



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Agenda Public Works Council Committee

Tuesday, August 1, 2023

5:00 PM

Municipal Center, 300 S. Church

1. CALL TO ORDER

2. ROLL CALL (ELECTRONIC ATTENDANCE) CONFIRMED BY CITY CLERK APRIL LEGGETT

3. APPROVAL OF MINUTES

[MIN-23:065](#) Minutes for the Public Works Committee meeting on July 6, 2023

Attachments: [Minutes](#)

4. NEW BUSINESS

RESOLUTIONS TO BE INTRODUCED

[RES-23:117](#) A RESOLUTION BY THE CITY COUNCIL OF JONESBORO, ARKANSAS AUTHORIZING THE OFFER AND ACCEPTANCE TO PURCHASE ADDITIONAL RIGHT-OF-WAY AT 4302 S CARAWAY ROAD FOR THE PURPOSE OF THE CONSTRUCTING AND MAINTAINING DRAINAGE IMPROVEMENTS

Sponsors: Engineering and Finance

Attachments: [Offer and Acceptance - 4302 S Caraway Road](#)

[RES-23:118](#) A RESOLUTION BY THE CITY COUNCIL OF JONESBORO, ARKANSAS AUTHORIZING THE OFFER AND ACCEPTANCE TO PURCHASE ADDITIONAL RIGHT-OF-WAY AT 4221 S CARAWAY ROAD FOR THE PURPOSE OF THE CONSTRUCTING AND MAINTAINING DRAINAGE IMPROVEMENTS

Sponsors: Engineering and Finance

Attachments: [Offer and Acceptance - 4221 S Caraway Road](#)

[RES-23:119](#) A RESOLUTION BY THE CITY COUNCIL OF JONESBORO, ARKANSAS AUTHORIZING THE OFFER AND ACCEPTANCE TO PURCHASE ADDITIONAL RIGHT-OF-WAY AT 2301 ENGLEWOOD COVE FOR THE PURPOSE OF THE CONSTRUCTING AND MAINTAINING DRAINAGE IMPROVEMENTS

Sponsors: Engineering and Finance

Attachments: [Resolution - 2301 Englewood Cove](#)

[RES-23:131](#) A RESOLUTION TO THE CITY COUNCIL OF JONESBORO, ARKANSAS AUTHORIZING

THE OFFER AND ACCEPTANCE TO PURCHASE ADDITIONAL RIGHT-OF-WAY AT 3401 S CARAWAY ROAD FOR THE PURPOSE OF THE CONSTRUCTING AND MAINTAINING DRAINAGE IMPROVEMENTS

Sponsors: Engineering

Attachments: [Offer and Acceptance - 3401 S Caraway Road](#)

RES-23:135 A RESOLUTION REQUESTING THE ADDITION OF U.S. HIGHWAY 78 DESIGNATION TO PORTIONS OF INTERSTATE 55, INTERSTATE 555, U.S. HIGHWAY 49, STATE HIGHWAY 18, STATE HIGHWAY 18 SPUR, AND STATE HIGHWAY 226 FROM MEMPHIS, TENNESSEE THROUGH WEST MEMPHIS, BLYTHEVILLE AND JONESBORO TO FUTURE INTERSTATE 57

Sponsors: Mayor's Office

Attachments: [US Highways Map V10](#)

RES-23:136 A RESOLUTION OF THE CITY OF JONESBORO, ARKANSAS TO ACCEPT THE LOW BID AND ENTER INTO A CONTRACT WITH SUGG CONSTRUCTION, INC. FOR JONESBORO DOWNTOWN TO ASU CONNECTION (ARDOT JOB NO. 100971) (2023:01)

Sponsors: Brian Emison and Engineering

Attachments: [Completed Bid Tabulation 100971](#)

RES-23:141 A RESOLUTION TO PARTICIPATE IN THE CONSTRUCTION OF SOUTHERN RIDGE BOULEVARD ACROSS THE UNDEVELOPED TWIN OAKS SECOND ADDITION TO THE CITY OF JONESBORO, OWNER CHRIS FUTRELL, TO HELP WITH EMERGENCY RESPONSE TIMES AND TO ALLEVIATE LOCAL TRAFFIC CONGESTION ASSOCIATED WITH THE UPCOMING HIGHWAY 49/PARKER ROAD IMPROVEMENT PROJECT (ARDOT # 100879)

Sponsors: Engineering and Mayor's Office

RES-23:142 AN ORDINANCE TO AMEND ORD-19:025, THE GUIDELINES FOR THE SELECTION OF PROFESSIONAL SERVICES AND AWARDING OF CONTRACTS FOR THE CITY OF JONESBORO

Sponsors: Engineering, Mayor's Office and Finance

Attachments: [Other prof. services 7](#)

[Professional Construction Services 7](#)

5. PENDING ITEMS

ORD-23:030 AN ORDINANCE TO REPEAL AND REPLACE SECTION 117-329 - FENCES OF THE JONESBORO CODE OF ORDINANCES IN THE CITY OF JONESBORO

Sponsors: Planning, Inspections, Engineering, Code Enforcement and Mayor's Office

Attachments: [Sec 117-329 Fences](#)

Legislative History

7/6/23

Public Works Council
Committee

Postponed Temporarily

6. OTHER BUSINESS

7. PUBLIC COMMENTS

8. ADJOURNMENT



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: MIN-23:065

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Public Works Council Committee

File Type: Minutes

Minutes for the Public Works Committee meeting on July 6, 2023



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Public Works Council Committee

Thursday, July 6, 2023

5:00 PM

Municipal Center, 300 S. Church

NOTE: MEETING MOVED TO THURSDAY DUE TO HOLIDAY

1. Call To Order

2. Roll Call by City Clerk April Leggett

Present 7 - John Street; Mitch Johnson; Chris Moore; Charles Coleman; LJ Bryant; Ann Williams and Janice Porter

Absent 1 - Anthony Coleman

3. Approval of minutes

[MIN-23:055](#)

Minutes for the Public Works Committee meeting on June 6, 2023

Attachments: [Minutes](#)

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

Aye: 6 - Mitch Johnson; Chris Moore; Charles Coleman; LJ Bryant; Ann Williams and Janice Porter

Absent: 1 - Anthony Coleman

4. New Business

ORDINANCES TO BE INTRODUCED

[ORD-23:030](#)

AN ORDINANCE TO REPEAL AND REPLACE SECTION 117-329 - FENCES OF THE JONESBORO CODE OF ORDINANCES IN THE CITY OF JONESBORO

Sponsors: Planning, Inspections, Engineering, Code Enforcement and Mayor's Office

Attachments: [Sec 117-329 Fences](#)

