



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Agenda Public Works Council Committee

Thursday, October 9, 2025

5:00 PM

Municipal Center, 300 S. Church

NOTE: Rescheduled due to National Night Out

1. CALL TO ORDER

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

3. APPROVAL OF MINUTES

MIN-25:069

Minutes for the Public Works Committee meeting on Tuesday, August 5, 2025

Attachments: [Minutes](#)

4. NEW BUSINESS

RESOLUTIONS TO BE INTRODUCED

RES-25:130

A RESOLUTION TO THE CITY OF JONESBORO, ARKANSAS TO AUTHORIZE THE MAYOR AND CITY CLERK TO ACCEPT A PERMANENT DRAINAGE EASEMENT FROM JERALD SHARP FOR THE PURPOSE OF CONSTRUCTING AND MAINTAINING DRAINAGE IMPROVEMENTS

Sponsors: Engineering

Attachments: [Permanent Drainage Easement.pdf](#)

RES-25:135

A RESOLUTION BY THE CITY OF JONESBORO, ARKANSAS TO APPROVE THE ATTACHED FEE PROPOSAL FOR ADDITIONAL SERVICES FOR THE S CARAWAY ROAD WIDENING PROJECT

Sponsors: Engineering

Attachments: [Fee Proposal - S Caraway Plan Revisions.pdf](#)

RES-25:136

A RESOLUTION BY THE CITY OF JONESBORO, ARKANSAS TO APPROVE THE ATTACHED SUPPLEMENTAL AGREEMENT WITH FISHER ARNOLD FOR ADDITIONAL SERVICES FOR THE UNIVERSITY HEIGHTS LINK TRAIL PROJECT

Sponsors: Engineering

Attachments: [Job 101060 Supplemental Agreement.pdf](#)

5. PENDING ITEMS

6. OTHER BUSINESS

7. PUBLIC COMMENTS

8. ADJOURNMENT



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: MIN-25:069

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Public Works Council Committee

File Type: Minutes

Minutes for the Public Works Committee meeting on Tuesday, August 5, 2025



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Public Works Council Committee

Tuesday, August 5, 2025

5:00 PM

Municipal Center, 300 S. Church

1. CALL TO ORDER

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

Present 7 - John Street; Charles Coleman; LJ Bryant; Ann Williams; Janice Porter; Anthony Coleman and Kevin Miller

Absent 1 - Chris Moore

3. APPROVAL OF MINUTES

[MIN-25:057](#)

Minutes for the Public Works Committee meeting on Tuesday, July 1, 2025

Attachments: [Minutes](#)

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

Aye: 6 - Charles Coleman; LJ Bryant; Ann Williams; Janice Porter; Anthony Coleman and Kevin Miller

Absent: 1 - Chris Moore

4. NEW BUSINESS

Chairman John Street said, there are several of these that are similar. I'm going to read one of the first ones, and if you don't care after that I'll just read them by title only.

RESOLUTIONS TO BE INTRODUCED

[RES-25:081](#)

A RESOLUTION BY THE CITY COUNCIL OF JONESBORO, ARKANSAS AUTHORIZING THE OFFER AND ACCEPTANCE TO PURCHASE ADDITIONAL RIGHT-OF-WAY AT 3507 AGGIE ROAD FOR THE PURPOSE OF THE CONSTRUCTING AND MAINTAINING PEDESTRIAN AND BICYCLE INFRASTRUCTURE IMPROVEMENTS

Sponsors: Engineering

Attachments: [Offer and Acceptance - 3507 Aggie Road \(2\).pdf](#)

Chairman John Street said, I will note that it has 1,155 square feet of area. Councilmember Dr. Charles Coleman said, I do have a question. Is it the same price for all those ones? Chairman John Street said, this one is \$3 a square foot. All of them

are \$3 a square foot with the exception of one that only has 57 square feet, and that one is \$8.77 a square foot. But that's a minimum purchase price, I think, of \$500. When you have a lot that small... the smaller the site the larger the price per square foot and conversely, but the rest of them all end up being \$3 a square foot. Councilmember Dr. Charles Coleman said, ok.

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

Aye: 6 - Charles Coleman;LJ Bryant;Ann Williams;Janice Porter;Anthony Coleman and Kevin Miller

Absent: 1 - Chris Moore

[RES-25:082](#)

A RESOLUTION BY THE CITY COUNCIL OF JONESBORO, ARKANSAS AUTHORIZING THE OFFER AND ACCEPTANCE TO PURCHASE ADDITIONAL RIGHT-OF-WAY AT 3505 AGGIE ROAD FOR THE PURPOSE OF THE CONSTRUCTING AND MAINTAINING PEDESTRIAN AND BICYCLE INFRASTRUCTURE IMPROVEMENTS

Sponsors: Engineering

Attachments: [Offer and Acceptance - 3505 Aggie Road.pdf](#)

Chairman John Street said, I will note this says 872 square feet. It's a purchase price of \$2,616. That is \$3 a square foot.

