

Conway, Arkansas
Tuesday, 6:00 pm
December 10, 2024

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 Mehl, Councilman Cummins, Councilman Ledbetter, Councilman Hawks, Councilman Jones, and Councilwoman Isby. Also, present and acting: Mayor Bart Castleberry, City Clerk/Treasurer Michael O. Garrett, and City Attorney Charles Finkenbinder.

Call to Order: Mayor Bart Castleberry

Roll Call: Michael O. Garrett, Clerk/Treasurer

Minutes: November 26th, 2024, City Council Meeting

Councilwoman Isby made a motion to approve the minutes as submitted and Councilwoman Mehl seconded it. The motion carried 8-0.

Report of Standing Committees:

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

1. Consideration to approve waiving all three readings for the ordinances on the December 10th, 2024, City Council agenda.

Councilwoman Isby made a motion to approve the waiving of all three readings and Councilwoman Mehl seconded it. The motion carried 8-0.

2. Consideration to approve the annual nominations for boards and commissions.

Councilman Hawkins presented Item A2 to the Council, read the names of the nominees, and made a motion to approve the nominations. Councilwoman Isby seconded the motion. A vote was called and the motion carried 8-0.

- Advertising and Promotion Commission – 4-year term
 - Mike Coats Term expires May 31, 2028
- Airport Advisory Committee – 4-year term
 - Robert Gunn Term expires December 31, 2028
 - Chris Tyler Term expires December 31, 2028
- Bicycle & Pedestrian Advisory Board – 3-year term
 - Beau Theriot Term expires December 31, 2027
 - Teresa Ann Garrett Term expires December 31, 2027
- Civil Service Commission – 6-year term
 - Courtney Kennedy Term expires April 1st, 2030
- Conway Tree Board – 3-year term
 - Robert Eric Bell Term expires December 31, 2027
 - Tyler Moses Term expires December 31, 2027
 - Gabriella Stanford Term expires December 31, 2027
- Diversity Advisory Council – 4-year term
 - Meg Hawkins Term expires December 31, 2028
 - Karisa McAlister Term expires December 31, 2028

- Historic District Commission – 3-year term
 - Marilyn Moix Term expires December 31, 2027
 - Jason Covington Term expires December 31, 2027

- Oak Grove Cemetery – 5-year term
 - Van Lamar Term expires December 31, 2029

- Planning Commission – 5-year term
 - Kevin Gambrill Term expires December 31, 2029
 - Cassidy Cook Term expires December 31, 2029

- Public Art Advisory Committee – 2-year term
 - Kasey Jordan Term expires December 31, 2026
 - Morgan Lefler Term expires December 31, 2026
 - Christian Cutler Term expires December 31, 2026

3. Resolution to approve the application for the FEMA “Assistance to Firefighters” Grant Program for the Fire Department.

R-24-61

Councilman Hawkins presented Item A3 to the Council. Robbie Alberson, Grant Administrator, told the Council that the Fire Department was in need of upgrading 144 portable radios that have been in used since 2012. Councilman Hawkins made a motion to approve the Resolution and Councilman Jones seconded it. A vote was called and the Resolution passed 8-0.

4. Resolution requesting the City utilize federal aid funds for the Highway 65/Robins St. Improvements for the Transportation Department.

R-24-62

Councilman Hawkins presented Item A4 to the Council. Kurt Jones told the Council that this project has been in the works since 2010. He said the design has been completed and the state has acquired the rights-of-way, and utilities have been relocated. He said that this Resolution approving a partnership with the Highway Dept in that they pay 80% up to 1 million dollars is needed to continue the project. He explained some of the details of the project and what is involved. Councilman Jones made a motion to adopt the Resolution and Councilwoman Isby seconded it. A vote was called and the motion carried 8-0.

5. Ordinance appropriate funds and accept the lowest bid from JCI Construction for the Prince St./Country Club Roundabout for the Transportation Department.

