



# City of Jonesboro

Municipal Center  
300 S. Church Street  
Jonesboro, AR 72401

## Meeting Minutes Finance & Administration Council Committee

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Tuesday, November 29, 2022

4:00 PM

Municipal Center, 300 S. Church

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**NOTE: LOCATION CHANGE - 1ST FLOOR CONFERENCE ROOM AT CITY HALL**

### 1. Call To Order

### 2. Roll Call by City Clerk April Leggett

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

**Absent** 1 - LJ Bryant

### 3. Approval of minutes

[MIN-22:104](#)

Minutes for the Finance and Administration Committee meeting on November 8, 2022

**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:** 5 - Charles Coleman; Ann Williams; John Street; David McClain and Brian Emison

**Absent:** 1 - LJ Bryant

### 4. New Business

#### *RESOLUTIONS TO BE INTRODUCED*

[RES-22:223](#)

RESOLUTION TO AMEND RESOLUTION 22:192 BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO LEVY A 1 MILL TAX ON ALL REAL AND PERSONAL PROPERTY FOR THE PUBLIC LIBRARY PURSUANT TO THE VOTE OF THE CITIZENS

**Sponsors:** Finance

*Chairman Joe Hafner said at the finance meeting where this was addressed, I made a statement, based upon what we talked about at the time that this did not, that what was on the ballot did not impact, or was not impacted by what we were addressing in finance that day. So I would like some clarification of what happened since the vote that we're having to do this.*

City Attorney Carol Duncan said that was our belief then. There's still some confusion, however after discussions with the county attorneys and then the municipal league, a request was made by the county for the city to amend their resolution; therefore we did. So it's up to them to determine when the collections start. I don't know still if this resolution is for the following year, and it's a year behind. But for whatever reason, they made the request for us to make the amendment and go ahead and do it now; and so we're following their request since they are the ones that collect the millage. Chairman Joe Hafner said is it still being looked at by other attorneys? Carol Duncan said I have no idea. Chairman Joe Hafner said okay.

City Attorney Carol Duncan said I mean, that is about as clear as it is. We pass this millage every time based upon the request from the county. The county made the request that we amend it based upon the vote. Their attorneys and the AML attorneys said yes we think you should do that so we're doing that.

Chairman Joe Hafner said so there may still be some confusion over when it actually... City Attorney Carol Duncan said when they start collecting it. I don't know if it will be on the bill you see in March or if it will be on the bill you see the following March. Whether the change will show on this coming March. My understanding was it was collected a year behind just like the property taxes, so I felt like it would be the next year. But it may be that we pass this, it may still be that way. What we pass last year may be what they start collecting in March. Does that make sense? And so what we're passing now is what they will start collecting the next year. But they requested that we make the change, all the attorneys have agreed that we should make the change. I don't know if you will see a change on your March statement.

**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:** 5 - Charles Coleman;Ann Williams;John Street;David McClain and Brian Emison

**Absent:** 1 - LJ Bryant

[RES-22:224](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 3509 AGGIE ROAD, JONESBORO, AR 72401, PARCEL 01-144164-00400, OWNED BY EUGENIA HARRELL

**Sponsors:** Code Enforcement and Finance

**Attachments:** [3509 Aggie](#)  
[Council Notice Letter 3509 Aggie](#)  
[Affidavit of Statutory Lien 3509 Aggie](#)

Chairman Joe Hafner said this one is for \$200.

**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:** 5 - Charles Coleman;Ann Williams;John Street;David McClain and Brian Emison

**Absent:** 1 - LJ Bryant

[RES-22:226](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO,

ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1328 W HUNTINGTON, JONESBORO, AR 72401, PARCEL 01-143133-18100, OWNED BY DKI LLC

**Attachments:**     [1328 Huntington](#)  
                          [Affidavit of Statutory Lien 1328 W Huntington](#)  
                          [Council Notice Letter 1328 W Huntington](#)

**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:** 5 - Charles Coleman;Ann Williams;John Street;David McClain and Brian Emison

**Absent:** 1 - LJ Bryant

[RES-22:227](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1208 NETTLETON CIRCLE, JONESBORO, AR 72401, PARCEL 01-143241-33400, OWNED BY IVORY MCDANIEL

