
MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

Conway, Arkansas
Tuesday, 6:00 pm
April 27, 2021

On this date the City Council of the City of Conway, Arkansas met in regular session. ***Due to restrictions imposed because of the COVID-19 pandemic, the City Council meeting was held via Facebook Live on the City of Conway, Arkansas Facebook page, and the City of Conway YouTube channel.*** The following members being a quorum were present and acting: Councilman Hawkins, Councilwoman Isby, Councilwoman Mehl, Councilman Ledbetter, Councilman Jones, and Councilman Grimes. Also, present and acting: Mayor Bart Castleberry, City Clerk Michael Garrett, and City Attorney Charles Finkenbinder. Councilwoman Smith and Councilman Pruitt were not present.

Call to Order: Mayor Bart Castleberry

Roll Call: Michael O. Garrett, City Clerk

Minutes: April 13, 2021

Councilwoman Isby motioned to approve the **April 13, 2021** minutes as submitted. Councilwoman Mehl seconded the motion. There was no discussion. The motion passed 6-0.

Mayor Castleberry asked the Council to suspend the rules to hear information regarding the RAISE grant application for the City. Councilman Grimes moved to suspend the rules and Councilman Ledbetter seconded it. The motion carried 6-0. James Walden addressed the Council stating that there is an opportunity to make a strong commitment to trail investment in Conway over a multi-year period, across multiple projects. He said that the Resolution before them was to pursue a planning grant, that would be a revised and expanded plan built on work that has been done in the past and addresses the possibility of e-bike share feasibility. He explained to the Council what the aim of the RAISE grant was and the concepts that the grant application encompasses. Councilman Grimes asked what the amount of the previous grant total was, and Mr. Walden replied that it was \$27,000,000 total including the match. Councilwoman Mehl asked if a grant could be prepared by the July 12th deadline and Mr. Walden replied that he believed it could. There was some discussion regarding the timeline for the applications. Councilman Grimes stated that he felt that a project that affected the property of so many residents should be made more public and those residents better informed of the project(s). Councilman Jones concurred, stating that he would like to see more input from the residents affected by the project. Mr. Walden explained that the grants in question would provide funding to build upon trail projects the City has already undertaken, and that the deadline of July 12 is critical. Councilman Hawkins asked if an outline of the projects involved could be provided and Mr. Walden said that could be done and presented at the next Council meeting. He reiterated the fact that the planning grant in question was for planning and design only. Councilwoman Mehl made a motion to table the matter until the next meeting and Councilwoman Isby seconded it. The motion carried 6-0.

Monthly Financial Report ending March 31, 2021

Tyler Winningham, Chief Financial Officer addressed the Council stating that March was a very good month for sales tax as it was up 14%. He added that all the operating funds are in good shape with expenditures down and revenues steady. Councilwoman Mehl made a motion to approve the Financial Report ending March 31, 2021 and Councilman Jones seconded it. The motion carried 6-0.

Report of Standing Committees:

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

- 1. Resolution requesting Faulkner County Tax Collector place a lien in the amount of \$129.42 against property at 2103 West St. for expenses incurred by the City.**

R-21-30

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Councilman Hawkins presented Item A1 to the Council. There was no one present to represent the property. Councilwoman Isby made a motion to adopt the Resolution and Councilwoman Mehl seconded it. The Resolution passed 6-0.

- 2. Resolution approving the Recreational Trails Program Funds Grant for the Kinley Trail Extension for the Transportation Department.**

R-21-31

Councilman Hawkins presented Item A2 to the Council. Councilwoman Isby made a motion to adopt the Resolution and Councilwoman Mehl seconded it. Councilman Grimes asked Mr. Vinson of the Transportation department where the trail would be extended. Mr. Vinson replied that the Kinley trail ends at Hogan near Walmart. He said that the plan is to extend it southward toward the airport, along the creek and underneath the bridge at Dave Ward Drive and then west toward Lollie Road. He added that the Resolution is asking permission to apply for the grant. He said that conceptual cost estimate to complete the project is 1.7 million dollars, and it is an 20% match grant and he felt that even with the grant money it would not be enough to complete the project. Councilwoman Mehl added that the bike community was very supportive of the extension. There was no further discussion. The Clerk called for a vote. The Resolution passed 6-0.

