

Mayor Bart Castleberry
Clerk/Treasurer Michael O. Garrett
City Attorney Chuck Clawson



City Council Members

Ward 1 Position 1 – Andy Hawkins
Ward 1 Position 2 – David Grimes
Ward 2 Position 1 – Wesley Pruitt
Ward 2 Position 2 – Shelley Mehl
Ward 3 Position 1 – Mark Ledbetter
Ward 3 Position 2 – Mary Smith
Ward 4 Position 1 – Theodore Jones Jr.
Ward 4 Position 2 – Shelia Isby

Tuesday, July 14th, 2020 City Council Agenda

Conway Municipal Building - City Council Chambers - 1111 Main Street, Conway, AR 72032

**Due to restrictions imposed because of the COVID-19 pandemic, the City Council meeting will broadcast on Conway Corporation Channel 5, the City of Conway Facebook page & YouTube Channel. If you would like to ask a question/comment regarding any listed agenda item, please use the following link:*

<https://conwayarkansas.gov/council/comments/> to submit the request prior to 5pm the day of the Council meeting.

<u>5:30pm Committee:</u>	No Committee Meeting
<u>6:30pm:</u>	City Council Meeting
<u>Call to Order:</u>	Bart Castleberry, Mayor
<u>Roll Call:</u>	Michael O. Garrett, Clerk/Treasurer
<u>Minutes Approval:</u>	June 23 rd , 2020

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

1. Resolution requesting the Faulkner County Tax Collector place a lien against various property for expenses incurred by the City.
2. Ordinance appropriating donation funds for the Conway Tree Board for Arbor Day.
3. Resolution approving the use of TAP funds for the College Avenue Shared Use path to connect the Tucker Creek Trail on the South side of College to Farris Road.
4. Ordinance appropriating reimbursement funds from the ADEM Hazard mitigation for the reconstruction of the Tyler Street Bridge at Tucker Creek.
5. Resolution to into a contract to acquire property located at 300 South Donaghey for the Donaghey Avenue Improvement Project.
6. Resolution to enter into a contract to acquire property located at the corner of College Park Apartments for the Donaghey Avenue Improvement Project.
7. Resolution to enter into a contract to acquire property located at 2030 Hillman Street for the Donaghey Avenue Improvement Project.

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

1. Consideration to approve the SRO contract with Conway Public School District.

Adjournment



MEMO

TO: Mayor Bart Castleberry
CC: City Council Members
FROM: Missy Schrag
DATE: July 10th, 2020
SUBJECT: Certified Liens – Code Enforcement

The following resolutions are included for a request to the Faulkner County Tax collector to place a certified lien against real property as a result of incurred expenses by the City.

The properties & amount (plus a ten percent collection penalty) are as follows:

- | | |
|----------------------|----------|
| 1. 310 Wellesley Dr. | \$178.76 |
| 2. 2530 Jayme Circle | \$217.28 |
| 3. 1832 South Blvd. | \$217.28 |
| 4. 1365 Mitchell St. | \$516.75 |
| 5. 1499 Manor | \$702.83 |

Please advise if you have any questions.

Thank you for your consideration.



City of Conway, Arkansas
Resolution No. R-20-_____

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

WHEREAS, in accordance with Ark. Code Ann. § 14-54-901, the City of Conway has corrected conditions existing on 310 Wellesley Dr. within the City of Conway and is entitled to compensation pursuant to Ark. Code § 14-54-904: and

WHEREAS, State law also provides for a lien against the subject property, with the amount of lien to be determined by the City Council at a hearing held after the notice to the owner thereof by certified mail with said amount \$178.76 (\$135.24 + Penalty \$13.52 + filing fee \$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

WHEREAS, a hearing for the purpose of determine such lien has been set for **July 14, 2020** in order to allow for service of the attached notice of same upon the listed property owners, by certified or publication as is necessary.

