



City of Conway, Arkansas  
CITY COUNCIL  
Agenda • January 23, 2024

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

Elected Officials

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

Ward 1 Position 1 – Andy Hawkins  
Ward 1 Position 2 – David Grimes  
Ward 2 Position 1 – Woodrow Cummins  
Ward 2 Position 2 – Shelley Mehl  
Ward 3 Position 1 – Mark Ledbetter  
Ward 3 Position 2 – Cindy Webb  
Ward 4 Position 1 – Theodore Jones Jr.  
Ward 4 Position 2 – Shelia Isby

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**5:30pm:**

No Committee Meeting

**6:00pm:**

City Council Meeting • Conway Expo & Event Center • 2505 E. Oak Street

Call to Order:

Bart Castleberry, Mayor

Roll Call:

Michael O. Garrett, Clerk/Treasurer

Minutes Approval:

January 9<sup>th</sup>, 2024

Monthly Financial Report:

December 31<sup>st</sup>, 2023

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

1. Resolution to set a public hearing for a proposed water system rate adjustment for Conway Corporation.
2. Ordinance to approve the proposed water system rate adjustment for Conway Corporation. (1<sup>st</sup> reading only)

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

1. Consideration to approve waiving all three readings for the ordinances on the January 23<sup>rd</sup>, 2024, City Council agenda.
2. Ordinance to rezone property located at 1811 & 1813 Harkrider Street and 1152 Hunter Street, from R-2A and O-2 to PUD.

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

1. Resolution to approve Terracon for environmental engineering services for the Sanitation Department.
2. Ordinance approving the reclassification of positions within the Sanitation Department.

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

1. Ordinance approving a vehicle donation for the City Attorney's Department.

**E. New Business**

1. State of the City presented by Mayor Castleberry.

*Adjournment*



City of Conway, Arkansas  
Monthly Financial Reports  
December 31, 2023

City of Conway  
 Monthly Financial Report - General Fund  
 For the month ended December 31, 2023



Revenues	Budget	Month		Encumbered	(Over)/Under	
		Activity	Year to Date		Budget	% Expend/Collect
Ad Valorem Tax	4,200,000	54,391	4,507,766		(307,766)	107%
Payments in Lieu of Tax	20,000	7,731	273,886		(253,886)	1369%
State Tax Turnback	950,000	65,729	975,115		(25,115)	103%
Insurance Tax Turnback - LOPFI	1,300,000	-	1,454,450		(154,450)	112%
Sales Tax	28,200,000	2,357,921	28,858,213		(658,213)	102%
Beverage Tax	600,000	-	270,251		329,749	45%
Franchise Fees	3,829,200	575,818	4,160,287		(331,087)	109%
Office Space Leases	67,400	-	61,783		5,617	92%
Permits	560,500	29,842	713,875		(153,375)	127%
Public Safety	2,378,977	405,733	2,323,998		54,979	98%
Parks	630,000	15,414	863,253		(233,253)	137%
Insurance Proceeds	280,038	2,229	289,602		(9,565)	103%
Federal Grant Revenues	448,862	-	90,768		358,094	20%
State Grant Revenues	100,000	-	100,000		-	100%
Other Grant Revenues	3,000	-	3,000		-	100%
Interest Income	123,000	1,427	1,181,068		(1,058,068)	960%
Proceeds from Sale of Assets	298,370	51	308,217		(9,847)	103%
Donations	13,305	510	15,520		(2,215)	117%
Miscellaneous Revenues	121,867	21,231	214,281		(92,414)	176%
Transfers from Other Funds	820,000	-	506,100		313,900	62%
<b>Total Revenues</b>	<b>44,944,519</b>	<b>3,538,027</b>	<b>47,171,434</b>		<b>(2,226,915)</b>	<b>105%</b>
<b>Expenditures</b>						
Admin (Mayor, HR)	1,160,747	93,767	1,040,745	24,946	95,056	90%
Finance	514,492	73,557	451,533	-	62,959	88%
City Clerk/Treasurer	172,776	15,163	164,260	-	8,516	95%
City Council	103,959	16,614	89,079	569	14,312	86%
Planning	721,309	62,313	678,656	1,080	41,573	94%
Physical Plant	951,141	97,665	886,707	822	63,612	93%
Information Technology	1,937,179	368,197	1,733,667	51,334	152,178	89%
Permits and Inspections	581,670	43,542	504,209	1,075	76,386	87%
Nondepartmental	1,786,992	45,344	1,759,021	6,920	21,052	98%
Police	17,343,957	1,576,238	16,205,522	40,409	1,098,026	93%
CEOC	1,739,745	222,109	1,349,063	-	390,682	78%
Animal Welfare	660,951	62,997	602,385	231	58,335	91%
Municipal District Court	1,039,784	97,618	1,016,707	-	23,078	98%
City Attorney	657,690	50,676	539,505	18	118,167	82%
Fire	16,173,786	1,892,374	15,113,385	120,320	940,080	93%
Parks	4,361,307	436,090	3,901,802	55,917	403,588	89%
<b>Total Expenditures</b>	<b>49,907,484</b>	<b>5,154,263</b>	<b>46,036,245</b>	<b>303,641</b>	<b>3,567,599</b>	<b>92%</b>
<b>Net Revenue/(Expense)</b>	<b>(4,962,965)</b>		<b>1,135,189</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  
2023