Councilmember Chris Moore said, John do we have somebody that can just give us the highlights of what the changes are that we're considering? Tell us what's different about this and our last one please. Monica Percy with the Planning and Zoning Department approached the podium and said, so there's really two main differences. The first being clarification on when a permit needs to be pulled for maintenance of an existing fence, and the second change is clarifications on the exact setbacks for

where a fence can be placed on a property. Councilmember Chris Moore said, ok, so on a house that has a 25 foot setback on the rear lot, did it imply that you could not put a fence in that 25 foot setback? Monica Percy said, it would follow the same zoning setbacks, so for an R-1 property, in the front yard it would have to be 25 feet from the front property line. Councilmember Chris Moore said, I was more concerned with the backyard because like in a lot of subdivisions the backyards back up and the fence is right on the line. And the way I read that you would have to pull the fence back to the setback. If it's a 25 foot setback in the rear yard you would have a 50 foot no man's land between the fences in the back that would go unmaintained. Monica Percy said, yes that is correct. They would have to follow that rear setback as well, so you would have that spacing between the two backyards. Councilmember Chris Moore said, you wouldn't be able to put the fence right on the inside of your property line? You would have to pull it up to the setback line? Monica Percy said, that is correct, yes sir. Councilmember Chris Moore said, ok. I was kind of concerned about that. Chairman John Street said, I am too. That would leave a no man's land that could be infested with mice and everything else if nobody's maintaining it. Councilmember Chris Moore said, what it looks like on most of the subdivisions that we work on, the fence is right on the line between you and your neighbor so there's no property that either of you are not maintaining. Chairman John Street said, yeah I wonder if he didn't mean to do that for the back, because I don't know of any occasion that would call for that. Now, I do know there were some issues with fence maintenance and that change I think is welcome there where they can replace up to two eight foot sections or 16 feet without a permit, and that's logical and reasonable and I agree with that. But, I think that would be a mistake not to let the fence go back to the property line. Councilmember Chris Moore said, and that also goes hand in hand with the side fence, because if Mitch and I are living side by side and the lines right here between us and we're in a R-1 with a seven and a half foot setback we would both have to pull back seven and a half feet back there would be a 15 foot strip between the fences. Chairman John Street said, that is exactly right and a majority of subdivisions in town are set up exactly like you're talking about. Where they go right on the line or they share that line. Councilmember Chris Moore said, that's the only thing I was concerned about. Chairman John Street said, that's a good question because I had that same one. Chief Administrative Officer Brian Richardson approached the podium and said, I was just clarifying with Monica. I guess the intent of the discussion was regarding corner lots and the setback that's in the rear lot that is also alongside a road. Councilmember Chris Moore said, I can understand a corner lot that has two fronts or a front and a side. I was just concerned about when you have adjoining properties in the middle of the block. Or you and your neighbor where your backyards butt up. Brian Richardson said, yeah if we need to clarify some language on that, that's certainly something that can be done. Chairman John Street said, do we want to table this until next time and then let that be vetted out. We want to do it right. Councilmember Chris Moore said, Brian if one of you want to holler at me I can tell you exactly what my concerns are.

A motion was made by LJ Bryant, seconded by Chris Moore, that this matter be Postponed Temporarily . The motion PASSED with the following vote.

Aye: 6 - Mitch Johnson;Chris Moore;Charles Coleman;LJ Bryant;Ann Williams and Janice Porter

Absent: 1 - Anthony Coleman

RESOLUTIONS TO BE INTRODUCED

[RES-23:106](#) A RESOLUTION TO THE CITY OF JONESBORO, ARKANSAS TO ENTER INTO AN AGREEMENT WITH W. WILLIAM GRAHAM, JR., INC. TO PROVIDE PROFESSIONAL SERVICES FOR THE CRAIGHEAD TECHNOLOGY PARK (CTP) INDUSTRIAL LEAD TRACK

Sponsors: Engineering

Attachments: [Agreement - W William Graham Jr Inc](#)

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

Aye: 6 - Mitch Johnson;Chris Moore;Charles Coleman;LJ Bryant;Ann Williams and Janice Porter

Absent: 1 - Anthony Coleman

[RES-23:108](#) A RESOLUTION TO THE CITY COUNCIL OF JONESBORO, ARKANSAS AUTHORIZING THE OFFER AND ACCEPTANCE TO PURCHASE ADDITIONAL RIGHT-OF-WAY AT 1701 S CULBERHOUSE STREET FOR THE PURPOSE OF THE CONSTRUCTING AND MAINTAINING SIDEWALK IMPROVEMENTS

Sponsors: Engineering

Attachments: [Offer and Acceptance - 1701 S Culberhouse Street](#)

Councilmember L.J. Bryant said, Mr. Chairman I own this property so if the record could reflect I'm recusing from voting. Chairman John Street said, Madam Clerk please let the record reflect that Councilmember Bryant will be recusing himself because of his ownership of the lot. City Clerk April Leggett said, yes sir.

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

Aye: 5 - Mitch Johnson;Chris Moore;Charles Coleman;Ann Williams and Janice Porter

Absent: 1 - Anthony Coleman

Recused: 1 - LJ Bryant

[RES-23:114](#) A RESOLUTION BY THE CITY COUNCIL OF JONESBORO, ARKANSAS AUTHORIZING THE OFFER AND ACCEPTANCE TO PURCHASE ADDITIONAL RIGHT-OF-WAY AT 3228 S CARAWAY ROAD FOR THE PURPOSE OF THE CONSTRUCTING AND MAINTAINING ROADWAY IMPROVEMENTS

Sponsors: Engineering

Attachments: [Offer and Acceptance - 3228 S Caraway Road](#)

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

Aye: 6 - Mitch Johnson;Chris Moore;Charles Coleman;LJ Bryant;Ann Williams and Janice Porter

Absent: 1 - Anthony Coleman

[RES-23:115](#) A RESOLUTION BY THE CITY COUNCIL OF JONESBORO, ARKANSAS AUTHORIZING THE OFFER AND ACCEPTANCE TO PURCHASE ADDITIONAL RIGHT-OF-WAY AT 2300 OAKBROOK DRIVE FOR THE PURPOSE OF THE CONSTRUCTING AND MAINTAINING DRAINAGE IMPROVEMENTS

Sponsors: Engineering

Attachments: [Offer and Acceptance - 2300 Oakbrook Drive](#)

A motion was made by Mitch Johnson, seconded by Chris Moore, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 6 - Mitch Johnson;Chris Moore;Charles Coleman;LJ Bryant;Ann Williams and Janice Porter

Absent: 1 - Anthony Coleman

[RES-23:116](#) A RESOLUTION BY THE CITY COUNCIL OF JONESBORO, ARKANSAS AUTHORIZING THE OFFER AND ACCEPTANCE TO PURCHASE ADDITIONAL RIGHT-OF-WAY ON S CARAWAY ROAD FOR THE PURPOSE OF THE CONSTRUCTING AND MAINTAINING DRAINAGE IMPROVEMENTS

Sponsors: Engineering

Attachments: [Offer and Acceptance - S Caraway Road](#)

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

Aye: 6 - Mitch Johnson;Chris Moore;Charles Coleman;LJ Bryant;Ann Williams and Janice Porter

Absent: 1 - Anthony Coleman

5. Pending Items

6. Other Business

7. Public Comments

8. Adjournment

A motion was made by Chris Moore, seconded by Ann Williams, that this meeting be Adjourned. The motion PASSED with the following vote.

Aye: 6 - Mitch Johnson;Chris Moore;Charles Coleman;LJ Bryant;Ann Williams and Janice Porter

Absent: 1 - Anthony Coleman



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-23:117

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Public Works Council Committee

File Type: Resolution

A RESOLUTION BY THE CITY COUNCIL OF JONESBORO, ARKANSAS AUTHORIZING THE OFFER AND ACCEPTANCE TO PURCHASE ADDITIONAL RIGHT-OF-WAY AT 4302 S CARAWAY ROAD FOR THE PURPOSE OF THE CONSTRUCTING AND MAINTAINING DRAINAGE IMPROVEMENTS

WHEREAS, the City of Jonesboro, Arkansas desires to purchase the following described right-of-way for the purpose of constructing and maintaining drainage improvements:

A PERMANENT DRAINAGE EASEMENT BEING A PART OF LOT 8 OF FOX MEADOW VILLAGE THIRD ADDITION TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF LOT 8 OF FOX MEADOW VILLAGE THIRD ADDITION TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS; THENCE NORTH 00°07'45" EAST, 49.29 FEET TO THE POINT OF BEGINNING PROPER; THENCE CONTINUE NORTH 00°07'45" EAST, 15.71 FEET; THENCE SOUTH 89°59'38" EAST, 27.03 FEET; THENCE SOUTH 00°07'45" WEST, 15.76 FEET; THENCE NORTH 89°52'48" WEST, 27.03 FEET TO THE POINT OF BEGINNING PROPER, CONTAINING 425 SQ. FT., MORE OR LESS, SUBJECT TO ALL RIGHTS-OF-WAY AND EASEMENTS OF RECORD.

