



# City of Jonesboro

Municipal Center  
300 S. Church Street  
Jonesboro, AR 72401

## Meeting Minutes Finance & Administration Council Committee

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Tuesday, March 31, 2015

4:00 PM

Municipal Center

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### 1. Call To Order

### 2. Roll Call by City Clerk Donna Jackson

*Mayor Perrin was also in attendance.*

**Present** 4 - Ann Williams; John Street; Darrel Dover and Rennell Woods

**Absent** 2 - Charles Coleman and Todd Burton

### 3. Approval of minutes

#### [MIN-14:158](#)

Minutes for the special called Finance Committee meeting on December 29, 2014

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

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

**Aye:** 3 - Ann Williams; John Street and Rennell Woods

**Absent:** 2 - Charles Coleman and Todd Burton

#### [MIN-14:160](#)

Minutes for the Finance Committee meeting on December 30, 2014

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

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

**Aye:** 3 - Ann Williams; John Street and Rennell Woods

**Absent:** 2 - Charles Coleman and Todd Burton

#### [MIN-15:015](#)

Minutes for the special called Finance Committee meeting on February 3, 2015

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

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

following vote.

**Aye:** 3 - Ann Williams; John Street and Rennell Woods

**Absent:** 2 - Charles Coleman and Todd Burton

**MIN-15:024**

Minutes for the special called Finance Committee meeting on February 19, 2015

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

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

**Aye:** 3 - Ann Williams; John Street and Rennell Woods

**Absent:** 2 - Charles Coleman and Todd Burton

**MIN-15:030**

Minutes for the special called Finance Committee meeting on March 3, 2015

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

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

**Aye:** 3 - Ann Williams; John Street and Rennell Woods

**Absent:** 2 - Charles Coleman and Todd Burton

**4. New Business**

*Ordinances To Be Introduced*

**ORD-15:011**

ORDINANCE TO AMEND ORDINANCE SECTION 2-576 AND ADD GRANTS CONSULTING AS A PROFESSIONAL SERVICE; AND TO DECLARE AN EMERGENCY

**Sponsors:** Grants

*Mayor Perrin explained they have been watching federal grants for the last two or three years and have been trying to break into private sector grants. They would like to enter into a contract with a grant consultant in order for them to find federal and private grants, but need to add grants consulting as a professional service before entering into the contract. The consultant will be working with Arkansas politicians in Washington D.C. as well as CEO's of major corporations that sponsor private grants.*

*Chairman Dover asked how the service will be beneficial to ensure it is beneficial for the city. Mayor Perrin further explained the consultant will be sending monthly reports as to who is being talked to, when, etc., as well as meeting with him personally to get updates. The contract can be broken in 30 days if the service does not produce anything for the city. They know the person and have worked with him in the past with distributing Vision 2030 to Washington politicians.*

*Councilman Street questioned whether this will affect the city's relationship with the*

*JEDC or the Chamber of Commerce. Mayor Perrin answered no, this will be strictly for grants consulting. It does not have anything to do with economic development or industry recruitment. He noted most cities the size of Jonesboro have a grants consultant working on their behalf in Washington.*

**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 Rennell Woods

**Absent:** 2 - Charles Coleman and Todd Burton

**ORD-15:014**

AN ORDINANCE DESIGNATING THE DISTRICT COURT CLERK AS THE OFFICIAL RESPONSIBLE FOR THE COLLECTION OF FINES ASSESSED IN DISTRICT COURT FOR THE CITY OF JONESBORO, ARKANSAS

**Sponsors:** Mayor's Office

*Chief Financial Officer Ben Barylske explained they received a notice from the state asking that this ordinance be done. Mayor Perrin added the court clerk currently performs the duties and all cities already have this ordinance passed.*

**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 Rennell Woods

**Absent:** 2 - Charles Coleman and Todd Burton

**ORD-15:015**

AN ORDINANCE AUTHORIZING THE CITY OF JONESBORO TO AMEND THE 2015 STREET FUND BUDGET TO ADD \$500,000 FOR STREET OVERLAYS

**Sponsors:** Finance

*Chairman Dover stated this is related to the inclement weather the city experienced this winter that damaged the streets. Councilman Street asked if the city has the money in reserves to cover the \$500,000 addition. Mayor Perrin answered yes.*

