Mayor Bart Castleberry

Clerk/Treasurer Michael O. Garrett

City Attorney Chuck Clawson



City Council Members

Ward 1 Position 1 – Andy Hawkins Ward 1 Position 2 – David Grimes Ward 2 Position 1 – Wesley Pruitt Ward 2 Position 2 – Shelley Mehl Ward 3 Position 1 – Mark Ledbetter Ward 3 Position 2 – Mary Smith Ward 4 Position 1 – Theodore Jones Jr. Ward 4 Position 2 – Shelia Isby

Tuesday, January 28th, 2020 City Council Agenda

Judge Russell L. "Jack" Roberts District Court Building – 810 Parkway St., Conway, AR 72032

5:30pm: 6:30pm: Call to Order: Roll Call: Minutes Approval: Monthly Financial Report: No Committee Meeting City Council Meeting Bart Castleberry, Mayor Michael O. Garrett, Clerk/Treasurer January 14th, 2020 December 31st, 2019

Report of Standing Committees:

- A. Economic Development Committee (Conway Area Chamber of Commerce, Conway Development Corporation, Conway Downtown Partnership, & Conway Corporation)
 - 1. Resolution of intent for the issuance of bonds for the purpose of assisting in the financing of the acquisitions, construction, and equipping of an industrial facility to be located at 1500 Lollie Road.
- B. Community Development Committee (Airport, Community Development, Planning & Development, Permits & Inspection (Code Enforcement), Historic District, Transportation)
 - 1. Consideration to approve the nominations for the Public Art Board.
 - 2. Consideration to approve annual bids for the City of Conway.
 - 3. Resolution authorizing an application to US Economic Development Administration and the Department of Aeronautics for the Conway Regional Airport.
 - 4. Ordinance entering into an agreement and appropriating funds for the purchase of software for land-use, permitting, and code enforcement.
 - 5. Resolution expressing the willingness of the City to utilize federal aid transportation program funds for the Salem Road Bridge Project.
 - 6. Resolution expressing the willingness of the City to utilize federal aid transportation program funds for the Kinley/Tucker Creek Trail Extension.
 - 7. Consideration to request a conditional use permit to allow childcare facility in O-3 at 703 Donaghey Avenue.
- C. 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. Consideration to dispose of inventory for the Conway Police Department.

- 2. Ordinance accepting and appropriating donation funds from Centennial Bank to the Conway Police Department.
- 3. Ordinance accepting reimbursement funds and appropriating additional funds to replace the battery backup system at the Conway Emergency Operations Center. (CEOC)
- 4. Ordinance appropriating reimbursement funds for the Conway Police Department.

D. New Business

1. Update on condemnation cases for the City of Conway.

Adjournment



City of Conway, Arkansas Monthly Financial Reports December 31, 2019

City of Conway Monthly Financial Report - Major Project Funds As of December 31, 2019



Parks and Rec A&P Tax

Balance, 11/30/19	864,081
Receipts	307,125
Payments	(208,585)
Balance, 12/31/19	\$ 962,621

Pay as you go Sales Tax

984,046
734,151
(108,904)
\$ 1,609,292
\$

Street Impact Fees

Balance, 11/30/19	1,303,627
Receipts	61,341
Payments	(2,565)
Balance, 12/31/19	\$ 1,362,403

Parks Impact Fees

Balance, 11/30/19	682,029
Receipts	21,979
Payments	(683)
Balance, 12/31/19	\$ 703,324

Street Sales Tax

Balance, 11/30/19	7,537,313
Receipts	972,393
Payments	(187,768)
Balance, 12/31/19	\$ 8,321,938

City of Conway

Monthly Financial Report - General Fund

For the month ended December 31, 2019



_		<u>Month</u>	Year to		(Over)/Under	<u>%</u>
Revenues	Budget	Activity	Date	Encumbered	Budget	Expend/Collect
Ad Valorem Tax	4,000,000	191,801	4,377,331		(377,331)	109%
Payments in Lieu of Tax	20,000	1,446	14,092		5,908	70%
State Tax Turnback	930,000	64,029	869,263		60,737	93%
Insurance Tax Turnback - LOPFI	1,300,000	81,412	1,367,966		(67,966)	105%
Sales Tax	19,750,000	1,666,743	20,523,407		(773,407)	104%
Beverage Tax	450,000	-	392,467		57,533	87%
Franchise Fees	3,409,000	268,414	3,521,848		(112,848)	103%
Permits	441,500	28,263	599,493		(157,993)	136%
ACIEA Revenues	2,500	538	4,126		(1,626)	165%
Dog Tags & Fees	30,000	2,080	27,055		2,945	90%
Municipal Court Fines and Fees	959,000	8,887	609,800		349,200	64%
Law Enforcement	947,035	125,814	766,089		180,946	81%
Parks	600,500	40,910	701,189		(100,689)	117%
Interest Income	102,500	18,594	221,208		(118,708)	216%
Proceeds from Sale of Assets	5,574	745	23,323		(17,749)	418.4%
Insurance Proceeds	73,043	12,729	92,226		(19,183)	126%
Donations	13,300	8,445	14,845		(1,545)	112%
Act 833 Revenue	90,000	-	107,825		(17,825)	120%
Miscellaneous Revenues	297,500	69,518	361,672		(64,172)	122%
Transfers from Other Funds	723,000	335,250	731,061		(8,061)	<u>101</u> %
Total Revenues	34,144,452	2,925,618	35,326,287	-	(1,181,836)	103%
Expenditures						
Admin (Mayor, HR)	3,551,726	677,178	2,595,951	294,510	661,266	73%
Finance	437,573	34,859	428,475	-	9,098	98%
City Clerk/Treasurer	146,385	16,112	144,743	-	1,642	99%
City Council	103,031	6,097	77,364	-	25,667	75%
Planning	537,048	54,924	462,540	308	74,200	86%
Physical Plant	551,981	67,912	495,441	1,024	55,516	90%
Information Technology	1,090,932	111,491	1,060,760	2,487	27,686	97%
Permits and Inspections	632,489	111,349	621,225	120	11,144	98%
Nondepartmental	1,821,221	24,779	1,902,173	80	(81,031)	104%
Police	12,604,952	1,390,691	12,607,992	45,061	(48,101)	100%
CEOC	1,269,541	135,514	1,121,680	80	147,781	88%
Animal Welfare	484,257	52,760	472,673	744	10,840	98%
Municipal District Court	957,221	83,745	913,121	841	43,259	95%
City Attorney	480,281	49,918	475,421	38	4,822	99%
Fire	10,353,731	1,175,937	10,403,956	41,886	(92,111)	100%
Parks	3,139,840	318,204	3,060,712	4,479	74,650	<u>97%</u>
Total Expenditures	38,162,209	4,311,470	36,844,225	391,659	926,325	97%
Net Revenue/(Expense)	(4,017,758)		(1,517,938)	-		