A PERMANENT DRAINAGE EASEMENT BEING A PART OF LOT 8 OF FOX MEADOW VILLAGE THIRD ADDITION TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF LOT 8 OF FOX MEADOW VILLAGE THIRD ADDITION TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS; THENCE NORTH 00°07'45" EAST, 29.42 FEET; THENCE SOUTH 89°49'39" EAST, 27.03 FEET; THENCE SOUTH 00°07'45" WEST, 29.34 FEET; THENCE NORTH 89°59'38" WEST, 27.03 FEET TO THE POINT OF BEGINNING, CONTAINING 794 SQ. FT., MORE OR LESS, SUBJECT TO ALL RIGHTS-OF-WAY AND EASEMENTS OF RECORD.

WHEREAS, an Offer has been made and accepted to the sell the above described property for the price of \$1,585.00.

WHEREAS, the attached Offer and Acceptance will be executed upon passage of this resolution.

WHEREAS, the funding for this purchase shall come from the Capital Improvement budget.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF JONESBORO THAT:

Section 1: The Mayor and City Clerk are hereby authorized to execute the documents necessary to effectuate this transaction.

**REAL ESTATE CONTRACT FOR CITY OF JONESBORO
OFFER AND ACCEPTANCE**

1. **BUYERS:** The Buyers, **CITY OF JONESBORO, A MUNICIPAL CORPORATION** offer to buy, subject to the terms set forth herein, the following

2. **PROPERTY DESCRIPTION: (4302 S Caraway Road)**

A PERMANENT DRAINAGE EASEMENT BEING A PART OF LOT 8 OF FOXMEADOW VILLAGE THIRD ADDITION TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF LOT 8 OF FOXMEADOW VILLAGE THIRD ADDITION TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS; THENCE NORTH 00°07'45" EAST, 49.29 FEET TO THE POINT OF BEGINNING PROPER; THENCE CONTINUE NORTH 00°07'45" EAST, 15.71 FEET; THENCE SOUTH 89°59'38" EAST, 27.03 FEET; THENCE SOUTH 00°07'45" WEST, 15.76 FEET; THENCE NORTH 89°52'48" WEST, 27.03 FEET TO THE POINT OF BEGINNING PROPER, CONTAINING 425 SQ. FT., MORE OR LESS, SUBJECT TO ALL RIGHTS-OF-WAY AND EASEMENTS OF RECORD.

A PERMANENT DRAINAGE EASEMENT BEING A PART OF LOT 8 OF FOXMEADOW VILLAGE THIRD ADDITION TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF LOT 8 OF FOXMEADOW VILLAGE THIRD ADDITION TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS; THENCE NORTH 00°07'45" EAST, 29.42 FEET; THENCE SOUTH 89°49'39" EAST, 27.03 FEET; THENCE SOUTH 00°07'45" WEST, 29.34 FEET; THENCE NORTH 89°59'38" WEST, 27.03 FEET TO THE POINT OF BEGINNING, CONTAINING 794 SQ. FT., MORE OR LESS, SUBJECT TO ALL RIGHTS-OF-WAY AND EASEMENTS OF RECORD.

3. **PURCHASE PRICE:** The Buyers will pay as total purchase price for said property, the sum of one thousand five hundred eighty-five dollars **(\$1,585.00)**.

4. **CONVEYANCE:** Conveyance shall be made to Buyers or as directed by Buyers, by execution of Permanent Right-of-Way document, except it shall be subject to recorded restrictions and easements, if any, which do not materially affect the value of the property. Unless expressly reserved herein, such conveyance shall include mineral rights owned by Seller.

5. **PRO-RATIONS:** Taxes and special assessments, and allowable expenses due on or before closing shall be paid at closing from the proceeds of the sale.

6. **CLOSING:** The closing date will be immediate upon receipt of purchase price. Closing cost to be paid by the buyer.

7. **POSSESSION:** Possession shall be delivered to Buyers: Upon Buyers Closing

THIS IS A LEGALLY BINDING CONTRACT WHEN SIGNED BY BOTH BUYER AND SELLER.

BUYER

CITY OF JONESBORO
CRAIGHEAD COUNTY, AR

Name: _____

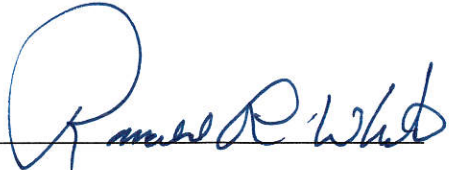
Title: _____ Mayor _____

Date: _____

ATTEST

City Clerk

SELLER

Name:  _____

Date: 6-30-23

Name: Ronald L. White

Date: 6-30-23



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-23:118

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Public Works Council Committee

File Type: Resolution

A RESOLUTION BY THE CITY COUNCIL OF JONESBORO, ARKANSAS AUTHORIZING THE OFFER AND ACCEPTANCE TO PURCHASE ADDITIONAL RIGHT-OF-WAY AT 4221 S CARAWAY ROAD FOR THE PURPOSE OF THE CONSTRUCTING AND MAINTAINING DRAINAGE IMPROVEMENTS

WHEREAS, the City of Jonesboro, Arkansas desires to purchase the following described right-of-way for the purpose of constructing and maintaining drainage improvements:

A PERMANENT DRAINAGE EASEMENT BEING A PART OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 05, TOWNSHIP 13 NORTH, RANGE 04 EAST, JONESBORO, CRAIGHEAD COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SECTION 05, TOWNSHIP 13 NORTH, RANGE 04 EAST, JONESBORO, CRAIGHEAD COUNTY, ARKANSAS; THENCE SOUTH 00°00'00" EAST, 188.33 FEET; THENCE NORTH 90°00'00" WEST, 48.32 FEET TO THE BEGINNING PROPER; THENCE SOUTH 00°18'15" WEST, 14.82 FEET; THENCE SOUTH 89°35'51" WEST, 14.82 FEET; THENCE NORTH 00°24'09" WEST, 15.00 FEET; THENCE SOUTH 89°41'45" EAST, 15.00 FEET TO THE POINT OF BEGINNING PROPER, CONTAINING 222 SQ. FT., MORE OR LESS, SUBJECT TO ALL RIGHTS-OF-WAY AND EASEMENTS OF RECORD.

WHEREAS, an Offer has been made and accepted to the sell the above described property for the price of \$290.00.

WHEREAS, the attached Offer and Acceptance will be executed upon passage of this resolution.

WHEREAS, the funding for this purchase shall come from the Capital Improvement budget.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF JONESBORO THAT:

Section 1: The Mayor and City Clerk are hereby authorized to execute the documents necessary to effectuate this transaction.

**REAL ESTATE CONTRACT FOR CITY OF JONESBORO
OFFER AND ACCEPTANCE**

1. **BUYERS:** The Buyers, **CITY OF JONESBORO, A MUNICIPAL CORPORATION** offer to buy, subject to the terms set forth herein, the following

2. **PROPERTY DESCRIPTION: (4221 S Caraway Road)**

A PERMANENT DRAINAGE EASEMENT BEING A PART OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 05, TOWNSHIP 13 NORTH, RANGE 04 EAST, JONESBORO, CRAIGHEAD COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SECTION 05, TOWNSHIP 13 NORTH, RANGE 04 EAST, JONESBORO, CRAIGHEAD COUNTY, ARKANSAS; THENCE SOUTH 00°00'00" EAST, 188.33 FEET; THENCE NORTH 90°00'00" WEST, 48.32 FEET TO THE BEGINNING PROPER; THENCE SOUTH 00°18'15" WEST, 14.82 FEET; THENCE SOUTH 89°35'51" WEST, 14.82 FEET; THENCE NORTH 00°24'09" WEST, 15.00 FEET; THENCE SOUTH 89°41'45" EAST, 15.00 FEET TO THE POINT OF BEGINNING PROPER, CONTAINING 222 SQ. FT., MORE OR LESS, SUBJECT TO ALL RIGHTS-OF-WAY AND EASEMENTS OF RECORD.