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

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

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

ADOPTED this 14th day of July 2020.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer

City of Conway
Code Enforcement
1111 Main St.
Conway, Arkansas 72032



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

CODE ENFORCEMENT REPORT

To: Mayor Bart Castleberry
CC: City Council Members

Re: Violation # 20-0955
Address of Violation: 310 Wellesley

- March 17, 2020 – a Warning was written debris and left at 310 Wellesley.
- March 26, 2020 – a Violation was written for rubbish/trash and left on the premises by Kim Beard.
- Property Owner is listed as Linda Coleman.
- Property was re-inspected on 4/2/2020 no progress made.
- Certified and regular letters were mailed 4/2/2020 to address on file and a notice was left by post office.
- Property rechecked on 4/9/2020 with no progress made and City cleanup was requested.
- Final Cleanup completed on 4/21/2020.
- Certified and regular letters have been sent including date, time & place of the City Council meeting.

Code Enforcement Officer: Kim Beard

Officer Signature: _____ Date: _____

INVOICE

City of Conway Code Enforcement

DATE: JULY 10, 2020

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

TO Linda Coleman
310 Wellesley Dr.
Conway, AR 72034

Description: Mowing/Clean-up/Admin Fees
associated with the nuisance abatement at
310 Wellesley Dr. Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Kim Beard	711-12203-011		June 23, 2020

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
	DEBRIS REMOVAL by Matt Skelton Construction, Inc.	52.25	52.25
	Sanitation Ticket #711470	32.74	32.74
1	Administrative Fee (Code Enforcement)	20.49	20.49
1	Administrative Fee (Code Officer)	17.46	17.46
2	Regular Letter	.55	1.10
2	Certified Letter	5.60	11.20

TOTAL \$135.24

- Total amount due after June 23, 2020 includes collection penalty & filing fees

TOTAL
WITH PENALTY &
FILING FEES \$178.76

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

City of Conway
Code Enforcement

1201 Oak Street
Conway, Arkansas 72032
www.cityofconway.org



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

June 1, 2020

Parcel # 711-12203-011

Linda Coleman
310 Wellesley Dr.
Conway, AR 72034

RE: Nuisance Abatement at 310 Wellesley Dr. Conway AR
Cost of Clean-Up, Amount Due: \$135.24

To whom it may concern:

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

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

At its **July 14, 2020 Meeting**, 6:30 p.m. located at 810 Parkway Street, the City Council will conduct a public hearing on three items:

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

None of these actions will be necessary if full payment is received before the meeting date. Please make check payable to the **City of Conway** and mail to **1111 Main Street Conway Arkansas 72032** with the **attention** to **Missy Schrag**. If you have any questions, please feel free to call me at 501-450-6191.

Respectfully,

Missy Schrag



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

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

WHEREAS, in accordance with Ark. Code Ann. § 14-54-901, the City of Conway has corrected conditions existing on 2530 Jayme Cir. within the City of Conway and is entitled to compensation pursuant to Ark. Code § 14-54-904: and

WHEREAS, State law also provides for a lien against the subject property, with the amount of lien to be determined by the City Council at a hearing held after the notice to the owner thereof by certified mail with said amount \$217.28 (\$170.25 + Penalty \$17.03 + filing fee \$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

WHEREAS, a hearing for the purpose of determine such lien has been set for **July 14, 2020** in order to allow for service of the attached notice of same upon the listed property owners, by certified or publication as is necessary.

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

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

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

ADOPTED this 14th day of July 2020.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer

City of Conway
Code Enforcement
1111 Main St.
Conway, Arkansas 72032



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

CODE ENFORCEMENT REPORT

To: Mayor Bart Castleberry
CC: City Council Members

Re: Violation # 20-0929
Address of Violation: 2530 Jayme Cir.

- March 16, 2020 – a Violation was written for appliance/furniture and left on the premises by Austin Sullivan.
- Property Owner is listed as Chad & Shana Martin.
- Property was re-inspected on 3/20/20 with little progress made.
- Additional recheck was performed 3/26/20 with no progress made.
- Certified and regular letters were mailed 3/26/20 to address on file and a notice was left by post office.
- Property was rechecked on 4/2/2020 with no progress made and City cleanup was requested.
- Final Cleanup completed on 4/23/2020.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

Code Enforcement Officer: Austin Sullivan

Officer Signature: _____ Date: _____

INVOICE

City of Conway Code Enforcement

DATE: JULY 10, 2020

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

TO CHAD & SHANA MARTIN
2530 JAYME CIR
CONWAY AR 72032

Description: Mowing/Clean-up/Admin Fees
associated with the nuisance abatement at
2530 JAYME CIR. Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Kim Beard	710-08764-33		June 23, 2020

