

CITY OF CONWAY
STREET AND ENGINEERING DEPARTMENT
2014 YEAR END REPORT

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2014 YEAR END REPORT

A. GENERAL DESCRIPTION OF DEPARTMENT:

The primary functions of the Conway Street & Engineering Department are to provide for the maintenance and repair of city streets as well as manage the Engineering Services for the City of Conway.

The 2014 Conway Street Department's staff included 34 full time positions, 4 part time positions and 1 contract employee. Our staff can be placed in the following general categories:

- Administration 3
- Engineering 3
- Equipment Maintenance 1
- Traffic Signal Maintenance 3
- Street and Drainage Construction 13
- Maintenance (Street, Drainage & ROW) 13
- Signage & Striping 2

Currently, the city has approximately 300 miles of city maintained streets (in addition, approximately 25 miles of state maintained roadways are within the Conway City Limits).

Street Department Funding for the 2014 year was provided by the street fund portion of the state motor fuel tax turnback (\$2,800,000) (includes added \$300,000 for 3 months AHTD ½ Cent Sales Tax) and by 50% of the 3 mil road tax collected inside the city limits (\$1,350,000). In addition, sales tax in accordance with the 1/4 cent sales tax passed in 2001 for salary adjustments (\$245,000) is included in the street fund. A Special Natural Gas Severance Tax provides approximately \$175,000 to the city's Street Fund. The State law identifying the projects that may be funded for fuel tax turnback and county road tax was modified in 2013. Revised law provides for "maintenance and repair of street, it also allows funds to be expended on a number of "Transportation" projects (including sidewalks). The revised rules significantly modify the original intent of these funds, which was to provide continuous funding for local street system. The availability of these funds for other uses may likely reduce the ability of cities to maintain the street system. Thus, it becomes very important for the City council to avoid reducing the current minimal effort to maintain streets and secondly to focus the maintenances and repairs on the locations where pavement failures are developing and not just to improve the appearance of the streets.

The expenditures from the 2013 street fund can be generally allocated as follows:

Personnel Cost	\$2,032,138
General operating materials & supplies	\$935,800
Outside professional services	\$35,000

Equipment & Vehicles Purchased	\$165,000
Traffic Signal Maintenance (equipment & supplies)	\$150,000
“Public” Transportation Services (Sr. Citz, Boys & Girls)	\$105,000
Sidewalk Projects	\$131,600
Materials for Street Maintenance & Rehab Projects	<u>\$1,526,620</u>
TOTAL	\$5,081,158

The above total exceeds the 2013 revenue by approximately \$400,000. This amount was rolled over from the 2012 budget. In addition, the construction (approx. \$1,500,000) of the new airport access road was funded out of “pay as you go” Sales Tax.

B. SUMMARY OF 2013 MAJOR ACTIVITIES:

The following categories of street uses were included in the projects completed in 2014:

Arterial and Collector Street Improvement	-	9,250 feet
Residential Street Reconstruction	-	3,500 feet
Residential Street Overlay	-	3,850 feet
Sidewalks	-	?????? feet
Bike Lanes	-	13,000 feet
Multi Use Pathways	-	350 feet
Intersection Modifications	-	4

Major street reconstruction and rehabilitation projects undertaken by street department construction forces during the 2014 calendar year are as follows:

- Completion of the City portion of the Lollie Road Reconstruction project.
- Construction of approximately ½ mile of new road connecting two section of Lollie Road south of the airport property as promised to local property owners.
- Completion of the Lower Ridge Road intersection improvements at Highway 65 to provide improved turning radii, decreased grade, and improved safety.
- Completion of the Oak Street Widening and improvement of the intersection at Oak Street and Harkrider Street.
- Construction of a roundabout at Donaghey Avenue and Favre Lane.
- Reconstruction of Westport Circle, Red Oak Drive, and Lexington Drive to remove broken concrete and replace with asphalt.
- Widening of Padgett Road to provide a left turn lane in front of Woodrow Cummins Elementary.
- SOME ALLEY??
- Provide for overlay of the following streets:
 - Jaci Lane
 - Nathan Lane
 - Autumnwood Drive
 - Hubbard Road