- 3. Resolution approving the TAP Grant for the College Side Path project for the Transportation Department.**

R-21-32

Councilman Hawkins presented Item A3 to the Council. Finley Vinson addressed the Council stating that this is the same funding as the previous grant application, but it is for transportational alternatives instead of recreational trails as the previous one. He added it is also a 20% match grant. He said that this trail is an important connection that will ultimately connect the Stone Dam Creek trail to the Kinley Trail. Councilwoman Mehl moved to adopt the Resolution and Councilwoman Isby seconded it. The Resolution passed 6-0.

- 4. Resolution authorizing the Mayor to enter into an agreement to acquire property located at 2035 Prince St. for the Donaghey Phase 2 Roadway Project for the Transportation Department.**

R-21-33

Councilman Hawkins presented Item A4 to the Council. Finley Vinson said that this is the Southeast corner of Dongahey and Prince streets. He said this is one of the corners that is necessary to acquire to complete the Donaghey Avenue roundabout project. Councilwoman Isby made a motion to adopt the Resolution and Councilwoman Mehl seconded it. The Resolution passed 6-0.

- 5. Ordinance to purchase a sign printer for the Transportation Department.**

O-21-44

Councilman Hawkins presented Item A5 to the Council. Councilwoman Isby made a motion to waive the three readings and Councilwoman Mehl seconded. The motion carried 6-0. Finley Vinson explained that the new printer used half as much material and would pay for itself in two or three years as a result of the savings. Councilwoman Isby made motion to adopt the Ordinance and Councilwoman Mehl seconded it. The Clerk called the roll with the following voting "Aye": Councilman Hawkins, Councilman Grimes, Councilman Ledbetter, Councilwoman Isby, Councilman Jones, Councilwoman Mehl. The Ordinance passed 6-0.

- 6. Ordinance to purchase tractor equipment for the Transportation Department.**

O-21-45

Councilman Hawkins presented Item A6 to the Council. Councilwoman Isby made a motion to waive the three readings and Councilwoman Mehl seconded. The motion carried 6-0. Finley Vinson said that the mower is to replace an old mower which will still be kept for use when needed. Councilwoman Isby made motion to adopt the Ordinance and Councilwoman Mehl seconded it. The Clerk called the roll with the

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following voting "Aye": Councilman Ledbetter, Councilwoman Isby, Councilman Grimes, Councilman Hawkins, Councilman Jones, and Councilwoman Mehl. The Ordinance passed 6-0.

7. Ordinance to replace the sprinklers for the Donaghey Avenue Improvements for the Transportation Department.

O-21-46

Councilman Hawkins presented Item A7 to the Council. Finley Vinson explained that this is to repair and replace the sprinkler systems that have been damaged as a result of the Donaghey improvements. Councilwoman Isby made a motion to waive the three readings and Councilwoman Mehl seconded it. The motion carried 6-0. Councilwoman Isby made motion to adopt the Ordinance and Councilwoman Mehl seconded it. The Clerk called the roll with the following voting "Aye": Councilwoman Mehl, Councilwoman Isby, Councilman Hawkins, Councilman Jones, Councilman Ledbetter, and Councilman Grimes. The Ordinance passed 6-0.

