



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, February 25, 2020

4:00 PM

Municipal Center

1. Call To Order

2. Roll Call by City Clerk Donna Jackson

Mayor Harold Perrin was in attendance.

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

3. Approval of minutes

[MIN-20:018](#)

Minutes for the Finance Committee meeting on February 11, 2020.

Attachments: [Minutes](#)

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

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

4. New Business

RESOLUTIONS TO BE INTRODUCED

[RES-20:026](#)

A RESOLUTION AUTHORIZING THE CITY OF JONESBORO, ARKANSAS TO ACCEPT AND TO ENTER INTO AN AGREEMENT WITH THE U.S DEPARTMENT OF TRANSPORTATION, FEDERAL TRANSIT ADMINISTRATION (FTA) FOR THE EXECUTION OF THE 2019 FTA FORMULA 5307 GRANT FOR THE JONESBORO ECONOMICAL TRANSIT (JET).

Attachments: [FTA AwardLetter for JETS](#)

Community Development Director, Regina Burkett said that she had received an e-mail regarding this grant, and she just wanted to explain a little bit about it. Chair Joe Hafner received the same e-mail as well, and had answered some of the questions too.

Regina explained that if you go online and look at the budget near the end it has JETS, and it will give you the budget for 2020. I don't know the number of tickets sold in 2019 but the revenue was \$100,691. This is an annual grant that we normally get all the time. I'm not going to say that we will get it every time because you never know

about grants. Regina asked if there was any other questions.

Mayor Harold Perrin said, I would just like to make a comment on this. If you notice on this the duration for this grant starts February 5, 2020 and ends July, 2022. So that's a little over two years on this grant. If you divide that out on this match of \$500,000 you are looking at about \$200,000 and we have been trying to get about \$100,000 in revenue to off-set that. So the carrying cost of JETS is somewhere around \$150,000 to \$200,000. When they first started out that figure was somewhere around \$600,000, so we've cut it down quite a bit, and even have added services. I think we've done real well with Public Transit. Regina said, yes we have. Regina said, I have also been asked about the industrial park, if we have any industry out there that wanted us to run the route out there we would be happy to do that. We have to be sure that we have enough ridership to cover ourselves as we go.

Councilperson David McClain said, the only question I have, is this grant is just enough to fund JETS? Mayor Harold Perrin said, yes. Chairman Joe Hafner asked, if there were any more questions or comments.

Patti Lack 4108 Forest Hill Rd. Regina and Joe, thank you for answering those questions. I think with the industrial thing too, is that that is one of the things that I think is really important if we have that service. I think the only other comment that I want to make is, that all of the bust stops be covered. Chair Joe Hafner said, I think we have covered some of those. Patti said, you have. Mayor Harold Perrin explained that we have a list of every one of the bust stops that is not covered, and that the city try's to add two or three each year to be covered.

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-20:027](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT MIDDLEFIELD, PARCEL 01-144284-07900, JONESBORO, ARKANSAS 72401, OWNED BY 3B HOLDINGS, LLC.

Attachments: [Middlefield 01-144284-07900 Invoice](#)
[Middlefield 01-144284-07900](#)

Chairman Hafner said that this is a \$265 lien.

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-20:028](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT NORTH THIRD, PARCEL 01-144182-22000, JONESBORO, ARKANSAS 72401, OWNED BY ALMA LETICIA AND NICOLAR MATA

Attachments: [N. Third 01-144182-22000 Invoice](#)
[N. Third 01-144182-22000](#)

Mayor Harold Perrin said, as you all know you've been seeing a lot of these liens here, and you want to know the results of that, I think it was \$6,000 that we collected, if I am not mistaken. Mayor Perrin explained that these liens are coming in very quickly. That is a lot of outstanding liens that we have had, and you will probably see more every meeting. Chair Hafner said this is a \$915 lien. Councilperson David McClain said, I was curious as to why this one was so much more? Mayor Perrin explained that it could have been due to more mowing, or a demolition, it could be a lot of things that was tied into that lien.

