



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, May 14, 2024

4:00 PM

Municipal Center, 300 S. Church

1. CALL TO ORDER

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

Councilmember Dr. Anthony Coleman joined the meeting at 4:03 PM.

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

3. APPROVAL OF MINUTES

[MIN-24:042](#)

Minutes for the Finance and Administration Committee Meeting on Tuesday, April 30, 2024

Attachments: [Minutes](#)

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

Aye: 5 - Charles Coleman; Ann Williams; John Street; David McClain and Brian Emison

Absent: 1 - Anthony Coleman

4. NEW BUSINESS

RESOLUTIONS TO BE INTRODUCED

[RES-24:040](#)

A RESOLUTION TO CONTRACT WITH ST BERNARDS FOR SPONSORSHIP OF A BASEBALL FIELD AT JOE MACK CAMPBELL PARK

Sponsors: Parks & Recreation and Finance

Attachments: [St. Bernards Sponsorship Agreement \(Joe Mack\)](#)

Councilmember David McClain said, are all of these the same, Mr. Chairman, the ones that will be for Joe Mack, another one Southside? Chairman Joe Hafner said, they are different amounts. Councilmember John Street said, Southside. Councilmember David McClain said, is that the only one that is different? Chairman Joe Hafner said, like this one is \$2500 a year, and I think the next one, the other one is \$1500 a year. But it's at Southside, not Joe Mack. Councilmember David McClain said, the only other question I have, and Brian, I don't know if you can answer, but I mentioned it before when we

were looking at different positions within the city but having someone that handled some fundraising in this aspect whether it be for Parks, whether it be for JETS, whatever. Is there any discussion about having that type of position, basically a fundraiser on staff instead of Danny going out or Chief going out, having someone specifically for that for the entire city?

Chief Administrative Officer Brian Richardson approached the podium and said, we have discussed that internally some, and I know that we've talked about it with Danny as well. And comparisons would have to be made if that would be a financially solvent position, if they could raise more money than say Parks would be able to raise for this. I mean, we could continue exploring that, but anytime you're going to add a new headcount along with benefits and all that stuff, you just need to make sure that it would pay for itself, if in this case, it's about raising sponsorship money. You know, a similar position like we created out in JETS to help generate additional funding. After our analysis on that, we kind of determined that is probably a position that could help pay for itself. We're certainly not opposed to that; and we will continue looking into that. Councilmember David McClain said, I think one for the city as a whole would be ideal; and maybe you could put them on some type of, and this is long term down the road, my thinking is put somebody on like a commission pay where they got to go out and get a certain amount and that is how they pay for themselves.

Mr. Richardson said, yeah, we've got a lot of things in the city that could potentially have naming rights sold for it. Of course, some things in Grants, you can't do that; but there a lot of items that other cities do sell naming rights to, and we are certainly not opposed to that. Councilmember David McClain said, I think it's because Danny is handling day-to-day operations, if we get that away from him and we get that away from, again, Chief having to go out and ask for sponsorships.

Aaron Harris, 1010 Villa Drive, approached the podium and said, is that the only one that you have for Joe Mack? Chairman Joe Hafner said, this is the only one, I believe, we have for Joe Mack. Let me see. No, there is another one. Mr. Harris said, I thought it was just the same one. To reiterate David's thing, this has been a real long process, because I am one of them that is on there. It's taken like three months. So, to speed it up would be great. I mean, I'm trying to give the city money and it is taking forever. Thank you.

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-24:042](#)

A RESOLUTION OF THE CITY OF JONESBORO, ARKANSAS, AUTHORIZING THE MAYOR TO ENTER INTO AN AMENDED LEASE AGREEMENT WITH HYTROL CONVEYOR COMPANY, INC., TO CORRECT A MUTUAL MISTAKE AS TO THE DESCRIPTION OF PROPERTY COVERED BY LEASES EXECUTED BY THE PARTIES IN 1969, 1973, AND 1988

Sponsors: Mayor's Office

Attachments: [Hytrol Lease Amendment](#)

Councilmember David McClain said, can someone explain what the mistake was? Chairman Joe Hafner said, I think there are some representatives here from Hytrol. Please approach and say your name and address for the record please.

Bradley Isbell, representative for Hytrol Conveyor Company, approached the podium and said, I am actually a resident of Paragould, and so my address is there. So the mutual mistake in the legal description. So kind of an overview, the Hytrol facility located on Highland is actually covered by a series of leases that were executed in the years that are set forth in the resolution. The intent, both from just a common sense perspective and also if you look at the progression of the facility over time, was that each lease would butt up against each other so that the entire facility would be covered by one of the several leases that were ultimately executed. Due to a mistake that occurred at some point early on during this process, the first two leases did not butt up against each other; and that created a gap between those two leases, in which part of the facility lies, but which is not covered by the lease agreement. So the intent of this lease amendment is simply to correct that mistake, include that gap area within the 1969 lease.

