

Mayor Bart Castleberry
Clerk/Treasurer Denise Hurd
City Attorney Charles Finkenbinder



City Council Members
Ward 1 Position 1 – Andy Hawkins
Ward 1 Position 2 – David Grimes
Ward 2 Position 1 – Drew Spurgers
Ward 2 Position 2 – Shelley Mehl
Ward 3 Position 1 – Mark Ledbetter
Ward 3 Position 2 – Spencer Hawks
Ward 4 Position 1 – Theodore Jones Jr.
Ward 4 Position 2 – Shelia Isby

Tuesday, March 10th, 2026 City Council Agenda

Conway Municipal Building, City Council Chambers
1111 Main Street, Conway, AR 72032
www.conwayarkansas.gov

<u>5:30 pm Committee Meeting:</u>	Transportation Department
	Public Works
<u>6:00 pm Council Meeting:</u>	City Council Meeting
<u>Call to Order:</u>	Mayor Bart Castleberry
<u>Roll Call:</u>	Denise Hurd, Clerk/Treasurer
<u>Minutes Approval:</u>	February 24 th , 2026

A. Public Hearing:

1. Discussion of an Ordinance to close a portion of Bruce Street between Farris Street and Western Avenue.

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 March 10th, 2026, City Council agenda.
2. Ordinance to approve closing a portion of Bruce Street between Farris Street and Western Avenue for the University of Central Arkansas.
3. Ordinance to approve the updated 2026 Permit Fee Schedule for Permits & Inspections Department. ***(Previously held in committee on February 24th, 2026).***
4. Consideration to remove a vehicle from inventory for the City Attorney's Office.

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

1. Ordinance accepting and appropriating grant funding from the Best Friend Animal Society for the Conway Animal Services.

Adjournment

MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

Conway, Arkansas
Tuesday, 6:00 pm
February 24, 2026

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 Grimes, Councilman Spurgers, Councilwoman Mehl, Councilman Ledbetter, Councilman Hawks. Also, present and acting: Mayor Bart Castleberry, City Clerk Denise Hurd, and City Attorney Charles Finkenbinder. Councilman Hawkins, Councilman Jones, and Councilwoman Isby were not present.

Call to Order: Mayor Bart Castleberry

Roll Call: Denise Hurd, City Clerk

Minutes: February 10, 2026

Councilwoman Mehl made a motion to approve the minutes of the City Council meeting on February 10th as submitted. Councilman Spurgers seconded the motion. The motion carried 5-0.

Monthly Financial Report: December 31st, 2025 and January 31, 2026

Tyler Wunningham addressed the Council stating that for December, we just missed the budgeted amount for sales tax, but not to an amount that was severely detrimental. He added that we exceeded budgeted numbers on property tax, turnback, beverage tax, franchise fees, and parks revenue, with the actual over budget revenue number at \$561,000 for the year. He stated that some of the departments appeared to have overspent their budget, but he explained in detail the circumstances that created that appearance, including several coding errors. He said that overall, our results were favorable for the year with 12.7 million in operating cash at the end of the year, and the true reserve has maintained its 2 million dollar balance. Mr. Wunningham stated that the Street Fund came in over budget in revenues by \$411,000, but there was some adjusting to do because of the grant money for the Connect Conway project. He added that the Street Fund balance at the end of the year was 5.9 million dollars in operating cash, which was able to build back up since the purchase of the Conway Corp property. He said that the Sanitation's budget results were favorable for the year as well, with 111% of the budget in revenues and 79% of the budget spent. He went over some of the details of the Sanitation budget with the Council stating that the Sanitation fund ended the year with 15.7 million in operating cash. Mr. Wunningham reported to the Council that the Airport had the highest fuel sales ever in 2025 and ended the year with \$407,000 in operating cash. In reporting on January 2026, he stated that compared to the budget numbers in the report compared to the budget that was passed, there were some differences, due to the revenue section of the passed budget having a \$600,000 fund balance appropriation for operations at the Community Center which is not reflected in the January budget report. Also, in the expenditure section, he said that there are purchases every year at the end of the year, but the invoices are not received and paid until January and sometimes February. He said that these factors caused the change in the expenditure budget. He reported that January sales tax was up 3.8%. He said that the bottom line would look better except that there were three payrolls in January. He added that the Transportation Department purchased a new street sweeper which affected the numbers in the Street fund. He said that the Sanitation and Airport funds were off to a typical start. Councilwoman Mehl made a motion to approve the Financial Report and Councilman Ledbetter seconded it. The motion carried 5-0.

