



# City of Jonesboro

Municipal Center  
300 S. Church Street  
Jonesboro, AR 72401

## Meeting Minutes Finance & Administration Council Committee

---

Tuesday, May 14, 2019

4:00 PM

Municipal Center

---

### 1. Call To Order

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

*Mayor Harold Perrin was in attendance.*

**Present** 4 - Charles Coleman; Ann Williams; David McClain and LJ Bryant

**Absent** 2 - John Street and Joe Hafner

### 3. Approval of minutes

[MIN-19:041](#)

MINUTES FOR THE FINANCE AND ADMINISTRATION COMMITTEE MEETING ON APRIL 30, 2019

**Attachments:** [Finance Minutes 04302019.pdf](#)

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

**Aye:** 4 - Charles Coleman; Ann Williams; David McClain and Joe Hafner

**Absent:** 2 - John Street and LJ Bryant

### 4. New Business

#### ORDINANCES TO BE INTRODUCED

[ORD-19:022](#)

AN ORDINANCE DECLARING AN EXCEPTIONAL SITUATION AND WAIVING THE REQUIREMENTS OF COMPETITIVE BIDDING FOR SHOP REPAIRS ON A 2008 MACK 20CY PACKER TRUCK.

*Councilmember David McClain said, I have a couple of questions. Have we been down a truck? How long have we been down a truck? Sanitation Director Donny Gibson said, we have been down a truck since November. Mayor Perrin said, correct me if I am wrong, but this is the one that was wrecked? Mr. Gibson said, yes sir. Mayor Perrin said, it has been at the body shop. That is why we filed with APERMA before we went to the Municipal League. The money from APERMA has been received, correct me if I am wrong, to the city in the account that would be paid to that Tri-State Truck Center. Which again, is the only place that does those repairs. Chairman Joe Hafner said, I assume that is why it is an exceptional situation. I mean they are the only ones really*

qualified around here to do those repairs. Mayor Perrin said, exactly. That is correct. Councilmember McClain asked, when declaring an exceptional situation, do we have to waive readings at council? Mayor Perrin said, no sir. Councilmember McClain said, ok. I knew it didn't have an emergency clause. Mayor Perrin said, as long as you state on the floor, and we have done that, of why you are doing that. This occurred back in last year. So, that is why we are saying there is an exception of the bidding of the deal. It is also going to the same vendor that does all of our stuff. Correct me if I am wrong Roy. Am I right on that? Mr. Gibson said, that is correct. Mayor Perrin said, the truck is a 2008 model.

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

**Aye:** 4 - Charles Coleman;Ann Williams;David McClain and Joe Hafner

**Absent:** 2 - John Street and LJ Bryant

[ORD-19:026](#)

AN ORDINANCE TO WAIVE COMPETITIVE BIDDING AND AUTHORIZE PURCHASE OF A NEW 18 YARD REAR LOAD TRUCK FOR THE SANITATION DEPARTMENT

**Attachments:** [Heil DuraPack5000 Brochure 1211.pdf](#)  
[Est 3838 from River City Hydraulics Inc. 90636.pdf](#)

Councilmember David McClain said, I have a couple of questions. Do we not need to do a resolution instead of an ordinance? Mayor Perrin said, you have to use an ordinance in order to move the money. You can't do it by resolution. That is why they give you the liberty of putting in an emergency clause if an emergency exists. I can tell you and Donny can too that there definitely is an emergency because we are way behind on this rain and stuff. He has had so many vehicles down. He had, I don't know how many in the budget, but we pulled one of them out. We probably shouldn't have done that, but we thought we could get by with it. In talking with Donny, it is one of those things that you don't know what is going to happen. And now, this truck is down. And so, we are going to need to have a sale real soon. I think that Maintenance Director, Ronnie Shaver is working on a sale if I am not mistaken. We have got a lot of vehicles out at Public Works, as well as, at our landfill that we need to get rid of those vehicles, whether it be salvaged or whether it be whatever. They are not doing any good for us and we can't use them. Am I right on that Donny? Sanitation Director Donny Gibson said, we had two more go down today in the last hour. We had two more trucks go down in the last hour. Mayor Perrin said, right. I know that when I left this morning and I was running behind, normally they are already at my house and gone by 7:00. I knew that there was something up this morning. Mr. Gibson said, yes, they are going to work until about 6-6:30 tonight and they usually get off at 4.

