



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, October 13, 2020

4:00 PM

Municipal Center, 300 S. Church

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

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

[MIN-20:093](#)

Minutes for the Finance Committee meeting on September 29, 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

ORDINANCES TO BE INTRODUCED

[ORD-20:042](#)

AN ORDINANCE TO WAIVE BIDS AND PURCHASE IWORKQ SYSTEMS AND AVOLVE SAAS SOLUTION BY THE PLANNING DEPARTMENT

Sponsors: Planning

Attachments: [UPDATED 101520-Avolve SaaS Agreement Exhibit 2 SOW - City of Jonesboro](#)
[UPDATED 101520-Avolve SaaS Agreement Exhibit 2 SOW - City of Jonesboro](#)
[Derrel Smith email to change contract 10162020](#)
[iWorQ Jonesboro Agreement PWCD 10022020](#)
[iWorQ Sole-Source Letter Jonesboro](#)
[Jonesboro, AR - PNow Budgetary Pricing 2020-10-08 \(delivered\) v2](#)

Councilmember John Street said that based on what I have read this is going to help a lot of different departments, and I know that the need is there. Councilmember Street

asked Derrel Smith, Director of Planning if he had talked with other cities or agencies that were using this exact software in the same way that we are planning to use it?

Planning Director Derrel Smith said yes, that he has spoken with the City of Lowell, and they are using this software right now. I spoke with the person that is over their Inspection Division, he said the company has been great to work with. Any time they have any problems they have been very helpful in helping them resolve the issues. But, they have had very few problems. Derrel went on to explain that they have looked at multiple software's and vendors. The IWorQ was recommended by Craig Light, Chief Engineer, and Rusty McAlister, GIS Coordinator. Engineering is currently using mobile311, and IWorQ's does that tracking but, it will also do inspections for other departments such as the Fire Departments. Councilmember John Street asked, if other Department Heads within the city that are planning to use the software if they like it, and will it be conducive to their needs. Planning Director Derrel Smith said, yes.

Councilmember John Street asked Mr. Smith if Lowell was the only city that he had spoken to regarding the software. Planning Director Derrel Smith said, I have not, because I knew the people at Lowell so well. I have spoken with Chief Engineer, Craig Light, and GIS Coordinator Rusty McAlister at length about it, and they recommended we go with the IWorQ. Planning Director, Derrel Smith explained that they sat through a lot of presentations with The Paperless Now through ProjectDocs, and what that is going to do is get us paperless within a month. This is not the full blown software through projectdocs. I am working with Community Development Director, Regina Burkett to get CARES ACT money to pay for the full blown software. Mr. Smith went on to explain that at this time we will have to pay \$50.00 for each set of plans that we have to review. Councilmember Street, asked if that was going to be added on to the existing cost now. Mr. Smith explained that if we can get the CARES ACT money we are not going to charge anymore for what it cost to view a set of plans.

Planning Director Derrel Smith explained that it will speed up the process, and help Developers keep track of their projects through their electronic device. They will be able to see what stage the project is in or to see if there are any deficiencies that may occur. We hope to not have issues like we have had in the past that may slow the process down. Councilmember John Street said, so this will seamlessly work between departments. Mr. Smith said yes. Councilmember Street asked, is there any other additional hardware that will need to be purchased to operate this system? Mr. Smith said, no. Councilmember John Street said, the only reason I ask that is because it concerns me from the standpoint back years ago when we bought Springbrook, and believe me if I could go back in time we would not be using Springbrook, and it may be one of the best out there now. But, I know for the first five years it was terrible. Planning Director Derrel Smith said, I know that there is a learning curve on any software.

Councilmember Street said, I understand, but it hurt the citizens of Jonesboro, it hurt everybody, it hurt finance, it crippled this city for about two years, and I regretted that deeply. Mr. Smith said, I don't think we will see that with this particular software. We have been very diligent on looking at this, we have been looking at this for the last two years trying to come up with a good software package. Councilmember Street said I know you have been looking at it, it's just that this is the first time I have ever seen anything on this company, and I am just being cautious. Mr. Smith said that they are a large company. IWorQs has at least ten or twelve cities within the state of Arkansas that are using it. Springfield, Missouri is probably the largest city closest to us that uses it, there is a city up around St. Louis and one over round Nashville, Tennessee that also uses it. Councilmember John Street said if Springfield, MO. is using it, and

using it successfully that is a plus because they have an outstanding Planning Department.

