, 2018</b>
<b><i>Approval of monthly financial report ending December 31, 2017</i></b>	
<b><i>Presentation: Arkansas Mission of Mercy</i></b>	

**Mayor Bart Castleberry**  
City Clerk 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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## **1. Report of Standing Committees:**

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

1. Ordinance amending Ordinance No. O-12-08 to allow for an additional enforcement remedy of discontinuation of water services for customers.
2. Consideration to remove fixed asset inventory for the Conway Airport.
3. Ordinance to rezone property located at 1340 & 1370 McNutt Road from MF-2 to I-1.
4. Ordinance to rezone property located at 604 & 606 East Robins Street from C-3 to PUD.
5. Consideration to approve a conditional use permit request from Finish Line Motors to allow automobile sales in CMU(Commercial Mixed-Use) zoning district in the Markham Street Neighborhood Specific Plan for property located at 1267 & 1269 Harkrider Street.

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

1. Ordinance appropriating grant funds received from the Arkansas Department of Management to the Conway Police Department SWAT team.
2. Ordinance to waive bids and purchase tasers from Taser International for the CPD.
3. Ordinance to waive bids and purchase concealment vests from Teeco Safety for the CPD.
4. Consideration to extend the lease agreement with the University of Central Arkansas for property located at 1835 South Donaghey Avenue.
5. Ordinance accepting and appropriating insurance proceeds for the Conway Fire Department.
6. Ordinance authorizing a staffing change and appropriating funds for a new assistant chief position within the Conway Fire Department.

**Adjournment**



City of Conway, Arkansas  
Monthly Financial Reports  
December 31, 2017

City of Conway  
 Monthly Financial Report - General Fund  
 For the month ended December 31, 2017



<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	3,900,000	(65,439)	3,314,974		585,026	85%
Payments in Lieu of Tax	20,000	-	29,442		(9,442)	147%
State Tax Turnback	930,000	64,122	934,373		(4,373)	100%
Insurance Tax Turnback - LOPFI	1,300,000	-	1,289,345		10,655	99%
Sales Tax	18,200,000	1,519,435	18,954,504		(754,504)	104%
Beverage Tax	400,000	-	414,784		(14,784)	104%
Franchise Fees	3,569,000	567,718	3,398,143		170,857	95%
Permits	401,000	29,334	452,112		(51,112)	113%
ACIEA Revenues	5,000	952	10,805		(5,805)	216%
Dog Tags & Fees	30,000	2,022	31,012		(1,012)	103%
Municipal Court Fines and Fees	1,153,400	21,634	902,628		250,772	78%
Law Enforcement	858,420	123,677	907,051		(48,631)	106%
Parks	561,800	27,892	642,007		(80,207)	114%
Interest Income	22,000	8,486	67,942		(45,942)	309%
Proceeds from Sale of Assets	-	-	4,300		(4,300)	-
Insurance Proceeds	47,623	12,691	66,301		(18,678)	139%
Donations	16,036	-	15,037		999	94%
Act 833 Revenue	90,000	45	97,455		(7,455)	108%
Miscellaneous Revenues	148,969	59,769	192,540		(43,571)	129%
Transfers from Other Funds	423,000	-	387,750		35,250	92%
<b>Total Revenues</b>	<b>32,076,247</b>	<b>2,372,338</b>	<b>32,112,505</b>	<b>-</b>	<b>(36,257)</b>	<b>100%</b>
<b>Expenditures</b>						
Admin (Mayor, HR)	671,206	72,296	647,063	864	23,279	96%
Finance	447,200	34,624	408,530	-	38,670	91%
City Clerk/Treasurer	189,805	15,447	131,450	-	58,356	69%
City Council	100,767	6,227	78,933	-	21,834	78%
Planning	426,946	40,986	359,881	50	67,015	84%
Physical Plant	529,884	51,014	462,361	526	66,997	87%
Fleet Maintenance	157,579	17,786	167,360	56	(9,837)	106%
Information Technology	1,161,827	189,394	1,043,361	56,484	61,982	90%
Permits and Inspections	720,745	76,522	685,506	221	35,018	95%
Nondepartmental	763,384	26,880	765,849	1,828	(4,294)	100%
Police	11,688,533	1,394,459	11,607,949	7,071	73,512	99%
CEOC	1,140,706	126,393	1,082,563	90	58,053	95%
Animal Welfare	489,746	55,275	461,755	541	27,449	94%
Municipal District Court	882,019	93,010	846,368	725	34,926	96%
City Attorney	476,600	52,916	449,534	8,500	18,566	94%
Fire	9,999,428	1,185,961	9,625,634	66,542	307,253	96%
Parks	3,029,603	276,993	2,695,184	15,295	319,123	89%
<b>Total Expenditures</b>	<b>32,875,978</b>	<b>3,716,181</b>	<b>31,519,282</b>	<b>158,793</b>	<b>1,197,903</b>	<b>96%</b>
<b>Net Revenue/(Expense)</b>	<b>(799,730)</b>		<b>593,223</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  
2017



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-17-14	1/24/17	Diversity training for police and fire	16,000
O-17-34	3/28/17	Fuel tank repair	2,600
O-17-40	4/11/17	Mosquito abatement program	150,000
O-17-41	4/11/17	Generator repairs at CEOC	6,664
O-17-42	4/11/17	Civil service testing	5,400
O-17-55	5/9/17	Repair roof at City Hall	125,000
O-17-62	5/23/17	Health benefit premium increase	140,241
O-17-72	6/27/17	Civil service testing	2,600
O-17-73	6/27/17	New HVAC unit at CEOC	15,000
O-17-130	11/14/17	Operation Shop Secure	50,000
O-17-132	11/14/17	Employee Appreciation Bonuses	157,153
			<u>\$ 670,658</u>

City of Conway  
 Balance Sheet - General Fund  
 For the month ended December 31, 2017



Cash - Operating	4,685,055
Cash - Reserve	2,011,965
Petty Cash	715
Taxes Receivable	3,362,084
Accounts Receivable	4,210,302
Due from Other Funds	31,156
Due from Street	48,833
Due from Component Unit	294,539
Fleet Inventory	15,539
Fuel Inventory	47,357
General Inventory	585
<b><i>Assets</i></b>	<b><u>14,708,132</u></b>
Accounts Payable	583,543
Salaries Payable	233,685
Insurance and Benefits Payable	45,668
Held for Others - Performance Bonds	12,700
Event Deposits	890
Due to Other Funds	5,768
Deferred Revenue	4,045,383
<b><i>Liabilities</i></b>	<b><u>4,927,638</u></b>
Fund Balance - Committed to cash flow	2,000,000
Fund Balance - Committed to reserve	2,000,000
Fund Balance - Unassigned	5,780,494
<b><i>Fund Balance</i></b>	<b><u>9,780,494</u></b>
<b><i>Total Liabilities &amp; Fund Balance</i></b>	<b><u>14,708,132</u></b>

\*All figures are unaudited

City of Conway  
 Monthly Financial Report - Street Fund  
 For the month ended December 31, 2017



	<u>Budget</u>	<u>Month</u> <u>Activity</u>	<u>Year to</u> <u>Date</u>	<u>Encumbered</u>	<u>(Over)/Under</u>		<u>%</u>
					<u>Budget</u>	<u>Expend/Collect</u>	
<b>Revenues</b>							
Ad Valorem Tax	1,500,000	186,733	1,190,939		309,061		79%
Payments in Lieu of Tax	15,000	-	-		15,000		0%
State Tax Turnback	2,683,474	210,152	2,401,040		282,434		89%
AHTD 1/2 Cent Sales Tax Turnback	1,100,000	101,733	1,154,321		(54,321)		105%
Severance Tax	75,000	9,199	161,674		(86,674)		216%
Sales Tax	250,000	21,290	265,586		(15,586)		106%
Sign Permits	500	-	270		230		54%
Engineering Fees	5,000	350	18,925		(13,925)		379%
Insurance Proceeds	3,054	80	3,135		(81)		103%
Interest Income	20,000	5,755	49,947		(29,947)		250%
Miscellaneous Revenues	1,505	40,000	53,593		(52,088)		3561%
<b>Total Revenues</b>	<b>5,653,533</b>	<b>575,292</b>	<b>5,299,430</b>	<b>-</b>	<b>354,103</b>		<b>94%</b>
<b>Expenditures</b>							
Personnel Costs	2,201,405	230,454	2,054,729	-	146,676		93%
Other Operating Costs	3,512,036	301,280	2,345,851	15,272	1,150,913		67%
Total Operating Costs	5,713,441	531,733	4,400,579	15,272	1,297,589		77%
Capital Outlay	1,647,577	235,067	1,037,756	159,405	450,416		63%
<b>Total Expenditures</b>	<b>7,361,018</b>	<b>766,801</b>	<b>5,438,335</b>	<b>174,677</b>	<b>1,748,005</b>		<b>74%</b>
<b>Net Revenue/(Expense)</b>	<b>(1,707,485)</b>		<b>(138,906)</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  
2017



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-17-34	3/28/17	Fuel tank repair	2,600
O-17-47	5/9/17	Increased transportation for Boys & Girls Club	13,000
O-17-50	5/9/17	Finish Smith & Spencer Reconstruction	139,000
O-17-62	5/23/17	Health benefit premium increase	11,583
O-17-97	9/12/17	Right of way acquisition for College/Salem roundabout	154,239
O-17-102	9/12/17	Finish 6th Street overpass	1,000,000
O-17-132	11/14/17	Employee Appreciation Bonuses	13,580
			<u>\$ 1,334,002</u>

City of Conway  
 Balance Sheet - Street Fund  
 For the month ended December 31, 2017



Cash - Operating	4,426,639
Taxes Receivable	47,108
Accounts Receivable	1,375,074
<b><i>Assets</i></b>	<b><u>5,848,821</u></b>
Accounts Payable	138,045
Salaries Payable	18,500
Insurance and Benefits Payable	9,883
Due to Other Funds	10,841
Due to General	41,701
Deferred Revenue	1,375,073
<b><i>Liabilities</i></b>	<b><u>1,594,043</u></b>
<b><i>Fund Balance</i></b>	<b><u>4,254,778</u></b>
<b><i>Total Liabilities &amp; Fund Balance</i></b>	<b><u>5,848,821</u></b>

