



City of Jonesboro

900 West Monroe
Jonesboro, AR 72401

Meeting Minutes - Draft Finance & Administration Council Committee

Thursday, January 3, 2013

6:00 PM

Huntington Building

1. Call To Order

Mayor Perrin was also in attendance.

Present 5 - Ann Williams; John Street; Darrel Dover; Mikel Fears and Charles Coleman

2. Approval of minutes

MIN-12:094 Minutes for the Finance Committee meeting on November 27, 2012

Attachments: [Minutes](#)

A motion was made by Councilman Charles Coleman, seconded by Councilman John Street, that this matter be Passed . The motion PASSED by a unanimous vote

Aye: 4 - John Street; Darrel Dover; Mikel Fears and Charles Coleman

MIN-12:095 Minutes for the special called Finance Committee meeting on December 4, 2012

Attachments: [Minutes](#)

A motion was made by Councilman Charles Coleman, seconded by Councilman John Street, that this matter be Passed . The motion PASSED by a unanimous vote

Aye: 4 - John Street; Darrel Dover; Mikel Fears and Charles Coleman

3. New Business

Ordinances To Be Introduced

ORD-12:066 AN ORDINANCE TO WAIVE COMPETITIVE BIDDING AND AUTHORIZE PURCHASE OF COMPUTER SOFTWARE FOR CODE ENFORCEMENT.

Sponsors: Police Department

Attachments: [Jonesboro, AR ComcateProposal 2012 10 11](#)
[Jonesboro AR Sole Source Letter 2012 10 12](#)

Councilman John Street explained that Police Chief Michael Yates asked that this ordinance be placed on tonight's Council agenda.

A motion was made by Councilman John Street, seconded by Councilman Mikel Fears, that this matter be Recommended to Council . The motion PASSED by a unanimous vote

Aye: 4 - John Street;Darrel Dover;Mikel Fears and Charles Coleman

Election of a chair

Councilman Dover motioned, seconded by Councilman Fears, to nominate Councilwoman Williams as chair of the committee for 2013. All voted aye.

Resolutions To Be Introduced

RES-12:226

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR'S SALARY RECOMMENDATION FOR FILLING THE POSITION OF TRANSPORTATION DIRECTOR IN COMPLIANCE WITH THE SALARY SCHEDULE AND ADMINISTRATION POLICY

Sponsors: Finance

Councilman Dover asked if this position is for the Metropolitan Planning Organization. Mayor Perrin answered yes. Discussion was then held describing the candidate who has been hired for this position.

Chairman Williams noted this item needs to be placed on tonight's Council agenda .

A motion was made by Councilman John Street, seconded by Councilman Darrel Dover, that this matter be Recommended to Council. The motion PASSED by a unanimous vote

Aye: 4 - John Street;Darrel Dover;Mikel Fears and Charles Coleman

RES-12:227

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO CONTRACT WITH THE ROTARY CLUBS OF JONESBORO

Sponsors: Finance

Attachments: [Rotary Contract](#)

Mayor Perrin explained the contract amount needs to be amended due to the Rotary Club giving the City more money. He added the City received \$32,000 instead of \$12,000 from the Rotary Club so the amount in the contract needs to be changed to \$20,750. He also noted this needs to be placed on the next Council agenda.

Councilman Dover, seconded by Councilman Fears, to amend the contract amount to \$20,750. All voted aye.

A motion was made by Councilman Darrel Dover, seconded by Councilman John Street, that this matter be Recommended to Council . The motion PASSED by a unanimous vote

Aye: 4 - John Street;Darrel Dover;Mikel Fears and Charles Coleman

RES-12:228

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS FOR THE CITY OF JONESBORO TO ENTER INTO A CONTRACT WITH NORTHEAST ARKANSAS INDUSTRIAL DEVELOPMENT COMMISSION FOR FUNDING OF ECONOMIC DEVELOPMENT SERVICES.

Sponsors: Finance

Attachments: [NAIDC 2013 contract](#)

Mayor Perrin stated this is an annual contract and the amount is the same as last year's amount. He noted the money goes to NAIDC for economic development along with a loan payment to CWL for property the City had purchased in the Industrial Park. He noted this resolution can wait till the next Council agenda.

A motion was made by Councilman John Street, seconded by Councilman Mikel Fears, that this matter be Recommended to Council . The motion PASSED by a unanimous vote

Aye: 4 - John Street;Darrel Dover;Mikel Fears and Charles Coleman

RES-12:232

RESOLUTION AUTHORIZING THE FIRST AMENDMENT TO THE GRANICUS SERVICES AGREEMENT KNOWN AS THE GRANICUS GOVERNMENT TRANSPARENCY SUITE, BETWEEN GRANICUS, INC. AND THE CITY OF JONESBORO, ARKANSAS

Sponsors: City Clerk

Attachments: [Jonesboro 12.18 amendment](#)
[Jonesboro OP GT only 12.18 extension](#)

Mayor Perrin explained this will allow the City Clerk's Office to stream Council meetings. He added the funds for this is in the budget. He noted this does not need to be placed on tonight's Council agenda.

A motion was made by Councilman John Street, seconded by Councilman Darrel Dover, that this matter be Recommended to Council . The motion PASSED by a unanimous vote

Aye: 4 - John Street;Darrel Dover;Mikel Fears and Charles Coleman

RES-12:234

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO,TO ENTER INTO CONTRACT WITH BRENDA SHARP FOR ACCOUNT PAYABLE TRAINING FOR THE FINANCE DEPARTMENT

Sponsors: Finance

Attachments: [Brenda Sharp contract](#)

Chairwoman Williams asked if this needs to be placed on tonight's Council agenda . Mayor Perrin answered yes.

Councilman Fears asked why the City did not have someone come in and train before now since they knew Mrs. Sharp was going to leave for awhile. Chief Financial Officer Ben Barylske answered because they did not know that Mrs. Sharp was going to retire until September, which then would require that last year's budget be amended.

Councilman Fears asked how long it should take to train someone. Mr. Barylske answered he budgeted for 400 hours and the person he hired will start on Monday.

Mayor Perrin stated Mrs. Sharp does not have to stay the whole 400 hours.

Councilman Fears then inquired if the City thinks the new hire will be able to be

trained within the 400 hours. Mr. Barylske answered yes, but if not he will work it out with Mrs. Teresa Shaver.

Councilman Fears questioned if this needs to be placed on tonight's Council agenda. Mayor Perrin answered yes, because Mrs. Sharp is currently working in the Finance Department.

A motion was made by Councilman Mikel Fears, seconded by Councilman John Street, that this matter be Recommended to Council. The motion PASSED by a unanimous vote

Aye: 4 - John Street; Darrel Dover; Mikel Fears and Charles Coleman

4. Pending Items

5. Other Business

6. Public Comments

7. Adjournment

A motion was made by Councilman Darrel Dover, seconded by Councilman John Street, that this meeting be Adjourned. The motion CARRIED by a Voice Vote.

Aye: 4 - John Street; Darrel Dover; Mikel Fears and Charles Coleman