



# City of Jonesboro

Municipal Center  
300 S. Church Street  
Jonesboro, AR 72401

## Meeting Minutes Public Works Council Committee

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Tuesday, June 5, 2018

5:00 PM

Municipal Center

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### 1. Call To Order

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

**Present** 6 - Gene Vance; Mitch Johnson; John Street; Chris Moore; LJ Bryant and Ann Williams

**Absent** 1 - Charles Coleman

### 3. Approval of minutes

[MIN-18:024](#)

Minutes from the Public Works Committee meeting on March 6, 2018

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

**A motion was made by Councilperson Chris Moore, seconded by Councilperson Gene Vance, that this matter be Passed . The motion PASSED with the following vote.**

**Aye:** 6 - Gene Vance; Mitch Johnson; John Street; Chris Moore; LJ Bryant and Ann Williams

**Absent:** 1 - Charles Coleman

### 4. New Business

[COM-18:035](#)

Discussion of Professional Services for various projects in Jonesboro as requested by Mike Cameron

**Attachments:** [Mike Cameron Request.pdf](#)

*Mr. Mike Cameron, 1612 Leaf Cove, said I am an owner of Associated Engineering Company in Jonesboro. I'll make this short for you all tonight. I was always more or less in the construction business and I invested myself in that, but as of December 31, 2017, I'm no longer in the construction business. Prior to that, I had a little bit of a conflict and Mr. Kenneth Scrape ran Associated Engineering Company. When I got out of the highway construction business, Mr. Scrape said I'm tired and I'm about to hang it up. So, he hung it up and I jumped back in the engineering business and I'm in it up to my armpits. What I found that I did not know when I got back in is that I thought I knew what the procedures and policies of the City Council of the City of Jonesboro were, as far as selecting engineers for services, and I found that I did not know that they had changed, apparently. So, my question to you is I have tried to research it and I have found a two-paragraph city ordinance that supposedly is the procurement policy for professional services, and it's a little short for me. I mean, I don't understand it. If*

*it's short, I should understand it, but I don't understand the thing. If you can be of help to me in understanding it, I would appreciate it, or direct me to someone who does know. I do find that Associated Engineering Company, a local firm, has gotten very, very few contracts over the last few years. It may very well be for reasons that I am not aware of and haven't been told, but if there is a process that I can participate in to enhance the chances of us keeping a local business in Jonesboro with local people on the payroll, I'd appreciate it very much. I would answer any questions that Mayor Harold Perrin or Chairmember John Street might have for me. Chairmember Street asked if anyone had any questions for Mr. Cameron.*

*Councilmember Chris Moore said I'll let Mayor Perrin speak. Mayor Perrin said Mr. Cameron and I visited for a while yesterday and I thought it was a good meeting, quite frankly. The procedures he is talking about and I'm not sure how many years ago when I was on the council, and I talked to Chairmember Street about that, but the Public Works Committee normally would sit in on some of the selecting of engineering or professional services, and it appears we have gotten somewhat away from that. I think we agreed to maybe let the sub-chair sit in on some of those meetings, but I don't know that for sure. What I told Mr. Cameron was that I would go back and look at those procedures, and I've given a copy to Interim Chief Operating Officer Roy Ockert to look at the procedures, analyze those and get with Engineering Director Craig Light. Then come back and sit down with Mr. Cameron and go through those, and that is what I plan on doing.*

*Chairmember Street said if you remember when we bid the detention ponds, we had the Public Works Committee do the interviews. We asked questions and we ranked them. We picked three and we turned it over to the mayor to negotiate the deal. He would go to the first one and if he made negotiation, fine, and if he couldn't, then he'd go to the second one and try to negotiate with them. If he couldn't negotiate with them, then he'd go to the third. If we didn't get anything, then we would do the process over. It's not a problem, as I told you earlier, to meet. That's part of our job to meet and make sure we have the best services for the citizens of Jonesboro and the best value. I'm a big proponent of buying or using local when we can because that money stays in the local economy and provides jobs for local people. That tax money goes back into our city revenues and every dollar spent in the city turns over seven times. So, it does make a pretty good difference. There's a local radio station that has a big buy local program going on right now. That's for our benefit and it's tax dollars that help us run the city. I think it's a win, win when we use local, if we can.*