Chairman Joe Hafner asked, is there a common theme in the breakdowns. Mr. Gibson said, it is mileage and wear and tear on the trucks. A lot of my trucks are 2007, 2008, 2009. It's just beyond stop and go. It doesn't do it. Mayor Perrin said, if I am not mistaken, in my last report I believe, and correct me if I am wrong, but we have to put brakes on these trucks every 500 miles or what is the mileage? I can't remember. Again, you are starting and stopping. You know, you are in that business. Mr. Gibson said, on most of my recycled trucks, it is 500-600 miles per truck. Mayor Perrin said, with that load and stuff and seriously, that is why his budget is high. But, next year, I can tell you is that we are going to have to put at least two more trucks in his budget next year just looking at the inventory. I went out there last week and looked. I hadn't talked to Donny about it or Roy, but I am just saying at least two, if not three. So, you

are looking at a pretty good dollar amount going into this budget next year. Chairman Hafner said, I know it is quite a bit of money, but it is a reasonable price just based on my experience. Mayor Perrin said, oh yeah, on this truck right here. Councilmember McClain said, that is just my not understanding that we have got to have an ordinance instead of a resolution. I figured it could be a resolution.

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

**Aye:** 4 - Charles Coleman;Ann Williams;David McClain and Joe Hafner

**Absent:** 2 - John Street and LJ Bryant

### RESOLUTIONS TO BE INTRODUCED

[RES-19:052](#)

A RESOLUTION AUTHORIZING THE CITY OF JONESBORO GRANTS AND COMMUNITY DEVELOPMENT TO APPLY FOR THE DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE (BJA) FOR FY 2019 BULLETPROOF VEST PARTNERSHIP GRANT

*Mayor Perrin said, this is standard. We asked them at the beginning of the year. On vests, we rotate those vests out. They call it end of life. I can't remember the exact time frame, each vest is different. The tactical team has a much stronger vest than some of these others. But, I think it is about every three years or so. It is three to five years. You have seen that on 60 minutes on those vests. You want to make sure that they are in operation. We apply for this every year.*

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

**Aye:** 4 - Charles Coleman;Ann Williams;David McClain and Joe Hafner

**Absent:** 2 - John Street and LJ Bryant

[RES-19:053](#)

A RESOLUTION AUTHORIZING CITY OF JONESBORO TO SUBMIT THE FY 2020 OUTDOOR RECREATION MATCHING GRANT APPLICATION

**Attachments:** [Notice of Funding](#)  
[Project Budget 2019](#)  
[Projected Earl Bell Site Plan](#)  
[Handout from Grants 05142019.pdf](#)

*Chairman Joe Hafner said, I will just say a few words and you all can add to it. Basically, what this is is when we purchased the property from Alec Farmer for \$250,000, they are letting us use that as our local match if we get this grant. The grant is for \$500,000, but if we get it, we will actually get \$250,000 because we have already used the \$250,000. They are just letting us use that as a match. If we get the grant, we won't be out any more money because we have already spent that last year or whenever it was. Mayor Perrin said, behind there is the attachment of the proposed things that we would do in that on the tennis courts and etc. The only thing that I have talked to Danny about and the Grants Department is the pump track of taking that out and adding that \$75,000 to the walkability, the walkable of that whole thing so we could almost get the whole thing that you see in front of you on this map. This whole facility would have a walking trail. Anywhere that you go from Tennis to the Dog Park, etc.*

would be a continuous walking trail around there. Correct me if I am wrong Danny. And, some landscaping and beautification for this Earl Bell. But, you can also see there, that they met yesterday with the tennis folks and tennis is really coming back strong. We are putting in four more or two courts right next to the existing courts. It will be two 60 ft. and two 18 ft. on there. The rest of it stays the same. It was that we just didn't have the time to get that change on there. We will before it goes to the full council.

