

## **City of Jonesboro**

Municipal Center 300 S. Church Street Jonesboro, AR 72401

# Meeting Minutes City Council

Tuesday, November 17, 2020

5:30 PM

Municipal Center, 300 S. Church

#### 1. CALL TO ORDER BY MAYOR PERRIN AT 5:30 P.M.

## 2. PLEDGE OF ALLEGIANCE AND INVOCATION

## 3. ROLL CALL BY CITY CLERK DONNA JACKSON

Mayor Harold Perrin was not in attendance. President Pro-Tempore Chris Moore presided over the meeting.

Councilmember Ann Williams entered the zoom meeting at 5:50 p.m. due to technical difficulties.

Present 12 - Ann Williams; Charles Frierson; Chris Moore; John Street; Mitch Johnson; Gene Vance; Chris Gibson; Charles Coleman; Bobby Long; Joe Hafner; David McClain and LJ Bryant

### 4. SPECIAL PRESENTATIONS

COM-20:072 PRESENTATION ON THE CDBG PROGRAM BY REGINA BURKETT

<u>Attachments:</u> 2020 City Council Presentation.pptx final

Community Development Director Regina Burkett gave a presentation on the CDBG Program.

Good evening everyone. My name is Regina Burkett and I am the Director of Community Development with the City of Jonesboro. I am here to let you know our procedure with the CDBG Block Grant that we receive every year. The Community Development Block Grant Program (CDBG) is one of the longest running programs in the U.S. Department of Housing and Urban Development. The funds are used for local community development and activities with the goal of providing affordable housing, anti-poverty programs, and infrastructure development. Since we have a population of over 50,000, we are declared an entitlement city. HUD has a formula that bases the amount of money that we get annually for the Community Block Grant. The funding is based on the population, poverty, and housing.

This is a citizen driven program and the funding activities must meet one of the three national objectives: 1) benefiting low-and moderate-income (LMI) persons; 2) preventing or eliminating slum or blight; and 3) meeting an urgent need. The Annual Action Plan is where we get our money. It is formula based each year. It is not always the same. Each year it is always a little bit different and the city is required to submit an action plan to HUD prior to July 1st. The program runs from July 1st to June 30th. Like this year it will run from July 1, 2020 to June 30, 2021. The action plan provides a

summary of the actions, activities, and the specific federal and non-federal resources that will be used each year to address the needs and specific goals identified in the plan. On this plan, we are having a meeting on the upcoming plan on November 19, 2020, here in this Council Chambers at 10:30 A.M. and 5:30 P.M.

The fundamental goal of the Citizen Participation Plan is to encourage Jonesboro citizens to come out and take an active role in trying to identify exactly what we need for the city and the community. So, the planning process is determining the needs, setting priorities, determining the resources, setting goals, administering the programs and evaluating the performance. When we get to the Citizen Action Plan, we will advertising the date, the time and location of the public hearings 14 days in advance. They will be in the local newspaper. There will be flyers all over the community centers and emails sent out. It will go on the city's website and social media.

I also want you to know that on the COVID-19 money that we received, it is only a five-day public hearing process because it is emergency money. They do not have the 14 days on that. We will set up a public meeting and get opinions and look at goals that people come to the meeting and talk about different things that will help our community. While they are there, we will have them fill out a survey which will tell us what we need and what they are wanting in the city. I have a sample of a survey here today and on that survey, it has got homeless needs, economic development, code enforcement, housing needs, infrastructure needs, and clearance and demolition needs. So, that is something that they will fill out with six being the most important and one being the less important. So, after we have that, we will have a 30 day comment period and then we will bring it to you all to sign off on a resolution for the money and how it is going to be spent. That is how we do that. This is an example of the public hearing flyer that we put out all over so people know that we are having it. There were questions about whether it was in the newspaper and this is one that we presented in the newspaper in 2019 stating that we were having it. Each person that comes, they have to sign up, sign their name and put their email address and telephone. So, we have that also. I wasn't going to bring one that someone had already filled out because I don't want everybody's names up there.

So, the city funded activities are based on HUD annual allocation. We have a Public Services Program which has a cap of only 15% of total allocation. The planning and administration fees has a cap of 20% of total allocation. All activities funded must comply with eligibility of HUD regulations. The activities to be funded by City of Jonesboro, we look at the neighborhood needs, non-profit organizations, and results of community surveys during public hearings. I kind of already said that. So, the Grants & Community Development Department develops a budget each program year. Once we develop that budget, we look at the needs that we found out in the survey. We send those to our HUD representative here in the state, they look over them, say yes, we can do those projects and we cannot do these projects. Then, they send them onto Washington to the Feds. If they approve it, they send it back and that is when we get our money right there. So, we have the 2020, I don't know if you all remember the 2020 Action Plan. We passed it here and I don't know if you want me to go over it, but I have got it on this slide right there and that is the amount of money that we have spent so far. The COVID money that we received, the COVID-1, the CDBG-CV1 we used for small business emergency grants. We did not have an overwhelming amount of people apply for those grants right there. And, we are having a public comment meeting on Thursday, November 19, 2020 at 10:30 a.m. and 5:30 p.m. to fill out a survey and see what we are going to do with the other money that we just received. And, then, I just want to let everybody know that we do have audits. We have two annual audits. We have a Legislative Audit and a Single Audit and then every three years, HUD comes in

and they do an audit on all of the programs which we take care of. There are several programs besides this that we have done throughout the years. And, they can go back like three or four years to be sure that it is all done. So, any questions? President Pro-Tempore Chris Moore said, thank you Ms. Burkett.

Read

## 5. CONSENT AGENDA

## Approval of the Consent Agenda

A motion was made by Councilperson Chris Gibson, seconded by Councilperson Gene Vance, to Approve the Consent Agenda. The motioned PASSED

Aye: 11 - Charles Frierson; Chris Moore; John Street; Mitch Johnson; Gene Vance; Chris

Gibson; Charles Coleman; Bobby Long; Joe Hafner; David McClain and LJ

**Bryant** 

Absent: 1 - Ann Williams

MIN-20:107 MINUTES FOR THE CITY COUNCIL MEETING ON NOVEMBER 5, 2020

Attachments: CC Minutes 11052020

This item was passed on the consent agenda.

