



# City of Jonesboro

Municipal Center  
300 S. Church Street  
Jonesboro, AR 72401

## Meeting Minutes Finance & Administration Council Committee

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Tuesday, April 14, 2015

4:00 PM

Municipal Center

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### 1. Call To Order

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

*Mayor Perrin was included to constitute a quorum.*

**Present** 3 - Ann Williams; John Street and Darrel Dover

**Absent** 3 - Charles Coleman; Todd Burton and Rennell Woods

### 3. Approval of minutes

**MIN-15:035**

Minutes for the Finance Committee meeting on March 31, 2015

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

**A motion was made by Councilman John Street, seconded by Councilwoman Ann Williams, that this matter be Passed . The motion PASSED with the following vote. Mayor Perrin voted aye to pass the measure.**

**Aye:** 2 - Ann Williams and John Street

**Absent:** 3 - Charles Coleman; Todd Burton and Rennell Woods

### 4. New Business

#### *Ordinances To Be Introduced*

**ORD-15:020**

AN ORDINANCE TO AMEND THE 2014 BUDGET ORDINANCE FOR THE CITY OF JONESBORO

**Sponsors:** Finance

*Chief Financial Officer Ben Barylske stated this is the regular yearly cleanup ordinance. He explained the Street Fund was amended for the Opticom System as well as battery backups for the signals at some of the intersections in the city. The Advertising & Promotion Fund approved additional funds after passing the 2015 budget, causing the need for the cleanup of their fund. The Cemetery Fund additional funding is needed because of a new truck purchase, landscaping and surveying done by Associated Engineering. Councilman Street asked if the surveying project has been completed. Mr. Barylske answered no. Mayor Perrin stated they still have to take the information they received and coordinate it with the deeds at the Circuit*

*Clerk's Office. Councilman Street then asked if the city will be installing kiosks that will show visitors where people are buried. Mayor Perrin stated the city can't do that now because they are waiting for the project to be completed. But, once the project is completed the kiosks won't be a costly addition.*

*Mr. Barylske further explained overall the city came out under what was budgeted for 2015.*

**A motion was made by Councilman John Street, seconded by Councilwoman Ann Williams, that this matter be Recommended to Council . The motion PASSED with the following vote. Mayor Perrin voted aye to pass the measure.**

**Aye:** 2 - Ann Williams and John Street

**Absent:** 3 - Charles Coleman; Todd Burton and Rennell Woods

**ORD-15:021**

AN ORDINANCE TO AUTHORIZE THE CITY OF JONESBORO TO AMEND THE 2015 GENERAL FUND BUDGET TO ADD \$2,689,691 FOR EARLY DEBT RETIREMENT

**Sponsors:** Finance

*Mr. Barylske explained this is the note the city took out in early 2011. There is one more payment after this year, but the city can save money in interest payments by taking money out of the reserve fund to pay off the note. He recommended paying for the note out of the General Fund. Councilman Street asked if the reserves will still have enough to cover the city's required reserves. Mr. Barylske answered yes.*

**A motion was made by Councilman John Street, seconded by Councilwoman Ann Williams, that this matter be Recommended to Council . The motion PASSED with the following vote. Mayor Perrin voted aye to pass the measure.**

**Aye:** 2 - Ann Williams and John Street

**Absent:** 3 - Charles Coleman; Todd Burton and Rennell Woods

**ORD-15:022**

AN ORDINANCE AUTHORIZING THE CITY OF JONESBORO TO AMEND THE 2015 GENERAL FUND TO ADD \$49,500 AND TO HIRE EDGEWATER TECHNOLOGY, INC. TO PERFORM AN INFORMATION TECHNOLOGY AUDIT

**Sponsors:** Finance

**Attachments:** [Edgewater 3-30-15](#)

*Mr. Barylske stated the price of the contract is not in the budget, which is why they are presenting the ordinance. Chairman Dover asked how long the audit will take. Mayor Perrin explained it will take 5-6 weeks. The company will meet with city vendors and others involved to compile information and then present a PowerPoint presentation to the Council to provide their recommendations concerning the IT system.*

*Councilman Street asked how often IT audits should be done. Mayor Perrin stated it depends on how many changes have taken place within the department, but it should be done every 3-4 years. He doesn't see the need to do it more than every 5 years, unless the city experiences additional growth. He further discussed the details of the audit. He noted it is strictly to review the administration and what the city does.*

