

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



City Council Members

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

Tuesday, September 10th, 2019 City Council Agenda

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

5:30pm: Discussion of a Transit System and the 2020 Parks & Recreation Capital Improvement Plan
6:30pm: City Council Meeting
Call to Order: Bart Castleberry, Mayor
Roll Call: Michael O. Garrett, Clerk/Treasurer
Minutes Approval: August 27th, 2019

Report of Standing Committees:

A. Public Hearing

1. Discussion of an ordinance to discuss the closing of a utility easement of Lots 4 & 7, Block 3 in Robbinswood Addition.
 - a. Ordinance to close the utility easement of Lots 4 & 7, Block 3 in Robbinswood Addition.

B. Community Development Committee (Airport, Community Development, Planning & Development, Permits & Inspection (Code Enforcement), Historic District, Transportation)

1. Ordinance approving the private club permit location (transfer) for Playa Azul Mexican Grill to be located at 2915 Dave Ward Drive, #1.
2. Resolution requesting Faulkner County Tax Collector place a lien against property located at various properties for expenses incurred by the City.
3. Resolution accepting the bid for taxi lane t-hangar construction and approving the application for the FAA and ADA for grants for the Conway Airport.
4. Ordinance accepting and appropriating funds received from the Arkansas Historic Preservation Program for the Conway Historic District Commission.
5. Consideration to dispose & remove items from inventory for the Transportation Department.
6. Resolution to approve the Transportation Department to utilize federal aid monies for the traffic signal at the intersection of Highway 64 & Hogan Lane.
7. Resolution to approve the Transportation Department utilize federal aid monies for the traffic signal upgrade at the intersection of Highway 65B & Robins Street.
8. Ordinance to waive the competitive bid process and demolition of two buildings on Van Ronkle Street for the Conway Transportation Department.
9. Consideration to approve entering into an agreement for on-call engineering and support services for public project for the Transportation Department.

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

1. Ordinance appropriating funding and approving the purchase of vehicles for the Conway Police Department.

New Business

1. Resolution authorizing the City of Conway to enter into a professional service agreements for fleet maintenance services.

Adjournment



**City of Conway, Arkansas
Ordinance No. O-19- ____**

AN ORDINANCE CLOSING THE UTILITY EASEMENT SHARED BY LOTS 4 AND 7, BLOCK 3, ROBBINSWOOD ADDITION, IN THE CITY OF CONWAY, ARKANSAS:

Whereas, a petition was duly filed with the City of Conway, Arkansas on the 7th of August, 2019 by Brooks Pearson asking the City Council to vacate and abandon the 10 foot utility easement along the shared property line of Lots 4 and 7, Block 3, Robbinswood Addition.

Whereas, after due notice as required by law, the council has, at the time and place mentioned in the notice, heard all persons desiring to be heard on the question and has ascertained that the easement or the portion thereof, hereinbefore described, has heretofore been dedicated to the public use as a utility and drainage easement herein described; has not been actually used by the public generally for a period of at least five (5) years subsequent to the filing of the plat; that all the owners of the property abutting upon the portion of the easement to be vacated have been afforded the opportunity to file with the council their written consent to the abandonment; and the public interest and welfare will not be adversely affected by the abandonment of this portion of the easement.

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

Section 1. The City of Conway, Arkansas releases, vacates, and abandons its rights, together with the rights of the public generally, in and to the easement, designated as follows:

The 10 foot utility easement, running east-west, along the shared property line of Lots 4 and 7, Block 3 Robbinswood Addition.

Section 2. A copy of the ordinance duly certified by the city clerk shall be filed in the office of the recorder of the county and recorded in the deed records of the county.

PASSED this 10th day of September, 2019.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer



August 13, 2019

The Honorable Bart Castleberry
Mayor of Conway
City Hall
1201 Oak Street
Conway, AR 72032

Dear Mayor Castleberry:

Conway Corporation has no objections to vacating the 10 foot easement along the shared property line of Lots 4 and 7, Block 3 in Robbinswood Addition.

If you have any questions, please let me know.

Respectfully yours,

CONWAY CORPORATION

A handwritten signature in blue ink that reads "Leslie Guffey".

Leslie Guffey
Engineering & Planning



Todd R. Gregory
AT&T Arkansas
Mgr.-OSP Png & Engr Design
Right-of-Way
Joint Use of Poles

P.O. Box 6505
Hot Springs, AR 71901
Phone: (501) 321-3207
Cell: (501) 276-3791
todd.r.gregory@att.com

August 16, 2019

Brooks C. Pearson
2095 Cox Cove
Conway, Arkansas 72034

sent via email

Dear Mr. Pearson:

RE: Utility Easement Abandonment – Lots 4 & 7 – Robbinswood Addition.

AT&T received a request to relinquish interest in a dedicated utility easement.

The easement we need released is a "10 ft utility easement between Lots 4 & 7, Block 3, Robbinswood Addition, Conway, Faulkner Co, Arkansas Plat Book A, p.234." The part in quotes is straight from the wording on the form submitted to the city planning and ultimately comes from the description on the warranty deed. The plat describes the easement as a "5 ft utility easement" but then marks it such that it is obviously intended to be 5 ft on each side of the line;

AT&T has no facilities within the back 10' easement and has no objection to their vacation.