RES-20:199 A RESOLUTION OF THE CITY OF JONESBORO, ARKANSAS TO ACCEPT THE

LOW BID AND ENTER INTO A CONTRACT WITH SHELBY RAILROAD SERVICE, INC. FOR THE INDUSTRIAL RAIL LEAD MAINTENANCE CONTRACT - JOB NO.

2020:28

Attachments: Bid Tab, Industrial Lead Maintenance

Contract Documents 2020 28, Industrial Lead Maintenance

This item was passed on the consent agenda.

Enactment No: R-EN-173-2020

RES-20:200 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS,

TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 616 E. OAK AVE., JONESBORO, ARKANSAS 72401, PARCEL 01-144191-17500, OWNED BY JOYCE

SCARBOROUGH

Attachments: 616 E. Oak

Affidavit of Statutory Lien 616 E Oak

This item was passed on the consent agenda.

Enactment No: R-EN-174-2020

RES-20:201 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS,

TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 700 PLUM HILL.

JONESBORO, ARKANSAS 72401, PARCEL 01-143014-03700, OWNED BY LERETA

Attachments: 700 Plum Hill

Affidavit of Statutory Lien 700 Plum Hill

This item was passed on the consent agenda.

Enactment No: R-EN-175-2020

RES-20:202 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS,

TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 815 WITT, JONESBORO, AR 72401, PARCEL 01-144192-36600, OWNED BY: JAMES III &

WOODROW WALKER

Attachments: 815 Witt

Affidavit of Statutory Lien 815 Witt

This item was passed on the consent agenda.

Enactment No: R-EN-176-2020

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS,

TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT: 4304 RACE STREET, JONESBORO, AR 72401, PARCEL 01-144271-19900, OWNED BY: CHARLES CRAIG

**CONYERS** 

Attachments: 4304 Race

Affidavit of Statutory Lien 4304 Race

This item was passed on the consent agenda.

Enactment No: R-EN-177-2020

RES-20:204 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS,

TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT GABRIEL COURT, JONESBORO, AR 72401, PARCEL 01-144151-19400, OWNED BY DIANE GASTON

Attachments: Gabriel Court

Affidavit of Statutory Lien Gabriel Court

This item was passed on the consent agenda.

Enactment No: R-EN-178-2020

RES-20:206 A RESOLUTION TO THE CITY OF JONESBORO, ARKANSAS TO ENTER INTO A

CONTRACT WITH BLUE SKY TECHNOLOGIES FOR VoIP PHONE AND FAX

SOLUTION

<u>Attachments:</u> Agreement, Blue Sky ,Phone and Fax Services

This item was passed on the consent agenda.

Enactment No: R-EN-179-2020

RES-20:207 A RESOLUTION TO CONTRACT WITH FIRST COMMUNITY BANK FOR

SPONSORSHIP OF TRAP/SKEET FIELD NUMBER 5 AT THE JONESBORO

SHOOTING SPORTS COMPLEX

<u>Attachments:</u> Shooting Range - First Community Bank

This item was passed on the consent agenda.

Enactment No: R-EN-180-2020

RES-20:208 A RESOLUTION TO CONTRACT WITH STADIUM AUTO BODY FOR SPONSORSHIP

OF TRAP/SKEET FIELD NUMBER 6 AT THE JONESBORO SHOOTING SPORTS

COMPLEX

<u>Attachments:</u> Shooting Range - Stadium Auto Body

This item was passed on the consent agenda.

Enactment No: R-EN-181-2020

RES-20:209 A RESOLUTION TO CONTRACT WITH UNITED PAWNBROKERS FOR

SPONSORSHIP OF THE PROGRAMS RANGE AT THE JONESBORO SHOOTING

SPORTS COMPLEX

<u>Attachments:</u> Shooting Range - United Pawnbrokers

This item was passed on the consent agenda.

Enactment No: R-EN-182-2020

RES-20:210 A RESOLUTION TO CONTRACT WITH ENGINES, INC FOR SPONSORSHIP OF

TRAP/SKEET FIELD NUMBER 4 AT THE JONESBORO SHOOTING SPORTS

**COMPLEX** 

<u>Attachments:</u> Shooting Range - Engines, Inc

This item was passed on the consent agenda.

Enactment No: R-EN-183-2020

RES-20:211 A RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ACCEPT THE

DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE (BJA) FOR FY

2020 BULLET PROOF VEST PARTNERSHIP GRANT

<u>Attachments:</u> FY 2020 BPV Award

FY2020 BVPAward Amount

RES-20-059

This item was passed on the consent agenda.

Enactment No: R-EN-184-2020

RES-20:213 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS,

TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 317 SECOND STREET, JONESBORO, AR, PARCEL 01-144182-17500, OWNED BY MARSHAL

MOONEY

Attachments: 317 Second

This item was passed on the consent agenda.

Enactment No: R-EN-185-2020

RES-20:214 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS,

> TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 816 HOOVER, JONESBORO, AR, PARCEL 01-144181-14800, OWNED BY ROBERT WHITAKER

Attachments: 816 Hoover

This item was passed on the consent agenda.

Enactment No: R-EN-186-2020

RES-20:215 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS,

TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1403 W.

HUNTINGTON, JONESBORO, AR, PARCEL 01-143133-02100, OWNED BY HETTI

GROUP LTD.

Attachments: 1403 W. Huntington

This item was passed on the consent agenda.

Enactment No: R-EN-187-2020

RES-20:216 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS,

> TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 405 STATE ST., JONESBORO, AR, PARCEL 01-144171-03500, OWNED BY CHARLES E. NOELL,

JR.

Attachments: 405 State

This item was passed on the consent agenda.

Enactment No: R-EN-188-2020

RES-20:217 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS,

> TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 409 N. FISHER, JONESBORO, AR, PARCEL 01-144181-10500, OWNED BY JOSHUA GAMBILL

Attachments: 409 N. Fisher

This item was passed on the consent agenda.