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

[RES-20:029](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS REQUESTING CITY WATER AND LIGHT (CWL) TO PROVIDE A CONTRIBUTION FOR THE REMAINDER OF A NEW JONESBORO FIRE DEPARTMENT PUMPER TRUCK

Councilmember John Street said, let the record reflect that he will abstain from voting because he is a member of the City Water and Light Board. Chair Joe Hafner said, I just want to say how lucky we are to have City Water and Light as a partner in this.

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

Aye: 4 - Charles Coleman;Ann Williams;David McClain and LJ Bryant

Abstain: 1 - John Street

5. Pending Items

6. Other Business

[RES-20:030](#)

A RESOLUTION AUTHORIZING THE CITY OF JONESBORO, ARKANSAS TO ENTER INTO AGREEMENT WITH THE U.S DEPARTMENT OF JUSTICE, OFFICE OF VICTIMS OF CRIME (OVC), ACCEPT THE 2020 FUNDING FROM THE NATIONAL ASSOCIATION OF VICTIMS OF CRIME ADMINISTRATION (VOCA) ASSISTANCE ADMINISTRATORS (NAVAA), AND AMEND THE 2020 BUDGET

Attachments: [VOCA Award Letter 2020 award letter](#)
[Arkansas - 40 - Subgrantee Agreement](#)

Councilmember LJ Bryant motioned, seconded by Councilmember Ann Williams, to suspend the rules and walk on RES-20:030. The reason for the walk on was the grant deadline. All voted aye.

Chair Joe Hafner said, I believe that the reason that this was not on the original agenda is the deadline date was realized after the agenda had already been set. Community Development Director, Regina Burkett said, we received the grant on Saturday, February 22, 2020, and we only have ten days to turn it around. We have to have it back in by March 10, 2020.

Councilperson David McClain asked, for victims right week what does all of that Intel? Regina explained that there would be different activities going on throughout the city, and that promotional items would be bought. Councilperson McClain said, I was just curious what Victims of Crime is, what type of crime are we talking about? Chair Hafner explained that it would be like a domestic crime. Regina said yes, it would be like that. Mayor Harold Perrin said that he talked to Chief Rick Elliott and there will be brochures, and other promotional items that the majority of that money will go to for National Crime Victims week. Chairman Joe Hafner explained that the Police Department has been trying to stock items such as clothes, under ware, personal hygiene products, that may have stemmed from a domestic assault. The victim has already been through a traumatic experience and you don't want to send them home in maybe just what the hospital would allow them to wear home.

Mayor Harold Perrin said that it is a good program that the Police Department is doing, and hopefully it will stay stocked. Mayor Perrin explained that the local T.V. news station did a segment on what Joe is talking about. Regina Burkett also said education awareness is more of what we need, and we will be getting that from that grant.

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

7. Public Comments

Chief of Staff, Mike Downing said, real quick to remind you all. We have a seminar on the Opportunity to Zone Program on Thursday, February 27, 2020, at 10:00 A.M. due to the overwhelming response we got, we are moving it to the First National Bank Arena Auditorium.

Patti Lack 4108 Forest Hill Road. I think probably, that you might mention the meeting that is coming up this Thursday with Suddenlink. I know that is going to be a real popular meeting, and a lot of people will be there. I just want a little clarity since everyone is here. I know last week at the City Council meeting a group was trying to walk on a policy that they wanted in the employee manual. Talking about how to get a resolution or a document on the agenda. I know Mayor that you said that it had to be two Alderman to support you, and that the documents had to be hand delivered to you. I just want a little clarity, because I know a couple of years ago when we made the sign ordinance, where we had the sign removed from the dead end road, is that I had to take it to the City Clerk. People were asking me after that meeting what are the steps? I tried looking on the web-site to see how the process is to be handled and everything there says to give it to the City Clerk.

