



City of Jonesboro

900 West Monroe
Jonesboro, AR 72401

Meeting Minutes - Draft City Council

Thursday, December 10, 2009

3:00 PM

Huntington Building

Special Called Meeting

1. CALL TO ORDER BY MAYOR PERRIN AT 3:00 p.m.

2. ROLL CALL BY CITY CLERK DONNA JACKSON

Present 10 - Darrel Dover; Ann Williams; Charles Frierson; Jim Hargis; John Street; Tim McCall; Gene Vance; Chris Gibson; Rennell Woods and Mikel Fears

Absent 2 - Chris Moore and Mitch Johnson

3. New Business

Discussion concerning the 2010 Budget.

This was a work session regarding the 2010 budget, with a presentation by Mr. Blair Johanson, a consultant for the Johanson pay study for the City of Jonesboro.

Mr. Gary Harpole, Operations Director provided a brief history of the salary adjustment process beginning in 2008. He stated there was an influx of salary adjustment requests which began in 2008 and centered around department heads rather than across the board. A moratorium was implemented for new hires and salary increases until a study could be completed.

Mr. Blair Johanson provided a power point presentation regarding the job evaluation salary administration program. He explained they were consulted because the current compensation process had become dated. He explained the Johanson study places a point value on each position based on 15 factors, and determines the internal equitable pay structure, as well as the external competitive compensation.

Councilman Darrel Dover questioned how often they recommend conducting a salary survey. Mr. Johanson stated it can be done annually, but the average is every two to three years. Questions were raised regarding the cost of the survey and if Johanson provides such a service. Mr. Johanson responded saying since Jonesboro purchased the software the cost for a Market Survey is substantially cheaper, \$3,000.00. Mr. Johanson explained by purchasing the software it allows the Human Resources Department to keep the point system current throughout the year and not let it become dated.

Councilman Hargis questioned why Engineers were not included in the study. It was explained that due to their professional credentials, the Johanson Study cannot assign enough points without skewing the data. He explained they recommend looking at these types of positions on a market basis rather than on a pay line basis.

Councilman Mikel Fears questioned the process for obtaining a pay increase with the Johanson Plan. Mr. Johanson explained the policy helps guide the process, and sets boundaries to avoid abuse. He stated an employee must meet minimum requirements to qualify for a higher level position. Councilman Fears questioned the current process with regard to fraud, such as changing a job title in order to provide a salary increase. Ms. Gloria Roark, Human Resources Director explained the Condrey Plan saying a job description must be submitted along with a request change from the Administration. She further stated all new titles must come before the City Council for approval.

Councilman Dover questioned if the Johanson Study impacts the incentive plans the City of Jonesboro currently has. Mr. Johanson explained it makes sure the base pay is competitive but does not have a direct effect on other lay overs of pay.

Councilman Hargis questioned if the Johanson Study looks at the cost for the City of Jonesboro to provide services, "Provision of Services". Mr. Johanson explained they do not, but they do look at other municipalities and positions.

Mr. Harpole provided budget amendments to each councilmember. He stated the revenue projection contains a 2 1/2% decrease in sales tax revenue as suggested by the State of Arkansas, and explained the Administration felt it was the responsible thing to do. It was explained that the proposed salary increases would be retroactive to January, 2009. He further explained the budget is a working document which will be updated throughout the year, and provided an overview of the new features.

COM-09:156 Johanson PowerPoint Presentation.

Attachments: [Johanson Presentation](#)

4. ADJOURNMENT

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

Aye: 10 - Darrel Dover;Ann Williams;Charles Frierson;Jim Hargis;John Street;Tim McCall;Gene Vance;Chris Gibson;Rennell Woods and Mikel Fears

Absent: 2 - Chris Moore and Mitch Johnson

_____ **Date:** _____
Harold Perrin, Mayor

ATTEST:

_____ **Date:** _____
Donna Jackson, City Clerk