\*All figures are unaudited



City of Conway  
 Monthly Financial Report - Sanitation  
 For the month ended December 31, 2017



Revenues	<u>Budget</u>	<u>Month</u>		<u>Year to Date</u>	<u>Encumbered</u>	<u>(Over)/Under</u>	
		<u>Activity</u>				<u>Budget</u>	<u>%</u>
						<u>Expend/Collect</u>	
Sanitation Fees	8,750,000	1,651,384	8,213,379			536,621	94%
Proceeds - Recycled Materials	540,000	71,878	856,997			(316,997)	159%
Landfill Fees - General	200,000	10,174	203,763			(3,763)	102%
Insurance Proceeds	5,733	-	6,479			(746)	113%
Loan Proceeds	-	-	1,850,743			(1,850,743)	-
Interest Income	50,000	15,732	111,418			(61,418)	223%
Proceeds from Sale of Assets	-	62,500	156,755			(156,755)	-
Miscellaneous Revenues	-	50	15,569			(15,569)	-
<b>Total Revenues</b>	<b>9,545,733</b>	<b>1,811,718</b>	<b>11,415,104</b>			<b>(1,869,371)</b>	<b>120%</b>
<b>Expenditures</b>							
Personnel Costs	3,903,434	445,875	3,882,463		-	20,971	99%
Other Operating Costs	<u>3,646,496</u>	<u>229,316</u>	<u>3,103,533</u>	<u>88,044</u>		<u>454,919</u>	<u>85%</u>
Total Operating Costs	7,549,930	675,191	6,985,996	88,044		475,890	93%
Capital Outlay	<u>4,169,969</u>	<u>548,752</u>	<u>838,491</u>	<u>1,085,250</u>		<u>2,246,228</u>	<u>20%</u>
<b>Total Expenditures</b>	<b>11,719,899</b>	<b>1,223,943</b>	<b>7,824,487</b>	<b>1,173,294</b>		<b>2,722,119</b>	<b>67%</b>
<b>Net Revenue/(Expense)</b>	<b>(2,174,166)</b>		<b><u>3,590,617</u></b>				

\*All figures are unaudited

Notes:

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

City of Conway  
Sanitation Fund  
2017



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-17-62	5/23/17	Health benefit premium increase	\$ 31,212
O-17-132	11/14/17	Employee Appreciation Bonuses	\$ 34,272
			<u>\$ 65,484</u>

City of Conway  
 Balance Sheet - Sanitation  
 For the month ended December 31, 2017



Cash - Operating	7,007,102
Petty Cash	200
Post Closure Cash Account	5,668,557
Accounts Receivable	(1,140)
Due from Other Funds	68
General Inventory	2,122
Land & Buildings	2,484,109
Infrastructure	1,043,647
Machinery and Equipment	3,915,471
Vehicles	448,244
Deferred Outflows of Resources	1,454,446
<b><i>Assets</i></b>	<b><u>22,022,826</u></b>
Accounts Payable	86,966
Salaries Payable	41,143
Insurance and Benefits Payable	21,846
Compensated Absences	168,607
Net Pension Obligation	9,286,388
Deferred Inflows of Resources	637,180
Due to Other Funds	7,891
Landfill Close/Post Close	8,524,931
<b><i>Liabilities</i></b>	<b><u>18,774,952</u></b>
<b><i>Net Assets</i></b>	<b><u>3,247,874</u></b>
<b><i>Total Liabilities and Net Assets</i></b>	<b><u>22,022,826</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 December 31, 2017



<b>Revenues</b>	<b><u>Budget</u></b>	<b><u>Month</u></b> <b><u>Activity</u></b>	<b><u>Year to</u></b> <b><u>Date</u></b>	<b><u>Encumbered</u></b>	<b><u>(Over)/Under</u></b> <b><u>Budget</u></b>	<b><u>%</u></b> <b><u>Expend/Collect</u></b>
Sales Tax	13,000	1,121	11,726		1,274	90%
Airport Fuel Sales	600,000	73,870	754,917		(154,917)	126%
T-Hangar Rent	118,000	44,940	156,304		(38,304)	132%
Community Hangar Rent	25,000	4,300	18,974		6,026	76%
Ground Leases	125,000	-	119,678		5,323	96%
Insurance Proceeds	3,681	-	-		3,681	0%
Proceeds from Sale of Assets	-	3,031,849	3,031,849		(3,031,849)	-
Miscellaneous Revenues	<u>13,000</u>	<u>855</u>	<u>10,410</u>		<u>2,590</u>	<u>80%</u>
<b>Total Revenues</b>	<b>897,681</b>	<b>3,156,935</b>	<b>4,103,857</b>	<b>-</b>	<b>(3,206,176)</b>	<b>457%</b>
<b>Expenditures</b>						
Personnel Costs	218,053	29,847	249,067	-	(31,014)	114%
Fuel for Resale	431,000	44,129	591,093	-	(160,093)	137%
Other Operating Costs	<u>157,881</u>	<u>6,570</u>	<u>159,478</u>	<u>1,350</u>	<u>(2,947)</u>	<u>101%</u>
Total Operating Costs	806,934	80,546	999,639	1,350	(194,055)	124%
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
<b>Total Expenditures</b>	<b>806,934</b>	<b>80,546</b>	<b>999,639</b>	<b>1,350</b>	<b>(194,055)</b>	<b>124%</b>
<b>Net Revenue/(Expense)</b>	90,747		<u><u>3,104,218</u></u>			

\*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  
Airport Fund  
2017



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-17-59	5/23/17	Study of the Lollie levee	\$ 10,000
O-17-60	5/23/17	New windcone and pole	\$ 5,500
O-17-62	5/23/17	Health benefit premium increase	\$ 1,608
O-17-132	11/14/17	Employee Appreciation Bonuses	2,040
			<u>\$ 19,148</u>

City of Conway  
 Balance Sheet - Airport  
 For the month ended December 31, 2017



Cash - Operating	3,387,389
Taxes Receivable	2,020
Accounts Receivable - Fuel Vendor	103,963
Due from Other Funds	733
Land	1,607,274
Buildings	4,652,909
Machinery & Equipment	477,842
Vehicles	16,454
Infrastructure	25,425,821
Construction in Progress	52,066
<b><i>Assets</i></b>	<b><u>35,726,471</u></b>
Accounts Payable	5,410
Salaries Payable	2,268
Insurance and Benefits Payable	1,552
Compensated Absences	5,127
Due to General	800
Accrued Interest Payable	108,986
Notes Payable	2,750,000
<b><i>Liabilities</i></b>	<b><u>2,874,143</u></b>
<b><i>Fund Balance</i></b>	<b>32,852,327</b>
<b><i>Total Liabilities &amp; Fund Balance</i></b>	<b><u>35,726,471</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  
For the month ended December 31, 2017



Parks and Rec A&P Tax

Balance, 11/30/17	2,531,958
Receipts	274,656
Payments	(970,311)
Balance, 12/31/17	\$ 1,836,303

Pay as you go Sales Tax

Balance, 11/30/17	3,499,639
Receipts	931,102
Payments	(709,608)
Balance, 12/31/17	\$ 3,721,132

Street Impact Fees

Balance, 11/30/17	1,012,646
Receipts	19,934
Payments	(3,000)
Balance, 12/31/17	\$ 1,029,580

Parks Impact Fees

Balance, 11/30/17	485,239
Receipts	11,400
Payments	(3,000)
Balance, 12/31/17	\$ 493,640



**City of Conway, Arkansas**  
**Ordinance No. O-18- \_\_\_\_\_**

**AN ORDINANCE AMENDING ORDINANCE NO. O-12-08 TO ALLOW FOR AN ADDITIONAL ENFORCEMENT REMEDY OF DISCONTINUATION OF WATER SERVICE FOR CUSTOMERS THAT VIOLATE THE ORDINANCE; AND FOR OTHER PURPOSES**

**Whereas**, the City adopted Ordinance O-12-08 to include enforcement provisions; and

**Whereas**, grease continues to infiltrate the city's wastewater system; and

**Whereas**, The Department of Environmental Quality requires enforcement of the ordinance; and

**Whereas**; a new enforcement provision is needed in certain cases; and

**Whereas**, the Board of Directors of Conway Corporation requested this amendment to preserve the safety of the wastewater system.

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

**Section One:** Section Six of Ordinance O-12-08 is amended to add a provision for the disconnection of water for violators of the ordinance.

**Section Two:** Ordinance O-12-08 is amended to add the following language:

6.8 Water Service Termination

When the CEO or his designee determines that a User has violated or continues to violate the provisions of this Ordinance, or any order issued hereunder, water service to the User may be terminated. Service will only be reinstated at the Users sole expense after the User has satisfied the requirements of this Ordinance.

**Section Three:** All ordinance and parts of ordinances in conflict with this ordinance are hereby repealed.

Passed this 23<sup>rd</sup> day of January, 2018.

**Approved:**

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

**Attest:**

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



**Resolution of the Board of Directors of Conway Corporation**

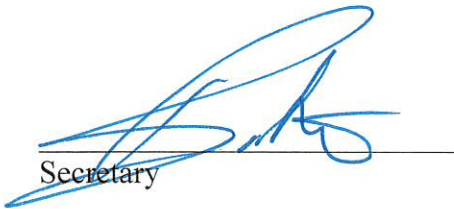
A RESOLUTION RECOMMENDING THE CITY COUNCIL TO ADOPT AN AMENDMENT TO ORDINANCE 0-12-08 ALLOWING ADDITIONAL ENFORCEMENT OF GREASE TRAPS UNDER CERTAIN CONDITIONS


**WHEREAS,** The City of Conway adopted Ordinance O-12-08 REGULATING PRE-TREATMENT INTO THE CONWAY WASTEWATER SYSTEM; and

**WHEREAS,** AN ADDITIONAL ENFORCEMENT MECHANISM IS NEEDED TO ALLOW WATER SERVICE TO BE DISCONNECTED IN CERTAIN SITUATIONS

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of Conway Corporation Requests the City Council to adopt an amendment, as attached, to Ordinance 0-12-08 providing for additional enforcement where needed.