*All figures are unaudited

Notes:

1) Budget column is current budget which includes all year-to-date adjustments, if any.

City of Conway General Fund 2019 <u>Fund Balance Appropriations</u>		General Fund 2019	
Ordinance	<u>Date</u>	<u>Description</u>	<u>Amount</u>
O-19-25	2/26/19	Upgrade Finance software	6,500

O-19-25	2/26/19	Upgrade Finance software	6,500
R-19-05	2/20/19	Settlement of the Raines case	30,000
O-19-39	3/26/19	Remodel new City Hall	2,658,627
O-19-49	5/28/19	Match funds for Historic Preservation grant	25,000
0-19-77	7/23/19	Employee assistance plan	11,550
0-19-106	11/12/19	Permits dept vehicle repairs	7,650
O-19-116	11/12/19	Police dept Operation Shop Secure	53,500
0-19-125	11/26/19	Employee appreciation bonuses	161,912
0-19-126	11/26/19	Settlement of the police and fire class action lawsuit	1,000,000
			\$ 3,954,739

City of Conway Balance Sheet - General Fund As of December 31, 2019



Cash - Operating	5,867,424
Cash - Reserve	1,098,810
Petty Cash	715
Taxes Receivable	3,627,211
Accounts Receivable	4,436,555
Due from Other Funds	351,333
Due from Street	28,916
Due from Component Unit	243,000
Fleet Inventory	15,539
Fuel Inventory	582
General Inventory	585
Assets	15,670,670
Accounts Payable	1,324,043
Salaries Payable	452,862
Insurance and Benefits Payable	541,062
Held for Others - Performance Bonds	45
Held for Others - Crimestopper Reward	5,000
Event Deposits	2,150
Due to Other Funds	11,196
Deferred Revenue	4,128,078
Unearned Revenue - City Hall Lease	1,040,000
Liabilities	7,504,436
Fund Balance - Committed to cash flow	2,000,000
Fund Balance - Committed to reserve	2,000,000
Fund Balance - Unassigned	4,166,233
Fund Balance	8,166,233
Total Liabilities & Fund Balance	15,670,670

*All figures are unaudited

City of Conway Monthly Financial Report - Street Fund For the month ended December 31, 2019



		<u>Month</u>	Year to		(Over)/Under	<u>%</u>
Revenues	Budget	<u>Activity</u>	Date	Encumbered	Budget	Expend/Collect
Ad Valorem Tax	1,500,000	69,722	1,396,440		103,560	93%
Payments in Lieu of Tax	8,000	861	5,853		2,147	73%
State Tax Turnback	2,683,474	197,867	2,642,722		40,752	98%
AHTD 1/2 Cent Sales Tax Turnback	1,320,000	148,461	1,447,879		(127,879)	110%
Severance Tax	120,000	4,051	118,641		1,359	99%
Sales Tax	270,000	23,354	287,569		(17,569)	107%
State Grant Revenues	133,859	-	133,859		-	100%
Sign Permits	-	-	660		(660)	-
Engineering Fees	10,000	3,250	19,400		(9,400)	194%
Insurance Proceeds	-	-	85		(85)	-
Interest Income	96,000	6,651	118,537		(22,537)	123%
Proceeds from Sale of Assets	-	-	8,460		(8,460)	-
Miscellaneous Revenues	842	1,750	2,592		(1,750)	<u>308%</u>
Total Revenues	6,142,175	455,967	6,182,699	-	(40,524)	101%
Expenditures						
Personnel Costs	2,446,610	247,494	2,410,124	-	36,486	99%
Other Operating Costs	2,447,322	117,590	2,106,669	10,829	329,824	<u>86</u> %
Total Operating Costs	4,893,932	365,084	4,516,793	10,829	366,310	92%
Capital Outlay	2,180,940	19,970	1,503,873		677,067	<u>69%</u>
Total Expenditures	7,074,871	385,054	6,020,666	10,829	1,043,376	85%
Net Revenue/(Expense)	(932,697)	-	162,032	-		

*All figures are unaudited

Notes:

1) Budget column is current budget which includes all year-to-date adjustments, if any.

City of Conway Street Fund 2019



Fund Balance Appropriations

Ordinance	Date	Description	4	Amount
O-19-46	5/28/19	Contracts for herbicide application & landscape maint		121,475
O-19-47	5/28/19	Contract for construction observation		87,500
O-19-63	6/25/19	Tyler Street improvements		256,253
O-19-79	8/13/19	Right of way purchase for Tyler St improvements		36,600
O-19-99	9/24/19	Additional transportation funds for Council on Aging		7,000
O-19-125	11/26/19	Employee appreciation bonuses		14,221
			\$	523,049

City of Conway Balance Sheet - Street Fund As of December 31, 2019



Cash - Operating	4,886,332
Taxes Receivable	50,824
Accounts Receivable	1,799,063
Due from Other Funds	(9,153)
Assets	6,727,066
Accounts Payable	80,391
Salaries Payable	45,190
Insurance and Benefits Payable	24,480
Due to Other Funds	2,189
Due to General	28,415
Deferred Revenue	1,458,308
Liabilities	1,638,971
Fund Balance	5,088,095
Total Liabilities & Fund Balance	6,727,066