*Mayor Perrin said right. That's why I called you because it's a written deal and what we've been doing in the past. You have two things there with what we used to do and then the written deal particularly on the dollar amounts of \$2 million and below. There is a threshold and all that. I want to look at that and bring that back to this committee and to you, Chairmember Street, then talk about it. I had a very good conversation with Mr. Cameron yesterday, and learned a great deal while I was there. I hope I shared some things with him at the same time.*

*Mr. Cameron said it may be out of line for me to ask and just tell me if it is, but, unless there is some absolute emergency pending for professional services and until these policies, procedures, ordinances, resolutions or whatever are in place, would it be in line for me to ask that solicitation and procurement of professional services for engineering be halted until those procedures and policies are in place. Mayor Perrin said it wouldn't be unfair to ask that question, but I think I'm going to get on it very quickly. In fact, Mr. Ockert and I are meeting on this Thursday, and then we are going to get with Chairmember Street probably Thursday or Friday. I would say in two weeks,*

*or no less than two weeks, we will have some information where we can sit down with you or anybody else who is bidding on these deals and we'll have that. Mr. Cameron said okay. Mayor Perrin said we're not going to put this on the back burner.*

*Mr. Cameron said and one point on what you said about the \$2 million mark. If you are hiring an engineering firm to do engineering for a project that ultimately cost \$2 million, then whatever you're referring to or taking that number from, that's for that, but there are other engineering procurement jobs that the city gives to engineers that have nothing to do with ending up with a construction project. Mayor Perrin said that's right. That's what I want to sit down and talk to Mr. Light about and talk to Mr. Ockert about and get everything in place, and then come back to this committee and we'll talk that out. Mr. Cameron said well, I'm at your disposal for anything I can help you with and I appreciate everybody and I appreciate your time, a lot. Mayor Perrin said I just need another lesson, as I told you yesterday when I left. Mr. Cameron said well, you could teach me a lot of things about some things you've been doing for 50 years, just like I've been doing this job for 50 years. I appreciate your time and I appreciate those of you who have taken time to listen to me.*

*Councilmember Chris Moore said my comments are not only with engineering but also with architectural services and maybe some of the other professional services, too, and not just with how we select an architect. I told Mayor Perrin at a meeting last week that the last time I remember us interviewing anybody as a committee was when we selected the architect for the animal control. Maybe I've missed a meeting, but I don't remember us being involved in the process. So, somewhere about the time animal control was built, we changed the process of procurement of engineering and architectural services, which I think kind of go hand and hand. Mayor Perrin said that would be for anything we do. When we send out that request for qualifications at the end of the year and we get all of those, it is for everything you just said, everything from architects, to legal, engineering and all of that. So, then you pull from those and look at that. Just like the highway department, I love how they have their call list. They get their call list, go back and look at it, then they go inside it and look at whom they think is the best on that call list for that particular job. I think that is what Mr. Cameron was saying, and we went through a lot of that yesterday.*

*Councilmember Moore said my only point was that I'm not familiar with the state law that regulates a threshold on legal services or accounting services at a \$2 million mark, but I do know there some specific rules for architectural and engineering. I would think we would look at both of those in a pretty narrow width. Mayor Perrin said we got them. We have already pulled them. I did that I think on Monday. Mr. Ockert went in and pulled them and he has those. Councilmember Moore said that's the only comment I have.*

*Mr. Cameron said I think I asked to be on the City Council agenda, also. If you would remove me from that, I won't take up your time there.*

**Read**

### ORDINANCES TO BE INTRODUCED

[ORD-18:040](#)