Councilmember Dr. Anthony Coleman said, how did we find this out? Just wondering. Mr. Isbell said, just an internal review of some of the documents including these lease agreements and sitting down and drawing those descriptions out and realizing that they didn't abut as they were intended to. Thank you.

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-24:043](#)

A RESOLUTION TO CONTRACT WITH ROOFXSOLUTIONS FOR SPONSORSHIP OF ONE SOFTBALL FIELD AT THE SOUTHSIDE SOFTBALL COMPLEX

Sponsors: Parks & Recreation and Finance

Attachments: [Sponsorship Agreement Southside RoofXSolutions](#)

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-24:044](#)

A RESOLUTION TO CONTRACT WITH ROOFXSOLUTIONS FOR SPONSORSHIP OF ONE BASEBALL FIELD AT JOE MACK CAMPBELL SPORTS COMPLEX

Sponsors: Parks & Recreation and Finance

Attachments: [Sponsorship Agreement Joe Mack RoofXSolutions](#)

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-24:045](#)

A RESOLUTION EXPRESSING THE WILLINGNESS OF THE CITY OF JONESBORO, ARKANSAS TO UTILIZE FEDERAL-AID TRANSPORTATION ALTERNATIVE PROGRAM (TAP) FUNDS; AND, AUTHORIZING THE CITY OF JONESBORO GRANTS AND COMMUNITY DEVELOPMENT DEPARTMENT TO APPLY FOR THE FY24 TRANSPORTATION ALTERNATIVE PROGRAM (TAP) THROUGH THE ARKANSAS DEPARTMENT OF TRANSPORTATION

Sponsors: Grants and Engineering

Chairman Joe Hafner said, I will say that this is a project that is a priority of the connectivity committee, and this would connect the current downtown to ASU project that is terminating at Marion Berry to the ASU infrastructure that they have done, so I think this is a very worthwhile project for us to apply for this grant for.

Councilmember Ann Williams said, I have a question as far as the details of this as far as how it will actually, what the final plan is as far as the physical aspect of this as far as the connection. Or what is it going to look like, as well as it can be described at this point? Chief Administrative Officer Brian Richardson said, in the most non-engineering terms, the west side of the existing overpass will be converted to a shared use path, and there will be a lane separating ball or the jersey barrier that separates the shared use path from the vehicular path. And on the east side, that sidewalk will primarily remain the same, but will include ADA access to the lower portion of the ASU property there were the tennis courts are and the track facility, because the west side will be more focused on bicycle traffic and the non-motorized vehicle traffic. So you're going to have your non-motorized traffic on the west side of the bridge, the pedestrian traffic on the east side of the bridge, and it will just match up with the 10 foot shared path that comes in from the Washington side. So it will be within the existing confines of the current bridge, but it will involve some restriping and a little bit of work on the west side to create a barrier between the shared use path and the roadway.

Councilmember Ann Williams said, the sidewalk that is there now currently part of the original structure is fairly wide and so does this just widen it more, because I realize it is used. I don't know if that was technically what it was supposed to be used for cyclists now, because that is the safest way for somebody on a bicycle to travel over the overpass. So it technically now is being used by some cyclists already, but will this just mean it's wider?

Mr. Richardson said, yes, it will be a little bit wider; and again, the important part is the actual protective barrier between the vehicles and bicycles, so it will widen it out a little bit and put some protection there. Councilmember Ann Williams said, so it will be wide enough. It will be like what the requirement for a greenway path is as far as being able to be used by any cyclist other than a racing bicycle, right? Is that correct? Mr. Richardson said, correct. The guidelines for a shared use path are 10 foot and it can narrow down to eight foot with some exceptions for short periods of time. But this will make it be under the National Engineering Guidelines for the necessary width for a side path.

Councilmember Dr. Anthony Coleman said, so just to kind of get clarity, because you mentioned something that I was going to ask, Chairman, when you were talking about the connectivity. So we're talking about, and I just want clarity to understand the connectivity that I remember, when we had a presentation a few weeks ago, that this is one of the pathways that Andy Shatley presented. But then the next question is, did this include, because I know we've been talking about the RAISE grant. I don't know where we are on that, if we heard anything. I know it's kind of separate from this, but I am asking because is that a part of this connectivity? This trail way and all, is it all kind of connected together? Chairman Joe Hafner said, it's all connected together, but different parts of it we are trying to fund by different grant applications and in money that we already have on hand. Councilmember Dr. Anthony Coleman said, so this TAP grant that we are trying is for this particular grant, which connects with everything. Okay. I just wanted to make sure I got it right.