O-24-86

Councilman Hawkins presented Item A5 to the Council. Kurt Jones told the Council that this roundabout was designed in-house. He said there were two bidders on the project, with JCI being the winner at just over 1 million dollars and a tentative start of construction date in February of 2025. Councilwoman Isby made a motion to adopt the Ordinance and Councilwoman Isby seconded it. The Clerk called the roll with the following voting “Aye”: Councilman Hawkins, Councilman Ledbetter, Councilman Jones, Councilman Grimes, Councilman Cummins, Councilman Hawks, Councilwoman Isby and Councilwoman Mehl. The Ordinance passed 8-0.

6. Ordinance to appropriate donation funds for the Conway Tree Board.

O-24-87

Councilman Hawkins presented Item A6 to the Council and made a motion to adopt the Ordinance. Councilwoman Isby seconded the motion. The Clerk called the roll with the following voting “Aye”: Councilwoman Mehl, Councilman Ledbetter, Councilman Grimes, Councilwoman Isby, Councilman Cummins, Councilman Hawkins, Councilman Jones, and Councilman Hawks. The Ordinance passed 8-0.

7. Ordinance to rezone property located at 377 Reedy Rd from R-1 to R-2A.**O-24-88**

Councilman Hawkins presented Item A7 to the Council. Anne Tucker, Planning Director told the Council that this matter was heard at a Council meeting in October and at that time was tabled. She added that since then Councilman Hawkins facilitated a meeting between the developer and the residents that was very successful, and the developer had decided to reduce the proposed units from 8 to 6 units. She said that all parties were happy with the decision. The developer, Bobby French detailed for the Council the changes that were agreed upon, such as making some of the units single story and reducing the number to 6 units. There was some discussion among the Council as to whether the resident's concerns had actually been met. Anne Tucker and Councilman Grimes reported that specific individuals who had issues before had expressed satisfaction with the changes. Mayor Castleberry asked if anyone was present who would like to speak for against the matter. No one came forward. 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 Ledbetter, Councilman Jones, Councilwoman Mehl, Councilman Hawks, Councilman Grimes, Councilman Cummins, and Councilman Hawkins. The Ordinance passed 8-0.

8. Consideration to approve a conditional use permit to allow MF-1 density in the R-2A zone for property located at 377 Reedy Rd.

Councilman Hawkins presented Item A8 to the Council. Anne Tucker told the Council that the CUP was approved by the Planning Commission with 13 conditions and pointed out that condition #1 changed the maximum dwelling units from 8 to 6. She added that the project would undergo site development review as well. Councilwoman Mehl made a motion to amend condition #1 to state that there would only be allowed one unit) to be 2 story and all other units along Castle Gate to be single story. Councilman Hawkins seconded the motion. A vote was called and the motion carried 8-0. Mayor Castleberry asked if anyone would like to speak for or against the matter. Heidi Crane addressed the Council stating that it was her understanding as well that the developer and the residents had reached an agreement. She thanked the Council for making the changes clear. Councilman Hawkins made a motion to approve the conditional use permit and Councilwoman Isby seconded it. A vote was called and the motion carried 8-0.

9. Consideration to approve a major modification request for property located at 1301 E. Dave Ward Drive.

Councilman Hawkins presented Item A9 to the Council. Anne Tucker told the Council that Maly farms was planning to build another Marriott Hotel on their site that has a governing document that states that 25% of all facades shall be masonry, and cement board/hardy shall not be considered masonry. She stated that the applicant is requesting for this build only an allowance for 100% Exterior Insulation Finish System (EIFS), because it is the model for their hotels. James Thomas, owner and Sheridan Browning, project manager addressed the Council stating that they have been approved by Marriott to build an extended stay type hotel in the Maly District south of the Courtyard Hotel. He said that the standard façade for the suites is primarily EIFS and would be similar to the Courtyard Hotel façade. He asked that the modification request be granted to allow the building to be constructed in keeping with the design standards of Marriott. Mayor Castleberry told the Council that there is a committee that is looking at the design materials and codes for the City. Councilman Hawkins made a motion to approve the modification request, and Councilman Ledbetter seconded it. A vote was called and the motion to approve carried 8-0.