AN ORDINANCE TO AMEND CHAPTER 42 OF THE JONESBORO CODE OF ORDINANCES TO ADD ARTICLE VI SHORT-TERM RESIDENTIAL RENTALS

*Councilmember Gene Vance said I'd like to see this be just a little bit tougher. Chairmember John Street said we have to get it to council. I guess before that we can amend it. City Attorney Carol Duncan asked, tougher in what way? I'm happy to try to*

make amendments. Councilmember Vance said I'm looking at number three. I'm of the opinion, and I think this is what another community within driving distance of here is struggling with right now. I'm of the opinion that it should be an onsite manager if it's not the owner of the property who is there to be in charge of what is going on there. Ms. Duncan said if it's an onsite then I think it fits under our definition of just a regular bed and breakfast. That's what is required of a regular bed and breakfast under our code, so we already have that. Councilmember Vance said but we're not saying that this comes under the same requirements as a bed and breakfast. Ms. Duncan said right. Councilmember Vance said I'm all for getting some regulations, but I want to make sure when we do that we're protected, that our citizens are protected, not the city, but our citizens are protected. Mayor Perrin said right.

Councilmember Chris Moore said I feel that same way. I'm kind of nervous about the whole Airbnb deal. I'm kind of nervous about renting out residential properties. We have enough problems with hotels in commercial zones. I guess I'm getting old, but I can't understand how that business model works. I can't understand how you rent out a house in a neighborhood and don't expect to have inconveniences for your neighbors. Ms. Duncan said I don't really understand how it works either. I do get a lot of phone calls. I don't know if anybody else got a lot of phone calls, but I got a lot of phone calls from people who are current Airbnb owners in the city that are renting them out. Obviously, this is them expressing it to me and not their neighbors, but I know we haven't had any complaints from these neighborhoods. They say that their neighbors actually prefer it because if someone does come in that's a little noisier than your average tenant, they're gone within five to 10 days as opposed to a six-month tenant or a year tenant that it takes a long time to get rid of. They said they felt like the property was better kept up because they come in and clean between each rental, as opposed to a longer-term rental. These are just some of the things the phone calls I got were talking about. One was an absentee, she lived up, I want to say around the Cherokee Village area. I could be making that up, but she didn't live in Craighead County. She said she had a brother or someone here that goes by and checks on the property for her regularly and that the neighbors know her and call her if there is an issue and she takes care of it immediately. The other gentleman who called me is local and owns other businesses in town. I expressed to both of them that it would be great if they wanted to come and speak to the council and talk about it, so that we can hear about how they run their business because I'm not that familiar with it either. Those are the phone calls I got and I got at least three. I don't know if anybody else did.

Councilmember Moore said I just know when we go on vacation our family tends to rent a house. If we go to Florida or somewhere, we rent a house. We go online, we rent a house and normally it's in a neighborhood. More than one time, we've been in that neighborhood and it seems like most of the houses are for rent. We've seen several conflicts with people who just rent somebody else's houses, park in the street and leave trash in the yard. That may be a business model in Florida, but I can't vision that in an R-1 neighborhood in Jonesboro. I can't imagine if you're in a subdivision and all of a sudden, two or three of your neighbors in a row decide to start renting maybe one house or maybe three or four of them in a row and all of a sudden, you have 15 different people over the course of the month staying there. I'm not opposed to it, but it just seems like we need pretty tight regulation on what we would do in the event of conflict. Chairmember Street said they're renting them right now and we have no regulations. Councilmember Moore said yes, I understand. Councilmember Vance said I agree that we have to do something.

Councilmember Moore said I had a conversation with Mr. Vance about this. The only thing it seems like to me is that when you give them a privilege license and you start

collecting a tax on it, then it seems like to me you legitimize that business model. Councilmember Street said by the same token, the government can pull that privilege license if they don't comply. Ms. Duncan said that's kind of where this came from is to have some teeth to it because right now there are not requirements on a privilege license and that's why, specifically, we put some rules in here on how you lose your privilege license. The revocation is in here where if the property is deemed a nuisance, the license can be revoked. The owner can be placed on probation, which can be done by Mayor Perrin or his designee. A civil fine can be administered or they can appeal, obviously. We gave them rights that we're required by law to give them to appeal the decision. We had several things, like the person the owner designated as the contact is unresponsive. They're not monitoring the property like they are supposed to or it's been deemed a nuisance because of complaints from property owners. Those things could be criminal activity, repeated complaints, trash and debris, and parking of cars in areas not designated for parking. I think that is all the things you were concerned about and that would cause their privilege license to be revoked at which point they couldn't operate their business.

