



City of Conway, Arkansas  
CITY COUNCIL  
Agenda • May 28<sup>th</sup>, 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

---

**5:30pm:** No Committee Meeting  
**6:00pm:** City Council Meeting • Conway Municipal Building • 1111 Main Street  
Call to Order: Bart Castleberry, Mayor  
Roll Call: Michael O. Garrett, Clerk/Treasurer  
Minutes Approval: May 14<sup>th</sup>, 2024  
Monthly Financial Report: Month Ending April 30<sup>th</sup>, 2024

---

**A. 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 May 28<sup>th</sup>, 2024 City Council agenda.
2. Resolutions requesting the Faulkner County Tax Collector to place a lien on various properties for expenses incurred by the City.
3. Ordinance appropriating funding and accepting the lowest bid for the Chestnut Street Box Culvert project for the Transportation Department.
4. Ordinance approving the annexation of ±5.00 acres located at 3040 Orchard Crest Drive, West of Orchard Hills Subdivision Phase 3.
5. Consideration to approve a conditional use permit to allow home occupation in the R-1 zoning district for property located at 2210 Nature Trail.
6. Consideration to approve a conditional use permit modification to allow a mobile food vendor in the I-3 zoning district for property located at 3250 JW & Pat Brown Boulevard (Airport).
7. Consideration to approve a conditional use permit extension to allow multi-family density in the R-2A zoning district for property located at 2345 Matthews Meadows Lane.
8. Consideration to approve a conditional use permit modification to allow Retail-General in the O-1 zoning district for property located at 2555 Prince Street.

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

1. Resolution to approve entering into an agreement for heavy duty equipment purchases for the Department of Sanitation.
2. Resolution approving the City to use the cooperative purchase agreement for audio/visual and camera equipment for the Conway Community Center project.

**C. 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 creating a position for a 911 Communications Director for the Communication Emergency Operations Center.
2. Ordinance authorizing a personnel addition within the Conway Police Department.

**D. New Business**

1. Consideration to change the upcoming City Council Agenda schedule.

***Adjournment***



City of Conway, Arkansas  
Monthly Financial Reports  
April 30, 2024

City of Conway  
 Monthly Financial Report - General Fund  
 For the month ended April 30, 2024



Revenues	Budget	Month		Year to Date	Encumbered	(Over)/Under	
		Activity				Budget	%
Ad Valorem Tax	4,300,000	136,413		740,303		3,559,697	17%
Payments in Lieu of Tax	30,000	(1,777)		(1,777)		31,777	-6%
State Tax Turnback	1,000,000	65,721		326,834		673,166	33%
Insurance Tax Turnback - LOPFI	1,400,000	-		-		1,400,000	0%
Sales Tax	29,600,000	2,268,764		10,215,950		19,384,050	35%
Beverage Tax	650,000	59,670		219,711		430,289	34%
Franchise Fees	3,880,400	600,402		1,323,985		2,556,415	34%
Office Space Leases	67,400	-		16,850		50,550	25%
Permits	667,000	41,610		216,534		450,466	32%
Public Safety	2,285,997	151,075		876,271		1,409,727	38%
Parks	640,000	114,263		368,070		271,930	58%
Insurance Proceeds	19,198	8,881		301,624		(282,426)	1571%
Interest Income	123,000	122,037		475,829		(352,829)	387%
Proceeds from Sale of Assets	-	-		1,002		(1,002)	-
Donations	1,750	-		2,850		(1,100)	163%
Miscellaneous Revenues	160,750	4,535		36,179		124,571	23%
Transfers from Other Funds	820,000	-		477,716		342,284	58%
<b>Total Revenues</b>	<b>45,645,495</b>	<b>3,571,595</b>		<b>15,597,930</b>		<b>30,047,565</b>	<b>34%</b>
<b>Expenditures</b>							
Admin (Mayor, HR)	1,210,030	74,302		289,679	1,400	918,951	24%
Finance	536,762	26,791		120,142	763	415,857	22%
City Clerk/Treasurer	174,666	12,977		50,865	-	123,801	29%
City Council	111,166	6,296		19,050	300	91,816	17%
Planning	732,226	51,458		213,011	4,046	515,169	29%
Physical Plant	991,977	73,490		262,004	5,775	724,198	26%
Information Technology	1,885,241	70,582		426,782	109,564	1,348,895	23%
Permits and Inspections	594,007	59,015		167,936	256	425,815	28%
Nondepartmental	1,098,304	237,689		777,314	16,274	304,716	71%
Police	17,749,917	1,465,157		5,484,034	261,354	12,004,528	31%
CEOC	1,432,540	134,972		444,856	5,424	982,260	31%
Animal Welfare	592,456	43,457		160,661	6,716	425,079	27%
Municipal District Court	1,015,814	77,500		329,542	-	686,272	32%
City Attorney	672,143	44,452		176,025	620	495,498	26%
Fire	14,754,069	1,423,503		4,570,239	344,739	9,839,091	31%
Parks	4,958,247	438,603		1,357,939	23,672	3,576,636	27%
<b>Total Expenditures</b>	<b>48,509,564</b>	<b>4,240,244</b>		<b>14,850,081</b>	<b>780,902</b>	<b>32,878,582</b>	<b>31%</b>
<b>Net Revenue/(Expense)</b>	<b>(2,864,069)</b>			<b>747,849</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  
2024



Fund Balance Appropriations

<u>Ordinance</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-24-17	2/27/24	Portable radios for IT department	29,085
O-24-21	3/12/24	Software for the Emergency Operations Center	11,245
O-24-24	3/26/24	General Fund portion of fire truck payments	128,525
O-24-31	4/9/24	New fire truck purchase	1,200,000
			<u>\$ 1,368,855</u>

City of Conway  
 Balance Sheet - General Fund  
 As of April 30, 2024



Cash - Operating	17,677,663
Cash - Reserve	2,019,251
Petty Cash	715
Taxes Receivable	5,662,504
Accounts Receivable	5,254,231
Lease Receivable	290,132
Due from Other Funds	502
Due from Street	12,015
Due from Component Unit	233,169
Due from Municipal Court	69,589
Fuel Inventory	13,417
General Inventory	585
<b><i>Assets</i></b>	<b><u>31,233,773</u></b>
Accounts Payable	(1,561)
Insurance and Benefits Payable	(29,973)
Event Deposits	5,400
Held for Others - Crimestopper Reward	5,000
Held for Others - Performance Bonds	5,195
Deferred Revenue	4,657,671
Unearned Revenue	1,230,132
<b><i>Liabilities</i></b>	<b><u>5,871,864</u></b>
<b><i>Fund Balance</i></b>	<b><u>25,361,909</u></b>
<b><i>Total Liabilities &amp; Fund Balance</i></b>	<b><u>31,233,773</u></b>

\*All figures are unaudited

City of Conway  
 Monthly Financial Report - Street Fund  
 For the month ended April 30, 2024



	<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	1,600,000	50,225	272,571		1,327,429	17%
Payments in Lieu of Tax	10,000	-	-		10,000	0%
State Tax Turnback	3,000,000	386,148	1,558,158		1,441,842	52%
State Tax Turnback - Other	1,800,000	8,666	34,604		1,765,396	2%
Severance Tax	200,000	7,518	32,322		167,678	16%
State Tax Turnback - Wholesale	400,000	33,717	136,390		263,610	34%
Sales Tax	400,000	31,789	143,144		256,856	36%
Engineering Fees	10,000	300	3,425		6,575	34%
Fees for Street Cuts	-	4,079	19,129		(19,129)	-
Interest Income	100,000	21,659	93,687		6,313	94%
Miscellaneous Revenues	-	-	23		(23)	-
<b>Total Revenues</b>	<b>7,520,000</b>	<b>544,100</b>	<b>2,293,453</b>	<b>-</b>	<b>5,226,547</b>	<b>30%</b>
<b>Expenditures</b>						
Personnel Costs	3,499,631	221,762	882,141	-	2,617,490	25%
Other Operating Costs	4,225,679	430,400	1,352,435	79,851	2,793,393	32%
Total Operating Costs	7,725,310	652,162	2,234,576	79,851	5,410,883	29%
Capital Outlay	553,233	120,688	168,328	115,593	269,312	30%
<b>Total Expenditures</b>	<b>8,278,543</b>	<b>772,850</b>	<b>2,402,904</b>	<b>195,444</b>	<b>5,680,195</b>	<b>29%</b>
<b>Net Revenue/(Expense)</b>	<b>(758,543)</b>		<b>(109,451)</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

2024

Fund Balance Appropriations



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

			<u>\$ -</u>
--	--	--	-------------



City of Conway  
Balance Sheet - Street Fund  
As of April 30, 2024



Cash - Operating	4,281,523
Taxes Receivable	79,342
Accounts Receivable	2,290,497
<b><i>Assets</i></b>	<b><u>6,651,362</u></b>
Insurance and Benefits Payable	739
Due to General	12,015
Deferred Revenue	1,713,799
<b><i>Liabilities</i></b>	<b><u>1,726,553</u></b>
<b><i>Fund Balance</i></b>	<b><u>4,924,807</u></b>
<b><i>Total Liabilities &amp; Fund Balance</i></b>	<b><u>6,651,362</u></b>

\*All figures are unaudited

City of Conway  
 Monthly Financial Report - Sanitation  
 For the month ended April 30, 2024



	<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	9,900,000	850,148	3,428,563		6,471,437	35%
Proceeds - Recycled Materials	375,000	54,118	209,997		165,003	56%
Landfill Fees - General	275,000	32,913	116,836		158,164	42%
Interest Income	300,000	104,667	416,835		(116,835)	139%
Proceeds from Sale of Assets	-	150	750		(750)	-
<b>Total Revenues</b>	<b>10,850,000</b>	<b>1,041,996</b>	<b>4,172,982</b>	<b>-</b>	<b>6,677,018</b>	<b>38%</b>
<b>Expenditures</b>						
Personnel Costs	6,095,938	500,403	1,921,490	-	4,174,448	32%
Other Operating Costs	<u>3,480,000</u>	<u>459,162</u>	<u>728,143</u>	<u>154,128</u>	<u>2,597,730</u>	<u>21%</u>
Total Operating Costs	9,575,938	959,564	2,649,632	154,128	6,772,178	28%
Capital Outlay	<u>1,247,000</u>	<u>21,000</u>	<u>92,512</u>	<u>168,415</u>	<u>986,073</u>	<u>7%</u>
<b>Total Expenditures</b>	<b>10,822,938</b>	<b>980,564</b>	<b>2,742,144</b>	<b>322,543</b>	<b>7,758,251</b>	<b>25%</b>
<b>Net Revenue/(Expense)</b>	27,062		<u><u>1,430,838</u></u>			

\*All figures are unaudited

Notes:

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

City of Conway  
Sanitation Fund  
2024

Fund Balance Appropriations



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

			<u>\$ -</u>
--	--	--	-------------

City of Conway  
 Balance Sheet - Sanitation  
 As of April 30, 2024



Cash - Operating	15,662,190
Petty Cash	200
Post Closure Cash Account	6,781,710
Due from Component Unit	908,053
General Inventory	2,122
Land & Buildings	2,245,592
Infrastructure	717,115
Machinery, Equipment & Vehicles	3,560,789
Deferred Outflows of Resources	1,311,646
Deferred Outflows of Resources-OPEB	221,321
<b><i>Assets</i></b>	<b><u>31,410,739</u></b>
Accounts Payable	4,060
Insurance and Benefits Payable	(1,205)
Compensated Absences	254,949
Net Pension Obligation	12,729,112
Deferred Inflows of Resources	2,971,317
Deferred Inflows of Resources-OPEB	337,672
Net OPEB Liability	855,277
Landfill Close/Post Close	8,962,183
<b><i>Liabilities</i></b>	<b><u>26,113,364</u></b>
<b><i>Net Position</i></b>	<b>5,297,375</b>
<b><i>Total Liabilities and Net Position</i></b>	<b><u>31,410,739</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 April 30, 2024



	<u>Budget</u>	<u>Month</u> <u>Activity</u>	<u>Year to</u> <u>Date</u>	<u>Encumbered</u>	<u>(Over)/Under</u> <u>Budget</u>	<u>%</u> <u>Expend/Collect</u>
<b>Revenues</b>						
Sales Tax	25,000	1,885	8,417		16,583	34%
Airport Fuel Sales	2,066,198	155,124	484,032		1,582,166	23%
T-Hangar Rent	183,780	4,749	102,802		80,978	56%
Community Hangar Rent	48,000	3,000	14,000		34,000	29%
Ground Leases	25,000	-	-		25,000	0%
Misc Revenue - Non air	10,000	-	7,920		2,080	79%
Miscellaneous Revenues	22,000	5,508	11,798		10,202	54%
<b>Total Revenues</b>	<b>2,379,978</b>	<b>170,266</b>	<b>628,969</b>	<b>-</b>	<b>1,751,009</b>	<b>26%</b>
<b>Expenditures</b>						
Personnel Costs	388,650	34,482	129,075	-	259,575	33%
Fuel for Resale	1,784,881	121,361	417,053	-	1,367,828	23%
Other Operating Costs	177,550	12,662	37,892	2,816	136,842	21%
Total Operating Costs	2,351,081	168,506	584,020	2,816	1,764,245	25%
Capital Outlay	28,897	-	13,897	-	15,000	48%
<b>Total Expenditures</b>	<b>2,379,978</b>	<b>168,506</b>	<b>597,917</b>	<b>2,816</b>	<b>1,779,245</b>	<b>25%</b>
<b>Net Revenue/(Expense)</b>	<b>-</b>		<b>31,053</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  
Airport Fund  
2024



Fund Balance Appropriations

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

			<u>\$ -</u>
--	--	--	-------------

City of Conway  
 Balance Sheet - Airport  
 As of April 30, 2024



Cash - Operating	398,170
Taxes Receivable	4,799
Accounts Receivable - Fuel Vendor	14,085
Fuel Inventory	84,124
Land	1,254,473
Buildings	4,848,123
Machinery & Equipment	112,970
Infrastructure	21,055,056
Deferred Outflows of Resources-OPEB	9,059
<b><i>Assets</i></b>	<b><u>27,780,859</u></b>
Compensated Absences	37,133
Net OPEB Liability	35,008
Deferred Inflows of Resources-OPEB	13,822
Unearned Revenue	288,144
Note Payable	600,000
<b><i>Liabilities</i></b>	<b><u>974,107</u></b>
<b><i>Net Position</i></b>	<b><u>26,806,752</u></b>
<b><i>Total Liabilities &amp; Net Position</i></b>	<b><u>27,780,859</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 April 30, 2024



Parks and Rec A&P Tax

Balance, 3/31/24	2,347,540
Receipts	417,378
Payments	(1,085,727)
Balance, 4/30/24	\$ 1,679,191

Pay as you go Sales Tax

Balance, 3/31/24	12,137,935
Receipts	55,510
Payments	(1,565,853)
Balance, 4/30/24	\$ 10,627,592

Street Impact Fees

Balance, 3/31/24	1,914,339
Receipts	44,028
Payments	-
Balance, 4/30/24	\$ 1,958,367

Parks Impact Fees

Balance, 3/31/24	398,646
Receipts	14,416
Payments	(170,815)
Balance, 4/30/24	\$ 242,247

Street Sales Tax

Balance, 3/31/24	23,474,829
Receipts	110,649
Payments	(25,761)
Balance, 4/30/24	\$ 23,559,718

American Rescue Plan Act

Balance, 3/31/24	4,087,977
Receipts	35,879
Payments	(9,985)
Balance, 4/30/24	\$ 4,113,871



City of Conway, Arkansas  
Office of the Mayor

# Memo:

**To:** Mayor Bart Castleberry  
**CC:** City Council Members  
**From:** Felicia Rogers  
**Date:** May 22<sup>nd</sup>, 2024  
**Re:** May 28<sup>th</sup>, 2024 City Council Agenda

---

The following ordinances are included on the May 28<sup>th</sup>, 2024, City Council Agenda, for consideration of waiving the three readings of each ordinance:

1. A-3 Ordinance appropriating funding and accepting the lowest bid from Steep Creek LLC for the Chestnut Street project for the Transportation Department.
2. A-4 Ordinance approving the annexation of ±5.00 acres located at 3040 Orchard Crest Drive, West of Orchard Hills Subdivision Phase 3.
3. C-1 Ordinance creating a position for a 911 Communications Director for the Communication Emergency Operations Center.
4. C-2 Ordinance authorizing a personnel addition within the Conway Police Department.



