



# City of Jonesboro

Municipal Center  
300 S. Church Street  
Jonesboro, AR 72401

## Meeting Agenda Finance & Administration Council Committee

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Tuesday, November 28, 2017

4:00 PM

Municipal Center

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### 1. Call To Order

### 2. Roll Call by City Clerk Donna Jackson

### 3. Approval of minutes

[MIN-17:131](#) Minutes for the Finance & Administration Committee Meeting on November 14, 2017

Attachments: [Minutes 11142017.pdf](#)

### 4. New Business

#### *RESOLUTIONS TO BE INTRODUCED*

[RES-17:174](#) A RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AN AGREEMENT WITH THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) FOR THE EXECUTION OF THE FY2017 CDBG ACTION PLAN

Sponsors: Grants

Attachments: [Funding Approval Agreement 2017](#)  
[RES 17 115](#)

### 5. Pending Items

### 6. Other Business

### 7. Public Comments

### 8. Adjournment



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300 S. Church Street  
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## Legislation Details (With Text)

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**File #:** MIN-17:131    **Version:** 1    **Name:** Minutes for the Finance & Administration Committee Meeting on November 14, 2017  
**Type:** Minutes    **Status:** To Be Introduced  
**File created:** 11/16/2017    **In control:** Finance & Administration Council Committee  
**On agenda:**    **Final action:**  
**Title:** Minutes for the Finance & Administration Committee Meeting on November 14, 2017  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Minutes 11142017.pdf](#)

| Date | Ver. | Action By | Action | Result |
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Minutes for the Finance & Administration Committee Meeting on November 14, 2017



# City of Jonesboro

Municipal Center  
300 S. Church Street  
Jonesboro, AR 72401

## Meeting Minutes Finance & Administration Council Committee

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Tuesday, November 14, 2017

4:00 PM

Municipal Center

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### 1. Call To Order

### 2. Roll Call by City Clerk Donna Jackson

*Mayor Harold Perrin was in attendance.*

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

### 3. Approval of minutes

#### [MIN-17:125](#)

Minutes for the Finance and Administration Committee Meeting on October 31, 2017

**Attachments:** [Finance Minutes 10312017.pdf](#)

**A motion was made by Councilman John Street, seconded by Councilwoman Ann Williams, that this matter be Passed . The motion PASSED with the following vote.**

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

### 4. New Business

#### *ORDINANCES TO BE INTRODUCED*

#### [ORD-17:087](#)

AN ORDINANCE FOR THE ADOPTION OF A BUDGET FOR THE CITY OF JONESBORO, ARKANSAS, FOR THE TWELVE (12) MONTHS BEGINNING JANUARY 1, 2018, AND ENDING DECEMBER 31, 2018, APPROPRIATING MONEY FOR EACH ITEM OF EXPENDITURE THEREIN PROVIDED FOR, ADOPTION OF THE EMERGENCY CLAUSE FOR THE EFFICIENT OPERATION OF CITY GOVERNMENT, AND FOR THE FINANCIAL CONTINUITY OF 2018, AND FOR OTHER PURPOSES.

**Attachments:** [2018 Proposed Budget](#)  
[John Gay Email.pdf](#)

*Mayor Harold Perrin said Chief Financial Officer Bill Reznicek had a PowerPoint presentation he wants to go through and he thinks it will provide clarity on the entire budget. Mr. Reznicek said he wanted to thank his staff for the work they did on the budget this year. A lot of the budget was done prior to my arrival so I give credit to the people who worked on it before that. It did take a lot of time and there was a lot of effort that went into the budget. We did quite a few pass-throughs and scrubbed it*

fairly thoroughly, in my opinion. I put together a few slides to give a high-level overview of what is in the budget, hit the key areas, and field any questions on specific details you have. Budget highlights for 2017 show city sales tax are projected to outpace the 2017 budget by approximately 3%. Total 2017 revenue is expected to surpass the budgeted revenue by 3%. That was some news for the positive side for 2017. Cash balances for the year are going to decline from about \$52 million to a projected \$38 million and that was fairly well laid out in the initial budget that we would see that type of decline. The excess reserves over the required reserves for the year went from a little over \$26 million to a projected \$22 million at the end of the year. Again, that tracks with what was anticipated for the original budget submission, including amendments made during the year. It came in pretty much where expected as we closed out the year. Budget highlights for 2018 are seeing an overall increase of 1.0% in operation and maintenance expenditures, and a 2.0% overall increase in salaries and benefits, primarily driven by increases from the STEP plan that was implemented last year. The capital improvements for 2018, are \$12.8 million. That includes several large programs. We think those are all realistic and all necessary. Those programs will be funded in part by money that will be pulled from the general fund, as well as \$2 million in sales tax revenue, and grant money. At the end of the year, we expect the excess reserve balances to be around \$12.9 million. Then looking forward, which we think is probably one of the important outcomes from this budget, it looks at 2018 what we anticipate happening for the year from an overall revenue expense and capital improvement standpoint, but it also should be looked at and viewed as a barometer of what we can anticipate in the future. Mr. Reznicek said Trever Harvey put the numbers together and I give him credit for the next slide that shows what we anticipate the cash balance and reserve balance to look like over a number of years in the future. I want to point out the footnote at the bottom of slide, "This chart assumes a 3% revenue and expense growth with no capital expenditures from general funds." This is stating the City typically has about \$2 million budgeted for capital improvements, it comes from sales tax, but the rest comes out of general fund money. A lot of it is matching grant money. This really freezes capital improvements going forward. As a snapshot of where we are at today with anticipating the 3% growth with revenue and expenditures, you can see the depletion of our excess cash balances over reserves happens fairly soon. When you get out to about January 2021, we are basically close to breaking even on excess cash reserves and then we are actually underwater by 2022. If you look at this slide, you see there is going to be a requirement for some type of alteration of our spending pattern, be it in O&M or capital improvements, or a combination of the two, or the need for some type of alternative revenue source over the next few years. If there are any questions on this, I'd be happy to address that, and then open it up for any general questions you might have on the budget.