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-23-16	2/14/23	Contribution to Non-uniform pension plan	570,000
O-23-27	3/28/23	District Court building repair	12,242
O-23-32	4/25/23	Police overtime for ballparks	120,000
O-23-35	4/25/23	Downtown landscape maintenance; flower watering	30,000
O-23-50	7/11/23	Cybersecurity tools and services	90,871
O-23-90	10/24/23	Replenish Police dept fuel budget	80,000
O-23-97	11/14/23	Police dept Connect and Protect grant match	56,740
O-23-99	11/14/23	Police dept overtime for Operation Shop Secure	60,000
O-23-101	11/28/23	Employee appreciation bonuses	496,000
			<u>\$ 1,515,853</u>

City of Conway  
 Balance Sheet - General Fund  
 As of December 31, 2023



Cash - Operating	17,847,298
Cash - Reserve	2,017,583
Petty Cash	715
Taxes Receivable	5,001,922
Accounts Receivable	4,907,329
Due from Other Funds	5,532
Due from Street	148,070
Due from Component Unit	252,255
Due from Municipal Court	55,548
Fuel Inventory	(13,520)
General Inventory	585
<b><i>Assets</i></b>	<b><u>30,223,320</u></b>
Accounts Payable	709,064
Insurance and Benefits Payable	208,664
Event Deposits	5,250
Held for Others - Crimestopper Reward	5,000
Held for Others - Performance Bonds	5,195
Due to Other Funds	26,760
Deferred Revenue	4,388,927
Unearned Revenue - City Hall Lease	960,000
<b><i>Liabilities</i></b>	<b><u>6,308,860</u></b>
<b><i>Fund Balance</i></b>	<b><u>23,914,459</u></b>
<b><i>Total Liabilities &amp; Fund Balance</i></b>	<b><u>30,223,320</u></b>

\*All figures are unaudited

City of Conway  
 Monthly Financial Report - Street Fund  
 For the month ended December 31, 2023



	<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	1,500,000	20,017	1,665,868		(165,868)	111%
Payments in Lieu of Tax	6,000	-	-		6,000	0%
State Tax Turnback	3,000,000	392,094	3,567,002		(567,002)	119%
State Tax Turnback - Other	1,800,000	6,582	1,274,905		525,095	71%
Severance Tax	279,000	6,987	152,826		126,174	55%
State Tax Turnback - Wholesale	400,000	37,255	415,433		(15,433)	104%
Sales Tax	400,000	33,039	404,355		(4,355)	101%
Sign Permits	-	-	540		(540)	-
Engineering Fees	15,000	1,050	7,900		7,100	53%
Interest Income	100,000	-	213,775		(113,775)	214%
Proceeds from Sale of Assets	-	-	24,600		(24,600)	-
Miscellaneous Revenues	-	-	759		(759)	-
<b>Total Revenues</b>	<b>7,500,000</b>	<b>497,022</b>	<b>7,727,963</b>	<b>-</b>	<b>(227,963)</b>	<b>103%</b>
<b>Expenditures</b>						
Personnel Costs	3,395,348	247,265	2,563,156	-	832,192	75%
Other Operating Costs	<u>4,240,370</u>	<u>338,150</u>	<u>3,420,210</u>	<u>23,344</u>	<u>796,816</u>	<u>81%</u>
Total Operating Costs	7,635,718	585,414	5,983,365	23,344	1,629,008	78%
Capital Outlay	<u>902,022</u>	<u>145,860</u>	<u>879,341</u>	<u>163,233</u>	<u>(140,552)</u>	<u>97%</u>
<b>Total Expenditures</b>	<b>8,537,740</b>	<b>731,274</b>	<b>6,862,706</b>	<b>186,577</b>	<b>1,488,456</b>	<b>80%</b>
<b>Net Revenue/(Expense)</b>	<b>(1,037,740)</b>		<b>865,256</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  
2023



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-23-16	2/14/23	Contribution to Non-uniform pension plan	110,000
O-23-101	11/28/23	Employee appreciation bonuses	37,000
			<u>\$ 147,000</u>

City of Conway  
Balance Sheet - Street Fund  
As of December 31, 2023



Cash - Operating	4,702,997
Taxes Receivable	70,086
Accounts Receivable	2,171,818
Due from Other Funds	9,647
<b><i>Assets</i></b>	<b><u>6,954,547</u></b>
Accounts Payable	155,588
Insurance and Benefits Payable	4,278
Due to General	148,070
Deferred Revenue	1,614,736
<b><i>Liabilities</i></b>	<b><u>1,922,672</u></b>
<b><i>Fund Balance</i></b>	<b>5,031,874</b>
<b><i>Total Liabilities &amp; Fund Balance</i></b>	<b><u>6,954,547</u></b>

\*All figures are unaudited



City of Conway  
 Monthly Financial Report - Sanitation  
 For the month ended December 31, 2023