# MEMO

**TO:** Mayor Bart Castleberry  
**CC:** City Council Members  
**FROM:** Lily Couch  
**DATE:** May 20th, 2024  
**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. 1612 Hardy St.      | \$147.92 |
| 2. 26 Brierwood Cir.   | \$147.92 |
| 3. 10 Pebblebrook Dr.  | \$149.99 |
| 4. 2020 Arkansas Ave.  | \$156.31 |
| 5. 2215 Cedar Oaks Dr. | \$184.85 |
| 6. 2109 Lookout Ave.   | \$311.81 |

Please advise if you have any questions.

Thank you for your consideration.



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

**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 **1612 Hardy 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 **\$147.92** (\$107.20 + Penalty \$10.72 + filing fee \$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

**WHEREAS**, a hearing for the purpose of determining such lien has been set for **May 28<sup>th</sup>, 2024** 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 28<sup>th</sup>, day of May 2024.

**Approved:**

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

**Attest:**

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

**City of Conway**  
**Code Enforcement &**  
**Public Works**  
822 Locust Ave  
Conway, Arkansas 72032  
[www.conwayarkansas.gov](http://www.conwayarkansas.gov)



Phone 501-450-6191  
Fax 501-450-6144

KSR Properties, LLC  
2885 Wineberry  
Conway, Ar 72034

Parcel # 710-06713-000

**RE: Nuisance Abatement at 1612 Hardy St., Conway AR**  
**Cost of Clean-Up, Amount Due: \$107.20**

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 **May 28th, 2024 Meeting**, 5:30 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 Code Enforcement** and mail to **822 Locust Ave., Conway Arkansas 72034** with the **attention to Lily Couch**. If you have any questions, please feel free to call me at 501-450-6191.

Respectfully,

City of Conway  
Code Enforcement

# INVOICE

City of Conway  
Code Enforcement &  
Public Works Dept.

DATE: APRIL 16, 2024

822 Locust Ave.  
Conway, AR 72034  
Phone: 501-450-6191  
Fax 501-450-6144  
Lily.couch@conwayarkansas.gov

TO KSR PROPERTIES  
2885 Wineberry  
Conway, Ar 72034

Description: Mowing/Clean-up/Admin Fees  
associated with the nuisance abatement at  
1612 Hardy St., Conway, Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Michael Davis	710-06713-000		May 28th, 2024

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	MOWING & DEBRIS REMOVAL BY C.E.P.P.	32.44	32.44
	Maintenance Fee (Mower/bush hog/weed eat)	25.00	25.00
1	Administrative Fee (Code Enforcement)	20.00	20.00
1	Administrative Fee (Code Officer)	17.46	17.46
2	Regular Letter	.55	1.10
2	Certified Letter	5.60	11.20
	(10% penalty + \$30.00 filing fees= \$40.72)		

TOTAL \$107.20

- Total amount due after May 28<sup>th</sup>, 2024 includes collection penalty & filing fees

TOTAL WITH PENALTY & FILING FEES \$147.92

Make all checks payable to City of Conway Code Enforcement @ 822 Locust Ave. Conway, Ar 72034



## CODE CASE HISTORY REPORT RESPROP-0424-0220 FOR CITY OF CONWAY

Changed On	User	Description	Before	After	Additional Info
04/01/2024	Michael Davis	Code Case added			Code Case (RESPROP-0424-0220)
04/01/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0220)
	Michael Davis	Step Workflow Status	Not Started	Started	Code Case Workflow Step (Violations)
	Michael Davis	Code Case Workflow Step Action added			Code Case Workflow Step Action (3.2.4 Grass or Weeds)
04/01/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0220)
04/01/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0220)
04/05/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0220)
	Michael Davis	Code Case Workflow Step Start Date	[none]	4/5/2024	Code Case Workflow Step (Letter Phase)
	Michael Davis	Step Workflow Status	Not Started	Started	Code Case Workflow Step (Letter Phase)
	Michael Davis	Inspection added			Inspection ([Auto])
	Michael Davis	Action Workflow Status	Not Started	Failed	Code Case Workflow Step Action (Code Enforcement Final Investigation)
	Michael Davis	Code Case Workflow Step Start Date	[none]	4/5/2024	Code Case Workflow Step (Notice of Violation)
	Michael Davis	Step Workflow Status	Not Started	Started	Code Case Workflow Step (Notice of Violation)
	Michael Davis	Inspection added			Inspection ([Auto])
	Michael Davis	Action Workflow Status	Not Started	Failed	Code Case Workflow Step Action (Property Maintenance Follow-up Investigation)
	Michael Davis	Violation Compliance Date	4/4/2024	4/12/2024	Violation (3.2.4 Grass or Weeds)
04/05/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0220)
04/16/2024	Michael Davis	Date Closed	[none]	4/16/2024	Code Case (RESPROP-0424-0220)
	Michael Davis	Code Case Status	Open	Closed - Resolved	Code Case (RESPROP-0424-0220)
	Michael Davis	Complete	No	Yes	Code Case (RESPROP-0424-0220)
	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0220)
04/16/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0220)
	Michael Davis	Inspection Actual Departure Date	4/16/2024	4/16/2024	Inspection (ICODE-1149-2024)
	Michael Davis	Inspection Status	In Violation	Corrected	Inspection (ICODE-1149-2024)
	Michael Davis	Action Workflow Status	Failed	Passed	Code Case Workflow Step Action (Code Enforcement Final Investigation)
	Michael Davis	Inspection Actual Departure Date	4/16/2024	4/16/2024	Inspection (ICODE-1150-2024)
	Michael Davis	Inspection Status	In Violation	Corrected	Inspection (ICODE-1150-2024)
	Michael Davis	Action Workflow Status	Failed	Passed	Code Case Workflow Step Action (Property Maintenance Follow-up Investigation)
	Michael Davis	Step Workflow Status	Started	Passed	Code Case Workflow Step (Violations)
	Michael Davis	Violation Resolved Date	[none]	4/16/2024	Violation (3.2.4 Grass or Weeds)
	Michael Davis	Violation Status	In Violation	Resolved	Violation (3.2.4 Grass or Weeds)
	Michael Davis	Action Workflow Status	Started	Passed	Code Case Workflow Step Action (3.2.4 Grass or Weeds)



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

**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 26 Brierwood 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 of \$147.92 (\$107.20 + Penalty \$10.72 + filing fee \$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

**WHEREAS**, a hearing for the purpose of determining such lien has been set for **May 28<sup>th</sup>, 2024** 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 28<sup>th</sup>, day of May 2024.

**Approved:**

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

**Attest:**

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

**City of Conway**  
**Code Enforcement &**  
**Public Works**  
822 Locust Ave  
Conway, Arkansas 72032  
[www.conwayarkansas.gov](http://www.conwayarkansas.gov)



Phone 501-450-6191  
Fax 501-450-6144

Elizabeth M. Jackson  
3820 Legacy Village Dr  
Benton, AR 72015

Parcel # 710-09308-000

**RE: Nuisance Abatement at 26 Brierwood Cir., Conway AR**  
**Cost of Clean-Up, Amount Due: \$107.20**

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 **May 28th, 2024 Meeting**, 5:30 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 Code Enforcement** and mail to **822 Locust Ave., Conway Arkansas 72034** with the **attention to Lily Couch**. If you have any questions, please feel free to call me at 501-450-6191.

Respectfully,

City of Conway  
Code Enforcement



# INVOICE

City of Conway  
Code Enforcement &  
Public Works Dept.

DATE: APRIL 16, 2024

822 Locust Ave.  
Conway, AR 72034  
Phone: 501-450-6191  
Fax 501-450-6144  
Lily.couch@conwayarkansas.gov

TO Elizabeth M. Jackson  
3820 Legacy Village Dr.  
Benton, AR 72015

Description: Mowing/Clean-up/Admin Fees  
associated with the nuisance abatement at  
26 Brierwood Cir., Conway, Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Michael Davis	710-09038-000		May 28th, 2024

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	MOWING & DEBRIS REMOVAL BY C.E.P.P.	32.44	32.44
	Maintenance Fee (Mower/bush hog/weed eat)	25.00	25.00
1	Administrative Fee (Code Enforcement)	20.00	20.00
1	Administrative Fee (Code Officer)	17.46	17.46
2	Regular Letter	.55	1.10
2	Certified Letter	5.60	11.20
	(10% penalty + \$30.00 filing fees= \$40.72)		

- **Total amount due after May 28<sup>th</sup>, 2024 includes collection penalty & filing fees**

TOTAL	\$107.20
TOTAL WITH PENALTY & FILING FEES	\$147.92

Make all checks payable to City of Conway Code Enforcement @ 822 Locust Ave. Conway, Ar 72034



## CODE CASE HISTORY REPORT RESPROP-0324-0218 FOR CITY OF CONWAY

Changed On	User	Description	Before	After	Additional Info
03/28/2024	Michael Davis	Code Case added			Code Case (RESPROP-0324-0218)
03/28/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0218)
	Michael Davis	Step Workflow Status	Not Started	Started	Code Case Workflow Step (Violations)
	Michael Davis	Code Case Workflow Step Action added			Code Case Workflow Step Action (3.2.4 Grass or Weeds)
03/28/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0218)
03/28/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0218)
03/28/2024	Michael Davis	Contact deleted			Contact (Elizabeth Jackson)
	Michael Davis	Contact added			Contact (Elizabeth M. Jackson)
	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0218)
03/28/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0218)
04/05/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0218)
	Michael Davis	Code Case Workflow Step Start Date	[none]	4/5/2024	Code Case Workflow Step (Letter Phase)
	Michael Davis	Step Workflow Status	Not Started	Started	Code Case Workflow Step (Letter Phase)
	Michael Davis	Inspection added			Inspection ([Auto])
	Michael Davis	Action Workflow Status	Not Started	Failed	Code Case Workflow Step Action (Code Enforcement Final Investigation)
	Michael Davis	Code Case Workflow Step Start Date	[none]	4/5/2024	Code Case Workflow Step (Notice of Violation)
	Michael Davis	Step Workflow Status	Not Started	Started	Code Case Workflow Step (Notice of Violation)
	Michael Davis	Inspection added			Inspection ([Auto])
	Michael Davis	Action Workflow Status	Not Started	Failed	Code Case Workflow Step Action (Property Maintenance Follow-up Investigation)
	Michael Davis	Violation Compliance Date	4/4/2024	4/12/2024	Violation (3.2.4 Grass or Weeds)
04/05/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0218)
04/05/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0218)
04/16/2024	Michael Davis	Code Case Status	Open	Schedule City Clean up	Code Case (RESPROP-0324-0218)
	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0218)
04/16/2024	Michael Davis	Date Closed	[none]	4/16/2024	Code Case (RESPROP-0324-0218)
	Michael Davis	Code Case Status	Schedule City Clean up	Closed - Resolved	Code Case (RESPROP-0324-0218)
	Michael Davis	Complete	No	Yes	Code Case (RESPROP-0324-0218)
	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0218)
04/16/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0218)
	Michael Davis	Inspection Actual Arrival Date	4/5/2024	[none]	Inspection (ICODE-1156-2024)
	Michael Davis	Inspection Status	In Violation	City Cleanup Performed	Inspection (ICODE-1156-2024)
	Michael Davis	Action Workflow Status	Failed	Started	Code Case Workflow Step Action (Code Enforcement Final Investigation)
	Michael Davis	Inspection Actual Arrival Date	3/28/2024	[none]	Inspection (ICODE-1157-2024)
	Michael Davis	Inspection Status	In Violation	City Cleanup Performed	Inspection (ICODE-1157-2024)

# CODE CASE HISTORY REPORT RESPROP-0324-0218

Changed On	User	Description	Before	After	Additional Info
	Michael Davis	Action Workflow Status	Failed	Started	Code Case Workflow Step Action (Property Maintenance Follow-up Investigation)
	Michael Davis	Step Workflow Status	Started	Passed	Code Case Workflow Step (Violations)
	Michael Davis	Violation Resolved Date	[none]	4/16/2024	Violation (3.2.4 Grass or Weeds)
	Michael Davis	Violation Status	In Violation	Resolved	Violation (3.2.4 Grass or Weeds)
	Michael Davis	Action Workflow Status	Started	Passed	Code Case Workflow Step Action (3.2.4 Grass or Weeds)



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

**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 10 Pebblebrook 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 \$149.99 (\$109.08 + Penalty \$10.91 + filing fee \$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

**WHEREAS**, a hearing for the purpose of determining such lien has been set for **May 28<sup>th</sup>, 2024** 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 28<sup>th</sup>, day of May 2024.

**Approved:**

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

**Attest:**

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

**City of Conway**  
**Code Enforcement &**  
**Public Works**  
822 Locust Ave  
Conway, Arkansas 72032  
[www.conwayarkansas.gov](http://www.conwayarkansas.gov)



Phone 501-450-6191  
Fax 501-450-6144

Alexander N. Pyle  
10 Pebblebrook Dr.  
Conway, AR 72034

Parcel # 710-07189-000

**RE: Nuisance Abatement at 10 Pebblebrook Dr., Conway AR**  
**Cost of Clean-Up, Amount Due: \$109.08**

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 **May 28th, 2024 Meeting**, 5:30 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 Code Enforcement** and mail to **822 Locust Ave., Conway Arkansas 72034** with the **attention to Lily Couch**. If you have any questions, please feel free to call me at 501-450-6191.