Councilmember David McClain said, let me clarify what you just said. There will be two additional tennis courts and then a walking trail to connect everything inside of this footprint. Mayor Perrin said, the two shade structures to install. \$75,000 will go up to the walking trails. We are calculating that now on how much more we would need to finish all of the trails in here. Engineering will give us that figure. It is showing that at \$90 per cubic ft. So, then any funds left over, we will put that into beautification of cleaning that up. We have already changed the whole front of Earl Bell. We have a canopy front ordered now for that. It will blend in and look just like the one at the Senior Citizens Center. But, we just felt like this is the one facility here in what I call Midtown, in the middle of town, should have this walking trail all the way around these facilities. That way you are right across the street from the school. You are close to all of the apartment complexes. They can walk and do their exercises and etc. Again, you could argue both ways on the pump track. We have got one at Craighead Forest Park. People say, well, how are some of the kids going to get out to that pump track at Craighead Forest Park? I just think that putting a \$75,000 unit in here would not be used as much as a walking trail for all of those people that even come to walk their dog or whatever. That is what we are saying.

Chairman Hafner said, didn't I see where we are still going to have a public meeting on this? Mayor Perrin said, yes. Chairman Hafner said, I guess opinions will be asked at that time about what they would like to see there. Right? Mayor Perrin said, right. Parks Director Danny Kapales said, you can make adjustments between now and then. Mayor Perrin said, that won't be any problem. Councilmember Ann Williams asked, what has been the response to the dog park? Has that been pretty popular? Mr. Kapales said, it has been, not only in response to that dog park, but the overwhelming need for others. Councilmember Williams said, right. That is what I was going to ask, if there were plans to expand that resource. Mr. Kapales said, yes. Chairman Hafner said, I think the one thing that I heard about the dog park, and you probably did too Danny, was and it probably just had to do with the time of year it was opened, it was just kind of muddy at times and stuff like that. Mr. Kapales said, it was. You are right. It was the time of the year. We did construction in November. We sodded two days before Thanksgiving and it just was not the right time to do that type of construction, but we did complete it. If you go out there now, it is pretty solid. There are still some wet spots, but as we move forward, we are still going to fill those holes in, make some adjustments, and we will have sod work that will have to be done out there throughout the year. Mayor Perrin said, I think eventually we are going to have to put some drains in out there with some PVC pipes. The other thing on that is, I think maybe this week, they are installing some of those bricks. I believe that is right by the sign that is all of the donors like the one down at the courthouse. Am I right on that? Mr. Kapales, said yes sir. Mayor Perrin said, those are going to be real pretty there. There is another little area down there that we fixed last night or that we are working on. Mr. Kapales said, it has been repaired. Mayor Perrin said, that is good. Any way, Earl Bell is absolutely being used. I'm telling you, inside and out.

Councilmember Williams asked, what are the plans as far as expanding dog park facilities? Mr. Kapales said, I think we look at dog parks just like we do pocket parks. We need to find the appropriate locations around town and make sure that we spread

them out so all of the citizens of Jonesboro have one close enough to them to walk to. Chairman Hafner said, and to get the funding for them too. Mayor Perrin said, we have a schematic drawing for a big one out at Craighead Forest. Estimated costs for that one is somewhere around \$250,000. But, we had also talked to Petsmart or Petco, I don't know who all we talked to about that. I don't think we ever even got a donation from that company. You are absolutely right on your funding. Until we can get some money in here. But, Danny is also right that if you get a big one out there, that is one thing, but if you start putting around some of these pocket parks, you will get a lot of utilization with them. Councilmember Williams said, that would be good.

