



# City of Jonesboro

Municipal Center  
300 S. Church Street  
Jonesboro, AR 72401

## Meeting Minutes Finance & Administration Council Committee

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Tuesday, February 25, 2025

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** 7 - Joe Hafner; Charles Coleman; Ann Williams; John Street; David McClain; Brian Emison and Anthony Coleman

### 3. APPROVAL OF MINUTES

[MIN-25:013](#)

Minutes for the Finance Committee meeting on Tuesday, February 11, 2025

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

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

**Aye:** 6 - Charles Coleman; Ann Williams; John Street; David McClain; Brian Emison and Anthony Coleman

### 4. NEW BUSINESS

#### *RESOLUTIONS TO BE INTRODUCED*

[RES-25:012](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1104 PRATT CIRCLE, PARCEL 01-144082-12300, OWNED BY CLAUDE MCDANIEL IN THE AMOUNT OF \$4,045.33

**Sponsors:** Code Enforcement and Finance

**Attachments:** [01. 1104 Pratt Circle Notice of Violation.pdf](#)  
[02. 1104 Pratt Cir Billing Request.pdf](#)  
[03. 1104 Pratt Circle Demo Invoice.pdf](#)  
[04. 1104 Pratt Cir Council Notice.pdf](#)

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

**Aye:** 6 - Charles Coleman; Ann Williams; John Street; David McClain; Brian Emison and Anthony Coleman

[RES-25:013](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 2106 COTTON, PARCEL 01-144271-20700, OWNED BY MICKHAUL ROLLAND IN THE AMOUNT OF \$6,046.23

**Sponsors:** Code Enforcement and Finance

**Attachments:** [01. 2106 Cotton Notice of Violation.pdf](#)  
[02. 2106 Cotton Billing Request.pdf](#)  
[03. 2106 Cotton Demo Invoice.pdf](#)  
[04. 2106 Cotton Council Notice.pdf](#)

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

**Aye:** 6 - Charles Coleman;Ann Williams;John Street;David McClain;Brian Emison and Anthony Coleman

[RES-25:016](#)

RESOLUTION FOR THE CITY OF JONESBORO TO APPROVE HUMANITARIAN OUTREACH FUNDING AWARDS

**Sponsors:** Community Development, Grants and Finance

*Councilmember Dr. Anthony Coleman said, I have a question. I don't know if this is a Tony question or Brian, but were these all the organizations that applied? Were there others? And then, kind of, why were these particular ones chosen? And just kind of give me an idea of what that looked like. Grants Department Alejandra Morales approached the podium and said, yeah. So, there were about 28 applications that we received. The way we did it is we got all the applications, did like a pre-screening, kind of checked that all the documentation and information was present as required. Anybody that was missing that information would be put in the ineligible pile, and then everybody that had everything else completed would be eligible. And so, all the eligible applicants were sent to our Citizens Advisory Council, and they went ahead and did a scoring sheet. And then basically, kind of went down and selected the applicants that got awarded based on that. Councilmember Dr. Anthony Coleman said, so the ones that were selected, did you basically give them the amounts that they were asking for? Were there cuts, quite a few cuts or what? Alejandra Morales said, some got the full amount, but a lot of them were like smaller requests. A lot of them did ask for kind of higher amounts, but we weren't able to give them the full amount because we really wanted to spread across the funding. As far as they are able to complete the project with the funding that we would be able to provide for them. To be able to ensure that a big impact would still be accomplished by that amount that was seen as adequate for the applicant. Councilmember Dr. Anthony Coleman said, and two, that I have... well you may not be able to answer it and maybe it's just a committee question. But I'm just looking at some of the major differences in the amounts; like City Youth \$80,000 versus CASA, and I'm just a little bit more familiar with CASA and what they do. And of course, it's dealing with young people too. So, it's just basically a scoring process, that's basically how y'all do it? Alejandra Morales said, yeah. The Citizens Advisory Committee had score sheets. It depended if it was a construction project or if it was a capacity project. And so, like City Youth Ministries they had a construction project, and so obviously it was a higher amount. CASA requested about \$12,000 or so for administrative and program specific items, so it's a smaller amount.*

*Chief Operating Officer Tony Thomas approached the podium and said, can I add to*