Projects and studies managed by City Engineer with funding, from the Sales Tax fund or other funds are as follows:

- **6th Street Improvements** – 1st Avenue to Interstate 40 – Design commenced for plans to improve the roadway to a four lane Median Divided Roadway with bike lanes. Plans and Specifications are expected to be completed in early 2015.
- **Bruce Street Improvements** – Harkrider Street to 1st Avenue – Design commenced for plans to improve the roadway to a two lane Median Divided Roadway with bike lanes. Plans and Specifications are expected to be completed in early 2015.
- **Donaghey and Favre Roundabout** – Prepared construction plans and acquired necessary right-of-way. Project was completed in 2014 by city crews.
- **Padgett Road** – Prepared construction plans. Project completed in 2014 by city crews.
- **Old Military Road – McNutt Road Realignment at Donnell Ridge Road** - Prepare plans for four lane Median Divided Roadway. Prepare Construction Plans and Specifications, take bids and manage contract award and construction quality assurance. A & B Dirt Movers is Contractor. Complete Project started in 2012.
- **Farris Road Bruce to Dave Ward** - Prepare plans specification and contract documents along with contract management and construction quality assurance for this project. Paladino-Nash, Inc. is Contractor. Complete project started in 2012.
- **Old Military Road (Donnell Ridge to New School) and Nutter Chapel (Greens at Nutter Chapel to Old Military Road) Reconstruction** – Prepare construction plans for street reconstruction to accommodate access to new elementary school on Old Military Road. J’s Construction Company Contractor. Complete work started in 2012.
- **Museum Road - Oak Street to Halter Ave** - Prepare plans specification and contract documents along with contract management and construction quality assurance for this project. Paladino-Nash, Inc. is Contractor.
- **Sidewalks Projects** --- Prepare plans, specifications, and contract documents along with contract management and construction quality assurance for these sidewalk projects. The projects are as follows:
 - Padgett Road – Sanson to Woodrow Cummins School
 - Timberpeg, Bruce and Shasta in Timberpeg Sub. – Canceled because of residents opposition.
- Sanitary Landfill Annual Report.
- Western Loop South Interchange and connection to Sturgis Road. Design Engineering Phase and Right of Way Acquisition (Garver Engineers).
- Relocated Conway Airport – (Garver Engineers).
- Redevelopment Plan for Cantrell Field after relocation of Airport.
- Provide plans and contract management for Traffic Signal modifications at Oak Street and Harkrider Street to accommodate the widening of Oaks Street from Harkrider Street to Court Street.
- Traffic Signal System – review, update and revise traffic signal timing plans.

C. DESCRIPTION OF STREET DEPARTMENT:

Engineering services for street and drainage improvement projects are provided thru the City Engineer and 3 staff engineers. This work includes the following:

- Preparation of plans and specifications for city funded street, drainage and sidewalk construction projects.
- Floodplain Management services associated with duties of the City's Floodplain Administrator.
- Storm water management and reporting requirements required in conjunctions with the city's MS4 Storm Water Pollution Prevention requirements.
- Engineering services are provided to Sanitation Department for annual landfill engineering report and other engineering support.

Construction management and quality control are provided by the City Engineer's staff for the street and drainage improvement projects. The on site inspection services were provided by a contract employee (Mike Jetton, P.E.). In addition, plans for new subdivision street and drainage system are reviewed to assure the plans conform to the requirements of the city ordinances and sound engineering. The construction management work includes the inspection of construction projects for new subdivisions as well as city street & drainage improvement projects to confirm compliance with the plans and specifications. For city construction projects we also compute the various quantities of work properly completed and prepare pay estimates for payments to the contractors.