Adopted this 16th day of January, 2018

  
Secretary

  
Chairman

# MEMO

**To:** Mayor Bart Castleberry

**CC:** Conway City Council

**From:** Josh Zylks, Airport Manager

**Date:** 11 January 2018

**Subject:** Request to Remove Fixed Assets (Property) from Inventory

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The listing below details items to be removed from the fixed assets (inventory) of the Airport Department. I would like to request approval to remove these items from our fixed asset inventory listing as the properties listed below have been sold.

Asset Number	Description	Purchase Date	Book Value
0439	Airport Property	1/1/1941	\$1,500.00
0440	Airport-Improvements	1/1/1981	\$33,644.26
0444	Airport-Improvements	1/1/1997	\$81,669.75
0469	Airport Property-4.5 Acres	1/1/1958	\$3,000.00
0470	Airport Land	1/1/1989	\$137,603.50
0477	Airport-Clearing Land	1/1/1990	\$1,350.00
0478	Airport Property 16.71 Acres	1/1/1987	\$16,475.00
0479	Airport Park Improvements	1/1/1985	\$9,600.00
0482	Airport Property-60.5 Acres	1/1/1967	\$10,500.00
0483	Airport Lots-13-21BLK 22	1/1/1941	\$10,000.00
0484	Airport Lots-11-13BLK 21	1/1/1967	\$8,000.00
0491	Property Adjacent Airport	12/16/1992	\$11,969.35
0499	Worm Property Airport	1/1/1991	\$22,044.00

If you have any questions please advise.



**City of Conway, Arkansas  
Ordinance No. O-18- \_\_\_\_\_**

**AN ORDINANCE AMENDING SECTIONS 201.1 AND 201.3 OF THE CONWAY ZONING ORDINANCE TO REZONE PROPERTY LOCATED AT 1340 & 1370 MCNUTT ROAD FROM MF-2 TO I-1:**

**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 **MF-2** symbols and indications as shown on the Zoning District Boundary Map in an area described as follows:

Lots E and F, Sherwood Estates Replat Lots 20-22 West to the City of Conway, containing 2.57 acres more or less.

to those of **I-1**, 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 23<sup>rd</sup> day of January, 2018.

**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:** Jerry Rye, 2018 Planning Commission Chairman  
**Date:** January 17, 2018

**Re:** Request to rezone from MF-2 to I-1 property located at 1340 & 1370 McNutt Road

---

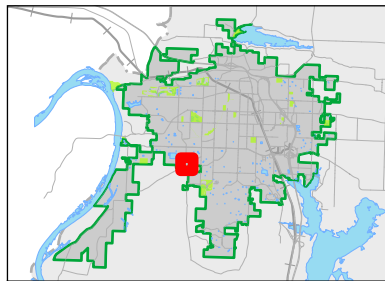
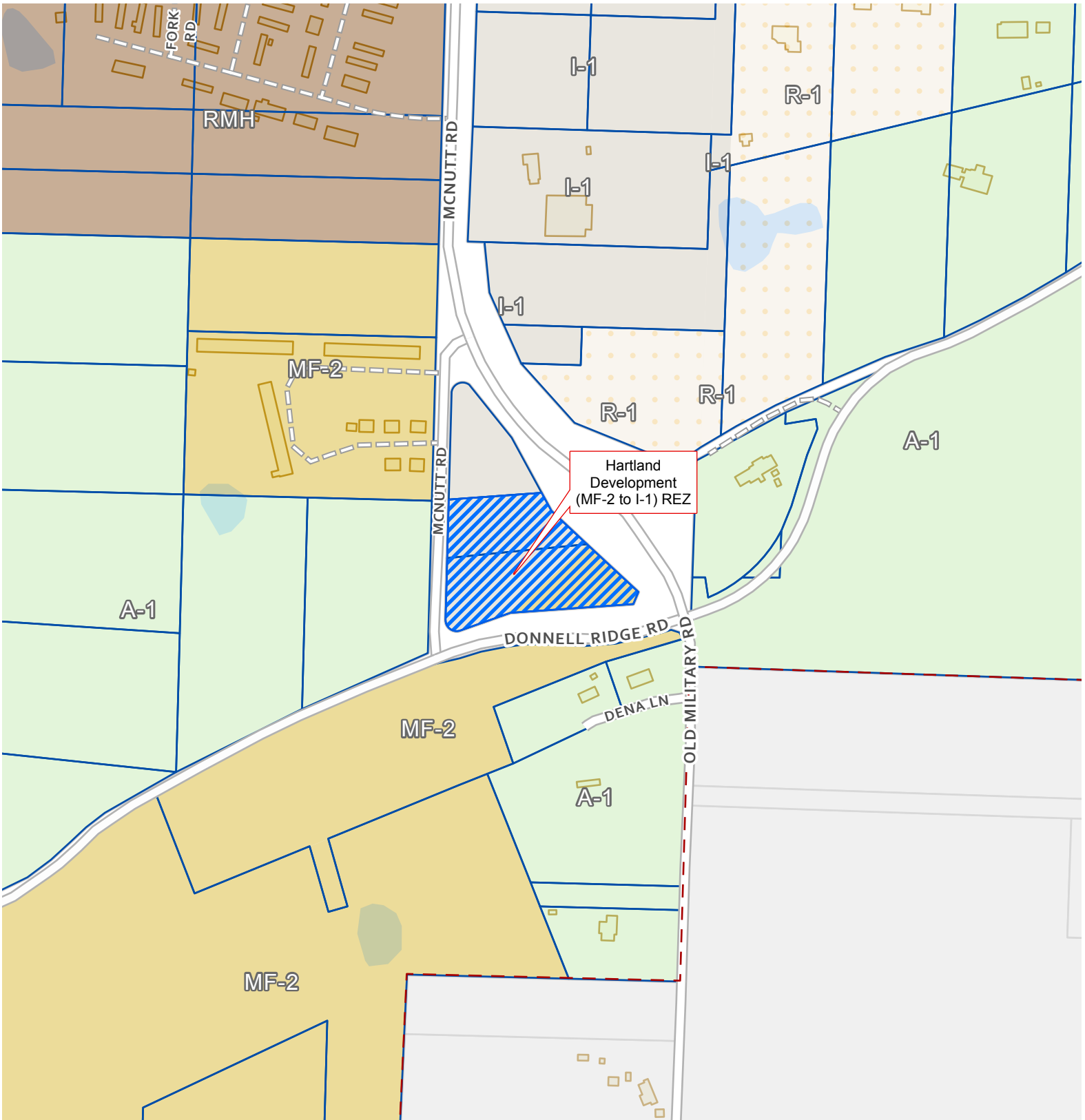
Hartland Development has requested to rezone the portions of the properties, located at 1340 & 1370 McNutt Road, currently zoned MF-2 (Multi-family 2, 18 units/acre) to I-1 (Intermediate Industrial) with legal descriptions:

Lots E and F, Replat Sherwood Estates Lots 20-22 West to the City of Conway

Portions of Lots E and F have residual MF-2 zoning due to the rerouting of Donnell Ridge Road to align with the new Old Military Road intersection. The applicant wishes to change this residual MF-2 zoning to I-1 to be congruent with the I-1 zoning of the rest of the properties.


The Planning Commission reviewed this request at its regular meeting on January 16, 2018. The Planning Commission voted 7-0, that this request be forwarded to the City Council with a recommendation for approval.

Please advise if you have any questions.



DESCRIPTION	
Planning Commission Review	--
2.55 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		Office	
C-1	O-1	SP	
C-2	O-2	S-1	
C-3	O-3	A-1	
C-4		PUD	
		TJ	




**City of Conway**  
Planning & Development

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www.cityofconway.org/pages/plg



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JAN 2018



**City of Conway, Arkansas**  
**Ordinance No. O-18- \_\_\_\_\_**

**AN ORDINANCE AMENDING SECTIONS 201.1 AND 201.3 OF THE CONWAY ZONING ORDINANCE TO REZONE PROPERTY LOCATED AT 604 AND 606 E ROBINS STREET FROM C-3 TO PUD:**

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

**Section 1:** The Zoning District Boundary Map of the Conway Land Development Code be amended by changing all the **C-3** symbols and indications as shown on the Zoning District Boundary Map in an area described as follows:

[604 E Robins Street]

Part of the SE 1/4 SW 1/4 of Section 7, Township 5 North, Range 13 West, described as beginning at a point 781 feet west of the Southeast corner of said SE 1/4 SW 1/4 and run from thence north 237 feet; thence west 112 feet; thence south 237 feet; thence east 112 feet to the point of beginning, containing 0.6 acres more or less and sometimes known as Lot "B", as surveyed and platted by B.F. Stermer, County Surveyor, on January 15, 1953.

and

[606 E Robins Street]

Part of the SE 1/4 SW 1/4, Section 7, Township 5 North, Range 13 West, Faulkner County, Arkansas, as described as beginning at a point 888.0 feet west of the southeast corner of said SE 1/4 SW 1/4; thence west 78.0 feet; thence north 237 feet; thence east 78.0 feet; thence south 237.0 feet to the point of beginning.

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

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

**PASSED** this 23<sup>rd</sup> day of January, 2018.

**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:** Jerry Rye, 2018 Planning Commission Chairman  
**Date:** January 17, 2018

**Re:** Request to rezone from C-3 to PUD property located at 604 & 606 E Robins Street

---

Phillip Fletcher has requested to rezone from C-3 (Highway Service & Open Display District) to [Hope Village] PUD (Planned Unit Development) property located at the 604 & 606 E Robins Street with the legal descriptions:

[604 E Robins Street]

Part of the SE 1/4 SW 1/4 of Section 7, Township 5 North, Range 13 West, described as beginning at a point 781 feet west of the Southeast corner of said SE 1/4 SW 1/4 and run from thence north 237 feet; thence west 112 feet; thence south 237 feet; thence east 112 feet to the point of beginning, containing 0.6 acres more or less and sometimes known as Lot "B", as surveyed and platted by B.F. Stermer, County Surveyor, on January 15, 1953.

