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MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

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Conway, Arkansas  
Tuesday 6:30 pm  
March 14, 2017

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 Grimes, Alderman Pruitt, Alderwoman Mehl, Alderwoman Smith, Alderman Jones and Alderwoman Isby. 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**

**Minutes: February 28, 2017**

Alderwoman Smith motioned to approve the **February 28, 2017** minutes as submitted. Alderwoman Isby seconded the motion. There was no discussion. The motion passed 7-0.

Alderman Grimes made a motion to move item B4 to the top of the Agenda. Alderwoman Smith seconded the motion. The motion passed 7-0.

**B. 4. Resolution to authorizing the naming of the Conway trail system after the former Mayor of Conway, David Kinley.**

**R-17-09**

Former Mayor David Kinley was asked to come forward. Mayor Castleberry read the Resolution naming the Conway trail system after the former Mayor. Alderman Grimes motioned to accept the Resolution and Alderwoman Smith seconded the motion. There was no further discussion. The motion to approve the resolution passed 7-0.

**1. Report of Standing Committees:**

**A. Community Development Committee (Planning, zoning, Permits, Community Development, Historic District, Streets, & Conway Housing Authority)**

**1. Resolution setting a public hearing to discuss the closing of certain utility easements located in Lewis Ranch Subdivision, Phase I**

**R-17-10**

Alderman Hawkins presented Item A1 to the Council. There was no discussion. Alderwoman Smith motioned to adopt the resolution setting the public hearing for March 28, 2017. Alderwoman Mehl seconded the motion. There was no discussion. The motion passed 7-0.

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- 2. Resolution to approve a real estate development/land transfer agreement between Dakota Development and the City for development of affordable housing located in the Pine Street Neighborhood.**

**R-17-11**

Alderman Hawkins present Item A2 to the Council. There was no discussion. Alderwoman Isby motioned to adopt the ordinance. Alderwoman Smith seconded the motion. There was no further discussion. The motion passed 7-0.

- 3. Consideration to approve a taxi service permit for Priced Right Taxi Service for the City of Conway.**

Alderman Hawkins present Item A3 to the Council. Susie Munson was in attendance to address the Council. Ms. Munson stated that the Priced Right Taxi Service was to be a flat rate taxi service, more affordable for elderly and lower income individuals in our community. Ms. Munson also confirmed that the proper insurance paperwork had been submitted to the City. There was some discussion among the Council members regarding the flat-rate structure that is propose might not fit within the City's ordinance guidelines. Alderwoman Smith made a motion to approve the Taxi Service with the condition that the required insurance paperwork is submitted to the City. Alderwoman Isby seconded the motion. There was no further discussion. The motion to approve the request passed 7-0.

- 4. Ordinance authorizing the reclassification of a GIS Coordinator position to a planner position within the Planning and Development Department.**

**O-17-23**

Alderman Hawkins presented Item A4 to the Council. Alderwoman Smith made a motion to waive the three readings and Alderwoman Isby seconded the motion. The motion passed 7-0. Alderwoman Isby motioned to adopt the ordinance with the emergency clause. Alderwoman Smith seconded the motion. The clerk called the roll with the following voting "Aye": Alderwoman Mehl, Alderwoman Smith Alderman Grimes, Alderman Hawkins, Alderman Pruitt, Alderwoman Isby and Alderman Jones. The motion passed 7-0. Alderman Hawkins asked Bryan Patrick to explain the position request to the Council. Mr. Patrick stated that Michael Sakinejad was added to the department in June 2016 as the GIS Coordinator, and since then many of the key components of the GIS system have been updated by him. There has been the addition of the online portal that the public has access to, as well as a 3-D component and many more features. He stated that it would be beneficial to the department to promote Mr. Sakinejad to Planner so that he can take on additional duties such as subdivision review and other long range planning. The clerk called the roll with the following voting "Aye": Alderwoman Mehl, Alderwoman Smith Alderman Grimes, Alderman Hawkins, Alderman Pruitt, Alderwoman Isby and Alderman Jones. The motion to adopt the ordinance passed 7-0.

- 5. Ordinance appropriating insurance reimbursement funds for the Airport Department.**

**O-17-24**

Alderman Hawkins presented Item A5 to the Council. Alderwoman Smith made a motion to waive the three readings and Alderwoman Isby seconded the motion. The motion passed 7-0.

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Josh Zylks was in attendance to explain to the Council that the ordinance is needed to replenish the Airport Department's expenditure account after payment for the repair to a wall column on T-hangar "D" that was damaged by an aircraft. Alderwoman Smith made a motion to adopt the ordinance and Alderman Grimes seconded the motion. The clerk called the roll with the following voting "Aye": Alderman Hawkins, Alderman Pruitt, Alderwoman Mehl, Alderman Jones, Alderman Grimes, Alderwoman Isby and Alderwoman Smith. The motion to adopt the ordinance passed 7-0.