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

**Aye:** 4 - Charles Coleman;Ann Williams;David McClain and Joe Hafner

**Absent:** 2 - John Street and LJ Bryant

[RES-19:059](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO AUTHORIZING THE APPROPRIATION OF FIVE THOUSAND (\$5,000.00) DOLLARS FOR THE PURCHASE OF A NEW VAN FOR TRANSPORTATION FOR THE DISABLED AMERICAN VETERANS, CHAPTER 26

**Attachments:** [DAV Van Transportation Request Letter.pdf](#)

Mayor Perrin said, again, we are asked each year to do that and we do it. I don't know how many years that we have been doing this. They do rotate those vans. They do put a lot of miles on those vans. So, it was a budgeted item in the Grants Division.

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

**Aye:** 4 - Charles Coleman;Ann Williams;David McClain and Joe Hafner

**Absent:** 2 - John Street and LJ Bryant

**5. Pending Items**

[RES-19:037](#)

A RESOLUTION FOR THE ADOPTION OF PRIVILEGE LICENSE FEE SCHEDULE FOR SHORT TERM RESIDENTIAL RENTAL PROPERTIES IN THE CITY OF JONESBORO

Chairman Joe Hafner said, as I mentioned in last week's council meeting, when this was in front of the Finance Committee previously, I hadn't done my research. Upon doing my research, I kind of came to the conclusion that the per unit fees that were proposed for each type of structure were excessive. So, at the meeting last week, I asked that it just be set to a flat fee. Mr. Vance, probably rightly so, asked that it come back to committee so that we could have more discussion. I forgot to print out this spreadsheet for everybody. What I found when looking at some other cities, the fees ranged anywhere from zero in Conway and Springdale for residential properties to say \$50-\$100 flat fee for Fayetteville and Fort Smith or \$6-\$7 per unit for the first hundred units and then \$3 for any additional units over one hundred units. North Little Rock was the only other place that broke out the vacation rental/Airbnb and they had a \$35 base fee for that. I know that we have a couple of people missing today so if we want to hold this, that is fine. I think we really need to look at what fee we set and don't

*make it too excessive. I mean right now if somebody owns five single-family homes, we are asking them to pay \$500. In my mind, that is pretty excessive.*

*Councilmember David McClain asked, what are your thoughts so far? Are you thinking \$50 or \$25 or what? Chairman Hafner said, a privilege license is exactly what it says. I don't mind Councilmember Gene Vance or Councilmember Chris Moore contributing since they are here too. A privilege license is exactly what it says. It is a license that gives you the privilege of doing business in Jonesboro. It will produce some revenue. Any revenue is nice, but really what you want to do is have on record of who the owners are or what they are doing so if there are problems with them, you can pull that privilege of doing business in Jonesboro or you are able to get in touch with them and work through whatever the problems are. I just think, right now, at some of these rates, that they are too high. So, we kind of have to ask ourselves what we want to do. What is our purpose here? Is it revenue production? Is it regulation so we can get in touch with the people? I don't want to be punitive, but I don't want to charge them too much. Based on other cities, I think the initial fees are too much per unit.*

*Councilmember Gene Vance said, I am not a member of your committee, but I would like just to say this. They are going to be utilizing over the normal city services, mainly the police department. So, yes, there does need to be a revenue stream to offset that cost. Chairman Hafner said, alright. Councilmember McClain asked, Councilmember Vance, why do you feel like they would over utilize police. Councilmember Vance said, that is how the whole Airbnb came up to start off with or where we got started on the Airbnb was because of the calls we were getting from the next door neighbors about what was happening at the Airbnbs. We have now legitimized, we are making Airbnb legitimate. So, if we make them legitimate, we have got to protect the neighbors. I think we are going to have calls on them. Councilmember McClain said, here is why I am asking the question. Airbnb, the tenant that stays there, as well as the owner, they are rated. And so, with them being rated, if they are a bad tenant and get bad ratings, more than likely someone is not going to rent from them. But, if we look at long-term rentals and we haven't done anything similar, I would think long-term rentals would have more impact on our police and fire infrastructure and we don't charge for that.*