Sincerely,

Todd R. Gregory



August 14, 2019

University of Central Arkansas
Dr. Brooks C. Pearson
201 Donaghey Avenue

RE: Abandonment of Easement

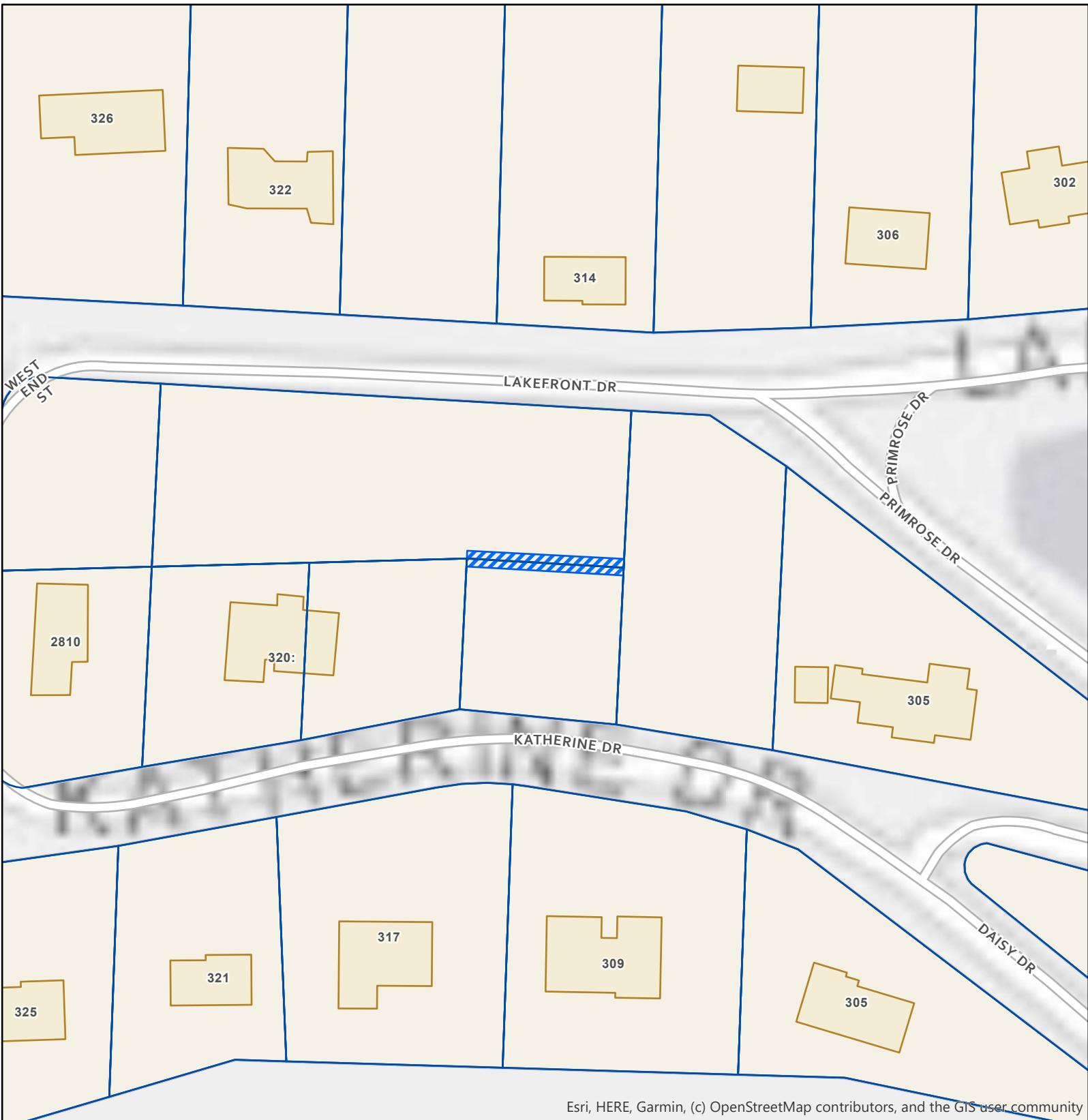
Dear Dr. Pearson:

Centerpoint Energy has reviewed the request to abandon the easement located in Conway, AR, "10 ft utility easement between Lots 4 & 7, Block 3, Robbinswood Addition, Conway, Faulkner Co, Arkansas Plat Book A, p.234" and has found no conflicts with the closing of this easement.

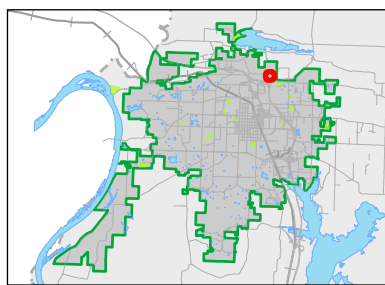
Thank You,

John Martinez

Gas Operations Leader



Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user community




DESCRIPTION

City Council
Review

VAC2019AUG01

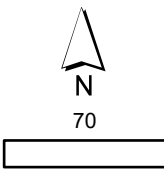
0.023769 ac.

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



**City of Conway
Planning & Development**

THIS MAP WAS PREPARED BY THE CITY OF CONWAY PLANNING AND DEVELOPMENT DEPARTMENT FOR ITS USE, AND MAY BE REVISED AT ANY TIME WITHOUT NOTIFICATION TO ANY USER.
THE CITY OF CONWAY PLANNING AND DEVELOPMENT DEPARTMENT DOES NOT GUARANTEE THE CORRECTNESS OR ACCURACY OF ANY FEATURES ON THIS MAP. THIS DOCUMENT IS TO BE USED FOR REFERENCE PURPOSES ONLY.
www.cityofconway.org/pages/planning-development
www.cityofconway.org/page/18