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

Aye: 6 - Charles Coleman;LJ Bryant;Ann Williams;Janice Porter;Anthony Coleman and Kevin Miller

Absent: 1 - Chris Moore

[RES-25:083](#)

A RESOLUTION BY THE CITY COUNCIL OF JONESBORO, ARKANSAS AUTHORIZING THE OFFER AND ACCEPTANCE TO PURCHASE ADDITIONAL RIGHT-OF-WAY AT 3700 BLUERIDGE CIRCLE FOR THE PURPOSE OF THE CONSTRUCTING AND MAINTAINING PEDESTRIAN AND BICYCLE INFRASTRUCTURE IMPROVEMENTS

Sponsors: Engineering

Attachments: [Offer and Acceptance - 3700 Blueridge Circle.pdf](#)

Chairman John Street said, that's the one I was talking about that has 57 square feet and purchase price of \$500 which makes it \$8.77 a square foot.

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

Aye: 6 - Charles Coleman;LJ Bryant;Ann Williams;Janice Porter;Anthony Coleman and Kevin Miller

Absent: 1 - Chris Moore

[RES-25:084](#)

A RESOLUTION BY THE CITY COUNCIL OF JONESBORO, ARKANSAS AUTHORIZING THE OFFER AND ACCEPTANCE TO PURCHASE ADDITIONAL

RIGHT-OF-WAY AT 3704 BLUERIDGE CIRCLE FOR THE PURPOSE OF THE
CONSTRUCTING AND MAINTAINING PEDESTRIAN AND BICYCLE
INFRASTRUCTURE IMPROVEMENTS

Sponsors: Engineering

Attachments: [Offer and Acceptance - 3704 Blueridge Circle.pdf](#)

Chairman John Street said, that one is 964 square feet and the purchase price is \$2,892 which is \$3 a square foot.

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

Aye: 6 - Charles Coleman;LJ Bryant;Ann Williams;Janice Porter;Anthony Coleman and Kevin Miller

Absent: 1 - Chris Moore

[RES-25:085](#)

A RESOLUTION BY THE CITY COUNCIL OF JONESBORO, ARKANSAS
AUTHORIZING THE OFFER AND ACCEPTANCE TO PURCHASE ADDITIONAL
RIGHT-OF-WAY AT 103 MARK STREET FOR THE PURPOSE OF THE
CONSTRUCTING AND MAINTAINING PEDESTRIAN AND BICYCLE
INFRASTRUCTURE IMPROVEMENTS

Sponsors: Engineering

Attachments: [Offer and Acceptance - 103 Mark Street.pdf](#)

Chairman John Street said, that parcel has 49 square feet and again a purchase price of \$500 and which makes it \$10.20 a square foot.

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

Aye: 6 - Charles Coleman;LJ Bryant;Ann Williams;Janice Porter;Anthony Coleman and Kevin Miller

Absent: 1 - Chris Moore

[RES-25:086](#)

A RESOLUTION BY THE CITY COUNCIL OF JONESBORO, ARKANSAS
AUTHORIZING THE OFFER AND ACCEPTANCE TO PURCHASE ADDITIONAL
RIGHT-OF-WAY AT 3515 AGGIE ROAD FOR THE PURPOSE OF THE
CONSTRUCTING AND MAINTAINING PEDESTRIAN AND BICYCLE
INFRASTRUCTURE IMPROVEMENTS

Attachments: [Offer and Acceptance - 3515 Aggie Road.pdf](#)

Chairman John Street said, that has 1,291 square feet. Purchase price of \$3,873 for \$3 a square foot.

A motion was made by Charles Coleman, seconded by Janice Porter, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 6 - Charles Coleman;LJ Bryant;Ann Williams;Janice Porter;Anthony Coleman and Kevin Miller

Absent: 1 - Chris Moore

[RES-25:092](#)

A RESOLUTION BY THE CITY COUNCIL OF JONESBORO, ARKANSAS AUTHORIZING THE OFFER AND ACCEPTANCE TO PURCHASE ADDITIONAL RIGHT-OF-WAY AT 3509 AGGIE ROAD FOR THE PURPOSE OF THE CONSTRUCTING AND MAINTAINING PEDESTRIAN AND BICYCLE INFRASTRUCTURE IMPROVEMENTS

Sponsors: Engineering

Attachments: [Offer and Acceptance - 3509 Aggie Road.pdf](#)

Chairman John Street said, that has 1,060 square feet. Purchase price of \$3,180 which is \$3 a square foot.

