



City of Jonesboro

900 West Monroe
Jonesboro, AR 72401

Meeting Minutes - Draft Finance & Administration Council Committee

Tuesday, April 30, 2013

4:00 PM

Huntington Building

1. Call To Order

Mayor Perrin was also in attendance.

Present 4 - Ann Williams; John Street; Darrel Dover and Charles Coleman

Absent 1 - Mikel Fears

2. Approval of minutes

MIN-13:006 Minutes for the Finance Committee meeting on January 22, 2013

Attachments: [Minutes](#)

A motion was made by Councilman John Street, seconded by Councilman Darrel Dover, that this matter be Passed . The motion PASSED by a unanimous vote

Aye: 3 - John Street; Darrel Dover and Charles Coleman

Absent: 1 - Mikel Fears

MIN-13:015 Minutes for the special called Finance Committee meeting on February 12, 2013

Attachments: [Minutes](#)

A motion was made by Councilman John Street, seconded by Councilman Darrel Dover, that this matter be Passed . The motion PASSED by a unanimous vote

Aye: 3 - John Street; Darrel Dover and Charles Coleman

Absent: 1 - Mikel Fears

MIN-13:022 Minutes for the special called Finance Committee meeting on March 5, 2013

Attachments: [Minutes](#)

A motion was made by Councilman John Street, seconded by Councilman Darrel Dover, that this matter be Passed . The motion PASSED by a unanimous vote

Aye: 3 - John Street; Darrel Dover and Charles Coleman

Absent: 1 - Mikel Fears

MIN-13:027 Minutes for the special called Finance Committee meeting on March 19, 2013

Attachments: [Minutes](#)

A motion was made by Councilman John Street, seconded by Councilman Darrel Dover, that this matter be Passed . The motion PASSED by a unanimous vote

Aye: 3 - John Street;Darrel Dover and Charles Coleman

Absent: 1 - Mikel Fears

MIN-13:030 Minutes for the special called Finance Committee meeting on April 2, 2013

Attachments: [Minutes](#)

A motion was made by Councilman John Street, seconded by Councilman Darrel Dover, that this matter be Passed . The motion PASSED by a unanimous vote

Aye: 3 - John Street;Darrel Dover and Charles Coleman

Absent: 1 - Mikel Fears

3. New Business

Resolutions To Be Introduced

RES-13:054 A RESOLUTION TO ACCEPT THE LOW BID AND ENTER INTO A CONTRACT WITH CURTIS CONSTRUCTION AND CONCRETE STAINING COMPANY FOR THE EARL BELL BATHROOM RENOVATIONS FOR DISASTER RELIEF AND PREPAREDNESS

Sponsors: Grants

Attachments: [Contract between City and Contractor](#)

Grants Administrator Heather Clements explained this is for the renovation of Earl Bell for the shelter preparedness. She added the City received a grant last year for disaster preparedness and this is the last phase of that grant. She noted Curtis Construction was the lowest bidder and the funds have been appropriated.

Councilman Dover asked if this will require a match from the City. Ms. Clements answered no. She further explained that some of the funds for the electrical work will come out of the Maintenance and Parks Department's budget due to some of the work not being covered by the grant and the work was required for this project to take place.

A motion was made by Councilman John Street, seconded by Councilman Darrel Dover, that this matter be Recommended to Council . The motion PASSED by a unanimous vote

Aye: 3 - John Street;Darrel Dover and Charles Coleman

Absent: 1 - Mikel Fears

RES-13:058 A RESOLUTION APPROVING THE SUBMISSION OF THE REVISED FY 2013 COMMUNITY DEVELOPMENT BLOCK GRANT ACTION PLAN AND PROPOSED BUDGET TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Sponsors: Grants

Attachments: [FY 2013 ACTION PLAN 4.15.13](#)

Ms. Clements explained that HUD and some citizens had concerns about the Town Market. She added the City is going to research the Town Market project more and look at doing the project in 2014. She stated they removed the Town Market from the 2013 Action Plan and replaced it with a splash pad at Parker Park.

Discussion was held concerning the Town Market.

A motion was made by Councilman John Street, seconded by Councilman Darrel Dover, that this matter be Recommended to Council . The motion PASSED by a unanimous vote

Aye: 3 - John Street;Darrel Dover and Charles Coleman

Absent: 1 - Mikel Fears

RES-13:059 A RESOLUTION APPROVING THE SUBMISSION OF THE REVISED 2012-2016 COMMUNITY DEVELOPMENT BLOCK GRANT CONSOLIDATED PLAN TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Sponsors: Grants and Community Development

Attachments: [2012 ConPlan Final Version 3.15.13](#)

Ms. Clements explained the City had to revise the 5 year plan when they revised the 2013 Action Plan. She added the City left the Town Market in the 5 year plan, but added the splash pad to the plan.

Councilman Dover asked if the City received any indication how the funds the City receives from Washington DC will be affected. Mayor Perrin answered the only problem he knows of will be with the funding for the transit department.

Further discussion was held concerning different projects in the City.