	<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 Fee Rev-Residential	9,800,000	1,751,793	10,083,643		(283,643)	103%
Proceeds - Recycled Materials	350,000	15,820	406,471		(56,471)	116%
Landfill Fees - General	250,000	26,548	348,138		(98,138)	139%
Insurance Proceeds	-	15,340	234,462		(234,462)	-
Interest Income	200,000	-	1,067,755		(867,755)	534%
Proceeds from Sale of Assets	-	-	144,312		(144,312)	-
<b>Total Revenues</b>	<b>10,600,000</b>	<b>1,809,500</b>	<b>12,284,780</b>	<b>-</b>	<b>(1,684,780)</b>	<b>116%</b>
<b>Expenditures</b>						
Personnel Costs	5,998,401	518,566	5,616,274	-	382,127	94%
Other Operating Costs	<u>3,703,439</u>	<u>435,713</u>	<u>3,452,492</u>	<u>145,288</u>	<u>105,659</u>	<u>93%</u>
Total Operating Costs	9,701,840	954,279	9,068,766	145,288	487,786	93%
Capital Outlay	<u>3,303,435</u>	<u>(3)</u>	<u>2,383,669</u>	<u>663,912</u>	<u>255,854</u>	<u>72%</u>
<b>Total Expenditures</b>	<b>13,005,275</b>	<b>954,276</b>	<b>11,452,435</b>	<b>809,200</b>	<b>743,640</b>	<b>88%</b>
<b>Net Revenue/(Expense)</b>	<b>(2,405,275)</b>		<b><u>832,345</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  
2023



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-23-16	2/14/23	Contribution to Non-uniform pension plan	310,000
O-23-57	8/8/23	Relocation of sanitary sewer force main pipe	300,000
O-23-101	11/28/23	Employee appreciation bonuses	104,000
O-23-102	12/12/23	Purchase rear load refuse truck	248,728
			<u>\$ 962,728</u>

City of Conway  
 Balance Sheet - Sanitation  
 As of December 31, 2023



Cash - Operating	15,449,260
Petty Cash	200
Post Closure Cash Account	6,621,835
Due from Component Unit	938,781
General Inventory	2,122
Land & Buildings	2,325,821
Infrastructure	735,789
Machinery, Equipment & Vehicles	2,600,651
Deferred Outflows of Resources	1,333,878
Deferred Outflows of Resources-OPEB	263,454
<b><i>Assets</i></b>	<b><u>30,271,791</u></b>
Accounts Payable	205,327
Insurance and Benefits Payable	9,558
Compensated Absences	229,958
Net Pension Obligation	12,456,380
Deferred Inflows of Resources	1,982,402
Deferred Inflows of Resources-OPEB	114,568
Net OPEB Liability	1,069,934
Due to Other Funds	4,104
Landfill Close/Post Close	8,362,165
<b><i>Liabilities</i></b>	<b><u>24,434,396</u></b>
<b><i>Net Position</i></b>	<b>5,837,396</b>
<b><i>Total Liabilities and Net Position</i></b>	<b><u>30,271,791</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, 2023



Revenues	Budget	Month	Year to	Encumbered	(Over)/Under	%
		Activity	Date		Budget	Expend/Collect
Sales Tax	25,000	3,463	43,751		(18,751)	175%
Airport Fuel Sales	1,638,224	130,959	1,816,141		(177,917)	111%
T-Hangar Rent	183,780	22,161	184,103		(323)	100%
Community Hangar Rent	48,000	4,000	44,000		4,000	92%
Ground Leases	20,257	-	20,258		(1)	100%
Misc Revenue - Non air	9,700	310	18,853		(9,153)	194%
Insurance Proceeds	10,682	-	10,682		-	100%
Proceeds from Sale of Assets	2,000	-	8,713		(6,713)	436%
Miscellaneous Revenues	20,090	1,665	24,091		(4,001)	120%
<b>Total Revenues</b>	<b>1,957,733</b>	<b>162,558</b>	<b>2,170,592</b>	<b>-</b>	<b>(212,859)</b>	<b>111%</b>
<b>Expenditures</b>						
Personnel Costs	414,827	32,988	347,675	-	67,152	84%
Fuel for Resale	1,100,000	98,476	1,486,106	-	(386,106)	135%
Other Operating Costs	203,982	14,494	139,595	5,174	59,213	68%
Total Operating Costs	1,718,809	145,958	1,973,376	5,174	(259,741)	115%
Capital Outlay	110,400	-	50,077	-	60,323	45%
<b>Total Expenditures</b>	<b>1,829,209</b>	<b>145,958</b>	<b>2,023,453</b>	<b>5,174</b>	<b>(199,418)</b>	<b>111%</b>
<b>Net Revenue/(Expense)</b>	<b>128,524</b>		<b>147,139</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  
Airport Fund  
2023



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-23-16	2/14/23	Contribution to Non-uniform pension plan	10,000
O-23-31	4/11/23	Add a Line Technician position	35,210
O-23-101	11/28/23	Employee appreciation bonuses	7,000
			<u>\$ 52,210</u>

City of Conway  
 Balance Sheet - Airport  
 As of December 31, 2023



Cash - Operating	350,718
Taxes Receivable	6,101
Accounts Receivable - Fuel Vendor	16,438
Fuel Inventory	110,196
Land	1,254,473
Buildings	5,173,716
Machinery & Equipment	121,754
Infrastructure	22,007,474
Deferred Outflows of Resources-OPEB	10,784
Due from Other Funds	10,682
<b><i>Assets</i></b>	<b><u>29,062,336</u></b>
Accounts Payable	1,550
Compensated Absences	17,855
Net OPEB Liability	43,795
Deferred Inflows of Resources-OPEB	4,690
Due to General	1,429
Note Payable	600,000
<b><i>Liabilities</i></b>	<b><u>669,319</u></b>
<b><i>Net Position</i></b>	<b><u>28,393,017</u></b>
<b><i>Total Liabilities &amp; Net Position</i></b>	<b><u>29,062,336</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 December 31, 2023