Derrell Smith, Director of Planning said, that right now with the mobile311 that is in use, it takes them up to six months to get our map changes in that database updated.

With this company we will get that within a matter of weeks, not months.

Councilmember Street said, I did read in this that if there are any problems within ninety days we can cancel the contract, is that correct? Mr. Smith said, that is correct.

Chairman Joe Hafner asked, if there were a limited number of users with this software?

Mr. Smith said, no. The other software that we were looking very heavily at was going to charge us a fee per user, and that was going to be about \$2,800 per seat

Councilmember David McClain said, so, the current process now is, I bring my set of plans in, they have to be reviewed and stamped by Engineering, Fire, Inspections, and Planning. So, that will all be streamlined now. Planning Director Derrel Smith said, yes.

You will be able to submit that plan online, once it is submitted it will go to each individual person that has to review the plan. It will follow a workflow process. It will tell that Developer or Contractor if it is approved, or if there is revisions that need to be made, if revisions are needed it will be sent back to the person stating the deficiencies, and that it will be in a wait status until they re-submit a plan with those corrected deficiencies. Once they re-submit it goes through the same process, once it is approved they will get a notice stating that it has been approved, and it is ready to permit. Councilmember McClain said, so, each department will have the ability to say here is the deficiencies, and it will go back to the person that submitted the plans.

Derrel Smith said, that is correct, and it will hold us accountable as well. We will be able to see what department it is in, and find out what the delay may be so that we can get it corrected.

Chairman Joe Hafner asked if it will show the number of days, or number of hours that it has been at a particular department in the process. Mr. Smith said yes. Chairman Hafner asked for clarification on what makes this software unique in the fact that you are asking that the normal bidding process be waived. Planning Derrel Smith explained that that was for the IWorQ, and the Paperless Now, that is actually on a Government Contract Bid List. With the IWorqs you do not have to have an individual that is specially trained in Coding to make changes through the process. We can make changes here, we can add columns or we can take columns away. Myself, the Chief Engineer, Craig Light, and Tim Renshaw, the Chief Building Inspector, or whomever it maybe that has been given privileges within the City Department can make those changes.

Councilmember LJ Bryant said, at one time I know that Monday.com was being used. Mr. Bryant asked Planning Director Derrel Smith if any of the departments were still using that software. Mr. Smith answered by saying that he was not familiar with that, and that currently mobile311 is what is being used. Engineering is wanting to get away from the mobile311 platform and go with the IWorQs software.

Councilmember David McClain said, reading through the special features he saw that it has a Sidewalk Management feature, do you have to pay for certain extra features or is it all encompassed in this software. Planning Director Derrel Smith explained that everything you see is included in this package. IWorQs does have a plan review feature, we did not like their plan review feature, and we felt like the ProjectDOC feature was better. We have spoken with both companies and they have worked out an agreement that they will incorporate each other's software, we are not the first city where they have done this, and that is why we are looking at two different software's

instead of one. The IWorkQs itself has the plan review and all the necessary inspections, and ProjectDocs is specifically plan review.

Patti Lack, 4108 Forrest Hill Road. I was just wondering is there a cost to the Developers, and how does the city absorb the extra cost that we are paying for? Chairman Joe Hafner said according to what I understand that is unknown right now, because we are waiting to see if the CARES ACT money can be used. Planning Director Derrel Smith explained that right now we do charge, and that charge depends on what type of permit is issued, and what type of project it is. At this time we are planning to absorb the cost. Mr. Smith explained that if we go with the full-fledged ProjectDocs software in the future there won't be a charge, and there will be additional cost that we will have to pay. We have looked at a technology fee of 3 to 5 percent to help offset the cost. But, that has not been decided on yet. Chairman Joe Hafner stated that is something that we do need to keep in mind. Mr. Smith explained that he has spoke to the Homebuilders, and they are on board with that as well because they see the benefit of a more efficient process.