3. **PURCHASE PRICE:** The Buyers will pay as total purchase price for said property, the sum of two hundred ninety dollars **(\$290.00)**.

4. **CONVEYANCE:** Conveyance shall be made to Buyers or as directed by Buyers, by execution of Permanent Right-of-Way document, except it shall be subject to recorded restrictions and easements, if any, which do not materially affect the value of the property. Unless expressly reserved herein, such conveyance shall include mineral rights owned by Seller.

5. **PRO-RATIONS:** Taxes and special assessments, and allowable expenses due on or before closing shall be paid at closing from the proceeds of the sale.

6. **CLOSING:** The closing date will be immediate upon receipt of purchase price. Closing cost to be paid by the buyer.

7. **POSSESSION:** Possession shall be delivered to Buyers: Upon Buyers Closing

THIS IS A LEGALLY BINDING CONTRACT WHEN SIGNED BY BOTH BUYER AND SELLER.

BUYER

CITY OF JONESBORO
CRAIGHEAD COUNTY, AR

Name: _____

Title: _____ Mayor _____

Date: _____

ATTEST

City Clerk

SELLER

Name: Linda P. Legwald

Date: 6-30-23

Name: Jon Legwald

Date: 6-30-23



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-23:119

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Public Works Council Committee

File Type: Resolution

A RESOLUTION BY THE CITY COUNCIL OF JONESBORO, ARKANSAS AUTHORIZING THE OFFER AND ACCEPTANCE TO PURCHASE ADDITIONAL RIGHT-OF-WAY AT 2301 ENGLEWOOD COVE FOR THE PURPOSE OF THE CONSTRUCTING AND MAINTAINING DRAINAGE IMPROVEMENTS

WHEREAS, the City of Jonesboro, Arkansas desires to purchase the following described right-of-way for the purpose of constructing and maintaining drainage improvements:

A PERMANENT DRAINAGE EASEMENT BEING A PART OF LOT 29 OF FOXMEADOW VILLAGE THIRD ADDITION TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF LOT 29 OF FOXMEADOW VILLAGE THIRD ADDITION TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS; THENCE NORTH 02°44'00" WEST, 15.02 FEET TO THE POINT OF BEGINNING PROPER; THENCE CONTINUE NORTH 02°44'00" WEST, 11.17 FEET; THENCE SOUTH 89°59'38" EAST, 19.80 FEET; THENCE SOUTH 00°00'22" WEST, 11.15 FEET; THENCE NORTH 89°59'38" WEST, 19.27 FEET TO THE POINT OF BEGINNING PROPER, CONTAINING 218 SQ. FT., MORE OR LESS, SUBJECT TO ALL RIGHTS-OF-WAY AND EASEMENTS OF RECORD.

WHEREAS, an Offer has been made and accepted to the sell the above described property for the price of \$283.00.

WHEREAS, the attached Offer and Acceptance will be executed upon passage of this resolution.

WHEREAS, the funding for this purchase shall come from the Capital Improvement budget.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF JONESBORO THAT:

Section 1: The Mayor and City Clerk are hereby authorized to execute the documents necessary to effectuate this transaction.

A RESOLUTION BY THE CITY COUNCIL OF JONESBORO, ARKANSAS AUTHORIZING THE OFFER AND ACCEPTANCE TO PURCHASE ADDITIONAL RIGHT-OF-WAY AT 2301 ENGLEWOOD COVE FOR THE PURPOSE OF THE CONSTRUCTING AND MAINTAINING DRAINAGE IMPROVEMENTS

WHEREAS, the City of Jonesboro, Arkansas desires to purchase the following described right-of-way for the purpose of constructing and maintaining drainage improvements:

A PERMANENT DRAINAGE EASEMENT BEING A PART OF LOT 29 OF FOXMEADOW VILLAGE THIRD ADDITION TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF LOT 29 OF FOXMEADOW VILLAGE THIRD ADDITION TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS; THENCE NORTH 02°44'00" WEST, 15.02 FEET TO THE POINT OF BEGINNING PROPER; THENCE CONTINUE NORTH 02°44'00" WEST, 11.17 FEET; THENCE SOUTH 89°59'38" EAST, 19.80 FEET; THENCE SOUTH 00°00'22" WEST, 11.15 FEET; THENCE NORTH 89°59'38" WEST, 19.27 FEET TO THE POINT OF BEGINNING PROPER, CONTAINING 218 SQ. FT., MORE OR LESS, SUBJECT TO ALL RIGHTS-OF-WAY AND EASEMENTS OF RECORD.

WHEREAS, an Offer has been made and accepted to the sell the above described property for the price of \$283.00.

WHEREAS, the attached Offer and Acceptance will be executed upon passage of this resolution.

WHEREAS, the funding for this purchase shall come from the Capital Improvement budget.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF JONESBORO THAT:

Section 1: The Mayor and City Clerk are hereby authorized to execute the documents necessary to effectuate this transaction.



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-23:131

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Public Works Council Committee

File Type: Resolution

A RESOLUTION TO THE CITY COUNCIL OF JONESBORO, ARKANSAS AUTHORIZING THE OFFER AND ACCEPTANCE TO PURCHASE ADDITIONAL RIGHT-OF-WAY AT 3401 S CARAWAY ROAD FOR THE PURPOSE OF THE CONSTRUCTING AND MAINTAINING DRAINAGE IMPROVEMENTS

WHEREAS, the City of Jonesboro, Arkansas desires to purchase the following described right-of-way for the purpose of constructing and maintaining drainage improvements:

A PERMANENT DRAINAGE EASEMENT BEING A PART OF LOT 2 OF SOUTH CARAWAY VILLAGE TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF LOT 2 OF SOUTH CARAWAY VILLAGE TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS; THENCE SOUTH 00°20'38" WEST, 20.01 FEET; THENCE SOUTH 88°34'12" WEST, 15.01 FEET; THENCE NORTH 00°20'38" EAST, 20.01 FEET; THENCE NORTH 88°34'12" EAST, 15.01 FEET TO THE POINT OF BEGINNING, CONTAINING 300 SQ. FT., MORE OR LESS, SUBJECT TO ALL RIGHTS-OF-WAY AND EASEMENTS OF RECORD.

A PERMANENT DRAINAGE EASEMENT BEING A PART OF LOT 2 OF SOUTH CARAWAY VILLAGE TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF LOT 2 OF SOUTH CARAWAY VILLAGE TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS; THENCE SOUTH 00°20'38" WEST, 65.97 FEET TO THE POINT OF BEGINNING PROPER; THENCE CONTINUE SOUTH 00°20'38" WEST, 30.00 FEET; THENCE NORTH 89°39'22" WEST, 15.00 FEET; THENCE NORTH 00°20'38" EAST, 30.00 FEET; THENCE SOUTH 89°39'22" EAST, 15.00 FEET TO THE POINT OF BEGINNING PROPER, CONTAINING 450 SQ. FT., MORE OR LESS, SUBJECT TO ALL RIGHTS-OF-WAY AND EASEMENTS OF RECORD.

WHEREAS, an Offer has been made and accepted to the sell the above described property for the price of \$5,250.00.