Councilmember Moore asked, how would you envision it working, Ms. Duncan, if Councilmember Bobby Long rents his house to somebody for maybe three or four days and they cause an issue and we go over there and we get rough with the owner and the owner says, listen those people are gone? They only rented it for three days. Are we then in a cycle of every time? Ms. Duncan said it depends on are you going over and giving them a warning or are you going over and issuing a citation. Councilmember Moore said I don't know. Ms. Duncan said this allows you the ability to issue the citation on the first time. Councilmember Moore said okay. Ms. Duncan said you don't have to give a warning and come back and say clean it up. You can if you want to, but you don't have to. If it's becoming a repeating problem that they are having problem tenants, you give the citation the first time and the owner comes to court, or you revoke the privilege license because of repeated calls to the property. I tried to put a lot of teeth in here. I was hoping you all would give more if you wanted more, but I tried to put a lot of teeth in here because of the concerns of neighbors. Councilmember Moore said I just don't want the burden to have to be on us to have to drag somebody to court. I don't want us to have to expend a lot of time taking somebody to court. We know how the condemnations and other nuisances go. Ms. Duncan said this would be taking them into District Court, just like writing them a traffic ticket. Revoking a privilege license will have a little more to do with City Council, if they appeal it. Mayor Perrin will do the initial revocation. The citations go to District Court just like anything else.

Councilmember Vance said what you were saying about whether it's a warning or a citation given, and then we're actually putting, in my opinion, an extra burden on the responding officer to make a decision as to whether to make a warning or a ticket. Ms. Duncan said or the chief can make a policy that on those issues, we have no tolerance and we give tickets. Councilmember Vance said why not take that out of it and say they will be given a ticket the first time. Ms. Duncan said I didn't leave any leeway in here. I said violations of this subject are subject to this. All officers have discretion on any ticket they give. Councilmember Vance said a lot of times I'm glad they do. Ms. Duncan said they have that discretion, but the chief has the authority to say this is a zero tolerance issue.

Chairmember Street said if you have something in place, then you can see what works and what doesn't, and you can always go back and modify it if you have to make things harder. Councilmember Moore said I think half of my objection is I just can't comprehend how Councilmember Mitch Johnson just rents his house to someone he

met on the internet and how that can't lead to a bad situation. Ms. Duncan said I agree and I asked a lot of questions of the people who called me who run these and I was surprised by the man who said this is so much easier. I would think it would be so much more work than renting on a 12-month rental. He said no. Not if you want to be a good landlord. I want to go in every week or every couple of weeks and clean it when somebody moves out because then I know if they've done damage and I can fix it right away and not wait until it gets to the point of no return where they've been there a year and they've completely trashed the place.

Ms. Duncan said I'm not arguing for it. I'm not necessarily for it or against it. I'm just telling you what they told me when they called. Councilmember Vance said I'm sure it's a better rental rate, also. Councilmember Moore said probably. Ms. Duncan said it's probably not as full as much. I don't know about you all, but I didn't know that many people wanted to come to Jonesboro and rent Airbnbs, but maybe football game weekends and graduations. I didn't think people were just knocking our doors down. I mean we got plenty of hotels. Maybe during big tournament weekends when the hotels are all full.

Councilmember Williams asked, is there an actual distinction between this and a regular bed and breakfast as far as the owner being present on the premises? Ms. Duncan said the definition in our code of a regular bed and breakfast requires either the owner or manager to live in the residence. Councilmember Williams said that acts as a way of insuring the quality and fewer problems. Ms. Duncan said that's a commercial business requiring a different zoning. That's the way that one was set up. I don't know that we still have any active ones in Jonesboro. Councilmember Vance said I'd sure like to see that kind of language in this ordinance when we take it to the council. Chairmember Street said I don't want to cut this short, but it is 5:24 and we have other items to cover. What's the pleasure of the committee? Ms. Duncan said I would rather you all discuss it another time and make the amendments here so when we go to council we hopefully have at least an agreement from this committee. I would assume City Clerk Donna Jackson would agree with me. Councilmember Chris Moore motioned to postpone temporarily, seconded by Councilmember L.J. Bryant. All voted aye.

