



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, March 30, 2021

4:00 PM

Municipal Center, 300 S. Church

1. Call To Order

2. Roll Call by City Clerk April Leggett

Present 7 - Charles Coleman; Ann Williams; John Street; David McClain; LJ Bryant; Joe Hafner and Brian Emison

3. Approval of minutes

[MIN-21:020](#)

Minutes for the Finance Committee meeting on March 9, 2021

Attachments: [Minutes](#)

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

Aye: 6 - Charles Coleman; Ann Williams; John Street; David McClain; LJ Bryant and Brian Emison

4. New Business

RESOLUTIONS TO BE INTRODUCED

[RES-21:049](#)

A RESOLUTION REQUESTING FREE UTILITY SERVICES FROM CITY WATER AND LIGHT FOR CITY-OWNED PROPERTY LOCATED AT 3702 MOORE ROAD

Sponsors: Mayor's Office

Councilmember John Street asked the record reflect that he has asked to be recused from discussion or voting on RES-21:049 and RES-21:050 because of he serves on the Board of Directors for CWL.

Chairman Joe Hafner asked City Attorney Carol Duncan if there was a word left out on the last sentence of Resolution 21:049. Ms. Duncan said she would look at it and if a word was left out she would get that added before the Council meeting. Chairman Hafner said Ms. Duncan does believe the word "granted" should be added to the sentence.

Councilmember David McClain motioned, seconded by Councilmember Brian Emison, to amend Resolution 21:049 to add the word "granted" after authority in the last

sentence. All voted aye.

Chairman Hafner said, I assume that Resolution 21:049 and Resolution 21:050 if approved will not be on the consent agenda, correct? City Clerk April Leggett confirmed, that is correct. Ms. Duncan informed Chairman Hafner that Resolution 21:050 has the same wording in the final section as Resolution 21:049.

A motion was made by Councilperson Charles Coleman, 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;David McClain;LJ Bryant and Brian Emison

Recused: 1 - John Street

[RES-21:050](#)

A RESOLUTION REQUESTING FREE UTILITY SERVICES FROM CITY WATER AND LIGHT FOR CITY-OWNED PROPERTY LOCATED AT 920 AGGIE ROAD

Sponsors: Mayor's Office

Councilmember John Street asked the record reflect that he has asked to be recused from discussion or voting on RES-21:049 and RES-21:050 because of he serves on the Board of Directors for CWL.

Councilmember Brian Emison motioned, seconded by Councilmember Dr. Charles Coleman, to amend Resolution 21:050 to add the word "granted" after authority in the last sentence. All voted aye.

Chairman Joe Hafner said, obviously this is for the Veterans' Village Project.

At the 9:24 minute mark, Mayor Harold Copenhaver asked Chairman Hafner if he could wait just for a few minutes because there were streaming issues on Facebook so they could catch up. Chief Administrative Officer Brian Richardson informed Chairman Hafner that the Facebook streaming issues were due to Boxcast. At the 16:30 minute mark, Mayor Copenhaver stated that streaming was down on Facebook, still but it was good on Channel 24. City Clerk April Leggett added that streaming was up and running on Legistar also. Chairman Hafner decided to proceed with the meeting.

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: 5 - Charles Coleman;Ann Williams;David McClain;LJ Bryant and Brian Emison

Recused: 1 - John Street

[RES-21:051](#)

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO AMEND THE CITY SALARY & ADMINISTRATION PLAN FOR THE CITY OF JONESBORO TO REVISE THE LIST OF APPROVED JOB TITLES

Sponsors: Police Department and Human Resources

Attachments: [Video Analyst](#)