Mr. Richardson said, correct. Once completed, what this will do would be the pathway that's currently under construction right here on Creath Street, you would be able to ride it all the way to ASU, access their cycle infrastructure, and then connect to the Aggie Road, the University Heights loop of that structure. Then whenever you ended that, you can take what will be the constructed pedestrian side path through the ASU property out towards the airport or you can take the University Heights connection out to University Heights. And at that point, the RAISE grant includes funding to extend that portion of the trail all the way out to the Mockernut area in a potential park on the east side of Jonesboro over there.

Councilmember Ann Williams said, I have a question or suggestion in regard to this. I know that it was really great, the sidewalk that was completed all the way down I guess to Fisher Street on West Aggie Road. It's very wide, but it's not quite wide enough to meet the 10 foot requirement. So it's similar to what was originally constructed on the Marion Berry overpass in that it's wide, and so cyclists quite often resort to using it out of practicality and because it's a safer alternative than riding on the street. But if we are doing a wide sidewalk, which is really good that we have that, is there some way that we can have a policy of going ahead and doing it wide enough that it would meet the 10 foot requirement so we don't have to go back and retrofit it later? Does that make sense? I mean, to me, it makes sense to think about doing that.

Mr. Richardson said, I mean, in a perfect world, I guess yes; but I believe that the Aggie Road sidewalk was built with the combination of some city funds and Block Development Grant funds, and there are only so many dollars there, and you know, a 10 foot sidewalk is a little bit more than a six foot sidewalk. You know, I think it's important that wherever we can afford... Councilmember Ann Williams said, is that what the Aggie Road is, six feet? Mr. Richardson said, the Aggie Road is a six foot sidewalk. It's just that our goal is to get as much connectivity and pedestrian infrastructure out there as possible. Some areas are conducive, and some areas the connectivity committee has reviewed and helped point out that this would be a great place for a shared use path. Other areas, some of these plans predate us, predate this administration. So, I don't know why some new sidewalks were built that weren't shared use. Maybe there wasn't a component or a need for a shared use path where that was built. I just know that wherever possible and where it makes sense, we are trying to make connections for both pedestrian and cyclists.

Councilmember Ann Williams said, I participated in a project a few years ago where we sat at different places in our cars and noted the number of cyclists on the sidewalks on Johnson. It was a lot; and so we know how this happens. A cyclist is not going to want to ride their bike on Johnson, you know, they resort to using a wide sidewalk. I guess that one's six feet, right? Mr. Richardson said, I don't know how wide the sidewalk is on Johnson. Councilmember Ann Williams said, that's what happens a lot. It's used by cyclists for practical reasons, obvious reasons. I just wondered if there was any thought to that where there would be heavy cyclist traffic to go ahead and do it wider. Chairman Joe Hafner said, hopefully I am correct in saying that, I think there is more emphasis on connectivity now and shared use paths than there was when some of the items that you were talking about were built. I mean, I think that goes without saying. We adopted the One Jonesboro plan in 2018, and we just now got the connectivity committee going again late last year. So I mean, I think it's just more of an emphasis. It's small steps that we are taking. There are some lessons being learned. You know, it's not always easy doing the things because you're always going to rub somebody the wrong way with some of the steps you have to take to do it. But I think we're definitely showing that there is more of an emphasis now on connectivity

and not just sidewalks.

Mr. Richardson said, yes, and maybe the most striking challenge to me that I observed firsthand was just how long it takes for some of these plans to come to fruition. Anytime we start involving other agencies, there is a lot that goes into that. Perfect example is the Culberhouse shared use path and the Flint shared use path and the Monroe shared use path were ideas that were generated in the last year or year and a half. And they are already either constructed or well under construction. We were able to do that because the city council approved significant increase in funding for more miscellaneous street projects in sidewalk funding, which really allowed the city to be able to build these things that weren't grant dependent. You know, we love every penny of grant money that we get, but it does come with some additional challenges when it comes to planning and actual implementation and grant agreements. So we're trying to approach this with a healthy blend of grant funded, city funded, and ARPA funded. And I think that we are seeing some positive. I know that we are seeing some positive results from that. It doesn't take long to see on Culberhouse people enjoying that new infrastructure, where before it was either walk on the yard or walk in the road. Councilmember Ann Williams said, oh absolutely. Mr. Richardson said, we want to reduce that as much as possible. Councilmember Ann Williams said, absolutely, especially when it involves kids walking home from school, which you see a lot of there.

