



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, April 28, 2020

4:00 PM

Municipal Center

1. Call To Order

2. Roll Call by City Clerk Donna Jackson

Present 6 - Charles Coleman; Ann Williams; John Street; David McClain; LJ Bryant and Joe Hafner

3. Approval of minutes

[MIN-20:035](#)

Minutes for the Finance Committee meeting on April 14, 2020.

Attachments: [Minutes](#)

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

Aye: 5 - Charles Coleman; Ann Williams; John Street; David McClain and LJ Bryant

4. New Business

RESOLUTIONS TO BE INTRODUCED

[RES-20:049](#)

A RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO AMEND THE 2020 ANNUAL BUDGET FOR THE POLICE DEPARTMENT

Sponsors: Police Department and Finance

Attachments: [Lease Agreement - 2319 East Matthews Ave 042220 02](#)
[Lack Comments_email for Finance 04282020](#)

Councilmember David McClain, asked what did we have out at the Airport, and what are we going to use at the facilities on Matthews that we are looking to rent? Mayor Harold Perrin said Mr. Chairman would you like me to comment on that. Chairman Joe Hafner said, yes, sir.

Mayor Harold Perrin explained to Councilmember David McClain that one of our divisions in the Police Department was in the FFA Building, Flight Station building that was destroyed by the tornado. The Special Division Unit of the Police Department was able to move into the second floor of this leased facility at 2319 West Matthews, this

facility used to be the old City Hall. The Police Division that lost their facility at the Airport was able to move into the new space immediately. The lease will be effective for eighteen months with the option to continue the lease, we will have six months, month to month after the eighteen month lease is up for a total of 24 months if needed. Mayor Perrin explained this will go under our claim with the Arkansas Municipal League, under the Business Continuation Act, we have roughly \$500,000 in there. Councilmember David McClain said okay, I was just curious as to what we were moving around.

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

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

[RES-20:050](#)

A RESOLUTION FOR THE CITY OF JONESBORO TO APPROVE THE 2020 CDBG ANNUAL ACTION PLAN THAT INCLUDES THE 2020 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECTS, ACTIVITIES AND BUDGET

Sponsors: Grants

Attachments: [2020 CDBG Action Plan, DRAFT](#)
[2020 CDBG Action Plan_FINAL](#)
[Application for FY20 CDBG Action Plan, SF424](#)
[Assurances for FY20 CDBG Action Plan, SF-424-D](#)
[Certifications for FY20 CDBG Action Plan](#)

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

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

[RES-20:051](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, FOR THE CITY OF JONESBORO TO ENTER INTO AN AGREEMENT WITH THE NORTHEAST ARKANSAS INDUSTRIAL DEVELOPMENT COMMISSION (NEAIDC) FOR FUNDING OF ECONOMIC DEVELOPMENT SERVICES

Sponsors: Mayor's Office and Finance

Attachments: [Agreement, 2020, City, NEAIDC](#)
[NEAIDC - City agreement 2020, Executed](#)
[Lack Comments_email for Finance 04282020](#)
[Lack_email_05052020](#)
[NAIDC Report 1st QTR 2020](#)

Councilmember David McClain asked that more clarity be given so that the public would have a better understanding. Mayor Harold Perrin asked Chairman Joe Hafner if he would like for him to explain it. Chairman Hafner said, yes.

Mayor Harold Perrin explained that the City of Jonesboro has had a contract with NEAIDC for many years. As you can see there in the resolution, it is broken down into two categories. Of the \$394,750, \$227,500 of that goes for capital improvement, the majority of that goes to City Water and Light. I think we have about three years left to pay them for land we purchased in the Industrial Park. That leaves \$167,250 which will

go to the JEDC, the Chamber of Commerce, and the Arkansas Good Roads, which is used for maintenance work for those three divisions of the umbrella of NEAIDC. This is nothing new, this is the same amount. We pay 75% and Craighead County pays 25%. We do have a contract with NEAIDC and you've already approved this amount of money in the budget.

Chairman Joe Hafner asked how long the NEAIDC has been around. Mayor Harold Perrin said, it has been around a long time, since 1968, so we've had a contract with them for a long time. CWL was gracious enough to basically be the bank for the Chamber of Commerce and NEAIDC. Mayor Perrin explained they wrote the check and bought a lot of the property in the Industrial Park, then NEAIDC makes annual payments to CWL with very little interest rate, if any at all.

Deputy Clerk April Leggett said to Chairman Hafner we have a caller on the line. Mayor Harold Perrin said we've already voted but go ahead. Chief of Staff Mike Downing stated the caller said to go ahead on with the meeting. Deputy Clerk April Leggett told Chairman Hafner to go ahead.

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

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

[RES-20:052](#)

RESOLUTION AUTHORIZING THE CITY OF JONESBORO, ARKANSAS GRANTS AND COMMUNITY DEVELOPMENT DEPARTMENT TO APPLY FOR THE DEPARTMENT OF HOMELAND SECURITY FY 2019 STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE GRANT (SAFER)

Sponsors: Grants and Fire Department

Attachments: [5 Year Costs for Safer Grant](#)

Councilmember LJ Bryant said I have a question Mr. Chairman. Chairman Joe Hafner said okay, go ahead. Councilmember Bryant said, I think I had previously asked Mayor Perrin this question before, and I was just checking back in. Mayor Perrin, will we have a spread sheet of when these things expire over time, so they don't just sneak up on us when these things turn into 100% four or five years from now?