Enactment No: R-EN-189-2020

RES-20:218 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS,

> TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 204 WOODROW, JONESBORO, AR, PARCEL 01-144073-23400, OWNED BY NEWELL COOTS

204 Woodrow

This item was passed on the consent agenda.

Enactment No: R-EN-190-2020

Attachments:

RES-20:219 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS,

TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1313 PARDEW,

JONESBORO, AR, PARCEL 01-144212-20200, OWNED BY MICHELLE NUTT

Attachments: 1313 Pardew

This item was passed on the consent agenda.

Enactment No: R-EN-191-2020

RES-20:220 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS,

> TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 824 E. MATTHEWS, JONESBORO, AR, PARCEL 01-144184-07200, OWNED BY BESSIE MCBRIDE

Attachments: 824 E. Matthews

This item was passed on the consent agenda.

Enactment No: R-EN-192-2020

RES-20:221 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS,

> TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1403 OAKHURST, JONESBORO, AR, PARCEL 01-143133-23700, OWNED BY A+ PROPERTY

MANAGEMENT LLC

Attachments: 1403 Oakhurst

This item was passed on the consent agenda.

Enactment No: R-EN-193-2020

RES-20:222 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS,

> TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 200 S. ALLIS, JONESBORO, AR, PARCEL 01-144181-40800, OWNED BY MICHAEL DARLING

Attachments: 200 S. Allis

This item was passed on the consent agenda.

Enactment No: R-EN-194-2020

RES-20:224 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS

TO MAKE APPOINTMENTS TO THE DOWNTOWN JONESBORO IMPROVEMENT

DISTRICT NO.1 AS RECOMMENDED BY MAYOR HAROLD PERRIN

This item was passed on the consent agenda.

Enactment No: R-EN-195-2020

## **NEW BUSINESS**

## RESOLUTIONS NOT ON THE CONSENT AGENDA

RES-20:223 A RESOLUTION TO SET A PUBLIC HEARING REGARDING THE ABANDONMENT

> OF A 15' UTILITY EASEMENT ACROSS PARCEL NUMBER: 01-144154-00910 OWNED BY JONESBORO 2015, LLC; BEING LOCATED WEST OF THE PROSPECT

FARMS SUBDIVISION AND EAST OF WOLF MEADOWS SUBDIVISION IN

JONESBORO, ARKANSAS AS REQUESTED BY JASON MARSHALL

A motion was made by Councilperson Mitch Johnson, seconded by Councilperson John Street, that this matter be Passed . The motion PASSED with the following vote.

Aye: 11 - Charles Frierson; Chris Moore; John Street; Mitch Johnson; Gene Vance; Chris

Gibson; Charles Coleman; Bobby Long; Joe Hafner; David McClain and LJ

Bryant

Absent: 1 - Ann Williams

Enactment No: R-EN-196-2020

#### ORDINANCES ON FIRST READING

ORD-20:050

AN ORDINANCE TO WAIVE COMPETITIVE BIDDING AND AUTHORIZE A CONTRACT WITH ARKANSAS BLUE CROSS BLUE SHIELD TO PROVIDE INSURANCE COVERAGE FOR CITY EMPLOYEES FOR 2021.

Attachments: BCBS Renewal 2021

Councilmember John Street motioned, seconded by Councilmember Gene Vance, to suspend the rules and offer ORD-20:050 by title only. All voted aye.

Councilmember Gene Vance motioned, seconded by Councilmember Charles Frierson, to suspend the rules and waive the second reading. All voted aye.

A motion was made by Councilperson Gene Vance, seconded by Councilperson Charles Frierson, that this matter be Waived Second Reading . The motion PASSED with the following vote.

Aye: 11 - Charles Frierson; Chris Moore; John Street; Mitch Johnson; Gene

Vance; Chris Gibson; Charles Coleman; Bobby Long; Joe Hafner; David

McClain and LJ Bryant

Absent: 1 - Ann Williams

ORD-20:051

AN ORDINANCE TO WAIVE COMPETITIVE BIDDING AND AUTHORIZE THE MAYOR TO ENTER INTO AN AGREEMENT WITH RITTER COMMUNICATIONS TO PROVIDE FIBER CONNECTIVITY AND CLOUD SERVICES FOR THE CITY OF JONESBORO

<u>Attachments:</u> Quote, Ritter, Internet Services

Ritter, Appendix A, Metro Ethernet Service
Ritter, Appendix B, Dedicated Internet Service

Ritter, Master Services Agreement

Councilmember John Street motioned, seconded by Councilmember Gene Vance, to suspend the rules and offer ORD-20:051 by title only. All voted aye.

Held at one reading

ORD-20:052

AN ORDINANCE TO WAIVE COMPETITIVE BIDDING AND AUTHORIZE A CONTRACT WITH ARKANSAS DELTA DENTAL TO PROVIDE DENTAL INSURANCE COVERAGE FOR CITY EMPLOYEES FOR 2021

<u>Attachments:</u> Delta Dental renewal package

Councilmember John Street motioned, seconded by Councilmember Gene Vance, to suspend the rules and offer ORD-20:052 by title only. All voted aye.

Councilmemberr John Street motioned, seconded by Councilmember Gene Vance, to suspend the rules and waive the second reading. All voted aye.

A motion was made by Councilperson John Street, seconded by Councilperson Gene Vance, that this matter be Waived Second Reading . The motion PASSED with the following vote.

**Aye:** 11 - Charles Frierson; Chris Moore; John Street; Mitch Johnson; Gene Vance; Chris Gibson; Charles Coleman; Bobby Long; Joe Hafner; David McClain and LJ

Bryant

Absent: 1 - Ann Williams

## 7. UNFINISHED BUSINESS

#### ORDINANCES ON SECOND READING

ORD-20:043

AN ORDINANCE TO THE CITY OF JONESBORO TO PLACE VARIOUS TRAFFIC SIGNS AT DESIGNATED LOCATIONS AS DETERMINED BY THE TRAFFIC CONTROL COMMITTEE

Councilmember Dr. Charles Coleman said, I would like to table ORD-20:043 for one meeting, just to look at one item that has to do with the school. I did contact the Mayor earlier this evening and he said he didn't have any problem if we have it on the next council meeting to look at this one item that has to do with the sign close to Dupwe up by the school.

