



# City of Jonesboro

900 West Monroe  
Jonesboro, AR 72401

## Meeting Minutes Public Works Council Committee

---

Tuesday, June 3, 2008

5:15 PM

Huntington Building

---

### 1. Call To Order

*Mayor Formon, Mr. Tony Thomas and Ms. Misty Micenhamer from the Mayor's Office were also in attendance.*

**Present** 5 - John Street; Cecil Province; Chris Moore; Darrel Dover and Mitch Johnson

### 2. Approval of minutes

#### MIN-08:122

Minutes for the Public Works Committee meeting on May 6, 2008.

**Attachments:** [Minutes](#)

**A motion was made by Councilman Chris Moore, seconded by Councilman Cecil Province, that this Minutes be Passed. The motion CARRIED by a Voice Vote.**

**Aye:** 4 - Cecil Province; Chris Moore; Darrel Dover and Mitch Johnson

### 3. New Business

#### *Ordinances To Be Introduced*

#### ORD-08:037

AN ORDINANCE ADOPTING BY REFERENCE TO CLARIFY AND CONSOLIDATE THE ZONING CODE, CHAPTER 14 AND SUBDIVISION REGULATIONS CHAPTER 15 OF THE JONESBORO CODE OF ORDINANCES KNOWN AS THE ZONING ORDINANCE, AMENDING ORDINANCE-07:45

**Sponsors:** Planning

**Attachments:** [Zoning Code Chapter 14\\_NEW](#)  
[Subdivision Regulations TITLE 15\\_NEW](#)  
[Chpt 15 & 15 Cover Memo](#)

*City Planner Otis Spriggs explained they have attempted to consolidate all the previously approved ordinances or text amendments to the zoning code. He further explained if a developer wanted to find zoning code online the sections are split into individual ordinances, but this would consolidate them all into one document. He noted it will be done by reference and they will coordinate with City Clerk Donna Jackson as to the appropriate time to place the ordinance on the agenda due to the pending codification of the municipal code. Ms. Jackson stated there is a meeting on the 9th with an attorney from Municode, so they could be better advised at the meeting as to how to handle the ordinance. Mr. Spriggs added they will not be looking to place the ordinance on the City Council agenda for the next month or two.*

**A motion was made by Councilman Chris Moore, seconded by Councilman Cecil Province, that this Ordinance be Recommended to Council subject to the**

meeting with Municode. The motion CARRIED by a Voice Vote.

Aye: 4 - Cecil Province;Chris Moore;Darrel Dover and Mitch Johnson

**ORD-08:045**

AN ORDINANCE ACCEPTING THE ANNEXATION OF CERTAIN TERRITORY TO THE CITY OF JONESBORO, ARKANSAS, AND MAKING SAME A PART OF THE CITY OF JONESBORO, ARKANSAS, AND ASSIGNING SAME TO WARDS AS REQUESTED BY PAULETTE QUINN

**Attachments:** [MAPC Report](#)  
[Submission Letter](#)  
[Petition For Annexation](#)  
[Exhibit A](#)  
[Exhibit B](#)  
[Resolution](#)  
[Pre-Annexation Questionnaire](#)  
[Kevin Carpenter Statement](#)  
[Letter To Planning](#)