10. Ordinance to approve the creation of the Downtown Entertainment District.**O-24-89**

Councilman Hawkins presented Item A10 to the Council. There was discussion among the Council as to police coverage of the events in the Entertainment District and how police coverage would be calculated. Councilman Hawkins made a motion to amend the Ordinance to state that a formula would be established to enable the Police Department to determine how many police officers should be on duty for any given event based upon the number of attendees expected. Councilman Grimes seconded the motion. A vote was called and the motion carried 8-0. Councilman Hawkins made a motion to adopt the Ordinance as amended and Councilman Grimes seconded the motion. The Clerk called the roll with the following voting "Aye": Councilman Hawkins, Councilwoman Mehl, Councilman Hawks, Councilman Grimes, Councilman Cummins, Councilwoman Isby, and Councilman Ledbetter. Councilman Jones voted "no". The Ordinance passed 7-1.

**11. Ordinance to approve the private club permit location for Chuy’s of Conway located at 600 S. Amity Rd.
O-24-90**

Councilman Hawkins presented Item A11 to the Council. Councilwoman Isby made a motion to adopt the Ordinance and Councilwoman Mehl seconded it. The Clerk called the roll with the following voting “Aye”: Councilman Jones, Councilman Hawkins, Councilwoman Mehl, Councilman Cummins, Councilman Hawks, Councilwoman Isby, Councilman Ledbetter, and Councilman Grimes. The Ordinance passed 8-0.

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

**1. Ordinance to authorize all personnel positions for the Conway Community Center.
O-24-91**

Mayor Castleberry presented Item B1 to the Council. Jamie Brice introduced the new Community Center’s Aquatics Director Michael Washington to the Council. She asked the Council’s approval for 17 new positions at the Community Center. Councilwoman Isby made a motion to adopt the Ordinance and Councilwoman Mehl seconded it. The Clerk called the roll with the following voting “Aye”: Councilman Grimes, Councilman Jones, Councilwoman Mehl, Councilman Ledbetter, Councilman Cummins, Councilman Hawks, Councilwoman Isby, and Councilman Hawkins. The Ordinance passed 8-0.

C. Finance

**1. Ordinance approving the FY2025 City of Conway Budget.
O-24-92**

Mayor Castleberry presented Item C1 to the Council. Tyler Winingham told the Council that the City has taken on two new departments with the Community Center and the consolidation of the CEOC. He pointed out that the Community Center is an unknown since it is new and there are no numbers to compare. He added that there is also the unknown as to the exact date it will be operational. He said that due to those factors there was a chance that there would be a need to amend the budget later in the year. He said that our revenues would increase with the 911 Center but there are costs to consider. He reminded them that any expenses incurred over the budget would be shared by Faulkner County. He said that the budget included at 3% increase in sales tax which has been the norm. He reviewed several other areas in the budget with the Council. Councilman Jones made a motion to adopt the Ordinance with the emergency clause and Councilwoman Isby seconded it. The Clerk called the roll with the following voting “Aye”: Councilman Hawkins, Councilman Grimes, Councilman Ledbetter, Councilman Jones, Councilwoman Mehl, Councilman Hawks, and Councilman Cummins. The Ordinance with the emergency clause passed 8-0.

2. Consideration to cancel the December 24th City Council meeting.

Mayor Castleberry presented Item C2 to the Council. Councilwoman Isby made a motion to cancel the December 24th City Council meeting and Councilwoman Mehl seconded it. A vote was called and the motion carried 8-0.

Adjournment-----

PASSED this 10th day of December 2024

APPROVED: _____
Mayor Bart Castleberry

City Clerk Michael O. Garrett