**Sponsors:**       Code Enforcement and Finance

**Attachments:**     [1208 Nettleton Circle](#)  
                          [Affidavit of Statutory Lien 1208 Nettleton](#)  
                          [Council Notice Letter 1208 Nettleton Circle](#)

*Chairman Joe Hafner said this one is for \$175.*

**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:** 5 - Charles Coleman;Ann Williams;John Street;David McClain and Brian Emison

**Absent:** 1 - LJ Bryant

[RES-22:228](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1000 WIN BROOK, JONESBORO, AR 72404, PARCEL 01-143364-05200, OWNED BY SANRY JOHNSON

**Sponsors:**       Code Enforcement and Finance

**Attachments:**     [1000 Win Brook](#)  
                          [Affidavit of Statutory Lien 1000 Win Brook](#)  
                          [Council Notice Letter 1000 Win Brook](#)

*Chairman Joe Hafner said this one is for \$355.*

**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:** 5 - Charles Coleman;Ann Williams;John Street;David McClain and Brian Emison

**Absent:** 1 - LJ Bryant

[RES-22:229](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 311 OLIVE, JONESBORO, AR 72401, PARCEL 01-143134-24700, OWNED BY KHAN ADNAN

**Sponsors:** Code Enforcement and Finance

**Attachments:** [311 Olive](#)  
[Affidavit of Statutory Lien 311 Olive](#)  
[Council Notice Letter 311 Olive St](#)

*Chairman Joe Hafner said this one is for \$175.*

**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:** 5 - Charles Coleman;Ann Williams;John Street;David McClain and Brian Emison

**Absent:** 1 - LJ Bryant

[RES-22:230](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 205 MAURITA ST., JONESBORO, AR 72403, PARCEL 01-143103-09000, OWNED BY JOHN W WEST

**Sponsors:** Code Enforcement and Finance

**Attachments:** [205 Maurita](#)  
[Affidavit of Statutory Lien 205 Maurita](#)  
[Council Notice Letter 205 Maurita](#)

*Chairman Joe Hafner said this one is for \$265.*

**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:** 5 - Charles Coleman;Ann Williams;John Street;David McClain and Brian Emison

**Absent:** 1 - LJ Bryant

[RES-22:231](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 115 W GORDON, JONESBORO, AR 72401, PARCEL 01-144182-14500, OWNED BY SHIRLEY SIMMONS

**Sponsors:** Code Enforcement and Finance

**Attachments:** [115 W Gordon](#)  
[Affidavit of Statutory Lien 115 W Gordon](#)  
[Council Notice Letter 115 W Gordon](#)

*Chairman Joe Hafner said this one is for \$175.*

**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:** 5 - Charles Coleman; Ann Williams; John Street; David McClain and Brian Emison

**Absent:** 1 - LJ Bryant

[RES-22:232](#)

RESOLUTION AUTHORIZING THE CITY OF JONESBORO, ARKANSAS GRANTS AND COMMUNITY DEVELOPMENT DEPARTMENT TO ENTER INTO AN AGREEMENT WITH THE CENTER FOR DISEASE CONTROL, FY2022 CLOSING THE GAP WITH SOCIAL DETERMINANTS OF HEALTH ACCELERATOR PLAN (CDC-RFA-DP22-2210) GRANT

**Sponsors:** Community Development and Grants

**Attachments:** [City of Jonesboro NOA](#)

*Chairman Joe Hafner said can someone tell us what exactly this does and what social determinants and health accelerator plans are?*

*Grants Director Regina Burkett said this is a planning grant to evaluate our parks that we have here in town to see what we can do to better serve the disability population, the people in the community with disabilities. So it's a planning grant, therefore we will be visiting a few parks throughout the state and one in St. Louis with these funds, and we will also be taking a group. We have a committee that was formed when we wrote the grant; and we will be taking that group out to our parks to help evaluate what we could do to make them better for people with disabilities.*

*Chairman Joe Hafner said so it's type of things like ramps and toilet facilities...*