WHEREAS, the attached Offer and Acceptance will be executed upon passage of this resolution.

WHEREAS, the funding for this purchase shall come from the Capital Improvement budget.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF JONESBORO THAT:

Section 1: The Mayor and City Clerk are hereby authorized to execute the documents necessary to effectuate this transaction.

**REAL ESTATE CONTRACT FOR CITY OF JONESBORO
OFFER AND ACCEPTANCE**

1. **BUYERS:** The Buyers, **CITY OF JONESBORO, A MUNICIPAL CORPORATION** offer to buy, subject to the terms set forth herein, the following

2. **PROPERTY DESCRIPTION: (3401 S Caraway Road)**

A PERMANENT DRAINAGE EASEMENT BEING A PART OF LOT 2 OF SOUTH CARAWAY VILLAGE TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF LOT 2 OF SOUTH CARAWAY VILLAGE TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS; THENCE SOUTH 00°20'38" WEST, 20.01 FEET; THENCE SOUTH 88°34'12" WEST, 15.01 FEET; THENCE NORTH 00°20'38" EAST, 20.01 FEET; THENCE NORTH 88°34'12" EAST, 15.01 FEET TO THE POINT OF BEGINNING, CONTAINING 300 SQ. FT., MORE OR LESS, SUBJECT TO ALL RIGHTS-OF-WAY AND EASEMENTS OF RECORD.

A PERMANENT DRAINAGE EASEMENT BEING A PART OF LOT 2 OF SOUTH CARAWAY VILLAGE TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF LOT 2 OF SOUTH CARAWAY VILLAGE TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS; THENCE SOUTH 00°20'38" WEST, 65.97 FEET TO THE POINT OF BEGINNING PROPER; THENCE CONTINUE SOUTH 00°20'38" WEST, 30.00 FEET; THENCE NORTH 89°39'22" WEST, 15.00 FEET; THENCE NORTH 00°20'38" EAST, 30.00 FEET; THENCE SOUTH 89°39'22" EAST, 15.00 FEET TO THE POINT OF BEGINNING PROPER, CONTAINING 450 SQ. FT., MORE OR LESS, SUBJECT TO ALL RIGHTS-OF-WAY AND EASEMENTS OF RECORD.

3. **PURCHASE PRICE:** The Buyers will pay as total purchase price for said property, the sum of five thousand two hundred fifty dollars **(\$5,250.00)**.

4. **CONVEYANCE:** Conveyance shall be made to Buyers or as directed by Buyers, by execution of Permanent Right-of-Way document, except it shall be subject to recorded restrictions and easements, if any, which do not materially affect the value of the property. Unless expressly reserved herein, such conveyance shall include mineral rights owned by Seller.

5. **PRO-RATIONS:** Taxes and special assessments, and allowable expenses due on or before closing shall be paid at closing from the proceeds of the sale.

6. **CLOSING:** The closing date will be immediate upon receipt of purchase price. Closing cost to be paid by the buyer.

7. **POSSESSION:** Possession shall be delivered to Buyers: Upon Buyers Closing

THIS IS A LEGALLY BINDING CONTRACT WHEN SIGNED BY BOTH BUYER AND SELLER.

BUYER

CITY OF JONESBORO
CRAIGHEAD COUNTY, AR

Name: _____

Title: _____ Mayor _____

Date: _____

ATTEST

City Clerk

SELLER

Name: Dale Jones

Date: July 13-23

Name: _____

Date: _____



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-23:135

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Public Works Council Committee

File Type: Resolution

A RESOLUTION REQUESTING THE ADDITION OF U.S. HIGHWAY 78 DESIGNATION TO PORTIONS OF INTERSTATE 55, INTERSTATE 555, U.S. HIGHWAY 49, STATE HIGHWAY 18, STATE HIGHWAY 18 SPUR, AND STATE HIGHWAY 226 FROM MEMPHIS, TENNESSEE THROUGH WEST MEMPHIS, BLYTHEVILLE AND JONESBORO TO FUTURE INTERSTATE 57

WHEREAS, Arkansas State Highway 18 has recently been upgraded to a four-lane highway between the Interstate 55 interchange in Blytheville and Arkansas State Highway 18 Spur in Jonesboro; and

WHEREAS, the Arkansas Department of Transportation (ARDOT) has funded a project to widen State Highway 18 Spur to four lanes from State Highway 18 to Interstate 555, in Jonesboro; and

WHEREAS, Arkansas Highway 226 and U.S. Highway 49 have been widened to a four-lane divided highway between Jonesboro and U.S. Highway 67 (Future Interstate 57); and

WHEREAS, these routes connect two existing interstate highways and a future interstate highway in Northeast Arkansas as shown on Exhibit "A"; and

WHEREAS, these routes are included in ARDOT's Four-lane Grid System which provides for safe and efficient interstate and intrastate movement of people and goods, including connectivity to population centers and to other regional transportation facilities within Arkansas and in neighboring states; and

WHEREAS, Arkansas State Highway 18 and Arkansas State Highway 226 are two of only six state highways included on ARDOT's Four-lane Grid System, the remaining highways being Interstate Highways or U.S. Routes; and

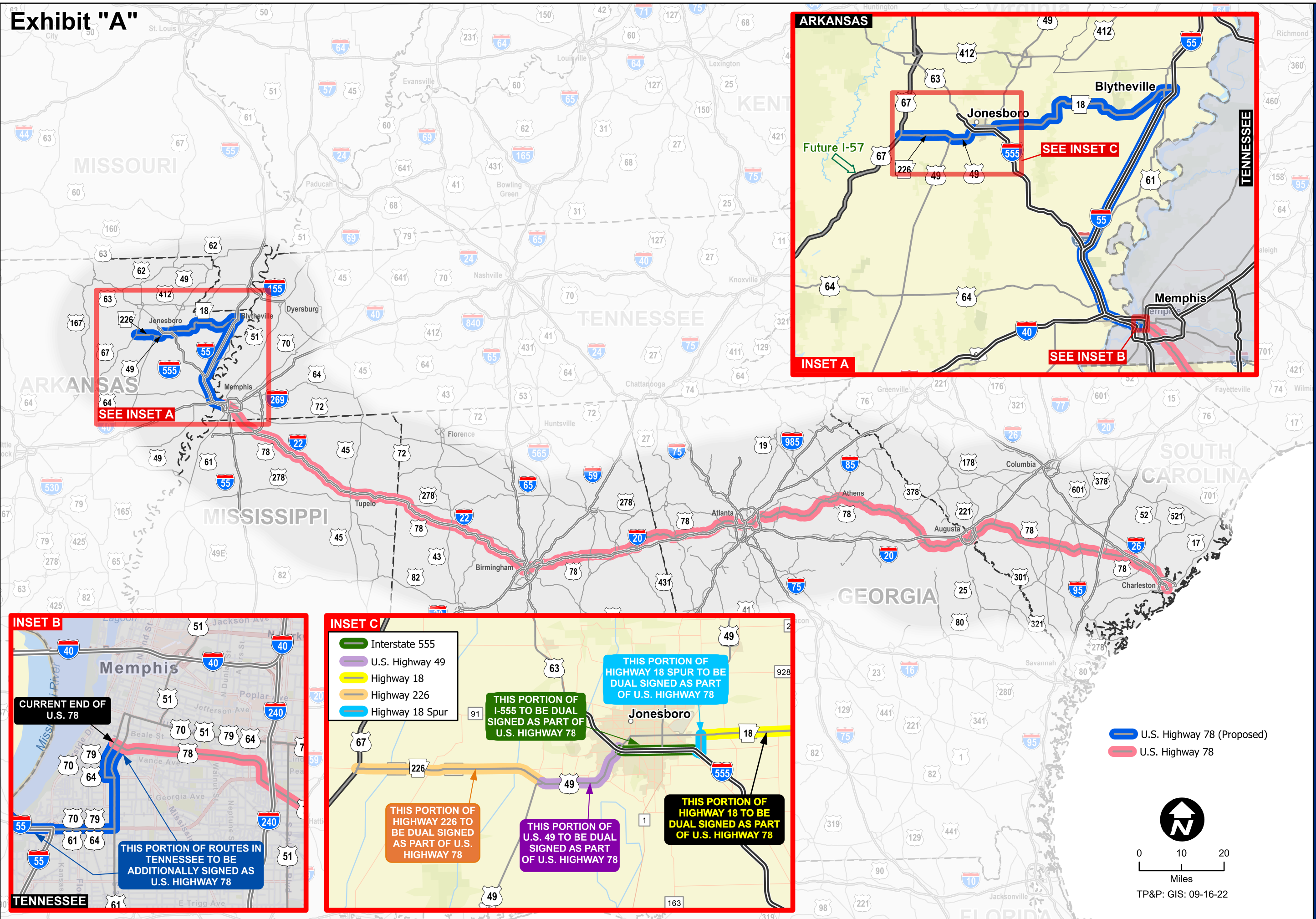
WHEREAS, many existing State and Federal Highways are designated with more than one route number; and

