



# City of Jonesboro

900 West Monroe  
Jonesboro, AR 72401

## Meeting Minutes Finance & Administration Council Committee

---

Tuesday, February 12, 2013

4:00 PM

Huntington Building

---

### Special Called Meeting

#### 1. Call To Order

*Mayor Perrin was also in attendance.*

**Present** 3 - Ann Williams; Darrel Dover and Mikel Fears

**Absent** 2 - John Street and Charles Coleman

#### 2. New Business

##### **COM-13:015**

Lease Modification to Continental Utility Solutions, Inc. (CUSI) lease on 2nd floor of new Municipal Center.

**Sponsors:** Finance

**Attachments:** [LEASE MODIFICATION CUSI](#)

*City Clerk Donna Jackson noted no one was in attendance to record the meeting.*

*Mayor Perrin explained CUSI has offices on part of the second floor. They would like to expand to use more of the second floor. The City will allow them to do all the improvements and receive a credit on their lease for the improvements. They expect the improvements to be \$84,000, but if it's lower they will only receive a credit for the actual amount of the improvements. Councilman Dover asked if the City will approve the renovations that are being done. Chief Financial Officer Ben Barylske explained the contractor CUSI used to do the original improvements on the second floor is the same contractor that will be used for these improvements in order to make the improvements look uniform. He added the dollar amount that is in the lease amendment is CUSI's estimate as to how much the improvements will cost, but the amendment includes verbiage to ensure that if the cost is lower then they will only get credited for the actual cost. He also stated that they have asked for the improvements to be done before the City occupies the building. Mayor Perrin noted the company is ready to start work just after the lease is approved. Councilman Dover asked how long the lease is good for. Mayor Perrin answered until 2017. Discussion was held concerning where the city offices will be in the building. Mayor Perrin stated he hopes that by October all of the City offices will be in the Mercantile Center.*

*Councilman Dover asked if a vote was needed to forward this on to the full Council. Ms. Jackson noted the file is a communications file only and questioned whether a resolution was needed. She also pointed out that with the Assignment of Leases the City was given during the purchase of the Mercantile Center, there was no Exhibit B which was supposed to be a copy of the leases that are currently in the building. She*

*explained she was not provided with a copy of the original CUSI lease. Mr. Barylske stated he was provided with a copy of the original lease, so he will get a copy of the lease to Ms. Jackson's office. Ms. Jackson also noted a resolution needs to be made for the lease amendment.*

**Councilman Dover motioned, seconded by Councilman Fears, to forward the resolution to full Council to amend the lease with CUSI. All voted aye.**

Amry Reserve Building

*Mayor Perrin stated they have lawyers looking at it and if things don't progress he will have Senator Boozman look into it. He noted they are frequently calling the department to move things forward. Mr. Barylske also added that Grants Coordinator Heather Clements has been contacting the department and they have indicated to her that they have other things that are a higher priority, so things have been moving slowly. Mayor Perrin explained the City has the keys and Mr. George Krennerich is already working on the plans. They predict the cost won't be as high as they had originally thought. They have had CWL look at the building to get cost estimates of turning the building to electric.*

**3. Public Comments**

**4. Adjournment**

**A motion was made by Councilman Darrel Dover, seconded by Councilman Mikel Fears, that this meeting be Adjourned . The motion PASSED by a unanimous vote**

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

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