*Councilmember Vance said, you said they are rated and yes, they are rated by Airbnb, but that first time they are here before they are rated or even if they are rated and cause problems before they get de-rated, that has got to be addressed. I am not against doing the same for long-term rentals, but I think just to say we don't need any revenue from them is wrong. I think they are going to tax the system. Chairman Hafner said, I wasn't saying that we didn't need any. Councilmember Vance said, I think the privilege license is the right first step because that gives the Police Department a contact to contact at 2:00 a.m. if there is a problem. Chairman Hafner said, I wasn't saying that I didn't want any revenue from them. I think we have to be fair in the fees that we set. I think the fees that are in the initial resolution are excessive.*

*Councilmember Vance said, well, and I didn't think they were enough so that shows you our thinking. But, I will guarantee you that \$6 a door is not enough. If we have got 300 units in town, that is \$1,800 and that's not going anywhere toward the cost of our Police Department. Chairman Hafner said, I will say this. I have been spending some time with the police and I know most of our calls that I have been on have been to regular apartment complexes. I don't know where the airbnb's are right now, but I don't know whether or not we have actually been to an Airbnb. I know we have been to apartment complexes. Councilmember Vance said, and up to this point, we probably could not identify them, which was an Airbnb and which was not. Chairman Hafner said, right.*

Councilmember McClain said, maybe we look at doing a thing where we charge instead of per door, maybe look at just charging per entity. Chairman Hafner said, that is what I had proposed at the council meeting last week. That was my idea. Interim Chief of Staff Roy Ockert said, what I would suggest to the committee is to think about the comparison of these type of units to hotels and motels. They are competing with those. So, I asked our Finance Department Director to look and see what we have got for hotels and motels. Our license fees are based on a sliding scale of how many rooms you have. For example, 1-9 rooms, you pay a \$100 privilege fee, for 10-19, you pay \$125, for 20-29, you pay \$150. So, if you wanted to structure it something like that, that would be consistent with what we are already doing for their competitors. Councilmember McClain asked, would you say those first few ones one more time if you don't mind, the hotel, the fee that they pay? Mr. Ockert said, if you had 1-9 units, it is \$100 and 10-19 is \$125, and 20-29 is \$150. Basically, it goes up \$25 per ten rooms. I presume that this is for each hotel. Was that right? Mayor Perrin said, yes. Every hotel is paying a privilege license. Mr. Ockert said, it could be the same owner for several hotels, but they are going to pay a fee for each hotel. Chairman Hafner said, so each entity. Kind of like the direction I was going a little bit, but just a different scale.

Councilmember McClain said, I am looking at it from like I said, most of the time it is going to be one or two. I don't see them in apartment complexes as much as you do in single-family dwellings or condos, things like that. You usually don't see a complex. Chairman Hafner said, I think what Mr. Ockert just mentioned makes some sense. Councilmember McClain said, yeah. Councilmember Ann Williams said, I think that is a reasonable way to approach it. It is kind of in between and it is based on the quantity. Mayor Perrin said, you are comparing that. Also, on our Revenue Enhancement Committee that we try to do every year before the budget, is to sit down and look at every department and see what we are charging for every service that we have. Some years we have just left it alone and we haven't done that probably in the last year or so. But, the last time we had a discussion on this, the same thing came up in the fact of what about the long-term versus the short-term and then the other one was a sliding scale. You are still doing it by doors or units, but you are just saying 1-10 is x and so and so. I think what Roy is saying is that if you use that scale to start with, then you are doing the same scale you are charging their competitors with at the Holiday Inn or the Marriott. So, then, the public has the perception that we are doing the same thing for the same type of business. Mr. Ockert said, the scale goes all the way up to 151 and over rooms and that is a \$450 fee for that. There are sixteen different hotels or motels that are 50 or more rooms.