Councilmember Ann Williams said, I would like to note that Dr. Coleman had to leave to take a call.

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

Aye: 5 - LJ Bryant;Ann Williams;Janice Porter;Anthony Coleman and Kevin Miller

Absent: 2 - Chris Moore and Charles Coleman

[RES-25:096](#)

A RESOLUTION TO THE CITY OF JONESBORO, ARKANSAS TO AUTHORIZE THE MAYOR AND CITY CLERK TO ACCEPT A DRAINAGE EASEMENT FROM PATSY SUE BROWN THE PURPOSE OF CONSTRUCTING AND MAINTAINING DRAINAGE IMPROVEMENTS

Sponsors: Engineering

Attachments: [Permanent Drainage Easement - 641 W Cherry.pdf](#)

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

Aye: 5 - LJ Bryant;Ann Williams;Janice Porter;Anthony Coleman and Kevin Miller

Absent: 2 - Chris Moore and Charles Coleman

5. PENDING ITEMS

6. OTHER BUSINESS

Just to note Councilmember Dr. Charles Coleman returned from the phone call.

7. PUBLIC COMMENTS

Councilmember Ann Williams said, I think there were some questions about the trolley cars. I think that Lee Wells is here, and I think there are some members of the public had inquired about the number and... If any of y'all have a question. Chairman John Street said, it's more of an update. Councilmember Ann Williams said, an update. Because we did vote on an item in regard to Jets in the Finance Committee meeting last Tuesday as well.

Jets Department Director Lee Wells approached the podium and said, yes, then that item will be up on full Council today as well. So, we do have the five trolleys in stock. We are still getting some preparations on those for our software upgrade, but we do have most all of the equipment on them to be able to make them revenue ready. Which is one of the items that we've been waiting on in order to get them out into service. So, as you have seen, we have one trolley that is running on a regular route. We have the four routes... Councilmember Ann Williams said, I've seen it. Director Lee Wells said, it looks really good out there. Councilmember Ann Williams said, yeah, it looks great. Director Lee Wells said, yeah and lots of people have asked, you know, how do I ride and we just tell them, you know, it's just like any other transit. Now, that one specifically with the four routes is running on one route. We wanted to have some consistency with that, but also that route was a little more conducive to that trolley usage. So, it is currently running on Route 17. Route 17 does travel over to Johnson, and then also all the way over down to Caraway to the Walmart on Highland. That centralized area seemed to be kind of a fit for that trolley, so that's what we're utilizing it on now. We do have, like I said, everything that is needed for it to be revenue ready, but we will still be making some continuous progress on not only the trolleys but also our regular fleet as well for this upgrade that we're in the process of with Trip Spark to add some extra enhancements.

Councilmember Ann Williams said, so the purpose of that one that I've seen, that you're talking about that goes to Walmart, that's for like incoming students and international students, perhaps. And it goes from, to Caraway and then you said over to Walmart, is that correct? Director Lee Wells said, that is correct, yes. It goes down Marion Berry over to Johnson, over to the campus, back over to Marion Berry, to Caraway, all the way out to the Walmart on Highland, and then back to the transfer center. It actually, that route does more loops than some of the others. It does some multiple loops. It's kind of complicated the way that one works, but that one has more visibility and it's more kind of in the center of town compared to the other routes. So that's kind of where we wanted to try to put it, plus the navigation was just a little bit more fitting for that trolley as we get our drivers more custom to being in the driver's seat on those.

Chairman John Street said, Lee is that, and we talked about this the other day but I'd... Do you have any kind of estimated time when the software we have might make it available to purchase? Passes, monthly passes. Director Lee Wells said, so, we are currently working on that. The Trip Spark project is more of an informative process. Not really going to be for the pass process. We have made some slight tweaks to the way we are doing passes currently, as we get ready to transition to a new program from the program we were using. The cost of that program was just starting to get extremely high for just repairs in order to run them and a replacement cost was just exponential. It just was not a very feasible thing for us to do. We do currently have some information out now for industry individuals to bid on saying, hey we'd like to have the opportunity to provide that package for you. So hopefully we should be seeing something on that.