Respectfully,

City of Conway  
Code Enforcement

# INVOICE

**City of Conway**  
**Code Enforcement &**  
**Public Works Dept.**

DATE: APRIL 17, 2024

822 Locust Ave  
 Conway, AR 72034  
 Phone: 501-450-6191  
 Fax 501-450-6144  
 Lily.couch@conwayarkansas.gov

TO Alexander N. Pyle  
 10 Pebblebrook Dr.  
 Conway, AR 72034

Description: Mowing/Clean-up/Admin Fees  
 associated with the nuisance abatement at  
 10 Pebblebrook Dr., Conway, Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Michael Davis	710-07189-000		May 28th, 2024

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
2	MOWING & DEBRIS REMOVAL BY C.E.P.P.	17.16	34.32
	Maintenance Fee (Mower/bush hog/weed eat)	25.00	25.00
1	Administrative Fee (Code Enforcement)	20.00	20.00
1	Administrative Fee (Code Officer)	17.46	17.46
2	Regular Letter	.55	1.10
2	Certified Letter	5.60	11.20
	(10% penalty + \$30.00 filing fees= \$40.91)		

TOTAL \$109.08

- Total amount due after May 28<sup>th</sup>, 2024 includes collection penalty & filing fees

TOTAL WITH PENALTY & FILING FEES \$149.99

Make all checks payable to City of Conway Code Enforcement @ 822 Locust Ave., Conway, Ar 72034



## CODE CASE HISTORY REPORT RESPROP-0424-0242 FOR CITY OF CONWAY

Changed On	User	Description	Before	After	Additional Info
04/05/2024	Michael Davis	Code Case added			Code Case (RESPROP-0424-0242)
04/05/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0242)
	Michael Davis	Code Case Workflow Step Start Date	[none]	4/5/2024	Code Case Workflow Step (Notice of Violation)
	Michael Davis	Step Workflow Status	Not Started	Started	Code Case Workflow Step (Notice of Violation)
	Michael Davis	Inspection added			Inspection ([Auto])
	Michael Davis	Action Workflow Status	Not Started	Failed	Code Case Workflow Step Action (Property Maintenance Follow-up Investigation)
	Michael Davis	Step Workflow Status	Not Started	Started	Code Case Workflow Step (Violations)
	Michael Davis	Code Case Workflow Step Action added			Code Case Workflow Step Action (3.2.4 Grass or Weeds)
04/05/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0242)
04/10/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0242)
	Michael Davis	Code Case Workflow Step Start Date	[none]	4/10/2024	Code Case Workflow Step (Letter Phase)
	Michael Davis	Step Workflow Status	Not Started	Started	Code Case Workflow Step (Letter Phase)
	Michael Davis	Inspection added			Inspection ([Auto])
	Michael Davis	Action Workflow Status	Not Started	Failed	Code Case Workflow Step Action (Code Enforcement Final Investigation)
04/10/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0242)
04/10/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0242)
04/10/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0242)
	Michael Davis	Violation Compliance Date	4/9/2024	4/16/2024	Violation (3.2.4 Grass or Weeds)
04/10/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0242)
04/10/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0242)
04/16/2024	Michael Davis	Code Case Status	Open	Schedule City Clean up	Code Case (RESPROP-0424-0242)
	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0242)
04/17/2024	Michael Davis	Date Closed	[none]	4/17/2024	Code Case (RESPROP-0424-0242)
	Michael Davis	Code Case Status	Schedule City Clean up	Closed - Resolved	Code Case (RESPROP-0424-0242)
	Michael Davis	Complete	No	Yes	Code Case (RESPROP-0424-0242)
	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0242)
04/17/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0242)
	Michael Davis	Inspection Actual Arrival Date	4/9/2024	[none]	Inspection (ICODE-1193-2024)
	Michael Davis	Inspection Status	In Violation	City Cleanup Performed	Inspection (ICODE-1193-2024)
	Michael Davis	Action Workflow Status	Failed	Started	Code Case Workflow Step Action (Code Enforcement Final Investigation)
	Michael Davis	Inspection Actual Arrival Date	4/2/2024	[none]	Inspection (ICODE-1163-2024)
	Michael Davis	Inspection Status	In Violation	City Cleanup Performed	Inspection (ICODE-1163-2024)
	Michael Davis	Action Workflow Status	Failed	Started	Code Case Workflow Step Action (Property Maintenance Follow-up Investigation)

# CODE CASE HISTORY REPORT RESPROP-0424-0242

Changed On	User	Description	Before	After	Additional Info
	Michael Davis	Step Workflow Status	Started	Passed	Code Case Workflow Step (Violations)
	Michael Davis	Violation Resolved Date	[none]	4/17/2024	Violation (3.2.4 Grass or Weeds)
	Michael Davis	Violation Status	In Violation	Resolved	Violation (3.2.4 Grass or Weeds)
	Michael Davis	Action Workflow Status	Started	Passed	Code Case Workflow Step Action (3.2.4 Grass or Weeds)
04/17/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0242)





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

**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 2020 Arkansas Ave., 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 \$156.31 (\$114.83 + Penalty \$11.48 + filing fee \$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

**WHEREAS**, a hearing for the purpose of determining such lien has been set for **May 28<sup>th</sup>, 2024** 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 28<sup>th</sup>, day of May 2024.

**Approved:**

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

**Attest:**

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

**City of Conway**  
**Code Enforcement &**  
**Public Works**  
822 Locust Ave  
Conway, Arkansas 72032  
[www.conwayarkansas.gov](http://www.conwayarkansas.gov)



Phone 501-450-6191  
Fax 501-450-6144

Michael Dewayne Polk  
2020 Arkansas Ave  
Conway, AR 72032

Parcel # 710-00742-000

**RE: Nuisance Abatement at 2020 Arkansas Ave**  
**Cost of Clean-Up, Amount Due: \$114.83**

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 **May 28th, 2024 Meeting**, 5:30 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 Code Enforcement** and mail to **822 Locust Ave., Conway Arkansas 72034** with the **attention to Lily Couch**. If you have any questions, please feel free to call me at 501-450-6191.

Respectfully,

City of Conway  
Code Enforcement

# INVOICE

City of Conway  
Code Enforcement &  
Public Works Dept.

DATE: APRIL 17, 2024

822 Locust Ave  
Conway, AR 72034  
Phone: 501-450-6191  
Fax 501-450-6144  
Lily.couch@conwayarkansas.gov

TO Michael Dewayne Polk  
2020 Arkansas Ave  
Conway, AR 72032

Description: Mowing/Clean-up/Admin Fees  
associated with the nuisance abatement at  
2020 Arkansas Ave., Conway, Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Michael Davis	710-00742-000		May 28th, 2024

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	MOWING & DEBRIS REMOVAL BY C.E.P.P.	32.44	32.44
	Maintenance Fee (Mower/bush hog/weed eat) Sanitation Ticket # 892605	32.63	32.63
1	Administrative Fee (Code Enforcement)	20.00	20.00
1	Administrative Fee (Code Officer)	17.46	17.46
2	Regular Letter	.55	1.10
2	Certified Letter	5.60	11.20
	(10% penalty + \$30.00 filing fees= \$41.48)		

- **Total amount due after May 28<sup>th</sup>, 2024 includes collection penalty & filing fees**

TOTAL	\$114.83
TOTAL WITH PENALTY & FILING FEES	\$156.31

Make all checks payable to City of Conway Code Enforcement @ 822 Locust Ave., Conway, Ar 72034



## CODE CASE HISTORY REPORT RESPROP-0324-0205 FOR CITY OF CONWAY

Changed On	User	Description	Before	After	Additional Info
03/27/2024	Michael Davis	Code Case added			Code Case (RESPROP-0324-0205)
03/27/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0205)
	Michael Davis	Step Workflow Status	Not Started	Started	Code Case Workflow Step (Violations)
	Michael Davis	Code Case Workflow Step Action added			Code Case Workflow Step Action (3.2.8 Motor Vehicles)
	Michael Davis	Code Case Workflow Step Action added			Code Case Workflow Step Action (3.5.1 Accumulation of Rubbish or Garbage)
	Michael Davis	Code Case Workflow Step Action added			Code Case Workflow Step Action (3.5.3 Appliance/Furniture)
03/27/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0205)
	Michael Davis	Code Case Workflow Step Start Date	[none]	3/27/2024	Code Case Workflow Step (Notice of Violation)
	Michael Davis	Step Workflow Status	Not Started	Started	Code Case Workflow Step (Notice of Violation)
	Michael Davis	Inspection added			Inspection ([Auto])
	Michael Davis	Action Workflow Status	Not Started	Failed	Code Case Workflow Step Action (Property Maintenance Follow-up Investigation)
03/27/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0205)
03/27/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0205)
03/27/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0205)
04/02/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0205)
	Michael Davis	Code Case Workflow Step Start Date	[none]	4/2/2024	Code Case Workflow Step (Letter Phase)
	Michael Davis	Step Workflow Status	Not Started	Started	Code Case Workflow Step (Letter Phase)
	Michael Davis	Inspection added			Inspection ([Auto])
	Michael Davis	Action Workflow Status	Not Started	Failed	Code Case Workflow Step Action (Code Enforcement Final Investigation)
	Michael Davis	Violation Compliance Date	4/2/2024	4/9/2024	Violation (3.5.1 Accumulation of Rubbish or Garbage)
	Michael Davis	Violation Compliance Date	4/2/2024	4/9/2024	Violation (3.5.3 Appliance/Furniture)
	Michael Davis	Violation Compliance Date	4/2/2024	4/9/2024	Violation (3.2.8 Motor Vehicles)
04/02/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0205)
04/02/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0205)
04/16/2024	Michael Davis	Code Case Status	Open	Schedule City Clean up	Code Case (RESPROP-0324-0205)
	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0205)
	Michael Davis	Inspection Actual Departure Date	[none]	4/16/2024	Inspection (ICODE-1007-2024)
	Michael Davis	Inspection Actual Arrival Date	3/26/2024	4/16/2024	Inspection (ICODE-1007-2024)
04/17/2024	Michael Davis	Code Case Status	Schedule City Clean up	Open	Code Case (RESPROP-0324-0205)
	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0205)
04/17/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0205)
	Michael Davis	Inspection Actual Arrival Date	4/2/2024	[none]	Inspection (ICODE-1094-2024)

# CODE CASE HISTORY REPORT RESPROP-0324-0205

Changed On	User	Description	Before	After	Additional Info
	Michael Davis	Inspection Status	In Violation	City Cleanup Performed	Inspection (ICODE-1094-2024)
	Michael Davis	Action Workflow Status	Failed	Started	Code Case Workflow Step Action (Code Enforcement Final Investigation)
	Michael Davis	Inspection Actual Departure Date	4/16/2024	[none]	Inspection (ICODE-1007-2024)
	Michael Davis	Inspection Actual Arrival Date	4/16/2024	3/26/2024	Inspection (ICODE-1007-2024)
	Michael Davis	Inspection Scheduled End Date	4/2/2024	4/26/2024	Inspection (ICODE-1007-2024)
	Michael Davis	Violation Resolved Date	[none]	4/17/2024	Violation (3.5.1 Accumulation of Rubbish or Garbage)
	Michael Davis	Violation Status	In Violation	Resolved	Violation (3.5.1 Accumulation of Rubbish or Garbage)
	Michael Davis	Action Workflow Status	Started	Passed	Code Case Workflow Step Action (3.5.1 Accumulation of Rubbish or Garbage)
	Michael Davis	Violation Resolved Date	[none]	4/17/2024	Violation (3.5.3 Appliance/Furniture)
	Michael Davis	Violation Status	In Violation	Resolved	Violation (3.5.3 Appliance/Furniture)
	Michael Davis	Action Workflow Status	Started	Passed	Code Case Workflow Step Action (3.5.3 Appliance/Furniture)
04/17/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0205)
05/01/2024	Michael Davis	Code Case Status	Open	Schedule City Clean up	Code Case (RESPROP-0324-0205)
	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0205)
05/01/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0324-0205)
	Michael Davis	Inspection Actual Departure Date	[none]	5/1/2024	Inspection (ICODE-1094-2024)
	Michael Davis	Inspection Actual Arrival Date	[none]	4/2/2024	Inspection (ICODE-1094-2024)
	Michael Davis	Inspection Actual Departure Date	[none]	5/1/2024	Inspection (ICODE-1007-2024)
	Michael Davis	Inspection Actual Arrival Date	3/26/2024	3/26/2024	Inspection (ICODE-1007-2024)
	Michael Davis	Inspection Status	In Violation	City Cleanup Performed	Inspection (ICODE-1007-2024)
	Michael Davis	Action Workflow Status	Failed	Started	Code Case Workflow Step Action (Property Maintenance Follow-up Investigation)
	Michael Davis	Step Workflow Status	Started	Passed	Code Case Workflow Step (Violations)
	Michael Davis	Violation Resolved Date	4/17/2024	5/1/2024	Violation (3.5.3 Appliance/Furniture)
	Michael Davis	Violation Resolved Date	[none]	5/1/2024	Violation (3.2.8 Motor Vehicles)
	Michael Davis	Violation Status	In Violation	Resolved	Violation (3.2.8 Motor Vehicles)
	Michael Davis	Action Workflow Status	Started	Passed	Code Case Workflow Step Action (3.2.8 Motor Vehicles)



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

**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 2215 Cedar Oaks 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 ~~\$184.85~~(\$140.77 + Penalty \$14.08 + filing fee \$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

**WHEREAS**, a hearing for the purpose of determining such lien has been set for **May 28<sup>th</sup>, 2024** 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 28<sup>th</sup>, day of May 2024.

**Approved:**

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

**Attest:**

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

**City of Conway**  
**Code Enforcement &**  
**Public Works**  
822 Locust Ave.  
Conway, Arkansas 72034  
[www.conwayarkansas.gov](http://www.conwayarkansas.gov)



Phone 501-450-6191  
Fax 501-450-6144

Constance Brown  
2215 Cedar Oaks Dr  
Conway, Ar 72034

Parcel # 710-08759-030

**RE: Nuisance Abatement at 2215 Cedar Oaks Dr., Conway AR**  
**Cost of Clean-Up, Amount Due: \$140.77**

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 **May 28<sup>th</sup>, 2024 Meeting**, 5:30 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 Lily Couch**. If you have any questions, please feel free to call me at 501-450-6191.

Respectfully,

City of Conway  
Code Enforcement

# INVOICE

City of Conway  
Code Enforcement &  
Public Works Dept.

DATE: APRIL 24TH, 2024

822 Locust Ave.  
Conway, AR 72034  
Phone: 501-450-6191  
Fax 501-450-6144  
Lily.couch@conwayarkansas.gov

TO Constance Brown  
2215 Cedar Oaks Dr  
Conway, Ar 72034

Description: Mowing/Clean-up/Admin Fees  
associated with the nuisance abatement at  
2215 Cedar Oaks Dr., Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
MICHAEL DAVIS	710-08759-030		May 28th, 2024

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	MOWING & DEBRIS REMOVAL BY C.E.P.P.	33.38	33.38
	Maintenance Fee (Mower/bush hog/weed eat)	25.00	25.00
	Sanitation Ticket # 893557	32.63	32.63
1	Administrative Fee (Code Enforcement)	20.00	20.00
1	Administrative Fee (Code Officer)	17.46	17.46
2	Regular Letter	.55	1.10
2	Certified Letter	5.60	11.20
	(10% penalty + \$30.00 filing fees= \$44.08)		

- **Total amount due after May 28th, 2024 includes collection penalty & filing fees**

TOTAL	\$140.77
TOTAL WITH PENALTY & FILING FEES	\$184.85

Make all checks payable to City of Conway Code Enforcement @ 822 Locust Ave., Conway Arkansas 72034





## CODE CASE HISTORY REPORT RESPROP-0424-0249 FOR CITY OF CONWAY

Changed On	User	Description	Before	After	Additional Info
04/05/2024	Michael Davis	Code Case added			Code Case (RESPROP-0424-0249)
04/05/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0249)
	Michael Davis	Step Workflow Status	Not Started	Started	Code Case Workflow Step (Violations)
	Michael Davis	Code Case Workflow Step Action added			Code Case Workflow Step Action (3.2.4 Grass or Weeds)
04/05/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0249)
	Michael Davis	Code Case Workflow Step Start Date	[none]	4/5/2024	Code Case Workflow Step (Notice of Violation)
	Michael Davis	Step Workflow Status	Not Started	Started	Code Case Workflow Step (Notice of Violation)
	Michael Davis	Inspection added			Inspection ([Auto])
	Michael Davis	Action Workflow Status	Not Started	Failed	Code Case Workflow Step Action (Property Maintenance Follow-up Investigation)
04/05/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0249)
04/11/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0249)
	Michael Davis	Code Case Workflow Step Start Date	[none]	4/11/2024	Code Case Workflow Step (Letter Phase)
	Michael Davis	Step Workflow Status	Not Started	Started	Code Case Workflow Step (Letter Phase)
	Michael Davis	Inspection added			Inspection ([Auto])
	Michael Davis	Action Workflow Status	Not Started	Failed	Code Case Workflow Step Action (Code Enforcement Final Investigation)
	Michael Davis	Violation Compliance Date	4/11/2024	4/18/2024	Violation (3.2.4 Grass or Weeds)
04/11/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0249)
04/18/2024	Michael Davis	Code Case Status	Open	Schedule City Clean up	Code Case (RESPROP-0424-0249)
	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0249)
04/18/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0249)
04/18/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0249)
04/25/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0249)
	Michael Davis	Inspection Actual Departure Date	4/25/2024	4/25/2024	Inspection (ICODE-1228-2024)
	Michael Davis	Inspection Status	In Violation	Corrected	Inspection (ICODE-1228-2024)
	Michael Davis	Action Workflow Status	Failed	Passed	Code Case Workflow Step Action (Code Enforcement Final Investigation)
	Michael Davis	Inspection Actual Departure Date	4/25/2024	4/25/2024	Inspection (ICODE-1175-2024)
	Michael Davis	Inspection Status	In Violation	Corrected	Inspection (ICODE-1175-2024)
	Michael Davis	Action Workflow Status	Failed	Passed	Code Case Workflow Step Action (Property Maintenance Follow-up Investigation)
	Michael Davis	Violation Compliance Date	4/18/2024	4/24/2024	Violation (3.2.4 Grass or Weeds)
04/25/2024	Michael Davis	Date Closed	[none]	4/25/2024	Code Case (RESPROP-0424-0249)
	Michael Davis	Code Case Status	Schedule City Clean up	Closed - Resolved	Code Case (RESPROP-0424-0249)
	Michael Davis	Complete	No	Yes	Code Case (RESPROP-0424-0249)
	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0249)
04/25/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0249)