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
	DEBRIS REMOVAL by Matt Skelton Construction, Inc.	52.25	52.25
1	Administrative Fee (Code Enforcement)	20.49	20.49
1	Administrative Fee (Code Officer)	17.46	17.46
2	Regular Letter	.55	1.10
2	Certified Letter	5.60	11.20

- Total amount due after June 23, 2020 includes collection penalty & filing fees

TOTAL	\$102.50
TOTAL WITH PENALTY & FILING FEES	\$142.75

Make all checks payable to City of Conway Code Enforcement @ 1111 Main Street Conway Arkansas 72032

City of Conway
Code Enforcement

1201 Oak Street
Conway, Arkansas 72032
www.cityofconway.org



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

June 2, 2020

Parcel # 710-08764-33

CHAD & SHANA MARTIN
2530 JAYME CIR
CONWAY AR 72032

RE: Nuisance Abatement at 2530 JAYME CIR. Conway AR
Cost of Clean-Up, Amount Due: \$102.50

To whom it may concern:

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

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

At its **July 14, 2020 Meeting**, 6:30 p.m. located at 810 Parkway Street, the City Council will conduct a public hearing on three items:

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

None of these actions will be necessary if full payment is received before the meeting date. Please make check payable to the **City of Conway** and mail to **1111 Main Street Conway Arkansas 72032** with the **attention** to **Missy Schrag**. If you have any questions, please feel free to call me at 501-450-6191.

Respectfully,

Missy Schrag



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

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

WHEREAS, in accordance with Ark. Code Ann. § 14-54-901, the City of Conway has corrected conditions existing on 1832 South Blvd within the City of Conway and is entitled to compensation pursuant to Ark. Code § 14-54-904: and

WHEREAS, State law also provides for a lien against the subject property, with the amount of lien to be determined by the City Council at a hearing held after the notice to the owner thereof by certified mail with said amount **\$217.28** (\$170.25 + Penalty \$17.03 + filing fee \$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

WHEREAS, a hearing for the purpose of determine such lien has been set for **July 14, 2020** in order to allow for service of the attached notice of same upon the listed property owners, by certified or publication as is necessary.

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

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

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

ADOPTED this 14th day of July 2020.

Approved:

Mayor Bart Castleberry

Attest:

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

City of Conway
Code Enforcement
1111 Main St.
Conway, Arkansas 72032



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

CODE ENFORCEMENT REPORT

To: Mayor Bart Castleberry
CC: City Council Members

Re: Violation # 20-1026
Address of Violation: 1832 South Blvd

-
- May 11, 2020 – a Violation was written for grass and left on the premises by Mike Cullum.
 - Property Owner is listed as Jeffery Hulett.
 - Property was re-inspected on 5/21/2020 with little progress made.
 - Certified and regular letters were mailed 5/21/2020 to address on file and a notice was left by post office.
 - Property was rechecked on 5/28/2020 with no progress made and City cleanup was requested.
 - Final Cleanup completed on 6/4/2020.
 - Certified and regular letters were sent including date, time & place of the City Council meeting.

Code Enforcement Officer: Mike Cullum

Officer Signature: _____ Date: _____

INVOICE

City of Conway Code Enforcement

DATE: JULY 10, 2020

1111 Main St.
Conway, AR 72032
Phone: 501-450-6191
Fax 501-450-6144
missy.schrag@conwayarkansas.gov

TO

HULETT JEFFERY S
1001 MISSION ROAD
NORTH LITTLE ROCK, AR 72118

Description: Mowing/Clean-up/Admin Fees
associated with the nuisance abatement at
1832 South Blvd. Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Mike Cullum	710-00087-000		July 14, 2020

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
	GRASS CUT	120.00	120.00
1	Administrative Fee (Code Enforcement)	20.49	20.49
1	Administrative Fee (Code Officer)	17.46	17.46
2	Regular Letter	.55	1.10
2	Certified Letter	5.60	11.20

TOTAL \$170.25

- Total amount due after July 14, 2020 includes collection penalty & filing fees

TOTAL
WITH PENALTY &
FILING FEES \$217.28

Make all checks payable to City of Conway Code Enforcement @ 1111 Main Street Conway Arkansas 72032