*Director Regina Burkett said ramps and new equipment. There's a merry-go-round where you could put a wheelchair up and it would be a place just for someone who needs wheelchair accessibility and they could enjoy the ride like the others.*

*Chairman Joe Hafner said okay. Any other questions?*

*Councilmember David McClain said I have one, Chair. In the same vein. So this doesn't have anything to do with ADA or anything like that, does it?*

*Director Regina Burkett said no, it does not. This is what we can do to help people with disabilities. We will be looking at the ADA with it, but the main thing is to try to provide equipment, because after this grant there's an implementation grant; and after we did the planning grant and put it together, next year there will be an implementation grant. We will apply for that and hopefully get funding then to upgrade our parks.*

*Chairman Joe Hafner said any other questions for Regina while she's up there? Thanks, Regina.*

**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:** 5 - Charles Coleman; Ann Williams; John Street; David McClain and Brian Emison

**Absent:** 1 - LJ Bryant

[RES-22:233](#)

A RESOLUTION OF THE CITY OF JONESBORO, ARKANSAS TO ESTABLISH A CAPITAL IMPROVEMENT CARRYOVER FUND FOR 2022 FOR BUDGETED PROJECTS REMAINING IN PROCESS AT YEAR END 2022

**Sponsors:** Mayor's Office and Finance

**Attachments:** [2022 Capital Improvement Carryover Fund](#)

*Councilmember David McClain said Mr. Chairman, I have a couple of questions. Chairman Joe Hafner said who are they for? Councilmember David McClain said well, I am looking at the layout so I don't know if it will be Parks or who wants to speak to them. I think the main questions I have are where are we at in terms of completion, and maybe a breakdown of where we are when it comes to that. I see the downtown ASU, where we are in terms of that. I don't care if we get an email.*

*Chairman Joe Hafner said can I make a suggestion? I don't think they are going to have that information available today, but one of the items I'm going to bring up in Other Business is our working session for the budget; and since these are going to be in the budget, that's exactly the type of things I would like to talk about in that meeting. I don't know if there is anything you would like to address today, but we can cover in more detail, give them time to get the information. I'm sure they already have the information together. They just don't have it here with them, but we can talk about it in that meeting in more detail.*

*Chief Administrative Officer Brian Richardson said some of the projects that David's probably asking me about I believe is the Range, but the Range building is one of the projects that are on that carryover. And that's actually, we're looking for that to be substantially completed by the first part of December, but as of right now we wanted to go ahead and put that on this carryover. The downtown, of course all those right of ways have been acquired, and we're actually looking at starting construction here in a few weeks on that. I'm hoping that will be able to be wrapped up next year, but obviously we went ahead and set aside the money for it this year. That's obviously a pretty lengthy process, but I'm looking forward to that project getting started.*

*Councilmember David McClain said if you feel it's better to have our working session where you guys break down or even if you sent a deal that said this is where we are, the University Heights trail. Any of that stuff would be helpful to me at least to see, okay here is where we are. We've got 50% done, we've got 75% done. I don't know if you guys keep up with it like that, but whatever method you guys use, I would appreciate it. Chief Administrative Officer Brian Richardson said we can get together some information on that for you.*

*Chairman Joe Hafner said yeah, one thing that I talked about with Brian is like on our projects that are going to be in the budget, I kind of want like what you are asking for, David, like a projected start date, projected completion date. As we talked about, sometimes things tend to drag on. We will approve something and then it will be several years before it actually starts going. I think we need to start having a better view of what...*

*Chief Administrative Officer Brian Richardson said and a lot of times that stuff is included in the contracts as far as, you know, expected completion dates and substantial completion rates and some of those benchmarks. I get the point that you're making, and we can definitely try to start doing some forecast on that.*

Chairman Joe Hafner said Dr. Coleman? Councilmember Dr. Charles Coleman said I'm glad you brought this up because Brian did text me when I asked about the swimming pool for the north side, and so I guess back to something I said once before, maybe having a round table discussion on when it's going to be finished, that type of thing. So I'm glad you brought that up, and we can do it that way.