N
70

Feet
AUG* 2019



**City of Conway, Arkansas
Ordinance No. O-19-__**

AN ORDINANCE APPROVING THE TRANSFER OF A PRIVATE CLUB PERMIT LICENSE FOR PLAYA AZUL MEXICIAN GRILL TO A DIFFERENT LOCATION; PER ARKANSAS CODE ANNOTATED §3-9-222 AS AMENDED

Whereas, Playa Azul Mexican Grill has applied for a private club permit as required under Chapter 4.12.04 of the Conway City Code per Ordinance No. O-17-100 and A.C.A §3-9-222, and

Whereas, this application transfer of location is limited and specific to Playa Azul Mexican Grill to be located at 2915 Dave Ward Drive, #1, Conway, AR 72034; and

Whereas, Playa Azul Mexican Grill. has provided all the information required in permit application process and met all the standards set forth by the Conway City Council, and

Whereas, the City Council for the City of Conway hereby approves the transfer of the private club location to the proposed location of 2915 Dave Ward Drive, #1, Conway, AR 72034 to operate a private club within the City limits of Conway, and

Whereas, this approval does not authorize the operation of a private club within the City of Conway but does function as an authorization to apply for a private club permit through the Arkansas Alcoholic Beverage Control Division per A.C.A §3-9-222.

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

Section 1. That the application to transfer the private club permit is hereby approved for Playa Azul Mexican Grill to 2915 Dave Ward Drive, #1, Conway, AR 72034.

Section 2. That no private club operations will begin unless and until a permit to operate a private club is issued by the Arkansas Alcoholic Beverage Division.

Section 3. That the approval and permit are subject to suspension or revocation by the City in the event the above listed above violates Conway City Code or State law.

Passed this 10th day of September, 2019.

Approved:

Mayor Bart Castleberry

Attest:

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



MEMO

TO: Mayor Bart Castleberry
CC: City Council Members
FROM: Missy Schrag
DATE: August 23, 2019
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. 2215 Cedar Oaks Dr. | \$173.31 |
| 2. 602 5 th St. | \$173.31 |
| 3. 89A South Ash | \$204.63 |
| 4. 11 Azalea Loop | \$363.73 |
| 5. 2016 Cross St. | \$465.35 |

Please advise if you have any questions.

Thank you for your consideration.



City of Conway, Arkansas
Resolution No. R-19-___

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 \$173.31 (\$130.28 + Penalty \$13.03 + filing fee \$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

Whereas, a hearing for the purpose of determine such lien has been set for **September 10, 2019** 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 10th day of September, 2019.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer

City of Conway
Code Enforcement
1201 Oak Street
Conway, Arkansas 72032



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

CODE ENFORCEMENT REPORT

To: Mayor Bart Castleberry
CC: City Council Members

Re: Violation # CE19-0690
Address of Violation: 2215 Cedar Oaks

-
- July 23, 2019 – a Violation was written for grass and left on the premises by Kim Beard.
 - Property Owner is listed as Constance Julie Brown.
 - Property was re-inspected on 7/30/2019 with no progress made and City cleanup was requested.
 - Final cleanup completed on 8/7/2019.
 - Certified and regular letters were sent including date, time & place of the City Council meeting.

Code Enforcement Officer: Kim Beard

Officer Signature: _____ Date: _____

INVOICE

City of Conway Code Enforcement

DATE: SEPTEMBER 6, 2019

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

TO BROWN, CONSTANCE JULIE
2215 CEDAR OAKS DR
CONWAY, AR 72032

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
Kim Beard	710-08759-030		September 10, 2019

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	1 Employee -Mowing/Cleanup	22.21	22.21
1	1 Employee -Mowing/Cleanup	21.15	21.15
1	1 Employee - Mowing/Cleanup	10.73	10.73
1	Maintenance Fee	15.00	15.00
1	Administrative Fee (Code Enforcement)	20.49	20.49
1	Administrative Fee (Code Officer)	17.46	17.46
1	Administrative Fee (Physical Plant)	10.94	10.94
2	Certified Letter	5.60	11.20
2	Regular letter	.55	1.10
TOTAL			\$130.28
TOTAL WITH PENALTY & FILING FEES			\$173.31

- Total amount due after September 10, 2019 includes collection penalty & filing fees

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



City of Conway, Arkansas
Resolution No. R-19-_____

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 602 5th 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 \$173.31 (\$130.28 + Penalty \$13.03 + filing fee \$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

Whereas, a hearing for the purpose of determine such lien has been set for **September 10, 2019** 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 10th day of September, 2019.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer

City of Conway
Code Enforcement
1201 Oak Street
Conway, Arkansas 72032



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

CODE ENFORCEMENT REPORT

To: Mayor Bart Castleberry
CC: City Council Members

Re: Violation # CE19-0681
Address of Violation: 602 5th St.

- July 1, 2019 – a Violation was written for grass and left on the premises by Kim Beard.
- Property Owner is listed as Tommy & May Morgan.
- Property was re-inspected on 7/12/2019 with no progress made.
- Certified and regular letters were mailed 7/23/2019 to address on file and a notice was left by post office.
- Property was rechecked on 7/30/2019 with no progress made and City cleanup was requested.
- Final Cleanup completed on 8/7/2019.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

Code Enforcement Officer: Kim Beard

Officer Signature: _____ Date: _____

INVOICE

City of Conway
Code Enforcement

DATE: SEPTEMBER 6, 2019

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

TO MORGAN YVONNE
 1495 STONDY POINT RD
 HOUSTON, AR 72070-8104

Description: Mowing/Clean-up/Admin Fees
 associated with the nuisance abatement at
 602 5th St. Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Kim Beard	710-07343-000		SEPTEMBER 10, 2019

