



# City of Jonesboro

Municipal Center  
300 S. Church Street  
Jonesboro, AR 72401

## Meeting Minutes Finance & Administration Council Committee

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Tuesday, August 9, 2016

4:00 PM

Municipal Center

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### 1. Call To Order

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

**Present** 5 - Ann Williams; John Street; Darrel Dover; Todd Burton and Rennell Woods

**Absent** 1 - Charles Coleman

### 3. Approval of minutes

#### MIN-16:097

Finance and Administration Committee Minutes for July 26, 2016

**A motion was made by Councilman John Street, seconded by Councilman Todd Burton, that this matter be Passed . The motion PASSED with the following vote.**

**Aye:** 5 - Ann Williams; John Street; Darrel Dover; Todd Burton and Rennell Woods

**Absent:** 1 - Charles Coleman

#### MIN-16:100

Finance & Administration Special Called Meeting Minutes for August 2, 2016

**A motion was made by Councilman John Street, seconded by Councilman Todd Burton, that this matter be Passed . The motion PASSED with the following vote.**

**Aye:** 5 - Ann Williams; John Street; Darrel Dover; Todd Burton and Rennell Woods

**Absent:** 1 - Charles Coleman

### 4. New Business

### 5. Pending Items

### 6. Other Business

*Chairman Darrel Dover asked Councilman Street if he had some ordinances and resolutions to walk on. Councilman Street said that he did and wanted to know if they could be walked on all at the same time. Chairman Dover motioned and Councilman Street seconded to suspend the rules and walk on ORD-16:055, RES-16:100, and RES-16:101. Councilman Street motioned and Councilman Woods seconded to*

*suspend the rules and walk on RES-16:100, RES-16:101, and ORD-16:055 to today's agenda. All voted aye.*

**RES-16:100**

A RESOLUTION TO SUBMIT FOR THE CONTINUUM OF CARE PROGRAM THROUGH U.S. DEPARTMENT OF HOUSING AND URBAN DEPARTMENT FOR THE RAPID RE-HOUSING OF THE HOMELESSNESS

*Mayor Perrin stated that he set up a homeless task force about a year ago to look at our homeless needs in Jonesboro. He said almost everyone on that task force is in the field of helping people find assistance. Dana Moore who is on the task force, Councilman Chris Moore, myself and others went to Memphis to tour the Hospitality HUB which is a resource center for homeless persons that serves as a point of entry into the larger network of services offered to the homeless. We then went over and spent a half day with a group called HOPEWORKS which assists individuals with adult education programs that allow them to obtain their GED and job skill training so they can become gainfully employed. Mayor Perrin said our taskforce has been looking for ways to help our homeless. He said this grant is about 60 pages in length and we would be applying for \$3,284,605 in grant monies over a five year period and the match for this grant is \$871,345. All of that can be in kind with the exception of \$271,345 that the city would have to pay over a 5 year period which breaks down to a little over \$40,000 per year to take care of 30 families or individuals if we get this grant. He said there is a lot to this grant. They actually screen people and provide housing for up to one year. In a five year period, we would be helping 150 families or individuals within the City of Jonesboro. Several churches along with Mission Outreach are involved in this.*

*Kimberly Marshall, Director of CDGB, stated that this grant has to go to the state of balance which is the state side of our homeless initiative. They are the ones that get the continuum of care funds and they allocate it to the most needed areas to decrease homelessness. She said we have to send it to them and we have asked for an extension to the 16th until it comes and we are working with them, but they are wanting it tomorrow. However, we only got the application process a week and a half ago so we have not had a lot of time to do this. It is in a specialized system for HUD so we are in a tight place already.*

*Mayor Perrin stated that if the committee approves this today, then it will go on to the City Council on the 16th. He asked the committee if they wanted a copy of all 61 pages on this grant to review. He said they have given them highlights of the grants, but he wants to be transparent and make sure the committee knows everything about the grant. He said that the City will be committing over \$271,000 over five years, but it will be to help 150 homeless families or individuals which desperately need help. Councilman Street stated that people know the desperate need for shelter in this area and while we have the Salvation Army, it is not large enough to meet the needs of this area. He said he only sees good things for this. Mayor Perrin stated he will start sending a copy of these grants way ahead of time so the committee can look at them way before hand.*

*Councilman Street asked if this was for the construction of a shelter. Ms. Marshall stated that this grant would be for rapid re-housing. It takes people out of the shelter and gets them into society again by providing workforce training, medical care, education and all of the things they need to become successful. She said this is for one year for each individual or family. She said this is a renewable grant and if at some point, we decide to go to a construction phase, this will do construction later on if we think we need some type of facility to do that or houses until they can get permanently on their feet.*