# CODE CASE HISTORY REPORT RESPROP-0424-0249

Changed On	User	Description	Before	After	Additional Info
	Michael Davis	Inspection Actual Departure Date	4/25/2024	[none]	Inspection (ICODE-1228-2024)
	Michael Davis	Inspection Actual Arrival Date	4/11/2024	[none]	Inspection (ICODE-1228-2024)
	Michael Davis	Inspection Status	Corrected	City Cleanup Performed	Inspection (ICODE-1228-2024)
	Michael Davis	Action Workflow Status	Passed	Started	Code Case Workflow Step Action (Code Enforcement Final Investigation)
	Michael Davis	Inspection Actual Departure Date	4/25/2024	[none]	Inspection (ICODE-1175-2024)
	Michael Davis	Inspection Actual Arrival Date	4/4/2024	[none]	Inspection (ICODE-1175-2024)
	Michael Davis	Inspection Status	Corrected	City Cleanup Performed	Inspection (ICODE-1175-2024)
	Michael Davis	Action Workflow Status	Passed	Started	Code Case Workflow Step Action (Property Maintenance Follow-up Investigation)
04/25/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0249)
	Michael Davis	Step Workflow Status	Started	Passed	Code Case Workflow Step (Violations)
	Michael Davis	Violation Resolved Date	[none]	4/25/2024	Violation (3.2.4 Grass or Weeds)
	Michael Davis	Violation Status	In Violation	Resolved	Violation (3.2.4 Grass or Weeds)
	Michael Davis	Action Workflow Status	Started	Passed	Code Case Workflow Step Action (3.2.4 Grass or Weeds)



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

**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 2109 Lookout Ave., 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 \$311.81 (\$256.19 + Penalty \$25.62 + filing fee \$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

**WHEREAS**, a hearing for the purpose of determining such lien has been set for **May 28<sup>th</sup>, 2024** 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 28<sup>th</sup>, day of May 2024.

**Approved:**

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

**Attest:**

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

**City of Conway**  
**Code Enforcement &**  
**Public Works**  
822 Locust Ave  
Conway, Arkansas 72032  
[www.conwayarkansas.gov](http://www.conwayarkansas.gov)



Phone 501-450-6191  
Fax 501-450-6144

Charles L. Hogan  
1501 N. University  
Little Rock, AR 72207

Parcel # 710-01959-000

**RE: Nuisance Abatement at 2109 Lookout Ave., Conway AR**  
**Cost of Clean-Up, Amount Due: \$256.19**

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 **May 28th, 2024 Meeting**, 5:30 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 Code Enforcement** and mail to **822 Locust Ave., Conway Arkansas 72034** with the **attention to Lily Couch**. If you have any questions, please feel free to call me at 501-450-6191.

Respectfully,

City of Conway  
Code Enforcement

# INVOICE

**City of Conway**  
**Code Enforcement &**  
**Public Works Dept.**

DATE: APRIL 17, 2024

822 Locust Ave  
 Conway, AR 72034  
 Phone: 501-450-6191  
 Fax 501-450-6144  
 Lily.couch@conwayarkansas.gov

TO Charles L. Hogan  
 1501 N. University  
 Little Rock, AR 72207

Description: Mowing/Clean-up/Admin Fees  
 associated with the nuisance abatement at  
 2109 Lookout Ave., Conway, Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Michael Davis	710-01959-000		May 28th, 2024

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
3	MOWING & DEBRIS REMOVAL BY C.E.P.P.	49.60	148.80
	Maintenance Fee (Mower/bush hog/weed eat)	25.00	25.00
	Sanitation Ticket # 892603	32.63	32.63
1	Administrative Fee (Code Enforcement)	20.00	20.00
1	Administrative Fee (Code Officer)	17.46	17.46
2	Regular Letter	.55	1.10
2	Certified Letter	5.60	11.20
	(10% penalty + \$30.00 filing fees= \$55.62)		

TOTAL \$256.19

- **Total amount due after May 28<sup>th</sup>, 2024 includes collection penalty & filing fees**

TOTAL  
 WITH PENALTY &  
 FILING FEES \$311.81

Make all checks payable to City of Conway Code Enforcement @ 822 Locust Ave., Conway, Ar 72034



## CODE CASE HISTORY REPORT RESPROP-0424-0240 FOR CITY OF CONWAY

Changed On	User	Description	Before	After	Additional Info
04/05/2024	Michael Davis	Code Case added			Code Case (RESPROP-0424-0240)
04/05/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0240)
	Michael Davis	Code Case Workflow Step Start Date	[none]	4/5/2024	Code Case Workflow Step (Notice of Violation)
	Michael Davis	Step Workflow Status	Not Started	Started	Code Case Workflow Step (Notice of Violation)
	Michael Davis	Inspection added			Inspection ([Auto])
	Michael Davis	Action Workflow Status	Not Started	Failed	Code Case Workflow Step Action (Property Maintenance Follow-up Investigation)
	Michael Davis	Step Workflow Status	Not Started	Started	Code Case Workflow Step (Violations)
	Michael Davis	Code Case Workflow Step Action added			Code Case Workflow Step Action (3.2.4 Grass or Weeds)
04/05/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0240)
04/05/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0240)
04/10/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0240)
	Michael Davis	Code Case Workflow Step Start Date	[none]	4/10/2024	Code Case Workflow Step (Letter Phase)
	Michael Davis	Step Workflow Status	Not Started	Started	Code Case Workflow Step (Letter Phase)
	Michael Davis	Inspection added			Inspection ([Auto])
	Michael Davis	Action Workflow Status	Not Started	Failed	Code Case Workflow Step Action (Code Enforcement Final Investigation)
	Michael Davis	Violation Compliance Date	4/9/2024	4/16/2024	Violation (3.2.4 Grass or Weeds)
04/10/2024	Michael Davis	Billing Contact	Yes	No	Contact (Charles L. Hogan Sr.)
	Michael Davis	Contact added			Contact (Charles L. Hogan)
	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0240)
04/10/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0240)
04/16/2024	Michael Davis	Code Case Status	Open	Schedule City Clean up	Code Case (RESPROP-0424-0240)
	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0240)
04/17/2024	Michael Davis	Date Closed	[none]	4/17/2024	Code Case (RESPROP-0424-0240)
	Michael Davis	Code Case Status	Schedule City Clean up	Closed - Resolved	Code Case (RESPROP-0424-0240)
	Michael Davis	Complete	No	Yes	Code Case (RESPROP-0424-0240)
	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0240)
04/17/2024	Michael Davis	Geo Rules Caller Type	None	Parcel	Code Case (RESPROP-0424-0240)
	Michael Davis	Inspection Actual Arrival Date	4/9/2024	[none]	Inspection (ICODE-1189-2024)
	Michael Davis	Inspection Status	In Violation	City Cleanup Performed	Inspection (ICODE-1189-2024)
	Michael Davis	Action Workflow Status	Failed	Started	Code Case Workflow Step Action (Code Enforcement Final Investigation)
	Michael Davis	Inspection Actual Arrival Date	4/2/2024	[none]	Inspection (ICODE-1159-2024)
	Michael Davis	Inspection Status	In Violation	City Cleanup Performed	Inspection (ICODE-1159-2024)
	Michael Davis	Action Workflow Status	Failed	Started	Code Case Workflow Step Action (Property Maintenance Follow-up Investigation)
	Michael Davis	Step Workflow Status	Started	Passed	Code Case Workflow Step (Violations)

## CODE CASE HISTORY REPORT RESPROP-0424-0240

Changed On	User	Description	Before	After	Additional Info
	Michael Davis	Violation Resolved Date	[none]	4/17/2024	Violation (3.2.4 Grass or Weeds)
	Michael Davis	Violation Status	In Violation	Resolved	Violation (3.2.4 Grass or Weeds)
	Michael Davis	Action Workflow Status	Started	Passed	Code Case Workflow Step Action (3.2.4 Grass or Weeds)



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

**AN ORDINANCE ACCEPTING THE LOWEST BID AND APPROPRIATING FUNDS FOR THE INSTALLATION OF  
 A BOX CULVERT ON CHESTNUT STREET; AND FOR OTHER PURPOSES**

**WHEREAS**, The City needs to install a box culvert on Chestnut Street to improve downtown drainage, and;

**WHEREAS**, Resolution R-22-36, passed on July 26, 2022, approved the project listing for use of the City's American Rescue Plan allocation, and;

**WHEREAS**, The City received two qualified bids for this project: Paladino-Nash, Inc. \$777,175 and Steep Creek LLC \$756,965.10. The City requests Council approve the lowest bid and appropriate funding, including contingency, for this 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 \$800,000 from the Grant Fund Balance Appropriation account 399.000.4900 into the Transportation Department Grant Project Account 399.201.5990.

**Section 2.** The City of Conway shall accept the lowest bid and enter into an agreement with Steep Creek LLC to complete this project.

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

**PASSED** this the 28<sup>th</sup>, day of May, 2024

**APPROVED:**

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

**ATTEST:**

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





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

**AN ORDINANCE ACCEPTING THE ANNEXATION OF CERTAIN LANDS COMPRISED OF ±5.00 ACRES LOCATED AT 3040 ORCHARD CREST DRIVE, WEST OF ORCHARD HILLS SUBDIVISION PHASE 3, TO THE CITY OF CONWAY:**

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

**SECTION 1:** That the City of Conway, Arkansas, hereby accepts the hereinafter described territory, including all adjacent and abutting rights-of-way, annexed to said City by order of the County Court of Faulkner County, Arkansas heretofore entered on **May 21, 2024**, and said territory being situated in Faulkner County, Arkansas, shall be a part of the City of Conway and shall be zoned **R-1**. Legal description as follows:

PART OF THE NE ¼ SW ¼ OF SECTION 3, T-4-N, R-14-W, FAULKNER COUNTY, ARKANSAS, MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NE CORNER OF SAID NE ¼ SW ¼; THENCE ALONG THE NORTH LINE OF SAID NE ¼ SW ¼, N87°21'56"W 450.04 FEET TO A SET 1/2" REBAR (APLS #1243), SAID POINT BEING THE POINT OF BEGINNING; THENCE LEAVING SAID NORTH LINE, S01°50'55"W 266.22 FEET SET 1/2" REBAR (APLS #1243); THENCE S25°36'27"W 29.95 FEET SET 1/2" REBAR (APLS #1243); THENCE N73°45'50"W 452.05 FEET SET 1/2" REBAR (APLS #1243); THENCE S02°38'04"W 242.07 FEET SET 1/2" REBAR (APLS #1243); THENCE N87°21'56"W 254.91 FEET SET 1/2" REBAR (APLS #1243); THENCE N02°38'04"E 429.53 FEET SET 1/2" REBAR (APLS #1243), SAID POINT LYING ON THE NORTH LINE OF SAID NE ¼ SW ¼; THENCE ALONG SAID NORTH LINE, S87°21'56"E 702.32 FEET TO THE POINT OF BEGINNING, CONTAINING 5.00 ACRES MORE OR LESS.

And that the above described lands and territory be, and the same hereby are, declared to be a part of the City of Conway, Faulkner County, Arkansas.

**SECTION 2:** From and after this date, all inhabitants residing within and upon the hereinabove described lands and territory shall have and enjoy all the rights and privileges of, and be subject to all the laws, rules, ordinances, limitations and regulations imposed upon the inhabitants within the original limits of said City of Conway, Arkansas, and for voting purposes, said lands are hereby assigned to and designated as part of **Ward 4** of the City of Conway, Arkansas.

**SECTION 3:** It is hereby declared the annexed land shall be provided the following services immediately upon the effective date of this annexation: police protection; fire protection; maintenance of any publicly dedicated streets within the property; and opportunity to connect to potable water, electric, and telecommunications services provided by Conway Corporation at the expense of the property owner.

**PASSED** this 28<sup>th</sup> day of May, 2024.

**APPROVED:**

---

**Mayor Bart Castleberry**

**ATTEST:**

---

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

FILED  
TIME: 11:35

MAY 21 2024

IN THE COUNTY COURT OF FAULKNER COUNTY, ARKANSAS

MARGARET DARTER  
FAULKNER COUNTY CLERK  
BY C. Waters DC

Richard Henley  
Amanda Henley

Petitioners

CC-24-005

ORDER

Comes now before the Court the above-styled case, and after having been presented the facts and circumstances, and having considered the relevant laws, this Court finds and orders the following:

1. A petition of annexation was filed May 14, 2024.
2. All appropriate signatures were affixed to the Petition, as required by A.C.A. 14-40-609.
3. The proposed site to be annexed was adequately described and further displayed a map of the proposed site.
4. The appropriate documentation was provided under A.C.A. 14-40-609.
5. Based on the above premises, the Petitioner's prayer is right and proper.

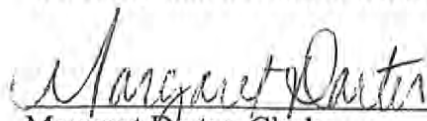
WHEREFORE, this Court finds that the area described in Exhibit A should be, and hereby is, released for annexation into the City of Conway:

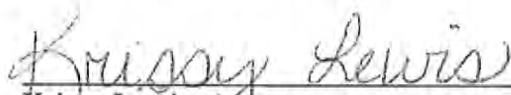
IT IS SO ORDERED.

  
\_\_\_\_\_  
HON. Allen Dodson  
Faulkner County Judge

Dated May 21, 2024  
\_\_\_\_\_

We verify that the above referenced Petition complies with A.C.A. 14-40-609.

  
\_\_\_\_\_  
Margaret Darter, Clerk

  
\_\_\_\_\_  
Krissy Lewis, Assessor





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: May 28, 2024

Re: Conditional use request to allow *Home Occupation* in the R-1 zoning district for property located at 2210 Nature Trail

---

Remi Hodges, has requested to allow *Home Occupation* in the R-1 zoning district for property located at 2210 Nature Trail, with the legal description:

### LOT 72, SMITHFIELD SUBDIVISION

The applicant is requesting conditional use approval to allow Home Occupation for the use of esthetician services in the garage of an existing 1,944-sf residence. The Zoning Code defines a beauty shop as, "A facility licensed by the state where hair cutting, hair dressing, shaving, trimming beards, facials, manicures or related services are performed." Services on site will include facials, superficial chemical peels, body treatments, waxing or sugaring, and makeup application. A Home occupation is any occupation or profession carried on by a member of the immediate family residing on the premises, with no display indicating from the exterior that the building is being utilized for any purpose other than that of a dwelling. The Comprehensive Plan indicates this property as Single-Family, and the primary use of the property will remain single-family while also allowing Ms. Hodges to operate a quiet skin care practice from her garage.