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

RESOLUTIONS TO BE INTRODUCED

[RES-20:162](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 816 HOOVER, PARCEL 01-144181-14800, JONESBORO, ARKANSAS 72401, OWNED BY ROBERT WHITAKER

Sponsors: Code Enforcement and Finance

Attachments: [816 Hoover](#)

Patti Lack, 4108 Forrest Hill Road. I know that most of these are liens for mowing, and the cost is \$175. I was just wondering because that seems to be a large amount of money, and I know that the city probably takes in consideration of who lives at the property. What happens if it is an elderly person that financially can't afford to get the property mowed, would the city ever consider maybe using one of the groups here in Jonesboro to mow or be available that they could call and have it done verses the city doing it? Chairman Joe Hafner said that I think that might be something that can be looked at. The municipal liens are a last resort. Mrs. Lack said, so there has been contact with the property owner prior to the lien. Councilmember John Street explained that the mowing is bided out, I think our mowing fee was somewhat less. But, as time has gone by the price has gone up, and the people that this effects have been notified, the city just don't go out and put liens on property owners, they know it, and they have the opportunity to do something and they have not. Like Chairman Hafner stated this is a last resort. Property owners have the option to pick anyone they want to mow their yard if they are not able to do it. Patti said, okay, there were just a lot of comments stating that this was a lot of money. But, if property owners have been notified then that seems okay.

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

[RES-20:163](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1014 S. CULBERHOUSE, PARCEL 01-144192-21300, JONESBORO, ARKANSAS 72401, OWNED BY CHARLES NOELL JR.

Sponsors: Code Enforcement and Finance

Attachments: [1014 S. Culberhouse](#)

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

[RES-20:164](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1020 HOPE, PARCEL 01-144173-04400, JONESBORO, ARKANSAS 72401, OWNED BY GARY TOOMBS

Sponsors: Code Enforcement and Finance

Attachments: [1020 Hope](#)

Councilmember John Street explained that if anyone wants too or cares too when they are going through this in legistar, if they will click on the blue address under attachments, there is an in depth explanation of what the charges are. You will also see the receipt of notifications that were sent out, and you can see step by step the process that Code Enforcement has taken, they do a really good job in putting information out. Chairman Joe Hafner explained that the city and the county have a really good working relationship in this process of collecting these. Craighead Tax Collector, Wes Eddington does a great job in making sure that these are paid. This process has also been a great tool in helping beautify our city.

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

[RES-20:165](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1302 RAINS, PARCEL 01-144191-30600, JONESBORO, ARKANSAS 72401, OWNED BY JANICE MOORE

Sponsors: Code Enforcement and Finance

Attachments: [1302 Rains](#)

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

[RES-20:166](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS,

TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 2009 CLARK,
PARCEL 01-144272-07800, JONESBORO, ARKANSAS 72401, OWNED BY ANN
HOUSE

Sponsors: Code Enforcement and Finance

Attachments: [2009 Clark](#)

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

[RES-20:167](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS,
TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 2229 S. CARAWAY,
PARCEL 01-144291-05000, JONESBORO, ARKANSAS 72401, OWNED BY REALTY
INCOME CORPORATION

Sponsors: Code Enforcement and Finance

Attachments: [2229 S. Caraway](#)

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

[RES-20:168](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS,
TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 2501 MARY JANE,
PARCEL 01-144272-24200, JONESBORO, ARKANSAS 72401, OWNED BY
KENNETH & DENA BRADWAY

Sponsors: Code Enforcement and Finance

Attachments: [2501 Mary Jane](#)

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

[RES-20:169](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS,
TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 2507 BROOKE
MCQUEEN, PARCEL 01-144333-08800, JONESBORO, ARKANSAS 72404, OWNED
BY KYLE D. HALL

Sponsors: Code Enforcement and Finance

Attachments: [2507 Brooke McQueen](#)

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

[RES-20:170](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 2700 SOUTHWEST SQUARE, PARCEL 01-144302-31700, JONESBORO, ARKANSAS 72401, OWNED BY SULLIVAN INVESTMENT PROPERTY LLC

Sponsors: Code Enforcement and Finance

Attachments: [2700 Southwest Square](#)

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

[RES-20:171](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 2714 W. MATTHEWS, PARCEL 01-143143-00400, JONESBORO, ARKANSAS 72401, OWNED BY WILLIAM HAL FEILD

Sponsors: Code Enforcement and Finance

Attachments: [2714 W. Matthews](#)

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

[RES-20:172](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 500 ALLEN, PARCEL 01-144181-30100, JONESBORO, ARKANSAS 72401, OWNED BY KENNY COLEMAN

Sponsors: Code Enforcement and Finance

Attachments: [500 Allen](#)

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.