Councilmember L.J. Bryant said, obviously we need this position. There is no doubt about it. So, that is great. I think my only question is on the job description under #7. I didn't know if that was sort of saying that the position would help other departments of the city or what that was suggesting. I just wanted to make sure we weren't opening

the door for this person to get stolen from the police department more than necessary because I know the police department will need this person. Chairman Joe Hafner clarified by asking Councilmember Bryant if he was referring to #7, take photos of projects/events in the city, this duty is performed as needed. Councilmember Bryant said, yes sir. Police Chief Rick Elliot said, I can assure you that this position has more work then she can handle now. So, going elsewhere throughout the city, I do not foresee happening. In fact, by the time we get to next year's budget, I'll probably be adding one more of these positions due to the technology that we are adding and what we are looking to add. The work is there and, again, it's already going to be more than she can handle for the police department alone. As we move forward with this kind of technology, video technology, and as we are looking to add more SkyCops and add more intersections onto our inventory, there is going to be the need for additional resources somewhere down the road in the near future. A lot is going on and I don't mind sharing. We always help with other departments, but there is plenty of work for her to be doing right now.

Councilmember David McClain said, I'm just trying to get clarity on the difference of this position and the current one. There's someone there now that handles communications, correct? Chief Elliot said, well it takes a whole office of people. Sergeant Racy handles community outreach. Sally Smith handles the public information. So, Ms. Smith does daily reports, getting those out to the media, media request, FOIA request, and then we get daily FOIA requests for our video. A lot of times our video, especially bodycams, have to be redacted, so between Ms. Smith, Ms. Carmack and others in the building, it takes a whole team to get the information out that is requested upon us every day and every week. Like I said, right now three or four people are doing good to keep up with what we've got, but as we start to add more technology in the video area, we are going to add more people. It's a team effort right now, but getting this designated job title established with the police department is kind of the first step. Mayor Harold Copenhaver asked, "Mr. Chairman and Chief Elliot, this is a revenue neutral move as well, correct? Chief Elliot said, yes sir, it is. Chairman Hafner asked, revenue neutral or expense neutral? Chief Elliot said, budget neutral. We are just adding the title. Chairman Hafner said, I think that makes sense, like what you said, with all the SkyCops and other cameras that have been added. Chief Elliot said, right. We are looking at adding eight more SkyCops this year to the twelve that we have, and then I have some additional intersections that we would like to add on also. At some point this year, we may be coming back to council seeking more funds, but I think there's some other camera opportunities out there that we could certainly use some additional cameras. The Mayor and I have scheduled a meeting to sit down and talk about the direction the city is going to go. So, we are kind of waiting to get together and see what direction we're going with technology. It's in the right direction, I assure you and it's doing more with less. Not that I don't need the boots on the ground, but we believe we can do a lot more coverage with technology too.

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

Aye: 6 - Charles Coleman;Ann Williams;John Street;David McClain;LJ Bryant and Brian Emison

[RES-21:053](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO APPROVE AN ASSESSMENT BY ARKANSAS PUBLIC ENTITY RISK MANAGEMENT ASSOCIATION (APERMA)

Sponsors: Finance, Mayor's Office and City Attorney's Office

Attachments: [APERMA Assessment Worksheet](#)
 [Release of All Claims--JONESBORO](#)

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

Aye: 6 - Charles Coleman;Ann Williams;John Street;David McClain;LJ Bryant and Brian Emison

[RES-21:054](#)

A RESOLUTION OF THE CITY OF JONESBORO, ARKANSAS TO CONTRACT WITH ARKANSAS STATE UNIVERSITY FOR SPONSORSHIP OF ONE ATHLETIC FIELD AT THE JOE MACK CAMPBELL SPORTS COMPLEX

Sponsors: Parks & Recreation and Finance

Attachments: [Joe Mack Campbell Park Arkansas State University 3 3 2021.docx1 \(002\)](#)

Chairman Joe Hafner said, just for clarification, this is for \$2,500 a year for five years, it's not \$12,500 each year for five years.

