



City of Jonesboro

900 West Monroe
Jonesboro, AR 72401

Meeting Minutes Public Services Council Committee

Monday, July 14, 2008

4:00 PM

Huntington Building

1. Call To Order

Ms. Misty Micenhamer from the Mayor's Office was also in attendance.

Present 4 - Cecil Province; Jim Hargis; Charles Frierson and Faye McCall

Absent 2 - Ann Williams and Tim McCall

2. Approval of minutes

MIN-08:147 Minutes for the Public Services meeting on June 9, 2008.

Attachments: [Minutes](#)

There was no motion or second. Chairman Charles Frierson stated the minutes can stand approved as submitted.

MIN-08:148 Minutes for the special called Public Services meeting on July 1, 2008.

Attachments: [Minutes](#)

There was no motion or second. Chairman Charles Frierson stated the minutes can stand approved as submitted.

3. New Business

Resolutions To Be Introduced

RES-08:106 RESOLUTION TO APPROVE THE FTA CIRCULAR 4220.1E AS AMENDED

Sponsors: JETS

Attachments: [circular 4220.1E](#)

Operations Director Misty Micenhamer stated this was noted in the last audit review and this would be added to the JETS bylaws. Chairman Charles Frierson asked what is done with the circulars. Ms. Micenhamer stated she is not for certain but she thinks they add them to the bylaws. Discussion was held concerning the circulars. Chairman Frierson asked for someone to be present to discuss what the circulars are. Chairman Frierson noted the committee has no information regarding the circulars and questioned whether this had to be done this month. After arriving at the meeting, interim JETS Director Steve Ewart discussed the circulars and stated the timing is essential to be able to take care of this by the end of July. He explained these would clean up the last of the June 30 deadlines. City Clerk Donna Jackson

stated these resolutions are in Legistar and the material is available to be reviewed. Chairman Frierson asked if these were on the City Council agenda. Ms. Jackson stated they are not on the agenda unless it is walked on. Chairman Frierson questioned whether the circulars had been approved by the JETS advisory committee. Mr. Ewart answered yes. Chairman Frierson asked Mr. Ewart to start bringing copies of the resolutions to the meetings so the committee can review it. Further discussion was held concerning the circulars. Mr. Ewart stated the mistake was an accident, but there was several areas where they were not in compliance but nothing severe. Ms. Cindy Smith explained the circulars are just outdated and the new ones have been accepted by the FTA but not by the City. Councilman Hargis asked when they did the inspection. Mr. Ewart added they did it at the end of April. He explained there were 11 out of 20 problems found during the inspection. He added the problems were significant but not substantial. Chairman Frierson stated if there are deficiencies, then the committee needs to know about them and needs to know when they are corrected. Mr. Ewart added they will have the same report they had for the advisory board at the next meeting so they can update the committee.

A motion was made by Councilman Cecil Province, seconded by Councilwoman Faye McCall, that this matter be Recommended to Council . The motion PASSED by an unanimous vote

Aye: 4 - Cecil Province; Jim Hargis; Charles Frierson and Faye McCall

Absent: 2 - Ann Williams and Tim McCall

RES-08:107 RESOLUTION TO APPROVE THE FTA CIRCULAR 5010.C

Sponsors: JETS

Attachments: [5010.C word document](#)

A motion was made by Councilman Cecil Province, seconded by Councilwoman Faye McCall, that this matter be Recommended to Council . The motion PASSED by an unanimous vote

Aye: 4 - Cecil Province; Jim Hargis; Charles Frierson and Faye McCall

Absent: 2 - Ann Williams and Tim McCall

RES-08:114 A RESOLUTION TO MAKE APPOINTMENTS TO BOARDS AND COMMISSIONS AS RECOMMENDED BY THE MAYOR

Sponsors: Parks & Recreation

Councilwoman Faye McCall asked if the resolution was suppose to go to Nominating & Rules. Ms. Micenhamer stated she believes that it had already gone to the Nominating & Rules Committee and they are giving this as FYI. Chairman Frierson stated that the committee does not consider this their business and they will pass on this matter.

It was later discovered the resolution had not been presented to the Nominating and Rules Committee yet.

RES-08:115 A RESOLUTION TO ENTER INTO AN AGREEMENT WITH THE NORTHEAST ARKANSAS TENNIS ASSOCIATION

Sponsors: Parks & Recreation

Attachments: [NEATA Tennis Pro Contract 2008](#)

Mr. Brad Welbourne stated they need a tennis pro giving lessons, organizing leagues and putting on tournaments. He explained the majority of the use is by the high schools in the summer when they have tournaments. Chairman Frierson asked if they would handle all three parks. Mr. Welbourne answered yes. Chairman Frierson asked why the match amount is \$4,000 and the resolution is \$2,000. Mr. Welbourne stated that it is a \$1,000 match for each quarter, which is a total of \$4,000 a year. Chairman Frierson questioned only asking for \$2,000. Mr. Welbourne answered the \$2,000 is just to get the program through this year. He then noted the most recent version of the file does not state a dollar amount for the contract. He added the resolution just addresses the fund in which the money will be paid out of. Chairman Frierson questioned whether the tennis pro would be used all year round or if they would not be used during winter months. Mr. Welbourne explained last time they had a tennis pro the program was for twelve months. Chairman Frierson asked whether we needed to hire two people and where the funds come from. Mr. Welbourne stated they needed to hire the two people and the funds come from the general fund, payroll budget and the part-time payroll. Councilman Jim Hargis asked if the courts were open for play. Mr. Welbourne stated they are open from 3:30 to 9:00 pm Monday thru Friday for Allen Park and the rest of the parks are open anytime. Mr. Welbourne added they only have someone there from 3:30 to 9 p.m. Councilman Province questioned key control. Mr. Welbourne stated they have a key and lock that cannot be duplicated.

A motion was made by Councilwoman Faye McCall, seconded by Councilman Jim Hargis, that this matter be Recommended to Council . The motion PASSED by an unanimous vote

Aye: 4 - Cecil Province; Jim Hargis; Charles Frierson and Faye McCall

Absent: 2 - Ann Williams and Tim McCall

- 4. Pending Items**
- 5. Other Business**
- 6. Public Comments**
- 7. Adjournment**

With no further business, the meeting was adjourned.