

MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

Conway, Arkansas
Tuesday, 6:30 pm
February 26, 2019

On this date the City Council of the City of Conway, Arkansas met in regular session. The following members being a quorum were present and acting: Alderman Hawkins, Alderman Jones, Alderman Ledbetter, Alderwoman Mehl, Alderwoman Isby, Alderman Grimes, Alderman Pruitt and Alderwoman Smith. Also, present and acting: Mayor Bart Castleberry, City Clerk Michael Garrett and City Attorney Chuck Clawson.

Call to Order: Mayor Bart Castleberry

Roll Call: Michael O. Garrett, City Clerk

Minutes: February 12, 2019

Alderwoman Smith motioned to approve the **February 12, 2019** minutes as submitted. Alderwoman Isby seconded the motion. There was no discussion. The motion passed 7-0.

Approval of the monthly financial report ending January 31, 2019

Tyler Winningham, CFO, addressed the Council stating that the municipal aid receipts look slightly inflated due to the fact that the City receives two statements at the end of the year. Sales tax appears to be down 2.6% for the month of November going into the Christmas shopping season and also for the month of December, sales tax revenue was down slightly. Revenue from permits is up, having collected 17% of the budget for the year already. Last year was a record-breaking year for permits and 2019 is looking to be the same. Expenditures appear to be up, however this is due to the fact that membership dues and systems maintenance is typically paid at the beginning of the year. He called the Council's attention to Street Sales Tax which was added at the end of the report, stating that the balance at the end of January was 3.6 million dollars. He said that since we started collecting the tax last year we have spent approximately \$200,000 on surveying, etc. Alderwoman Smith made a motion to approve the monthly financials and Alderwoman Isby seconded it. The motion carried 8-0.

Mayor Castleberry asked Josh Zylks, Airport Manager to come and report to the Council regarding the construction of additional T-hangars at the airport. He told the Council about the meetings in Washington DC and in Fort Worth with the FAA, stating that Josh gave an excellent presentation to those officials. Josh Zylks then told the Council that the long waiting list for T-hangars at the airport has been very problematic and many options have been studied. He said that the FAA has found a way to fund the first phases for expansion of the T-hangars. He showed them drawings illustrating the phases of construction for the hangars. He added that the funding from the FAA could begin as early as this fiscal year, and on into 2020. He explained that a grant from the Department of Aeronautics in conjunction would help to fund the project. He added that there would be steps in the future that would need Council approval and that they would be kept informed along the way. Alderwoman Mehl asked how much it costs to build a T-hangar and Josh answered that the last one that was built cost approximately \$550,000, and that our engineers feel that it would be similar cost today. He said the rough estimate of the two phases by the FAA is somewhere between 1.1 and 1.3 million dollars and that the state matching grant would cover the additional costs.

Report of Standing Committees:

A. Community Development Committee (Planning, Zoning, Permits, Community Development, Historic District, Streets, Engineering & Airport)

**1. Ordinance approving an agreement and appropriating funds for public art for the Public Art Board.
O-19-24**

Alderman Hawkins presented Item A1 to the Council. Kim Williams addressed the Council stating that there are two installations seeking approval, one at the Salem and College roundabout "Light Towers." for \$60,000, and the other is "The Revolution" that was created by UCA student Sylvia Hardin. The location for this installation is at the Parkway Parking Plaza and the cost is \$10,000. She added that the current budget which is funded by the A&P tax revenue is \$243,883. Alderwoman Smith made a

MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

motion to waive the three readings and Alderwoman Isby seconded it. The motion carried 8-0. Alderwoman Isby made a motion to adopt the Ordinance and Alderwoman Smith seconded it. The Clerk called the roll with the following voting "Aye": Alderman Pruitt, Alderwoman Smith, Alderwoman Mehl, Alderman Jones, Alderwoman Isby, Alderman Hawkins, Alderman Grimes and Alderman Ledbetter. The Ordinance passed 8-0.