Report of Standing Committees:

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

MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

1. **Consideration to approve waiving all three readings for the ordinances on the February 24th, 2026, City Council agenda.**

No action taken.

2. **Resolution setting a public hearing to discuss vacating a portion of Bruce Street for the University of Central Arkansas.**

R-26-06

Mayor Castleberry presented Item A2 to the Council, setting the public hearing for March 10, 2026 at 6:00 pm. Councilman Ledbetter made a motion to adopt the Resolution and Councilwoman Mehl seconded it. A vote was called and the Resolution passed 5-0.

3. **Ordinance to approve the updated 2026 Permit Fee Schedule for the Permits & Inspections Department.**

Mayor Castleberry asked that this item be held in committee until the March 10, 2026 City Council meeting. Councilman Grimes made a motion to hold in committee, and Councilwoman Mehl seconded the motion. The motion carried 5-0.

4. **Resolution to approve the bid and enter into an agreement for the Oak St & East German Lane Intersection Improvement project for the Conway Transportation Department.**

R-26-07

Mayor Castleberry presented Item A4 to the Council. Kurt Jones addressed the Council stating that this is one of the projects that came from the Oak Street Ahead Study. He said that a dedicated right turn lane in both northbound and southbound E German Lane would be constructed, including all new signal equipment. He said that the City has acquired all of the rights-of-way needed and utility relocations have been completed. He stated that according to the Oak Street Ahead Study this action will improve that intersection by 70% and is the first step to relieving some of the traffic congestion in that area. Councilman Grimes asked what the timeline was for project and Mr. Jones said that it is estimated to take about 150 days. He told the Council there were two bidders, with the low bidder being HardRock Construction in the amount of \$928,391.40. He added that the engineer's estimate was 1.3 million, so this bid was well under that estimate. He asked the Council to approve awarding the bid to HardRock Construction for the project. Councilman Spurgers made a motion to adopt the Resolution and Councilwoman Mehl seconded it. A vote was called and the Resolution passed 5-0.

5. **Consideration to approve a conditional use permit request to allow up to twelve (12) dwelling units per acre in the R-2 zone for property located at 3 Susan Lane.**

Mayor Castleberry presented Item A5 to the Council. Anne Tucker told the Council that it wasn't clear exactly how many units would fit on the property after site development review, which is why it is stated "up to" 12 units per acre which is allowed in an R-2 zone with a conditional use permit. Councilman Grimes made a motion to approve the conditional use permit and Councilman Hawks seconded it. A vote was called, and the Resolution passed 5-1, with Councilman Ledbetter voting "No", and Mayor Castleberry voting in favor of the Resolution.

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

1. **Resolution approving the submittal of a grant to AARP for the Parks & Recreation Department.**

No action taken.

C. Finance:

1. **Consideration to destroy obsolete records for the Finance Department.**

No action taken.

Adjournment-----

PASSED this 24th day of February, 2026

APPROVED:

Mayor, Bart Castleberry

City Clerk, Denise Hurd

NOTICE OF PUBLIC HEARING

BEFORE THE CITY COUNCIL OF THE CITY OF CONWAY, ARKANSAS:

WHEREAS, on February 24th, 2026, a request was filed with the City of Conway seeking to abandon a portion of Bruce Street within the corporate limits of the City of Conway;

THEREFORE, a public hearing shall be set by resolution (R-26-06) to be held on the *10th day of March, 2026, at 6:00 P.M.* in the Council Chambers located at Conway City Hall, 1111 Main Street, Conway, AR, at which time the City Council shall hear all persons who wish to be heard on this issue

THIS 24th day of February, 2026.