8. Ordinance authorizing the reclassification of one Grounds Keeper position for the Transportation Department.

O-21-47

Councilman Hawkins presented Item A8 to the Council. Councilwoman Isby made a motion to waive the tree readings and Councilwoman Mehl seconded it. The motion carried 6-0. Finley Vinson told the Council that the department has three vacant groundskeeper position that they have not been able to fill. He said they have located an individual with a CDL license, and he felt it made good sense for the department to reclassify one of the vacant positions and hire the qualified individual. Councilwoman Isby made motion to adopt the Ordinance with the emergency clause and Councilman Ledbetter seconded it. The Clerk called the roll with the following voting "Aye": Councilman Ledbetter, Councilman Grimes, Councilwoman Mehl, Councilman Jones, Councilman Hawkins, and Councilwoman Isby. The Ordinance with the emergency clause passed 6-0.

9. Ordinance accepting and appropriating donation funds to the Conway Tree Board.

O-21-48

Councilman Hawkins presented Item A9 to the Council. Councilwoman Isby made a motion to waive the tree readings and Councilwoman Mehl seconded it. The motion carried 6-0. James Walden told the Council that the Tree Board received a donation from Conway Corporation. Councilwoman Isby made motion to adopt the Ordinance and Councilwoman Mehl seconded it. The Clerk called the roll with the following voting "Aye": Councilman Hawkins, Councilwoman Mehl, Councilwoman Isby, Councilman Jones, Councilman Grimes, and Councilman Ledbetter. The Ordinance passed 6-0.

10. Ordinance accepting the 2021 AHPP to resurvey the Conway Commercial National Register of Historic Places Historic District.

O-21-49

Councilman Hawkins presented Item A10 to the Council. Councilwoman Mehl made a motion to waive the three readings and Councilwoman Isby seconded. The motion carried 6-0. James Walden explained to the Council that one of the things in the Historic Preservation Plan was to re-survey all the National Register Historic Districts every ten years so it is come time to re-survey the Downtown Historic Commercial District, and in addition, the Downtown Partnership has a property on Court Street that they would like included in the District. He added that this is part of an effort to take the Downtown Historic Commercial District from a National Register Honorific District to a Local Ordinance District which is intended to prohibit demolition without approval by the Historic District Commission. He added that it is a totally funded project by the State. Councilwoman Isby made a motion to adopt the Ordinance and Councilwoman Mehl seconded it. The Clerk called the roll with the following voting "Aye": Councilwoman Isby, Councilman Grimes, Councilwoman Mehl, Councilman Jones, Councilman Hawkins, and Councilman Ledbetter. The Ordinance passed 6-0.

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11. Ordinance requesting to rezone property located at 1406 Scott St. from R-2A to C-1 for the Planning and Development Department.

O-21-50

Councilman Hawkins presented Item A11 to the Council stating that this item was reviewed by the Planning Commission and voted 8-0 to forward to City Council with a recommendation for approval. Councilwoman Isby made a motion to waive the three readings and Councilwoman Mehl seconded it. The motion carried 6-0. Councilman Jones made a motion to adopt the Ordinance and Councilwoman Mehl seconded it. The Clerk called the roll with the following voting "Aye": Councilman Hawkins, Councilman Grimes, Councilwoman Mehl, Councilwoman Isby, Councilman Ledbetter and Councilman Jones. The Ordinance passed 6-0.

12. Request for a conditional use permit to allow multi-family residential in the S-1 zoning district for property located at 405 S Donaghey Avenue for the Planning & Development Department.

Councilman Hawkins presented Item A12 to the Council stating that this item was reviewed by the Planning Commission and voted 9-0 to forward to City Council with a recommendation for approval with conditions. Councilman Hawkins moved to grant the conditional use permit and Councilwoman Isby seconded it. The motion passed 6-0.

13. Ordinance requesting to rezone property located at 1116 Gum St. from C-3 to PUD for the Planning & Development Department.