WHEREAS, it is logical and in the best interest of Northeast Arkansas to concurrently sign portions of Interstates 55 and 555, U.S. Highway 49 and State Highways 18, 18 Spur and 226 as U.S. Highway 78.

NOW THEREFORE, BE IT RESOLVED, THAT THE JONESBORO CITY COUNCIL
HEREBY REQUEST THAT THE ARKANSAS STATE HIGHWAY COMMISSION:

1. Seek approval from the American Association of State Highway and Transportation Officials (AASHTO) to designate the portions of the aforementioned routes, as shown on Exhibit "A", as part of U.S. Highway 78; and
2. Allow the existing State and Federal Highway Route numbers to remain in place resulting in dually signed highway routes to benefit those who currently live along this route and to avoid unnecessary hardships associated with address changes.

Exhibit "A"



Proposed Highway Corridor U.S. Highway 78



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-23:136

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Public Works Council Committee

File Type: Resolution

A RESOLUTION OF THE CITY OF JONESBORO, ARKANSAS TO ACCEPT THE LOW BID AND ENTER INTO A CONTRACT WITH SUGG CONSTRUCTION, INC. FOR JONESBORO DOWNTOWN TO ASU CONNECTION (ARDOT JOB NO. 100971) (2023:01)

WHEREAS, the City of Jonesboro desires to accept the low bid and enter into a contract for the Jonesboro Downtown to ASU Connection (ARDOT JOB NO. 100971) (2023:01) project;

WHEREAS, the low bidder and the firm selected for the project is Sugg Construction, Inc.; and,

WHEREAS, funding for the execution of the contract shall come from Transportation Alternative Program (TAP) Grant Funds and Capital budget, and compensation shall be paid in accordance with the contract documents.

NOW, THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS;

Section 1: That the City of Jonesboro shall accept the low bid and enter into a contract with Sugg Construction, Inc. for the Jonesboro Downtown to ASU Connection (ARDOT JOB NO. 100971) (2023:01) project.

Section 2. That funding for the execution of the agreement shall come from Capital Improvement budget and compensation shall be paid in accordance with the agreement.

Section 3. The Mayor and the City Clerk are hereby authorized by the City Council for the City of Jonesboro to execute all documents necessary to effectuate this contract.

Bid Tabulation

Fisher & Arnold, Inc.

Jonesboro Downtown to ASU Connection (TAP-17) (S)

404 Creath Avenue, Jonesboro, Arkansas 72401

Phone (870) 932-2019 FAX (870) 932-1076

Project: Jonesboro Downtown to ASU Connection (TAP-17) (S)

Bid Opening Information: 2:00 pm on 7/12/2023 at Jonesboro City Hall

Addenda #1 Issued on 7/10/2023

*** From Bid Form & Unit Cost Spreadsheet ***						
NO.	Contractor Name, City, State	Total Base Bid (\$)	Bid Security	FHWA-1273	Addenda #1	Comments
1	ALVIN CRABTREE AND SON CONSTRUCTION - BONO, AR	\$ 2,972,026.78	YES	YES	YES	
2	MEADOWS CONTRACTORS - JONESBORO, AR	\$ 3,032,975.80	YES	YES	YES	
3	R.L. PERSONS CONSTRUCTION - POPLAR BLUFF, MO	\$ 3,159,999.00	YES	YES	YES	
4	SUGG CONSTRUCTION - JONESBORO, AR	\$ 2,122,402.78	YES	YES	YES	LOW BID

I hereby certify that the above is a true and correct summary of proposals received.

Matthew J. Rowe

(print)

Matthew Rowe

(sign)

7/13/2023

(date)



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-23:141

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Public Works Council Committee

File Type: Resolution

A RESOLUTION TO PARTICIPATE IN THE CONSTRUCTION OF SOUTHERN RIDGE BOULEVARD ACROSS THE UNDEVELOPED TWIN OAKS SECOND ADDITION TO THE CITY OF JONESBORO, OWNER CHRIS FUTRELL, TO HELP WITH EMERGENCY RESPONSE TIMES AND TO ALLEVIATE LOCAL TRAFFIC CONGESTION ASSOCIATED WITH THE UPCOMING HIGHWAY 49/PARKER ROAD IMPROVEMENT PROJECT (ARDOT # 100879)

WHEREAS, There is a desire to create a direct corridor connection between Southwest Drive and South Culberhouse to allow for faster emergency response times for multiple Fire Stations.

WHEREAS, the Arkansas Department of Transportation (ARDOT) plans to start construction on the Highway49/Parker Road Intersection Improvement Project (ARDOT #100879) in early 2024; and

WHEREAS, the section of Southern Ridge Boulevard in the Southern Hills commercial area has been completed and the portion of this future roadway through Twin Oaks Second Addition with the intent that it be completed before the start of the ARDOT project if construction is started immediately; and

WHEREAS, this construction project is meant to lessen traffic congestion and delays at this intersection during peak times of the day and help reduce traffic delays during the construction period of Parker Road improvements, which could take a year or longer to complete; and

WHEREAS, the property owner has no immediate plans to develop his property or this roadway which is identified in the Master Street Plan adopted by the Jonesboro City Council in ORD-20:004.

WHEREAS, the owner of Twin Oaks Second Addition, Chris Futrell, has offered to accelerate the development of his property with the construction of Southern Ridge Boulevard if the City of Jonesboro is willing to contribute Four Hundred and Fifty Thousand Dollars (\$450,000) towards its construction which equates to just over one-third (1/3) of its estimated cost which will mirror the existing 3 lane structure and bike and pedestrian accommodations present on the existing section of Southern Ridge Boulevard.

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

Section 1. The City of Jonesboro shall allocate and contribute up to Four Hundred and Fifty

Thousand Dollars (\$450,000) to construct Southern Ridge Boulevard across the Twin Oaks Second Addition to the City of Jonesboro.

Section 2. Southern Ridge Boulevard shall be constructed in accordance with City of Jonesboro approved plans and specifications, meet all pertinent city codes and requirements, and be open to traffic prior to the start of the Highway49/Parker Road Intersection Improvement Project (ARDOT #100879).

Section 3. Mayor Harold Copenhaver and City Clerk April Leggett are hereby authorized by the City Council of the City of Jonesboro to execute all documents necessary to effectuate this agreement.