**6. Consideration to approve the relocation of utilities located at the corner of College and Salem for Conway Corporation.**

Alderman Hawkins presented Item A6 to the Council. Finley Vinson of the Street Department was present to address the Council on the matter. Mr. Vinson stated that this request is regarding the construction of the roundabout at College and Salem and reminded the Council that the City had purchased the lot on the southwest corner. Conway Corporation agreed to move the utilities to allow for the construction of the roundabout and is in need of an easement to place underground electric and water utilities. The easement of 30' is wider than usual but this is to allow for possible future widening of College and Salem without requiring Conway Corporation to move the utilities again. Alderwoman Smith made a motion to approve the relocation of utilities and Alderwoman Isby seconded it. Mr. Vinson was asked if there was a time frame for the building of the roundabout to which he stated he hoped to begin construction this summer. They are in the process of property acquisition at this time. The motion to approve the request passed 7-0.

**7. Consideration to approve the renovation of the parking lot on Park between Prairie and Main Street**

Alderman Hawkins presented Item A7 to the Council. Bill Bethea was in attendance to address the Council as a representative of Conway Corporation and the Conway Business Improvement District. Mr. Bethea stated that the Conway Corporation Payment Center on the lot across from Prairie Street has moved into the new building, and that the lot is to be deeded to the City. If the lot were converted into parking it would allow for approximately 44 parking spaces to the downtown area, based on a study of parking in downtown Conway by the Chamber of Commerce in 2015. While the cost for the project is not certain, the CBID is offering to commit \$40,000 toward the completion of the parking lot project. Alderwoman Mehl asked from where the other funds would be allocated. Finley Vinson stated that the funds would most likely come from the Street Fund Reserve Fund. Mr. Bethea added that as the project develops, the CBID would also be adding street lighting on Parkway Street. Alderwoman Smith made a motion to approve the request and Alderwoman Isby seconded the motion. The motion passed 7-0.

**8. Consideration to approve a standard details for roadway and drainage construction for the Conway Street & Engineering Department.**

Alderman Hawkins presented Item A8 to the Council. Finley Vinson addressed the Council stating that the goal for this document is to bring consistency to construction in the City, creating standard details for construction. Alderwoman Smith made a motion to approve the document and Alderwoman Mehl seconded the motion. The motion passed 7-0.

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**9. Ordinance resolving the appropriate speed limit within the City of Conway business district, residential district, and school premises.**

Alderman Hawkins presented Item A9 to the Council. Mayor Castleberry stated that his recommendation that this item be held and discussed during the next Committee meetings. Alderman Hawkins motioned to accept the recommendation and Alderwoman Smith seconded the motion. The motion to was passed 7-0.

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

**1. Ordinance appropriating insurance proceeds funds to the Parks & Recreation Department.**

**O-17-25**

Mayor Castleberry presented Item B1 to the Council. Steve Ibbotson, Director of Parks & Recreation was in attendance to address the Council. Mr. Ibbotson stated that the Department had received reimbursement from insurance for damages to Conway Station Park, and that the ordinance was needed to replenish the grounds maintenance budget. Alderwoman Smith made a motion to waive the three readings, and Alderwoman Isby seconded the motion. The motion passed 7-0. Alderman Jones made a motion to adopt the ordinance and Alderwoman Smith seconded the motion. Alderman Hawkins asked Mr. Ibbotson what damage occurred at the Park. Mr. Ibbotson stated that a vehicle left the road and damaged the fence in Field 5, and damaged flagpoles, statues and shrubbery. There was no further discussion. The clerk called for a vote with the following voting "Aye": Alderwoman Isby, Alderman Grimes, Alderman Hawkins, Alderman Pruitt, Alderwoman Mehl, Alderman Jones, and Alderwoman Smith. The motion to approve the request passed 7-0.

**2. Ordinance accepting and appropriating funds received from the Advertising and Promotion Commission for cost associated with the completion of the Conway Event Center.**

**O-17-26**

Mayor Castleberry presented Item B2 to the Council. Steve Ibbotson stated to the Council that A&P Commission pledged \$500,000 toward the completion of the Conway Event Center, and they have made payment toward the pledge. This \$166,472.50 will complete the pledge toward the Event Center. Alderwoman Smith made a motion to waive the three readings, and Alderwoman Isby seconded the motion. The motion passed 7-0. Alderwoman Mehl made a motion to adopt the ordinance and Alderwoman Smith seconded the motion. There was no further discussion. The clerk called for a vote with the following voting "Aye": Alderwoman Smith, Alderwoman Mehl, Alderman Pruitt, Alderman Jones, Alderman Hawkins, Alderman Grimes, and Alderwoman Isby. The motion to approve the request passed 7-0.