Parks and Rec A&P Tax

Balance, 11/30/23	2,456,248
Receipts	839,284
Payments	(963,592)
Balance, 12/31/23	\$ 2,331,940

Pay as you go Sales Tax

Balance, 11/30/23	11,663,184
Receipts	1,402,565
Payments	(31,538)
Balance, 12/31/23	\$ 13,034,211

Street Impact Fees

Balance, 11/30/23	2,074,381
Receipts	27,581
Payments	(293,222)
Balance, 12/31/23	\$ 1,808,739

Parks Impact Fees

Balance, 11/30/23	651,754
Receipts	17,917
Payments	-
Balance, 12/31/23	\$ 669,672

Street Sales Tax

Balance, 11/30/23	23,111,043
Receipts	113,247
Payments	(73,541)
Balance, 12/31/23	\$ 23,150,749



**City of Conway, Arkansas  
Resolution No. R-24-\_\_**

**A RESOLUTION SETTING A TIME AND PLACE FOR A PUBLIC MEETING FOR THE PURPOSE OF RECEIVING COMMENTS AND QUESTIONS ON A PROPOSED WATER RATE CHANGE**

**Whereas**, Conway Corporation operates the Water system for the City of Conway; and

**Whereas**, The Board of Directors of Conway Corporation has adopted a rate schedule for water rates which must be ratified by the City Council, a public hearing required by Resolution R-03-27 will be held by the City Council to receive comments and questions concerning the rate change.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Conway, Arkansas that a public hearing will be held by the City Council on February 13<sup>th</sup>, 2023, at 6:00 p.m.

ADOPTED AND APPROVED THIS 23<sup>rd</sup> day of January 2024.

**Approved:**

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

**Attest:**

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



**ORDINANCE NO. O-24-\_\_**

**AN ORDINANCE FIXING THE RATES TO BE CHARGED FOR THE SERVICES OF THE MUNICIPAL WATERWORKS SYSTEM; SUPERSEDING ORDINANCE NO. O-16-46 AND O-17-58; REPEALING ALL ORDINANCES IN CONFLICT; AND FOR OTHER PURPOSES.**

WHEREAS, the City of Conway, Arkansas (the “City”) owns a water storage treatment and distribution system (the “System”) serving residents within and near the City, which System is operated and maintained by Conway Corporation, a nonprofit corporation organized and existing under the laws of the State of Arkansas (the “Corporation”), pursuant to an exclusive franchise granted to the Corporation by the City pursuant to Ordinance No. O-86-11, as amended by Ordinance O-14-100, Ordinance O-16-46 and O-17-58; and

WHEREAS, the Board of Directors of the Corporation has determined the need to provide sufficient revenues and has proposed a rate increase for System services;

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

**Section One.** All ordinances, resolutions and parts thereof in conflict herewith, including particularly Ordinance No. O-16-46 and O-17-58, are hereby repealed and superceded as of April 1, 2024, and the terms of System water rate schedules listed below are hereby adopted.

**Section Two.** The minimum monthly fee for System service is the Customer User Charge which is based upon meter size, consumption rate, and watershed protection fee.

**a) Residential customers**

Effective April 1, 2024, Customer User Charges payable monthly for Residential Customers are:

5/8-3/4 inch meter	\$7.66
1 inch meter	\$17.30
1 ½ inch meter	\$32.99
2-inch meter	\$50.88

Watershed Protection Fee

5/8-3/4 inch meter	\$1.00
1 inch meter	\$1.00
1 ½ inch meter	\$1.00
2-inch meter	\$2.00

**b) Commercial and Industrial Customers**

Effective April 1, 2024, Customer User Charges payable monthly for Commercial and Industrial customers are:

5/8-3/4 inch meter	\$7.66
1 inch meter	\$17.30
1 ½ inch meter	\$32.99
2-inch meter	\$50.88
3-inch meter	\$101.57
4-inch meter	\$164.85

6-inch meter	\$329.48
8-inch meter	\$411.95

Watershed Protection Fee	
5/8-3/4 inch meter	\$1.00
1 inch meter	\$1.00
1 1/2 inch meter	\$1.00
2-inch meter	\$2.00
3-inch meter	\$5.00
4-inch meter	\$7.00
6-inch meter	\$7.00
8-inch meter	\$7.00

**c) Institutional Customers**

Effective April 1, 2024, Customer User Charges payable monthly for Institutional customers are:

8-inch meter	\$411.95
Watershed Protection Fee	\$7.00

**d) Other Customers**

The monthly Customer User Charge for users described in Section Six of this Ordinance shall be based upon meter size and billed in addition to the consumption rate. The monthly charge, effective April 1, 2024 shall be:

5/8-3/4 inch meter	\$17.30
1 inch meter	\$25.91
1 1/2 inch meter	\$47.54
2-inch meter	\$75.66

Watershed Protection Fee	
5/8-3/4 inch meter	\$1.00
1 inch meter	\$1.00
1 1/2 inch meter	\$1.00
2-inch meter	\$2.00