*Mr. Spriggs explained the MAPC held a public hearing on the annexation on May 13th and they unanimously recommended the annexation for approval by the Council. He noted there was one change in that the recommended zoning classification would be RS-5, not RS-7 as proposed by the original request. He added all of the departments have been notified of the annexation. Councilman Moore noted in the last meeting it was asked for a report from Fire and Police be provided to the committee, but he did not see where the report had been provided. He added there was also concern regarding the zoning of the land. Attorney Robert Gibson explained their original ordinance asked for zoning to be RS-7, but they have changed that to go along with the RS-5 zoning as recommended by the MAPC. Discussion was held concerning the RS-5 zoning. Councilman Moore then questioned what the benefit would be to the City to annex the property. Mr. Spriggs explained at this point in time there is no way to determine what the benefit would be because there is no particular plan for the property. Mr. Gibson stated the benefit would be speculated, as with any development. He explained the way it's set up the zoning classification there is a non-conforming use for the airstrip. He further explained he's not sure what benefit the City would be looking for from any property asking to be annexed in. He added he hopes one day there will be residential homes there that will bring in taxes and citizens for the City. Councilman Moore expressed concern over increasing the cost of the operating budget for the City when there's no gain that he can see by annexing the property in. Mr. Gibson pointed out there is no real cost initially because the area is undeveloped. Dr. Jim Sanders stated at the RS-5 zoning there could be 640 homes built in the area. He explained if you average 3 people per home that would equal out to 1,920 people in that area, which is larger than Swifton, Bono and Bay. He noted each of those areas have their own services such as police, fire and school. Chairman Street questioned whether the school system had been notified about the annexation. Mr. Spriggs answered no, the school has not been notified. Chairman Street questioned whether under state law the school system is to be notified of the annexation. Councilman Province stated yes, the school system is to be notified. Mr. Spriggs explained the Fire Department indicated there would be no issues, as well as the utilities. It was noted mosquito control was not contacted. City Engineer Craig Light added it would be another large channel for the City to maintain in the future. Councilman Moore questioned whether a precedence would be set, which would leave the City open to other requests to annex property in. Mr. Gibson stated the annexations requests should be handled on a case by case basis. He added the only feedback he's received is due to the size. He acknowledged the negatives of the size of the annexation. Ms. Paulette Quinn discussed the surrounding property and homes that are being built in the future. Discussion was then held regarding the impact the annexation could have in the future on Valley View Schools.*

A motion was made by Councilman Darrel Dover, seconded by Councilman Chris Moore, that this matter be Placed on the City Council agenda with no recommendation . The motion PASSED by a unanimous vote.

**Aye:** 4 - Cecil Province;Chris Moore;Darrel Dover and Mitch Johnson

**ORD-08:044**

AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CITY OF JONESBORO, ARKANSAS TO RS-5 PROPERTY LOCATED BEHIND 6106 SOUTHWEST DRIVE AS REQUESTED BY PAULETTE QUINN

**Attachments:** [Plat](#)  
[Application for Zoning Ordinance Map Amendment](#)  
[MAPC Report](#)

A motion was made by Councilman Darrel Dover, seconded by Councilman Chris Moore, that this matter be Placed on the City Council agenda with no recommendation . The motion PASSED by a unanimous vote.

**Aye:** 4 - Cecil Province;Chris Moore;Darrel Dover and Mitch Johnson

*Resolutions To Be Introduced*

**RES-08:090**

A RESOLUTION TO THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR AND CITY CLERK TO PURCHASE PROPERTY LOCATED AT 1204 W. MONROE AVE., JONESBORO, ARKANSAS FOR THE PURPOSE OF CREATING A DETENTION POND.

**Sponsors:** Mayor's Office and Public Works

**Attachments:** [Appraisal Report.pdf](#)  
[Mayor's Letter.pdf](#)  
[Offer and Acceptance.pdf](#)

A motion was made by Councilman Chris Moore, seconded by Councilman Mitch Johnson, that this Resolution be Recommended to Council. The motion CARRIED by a Voice Vote.

**Aye:** 4 - Cecil Province;Chris Moore;Darrel Dover and Mitch Johnson

**RES-08:091**

A RESOLUTION TO THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR AND CITY CLERK TO PURCHASE PROPERTY (PERMANENT EASEMENT) LOCATED AT 1506 WOFFORD ST., JONESBORO, ARKANSAS FOR THE PURPOSE OF DRAINAGE

**Sponsors:** Mayor's Office and Public Works

**Attachments:** [Appraisal Report.pdf](#)  
[Mayor's Letter.pdf](#)  
[Offer and Acceptance.pdf](#)

A motion was made by Councilman Chris Moore, seconded by Councilman Darrel Dover, that this Resolution be Recommended to Council. The motion CARRIED by a Voice Vote.