Approved:

Bart Castleberry, Mayor

City of Conway, Arkansas

Office of the Mayor

www.conwayarkansas.gov

Memo:

To: Mayor Bart Castleberry
CC: City Council Members
From: Felicia Rogers
Date: March 3rd, 2026
Re: March 10th, 2026 City Council Agenda

The following ordinances are included on the March 10th, 2026, City Council Agenda for consideration of waiving the three readings of each ordinance:

1. B.2 - Ordinance to approve closing a portion of Bruce Street between Farris Street and Western Avenue for the University of Central Arkansas.
2. B.3 - Ordinance to approve the updated 2026 Permit Fee Schedule for Permits & Inspections Department. ***(Previously held in committee on February 24th, 2026).***
3. C.1 - Ordinance accepting and appropriating grant funding from the Best Friend Animal Society for the Conway Animal Services.



**City of Conway, Arkansas
Ordinance No. O-26-__**

AN ORDINANCE CLOSING OF A PORTION OF BRUCE STREET BETWEEN FARRIS STREET AND WESTERN AVENUE, AND FOR OTHER PURPOSES:

Whereas, a petition was duly filed with the City of Conway, Arkansas, on the 13th of February 2026 by the University of Central Arkansas, asking the City Council to vacate and abandon a portion of Bruce Street, aforementioned.

Whereas, after due notice as required by law, the Council has, at the time and place mentioned in the notice, heard all persons desiring to be heard on the question and has ascertained that the street or the portion thereof, hereinbefore described, has heretofore been dedicated to the public use as a right-of-way herein described; that all the owners of the property abutting upon the portion of the right-of-way to be vacated have been afforded the opportunity to file with the Council their written consent to the abandonment; and the public interest and welfare will not be adversely affected by the abandonment of this portion of the right-of-way.

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

Section 1. That the City of Conway, Arkansas, releases, vacates, and abandons its rights, together with the rights of the public generally, in and to the right-of-way of Bruce Street between Farris Street and Western Avenue.

Section 2. A copy of the ordinance duly certified by the City Clerk shall be filed in the office of the recorder of the county and recorded in the deeds records of the county.

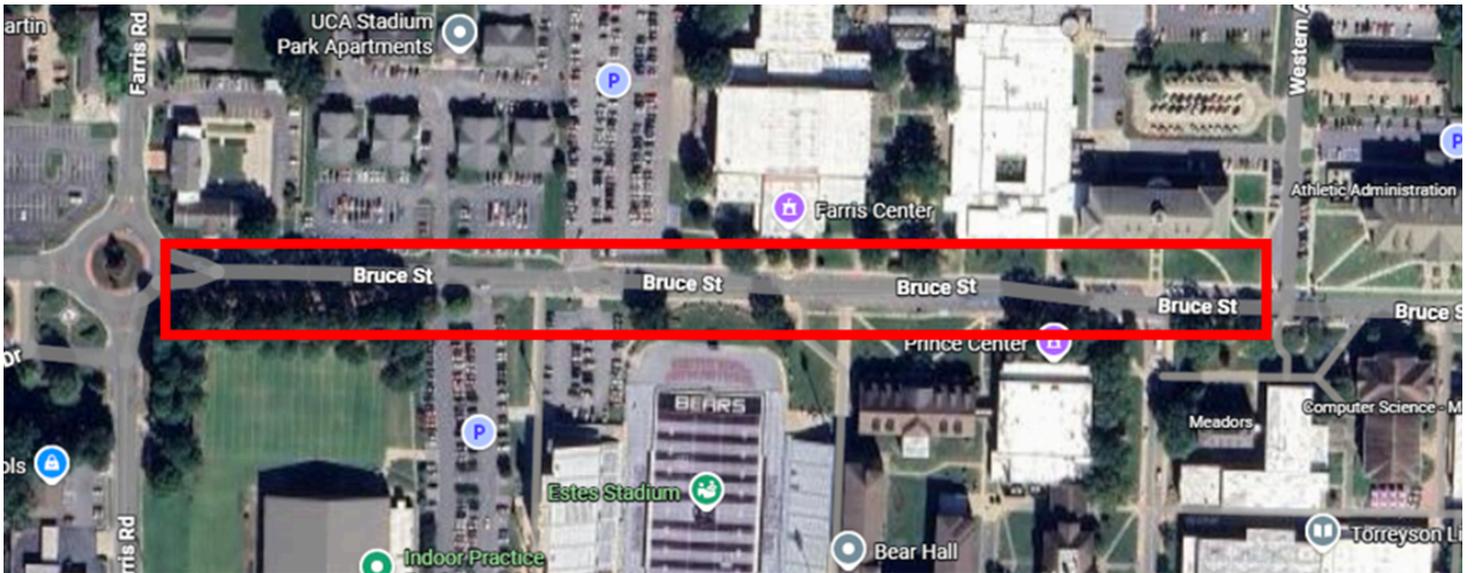
PASSED this 10th day of March, 2026.