Mayor Harold Perrin said yes. He explained as you can see there that 50% of that \$565,000 is for two years, which we will budget for if in fact we do get the SAFER Grant. We would budget that in the year of 2021, and 2022. Then we would take that over. All of this is rolled over in any contracts or commitments that we have on an annual basis. We do that at budget time to make sure that we are very liquid in cash flow to pay for that.

Councilmember John Street said we bought software to monitor those grants and things, is that not in place. Mayor Harold Perrin said, yes we did, and it is. It is called Contract Safe. If this grant came in we would pick up this amount and put it there knowing we would have that expenditure in that year in which it comes up. Councilmember Street said that is what I thought. I knew there was justification for that software, and that it keeps all of the grants we have on a suspense list so that we can keep up with them and account for them as they come due. Mayor Harold Perrin explained that this Committee as well as the Council Committee will have the Mass Advertising contract, and the Abilities Unlimited Contract coming up, I know of two in

the next thirty days.

Chairman Joe Hafner said to Mayor Harold Perrin, one thing I would like, and this doesn't have to happen any time soon, maybe after things kind of calm down in the next two to three months, would be for someone to give a demonstration on Contract safe. I know that there was talk about putting contracts in that software for like billboard advertisement for our softball fields as well as all sporting fields that the city owns so that we could track everything. It would be great to kind of see how that is working out, how it was implemented, and what it looks like. Mayor Perrin said "Thank You" and we would be glad to do that. You are absolutely right, you can't keep up with all of them in your mind, or anything like that with the number of contracts that we've got out, particularly in the Park and Recreation Department or even with our contracts that we have to pay like the mass advertising, if we make a decision to go forward we will bring that to you all, and if not we will do that. We normally back that up thirty to sixty days prior to make sure we are on time to get it to you all, or whatever committee it goes to, and then to the Council. So, we would be glad to show you that.

A motion was made by Councilperson John Street, seconded by Councilperson David McClain, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

5. Pending Items

6. Other Business

Chairman Joe Hafner said I would like to make a comment. I meant to bring this up at the last Council meeting, and I may bring it up next week at that Council meeting. I think it does fall in line with finance. Obviously with the restaurants being shut down, there is a lot of people in that industry that has suffered, and I would just like to commend James Bickham, and his crew in "Operation Full bellies".

Mayor Harold Perrin said that I can tell you that tomorrow I will be going around to small businesses interviewing them and thanking them, in particular to the restaurants and some of the retailers on Main Street as well as others. I just want to "Thank them" in the way that they have handled the restrictions that COVID 19 has brought. I want to assure them, and re-assure them that we will get through this. Councilmember Dr. Charles Coleman said I would like to just thank everyone that has helped. When you call one or two names you miss a lot of people. Chairman Joe Hafner said to Councilmember Dr. Coleman you are right. It's remarkable to see how it was handled. It helped the restaurants, it helped the workers of these businesses, and the families.

Mayor Harold Perrin stated to Chairman Joe Hafner, to answer Councilmember David McClain's question regarding stipulations regarding resolution 20:053, the grant is for a part-time employee to work twenty five hours per week for two years. Chairman Hafner said, okay, and "Thank You".

Councilmember John Street said I know this has been on the news, but I think it was remarkable for what Joe Clay Young did, by forgiving rent for tenants so that they could pay their employees. I think that speaks to the soul of Jonesboro. We have really fought hard to deal with the epidemic, again that was very commendable, and I can't recall ever hearing about something like that in a while. Councilmember Dr. Charles Coleman said that he would like to "Thank" all of the names that are not being

called out, when we do this we miss somebody. All of the people that are doing similar things like this in Jonesboro, it is a mighty thing. "Thank You, and God Bless". Chairman Joe Hafner said, certainly, there are a lot of people behind the scenes that you never see what they are doing that are helping people out. Chairman Joe Hafner asked if anyone else had any other comments under other business.

Mayor Harold Perrin explained that the conference video that he had participated in was supposed to have gone out Thursday, April 30th, but instead it was published today. Mayor Perrin again stated that he wanted to re-assure our people, and that he thought it was time that the citizens heard from him, and you all. We are definitely behind all of this. Sometimes we do so many things, but we don't tell people what we are doing. What we've come up with is what I call "Steps Going Forward", and that is the three things that we are going to be looking at. I will share that in a press release Thursday.

[RES-20:053](#)

A RESOLUTION AUTHORIZING THE CITY OF JONESBORO, ARKANSAS TO ENTER INTO AGREEMENT WITH THE DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE (BJA), AND ACCEPT THE FY 2020 CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM GRANT AND AMEND THE 2020 BUDGET

Sponsors: Grants and Police Department

Attachments: [Award Letter, DOJ Fy20 Coronavirus Supplemental Grant - Police Dept \(Wal](#)
[Budget Summary, DOJ Fy20 Coronavirus Supplemental Grant - Police Dept.](#)

Chairman Joe Hafner motioned, seconded by Councilmember John Street, to suspend the rules and walk-on RES-20:053 to the agenda. All voted aye.

Councilmember David McClain asked if there were any other requirements besides hiring someone part-time, is there a specific time they have to be on staff. Chairman Joe Hafner said I don't remember seeing that in any of the information that we have received so far. Mayor Harold Perrin said that we will verify any stipulations that there may be.

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

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant

7. Public Comments

8. Adjournment

A motion was made by Councilperson David McClain, seconded by Councilperson Ann Williams, that this meeting be Adjourned . The motion PASSED with the following vote.

Aye: 5 - Charles Coleman;Ann Williams;John Street;David McClain and LJ Bryant