**A motion was made by Councilperson Chris Moore, seconded by Councilperson LJ Bryant, that this matter be Postponed Temporarily . The motion PASSED with the following vote.**

**Aye:** 5 - Gene Vance; Mitch Johnson; Chris Moore; LJ Bryant and Ann Williams

**Absent:** 1 - Charles Coleman

### RESOLUTIONS TO BE INTRODUCED

[RES-18:078](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO NAME THE CRAIGHEAD FOREST PARK LEVEE THE RALPH MATTIX LEVEE

**Attachments:** [Bob Gibson Letter.pdf](#)  
[Charles Frierson Letter.pdf](#)  
[Craighead Forest Park Brief History.pdf](#)

Chairmember John Street said Mr. Ralph Mattix did a lot to help Craighead Forest Park become what it is today, as well as a lot of those early people who donated a lot of time, money, labor, work and effort to maintain it and expand it. It meets the qualifications for naming that we set out several years back. I would think it would be

*an appropriate thing.*

**A motion was made by Councilperson Gene Vance, seconded by Councilperson Chris Moore, that this matter be Recommended to Council . The motion PASSED with the following vote.**

**Aye:** 5 - Gene Vance;Mitch Johnson;Chris Moore;LJ Bryant and Ann Williams

**Absent:** 1 - Charles Coleman

[RES-18:082](#)

A RESOLUTION EXPRESSING THE WILLINGNESS OF THE CITY OF JONESBORO TO PARTNER WITH THE ARKANSAS DEPARTMENT OF TRANSPORTATION FOR THE 2016-2020 STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) JONESBORO AREA PARTNERING PROJECTS

**Attachments:** [Attachment A](#)  
[Attachment B](#)  
[Jonesboro Partnering Agreement and Resolution - revised 5-3-18](#)

*Chairmember John Street said Traffic Engineer Mark Nichols covered a lot of these when he gave his presentation a few weeks ago. This was all outlined in your packet.*

**A motion was made by Councilperson Mitch Johnson, seconded by Councilperson Chris Moore, that this matter be Recommended to Council . The motion PASSED with the following vote.**

**Aye:** 5 - Gene Vance;Mitch Johnson;Chris Moore;LJ Bryant and Ann Williams

**Absent:** 1 - Charles Coleman

[RES-18:087](#)

A RESOLUTION TO THE CITY OF JONESBORO, ARKANSAS TO ACCEPT THE LOWEST RESPONSIVE BID AND ENTER INTO A CONTRACT WITH MEADOWS CONTRACTORS, LLC. FOR JONESBORO THE SHOOTING SPORTS COMPLEX ENTRANCE ROAD PHASE 1A (2018:27)

**Attachments:** [Contract Documents 2018 27.docx](#)  
[Bid Tabulation](#)

*Chairmember John Street said by looking at the bid tabulation, it looks like Asphalt Producers (API) was the lowest bid. Mayor Harold Perrin said let me make a comment if I can. I did go back and calculate that and look at those bids pretty hard. The low bid, they did not sign the one section that was put out in the request for proposals. Anytime you're dealing with the government, any engineering or any type of firm dealing with government, you have to sign that form. There's no exceptions of saying well you didn't sign it so, if you sign it, we'll go with you. You can't do that. With sealed bids, when you open that up and that's not signed in there and everybody else signed it. I know it's \$19,000 difference, but I did check with Grants today, went back and pulled that and there's a word in there I was going to ask Ms. Duncan about. It was something like subrogation. Basically, you concur that everything in your contract is right. There's not waste, etc. We even color-coded that sheet to put it in there on every one of them, and, yet, everybody signed except the low bid. I hate that. That again goes back on what Mr. Cameron was up here earlier for. There are a lot of rules and specifications that you have to take when you submit a bid on this, and then whoever is going to look at those bids and go through all of that, and they do that at the bid openings. They check off every one of those and you can see in your bid package here, which says no on there. Councilmember Vance said Dumey has all yeses. Is that where you're talking about down at the bottom? Mayor Perrin said yes sir. Let me get*

to 18:087, and I'll tell you real quick. Councilmember Vance said maybe Mr. Light could explain it to us quicker. Chairmember Street said it's the lowest responsive bid.