[RES-20:173](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1660 N. CHURCH, PARCEL 01-144071-00900, JONESBORO, ARKANSAS 72401, OWNED BY REALTY INCOME CORPORATION

Sponsors: Code Enforcement and Finance

Attachments: [1660 N. Church](#)

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

[RES-20:174](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 719 W. MONROE, PARCEL 01-143134-18400, JONESBORO, ARKANSAS 72401, OWNED BY DALTON MASHBURN

Sponsors: Code Enforcement and Finance

Attachments: [719 W. Monroe](#)

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

[RES-20:175](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO LEVY A ONE-HALF (.5) MILL TAX ON ALL REAL AND PERSONAL PROPERTY FOR THE LOCAL FIREFIGHTERS PENSION PLANS

Sponsors: Finance

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

[RES-20:176](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO LEVY A 2 MILL TAX ON ALL REAL AND PERSONAL PROPERTY FOR THE PUBLIC LIBRARY TAX

Sponsors: Finance

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

[RES-20:177](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO LEVY A ONE HALF (.5) MILL TAX ON ALL REAL AND PERSONAL PROPERTY FOR THE JONESBORO POLICE PENSION PLANS

Sponsors: Finance

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

[RES-20:178](#)

A RESOLUTION OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AN AGREEMENT WITH THE ARKANSAS DEPARTMENT OF FINANCE AND ADMINISTRATION TO RECEIVE GRANT

FUNDING OF \$2,664,809 FROM THE CORONAVIRUS RELIEF FUND

Sponsors: Grants, Finance and Mayor's Office

Attachments: [Coronavirus Relief Fund Program Sub-Recipient Agreement](#)
[Cares Act Exec Certification](#)

Chairman Joe Hafner explained that Chief of Staff Mike Downing had sent him a document regarding this resolution. Director of Finance Steve Purtee explained that the State of Arkansas has indicated that \$75,000,000 for counties in the State and \$75,000,000 for cities relative to reimbursement of expenses related to the CORONA Virus Pandemic. Community Development Director Regina Burkett is in the process of gathering documentation for this, and we will be presenting these CRF's to the Department of Finance and Administration Office for that. Primarily it is a reimbursement program in the amount of \$2,664,000. One indication that it will allow for is actual payroll cost relative to Public Safety employees as well as benefits. Obviously this will include all of our Public Safety personnel, Fire and Police, and we will more than substantiate this reimbursement program just through that expense account alone, we expect a full reimbursement of that. However, we will also see this as an opportunity for things specific to our city relative to the CORONA Virus. I think we have all indicated that the technology system of our chamber halls, as well as just connectivity for remote working needs a little bit of attention. We see this as an opportunity to consider those programs as well. What we anticipate is that we will get our reimbursement from the state, and then will probably be conducting internal meetings relative to that, and help identify those certain expenses that we think would be associated with that program. Again, this program is simply just allowing us to in-fact request that reimbursement which we will do very soon.

Chairman Joe Hafner said, just to expand on what Finance Director Steve Purtee just said, some of the eligible expenditures are; public health expenses, distributing PPE's, payroll expenses for public safety, public health care, and human services. These are just a few of the examples that it can be used for, and there is still a lot of work that will need to be done to specifically outline the projects that it could be used for. We can't really do anything that we already had approved in our budget for 2020, and the expenses have to be incurred from March 1, 2020 and December 30, 2020.

Patti Lack, 4108 Forrest Hill Road. I think this has been talked about before and maybe Finance Director, Steve Purtee can answer this question. How does the citizens see how this \$2.6 million is going to be used, is there going to be a separate fund that we can look at to see where it is being used? Finance Director Steve Purtee said, through our Grants Department we will have general ledger accounts specifically associated with this grant program. It will not only show the revenue, it will show the expenditure line items relating to that as well.