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	1 Employee -Mowing/Cleanup	22.21	22.21
1	1 Employee -Mowing/Cleanup	21.15	21.15
1	1 Employee - Mowing/Cleanup	10.73	21.46
	Maintenance Fee	15.00	15.00
1	Administrative Fee (Code Enforcement)	20.49	20.49
1	Administrative Fee (Code Officer)	17.46	17.46
1	Administrative Fee (Physical Plant)	10.94	10.94
2	Certified Letter	5.60	11.20
2	Regular letter	.55	1.10

- Total amount due after September 10, 2019 includes collection penalty & filing fees

TOTAL	\$130.28
TOTAL WITH PENALTY & FILING FEES	\$173.31

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

City of Conway
Code Enforcement

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



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

August 9, 2019

Parcel # 710-03597-000

MORGAN YVONNE
1495 STONDY POINT RD
HOUSTON, AR 72070-8104

RE: Nuisance Abatement at 602 5th St. Conway AR
Cost of Clean-Up, Amount Due: \$130.28

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 **September 10, 2019 Meeting**, 6:30 p.m. located at 810 Parkway Street, the City Council will conduct a public hearing on three items:

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

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

Respectfully,

Missy Schrag



City of Conway, Arkansas
Resolution No. R-19-___

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 89A South Ash 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 \$204.63 (\$158.75 + Penalty \$15.88 + filing fee \$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

Whereas, a hearing for the purpose of determine such lien has been set for **September 10, 2019** 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 10th day of September, 2019.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer

City of Conway
Code Enforcement
1201 Oak Street
Conway, Arkansas 72032



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

CODE ENFORCEMENT REPORT

To: Mayor Bart Castleberry
CC: City Council Members

Re: Violation # CE19-0638
Address of Violation: 89A South Ash

- July 2, 2019 – a Notice was written for furniture and left on the premises by Spencer Clawson.
- July 9, 2019 – Upon re-inspect with no progress, a Violation was written for appliance; furniture; and left on the premises by Spencer Clawson.
- Property Owner is listed as Salter Prop/Aria Rentals LLC.
- Property was re-inspected on 7/16/2019 with no progress made.
- Certified and regular letters were mailed 7/23/2019 to address on file and a notice was left by post office. (As well as direct emails to Salter)
- Property was rechecked on 7/30/2019 with no progress made and City cleanup was requested.
- Final Cleanup completed on 8/6/2019.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

Code Enforcement Officer: Spencer Clawson

Officer Signature: _____ Date: _____

INVOICE

City of Conway
Code Enforcement

DATE: SEPTEMBER 6, 2019

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

TO ARIA RENTALS LLC
816 EAST OAK ST
CONWAY AR 72032

Description: Mowing/Clean-up/Admin Fees
associated with the nuisance abatement at
89A S Ash Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
SPENCER CLAWSON	710-07343-000		SEPTEMBER 10, 2019

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	1 Employee -Mowing/Cleanup	22.21	22.21
1	1 Employee -Mowing/Cleanup	21.15	21.15
2	2 Employee - Mowing/Cleanup	10.73	21.46
	Sanitation Ticket # 684690	32.74	32.74
1	Administrative Fee (Code Enforcement)	20.49	20.49
1	Administrative Fee (Code Officer)	17.46	17.46
1	Administrative Fee (Physical Plant)	10.94	10.94
2	Certified Letter	5.60	11.20
2	Regular letter	.55	1.10
TOTAL			\$158.75
TOTAL WITH PENALTY & FILING FEES			\$204.63

- Total amount due after September 10, 2019 includes collection penalty & filing fees

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

City of Conway
Code Enforcement

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



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

August 9, 2019

Parcel # 710-07343-000

ARIA RENTALS LLC
816 EAST OAK ST
CONWAY AR 72032

RE: Nuisance Abatement at 89A S Ash St. Conway AR
Cost of Clean-Up, Amount Due: \$158.75

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 **September 10, 2019 Meeting**, 6:30 p.m. located at 810 Parkway Street, the City Council will conduct a public hearing on three items:

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

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

Respectfully,

Missy Schrag



City of Conway, Arkansas
Resolution No. R-19-___

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 11 Azalea Loop 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 \$363.73 (\$303.39 + Penalty \$30.34 + filing fee \$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

Whereas, a hearing for the purpose of determine such lien has been set for **September 10, 2019** 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 10th day of September, 2019.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer

INVOICE

City of Conway Code Enforcement

DATE: SEPTEMBER 6, 2019

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

TO TAYLOR CHARLES
464 POPLAR GROVE RD
MCEWEN, TN 37101

Description: Mowing/Clean-up/Admin Fees
associated with the nuisance abatement at
11 AZALEA LOOP Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
SPENCER CLAWSON	711-00029-000		SEPTEMBER 10, 2019

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
3	1 Employee -Mowing/Cleanup	22.21	66.63
3	1 Employee -Mowing/Cleanup	21.15	63.45
6	2 Employee - Mowing/Cleanup	10.73	64.38
1	Maintenance Fee	15.00	15.00
	Sanitation Ticket # 684641	32.74	32.74
1	Administrative Fee (Code Enforcement)	20.49	20.49
1	Administrative Fee (Code Officer)	17.46	17.46
1	Administrative Fee (Physical Plant)	10.94	10.94
2	Certified Letter	5.60	11.20
2	Regular letter	.55	1.10
		TOTAL	\$303.39
		TOTAL WITH PENALTY & FILING FEES	\$363.73

- Total amount due after September 10, 2019 includes collection penalty & filing fees