Mr. Light said the bid that was submitted from API, they did not sign their debarment or nonclusion forms and those are required by the grant to be signed when the bids are submitted, so it had to be thrown out. Councilmember Vance asked, what about Dumey? Mr. Light said Dumey signed theirs', but they were not the lowest bid. The lowest bid would have been Meadows Contractors, LLC. Of the five bidders, three of them were thrown out and Meadows Contractors, LLC, was the lowest bid. Mayor Perrin said you can see all yeses, except in some of these others down here. They were thrown out, but they weren't the low bid. They were in an \$800,000 range, plus the \$181,000. Chairmember Street said thank you Mr. Light.

**A motion was made by Councilperson Mitch Johnson, seconded by Councilperson LJ Bryant, that this matter be Recommended to Council . The motion PASSED with the following vote.**

**Aye:** 5 - Gene Vance; Mitch Johnson; Chris Moore; LJ Bryant and Ann Williams

**Absent:** 1 - Charles Coleman

## 5. Pending Items

## 6. Other Business

### [RES-18:089](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH ABILITIES UNLIMITED OF JONESBORO, INC. TO PERFORM RECYCLING SERVICES FOR THE RESIDENTS OF THE CITY

**Attachments:** [Recycle Processing Contract 7-1-18.docx](#)

*A motion was made by Councilmember Mitch Johnson to suspend the rules and walk RES-18:089 on to the agenda, seconded by Councilmember Chris Moore.*

*Chairmember John Street said we have RES-18:089 to be walked on to the Public Works Committee. It's not to be walked on to City Council tonight, just strictly Public Works. It will be referred to City Council, but it will just take it's normal trip to council. If you read the e-mail Mr. Roy Ockert sent out to everybody, it contains all the specifications for that, but he just asked that we act on this resolution this evening before it hits the City Council for regular course of business. Councilmember Mitch Johnson made a motion to walk on RES-18:089 to the Public Works Committee agenda, seconded by Councilmember Chris Moore. All voted aye.*

*Councilmember Chris Moore asked Mayor Perrin if it was his desire to stay with Abilities Unlimited for recycling. Mayor Perrin said yes it is, and I will be very brief on this. The first time we bid this out, we bid it out on a fixed price. We looked at those and they were all skewed and it was a lot of things so we rejected both bids. We got two bids and we rejected them both. We came back, did a lot of studying and got with some professional people who are in this business and discovered we needed to price this per ton. We did that and Abilities Unlimited came back at the low bid meeting the specifications, which is \$148 per ton for recycling materials, with a maximum cutoff of \$15,650, which is what we are paying them now, but we'll be picking up the recycling. Based on the number of carts we have sold thus far, and I'm trying to think it's around*



3,800, and we're selling about 250 per week. I'm going to anticipate when this starts it's going to be around 4,500 to 5,000. You calculate per tons. We've talked to a lot of people and particularly Councilmember Joe Hafner's brother who is in this business. I think we're going to save a great deal of money on this. I think we'll be probably saving from the \$15,000, probably saving somewhere around \$5,000 if not \$6,000 per month, but that will go towards helping us offset the cost of the two trucks the city bought, as well as the carts.

Chairmember Street said I would like to thank Mr. Ockert for his hard work on that because I know he did quite a bit to work out the best deal and he looked at just about everything and he needs to be commended for that.

**A motion was made by Councilperson Chris Moore, seconded by Councilperson Ann Williams, that this matter be Recommended to Council . The motion PASSED with the following vote.**

**Aye:** 5 - Gene Vance; Mitch Johnson; Chris Moore; LJ Bryant and Ann Williams

**Absent:** 1 - Charles Coleman

## **7. Public Comments**

## **8. Adjournment**

**A motion was made by Councilperson Gene Vance, seconded by Councilperson Mitch Johnson, that this meeting be Adjourned . The motion PASSED with the following vote.**

**Aye:** 5 - Gene Vance; Mitch Johnson; Chris Moore; LJ Bryant and Ann Williams

**Absent:** 1 - Charles Coleman