Councilmember David McClain said, as you just stated, we are going to have to have an alternative source of revenue, right? Do you feel comfortable with this budget in this current state? With us knowing what we know and looking down the road in five years, which is going to go by pretty quick, do you feel comfortable and good with this budget? Reznicek said he felt good with the budget and the reasons are because the O&M side of it is primarily driven by headcount. It encompasses about 70% of the budget which is made up of compensation and benefits. That is a fairly static number at this point. The other portion of it is the capital improvement side. We are getting about a 10 to 1 payback on some of the grant money. So, our exposure for cash outlay is limited in those projects. The projects we have slated for this next year are for the most part necessary projects. I don't see how we can get around some of the big projects, like the overpass at Hwy. 18 and Watts Street. I think they are absolutely fundamental to the growth and infrastructure needs of the City. If you get on through the capital improvement list, I think you would be hard pressed to find anything on

*there that isn't an immediate need for the City, over the next couple years.*

*Chairmember Joe Hafner said we have so many city facilities, including parks and recreation, that if we don't invest in them now they are gonna get into such a state of disrepair that it will cost more down the road to fix them, or they're not gonna be areas that people want to visit. I think part of being a first class city is taking care of our infrastructure and investing it. You can always question do we need this or do we need that, but, I think, long-term, a lot of these investments will bring more people to Jonesboro and we will get the sales tax from that or the hotel tax from that for A&P. There is money in here for working on widening Caraway, south of Parker. That is a big deal. Obviously, we don't want to spend money foolishly. We want to make sure we get the "bang for our buck", but we can't go into a pattern where we're not spending money. You have heard me say that we are behind the curve. We're behind on sidewalks, on quality of life items. If we keep our reserves where they are, we're gonna get farther behind. I firmly believe as city administration, as city council, and other people in this community, we are going to have to come up with that alternative or additional funding method in order to stay a first class city and keep Jonesboro relevant. When you look at this spreadsheet, it's very eye-opening why we have to do that. Mr. Reznicek said you can take the budget and break it down into quality of life issues and public safety issues, and then there's the ongoing general maintenance of the infrastructure of the City. If you look at public safety, for example, I don't think anyone wants to sacrifice public safety. I think the infrastructure, maintenance and improvement, whether it's gradual or it's accelerated to some extent in needed areas like we are talking about on Caraway, has to happen for the City to continue to grow. Then you come back to quality of life, which is a large part of the budget, primarily in parks and recreation, but that's one of the selling points. That's why people come to Jonesboro. That's why people want to live here.*

*Councilmember Dr. Charles Coleman said we really have two selling points, not just parks and recreation. I will always say we need more money on the engineering side mainly because you have parks and recreation, but you also have the streets that need to be fixed, and, as I said once before, in Jonesboro, I think we are expanding and growing a lot faster than we perceived. All the traffic that we have and all the interventions of not having ins and outs, we are going to have to do something about that. You can't get any place inside Jonesboro after 4 o'clock in less than about 10 or 15 minutes. That's absolutely insane, but Jonesboro has grown that big. At 4 o'clock, you look at going down Caraway or Red Wolf Boulevard, it looks like we are in New York or someplace in Chicago with all that traffic. We are gonna have to widen some roads or bring up some new roads or something, but there's just way too much traffic right now and without the engineering side of it we are going to have issues.*

*Mr. Reznicek said, I agree, and I think Chief Operations Officer Ed Tanner could speak to this probably a little better than I can, but I think when the budget was put together and you looked at a finite pool of money that could be used for capital improvements that those projects that were of the most immediate necessity and concern, as well as those that would return the most value, were put higher on the priority list. I think you're looking at a budget that says these are the things that give us a good return, these are the things we need to do, and these are the things that are going to improve the overall quality of our city and quality of life. I think all these things we're talking about were definitely taken into account and I know that, even from the short time I have been here. I have had conversations. I've been out. I've ridden with Ed Tanner. I've ridden with Wixson Huffstetler. I've ridden with Police Chief Rick Elliott and Fire Chief Kevin Miller. So, I know that the things we're doing, from their perspective, are the things we need to be doing in the City, and those are the people to*

*some great extent who are driving the decision-making on what's critical and what's important for the growth of the City.*

*Chairmember Hafner said you mentioned the stip that's in here is \$4.1 million of the basically \$12.8 million, but we're getting \$90 million on that total \$7 million. That's almost 33% of the total capital improvement, but we're getting a significant return on it. Another \$183,000 is money that is in here for grants matching for Turtle Creek Trail and Craighead Forrest, but we're probably getting at least a match on that money if not more than a match. Mayor Perrin said very little grants are 50/50. I am sure that you may see that later on. They are going to get tighter, but a lot of our grants are in the 70/30 or something like that on return. Chairmember Hafner said when you look at parks and recreation, the Joe Mack Campbell Turf Project is in here at \$1.1 million, but I believe the City's actual net cost after five years is gonna be \$250,000 over five years. Mayor Perrin said I believe it's about \$250,000, because the booster club has already passed their deal to give us, if I'm correct on that, \$250,000 for five years. Mr. Reznicek said that was correct. Mayor Perrin said that is per year that they are going to give us. When it's all said and done your turf isn't going to cost \$1.1 million, it's only going to cost \$250,000, at the end of five years. Chairmember Hafner said that will be something that pays off immediately by being able to have more tournaments out there. Mayor Perrin said I'll give you a good example. When I first became Mayor, I got to looking and I saw why the City had a contract with Rotary Clubs of Jonesboro. The most attractive thing at that time was Fort Rotary. They had the idea. They got the design, and the City built that. The payback was that the three clubs, at that time, would pay the City back over a five-year period. Look how much activity had gone on at Fort Rotary. Same thing is gonna hold true here, but you're gonna get a bigger return because you're gonna be able to have tournaments. This year, we are down probably \$70,000 to \$80,000 just in concession revenue and things of that nature, net, because we've had seven of our tournaments rained out. This last weekend we had the Wounded Warriors, but the week before that whole parking lot was full. We netted somewhere around \$12,000 to \$13,000 in a day-and-a-half. We got those poles out there that are rotting now. We have to have those lights out there. Somebody came up in the audience on that concession stand. It's got to go. That one on the end, Highway 1. Chairmember Hafner said you don't want to be embarrassed when people come to town and see a first class city having third or fourth rate facilities.*