**Section Three.** Effective April 1, 2024, the monthly Residential consumption rate shall be:

First 1,000 gallons or any part thereof, minimum	\$4.44	
All over 1,000 gallons	\$4.44	per thousand gallons

**Section Four.** Effective April 1, 2024, the monthly Commercial and Industrial consumption rate shall be:

First 1,000 gallons or any part thereof, minimum	\$4.44	
Next 19,000 gallons	\$4.44	per thousand gallons
Next 30,000 gallons	\$4.13	per thousand gallons
Next 50,000 gallons	\$3.56	per thousand gallons
All over 100,000 gallons	\$3.30	per thousand gallons

**Section Five.** The monthly Institutional consumption rate for service to college campuses, the Conway Human Development Center and any other institutions shall be as follows. The Customer User Charge for Institutional customers shall be one eight-inch meter in Section Two above.

All consumption	\$3.30	per thousand gallons with a 1,000-gallon minimum
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**Section Six.** Notwithstanding any other section of this Ordinance, the monthly consumption rate for multi-family (single building) dwellings, mobile home parks (RT zones) and dwellings that are partially used for business, such as beauty shops or auto repair shops shall be as listed below. This rate is not applicable to separate buildings on one meter or separate mobile homes in a mobile home park (RT Zone).

Effective April 1, 2024

All water consumed minimum	\$4.44	per thousand gallons with a 1,000-gallon minimum
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**Section Seven.**

A. Effective April 1, 2024, the monthly use fee for automatic fire protection systems shall be as follows. Water used for any other purpose must be metered.

First 1,000 sprinkler heads	\$18.92	monthly minimum
Each additional sprinkler head	\$ .01	monthly

B. Residential customers receiving private fire protection through a ¾ or 1 inch meter at a single-family residence shall pay a minimum monthly rate of \$5.00 on that service. Any usage on the meter will be billed at the consumption rates in Section Three. Installation fees for the private fire meter, as established by Conway Corporation, shall be the responsibility of the property owner.

**Section Eight.** The minimum monthly consumption charge for all classes of customers is 1,000 gallons.

**Section Nine.** For water taken from fire hydrants, effective April 1, 2024, the monthly consumption rate shall be \$4.44 per thousand gallons with a 1,000-gallon minimum and the monthly Customer User Charge shall be \$108.09. Deposits for fire Hydrant meters will be calculated based on estimates to best mitigate risk to Conway Corporation at the sole discretion of Conway Corporation. Conway Corporation reserves the right to recall meters for calibration at any time during the year; if meters are not returned by customer, Conway Corporation may invoice customer for the full replacement cost of the meter.

**Section Ten.** Out of City customers shall pay 150% of the applicable Customer User Charge and water consumption fee of in-city customers indicated above.

**Section Eleven.** The schedule of charges as described above in sections 2,3,4,5,6,7,8 and 10 shall be indexed on February 1 each year by the amount of increase in the Consumer Price Index (or 3% whichever is less) for the preceding year. A copy of the revised rates shall be posted on the Conway Corporation web site. This provision is effective on April 1, 2025.

**Section Twelve.** The above rates are subject to all local, state and federal taxes which are currently in effect or any taxes or fees which are imposed after the effective date of this Ordinance. Rates in this Ordinance are effective for all water use billed on or after April 1, 2024.

**Section Thirteen.** The net bill for System services, computed in accordance with the monthly rates set forth above, shall be due and payable upon presentation. If payment is not received within 30 days after presentation of a bill, System service may be discontinued. The amount of the delinquent bill plus a reconnect charge of \$50.00 must be paid before System service will be restored.

PASSED: \_\_\_\_\_

APPROVED:

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

ATTEST:

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

City of Conway, Arkansas  
Office of the Mayor

# Memo:

**To:** Mayor Bart Castleberry  
**CC:** City Council Members  
**From:** Felicia Rogers  
**Date:** January 18, 2024  
**Re:** January 23, 2024

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The following ordinances are included on the January 23<sup>rd</sup>, agenda for consideration of waiving the three readings of each ordinance:

1. B-2 - Ordinance to rezone property located at 1811 & 1813 Harkrider Street and 1152 Hunter Street, from R-2A and O-2 to PUD.
2. C-2 - Ordinance approving the reclassification of positions within the Sanitation Department.
3. D-1 - Ordinance appropriating vehicle donation for the City Attorney's Department.



**City of Conway, Arkansas  
Ordinance No. O-24- \_\_\_\_\_**

**AN ORDINANCE AMENDING THE CONWAY ZONING DISTRICT BOUNDARY MAP REFERENCED IN SECTIONS 201.1 AND 201.3 OF THE CONWAY ZONING CODE TO REZONE PROPERTY LOCATED AT 1811 & 1813 HARKRIDER STREET AND 1152 HUNTER STREET, FROM R-2A AND O-2 TO PUD:**

**Whereas**, in accordance Arkansas Code Annotated § 14-56-416 has adopted a Zoning Code and Arkansas Code Annotated § 14-56-423 provides for the amendment of such regulations; and

**Whereas**, Proper public notice was given, and the Conway Planning Commission held a duly authorized public hearing on **December 18<sup>th</sup>, 2023**, and adopted the amendments.