*All figures are unaudited

City of Conway Monthly Financial Report - Sanitation For the month ended December 31, 2019



		<u>Month</u>	Year to		(Over)/Under	<u>%</u>
Revenues	Budget	<u>Activity</u>	Date	Encumbered	Budget	Expend/Collect
Sanitation Fees	9,000,000	740,221	9,274,634		(274,634)	103%
Proceeds - Recycled Materials	400,000	4,713	393,705		6,295	98%
Landfill Fees - General	200,000	10,433	169,338		30,662	85%
Insurance Proceeds	-	-	5,313		(5,313)	-
Interest Income	100,000	25,327	354,746		(254,746)	355%
Proceeds from Sale of Assets	-	-	157,400		(157,400)	-
Miscellaneous Revenues			1,359		(1,359)	
Total Revenues	9,700,000	780,694	10,356,495	-	(656,495)	107%
Expenditures						
Personnel Costs	4,665,394	508,281	4,412,906	-	252,488	95%
Other Operating Costs	3,027,500	285,503	2,593,914	106,903	326,683	<u>86%</u>
Total Operating Costs	7,692,894	793,784	7,006,820	106,903	579,171	91%
Capital Outlay	3,482,193		1,155,391	683,980	1,642,822	<u>33</u> %
Total Expenditures	11,175,087	793,784	8,162,211	790,883	2,221,993	73%
Net Revenue/(Expense)	(1,475,087)	-	2,194,283	-		

*All figures are unaudited

Notes:

1) Budget column is current budget which includes all year-to-date adjustments, if any.

2) Capital outlay is shown here for budgeting purposes, but only depreciation expense will be recorded at year end.

City of Conway Sanitation Fund 2019 Fund Balance Appropriations



OrdinanceDateDescriptionO-19-12511/26/19Employee appreciation bonuses

<u>Amount</u> 34,678 City of Conway Balance Sheet - Sanitation As of December 31, 2019



Cash - Operating	9,056,087
Petty Cash	200
Post Closure Cash Account	5,972,167
Accounts Receivable	(6,215)
Due from Other Funds	(537)
Due from Component Unit	789,483
General Inventory	2,122
Land & Buildings	2,267,481
Infrastructure	950,578
Machinery and Equipment	3,749,757
Vehicles	331,509
Deferred Outflows of Resources	1,801,284
Assets	24,913,916
Accounts Payable	156,963
Salaries Payable	87,242
Insurance and Benefits Payable	44,149
Compensated Absences	168,607
Net Pension Obligation	10,743,741
Deferred Inflows of Resources	2,128,495
Deferred Inflows of Resources OPEB	136,661
Net OPEB Liability	574,953
Due to Other Funds	62,152
Landfill Close/Post Close	8,709,685
Liabilities	22,812,647
Net Assets	2,101,269
Total Liabilities and Net Assets	24,913,916

*All figures are unaudited

Note: Capital assets shown at book value (cost less accumulated depreciation).

City of Conway Monthly Financial Report - Airport For the month ended December 31, 2019



		<u>Month</u>	Year to		(Over)/Under	<u>%</u>
Revenues	Budget	Activity	Date	Encumbered	Budget	Expend/Collect
Sales Tax	13,000	1,747	19,050		(6,050)	147%
Airport Fuel Sales	900,000	63,793	769,541		130,459	86%
T-Hangar Rent	118,000	25,245	119,443		(1,443)	101%
Community Hangar Rent	25,000	9,100	31,500		(6,500)	126%
Ground Leases	125,000	37,682	124,802		199	100%
Miscellaneous Revenues	13,000	-	10,733		2,267	<u>83</u> %
Total Revenues	1,194,000	137,566	1,075,069	-	118,931	90%
Expenditures						
Personnel Costs	311,751	32,171	293,142	-	18,609	94%
Fuel for Resale	657,037	78,039	621,329	-	35,708	95%
Other Operating Costs	226,413	26,164	200,436	12,575	13,402	89%
Total Operating Costs	1,195,201	136,374	1,114,907	12,575	67,719	93%
Capital Outlay	32,000		19,746		12,254	<u>0%</u>
Total Expenditures	1,227,201	136,374	1,134,653	12,575	79,973	92%
Net Revenue/(Expense)	(33,201)		(59,583)			

*All figures are unaudited

Notes:

1) Budget column is current budget which includes all year-to-date adjustments, if any.

2) Capital outlay is shown here for budgeting purposes, but only depreciation expense will be recorded at year end.

City of Conway Airport Fund 2019 Fund Balance Appropriations



Ordinance	Date	<u>Description</u>	Amount
0-19-36	3/26/19	Add an Airport Line Tech II position	35,670
0-19-125	11/26/19	Employee appreciation bonuses	2,214
			\$ 37,884

City of Conway Balance Sheet - Airport As of December 31, 2019



Total Liabilities & Fund Balance	30,471,605
Fund Balance	30,406,801
Liabilities	64,804
Deferred Inflows of Resources OPEB	7,705
Deferred Inflows of Resources	32,417
Due to General	4,234
Compensated Absences	5,127
Insurance and Benefits Payable	4,274
Salaries Payable	3,403
Accounts Payable	7,644
Assets	30,471,605
	23,962,938
Vehicles Infrastructure	9,141
Machinery & Equipment	736,087
Buildings Machinery & Equipment	4,204,034
Land Duildings	1,254,473
Accounts Receivable - Fuel Vendor	(9,822)
Taxes Receivable	2,102
	,
Cash - Operating	312,650

*All figures are unaudited

Note: Capital assets shown at book value (cost less accumulated depreciation).