Staff recommendation: Staff recommends approval of the conditional use permit, with the following 12 conditions:

1. Operating hours are limited to 10:00am—5:00pm, Tuesday through Saturday.
2. Treatments are limited to facials, superficial chemical peels, body treatments, waxing or sugaring, and makeup application.
3. The residence shall not require external alterations or involve construction features or the use of mechanical equipment not customary in dwellings.
4. The home occupation shall not occupy more than twenty-five percent (25%) of the gross floor area of one floor of said dwelling.
5. There shall not be displayed or created outside the building or displayed by means of windows or openings in the structure any external evidence of the operation of the occupation, except for one inanimate, non-illuminated accessory identification sign not more than two (2) square feet in area may be placed flat against a wall or door or displayed in a window. All signage shall be permitted and installed in accordance with the Conway Sign Code.
6. No person is employed other than a member of the immediate family resident on the premises.
7. No equipment or process shall be used in such home occupation which creates noise, vibration, glare, fumes, odors, or electrical interference detectable to the normal senses beyond the property line.
8. Client parking shall be limited to the driveway and curb in front of the property.

9. No zoning variance, which could result from the commencement of the conditional use, may be considered.
10. Any changes to or expansion of the approved use shall require an amended or new conditional use permit.
11. The conditional use approval shall become null and void if the use is not commenced within 18 months from the date of approval of this permit.
12. The conditional use permit shall expire if the use ceases for a consecutive period of greater than 18 months.

The Planning Commission reviewed the request at its regular meeting on May 20, 2024 and voted 8-0 that the request be forwarded to the City Council with a recommendation for approval.

Please advise if you have any questions.

April 15, 2024

Conway Planning & Development  
Attn.: Rebecca  
1111 Main Street  
Conway, AR 72032

RE: Conditional Use Permit for:  
2210 Nature Trail, Conway, AR 72034

To Whom It May Concern:

Please consider this letter in satisfaction for your request for an operational plan and studio layout.

A brief introduction: I am a state licensed esthetician with over three (3) years practical experience. I have been trained through apprenticeships and formal esthetics. I am certified as a skin care professional who has been programs to perform treatments that promote skin health and beauty.

As I am just beginning, an estimate of number of clients is little more than wish and a prayer, however, I would hope to have approximately 15-20 clients per week, on a by appointment basis only. My expected hours of operation will be: Tuesday through Saturday, 10 am to 5 pm.

Only one (1) client at a time will be serviced, thus one (1) additional vehicle will be present at any one time.

Services: Treatments to promote skin health and beauty. These treatments may include, but not be limited to: facials, superficial chemical peels, body treatments, waxing or sugaring, and make-up application.

Management team: I will be responsible for the daily running and operation of all services. Audrianna Grisham, my mother, will be responsible for all accounting and business management, which will be maintained off-site.

Layout: I do not have an accurate floor plan of my home to submit, however, I am attaching a copy of the listing when the home was purchased to show the number of square feet (1,368) exclusive of the garage, as well as a diagram from actdatascout.com. It is the garage I intend to use as the workspace.

Only a small placard with the name of the business will be placed on the entrance door. There will be no other signage.

Please feel free to call upon me should you need further information.

Respectfully,



Remi Nicole Hodges  
2210 Nature Trail  
Conway, AR 72034  
501-944-7345



R-1

Zoning



City Limits

Zoning Codes

R-1



L/E Area

Nature-Trl

R-1



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: May 28, 2024

Re: Request to amend Conditional Use Permit to allow a *Mobile Food Vendor* in the I-3 zoning district for property located at 3250 JW & Pat Brown Boulevard

---

The City of Conway, has requested to allow a *Mobile Food Vendor* in the I-3 zoning district for property located at 3250 JW & Pat Brown Boulevard, with the legal description:

BEGINNING AT A FOUND ½" REBAR AT THE SW CORNER OF THE SE ¼ SE ¼ OF SECTION 36; THENCE ALONG THE WEST LINE OF THE E ½ OF THE SE ¼ N01-33-45E 2643.61 TO A FOUND 2" PIPE AT THE SW CORNER OF SAID SE ¼ NE ¼, SAID POINT BEING THE POINT OF BEGINNING; THENCE LEAVING SAID WEST LINE N46-47-10E 928.85 FEET; THENCE S88-00-44E 660.00 FEET TO THE EAST LINE OF SAID SE ¼ NE ¼; THENCE ALONG SAID EAST LINE S01-28-28W 660.00 FEET TO THE SE CORNER OF THE SE ¼ NE ¼; THENCE LEAVING SAID SE CORNER S01-37-44W 892.75 FEET; THENCE S45-04-03W 1960.01 FEET TO THE EAST LINE OF SAID SW ¼ SE ¼; THENCE ALONG SAID EAST LINE S01-33-45W 318.43 FEET; THENCE ALONG THE SOUTH LINE OF THE SW ¼ SE ¼, SECTION 36, T-5-N, R-15-W, N87-54-05W 299.59 FEET; THENCE S45-04-03W 2441.49 FEET; THENCE CONTINUING S45-04-03W 282.95 FEET; THENCE CONTINUING S45-04-03W 2594.46 FEET A POINT ON THE WEST LINE OF SECTION 1; THENCE ALONG SAID WEST LINE N01-37-29E 1220.67 FEET TO A POINT AT THE NW CORNER OF THE NW ¼ SW ¼ OF SECTION 1; THENCE ALONG THE SOUTH LINE OF SAID SE ¼ NE ¼ SECTION 2 N88-18-04W 922.53 FEET; THENCE LEAVING SAID SOUTH LINE N45-04-03E 917.47 FEET; THENCE CONTINUING N45-04-03E 1192.29 FEET; THENCE N44-55-57W 1473.44 FEET; THENCE N48-50-49E 336.58 FEET; THENCE N68-51-34E 1053.86 FEET; N41-07-16E 632.97 FEET; THENCE S44-55-57E 730.68 FEET; THENCE N45-04-03E 2913.91 FEET; THENCE S88-02-42E 340.13 FEET TO THE POINT OF BEGINNING. 374.02 ACRES MORE OR LESS.

ALSO:

PART OF THE W ½ SE ¼ OF SECTION 2, T-4-N, R-15-W, FAULKNER COUNTY ARKANSAS; MORE PARTICULARLY DESCRIBED AS BEGINNING AT THE NE CORNER OF SECTION 2, T-4-N, R-15-W; THENCE ALONG THE EAST LINE OF SAID SECTION 2, S01-37-29W 2645.33 FEET TO THE NE CORNER OF THE NE ¼ SE ¼; THENCE LEAVING SAID EAST LINE N88-18-04W 1320.01 FEET TO THE NE CORNER OF THE NW ¼ SE ¼; THENCE ALONG THE EAST LINE OF SAID W ½ SE ¼ S01-37-30W 420.22 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE ALONG SAID EAST LINE S01-37-30W 1901.95 FEET; THENCE LEAVING SAID EAST LINE N44-55-57W 1307.83 FEET; THENCE N45-04-03E 1380.94 FEET TO THE POINT OF BEGINNING. 20.73 ACRES MORE OR LESS.

ALSO:

A PART OF THE E ½ SE ¼ OF SECTION 2, T-4-2-N, R-15-W, DESCRIBED AS BEGINNING AT A FOUND ½" REBAR AT THE NE CORNER OF SAID E ½ SE ¼ THENCE ALONG EAST LINE OF SAID SECTION 2, S01-37-29W 1220.67 FEET TO A ½" REBAR; THENCE LEAVING SAID EAST LINE S45-04-03W 1706.20 FEET TO A SET ½" REBAR; THENCE N44-55-57W 202.17 FEET TO A SET ½" REBAR ON THE WEST LINE OF SAID E ½ SE ¼; THENCE ALONG SAID WEST LINE N01-37-30E 2322.17 FEET TO A SET ½" REBAR AT THE NW CORNER OF THE NE ¼ SE ¼; THENCE ALONG THE NORTH LINE OF SAID NE ¼ SE ¼ 130.01 FEET TO THE POINT OF BEGINNING CONTAINING 39.96 ACRES IN THE NE ¼ SE ¼ AND 17.68 ACRES IN THE SE ¼ SE ¼, MAKING A TOTAL OF 57.64 ACRES MORE OR LESS.

The applicant is requesting conditional use approval to allow a mobile food vendor. With the approval of this conditional use request, Conditional Use Permit (No. 1313) shall be repealed and replaced by this new permit. There will be the capacity for additional trucks to be added to the site for special events, with all special event permits required to be issued through the mayor's office. The Comprehensive Plan designates this area as Light Industry. Given the lack of amenities at and around this site, this type of use would be beneficial for this area. The applicant plans to operate from 8:00 am – 6:00 pm, Monday- Friday and the size of the lot allows for adequate space for operations and equipment as well as any future special events.

Staff recommendation: Staff recommends approval of the conditional use permit, with the following 7 conditions:

1. Airport operations are allowed under the Conditional Use permit and must meet Conway Zoning Code.
2. One permanent mobile food vendor is allowed at this site. Temporary vendors may be allowed for special events.
3. Bathrooms to be provided by the airport as outlined in the operational plan.
4. Any site improvements shall be subject to development standards as outlined in Article 518 of the Conway Zoning Code, unless otherwise noted in permit conditions.
5. Parking area must be striped and ADA requirements for parking must be met.
6. All signage shall be permitted and installed in accordance with the Conway Zoning Code (Sign Ordinance).
7. The mobile food vendor portion of the conditional use permit shall automatically expire if the approved use ceases for more than 18 consecutive months.

The Planning Commission reviewed the request at its regular meeting on May 20, 2024 and voted 8-0 that the request be forwarded to the City Council with a recommendation for approval.

Please advise if you have any questions.

Permanent Food  
Truck Location



3250

3250  
Hang CH



## Conway Airport Food Truck Scope

Where: 3250 JW and Pat Brown BLVD

Time: 0800-1800





Location: Behind the city owned hanger, on the parking lot side

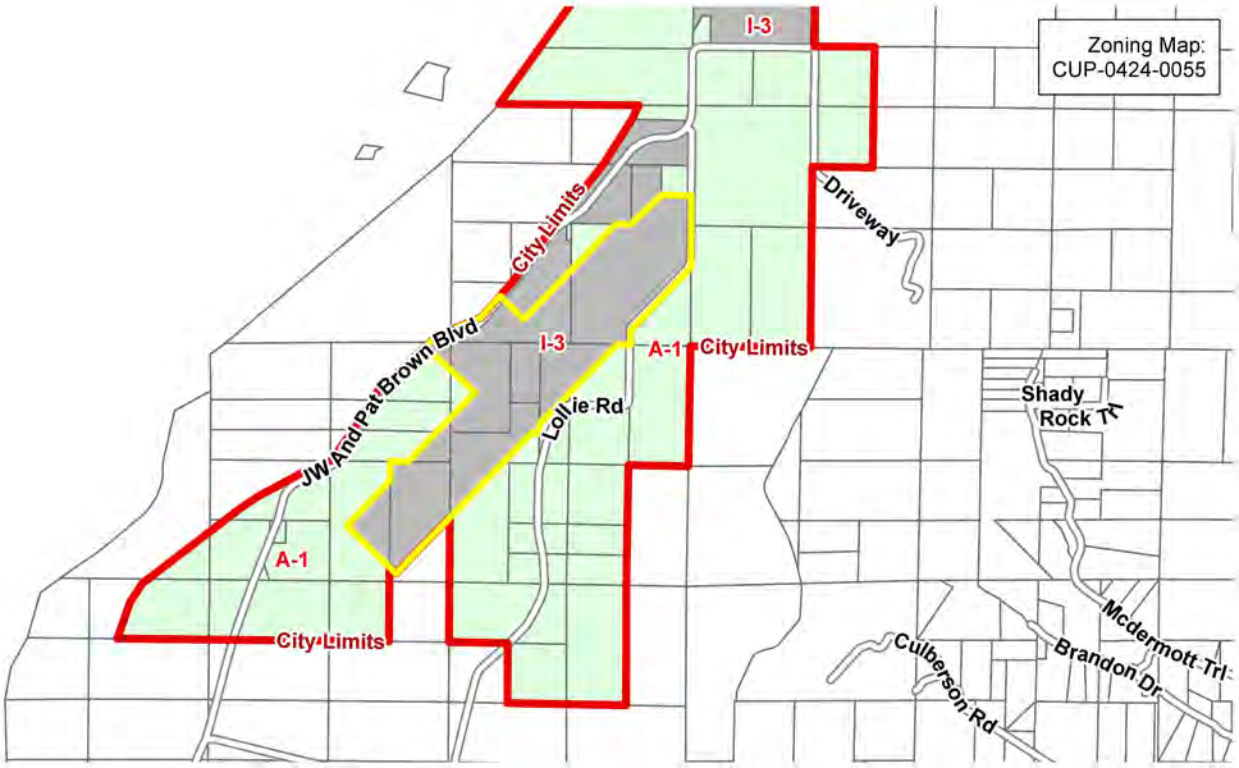
Restrooms: inside city FBO

Water: Vendor has water tank and waste tank

Electric: Vendor will be responsible for installing and paying for pole and meter

**Zoning**

-  City Limits
- Zoning Codes**
-  A-1
-  I-3
-  L/E Area





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: May 28, 2024

Re: Conditional use request to allow an extension to CUP-0922-0337 granting *Multi-Family Density in the R-2A zoning district* for property located at 2345 Matthews Meadows Ln

The Tyler Group/Mark Paladino, have requested to allow an extension to CUP-0922-0337 granting *Multi-Family Density in the R-2A zoning district* for property located at 2345 Matthews Meadows Lane, with the legal description:

PART OF THE E ½ SW ¼ OF SECTION 32, T-6-N, R-13-W, FAULKNER COUNTY, ARKANSAS DESCRIBED AS BEGINNING AT THE SW CORNER OF SAID E ½ SW ¼; THENCE N01°42'52"E 1184.15 FEET; THENCE CONTINUE N01°42'52"E 682.86 FEET TO THE POINT OF BEGINNING; THENCE S88°08'56"E 219.91 FEET; THENCE N01°39'32"E 245.68 FEET TO THE CENTERLINE OF LOWER RIDGE ROAD; THENCE ALONG SAID CENTERLINE N84°49'55"W 58.24 FEET; THENCE N83°19'28"W 162.14 FEET TO THE WEST LINE OF SAID E ½ SW ¼; LEAVING SAID CENTERLINE OF LOWER RIDGE ROAD ALONG THE WEST LINE OF THE E ½ SW ¼ S01°42'52"W 262.68 FEET TO THE POINT OF BEGINNING, CONTAINING 1.28 ACRES, MORE OR LESS.

The applicant is requesting extension of the expiration date of a prior issued Conditional Use Permit granting Multi-Family Density in the R-2A zoning district, CUP-0922-0337. The Planning Commission approved that permit with 13 conditions at the October 17, 2022, Planning Commission meeting, as did the City Council at the October 25, 2022, City Council meeting. Condition #13 of the permit stated, "The Conditional Use Permit was set to expire 18 months from the date of approval if construction for the use had not commenced by that date. By April 25, 2024, the Conditional Use Permit expired as construction had not commenced. Mr. Paladino is currently in site development and subdivision review of the property and is requesting an additional 18-month extension on the Conditional Use Permit. Staff are requesting the exact same conditions from the prior Conditional Use Permit to remain in effect, granting another 18-month extension of the conditional use permit.

