

## MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

Conway, Arkansas  
Tuesday, 6:00 pm  
August 12, 2025

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 Spurgers, Councilwoman Mehl, Councilman Ledbetter, Councilman Jones, and Councilwoman Isby. Also, present and acting: Mayor Bart Castleberry, City Clerk Denise Hurd, and City Attorney Charles Finkenbinder. Councilman Grimes and Councilman Hawks were absent.

**Call to Order: Mayor Bart Castleberry**

**Roll Call: Denise Hurd, City Clerk**

**Minutes: July 22, 2025**

Councilwoman Isby made a motion to approve the minutes of the City Council meeting on July 22, 2025, as submitted. Councilwoman Mehl seconded the motion. The motion carried 6-0.

**Report of Standing Committees:**

**A. Public Hearing**

**1. Public hearing to discuss the closing of a portion of a drainage easement on block 5, Conway Industrial Park Est for Tokusen, Inc.**

Mayor Castleberry opened the public hearing. Anne Tucker addressed the Council showing them a diagram of the easement in question. She added that they have received all the appropriate letters from utilities. Mr. McNeil, applicant, told the Council that as the business was being sold, a survey was done revealing the portion of drainage easement that had never been closed, and the ditch had been rerouted years ago. There were no questions from the Council and there was no one present to speak for or against the matter. Mayor Castleberry declared the public hearing closed.

**B. 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 August 12, 2025 City Council Agenda.**

Councilman Ledbetter made a motion to waive all three readings for the ordinances on the August 12, 2025 agenda and Councilwoman Isby seconded it. A vote was called and the motion carried 6-0.

**2. Ordinance to approve the closing of a portion of a drainage easement on block, 5 Conway Industrial Park East for Tokusen, Inc.**

**O-25-63**

Councilman Hawkins presented Item B2 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 Ledbetter, Councilman Spurgers, Councilman Hawkins, Councilwoman Isby, Councilwoman Mehl, and Councilman Jones. The Ordinance passed 6-0.

3. **Resolution to approve certain costs and expenses reimbursement for the electric generation facilities for Conway Corporation.**

This item was removed from the agenda.

4. **Resolution to approve entering into an agreement with Davey Resource Group for planning services for the Conway Tree Board.**

**R-25-30**

Councilman Hawkins presented Item B4 to the Council. Robbie Alberson told the Council that a grant had been received from the Urban & Community Forestry Inflation Reduction Act Grant, and that RFQs had been issued for services to complete the City's Urban and Community Forestry Plan. He said that three submissions were received and asked approval for the quote from Davey Resource Group in the amount of \$248,788. Councilman Hawkins made a motion to adopt the Resolution and Councilwoman Isby seconded it. A vote was called and the motion carried 6-0.

5. **Resolution to approve and adopt the final report for the Downtown Drainage Study Project for the Transportation Department.**

**R-25-31**

Councilman Hawkins presented Item B5 to the Council. Kurt Jones asked the Council to approve the adoption of the Study, which he said had useful information and outlines some possible projects in the future. He added that the report also provides useful flood plain mapping to identify potential flooding issues. Councilman Hawkins made a motion to adopt the Resolution and Councilwoman Isby seconded it. A vote was called, and the Resolution passed 6-0.

6. **Resolution to approve and adopt the final report for the Centennial Creek Drainage Study Project for the Transportation Department.**

**R-25-32**

Councilman Hawkins presented Item B6 to the Council. Councilman Spurgers made a motion to adopt the Resolution and Councilwoman Isby seconded it. A vote was called, and the Resolution passed 6-0.

7. **Ordinance to rezone property located at 1020 and 1102 Gum St from C-3 to R-2.**

**O-25-64**

Councilman Hawkins presented Item B7 to the Council stating that the Planning Commission had approved the request unanimously and had forwarded the matter to City Council with the recommendation for approval. Anne Tucker told the Council that there is a mix of zoning in the area, and the rezoning was not out of character. There was no further discussion on the matter. 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, Councilwoman Mehl, Councilman Spurgers, Councilman Ledbetter, Councilwoman Isby, and Councilman Hawkins. The Ordinance passed 6-0.

8. **Consideration to approve a conditional use permit to allow a Barber/Beauty Shop use in the O-3 zone for property located at 306 Salem.**

Councilman Hawkins presented Item B8 to the Council stating that the Planning Commission had reviewed the matter and approved unanimously. Anne Tucker told the Council that there were seven conditions that the applicant has agreed to. She added that the use is conditional to this beauty shop and cannot be transferred to any other business. Landon Sanders was present to represent the applicant. Councilman Spurgers made a motion to approve the

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Conditional Use Permit and Councilwoman Isby seconded the motion. A vote was called, and the permit was approved 6-0.

**9. Consideration to approve a conditional use permit to allow a religious facility in the O-2 zone for property located at 4595 Prince Street.**

Councilman Hawkins presented Item B9 to the Council stating that the Planning Commission had reviewed the request and approved unanimously with nine conditions. Anne Tucker called the Council's attention to conditions 8 and 9. Where the usual requirement is for use to commence within 18 months, the applicant has requested it be increased to 24 months to allow time for fundraising. She said that the request was approved by the Planning Commission. Councilman Spurgers made a motion to approve the Conditional Use Permit and Councilwoman Isby seconded the motion. A vote was called, and the permit was approved 6-0.

**C. Public Service Committee (Physical Plant, Parks & Recreation, Conway Community Center & Sanitation)**

**1. Resolution to accept a donation from the A&P Commission for the Parks and Recreation Department.**

**R-25-33**

Mayor Castleberry presented Item C1 to the Council. Andrew Thames told the Council that the donation of the CAT Excavator will help maintain and improve the trails within the parks system. Councilwoman Isby made a motion to adopt the Resolution and Councilwoman Mehl seconded it. A vote was called, and the Resolution passed 6-0.

**2. Ordinance accepting and appropriating grant funds for Conway Animal Services.**

**O-25-65**

Mayor Castleberry presented Item C2 to the Council. Spencer Clawson told the Council that they had received a \$1,000 grant from Best Friends Animal Society. 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, Councilwoman Mehl, Councilman Jones, councilman Spurgers, Councilman Hawkins, and Councilman Ledbetter. The Ordinance passed 6-0.

**Adjournment-----**

***PASSED this 12<sup>th</sup> day of August, 2025***

**APPROVED:**

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***Mayor, Bart Castleberry***

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***City Clerk, Denise Hurd***