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

[RES-20:179](#)

A RESOLUTION OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO AN AGREEMENT WITH UNITED STATES DEPARTMENT OF COMMERCE, ECONOMIC DEVELOPMENT ADMINISTRATION FOR A \$2,000,000 GRANT AWARD

Sponsors: Grants, Engineering, Finance and Mayor's Office

Attachments: [EDA Grant, RD Award Letter City of Jonesboro 08-01-05393](#)
[EDA Grant, CD-450 City of Jonesboro 08-01-05393_RD Signed](#)

Chairman Joe Hafner thanked Community Development Director Regina Burkett and her staff. It really shows the team effort that went into this between the County, Jonesboro Chamber of Commerce, and EAD. Things like this don't just happen, it takes a lot of planning and team work. Councilmember John Street commented as well by saying, we are truly blessed and like you said it was a team effort, even our State Legislators got behind this and pushed for it. We will see dividends from this that will make us more competitive. Community Development Director Regina Burkett said, we hope that this is just one project moving forward. We hope to see others just like this one out in the Industrial Park.

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, we all received an e-mail from Finance Director, Steve Purtee earlier today with the September Financials. Our actual revenue through September was a little under \$47.5 million compared to a budgeted amount of \$44.2 million. We are about \$3.3 million ahead on revenue. Our expenses of \$48.4 million were about \$1.8 million under our budgeted expenses of \$50.1 million. Right now we are showing a surplus a little under \$5.1 million compared where we were budgeted to be. Our total fund balances at the end of September were \$29.6 million compared to our required reserves of \$7.8 million. We are about \$22.8 million over our required reserves. We are lagging in franchise fees, A&P, and the Alcohol taxes. Those are all down compared to prior years, I would contribute that to the CORONA Virus, if not all of it.

Councilmember Dr. Charles Coleman asked if the Administration has considered giving the city employees a raise in the next budget coming up. Finance Director Steve Purtee explained that we began the budgeting process about two-weeks ago. That process includes that we submitted all of this reporting to the Directors of the Departments, and they are preparing their budgets. They have submitted those preliminary budgets to the Finance Department. We have begun having some sessions with those Directors. We not only expect this process to develop the budget, we are also looking at any personnel request in addition to all of the increases in the salary step plan that they are recommending within their departments for their staff beyond the step program as it is. So, that entire process will come together, we will formulate that and prepare a preliminary budget, and from there we will have our meetings with the Mayor and the Administrative Team. Councilmember Coleman said, I appreciate you guys looking into it. I don't mean to batter you but, I probably will over the next two years, and it's not so much toward you guys because I think that you, Steve have done a great job. But, at the same time where city employees, and some of them have been there quite a while and have not have any kind of raise, or step increase.

I don't particularly like the way the step raises are given anyway, I think there needs to be another assessment done, and it is not the first time I have voiced my opinion about that. But, I also think that we keep patting people on the back but we don't pat them with any money, and I think that is cruel. Again, that is not a negative toward you. It is just something that just needed to be said.

Councilmember LJ Bryant said that Realty Income Corporation, who had two municipal liens, they are a publicly traded company. Their Real Estate assets are \$20 billion, and they own 6,500 properties. Their annual revenue was \$1.5 billion last year. I know that this may be a question for the Carol Duncan the City Attorney but, could we be more aggressive with some of these commercial people who are multi-billion dollar corporations that we are mowing their lawns. City Attorney Carol Duncan, said, I guess I am not understanding what you mean by being more aggressive. Councilmember Bryant said, I guess I will use the word discriminate for lack of a better word. But, can we treat commercial properties differently than residential properties as far as assessing more fees on them? City Attorney Carol Duncan said, no, I would not think so. What we assess is the actual cost associated with taking care of the problem that we ask them to take care of. We don't assess a punishment, we assess a reimbursement fee of our actual cost. Councilmember Bryant said, now the filing fee is something that the county sets I suppose, and the administration fee is something internal for us. City Attorney Duncan said yes, it is whatever it cost in man hours. It is pretty much the same across the board, because it takes the same amount of time for them to process the lien, and that is really what their administration fee cost is to process the lien.

Councilmember LJ Bryant said sure, I just didn't know if there was any precedence in thinking about building permits or in other ways that we might try and treat commercial properties and residential properties different, if we could apply any of the same logic here. City Attorney Carol Duncan said, I guess that could be something for the Council to look at. Again, it's really not a punishment, and I really don't know that we have any more administrative cost. The cost for both is the same.

7. Public Comments

8. Adjournment

A motion was made by Councilperson John Street, seconded by Councilperson David McClain, 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