

MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

Conway, Arkansas
Tuesday, 6:30 pm
December 10, 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: Councilman Hawkins, Councilman Grimes, Councilwoman Isby, Councilman Jones, Councilman Ledbetter, Councilwoman Mehl, Councilwoman Smith. Also, present and acting: Mayor Bart Castleberry, City Clerk Michael Garrett, and City Attorney Chuck Clawson. Councilman Pruitt was not present.

Call to Order: Mayor Bart Castleberry

Roll Call: Michael O. Garrett, City Clerk

Minutes: November 26, 2019

Councilwoman Smith motioned to approve the **November 26, 2019** minutes as submitted. Councilwoman Isby seconded the motion. There was no discussion. The motion passed 7-0.

Report of Standing Committees:

A. Economic Development Committee (Conway Area Chamber of Commerce, Conway Development Corporation, Conway Downtown Partnership, & Conway Corporation)

1. Public Hearing to discuss an ordinance authorizing the issuance of industrial development revenue bonds for the construction and equipping of an expansion to certain existing industrial facilities located at 670 Equity Avenue and 780 Equity Avenue to be utilized by SFI of Arkansas.

Mayor Castleberry opened the Public Hearing. Gordon Wilbourn of Kutak Rock explained that the issuance is to cover the building and equipment for SFI of Arkansas. Jamie Gates of the Conway Chamber of Commerce addressed the Council stating that the project will result in new jobs for Conway associated with this development of business. There was no one else present to speak to the matter, so the Mayor declared the Public Hearing closed.

2. Ordinance authorizing the issuance of industrial development revenue bonds for the construction and equipping of an expansion to certain existing industrial facilities located at 670 Equity Avenue and 780 Equity Avenue to be utilized by SFI of Arkansas.

O-19-104

Mayor Castleberry presented Item B2 to the Council. Councilwoman Smith made a motion to waive the three readings and Councilwoman Isby seconded it. Councilwoman Smith made a 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 Hawkins, Councilman Grimes, Councilman Ledbetter, Councilwoman Isby, Councilman Jones, Councilwoman Smith and Councilwoman Mehl. The Ordinance with the emergency clause passed 7-0.

3. Public Hearing to discuss an ordinance authorizing the issuance of industrial development revenue bonds for the financing for the acquisition, construction, renovation, refurbishment and equipping certain industrial facilities located at 1800 Sturgis Road.

Mayor Castleberry opened the Public Hearing. Gordon Wilbourn addressed the Council stating that this bond issuance for up to 75 million dollars is for Structurlam Mass Timber U.S. and will bring 130 jobs to the Conway area. Mayor Castleberry added that he was pleased that this Company chose to invest in Conway. Councilman Hawkins added that this is not only a Conway matter but a state-wide project. Jamie Gates of the Conway Chamber of Commerce addressed the Council stating that this will be Structurelam's first facility in the United States and affects many areas of industry in the state, such as the timber industry, lumber industry and the construction industry. He added that the product itself is a natural product, the production process does not create carbon emission as does steel production. He

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said that production was scheduled to begin in July of 2021. As there were no further questions or discussion, the Mayor closed the Public Hearing closed.

- 4. Ordinance authorizing the issuance of industrial development revenue bonds for the financing for the acquisition, construction, renovation, refurbishment and equipping certain industrial facilities located at 1800 Sturgis Road.**

O-19-104

Mayor Castleberry presented Item B4 to the Council. Councilwoman Smith made a motion to waive the three readings and Councilwoman Isby seconded it. The motion passed 7-0. Councilwoman Smith made a motion to adopt the Ordinance with the emergency clause and Councilman Jones seconded it. The Clerk called the roll with the following voting "Aye": Councilman Ledbetter, Councilwoman Isby, Councilwoman Mehl, Councilman Grimes, Councilman Hawkins, Councilwoman Smith and Councilman Jones. The Ordinance with the emergency clause passed 7-0.

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

- 1. Consideration to approve the boards and nominations for the Oak Grove Cemetery, Airport Advisory Board, Planning Commission, Historic District Commission, Bicycle & Pedestrian Advisory Board and Conway Tree Board.**

Councilman Hawkins read the names of the nominees to various boards to the Council and motioned to approve the nominations. Councilwoman Smith seconded the motion. The motion to approved passed 7-0.

- 2. Resolution requesting the Faulkner County Tax Collector place a certified lien against property located at 1208 Davis Street for expenses incurred by the City.**

This item was removed from the Agenda.

- 3. Resolution requesting the Faulkner County Tax Collector place a certified lien in the amount of \$426.84 against property located at 516 Ash Street for expenses incurred by the City.**

R-19-76

Councilman Hawkins presented Item B3 to the Council. There was no one present to represent the property. Councilwoman Smith moved to adopt the Resolution and Councilwoman Isby seconded it. The Resolution passed 7-0.