City of Conway, Arkansas Resolution No. R-20-____

A RESOLUTION OF INTENT OF THE CITY COUNCIL OF THE CITY OF CONWAY, ARKANSAS REGARDING THE ISSUANCE OF BONDS FOR THE PURPOSE OF ASSISTING IN THE FINANCING OF THE ACQUISITION, CONSTRUCTION AND EQUIPPING OF AN INDUSTRIAL FACILITY TO BE LOCATED WITHIN AND/OR NEAR THE CITY

WHEREAS, the City of Conway, Arkansas (the "City") is authorized under the provisions of the Municipalities and Counties Industrial Development Revenue Bond Law, Arkansas Code Annotated §§14-164-201 *et seq.* (1998 Repl. & 2017 Supp.) (the "Act"), to own, acquire, construct, reconstruct, improve, equip and lease facilities to secure and develop industry and to assist in the financing thereof by the issuance of bonds payable from the revenues derived from such facilities; and

WHEREAS, as defined in the Act, "industry" includes manufacturing and distribution facilities and corporate and management offices for industry; and

WHEREAS, a Delaware corporation company engaged in the manufacturing of ammunition and related products (the "Company"), has evidenced its interest in acquiring, constructing and equipping certain existing industrial facilities (the "Project") to be located at 1500 Lollie Road within and/or near the corporate boundaries of the City if permanent financing for the Project can be provided through the issuance of revenue bonds under the authority of the Act; and

WHEREAS, in order to secure and develop industry within the City in accordance with the provisions of the Act, the City desires to assist the Company or an affiliate thereof (the "Company") in the financing of the Project through the issuance of the City's Not to Exceed \$250,000,000 Taxable Industrial Development Revenue Bonds;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CONWAY, ARKANSAS, THAT:

<u>Section 1.</u> It is the City's present intention to assist the Company in the financing of the proposed Project through the issuance of industrial development revenue bonds under the authority of the Act. It is presently estimated by the Company that bonds in the aggregate principal amount of not to exceed approximately \$250,000,000 would be required for this purpose. However, the City's intent is to issue the bonds from time to time, pursuant to the terms of the Act, in such amount as shall be requested by the Company for accomplishing all or any part of the Project, whether or not such amount is more or less than the above estimate and whether or not the facilities and improvements finally acquired, constructed and equipped are identical to or different from the facilities presently expected to constitute the Project.

<u>Section 2</u>. In conjunction with any issuance of bonds to assist in the financing of the Project, the City states its intention to enter into an agreement with the Company providing

for annual payments by the Company in lieu of ad valorem taxes in an amount equal to thirtyfive percent (35%) of the aggregate amount of ad valorem taxes that would otherwise be due with respect to the Project facilities but for the City's issuance of the bonds. It is the City's present intention that said bonds and the corresponding agreement for payments in lieu of ad valorem taxes would have a term of approximately thirty (30) years. Any payment made in lieu of ad valorem taxes would be distributed to the political subdivisions which would have received ad valorem tax payments with respect to the Project facilities in the proportion that the millage levied by each affected political subdivision bears to the total millage levied by all affected political subdivisions.

<u>Section 3</u>. All resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

<u>Section 4</u>. This Resolution shall be in full force and effect from and after its adoption.

ADOPTED this 28th day of January, 2020.

By:__

Mayor Bart Castleberry

ATTEST:

By:__

Michael O. Garrett City Clerk/Treasurer

(SEAL)

City of Conway, Arkansas Office of the Mayor www.conwayarkansas.gov



To:	City Council Members
CC:	Mayor Bart Castleberry
	Joanna Nabholz, Board President
From:	Felicia Rogers
Date:	January 22 nd , 2020
_	
Re:	Public Art Board Nominations

The Public Art Board met at their regular board meeting and approved the nomination of Jennie Strange and Payton Christenberry to a four year term.

We are asking for Council approval on both nominations.

If you have any questions, please let me know.

State College	City of Conway www.cityofconway.org Board/Commission Nomination Form:
Date: 10/31/19	
Board a	pplying for: (One board per form)
Public A	Art Board
(If you are applying for more than o	ne board, you will only need to fill out the second page once.)
	erford City, State, ZipConway, AR 72034 Work:Same
Person making nomination:Self	- see info above
Address:	
Phone/Home:	Work:
Please send to: Michael O. Garrett City Clerk/Treasurer 1201 Oak Street Conway, AR 72032 (501) 450-6100 (501) 450-6145 (f) <u>cityclerk@cityofconwa</u> <u>felicia.rogers@cityofcon</u>	

Please provide the	following	information	for consideration	to a City of	Conway Bo	ard/Commission.
List community/ci						

involved.

Professionally, I serve in two committees with the Faulkner County Board of Realtors. Safety and Public Relations. I also will graduate in November from the 2019/2020 class of the Conway Area Leadership Institute.

Personally, I have volunteered time to the WunderMarkets in downtown Conway and am looking for another creative outlet to devote time and energy.

Indicate why you (or your nominee) are interested in serving on this board or commission and what other qualifications apply to this position.

I am always looking for new things to fall in love with in our town and I'd love the opportunity to assist in the shared enjoyment of downtown.

I also would like to donate time to community events like EcoFest and ArtsFest.

What contributions do you hope to make?

I hope to bring awareness to what public art can do and I hope to find ways to not only add to what we have, but to also include the community as a whole. I hope the work done will bring another level of beauty to our town and attract people from all over!

Please feel free to attach to this application any additional information.

The City of Conway strives to ensure all City Boards are representative of our diverse community. To assist in these endeavors; please provide the following information on a voluntary basis:

Age: <u>33</u> Sex; <u>F</u>	Race: White
Occupation: Realtor	Ward4
Email Address:jesssicarutherford@k	w.com
Signature of Applicant or Nominator	10/31/19
Signature of Amplicant or Nominator	Date



City of Conway www.cityofconway.org Board/Commission Nomination Form:

Date: 10/31/2019

Board applying for: (One board per form)

Public Art Board

(If you are applying for more than one board, you will only need to fill out the second page once.)

