



# City of Jonesboro

900 West Monroe  
Jonesboro, AR 72401

## Meeting Minutes Finance & Administration Council Committee

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Tuesday, May 11, 2010

4:00 PM

Huntington Building

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### 1. Call To Order

*Mayor Perrin was also in attendance.*

**Present** 5 - Ann Williams; Jim Hargis; John Street; Darrel Dover and Mikel Fears

### 2. Approval of minutes

#### MIN-10:042

Minutes for the Finance Committee meeting on April 27, 2010.

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

**Aye:** 4 - Jim Hargis; John Street; Darrel Dover and Mikel Fears

### 3. New Business

#### *Ordinances To Be Introduced*

#### ORD-10:039

AN ORDINANCE TO AMEND THE 2010 ANNUAL BUDGET AND THE CITY SALARY & ADMINISTRATION PLAN FOR THE CITY OF JONESBORO TO ADD AN ADDITIONAL CODE ENFORCEMENT OFFICER TO THE INSPECTIONS DEPARTMENT

**Sponsors:** Community Development, Human Resources and Code Enforcement

*Mayor Perrin explained the position will be 100% funded with CDBG grants. Councilman Hargis noted the position will be supervised by Chief Building Inspector Terry Adams. Councilman Dover questioned whether the position can be reapplied for every year so the position will continue to be paid for with CDBG funds and will not have to be paid by the City in the future. Mayor Perrin answered yes. Grants Administrator Gayle Vickers noted the position will be used in their specific areas and will be completely federally funded. She added she will be working with Mr. Adams regarding the position and they will have weekly reports. She explained 100% of the position's time has to be in the CDBG area. Councilman Hargis questioned how she defines what the CDBG area is. Ms. Vickers stated HUD has defined what the scope of work can be. She further explained she worked with Mr. Adams to define specific streets in the City that the position will be able to work on. Councilman Hargis then questioned what the CDBG areas are. Ms. Vickers stated they are defined by census tracts based on income. She noted the maps are located at her office.*

**A motion was made by Councilman John Street, seconded by Councilman**

**Mikel Fears, that this matter be Recommended to Council . The motion PASSED by a unanimous vote**

**Aye:** 4 - Jim Hargis;John Street;Darrel Dover and Mikel Fears

**ORD-10:040**

AN ORDINANCE TO AMEND THE 2010 BUDGET OF THE CITY OF JONESBORO, ARKANSAS TO PROVIDE FOR ADDITIONAL COSTS OF UNEMPLOYMENT INSURANCE

**Sponsors:** Finance

*City Treasurer Jim Eagan explained the money the City paid for 2009 unemployment insurance claims was less than what the City ended up owing. He further explained they make quarterly payments, but then found out the actual cost was more than they had anticipated. Mayor Perrin stated they will do a better job of estimating the payments. He noted unemployment can now go up to 24 months, which increases the amount of unemployment claims the City will have to pay. He also added only one person that was terminated in 2009 is included in the claims.*

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

**Aye:** 4 - Jim Hargis;John Street;Darrel Dover and Mikel Fears

**ORD-10:041**

AN ORDINANCE TO WAIVE COMPETITIVE BIDDING AND AUTHORIZE PURCHASE OF MEDIAEDGE VIDEOCASTING SYSTEM FOR THE INFORMATION SYSTEMS DEPARTMENT

**Sponsors:** Information Systems

*Mayor Perrin explained Senator Bookout was able to get the City \$75,000 for educational training. He further explained the equipment will assist them with Channel 24, as well as video training which will help them save money. He added he's hoping to have department heads speak on camera and give presentations concerning their departments. He stated the equipment will be paid for with the grant money and will not impact the General Fund. Further discussion was held concerning how the equipment will be utilized.*

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

**Aye:** 4 - Jim Hargis;John Street;Darrel Dover and Mikel Fears

**ORD-10:042**

AN ORDINANCE TO WAIVE COMPETITIVE BIDDING AND AUTHORIZE PURCHASE OF AUDIO RECORDING EQUIPMENT FOR THE INFORMATION SYSTEMS DEPARTMENT

**Sponsors:** Information Systems

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

**Aye:** 4 - Jim Hargis;John Street;Darrel Dover and Mikel Fears

**ORD-10:043**

AN ORDINANCE TO WAIVE COMPETITIVE BIDDING AND AUTHORIZE PURCHASE OF VIDEO EQUIPMENT FOR THE INFORMATION SYSTEMS DEPARTMENT

**Sponsors:** Information Systems

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

**Aye:** 4 - Jim Hargis;John Street;Darrel Dover and Mikel Fears

#### **4. Pending Items**

#### **5. Other Business**

*Councilman Street motioned, seconded by Councilman Dover, to suspend the rules and add ORD-10:028 to the agenda. All voted aye.*

##### **ORD-10:028**

AN ORDINANCE WAIVING COMPETITIVE BIDDING AND AUTHORIZING THE MAYOR OF JONESBORO TO ENTER INTO A MOWING CONTRACT ALONG U.S. HIGHWAY 63.

**Sponsors:** Engineering

*Chairwoman Williams noted this ordinance has been passed by the Public Works Committee. Councilman Street explained the contract includes four mowings along Highway 63, which is more than the previous contract.*

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

**Aye:** 4 - Jim Hargis;John Street;Darrel Dover and Mikel Fears

##### **COM-10:051**

Financial reports

**Sponsors:** Finance

*Mayor Perrin stated they were unable to provide more financial reports because they are in the process of changing the formats of the reports. He added he will be able to provide those reports via email before Friday. He then discussed the hotel/motel tax report and noted there is one hotel that has not paid in several months. He stated they sent a demand letter to the hotel, as well as to their home office in Forrest City. He also noted the tax has increased since February, partially due to tournaments being played in the City. He discussed the alcoholic beverage report and stated the tax has decreased since February.*

**This item was Read.**

#### **Discussion concerning CDBG**

*Councilman Hargis discussed CDBG and how the funds are spent. Ms. Vickers stated the guidelines are federally mandated, so she has no control over them. She explained the federal government tells them what areas they can serve and what they can do with the funds. Further discussion was held concerning CDBG guidelines. Ms. Vickers reiterated the areas are based on census tracts and income. She further explained areas have to be designated as benefit areas for them to receive assistance. She added they also have homeowner rehabilitation programs, as well as new home ownership programs, for individual benefits.*

**6. Public Comments**

**7. Adjournment**

**A motion was made by Councilman Darrel Dover, seconded by Councilman Jim Hargis, that this meeting be Adjourned. The motion CARRIED by a Voice Vote.**

**Aye: 4 - Jim Hargis;John Street;Darrel Dover and Mikel Fears**