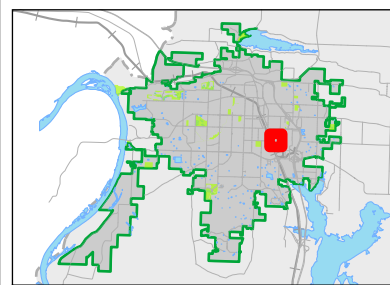
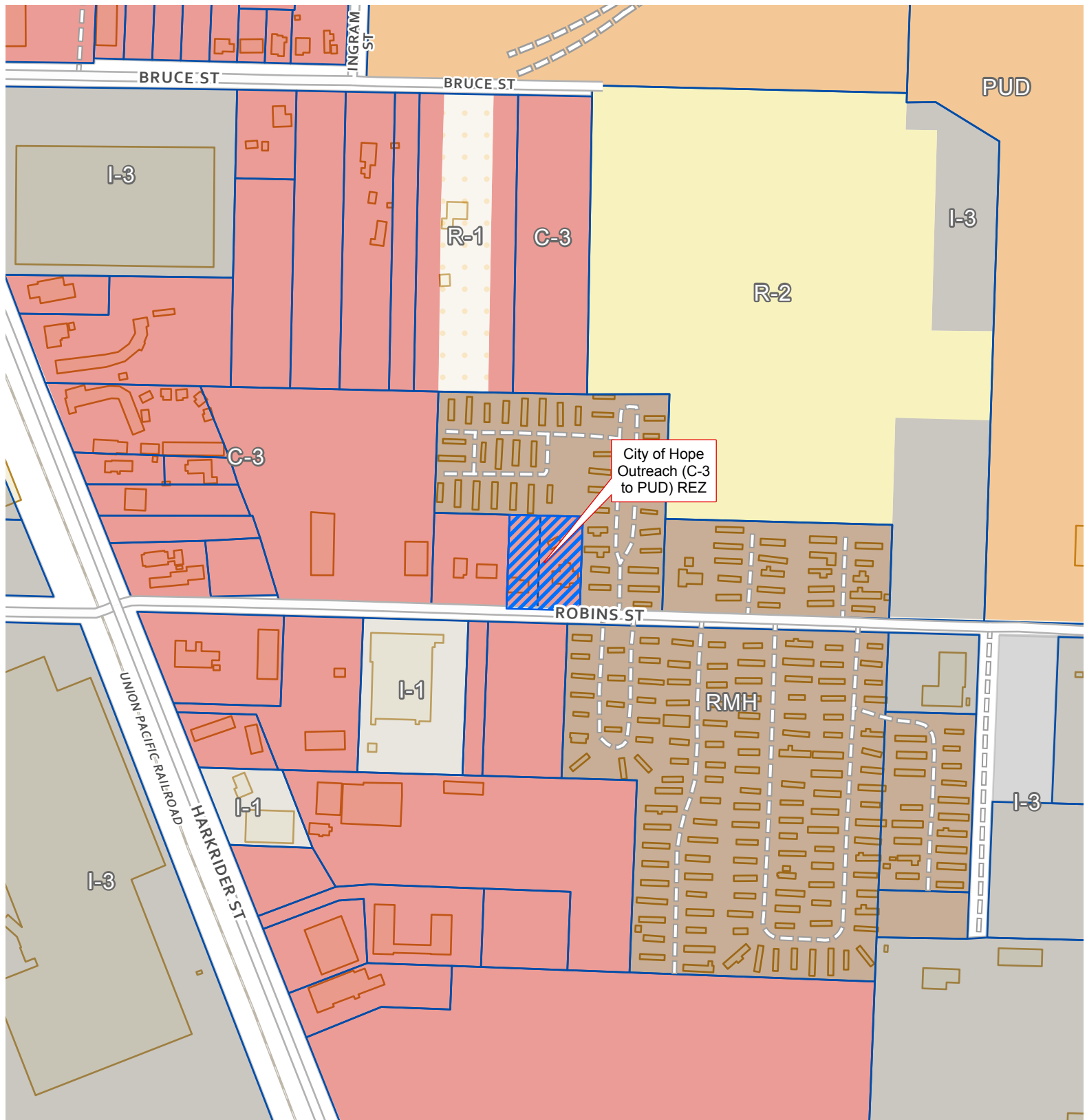
and

[606 E Robins Street]

Part of the SE 1/4 SW 1/4, Section 7, Township 5 North, Range 13 West, Faulkner County, Arkansas, as described as beginning at a point 888.0 feet west of the southeast corner of said SE 1/4 SW 1/4; thence west 78.0 feet; thence north 237 feet; thence east 78.0 feet; thence south 237.0 feet to the point of beginning.


The Planning Commission reviewed this request at its regular meeting on January 16, 2018. The Planning Commission voted 7-0, that this request be forwarded to the City Council with a recommendation for approval.

Please advise if you have any questions.



DESCRIPTION	
Planning Commission Review	--
	--
	1.01 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		Office	
C-1	O-1	S-1	
C-2	O-2	A-1	
C-3	O-3	PUD	
C-4		TJ	

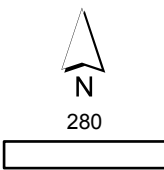


**City of Conway**  
Planning & Development

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JAN 2018







STREET ELEVATION



ONE BEDROOM HOME  
480 SF



# SMALL HOMES COMMUNITY

CONWAY ARKANSAS





STREET ELEVATION



TWO BEDROOM HOME  
600 SF



# SMALL HOMES COMMUNITY

CONWAY ARKANSAS





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:** Jerry Rye, 2018 Planning Commission Chairman  
**Date:** January 16, 2018

**Re:** APPEAL of Planning Commission denial for a Conditional Use Permit for property located at 1267 & 1269 Harkrider Street

---

Finish Line Motors [Sylvester Ingram] PH LLC is appealing the denial by the Conway Planning Commission for a Conditional Use Permit to allow Automobile Sales in a CMU [Commercial Mixed-Use] zoning district in the Markham Street Neighborhood Specific Plan for property located at 1267 & 1269 Harkrider Street, with the legal description:

Block 7, Lots 11 and 12, Block 7 Jones Addition & W1/2 of Clayton Street

The Planning Commission reviewed this request at its regular meeting on November 20, 2017. The Planning Commission voted 0-8 against the motion that this request be forwarded to the City Council with a recommendation for approval. Failing to garner 6 votes in the positive, the motion was defeated.

The applicant notified the Planning & Development Department on December 18, 2017 of his intent to appeal the Planning Commission's denial of his request to the City Council at the regularly scheduled January 23, 2018 City Council meeting.

Since the denial by the Planning Commission the applicant has not provided any additional information regarding his request.

Please advise if you have any questions.

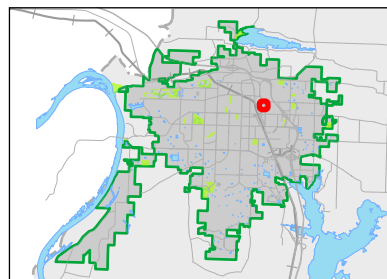
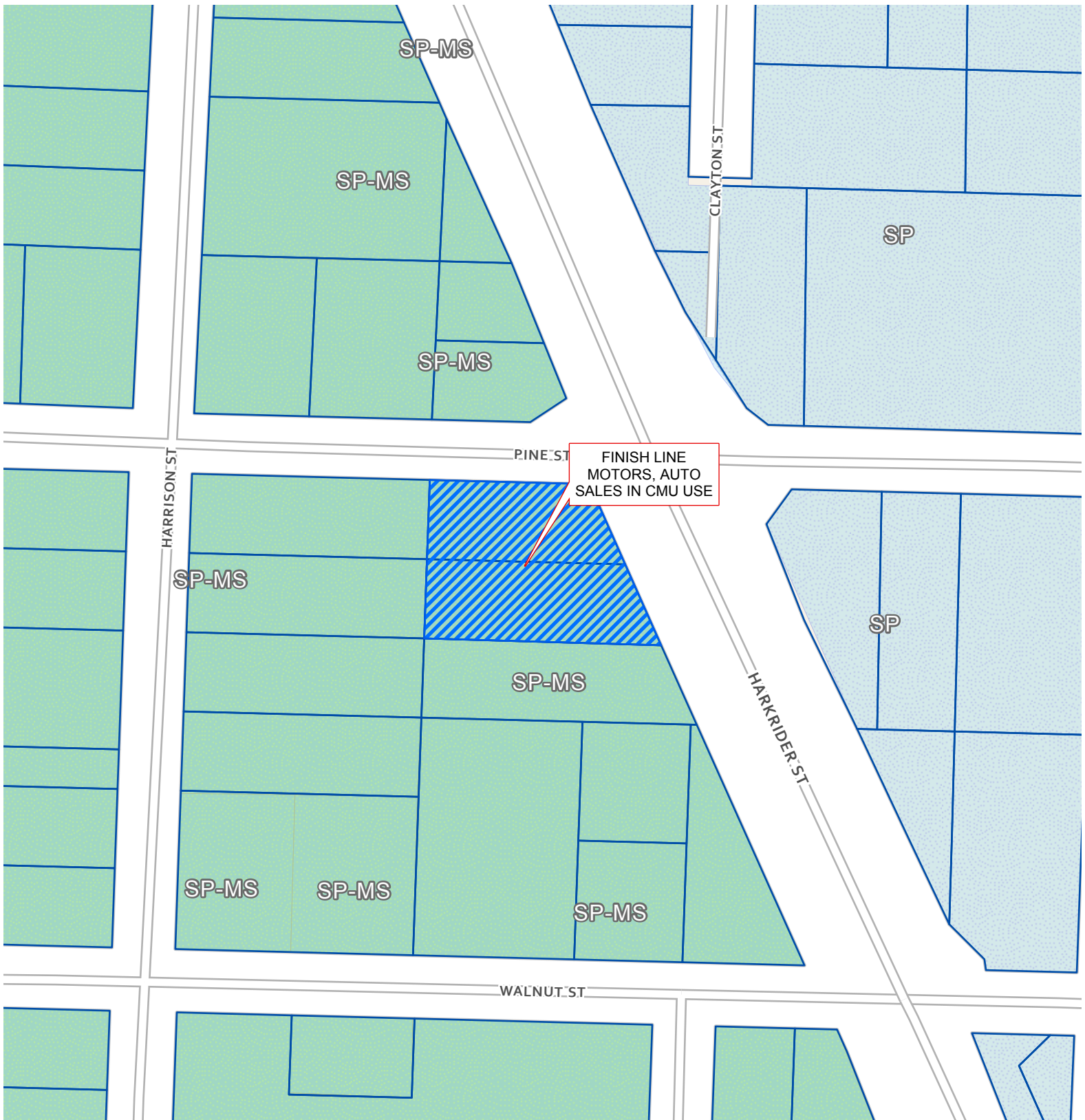
Finish Line Motors, LLC  
1269 Harkrider St.  
Conway, AR 72032  
(501) 205-8446

Re: Conway Planning Commission

**Request for Appeal Hearing**

I am hereby requesting an appeal regarding the denial of Finish Line Motors, LLC request for Conditional Use Permit to allow Automobile Sales in a CMU (MSN-SP) zoning district for property located at 1267&1269 Harkrider St. Conway, AR 72032.