*Councilmember McClain said I agree. We do have to invest in certain things, the baseball, the sidewalks, all those things I do believe we have to invest in them. The thing that gives me heartburn is looking at the reserves in a few years. Chairmember Hafner said part of that is coming up in the next year or two with a plan to address that situation. It's an obvious factor that we have to face. I don't think anybody takes it lightly and it's gonna be a combination of a variety of things, whether it be additional revenue sources, hopefully. Whether it comes from grants, whatever. The thing we provide is services and we have to have people to provide those services, and you don't want to cut those services, but if that's what we have to do, then that's something that has to be looked at, and that's not said lightly. Councilmember John Street said the Caraway Road Project has been in the works for many years. Everything has been a deliberate plan. We did the survey and acquired the right-of-way and had the utilities moved. Last year, we widened the bridge and this is the culmination of getting it down to there. It's not the only street in town that needs to be widened. Last year, we got the section from Strawfloor out to Washington of Parker Road, but that little three-quarter of a mile stretch and a lot of the right-of-way was acquired from the highway department, and it cost us about \$1.2 or \$1.3 million. Roads are expensive, but a lot of the planning for the roads has been in there. It's not to do with planning. It's the money to actually go forth and put those improvements in, but you have to have that*

infrastructure, too. It's an important part of a growing city. Chairmember Hafner said when I was a kid there were a lot of cities that were very vibrant cities, but they are not now because they didn't invest and people moved out. I know we have to keep investing, but we have to be smart with it. I agree that although the budget looks scary, I believe it's a good budget, and it puts the money where it needs to be invested right now. Councilmember McClain asked if the Caraway Road improvement plan was just to widen the road and add sidewalks. Mayor Perrin said no. It is engineering costs to design that entire strip from where it comes over the overpass down to Fox Meadow. That's what Councilmember Street was saying. One year we got the right-of-way. We skipped a year or two. Then last year Meadows put the bridge in and made it five lanes. We put the bannister in so we could just extend it out real quick. Next year, with this money, we'll do all the design. It takes that long. Then the next year, we will definitely put money in there to do the construction. We don't know what that is going to cost right now until we get the planning done.

Councilmember Coleman said I couldn't be in this position without bringing this up about North Patrick. I really have a problem and I get calls almost monthly. I can't even go to lunch right now without somebody stopping me and asking why we haven't widened Patrick. Mainly those calls are because of the problems with the kids walking down the middle of the street. I still have to keep pushing the issue. I don't know what can be done immediately, what can be done in the future, but somewhere in this line, whether I'm on the council or off the council, I'm gonna still fight for Patrick to be widened. Councilmember Street said North Patrick is on that list. In fact, the survey work has been done on it. It's just the money now, but you're right, it needs to be done. Councilmember Coleman said I am gonna keep speaking up about it whether there's money there or not. Mayor Perrin said it is definitely on the radar. No doubt about it. That's why we went ahead and fixed that deal by the alternative school to get it ready. We did the survey. Got it ready. It's sort of like the Caraway Project. We are now in the final phase of just doing it. Absolutely, that and Caraway, probably the two major ones that we are going to spend money on. Councilmember Street said Race was the number one, then Caraway, then Patrick, but those were the three because it wasn't really realistic to look at anymore when you look at the money we had to do it, and then we got the grant and we could use that money from the highway to extend Parker down to Washington, which has already pulled a lot of traffic off Southwest Drive and made it a little easier for those folks to get into Downtown Jonesboro. Mayor Perrin said this budget also has several dedicated right turn lanes, and we've identified those. City Engineers Craig Light and Mark Nichols have went around. I've drove with Mark and looked at some of them. There is no question about it, if you have those dedicated right turn lanes, you get that traffic on through. Four or five years ago, we did the dedicated right turn lanes, four or five. We did the decelerated lane into the mall. Mark came along at the same time and did the yellow lights that let you go ahead. In this budget, there is several of those green light arrows, as well as dedicated right turn lanes we are going to do next year. One of them is at the intersection of Nettleton and Red Wolf, by the car wash. If you want to go right on Nettleton, you have to wait until all of that traffic goes through there. There is plenty of right-of-way there. The other one is Stallings. I went through three lights last night from Stallings to get up to Red Wolf Boulevard to make a right. That is also a dedicated right turn lane. We have those on the plans for next year and it's in here. Councilmember Street said starting this coming year, you're going to see a lot of orange barrels, which that is going to be good. It's going to relieve a lot of the problems like Charles is talking about. It does get congested. We don't have a traffic problem, we have an inconvenience, because if you've lived here a long time you're used to driving across town in ten minutes and you can't do it.

