



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, September 29, 2020

4:00 PM

Municipal Center

1. Call To Order

2. Roll Call by City Clerk Donna Jackson

Present 6 - Charles Coleman; Ann Williams; John Street; David McClain; LJ Bryant and Joe Hafner

3. Approval of minutes

[MIN-20:084](#)

Minutes for the Finance Committee meeting on August 25, 2020.

Attachments: [MINUTES](#)

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

Aye: 5 - Charles Coleman; Ann Williams; John Street; David McClain and LJ Bryant

4. New Business

ORDINANCES TO BE INTRODUCED

[ORD-20:038](#)

AN ORDINANCE TO PROVIDE FOR CITY ATTORNEY RETIREMENT BENEFITS

A motion was made by Councilperson John Street, seconded by Councilperson LJ Bryant, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman; Ann Williams; John Street; David McClain and LJ Bryant

[ORD-20:039](#)

AN ORDINANCE TO PROVIDE FOR RETIREMENT BENEFITS FOR ELECTED OFFICIALS

A motion was made by Councilperson David McClain, seconded by Councilperson John Street, that this matter be Postponed Indefinitely . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman; Ann Williams; John Street; David McClain and LJ Bryant

RESOLUTIONS TO BE INTRODUCED

[RES-20:141](#) RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 317 NORTH SECOND STREET, PARCEL 01-144182-17500, JONESBORO, ARKANSAS 72401, OWNED BY MARSHALL MOONEY

Attachments: [317 N. Second](#)

A motion was made by Councilperson John Street, seconded by Councilperson David McClain, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

[RES-20:142](#) RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 409 NORTH FISHER, PARCEL 01-144181-10500, JONESBORO, ARKANSAS 72401, OWNED BY JOSHUA GAMBILL.

Attachments: [409 Fisher](#)

A motion was made by Councilperson John Street, seconded by Councilperson David McClain, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

[RES-20:143](#) RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 500 ALLEN, PARCEL 01-144181-30100, JONESBORO, ARKANSAS 72401, OWNED BY KENNY COLEMAN

Attachments: [500 Allen](#)

A motion was made by Councilperson John Street, seconded by Councilperson David McClain, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

[RES-20:144](#) RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 816 HOOVER, PARCEL 01-144181-14800, JONESBORO, ARKANSAS 72401, OWNED BY ROBERT WHITAKER

Attachments: [816 Hoover](#)

A motion was made by Councilperson John Street, seconded by Councilperson David McClain, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

[RES-20:145](#) RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1100 E. WASHINGTON, PARCEL 01-144173-13000, JONESBORO, ARKANSAS 72401, OWNED BY DOROTHY HESTER

Attachments: [1100 E. Washington](#)

A motion was made by Councilperson John Street, seconded by Councilperson David McClain, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

[RES-20:146](#) RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 2203 GLENWOOD, PARCEL 01-144302-17900, JONESBORO, ARKANSAS 72401, OWNED BY ERIC GRIGGS

Attachments: [2203 Glennwood](#)

A motion was made by Councilperson John Street, seconded by Councilperson David McClain, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

[RES-20:147](#) RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 2501 MARY JANE, PARCEL 01-144272-24200, JONESBORO, ARKANSAS 72401, OWNED BY KENNETH & DENA BRADWAY

Attachments: [2501 Mary Jane](#)

A motion was made by Councilperson John Street, seconded by Councilperson David McClain, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

[RES-20:148](#) RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 3519 E. NETTLETON, PARCEL 01-144213-00100, JONESBORO, ARKANSAS 72401, OWNED BY HAGGENMACHER BETTY ANN IRREVOCABLE TRUST

Attachments: [3519 E. Nettleton](#)

A motion was made by Councilperson John Street, seconded by Councilperson David McClain, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

[RES-20:149](#) RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 3806 SCHOOL ST, PARCEL 01-144272-16500, JONESBORO, ARKANSAS 72401, OWNED BY MELVIN & PAULETTE WESSELL

Attachments: [3806 School](#)