Sincerely,  
Finish Line Motors LLC



DESCRIPTION	
Planning Commission Review	--
	--
0.13 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		Office	
C-1	O-1		
C-2	O-2		
C-3	O-3		
C-4			
		Special	
		SP	S-1
		A-1	PUD
		TJ	

**City of Conway**  
Planning & Development

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NOV 2017

**FINISH LINE MOTORS REQUEST FOR CONDITIONAL USE PERMIT TO ALLOW AUTO SALES & SERVICE IN A C-MU ZONING DISTRICT (Markham Street Neighborhood Specific Plan)**

**APPLICANT**

Finish Line Motors  
 Sylvester Ingram  
 PO Box 10202  
 Conway, AR 72032

**STAFF REVIEW BY**

Bryan Patrick, Director of Planning and Development  
 1201 Oak St  
 Conway, AR 72032

**SITE DATA**

**Location.** 1267 and 1269 Harkrider Street (Southwest corner of Pine and Harkrider)

**Site Area.** ±0.29 acre

**Current Zoning.** C-MU (Commercial - Mixed Use) in the Markham Street Neighborhood Specific Plan

**Requested Conditional Use.** Seeking permit to allow Auto-Related Sales and Service

**Existing Structures.** 2 former single family residential structures addressed 1267 (south) and 1269 (north)

**Overlay.** Markham Street Neighborhood Specific Plan

**Comprehensive Plan.** The 2004 Comprehensive Plan notes the property as part of a special study. The Markham Street Neighborhood Specific Plan (MSN-SP) was completed in March 2015. The Markham Street Plan rezoned the area from a conventional C-3 intensive commercial zone to Commercial Mixed Use. The MSN-SP not only regulates allowed land uses, it also is a form based code regulating the exterior form of structures and specific building material requirements. Auto sales and service are allowed by conditional use permit. However, auto storage is not allowed.

**Projected Traffic Impact.** With a conditional use permit for auto sales and service, traffic would increase slightly. An increase in vehicle trips would be limited by the available vehicle storage area. As a major arterial, Harkrider can accommodate the slight increase in vehicle traffic.

**Flood\Drainage.** No flood issues on this property

**Utility Infrastructure.** The applicant will need to coordinate utilities with Conway Corporation for any extension or upgrade of services.

**Street Improvement.** In 2012, Harkrider Street was improved. There are no current street improvement plans for the area.



**Conway 2025.** Not applicable.

**STAFF COMMENTS**

The applicant began storing cars and trucks on this property over a several week period. In October 2017, Code Enforcement issued a citation and told the applicant that the property is not zoned for car storage, sales, or service. The applicant is now seeking a conditional use permit in order to continue to store, service, and sell cars at this location. There are 2 old residential structures on the property; the south structure has only been used as a residence. In recent years, the north structure has been used as a bail bondsman office. The applicant plans to tear down the south structure and use the north structure as an office. They would like to spread gravel on the property and put up a fence in order to store cars. City zoning regulations do not allow car sales from gravel lots. A paved parking area must be used. There is no practical street access from Harkrider and only a small one car driveway on Pine Street. The residential office structure would also need upgrades in order to be used for commercial purposes such as handicap restrooms and access. There is an auto sales lot immediately north across Pine Street. This car sales lot has been in operation since the 1990s when Harkrider was a more rural like highway. It appears that no vehicle service takes place at the existing car lot.





In 2015, the Markham Street Neighborhood Specific Plan was approved. The MSN-SP envisions Harkrider becoming an urban corridor with a more traditional downtown streetscape. As property is redeveloped, new structures are to be built closer to the street with pedestrian friendly sidewalks. Parking lots are secondary and must be on the rear or sides of structures. Parking lots cannot be placed on corners. Harkrider redevelopment is slowly taking shape. Further south, at Oak and Harkrider, Primecare was recently upgraded and given a pedestrian friendly streetscape. A new medical office building at the old Pizza Hut location is slated to be constructed, townhomes and a cottage development on Siebenmorgen are also planned.

Car storage, sales, and service goes against area redevelopment plans. The Markham Street Neighborhood Plan only allows the sales and service of vehicles. However, most vehicle service shops accumulate non-functioning vehicles and create vehicle storage problems. The size of the lot also limits usable vehicle sales and service area. The ideal use of the property would be a new commercial structure meeting the Markham Street Neighborhood - Specific Plan appropriately located on the street with car parking at the rear of the structure.

**STAFF RECOMMENDATIONS**

Planning Staff recommends denial of this conditional use permit request. The requested use is not congruent with the Markham Street Neighborhood Plan. It would be difficult and expensive to construct a paved parking area with appropriate screening and fencing as required by the Markham Street Neighborhood - Specific Plan. The Plan envisions vehicles as a secondary use. The existing structure(s) are in poor shape and would not function well as commercial structures. The proposed use of gravel for vehicle storage is prohibited and inappropriate.



Photos of property taken on October 17, 2017 provided by City of Conway Code Enforcement Department





**City of Conway, Arkansas**  
**Ordinance No. O-18-\_\_\_\_\_**

**AN ORDINANCE APPROPRIATING GRANT FUNDS RECEIVED FROM THE ARKANSAS DEPARTMENT OF EMERGENCY MANAGEMENT TO THE CONWAY POLICE DEPARTMENT SWAT TEAM; AND FOR OTHER PURPOSES**

**Whereas**, the City of Conway has been awarded funds in the amount of \$18,923.77 through the Faulkner County Judge's office from the AR Department of Emergency Management for equipment purchases for the Conway Police Department's SWAT team; and

**Whereas**, this is a carryover of SWAT grant funds appropriated in a previous year and has not yet been spent.

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

**Section 1.** The City of Conway shall accept all grant proceeds totaling \$18,923.77 and appropriate from 399.000.4201, State Grant Revenue account into the Machinery and Equipment State Grant Expense account 399.121.5910.

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

**PASSED** this 23<sup>rd</sup> day of January, 2018

**Approved:**

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

**Attest:**

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



**City of Conway, Arkansas**  
**Ordinance No. O-18- \_\_\_\_\_**

**AN ORDINANCE WAIVING THE COMPETITIVE BID PROCESS FOR THE PURCHASE OF TASERS FROM TASER INTERNATIONAL FOR THE CONWAY POLICE DEPARTMENT; AND FOR OTHER PURPOSES**

**Whereas**, the Conway Police Department needs to purchase 10 Tasers, cartridges, holsters, and batteries for the department; and

**Whereas**, Taser International is the sole source provider for the Taser International products, therefore, it is the desire of the City Council to waive bids.

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

**Section 1.** The City of Conway shall accept Taser International as the sole source provider and hereby waive competitive bid requirements for the additional 10 Tasers, cartridges, holsters, and batteries at a cost of \$25,161.00.

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

**PASSED** this 23<sup>rd</sup> day of January, 2018.

**Approved:**

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

**Attest:**

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



17800 N. 85th St., Scottsdale, Arizona 85255 \* 480-991-0797 \* Fax 480-991-0791 \* www.axon.com

April 5, 2017

**To:** *Conway Police Department*

**Re: Sole Source Letter for Axon Enterprise, Inc.'s TASER Conducted Electrical Weapons, Axon brand products, and Evidence.com Data Management Solutions**

A sole source justification exists because the following goods and services required to satisfy the agency's needs are only manufactured and available for purchase from Axon Enterprise. Axon is also the sole distributor of all TASER brand products for the agency identified in this letter.