Approved:

Mayor Bart Castleberry

Attest:

**Denise Hurd
City Clerk/Treasurer**





UNIVERSITY OF
CENTRAL
ARKANSAS™

OFFICE OF THE
PRESIDENT

City of Conway
Office of the Mayor
1111 Main St
Conway, AR 72032

RE: Request to close portion of Bruce Street for multipurpose arena

Dear Mayor Castleberry and City Council Members:

On behalf of the University of Central Arkansas (UCA), this letter serves as UCA's formal request regarding the proposed closure of a segment of Bruce Street, extending from the intersection of Farris Road to the intersection at Western Avenue.

UCA is planning the construction of a new multipurpose arena to be located immediately north of Estes Stadium. The project site will sit atop the existing Bruce Street right-of-way. As part of this development, the affected segment of Bruce Street will be permanently closed to vehicular traffic and incorporated into the overall project footprint. UCA has already begun conversations with Conway Corporation regarding impacted utilities and working together to ensure the successful development of this project.

The area surrounding the new arena will be designed as a pedestrian-oriented boulevard intended to enhance campus connectivity, safety, and accessibility. While general vehicular traffic will be restricted, the design will ensure continued access for public safety and emergency vehicles, consistent with applicable safety standards and coordination with local emergency responders. Additionally, the soon to be constructed Connect Conway trail and path system will be enhanced by the opportunity to coordinate design efforts with this transformative project. This portion of the Connect Conway trail system will benefit from and enhance the planned arena complex and pedestrian space.

UCA believes this project will provide notable benefits to both the university and the broader Conway community by supporting athletic events, academic programming, and community gatherings, while also significantly improving the pedestrian environment in this area of campus. We appreciate the City of Conway's partnership and consideration of this request. UCA looks forward to continued collaboration as this project progresses into the design and building phases. Please do not hesitate to contact us should you require additional information or documentation.

Sincerely,

A handwritten signature in blue ink that reads "Houston D. Davis".

Houston D. Davis, Ph.D.

OFFICE OF THE PRESIDENT

Wingo Hall, Suite 207 | 201 Donaghey Ave, Conway, AR 72035
(501) 450-5286 OFFICE | (501) 450-5003 FAX | UCA.EDU/PRESIDENT



**City of Conway, Arkansas
Ordinance No. O-26-_____**

**AN ORDINANCE AMENDING CHAPTER 11.16 SECTION 11.16.06 OF THE CONWAY MUNICIPAL CODE;
AND FOR OTHER PURPOSES:**

Whereas, the City of Conway, Arkansas, requires building permits for development activities within the city limits; and

Whereas, the City Council finds that updated permit fees are necessary to ensure that the City can adequately fund related permit services associated with building inspections and development activities; and

Whereas, the existing building permit fee schedule outlined in Chapter 11.16, Section 11.16.06 of the City Municipal Code will be updated to reflect the new rates.

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

Section 1: That 11.16.06 Amendments to the code in the Conway Municipal Code are hereby amended to read as follows:

Note: Commencing work before permit issuance shall result in doubling of the appropriate permit fee.

Building Permit Fees Residential		
New Construction	\$0.11 per total under roof square footage	Minimum of \$250
Addition	\$0.11 per total under roof square footage	Minimum of \$50
Remodeling	\$1 per \$1,000 of the total cost of construction	Minimum of \$50
Accessory	\$0.11 per total under roof square footage	Minimum of \$50
Re-Inspect/Additional Inspection fee	\$25 per inspection	