**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 Rennell Woods

**Absent:** 2 - Charles Coleman and Todd Burton

**ORD-15:016**

AN ORDINANCE AUTHORIZING THE CITY OF JONESBORO TO AMEND THE 2015 CAPITAL IMPROVEMENT FUND TO ADD \$875,871 FOR THE CARAWAY ROAD BRIDGE REPLACEMENT OVER HIGGENBOTTOM CREEK PROJECT

**Sponsors:** Finance

*Mayor Perrin stated this project is on South Caraway, south of the Highway 63 bypass. There will be a four-lane bridge and will then have three lanes down to Latourette. This is the total cost of the project, not just the cost of the bridge. He explained they initially rejected bids for the project last year due to the bids being high and re-bid with a different design for the project to lower the projected cost.*

*Chairman Dover asked what the timeframe is for the project. Mayor Perrin stated he's*

*not sure, but they have asked the contractor to be ready to start working as soon as possible. Traffic control will be an issue due to the high number of cars that travel through that area every day, so they've asked the contractor to finish the project as quickly as possible.*

**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 Rennell Woods

**Absent:** 2 - Charles Coleman and Todd Burton

*Resolutions To Be Introduced*

**RES-15:026**

A RESOLUTION TO CONTRACT WITH ALLIED CORPORATE FURNITURE FOR SPONSORSHIP OF A OUTFIELD SIGN AT SOUTHSIDE SOFTBALL COMPLEX

**Sponsors:** Parks & Recreation

**Attachments:** [Allied Corporate Funiture.pdf](#)

*Councilman Street questioned how many more signs are available for sponsorship. Parks Director Wixson Huffstetler stated there are no more baseball fields, but they have plenty of room for softball sponsors.*

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

**Aye:** 3 - Ann Williams;John Street and Rennell Woods

**Absent:** 2 - Charles Coleman and Todd Burton

**RES-15:029**

A RESOLUTION TO CONTRACT WITH CARTER'S CORNER FOR SPONSORSHIP OF A OUTFIELD SIGN AT SOUTHSIDE SOFTBALL COMPLEX

**Sponsors:** Parks & Recreation

**Attachments:** [Carter's Corner 2015.pdf](#)

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

**Aye:** 3 - Ann Williams;John Street and Rennell Woods

**Absent:** 2 - Charles Coleman and Todd Burton

**RES-15:035**

A RESOLUTION TO CONTRACT WITH FOCUS BANK FOR SPONSORSHIP OF A BASEBALL FIELD AT JOE MACK CAMPBELL PARK

**Sponsors:** Parks & Recreation

**Attachments:** [Focus Bank.pdf](#)

**A motion was made by Councilman John Street, seconded by Councilman Rennell Woods, that this matter be Recommended to Council . The motion**

**PASSED with the following vote.**

**Aye:** 3 - Ann Williams; John Street and Rennell Woods

**Absent:** 2 - Charles Coleman and Todd Burton

Discussion concerning baseball tournament in August

*Mr. Huffstetler explained the Jonesboro Baseball Boosters have put together a committee to oversee the tournament. They are working on transportation and other issues. The Advertising & Promotion Commission has given JBB money to help fund the event, but JBB is now looking for volunteers to help. They are looking at working with John 3:16. Mr. Huffstetler added they've built everything needed, but have some additional improvements they'd like to get done. Opening ceremonies is August 7th with the first set of games happening the next day and going through the following weekend. Mayor Perrin added they have requested the governor attend the tournament. Mr. Huffstetler noted there will be ten states participating in the tournament.*

**RES-15:038**

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO ENTER INTO A CONTRACT WITH CRAIGHEAD COUNTY JONESBORO PUBLIC LIBRARY FOR PUBLIC SERVICES

**Sponsors:** Mayor's Office

**Attachments:** [Library Contract](#)

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

**Aye:** 3 - Ann Williams; John Street and Rennell Woods

**Absent:** 2 - Charles Coleman and Todd Burton

**RES-15:042**

A RESOLUTION AUTHORIZING THE CITY OF JONESBORO GRANTS AND COMMUNITY DEVELOPMENT DEPARTMENT TO SUBMIT THE FY 2015 CDBG ACTION PLAN TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

**Sponsors:** Grants

**Attachments:** [2015 Action Plan 3 24 15.pdf](#)

*Grants Administrator Heather Clark explained this is the city's yearly allocation through HUD. The fiscal year will start July 1st. All leftover funds from previous years have been cleaned up and all funds for the current fiscal year will be used before the fiscal year ends June 30th.*