Chair Joe Hafner said, let me ask for one point of clarification before the Mayor answers your question. When you say a document, are you talking about like an e-mail or something? Because there is a lot of difference between just a communication document, resolutions and or ordinances. Patti said right. So, I guess like this group it was a resolution, so would you get two alderman, or you can bring it to the Mayor, or is that I take it to the City Clerk? There was just a lot of confusion after that meeting regarding getting something on the agenda.

Mayor Harold Perrin said, first of all, you are talking about two different things, but they are all tied together. To get a Sponsor to put something on the agenda has to come

from the Mayor's office if he accepts it or rejects it, and number two it could be by two alderman who can accept it or reject it for the agenda. Mayor Perrin explained that he was handed a piece of paper, but no request so I really didn't know what that meant, and number two, yes, I think that everything should go to the Clerk's office. But, in order to get it on the agenda it has to be approved, and be put on the agenda by the Mayor, and or two alderman.

City Clerk, Donna Jackson said, I think the question here is that it has to be supported documentation. In each case the City Council Agenda is the Mayor's. That is why in legistar it is set up to go through an approval process. That is why I insist that before we do walk-ons or anything like that it must go through that process. It has to go to the Mayor, and it has to be approved by the City Attorney.

Patti Lack said, so kind of like the one that we just had. City Clerk Donna Jackson said, this is a Committee meeting, and Joe Hafner is the Chair of that. I am assuming that Mr. Downing spoke to Joe. That had been through legistar and it went through the approval process. That is the part that a lot of people aren't seeing. These rules are set up for a certain process so that everybody is treated equally. Patti said, so in the case of last week was that handled correctly? City Clerk Donna Jackson said, it was fine that they brought it to my office, and what my staff ended up doing was getting it to the Mayor and Mr. Downing. It is totally up to them how they proceed with that. In that situation they were in Little Rock.

Patti said, I know Mayor when you were saying that you wanted all legislation hand delivered, you are a very busy man, and it would be really hard to catch you to have that hand delivered. So, that makes more sense since what the Clerk is saying, City Clerk Donna Jackson said, placing that in his hand is not realistic. What the process requires is that he says yes, I want this to go on the agenda. Mrs. Lack said okay. City Clerk Donna Jackson said, or it can be sponsored by not by two alderman but one. To call a special called meeting you have to have either the Mayor or two alderman. To put something on the agenda it has to have a sponsor, either the Mayor or an alderman.

Chair Joe Hafner said, let me say this. Just because it's given to the Mayor, or it goes through all the right channels, I don't think that it will immediately get on the agenda. I think the Mayor, City Attorney, the administration, whether it be HR if it's a policy, or Code Enforcement if it has to do with condemnation, before it's put on the agenda the Mayor and his staff have to do their due diligence and make sure that it is good. City Clerk Donna Jackson said, it is the Mayor's agenda. Chair Hafner said, right, and one thing I don't think people understand is like this Finance agenda, the first time I saw it was when it was published on Thursday. We don't necessarily see this stuff before everybody else does. Now if it is something we are involved in like guidelines with departments, or sidewalks that is stuff we may be we know about. City Clerk Donna Jackson said, it is published on Thursday's, and that is when everyone can see it.

Patti Lack said, and I think that is probably when you do your homework. There is a lot more people now, that know they can go to legistar to look at what's coming up, and I think more and more people are doing that. Again, I just want to clarify because there was a lot of confusion on that. So, it goes to City Clerk first. City Clerk, Donna Jackson said, if it's a piece of legislation I'm not going to automatically put it on, unless an alderman or the Mayor has said put it on there. I need to also say, that it has to go to a committee first. Like MAPC, they do the rezoning's there, then those are put on by citizens. But, that's a committee that this council has approved.

