



# City of Jonesboro

900 West Monroe  
Jonesboro, AR 72401

## Meeting Minutes Finance & Administration Council Committee

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Tuesday, September 25, 2012

4:00 PM

Huntington Building

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### 1. Call To Order

*Mayor Perrin was also in attendance.*

**Present** 3 - Ann Williams; John Street and Charles Coleman

**Absent** 2 - Darrel Dover and Mikel Fears

### 2. Approval of minutes

**MIN-12:069** Minutes for the Finance Committee meeting on August 28, 2012

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

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

**Aye:** 2 - John Street and Charles Coleman

**Absent:** 2 - Darrel Dover and Mikel Fears

### 3. New Business

#### *Ordinances To Be Introduced*

**ORD-12:052** AN ORDINANCE TO AMEND THE 2012 ANNUAL BUDGET KNOWN AS ORDINANCE NUMBER O-EN-072-2012 FOR THE PURPOSE OF CREATING A POLICE LIEUTENANT POSITION IN THE JONESBORO POLICE DEPARTMENT; FOR THE APPROPRIATION OF FUNDS; AND DECLARING AN EMERGENCY FOR THE CONTINUITY OF SERVICES IN THE POLICE DEPARTMENT AND CODE ENFORCEMENT.

**Sponsors:** Police Department and Human Resources

*Mayor Perrin explained they are creating a "Quality of Life" unit within the Police Department. An officer is being promoted from sergeant to lieutenant. The new lieutenant will be over Code Enforcement, Prowl, work with neighborhood watch, Animal Control and criminal analysis. Chief Financial Officer Ben Barylske added this will increase the budget by about \$22,000. A patrolman's spot was not filled in this year's budget, so the \$22,000 is the difference between the patrolman's spot and this new lieutenant position. The affect on the budget is small due to there only being 3 months of the year left.*

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

**Aye:** 2 - John Street and Charles Coleman

**Absent:** 2 - Darrel Dover and Mikel Fears

*Resolutions To Be Introduced*

**RES-12:163** RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS CERTIFYING LOCAL GOVERNMENT ENDORSEMENT OF BUSINESS TO PARTICIPATE IN THE TAX BACK PROGRAM (AS AUTHORIZED BY SECTION 15-4-2706(d) OF THE CONSOLIDATED INCENTIVE ACT OF 2003).

**Sponsors:** Mayor's Office

*Mayor Perrin stated this is a standard tax back agreement for Hytrol.*

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

**Aye:** 2 - John Street and Charles Coleman

**Absent:** 2 - Darrel Dover and Mikel Fears

**RES-12:168** RESOLUTION APPROVING A CONTRACT FOR THE INSTALLATION OF EMERGENCY GENERATORS AT THE HARLAN HENRY SENIOR CITIZENS' CENTER.

**Sponsors:** Grants and Building Maintenance

**Attachments:** [All bids](#)  
[Bid Sheet](#)  
[Dept Justification for bid](#)  
[Accepted Bid](#)

*Councilman Street added he is in favor of the City having generators in all of the city-owned buildings.*

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

**Aye:** 2 - John Street and Charles Coleman

**Absent:** 2 - Darrel Dover and Mikel Fears

**4. Pending Items**

**5. Other Business**

**RES-12:170** A RESOLUTION TO AMEND THE CITY SALARY & ADMINISTRATION PLAN FOR THE PURPOSE OF CREATING A COMPUTER TECHNICIAN I AND A SENIOR COMPUTER TECHNICIAN

**Sponsors:** Information Systems

**Attachments:** [Computer Tech I](#)

*This item was walked on to the agenda.*

*Mr. Barylske explained this will help restructure the IT Department. The administration position that was in the 2012 budget for IT is not going to be filled. They are going to have an entry level technician and a senior level technician. Due to the work with the police cars, the IT Department stays busy. Mr. Barylske noted there will be no affect on the budget. Councilman Street work won't be done on the Police Department's computers unless an email is sent, but if the computer is locked up an email can't be sent, which forces the officers to search for another computer to use to send an email asking for help with their computer. He added that he was told if an officer shows up at the IT Department and doesn't have an appointment then they won't be helped until an appointment is made. Mr. Barylske stated there is more to that issue and it can be discussed outside of the meeting. Councilman Street expressed concern over the issue and asked that it be taken care of because it's not right.*