Councilmember Coleman said one of the best things we invested in was a traffic engineer. Looking at the overall budget, this one makes me feel a lot better than almost any budget that I've looked at because right now we're in a situation where it's tight, but at the same time, it's doable. That doesn't mean that we can't keep looking forward to trying to get more finances. One of these days it's gonna have to happen in this city, whether you like it or not, because if we keep going we won't have a choice. Mayor Perrin said you're right, and I liked what you said that we do have the funds now to do these things. If you'll remember when we did all this on the salary plan, we told you there's gonna be a point of diminishing return and you're gonna have to find another source of revenue. Instead of starting at 2022, you're getting in there at about 2025. So, you're saving yourself about a year and a half on the deal. It's all projections on some of these things, but this budget is ultra conservative. On the revenue side, we are planning real short. We've pulled everything back from gas per gallon. It's gonna be tight, next year, but we can make it. What we are going to be doing for citizens of Jonesboro is going to be astounding. Councilmember Coleman said that's the best payoff. We're not gonna be able to please everybody. We're not even gonna please all the council persons. It keeps going back to the statement I hear over and over. I've heard more of this from the community than I've heard from the council that the projection of how we're growing is really astounding. You just can't keep no harping on that because it's gonna get larger. I think maybe in the next five years, I need to move to the country or something. It's amazing.

Councilmember McClain asked if Nettleton School District was chipping in on the Nettleton School Project. Mayor Perrin said no. The first one on those projects is the one at the intermediate school, and I've been concerned since I've been mayor and they built that. They only have one way in and one way out. I'm deeply concerned about emergency vehicles getting in there. Luckily, the school district had enough aforethought that they purchased all that property to the west so they've cleared out a lot and all we'll have to do is just build another little road there and hook on to that street to where we come in with emergency vehicles. The other one is in front of the Kindergarten and first and second grade. This will take it all the way up and hook on to Hill, and then take it all the way down to Aggie. What they're doing is going up and letting the kids out, then turning around and coming back down and facing the SRO officer, and they're having a major problem out there. Councilmember McClain said he was just curious if they were paying or if it was like a match thing. Chairperson Hafner said you can work on that though if you want to. Councilmember McClain said I don't mind. Mayor Perrin said we've done a lot of things for the school districts in Jonesboro, and we don't mind doing that if we can legally. If it's a win, win situation and you can do it legally, then that's great. That's exactly what happened out there by Marion Berry Parkway. That's an involvement of basically St. Bernards, Jonesboro and Arkansas State University. For us, it was a detention pond we desperately needed and that's why we put \$1 million into Marion Berry Parkway when it was first started. The other thing is that it's on ASU's property, but St. Bernards needed that and we were able to dig that out because St. Bernards, in kind, bought all these signs in Jonesboro which was \$38,000, which was a lot more than what it cost us in labor if we had to keep that up for legislative audit. The future will lie in public, private partnerships. You cannot stand alone in the future. You have to have partners to help you do some of these things. For example, the AstroTurf, I just got through saying it would cost \$1.25 million. Who is paying for that? The first one is the booster club. The other one is A&P which is the City in reality. They collect A&P, but it is a stand alone.

I hope to learn a lot of that when I leave tomorrow and come back Sunday from Charlotte. Some of the sessions are on public, private financing and sources of revenue. I am going to grab everything I can and send it to you Bill even if I have to



*FedEx from the hotel because that is what we are going to have to look for in the future. Councilmember Street said with the Marion Berry overpass, it was a city partnership with them. We gave them \$1 million so they in turn could get two more. We had drainage issues and the detention pond helped that. We closed Caraway as a requirement with the Highway Department. It is a lot of stuff, but it all worked together. We all had to work together to get that done or it wouldn't have happened. Mayor Perrin said exactly.*

*Mayor Perrin said it is tight, but you have the money to do it. That's why I like what Bill has done here so we can see at the end of the year, based on assumptions, where we're gonna be at the end of 2018. What I wanted to know is where are we gonna be this time next year presenting something to you, and this shows we will be in excess reserve at \$8,314,000 and still have required reserves of \$7 million in the bank. Chairperson Hafner said hopefully we don't have any large items pop up during 2018 that are going to increase that number significantly, but I know things pop up.*

*Councilmember McClain asked how many meetings before passing of the budget. Mayor Perrin said there will be a council meeting next week, two in December. You'll have your third reading, and I suggest you do that, then the budget will pass in December. Councilmember McClain said he thought there would be a public comment session. Mayor Perrin said we did last year because we didn't have the time like we do right now. It is on Legistar. If it's not, it will be. Any citizen can look at that and call Bill or me, or anybody who works on the budget. Also, you'll have November, all of the Thanksgiving holiday and even going into December. I wanted to make sure you all got this. We got the budget out a little sooner this year than last year. You're gonna take that with you today when you leave. Chairperson Hafner said that citizens will obviously be able to come to the meeting and ask questions. Mayor Perrin said absolutely.*

*Chairperson Hafner said he thought the public hearing was on the multifamily housing. Councilmember McClain said we do have one of those, but I thought we mentioned having one. Mayor Perrin said a public hearing is set for December 4, 2017 from 4:30-6:30 p.m. to look at restrictions on multi-family, duplexes, and triplexes. I have asked City Planner Derrel Smith to set that up and let developers look at all that before it ever comes back to you all.*

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

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

#### RESOLUTIONS TO BE INTRODUCED

**RES-17:177**

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO AMEND THE CITY SALARY & ADMINISTRATION POLICY

**Attachments:** [Salary Administration Plan November 2017 final draft.pdf](#)  
[2017 Pay Grades and Titles.pdf](#)

*Human Resources Director Dewayne Douglas said he believed in 2016 when the City went from the merit-based system to the STEP plan some of the language now needs to be updated and revised. The current language refers to the old plan so that language was taken out. Throughout the document it says pay plan instead of salary plan. The only real change to the plan document was language added on page 5 under salary increases. Right now the Mayor has the discretion when someone is hired to*