Major Street Reconstruction Funding is provided by impact fees and by Major Corridor Street Funds. A special Corridor Street improvement fund (approx. \$2,500,000 per year) was provided by from the "pay as you go" portion of the ¼ cent sales tax made available by the 2006 refinancing of the capital bonds. In addition, the street impact fee is utilized for construction of major street projects. Typically this fee has provided about \$600,000 in 2013 for street construction. These funding sources have been utilized for the following:

- **Prince Street Reconstruction – Western to Shady Lane**
- **Old Military Road/McNutt Road Realignment at Donnell Ridge Road.**
- **Old Military Road Reconstruction from Donnell Ridge to the Carlyon Lewis Elementary School.**
- **Nutter Chapel Road Reconstruction from Pebble Beach Drive to Old Military Road**
- **Museum Road Reconstruction from Oak Street to Halter Drive**
- **Western Loop – South Interstate 40 Interchange – Design Engineering, Right of Way Acquisition and Utility Adjustment.**
- **Farris Road Reconstruction – Bruce to Dave Ward**
- **Airport Entrance Road**

Street and Drainage Maintenance

In an effort to address the street improvement projects assigned by the city council (funded by street fund budget) in 2013, very little personnel and equipment were available for routine street maintenance. Only asphalt patching, mowing of street right of way and sweeping activities were performed on a daily basis. All other equipment and

personnel were engaged full time on the designated street reconstruction projects listed in Section B of this report.

The maintenance and repair of the existing street and related storm drainage system is one of the primary responsibilities of the street department. This work generally involves the work required to maintain and restore the pavement surface to a suitable roadway surface along with cleaning and repairing the storm drainage system related to the street adequate to properly remove storm water from the streets. This work includes patching and minor construction needed to accomplish these goals. The public often is of the opinion that our efforts should extend to their private property drainage issues. However, our level of funding and policy does not extend our work efforts to private issues.

Our duties and responsibilities could easily justify several additional positions and additional equipment. However, it has been our practice to hold the staff to a minimum and reserve the maximum funds to address street reconstruction and street paving. Presently we have only the basic staff to address each of the components of our responsibility. Operating with a lean staff creates a situation where we may not be able to address the repair and maintenance needs immediately. Typically, we maintain a “list” of needed work and address the work in an orderly manner rather than being able to react immediately to a citizen complaint or concern. Again, this practice results in reserving the maximum amount of available funds for street rehabilitation projects.

D. STREET OVERLAYS – The preparation of streets for asphalt paving required milling of the existing pavement along the curb and gutter by city forces. This work required two employees full time between March and May. The asphalt paving work was performed by the Red Stone. The following streets were repaved with asphalt in 2013:

- Pipenpost Streets
- Farris Road – Bruce to College
- Marlesgate
- Sherman Oaks

E. STREET RECONSTRUCTION – Utilizing Street Department personnel, the following street reconstruction projects were undertaken in 2013. The work generally included removal of the existing pavement, preparing a stable subgrade, placement of crushed stone base course and establishing proper drainage.

- Main Street South Side between Court Street and Harkrider. Modified to provide angle parking on with Street Scape sidewalk.
- Pin Oak Drive (remove and reconstruct broken up concrete pavement) in Oak Forrest between Shady Lane and Water Oak. (Project began in 2012)
- Lower Ridge Road Intersection improvements at U.S. 65 was funded in 2011 and work was approximately 40% complete by the end of 2012.
- Airport Entrance Road construction involving the reconstruction of Sand Gap

Road to Connect to Lollie Road north of the Airport and extend approximately 3 miles to connect to Lollie Road about ¼ mile north of Tupelo Bayou.

- Reconstruct Middle Road to provide a 36 foot curbed street from Amity Road to Southerland Road.
- Reconstruct Griffith Street between Bruce Street and McKay Street to eliminate broken up and displace concrete surface.

F. DITCH MAINTENANCE - Keep drainage ditches free of obstructions and blockages. Much of this work is along narrow concrete or earthen channels thru back yards. Much of this work must be performed by manual labor. City forces utilize county work release people and community service personnel to assist in this maintenance work.

G. STREET REPAIR - Daily repair of pot holes and utility street cuts in asphalt streets and repair of concrete street failures. Considerable time was devoted to repair of street cuts made by Conway Corporation.

A three man asphalt patching crew works full time patching failed areas in the streets, patching street cuts made by utilities companies and filling pot holes.

H. GENERAL STREET RIGHT OF WAY MAINTENANCE (TREE REMOVAL, TREE TRIMMING) - Contract with tree cutting service to cut down dead trees in street right of way with street department personnel removing the brush and cut up trees.