*that Alejandra? If you don't mind. And I will say that the amounts were based upon the amount that entities applied for. So, it wasn't like someone was cut by 75% or someone was cut by 50%. No, there were some small reductions in the amount, and those reductions were actually based upon the application, asked what is the minimum amount that is necessary in order to implement the project. And so, they provided us with that alternative amount that was needed to do what they said they were going to do in their application. And so, the committee was able to use some of that information to make some cuts as part of the process. But again, most of the projects are based upon what individuals in entities applied for as well as the type of project that you heard Alejandra mention. Some projects are service based, some projects were construction based, as far as possibility of ramps and some construction items there as well. A lot of diversity across the board in the amount, a lot of diversity in the applications. Thus, what you see is diversity in the amount that was funded. Councilmember Dr. Anthony Coleman said, thank you and Mr. Chairman, thank you for the time. I just thought it was imperative we asked some of those kinds of questions. First time for this amount of money being allotted for the city and I just thought that it would be good to have a discussion to hear that kind of...*

*Councilmember David McClain said, Mr. Chairman, I've got a question next. Chief Administrative Officer Brian Richardson approached the podium and said, I was just going to add we express our gratitude to the CDBG committee for going through this. It kind of goes above and beyond what they typically do, and I know they had a lot of hard decisions to make on this process. They took it and worked together with Grants on this, so what you see is a pretty independent analysis by the Citizen Development Committee to make sure that they really did a thorough evading of each of the projects and came to some independent recommendations based off those applications. So, thank you to all them for taking their time. And, you know as we move forward doing this in the future, which we would like to continue doing, I think it has a good baseline for what we'd like to the process to be like each year.*

*Councilmember David McClain said, this is the ARPA funds and I know this is a one-time amount that we have available. I think also my next question; I saw Fellowship Bible Church. Can you touch on what that project is a little bit? The only reason I'm asking, if we have other churches that come and ask, do they have specific projects? And the reason I'm asking... Chief Operating Officer Tony Thomas approached the podium and said, I think I heard your question, but I want to make sure I'm training with you. In regard to Fellowship Bible and whether or not other churches. Councilmember David McClain said, I know it's a church, but is that a project specific thing? Chief Operating Officer Tony Thomas said, neither one of us can remember the exact project. We do know it is a construction project. Most of our construction projects had to do with accessibility for a facility. Like handicap, I know there was a project with a handicap ramp and different things along those lines, that's making the facility more accessible for individuals of all means to gain entry into a facility or to utilize the services that are offered in that facility. We can get you some specifics on that particular project if you want. Councilmember David McClain said, I appreciate that. The only reason I'm asking, we have always been known as the town of churches and banks, so if everybody came asking us for funds to make accommodations, we would run through our money pretty fast, even next year. So, just curious what that was, but then also just wanted us to keep in mind so we aren't looking to fund everybody's accommodation. Chief Operating Officer Tony Thomas said, as Alejandra indicated, it went through a fairly rigorous process with the committee in regard to individuals in the applications that were brought forward. So, the merits of the project or the merit of the program are what rises to the top as far as that committee is concerned. So, anyone is welcome. We didn't prohibit anyone from*

*making application. And I understand that once you do it the first time people realize that hey I can apply now. We beat the bushes as far as advertising this program, so how anyone didn't hear about the Humanitarian Assistance Program would beat me because we did beat the bushes. But I'm sure there are organizations that did not know about the funding. And as we move forward, that is something we could be mindful of. The beauty of this program is we were able to develop the criteria for this program utilizing the parameters of ARPA. So, even though the Citizens Advisory group for CDBG over saw the project there was a little more latitude and a little more lead way than what we normally see with our CDBG programming. So, it does provide us with a little more flexibility in order to meet needs in our community that are normally not met through CDBG.*

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

**Aye:** 6 - Charles Coleman;Ann Williams;John Street;David McClain;Brian Emison and Anthony Coleman

**5. PENDING ITEMS**

**6. OTHER BUSINESS**

**7. PUBLIC COMMENTS**

**8. ADJOURNMENT**

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

**Aye:** 6 - Charles Coleman;Ann Williams;John Street;David McClain;Brian Emison and Anthony Coleman