*bring them at the level of Step 5, higher than Step 1. Anything above that has to be approved by Council. We wanted that language in there in to try to help retain someone who might be leaving. When former Chief Financial Officer Suzanne Allen left, it would have been nice to have some way of helping retain a person and offer them a higher salary if that is the true reason they are leaving. The thought is to have an option for the Mayor to counteroffer and retain them. If it requires anything above Step 5, it would have to go to full council. Another thing that was left off in hast was job titles. We had that in the old plan and we are going to attach that to the current plan. These are not just bodies or headcount in position. Any approved title the City can use is in the list. We also added the language of Safety Sensitive – regarding medical marijuana. We have heard a lot of talk about that. This is going to identify those positions that are safety sensitive and cannot have a medical marijuana card. Councilmember David McClain asked which ones would have that. Mr. Douglas said either they are safety sensitive and cannot have a card, or they are not safety sensitive and they can have a card, based on their job requirements, such as a clerical position, who is not driving, could technically have a card. We are also in the midst of updating job descriptions to identify and to define that better within the job description.*

*Chairperson Joe Hafner asked if he was looking at the job titles correctly and the only positions able to have a card would be receptionist and administrative secretaries. Mr. Douglas said that was correct. Most positions drive for the City, either a city vehicle or a personal vehicle. That really excludes them for that reason alone. Councilmember McClain said he didn't know how he felt about information on page 3. You tell me what you think. It's talking about the STEP plans and grades and steps. I'm going off the highlighted portions. It says final changes must be approved by the Mayor. If the Mayor and elected official disagree on the grade then the decision will be made by the City Council. So, in that, if the Mayor and City Attorney Carol Duncan don't agree that the employee should be higher than a 5 that will come to us? Is that what it is saying? Mr. Douglas said yes, on the elected officials positions. Chairperson Hafner said no, on the employees of the elected officials. We'll be the arbitrator basically. Mayor Harold Perrin said he didn't want the responsibility. Mr. Douglas said that was in the plan from before. Mayor Perrin said that the old plan was if someone was going to be terminated I had to hear the deal, even if they didn't work for me, and all I had to go by was what was written. Now you have a committee of three or four, rather than one person. Councilmember McClain asked if it would be full council. Mayor Perrin said this is talking about when you hear an appeal. The labor lawyer looked at it and said I didn't need that responsibility and that's why she suggested us go this way. Chairperson Hafner said they could go into executive session. Mayor Perrin said yes, they can.*

*Mr. Douglas said he highlighted in the document what was going to change, such as changing the language to be consistent throughout the document, moving stuff around that was repetitive, but really the only changes was adding the language about retention. The rest is just for clarity purposes. Councilmember John Street said all the stuff in red was just cleaning it up. Mr. Douglas said some stuff was redundant. It kept referring back to the original Johansen Plan and there is no reason to have that in there anymore. It kept referring back to 2016. Let's just take this point forward and this is how the plan is meant to operate. Councilmember McClain asked if 132 was the highest pay grade. Mr. Douglas said yes and he highlighted those in red too, any changes that were made were highlighted in red. Councilmember McClain asked if the highest pay grade for the crime analyst would be 113 or what the highest pay grade would be. I am just trying to get clarity on it. Mr. Douglas said at the very bottom of page 1 the crime analyst pay grade is a 113. There are 20 steps within the pay grade. The minimum is \$36,098. Year 10 would be \$44,220, and step 20 is \$54,147. If they stay in that position for 20 years that is what they are going to make. The only way to*

get a pay increase is either through a promotion or some other form of job change outlined in the language of the salary plan. Councilmember Street said once they have been here 20 years don't they get \$1,000. Mr. Douglas said the salary plan refers to longevity pay. Once an employee hits year 21, they get \$1,000 per year, and then it increases as they get to year 26 and so forth.

City Clerk Donna Jackson asked what justified a change in the pay grade because if it goes up the salary goes up. Correct? Mr. Douglas said that was correct. Ms. Jackson asked how do you determine an increase in the pay grade? Mr. Douglas said management can sit down and look at regrading that position, and we have done that this year, included with the budget. Ms. Jackson said so the ones in red have been adjusted? Mr. Douglas said, yes. In some form either the title changed, for example, Director of the new grants was Grants Administrator. We changed that title to Director of Community Development. There was no change in grade, but change in job title. We would actually put them through the Johansen software we have that regrades them and it places them in a point system and it grades them out. Ms. Jackson asked if she would have to request the information regarding adjusting pay grade changes. Mr. Douglas said, yes. Ms. Jackson said you're will have to forgive me. This is the first time I have looked at this information. It says Administrative Secretary for the City Clerk's office when it comes to the medical marijuana, and it says no that this position would not be exempt from that. This concerns me to some degree because I feel like anybody that works in an elected office is with the public and you have sensitive information. Mr. Douglas said we can look at that and maybe amend this. Ms. Jackson said she did not currently have the position filled at this time, but down the road that might be an issue for that position. Mr. Douglas said so, it's marked no right now? Ms. Jackson said, yes sir. Mr. Douglas said we can look at amending that if we need to. Ms. Jackson said ok. Councilmember McClain asked if we need to make a motion to amend this tonight to make that change or do you want to wait? Ms. Jackson said of course, I am going to say no. Mayor Perrin said I think we need to wait and let everybody look at it. Ms. Jackson said with that being "No", then that means I would have to consider someone who had a medical marijuana card. I just don't see that working very well because that position would be working with the files and dealing with the public on the phone and when they come into the office. Mr. Douglas said could that person in your office be required to drive? Ms. Jackson said, yes. Mr. Douglas said that may be something we need to look at. Ms. Jackson said we file things with the courthouse. We go to the Post Office. Mr. Douglas said we probably overlooked that one because you don't have a body in that position. Ms. Jackson said I apologize I didn't even notice that one because we didn't even have that in our list, but it is there. Mr. Douglas said if someone leaves your department and you decide you want to fill it with that lower level position then you can do that now. Ms. Jackson said if I could, I would like for that to be a yes. Mr. Douglas said we will look at that and get with City Attorney Carol Duncan and decide if that needs to be amended.