- 4. Resolution authorizing an application to the AR Economic Development Community Division of Rural Services for repairs at the Conway Municipal Airport at Cantrell Field.**

R-19-77

Councilman Hawkins presented Item B4 to the Council. Michelle Anthony, Airport Manager addressed the Council requesting authorization to apply for this grant stating that this is a no match grant and will not affect this year's or next year's budget. Councilwoman Smith moved to adopt the Resolution and Councilwoman Isby seconded it. The Resolution passed 7-0.

- 5. Ordinance authorizing a reclassification within the Airport Department.**

O-19-129

Councilman Hawkins presented Item B5 to the Council. Airport Manager Michelle Anthony stated that this reclassification would change the current Lineman Supervisor position to Operations Manager and would allow more duties to be assigned to assist the Airport Manager and to handle safety issues as they arise. Councilwoman Smith made a motion to waive the three readings and Councilwoman Isby seconded it. The motion carried 7-0. Councilwoman Isby made a motion to adopt the Ordinance with the emergency clause and Councilwoman Smith seconded it. The Clerk called the roll with the following voting "Aye": Councilwoman Smith, Councilwoman Mehl, Councilwoman Isby, Councilman Hawkins, Councilman Jones, Councilman Ledbetter and Councilman Grimes. The Ordinance with the emergency clause passed 7-0.

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6. Consideration to enter into an agreement with Crafton Tull to provide engineering services associated with the Tucker Creek Trail Extension Project for the Transportation Department.

Councilman Hawkins presented Item B6 to the Council. Finley Vinson addressed the Council stated that there was a need for an aerial survey due to Conway Corp requiring sewer easements along Tucker Creek south of Dave Ward Drive. Surveys are required to determine the width of said easements. Councilwoman Smith moved to approve the consideration and Councilwoman Mehl seconded it. The motion to approve passed 7-0.

7. Resolution approving a change order for the Markham Street Jump Start Project federal aid surface transportation program fund.

R-19-78

Councilman Hawkins presented Item B7 to the Council. Finley Vinson explained that the bid from the contractor was less than the awarded amount for the grant, so it was requested that this Resolution be passed to expand the scope of the project to use the additional awarded money. Councilwoman Smith moved to adopt the Resolution and Councilwoman Mehl seconded it. The Resolution passed 7-0.

8. Consideration to modify the contract with Accela for the Planning & Development Department.

Councilman Hawkins presented Item B8 to the Council. James Walden, Planning and Development Director addressed the Council stating that about three years ago, the City contracted with Accela to process online permits and planning applications. He stated that the implementation of the system has been difficult, and that Accela has not met their end of the contract requirements. Since August, a committee has explored possibilities for replacement and Accela was notified of the City's intent to not renew the contract. Since then Accela has agreed to allow the City to pay quarterly payments and they have modified the contract to allow the City to terminate the 10-year contract with a 30-day notice, which allows the City to save money and to move forward with a replacement application when the time is right. Councilwoman Smith moved to approve the contract modification and Councilwoman Isby seconded it. The motion carried 7-0.

9. Ordinance correcting the ward assignment of property that was annexed by Ordinance No. O-19-119.

O-19-130

Councilman Hawkins presented Item B9 to the Council. James Walden stated that the incorrect Ward was inadvertently assigned to the annexation and must be corrected. Councilwoman Smith made a motion to waive the three readings and Councilwoman Isby seconded it. The motion carried 7-0. Councilwoman Isby made a motion to adopt the Ordinance with the emergency clause and Councilwoman Smith seconded it. The Clerk called the roll with the following voting "Aye": Councilman Ledbetter, Councilman Grimes, Councilwoman Mehl, Councilwoman Smith, Councilman Jones, Councilman Hawkins and Councilwoman Isby. The Ordinance passed 7-0.

10. Ordinance amending the Conway Subdivision concerning submission deadlines for various application types for the Planning & Development Department.

O-19-131

Councilman Hawkins presented Item B10 to the Council. Councilwoman Smith made a motion to waive the three readings and Councilwoman Isby seconded it. The motion carried 7-0. Councilwoman Isby made a motion to adopt the Ordinance and Councilwoman Smith seconded it. The Clerk called the roll with the following voting "Aye": Councilman Grimes, councilwoman Isby, Councilman Jones, Councilman Ledbetter, Councilwoman Mehl, Councilwoman Smith and Councilman Hawkins. The Ordinance passed 7-0.

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

1. Ordinance authorizing the restructuring and the addition, revision, or reclassification of certain titles and salaries and updating the authorized position list for the Department of Sanitation.