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

LOTS 1, 2, 3 & 4, BLOCK 7, HENDRIX COLLEGE ADDITION, TO THE CITY OF CONWAY, ARKANSAS

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 23rd day of January, 2024.

**Approved:**

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

**Attest:**

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



1111 Main Street • Conway, AR 72032  
(501) 450-6105 • [planning@conwayarkansas.gov](mailto:planning@conwayarkansas.gov)

## MEMO

To: Mayor Bart Castleberry  
cc: City Council Members

From: Rebekah Fincher, 2024 Planning Commission Chairman  
Date: January 9, 2024

Re: Request to rezone property located at 1811 & 1813 Harkrider Street and 1152 Hunter Street, from R-2A and O-2 to PUD

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The Tyler Group, has requested to rezone property located at 1811 & 1813 Harkrider Street and 1152 Hunter Street, from R-2A and O-2 to PUD, with the legal description:

LOTS 1, 2, 3 & 4, BLOCK 7, HENDRIX COLLEGE ADDITION, TO THE CITY OF CONWAY, ARKANSAS

The applicant is seeking rezoning to construct four, 2-family residential buildings with rear loading 2-car garages. No access will be taken off Harkrider St and all traffic will be routed to minimize congestion. The development will consist of 4 duplexes, totaling 8 dwelling units; with no non-residential component planned. The PUD is requested to achieve appropriate density in the area as Lots 1-4, Block 7 Hendrix College Addition, as platted, have a combined area of ~40,650 sf. For duplex development in R-2A, lots must be at least 10,000 sf in area, have a minimum of 100' of street frontage, and be a minimum of 100' deep. However, due to the property configuration, street frontage requirements cannot be met to create 4 separate, conforming lots. If the rezoning is approved, the site and structure design will be reviewed by the Historic District Commission to ensure compliance with the Old Conway Design Overlay District standards and subsequent Site Development Review process.

Staff recommendation: Staff recommended approval of the rezoning to PUD with the following conditions:

1. The development shall be constructed in a manner consistent with Historic District Commission guidelines for the Old Conway Design Overlay District.
2. The site shall be limited to the following uses: 8 residential dwelling units, not to exceed four 2-family structures.
3. The height of structures shall not exceed 30 feet and 2 stories.
4. Vehicular access shall only be taken from Hunter St and routed towards Gist St as one-way traffic.
5. A minimum of 16 on-site parking spaces are required.
6. The development shall meet all applicable standards for Article 10 of the Zoning Code.
7. Prior to issuance of Development Review approval for the site, the applicant shall replat the property.
8. All other zoning requirements not addressed via this approval shall be governed by the provisions of R-2A zoning.
9. The formation of a Property Owner's Association shall be required as part of the development plan approval.

The Planning Commission reviewed the request at its regular meeting on December 18, 2023, and voted 9-0 that the request be forwarded to the City Council with a recommendation for approval.

Please advise if you have any questions.





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

January 9, 2024

LASKER PLANNED UNIT DEVELOPMENT FINAL DEVELOPMENT PLAN  
1811 & 1813 HARKRIDER STREET AND 1152 HUNTER STREET  
CONWAY, AR 72032

**Applicant:**

Gregory Lasker  
28 Lakeview Drive  
Conway, AR 72032

**Legal Description:**

LOTS 1, 2, 3 & 4, BLOCK 7, HENDRIX COLLEGE ADDITION, TO THE CITY OF CONWAY, ARKANSAS

**Lasker PUD Final Development Plan Conditions:**

1. The development shall be constructed in a manner consistent with Historic District Commission guidelines for the Old Conway Design Overlay District.
2. The site shall be limited to the following uses: 8 residential dwelling units, not to exceed four 2-family structures.
3. The height of structures shall not exceed 30 feet and 2 stories.
4. Vehicular access shall only be taken from Hunter St and routed towards Gist St as one-way traffic.
5. A minimum of 16 on-site parking spaces are required.
6. The development shall meet all applicable standards for Article 10 of the Zoning Code.
7. Prior to issuance of Development Review approval for the site, the applicant shall replat the property.
8. All other zoning requirements not addressed via this approval shall be governed by the provisions of R-2A zoning.
9. The formation of a Property Owner's Association shall be required as part of the development plan approval.