### **TASER CEW Descriptions**

#### **X2 CEW**

- Multiple-shot CEW
- High efficiency flashlight
- Static dual LASERs (used for target acquisition)
- ARC switch enables drive-stun with or without a Smart Cartridge installed
- Central Information Display (CID): Displays mission-critical data such as remaining battery energy, burst time, operating mode, and user menu to change settings and view data on a yellow-on-black display
- The Trilogy log system records information from a variety of sensors into three data logs: Event log, Pulse log, and Engineering log. Data can be downloaded using a universal serial bus (USB) data interface module connected to a personal computer (PC). Data may be transferred to Evidence.com services.
- Real-time clock with back-up battery
- Onboard self-diagnostic and system status monitoring and reporting
- Ambidextrous safety switch
- Capable of audio/video recording with optional TASER CAM HD recorder
- The trigger activates a single cycle (approximately five seconds). Holding the trigger down will continue the discharge beyond the standard cycle (except when used with an APPM or TASER CAM HD AS). The CEW cycle can be stopped by placing the safety switch in the down (SAFE) position
- Compatible with TASER Smart Cartridges only

#### **X26P CEW**

- High efficiency flashlight
- Red LASER (used for target acquisition)
- Central Information Display (CID): Displays data such as calculated remaining energy, burst time, and notifications
- The Trilogy log system records information from a variety of sensors into three data logs: Event log, Pulse log, and Engineering log. Data can be downloaded using a universal serial bus (USB) data interface module connected to a personal computer (PC). Data may be transferred to Evidence.com services.
- Real-time clock with back-up battery
- Onboard self-diagnostic and system status monitoring and reporting
- Ambidextrous safety switch
- Capable of audio/video recording with optional TASER CAM HD recorder
- The trigger activates a single cycle (approximately five seconds). Holding the trigger down will continue the discharge beyond the standard cycle (except when used with an APPM or TASER CAM HD AS). The CEW cycle can be stopped by placing the safety switch in the down (SAFE) position.
- Compatible with TASER standard series cartridges

### **Axon Signal Performance Power Magazine (SPPM)**

- Battery pack for the X2 and X26P conducted electrical weapons
- Shifting the safety switch from the down (SAFE) to the up (ARMED) positions sends a signal from the SPPM. Upon processing the signal, an Axon system equipped with Axon Signal technology transitions from the BUFFERING to EVENT mode. Axon Signal technology only works with Axon cameras.

### **TASER Brand CEW Model Numbers**

1. Conducted Electrical Weapons (CEWs):
  - TASER X2 Models: 22002 and 22003
  - TASER X26P Models: 11002 and 11003
2. Optional Extended Warranties for CEWs:
  - X2 - 4-year extended warranty, item number 22014
  - X26P - 2-year extended warranty, item number 11008
  - X26P - 4-year extended warranty, item number 11004
3. TASER standard cartridges (compatible with the X26P; required for this CEW to function in the probe deployment mode):
  - 15-foot Model: 34200
  - 21-foot Model: 44200
  - 21-foot non-conductive Model: 44205
  - 25-foot Model: 44203
  - 35-foot Model: 44206
4. TASER Smart cartridges (compatible with the X2; required for this CEW to function in the probe deployment mode):
  - 15-foot Model: 22150
  - 25-foot Model: 22151
  - 25-foot inert simulation Model: 22155
  - 25-foot non-conductive Model: 22157
  - 35-foot Model: 22152
5. TASER CAM HD recorder Model: 26810 (full HD video and audio) and TASER CAM HD with AS (automatic shut-down feature) Model: 26820. The TASER CAM HD is compatible with both the X26P and X2 CEWs.
  - TASER CAM HD replacement battery Model: 26764
  - TASER CAM HD Download Kit Model: 26762
  - TASER CAM HD optional 4-year extended warranty, item number 26763
6. Power Modules (Battery Packs) for X26P and X2 CEWs:
  - Performance Power Magazine (PPM) Model: 22010
  - Tactical Performance Power Magazine (TPPM) Model: 22012
  - Automatic Shut-Down Performance Power Magazine (APPM) Model: 22011
  - eXtended Performance Power Magazine (XPPM) Model: 11010
  - eXtended Automatic Shut-Down Performance Power Magazine (XAPPM) Model: 11015
  - Axon Signal Performance Power Magazine (SPPM) Model: 70116
7. TASER Dataport Download Kits:
  - Dataport Download Kit for the X2 and X26P Model: 22013
8. TASER Blast Door Repair Kit Model 44019 and TASER Blast Door Replenishment Kit Model 44023
9. Conductive Target front Model 80000 and Conductive Target back, Model 80001

10. CEW Holsters:

- Right-hand X2 holster by BLACKHAWK Model: 22501
- Left-hand X2 holster by BLACKHAWK Model: 22504
- Right-hand X26P holster by BLACKHAWK Model: 11501
- Left-hand X26P holster by BLACKHAWK Model: 11504

11. TASER Simulation Suit II Model 44550

## **Axon Digital Evidence Solution Description**

### **Axon Flex 2 Video Camera (DVR)**

- Video playback on mobile devices in the field via Bluetooth pairing
- Retina Low Light capability sensitive to less than 0.1 lux
- Audio tones to alert user of usage
- Low SD, high SD, low HD, and high HD resolution (customizable by the agency)
- Up to 120-second buffering period to record footage before pressing record button
- Multiple mounting options using magnetic attachment: head, collar, shoulder, helmet, ball cap, car dash, and Oakley sunglass mounts available
- 120-degree diagonal field of view camera lens. 102-degree horizontal field of view, and 55-degree vertical field of view

### **Axon Flex 2 Controller**

- 12+ hours of battery operation per shift (even in recording mode)
- LED lights to show current battery level and operating mode
- Haptic notification available
- Tactical beveled button design for use in pocket
- Compatible with Axon Signal technology

### **Axon Body 2 Video Camera**

- Video playback on mobile devices in the field via Bluetooth pairing
- Retina Low Light capability sensitive to less than 1 lux
- Audio tones and haptic (vibration) notification to alert user of usage
- Audio mute during event option
- Wi-Fi capability
- High, medium, and low quality recording available (customizable by the agency)
- Up to two-minute buffering period to record footage before pressing record button
- Multiple mounting options using holster attachment: shirt, vest, belt, and dash mounts available
- 12+ hours of battery operation per shift (even in recording mode)
- LED lights to show current battery level and operating mode
- 143-degree lens
- Includes Axon Signal technology

### **Axon Fleet Camera**

- Fully integrated with Evidence.com services and Axon devices
- Automatic time synchronization with other Axon Fleet and Axon body cameras allows for multi-camera playback on Evidence.com.
- Immediate upload to Evidence.com of critical event videos via 4G/LTE
- Wireless alerts from the TASER CEW Signal Performance Power Magazine (SPPM).
- Automatic transition from buffering to event mode in an emergency vehicle equipped with the Axon Signal Unit

### **Axon Signal Unit (ASU)**

- Communications device that can be installed in emergency vehicles.
- With emergency vehicle light bar activation, or other activation triggers, the Axon Signal Unit sends a signal. Upon processing the signal, an Axon system equipped with Axon Signal technology transitions

from the BUFFERING to EVENT mode.

### **Axon Interview Solution**

- High-definition cameras and microphones for interview rooms
- Covert or overt camera installations
- Touch-screen user interface
- Motion-based activation
- Up to 7-minute pre- and post-event buffering period
- Full hardware and software integration
- Upload to Evidence.com services
- Interview room files can be managed under the same case umbrella as files from Axon on-officer cameras and Axon Fleet cameras; i.e., Axon video of an arrest and interview room video are managed as part of the same case in Evidence.com
- Dual integration of on-officer camera and interview room camera with Evidence.com digital evidence solution

### **Axon Flex Camera (DVR)**

- Video playback on mobile devices in the field via Bluetooth pairing
- Retina Low Light capability sensitive to less than 1 lux
- Audio tones to alert user of usage
- High, medium, and low quality recording available (customizable by the agency)
- 30-second buffering period to record footage before pressing record button
- Multiple mounting options using magnetic attachment: head, collar, shoulder, helmet, ball cap, car dash, and Oakley sunglass mounts available

### **Axon Flex Controller**

- 12+ hours of battery operation per shift (even in recording mode)
- LED lights to show current battery level and operating mode
- Tactical beveled button design for use in pocket
- Available with Axon Signal technology

### **Axon Body Video Camera**

- Video playback on mobile devices in the field via Bluetooth pairing
- Retina Low Light capability sensitive to less than 1 lux
- Audio tones to alert user of usage
- High, medium, and low quality recording available (customizable by the agency)
- 30-second buffering period to record footage before pressing record button
- Multiple mounting options using holster attachment: shirt, vest, belt, and dash mounts available
- 12+ hours of battery operation per shift (even in recording mode)
- LED lights to show current battery level and operating mode
- Tactical beveled button design for use in pocket
- 130-degree lens

### **Axon Signal Technology**

- Sends a broadcast of status that compatible devices recognize when certain status changes are detected.
- Only compatible with TASER and Axon products

### **Axon Dock**

- Automated docking station uploads to Evidence.com services through Internet connection
- No computer necessary for secure upload to Evidence.com
- Charges and uploads simultaneously
- The Axon Dock is tested and certified by TUV Rheinland to be in compliance with UL 60950-1: 2007 R10.14 and CAN/ CSA-C22.2 N0.60950-I-07+AI:2011+A2:2014 Information Technology Equipment safety standards.

### **Evidence.com Data Management System**

- Software as a Service (SaaS) delivery model that allows agencies to manage and share digital evidence without local storage infrastructure or software needed
- SaaS model reduces security and administration by local IT staff: no local installation required
- Automatic, timely security upgrades and enhancements deployed to application without the need for any local IT staff involvement
- Securely share digital evidence with other agencies or prosecutors without creating copies or requiring the data to leave your agency's domain of control
- Controlled access to evidence based on pre-defined roles and permissions and pre-defined individuals
- Password authentication includes customizable security parameters: customizable password complexity, IP-based access restrictions, and multi-factor authentication support
- Automated category-based evidence retention policies assists with efficient database management
- Ability to recover deleted evidence within seven days of deletion
- Stores and supports all major digital file types: .mpeg, .doc, .pdf, .jpeg, etc.
- Requires NO proprietary file formats
- Ability to upload files directly from the computer to Evidence.com via an Internet browser
- Data Security: Robust Transport Layer Security (TLS) implementation for data in transit and 256-bit AES encryption for data in storage
- Security Testing: Independent security firms perform in-depth security and penetration testing
- Reliability: Fault- and disaster-tolerant infrastructure in at least four redundant data centers in both the East and West regions of the United States
- Chain-of-Custody: Audit logs automatically track all system and user activity. These logs cannot be edited or deleted, even by account administrators and IT staff
- Protection: With no on-site application, critical evidence stored in Evidence.com is protected from local malware that may penetrate agency infrastructure
- Stability: Axon Enterprise is a publicly traded company with stable finances and funding, reducing concerns of loss of application support or commercial viability
- Application and data protected by a CJIS and ISO 27001 compliant information security program
- Dedicated information security department that protects Evidence.com and data with security monitoring, centralized event log analysis and correlation, advanced threat and intrusion protection, and incident response capabilities
- Redact videos easily within the system, create tags, markers and clips, search seven fields in addition to five category-based fields, create cases for multiple evidence files