A motion was made by Councilperson John Street, seconded by Councilperson Ann Williams, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

[RES-20:150](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 3809 GRIFFIN, PARCEL 01-144272-16400, JONESBORO, ARKANSAS 72401, OWNED BY M&M GLOBAL ENTERPRISES LLC

Attachments: [3809 Griffin](#)

A motion was made by Councilperson John Street, seconded by Councilperson David McClain, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

[RES-20:151](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 4304 RACE, PARCEL 01-144271-19900, JONESBORO, ARKANSAS 72401, OWNED BY CHARLES CONYERS

Attachments: [4304 Race](#)

A motion was made by Councilperson John Street, seconded by Councilperson Ann Williams, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

[RES-20:152](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 202 LAMESA, PARCEL 01-143103-02600, JONESBORO, ARKANSAS 72401, OWNED BY STEPHEN GILLIAM

Attachments: [202 Lamesa](#)

A motion was made by Councilperson John Street, seconded by Councilperson David McClain, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

[RES-20:153](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 309 SECOND STREET, PARCEL 01-144182-17700, JONESBORO, ARKANSAS 72401, OWNED BY JOHNNY MEADOWS

Attachments: [309 Second](#)

A motion was made by Councilperson John Street, seconded by Councilperson David McClain, that this matter be Recommended to Council . The motion

PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

[RES-20:154](#)

RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AGREEMENT TO PROCEED WITH THE DELTA REGIONAL AUTHORITY (DRA) FOR FUNDS FOR THE "TECHNOLOGY PARK OPPORTUNITY ZONE LEAD RAIL EXPANSION PROJECT"

Attachments: [DRA Award Agreement](#)
 [DRA Grant Agreement](#)

A motion was made by Councilperson John Street, seconded by Councilperson Ann Williams, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

[RES-20:155](#)

RESOLUTION AUTHORIZING THE CITY OF JONESBORO, ARKANSAS TO APPLY FOR THE NATIONAL HISTORICAL PUBLICATIONS AND RECORDS COMMISSION, ACCESS TO HISTORICAL RECORDS; ARCHIVAL PROJECTS GRANT

Councilmember David McClain asked, what is the significance of this resolution? Brandon Shrader, Supervisor of Urban Parks and Cemeteries for the City of Jonesboro said, the grant would allow us to take some of our older burial records from the Knights of Pythia's Cemetery, and convert those to a digital platform for easier online search access for the public, and the staff. Mr. Shrader went on to explain the history behind the Knights of Pythia's chapters that came to be in the State of Arkansas. The Knights of Pythias Cemetery was founded in the City of Jonesboro in 1901 and is the oldest known African American Cemetery in the city. Parks Director Danny Kapales said this came about when Mr. Shrader contacted a Professor at the University of Cincinnati to see if they would be interested in helping with the project. Arkansas State University will help guide this effort in historical data research as well, not only for the Knight of Pythias but for all of the cemeteries that the City of Jonesboro owns.

A motion was made by Councilperson John Street, seconded by Councilperson Ann Williams, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

[RES-20:156](#)

A RESOLUTION OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR TO ENTER INTO A LEASE AGREEMENT WITH CONTINENTAL UTILITY SOLUTIONS, INC TO UTILIZE 2ND FLOOR OFFICE SPACE IN THE MUNICIPAL CENTER

Attachments: [CUSI Lease Agreement](#)
 [email from mdowning 9292020](#)

Chairman Joe Hafner stated that an updated lease agreement was received today regarding the CUSI lease of the second floor of the Municipal Building. The change in the lease agreement would be that they would give a twelve month notice in case they needed to vacate the space for social distance purposes. City Attorney Carol Duncan said that she did review that and she was fine with the change in the lease agreement. For clarification it just gave CUSI a twelve month opt-out and did not change anything else in the lease. Chairman Joe Hafner said this is in the amount of \$9,568 a month. Councilmember John Street did ask City Attorney Carol Duncan just for clarification

purposes, you are okay with the lease? City Attorney Carol Duncan said, yes.