Councilmember Kevin Miller said, so we don't have a particular timeline right now on how long that may take? Director Lee Wells said, we don't have a timeline yet because we're still in the RFP process. We haven't actually gotten a vendor yet. Until we get that vendor then we'll have to see what time frame that vendor will have for the actual install of whatever's required to be installed and then connection to our system as it is. But we have the process moving forward to be able to define and pick that partnership.

Chairman John Street said, do you have any kind of update on the stops? The covers

at the different stops. Director Lee Wells said, I believe that closes tomorrow. Craig, is that correct? That shelter bid closes tomorrow, so we should have some more information moving forward on that.

Councilmember LJ Bryant said, Chairman. I'm just thinking aloud. How much money do we really, and this is somewhat theoretical and off the cuff but, how much money do we spend collecting money versus how much money we collect? I mean, how much money are we going to spend to collect revenue versus how much money it really is? Director Lee Wells said, that's one of the reasons we have moved away from the system that we were using. Because realistically we were spending more money on keeping that system available for individuals than what we were actually collecting. Now, of course, revenue, as we've talked about before, we're not a revenue generator, you know. We are federally funded, but that revenue stream is a nice way to be able to help with that cost share that we have. By switching over to the gravity feed, which is what we currently have in all of the vehicles, we have little to no cost involved in that. It's just the initial purchase process. There's no upkeep. It's... nothing on that is electronic. It is quite simply just a key lock and mechanical physically moving the cash box out. So that is a big big plus. What we're looking at and with this RFP and what we're hoping to find is a reasonable cost for allowing those individuals that are maybe coming from out of town, or those individuals that are only riding on occasion to be able to jump on and pay with a card or with their phone. As opposed to having to try to find where we sell our passes and or to have that exact change cash available, because we can't give any change on the bus. So, it's just a matter of making that ease for them. Now, just like I'm sure you're familiar, and most of you are with any card payment system, there is a fee that's involved in that. It usually comes off that whenever that fee is made, and that's what we're looking to get. But until we get that RFP back we won't really know exactly what we're looking at. That's why we've got that reaching out to find out more information on it.

Chairman John Street said, thank you very much. We look forward to having that come online.

8. ADJOURNMENT

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

Aye: 6 - Charles Coleman; LJ Bryant; Ann Williams; Janice Porter; Anthony Coleman and Kevin Miller

Absent: 1 - Chris Moore



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:130

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Public Works Council Committee

File Type: Resolution

A RESOLUTION TO THE CITY OF JONESBORO, ARKANSAS TO AUTHORIZE THE MAYOR AND CITY CLERK TO ACCEPT A PERMANENT DRAINAGE EASEMENT FROM JERALD SHARP FOR THE PURPOSE OF CONSTRUCTING AND MAINTAINING DRAINAGE IMPROVEMENTS

WHEREAS, the City of Jonesboro, Arkansas desires to accept the following described easement for the purpose of constructing and maintaining drainage improvements:

A 15-ft drainage easement being along the North 50 ft of the east 15 ft of Lot 22 of Wheeler Heights Subdivision, Craighead County, Arkansas.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF JONESBORO OF JONESBORO, ARKANSAS THAT:

Section 1. The Mayor and City Clerk are hereby authorized by the City Council for the City of Jonesboro, Arkansas to accept the easement described above.

Return recorded document to:
CITY OF JONESBORO
300 South Church Street
JONESBORO, AR 72401

The above space is reserved for Craighead County recording information.

PERMANENT DRAINAGE EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That **Jerald Sharp**, hereinafter referred to as Grantor (whether one or more), does hereby dedicate, grant, and convey unto the Public, and that the **CITY OF JONESBORO**, a Municipal Corporation of the State of Arkansas, hereinafter referred to as Grantee, does hereby accept on behalf of the public, for use as a permanent drainage easement the following described real property in Craighead County, State of Arkansas, to-wit:

A 15-ft drainage easement being along the North 50 ft of the east 15 ft of Lot 22 of Wheeler Heights Subdivision, Craighead County, Arkansas.

This easement is to make drainage improvements and maintain said improvements within the City of Jonesboro. Any other use of this area, other than by record owners, shall only be granted by record owners, but they are not precluded from using or granting other use, so long as same does not interfere unreasonably with the express purpose intended.

This grant of easement and right of way shall be binding upon the heirs, successors, administrators, and assigns of the grantors.

IN WITNESS WHEREOF, the GRANTORS have executed this instrument on the 18 day of SEPT, 2025.

Signature 
Owner Name


Signature _____
Owner Name

ACKNOWLEDGMENT

STATE OF ARKANSAS
COUNTY OF CRAIGHEAD

On this day before me, the undersigned officer personally appeared JERALD SHARP ~~Owner Name~~ to me well known to be the person whose name is subscribed to the foregoing instrument, and acknowledged that they had executed the same for the purposes therein stated and set forth.