Chairman Hafner asked, so do we maybe want to hold it here and get the fee schedule and ask that the resolution be redone to incorporate a sliding scale? Councilmember Williams said, I would make that motion that we hold it here and then adopt a sliding fee schedule based upon what has been reported to us. Councilmember Coleman said, I will second that. Deputy City Clerk April Leggett asked, how long do you want that held? Chairman Hafner said, until the next Finance meeting. Hopefully, we can have that. Mayor Perrin said, Administration will work and get that to you all. That is not a problem getting it to you, all of the council, with the notation that in the Finance Committee this was somewhat discussed. Councilmember Williams said, I think that would be a reasonable compromise because it would charge a reasonable amount of fees, but not an excessive amount. We would avoid being excessive. All voted aye.

Chairman Hafner said, I would like to say one more thing on this issue. In the ordinance that we passed for the short-term rentals, ORD-18:081, under 42-146, it talks about the application shall have the name, address, and phone number of the

*property; a list of all the short-term rental addresses they have; if the owner is not a resident of Craighead County, that it should have a local contact; the completed checklist; Fire Marshall inspection, etc. When I looked on the website at the short-term rental application, I don't think this includes everything that we had in the ordinance. There is not a place on here for number of units and addresses or for stuff like that. But, we did have, and we are not real sure where this came from, this residential landlord registration that was on the City Collector's website. It may have been put up there previously at the time the property management or property maintenance code was passed because I think that would be one of the requirements of that, but it wasn't taken down. But, it does have a lot of this same information that we are asking for in this ordinance. So, I would also ask that the short-term application be revisited to make sure that it includes everything that we have in the ordinance that is required. Mayor Perrin said, I will make a comment on that too. The reason that is on there is what he just said a while ago. I think it was Councilmember Vance. That is for police, fire, and all of that where we try to have that in that landlord's deal. The issue on that is that it changes dramatically. So, somebody in the Collections Department is going to have to have on the system that we have got kicking up at least every 90 to 120 days to call out there to make sure that is correct. Chairman Hafner said, right, but it has been on our website for a while and I don't think it was used at all for anybody right now. Mayor Perrin said, someone had asked to put that on there way back and we put it on there. That is what I am saying to you is that it is there for a reason, but the issue is that it needs to be updated all of the time. Ok. Eventually, I would hope that we would have some of the blueprints and I think that we do that the firemen could pull up and go to a fire or even the police on their computer that would throw that up and would show the inside of that so they know exactly what they are going for the fire like a lot of these cities have.*

**A motion was made by Councilperson Ann Williams, seconded by Councilperson David McClain, that this matter be Postponed Temporarily . The motion PASSED with the following vote.**

**Aye:** 4 - Charles Coleman;Ann Williams;David McClain and Joe Hafner

**Absent:** 2 - John Street and LJ Bryant

## **6. Other Business**

*Chairman Joe Hafner said, the only thing that I wanted to mention is the new city website, the updated website. It looks like it has gone live now. The Finance Department and Communications Director Bill Campbell and some others are going to work on getting some of the financial information on the finance tab that I have asked to be on there. Just so it is more available for people. Mayor Perrin said, it started today. Also, we have been asked by Jonesboro Unlimited and the Chamber to have their link tied to that which is good because we have more people hitting our website than they have theirs. So, we are working on that as well. I think that is a good idea you had. Let me just say this, it went live, but it is not done yet because the first 30-60 days, there are going to be a whole lot of adjustments that have to be made to that. It is a lot better than what we had.*

## **7. Public Comments**

## **8. Adjournment**

**A motion was made by Councilperson Ann Williams, seconded by**



**Councilperson David McClain, that this meeting be Adjourned . The motion PASSED with the following vote.**

**Aye:** 4 - Charles Coleman;Ann Williams;David McClain and Joe Hafner

**Absent:** 2 - John Street and LJ Bryant