**3. Ordinance authorizing a change in staffing levels for the Parks and Recreation Department.**

**O-17-27**

Mayor Castleberry presented Item B3 to the Council. Mr. Ibbotson addressed the Council stating that the position in question is a full-time Grounds Maintenance position already budgeted for 2017. Alderwoman Smith made a motion to waive the three readings, and Alderwoman Mehl seconded the motion. The motion passed 7-0. Alderwoman Smith made a

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motion to adopt the ordinance and Alderman Grimes seconded the motion. There was no further discussion. The clerk called for a vote with the following voting "Aye": Alderwoman Isby, Alderman Grimes, Alderwoman Mehl, Alderman Pruitt, Alderwoman Smith, Alderman Hawkins, and Alderman Jones. The motion to adopt the ordinance passed 7-0.

**C. Public Safety Committee (Police, AWU, CEOC, Fire, District Court, Information Technology, & City Attorney)**

**1. Ordinance to approve an adjustment of salary for the Chief Deputy City Attorney for the City Attorney's Office.**

**O-17-28**

Mayor Castleberry presented Item C1 to the Council. Chuck Clawson, City Attorney was in attendance to address the Council. Mr. Clawson stated that due to the transfer of Mr. Graham Jones from the City Attorney's Office to a position as Assistant US Attorney, there is a need to fill the position of Chief Deputy City Attorney for the City Attorney's Office. A desirable candidate has been selected and a salary of \$75,000 is what is necessary to secure the position. Alderwoman Smith made a motion to waive the three readings and Alderwoman Mehl seconded. The motion passed 7-0. Alderwoman Smith made a motion to adopt the ordinance and Alderman Grimes seconded. There was no further discussion. The clerk called for a vote with the following voting "Aye": Alderwoman Mehl, Alderwoman Smith, Alderman Hawkins, Alderwoman Isby, Alderman Grimes, Alderman Jones and Alderman Pruitt. The motion to adopt the ordinance passed 7-0.

**2. Consideration to dispose of inventory for the Information Technology Department**

Mayor Castleberry presented Item C2 to the Council. Aaron Knight, Chief Technical Officer/Director of the IT Department was present to address the Council. Mr. Knight stated that an on-site storage container for was removed and the contents moved into the Department. It is requested that the items be removed from inventory so that they may be disposed of properly. Alderman Grimes made a motion to accept the consideration and Alderwoman Smith seconded the motion. The motion passed 7-0.

**3. Consideration to dispose of seized vehicles from the City of Conway Police Department inventory.**

Mayor Castleberry presented Item C3 to the Council. Chief Jody Spradlin was present to present the request to remove six drug-seized vehicles from the Police Department Inventory in order to sell them on the publics surplus.com website. Alderwoman Smith made a motion to accept the consideration and Alderwoman Isby seconded the motion. The motion passed 7-0.

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

**O-17-29**

Mayor Castleberry presented Item C4 to the Council. Chief of Police, Jody Spradlin addressed the Council stating that the reimbursement is provided for by funds for off-duty employment by officers and two transactions for insurance proceeds for damaged vehicles. Alderwoman Smith made a motion to waive the three readings and Alderwoman Mehl seconded. The motion passes 7-0. Alderwoman Mehl made a motion to adopt the ordinance and Alderwoman Smith

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seconded the motion. There was no further discussion. The Clerk called for a vote with the following voting "Aye": Alderman Pruitt, Alderman Jones, Alderwoman Isby, Alderman Grimes, Alderman Hawkins, Alderwoman Smith and Alderwoman Mehl. The motion to adopt the ordinance passed 7-0.

**5. Ordinance waiving bids for the purchase of eight fully equipped police vehicles for the Conway Police Department**

**O-17-30**

Chief Spradlin addressed the Council stating that the Department is asking to waive the bidding process on this year's new vehicle installation. It was determined that Bill McLarty Ford can provide eight Ford Police Interceptors and equip them with the needed specifications at a cost savings of \$10,288.00 for the eight vehicles. Alderman Grimes made a motion to waive the three readings and Alderwoman Smith seconded it. There was no further discussion. Alderwoman Smith made a motion to adopt the ordinance and Alderman Jones seconded it. The Clerk called for a vote with the following voting "Aye: Alderman Jones, Alderman Grimes, Alderwoman Mehl, Alderwoman Smith, Alderman Pruitt, Alderman Hawkins and Alderwoman Isby. The motion to adopt the ordinance passed 7-0.

Mayor Castleberry reminded the Council that the ordinance resolving the appropriate speed limit with the City of Conway would be discussed further in committee at the next Council Session.

There was no further discussion. The meeting was adjourned.

**Adjournment**

**PASSED this 14th day of March 2017**

**APPROVED:**

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*Mayor Bart Castleberry*

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*City Clerk Michael O. Garrett*