**A motion was made by Councilman John Street, seconded by Councilwoman Ann Williams, that this matter be Recommended to Council . The motion**

**PASSED with the following vote. Mayor Perrin voted aye to pass the measure.**

**Aye:** 2 - Ann Williams and John Street

**Absent:** 3 - Charles Coleman; Todd Burton and Rennell Woods

*Resolutions To Be Introduced*

**RES-15:050**

A RESOLUTION TO CONTRACT WITH W.O. QUALLS FAMILY FARM FOR SPONSORSHIP OF A OUTFIELD SIGN AT SOUTHSIDE SOFTBALL COMPLEX

**Sponsors:** Parks & Recreation

**Attachments:** [W.O. Qualls Family Farm.pdf](#)

**A motion was made by Councilman John Street, seconded by Councilwoman Ann Williams, that this matter be Recommended to Council . The motion PASSED with the following vote. Mayor Perrin voted aye to pass the measure.**

**Aye:** 2 - Ann Williams and John Street

**Absent:** 3 - Charles Coleman; Todd Burton and Rennell Woods

**RES-15:063**

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:** Finance

*Earlier in the meeting, Ms. Kathy Alfano, Senior Developer of Economic Development for PepsiCo, announced the expansion of the Jonesboro facility at the cost of \$45.7 million. The expansion will include the latest technology and equipment needed for fulfilling orders at the Frito-Lay facility in Jonesboro. The investment will add 30 new jobs by 2018. Mayor Perrin thanked Frito-Lay for their investment in the expansion and for their good stewardship.*

**A motion was made by Councilman John Street, seconded by Councilwoman Ann Williams, that this matter be Recommended to Council . The motion PASSED with the following vote. Mayor Perrin voted aye to pass the measure.**

**Aye:** 3 - Ann Williams; John Street and Darrel Dover

**Absent:** 3 - Charles Coleman; Todd Burton and Rennell Woods

**RES-15:061**

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT ADDENDUM WITH TOTAL LIFE HEALTHCARE FOR TRANSPORTATION SCHEDULING

**Sponsors:** JETS

**Attachments:** [Addendum 2 to Contract between JETS and TLH for scheduling services 3-2](#)

*Mayor Perrin explained Total Life is paying for licensing and software which allows them to dispatch from their location, relieving some of the responsibility from JETS. He further explained they would like to further look at the mobility services due to the number of citizens who use it, as well as physicians who have patients who use it.*

**A motion was made by Councilman John Street, seconded by Councilwoman Ann Williams, that this matter be Recommended to Council . The motion PASSED with the following vote. Mayor Perrin voted aye to pass the measure.**

**Aye:** 2 - Ann Williams and John Street

**Absent:** 3 - Charles Coleman;Todd Burton and Rennell Woods

**RES-15:062**

RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AGREEMENT WITH SAGELY SOLUTIONS, LLC FOR GRANTS CONSULTING

**Sponsors:** Grants

**Attachments:** [Jonesboro 2015 03.pdf](#)

*Chairman Dover clarified this is the company in Washington D.C. that was discussed at the last Council meeting. Mayor Perrin agreed. They will be flying to D.C. next week on April 22nd. Grants Administrator Heather Clark stated they have meetings set up with four private corporations that have D.C.-based foundations. They will also be meeting with federal agencies, as well as Arkansas delegates.*

*Councilman Street stated this is a month to month contract. Mayor Perrin answered the contract goes through the end of the year, but can be ended within 30 days if needed. Reports will be given on the timeline the Council desires. Chairman Dover stated he thinks quarterly reports would be sufficient with the first one being at the end of June.*

**A motion was made by Councilman John Street, seconded by Councilwoman Ann Williams, that this matter be Recommended to Council . The motion PASSED with the following vote. Mayor Perrin voted aye to pass the measure.**

**Aye:** 2 - Ann Williams and John Street

**Absent:** 3 - Charles Coleman;Todd Burton and Rennell Woods

**5. Pending Items**

**6. Other Business**

**7. Public Comments**

**8. Adjournment**

**A motion was made by Councilman John Street, seconded by Councilwoman Ann Williams, that this meeting be Adjourned . The motion PASSED with the following vote. Mayor Perrin voted aye to pass the measure.**

**Aye:** 2 - Ann Williams and John Street

**Absent:** 3 - Charles Coleman;Todd Burton and Rennell Woods