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-23:142

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Public Works Council Committee

File Type: Resolution

AN ORDINANCE TO AMEND ORD-19:025, THE GUIDELINES FOR THE SELECTION OF PROFESSIONAL SERVICES AND AWARDING OF CONTRACTS FOR THE CITY OF JONESBORO

WHEREAS, the City Council of the City of Jonesboro, Arkansas desires to update the terms outlining the selection of professional services and the awarding of contracts for those services in the City to reflect market changes to allow for more efficient construction and advisement processes; and

WHEREAS, project and service cost thresholds established in ORD-19:025 need to be adjusted to reflect market changes in the construction and service providing industries; and

WHEREAS, restrictions proposed are considerably more stringent than limits required by the State of Arkansas in order to provide additional transparency to the professional service selection process; and

WHEREAS, pursuant to ACA 14-55-207, public notice was given of the City's intent to adopt said guidelines by reference, and advised that three (3) copies of the documents were on file and available for public review and examination in the Office of the City Clerk, and

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

SECTION 1: The consultant selection process for all construction projects and the consultant selection process for financial, legal and other professional services are hereby amended and adopted by reference replacing any previous conflicts.

SECTION 2: All submissions to City Council Committees and to the City Council of proposed contracts for professional services, or for the awarding of general contracts of \$50,000 or more, shall comply with the requirements of this ordinance.

SECTION 3: All construction projections proposed by the City of Jonesboro over \$2,000,000 shall advertise in the local newspaper and on the City website for Letters of Interest (LOI).

Consultant Selection Process Financial, Legal and Other Professional Services

Unless otherwise dictated by a particular funding agency, the following process shall apply when selecting an attorney or law firm, a financial advisory firm, an auctioneer, an investment adviser, an appraiser, or an accounting or planning service. The purpose of this procedure is to ensure that a qualified consultant is obtained through an equitable, qualification-based selection process.

Annual Statement of Qualifications

The City of Jonesboro Purchasing Agent shall advertise twice in the local newspaper and on the City website, annually, for a Statement of Qualifications (SOQs) from attorneys and law firms, financial advisers, auctioneers, investment advisers, and accounting services that desire to provide professional services for city projects. Alternatively, the City may advertise for Letters of Interest (LOI) to provide services for a specific project. Either way, the advertisement period should be for no less than two (2) weeks, at least one time each week, with a submission deadline of no less than 10 days following the second advertisement.

Selection Committee

For projects where the professional service fee is expected to be less than \$50,000, the Selection Committee shall consist of the Director of the sponsoring department and one staff person designated by the Mayor, if the services needed are financial; the City Attorney and one staff person designated by the Mayor, if the services needed are legal..

If the fee is expected to exceed \$50,000, the selection committee shall consist of four persons:

1. the Director of the sponsoring department, or a staff member appointed by that Director;
2. the Mayor or Mayor's designee;
3. the City Attorney (for legal services) or one other administrative staff person who is not a member of the sponsoring department; and
4. the Chairman of the City Council Finance and Administration, or another member of the City Council appointed by the Chairman.

The Mayor or Mayor's designee will serve as chairman of the committee. Each person serving on a Selection Committee should have the expertise necessary to evaluate the annual Statements of Qualifications or Letters of Interest.

Evaluation of Statement of Qualifications or Letters of Interest

The Selection Committee shall evaluate each consultant firm based on the following criteria:

No	Evaluation Factors for Professional Services	Maximum Points Possible
1	The specialized experience and technical competence of the firm with respect of the type of professional services required;	10
2	The capacity and capability of the firm to perform the work in question, including specialized services, within the time limitations fixed for the completion of the project;	10
3	The past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules and deadlines;	10
4	The firm's proximity to and familiarity with the area in which the project is located.	10
	Total Points	40

Following their review, the Selection Committee shall select three (3) qualified consultant firms and present these to the Mayor along with necessary supporting documentation for final administrative approval.

Negotiation Process

The Committee and the selected consultant shall jointly prepare a detailed, written description of the scope of services. The consultant shall then submit a cost proposal and agreement for services based on the requested scope of services.

If the Mayor is unable to negotiate a contract with the first firm, negotiations with that firm shall be terminated and the Mayor shall begin the negotiation process with the next most qualified firm, and so forth. If the Committee is unable to negotiate a contract with any of the three (3) most-qualified consultant firms, the Selection Committee shall re-evaluate the professional services being requested including the scope of services and fee requirements. The Committee shall then re-start the evaluation process based on the new criteria.

When the parties agree the negotiated contract to be fair and reasonable, the Consultant firm will prepare a final draft, sign, and submit it to the City. If the total professional service fee is less than \$50,000, a purchase order request will be submitted to the Mayor for approval. If the fee is over \$50,000, the professional service contract will be put through the City Council process for approval and execution by the Mayor and City Clerk.

Consultant Selection Process (All Construction Projects)

Unless otherwise dictated by a particular funding agency, the following process shall apply when selecting an architect, engineer, or surveyor for construction projects. The purpose of this procedure is to ensure that a qualified consultant is obtained through an equitable, qualification-based selection process.

Annual Statement of Qualifications

Annually, the City of Jonesboro Purchasing Agent shall advertise twice in the local newspaper, one week apart, and on the City website, for a statement of qualifications (SOQ) from architects, engineers, and surveyors that desire to provide professional services for city construction projects. The deadline for submission shall be 10 days after the second advertisement.

The SOQs shall include but are not limited to the following:

- a. A copy of a professional license for each licensed person, if more than one licensed professional;
- b. Proof of professional liability insurance;
- c. Proof of worker's compensation insurance;
- d. The number of associates and the duties and qualifications of support associates;
- e. A completed SF 330 Form
- f. The location of the professional service provider's home office and their familiarity with the City of Jonesboro.
- g. A current list of all substantial projects over the previous two years and summary of the type of project, the total project cost, the completion date of each project, and the owner of the project, including address and telephone number; and

The SOQs received by the City will be reviewed by the Engineering Department for technical compliance with the requested information. Those meeting the standards will be kept on file in the Purchasing Department and will be available for consultation by all persons involved in the selection process and the general public.

Selection Committees

For a project in which the professional service fee is expected to be less than \$50,000, the Selection Committee shall consist of at least two people -- the sponsoring Department Director, or a person designated by the Department Director; and the staff person tasked with managing the project, or another staff member appointed by the Department Director. The Mayor may, if needed, appoint a third staff member to serve on the committee.

Based on information in the SOQs and the members' own knowledge, the Selection Committee will apply the same criteria used for Evaluation of Letters of Interest to select and rank three firms. An executive summary, including the signed scoresheets, will be presented to the Mayor, who may authorize negotiation of a fee. Once a fee has been agreed upon, city purchasing guidelines will govern purchase order authorization and execution.

For a project in which the professional fee is expected to exceed \$50,000 the Selection Committee shall consist of four (4) members. Included will be:

1. the project manager, or a person appointed by the Director of the sponsoring Department;
2. the Mayor or the Mayor’s appointee;
3. a representative of one of the following departments – Engineering, Finance, Inspections, Planning or Streets (but not the same department as the project manager); and
4. the chairman of the City Council Public Works Committee, or another member of the Council appointed by the Public Works chairman.

The Mayor or the Mayor’s appointee will serve as chairman of the Selection Committee. Each person serving on a Selection Committee should have the expertise necessary to evaluate the pertinent documents involved in the selection process.

Advertisement for Letters of Interest

For all construction projections over \$2,000,000; the City of Jonesboro Purchasing Agent shall advertise in the local newspaper and on the City website for Letters of Interest (LOI) from architects, engineers, or surveyors who desire to provide professional services for the particular project. The advertisement period should be for no less than two (2) weeks, at least one time each week, and the deadline for submission shall be 10 days after the second advertisement.