**Aye:** 4 - Cecil Province;Chris Moore;Darrel Dover and Mitch Johnson

**RES-08:092**

A RESOLUTION TO THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR AND CITY CLERK TO PURCHASE PROPERTY (PERMANENT EASEMENT) LOCATED AT 3929 HARRISBURG RD., JONESBORO, ARKANSAS FOR THE PURPOSE OF DRAINAGE

**Sponsors:** Mayor's Office and Public Works

**Attachments:** [Appraisal Report.pdf](#)  
[Mayor's Letter.pdf](#)  
[Offer and Acceptance.pdf](#)

*Mr. Harry Hardwick explained they had to take bids so the property owner can be hooked up to sewer. Councilman Moore questioned whether they put together a bid tabulation sheet for the improvements. He asked for the bid sheet to be included with the resolution when it goes to the full Council.*

**A motion was made by Councilman Chris Moore, seconded by Councilman Darrel Dover, that this Resolution be Recommended to Council. The motion CARRIED by a Voice Vote.**

**Aye:** 4 - Cecil Province;Chris Moore;Darrel Dover and Mitch Johnson

#### **4. Pending Items**

##### BUILDINGS - MAYOR FORMON

*Long range facilites plan update - Mayor Formon explained they will meet on the 11th. He added they are getting appraisals on property that has been vacated so they can look into selling it.*

*Chairman Street discussed relocating Strawfloor Road. He explained Razor Rock is interested in acquiring some of the city-owned land off Strawfloor Road. He suggested taking bids on the property since the City isn't using the property. He added an appraisal for the property is also needed. Councilman Moore asked for the ad to be ran for 30 days. Public Works Director Erick Woodruff stated they will need an appropriation for the appraisal. Chairman Street explained it will need to go to Finance. Ms. Jackson noted an ordinance will be needed if they require an appropriation.*

##### PUBLIC WORKS - ERICK WOODRUFF

*Standard operating procedures - Mr. Woodruff explained he will have the procedures at the next meeting.*

#### **5. Other Business**

##### COM-08:056 Sidewalk Inventory

**Sponsors:** Public Works and Engineering

**Attachments:** [Sidewalks 060308](#)  
[Sidewalk Inventory Map-1 Model](#)

*Mr. Light discussed the sidewalk inventory and what improvements would be made. He noted \$450,000 has been appropriated for this year for sidewalk enhancements.*

**This item was Read.**

##### COM-08:057 Discussion of Proposed Easement Request from Nestle

**Attachments:**[Nestle Easement Information](#)

20080528 - INDY-2147698-v3-Nestle\_-\_Jonesboro\_access\_easement

[20080527 - Truck Access Sketch 08101-004](#)

Mr. Tony Thomas stated they were unable to provide a resolution because they just received a legal description. He discussed the need for the easement and explained it would be used to provide better access for large delivery trucks to move the traffic off Highway 18. Mr. Light stated the item hasn't gone through Engineering, but he doesn't see any problem with it. Councilman Dover motioned, seconded by Councilman Moore, to grant the easement subject to the legal work being done. All voted aye.

**This item was Read.**

Public Works - Erick Woodruff

*Surveyor Position* - Mr. Woodruff explained the City does not currently have a surveyor on staff. He discussed past costs for surveys and the need for a survey. Chairman Street questioned whether the person would work for Engineering. Mr. Woodruff answered yes. Chairman Street then questioned if they are asking for the position to be included in next years budget. Mr. Woodruff stated he would like to get someone on staff sooner than next year. Councilman Moore asked for specifics concerning salary from Human Resources. Mr. Woodruff stated they have not put anything together from HR, but think they will be in the neighborhood of a yearly salary around \$50,000 to \$60,000. Councilman Dover questioned whether one person can handle all the duties Mr. Woodruff described. Mr. Light stated they have survey techs that can run the equipment, but only a licensed surveyor can delineate property. Councilman Moore asked for further information regarding a job description and salary be brought back at the next meeting. Chairman Street noted the ordinance will have to be taken to the Finance Committee as well. Councilman Moore explained he would like to be able to compare how much the position would cost versus how much the City spends.