Chief Administrative Officer Brian Richardson said of course it's been, and it still is, an unpredictable construction market. We've got a maintenance building out there that is all but completed and we're just waiting on a couple switch gear components, but the building is effectively unoccupiable until you get some of these weird final components; and it's my understanding that's been some of the issues with the Range building. But again crossing my fingers that one will actually be completed. There's been several extensions on that just for obviously acceptable reasons, but right now it's just kind of a take it whenever you get it. The council chambers are kind of the same way. I'm excited. Those are probably going to be done on December 6th, but we've been waiting for those components to come in for close to a year. And that's just the technology market that we live in right now.

Chairman Joe Hafner said any other questions for Steve or Brian while they're up there? Any other comments you all want to make while you're up there? Alright. Any other questions from anybody else in the room?

Councilmember Dr. Charles Coleman said Joe, I do have one. Have we or have you maybe set up a date or time that council people or whatever, this committee get together to discuss individual parts of the budget? Chairman Joe Hafner said we're going to talk about that in Other Business.

**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:** 5 - Charles Coleman; Ann Williams; John Street; David McClain and Brian Emison

**Absent:** 1 - LJ Bryant

## **5. Pending Items**

## **6. Other Business**

Chairman Joe Hafner said the only other item I have under Other Business is I would like to set up a Budget Working Session. Brian, I don't know if there's a date that works better for you all, but what I am looking at is either Thursday, December 8th at two o'clock or Friday, December 9th at two o'clock. Brian Richardson said yeah, I can definitely check on both of those times.

Chairman Joe Hafner said is there a date that you know works better for you all looking at your calendar? Either Thursday, 12-8 at two o'clock or Friday, 12-9 at two o'clock. Is there a date that works better for the committee?

Councilmember Dr. Charles Coleman said right now, either one.

Councilmember Ann Williams said either one's fine for me.

Councilmember Brian Emison said both work for me as well.

Chairman Joe Hafner said both are fine with you? So let's plan on doing it Thursday, 12-8 at two o'clock. You know, I would like to block off and we could do this in, well, will council chambers be back open by then? Chief Administrative Officer Brian Richardson said it will be. Should be. Hopefully. Chairman Joe Hafner said by the sixth? Okay. Councilmember Ann Williams said so our next council meeting will be in there?

Chairman Joe Hafner said alright, so let's plan on Thursday, December 8th at two o'clock in city council chambers.

Councilmember Dr. Charles Coleman said Joe, I'm sorry to interrupt you. Chairman Joe Hafner said no, you're good. Dr. Charles Coleman said but I'll be out of town the 7th and the 8th I believe. Chairman Joe Hafner said will you be back in town on the 9th? Councilmember Dr. Charles Coleman said I should be back on the 9th. Chairman Joe Hafner said will you be back by two o'clock, do you think? Councilmember Dr. Charles Coleman said yes.

Chairman Joe Hafner said so let's do it on Friday, December 9th at two o'clock in city council chambers. I like to block off at least two hours for the meeting. It may not take that long. It may take a little longer, but I think it'll give us a good opportunity to work through the budget, ask questions, make comments, and then it could be on our agenda for the next finance meeting. Everybody good with that? Do we need to take a vote on that? No? I'm just calling the meeting, right? Okay, so Friday, December 9th at two o'clock in city council chambers.

[RES-22:235](#)

A RESOLUTION BY THE JONESBORO CITY COUNCIL TO WAIVE COMPETITIVE BIDDING AND AUTHORIZE THE PURCHASE OF A UTILITY VAN FOR THE JONESBORO PARKS DEPARTMENT

**Sponsors:** Parks & Recreation and Finance

**Attachments:** [image0](#)

Chairman Joe Hafner said, earlier today and I think everybody has a copy of it, I received RES-22:235. I want to request that we waive the rules and walk on RES-22:235.

Councilmember John Street motioned, seconded by Councilmember Ann Williams, to suspend the rules and walk on RES-22:235 to the agenda. All voted aye.

**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 Brian Emison

**Absent:** 1 - LJ Bryant

## **7. Public Comments**

## **8. Adjournment**

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



**Aye:** 5 - Charles Coleman; Ann Williams; John Street; David McClain and Brian Emison

**Absent:** 1 - LJ Bryant