



City of Jonesboro

900 West Monroe
Jonesboro, AR 72401

Meeting Minutes

Finance & Administration Council Committee

Thursday, September 27, 2007

4:00 PM

Huntington Building

1. Call To Order

Mayor Formon and Mr. Tony Thomas from the Mayor's Office were also in attendance.

Present 4 - Darrel Dover; Judy Furr; Jim Hargis and Ann Williams

Absent 2 - Harold Perrin and John Street

2. Approval of minutes

MIN-07:1706 Minutes for the August 23, 2007, Finance Committee meeting.

Attachments: [082307](#)

A motion was made by Councilperson Ann Williams, seconded by Councilperson Jim Hargis, that these Minutes be Passed. The motion CARRIED by a Voice Vote.

Aye: 3 - Judy Furr; Jim Hargis and Ann Williams

Absent: 2 - Harold Perrin and John Street

3. New Business

4. Pending Items

5. Other Business

COM-07:039 Discussion regarding the pharmacy benefit for retired employees. The City will begin contributing 25% of the cost and the employee will pick up the remaining 75%.

Sponsors: Human Resources

Human Resources Director Gloria Roark explained Blue Cross Blue Shield will no longer include the retired employees on the group pharmacy plan unless the City contributes. She further explained they recommended a 25% contribution, which will cost the City about \$9,000 per year. It was asked for Ms. Roark to put together a resolution because the contract with Blue Cross Blue Shield would need to be amended. Mayor Formon noted the 25% contribution was the minimum the Blue Cross Blue Shield legal staff recommended.

Councilwoman Furr motioned, seconded by Councilwoman Williams, to recommend a resolution to the City Council to allow the City to start paying 25% of the pharmacy benefits for retired employees, pending approval by the City Attorney. All voted aye.

This item was Read.

COM-07:040 RFQ's for audit purposes

Attachments: [Internal Auditor's RFQ](#)

Councilwoman Furr clarified the proposal is an RFQ not an RFP. Internal Auditor Misty Micenhamer agreed. Councilwoman Furr stated that in 60 days she expects them to be able to sit down with the companies to discuss the scope of work and other details. Discussion was held concerning the proposed RFQ. Ms. Micenhamer stated Councilman Hargis had provided her with a list of the 25 biggest accounting firms in Arkansas as listed by the Arkansas Business. She then suggested sending the RFQ to all the companies on the list in addition to any companies Purchasing Agent Steve Kent may have on file. Councilwoman Furr also recommended sending it to companies in surrounding states. Chairman Dover suggested putting it on the City's website and asking for interested companies to contact the City so the City can forward them the full RFQ.

Councilwoman Williams motioned, seconded by Councilman Hargis, to move forward with advertising the RFQ. All voted aye.

This item was Read.

COM-07:041 Fire Department final audit

Sponsors: Internal Auditor

Attachments: [FD Audit](#)
[Executive Summary](#)
[Mgmt response Audit Final](#)

Ms. Micenhamer presented her audit of the Fire Department.

This item was Read.

Resolution concerning disaster recovery

Information Systems Director Alan Young presented a resolution to contract with IT Associates, LLC to develop a disaster recovery plan. He noted the resolution was not approved in time to be placed on the agenda. Chairman Dover asked the resolution be held until the next meeting so the committee has time to look at the information.

Financial reports

Mr. Tony Thomas presented the committee with financial reports for eight months ending August 31.

Discussion concerning recent flooding

Chairman Dover questioned what is being done for the residents affected by the recent flooding. Mayor Formon stated Public Works Director Erick Woodruff is looking into money or possibly low-interest loans that might be available. He asked for anyone who needed more information to call the Mayor's Office. He also noted residents can contact the Red Cross if they need assistance. Chairman Dover questioned what they are doing to prevent the flooding from happening again. Mayor Formon explained they have plans to clean out Bridger Creek. He also stated City Engineer Kelly Panneck is putting together a plan. He further explained they hope to meet with County Judge Dale Haas so they can

work with the County to ensure that any work the City does will not negatively affect the residents in the County.

6. Public Comments

7. Adjournment

A motion was made by Councilperson Jim Hargis, seconded by Councilperson Ann Williams, that this meeting be Adjourned. The motion CARRIED by a Voice Vote.

Aye: 3 - Judy Furr; Jim Hargis and Ann Williams

Absent: 2 - Harold Perrin and John Street