The advertisement will describe the general nature of the project, allowing consultant firms to evaluate their interest in performing the services. The LOI should include a complete SF 330 Form.

If a solicitation fails to yield three (3) qualified respondents, the City may proceed with the evaluation process if it is determined the solicitation did not contain conditions or requirements that arbitrarily limited the competition.

Evaluation of Letters of Interest

The Committee shall evaluate the Letters of Interest (LOI) based on the following criteria:

No	Evaluation Factors for LOIs	Maximum Points Possible
1	The specialized experience and technical competence of the firm with respect of the type of professional services required;	10
2	The capacity and capability of the firm to perform the work in question, including specialized services, within the time limitations fixed for the completion of the project, including SF 330 Form;	10
3	The past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules and deadlines;	10
4	The firm's proximity to and familiarity with the area in which the project is located.	10
Total Points		40

*Past performance or evaluations from other clients will be considered when the firm has not worked for the City previously.

Following their review, the Selection Committee will prepare a short list of no more than 3

consultant firms determined capable of performing the required services and request that these top firms submit detailed proposals (no fee schedule) for further evaluation.

Request for Proposals

The Selection Committee shall prepare a scope of work document and Request for Proposals (RFPs) from the consultant firms on the short list. The scope of work should include:

- a. A detailed purpose and description of the work;
- b. Services that will be furnished by the City;
- c. Services that will be furnished by the consultant firm;
- d. Project conditions of the work; and
- e. Special conditions of the work.

The consultant firms chosen should have no less than 10 working days from the date of notification to submit proposals to the person and address designated in the letter of designation from the City. The Selection Committee will then review all proposals submitted and schedule interviews, if necessary, with the consultant firms submitting proposals. The interviews will be conducted at an open meeting or meetings.

The Selection Committee will then review the proposals, along with information gathered during the interview process, with attention to the five (5) evaluation factors listed below. Note that no fee estimates shall be included in the submitted proposals.

No.	Evaluation Factors for Proposals	Maximum Points Possible
1	Quality and thoroughness of response to the project scope of work	20
2	Comprehensive, coherent, and detailed work plan	20
3	Realistic work schedule when applicable	10
4	Proposed working office location, need for a local office, and any other representative*	5
5	Identification of sub-consultants and responsiveness to DBE goals and opportunities	5
6	Total Points Possible for LOIs	40
Total Points for Proposals		100

* Locality preference may be used on a project basis where it is not based on political boundaries.

Following their review, the Selection Committee shall select and rank the qualified consultant firms, as determined through the selection process, and present these to the Mayor along with necessary supporting documentation for final administrative approval.

Negotiation Process

Once the top firm has been designated, the Engineering Department, in consultation with the selected consultant, will prepare a draft contract, including a cost estimate for review, which shall contain a breakdown of the consultant’s direct cost and indirect cost for

overhead and profit. The contract will establish a maximum ceiling price for work issued under the contract as well as an expiration date. For engineering projects, the contract may be based on a sample contract furnished by the City. For an architectural project, standard AIA contract documents may be used.

The Selection Committee will review the draft contract. If approved, the Mayor, or the Mayor's designee, will enter into negotiations with the selected firm to establish terms of the contract and contract ceiling price that the City deems is fair and reasonable. If a satisfactory contract cannot be negotiated with the selected firm, negotiations will be formally terminated. The Mayor or designee will then enter into negotiations with the second ranked firm on the short list. If negotiations with that firm fail, the Mayor or designee will formally terminate those negotiations and begin to negotiate with the third ranked firm, and so on. If the City cannot negotiate a satisfactory contract with any of the firms on the short list, the City shall either:

1. Reconsider Letters of Interest from additional firms who had responded and are considered competent and qualified; evaluate and rank the firms based on the criteria described herein; and continue the negotiation process, or
2. Terminate all negotiations and begin the selection process again.

When the parties agree the negotiated contract is fair and reasonable, the City will prepare a final contract and submit it to the consultant firm. After review and a determination that it is acceptable, the consultant will sign the contract. The contract will then be put through the City Council approval process and executed by the Mayor and City Clerk.



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: ORD-23:030

Agenda Date:

Version: 1

Status: In Committee

In Control: Public Works Council Committee

File Type: Ordinance

AN ORDINANCE TO REPEAL AND REPLACE SECTION 117-329 - FENCES OF THE JONESBORO CODE OF ORDINANCES IN THE CITY OF JONESBORO

WHEREAS, Section 177-329 of the Jonesboro Code or Ordinances contains rules which need to be updated, and

WHEREAS, the City of Jonesboro desires to establish and clarify fencing requirements for lots with multiple street frontage alignments within the City of Jonesboro, Arkansas; and

WHEREAS, the City of Jonesboro desires to establish and clarify thresholds governing permit requirements for existing fence repair actions.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS:

SECTION ONE: That the Jonesboro Code of Ordinances, Section 177-329 shall be repealed and replaced according to Exhibit "A" hereto attached.

SECTION TWO: The requirements of said code shall be enforced by the City of Jonesboro Planning Department, Inspections Department, Engineering Department, Code Enforcement or a designee of the Mayor. Violations of the code will be cited to Craighead County District Court as a violation of city ordinance, subject to fines and costs as prescribed in the Jonesboro City Code of Ordinances.

SECTION THREE: The provisions of this ordinance are hereby declared to be severable and if any section, phrase or provision shall be declared or held invalid, each invalidity shall not affect the remainder of the sections, phrases or provisions.

Sec. 117-329. - Fences (permit required).

Except as otherwise specifically provided in other codes and regulations, the following regulations shall apply to the construction of all fences:

(1) *Maximum height.* Fences shall not exceed six feet in height, unless approved by the planning commission.

a. Front yards. Fences that are 50 percent open may be erected to a maximum height of four feet in the front yard.

b. Fencing in the I-1 and I-2 districts, areas abutting interstate highways, around tennis courts and other recreational amenities, and on lots or tracts containing five acres or more shall be exempt from the height limitation.

(2) *Corner visibility.* Fences shall comply with the corner visibility standards of section 117-327.

(3) *Construction materials.* Fences in all residential zoning districts shall be constructed so that the horizontal and vertical support posts are inside the fence area or hidden from view of those outside the fenced area. This requirement shall not apply to fences that abut nonresidential zoning districts, lots abutting interstate highways, or in situations where the owner of the lot adjacent to the fence gives written permission of a plan for placing support posts on the outside of the fence. All exposed steel, except galvanized metal, shall have a color finish coat applied to them and be preserved against rust and corrosion.

(4) *Design and maintenance.* All fences shall be maintained in their original upright condition. Fences designed to be painted or have other surface finishes shall be maintained in their original condition as designed. Missing boards, pickets, or posts shall be replaced in a timely manner with material of the same type and quality.

a. A permit is required to repair or replace more than two (2) sections, or 16 feet, of preexisting fence. A permit is not required for non-vertical or horizontal structural repair actions such as replacement of existing fence planks.

(5) *Setbacks.*

a. Front Setbacks shall follow the zoning requirements for that district.

b. Interior Side Setbacks shall follow the zoning requirements for that district.

c. Exterior Side Setbacks shall be a minimum of 20 feet from the edge of right-of-way.

d. Rear Setbacks shall be a minimum of 20 feet from the property line.

(6) *Prohibited.*

a. Barbed wire and electrified fences shall be prohibited on all lots of less than two acres in area.

b. Fencing shall be prohibited within any street right-of-way. Exact location of fencing shall be the sole responsibility of the property owner.

c. Fencing shall not obstruct the passage or storage of floodwater, surface runoff, or stormwater along lot lines as regulated in section 112-129 of chapter 112, Stormwater Management, of this Code.