



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, November 29, 2016

4:00 PM

Municipal Center

1. Call To Order

2. Roll Call by City Clerk Donna Jackson

Present 4 - Ann Williams; John Street; Darrel Dover and Todd Burton

Absent 2 - Charles Coleman and Rennell Woods

3. Approval of minutes

[MIN-16:140](#)

Minutes for the Finance & Administration Committee Meeting on November 10, 2016

Attachments: [Minutes](#)

A motion was made by Councilman John Street, seconded by Councilman Todd Burton, that this matter be Passed . The motion PASSED with the following vote.

Aye: 3 - Ann Williams; John Street and Todd Burton

Absent: 2 - Charles Coleman and Rennell Woods

4. New Business

Ordinances To Be Introduced

[ORD-16:081](#)

AN ORDINANCE TO WAIVE COMPETITIVE BIDDING AND AUTHORIZE A CONTRACT WITH ARKANSAS BLUE CROSS BLUE SHIELD TO PROVIDE INSURANCE COVERAGE FOR CITY EMPLOYEES FOR 2017

Attachments: [BCBS Vision - City of Jonesboro.pdf](#)
[BCBS Vision - JURHA.pdf](#)
[BCBS Vision - Library.pdf](#)
[BCBS Vision - Municipal Airport.pdf](#)
[BCBS Health - COJ Employees.pdf](#)
[BCBS Health - Med Sup Elected Officials.pdf](#)
[BCBS Health - JURHA.pdf](#)
[BCBS Health - Library.pdf](#)
[BCBS Health - Municipal Airport.pdf](#)

Chairman Dover stated this ordinance is for our basic health and vision insurance coverage and it does not include dental. There was an 8% increase in premiums with no change in benefits.

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: 3 - Ann Williams;John Street and Todd Burton

Absent: 2 - Charles Coleman and Rennell Woods

Resolutions To Be Introduced

RES-16:148

RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AGREEMENT WITH THE ARKANSAS STATE HIGHWAYS AND TRANSPORTATION DEPARTMENT (AHTD) FOR THE FY 2016 TRANSPORTATION ALTERNATIVE PROGRAM (TAP) - THORN STREET SIDEWALK

Attachments: [AHTD TAP Agreement - Thorn St](#)
[TAP Policies and Procedures](#)

CDBG Director Kimberly Marshall stated they applied for this grant to put sidewalks from the school entrance and it goes all the way to Race Street. The funds are for the construction of the Thorn Street Sidewalk that would provide pedestrian accessibility for students walking to nearby schools within the Nettleton School District. The Federal award amount is \$46,000 and the match is \$11,500.

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: 3 - Ann Williams;John Street and Todd Burton

Absent: 2 - Charles Coleman and Rennell Woods

RES-16:149

RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AGREEMENT WITH THE ARKANSAS STATE HIGHWAYS AND TRANSPORTATION DEPARTMENT (AHTD) FOR THE FY 2016 TRANSPORTATION ALTERNATIVE PROGRAM (TAP) - RAINS STREET PEDESTRIAN ROUTE

Attachments: [AHTD - TAP Agreement - Rains St](#)

CDBG Director Kimberly Marshall stated this is similar to RES-16:148 in that it is for a school safety route on Rains Street. It will go from the entrance at International Studies and down Rains Street towards Nettleton Avenue. The funds are for the construction of the Rains Street Sidewalk that would provide pedestrian accessibility for students walking to the International Studies Magnet School. The Federal award amount is \$63,000 and the match is \$15,750.

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: 3 - Ann Williams;John Street and Todd Burton

Absent: 2 - Charles Coleman and Rennell Woods

RES-16:150

RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AGREEMENT WITH THE ARKANSAS STATE HIGHWAYS AND TRANSPORTATION DEPARTMENT (AHTD) FOR THE FY 2016 RECREATIONAL TRAILS PROGRAM (RTP) - JONESBORO MOTORIZED ATV PARK TRAIL ENHANCEMENT

Attachments: [AHTD - RMTP Agreement - Jonesboro ATV Park Trail Enhancements](#)

CDBG Director Kimberly Marshall stated that it would finish the fencing at our ATV Park and the asphalt and striping for the gravel parking lot. They are trying to get that finished so people will not be driving off the street going from their homes. This is a safety issue.

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

Aye: 3 - Ann Williams; John Street and Todd Burton

Absent: 2 - Charles Coleman and Rennell Woods

RES-16:151

RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AGREEMENT WITH THE ARKANSAS STATE HIGHWAYS AND TRANSPORTATION DEPARTMENT (AHTD) FOR THE FY 2016 RECREATIONAL TRAILS PROGRAM (RTP) - JONESBORO CRAIGHEAD FOREST PARK TRAIL PHASE 3

Attachments: [AHTD - RTP Agreement - Craighead Forest Park Trail Ph. 3](#)

CDBG Director Kimberly Marshall stated that this would start at the Park Trail Head and hit Lincoln Road, to Craighead Forrest Road, to Harrisburg Road. The Federal award amount is \$359,000 and the match is \$89,750. All of Craighead Forest should be completed except for one road.