WITNESS my hand and seal this 18th day of SEPT, 2025.

Notary Public (Signature) 

My Commission Expires: 4/20/27





City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:135

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Public Works Council Committee

File Type: Resolution

A RESOLUTION BY THE CITY OF JONESBORO, ARKANSAS TO APPROVE THE ATTACHED FEE PROPOSAL FOR ADDITIONAL SERVICES FOR THE S CARAWAY ROAD WIDENING PROJECT

WHEREAS, Pickering Firm, Inc. was selected for the S Caraway Road Widening (Parker Road to Fox Meadow Lane) project;

WHEREAS, the City of Jonesboro desires to increase the project with the attached Fee Proposal in the amount of 99,860.00 for plan revisions; and,

WHEREAS, funding for the execution of the fee proposals shall come from the Capital Improvement budget and compensation shall be paid in accordance with fee proposal.

NOW, THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS;

Section 1: That the City of Jonesboro hereby accepts the attached Fee Proposal in the amount of \$99,860.00 for plan revisions for the S Caraway Road Widening (Parker Road to Fox Meadow Lane) project.

Section 2. That funding for the execution of the fee proposal shall come from the Capital Improvement budget and compensation shall be paid in accordance with the fee proposal.

Section 3. The Mayor and the City Clerk are hereby authorized by the City Council for the City of Jonesboro to accept the Fee Proposal and direct the Purchasing Agent to increase the Purchase Order amount.

September 24, 2025

Mr. Craig Light, P.E.
Engineering Director
City of Jonesboro
300 S. Church
Jonesboro, AR 72401

**Re: Additional Services: Plan Revisions
S. Caraway Road Widening (Parker Road to Fox Meadow Lane)
Jonesboro, Arkansas**

Mr. Light:

Pickering Firm, Inc., herein known as Pickering (the "Consultant"), is pleased to submit this Scope of Work and Fee Proposal to the City of Jonesboro, herein known as the City (the "Client"), for providing Professional Engineering services for the development of the above referenced project. Our scope of services, schedule, and fee are shown below.

General Project Description

Pickering was contracted to perform the survey and design for the widening of South Caraway Road from south of East Parker Road to Fox Meadow Lane. The improvements were based on an approved traffic study and consisted of a combination of a five (5) lane and three (3) lane section. As the project developed, it was decided to provide a ten (10) foot multiuse trail on both the east and west side of the improved section. Due to funding constraints, the City made the decision to revise the project. The project limits will be revised to provide a five (5) lane section from East Parker Rd. to Latourette Drive then continue with a three (3) lane section from Latourette Dr. to Glenn Place. The roadway widening will conclude at Glenn Place and will no longer extend further south to Fox Meadow Lane. The ten (10) foot multiuse trail on the east side of S. Caraway Rd. will be reduced to a six (6) foot sidewalk and will conclude at Glenn Place. The ten (10) foot multiuse trail on the west side of S. Caraway Rd. will remain and extend the full original length of the project to Fox Meadow Lane. The location of this trail, south of Glenn Place, will require redesign, as the roadway through this section is no longer being reconstructed. A more detailed scope of services required for the plan revisions follows.

Scope of Services

Plan Revisions

1. The currently designed five (5) lane section from East Parker Rd. to Latourette Dr. will remain as currently designed, with the exception of the east sidewalk revision.
2. The five (5) lane section will transition to a three (3) lane section and continue as three lanes to Glenn Place. This section was originally designed as five lanes. The City has requested to shift the three (3) lane section to the west in order to utilize as much of the current layout as possible and limit the required redesign of grading, curb & gutter, sidewalk location, etc. to the east side. This will also significantly lessen the impact to

utilities in the area. Based on preliminary discussions with the City, this will be accomplished by shifting the proposed centerline west and providing two lanes west of the proposed centerline and one lane east of the proposed centerline. This will be evaluated in more detail as part of the redesign.