### **Evidence.com for Prosecutors**

- All the benefits of the standard Evidence.com services
- Ability to share information during the discovery process
- Standard licenses available for free to prosecutors working with agencies already using Evidence.com services
- Unlimited storage for data collected by Axon cameras and Axon Capture

### **Axon Capture Application**

- Free app for IOS and Android mobile devices
- Allows users to capture videos, audio recordings, and photos and upload these files to their Evidence.com account from the field
- Allows adding metadata to these files, such as: Category, Title, Case ID, and GPS data

### **Axon View Application**

- Free app for iOS and Android mobile devices
- Allows user to view the camera feed from a paired Axon Body, Axon Body 2, or Axon Flex, or Axon Flex 2 camera in real-time
- Allows for playback of videos stored on a paired Axon Body or Axon Flex system
- Allows adding meta-data to videos, such as: Category, Title, Case ID, and GPS data



**Axon Professional Services**

- Dedicated implementation team
- Project management and deployment best practices aid
- Training and train-the-trainer sessions
- Integration services with other systems

**Axon Customer Support**

- Online and email-based support available 24/7
- Human phone-based support available Monday–Friday 7:00 AM–5:00 PM MST; support is located in Scottsdale, AZ, USA
- Library of webinars available 24/7
- Remote-location troubleshooting



## **Axon Brand Model Numbers**

1. Axon Flex 2 Cameras:
  - Axon Flex 2 Camera (online) Model: 11528
  - Axon Flex 2 Camera (offline) Model: 11529
2. Axon Flex 2 Controller Model: 11532
3. Axon Flex 2 USB Sync Cable Model: 11534
4. Axon Flex 2 Coiled Cable, Straight to Right Angle, 48" (1.2 m)
5. Axon Flex 2 Camera Mounts:
  - Oakley Flak Jacket Kit Model: 11544
  - Collar Mount Model: 11545
  - Oakley Clip Model: 11554
  - Epaulette Mount Model: 11546
  - Ballcap Mount Model: 11547
  - Ballistic Vest Mount Model: 11555
  - Universal Helmet Mount Model: 11548
6. Axon Body 2 Camera Model: 74001
7. Axon Flex 2 Controller and Axon Body 2 Camera Mounts:
  - Z-Bracket, Men's, Axon RapidLock Model: 74018
  - Z-Bracket, Women's Axon RapidLock Model: 74019
  - Magnet, Flexible, Axon RapidLock Model: 74020
  - Magnet, Outerwear, Axon RapidLock Model: 74021
  - Small Pocket, 4" (10.1 cm), Axon RapidLock Model: 74022
  - Large Pocket, 6" (15.2 cm), Axon RapidLock Model: 74023
  - MOLLE Mount, Single, Axon RapidLock Model: 11507
  - MOLLE Mount, Double, Axon RapidLock Model: 11508
  - Belt Clip Mount, Axon RapidLock Model: 11509
8. Axon Fleet Camera Model: 74001
9. Axon Signal Unit Model: 70112
10. Axon Dock Models:
  - Axon Dock – Individual Bay and Core for Axon Flex 2
  - Axon Dock – 6-Bay and Core for Axon Flex 2
  - Individual Bay for Axon Flex 2 Model: 11538
  - Core (compatible with all Individual Bays and 6-Bays) Model: 70027
  - Wall Mount Bracket Assembly for Axon Dock: 70033
  - Axon Dock – Individual Bay and Core for Axon Body 2 and Axon Fleet Model 74009
  - Axon Dock – 6-Bay and Core for Axon Body 2 and Axon Fleet Model 74008
  - Individual Bay for Axon Body 2 and Axon Fleet Model: 74011

## **Axon Product Packages**

1. Officer Safety Plan: includes a CEW, Axon camera and Dock upgrade, and Evidence.com license and

storage. See your Sales Representative for further details and Model numbers.

2. TASER Assurance Plan (TAP): Hardware extended warranty coverage, Spare Products, and Upgrade Models available for the X2 and X26P CEWs, and the TASER CAM HD recorder. (The TAP is available only through Axon Enterprise, Inc.)
3. TASER 60: Pay for X2 and X26P CEWs and Spare Products in installments over 5 years.

<b>SOLE AUTHORIZED DISTRIBUTOR FOR AXON BRAND CAMERAS AND TASER BRAND CEW PRODUCTS</b>	<b>SOLE AUTHORIZED REPAIR FACILITY FOR AXON BRAND CAMERAS AND TASER BRAND CEW PRODUCTS</b>
<b>Axon Enterprise, Inc. 17800 N. 85<sup>th</sup> Street, Scottsdale, AZ 85255 Phone: 800-978-2737 Fax: 480-991-0791</b>	<b>Axon Enterprise, Inc. 17800 N. 85<sup>th</sup> Street, Scottsdale, AZ 85255 Phone: 800-978-2737 Fax: 480-991-0791</b>

Please contact your local Axon sales representative or call us at 1-800-978-2737 with any questions.

Sincerely,



Josh Isner  
Executive Vice President, North American Sales  
Axon Enterprise, Inc.

Android is a trademark of Google, Inc, Bluetooth is a trademark of the Bluetooth SIG, Flak Jacket is a trademark of Oakley, Inc, iPod touch is a trademark of Apple Inc., IOS is a trademark of Cisco, LTE is a trademark of the European Telecommunications Standards Institute, Shoeni is a trademark of Shoeni Co., Ltd., VELCRO is a trademark of Velcro Industries, B.V., and Wi-Fi is a trademark of the Wi-Fi Alliance.

The 'Delta Axon' logo, Axon, Axon Body, Axon Body 2, Axon Dock, Axon Fleet, Axon Flex, Axon Flex 2, Axon Interview, Axon RapidLock, Axon Signal, Evidence.com, Smart Cartridge, Trilogy, TASER CAM, X2, X26P, TASER and the 'Bolt within Circle' logo are trademarks of Axon Enterprise, Inc., some of which are registered in the US and other countries. For more information, visit [www.axon.com/legal](http://www.axon.com/legal). All rights reserved. © 2017 Axon Enterprise, Inc.



**City of Conway, Arkansas  
Ordinance No. O-18- \_\_\_\_\_**

**AN ORDINANCE WAIVING BIDS FOR THE PURCHASE OF CONCEALMENT VESTS FROM TEECO SAFETY FOR THE CONWAY POLICE DEPARTMENT; AND FOR OTHER PURPOSES**

**Whereas** , the Conway Police Department needs to purchase 23 Concealment Vests for the department; and

**Whereas**, Teeco Safety is the sole source provider for the Point Blank Concealment Vests in the state, therefore, it is the desire of the City Council to waive bids.

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

**Section 1.** The City of Conway shall accept Teeco Safety as the sole source provider and hereby waive competitive bid requirements for the additional 23 Concealment Vests at a cost of \$20,930.

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

**PASSED** this 23<sup>rd</sup> day of January, 2018.

**Approved:**

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

**Attest:**

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



**Term Contract**

**Vendor No.** 100002073  
**Contact** Rafe Jordan  
**Your reference** SP-17-0032

TEECO SAFETY INC  
PO Box 7784  
SHREVEPORT LA 71137-7784

**Contract No.** 4600039049  
**Date** 10/25/2016

**Contact** Timothy O'Brien  
**Telephone** 501-324-9320  
**Fax** 501-324-9311

**Our ref.** ST  
**Incoterms** FOB  
**DESTINATION**

**Send Invoice To:**

As noted on individual purchase order.

**Ship To:**

TEECO SAFETY INC  
SHREVEPORT LA

**Valid from:** 10/25/2016

**Valid to:** 03/15/2018

THIS IS A TERM CONTRACT ISSUED BY THE OFFICE OF STATE PROCUREMENT TO BE USED IN CONJUNCTION WITH NASPO ValuePoint CONTRACT 2016-181. THIS DOES NOT REPRESENT YOUR AUTHORITY TO SHIP. THE ORDERING AGENCY WILL ISSUE A PURCHASE ORDER TO AUTHORIZE SHIPMENT.

**Statewide Procurement Specialist:**

Tim O'Brien @ 501-324-9320  
Office of State Procurement  
1509 W. 7th Street, Rm 300  
Little Rock, AR 72201-3966

Timothy.O'Brien@dfa.arkansas.gov

**CONTRACT PERIOD:** The term of this contract shall be from date of award, October 25, 2016 through March 15, 2018 with the option to renew for up to three (3) one year increments or a portion thereof. In no event shall the total contract term be more than five (5) years.

**DELIVERY REQUIREMENTS:** PRICES ARE F.O.B. DESTINATION.

**INVOICE and FOB DELIVERY LOCATION:**

**AS SPECIFIED ON AGENCY PURCHASE ORDER**

**Scope:** This is a NASPO ValuePoint cooperative Term Contract issued by the State of Colorado with the State of Arkansas as an authorized participant in purchasing Body Armor through the NASPO ValuePoint Multi-state agreement.

**GENERAL CONDITIONS AND INSTRUCTIONS TO VENDOR:**

All purchasing rules and regulations defined by the State of Arkansas apply to this document.

\_\_\_\_\_  
**Purchasing Official/Fiscal Officer**

\_\_\_\_\_  
**Date**



Term Contract

Vendor No. 100002073
Contact Rafe Jordan
Your reference SP-17-0032

Contract No. 4600039049
Date 10/25/2016
Our reference ST

The quantities listed are estimates and are not a guarantee to purchase. The State may order more or less as is required during the term of the contract.