Person Nominated: Payton Christenberry

Address: 1620 Rachel Drive City, State, Zip Conway, AR, 72034

Phone/Home: 501.317.2231 Work: 501.727.6255

Person making nomination: Payton Christenberry

Address: 1620 Rachel Drive

Phone/Home: 501.317.2231 Work: 501.727.6255

Please send to: Michael O. Garrett

City Clerk/Treasurer 1201 Oak Street Conway, AR 72032 (501) 450-6100 (501) 450-6145 (f) cityclerk@cityofconway.org felicia.rogers@cityofconway.org <u>Please provide the following information for consideration to a City of Conway Board/Commission.</u> List community/civic activities. Indicate activities in which you (or your nominee) are or have been involved.

Through my work at the Winthrop Rockefeller Institute I have been able to bring live theater, gallery shows, music and poetry readings to Morrilton, AR, through organizations like the Arkansas Shakespeare Theatre, Arkansas Arts Council and Arkansas Symphony Orchestra. I also developed and organized a Southern regional art competition for site-specific, temporary outdoor art. This brought 12 winning artists from around the South, some as far away as Florida, to Petit Jean Mountain to create outdoor public art. The installation lasted a year and was kicked off by a day-long festival featuring artists talks and interactive art exhibits, such as a VR tour from Crystal Bridges.

Indicate why you (or your nominee) are interested in serving on this board or commission and what other qualifications apply to this position.

Through my work I have been able to bring many public art experiences to a neighboring city and county. I have seen firsthand how enriching it can be for families and community members to have access to art and I want to bring those experiences to my home town. In addition to large scale event planning and working relationships with statewide arts organizations, I am also a trained facilitator and have experience building up collaborative networks. I believe those same skills can help strengthen and scale the existing legacy of public arts projects and events already happening in Conway.

What contributions do you hope to make?

I hope to bring my professional experience and personal passion for public art to the board. I want to contribute my network, training in facilitation and event design, and my personal energy to continuing and growing Conway's public art engagement. Additionally, beyond a strong background in collaboration and events, I can offer successful grant writing skills and budgetary management. As a nonprofit professional, I am used to getting the most impact from strict budgets. I'm ready to start making a positive impact in my own backyard.

Please feel free to attach to this application any additional information.

The City of Conway strives to ensure all City Boards are representative of our diverse community. To assist in these endeavors; please provide the following information on a voluntary basis:

Age: <u>33</u> Sex: <u>Male</u>	Race: Native America
Occupation: Nonprofit Senior Program Officer	Ward
Email Address: <u>PWChristenberry@gmail.com</u>	
Signature of Applicant or Nominator	10/31/2019



City of Conway, Arkansas Jamie Brice, Procurement Manager 1201 Oak Street Conway, AR 72032

To:	Mayor Bart Castleberry and City of Conway Council
CC:	Finley Vinson
From:	Jamie Brice
Date:	January 28, 2020
Re:	Transportation Department Annual Bids

On January 21, 2020 at 10:00 a.m. bids were opened for annual materials and services for the Conway Transportation Department.

The Conway Transportation and Procurement Departments would like to recommend award of these bid items to the low bidders as summarized below and shown on the attached bid tabulations.

- 2020-01 Gravel BLK Quarries and Rogers Group
- 2020-03 Concrete Pipe Concrete Circular Pipe Scurlock
- 2020-04 Concrete Work Lasker, Evatt Construction Company, Inc. and JCI
- 2020-05 Ready Mix Mallard Ready Mix and Smyrna
- 2020-06 Gasoline and Diesel M.M. Satterfield Oil Co. (5% local preference given)
- 2020-08 Clay Brick Pavers Antique Brick & Block

If the winning bidder is unable to produce the material or service within the time frame specified, or at the quality required in the bid documents, the bidder with the next lowest price will be chosen.

Some construction and repair projects include scopes of work consisting of separate bid items needed to complete the work. If different low bidders would be involved in the work, we would like to request approval from Council for the City Engineer to award the most reasonable bidder for these projects.

Sincerely,

Jamie Brice Procurement Manager City of Conway



City of Conway, Arkansas Mayor's Office 1201 Oak Street Conway, AR 72032 501.450.6110 Office of the Mayor City of Conway Bid Tabulation Sheet www.cityofconway.org

Number of Bids Received -Opened by: Jamie Brice, Jacob Reynolds and Phillip Vick

Bid Number: 2020- 01 – Annual Bid_Gravel Bid Opening Date: Tuesday, January 21, 2020							
Aggregate Base Course (Plant Location) Aggregate Base Course (Delivered) Ballast Stone Stone Backfill Riprap							
BLK Quarries	8.95	15.50	16.15	16.15	21.15		
Rogers	10.53	14.85	17.40	17.40	23.95		
Green Dream International	9.67	17.77	19.98	20.79	No bid		



Scurlock Industries

City of Conway, Arkansas Mayor's Office 1201 Oak Street Conway, AR 72032 501.450.6110

9.50/0

11.50/0

Office of the Mayor City of Conway Bid Tabulation Sheet www.cityofconway.org

20.00/21.00

28.50/29.00

39.00/40.00

56.00/56.00

Number of Bids Received -Opened by: Jamie Brice, Jacob Reynolds and Phillip Vick

65.75/67.00

Bid Number: 2020-03 – Annual Bid Concrete Pipe Concrete Circular Pipe									
	Bid Opening Date: Tuesday, January 21, 2020 @ 10:00 A.M.								
	Bidder's Name	12"	15"	18"	24"	30"	36"	42"	48"

13.00/19.25

9	n		3	



City of Conway, Arkansas Mayor's Office 1201 Oak Street Conway, AR 72032 501.450.6110

Office of the Mayor City of Conway Bid Tabulation Sheet www.cityofconway.org

Number of Bids Received -Opened by: Jamie Brice, Phillip Vick and Jacob Reynolds

Bid Number: 2020-04 – Annual Bid Concrete Work	New	Construction
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Bid Opening Date: Tuesday, January 21, 2020 @ 10:00am