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: 3 - Ann Williams; John Street and Todd Burton

Absent: 2 - Charles Coleman and Rennell Woods

RES-16:152

A RESOLUTION AUTHORIZING THE ACCEPTANCE OF AN OJJDP-INTERNET CRIMES AGAINST CHILDREN SUBAWARD (NO. ICAC16-05) FROM THE ARKANSAS STATE POLICE (ASP)

Attachments: [ICAC16-05 Subaward Agreement](#)
[Approved Subaward Budget - ICAC16-05](#)
[Special Subaward Conditions for 2016-MC-FX-K013](#)

Councilman Street said this was standard and they have been doing that for quite a while. CDBG Director Kimberly Marshall stated this was a main grant that comes to the Arkansas State Police and they give sub awards to different cities. This time it was a lot less because we had another trip that fell outside of it. The total amount that we will be getting will be \$3,692. This will pay for their airfare and travel to be trained on the software. Councilman Street stated he thought we were only one of three in the state to be awarded this. Ms. Marshall said that was correct. She said they typically give around \$13,000 and the other trip was more expensive so we will try for it again.

A motion was made by Councilman John Street, seconded by Councilman

Todd Burton, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 3 - Ann Williams; John Street and Todd Burton

Absent: 2 - Charles Coleman and Rennell Woods

RES-16:153

A RESOLUTION TO SUBMIT AN APPLICATION FOR THE FY2017 BROWNFIELDS ASSESSMENT GRANT THROUGH THE U.S. ENVIRONMENTAL PROTECTION AGENCY

Attachments: [2017 Assessment Guidelines](#)

CDBG Director Kimberly Marshall stated that she had spoken with the EPA and they said they need to go ahead and work on the assessment grant. There are two types of assessment, a Phase I and a Phase II. Phase I is very basic like what we did at the Wolverine Site. Phase II is where they go all the way down to the ground water and start testing to see what kind of contaminants and if there is any petroleum. We are expecting that the scrap metal yard is going to be loaded with hazardous materials as well as petroleum and the Round House as well because the railroad used petroleum and other toxins. We expect that to run close to \$300,000, but we don't know and that is why I said up to \$300,000 because I won't know until I get my numbers from ADEQ on what it would cost to do those types of assessments.

Councilman Street asked if this was an application. Ms. Marshall said this was an application. Chairman Dover said this was just an application to get a grant to set up and test and not the actual cleanup. Ms. Marshall said yes. Chairman Dover said if there is a large amount of cleanup, who foots that bill. Ms. Marshall said the EPA has a cleanup grant and provides money where you have to come up with 25%, but you can bring in other funds from other resources and industries to deal with that. The EPA also gives revolving loans to help take care of the big costs. Chairman Dover asked if there was any legal liability from the people who put it there. Ms. Marshall said yes there is in a way, but what she found out is that it goes back ten years. They would hit Hummelstein as well as TRG. There could be a possibility that they would have to clean that up, but there is money to assist them in that as well. Chairman Dover said that could be a long court battle.

Councilman Street asked if they are willing to move. Ms. Marshall said it was her understanding that they are willing to move and they want another place. She believes the Mayor is working on that project with a possible land trade. They don't use the railroads and the railroads haven't been used since the 60's. They use semi trucks and it would be easier on them if they were closer to the interstate than in the downtown area.

Councilwoman Williams asked if this was part of the development on the Railroad Corridor. Ms. Marshall stated the one big planning meeting we had was to give us ideas. It gives us the opportunity to get this testing done. Any type of abatement to property can be expensive especially with long term toxins, but it's in an effort to revitalize this corridor starting at ASTATE going all the way to Riceland Foods. Since this is a distressed area, this is how we can build up and revitalize this area.

Councilwoman Williams asked if it would include Front Street. Ms. Marshall said it may, but right now we are dealing with those specific sites. What EPA does once you start getting these types of grants, they help you find other federal sources like for preservation with the Round House. Preservation America which is federal funds and

EDA to come in and work together to revitalize this area. They know we don't have the funds to do this.

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: 3 - Ann Williams;John Street and Todd Burton

Absent: 2 - Charles Coleman and Rennell Woods

5. Pending Items

Chairman Dover stated that the Budget has been passed out to all of the council members and they are looking it over at this time. He said he assumes they will discuss it sometime at the next council meeting and pass it at the last council meeting in December. Chairman Dover asked if the committee wanted to set a working meeting to discuss the budget on December 13, 2016. Councilwoman Williams said that would be a good idea and shows due diligence on our part as far as asking questions in a public setting.

Chairman Dover said if we set a meeting to discuss it, then we don't need to discuss it at the council meeting next Tuesday. Communications Director Bill Campbell said that the Mayor intends to call a "Special Called" Meeting sometime next week to discuss the budget. Councilman Burton stated that we should have as many opportunities as possible to read over the budget. Chairman Dover stated that we have until February 2017 to pass the budget.

6. Other Business

[RES-16:156](#)

RESOLUTION TO ENTER INTO A SPONSORSHIP AGREEMENT WITH HAAG BROWN COMMERCIAL REAL ESTATE DEVELOPMENT FOR INFORMATION TECHNOLOGY VAN WRAP

Attachments: [Information Technology VAN Wrap.pdf](#)

Councilman Street moved, seconded by Councilman Burton, to suspend the rules and walk on RES-16:156. All voted aye.

Chairman Dover stated this is to wrap our IT van. This is an official contract of that verbal contract we have with Haag Brown. Chairman Dover said this was for three years.

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: 3 - Ann Williams;John Street and Todd Burton

Absent: 2 - Charles Coleman and Rennell Woods

7. Public Comments

8. Adjournment

A motion was made by Councilwoman Ann Williams, seconded by Councilman Todd Burton, that this meeting be Adjourned . The motion PASSED with the following vote.

Aye: 3 - Ann Williams;John Street and Todd Burton

Absent: 2 - Charles Coleman and Rennell Woods