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

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

## 5. Pending Items

## 6. Other Business

Chairmember Joe Hafner motioned, seconded by Councilmember John Street, to suspend the rules and walk on RES-17:181. All voted aye.

**RES-17:181**

A RESOLUTION OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR TO ENTER INTO A CHANGE ORDER WITH RITTER COMMUNICATIONS, INC. TO INCREASE INTERNET SPEED

**Attachments:**     [Ritter Change Notice](#)

*Mayor Harold Perrin said well it's obvious we've been needing it. We have added so much on that, body cameras and all that, on our speed of internet we're gonna have to do this. We can also take some stuff away we've been paying for. Really, what you're seeing there is \$1,000 something a month or \$20,000 a year. Is that correct? Chairperson Hafner said from what Chief Financial Officer Bill Reznicek sent me this morning it looks like we haven't increased our internet speed in 10 years. I'm sure a few things have changed in 10 years as far as technology. Our net monthly cost will increase by about \$1,690 or about \$20,200 on an annual basis. Mayor Perrin said and we've took some stuff away, but that is the cost of going up. Mr. Reznicek said and we've added, not only personnel, but a lot of equipment through the internet, as well as the police body cams, so there is a significant amount of equipment that's sitting on the bandwidth we have, compared to years ago, and like Joe said it's been I believe 10 years in April, according to what IT Director Jason Ratliff said, since that speed was increased. It is long overdue. Chairperson Hafner said it looks like it will be about 2 ½ times faster, which is quite a bit.*

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

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

**7. Public Comments**

**8. Adjournment**

**A motion was made by Councilman Charles Coleman, seconded by Councilman LJ Bryant, that this meeting be Adjourned . The motion PASSED with the following vote.**

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



Legislation Details (With Text)

**File #:** RES-17:174    **Version:** 1    **Name:** AN AGREEMENT WITH THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) FOR THE EXECUTION OF THE FY2017 CDBG ACTION PLAN

**Type:** Resolution    **Status:** To Be Introduced

**File created:** 11/20/2017    **In control:** Finance & Administration Council Committee

**On agenda:**    **Final action:**

**Title:** A RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AN AGREEMENT WITH THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) FOR THE EXECUTION OF THE FY2017 CDBG ACTION PLAN

**Sponsors:** Grants

**Indexes:** Contract

**Code sections:**

**Attachments:** [Funding Approval Agreement 2017](#)  
[RES 17 115](#)

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

A RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AN AGREEMENT WITH THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) FOR THE EXECUTION OF THE FY2017 CDBG ACTION PLAN  
 WHEREAS, the City of Jonesboro has been granted its annual allocation for the FY2017 CDBG Action Plan for \$583,991; and

WHEREAS, the CDBG funds are 100% federally funded and local match is not required; and

WHEREAS, these funds shall be used for infrastructure projects, public facility improvements, transitional housing, homeownership assistance, homeowners rehabilitation of housing, demolition and clearance, homelessness activities, public services (sub-recipients) and the program administration; and

WHEREAS, the FY2017 CDBG Action Plan was approved through RES-17:115 by the City Council on August 15, 2017.

NOW, THEREFORE LET IT BE RESOLVED BY THE CITY COUNCIL FOR THE JONESBORO ARKANSAS THAT

SECTION 1: The City of Jonesboro will enter into an agreement with the Department of Housing and Urban Development for the execution of the FY2017 CDBG Action Plan for the aforementioned community development activities.

Section 2: The Mayor and City Clerk are hereby authorized by the City Council for the City of Jonesboro to execute all documents necessary to effectuate this agreement.



# Funding Approval/Agreement

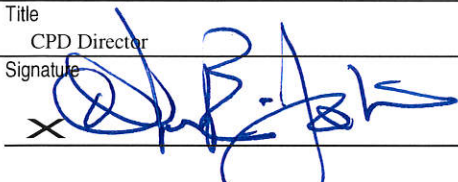
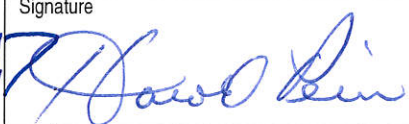
Title I of the Housing and Community Development Act (Public Law 930383)  
 HI-00515R of 20515R

U.S. Department of Housing and Urban Development  
 Office of Community Planning and Development  
 Community Development Block Grant Program

OMB Approval No. 2506-0193  
 exp 5/31/2018

|  |  |  |
|--|--|--|
| 1. Name of Grantee (as shown in item 5 of Standard Form 424)<br>City Of Jonesboro  | 3a. Grantee's 9-digit Tax ID Number<br>716013749 | 3b. Grantee's 9-digit DUNS Number<br>073540288 |
| 2. Grantee's Complete Address (as shown in item 5 of Standard Form 424)<br><br>P.O. Box 1845<br>Jonesboro, AR 72403-1845 | 4. Date use of funds may begin<br>(07/01/2017)   |  |
|  | 5a. Project/Grant No. 1<br>B-17-MC-05-0012       | 6a. Amount Approved<br>\$583,991.00            |
|  | 5b. Project/Grant No. 2                          | 6b. Amount Approved                            |