Councilmember Brian Emison said, Mr. Chairman, I do have one question. The funding mechanism on this, and I guess this is probably just more for my own edification here, but does TAP funding have a cap on it, how much we can request at a single given time? The \$500,000 figure? Mr. Richardson said, \$500,000 is the maximum request through TAP grant. Councilmember Brian Emison said, that answers my next question. That's all I needed. Thank you.

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-24:046](#)

A RESOLUTION EXPRESSING THE WILLINGNESS OF THE CITY OF JONESBORO, ARKANSAS TO UTILIZE FEDERAL-AID RECREATIONAL TRAILS PROGRAM (RTP) FUNDS; AND, AUTHORIZING THE CITY OF JONESBORO GRANTS AND COMMUNITY DEVELOPMENT DEPARTMENT TO APPLY FOR THE FY24 RECREATIONAL TRAILS PROGRAM (RTP) THROUGH THE ARKANSAS DEPARTMENT OF TRANSPORTATION

Sponsors: Grants and Engineering

Chairman Joe Hafner said, I'll just say this. Once again, this is another priority of the connectivity committee. And with that, I open the floor for any questions or comments. I know Mr. Peacock would like to say a few words. You can come ahead and just say your name and address for the record please.

David Peacock, 3801 Clay Drive, approached the podium and said, I'm in the Mardis subdivision, and I wanted to come and encourage all to support this resolution and advance it to the city council. You may be familiar with the Entergy easement that goes on the south side of my property. My property is part of that easement. And then on the west side, we live between the Mardis subdivision and the Dunwoody subdivision, so it would be right in that particular area. The trail system would allow us to connect to the park or go downtown, and would be a huge increase for the quality of

life in our community particularly. But also, putting my other hat on, the trail system is something that we're really looking forward to because it would help recruit people to come to Jonesboro for the quality of life that we all seek in Jonesboro. So with that, thank you for indulging my comments.

Councilmember David McClain said, Mr. Chairman, where is this? David just gave a brief description. Where is this, Brian? Chief Administrative Officer Brian Richardson approached the podium and said, okay. Home Depot, on the south side of the creek there, this would start at Harrisburg Road and run south all the way down to the power line easement. Crestfield is the street right there off South Culberhouse, like in between about halfway to South Culberhouse and Craighead Forest, between Parker Road and Craighead Forest. So there would be a pedestrian crossing that comes into that neighborhood, which then allows people to access that shared use path that is planned to go along Culberhouse to connect you at Craighead Forest. So this would be a soft surface trail that basically runs along that creek to the power line easement right there and would run kind of both ways on that power line easement.

Councilmember David McClain said, is this in that One Jonesboro plan? Because I kind of remember something that was close to Culberhouse but it's over by Home Depot off Harrisburg Road. So is this that part or, because I remember we moved a section to Culberhouse? Mr. Richardson said, speaking off of memory here, the One Jonesboro plan included a hard trail. I don't even know if it was identified as hard or soft trail in this same area. You know, we're proposing this as a soft trail because I don't know if you ever accessed or used one of the softer trails but that real fine gravel, kind of like track gravel, so this is what that would look a lot like. So, yes, this route was on the One Jonesboro plan. It deviates slightly as you get to the end of it. We're proposing that it goes down the power line east, but I think originally what was proposed actually went into the Dunwoody subdivision, and this doesn't do that.

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-24:047](#)

A RESOLUTION FOR THE CITY OF JONESBORO TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH RECOVERY INCORPORATED TO PROVIDE FUNDING FOR PARKING LOT AND ENTRANCE MODIFICATIONS ACCORDING TO THE 2023 ANNUAL ACTION PLAN

Sponsors: Grants and Community Development

Attachments: [MOU Recovery Inc - ADA Parking lot](#)
[RES-23-099_CDBG2324](#)

Director of Grants Jeremy Biggs approached the podium and said, just real quick. This has been a need for Recovery, Inc. for over a year that was put into the CDBG action plan for 2023, which Council graced with their approval. The MOU you also have attached, so we did put this project out to bid. It came in at roughly right over \$79,000. Recovery, Inc. is fully understanding. It's in the MOU. The max amount for CDBG funds is \$45,000. They are going to cover the additional \$34,000 and change to get this project done. It's a need because they have a lot of clients with all abilities and that parking lot is [holding his hand at a steep slope] kind of like this, so they are going to level the top out and repave everything, make it ADA accessible, and be much more functional for their clientele.

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 Brian Emison, seconded by David McClain, 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