3. The currently designed three (3) lane section from Glenn Place to Fox Meadow Lane will be removed from the project.
4. Pickering will review the drainage design including the hydraulic design and physical layout. The design will be modified based on City design criteria. Required modifications to the drainage structures will be made. Modifications may include sizing, location, and quantity of structures.
5. The ten (10) foot multiuse trail on the east side of S. Caraway Rd. will be reduced to a six (6) foot sidewalk. The location will be adjusted to coincide with the revised curb and gutter locations. The sidewalk will only extend the length of the widening and will end at Glenn Place. In addition, the City may include this sidewalk as a deductive alternate. Plan notation and quantities will be provided accordingly.
6. The ten (10) foot multiuse trail on the west side of S. Caraway between E. Parker Rd. and Glenn Place will be reviewed and may require minor modifications. From Glenn Place to Fox Meadow Lane the multiuse trail will require a location redesign, as the roadway will no longer be widened through these limits. These limits include both open shoulder locations and curb and gutter sections.
7. Erosion control plans will be modified based on the new design.
8. Traffic control plans and phasing scheme will be modified to accommodate traffic within the confines of the reduced widening widths. In addition, the traffic control will incorporate weekend road closures with signed temporary detours to install cross drains as discussed with staff. All traffic control measures, particularly road closures, will be coordinated with staff.
9. All aspects of the plans are expected to be modified including, but limited to: Title, typical sections, erosion control, traffic control, plan and profile sheets, roadway modeling, street and driveway ties, culvert sections, pavement marking, cross sections and all quantity tabulations.
10. Plans will be reviewed and coordinated with City Water & Light and other utilities to accommodate their facilities where feasible. Adjustments are anticipated.

Additional Services

If the City requires services beyond what is provided for in the scope of services listed above, said services can be performed based upon a negotiated fee agreed to by both parties. Additional services will only be performed after written authorization is received.

Project Schedule

Pickering will begin work as soon as the notice to proceed is received. Completion dates are flexible and will be coordinated with the City to ensure the project is not delayed. The City has stated that they would be ready for construction spring of 2026 at the earliest however, they have also expressed the need to get the revised plans to affected utility companies. Pickering will provide a revised "60%" level of completion plans for dissemination to affected utility companies.

Compensation for Basic Services

We will invoice you monthly based on a percentage of actual work completed. We propose to complete the work in the scope of basic services with the fee basis noted below plus customer reimbursable expenses. No markup will be included for reimbursable expenses.

Plan Revisions

Time and Material, NTE..... \$99,860.00

A breakdown of the Plan Revisions fee can be found on the attached fee proposal. The multiplier used for the billing rates shown is 3.716 based upon an indirect cost rate of 231.04 percent plus 0.834 percent facilities Capital Cost of Money (FCCM) (FY 2024).

Please advise if further information is desired and do not hesitate to give me a call at (870) 336-0117 if you have any questions.

Sincerely,

PICKERING FIRM INCORPORATED



Michael L. Foster, P.E.
Project Manager

Justification of Fees and Costs
South Caraway Road Widening - Plan Revisions
3-Lane limits and Multiuse Trail Adjustments
City of Jonesboro, Arkansas

	Estimated Hours						
	Project Manager	Senior Engineer	Engineer	Engineer Intern	Clerical		Total Hours
Plan Preparation							
Roadway Design							
1. Project Administration	24		16				40
2. Revise Title Sheet				2			2
3. Revise Typical Sections			2	16			18
4. Revise Special Details				2			2
5. Revise Erosion Control Sheets			4	16			20
6. Client Meetings to Discuss MOT Revisions	4		4				8
7. Revise Maintenance of Traffic	1		24	48			73
8. Revise Quantities & Sheets	1		8	32			41
9. Revise Roadway Modeling			16	40			56
10. Review & Revise Drainage Design	1		24	56			81
11. Redesign West Multiuse Trail			2	24			26
12. Revise Mainline Plan & Profile Sheets	1		8	40			49
13. Revise Driveway Details			2	8			10
14. Revise Culvert Sections			4	16			20
15. Revise Cross Sections	1		8	24			33
16. Revise Misc. Sheets (Index, Specs., etc.)			1	8			9
17. Revise Cost Estimate	1		2	4			7
18. QC/QA Review	2		24	16			42
19. Misc. Revisions for CW&L Accomodations			16	40			56
20. Buffer for Misc. Revisions			16	24			40
							0
							0
Totals	36	0	181	416	0	0	633

Labor Rates

	\$ 64.00	\$ 70.00	\$ 53.00	\$ 36.00	\$ 25.00				
Labor Cost	\$ 2,304.00	\$ -	\$ 9,593.00	\$ 14,976.00	\$ -	\$ -	\$ -	\$ -	\$ 26,873.00

Overhead % 231.04% \$ 62,087.38

Total Labor and Overhead \$ 88,960.38

Fixed Fee % 12.00% \$ 10,675.25

FCCM Overhead 0.834% \$ 224.12

Total Labor, Overhead, and Fee: \$ 99,859.75

Direct Costs:	Qty.	Unit Price	
Mileage	0	\$ 0.535	\$0.00
Meals	0	\$ 41.00	\$0.00
Lodging	0	\$ 96.00	\$0.00
Postage	0	\$ 100.00	\$0.00
Reproductions: 8 1/2" x 11"	0	\$ 0.10	\$0.00
Reproductions: 11" x 17"	0	\$ 0.15	\$0.00
Reproductions: Full Size	0	\$ 2.00	\$0.00