A motion was made by Councilperson John Street, seconded by Councilperson Ann Williams, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

[RES-20:157](#)

RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AN AGREEMENT WITH THE OFFICE OF JUSTICE PROGRAMS (OJP), UNITED STATES DEPARTMENT OF JUSTICE (DOJ), JAG LOCAL FUNDS

Attachments: [JAG Local Grant notice and agreement](#)

A motion was made by Councilperson John Street, seconded by Councilperson Charles Coleman, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

[RES-20:158](#)

RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AGREEMENT WITH THE SUNDERLAND FOUNDATION FOR A DONATION TOWARD CONSTRUCTION OF THE VETERANS VILLAGE OUTREACH CENTER

Attachments: [Sunderland Foundation Grant for the Veterans Village Business & Community Press Release - Sunderland Foundation \(002\)](#)

Councilmember David McClain asked if this would name the Outreach Center. Community Development Director, Regina Burkett said, no, this is just a donation.

A motion was made by Councilperson John Street, seconded by Councilperson Ann Williams, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

5. Pending Items

6. Other Business

Chairman Joe Hafner gave an update on the sales tax results for September. The combined city, and county sales tax was \$3,159,405, which is \$361,320, or 12.9% more than September of 2019, and about 13% more than budgeted for 2020 year to date. Year to date for 2020 is \$1.4 million or 5.7% more than 2019 year to date and \$1.3 million or 5% more than budget. The on-line sales tax continues to have a very positive impact on our sales tax. We get about 70% of what the county receives for e-commerce tax, and for June through September the amount of e-commerce sales tax was \$541,255, which is about \$139,000 than that same time period in 2019. We have really been surprised at how sales taxes has performed since the tornado.

Councilmember Dr. Charles Coleman talked about the beautification clean-up that will take place this Saturday, October 3, 2020. There may be some alternative solutions to help the disabled/handicap individuals with getting their items curbside for pick-up. Those individuals will have to have a written statement proving their handicap. There will be another beautification clean-up date set for October 10, 2020. That will take

place in the Scenic Hills area of the city.

Councilmember Dr. Charles Coleman explained that October 6, 2020 is National Night Out for the City of Jonesboro. The event will be held at University of Lions Park, because of the COVID Pandemic this will be a drive-through event. Information packets will be given out from different businesses in the city. The event will start at 4:00 p.m. and go through 7:00 p.m., City Attorney Carol Duncan asked Chairman Joe Hafner to remind everyone that the meetings that are scheduled for Tuesday, October 6th have been moved to Thursday, October 8th.

7. Public Comments

Chief of Staff Mike Downing explained that there will also be a Nominating and Rules Meeting called for Thursday, October the 8th. Mr. Downing also said that it has been the custom for Council to move the meeting that will be held on election night to the next Thursday after the election. So, November 3rd meetings will be going to November 5th.

Chief of Staff Mike Downing explained that we have reached the six month mark on the tornado. Having driven around town and looked at where we are on the recovery from the tornado, there are properties that have done a lot of good work in their clean-up efforts. But, there is still a lot of properties that have not begun clean-up efforts, there are still a number of properties that have not applied for permits. I would like to have the advice of the council/committee members on something that the Administrative Staff have been talking about. We waived the permit fees for tornado victims up to this point. We are suggesting as of November 1, 2020 that we will go back to imposing the normal permit fees. We also think that we should notify property owners that have not applied for a building permit that had that kind of damage, informing them that they need to get a building permit by January 1, 2021. The property that I drove by today is in horrible condition and poses a blight impact to the adjacent property, and is a danger to the citizens that live in that neighborhood.

Councilmember Dr. Charles Coleman asked about properties that are on Redwolf Boulevard, he said there are a couple of places over there that really look bad. Have those property owners been notified? Chief of Staff Mike Downing said, I don't know if they have been notified, we haven't gotten to that point. I guess what I am suggesting is that we begin that notification process. We don't want to seem like we are prematurely notifying people that have been effected by a natural disaster, on the other hand it has been six months and there are several properties that are dangerous and it needs to be addressed.