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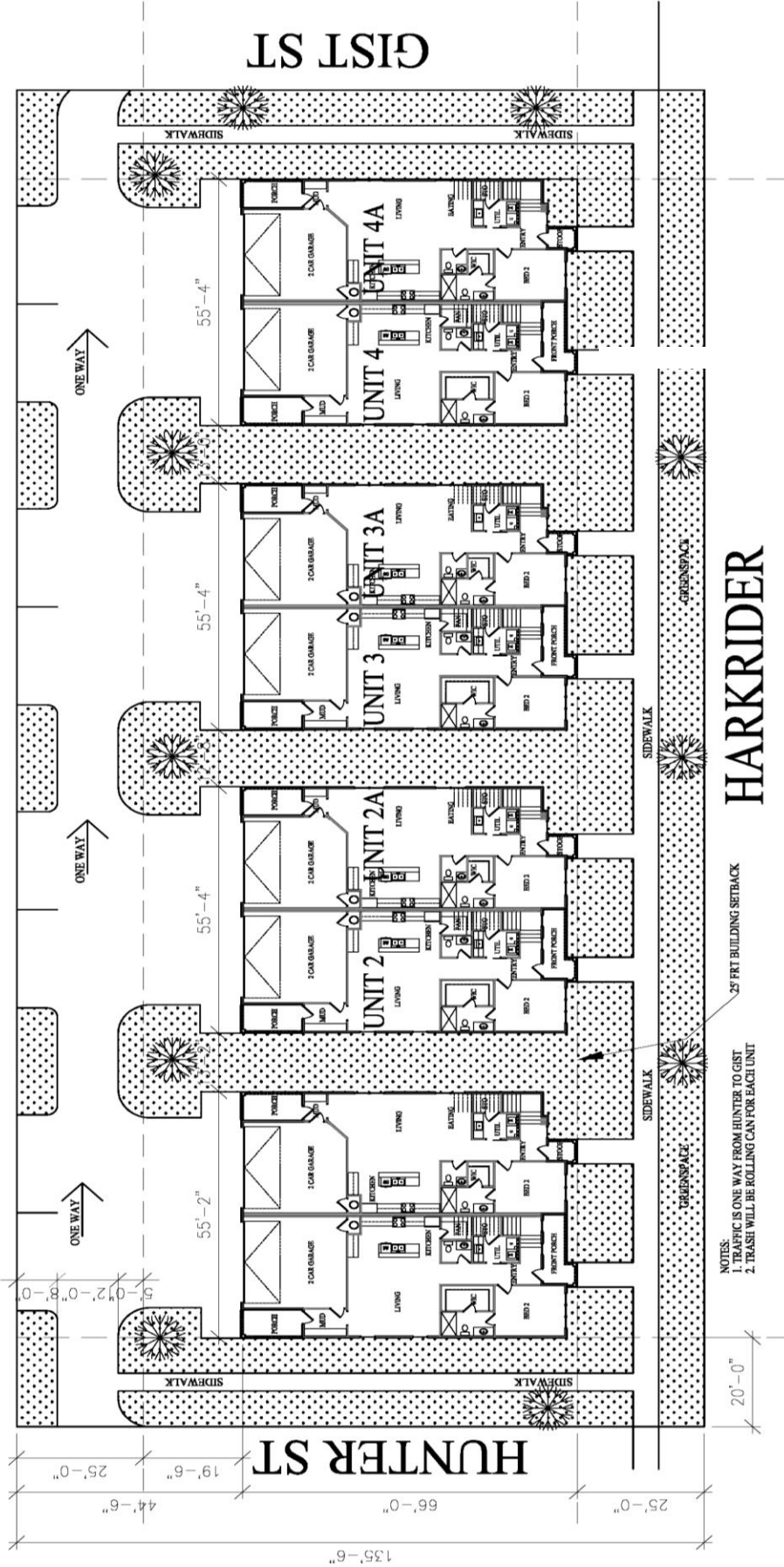
Applicant/Owner

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Date

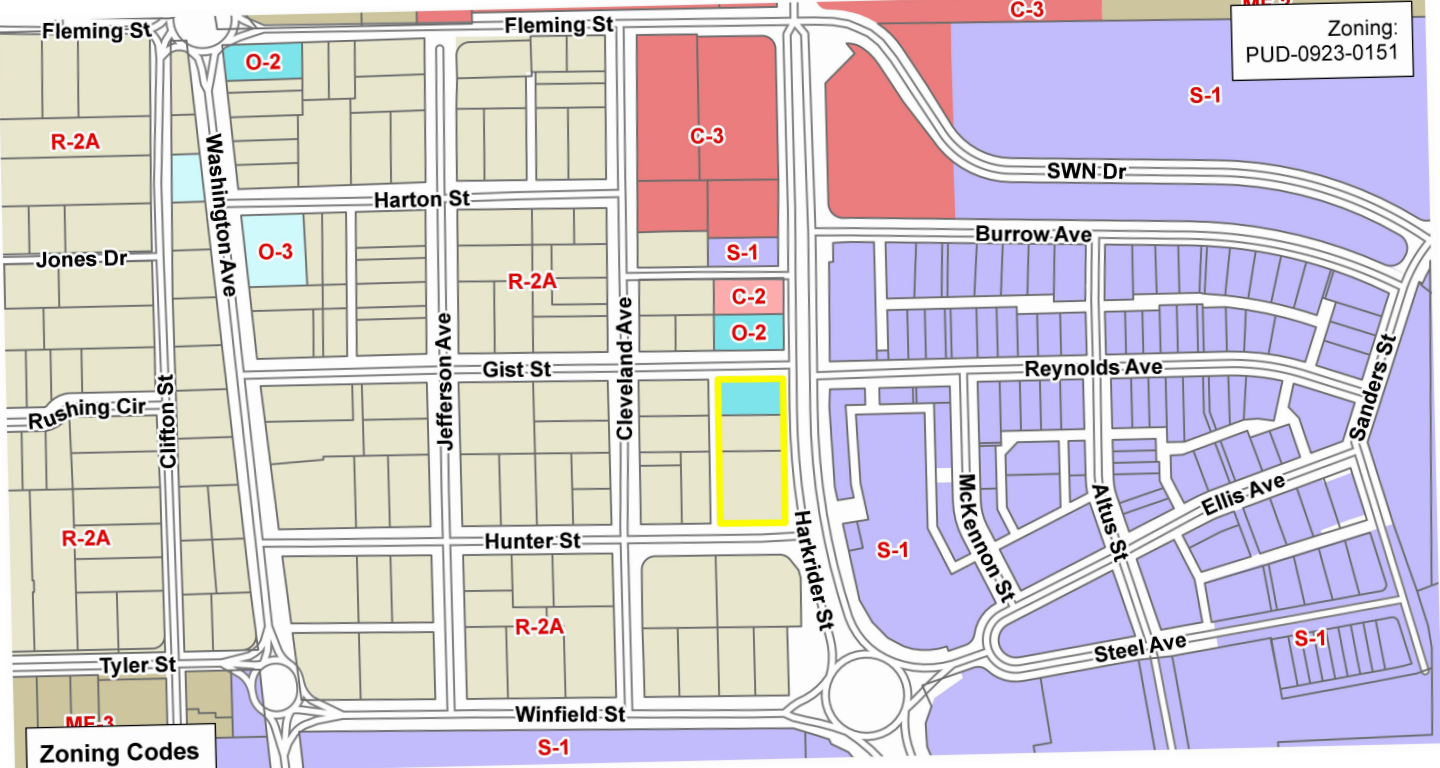
Anne Tucker  
Director of Planning & Development


 12/8/2023 OPT B  
 M23-078 Hendrix PUD  
 SITE PLAN



HARKRIDER

NOTES:  
 1. TRAFFIC IS ONE WAY FROM HUNTER TO GIST  
 2. TRASH WILL BE ROLLING CAN FOR EACH UNIT



Zoning:  
PUD-0923-0151

Zoning Codes



**City of Conway, Arkansas  
Resolution No. R-24-\_\_**

**A RESOLUTION TO APPROVE PROFESSIONAL SERVICES TO PROVIDE ENVIRONMENTAL ENGINEERING AND SUPPORT SERVICES FOR THE CITY OF CONWAY’S CLASS 1 SANITARY LANDFILL; AND FOR OTHER PURPOSES**

**Whereas**, the City of Conway has solicited professional services for qualified consulting firms to submit qualifications to provide environmental engineering and support services for the City of Conway’s Class 1 Sanitary Landfill (Permit No. 0252-S1-R1); and

**Whereas**, the City received submittals from five different firms; FTN, Harbor Environmental, Inc., McClelland, SCS Engineers and Terracon. All submittals were evaluated and scored resulting in a request to the Council to accept the highest ranked Firm – Terracon; and

**Whereas**, funds for these services are included in the Conway Department of Sanitation 2024 budget.

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

**Section 1.** The City of Conway will enter into an agreement with Terracon to provide professional services for environmental engineering for the City of Conway’s Class 1 Sanitary Landfill.

**Section 2.** The City of Conway Mayor Bart Castleberry is hereby authorized and directed to execute all appropriate agreements and contracts necessary to expedite the above state project.

**Section 3.** That this Resolution shall be in full force and effect from and after its passage and approval.

**PASSED** this 23<sup>rd</sup> day of January 2024.

**Approved:**

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

**Attest:**

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



**City of Conway, Arkansas  
Ordinance No. O-24-\_\_\_\_\_**

**AN ORDINANCE AUTHORIZING THE ADDITION OF ONE (1) COMMERCIAL DRIVER POSITION; RECLASSIFICATION OF THREE (3) ADMINISTRATIVE ASSISTANT I POSITIONS TO ADMINISTRATIVE ASSISTANT II POSITIONS; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES:**

**Whereas**, the City of Conway continues to be one of the fastest growing cities in the state; and

**Whereas**, the growth of the city has prompted a need in the Department of Sanitation to add one (1) commercial driver position and reclassify three (3) administrative assistant I positions; and

**Whereas**, the annual salary for the commercial driver is \$42,848; and

**Whereas**, the annual salary for the administrative assistant I is \$35,691 and the annual salary for the administrative assistant II is \$44,975.

**Whereas**, funding for these staffing changes was included in the 2024 Sanitation Fund Budget.

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

**Section 1.** The authorized staffing level of the Department of Sanitation is increased by one (1) full-time commercial driver position.

**Section 2.** The City of Conway shall reclassify three (3) administrative assistant I positions to administrative assistant II positions.

**Section 3.** No additional salary funds are required for the staffing adjustment in 2024.

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

**Section 5.** 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 23<sup>rd</sup> day of January, 2024.

**Approved:**

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

**Attest:**

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



**City of Conway, Arkansas  
Ordinance No. O-24-\_\_**

**AN ORDINANCE ACCEPTING AND APPROPRIATING A DONATED VEHICLE; AND FOR OTHER  
PURPOSES**

**Whereas**, a 2009 Ford Crown Victoria has been donated to the Conway City Attorney’s Office from a private citizen to assist the Conway City Attorney’s Office with investigations and day to day functions.

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

**Section 1.** The Conway City Council shall accept the donated 2009 Ford Crown Victoria with a value of \$5,0000 to the Conway City Attorney’s Office.

**Section 2.** The Vehicle Identification Number (VIN) is: 2FAHP71V09X113565. The City of Conway will register the vehicle in the name of the City and also take over as the insuring party. The vehicle currently has 132,173 miles.

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

**PASSED** this 23<sup>rd</sup> day of January, 2024.

**Approved:**

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

**Attest:**

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