Staff recommendation: Staff recommends approval of the conditional use permit, with the following 14 conditions:

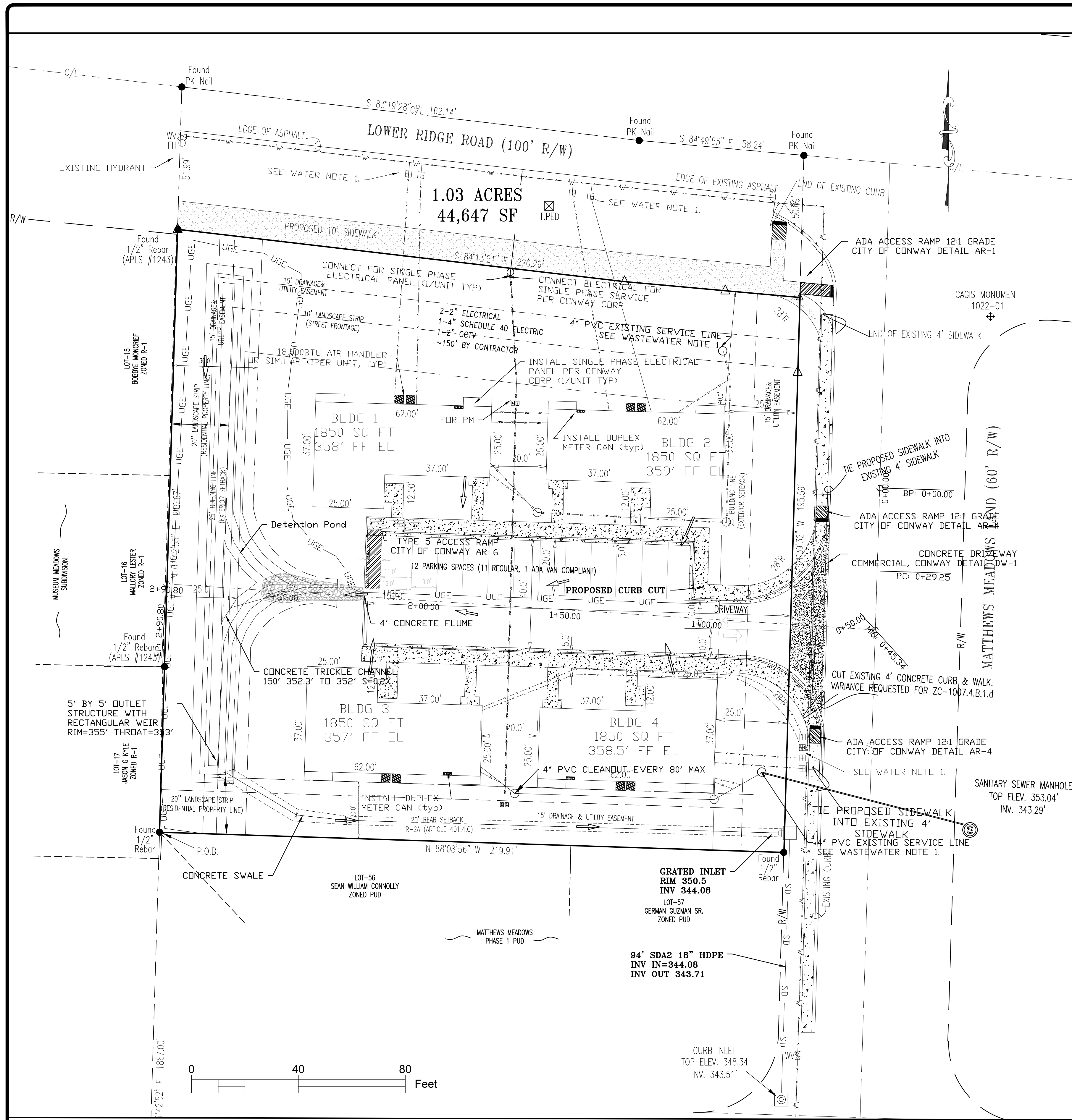
1. The development is limited to a maximum of 8 total dwelling units in the form of 4 two-family dwellings.
2. Access shall be limited to Matthews Meadows Ln.
3. The fronts of all units shall be oriented to Lower Ridge Rd.
4. For units nearest Lower Ridge Rd garages, if included, shall be located at the rear of structures; for all other units, garages, if included, shall not extend beyond the front plane of the structure more than 7'.
5. No parking shall be visible from public right of way.

6. Building primary exteriors shall be composed of brick, rock, or a cement fiber board product such as Hardie® siding.
7. Vinyl siding as a primary cladding material shall be prohibited; vinyl siding/shingles may only be used on gables and dormers.
8. A roof pitch of 8/12 or greater is required except for porches.
9. No accessory structures shall be permitted.
10. The development shall be subject to site development review in accordance with Article 10 of the Zoning Code.
11. The property shall be platted in accordance with the Subdivision Ordinance and shall include a 10' planting easement along the Lower Ridge Rd frontage.
12. Enhanced landscaping shall be provided along west and south property lines at the ratio of 1 canopy tree every 20' (or understory tree every 10') and additional shrubs, installed in the form of a hedgerow, shall be required to screen parking, mechanical equipment, and/or dumpster/trash enclosure.
13. The conditional use approval shall become null and void if construction for the use is not commenced within 18 months from the date of approval of this permit.
14. Conditional Use Permit CUP-0922-0337 will be replaced with this new permit.

The Planning Commission reviewed the request at its regular meeting on May 20, 2024 and voted 8-0 that the request be forwarded to the City Council with a recommendation for approval.

Please advise if you have any questions.





- NOTES:**
1. THIS PROJECT HAS A CONDITIONAL USE PERMIT (CUP-0922-0337) ASSOCIATED WITH IT. ALL CONDITIONS OF THIS PERMIT SHALL BE MET.
  2. ALL FOUR BUILDINGS WILL BE A ONE-STORY, 1,850 SQ FT DUPLEX FOR A TOTAL OF 8 RESIDENTIAL UNITS.
  3. ROLL CARTS WILL BE USED FOR EACH RESIDENCE. NO DUMPSTER ENCLOSURE NECESSARY.
  4. ALL GABLES/DORMERS WILL HAVE HARDBOARD OR SIMILAR COMPOSITE. LOWER SIDING WILL BE BRICK. A ROOF PITCH OF 3/8 OR GREATER IS REQUIRED EXCEPT FOR PORCHES.
  5. EACH UNIT WILL HAVE 925 SF OF HVAC SPACE AND 9' CEILINGS.
  6. THERE IS TO BE NO DIRECT ACCESS TO ANY LOTS FROM LOWER RIDGE ROAD.
  7. ALL CURB RADII WILL BE A MINIMUM OF 28.0 FT.
  8. PER CUP-0922-0337, CONDITION 3. "THE FRONTS OF ALL UNITS SHALL BE ORIENTED TO LOWER RIDGE ROAD." TO SATISFY THIS; EACH UNIT WILL HAVE COVERED REAR-DOOR EGRESS THAT MIMICS FRONT OF HOUSE PROFILE TO APPEAR "STREET-FACING". EGRESS CONSISTS OF CONCRETE STEP AND AWNING, NON-STRUCTURAL. WILL NOT HAVE WALLS. (3'X10').
  9. THE EXISTING 4' N-S SIDEWALK ALONG THE WEST OF MATHEWS MEADOWS WILL BE PRESERVED. A CURB CUT WILL BE MADE IN THE EXISTING 4' SIDEWALK TO ALLOW FOR ENTRANCE INTO THE PARKING LOT. CONWAY STANDARD DETAIL DW-2 WILL BE USED.
  10. A VARIANCE REQUEST HAS BEEN MADE FOR THIS CURB CUT ZC-1007.4.B.1.d.
  11. ALL DRAINAGE SHALL BE DIRECTED TO THE GRATED INLET IN THE SOUTHEAST OR TO THE DETENTION POND IN THE WEST AND THENCE TO THE GRATED INLET.
  12. CITY OF CONWAY TRANSPORTATION DEPARTMENT DETAILS SHALL BE USED FOR ALL CONSTRUCTION.
  13. ALL WORK WITHIN THE PUBLIC RIGHT-OF-WAY WILL ADHERE TO CONWAY TRANSPORTATION DEPARTMENT DETAILS & SPECIFICATIONS AND BE SUBJECT TO INSPECTION AND APPROVAL OF THE CONWAY TRANSPORTATION DEPARTMENT.
  14. EROSION CONTROL MEASURES SHALL BE EMPLOYED AS WARRANTED.
  15. CONTACT ARKANSAS ONE-CALL PRIOR TO ANY EXCAVATION.
  16. ALL UTILITIES MAY NOT BE SHOWN AND THOSE SHOWN MAY NOT BE CORRECT.
  17. CONTRACTOR IS TO IDENTIFY AND LOCATE ALL EXISTING UTILITIES PRIOR TO ANY EXCAVATION.
  18. ALL CONSTRUCTION SHALL COMPLY WITH ALL FEDERAL, STATE, AND LOCAL CODES.
  19. MANUFACTURER'S SPECIFICATIONS AND RECOMMENDATIONS SHALL BE USED IN ALL DRAINAGE STRUCTURE AND PIPE INSTALLATION.

- SITE PLAN REVIEW CALCULATIONS AND GENERAL NOTES**
- GENERAL SITE INFORMATION:**
1. THIS TRACT OF LAND, BEING A PART OF THE E1/2 SW1/4 OF SECTION 32, T-6-N, R-13-W, PAULKNER COUNTY, ARKANSAS AND CONTAINS 1.28 ACRES (55,756 S.F.)
    - 1.1. THE NORTHERNMOST 0.25 ACRES WILL BE DEDICATED TO THE LOWER RIDGE ROAD RIGHT OF WAY. THE DEVELOPED ACREAGE WILL BE REDUCED TO 1.03 ACRES.
  2. THIS SITE IS NOT LOCATED WITHIN THE 100 YEAR FLOOD PLAIN.
  3. THE SITE IS ZONED R-2A.

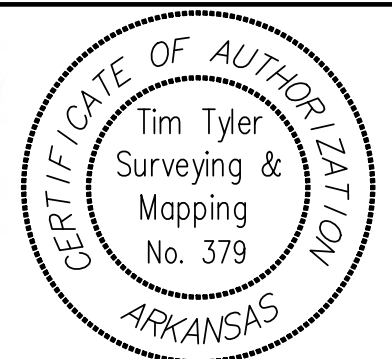
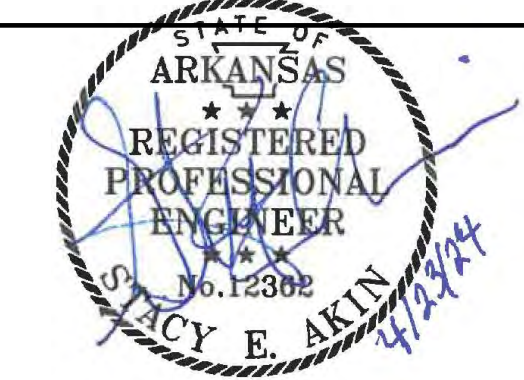
**LOT COVERAGE:**

LOT SIZE:	1.03 ACRES (44,647S.F.)
BUILDING LOT COVERAGE:	16.57% - 7,400 S.F.
MAXIMUM BUILDING LOT COVERAGE:	30.0% - 13,394 S.F.
IMPERVIOUS COVERAGE:	46.3% - 20,685 S.F.
MAXIMUM IMPERVIOUS COVERAGE:	80.0% - 35,718 S.F.

- PARKING LOT AND SPACES:**
1. PARKING SPACE DIMENSIONS: VARIES - MIN 9' WIDTH BY 20' LENGTH
  2. PROPOSED SPACES: 12 TOTAL SPACES, 1 ADA VAN COMPLIANT
  3. NO PARKING SHALL BE VISIBLE FROM PUBLIC RIGHT OF WAY; ENTRANCE THROAT IS OFFSET TO PARKING SPACES, OBSTRUCTING VIEW FROM MATHEWS MEADOWS.
  4. SCREENING IS PROVIDED IN THE FORM OF HEDGEROW AROUND SIDEWALK.

- LIGHTING**
1. DESIGN AND PARAMETERS UTILIZING THE "DESIGN STANDARDS PATTERN BOOK, CITY-WIDE DEVELOPMENT GUIDELINES, CONWAY, ARKANSAS." WILL BE FIRST CHOICE.
  2. THE LIGHTS REFERENCED HERE ARE FOR TYPICAL REPRESENTATIVE LUMENS, MOUNTING HEIGHTS, AND DIRECTION; UPON FINAL CHOICE OF LIGHTING SOURCES AND ARRANGEMENT, A FINAL PHOTOMETRIC PLAN IS RECOMMENDED.
  3. A COMBINATION OF WALL-MOUNTED LIGHTS ON THE BUILDINGS, BOLLARD LIGHTPOSTS AROUND THE SIDEWALK AND ONE OVERHEAD POLE FOR THE PARKING WILL BE USED FOR NIGHT TIME OUTDOOR LIGHTING.
  4. LIGHT LEVELS AT THE PROPERTY LINE SHALL NOT EXCEED 0.1 FOOTCANDLES WHEN ADJACENT TO ANY RESIDENTIAL AREA, AS MEASURED 5' ABOVE THE GROUND (ZC, (ZC, 1007.10.E.5)
  5. THE MOUNTING HEIGHTS ARE AS FOLLOWS:
    - 3' FOR BOLLARDS
    - 15' FOR WALL-MOUNTED
    - 25' FOR POLE-MOUNTED

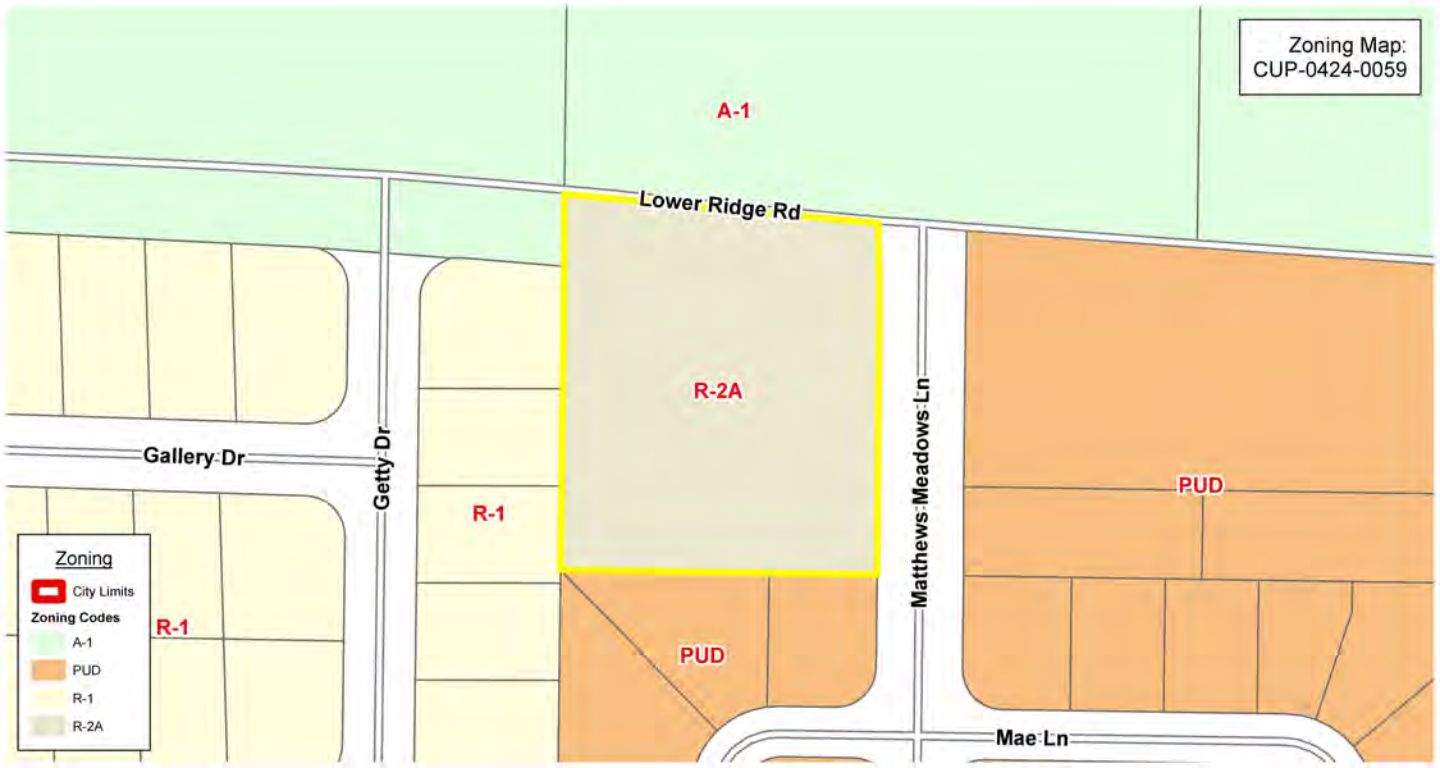
- LANDSCAPING**
1. ALL LANDSCAPING DETAILS SHALL CONFORM TO CUP-0922-0337 OR CONWAY LANDSCAPING RECOMMENDATIONS FROM DESIGN PATTERN BOOK, WHICHEVER IS MORE STRINGENT.
  2. DETAILED LANDSCAPING NOTES FOUND ON 3.05.



