



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes - Draft Finance & Administration Council Committee

Tuesday, November 25, 2014

4:00 PM

Municipal Center

1. Call To Order

Mayor Perrin was also in attendance.

2. Roll Call

Present 3 - Ann Williams; Darrel Dover and Todd Burton

Absent 2 - John Street and Charles Coleman

3. Approval of minutes

[MIN-14:131](#)

Minutes for the Finance Committee meeting on October 28, 2014

Attachments: [Minutes](#)

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

Aye: 3 - Ann Williams; Darrel Dover and Todd Burton

[MIN-14:140](#)

Minutes for the special called Finance Committee meeting on November 18, 2014

Attachments: [Minutes](#)

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

Aye: 3 - Ann Williams; Darrel Dover and Todd Burton

4. New Business

Ordinances To Be Introduced

[ORD-14:070](#)

AN ORDINANCE TO WAIVE COMPETITIVE BIDDING AND AUTHORIZE A CONTRACT WITH ARKANSAS BLUE CROSS BLUE SHIELD TO PROVIDE INSURANCE COVERAGE FOR CITY EMPLOYEES FOR 2015

Sponsors: Finance

Attachments: [Airport Contract](#)
[COJ contract](#)
[COJ Prescription contract](#)
[JURH contract](#)
[Library contract](#)

Chairman Dover stated the insurance premiums were increased by 2.5%. Mayor Perrin noted there is no change of benefits with the exception to the flex spending plan where some of the leftover amount can be carried over to the next year.

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

Aye: 3 - Ann Williams;Darrel Dover and Todd Burton

ORD-14:071

AN ORDINANCE TO WAIVE COMPETITIVE BIDDING AND AUTHORIZE A CONTRACT WITH DELTA DENTAL TO PROVIDE INSURANCE COVERAGE FOR CITY EMPLOYEES FOR 2015

Sponsors: Finance

Attachments: [Contract](#)

Mayor Perrin stated there was no increase in premiums.

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

Aye: 3 - Ann Williams;Darrel Dover and Todd Burton

Resolutions To Be Introduced

RES-14:199

RESOLUTION AUTHORIZING A CONTRACT BETWEEN JETS AND GEARHEAD OUTFITTERS, INC.

Sponsors: JETS

Attachments: [Contract](#)

Chairman Dover asked if this is same contract that is done for other companies. Mayor Perrin answered this contract is for the wrap to be in the area of the bike racks.

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

Aye: 3 - Ann Williams;Darrel Dover and Todd Burton

RES-14:200

RESOLUTION AUTHORIZING A CONTRACT BETWEEN JETS AND ARKANSAS STATE UNIVERSITY

Sponsors: JETS

Attachments: [Contract](#)

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

Aye: 3 - Ann Williams;Darrel Dover and Todd Burton

RES-14:202

RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AGREEMENT WITH THE BLUE AND YOU FOUNDATION TO RECEIVE A GRANT FOR THE CRAIGHEAD FOREST TRAIL FITNESS PROJECT

Sponsors: Grants

Attachments: [Award and Grant Agreement.pdf](#)
[Attachment A reporting.pdf](#)
[Application in Full.pdf](#)

Mayor Perrin explained this grant is 100% for workout stations every ¼ mile on Craighead Forest Trail.

Chief Financial Officer Ben Barylske noted there is no match for the city.

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

Aye: 3 - Ann Williams;Darrel Dover and Todd Burton

RES-14:211

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO AMEND THE CITY SALARY & ADMINISTRATION PLAN FOR THE CITY OF JONESBORO TO ADD A COMMUNICATIONS DIRECTOR POSITION TO THE MAYOR'S DEPARTMENT

Sponsors: Mayor's Office and Human Resources

Attachments: [Communications Director](#)

Chairman Dover asked if the city wants someone who has a journalism degree or background for this position. Mayor Perrin answered yes and he is currently working with someone who works in the Attorney General's Office that has knowledge of FOI and journalism.

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

Aye: 3 - Ann Williams;Darrel Dover and Todd Burton

Absent: 2 - John Street and Charles Coleman

RES-14:212

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO AMEND THE CITY SALARY & ADMINISTRATION PLAN FOR THE CITY OF JONESBORO TO ADD A SEX OFFENDER REGISTRATION SPECIALISTS POSITION TO THE POLICE DEPARTMENT

Sponsors: Police Department and Human Resources

Attachments: [Sex Offender Registration Specialist](#)

Mayor Perrin discussed the job description. Councilwoman Williams inquired who is currently doing this job. Mayor Perrin answered a police officer is currently doing this, but it will be a civilian position.

Mayor Perrin explained they will work with the Engineering Department to have a map that will help make sure someone can live within a certain area.

Councilman Burton asked if this position will be needed on a full time basis. Mayor Perrin answered yes.

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

Aye: 3 - Ann Williams;Darrel Dover and Todd Burton

Absent: 2 - John Street and Charles Coleman

RES-14:213

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO AMEND THE CITY SALARY & ADMINISTRATION PLAN FOR THE CITY OF JONESBORO TO ADD A TRANSIT ROUTE SUPERVISOR POSITION TO THE JETS DEPARTMENT

Sponsors: JETS and Human Resources

Attachments: [Transit Route Supervisor](#)

Mr. Barylske stated this position will promote the coordinator to a supervisor position.

Chairman Dover questioned if the vacant position will be replaced. Mayor Perrin answered no. He noted this is a promotion and not an additional position.

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

Aye: 3 - Ann Williams;Darrel Dover and Todd Burton

Absent: 2 - John Street and Charles Coleman

RES-14:214

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO AMEND THE CITY SALARY & ADMINISTRATION PLAN FOR THE CITY OF JONESBORO TO ADD AN OFFICE MANAGER POSITION TO THE ATTORNEY'S OFFICE

Sponsors: City Attorney's Office and Human Resources

Attachments: [Office Manager - Atty Off](#)

Chairman Dover asked if this is just changing someone's job description. Mayor Perrin answered yes.

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

PASSED with the following vote:

Aye: 3 - Ann Williams; Darrel Dover and Todd Burton

Absent: 2 - John Street and Charles Coleman

5. Pending Items

6. Other Business

2015 Budget

Chairman Dover inquired if the committee needs to plan a working session to discuss the 2015 Budget. Mayor Perrin answered normally a time is set to meet with the alderman so they can ask questions. Councilwoman Williams explained she thinks for transparency it would be good to have a public meeting to discuss the budget. Councilman Burton noted that Councilman Street wanted department heads to be available for the meeting so questions can be asked.

Councilwoman Williams explained having a public meeting that includes the department heads will help them understand long term projects and future needs.

Mayor Perrin stated he believes all of the department heads are comfortable with their budget.

Discussion was held concerning information that is included in the budget.

Mayor Perrin noted he would like for an executive summary be put together that details the budget.

Discussion was held concerning various projects and how to fund them.

Mayor Perrin explained he will send out a survey to all of the aldermen that was done by the League of Small Cities. He added the biggest concern in the survey was transportation issues. He noted the cost to fund the transportation projects in Northeast Arkansas will be in excess of \$100 million. He further explained within the next year he will have a plan that will detail the projects he wants done within the City and he might have to ask for a sales tax to pay for them. Public hearings will be held to discuss the projects and sales tax.

7. Public Comments

8. Adjournment

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

Aye: 3 - Ann Williams; Darrel Dover and Todd Burton

Absent: 2 - John Street and Charles Coleman