Councilmember Dr. Charles Coleman motioned, seconded by Councilmember Gene Vance, to postpone ORD-20:043 to the next regularly scheduled City Council meeting on December 1, 2020. All voted aye.

A motion was made by Councilperson Charles Coleman, seconded by Councilperson Gene Vance, that this matter be Postponed Temporarily . The motion PASSED with the following vote.

Aye: 11 - Charles Frierson; Chris Moore; John Street; Mitch Johnson; Gene Vance; Chris Gibson; Charles Coleman; Bobby Long; Joe Hafner; David McClain and LJ Bryant

Absent: 1 - Ann Williams

ORD-20:047

AN ORDINANCE TO AMEND CHAPTER 117, KNOWN AS THE ZONING ORDINANCE PROVIDING FOR CHANGES IN ZONING BOUNDARIES FROM R-1, RESIDENTIAL TO RM-8, RESIDENTIAL LUO FOR PROPERTY LOCATED AT 2512 AND 2514 CURTVIEW STREET AS REQUESTED BY GEORGE HAMMAN ON BEHALF OF KENNY AND SHELIA THROGMARTIN

<u>Attachments:</u> rezoning plat

Application
Pictures of Area
Proposed Plan
rezoning plat

Signed Property Owners

**USPS** Receipts

Staff Summary - CURTVIEW - COUNCIL

#### Held at second reading

## ORD-20:048

AN ORDINANCE TO AMEND CHAPTER 117, ARTICLE III, KNOWN AS THE ZONING ORDINANCE OF THE CITY OF JONESBORO, ARKANSAS, PROVIDING FOR CHANGES IN ZONING BOUNDARIES FROM R-1 SINGLE FAMILY RESIDENTIAL DISTRICT TO I-1 LIMITED INDUSTRIAL DISTRICT FOR PROPERTY LOCATED AT 3216 MOORE ROAD, JONESBORO, ARKANSAS REQUESTED BY JOHN C. STUCKEY.

Attachments: Application

Rezoning Plat
Layout 1
Layout 2

Minutes of Community Meeting

Pictures of Area
USPS Receipts

Staff Summary - COUNCIL - MOORE

#### Held at second reading

#### ORD-20:049

AN ORDINANCE TO AMEND CHAPTER 117, KNOWN AS THE ZONING ORDINANCE PROVIDING FOR CHANGES IN ZONING BOUNDARIES FROM R-2, RESIDENTIAL MULTI-FAMILY TO PD-RM, RESIDENTIAL PLANNED DEVELOPMENT MULTI-FAMILY FOR PROPERTY LOCATED AT SAVANNAH HILLS - WEST OF DENA JO DRIVE AND NORTH OF CRAIGHEAD FOREST ROAD AS REQUESTED BY MICHAEL BOGGS WITH TRALAN ENGINEERING ON BEHALF OF PDW PROPERTIES LLC, SID PICKLE, MEMBER.

Attachments: Application

**Rezoning Plat** 

Adjoining Property Owner Signature

Layout

REVISED REZONING PLAT

Rezoning Questionaire

Site Plan

**USPS** Receipts

Brown email 102720

Blackburn email 10082020

Staff Summary - SAVANNA HILLS - COUNCIL

Spencer email 11052020

Lack email 11102020

Lack email 11162020

Roberts email 11162020

Blackburn email 11302020

Craig Light email response 11302020

Lack email 12012020

Councilmember Gene Vance said, I would like to make a comment and I am not trying to lecture, but I would invite each of the councilmen to actually read and understand what the Planned Unit Development changes would mean for this. It will actually reduce the density and it will also, the interior streets will be owned by the developer and he will have the long-term maintenance on the interior streets. What he will actually gain is the ability due to the lesser restrictions on setbacks, he will be better able to place his buildings within the Planned Unit Development. So, a Planned Unit Development is not going to let him have more density or throw anything else on the city that would cause it to be detrimental to the city. He didn't pay me to say that either.

Councilmember Joe Hafner said, if Craig wouldn't mind, I would like for Craig to come up and kind of explain the traffic study requirements that would be along with this or any other rezoning request. City Engineering Director Craig Light said, the traffic ordinance that was passed earlier this year would require that on this development that they look at the traffic impact of the development on the surrounding areas based upon the number of trips, it gives us an idea of how far out from the development they have to go. Without knowing the exact number of units he is talking about, it is hard to say if it is 1/8th of a mile or a quarter of a mile or a half mile away. But, I think it is fair to say that it would be within 1/8th of a mile which would include the intersection of Craighead Forrest and Harrisburg Road, he would have to look at the traffic at that intersection, the development to the north that his subdivisions tie into that we already know has some traffic features or limitations on Russell Drive. So, we know that there is going to be some study work there that we are going to require that they mitigate those impacts and do those improvements to help alleviate any problems that this new development would cause. So, that would be part of the planning permitting process for any development regardless of how it is developed, it is just going to be based upon the number of lots, the projected number of trips per lot. Multifamily developments actually have a less per trip count than individual single family homes do, so they tend to make fewer trips from those type of developments than they do just from single family homes. But, we will review all of those numbers. They will have to have an engineer prepare their report. We will review it and ultimately come to an agreement on what impacts are happening, what improvements are going to have to be made by the developer to alleviate those issues. Councilmember Hafner said, alright, thank you.

Councilmember John Street said, I think it is noteworthy to say that right now as it is zoned, the owner can build 12 units. And, as it is planned for the rezoning, it cuts the number of units down to ten. So, that is less units and less car trips. President Pro-Tempore Chris Moore said, alright, duly noted.