O-19-132

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Mayor Castleberry presented this item to the Council. Joe Hopper, Director of the Sanitation Department addressed the Council stating that the Department has experienced a very high rate of turnover, so they have developed a tiered and graduated salary program in hopes of attracting and retaining employees. Mayor Castleberry added that the Sanitation department employees work very hard and he felt that it was important to offer competitive wages in order to keep good employees. Councilwoman Smith made a motion to waive the three readings and Councilwoman Isby seconded it. The motion carried 7-0. Councilwoman Isby made a motion to adopt the Ordinance and Councilwoman Smith seconded it. The Clerk called the roll with the following voting "Aye": Councilwoman Isby, Councilman Ledbetter, Councilman Grimes, Councilman Jones, Councilman Hawkins, Councilwoman Smith and Councilwoman Mehl. The Ordinance passed 7-0.

D. 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 insurance proceeds received from the Municipal Vehicle Program for the Information Technology Department.

O-19-133

Mayor Castleberry presented Item D1 to the Council. Aaron Knight was present to address the Council. There was no discussion. Councilwoman Smith made a motion to waive the three readings and Councilwoman Isby seconded it. The motion carried 7-0. Councilwoman Smith made a motion to adopt the Ordinance and Councilwoman Isby seconded it. The Clerk called the roll with the following voting "Aye": Councilwoman Mehl, Councilman Ledbetter, Councilwoman Smith, Councilman Grimes, Councilman Hawkins, Councilman Jones and Councilwoman Isby. The Ordinance passed 7-0.

2. Consideration to approve the disposal of vehicles for the Conway Police Department.

Mayor Castleberry presented Item D2 to the Council. Chief Jody Spradlin addressed the Council asking for approval to dispose of vehicles for the Department. Councilwoman Smith moved to approve the consideration and Councilwoman Isby seconded it. The motion carried 7-0.

3. Ordinance appropriating reimbursement funds from various entities for the Conway Police Department.

O-19-134

Mayor Castleberry presented Item D2 to the Council. There was no discussion. Councilwoman Smith made a motion to waive the three readings and Councilwoman Isby seconded it. The motion carried 7-0. Councilwoman Smith made a motion to adopt the Ordinance and Councilwoman Isby seconded it. The Clerk called the roll with the following voting "Aye": Councilwoman Mehl, Councilman Grimes, Councilman Hawkins, Councilman Ledbetter, Councilwoman Smith, Councilman Jones and Councilwoman Isby. The Ordinance passed 7-0.

4. Ordinance accepting grant proceeds awarded to the Conway Fire Department Bomb Squad.

O-19-135

Mayor Castleberry presented Item D2 to the Council. Chief Mike Winter addressed the Council asking for acceptance of a Homeland Security Grant in the amount of \$88,750.00 that is 100% reimbursable. Councilwoman Smith made a motion to waive the three readings and Councilwoman Isby seconded it. The motion carried 7-0. Councilwoman Smith made a motion to adopt the Ordinance and Councilwoman Isby seconded it. The Clerk called the roll with the following voting "Aye": Councilman Hawkins, Councilwoman Smith, Councilwoman Mehl, Councilwoman Isby, Councilman Jones, Councilman Grimes and Councilman Ledbetter. The Ordinance passed 7-0.

E. Finance

1. Ordinance to approve the FY2020 City of Conway Budget.

O-19-136

Mayor Castleberry presented Item D2 to the Council. Tyler Winningham, CFO addressed the Council calling their attention to a line item in the non-uniform departmental expenditures, reminding them

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that the \$250,000 is intended to be one of four annual contributions to replenish the General Fund reserves, replacing funds used for a settlement and the work on the new City Hall. He added that there is a 1.5% cost of living increase in the budget for the third consecutive year, and he thanked the Mayor on behalf of all City employees. Mayor Castleberry added that the work of department heads in setting budgets made it possible. Mr. Winningham added that the 1.5% increase was in the budget to include elected officials and the Council would decide if it should remain. Councilwoman Smith made a motion to waive the three readings and Councilwoman Isby seconded it. The motion carried 7-0. Councilman Jones made a motion to adopt the Ordinance, including the increase for elected officials and with the emergency clause and Councilwoman Smith seconded it. The Clerk called the roll with the following voting "Aye": Councilwoman Isby, Councilman Grimes, Councilwoman Mehl, Councilman Jones, Councilman Hawkins, Councilman Ledbetter and Councilwoman Smith. The Ordinance, including the cost of living increase for elected officials and with the emergency clause passed 7-0.

F. New Business

1. Discussion regarding the December 24, 2019 City Council Meeting.

Councilwoman Smith made a motion to cancel the December 24th City Council Meeting and Councilman Hawkins seconded it. The motion carried 7-0. Mayor Castleberry stated that the next City Council meeting would take place on January 13, 2020. He reminded everyone that the employee appreciation party would take place on Friday, December 13th at 11:30 am.

Having no further business, the Council adjourned.

Adjournment-----

PASSED this 10th day of December 2019

APPROVED:

Mayor Bart Castleberry

City Clerk Michael O. Garrett