DATE	DESCRIPTION OF REVISION MADE

AZALEA SUB

OVERALL SITE PLAN



A-1

Lower Ridge Rd

R-2A

Matthews Meadows Ln

PUD

Gallery Dr

Getty Dr


R-1

PUD





Mae Ln

R-1

**Zoning**

 City Limits

**Zoning Codes**

-  A-1
-  PUD
-  R-1
-  R-2A



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: May 28, 2024

Re: Request to amend Conditional Use Permit to allow *Retail-General* in the O-1 zoning district for property located at 2555 Prince Street

Blue Whale Development, LLC, has requested to allow *Retail-General* in the O-1 zoning district for property located at 2555 Prince Street, with the legal description:

BEING A PART OF THE NE 1/4 NW 1/4 OF SECTION 11, T-5-N, R-14-W, FAULKNER COUNTY, ARKANSAS MORE PARTICULARLY DESCRIBED AS: COMMENCING AT THE NW CORNER OF SAID NE 1/4 NW 1/4; THENCE S01°12'55"W 36.60 FEET (DEEDED 26.50 FEET); THENCE S88°47'05"E 507.84 FEET (DEEDED 495.00 FEET) TO A SET P.K. NAIL, FOR THE POINT OF BEGINNING; THENCE ALONG THE NORTH RIGHT OF WAY OF PRINCE STREET S88°47'05"E 113.50 FEET TO A FOUND CHISELED X IN CONE, THENCE LEAVING SAID RIGHT OF WAY S09°28'59"W 316.30 FEET (DEEDED 315.00 FEET) TO A FOUND 1/2" REBAR; THENCE S02°38'02"W 190.70 FEET (DEEDED 192.50 FEET) TO A FOUND 1/2" REBAR (APLS #1363) ON THE NORTH LINE OF ADAMSBROOKE SUBDIVISION; THENCE ALONG SAID NORTH LINE N88°07'59"W 277.50 FEET TO A SET P.K. NAIL ON THE EAST BANK OF TUCKER CREEK; THENCE LEAVING SAID NORTH LINE, ALONG SAID EAST BANK N24°22'55"E 544.46 FEET (DEEDED 538.00 FEET) TO THE POINT OF BEGINNING, CONTAINING 2.18 ACRES, MORE OR LESS.

The applicant is requesting conditional use approval to allow Retail-General to construct an eating place with drive-through service. The applicant intends to develop a coffee shop with drive-thru. The Comprehensive Plan designates this area as single-family, however, recent growth has been trending away from single-family use in this area and toward a commercial corridor. Given current development trends in this area, this type of use appears reasonable and attention to the adjacent trail will be required during site development review.

Staff recommendation: Staff recommended approval of the conditional use permit, with the following conditions ***(red mark-ups indicate amended conditions by the Planning Commission at the meeting):***

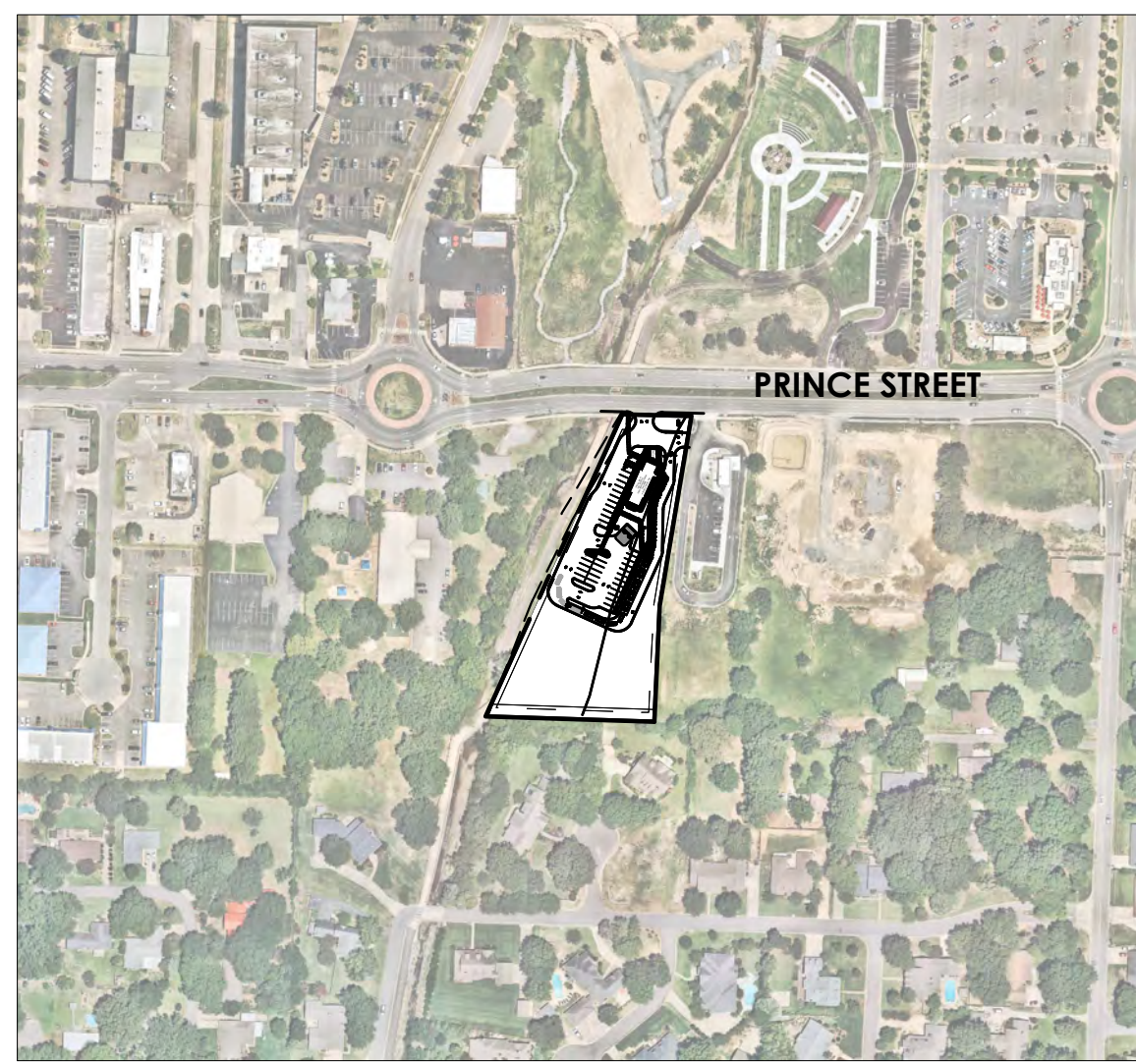
1. Only Retail-General shall be allowed.
2. The development shall be built in a manner consistent with the submitted site plan.
3. One driveway curb cut shall be allowed off of Prince Street. Driveway curb cut shall be executed as shown on the submitted site plan.
4. A 30' ***undisturbed*** green space buffer (no parking structures) shall be required along the southern property line and shall be maintained by the property owner. Landscaping abutting residential areas should consist of trees, bushes, etc. of evergreen species to provide additional buffering/screening to the neighboring residence. An installation diagram and list of proposed species shall be submitted for approval by Planning staff prior to installation. The Planning &

Development Director may require additional screening (8-ft wood privacy fence and evergreen vegetation) along adjacent residential areas to reduce the impact of the proposed use.

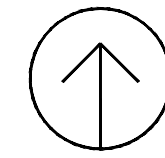
5. A 20' vegetative buffer from the floodway of Tucker Creek shall be provided with no parking, structures, or drives. The buffer shall be shown on the landscape plan with species specified to ensure they are appropriate for the flood plain/riparian area. The existing trail shall remain as constructed.
6. Any changes to or expansion of the approved use shall require an amended or new conditional use permit.
7. Development of the site is subject to site development review [in accordance with Article 10 of the Conway Zoning Code] prior to the issuance of building permits.
8. All exterior lighting shall be inward, downcast, and shrouded to prevent light trespass onto adjacent property and shall comply with Article 10, Development Review Standards, of the Zoning Code. Extra caution shall be taken for lighting around boundaries adjacent to residential uses.
9. Any new fencing ~~shall~~ **will** comply with Article 10, Development Review Standards, of the Zoning Code. Fencing type and placement shall be approved by Planning Staff prior to installation.
10. The property shall be platted in accordance with the Subdivision Regulations.
11. No zoning variance, which could result from the commencement of the conditional use, may be considered.
12. The conditional use permit shall expire if the use ceases for a consecutive period of greater than ~~eighteen (18)~~ **twenty-four (24)** months.
13. Any new signage shall be permitted and installed in accordance with the Conway Zoning Code.
14. With the approval of this Conditional Use request, conditional use permit (No. 1277REV) shall be revoked for 2555 Prince Street and replaced by this new permit.
- 15. A wooden eight-foot (8') tall privacy fence is required to be installed along the entire southern property boundary bordering the adjacent R-1 property.**

The Planning Commission reviewed the request at its regular meeting on May 20, 2024 and voted 8-0 that the request be forwarded to the City Council with a recommendation for approval.

Please advise if you have any questions.

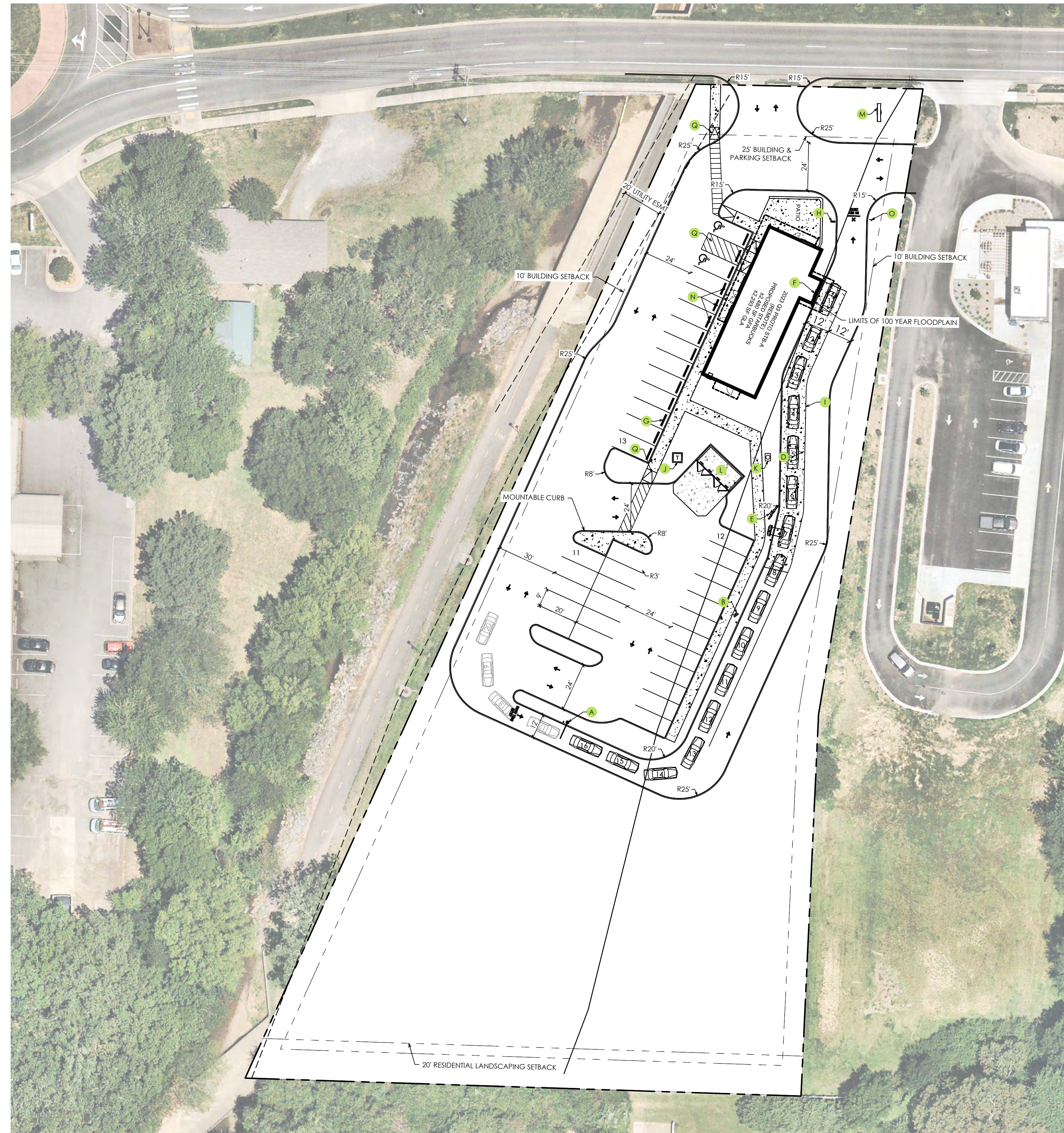


VICINITY MAP  
NOT TO SCALE



### SCOPE OF WORK

- A** CLEARANCE BAR FOOTING & CONDUIT W/ BOLLARD (LL) SIGN (SB)
- B** PRE-MENU BOARD FOOTING & CONDUIT W/BOLLARD (LL) SIGN (SB)
- C** BOLLARD (LL)
- D** ORDER POINT CANOPY W/DIGITAL ORDER SCREEN & BOLLARD @ 7 CAR STACK -- INDICATES 120' FROM CENTER POINT OF DRIVE THRU WINDOW TO ORDER POINT FOOTING & CONDUIT WITH BOLLARD (LL) & CANOPY (SB)
- E** 5 PANEL MENU BOARD LOCATED AT 7 CAR STACK, FOOTING & CONDUIT (LL) SIGN (SB)
- F** PROPOSED DRIVE-THRU WINDOW, DT SHELF, TIMER LOOP & AIR CURTAIN (LL)
- G** CONCRETE WHEEL STOPS (LL)
- H** "THANK YOU / EXIT ONLY" SIGNAGE -- FOOTING & CONDUIT (LL) SIGN (SB)
- I** CONCRETE SURFACE APPLIED TO DT LANE (LL) STARTS 12' BEFORE ORDER CANOPY AND ENDS 12' AFTER CL OF DRIVE-THRU BUMPOUT
- J** TRANSFORMER - LL TO CONFIRM LOCATION (LL)
- K** GREASE INTERCEPTOR - LL TO CONFIRM LOCATION (LL)
- L** 20' WIDE X 12' DEEP DEDICATED TRASH ENCLOSURE WITH 20' CONCRETE PAD AND 1 HOSE BIB (LL)
- M** PYLON SIGN LL TO VERIFY LOCATION (LL)
- N** "MOBILE ORDER PARKING ONLY" SIGN (LL)
- O** "DO NOT ENTER" SIGN (LL)
- P** LANDSCAPE SCREENING / BACK OF HOUSE SCREEN WALL (LL)
- Q** PEDESTRIAN CURB RAMP (LL)

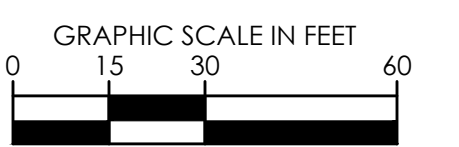
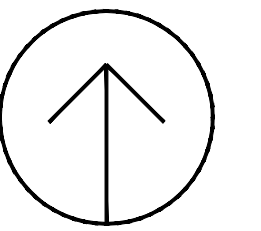