**Grant Agreement:** This Grant Agreement between the Department of Housing and Urban Development (HUD) and the above named Grantee is made pursuant to the authority of Title I of the Housing and Community Development Act of 1974, as amended, (42 USC 5301 et seq.). The Grantee's submissions for Title I assistance, the HUD regulations at 24 CFR Part 570 (as now in effect and as may be amended from time to time), and this Funding Approval, including any special conditions, constitute part of the Agreement. Subject to the provisions of this Grant Agreement, HUD will make the funding assistance specified here available to the Grantee upon execution of the Agreement by the parties. The funding assistance specified in the Funding Approval may be used to pay costs incurred after the date specified in item 4 above provided the activities to which such costs are related are carried out in compliance with all applicable requirements. Pre-agreement costs may not be paid with funding assistance specified here unless they are authorized in HUD regulations or approved by waiver and listed in the special conditions to the Funding Approval. The Grantee agrees to assume all of the responsibilities for environmental review, decision making, and actions, as specified and required in regulations issued by the Secretary pursuant to Section 104(g) of Title I and published in 24 CFR Part 58. The Grantee further acknowledges its responsibility for adherence to the Agreement by sub-recipient entities to which it makes funding assistance hereunder available.

|  |   |
|--|---|
| U.S. Department of Housing and Urban Development (By Name)<br>Clinton Johnson                  | Grantee Name<br>City Of Jonesboro   |
| Title<br>CPD Director  | Title<br>The Honorable Harold Perrin, Mayor   |
| Signature<br> | Signature<br> |
| Date (mm/dd/yyyy)<br>10-19-2017  | Date (mm/dd/yyyy)<br>10-19-2017   |

|   |  |   |   |
|---|--|---|---|
| 7. Category of Title I Assistance for this Funding Action:<br><br>Entitlement, Sec 106(b) | 8. Special Conditions (check one)<br><input type="checkbox"/> None<br><input checked="" type="checkbox"/> Attached | 9a. Date HUD Received Submission<br>(08/15/2017)  | 10. check one<br><input checked="" type="checkbox"/> a. Orig. Funding Approval<br><input type="checkbox"/> b. Amendment<br>Amendment Number |
|   |  | 9b. Date Grantee Notified<br>(10/19/2017)         |   |
|   |  | 9c. Date of Start of Program Year<br>(07/01/2017) |   |
| 11. Amount of Community Development Block Grant   |  |   |   |
|   |  | FY (2017)   | FY (2016)   |
| a. Funds Reserved for this Grantee  |  | \$583,942.00                                      | \$ 49.00  |
| b. Funds now being Approved   |  |   |   |
| c. Reservation to be Cancelled (11a minus 11b)  |  |   |   |

|   |  |
|---|--|
| 12a. Amount of Loan Guarantee Commitment now being Approved<br>N/A  | 12b. Name and complete Address of Public Agency<br>City Of Jonesboro<br>300 S Church St Ste 101<br>Jonesboro, AR 72401 |
| <b>Loan Guarantee Acceptance Provisions for Designated Agencies:</b><br>The public agency hereby accepts the Grant Agreement executed by the Department of Housing and Urban Development on the above date with respect to the above grant number(s) as Grantee designated to receive loan guarantee assistance, and agrees to comply with the terms and conditions of the Agreement, applicable regulations, and other requirements of HUD now or hereafter in effect, pertaining to the assistance provided it. | 12c. Name of Authorized Official for Designated Public Agency  |
|   | Title  |
|   | Signature  |

### HUD Accounting use Only

| Batch | TAC | Program | Y | A | Reg | Area | Document No. | Project Number | Category | Amount | Effective Date (mm/dd/yyyy) | F |
|-------|-----|---------|---|---|-----|------|--------------|----------------|----------|--------|-----------------------------|---|
|       | 153 |         |   |   |     |      |              |                |          |        |                             |   |
|       | 176 |         |   |   |     |      |              |                |          |        |                             |   |
|       |     |         | Y |   |     |      |              | Project Number |          | Amount |                             |   |
|       |     |         | Y |   |     |      |              | Project Number |          | Amount |                             |   |

|                               |                                 |              |                  |            |             |
|-------------------------------|---------------------------------|--------------|------------------|------------|-------------|
| Date Entered PAS (mm/dd/yyyy) | Date Entered LOCCS (mm/dd/yyyy) | Batch Number | Transaction Code | Entered By | Verified By |
|-------------------------------|---------------------------------|--------------|------------------|------------|-------------|

8. Special Conditions.

- (a) The period of performance for the funding assistance specified in the Funding Approval (“Funding Assistance”) shall begin on the date specified in item 4 and shall end on September 1, 2024. The Grantee shall not incur any obligations to be paid with such assistance after September 1, 2024.
- (b) If Funding Assistance will be used for payment of indirect costs pursuant to 2 CFR 200, Subpart E - Cost Principles, attach a schedule in the format set forth below to the executed Grant Agreement that is returned to HUD. The schedule shall identify each department/agency that will carry out activities with the Funding Assistance, the indirect cost rate applicable to each department/agency (including if the de minimis rate is charged per 2 CFR §200.414), and the direct cost base to which the rate will be applied. Do not include indirect cost rates for subrecipients.

| <u>Administering<br/>Department/Agency</u> | <u>Indirect cost rate</u> | <u>Direct<br/>Cost Base</u> |
|--|---------------------------|-----------------------------|
| _____                                      | _____ %                   | _____                       |
| _____                                      | _____ %                   | _____                       |
| _____                                      | _____ %                   | _____                       |