Mayor Perrin explained that each committee has a Chairperson. Like Finance, Joe

Hafner is the Chair of the entire committee, but inside that is other areas that he deals with. Such as the Finance Department or Human Resources. In this case it is an issue under HR. The first thing on that piece of legislation to do my due diligence is to see HR and the City Attorney. I'm not going to put anything on the agenda, depending on what it is, unless I consult my Attorney. In this case it is my City Attorney, and sometimes I may seek outside Legal Counsel, besides the City Attorney. I am not going to put anything on that agenda to be legislated in this body unless I know that it is legal, and that it something that needs to be done. I have yet to get a request from what you are talking about. Handing me something up here is not a request. It needs to be in writing in my opinion to me by who whoever wants to sponsor, saying we would like to see this on the agenda.

Patti Lack said, sure. You know what I thought was really helpful, I went to Jonesboro.org, you can type in "how to", and there is where it says to take the information to the City Clerk. In MAPC meetings they tell them make sure you get your stuff in so you can get it on the council agenda.

City Clerk, Donna Jackson said, in that particular one that you are talking about from last week when the Mayor was in Little Rock. The individual that came in and had questions, and a lot of times the questions we get asked are not clear on what they are really wanting to know. In that particular case it was explained that it had to go to the Mayor, but the Mayor wasn't here, and so they requested that my staff see that the Mayor got it. That person was also told it would be the Mayor's decision. Patti said, that helps out, and I will let those people know.

Chair Joe Hafner said, I will just say this that same group sent me an e-mail last week, and I let them know that I don't set the agenda, I just run the meeting. In this case I will submit it to the Mayor, City Attorney, and the HR Director, and say this is something that was submitted to me. Patti Lack explained, people just need to know the process, like what is step 1, 2, and 3. Chair Hafner said, I think not understanding the process leads people to think that they are getting shut out or shuffled around but, like Donna said, there is a process there for a reason, to protect everyone and give everyone an equal opportunity. City Clerk Donna Jackson said, it truly is for everyone to be treated fairly whether it's in house or out of house.

Mayor Harold Perrin said, two things. One, the walk on today had that not gone through legistar and been approved by myself and the City Attorney Chair Joe Hafner would not have let that come on the floor tonight. City Clerk Donna Jackson said, that should be one of the first questions that should be asked, is it in legistar and has been approved by the Mayor and City Attorney. Patti said, sure. It's kind of like what I said about the rezoning's. People think that the MAPC is the last meeting where they can go to have their opinions heard, whether they are for it or against it. People need to know what the next step is to get heard on a matter that they may be for or against.

Mayor Harold Perrin explained that he has asked Communication Bill Campbell to go through all of the City's web-sites, and meet with the Department Heads to make sure the information that is out there is updated, and make it more user friendly. It is going to take some time to do this because of the number of them. The best one that we have right now is the Police Department's, and they have two employees, Sally Smith, and Rachel Carmack. They are constantly working on that site. We are getting there it's just a matter of time. Chair Joe Hafner said, one moment Patti before you make another comment. Dr. Coleman has been trying to say something, go ahead Dr. Coleman.

Councilperson Dr. Charles Coleman explained that the City Clerk, Donna Jackson has helped him over the years and that is a plus. I usually tell individuals they need to go through Donna first. I am also mindful that the City Council is not as stupid as what people think we are. Dr. Coleman explained that he thinks that sometimes people come up here and are playing games and are wanting media coverage. I know some people come up and they know what to do, but to come up for media coverage so they can watch us get beat on that's not fair to us either. I see it both ways. But if anybody ever calls me, I tell them they need to go see city Clerk Donna Jackson, and then go from there. I have yet, for Donna to send me to the wrong place.

Patti said, I agree and I think it has to do more with communication. I also wanted to let you know that I went to the County meeting yesterday and they actually have a company here in town and they are going to re-do their website for them. It might be beneficial to get in touch with Judge Marvin Day on that. It's real exciting because it's a local company here in town. Mayor Perrin said, we have visited.

8. Adjournment

A motion was made by Councilperson John Street, seconded by Councilperson Ann Williams, 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