



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, February 26, 2019

4:00 PM

Municipal Center

1. Call To Order

2. Roll Call by City Clerk Donna Jackson

Mayor Harold Perrin was in attendance.

Present 4 - Charles Coleman; John Street; David McClain and LJ Bryant

Absent 2 - Ann Williams and Joe Hafner

3. Approval of minutes

[MIN-19:014](#)

Minutes for the Finance Committee meeting on February 12, 2019

Attachments: [Minutes](#)

A motion was made by Councilperson Charles Coleman, seconded by Councilperson John Street, that this matter be Passed . The motion PASSED with the following vote.

Aye: 4 - Charles Coleman; John Street; David McClain and LJ Bryant

Absent: 2 - Ann Williams and Joe Hafner

[MIN-19:017](#)

Minutes for the Special Called Finance Committee meeting on February 19, 2019.

Attachments: [Minutes 021919](#)

A motion was made by Councilperson John Street, seconded by Councilperson Charles Coleman, that this matter be Passed . The motion PASSED with the following vote.

Aye: 4 - Charles Coleman; John Street; David McClain and LJ Bryant

Absent: 2 - Ann Williams and Joe Hafner

4. New Business

RESOLUTIONS TO BE INTRODUCED

[RES-19:018](#)

A RESOLUTION TO ENTER INTO A CONTRACT WITH GRANICUS, INC. FOR THE

PURCHASE OF A DIGITAL ENCODER AND THE ANNUAL SUBSCRIPTION FEE FOR THE ENCODING APPLIANCE SOFTWARE FOR THE CITY OF JONESBORO, ARKANSAS

Sponsors: City Clerk

Attachments: [AR Jonesboro_Q37378-2019JAN25.pdf](#)
[Granicus Encoding Appliance Technical Solutions Guide \(Amax\) \(1\).pdf](#)

Councilmember David McClain said I know this came from the City Clerk's office, but would you mind talking about this a little bit. Deputy City Clerk April Leggett said the Granicus encoder is a digital encoder that was in our budget for this year. Our hardware and software is out of date and it could fail at any time. The encoder helps get our live manager, which helps with our videos, software, webcast and our agendas. Councilmember McClain said perfect.

A motion was made by Councilperson John Street, seconded by Councilperson Charles Coleman, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 4 - Charles Coleman;John Street;David McClain and LJ Bryant

Absent: 2 - Ann Williams and Joe Hafner

[RES-19:019](#)

RESOLUTION AUTHORIZING THE CITY OF JONESBORO GRANTS AND COMMUNITY DEVELOPMENT DEPARTMENT TO APPLY FOR THE DEPARTMENT OF HOMELAND SECURITY FY 2018 STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE GRANT (SAFER)

Sponsors: Grants and Fire Department

Mayor Harold Perrin said the only comment I have is that we had pulled this and then it was opened back up again. This is for three additional firefighters. In this grant, they pay 75% of the salary for the first two years, and then 35% for the third year.

Councilmember L.J. Bryant said so, this is like what we did previously, but we're just trying again. Mayor Perrin said the same thing, exactly. We had just pulled it back because they cut it off and then they opened it back up again. Councilmember Dr. Charles Coleman said wasn't that when the government shutdown was taking place? Mayor Perrin said yes sir.

A motion was made by Councilperson John Street, seconded by Councilperson Charles Coleman, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 4 - Charles Coleman;John Street;David McClain and LJ Bryant

Absent: 2 - Ann Williams and Joe Hafner

5. Pending Items

6. Other Business

Councilmember L.J. Bryant said I know we talked about this at some point and Chief of Staff Bill Reznicek was going to work on a spreadsheet of impending liabilities, such as when something rolls off what it might cost the city in two or three years.

Mayor Harold Perrin said we have that and we budgeted this year for some of these payouts, such as accrued vacation and sick leave. Mayor Perrin asked Director of Finance Trever Harvey how much was budgeted. Mr. Harvey said it depends on which department. We tried to target each department and police and fire would be the biggest ones. I don't have a copy of the budget in front of me. I apologize. Mayor Perrin said I think it's somewhere around \$225,000 to \$250,000 that we're going to pay out this year alone. The total accrued liability out there will probably be well over \$1 million, but not all 500 employees are going to leave at one time. That's something you need to look at in your employee handbook because some of these people will walk out of here with a \$35,000 to \$40,000 check. I'm all for that to a point, but, again, you have to be careful because you only have what's coming in and what's going out. I have asked Human Resources Director Dewayne Douglas to look at that and to look at other cities on how much they can accrue up to before they can roll over again. I don't know the exact number. Mr. Harvey said the accrued amount we budgeted was really only about 25% of the total liability we would have if everybody retired or left at one time.

Mayor Perrin said we do have that information. Mr. Reznicek is out, but I can have Finance Manager Deanna Hornback go into the computer and pull that information. You have to look at the accrued liability just as you do anything else because each year it will go up. This year, we knew we were going to have two or three captains in the police department to retire. In public safety, you can roll over around 600 or so hours. So, you can imagine the pay at per hour that they can roll over and keep up to that amount. Every year we need to look at the date of hire and go backwards and calculate that. This is the first time that we have ever put a line item on accrued payout. Mr. Harvey said it's the first time we have every budgeted that line item. Mayor Perrin said this was the first year we recognized that there was going to be a lot of employees that were going to go on the drop system or actually retire, and we wanted to make sure we had those funds available. That's a good question and I'll get that answered for you. Councilmember Bryant said thank you Mayor.

7. Public Comments

8. Adjournment

A motion was made by Councilperson John Street, seconded by Councilperson LJ Bryant, that this meeting be Adjourned . The motion PASSED with the following vote.

Aye: 4 - Charles Coleman;John Street;David McClain and LJ Bryant

Absent: 2 - Ann Williams and Joe Hafner