Sherry Ray, 810 E. Craighead Forest Road, said, the R-2 being rezoned a PD-RM that goes from 12 units to 8, but in each meeting, there is a different number. The first meeting they said 8 unit. The second meeting was 12 units. So, I wanted to know. There was no neighborhood meeting for us to understand why the underling of the rezoning, why are they fighting so hard to rezone it because there was no meeting. In the questionnaire, it just says, "What is the reason of the rezoning? Why is the rezoning necessary?" It says, so the property can be used for its highest and best use, but that doesn't tell the neighborhood what exactly they want to do. It feels like, you know, we are kind of left out. You know, there was no neighborhood meeting. The next thing about the traffic, Craighead Forest Road was used as an entrance into Craighead Forest back in the day. It is very narrow. It hasn't been widened. I am sure that some of you have driven on Craighead Forest Road and seen how narrow it is. The roads just cannot handle all of the traffic. It really needs to be worked out and I think that Mayor Perrin had said that it needs to be looked at. And, no study has been done. It needs to be worked out. The next thing that I have is the Design Guidelines for Duplex and Triplex Units from the Beautification Commission. That is about the trees in Jonesboro and the beautification of Jonesboro. Who regulates which trees can be cut? Who protects the trees? The picture that was submitted is a very old picture and it doesn't show how beautiful that lot is. I know it is an old picture because that walking trail is not in that picture. So, Mr. Pickle came in and bulldozed all of the trees down on that wooded lot. Who regulates that? Who counts the trees and makes sure? This is from the Beautification Commission and we need to know who is regulating that. I need that barrier between me and the apartments. I am right up against the lot that has all of the trees on it. I need those trees there to be a barrier between me and those apartments. I have kids that play in the yard. The traffic will be terrible with all of those apartments. The next thing, if you google the effects of apartments near me, there are no positives. I mean it is traffic studies, it is problems, it is crimes. The apartments on Johnson were built beautiful in the beginning and it was a great place to live. So many people in the area has just turned more crime, more problems over on Johnson in Apartment City. The difference is Johnson can handle the traffic. Johnson is wide enough over by ASU to handle that traffic. Craighead Forest Road is not able to handle the traffic like Apartment City over off Johnson. Here is the Design and Guidelines for Duplex and Triplex if you want this. This is from the Beautification Commission.

President Pro-Tempore Chris Moore asked, is Derrel Smith on Zoom with us. On the Beautification Report, does this project pre-date the adoption of that ordinance? Planning Director Derrel Smith said, no it does not. President Pro-Tempore Moore said, her question is will they have to abide by the guidelines of the Duplex and Triplex design criteria? Mr. Smith said, they will have to abide by the multifamily design guidelines and they will also have to provide a tree preservation plan. They will have to be reviewed and meet all of the city codes. President Pro-Tempore Moore asked, will that be by the Planning Department? Mr. Smith said, yes, it will be. President Pro-Tempore Moore said, okay. That is the answer to one of your questions. They will have to provide that document and the Planning Department will oversee it. I think the other question that you asked was over no meeting with the public. And, we discussed that at the last meeting. There is no requirement for the developer to have to meet with the adjoining neighbors. They chose not to. Ms. Ray said, that is a shame. President

Pro-Tempore Moore said, so, that is the answer to the other question you asked. Ms. Ray said, okay. Thank you. President Pro-Tempore Moore said, thank you very much.

Patti Lack, 4108 Forest Hill Road, said, I just want to say really quick, after the meeting last week is that I wrote Lonnie and Derrel about some of the questions I had about the MAPC meeting. That was last week and last night I finally got a response from Lonnie, but he only answered half of the questions. I know that I was asking him about some of the changes and I know that you mentioned something about the neighborhood meeting. There are a lot of changes that we are going to have to make in this city to make it fair to everybody and I think that the neighborhood meeting is one. But, Lonnie did not answer that question so maybe on the December 1st meeting, he will answer the rest of them, but that is actually an attachment on this rezoning so you can look at what the questions were that I asked. Last week, I asked all of you whether or not you need to take some time and look at the MAPC meeting that was on October 27th and I hope that some of you guys did look at that to see actually what happened and why I asked those questions. And then also too, the other question that I said to you and asked you to do is to look at the meeting that was on January 2, 2018 and that is when Mayor Perrin had stated and like we have said right now, is that Makayla, Russell, Craighead Forest Road, and really Brownstone need to be improved. That was back in 2018 and it is still not done. And, if you look at the number of complexes or units on that property right now, there is probably over 400. The ones in the northeast part are still being built. Where I told you guys, where I think that we are frustrated and this was approved, and I know that Joe has said this several times to me, those neighbors in that neighborhood put up a fight and they said forget about the houses and put apartments. I wish I was around then. But, I think the other side of that is that you guys approved it, but you didn't plan ahead for those streets and so now, all of a sudden, we have 400+ apartments. We are going to get 66 more apartments on that. And, the streets are done yet. The problem is that who is going to pay for those streets? Is it going to be the taxpayer or is it going to be the builder? And, it is not fair to the 500 or 750 people that live in that area that they have to improve those streets that we are not tearing them down as much as maybe all of those people in the apartments. We talked three years ago about impact fees. I don't know why we don't focus on impact fees you guys. The developers here I think are still making pretty good money here. We need to start looking at that because eventually it is going to start catching up to us. And, I think in this situation, it has. I know the comments by Mr. Vance and some of you about the changes on R-2 and a PD-RM. Sometimes, I think the citizens of Jonesboro feel that you guys are developer friendly and not as friendly to the citizens and looking at us. And, I think sometimes I feel that way too. I know Craig just said something about the traffic study. When I attended the MAPC meeting, and I know that Mary Margaret Jackson had a question about the traffic study and I think, Carol, that you said that it was grandfathered in. My understanding of that meeting was is that if we do a traffic study, the traffic study is only going to be based upon the new units that are being built because they are grandfathered in and I hope that I am getting this right. City Attorney Carol Duncan said, I didn't say that it was grandfathered in. Ms. Lack said, well, yeah, you did. Ms. Duncan said, no. I don't ever use the term grandfathered. I use preexisting use, but what I said is that you can't hold them responsible for properties that they had developed prior to the ordinance being in effect. So, the only thing that you could hold the property developer responsible for would be for what they are developing after we put the ordinance into effect or acquiring the traffic study which would be this development and that doesn't happen at the rezoning stage, that happens at the development stage. But, it can only be for the property that they are developing now, not for previously developed properties prior to us having the ordinance in effect that required the traffic study.