2. Ordinance appropriating funds to upgrade the finance software for the City of Conway.

O-19-25

Alderman Hawkins presented Item A2 to the Council. Tyler Winningham addressed the Council stating that the City has been with the current vendor since 2011 and as there have been updates to the system, there are features that the City is not utilizing without an upgrade. The cloud-based version looks to be expensive at \$12,000- \$15,000 more per year, so the decision was made to not go that route. Some of the features that will come with the upgrades are interactive software for the Parks Department and enhanced functionality of the payroll. He added that the cost of the upgrades will be offset by reduction in costs for maintenance of the system. Alderwoman Isby made a motion to waive the three readings and Alderwoman Smith seconded it. The motion carried 8-0. Alderwoman Smith made a motion to adopt the Ordinance and Alderwoman Isby seconded it. There was no further discussion. The Clerk called the roll with the following voting "Aye": Alderman Jones, Alderman Hawkins, Alderwoman Mehl, Alderman Ledbetter, Alderwoman Smith, Alderwoman Isby, Alderman Pruitt and Alderman Grimes. The Ordinance passed 8-0.

3. Ordinance appropriating funds for the purchase of vehicles for the Transportation Department.

O-19-26

Alderman Hawkins presented Item A3 to the Council. Finley Vincent was present to answer questions from the Council. He stated that the department would like to purchase the vehicles with funds from sales of assets, such as scrap metal and old machinery and equipment. There was no further discussion. Alderwoman Smith made a motion to waive the three readings and Alderwoman Isby seconded it. The motion carried 8-0. Alderwoman Smith made a motion to adopt the Ordinance and Alderwoman Isby seconded it. The Clerk called the roll with the following voting "Aye": Alderman Grimes, Alderman Jones, Alderwoman Mehl, Alderman Pruitt, Alderman Ledbetter, Alderwoman Smith, Alderwoman Isby and Alderman Hawkins. The Ordinance passed 8-0.

4. Ordinance permitting the transfer of Impact Fee credits for the Planning & Development Department.

O-19-27

Alderman Hawkins presented Item A4 to the Council. James Walden, Director of Planning & Development, addressed the Council stating that this ordinance change would allow a developer to apply impact fee credits to other than a single development. It is designed to minimize the amount of reimbursements requested from the City. Alderwoman Smith made a motion to waive the three readings and Alderwoman Isby seconded it. The motion carried 8-0. Alderwoman Smith made a motion to adopt the Ordinance and Alderman Ledbetter seconded it. There was no further discussion. The Clerk called the roll with the following voting "Aye": Alderman Hawkins, Alderman Grimes, Alderman Pruitt, Alderman Jones, Alderwoman Mehl, Alderwoman Isby, Alderwoman Smith and Alderman Ledbetter. The Ordinance with the emergency clause passed 8-0.

5. Consideration to approve the impact fee credit agreement & deed acquisition offer and acceptance from Rush-Hal Development.

Alderman Hawkins presented Item A5 to the Council stating that this is in lieu of a cash payment in the amount of \$117,950. Alderman Hawkins moved to approve the consideration and Alderman Jones seconded it. The motion to approve carried 8-0.

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

MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

1. **Consideration to purchase front and rear loader through Sourcewell Procurement Cooperative contract for the Department of Sanitation.**

Mayor Castleberry presented Item B1 to the Council. Jamie Brice, Purchasing Manager asked the Council to approve the lowest bid for the loader from Sourcewell. Alderwoman Isby made a motion to approve the consideration and Alderwoman Smith seconded it. The motion to approve carried 8-0.

2. **Ordinance setting rental fees for pavilions and baseball/softball fields for the Parks & Recreation Department.**

O-19-28

Mayor Castleberry presented Item B2 to the Council stating that there were three options for this item; make no change, wait until next year, or reduce the fees. Alderman Grimes stated his concern that the teams affected by this change have already formed and players have paid for fees and uniforms. He suggested that the new fees be phased in and fully implemented by next fall when the new seasons start. Alderman Pruitt asked if the start date could be changed on the present Ordinance and Mayor Castleberry stated that it could. Alderman Pruitt made a motion to change the start date for the new fees to July 1, 2019 and Alderwoman Smith seconded it. Steve Ibbotson, Director of Parks and Recreation addressed the Council stating that there were also pavilion fees involved. Mayor Castleberry clarified that the final Ordinance would state the fees as written, fees for baseball fields would be effective July 1, 2019, and pavilion fees would be effective immediately for any new reservations. The motion to approve the changes to the Ordinance as written passed 8-0. Alderwoman Smith made a motion to waive the three readings and Alderwoman Isby seconded it. The motion carried 8-0. Alderman Jones made a motion to adopt the Ordinance and Alderwoman Smith seconded it. There was no further discussion. The Clerk called the roll with the following voting "Aye": Alderman Pruitt, Alderwoman Smith, Alderwoman Mehl, Alderman Jones, Alderwoman Isby, Alderman Hawkins, Alderman Grimes, and Alderman Ledbetter. The Ordinance as amended and with the emergency clause passed 8-0.