Bidder's Name	4" x 2' Wide Roll Curb & Gutter -per lineal foot	6" High x 1.5 Wide Upright Curb & Gutter – Per lineal foot	6" High x 2' High Upright Curb & Gutter – Per lineal foot	Inlet Top – Each	Inlet Throat - Each	Inlet Barrel - Each	Concrete Curb Inlet 4' Extension	Sidewalk/Driveway Variable widths (est. 3000 sq. yd.) Per sq. yd.	Concrete Pavement Avg 8'' Variable widths (<u>est</u> 3000 SY)	Concrete Pavement, Undercut of Unsuitable Material Per <u>cu.</u> Yd.
Lasker	4.50	4.50	4.50	No bid	No bid	No bid	No bid	13.50	13.50	No bid
Evatt Construction	5.00	4.50	5.00	\$800	\$200	\$800	\$300	\$18	\$18	\$16
<u>ј</u> сі	\$6	\$6	\$6	\$900	\$250	\$900	\$500	\$25	\$50	\$50

Bid Number: 2020-04 – Annual Bid Concrete Work Remove/Replace

Bid Opening Date: Tuesday, January 21, 2020 @ 10:00am

Bidder's Name	4" x 2' Wide Roll Curb & Gutter -per lineal foot	6" High x 1.5 Wide Upright Curb & Gutter – Per lineal foot	6" <u>High x</u> 2' High Upright Curb & Gutter – Per lineal foot	Inlet Top – Each	Inlet Throat - Each	Inlet Barrel - Each	Concrete Curb Inlet 4' Extension	Sidewalk/Driveway Variable widths (est. 3000 sq. yd.) Per sq. yd.	Concrete Pavement Avg 8'' Variable widths (<u>est</u> 3000 SY)	Concrete Pavement, Undercut of Unsuitable Material Per <u>cu.</u> Yd.
<u>Lsker</u>	No bid									
Evatt Construction	\$15	\$15	\$15	\$1600	\$400	\$1600	\$600	\$60	\$60	\$16
JCI	\$25	\$25	\$25	\$2000	\$500	\$1500	\$800	\$50	\$100	\$200



City of Conway, Arkansas Mayor's Office 1201 Oak Street Conway, AR 72032 501.450.6110 Office of the Mayor City of Conway Bid Tabulation Sheet www.cityofconway.org

Number of Bids Received -

Opened by: Jamie Brice, Phillip Vick and Jacob Reynolds

Bid Number: 2020-05 - Annual Bid Ready Mix (Delivered) Concrete	
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Bid Opening Date: Tuesday, January 21, 2020

Bidder's Name	Class A Concrete	Class S Concrete	1% Calcium
Smyrna	\$112.40	\$115.60	\$5/yd
Mallard	\$111.31	\$117.86	\$5.46/yd



City of Conway, Arkansas Mayor's Office 1201 Oak Street Conway, AR 72032 501.450.6110 Office of the Mayor City of Conway Bid Tabulation Sheet www.cityofconway.org

Number of Bids Received -

Opened by: Jamie Brice

	Bid Number: 2020-06 – Annual Bid Gasoline & Diesel							
	Bid Opening Date: Tuesday, January 21, 2020 @ 10:00am							

Bidder's Name	Regular Unleaded (87) No Ethanol Amount added by Bidder	Regular Unleaded (87) No Ethanol Total Estimated Amount	Regular Unleaded (87) 10% Max Ethanol Amount added by Bidder	Regular Unleaded (87) 10% Max Ethanol Total Estimated Amount	Diesel Fuel Amount added by Bidder	Diesel Fuel Total Estimated Amount
Satterfield	.0525		.0525		.0525	
Coulson	.05		.05		.05	

5% Local Preference



City of Conway, Arkansas Mayor's Office 1201 Oak Street Conway, AR 72032 501.450.6110 (office) 501.450.6145 (fax) Office of the Mayor City of Conway Bid Tabulation Sheet www.cityofconway.org Number of Bids Received -

Opened by: Jamie Brice, Jacob Reynolds and Phillip Vick

Bid Number: 2020-08- Annual Bid_Clay Brick Pavers Bid Tabulation

Bid Opening Date: Tuesday, January 21, 2020 @ 10:00am

Bidder's Name	4x8 Truncated Pavers w/Lugs	English Edge Heavy Duty Red Pavers w/Lugs	English Edge Light Duty Red Pavers
Antique Brick & Block	2.75	1.25	.95

Bid Winner: <u>Antique Brick & Block</u>

City Council approved: Pending Approval 01/28/20



City of Conway, Arkansas Resolution No. R-20-____

A RESOLUTION AUTHORIZING AN APPLICATION TO THE US ECONOMIC DEVELOPMENT ADMINISTRATION (EDA) AND THE ARKANSAS DEPARTMENT OF AERONAUTICS (ADA) TO UPDATE THE AIRPORT MASTER PLAN WITH FOCUS ON ECONOMIC DEVELOPMENT AND REVENUE GENERATION AT THE CONWAY MUNICIPAL AIRPORT AT CANTRELL FIELD, IN CONWAY, ARKANSAS

Whereas, the Conway City Council has determined that the City of Conway Municipal Airport meets eligibility requirements necessary to apply for a grant from the US Economic Development Administration (EDA) that will be a 80/20 match for an amount up to \$200,000; and

Whereas, the Conway Municipal Airport would also apply for a grant from the Arkansas Department of Aeronautics (ADA) for the 20% match for an amount up to \$40,000; and

Whereas, the Conway Municipal Airport at Cantrell Field is in need of an update to the Airport Master Plan with a focus on economic development and revenue generation, and

Whereas, the Conway Municipal Airport at Cantrell Field is an important economic development asset, and

Whereas, the City Council of the City of Conway recognizes the need for the project, concurs in its importance, and supports the City of Conway in its efforts to proceed with the same.

Now therefore, be it resolved by the City Council of the City of Conway, Arkansas, that:

Section I: The Mayor of Conway is hereby authorized to proceed to apply for the US Economic Development Administration (EDA) 80/20% disaster relief grant in and the Arkansas Department of Aeronautics grant to help fund the 20% match to update to the Conway Regional Airport Master Plan.