Ms. Lack said, okay. So, let's look at that and if we are just looking at doing a traffic study on the buildings that are going to be built right now, there are 66 units and you multiply that times two so you have about 132 cars. Guess what, the traffic study is going to show that we don't need any improvements, but we do. And the problem with that, and again another change along with the neighborhood meetings is that why do we require a traffic study after the fact. Why don't we require it before? So, there are some changes there that I think needs to be made because I think if we are going to do is what are we going to do about the road situation. Who is going to pay for it? And, from that statement from Mayor Perrin is that it is going to cost millions of dollars to improve those roads. And, I don't think the citizens of Jonesboro should be responsible for that. I think that I just want to say to you guys, you know, I think I am kind of the voice of a lot of people and I try to do my homework. I try to find out the facts and I present them to you. And, I think that people are really frustrated because I think that all of you as city council people is that your responsibility is to support the citizens of Jonesboro. And, there are a couple of you that have come to me and have said, let's try to work this out. But, I don't think I recall too many times of you all saying, hey, you have got some good ideas right there. We have got some issues. Let's work this out together. And, I think that is the one thing, we have a new Mayor coming in. There are going to be changes and it is going to be a whole new year. So, I think on this, I understand the difference between PD-RM and the R-2, but I think we have to look at making better choices and making changes. And, they need to be done because we have found a lot of flaws that we have. So, thank you. President Pro-Tempore Moore said, thank you Patti.

City Engineering Director Craig Light said, I just wanted to clarify on the traffic impact study, they will have to look at background traffic in the area. So, they will look at the existing traffic occurring in the area to determine what the road system is currently and then look at it again with this development going into place. They are going to reach certain thresholds that are going to require that they do improvements. And, it very well may be that they meet the threshold already with these additional units to start making improvements, but it will be the developers responsibility to make those improvements to the roadway system to handle the development and that is to handle what is currently their and their improvements to that, there are increased road demands in that area. It all goes back to the developer. The city is not going out there and improving the roadway, it is going to be the developer's dime that is going to be used to do that work. I just wanted to clarify that.

City Attorney Carol Duncan said, while we are waiting, if I could speak to the issue of the traffic study at the rezoning stage versus the development stage. Legally, on a typical redevelopment or a typical rezoning, you are really not allowed to ask what is being placed on the property. So, there would be no way to do the traffic study at the rezoning stage. A PD-RM is a little bit different because we do get sort of a planned development and we know, but that is why it is typically done at the development stage and not at the rezoning stage because on a typical rezoning, it is not legal for us to say, well, what are you going to do with this property once you rezone it. You have to tell us what you are going to do before we decide. We have to decide if the zoning fits the neighborhood, not what they are going to do with that so that is why it is done at the development stage and not the rezoning stage. President Pro-Tempore Chris Moore said, and, I agree with you. We have had that many times here. We can't. The zoning goes with the property, not with the project.

Held at second reading

ORDINANCES ON THIRD READING

#### ORD-20:040

AN ORDINANCE AMENDING CHAPTER 112 OF THE JONESBORO MUNICIPAL CODE REGARDING STORMWATER MANAGEMENT REGULATIONS

A motion was made by Councilperson Joe Hafner, seconded by Councilperson David McClain, that this matter be Passed . The motion PASSED with the following vote.

Aye: 12 - Ann Williams; Charles Frierson; Chris Moore; John Street; Mitch Johnson; Gene Vance; Chris Gibson; Charles Coleman; Bobby Long; Joe Hafner; David McClain and LJ Bryant

Enactment No: O-EN-043-2020

## ORD-20:044

AN ORDINANCE FOR A PRIVATE CLUB PERMIT FOR SUNRISE HOSPITALITY TO BE LOCATED AT 2230 S. CARAWAY ROAD

Attachments: Application - Redacted

A motion was made by Councilperson Mitch Johnson, seconded by Councilperson John Street, that this matter be Passed . The motion PASSED with the following vote.

Aye: 12 - Ann Williams; Charles Frierson; Chris Moore; John Street; Mitch Johnson; Gene Vance; Chris Gibson; Charles Coleman; Bobby Long; Joe Hafner; David McClain and LJ Bryant

Enactment No: O-EN-044-2020

#### ORD-20:045

AN ORDINANCE TO AMEND CHAPTER 117, ARTICLE III, KNOWN AS THE ZONING ORDINANCE OF THE CITY OF JONESBORO, ARKANSAS, PROVIDING FOR CHANGES IN ZONING BOUNDARIES FROM R-1 SINGLE FAMILY RESIDENTIAL DISTRICT TO C-4 NEIGHBORHOOD COMMERCIAL DISTRICT LIMITED USE OVERLAY FOR PROPERTY LOCATED AT 604 E. HIGHLAND DRIVE, JONESBORO, AR (the "PROPERTY"), AS REQUESTED BY THOMAS W. HAYNES ON BEHALF OF PILGRIM LUTHERAN CHURCH.

Attachments: Rezoning Plat

**Application** 

Staff Summary - Council

Minutes from Community Meeting **Email in Support of Rezoning** Answers to Rezoning Questions **Property Owner Notifications** Sentor and Co Addition

Warranty Deed for Existing Property

**USPS** Receipts

A motion was made by Councilperson Mitch Johnson, seconded by Councilperson Bobby Long, that this matter be Passed . The motion PASSED with the following vote.

