



# City of Jonesboro

Municipal Center  
300 S. Church Street  
Jonesboro, AR 72401

## Meeting Minutes Finance & Administration Council Committee

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Tuesday, June 25, 2024

4:00 PM

Municipal Center, 300 S. Church

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### 1. CALL TO ORDER

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

**Present** 5 - Joe Hafner; Charles Coleman; Ann Williams; John Street and David McClain

**Absent** 2 - Brian Emison and Anthony Coleman

### 3. APPROVAL OF MINUTES

[MIN-24:057](#)

Minutes for the Finance & Administration Council Committee Meeting on Tuesday, June 11, 2024

**Attachments:** [Finance Minutes 06.11.2024](#)

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

**Aye:** 4 - Charles Coleman; Ann Williams; John Street and David McClain

**Absent:** 2 - Brian Emison and Anthony Coleman

### 4. NEW BUSINESS

[RES-24:070](#)

A RESOLUTION FOR THE CITY OF JONESBORO TO APPROVE THE 2024-2025 CDBG ANNUAL ACTION PLAN THAT INCLUDES THE 2024-2025 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECTS, ACTIVITIES, AND BUDGET

**Sponsors:** Community Development and Grants

*Councilmember David McClain said, Mr. Chairman, I had a couple, well, mainly one question. Can we get what all the different groups that applied? Is there a way for us to get an explanation (I know they have to turn something in) of maybe what the money is used for? You don't have to send it now, but maybe send it later just what everybody is going to be using the funds for. Grants Director Jeremy Biggs said, are you talking current grant year or this one? Councilmember David McClain said, this one right here, the one that we are applying for. Mr. Biggs said, yeah, so they send us documentation of all bank statements, credit card statements, canceled checks, invoices, all that for their eligible expenses under CDBG Program.*

*Chairman Joe Hafner said, I think Mr. McClain is referring to what they plan on using it for. Councilmember David McClain said, yeah. Chairman Joe Hafner said, like what is*

*West End Neighborhood Association wanting to use the \$10,823 for? Did they have to state that in their application? Councilmember David McClain said, yes, that is what I am asking. Mr. Biggs said, I can email you the quick executive summary, for sure. I don't know exactly. This is Maddie's baby. I don't know exactly what is in all of these applications. I know that theirs is for a lot of improved lighting. The West End, I know. I mean, Hispanic Community Services, that is for scholarships for children to learn English as a second language.*

*Chairman Joe Hafner said, in past years, the actual document has been attached to the agenda. City Attorney Carol Duncan said, I thought we did a contract with each one. Can you check with her? Mr. Biggs said, we do, yes. Ms. Duncan said, right. Maybe just attach each contract next time. Mr. Biggs said, yeah, they have to sign everything that stipulates they are going to follow all the CDBG required guidelines. Ms. Duncan said, okay. So maybe just attach the contract for each one into Legistar next time. Mr Biggs said, okay. Ms. Duncan said, and then they will have that information. Mr. Biggs said, I could probably send you a brief little summary. The contract is about 30 pages. Councilmember David McClain said, that's fine. I don't want 30 pages. Ms. Duncan said, how is that 30 pages? Mr. Biggs said, it's HUD. Councilmember David McClain said, it's federal government. That's why. Mr. Biggs said, but, yeah, that's no problem. I can get that to everybody. Ms. Duncan said, I feel like we have something shorter that we signed on each one in the past. I'll look.*

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

**Aye:** 4 - Charles Coleman;Ann Williams;John Street and David McClain

**Absent:** 2 - Brian Emison and Anthony Coleman

[RES-24:071](#)

A RESOLUTION BY THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR TO ENTER INTO A LEASE AGREEMENT WITH CONTINENTAL UTILITY SOLUTIONS, INC TO UTILIZE 2ND FLOOR OFFICE SPACE IN THE MUNICIPAL CENTER

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

**Attachments:** [CUSI Lease Agreement with City of Jonesboro 6.20](#)

*Chairman Joe Hafner said, and it does state in the lease agreement that the monthly rental is \$10,525. Any questions or comments from the committee? Anything from staff or anybody else in attendance?*

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

**Aye:** 4 - Charles Coleman;Ann Williams;John Street and David McClain

**Absent:** 2 - Brian Emison and Anthony Coleman

**5. PENDING ITEMS**

**6. OTHER BUSINESS**

[RES-24:072](#)

A RESOLUTION REQUESTING FREE UTILITY SERVICES FROM CITY WATER AND LIGHT FOR THE FUTURE JONESBORO SPORTS COMPLEX FACILITY

**Sponsors:** Parks & Recreation

*Councilmember Dr. Charles Coleman motioned, seconded by Councilmember Ann Williams to suspend the rules and walk on RES-24:072. All voted aye. (Councilmember John Street asked to be recused from voting and discussion on RES-24:072 due to the fact that he serves on the Board of Directors for CWL.)*

*Chairman Joe Hafner said, I will say, once again, thanks to City Water & Light for all they do for this city and our buildings. It is a very significant expense savings, as our finance director shakes his head a very positive yes. Councilmember David McClain said, there have been conversations, Mr. Chairman, about getting this lined out. Do we think City Water & Light will be in favor? Chairman Joe Hafner said, yes. Councilmember David McClain said, okay.*

*Chairman Joe Hafner said, that is my understanding. Anything else from anybody on the committee? Anything from staff or anybody else in attendance? Okay, please cast your vote on whether or not to forward RES-24:072 to full council.*

*City Clerk April Leggett said, it will have to be a voice vote. Chairman Joe Hafner said, what? City Attorney Carol Duncan said, a voice vote since it is a walk-on. All voted aye.*

**A motion was made by Ann Williams, seconded by Charles Coleman, that this Resolution be Recommended to Council. The motion CARRIED with the following vote:**

**Aye:** 3 - Charles Coleman; Ann Williams and David McClain

**Absent:** 2 - Brian Emison and Anthony Coleman

**Recused:** 1 - John Street

## **7. PUBLIC COMMENTS**

## **8. ADJOURNMENT**

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

**Aye:** 4 - Charles Coleman; Ann Williams; John Street and David McClain

**Absent:** 2 - Brian Emison and Anthony Coleman