City of Conway
Code Enforcement

1111 Main St.
Conway, Arkansas 72032
www.conwayarkansas.gov



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

June 12, 2020

Parcel # 710-01062-000

HULETT JEFFERY S
1001 MISSION ROAD
NORTH LITTLE ROCK, AR 72118

RE: Nuisance Abatement at 1832 South Blvd. Conway AR
Cost of Clean-Up, Amount Due: \$170.25

To whom it may concern:

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

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

At its **July 14, 2020 Meeting**, 6:30 p.m. located at 1111 Main Street, the City Council will conduct a public hearing on three items:

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

None of these actions will be necessary if full payment is received before the meeting date. Please make check payable to the **City of Conway** and mail to **1111 Main Street Conway Arkansas 72032** with the **attention** to **Missy Schrag**. If you have any questions, please feel free to call me at 501-450-6191.

Respectfully,

Missy Schrag



City of Conway, Arkansas
Resolution No. R-20-_____

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

WHEREAS, in accordance with Ark. Code Ann. § 14-54-901, the City of Conway has corrected conditions existing on 1365 Mitchell St. within the City of Conway and is entitled to compensation pursuant to Ark. Code § 14-54-904: and

WHEREAS, State law also provides for a lien against the subject property, with the amount of lien to be determined by the City Council at a hearing held after the notice to the owner thereof by certified mail with said amount **\$516.75** (\$442.50 + Penalty \$44.25 + filing fee \$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

WHEREAS, a hearing for the purpose of determine such lien has been set for **July 14, 2020** in order to allow for service of the attached notice of same upon the listed property owners, by certified or publication as is necessary.

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

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

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

ADOPTED this 14th day of July 2020.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer

City of Conway
Code Enforcement
1111 Main St.
Conway, Arkansas 72032



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

CODE ENFORCEMENT REPORT

To: Mayor Bart Castleberry
CC: City Council Members

Re: Violation # 20-0967
Address of Violation: 1365 Mitchell

-
- April 28, 2020 – a Violation was written for grass and left on the premises by Kim Beard.
 - Property Owner is listed as IHN Properties LLC.
 - Property was re-inspected on 5/5/2020 with little progress made.
 - Certified and regular letters were mailed 5/15/2020 to address on file and a notice was left by post office.
 - Property was rechecked on 5/22/2020 with no progress made and City cleanup was requested.
 - Final Cleanup completed on 6/9/2020.
 - Certified and regular letters were sent including date, time & place of the City Council meeting.

Code Enforcement Officer: Kim Beard

Officer Signature: _____ Date: _____

INVOICE

City of Conway Code Enforcement

DATE: JULY 10, 2020

1111 Main St.
Conway, AR 72032
Phone: 501-450-6191
Fax 501-450-6144
missy.schrag@conwayarkansas.gov

TO

IHN PROPERTIES LLC
1103 WATKINS ST
CONWAY, AR 72034-3840

Description: Mowing/Clean-up/Admin Fees
associated with the nuisance abatement at
1365 Mitchell. Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Kim Beard	710-00087-000		July 14, 2020

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
	DEBRIS REMOVAL by Matt Skelton Construction, Inc.	52.25	52.25
	GRASS CUT	90.00	90.00
	Misc. cut and remove fallen tree	250.00	250.00
	Sanitation Ticket #718333	32.74	32.74
1	Administrative Fee (Code Enforcement)	20.49	20.49
1	Administrative Fee (Code Officer)	17.46	17.46
2	Regular Letter	.55	1.10
2	Certified Letter	5.60	11.20
TOTAL			\$442.50
TOTAL WITH PENALTY & FILING FEES			\$516.75

- Total amount due after July 14, 2020 includes collection penalty & filing fees

Make all checks payable to City of Conway Code Enforcement @ 1111 Main Street Conway Arkansas 72032

City of Conway
Code Enforcement

1111 Main St.
Conway, Arkansas 72032
www.conwayarkansas.gov



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

June 12, 2020

Parcel # 710-00087-000

IHN PROPERTIES, LLC
1704 DUNCAN ST
CONWAY AR 72034

RE: Nuisance Abatement at 1365 Mitchell St. Conway AR
Cost of Clean-Up, Amount Due: \$442.50

To whom it may concern:

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

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

At its **July 14, 2020 Meeting**, 6:30 p.m. located at 1111 Main Street, the City Council will conduct a public hearing on three items:

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

None of these actions will be necessary if full payment is received before the meeting date. Please make check payable to the **City of Conway** and mail to **1111 Main Street Conway Arkansas 72032** with the **attention** to **Missy Schrag**. If you have any questions, please feel free to call me at 501-450-6191.