O-21-51

Councilman Hawkins presented Item A13 to the Council. Councilwoman Isby made a motion to waive the three readings and Councilwoman Mehl seconded it. The motion carried 6-0. Kierra Oluokun addressed the Council stating that this property will be a small overnight emergency shelter with up to 50 beds housing men, women, and children and will also provide day services. She added that additional parking would be added. She said that the location and purpose of the building would help to meet needs of the homeless for many years to come. She said the location would also provide walkability and connection to other areas in the community. She told the Council that CAPCA has expressed interest in taking over the daily operation of the facility. She introduced Branson Evans and Justin Gilmore with Level 5 Architecture, who explained the physical aspects of the project to the Council. A representative of CAPCA also addressed the Council stating their enthusiasm for this project. Councilwoman Isby made a motion to waive the three readings and Councilwoman Mehl seconded it. The motion carried 6-0. Councilwoman Isby made motion to adopt the Ordinance and Councilwoman Mehl seconded it. The Mayor called the roll with the following voting "Aye": Councilman Grimes, Councilwoman Isby, Councilman Jones, Councilman Ledbetter, Councilwoman Mehl, Councilman Hawkins.

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

1. Ordinance appropriating funds for improvements to be made at Gatlin Park for the Parks & Recreation Department.

O-21-52

Councilman Hawkins presented Item B1 to the Council. Steve Ibbotson addressed the Council stating that this Ordinance allows improvements to be made in the amount of \$235,189 to be paid for with A&P monies to replace the entire playground, add inclusive equipment and resurface with turf and rubber. Councilwoman Isby made a motion to waive the three readings and Councilwoman Mehl seconded it. The motion carried 6-0. Councilwoman Isby made motion to adopt the Ordinance and Councilwoman Mehl seconded it. The Mayor called the roll with the following voting "Aye": Councilwoman Isby, Councilman Ledbetter, Councilman Grimes, Councilman Jones, Councilman Hawkins, and Councilwoman Mehl. The Ordinance passed 6-0.

2. Ordinance appropriating funds for improvements to be made at Laurel Park for the Parks & Recreation Department.

O-21-53

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Councilman Hawkins presented Item B2 to the Council. Steve Ibbotson addressed the Council stating that this Ordinance provides additional funds over budgetary funds in the amount of \$318,229.51 to be appropriated from the A&P fund, to replace the entire playground, add inclusive equipment and resurface with turf and rubber. Mayor Castleberry added that the equipment from both parks was to be removed would be re-purposed and set up at other parks. Councilwoman Isby made a motion to waive the three readings and Councilwoman Mehl seconded it. The motion carried 6-0. Councilwoman Isby made motion to adopt the Ordinance and Councilwoman Mehl seconded it. The Mayor called the roll with the following voting "Aye": Councilwoman Mehl, Councilman Ledbetter, Councilman Grimes, Councilman Hawkins, Councilman Jones, and Councilwoman Isby. The Ordinance passed 6-0.

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

1. Ordinance authorizing personnel changes for an additional position at the Conway Police Department. O-21-54

Mayor Castleberry presented Item C1 to the Council. Chief Tapley addressed the Council asking for authorization for an additional secretary position at the Police Department whose main duties would be to fulfil FOI requests. He said that these requests have reached such a volume that fulfilling them is taking away from the present staff's daily responsibilities and making it difficult to fulfill them in a timely manner. Councilwoman Isby made a motion to waive the three readings and Councilman Jones seconded it. The motion carried 6-0. Councilwoman Isby made motion to adopt the Ordinance with the emergency clause and Councilwoman Mehl seconded it. The Mayor called the roll with the following voting "Aye": Councilwoman Mehl, Councilman Grimes, Councilman Hawkins, Councilman Ledbetter, Councilman Jones, and Councilwoman Isby. The Ordinance with the emergency clause passed 6-0.

D. New Business

1. Consideration to approve the nominations for the Public Facilities Board.
This item was tabled to be re-visited at a later date.

Adjournment-----

PASSED this 27th day of April 2021

APPROVED:

Mayor Bart Castleberry

City Clerk Michael O. Garrett