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

City of Conway
Code Enforcement
1201 Oak Street
Conway, Arkansas 72032



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

CODE ENFORCEMENT REPORT

To: Mayor Bart Castleberry
CC: City Council Members

Re: Violation # CE19-0623
Address of Violation: 11 Azalea Loop

- June 20, 2019 – a Violation was written for rubbish/trash; appliance; furniture; grass; inoperable/abandoned vehicles; dilapidated structure; tires and left on the premises by Spencer Clawson.
- Property Owner is listed as Charles Taylor.
- Property was re-inspected on 7/1/2019 with no progress made.
- Certified and regular letters were mailed 7/2/2019 to address on file and a notice was left by post office.
- Property was rechecked on 7/12/2019 with no progress made and City cleanup was requested.
- Final Cleanup completed on 8/6/2019.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

Code Enforcement Officer: Spencer Clawson

Officer Signature: _____ Date: _____

City of Conway
Code Enforcement

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



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

August 9, 2019

Parcel # 711-00029-000

TAYLOR CHARLES
464 POPLAR GROVE RD
MCEWEN, TN 37101

RE: Nuisance Abatement at 11 Azalea Loop Conway AR
Cost of Clean-Up, Amount Due: \$303.39

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 **September 10, 2019 Meeting**, 6:30 p.m. located at 810 Parkway Street, the City Council will conduct a public hearing on three items:

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

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

Respectfully,

Missy Schrag



City of Conway, Arkansas
Resolution No. R-19-___

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 2016 Cross 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 \$465.35 (\$395.77 + Penalty \$39.58 + filing fee \$30.00) to be thereafter certified to the Faulkner County Tax Collector; and

Whereas, a hearing for the purpose of determine such lien has been set for **September 10, 2019** 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 10th day of September, 2019.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer

City of Conway
Code Enforcement
1201 Oak Street
Conway, Arkansas 72032



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

CODE ENFORCEMENT REPORT

To: Mayor Bart Castleberry
CC: City Council Members

Re: Violation # CE19-0501
Address of Violation: 2016 Cross St.

- April 11, 2019 – a Violation was written for rubbish; trash; appliance; furniture; inoperable vehicle; dilapidated structure and left on the premises by Spencer Clawson.
- Property Owner is listed as Dustin Harrison & Charles Coleman.
- Property was re-inspected on 4/23/2019 with no progress made.
- Certified and regular letters were mailed 4/23/2019 to address on file and a notice was left by post office.
- Property was rechecked on 5/8/2019 with no progress made and City cleanup was requested.
- Final Cleanup completed on 7/1/2019.
- Certified and regular letters were sent including date, time & place of the City Council meeting.

Code Enforcement Officer: Spencer Clawson

Officer Signature: _____ Date: _____

City of Conway
Code Enforcement

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



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

July 8, 2019

Parcel # 710-06117-000

HARRISON, DUSTIN & COLEMAN, CHARLES H
2016 CROSS
CONWAY, AR

RE: Nuisance Abatement at 2016 Cross St. Conway AR
Cost of Clean-Up, Amount Due: \$395.77

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 **September 10, 2019 Meeting**, 6:30 p.m. located at 810 Parkway Street, the City Council will conduct a public hearing on three items:

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

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

Respectfully,

Missy Schrag

INVOICE

City of Conway
Code Enforcement

DATE: SEPTEMBER 6, 2019

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

TO HARRISON, DUSTIN & COLEMAN, CHARLES H
 2016 CROSS
 CONWAY, AR

Description: Mowing/Clean-up/Admin Fees
 associated with the nuisance abatement at
 2016 Cross St. Conway Arkansas

CODE ENFORCEMENT OFFICER	PARCEL NUMBER	PAYMENT TERMS	DUE DATE
Spencer Clawson	710-06117-000		September 10, 2019

HOURS	DESCRIPTION	UNIT PRICE	LINE TOTAL
4	1 Employee -Mowing/Cleanup	22.21	88.84
4	1 Employee -Mowing/Cleanup	21.15	84.60
4	2 Employee - Mowing/Cleanup	10.73	42.92
1	Maintenance Fee	15.00	15.00
	Sanitation Ticket #680289; 680266;680264;680218;680289	103.22	103.22
1	Administrative Fee (Code Enforcement)	20.49	20.49
1	Administrative Fee (Code Officer)	17.46	17.46
1	Administrative Fee (Physical Plant)	10.94	10.94
2	Certified Letter	5.60	11.20
2	Regular letter	.55	1.10

- Total amount due after September 10, 2019 includes collection penalty & filing fees

TOTAL	\$395.77
TOTAL WITH PENALTY & FILING FEES	\$465.35

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



**City of Conway, Arkansas
Resolution No. R-19-___**

AN RESOLUTION ACCEPTING THE BID AND APPROVING APPLICATION FOR FEDERAL AVIATION ADMINISTRATION (FAA) AND ARKANSAS DEPARTMENT OF AERONAUTICS GRANTS FOR THE CITY OF CONWAY AIRPORT; AND FOR OTHER PURPOSES:

Whereas, Council previously approved a Master Agreement for Professional Services from Garver related to the FAA and Arkansas Department of Aeronautics Grants; and

Whereas, the City of Conway solicited bids for Taxi lane, T-Hangar Apron Construction and received one bid from Weaver-Bailey Contractor's in the total amount of \$1,557,051.72 with the reduction of Deductive Alternate No. 1; and

Whereas, the Engineer's estimate for this bid was \$1,479,602.50; and

Whereas, the City request approval to apply for the FAA grant in the amount of \$1,618,616 and the Arkansas Department of Aeronautics Grant in the amount of \$179,845.72.

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

Section 1. The City of Conway shall accept the bid from Weaver-Bailey Contractor's in the amount of \$1,557,051.72 for the Base Bid and Deductive Alternate No. 1, pending approval of the bid and grant application from the FAA.

Section 2. The City of Conway shall authorize application submittal of the FAA and Arkansas Department of Aeronautics Grants.

PASSED this 10th day of September 2019.

Approved:

Mayor Bart Castleberry

Attest:

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



**City of Conway, Arkansas
Ordinance No. O-19- _____**

AN ORDINANCE ACCEPTING AND APPROPRIATING FUNDS FOR THE CONWAY HISTORIC DISTRICT COMMISSION PRODUCTION AND DISTRIBUTION OF DESIGN GUIDELINES, AND FOR OTHER PURPOSES;

Whereas, Arkansas Historic Preservation Program (AHPP) has awarded grant funds in the amount of \$1,193.43 to support the City of Conway’s Historic District Commission;

Whereas, Awarded grant funds were used as to pay for printing Robinson Historic District (RHD) Design Guidelines, flash drives to distribute RHD and Old Conway Design Overlay District Design Guidelines and other related documents;

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

Section 1: The City of Conway, Arkansas, shall accept donation funds in the amount of \$1,193.43 and appropriate said funds from the State Grant Revenue account 399-000-4751 to Planning account 001-105-5610. The Planning & Development Department administers the Historic District Commission funds. The City of Conway Project Management number is 399-105C;

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

PASSED this 10th day of September, 2019.

Approved:

Mayor Bart Castleberry

Attest:

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

MEMO



To: Mayor Bart Castleberry and City of Conway Council

CC: Finley Vinson Jacob Reynolds Felicia Rogers Jack Bell

From: Jamie Brice

Date: September 4, 2019

Re: Request to remove and dispose of asset(s) from inventory

The City of Conway Transportation Department has the following assets that are no longer useful to the department:

Asset #	Year	Make	Model	Book value
2290	2007	Ford	LCF Bucket Truck	\$ -
2243	2004	Ford	F250	\$ -
2271		John Deere	5410 Tractor	\$ -
2164		Surplus	Water pump	\$ -
2404	1988	Promark	Chipper	\$ -
2294	2008	Chevrolet	SK1 Truck	\$ -
2286	1998	GMC	Savana Van	\$ -
2242	2004	Chevrolet	Pickup	\$ -

The Transportation Department request the removal of these items from the Department’s Inventory. If approved, these items will be auctioned via an online auction, such as GovDeals.com or PublicSurplus.com, properly disposed of, or sold as scrap metal, depending on the condition of the items.

Sincerely,

Jamie Brice
Procurement Manager
City of Conway

Department Head Acknowledgement

Name: Finley Vinson

Signature: B. Finley Vinson



City of Conway, Arkansas
Resolution No. R-19-__

A RESOLUTION EXPRESSING THE WILLINGNESS OF THE CITY OF CONWAY TO UTILIZE FEDERAL-AID MONIES FOR THE TRAFFIC SIGNAL UPGRADE AT THE INTERSECTION OF HIGHWAY 64 AND HOGAN LANE; AND FOR OTHER PURPOSES.

Whereas, the City of Conway understands Federal-aid Surface Transportation Block Grant Program funds are available for certain local projects at the following Federal, State, and City participating rations up to a maximum of \$350,000 Federal-aid available per project:

Traffic Signals/Intersection Improvements – Construction & Engineering: Federal Share 80%, State Share 10%, City Share 10%. The City share for this work phase will be 10% unless the overall cost of this phase exceeds \$437,500. If this occurs, 100% of the amount above this value will be the responsibility of the City.

Right-of-Way and Utilities – City Share 100%

Projects designed but never progressed to construction, All Phases – City Share 100%; and

Whereas, the Arkansas Department of Transportation has agreed to this arrangement and will provide funding for 10% of the project costs up to \$43,750 and will handle all phases of the project.

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

Section 1: The City will participate in accordance with its designated responsibility in this project, which includes providing electrical service, maintenance of the traffic signal and associated control equipment, and 100% of any costs over the maximum available funds (\$350,000 Federal-aid and \$43,750 State).

Section 2: The Mayor, or their designated representative, is hereby authorized and directed to execute all appropriate agreements and contracts necessary to expedite the construction of this project.

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

ADOPTED this 10th day of September 2019.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer

Preliminary Cost Estimate
Conway Hwy. 64/Hogan Lane Intersection Improvements

Intersection Improvement Program Funds (80/10/10)				
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	<u>Total Cost</u>	<u>Federal Share</u>	<u>State Share</u>	<u>City Share</u>
Preliminary Engineering	\$ 191,300.00	\$ 153,040.00	\$ 19,130.00	\$ 19,130.00
Right-of-Way	50,000.00	-	-	50,000.00
Utilities	96,500.00	-	-	96,500.00
Construction	1,210,000.00	171,270.00	21,409.00	1,017,321.00
Construction Engineering (15% of Construction)	181,500.00	25,690.00	3,211.00	152,599.00
Totals	\$ 1,729,300.00	\$ 350,000.00	\$ 43,750.00	\$ 1,335,550.00

Disclaimer: This is a planning estimate only, which is based on historical data for similar type projects. This estimate is not based on engineering data such as surveys, hydraulics, geotechnical information, etc. This estimate is not based on actual utility company cost estimates. While additional right of way is anticipated, only a limited market study has been completed. Therefore, the amounts shown may change significantly as design of this project progresses.



ARKANSAS DEPARTMENT OF TRANSPORTATION

ArkDOT.gov | DriveArkansas.com | Scott E. Bennett, RE, Director

10320 Interstate 30 | P.O. Box 2281 | Little Rock, AR 72203-2281

Phone: 501.568.2000 | Voice/TTY: 711 | Fax: 501.568.2400



August 26, 2019

The Honorable Bart Castleberry
Mayor of Conway
1201 Oak Street
Conway, Arkansas 72032

Dear Mayor Castleberry:

A cost estimate has been prepared for requested improvements at the intersection of Highway 64 and Hogan Lane in Conway.

Under the Department's Intersection Improvement Program, preliminary engineering, construction and construction engineering phases of this project are eligible for 80% Federal-aid funding (\$350,000 maximum available Federal-aid) with the remaining 20% split between the Department (10%) and the City (10%). The City would be responsible for 100% of the cost for any necessary right-of-way acquisition or utility relocation. As shown on the enclosed cost estimate, the City's estimated total project cost would be \$1,335,550. This does not include an estimated \$251,000 in utility relocation within the existing right of way. Individual utility companies may be required to cover these relocation costs. Please note that this is a planning-level estimate and that the costs may change as design of the project progresses.

Before we proceed with programming a Federal-aid project, your City Council must pass a Resolution (sample enclosed) authorizing the project. Upon receipt of the original signed and sealed copy of the Resolution, we will assign State and Federal-aid job numbers.

If you have any questions concerning this matter, please contact Daniel Siskowski or Ashley Smith in our Program Management Division at (501) 569-2481.

Sincerely,

Emanuel Banks
Deputy Director and
Chief Engineer

Enclosures

- c: Director
- Deputy Director and Chief Operating Officer
- Assistant Chief Engineers
- Maintenance
- Program Management
- Right of Way
- Roadway Design
- Surveys
- Transportation Planning and Policy
- District 8



**City of Conway, Arkansas
Resolution No. R-19- ____**

A RESOLUTION EXPRESSING THE WILLINGNESS OF THE CITY OF CONWAY TO UTILIZE FEDERAL-AID MONIES FOR THE TRAFFIC SIGNAL UPGRADE AT THE INTERSECTION OF HIGHWAY 65B AND ROBINS STREET; AND FOR OTHER PURPOSES.

Whereas, the City of Conway understands Federal-aid Surface Transportation Block Grant Program funds are available for certain local projects at the following Federal, State, and City participating rations up to a maximum of \$350,000 Federal-aid available per project:

Traffic Signals/Intersection Improvements – Construction & Engineering: Federal Share 80%, State Share 10%, City Share 10%. The City share for this work phase will be 10% unless the overall cost of this phase exceeds \$437,500. If this occurs, 100% of the amount above this value will be the responsibility of the City.

Right-of-Way and Utilities – City Share 100%

Projects designed but never progressed to construction, All Phases – City Share 100%; and

Whereas, the Arkansas Department of Transportation has agreed to this arrangement and will provide funding for 10% of the project costs up to \$43,750 and will handle all phases of the project.

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

Section 1: The City will participate in accordance with its designated responsibility in this project, which includes providing electrical service, maintenance of the traffic signal and associated control equipment, and 100% of any costs over the maximum available funds (\$350,000 Federal-aid and \$43,750 State).

Section 2: The Mayor, or their designated representative, is hereby authorized and directed to execute all appropriate agreements and contracts necessary to expedite the construction of this project.

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

ADOPTED this 10th day of September 2019.

Approved:

Mayor Bart Castleberry

Attest:

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

Preliminary Cost Estimate
Conway Hwy. 65B/Robins St. Intersection Improvements

Intersection Improvement Program Funds (80/10/10)
--

	<u>Total Cost</u>	<u>Federal Share</u>	<u>State Share</u>	<u>City Share</u>
Preliminary Engineering	\$ 90,000.00	\$ 72,000.00	\$ 9,000.00	\$ 9,000.00
Right-of-Way	60,000.00	-	-	60,000.00
Utilities	288,000.00	-	-	288,000.00
Construction	550,000.00	241,739.00	30,217.00	278,044.00
Construction Engineering (15% of Construction)	82,500.00	36,261.00	4,533.00	41,706.00
Totals	\$ 1,070,500.00	\$ 350,000.00	\$ 43,750.00	\$ 676,750.00

Disclaimer: This is a planning estimate only, which is based on historical data for similar type projects. This estimate is not based on engineering data such as surveys, hydraulics, geotechnical information, etc. This estimate is not based on actual utility company cost estimates. While additional right of way is anticipated, only a limited market study has been completed. Therefore, the amounts shown may change significantly as design of this project progresses.



ARKANSAS DEPARTMENT OF TRANSPORTATION

ArDOT.gov | IDriveArkansas.com | Scott E. Bennett, P.E., Director

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261

Phone: 501.569.2000 | Voice/TTY 711 | Fax: 501.569.2400

June 5, 2019

The Honorable Bart Castleberry
Mayor of Conway
1201 Oak Street
Conway, Arkansas 72032

Dear Mayor Castleberry:

A cost estimate has been prepared for requested improvements at the intersection of Highway 65B and Robins Street in Conway.

Under the Department's Intersection Improvement Program, preliminary engineering, construction and construction engineering phases of this project are eligible for 80% Federal-aid funding (\$350,000 maximum available Federal-aid) with the remaining 20% split between the Department (10%) and the City (10%). The City would be responsible for 100% of the cost for any necessary right-of-way acquisition or utility relocation. As shown on the enclosed cost estimate, the City's estimated total project cost would be \$676,750. Please note that this is a planning-level estimate and that the costs may change as design of the project progresses.

Before we proceed with programming a Federal-aid project, your City Council must pass a Resolution (sample enclosed) authorizing the project. Upon receipt of the original signed and sealed copy of the Resolution, we will assign State and Federal-aid job numbers.

If you have any questions concerning this matter, please contact Daniel Siskowski or Ashley Smith in our Program Management Division at (501) 569-2481.

Sincerely,

A handwritten signature in blue ink, appearing to read 'E. Banks', is written over the typed name.

Emanuel Banks
Deputy Director and
Chief Engineer

Enclosures

c: Director
Deputy Director and Chief Operating Officer
Assistant Chief Engineers
Maintenance
Program Management
Right of Way
Roadway Design
Surveys
Transportation Planning and Policy
District 8



**City of Conway, Arkansas
Ordinance No. O-19-___**

AN ORDINANCE TO WAIVE THE COMPETITIVE BID PROCESS FOR THE DEMOLITION TWO BUILDINGS ON VAN RONKLE STREET FOR THE CONWAY TRANSPORTATION DEPARTMENT; AND FOR OTHER PURPOSES

Whereas, the City of Conway has an immediate need to demolish the buildings located at 1010 and 1012 Van Ronkle, Conway AR 72032; and

Whereas, the City of Conway previously budgeted funds for this project in the Pay as You Go Sales and Use Fund; and

Whereas, the City of Conway solicited bids for this project and did not receive any bids; therefore wish to request that Council waive the competitive bid process; and

Whereas, Graylee Construction has quoted this demolition in the amount of \$60,750.

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

Section 1. The City of Conway shall waive the competitive bid process and approve the demolition of 1010 & 1012 Van Ronkle from Graylee Construction for \$60,750.

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

PASSED this 10th day of September 2019.

Approved:

Mayor Bart Castleberry

Attest:

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

MEMO

City of Conway, Arkansas
 Jamie Brice, Procurement Manager
 1201 Oak Street
 Conway, AR 72032
www.cityofconway.org

To: Mayor Bart Castleberry and City of Conway Council
CC: Finley Vinson Phillip Vick Felicia Rogers Jack Bell
From: Jamie Brice
Date: September 3, 2019
Re: City of Conway Transportation Department – Engineering Services

The City of Conway accepted statements of qualifications and performance data from prospective consulting firms to provide engineering and support services for public projects during fiscal year 2019 pursuant to State of Arkansas Procurement Laws and Rules, Subchapter 8, Procurement of Professional Services, paragraph R1:19-11-802. Budgeted projects will require these services either as a result of necessary specialized expertise, such as structural, geotechnical, or hydraulic, or federal/state aid requirements. Task orders will be approved by the Mayor's office as needed. The Transportation and Procurement Departments request the approval of the City to enter into agreements with the following firms for on-call services:

- Cromwell – Structural Engineering (other)
- First Step – Pavement Management
- Garver – Structural Engineering (bridge), Hydraulics & Hydrology, State/Federal aid projects
- Grubbs, Hoskyn, Barton, & Wyatt – Geotechnical Engineering
- Kimley-Horn and Associates, Inc – Roundabout Analysis
- McClelland Consulting Engineers, Inc. – Transportation planning, Landscape Architecture, State/Federal aid projects
- RDH Professional Engineering Services – Small Scale General Civil Engineering

Sincerely,



Jamie Brice
 Procurement Manager
 City of Conway

Department Head Acknowledgement

Name: Finley Vinson

Signature: B. Finley Vinson



**City of Conway, Arkansas
Ordinance No. O-19-__**

AN ORDINANCE APPROPRIATING FUNDS TO PURCHASE SIX VEHICLES FOR THE CONWAY POLICE DEPARTMENT; AND FOR OTHER PURPOSES:

Whereas, the Police department has been notified that the police package Chevrolet Tahoe will not be available on the State procurement contract in 2020 due to shutdown of the production plant to prepare for a new body style to be released in 2021; and

Whereas, Chevrolet is accepting pre-orders at this time for those Police departments that wish to get Tahoe's in 2020; and

Whereas, the funds appropriated here will be deducted from the amount budgeted for vehicles in 2020.

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

Section 1. The City of Conway shall approved the pre-order of 6 (six) Chevy Tahoe's from Bale Chevrolet from the state contact in the amount of \$40,935.06 per vehicle (including outfitting the vehicle).

Section 2. The City of Conway shall appropriate funds in the amount of \$245,610.38 from the Pay as You Go Sales Tax Fund Balance Appropriation Account (613.201.4900) to the Vehicles account (613.121.5920).

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

PASSED this 10th day of September, 2019.

Approved:

Mayor Bart Castleberry

Attest:

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



**City of Conway, Arkansas
Resolution No. R-19-__**

A RESOLUTION AUTHORIZING THE CITY OF CONWAY TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT(S) FOR FLEET MAINTENANCE SERVICES: AND FOR OTHER PURPOSES

Whereas, the City of Conway, Arkansas determined Fleet Maintenance Services should be designated a professional service on July 23rd, 2019 per Arkansas Code Annotated §19-11-801(c); and

Whereas, the City solicited Request for Qualifications for this professional service and received two responses from qualified vendors – McKinney Tire Pros and Renewal Ranch; and

Whereas, the City would like to enter into two agreements for vehicle maintenance services to be provided by both vendors– McKinney Tire Pros and Renewal Ranch.

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 annual agreement(s) for fleet maintenance services with McKinney Tire Pros and Renewal Ranch.

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

ADOPTED this 10th day of September 2019.

Approved:

Attest:

Mayor Bart Castleberry

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