Total Direct Costs: \$0.00

Project Total \$ 99,859.75



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:136

Agenda Date:

Version: 1

Status: To Be Introduced

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File Type: Resolution

A RESOLUTION BY THE CITY OF JONESBORO, ARKANSAS TO APPROVE THE ATTACHED SUPPLEMENTAL AGREEMENT WITH FISHER ARNOLD FOR ADDITIONAL SERVICES FOR THE UNIVERSITY HEIGHTS LINK TRAIL PROJECT

WHEREAS, Fisher Arnold was selected for the University Heights Link Trail project;

WHEREAS, the City of Jonesboro desires to increase the project with the attached Supplemental Agreement in the amount of \$25,870.00 for additional services for the University Heights Link Trail project; and

WHEREAS, that funding for the execution of the fee proposal shall come from the Capital Improvement budget and compensation shall be paid in accordance with the Supplemental Agreement.

NOW, THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS;

Section 1. That the City of Jonesboro hereby accepts the attached Supplemental Agreement in the amount of \$25,870.00 for additional services from Fisher Arnold.

Section 2. That funding for the execution of the fee proposal shall come from the Capital Improvement budget and compensation shall be paid in accordance with the Supplemental Agreement.

Section 3. The Mayor and the City Clerk are hereby authorized by the City Council for the City of Jonesboro to execute all documents necessary to effectuate this supplemental agreement and direct the Purchasing Agent to increase the Purchase Order amount.

September 23, 2025

**City of Jonesboro
Engineering Department
Mr. Craig Light
300 S Church Street
Jonesboro AR, 72401**

**RE: SUPPLEMENTAL AGREEMENT
JONESBORO UNIVERSITY HEIGHTS LINK TRAIL (TAP-10) (S)
F.A.P (TAP-F-9227(84))
JONESBORO, CRAIGHEAD COUNTY, AR**

Dear Mr. Light:

Please find herein the fees and scope items previously discussed that outline the requested changes and additional services for the above-mentioned project. All fees listed herein are estimated time and expense that will not exceed that fee shown herein.

Listed below are the relevant tasks included in this proposal.

I. TYPICAL SECTION REDESIGN

- a. Revise the typical section as discussed from August 11, 2025 meeting
- b. Revise the construction documents to convey the new typical section.
- c. Revise and regrade Roadway Corridor
- d. Revised Base linework
- e. Identify new start location for the project and reestablish stationing for Aggie Road improvements from job #101073 HWY 351 Connector end station.

FEE FOR SERVICES..... \$14,195.00

II. FIELDER DRIVE INTERSECTION REDESIGN

- a. Revise Aggie Road vertical profile and Fielder Drive vertical profile to minimize negative impacts to Fielder Drive/ Aggie Road Intersection.
- b. Extend survey and roadway improvement design down Fielder Drive to improve the approach grade at Aggie Road.
- c. Revise drainage storm sewer system at Fielder Drive intersection and improve cross drain connection on Fielder Drive.

FEE FOR SERVICES..... \$7,175.00

III. UTILITY COORDINATION

- a. Coordinate with local CWL to avoid adverse utility relocations due to scope of project.

FEE FOR SERVICES..... \$4,500.00

SUMMARY OF FEES

I.	TYPICAL SECTION REDESIGN	\$ 14,195.00
II.	FIELDER DRIVE INTERSECTION REDESIGN	\$ 7,175.00
III.	UTILITY COORDINATION	\$ 4,500.00
TOTAL FEE AMOUNT		\$ 25,870.00

All services listed herein are estimated, time&expense fees not to exceed the fees shown herein on the outlined scope of work. Hourly rates for this project will be in accordance with the rate table in **Appendix A**. The fees provided herein do not include expenses such as filing/application fees, permit fees paid to governing authorities, and recording fees or actual expenses incurred directly in connection with the project: printing, copying, postage and delivery services. These costs shall be reimbursable expenses not included in the lump sum and to be paid by the Owner. Application fees and reimbursable expenses from outside sources such as overnight deliveries, printing, and courier services will have a 15% markup.