Respectfully,

Missy Schrag

BEFORE PICS 1365 MITCHELL ST



BEFORE PICS 1365 MITCHELL ST



BEFORE PICS 1365 MITCHELL ST



AFTER PICS 1365 MITCHELL ST



AFTER PICS 1365 MITCHELL ST





City of Conway, Arkansas
Resolution No. R-20-_____

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

WHEREAS, in accordance with Ark. Code Ann. § 14-54-901, the City of Conway has corrected conditions existing on 1499 Manor St. within the City of Conway and is entitled to compensation pursuant to Ark. Code § 14-54-904; and

WHEREAS, State law also provides for a lien against the subject property, with the amount of lien to be determined by the City Council at a hearing held after the notice to the owner thereof by certified mail with said amount \$702.83 (\$611.66 + Penalty \$61.17 + filing fee \$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

WHEREAS, a hearing for the purpose of determine such lien has been set for **July 14, 2020** in order to allow for service of the attached notice of same upon the listed property owners, by certified or publication as is necessary.

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

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

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

ADOPTED this 14th day of July 2020.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer

City of Conway
Code Enforcement
1111 Main St.
Conway, Arkansas 72032



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

CODE ENFORCEMENT REPORT

To: Mayor Bart Castleberry
CC: City Council Members

Re: Violation # 20-0925
Address of Violation: 1499 Manor St.

- Warning for junk/debris was left on March 9, 2020.
- March 16, 2020 – a Violation was written for rubbish/trash; appliance/furniture and left on the premises by Kim Beard.
- Property Owner is listed as Billy Ellis.
- Property was re-inspected on 3/26/2020 with little progress made.
- Certified and regular letters were mailed 3/26/2020 to address on file and a notice was left by post office.
- Property was rechecked on 4/20/2020 with no progress made and City cleanup was requested.
- Final Cleanup completed on 5/4/2020.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

Code Enforcement Officer: Kim Beard

Officer Signature: _____ Date: _____

City of Conway
Code Enforcement

1201 Oak Street
Conway, Arkansas 72032
www.cityofconway.org



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

June 1, 2020

Parcel # 710-04692-000

Bill Ellis or John Burford
1499 Manor St.
Conway, AR 72034

RE: Nuisance Abatement at 1499 Manor St. Conway AR
Cost of Clean-Up, Amount Due: \$611.66

To whom it may concern:

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

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

At its **July 14, 2020 Meeting**, 6:30 p.m. located at 810 Parkway Street, the City Council will conduct a public hearing on three items:

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

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

Respectfully,

Missy Schrag

INVOICE

City of Conway Code Enforcement

DATE: JULY 10, 2020

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

TO Bill Ellis or John Burford
1499 Manor St.
Conway, AR 72034

Description: Mowing/Clean-up/Admin Fees
associated with the nuisance abatement at
1499 Manor, Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Kim Beard	710-04692-000		July 14, 2020

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
	DEBRIS REMOVAL by Matt Skelton Construction, Inc.	52.25	283.20
	Grass cut	90.00	90.00
	Sanitation Ticket #713420; 713407; 712957; 711945; 711512	188.21	188.21
1	Administrative Fee (Code Enforcement)	20.49	20.49
1	Administrative Fee (Code Officer)	17.46	17.46
2	Regular Letter	.55	1.10
2	Certified Letter	5.60	11.20

TOTAL \$611.66

- Total amount due after July 14, 2020 includes collection penalty & filing fees

TOTAL
WITH PENALTY &
FILING FEES \$702.83

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

Before Pics 1499 Manor



Before Pics 1499 Manor



Before Pics 1499 Manor



Before Pics 1499 Manor



After Pics 1499 Manor



After Pics 1499 Manor





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

AN ORDINANCE ACCEPTING AND APPROPRIATING DONATION FUNDS FOR THE CONWAY TREE BOARD FOR ARBOR DAY; AND FOR OTHER PURPOSES;

Whereas, donations in the amount of \$200.00 have been received in support of the Arbor Day Celebration, and for other expenses;

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

Section 1: The City of Conway, Arkansas, shall accept donation funds in the amount of \$200.00 and appropriate said funds from Donation Account (260-000-4705) to the Tree Board Expense Account (260-000-5430).