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

Aye: 6 - Charles Coleman;Ann Williams;John Street;David McClain;LJ Bryant and Brian Emison

[RES-21:056](#)

A RESOLUTION EXPRESSING THE WILLINGNESS OF THE CITY OF JONESBORO TO PARTNER WITH POST FOODS FOR THE RAILROAD TRACK IMPROVEMENTS IN THE CRAIGHEAD TECHNOLOGY PARK

Sponsors: Engineering

Attachments: [03.30.2021 Post Foods -- Exhibit A](#)
 [03.30.2021 Post Foods --Partnering Agreement](#)

Councilmember David McClain said, good job. Number one, on the agreement, but I'm wondering, what's the total for this? Did we get some other grant money for this? I feel like we did. Mayor Harold Copenhaver said, Engineering Director Craig Light can assess more where we are. So, it's just another step in the process, but this is the match that Post is willing to provide for the city. Mr. Light said, that is a portion of the match for the CRISI Grant that we received, the Federal Railroad Administration Grant. The total project is \$2.9 million. I think the Federal portion is \$2.3 million. Post Foods is contributing up to \$400,000 and Jonesboro Economic Development is providing \$250,000.

Mayor Copenhaver said, Mr. Chairman I just wanted to let the committee know that Chief Administrative Officer Brian Richardson, Chief Operating Officer Tony Thomas and myself attended a meeting out at the Post facility with eleven of their directors, and again they were very pleased with the communication that we have open with the city. We were telling them our appreciative efforts that they're providing back to our community.

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

Aye: 6 - Charles Coleman;Ann Williams;John Street;David McClain;LJ Bryant and Brian Emison

[RES-21:057](#)

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO AMEND THE 2021 BUDGET TO ADD THREE ADDITIONAL FIREFIGHTER POSITIONS

Sponsors: Fire Department and Human Resources

Mayor Harold Copenhaver said, Fire Department Chief Kevin Miller is doing his due diligence in creating financing to make this opportunity. It's all about making our community safer and we need additional firefighters on our trucks and vehicles for our community. We would like to be able to make this go through with the Safer Project Grant as well. We hope we can apply for that grant and it will provide additional funding. I commend Chief Miller for doing his due diligence in this and creating, hopefully, this opportunity should council approve. Chairman Joe Hafner said, we have pretty good luck in the past with getting Safer Grants. So, if we're successful in getting these Safer Grants that have been applied for, would we be able to apply it to these new positions? Chief Miller replied off microphone and his response is inaudible.

Councilmember L.J. Bryant said, I've said this for a couple of years, I mean it has always great when we've gotten these. We've gotten grants for the police department, I know, sometimes, to help step up enforcement and that's always been great too. I've just preached on my couple of years on the council because I know sometimes that we have transitions on Finance staff and stuff potentially over the years that I just hope in the years to come, that we always keep a good spreadsheet, for lack of a better term, sometimes these things hit us in the face someday whenever it's 100% our responsibility. I mean they are great to have and I'm all for them, but I just hope we always keep good track of them in the years to come.

City Clerk April Leggett said, I need to ask legal counsel if an amendment has to be made because I was sent a change from Chief Administration Officer Brian Richardson and you read it differently. Chairman Hafner said, I printed off the one that was on Legistar yesterday. Ms. Leggett said, the one I have, that's in Legistar, is a little bit different than the one that was sent to me this afternoon. It says, "to potentially offset future department staffing costs." Where the one before said, "to potentially offset future cost of the above three positions projected at \$159,700 annually." Chairman Hafner said, we probably need to go with that one, because based on what Chief Miller said we need to go with the one that the City Clerk has. Ms. Leggett said, so, do we need someone to make that amendment? City Attorney Carol Duncan asked, to be clear, the other one is what's been on Legistar this whole time and this one is new today? Ms. Leggett said, yes. Ms. Duncan said, then I think you need to motion to amend.

Councilmember John Street motioned, seconded by Councilmember Brian Emison, to amend RES-21:057 to state, "to potentially offset future department staffing costs" under the third WHEREAS. All voted aye.

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

Aye: 6 - Charles Coleman;Ann Williams;John Street;David McClain;LJ Bryant and Brian Emison

5. Pending Items

6. Other Business

Chairman Joe Hafner asked, Mr. Purtee, I assume the audit is going well.” Finance Director Steve Purtee said, yes it is.

7. Public Comments

8. Adjournment

A motion was made by Councilperson John Street, seconded by Councilperson Brian Emison, that this meeting be Adjourned . The motion PASSED with the following vote.

Aye: 6 - Charles Coleman;Ann Williams;John Street;David McClain;LJ Bryant and Brian Emison