Building Permit Fees Commercial		
New Construction	\$0.14 per total under roof square footage	Minimum of \$250
Addition	\$0.14 per total under roof square footage	Minimum of \$75
Remodeling	\$1 per \$1,000 of the total cost of construction	Minimum of \$75
Accessory	\$0.14 per total under roof square footage	Minimum of \$75
Temporary Structure	\$0.14 per total under roof square footage	Minimum of \$250
Re-Inspect/Additional Inspection fee	\$25 per inspection	

Trade Fees (Plumbing, Mechanical, Electrical, Gas)		
Plumbing + Building Permit	Residential: \$0.054 per total under roof square footage	Minimum of \$50
	Commercial: \$0.0687 per total under roof square footage	Minimum of \$75
Gas	\$40	
<i>Plumbing Stand Alone</i>	Residential \$50	Commercial \$75
Mechanical + Building Permit	Residential: \$0.054 per total under roof square footage	Minimum of \$50
	Commercial: \$0.0687 per total under roof square footage	Minimum of \$75
<i>Mechanical Stand Alone</i>	Residential \$50	Commercial \$75
Electrical + Building Permit	Residential: \$0.054 per total under roof square footage	Minimum of \$50
	Commercial: \$0.0687 per total under roof square footage	Minimum of \$75
<i>Electrical Stand Alone</i>	Residential: \$50	Minimum of \$75
Demolitions	Residential: \$1 per \$1,000 of total cost of construction	Minimum of \$50
	Commercial: \$1 per \$1,000 of the total cost of construction	Minimum of \$100
Building Code Appeals	\$250	
Permit Review Fee	\$25	

*State Trade Fee shall be determined by staff for all Commercial Projects according to the state rate.

*Square footage is measured as *total under roof*.

Section 2: This ordinance shall be in full effect as of April 15th, 2026.

Passed this 10th day of March, 2026

Approved:

Mayor Bart Castleberry

Attest:

Denise Hurd
City Clerk/Treasurer



MEMO

TO: Mayor Bart Castleberry
CC: City Council Members
FROM: Cecil Corning
DATE: February 27, 2026
SUBJECT: Request for Approved Regarding Permit Fee Schedule

The Building Permits & Inspections Department requests to revise the permitting fee schedule to the following:

- I. New construction, additions, remodeling and accessory structures for both residential and commercial will remain the same. The MEP's (mechanical, electrical and plumbing) will change.

Currently, the sub permits are based on a percentage of the building permit fee. 47% of the residential building permit fee and 35% of the commercial building permit fee.

With your approval, the fee schedule will be based on square footage.

- Residential MEP's 0.054 per square foot.
- Commercial MEP's 0.0687 per square foot.

Please advise if you have any questions.

Thank you for your consideration.

OFFICE OF THE CITY ATTORNEY

TO: City Council Members/Mayor Bart Castleberry

FROM: Charles Finkenbinder

DATE: February 25, 2026

SUBJECT: Request to Remove and Dispose of Assets from Inventory

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The Conway City Attorney's Office has the following equipment that is no longer being used or is ready to be cycled out:

2009 Ford Escape VIN No. 1FMCU49389KA71224

I formally request the removal of this item from the City Attorney's Office fixed asset inventory for disposal. If approved, these items will be auctioned via GovDeals.com.

Thank you for your consideration.



**City of Conway, Arkansas
Ordinance No. O-26-___**

AN ORDINANCE ACCEPTING AND APPROPRIATING GRANT FUNDING FOR THE CONWAY ANIMAL SERVICES FROM BEST FRIEND ANIMAL SOCIETY GRANT; AND FOR OTHER PURPOSES.

Whereas, the City of Conway Animal Services was awarded \$20,000 from Best Friends Animal Society Grant; and

Whereas, this funding was for the implementation and utilization of community cat programming and kitten intake diversion programming that results in increased live outcomes for cats; and

Whereas, the fourth draw payment of \$5,000 has been received for such purposes.

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

Section 1. The City of Conway shall accept the fourth draw grant payment of \$5,000 from Best Friends Animal Social Grant for Conway Animal Services.

Section 2. The City of Conway shall appropriate funding in the amount of \$5,000 from the Other Grant Revenues Account (399.000.4752) to the Miscellaneous Supplies Account (399.127.5699).

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

PASSED this 10th day of March 2026.

Approved:

Mayor Bart Castleberry

Attest:

**Denise Hurd
City Clerk/Treasurer**