Table with 5 columns: Item, Material/Description, Target Qty, UM, Unit Price, Amount. Row 1: 0001, 10129680 ARMOR,BODY,ACESSORIES, 300,000.00, Lump Sum, 1.00, \$ 300,000.00

Estimated Net Value 300,000.00

Arkansas State Procurement Contact:
Tim O'Brien
501-324-9320
Timothy.O'Brien@dfa.arkansas.gov

OUTLINE AGREEMENT AWARD TERMS AND CONDITIONS

- 1. GENERAL: All terms and conditions stated in the invitation for bid govern this contract.
2. PRICES: Prices are firm and not subject to escalation, unless otherwise specified in the invitation for bid.
3. DISCOUNTS: All cash discounts offered will be taken if earned.
4. TAXES: Most state agencies must pay state sales tax. Before billing, the contractor should contact the ordering agency to find out if that agency must pay sales tax. Itemize state sales tax when applicable on invoices.
5. BRAND NAME REFERENCES: The contractor guarantees that the commodity delivered is the same as specified in the bid.
6. GUARANTY: All items delivered are to be newly manufactured, in first- class condition, latest model and design, including, where applicable, containers suitable for shipment and storage unless otherwise indicated in the bid invitation.
7. AWARD: This contract award does not authorize shipment. Shipment against this contract is authorized by the receipt of a purchase order from the ordering agency.

GENERAL CONDITIONS AND INSTRUCTIONS TO VENDOR:

All purchasing rules and regulations defined by the State of Arkansas apply to this document.

**Term Contract**

**Vendor No.** 100002073  
**Contact** Rafe Jordan  
**Your reference** SP-17-0032

**Contract No.** 4600039049  
**Date** 10/25/2016  
**Our reference** ST

8. **DELIVERY:** The term of the contract is shown on the face of the contract award. The contractor is required to supply the state's needs during this term. The number of days required to place the commodity in the receiving agency's designated location under normal conditions is also shown. Consistent failure to meet delivery without a valid reason may cause removal from the bidders' list or suspension of eligibility for award.

9. **BACK ORDERS OR DELAY IN DELIVERY:** Back orders or failure to deliver within the time required may be default of the contract. The contractor must give written notice to the Office of State Procurement and ordering agency of the reason and the expected delivery date. If the reason is not acceptable, the contractor is in default. The Office of State Procurement has the right to extend delivery if reasons appear valid. If the date is not acceptable, the agency may buy elsewhere.

10. **DELIVERY REQUIREMENTS:** No substitutions or cancellations are permitted without written approval of the Office of State Procurement. Delivery shall be made during agency work hours only, 8:00 a.m. to 4:30 p.m., unless prior approval for other delivery has been obtained from the agency. Packing memoranda shall be enclosed with each shipment.

11. **STORAGE:** The ordering agency is responsible for storage if the contractor delivers within the time required and the agency cannot accept delivery.

12. **DEFAULT:** All commodities furnished will be subject to inspection and acceptance of the ordering agency after delivery. Default in promised delivery or failure to meet specifications authorizes the Office of State Procurement to cancel this contract or any portion of same and reasonably purchase commodities elsewhere and charge full increase, if any, in cost and handling to the defaulting contractor.

13. **VARIATION IN QUANTITY:** The state assumes no liability for commodities produced, processed or shipped in excess of the amount specified herein.

14. **INVOICING:** The contractor shall submit an original and two copies of an itemized invoice showing the bid number and purchase request number when itemized in the invitation for bid. Invoices must be sent to "Invoice to" point shown on the purchase order.

15. **STATE PROPERTY:** Any specifications, drawing, technical information, dies, cuts, negatives, positives, data or any other commodity furnished to the contractor hereunder or in contemplation hereof or developed by the contractor for the use hereunder shall remain property of the state, be kept confidential, be used only as expressly authorized, and be returned at the contractor's expense to the F.O.B. point, properly identifying what is being returned.

16. **ASSIGNMENT:** This contract is not assignable nor the duties hereunder delegable by either party without the written consent of the other party to the contract.

17. **OTHER REMEDIES:** In addition to the remedies outlined herein, the contractor and the state have the right to pursue any other remedy permitted by law or in equity.

**GENERAL CONDITIONS AND INSTRUCTIONS TO VENDOR:**

All purchasing rules and regulations defined by the State of Arkansas apply to this document.



**Term Contract**

**Vendor No.** 100002073  
**Contact** Rafe Jordan  
**Your reference** SP-17-0032

**Contract No.** 4600039049  
**Date** 10/25/2016  
**Our reference** ST

18. LACK OF FUNDS: The state may cancel this contract to the extent funds are no longer legally available for expenditures under this contract. Any delivered but unpaid for goods will be returned in normal condition to the contractor by the state. If the state is unable to return the commodities in normal condition and there are no funds legally available to pay for the goods, the contractor may file a claim with the Arkansas Claims Commission. If the contractor has provided services and there are no longer funds legally available to pay for the services, the contractor may file a claim.

19. QUANTITIES: The state may order more or less than the estimated quantity in the invitation for bid.

20. DISCLOSURE: Failure to make any disclosure required by the Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.

**GENERAL CONDITIONS AND INSTRUCTIONS TO VENDOR:**

All purchasing rules and regulations defined by the State of Arkansas apply to this document.



Division of Building Authority  
 STATE OF ARKANSAS  
 COUNTY OF PULASKI

Lease Term: 04/01/18 to 3/31/23  
 Annual Rent: \$20,000.00  
 Square Feet: n/a Rate: \$n/a  
 Type: Renewal  
 Worked By: Pat James  
 County: 23 Agency: 000  
 Lease #: N9304 JWL

**STATE OF ARKANSAS  
 SECOND LEASE AMENDMENT**

This Agreement is made and entered into as of the 10<sup>th</sup> day of January, 2018, by and between UNIVERSITY OF CENTRAL ARKANSAS, hereinafter referred to as “Lessor”, and CITY OF CONWAY, ARKANSAS, hereinafter referred to as “Lessee”.

WITNESSETH

Whereas, by Lease Agreement dated March 18, 2008, and First Lease Amendment dated April 26, 2013, Lessor leased to Lessee real property located at 1835 South Donaghey Avenue; all situated in the City of Conway, Arkansas, County of Faulkner, (the “Lease”); and

Whereas, the parties hereto have hereby agreed to extend the term of the Lease and to amend and modify the Lease as hereinafter set out.

Now, therefore, for and in consideration of the Premises and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the parties hereto hereby agree that the term of the Lease is hereby extended for a period commencing on April 1, 2018 and continuing through March 31, 2023, upon the same terms and conditions except the Lease shall be amended and modified as follows:

1. Lessee. LESSEE is hereby amended and modified *from* CITY OF CONWAY, hereinafter referred to as “City” and FAULKNER COUNTY, hereinafter referred to as “County” *to* CITY OF CONWAY, ARKANSAS, hereinafter referred to as “Lessee”; and
2. Term. LESSEE is extending its term by exercising the Second (2<sup>nd</sup>) of Three (3) Options to Renew, with the amended term beginning on April 1, 2018 and ending on March 31, 2023; and
3. Special Provisions. Special Provisions 3(a) of the Lease is hereby amended and modified to add the following:
  - (a) The LESSOR, LESSEE and DBA agree that should the Lease expire prior to the execution of any proposed Amendment Agreement, the parties agree that the Lease is hereby reinstated and ratified upon the Amendment Agreement being fully executed by the parties. The provisions, terms, and conditions of any subsequent Amendment Agreement shall govern in the event of conflict or inconsistencies, or both. This paragraph should not be construed between the parties as an agreement that the Lease will be extended for additional terms, but rather as an option between the parties to enter into the future negotiations for additional terms should they so desire.

The Lease Agreement as hereby amended, modified and extended is hereby ratified and confirmed by the parties

hereto as being in full force and effect.

This Agreement shall be binding on the parties hereto and their respective heirs, successors and assigns.

Executed as of the date first hereinabove set out.

LESSOR:

UNIVERSITY OF CENTRAL ARKANSAS

By: \_\_\_\_\_  
Houston D. Davis, President

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

DIVISION OF BUILDING AUTHORITY  
As Agent for the University of Central Arkansas

By: \_\_\_\_\_  
Wes Lacewell, Administrator of  
Real Estate Services

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

LESSEE:

CITY OF CONWAY, ARKANSAS

By: \_\_\_\_\_  
Bart Castleberry, Mayor

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

By: \_\_\_\_\_  
Anne W. Laidlaw, Director

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



**City of Conway, Arkansas  
Ordinance No. O-18- \_\_\_\_**

**AN ORDINANCE ACCEPTING AND APPROPRIATING INSURANCE PROCEEDS; AND FOR OTHER  
PURPOSES**

**Whereas**, the Conway Fire Department requests appropriation of \$6,769 for the purchase of a Thermal Imaging Camera; and

**Whereas**, funds in the amount of \$7,550 were received from insurance proceeds for such purpose; and

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

**Section 1.** The City of Conway shall accept \$6,769 from the Insurance Proceeds (001-119-4360) and appropriate said amount into the Fire Department Capital Equipment Operating Account (001.131.5910).

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

**PASSED** this the 23<sup>rd</sup> day of January, 2018

**Approved:**

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

**Attest:**

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



**City of Conway, Arkansas  
Ordinance No. O-18- \_\_\_\_\_**

**AN ORDINANCE AUTHORIZING A STAFFING CHANGE & APPROPRIATING FUNDS FOR A NEW AUTHORIZED POSITION WITHIN THE CONWAY FIRE DEPARTMENT; AND FOR OTHER PURPOSES**

**Whereas**, the Conway Fire Department requests an additional Assistant Chief position to lead the newly established EMS Division, and

**Whereas**, The CFD has determined that there is a need for this new position; and

**Whereas**, this addition will soon provide the citizens of Conway with a higher level of service from the fire department in regards to EMS services; and

**Whereas**, a budget adjustment in the amount of \$100,017.43 is required for the remainder of the FY2018 to fund this position.

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

**Section 1.** The authorized staffing level in the City of Conway Fire Department is increased by one (1) uniformed, full time position.

**Section 2.** The City of Conway shall appropriate an amount not to exceed \$100,017.43 from the Fund Balance Appropriation Line Item into the Fire Department Uniformed Personnel Accounts to cover the cost of the newly created position - Assistant Chief.

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

**PASSED** this the 23<sup>rd</sup> day of January, 2018.

**Approved:**

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

**Attest:**

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