Trim limbs as needed to avoid signs becoming hidden by vegetation.

Street department personnel also address non-street maintenance items, reported by the public. This work is typically addressed as personnel are available from priority maintenance and repair work. This type work includes broken curbs, broken sidewalks, water ponding in gutter and other aesthetic and single homeowner nuisance. Due to the need keep our limited personnel on their primary duties of keeping the streets safe and open to the thousands of traveling public and drainage system open, minimal time is available to address this type work. Hopefully, an additional funding source can be developed to address some of these much needed and frequently requested drainage maintenance items.

I. SNOW REMOVAL - Utilize the three snow plows and two sand spreaders, the street department personnel respond to emergency call out duties when a winter weather event creates hazardous driving conditions on the City Streets. The snow plows are utilized to remove the snow and slush from the arterial and collector class streets to speed the clearing of the material from the roadway. The sand spreaders distribute sand on the roadways where the hills are steeper and at major intersections to enhance traction.

J. TRAFFIC SIGNS AND PAVEMENT MARKINGS - Utilize sign making equipment to make street marker signs in new subdivisions and replacement signs as they are stolen

or destroyed.

Speed Limit, No Parking and other warning and regulatory signs are installed and maintained by the street department personnel. In addition, a contract was managed by the street department for bike lanes markings and ‘sharrow’ markings were placed along the designated share the road and bike lane routes.

- K. MOWING STREET RIGHT OF WAYS** – Mow street right of ways that are not maintained by landowners in May thru September.
- L. STREET SWEEPING** – Sweep streets to remove accumulated leaves and grass from streets primarily in the September thru December period. Two sweepers are typically operating full time. One sweeper is primarily dedicated to the sweeping the streets with bike lanes to keep the bike lanes free of debris.
- M. TRAFFIC SIGNALS** – Provide personnel, and equipment to maintenance the 65 signalized intersections in Conway. This effort involves replacement and upgrading of the electrical components as required. The following major work items were undertaken in 2013:
- Monitor the traffic signals thru a Master Controller at the street Department using a Virtual Private Network (VPN) thru the Conway Corp. Cable system.
 - The Traffic Management personnel continually respond to citizen complaints regarding traffic signals and modify, correct and update timing plans as required.
 - Conduct intersection traffic counts as needed to modify and update intersection timing plans.
- N. TRAFFIC CALMING** – Place traffic counting equipment and develop reports indicating traffic volume and speed at locations traffic calming being considered.

Provide for the installation of traffic calming structures, signage and pavement marking as approved by the traffic calming committee.

- O. ENGINEERING SERVICES** – Provide professional engineering services and construction inspection services for the projects itemized below and listed in Section B of this report:

NEW AIRPORT – Coordinate engineering and construction efforts for new airport in the Lollie Bottoms area. Detailed engineering services and contract and construction management is provided by Garver Engineers. The city engineer coordinates the engineering work with the FAA staff and City department and manages the Airport Grant and FAA issues.

SANITARY LANDFILL:

Provide technical assistance to Landfill Manager as requested.

Provide Annual Landfill Engineering Report required by ADEQ.

NEW SUBDIVISIONS:

Review and approve constructions plans for street and drainage construction in new subdivisions.

Provide construction observation and inspection services to assure proper construction and confirm that all the required improvements are completed in accordance with the Subdivision Requirements and approved plans.

SITE PLANS:

Review proposed site plans to determine if drainage improvements are needed in conjunction with the site work to avoid creating drainage problems on adjacent properties.

- P. STORM WATER POLLUTION PREVENTION** – Complete the necessary Annual Reports and responses as required to conform to the Arkansas Department of Environmental Quality’s NDPES General Permit No ARR040000. This MS4 permit provides coverage for the City of Conway while a comprehensive Storm Water Pollution Prevention Plan is being developed.

- Q. FLOODPLAIN MANAGEMENT** – The engineering staff provides the Floodplain Management services required by the city’s Floodplain Development Ordinance and FEMA. These services included consideration of Floodplain Development Permits and responding to public inquires regarding information presented on the Floodplain Maps. The staff also tries to monitor development to assure that no floodplain development occurs that is not permitted.