Section II. Furthermore herein the Mayor and City Clerk/Clerk Treasurer of Conway is authorized to administer the grant funds for the same project.

ADOPTED this 28th day of January, 2020.

Approved:

Mayor Bart Castleberry

Attest:



City of Conway, Arkansas Ordinance No. O-20___

AN ORDINANCE ENTERING INTO AN AGREEMENT & APPROPRIATING FUNDS FOR THE PURCHASE OF SOFTWARE FOR LAND-USE, PERMITTING, AND CODE ENFORCEMENT; AND FOR OTHER PURPOSES:

Whereas, the City of Conway has determined Accela software product no longer meets the needs of the City; and

Whereas, a committee was formed, at the direction of the Mayor, to evaluate replacement products; and

Whereas, that committee has recommended EnerGov by Tyler Technologies as the vendor with the product that best suits the City's needs.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CONWAY, ARKANSAS THAT:

Section 1. The City of Conway shall appropriate \$146,863 from General Fund balance (001.119.4900) to Computer Equipment/Software (001.105.5930).

Section 2. The Mayor is authorized to execute the Tyler Technologies contract utilizing a Sourcewell cooperative purchasing agreement.

Section 3. All ordinances in conflict herewith are repealed to the extent of the conflict.

PASSED this 28th day of January, 2020.

Approved:

Attest:

Mayor Bart Castleberry



CITY OF CONWAY Planning and Development

1201 Oak Street Conway, AR 72032 T 501.450.6105 F 501.450.6144 www.conwayarkansas.gov

MEMO

To: Mayor Bart Castleberry cc: City Council Members

Date: January 22, 2020

Re: Tyler Technologies Contract

Mayor and Councilmembers,

In August of last year the Mayor charged a small committee of staff members from IT (CIO Aaron Knight and Rebecca Butler), Finance (CFO Tyler Winningham), Planning (Planning Director James Walden), and Permits (Michelle Collins) to explore alternatives to Accela. Since August, the committee has been reviewing alternative software packages and exploring pricing options. We reviewed demonstrations for or visited clients of the following software packages:

- BS&A (Enterprise Finance, Permitting, and Planning Software)
- Tyler Technologies Energov (Enterprise Finance, Permitting, and Planning Software)
- CentralSquare (Enterprise Finance, Permitting, and Planning Software)
- MyGov (Permitting and Planning Software)
- CitizenServe (Permitting and Planning Software)
- ViewpointCloud (Permitting and Planning Software)

We looked at software packages that could replace the current Accela software only as well as packages that could be extended to provide an integrated enterprise system that could additionally handle finance as well. Our current finance software Springbrook is badly outdated and will likely need replacement in the future. As such, we wanted to look beyond our current needs to see if we could find software that would meet both our current and long-term needs as we grow.

In evaluating the software packages we looked at client experience, overall functionality, implementation processes, customization, etc. Particularly important was getting clear specifics on how, who, and when software implementation would occur. We discovered that the success and failure of ANY software platform is defined by the implementation process. Over the 4 month process of evaluations, we found that Tyler Technologies Energov checked all the boxes of our criteria, as the gold standard industry leader for local government enterprise permitting software. Our committee is confident Tyler Technologies Energov is the best option to meet the needs of our community as we work to be good stewards of the tax dollars entrusted to us.

Sincerely,

James P. Walden, AICP Director of Planning and Development



City of Conway, Arkansas Resolution No. R-20-____

A RESOLUTION EXPRESSING THE WILLINESS OF THE CITY OF CONWAY TO UTILIZE FEDERAL AID SURFACE TRANSPORTATION PROGRAM FUNDS FOR THE SALEM ROAD BRIDGE PROJECT

Whereas, the City of Conway understands Federal-aid Surface Transportation Program Funds are available at 80% federal participation and 20% local match to re-construct the Salem Road Bridge, and

Whereas, the City of Conway understands that Federal-aid Funds are available for this project on a reimbursable basis, requiring work to be accomplished and proof of payment prior to actual monetary reimbursement, and

Whereas, this project, using federal funding, will be open and available for use by the general public and be maintained by the City of Conway for the life of the project.

NOW THEREFORE, BE IT RESOLVED BY THE CONWAY CITY COUNCIL THAT:

Section I: City of Conway will participate in accordance with its designated responsibility, including maintenance of this project.

Section II: Conway Mayor Bart Castleberry is hereby authorized and directed to execute all appropriate agreements and contracts necessary to expedite the construction of the above stated project.

Section III: The Conway City Council pledges its full support and herby authorizes Metroplan to initiate action to implement this project.

THIS RESOLUTION adopted this 28th day of January, 2020.

Approved:

Bart Castleberry

Attest:



City of Conway, Arkansas Resolution No. R-20-____

A RESOLUTION EXPRESSING THE WILLINESS OF THE CITY OF CONWAY TO UTILIZE FEDERAL-AID SURFACE TRANSPORTATION PROGRAM FUNDS FOR THE KINLEY/TUCKER CREEK TRAIL EXTENSION

Whereas, the City of Conway understands Federal-aid Surface Transportation Program Funds are available at 80% federal participation and 20% local match to construct the Kinley/Tucker Creek Trail Extension, and

Whereas, the City of Conway understands that Federal-aid Funds are available for this project on a reimbursable basis, requiring work to be accomplished and proof of payment prior to actual monetary reimbursement, and

Whereas, this project, using federal funding, will be open and available for use by the general public and be maintained by the City of Conway for the life of the project.

NOW THEREFORE, BE IT RESOLVED BY THE CONWAY CITY COUNCIL THAT:

SECTION I: City of Conway will participate in accordance with its designated responsibility, including maintenance of this project.

SECTION II: Conway Mayor Bart Castleberry is hereby authorized and directed to execute all appropriate agreements and contracts necessary to expedite the construction of the above stated project.

SECTION III: The Conway City Council pledges its full support and herby authorizes Metroplan to initiate action to implement this project.