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

**Aye:** 2 - John Street and Charles Coleman

**Absent:** 2 - Darrel Dover and Mikel Fears

**ORD-12:053**

AN ORDINANCE TRANSFERRING ADMINISTRATION OF RETIREMENT COVERAGE FOR ELIGIBLE MEMBERS OF THE JONESBORO POLICE PENSION AND RELIEF FUND TO THE ARKANSAS LOCAL POLICE AND FIRE RETIRMENT SYSTEM (LOPFI) AND AUTHORIZING THE CHIEF ADMINISTRATIVE OFFICER TO ENTER INTO AN IRREVOCABLE AGREEMENT WITH LOPFI.

**Sponsors:** Finance

**Attachments:** [lopfi res and agreement](#)  
[Supporting information](#)

*This item was also walked on to the agenda.*

*Mr. Barylske explained what they are wanting to do is combine the LOPFI and the Jonesboro local pension plan. He discussed the local pension plan and LOPFI and went through the attached supporting information. Councilman Coleman asked what would happen to these estimates if the City decided to add 10 more officers over the next five years. Mr. Barylske answered that will happen regardless of whether or not the plans are combined. And the costs will go up drastically over the next few years with LOPFI. He added the addition of new officers is not the decision needing to be made today; rather, they are looking at combining the two plans and he doesn't see any other option than to combine the plans. The savings to the General Fund in 2012 will be \$379,966.53. And the savings through 2028 will be \$5.7 million. He noted a 3% cost of living increase is also worked into those numbers for the old police pension plan. Further discussion was held concerning the proposal. Mr. Barylske added combining the plans will be a win for both the City and the retirees because the City will save money and the retirees will get added benefits, such as a cost of living increase.*

Mayor Perrin explained Mr. Barylske took this information to David Clark with LOPFI and discussed it with him. Mr. Clark indicated if more cities would do this, then they would save more money.

Councilman Coleman then questioned how the City is doing with regards to interest rates. Mr. Barylske stated the City is receiving 1.35% interest with Liberty Bank, which is higher than most cities in the state. He added the local banks have been really good to the City.

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

**Aye:** 2 - John Street and Charles Coleman

**Absent:** 2 - Darrel Dover and Mikel Fears

#### Discussion concerning iPads and iLegislate

Councilman Coleman questioned whether they will be going to a Council of the whole and get iPads. Mayor Perrin explained those are two different issues. He further explained the Council members were given laptops, but those can possibly be given to other departments in order for the Council members to utilize iPads. iPads are lighter and more mobile, but they are looking into whether or not the Council members will be able to get into the system via iPads. He added he uses the iPad often when he is out of the office so he can continue working and communicating with others. He noted he has spoken with City Clerk Donna Jackson about iLegislate, an iPad application that is used in conjunction with the City's Legistar software. It will enable the Council members to see agendas, minutes and videos. The software will be an added expense, but will give the Council members more access to information. City Clerk Jackson explained they just received the proposal and are reviewing it before moving forward. Councilman Coleman questioned whether the records will be backed up. City Clerk Jackson explained all of the records are currently backed up with Granicus, the company who owns Legistar, and Granicus backs up the records in several different states. She added they want the same thing with these recordings. Mayor Perrin noted the software will allow Council members to pull up information on specific topics whenever needed on the iPad, even if the topics were discussed in the past. Councilman Coleman noted he thinks the software sounds like a good idea because the City is a little antiquated with some of its practices.

#### **6. Public Comments**

#### **7. Adjournment**

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

**Aye:** 2 - John Street and Charles Coleman

**Absent:** 2 - Darrel Dover and Mikel Fears