*Landfill Update* - Mr. Woodruff explained change orders have been requested. He discussed a request from SCS for tax exempt status that would be approximately \$22,500. He stated there are a total of seven change orders that were sent to the City at the end of the landfill construction process. He added he's asked FTN to provide him documentation as to who has signed off on the change orders. Mr. Woodruff further discussed the change orders. He stated FTN signed off on the change order, but they cannot determine who authorized it from the city. Councilman Moore noted FTN was authorized by the City to close the landfill. Further discussion was held concerning the change orders. It was asked to get a legal opinion from the City Attorney.

*Railroad Crossing Maintenance Contract (City Spur)* - Mr. Woodruff stated they would like to bid out the maintenance of the city spur instead of continuing to use employees who are not experienced in the area to maintain the spur. Chairman Street questioned how much the cost would be. Mr. Woodruff explained they have not gotten any hard numbers. He stated they sent it to three different firms. Chairman Street asked for Mr. Woodruff to bid it out and bring back more information.

*Nettleton & Kitchen Drainage Improvements, Lutheran Church* - Mr. Woodruff stated the Lutheran Church has indicated they do not want to sell the property the City would need in that area for a detention pond. He explained the next process would be condemnation if an agreement cannot be reached. He noted the condemnation would be for the vacate property, not the church itself.

Engineering Department - Craig Light

*Aggie Road & Paragould Road - Mr. Light explained the City entered into an agreement in 2007 to construct improvements on the intersection within six months of approved plans. He further explained the estimated cost was \$50,000 but it is now \$311,000. He added the engineering fees would cost \$16,400. He stated they would like to pay for the engineering plans and then put the project out to bid next year so it could be included in next years budget.*

*Franklin & Wilkins Indian Mall Drainage - Mr. Light noted the mall is going to be redeveloped, so he would like to negotiate with NRS to go ahead with a preliminary investigation of the property. He added they will meet with the engineer for the Indian Mall project and come up with a revised plan to mitigate the water. He stated this is a professional service and NRS provided the previous study. He explained he has a proposal and will bring it to the committee at the next meeting.*

*Signals, Race and Fair Park, Washington and Bridge - Mr. Light explained the appropriation will be approximately \$225,000 short. Councilman Dover suggested proceeding with the work for one light and do the other next year. Mr. Woodruff stated they'd like to do both this year. Mr. Light added the money should be coming from Capital Improvements. Chairman Street asked for them to meet with the Finance Director to find out what money was appropriated. Mr. Woodruff asked for a recommendation so the request can be taken to the Finance Committee. Councilman Moore stated they need to know how the City is doing with Capital Improvements expenditures versus how much money is left before making a recommendation.*

*H & H study of Christian Creek & Higginbottom Creek - Mr. Light asked to send out an RFP for the study to prepare LOMRs for the creeks. Chairman Street asked him to go ahead and send out the RFPs and bring the information back.*

*Downtown parking lots - Mr. Light explained the lots will be out for bid this weekend and will be opened on the 25th. He further explained the estimated cost is \$300,000 and they should have more information at the next meeting.*

Master Street Plan hearing

*Councilman Moore questioned the status of the public hearing for the master street plan. He added he's received several questions about it. Chairman Street stated nothing has been set at this time. Councilman Moore asked for the details to be sent to him when they are completed so he can pass the information along.*

Relocation of bridges in the county for the city greenway

*Councilman Moore explained a recent article in the Jonesboro Sun discussed two bridges that are set for demolition. He asked Engineering to take a look at the bridges to see if it would be beneficial to relocate the bridges. He further explained the greenway will be going through areas that need bridges and possibly the bridges could be relocated to the greenway. He noted federal funds could be used to help pay for the cost of relocation. He asked for figures to be brought back at the next meeting concerning the cost to relocate the bridge and what money would be available if needed.*

**6. Public Comments****7. Adjournment**

**A motion was made by Councilman Mitch Johnson, seconded by Councilman Cecil Province, that this meeting be Adjourned. The motion CARRIED by a Voice Vote.**

**Aye:** 5 - John Street; Cecil Province; Chris Moore; Darrel Dover and Mitch Johnson