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. **Consideration to remove items from inventory for the Conway Police Department.**

Mayor Castleberry presented Item B1 to the Council. Chief Mike Spradlin addressed the Council stating that there some items, including surveillance items that were obsolete and no longer needed. Alderwoman Smith moved to approve the consideration and Alderwoman Isby seconded the motion. The motion was approved 8-0.

2. **Ordinance waiving bids for the purchase of pole cams for the Conway Police Department.**

O-19-29

Mayor Castleberry presented Item B2 to the Council. Chief Spradlin told the Council that the pole cams were for the narcotics division and due to the fact that it is highly specialized, there are not many vendors able to supply the cameras. He said they looked at two vendors and one sent a model for them to try and they found that it had all the features they needed and was compatible with the current video system. He asked Council to approve the waiving of bids for the purchase of the pole cams from Tactical Video for \$38,936.06 for the Police Department. Alderman Smith made a motion to waive the three readings and Alderwoman Isby seconded it. The motion carried 8-0. Alderwoman Smith made a motion to adopt the Ordinance and Alderwoman Isby seconded it. There was no further discussion. The Clerk called the roll with the following voting "Aye": Alderman Jones, Alderman Hawkins, Alderwoman Mehl, Alderman Ledbetter, Alderwoman Smith, Alderman Pruitt, and Alderman Grimes. The Ordinance passed 8-0.

MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

3. Ordinance accepting a proposal and appropriating funds to remodel a portion of the Animal welfare building.

O-19-30

Mayor Castleberry presented Item B3 to the Council. Shona Osborne of the Animal Welfare Department addressed the Council stating that these funds would cover “phase II” of the remodel of the interior at the shelter. Alderman Smith made a motion to waive the three readings and Alderwoman Isby seconded it. The motion carried 8-0. Alderwoman Isby made a motion to adopt the Ordinance and Alderwoman Smith seconded it. There was no further discussion. The Clerk called the roll with the following voting “Aye”: Alderman Grimes, Alderman Jones, Alderwoman Mehl, Alderman Pruitt, Alderman Ledbetter, Alderwoman Smith, Alderwoman Isby and Alderman Hawkins. The Ordinance with the emergency clause passed 8-0.

D. Personnel

1. Consideration to approve an agreement with Meridian Investment for the Employee’s Pension Plan Advisory Committee.

Mayor Castleberry presented Item D1 to the Council. Lisa Mabry-Williams, Human Resources Director addressed the Council stating that Meridian has managed our Non-Uniform Pension since 1999. She added that the newly appointed Pension Advisory Committee met and reviewed the agreement along with the City Attorney. She said that the fee schedule had been lowered and that the City can terminate at any time with 30-day’s notice, and Meridian provides reports on a regular basis. The committee has been pleased with the service provided and would like to continue the relationship with Meridian. Andy Hawkins made a motion to approve the consideration and Alderwoman Smith seconded the motion. The motion to approve the agreement passed 8-0.

E. New Business

1. Ordinance to provide for the removal from office of members on boards and commissions for good cause for the City of Conway.

Mayor Castleberry presented Item E1 to the Council. After some discussion among the Council Alderwoman Mehl moved to hold the item in committee for two weeks until the City Attorney makes revisions to the Ordinance. Alderwoman Smith seconded it. The motion to hold in committee passed 8-0.

There was no further discussion. The meeting was adjourned.

Adjournment-----

PASSED this 26th day of February, 2019

APPROVED:

Mayor Bart Castleberry

City Clerk Michael O. Garrett