Chairman Joe Hafner said that he understands, and he has had citizens reach out to him concerned over some properties that were next door to them that still have not begun clean-up efforts. I feel that notification does need to start, but in a compassionate way. If there is a hardship that is keeping someone from applying for a building permit then we should have measures in place to consider the hardship reasons. Councilmember Dr. Charles Coleman said, how does a business like Cheddar's have a hardship when they are a national chain? Councilmember Joe Hafner said I am not necessarily talking about a business. Councilmember David McClain said maybe like a residential place. I know my neighbor is going back and forth with their insurance company.

City Attorney Carol Duncan said, we have those things built in on our Boarding ordinance. So, I think we could follow a similar procedure to boarding and tarping

ordinance, and say the Building Inspector has the ability to grant more time that is still having trouble with things like insurance. Councilmember Coleman said I can understand that as well for residential areas. But a commercial business or industry should notify us of the issue they may be having. I do not think it is in-proper for us to start notifying citizens of our concerns. It is our obligation to the City of Jonesboro to make sure we are doing everything we can to keep the citizens updated and informed on this issue. Chairman Hafner said, I agree.

Chief of Staff Mike Downing said, to summarize, here is what I am proposing, and if you think it is appropriate I can bring a resolution to the Public Works Committee on October 8th. I don't know that I have to do a resolution but, in order to make sure that both the council and the public are informed I am thinking it might be best to do it. So, November 1st we will start imposing the normal permit fees, in mid-October we would notify property owners that have not yet applied for a building permit that they will need to do so by January 1st, unless they can document an acceptable reason of why they can't, otherwise we will start the boarding ordinance or condemnation process depending on the circumstances. For property owners that have debris they will have to adequately clean it by January 1st, or we will clean it and then impose the leans on it just like the ones you've heard tonight. Those are the things that we would start implementing in mid-October.

Councilmember John Street asked if that would apply to the Turtle Creek Mall as well. I get all kinds of questions from citizens about why aren't we doing something with the mall area. It is not doing anything to promote business around it. Has anybody heard any reasonable excuse on why the mall has not at least gone in there and started tearing out the damaged area? Chief of Staff Mike Downing said that he did talk with the mall owners a week or so ago, and they are still negotiating with their Insurance Company, and their lease holders. Some have went bankrupt like JC Penney. JC Penney was actually bought out by the mall owners, Brookfield Properties. There are several companies that are considering alternative plans. The mall is a little bit of a different story because they own the property within the mall, speculation is that they may re-configure it but nothing has been permanently set. Councilmember Street said he understands, and as long as we can make as much information publicly known it is better to do so. The citizens are curious and want to know what we are doing to help move that process forward in the mall area.

Councilmember Dr. Charles Coleman said that he thinks we need to bring it to the Public Works Committee along with the resolution if it is okay with Councilmember John Street. Councilmember John Street said, that would be fine. Councilmember David McClain asked if it needed to go to Public Safety or Public Works. City Attorney Carol Duncan asked where we send condemnations. Councilmember McClain said Public Safety. Attorney Duncan said, I would send it to the same committee that we send condemnations to, that way we are consistent. That has been something that has been coming up recently. City Attorney Carol Duncan said, I have told Councilmember McClain that I would like for us to work on some guidelines so everybody is clear on what goes to what committee. But, I would just send this to which ever one makes decisions on building and safety. Councilmember Coleman said I agree with that.

Councilmember Dr. Charles Coleman explained that he had already talked to Chief of Staff Mike Downing about this. Beverly Parker and the rest of the Beautification Committee are coming up with some great ideas to continue to help keep the community clean-up going. I think there should be some kind of fund available for that committee to purchase clean-up items, such as trash-grabbers and gloves. I just think it is kind of strange to have a Beautification Committee and not have some sort of

fund to help in purchasing essential items. I would like for Mr. Downing to look into that and talk with the Mayor about it.

8. Adjournment

A motion was made by Councilperson LJ Bryant, seconded by Councilperson David McClain, that this meeting be Adjourned . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant