



# City of Jonesboro

300 S. Church Street  
Jonesboro, AR 72401

## Meeting Minutes Finance & Administration Council Committee

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Tuesday, May 27, 2014

4:00 PM

Municipal Center

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### 1. Call To Order

*Mayor Perrin was also in attendance.*

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

**Present** 4 - Ann Williams; Darrel Dover; Charles Coleman and Todd Burton

**Absent** 1 - John Street

### 3. Approval of minutes

**MIN-14:042** Minutes for the Finance Committee meeting on April 22, 2014

**Attachments:** [Minutes](#)

**A motion was made by Councilwoman Ann Williams, seconded by Councilman Charles Coleman, that this matter be Passed . The motion PASSED with the following vote.**

**Aye:** 3 - Ann Williams; Charles Coleman and Todd Burton

**Absent:** 1 - John Street

**MIN-14:048** Minutes for the special called Finance Committee meeting on May 8, 2014

**Attachments:** [Minutes](#)

**A motion was made by Councilwoman Ann Williams, seconded by Councilman Charles Coleman, that this matter be Passed . The motion PASSED with the following vote.**

**Aye:** 3 - Ann Williams; Charles Coleman and Todd Burton

**Absent:** 1 - John Street

**MIN-14:056** Minutes for the special called Finance Committee meeting on May 20, 2014

**Attachments:** [Minutes](#)

**A motion was made by Councilwoman Ann Williams, seconded by Councilman Charles Coleman, that this matter be Passed . The motion PASSED with the**

following vote.

**Aye:** 3 - Ann Williams; Charles Coleman and Todd Burton

**Absent:** 1 - John Street

#### **4. New Business**

##### *Ordinances To Be Introduced*

**ORD-14:030** AN ORDINANCE TO WAIVE COMPETITIVE BIDDING AND AUTHORIZE THE PURCHASE OF THE UPGRADE AND EXPANSION OF THE COMPELLENT SAN STORAGE FROM RITTER COMMUNICATIONS

**Sponsors:** Information Systems

**Attachments:** [Quote](#)

*Information Systems Director Erick Woodruff stated they have done this three other times. He explained they are eliminating a server in order to go to a more virtual plan. This is the next to the last upgrade they would like to do. They will be moving Planning, Engineering and Inspections to the virtual environment that is stored off-site. He further explained this will allow them to conform to the long-term plan and back everything up live.*

*Chairman Dover asked if the server will no longer be housed in city hall. Mr. Woodruff answered yes, it will still be housed in city hall. This will just allow them to convert it to a virtual server.*

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

**Aye:** 3 - Ann Williams; Charles Coleman and Todd Burton

**Absent:** 1 - John Street

##### *Resolutions To Be Introduced*

**RES-14:038** A RESOLUTION REQUESTING FREE UTILITY SERVICE FROM CITY WATER AND LIGHT FOR THE MIRACLE LEAGUE OF JONESBORO

**Sponsors:** Parks & Recreation

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

**Aye:** 3 - Ann Williams; Charles Coleman and Todd Burton

**Absent:** 1 - John Street

**RES-14:059** A RESOLUTION TO CONTRACT WITH THE JONESBORO JETS

**Sponsors:** Parks & Recreation

**Attachments:** [image0001](#)

*Parks Director Wixson Huffstetler explained this is the normal contract that is done every year. The Jets swim team rents the facility in exchange for paying the city a certain amount of money per participant and family. They hold practices and two events in the city pool.*

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

**Aye:** 3 - Ann Williams;Charles Coleman and Todd Burton

**Absent:** 1 - John Street

**RES-14:070** RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AGREEMENT WITH THE DEPARTMENT OF PARKS AND TOURISM FOR THE FY 2013 TRAILS FOR LIFE GRANT PROGRAM

**Sponsors:** Grants

**Attachments:** [Agreement.pdf](#)

*Grants Administrator Heather Clements stated this is for a sidewalk that will run from the Human Development Center through the field to the new Miracle League Field. Mayor Perrin added this will allow the Human Development Center's clients to use the field during the day.*

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

**Aye:** 3 - Ann Williams;Charles Coleman and Todd Burton

**Absent:** 1 - John Street

**RES-14:072** A RESOLUTION TO CONTRACT WITH EAB BROADCASTORS INC FOR RENTAL OF CRAIGHEAD FORREST PARK

**Sponsors:** Parks & Recreation

**Attachments:** [EAB agreement](#)

*Mr. Huffstetler stated this is for the Fourth of July celebration that is held there every year.*

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

**Aye:** 3 - Ann Williams;Charles Coleman and Todd Burton

**Absent:** 1 - John Street

**RES-14:064** RESOLUTION AUTHORIZING THE CITY OF JONESBORO GRANTS AND COMMUNITY DEVELOPMENT DEPARTMENT TO SUBMIT AN APPLICATION FOR THE 2014 DEPARTMENT OF JUSTICE JAG (JUSTICE ASSISTANCE GRANT) GRANT

**Sponsors:** Grants

*Ms. Clements explained this will be used for body camera equipment for the officers and to purchase tasers. It is 100% federally funded. They will be able to purchase about 20 units of each piece of equipment. Chairman Dover questioned whether all of the officers have cameras. Ms. Clements stated to her knowledge none of the current officers have body cameras. The cameras are on the cars, but not on their uniforms. Mayor Perrin added this is the first step to getting body cameras for all of the officers, but it will take some time due to the cost of the units.*

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

**Aye:** 3 - Ann Williams; Charles Coleman and Todd Burton

**Absent:** 1 - John Street

**RES-14:074** RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AGREEMENT WITH THE CORPORATION FOR NATIONAL AND COMMUNITY SERVICE FOR A VISTA GRANT

**Sponsors:** Grants

**Attachments:** [Agreement.pdf](#)

*Ms. Clements stated this is the same corporation the city gets the Americorps members from. Jonesboro will receive four Vista workers, but the money will be paid straight from the state to the service worker. They will also receive stipends and can do more work than Americorps members. They will help implement the volunteer program for the city.*

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

**Aye:** 3 - Ann Williams; Charles Coleman and Todd Burton

**Absent:** 1 - John Street

## **5. Pending Items**

## **6. Other Business**

*Chairman Dover requested that RES-14:079 and RES-14:077 be added to the Finance agenda. Councilwoman Williams motioned, seconded by Councilman Coleman, to suspend the rules and place RES-14:077 and RES-14:079 on the agenda. All voted aye.*

**RES-14:077** RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO ACCEPT FUNDS FOR THE ADF/AEDC GUARANTY PROGRAM; NORDEX USA

**Sponsors:** Mayor's Office

**Attachments:**     [Bill of Sale](#)  
                              [Escrow Deposit Agreement v2](#)  
                              [Release of Memorandum of Lease v2](#)  
                              [Warranty Deed](#)

*Mayor Perrin explained Nordex is in the process of selling their facility. The bond issue that allowed Nordex to purchase the property also included a lease agreement. This resolution asks the city to release them from the lease and to put the money into escrow until the bonds are paid off. He anticipates the bonds will be paid off around October. Attorney Anne Parker will be present at the June 3rd Council meeting to discuss the issue further. He was just informed about this on Friday. Chairman Dover clarified that this is typical whenever a company switches hands in this manner. Mayor Perrin agreed. Nordex will not keep the bonds; rather, they will pay the bonds off. He also noted that within the bond issue was an agreement that Nordex did not have to pay property taxes, so that will add about \$200,000 in taxes.*

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

**Aye:** 3 - Ann Williams; Charles Coleman and Todd Burton

**Absent:** 1 - John Street

**RES-14:079**

A RESOLUTION TO THE CITY OF JONESBORO, ARKANSAS TO ACCEPT THE PROPOSAL AND ENTER INTO A CONTRACT WITH CROMWELL ARCHITECTS ENGINEERS, INC TO PROVIDE ARCHITECTURAL, DESIGN, AND ENGINEERING SERVICES FOR THE RENOVATION/CONSTRUCTION OF A MULTI-MODAL CENTRAL TRANSFER FACILITY FOR THE JONESBORO ECONOMICAL TRANSPORTATION SYSTEM (JETS)

**Sponsors:**     Engineering

**Attachments:**     [Contract](#)  
                              [Proposal](#)

*Mayor Perrin explained this goes along with the grant the city received recently. The old firehouse on Caraway across the street from Wendy's will be torn down and the new transfer station will be built in its place. He discussed the transfer station and the process that was used to chose Cromwell. He added they will make the preliminary plans for the station. He had hoped to start construction this year, but doesn't think that will happen. They're hoping to put bids out by October, but it will be 2015 before the construction really starts. Mayor Perrin noted they will also have money to put in sidewalks on both sides of the street. MS. Clements added the sidewalks will be on the east and west sides of Caraway from Matthews to Nettleton.*

*Councilwoman Williams stated she has heard a lot of positive comments from citizens about this project. Citizens are happy about having the station and sidewalks constructed. Ms. Clements added the long-term plan is to find a way to allow ASU students to go either under or over the railroad tracks so they can access Caraway without having to go all the way to the Marion Berry Overpass. She stated that has to be done in phases due to the high cost.*

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

**Aye:** 3 - Ann Williams; Charles Coleman and Todd Burton

**Absent:** 1 - John Street

Discussion concerning updating the salary survey

*Councilwoman Williams asked if the city is due to update the Johanson salary survey. Mayor Perrin stated he would have to speak with Human Resources Director Gloria Roark about that to see how long it's been since the survey was done. Chief Financial Officer Ben Barylske explained it's been four or five years since the survey was done, but employees have had cost of living adjustments three out of those five years so the pay grades won't change much. Johnason has been given the authority to compare Jonesboro salaries to others cities.*

**7. Public Comments**

*Mayor Perrin explained over the weekend he received an email from a Mr. Green concerning Agenda 21. The email was copied to the Council members. He will respond to the email and copy the Council on his response. He said he didn't appreciate Mr. Green's tone in the email, but he will let Mr. Green know that the city will keep applying for needed grants. He stressed sales tax will not fund a city the size of Jonesboro by itself, so the city needs grant funding for projects.*

**8. Adjournment**

**A motion was made by Councilwoman Ann Williams, seconded by Todd Burton, that this meeting be Adjourned . The motion PASSED with the following vote.**

**Aye:** 3 - Ann Williams; Charles Coleman and Todd Burton

**Absent:** 1 - John Street