Aye: 12 - Ann Williams; Charles Frierson; Chris Moore; John Street; Mitch

Johnson; Gene Vance; Chris Gibson; Charles Coleman; Bobby Long; Joe

Hafner; David McClain and LJ Bryant

Enactment No: O-EN-045-2020

#### ITEMS THAT HAVE BEEN HELD IN COUNCIL

ORD-20:030

AN ORDINANCE AMENDING THE JONESBORO CODE OF ORDINANCES, SECTION 117.330(c), KNOWN AS THE SIDEWALK ORDINANCE OF THE CITY OF JONESBORO, ARKANSAS, PROVIDING FOR AN EXEMPTION FOR PROPERTY IN PLANNED INDUSTRIAL PARKS

<u>Attachments:</u> Letter to Council 9.8.20

Casteel email 09142020
Carlson email 11132020
Allen email 11142020
Vellozo email 11142020
McAvoy email 11152020
RWilliams email 11162020
Vellozo email 11162020
Only email 11162020
JWilliams email 11162020
JWilliams email 11172020
Nadzam email 11172020
Joshi email 11172020
Hardy email 11172020
Cormier email 11172020
Burns email 11172020

Councilmember Joe Hafner said, I am the one that asked for this to be postponed for 60 days so we could work on some better resolutions. I, for one, think that the Industrial Park area should play a role in improving connectivity in Jonesboro. Unfortunately, for a variety of reasons, I haven't devoted as much time to this as I would have liked to in the last 60 days. I would like to request more time to work on a resolution and I am asking that we postpone this temporarily until the Public Works meeting in February 2021.

Councilmember Joe Hafner motioned, seconded by Dr. Charles Coleman, to postpone temporarily ORD-20:030 to the Public Works meeting in February 2021. All voted aye.

A motion was made by Councilperson Joe Hafner, seconded by Councilperson Charles Coleman, that this matter be Postponed Temporarily . The motion PASSED with the following vote:

Aye: 12 - Ann Williams; Charles Frierson; Chris Moore; John Street; Mitch Johnson; Gene Vance; Chris Gibson; Charles Coleman; Bobby Long; Joe Hafner; David McClain and LJ Bryant

## 8. MAYOR'S REPORTS

President Pro-Temp Chris Moore said, the Mayor has a few items that he wanted me to mention.

Business interruption grant applications for service and hospitality businesses are now available until November 25th. More information, you can go to www.arkansasready.com. The grants are up to \$250,000 per applicant. \$50 million will

be distributed by the state.

The White House Coronavirus Task Force reported today that Arkansas is in the "red zone", with a great concern that the situation is worsening and there is a limited time window to limit further cases and avoid increases in hospitalizations and deaths. With the holidays approaching, the recommendation is to limit large indoor gatherings, attending office or community parties or other events where many people are likely to attend.

We have good news from Nice-Pak. Nice-Pak announced yesterday they will be expanding their facility to add 176 new jobs, which is in addition to 130 jobs they added by the end of this year. So, we want to congratulate Nice-Pak. That is very impressive. They have been working 24/7 out there.

"Christmas in the Park" starts November 22nd and goes through January 4th at the Joe Mack Campbell Park, with the Jaycees Parade on December 5th at 7:00 p.m. and fireworks on December 31st.

"JoyFest" in downtown opening night is December 5th, with the tree lighting at 5:30 p.m. Throughout December, we will have the Ferris wheel, carousel, horse and carriage Rides, train rides, Christmas Village, and ice skating. Social distancing and masks will be required.

The Fisher Street Community in Action is collecting toys for children through December 18th. You can drop those off at 315 N. Allis at their community building.

COM-20:069

JONESBORO AIRPORT COMMISSION FINANCIAL STATEMENTS ENDING OCTOBER 31, 2020

Attachments: JAC Jonesboro Airport Financials 10 20

Filed

COM-20:070

OCTOBER 2020 FINANCIAL REPORTS

**Attachments:** Financial Overview October 2020

Observations Regarding October 2020 Financial Statements

Statement of Changes in FB, Required Reserve and STIP Balance October 2

Deposit Collateralization Report October 2020

Revenue Report October 2020
Expenditure Report October 2020

Sales Tax Report (Combined) October 2020
State Turnback Report (Combined) October 2020

Filed

COM-20:071

RESOLUTION OF THE JONESBORO MUNICIPAL AIRPORT COMMISSION HONORING THE MEMORY OF PHILIP D. STEED

<u>Attachments:</u> <u>Airport Commission Resolution Honoring PDS 10\_2020</u>

Filed

COM-20:073

3RD QUARTER REPORT FROM NORTHEAST ARKANSAS INDUSTRIAL DEVELOPMENT COMMISSION (NAIDC)

Attachments: NAIDC Report 3rd QTR 2020

Filed

#### 9. CITY COUNCIL REPORTS

Councilmember Bobby Long said, I would like to wish everyone a Happy Thanksgiving.

Councilmember Joe Hafner said, I have something just real quick. I guess due to some sort of technical issue, RES-20:205 that was approved to be forwarded to council last week in the Finance meeting was left off of the agenda. So, I would like to request that waive the rules and walk on RES-20:205.

Councilmember Joe Hafner motioned, seconded by Councilmember John Street, to suspend the rules and walk on RES-20:205. All voted aye.

RES-20:205

A RESOLUTION AUTHORIZING THE ENTRY INTO AN AGREEMENT TO ISSUE BONDS FOR THE PURPOSE OF ASSISTING IN THE FINANCING OF INDUSTRIAL FACILITIES WITHIN THE CITY OF JONESBORO, ARKANSAS, TO BE LEASED TO COLSON GROUP HOLDINGS, LLC OR ITS AFFILIATE, PURSUANT TO THE AUTHORITY OF THE LAWS OF THE STATE OF ARKANSAS, INCLUDING PARTICULARLY AMENDMENT 65 TO THE ARKANSAS CONSTITUTION AND THE MUNICIPALITIES AND COUNTIES INDUSTRIAL DEVELOPMENT REVENUE BOND LAW

<u>Attachments:</u> Agreement to Issue Bonds (Colson Group Holdings LLC)

Councilmember Joe Hafner motioned, seconded by Councilmember John Street, to suspend the rules and walk on RES-20:205. All voted aye.