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

PASSED this 14th day of July, 2020.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer



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

A RESOLUTION EXPRESSING THE WILLINESS OF THE CITY OF CONWAY TO UTILIZE FEDERAL-AID TRANSPORTATION ALTERNATIVES PROGRAM FUNDS; AND FOR OTHER PURPOSES

Whereas, the City of Conway understands Federal-aid Transportation Alternatives Program Funds are available at 80% federal participation and 20% local match for the Conway College Avenue Shared Use Path to connect the Tucker Creek Trail on the South side of College to Farris Road; and

Whereas, the City of Conway understands that Federal-aid Funds are available for this project on a reimbursable basis, requiring work to be accomplished and proof of payment prior to actual monetary reimbursement; and

Whereas, this project, using federal funding, will be open and available for use by the general public and maintained by the applicant for the life of the project.

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

Section 1. The City of Conway will participate in accordance with its designated responsibility, including maintenance of this project.

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 construction of the above state project.

Section 3. The City of Conway pledges its full support and hereby authorizes the Arkansas Department of Transportation to initiate action to implement this project.

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

PASSED this 14th day of July 2020.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer



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

AN ORDINANCE APPROPRIATING REIMBURSEMENT FUNDS FROM THE ARKANSAS DEPARTMENT OF EMERGENCY MANAGEMENT HAZARD MITIGATION 50/50 GRANT FOR THE RECONSTRUCTION OF THE TYLER STREET BRIDGE AT TUCKER CREEK

Whereas, the City of Conway has received reimbursement grant funds from Arkansas Department of Emergency Management in the amount of \$125,000 for the reconstruction of the Tyler Street bridge at Tucker Creek.

Whereas, the City of Conway has paid the required match in the amount of \$125,000, and

Whereas, this project is open and available for use by the general public and maintained by the applicant for the life of the project.

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

Section 1. The City of Conway shall appropriate the amount of \$125,000 from the Street S&U 2018 Fund Balance Appropriation Account (616-201-4201) to the S&U 2018 Construction in Progress Account (616-201-5905).

PASSED this 14th day of July, 2020.

Approved:

Mayor Bart Castleberry

Attest:

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



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

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A REAL ESTATE CONTRACT TO ACQUIRE PROPERTY LOCATED AT 300 SOUTH DONAGHEY AVENUE, AS BEING NECESSARY FOR THE CITY OF CONWAY'S DONAGHEY AVENUE PROJECT.

WHEREAS, it has been determined that acquisition of a portion of the property located at 300 South Donaghey Avenue, owned by Lindsey Family Trust, is necessary in order for the Conway Department of Transportation to being and complete the Donaghey Avenue Project, and that it is in the best interest of the City to purchase that portion of the property needed to complete the project.

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

SECTION 1: The City Council for the City of Conway shall hereby authorize the Mayor to enter into a real estate contract with Lindsey Family Trust, for the portion of the property at 300 South Donaghey Avenue being necessary for completion of the Donaghey Avenue Project.

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

PASSED this 14th day of July, 2020.

Approved:

Mayor Bart Castleberry

Attest:

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



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

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A REAL ESTATE CONTRACT TO ACQUIRE PROPERTY LOCATED AT THE NORTHWEST CORNER OF COLLEGE PARK APARTMENTS, AS BEING NECESSARY FOR THE CITY OF CONWAY’S DONAGHEY AVENUE PROJECT.

Whereas, it has been determined that acquisition of a portion of the property located at the Northwest corner of College Park Apartments, owned by Trent Family II, LLC, is necessary in order for the Conway Department of Transportation to begin and complete the Donaghey Avenue Project, and that it is in the best interest of the City to purchase that portion of the property needed to complete the project.