**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 Rennell Woods

**Absent:** 2 - Charles Coleman and Todd Burton

**RES-15:043**

RESOLUTION AUTHORIZING CITY OF JONESBORO MAYOR TO RELEASE THE

LIEN ON PROPERTY AS DESCRIBED: LOT 1 OF THE REPLAT OF LOT 5 AND THE 2ND REPLAT OF LOTS 1 AND 2 BEACON AND BRIDGES 2ND ADDITION TO THE CITY OF JONESBORO, ARKANSAS AS SHOWN BY PLAT RECORDED IN PLAT CABINET "C" PAGE 207 AT JONESBORO, ARKANSAS AND BEING SUBJECT TO EASEMENTS AS SHOWN ON RECORDED PLAT

**Sponsors:** Grants

**Attachments:** [Partial Release Deed - Corporate.PDF](#)  
[1410 Church survey.pdf](#)  
[ARKANSAS DEVELOPMENT FINANCE AUTHORITY Owner of 1410 Church Beacon&Bridges2ndAddition Lot 1.pdf](#)  
[Commit A.pdf](#)

*Mayor Perrin explained several years ago the land was purchased by CDBG for Beacons & Bridges to build homes on. Beacons & Bridges no longer exists. This resolution will allow the Arkansas Development Finance Authority to sell the homes. Ms. Clark added this is just for Lot 1. There are three other lots that need to be sold, but Lot 1 is the only one with a qualified homeowner at this time. ADFA is working on selling the remaining homes.*

**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 Rennell Woods

**Absent:** 2 - Charles Coleman and Todd Burton

**RES-15:046**

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS FOR THE CITY OF JONESBORO TO ENTER INTO A CONTRACT WITH NORTHEAST ARKANSAS INDUSTRIAL DEVELOPMENT COMMISSION FOR FUNDING OF ECONOMIC DEVELOPMENT SERVICES.

**Sponsors:** Finance

**Attachments:** [NAIDC Contract 2015](#)

*Mr. Barylske explained this is done every year to help fund economic development. This year this added wording to make sure there is financial accountability for the money. He further explained part of the money comes out of the General Fund, with the larger part coming from Capital Improvements. Discussion was held concerning railroad improvements that may be done near TrinityRail.*

**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 Rennell Woods

**Absent:** 2 - Charles Coleman and Todd Burton

**5. Pending Items**

*JETS Director Steve Ewart questioned why RES-15:047 wasn't on the Finance Committee agenda for today's meeting. City Clerk Donna Jackson explained Mr. Ewart failed to start the approval process for the resolution and all items must go through the approval process before being placed on the agenda for consideration by*

*the committee. Mayor Perrin stated since there is a time issue he asked that the resolution be walked on to the agenda.*

*Councilwoman Williams motioned, seconded by Councilman Street, to add RES-15:047 to the agenda. All voted aye.*

**RES-15:047**

A RESOLUTION OF THE CITY OF JONESBORO, ARKANSAS TO ACCEPT THE LOW BID AND ENTER INTO A CONTRACT WITH BAILEY CONTRACTORS, INC. FOR THE CONSTRUCTION OF THE JETS REGIONAL MULTIMODAL TRANSFER CENTER.

**Sponsors:** JETS

**Attachments:** [Contract from Cromwell for RMMCTF Project with Bailey 3-23-15](#)

**A motion was made by Councilwoman Ann Williams, seconded by Councilman Rennell Woods, that this matter be Recommended to Council . The motion PASSED with the following vote:**

**Aye:** 3 - Ann Williams; John Street and Rennell Woods

**Absent:** 2 - Charles Coleman and Todd Burton

Discussion concerning the Miracle League

*Chairman Dover asked for an update concerning the Miracle League. Mayor Perrin stated the lighting should be done this week and the fencing should be going up as soon as possible. Meadows Construction will be working on pouring the panels to put the donors names at the facility. They will be placing additional calls for donors.*

Suddenlink franchise agreement

*Councilman Street asked if the city would be getting more money now that Suddenlink's franchise agreement is going to be through the state as opposed to being through the city. Mayor Perrin answered yes. They aren't sure how much the increase will be, but there will be more revenue coming into the city.*

**6. Other Business**

**7. Public Comments**

**8. Adjournment**

**A motion was made by Councilman John Street, seconded by Councilman Rennell Woods, that this meeting be Adjourned . The motion PASSED with the following vote.**

**Aye:** 3 - Ann Williams; John Street and Rennell Woods

**Absent:** 2 - Charles Coleman and Todd Burton