A motion was made by Councilman Darrel Dover, seconded by Councilman John Street, that this matter be Recommended to Council . The motion PASSED by a unanimous vote

Aye: 3 - John Street;Darrel Dover and Charles Coleman

Absent: 1 - Mikel Fears

4. Pending Items

5. Other Business

First quarter financial reports

Mayor Perrin explained in the first 3 months the City paid all of its debts and was still in the positive. He added the sales tax is still above last year, but the State Turnback funds are down. He added the turnback funds are down due to funding the Street Aid program. He noted he may apply for Street State Aid funds during the summer.

RES-13:061 A RESOLUTION TO ENTER INTO CONTRACT WITH HYETTPALMA TO PROVIDE THE SERVICE OF UPDATING THE DOWNTOWN ACTION AGENDA

Sponsors: Grants

Attachments: [HyattPalma Signed Agreement 5 1 2013](#)

Ms. Clements asked that this resolution be placed on tonight's Finance agenda so it will be able to be placed on next week's Council agenda.

Councilman Dover motioned, seconded by Councilman Street, that this Resolution be placed on tonight's Finance agenda. All voted aye.

Ms. Clements explained HyettPalma had previously been awarded a contract for a Downtown Action agenda to develop Downtown Jonesboro. She further explained that Mr. Ben Owens presented the idea to the Council to expand the downtown area to include North Jonesboro and HyettPalma with come back and update the Downtown Action agenda for a fee. She added the City did a RFP and HyettPalma was the lowest bidder.

Councilman Street asked if this will cover the plan to expand to North Jonesboro. Mayor Perrin answered this will only be the study and the guide on what to do.

Discussion was held concerning the areas that could be included in the downtown expansion.

Councilman Coleman asked if the funds will be available to tear down Wolverine. Mayor Perrin answered when the City receives title to the property the City will then apply for Brownfield funds. Councilman Coleman then asked what the City plans on doing with the Wolverine property. Mayor Perrin answered it would be up to the administration and Council to decide what to do with the property. He added he wants to wait for the study from HyettPalma to see what they recommend doing with the property. Councilman Coleman stated he would recommend building a new Police Department on the Wolverine property.

Councilman Street asked if some of the funds will go towards funding new police officers or will it be just for School Resource Officers. Mayor Perrin answered the funds will be split between both.

Discussion was held concerning School Resource Officers.

A motion was made by Councilman John Street, seconded by Councilman Darrel Dover, that this matter be Recommended to Council . The motion PASSED by a unanimous vote

Aye: 3 - John Street;Darrel Dover and Charles Coleman

Absent: 1 - Mikel Fears

Generators

Councilman Coleman explained the City needs more generators for the National Night Out so all the stuff at this event will be able to be used. He noted something needs to be done concerning this issue.

Councilman Coleman asked if there are any plans to redo the electrical work at the park. Mayor Perrin answered he was contacted by Chris Thyer and he is getting the City information concerning how much money the City will need to raise.

Councilman Coleman stated he is in need of at least two generators for the events. Mayor Perrin asked what size of generators are needed. Councilman Coleman answered the size should be 10,000 watts.

Land Use Advisory Committee & Master Street Plan

Councilman Street stated he was asked by Mr. Ben Owens for minutes to be kept for the Land Use Advisory Committee and the Master Street Plan Committee meetings. Mayor Perrin explained that Dr. Marsha Guffey took the notes for the first meeting. Mayor Perrin noted he will have someone take the minutes. He also added he has requested Mr. Jim Bond meet with the staff about where the City is going and to reeducate the MAPC on various items. Councilman Street stated the problem with the MAPC is getting the committee members to show up to the meetings. Discussion was held concerning the attendance at the MAPC meetings.

Councilman Dover asked if the City is required to have an MAPC. Mayor Perrin answered yes because it is required to have one by State Statute, but the members are appointed by the City and the County.

Councilman Dover then questioned if the members who are appointed to the MAPC have any rules or regulations they have to follow. Mayor Perrin answered no. He added they are also not required to have an orientation, but he would like to have training, orientation and new guidelines for members to follow for attendance. City Clerk Donna Jackson explained the MAPC is allowed to make their own procedures by state law.

City Clerk Jackson stated the City Clerk's Office would be more than happy to do the minutes for the Land Use Advisory and Master Street Plan Committees. Mayor Perrin noted he would be happy to have the City Clerk's Office do the minutes. He also explained he hopes to really get the advisory committees going in the fall.

Discussion was held concerning the MAPC. Councilman Street stated he thinks the MAPC should meet at least twice a month.

Mayor Perrin stated the City needs to be very clear on who is appointed to the MAPC. He added the people appointed need to have a development background. Councilman Street recommends interviewing possible members of the MAPC to let them know they have to attend the meetings.

6. Public Comments

7. Adjournment

A motion was made by Councilman Darrel Dover, seconded by Councilman John Street, that this meeting be Adjourned. The motion CARRIED by a Voice Vote.

Aye: 3 - John Street; Darrel Dover and Charles Coleman

Absent: 1 - Mikel Fears