Councilmember Joe Hafner said, I said this during the Finance meeting last week when we talked about this, but as someone who used to work there, I am happy to see that Colson is going to continue to invest in Jonesboro. I mean this looks like about a \$20 million investment. Colson Group Holdings is worldwide, but they are definitely US wide too. I know they had multiple options on where to put this so I am glad that they chose Jonesboro.

#### **Passed**

Aye: 12 - Ann Williams;Charles Frierson;Chris Moore;John Street;Mitch Johnson;Gene Vance;Chris Gibson;Charles Coleman;Bobby Long;Joe Hafner;David McClain and LJ Bryant

Enactment No: R-EN-197-2020

Councilmember Chris Gibson said, in efforts to stay consistent and fair to all of our constituents, I would ask that we adhere to the five minutes on the clock on the public comments please. President Pro-Tempore Chris Moore said, duly noted.

Councilmember Dr. Charles Coleman said, I just want to add to that Christmas item at the Fisher Street Community in Action is doing. Even though we are accepting gifts at

315 Allis, that building is mostly closed until we get ready to give the gifts out. So if they need to contact me, they can bring the gifts to 300 N. Fisher or call me at 931-3178. I will pick up the gifts. I appreciate that very much and I hope that everyone has a good Thanksgiving.

### 10. PUBLIC COMMENTS

Patti Lack, 4108 Forest Hill Road, said, last week, I attended the Nominating and Rules Committee meeting and I have to tell you that after four years, I learned something new about Legistar.com and I think it is something that we need to upgrade because I think how I told you before is that we have a contract until 2024 with it. But, we need to make it user friendly because I think the issues are important for people to know before they come to the Council meetings. And, one thing that I would just kind of like to point out to you, this is something that I learned, I did not know that when there is no attachments, that you can actually click on where it says the resolution or the ordinance and anything that is highlighted in blue and I want to thank April for telling me that and making me smarter on this. But, for the normal person that doesn't use Legistar on a regular basis and wanting to find out information, it is really difficult so we need to spend some money in the Clerk's office to upgrade Legistar to make it user friendly. I think all of you know that when you pull up Legistar, you get this screen and you have to put in the meeting that you want. And, then all of a sudden, you get the agenda. Well, when it doesn't have an attachment, you can go ahead and click that number because it is in blue. When you hit that number, this is a lot of work to do, is that you get three choices, and you can choose either Legislation with text, Legislation with detail, or Legislation with details and text. So, you choose. You choose number three. So, when that comes up, all of a sudden, you get your information. That is not user friendly. There was one that was pulled today talking about the traffic committee and I looked on that too. The same thing happened. I didn't know that if you hit the blue button, is that it says history and text. It doesn't tell you instructions to hit either history or text. We need to make Legistar a lot user friendly for the citizens of Jonesboro to get to know the information. The point is that I put it on my 280 page to show people because it is something that I learned. And, one of the comments by the one person was is that if Amazon had this many loops to follow to order something, they would be bankrupt right now. We need to make this user friendly. So, I hope we put some money into the City Clerk's office and April I thank you for helping me with this. Thank you. President Pro-Tempore Chris Moore said, thank you Patti.

Kimberly Chase, 204 E. Nettleton, said, good evening. First I wanted to say thank you to the Council for allowing me time each meeting to speak on the issue of homelessness in Jonesboro and the need for a homeless shelter. A few meetings ago, the issue of a property trade was discussed and ultimately tabled until the December 1st meeting to allow more time to look at the Allen Street property as a homeless shelter. It is now time to look at that issue again. And, again, I ask the Council support in approving the Allen Street property for a homeless shelter. I have been the Director at the HUB since early July and in that time, I have seen firsthand how lacking we are for resources to help people change their own lives. I knew there was a problem as I had spent the last four years in another capacity helping the underserved take positive steps to improve their lives. It is reported that Jonesboro has a reported homeless population of 600 within the city limits and 1,800 in Craighead County. While we do have a shelter here, there are only 20 beds. Twenty beds for at least 600 people, that means on any given night, there are 580 or more people sleeping outside. We should be deeply disturbed by this. I shared that we are the 7th largest county in Arkansas and yet have the 4th least homeless beds in the state. There are only three counties that have less bed space than Craighead County and those counties have a

population of 40,000 or less. Many of the resources have been closed or shut down because of Covid. I know that the HUB is only doing hot lunches on Tuesdays and Thursdays from 11 a.m. to 1 p.m. and we are now doing telephone appointments. Clothing Closets are closed. A lot of food pantries are limited and I have also heard people say, "I don't want a homeless shelter in my backyard." Well, the homeless are in our backyard. I consider Main Street or any other street in Jonesboro to be my backyard. We can turn a blind eye to the lack of resources and pretend Jonesboro does not have a problem or we can really make a change. As mentioned, previously, many of the resources are lacking or have closed down. A couple of weeks ago, there was a presentation made regarding the Beautification of Jonesboro. It included beautifying entry gateways, recycling, and improving hardscapes of Jonesboro. This is a vital program, I agree, and it would certainly improve the quality of life in Jonesboro and could potentially attract new businesses and factories. However, all may be for not if one were to tour Jonesboro only to see homeless individuals sleeping on our beautiful streets. We, simply, cannot continue to ignore this problem. So, thank you for your consideration and your help and your dedication to end this problem in Jonesboro. I think this is doable and is an obtainable goal. But, it is only going to be obtainable with your support. Thank you. President Pro-Tempore Chris Moore said, thank you Kim.

## 11. ADJOURNMENT

A motion was made by Councilperson Mitch Johnson, seconded by Councilperson Joe Hafner, that this meeting be Adjourned . The motion PASSED with the following vote.

Aye: 12 - Ann Williams; Charles Frierson; Chris Moore; John Street; Mitch Johnson; Gene Vance; Chris Gibson; Charles Coleman; Bobby Long; Joe Hafner; David McClain and LJ Bryant

	Date:	
Harold Perrin, Mayor		
Attest:		
Donna Jackson, City Clerk	Date:	