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

Section 1: The City Council for the City of Conway shall hereby authorize the Mayor to enter into a real estate contract with Trent Family II, LLC, for the portion of the property at the Northwest corner of the College Park Apartments being necessary for completion of the Donaghey Avenue Project. The legal description of the portion of the property being necessary is as follows:

RIGHT OF WAY DESCRIPTION

A part of the Northwest Quarter of the Northwest Quarter of Section 13, Township 5 North, Range 14 West, City of Conway, Faulkner County, Arkansas, being more particularly described as follows:

COMMENCING at the Southwest Corner of said Northwest Quarter of the Northwest Quarter; thence N 88°56’26” E along the South line of said Northwest Quarter of the Northwest Quarter a distance of 30.00 feet to the East right of way of Donaghey Avenue; thence N 02°03’32” E along said East right of way a distance of 262.00 feet to the **POINT OF BEGINNING**; thence continuing N 02°03’32” E along said East right of way a distance of 17.94 feet; thence S 88°51’29” E distance of 18.90 feet; thence S 01°49’58” W a distance of 17.99 feet; thence N 88°54’39” W a distance of 18.96 feet to the **POINT OF BEGINNING**, containing 341 square feet or 0.01 acres, more or less.

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

PASSED this 14th day of July, 2020.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer



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

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A REAL ESTATE CONTRACT TO ACQUIRE PROPERTY LOCATED AT 2030 HILLMAN STREET AS BEING NECESSARY FOR THE CITY OF CONWAY’S DONAGHEY AVENUE PROJECT.

Whereas, it has been determined that acquisition of a portion of the property located at 2030 Hillman Street, owned by Sophia Properties, LLC, is necessary in order for the Conway Department of Transportation to begin and complete the Donaghey Avenue Project, and that it is in the best interest of the City to purchase that portion of the property needed to complete the project.

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

Section 1: The City Council for the City of Conway shall hereby authorize the Mayor to enter into a real estate contract with Sophia Properties, LLC, for the portion of the property at 2030 Hillman Street being necessary for completion of the Donaghey Avenue Project.

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

Passed this 14th day of July, 2020.

Approved:

Mayor Bart Castleberry

Attest:

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

AGREEMENT

This Agreement is entered this 1st day of July, 2020, between the City of Conway, Arkansas, and the Conway School District.

WITNESSETH:

WHEREAS, District desires to maintain and improve a School Resource Officers' Program ("Program") to serve the respective needs and to provide for the maximum mutual benefit of the parties hereto; and

WHEREAS, this objective is to be accomplished by the controlled interaction of the City's police officers with students and staff of the District; and

WHEREAS, the district desires to reduce juvenile crime and to promote students' well being.

NOW, THEREFORE, IN CONSIDERATION OF THE COVENANTS SET FORTH HEREIN, THE PARTIES AGREE AS FOLLOWS:

1. **SERVICES**

The City shall provide seven police officers and one police sergeant on a full-time basis to serve as School Resource Officers for the Conway School District. Two officers will be placed at the Conway High School; two officers will be placed at the Conway Junior High School; one officer will be placed at each middle school; and all officers will share the responsibilities of the elementary schools. The program may be expanded to add additional officers.

2. **CONSIDERATION**

In consideration for providing the above-described services, the Conway School District shall pay to the City the sum of \$280,000 which represents approximately half of the total costs associated with the officers' salaries, benefits, and the average overtime/comp that they receive as part of their SRO duties. The compensation shall be paid by the Conway School District to the City of Conway in full, between July 1, 2020 and July 30, 2021.

3. **TERMS**

The term of this Agreement shall be for a period commencing July 1, 2020, to and including, July 30, 2021. Absent termination by one of the parties hereto, or amendments mutually agreed upon by the parties, this Agreement shall automatically be renewed for additional terms of one year. This Agreement and all performances and obligations required hereunder may be terminated by the Mayor of the City of Conway or Superintendent of the Conway School District at any time and for any cause provided that the terminating party provides the other party with written notice of termination immediately upon the date of termination.

4. **PERSONNEL**

The School Resource Officers provided by the City shall be considered employees of the City. The School Resource Officers shall perform their services in accordance with Exhibit "A". Notwithstanding anything contained in this Agreement or the attachments to this Agreement, the School Resources Officer shall at all times be subject to the policies and procedures of the Conway Police Department. The City and the District shall be jointly responsible for the selection of an officer from the list of eligible candidates provided by the City. The City shall be responsible for the special training of the officer as required for participation in this program, and the scheduling of such School Resource Officers.