JONESBORO UNIVERSITY HEIGHTS LINK TRAIL (TAP-10) (S)

It is recognized that additional work which is not included in the scope herein may become necessary. If at any time additional services become necessary or the Client desires to have any additional services performed by Fisher & Arnold, Inc, they can be done at an additional fee mutually agreed upon at time such service(s) is(are) deemed necessary.

We will bill you monthly based on the percent complete until completion of the project (or upon completion of the project). Payment is due the 10th of each month. Interest in the amount of 1.5% per month on the outstanding balances (18% per annum) will be assessed the contracting party after the payment due date.

In the event of breach or non-payment, the contracting party agrees to pay reasonable expenses of enforcement including attorney fees and costs. Exclusive venue for enforcement of this Agreement shall be in Craighead County, Arkansas.

If for any reason outside of Fisher Arnold's control the project is delayed or otherwise put on hold, the Owner expressly agrees to pay for all time and expenses incurred.

The obligation to provide further services under the Agreement may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. In the event of termination, Fisher & Arnold, Inc. will be paid for all services rendered to the date of termination and all reimbursable expenses.

The fees shown in this proposal are based on the Owner agreeing to limit the Professional's liability for all planning, engineering, and surveying services to the Owner, all construction contractors, and subcontractors on the project, due to the Professional's negligent acts, errors, or omissions, such that the total aggregate liability of the Professional to all those named shall not exceed the professional fees received on the project.

This proposal represents the entire understanding between you and us in respect to the "Project" and may only be modified in writing signed by both of us. We are looking forward to working with you on this project. If you have any questions regarding this proposal, please do not hesitate to call. We will be awaiting your signature as acceptance to this Proposal and approval to proceed with these efforts.

FISHER ARNOLD

ENGINEERS | ARCHITECTS | CONSULTANTS | PLANNERS
404 Creath Avenue | Jonesboro, AR 72401

JONESBORO UNIVERSITY HEIGHTS LINK TRAIL (TAP-10) (S)

Sincerely,

FISHER & ARNOLD, INC.



Tim Verner, P.E.
Senior Vice President



Jason MacDonald, P.E.
Director of Water Resource



Garrett Dunnam, P.E.
Project Manager

REG/cd

Your signature on this copy will authorize us upon its receipt to commence work. Please sign, date, and return one copy for our files.

BY: _____

Name	_____	Title	_____
Signature	_____	Date	_____



FISHER ARNOLD

ENGINEERS | ARCHITECTS | CONSULTANTS | PLANNERS

Appendix A 2025 Billing Rate Schedule

<u>Classification</u>	<u>Hourly Rate</u>	<u>Classification</u>	<u>Hourly Rate</u>
Engineer-1	\$125	Industrial-1	\$130
Engineer-2	\$145	Industrial-2	\$140
Engineer-3	\$165	Industrial-3	\$150
Engineer-4	\$185	Industrial-4	\$175
Engineer-5	\$205	Industrial-5	\$200
Engineer-6	\$225	Industrial-6	\$225
Engineer-7	\$245	Survey I-Man	\$90
Engineer-8	\$275	Survey LiDar Tech	\$120
Architect-1	\$105	Survey Party Chief	\$120
Architect-2	\$125	Survey CADD Tech	\$135
Architect-3	\$155	Survey-5	\$155
Architect-4	\$185	Survey RLS	\$175
Architect-5	\$215	Survey Manager	\$210
Architect-6	\$250	Technician-1	\$90
Environmental Specialist-1	\$95	Technician-2	\$105
Environmental Specialist-2	\$115	Technician-3	\$120
Environmental Specialist-3	\$135	Technician-4	\$130
Sr. Geologist/Sr. Project Manager	\$155	Technician-5	\$140
Sr. Environmental Specialist	\$185	Technician-6	\$155
Environmental- Manager	\$220	Technician-7	\$175
Environmental- Principal	\$250	Designer-1	\$95
Planner/LA-1	\$110	Designer-2	\$110
Planner/LA-2	\$130	Designer-3	\$125
Planner/LA-3	\$150	Designer-4	\$140
Planner/LA-4	\$165	Designer-5	\$160
Planner/LA-5	\$185	Designer-6	\$175
Planner/LA-6	\$210	Project Administrator	\$95

Other Expenses

Owner will pay Fisher Arnold the project related expenses incurred in processing the work such as lodging, reproduction expenses, equipment rental and other fees directly related to the project at actual cost plus a 15% markup. The fixed rates for meals, mileage and/or specific equipment are shown below:

Per Diem Meals Current GSA Base Rate (www.gsa.gov/mie)

Mileage Current IRS Rate (<https://www.irs.gov/tax-professionals/standard-mileage-rates>)

Hourly rates may be adjusted annually.