- (c) In addition to the conditions contained on form HUD 7082, the grantee shall comply with requirements established by the Office of Management and Budget (OMB) concerning the Dun and Bradstreet Data Universal Numbering System (DUNS), the System for Award Management (SAM.gov), and the Federal Funding Accountability and Transparency Act as provided in 2 CFR part 25, Universal Identifier and Central Contractor Registration, and 2 CFR part 170, Reporting Subaward and Executive Compensation Information.
- (d) The grantee shall ensure that no CDBG funds are used to support any Federal, State, or local projects that seek to use the power of eminent domain, unless eminent domain is employed only for a public use. For the purposes of this requirement, public use shall not be construed to include economic development that primarily benefits private entities. Any use of funds for mass transit, railroad, airport, seaport or highway projects as well as utility projects which benefit or serve the general public (including energy-related, communication-related, water-related and wastewater-related infrastructure), other structures designated for use by the general public or which have other common-carrier or public-utility functions that serve the general public and are

subject to regulation and oversight by the government, and projects for the removal of an immediate threat to public health and safety or brownfield as defined in the Small Business Liability Relief and Brownfields Revitalization Act (Public Law 107-118) shall be considered a public use for purposes of eminent domain.

- (e) The Grantee or unit of general local government that that indirectly receives CDBG funds may not sell, trade, or otherwise transfer all or any such portion of such funds to another such entity in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under title I of the Act.
- (f) E.O. 12372-Special Contract Condition - Notwithstanding any other provision of this agreement, no funds provided under this agreement may be obligated or expended for the planning or construction of water or sewer facilities until receipt of written notification from HUD of the release of funds on completion of the review procedures required under Executive Order (E.O.) 12372, Intergovernmental Review of Federal Programs, and HUD's implementing regulations at 24 CFR Part 52. The recipient shall also complete the review procedures required under E.O. 12372 and 24 CFR Part 52 and receive written notification from HUD of the release of funds before obligating or expending any funds provided under this agreement for any new or revised activity for the planning or construction of water or sewer facilities not previously reviewed under E.O. 12372 and implementing regulations.
- (g) CDBG funds may not be provided to a for-profit entity pursuant to section 105(a)(17) of the Act unless such activity or project has been evaluated and selected in accordance with Appendix A to 24 CFR 570 - "Guidelines and Objectives for Evaluating Project Costs and Financial Requirements." (Source - P.L. 113-235, Consolidated and Further Continuing Appropriations Act, 2015, Division K, Title II, Community Development Fund).





# City of Jonesboro

300 S. Church Street  
Jonesboro, AR 72401

## Signature Copy

Resolution: R-EN-109-2017

**File Number: RES-17:115**

**Enactment Number: R-EN-109-2017**

A RESOLUTION FOR THE CITY OF JONESBORO TO APPROVE THE 2017-2021 CONSOLIDATED PLAN AND THE 2017 ACTION PLAN THAT INCLUDES THE 2017 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECTS AND BUDGET.

WHEREAS, the City of Jonesboro has held at least three public hearings and one public comment period for their Five Year Consolidated Plan and Action Plans; and

WHEREAS, the Consolidated Plan must include an Action Plan for the first year of the new Five Year Consolidated Plan; and

WHEREAS, the Action Plan contains the twentieth year (2017) Community Development Block Grant Projects and Budget for \$583,991 of Federal funds. The 2017 Action Plan's budget has been listed below:

|     |  |           |
|-----|--|-----------|
| 1.  | Homeownership Assistance                                   | \$ 14,000 |
| 2.  | Sidewalk improvements in Fairview Neighborhood             | \$100,000 |
| 3.  | Home Rehabilitation (may include sewer connections)        | \$197,323 |
| 4.  | Homeless Prevention  | \$ 23,000 |
| 5.  | HUB Resource Center  | \$ 22,000 |
| 6.  | Continuum of Care (CoC) matching funds                     | \$ 5,000  |
| 7.  | Transitional Housing - Homeless - Mid-South Health Systems | \$ 22,750 |
| 8.  | Demolition and Clearance                                   | \$ 15,000 |
| 9.  | Public Services: Familie Tiez                              | \$ 12,300 |
| 10. | Public Services: Hispanic Community Services, Inc.         | \$ 20,000 |
| 11. | Public Services: The Learning Center (TLC)                 | \$ 20,000 |
| 12. | Public Services: Children's Advocacy Center                | \$ 20,000 |
| 13. | Public Services: West End Neighborhood Association         | \$ 7,500  |
| 14. | CDBG Program Planning and Administration                   | \$105,118 |

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

SECTION 1: The 2017-2021 Consolidated Plan and 2017 Action Plan, attached hereto are hereby approved by the City Council.

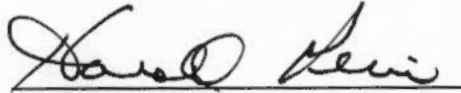
SECTION 2: The twentieth year Action Plan (2017) CDBG Projects and Budget are hereby approved for the Action Plan.

SECTION 3: The Mayor, Harold Perrin and City Clerk, Donna Jackson are hereby authorized to

execute all documents necessary to effectuate the Consolidated Plan and Action Plan.

SECTION 4: The Grant Administrator is hereby directed to submit the plans to the U.S. Department of Housing and Urban Development on August 16, 2017 through IDIS.

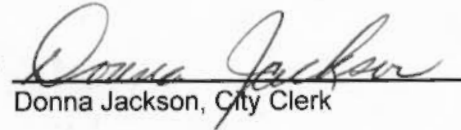
PASSED AND APPROVED this 15th day of August, 2017.



Harold Perrin, Mayor

Date 8-21-17

ATTEST:

  
Donna Jackson, City Clerk

Date 8/21/17