5. **INSURANCE**

City and District acknowledge that the other party is a governmental entity, duly organized under the laws of the State of Arkansas, and that each party relies on tort immunity. Accordingly, either parties, as a requirement of this Agreement shall not require additional insurance.

6. **ASSIGNMENT AND SUBCONTRACTING**


This Agreement and the performance of services required hereunder shall not be assigned or subcontracted by either party without the written consent of the other party.

7. **NOTICES**


Notices hereunder shall be given by first-class mail or personal service. Notice to the City shall be delivered or addressed to the Mayor, City of Conway, 1111 Main Street, Conway, AR 72032. Notice to the District shall be delivered or addressed to the Superintendent of Schools, 2220 Prince Street, Conway, AR 72034.

Conway School District

City of Conway



Superintendent



Mayor Bart Castleberry

Date: 6-30-20

Date: _____

SCHOOL DISTRICT

Exhibit A

SCHOOL RESOURCE OFFICER

QUALIFICATIONS:

1. A police officer with a minimum of three years of law enforcement experience.
2. Officer has effective oral communication skills.
3. Officer has effective written communication skills.
4. Officer has strong desire to work with children and young adults.

BASIC PERFORMANCE RESPONSIBILITIES:

- A. The school resource officer will report directly to the school resource officer supervisor. The school resource officer supervisor will coordinate all resource officer activities with the Assistant Superintendent of Schools. Each school resource officer shall:
 1. Provide a general security presence within the school district at each of the SRO's assigned schools.
 2. Provide informal counseling to students and/or faculty.
 3. Act as a guest lecturer in the classroom in law enforcement related areas.
 4. Act as a liaison between the department and the school district.
 5. Investigate crimes occurring on school property.
- B. The school resource officer will assist school officials in setting up procedures for juvenile delinquency prevention programs by:
 1. Providing assistance to students and school staff members.
 2. Presenting various crime prevention, drug, and alcohol seminars.
 3. Serving as a positive role model.
 4. Bridging the communication gap between students and police.
 5. Enforcing State, Federal, and local laws whenever necessary.
 6. Preventing the organization of youth based gangs.
- C. The school resource officer will assist school officials with maintaining order in and around the school by investigating criminal behavior and taking enforcement action as appropriate to help insure a safe environment for students and school district officials.
- D. The school resource officer shall project a professional appearance and attitude that has a positive influence on the community.
- E. The school resource officer will report to his or her assigned school at the time designated by the school resource officer supervisor and will:
 1. Report to the area of assignment and remain in this area unless duty demands otherwise.
 2. Be visible in or around schools before school, during assemblies, lunch hours, and after school to ensure smooth school operation.
 3. Keep supervisors informed of the progress of investigations and/or problems in his or her area of responsibility.
 4. Accurately record daily activities as assigned and submit reports to the unit supervisor for approval.
- F. The school resource officer will perform any other duties as assigned by his or her supervisor.

- G. School resource officers who are assigned to schools will be on their assignments throughout the normal calendar year.
- H. Vacations other than school holidays will be taken primarily during times when school is not in session.

Note: The school resource officers will work extra-curricular activities at their assigned schools that the school resource officer supervisor deems necessary for the program to succeed. Compensation for the extra-curricular activities worked by the positions will be paid by time off through school holidays and summer months, to include the use of the School Resource Officer's accrued compensation time. Due to the accrual of this time the school resource officers are exempted from the departments 100 hour cap on accrued compensatory time.

I have read and agree to the above stipulations concerning extra-curricular activities.

Sgt. Chuck Townsend
Sgt. Chuck Townsend

D. Flowers #411
Ofc. Derrick Flowers

Larry Lute 256
Ofc. Larry Lute

Joey Slayton
Ofc. Joey Slayton

Jonathon Boone
Ofc. Jonathon Boone

Daniel Hogan #391
Ofc. Daniel Hogan

Daniel Mullaney #412
Ofc. Daniel Mullaney

Timothy Woods
Ofc. Timothy Woods