### ZONING INFORMATION

LOT SIZE	±2.18 ACRES
BUILDING SIZE	2,480 SF STARBUCKS; 7,380 AUTOZONE
ZONING	O-1 GENERAL OFFICE DISTRICT DRIVE-THROUGH FACILITY IS A CONDITIONAL USE
ACCESS	RIGHT-IN RIGHT-OUT FROM PRINCE ST
ACCESS AISLE	20' TWO-WAY 90° PARKING, 20' ONE-WAY 60° PARKING
PARKING STALL DIMENSIONS	90° - 9' X 20' - STANDARD CAR 60° - 9' X 18' - STANDARD CAR
DRIVE THRU STACKING	3 SPACES MINIMUM
DRIVE THRU BYPASS REQUIREMENTS	NONE
STARBUCKS QUEUE	MIN: 16 MAX: 20
REQUIRED BUILDING SETBACKS	INTERIOR SIDE: 10' EXTERIOR SIDE: 25' STREET SIDE: 25' REAR: 15' FROM RESIDENTIAL ZONE: 10'
REQUIRED PARKING SETBACKS	INTERIOR SIDE: 0' STREET SIDE: 25' REAR: 0' FROM RESIDENTIAL ZONE: 20'
REQUIRED ACCESSORY STRUCTURE SETBACKS	INTERIOR SIDE: 10' STREET SIDE: TRASH NOT PERMITTED BETWEEN FRONT OF BUILDING AND STREET REAR: 15' FROM RESIDENTIAL ZONE: 10'
REQUIRED PARKING	DRIVE IN RESTAURANTS: 1 SPACE / 100 SF = 25 SPACES GENERAL RETAIL: 1 SPACE / 250 SF = 30 SPACES
PROVIDED PARKING	75 SPACES (INCLUDING 4 ADA STALLS) STARBUCKS: 35 SPACES AUTOZONE: 40 SPACES
SIGNAGE	MAX. AREA: 64 SF EACH SIDE SETBACK: 10 FT FROM PROPERTY LINE MAX. HEIGHT: 8 FT TYPE RESTRICTION: MONUMENT OR 2 POLE PYLON SIGNAGE
LANDSCAPE	SCREENING FENCE REQUIRED ALONG ANY PROPERTY LINE ABUTTING RESIDENTIAL. PROPERTIES IN DISTRICT SHALL BE CONTIGUOUS

### GENERAL NOTES:

- 1) PREPARED FOR TENANT PLANNING PURPOSES ONLY; NOT FOR THE PURPOSES OF JURISDICTIONAL SUBMITTAL
- 2) SEE ARCHITECTURAL PLANS FOR EXACT DIMENSIONS
- 3) DIMENSIONS ARE SHOWN TO FACE OF CURB UNLESS OTHERWISE NOTED
- 4) ARROWS ARE SHOWN TO DEPICT TRAFFIC FLOW ONLY
- 5) BUILDING DIMENSIONS AND SIZE ARE TO INTERIOR WALL; EXTERNAL DIMENSIONS WILL VARY BASED ON BUILDING MATERIAL



April 19, 2024

Ms. Lauren Hoffman  
**City of Conway Planning**  
1111 Main Street  
Conway, AR 72032

Re: **Conditional Use Request**  
**Future Coffee Shop with Drive Thru**  
**2555 Prince Street**  
**CTA Job No. 24800400**

Dear Ms. Hoffman:

Please accept this letter to serve as our application for the above referenced submittal.

This site is in an existing CUP (CUP #1277) that has been amended previously. Our understanding of the existing CUP is that it has the following 7 conditions based on the CUP document obtained from City's website:

1. ~~No more than 60% of the development floor area may be used for retail. The allowed 60% restricted retail area of the approved conditional use permit is prorated according to parcel size. The east parcel: 710-08411-000 or 2525 Prince St. shall have no more than 51.6% of the developable area used for restricted retail. The West parcels: 710-08413-000 2555 Prince St. and 710-08414-000 2555 Prince St. shall have no more than 29.5% of the developable area used for restricted retail.~~
2. ~~The development must generally follow the conceptual site plan presented at the April 2008 Planning Commission meeting (see attachment). Key elements are interior parking, structure orientation to Creek and trail, and the encouragement of Plaza space and trail access points. The 2008 conceptual site plan is abandoned with the exception of encouragement of Creek oriented structures, plazas, and trail access points.~~
3. A 30 foot green space buffer strip with no parking or structures on the South to buffer residences.
4. Dedication of a riparian buffer area 30 feet in width measured east of and parallel to the eastern Tucker Creek floodway boundary, also to be used for pedestrian/bike trail easement purposes.
5. Driveway separation the/ access management dash curb cuts are to have 300 feet of separation and a minimum of 150 feet from side lot lines unless outstanding conditions warrant other locations.
6. Office uses only are allowed on the east and South sides of the development.
7. A brick wall must be constructed along the South property line to provide screening for residences. Wall must be a minimum of 6 feet tall.

Our request is to remove Parcels 710-08413-000 2555 Prince St. and 710-08414-000 2555 Prince St Proposed from CUP 1277 and establish a new CUP with the following conditions:

1. Retail – General shall be allowed.
2. Driveway location on Prince Street as shown on the submitted site plan.
3. A 30 foot green space buffer [no parking structures] is required along the southern property line to be properly maintained by the property owner. This buffer shall be vegetated and left in an undisturbed state.
4. Any additional structures, expansion of uses not permitted by right, or additions to those structures indicated on the applicants development review application shall be subject to review through an amended or new conditional use permit.
5. This conditional use permit expires 2 years from the date of issuance if no building permit has been issued.
6. A 20 foot buffer from the floodway of Tucker Creek shall be provided with no parking, structures, or drives. The existing trail shall remain as constructed.

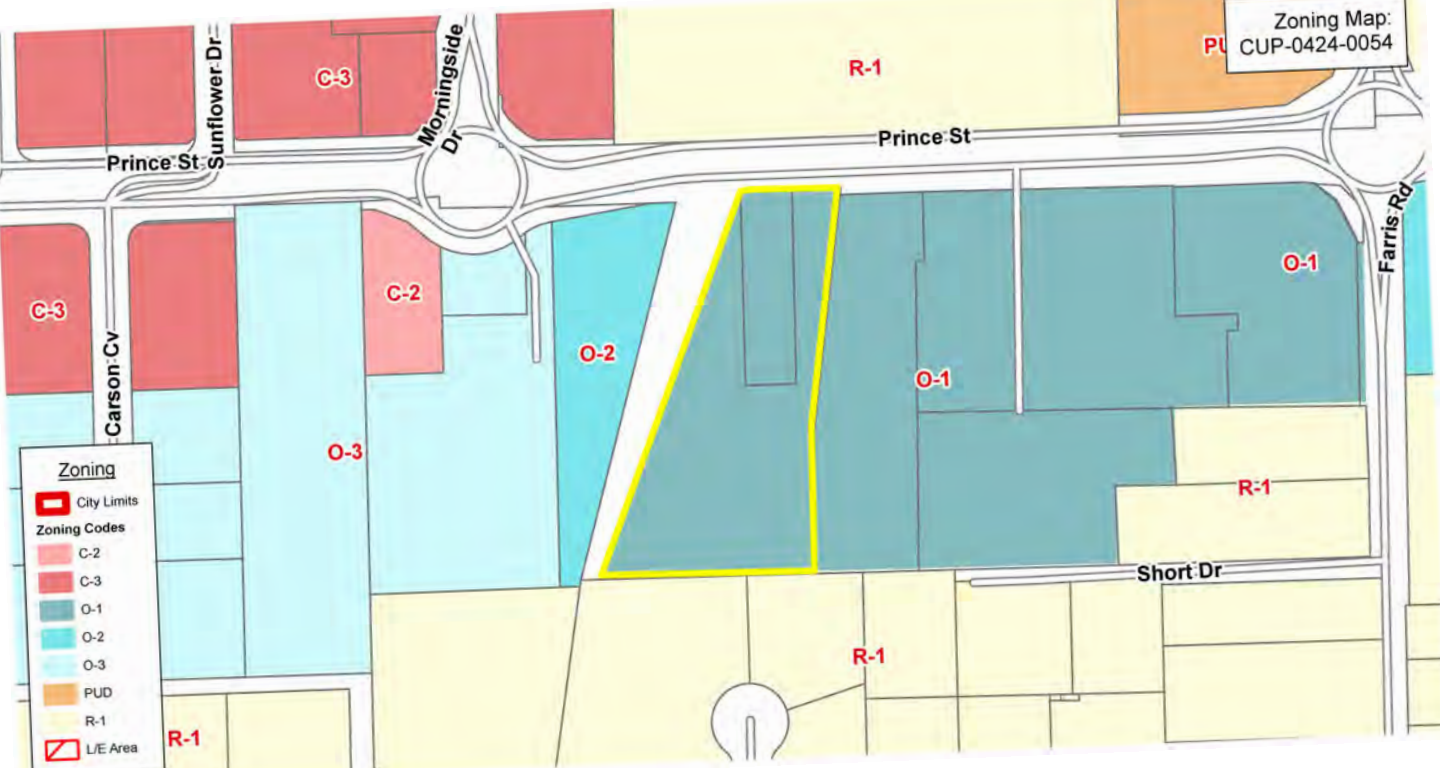
Projected Store Hours:

Monday – Saturday 5AM - 8:30PM; Sunday 5:30AM - 8:30PM

Should you have any questions, or require any additional information, please contact us at your convenience.

Sincerely,

A handwritten signature in blue ink, consisting of stylized, overlapping loops and a long horizontal stroke extending to the right.



**Zoning**

- City Limits
- Zoning Codes**
- C-2
- C-3
- O-1
- O-2
- O-3
- PUD
- R-1
- L/E Area





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

**A RESOLUTION TO APPROVE THE PURCHASE OF THREE TRUCKS FOR THE CITY OF CONWAY DEPARTMENT OF SANITATION; AND FOR OTHER PURPOSES**

**Whereas**, the City of Conway Department of Sanitation has a need to purchase three replacement trucks including a Roll-off Truck, Rear Load Truck and an Automated Side Load Truck; and

**Whereas**, the total purchase amount is \$883,699.83. The 2024 City of Conway Department of Sanitation Budget includes funds to purchase the equipment stated above and described below; and

**Whereas**, the City of Conway Department of Sanitation has obtained three quotes through the Sourcewell Cooperative Contract. Quotes received are as follows:

**Roll Off**

<u>Make</u>	<u>Model</u>	<u>Body</u>	<u>Vendor</u>	<u>Price</u>
<b>Freightliner</b>	<b>M2</b>	<b>Stellar</b>	<b>J&amp;R Equipment</b>	<b>223,724.00</b>
Freightliner	M2	Stellar	Rivercity Hydraulics	224,838.00
Mack	Granite	Stellar	Rivercity Hydraulics	250,684.00

**Rear Load**

<u>Make</u>	<u>Model</u>	<u>Body</u>	<u>Vendor</u>	<u>Price</u>
<b>Freightliner</b>	<b>M2</b>	<b>Heil DP5000</b>	<b>Rivercity Hydraulics</b>	<b>254,832.81</b>
Freightliner	M2	Leach 2R-III	J&R Equipment	265,569.76
International	HV607	Heil DP5000	Rivercity Hydraulics	267,464.52

**Automated Side Load**

<u>Make</u>	<u>Model</u>	<u>Body</u>	<u>Vendor</u>	<u>Price</u>
<b>Battle</b>	<b>LET2</b>	<b>Labrie Automizer</b>	<b>J&amp;R Equipment</b>	<b>405,143.02</b>
Battle	LET2	Heil DP Python	Rivercity Hydraulics	410,638.86
Autocar	ACX	Heil DP Python	Rivercity Hydraulics	421,145.34

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

**Section 1.** The City of Conway approves the cooperative Sourcewell contract with J&R Equipment in the amount of \$628,867.02.

**Section 2.** The City of Conway approves the cooperative Sourcewell contract with River City Hydraulics in the amount of \$254,832.81.

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

**PASSED** this 28<sup>th</sup>, day of May 2024.

**Approved:**

---

**Mayor Bart Castleberry**

**Attest:**

---

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



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

**A RESOLUTION ALLOWING THE CITY TO FOLLOW COOPERATIVE PROCUREMENT CONTRACTS FOR THE PURCHASE AND INSTALLATION OF INFORMATION TECHNOLOGY EQUIPMENT FOR THE CONWAY COMMUNITY CENTER PROJECT; AND FOR OTHER PURPOSES**

**Whereas**, the City of Conway approved a rededication of the Advertising and Promotion bond to build a Conway Community and Aquatic Center; and

**Whereas**, after a complete detailed scope of this project, it would be most beneficial for the City to enter into separate agreements for the purchase and installation of Information and Technology equipment and funds for this are included in the project budget; and

**Whereas**, the City request Council allow the City to use the TIPS USA Contract with IK Solutions for an amount not to exceed \$262,861; and

**Whereas**, the City request Council allow the City to use the TIPS USA Contract with Commercial Audio Systems for an amount not to exceed \$173,387.

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

**Section 1.** The City of Conway shall enter into an agreement with IK Solutions for an amount not to exceed \$262,861.

**Section 2.** The City of Conway shall enter into an agreement with Commercial Audio Systems for an amount not to exceed \$173,387.

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

**PASSED** this 28<sup>th</sup>, day of May, 2024.

**Approved:**

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

**Attest:**

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



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

**AN ORDINANCE CREATING AND AUTHORIZING FUNDING FOR A NEW 9-1-1 COMMUNICATIONS DIRECTOR TO OVERSEE THE FAULKNER COUNTY 911 COMMUNICATIONS CENTER; AND FOR OTHER PURPOSES**

**Whereas**, the Arkansas 92<sup>nd</sup> General Assembly approved HB1564 establishing Act 660, the Public Safety Act of 2019 that would consolidate public safety answering points (PSAP) to operate within the state; and

**Whereas**, the City of Conway CEOC center has been selected to serve as one of the State’s PSAPs and 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 and will be responsible for the day-to-day operations of the Faulkner County 911 Communication Center; and

**Whereas**, the salary of this position will range from \$80,000 to \$98,000, and a budget adjustment in the amount of \$60,000 is required for the remainder of FY2024 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 Emergency Operations Center (CEOC) will be increased by one (1) full-time position.

**Section 2.** The City of Conway shall appropriate an amount not to exceed \$60,000 from the General Fund Balance Appropriation Line Item into the CEOC Personnel Accounts to cover the cost of the newly created position – 911 Communications Director.

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

**PASSED** this 28<sup>th</sup>, day of May, 2024.

**Approved:**

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

**Attest:**

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



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

**AN ORDINANCE AUTHORIZING PERSONNEL CHANGES WITHIN THE POLICE DEPARTMENT AND APPROPRIATING FUNDS FOR A VICTIM SERVICE COORDINATOR I POSITION; AND RELATED COST, DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES.**

**Whereas**, the Police Department has determined that it can more effectively and efficiently manage authorized through an increase in an additional position of full time support staff personnel, a Victim Service Coordinator I position, and

**Whereas**, Conway Police Department requests this position to continue to provide immediate assistance to victims in crisis but also offer ongoing support throughout the entire process of investigation, prosecution, and beyond; and

**Whereas**, a budget adjustment in the amount of \$32,450 is required for the remainder of the 2024 budget year.

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

**Section 1.** The authorized staffing level of the Police Department is increased by one (1) full time Victim Services Coordinator I with an annual salary of \$38,563.

**Section 2.** The City of Conway shall appropriate \$32,450 from the Fund Balance Appropriation Account (001.119.4900) to the appropriate CPD salary and benefit expense accounts.

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

**Section 4.** This ordinance is necessary for the protection of the public peace, health and safety; an emergency is hereby declared to exist, and this ordinance shall be in full force and effect from and after its passage and approval.

**PASSED** this 28<sup>th</sup>, day of May, 2024.

**Approved:**

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

**Attest:**

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