THIS RESOLUTION adopted this 28th day of January, 2020

Approved:

Bart Castleberry

Attest:



1201 OAK STREET • CONWAY, AR72032 (501) 450-6105 • planningcommission@cityofconway.org

MEMO

To: Mayor Bart Castleberry

cc: City Council Members

From: Brandon Ruhl, 2019 Planning Commission Chairman Date: January 22, 2020

Re: Request for conditional use permit to allow Childcare Facility in O-3 at 703 Donaghey Avenue

Melonie Polk/Happy Place Childcare Center, LLC has requested a conditional use permit to allow a childcare facility in the O-3 zoning district for property located at 703 Donaghey Ave, with the legal description:

South 111 feet of Lots 15 and 16, Block A, Donaghey Addition

The applicant is seeking the conditional use permit to operate a childcare facility to care for a maximum 30 children ages 6 months through 5 years and up to 12 years for after school care.

The Planning Commission reviewed the request at its regular meeting on January 21, 2020 and voted 8-0 that the request be forwarded to the City Council with a recommendation for approval with the following 3 conditions:

CONDITIONS ATTACHED TO THE PERMIT:

- 1. Any expansions or additions to the structure as well as any changes to the use shall require an amended or new conditional use permit.
- 2. A designated drop off/pick up location shall be identified at the interior of the parking lot by pavement marking and/or signage.
- 3. A fencing plan shall be submitted to the Planning Department for approval prior to any installation of new fencing.

Please advise if you have any questions.



M E M O R A N D U M

TO: City Council Members/Mayor Bart Castleberry

FROM: Chief Jody Spradlin

DATE: January 28, 2020

SUBJECT: Request for disposal of assets

The Conway Police Department has requested the disposal of a Garmin GPS that is no longer being used due to the item being old and out of date. Garmin no longer supports this item and updates are unavailable at this time.

• Serial Number- 2HT990978

I would like to request approval to remove this item from our inventory and dispose of the item.

• 2015 Chevrolet Spark VIN -KL8CD6S94FC712639

I would like to request approval to remove these items from our inventory listing and to dispose of them. These vehicles will be sold through auction, "as is", on www.publicsurplus.com.

Thank you for your consideration.



City of Conway, Arkansas Ordinance No. O-20-____

AN ORDINANCE ACCEPTING AND APPOPRIATING DONATION FUNDS FOR THE CONWAY POLICE DEPARTMENT; AND FOR OTHER PURPOSES

Whereas, the City of Conway has been awarded funds in the amount of \$6,819.70 from Centennial Bank to purchase five new bicycles and accessories for the Crime Suppression Unit division.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CONWAY, ARKANSAS THAT:

Section 1. The City of Conway shall accept all donation proceeds totaling \$6,819.70 and appropriate from 001.121.4705, Contributions and Donations Revenue account into the Conway Police Department Accountable Equipment Expense account 001.121.5650.

Section 2. All ordinances in conflict herewith are repealed to the extent of the conflict.

PASSED this 28th day of January, 2020.

Approved:

Attest:

Mayor Bart Castleberry



City of Conway, Arkansas Ordinance No. O-20-___

AN ORDINANCE ACCEPTING REIMBURSEMENT FUNDS AND APPROPRIATING ADDITIONAL FUNDS TO REPLACE THE BATTERY BACKUP SYSTEM AT THE CONWAY EMERGENCY OPERATIONS CENTER (CEOC); AND FOR OTHER PURPOSES:

Whereas, the primary battery backup system at the Emergency Operations Center is at the end of its useful life and in need of replacement; and

Whereas, this system ensures that all computers and technical equipment used by dispatchers stays on and operable in the event of a power outage until the backup generator can re-establish facility wide power; and

Whereas, the total expected cost is \$115,597.20; and

Whereas, Faulkner County has contributed half the cost of the system replacement.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CONWAY, ARKANSAS THAT:

Section 1. The City of Conway shall appropriate reimbursement funds received from Faulkner County in December 2019 in the amount of \$57,798.60 from the General Fund Balance Appropriation Account (001.119.4900) to the CEOC Computer Equipment account (001.125.5930).

Section 2. The City of Conway shall appropriate additional funds in the amount of \$57,798.60 from the General Fund Balance Appropriation Account (001.119.4900) to the CEOC Computer Equipment account (001.125.5930).

Section 3. All ordinances in conflict herewith are repealed to the extent of the conflict.

PASSED this 28th day of January, 2020.

Approved:

Mayor Bart Castleberry

Attest:



City of Conway, Arkansas Ordinance No. O-20___

AN ORDINANCE APPROPRIATING 2019 REIMBURSEMENTS FROM VARIOUS ENTITIES FOR THE CITY OF CONWAY POLICE DEPARTMENT; AND FOR OTHER PURPOSES

Whereas, the City of Conway has received reimbursements funds from the following entities:

Various Companies	\$21,072.03	Extra Duty Services
Various Companies	\$50.00	Child Safety Fair
Various Companies	\$1,475.00	Cops and Coats
DEA/Marshall	\$6 <i>,</i> 456.85	Taskforce Funds

Whereas, the Conway Police Department needs these funds to replenish their expenditure accounts.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CONWAY, ARKANSAS THAT:

Section 1. The City of Conway shall appropriate funds from various companies in the amount of \$21,072.03 from 001.121.4185 to the CPD overtime account, 001.121.5114.

Section 2. The City of Conway shall appropriate funds from various companies in the amount of \$50.00 from 001.121.4705 to the CPD Child Safety Fair account 001.121.5760.

Section 3. The City of Conway shall appropriate funds from various companies in the amount of \$1,475.00 from 001.121.4705 to the CPD Cops and Coats account 001.121.5760.

Section 4. The City of Conway shall appropriate funds from federal funds in the amount of \$6,456.85 from 001.121.4186 to the CPD overtime account 001.121.5114.

Section 5. All ordinances in conflict herewith are repealed to the extent of the conflict.

PASSED this 28th day of January, 2020.

Approved:

Attest:

Mayor Bart Castleberry