*Chairman Dover asked if this money is strictly for a transitional phase to help them*

get a job and secure housing, and all of the things that go along with that. Ms. Marshall stated they must already have a job to get into this program. Mayor Perrin said this will help us to build a program like Memphis has and in five years, the next step may be to build or find housing. Councilman Street said that the Church on 226, even though it is outside the city, will be used for that. He said there is definitely a need for temporary shelter. He said they were going to use the old Rosecare Nursing Home on Southwest Drive, but that fell through. Mayor Perrin said that Mission Outreach still owns that building and it is still up for sale. He said the Nursing Home on 141 will be relocated soon and he's talked to the owners of that to get some things in mind. He said this committee realizes it has to ease into things with the first phase getting the grant for the transitional part. Mayor Perrin said that the people on this taskforce are really committed to helping the homeless. He also stated that he wanted the committee to know they can have a full copy of the grant or any grant at any time. Councilman Burton asked if there was a place these could be put for review. Ms. Marshall said they can put them in Legistar once they are completed so you can review them, but most likely, you will have already approved this mission so we can meet our deadline. Mayor Perrin stated that we would give them to Donna Jackson, City Clerk, so they could be put in Legistar.

**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:**

**Aye:** 5 - Ann Williams;John Street;Darrel Dover;Todd Burton and Rennell Woods

**Absent:** 1 - Charles Coleman

**RES-16:101**

A RESOLUTION TO CONTRACT WITH ED'S CATFISH LLC FOR SPONSORSHIP OF ONE FENCE SIGN AT MIRACLE LEAGUE COMPLEX

*Chairman Dover said this is the typical contract that we do for everyone.*

**Recommended to Council**

**Aye:** 5 - Ann Williams;John Street;Darrel Dover;Todd Burton and Rennell Woods

**Absent:** 1 - Charles Coleman

**ORD-16:055**

AN ORDINANCE TO AUTHORIZE THE CITY OF JONESBORO TO AMEND THE 2016 BUDGET AND MOVE \$7,810,000 FROM THE GENERAL FUND TO CAPITAL IMPROVEMENT FUND FOR STIP PROJECTS

*Councilman Street stated that this is for the Highway Projects that have been approved over a five year period. Mayor Perrin said he would have the list for the Council Meeting of all the projects for STIP. The money is being moved from general reserves to capital improvement and earmarking the \$7.8 million that will be spent through 2020 for four years on the STIP. All the jobs behind that I will show you Tuesday night what will be behind there so we will have that for you. We have already paid for Parker Road and something else so that brought it down to \$7.8 million to get almost \$90 million dollars in work done in the City. Mayor Perrin said he will take the ordinance and present it to the Highway Commission at the next Highway meeting to let them know that we have the money earmarked or encumbered. He said this will also allow us to move some projects down from 2020 to 2018 or 2017.*

**Recommended to Council**

**Aye:** 5 - Ann Williams;John Street;Darrel Dover;Todd Burton and Rennell Woods

**Absent:** 1 - Charles Coleman

*Chairman Dover said that the committee that was working on the salary plan that we have adopted part of that is waiting on the Police Compensation Committee to come up with their final plan to present to this committee. He asked the Mayor to look at setting a date for the entire council to review the plan, the one that we had passed and the one that they will be presenting. Chairman Dover would like the full council to have a working session prior to it coming to the Finance Committee. He wants everyone to go over it, delve into it, and understand it because it is quite complicated. He wants to make sure everyone understands it before they vote on it. Chairman Dover wants Suzanne Allen, CFO, to go over it and give a history of how we got to where we are so we can get a better understanding of where we have got to go. He said he would assume that the meeting would be quite lengthy.*

*Mayor Perrin said that he would set it some evening after 5 p.m. because it will take a good hour to hour and a half. Chairman Dover stated he thought it would be more like 3 or 4 hours. He said it would be very important for us to have an opportunity to sit down at the same time and discuss it in length so we are all getting the same information. Mayor Perrin said that he will do that as soon as he has word that they have something to make a presentation. Chairman Dover asked if they met yesterday. Suzanne Allen, CFO, stated that they were meeting right now. She said they want to take it to Public Safety next week. Chairman Dover stated if they have a proposal, they could go ahead and look at it at a proposed date that is convenient for everyone to be able to come see and discuss it.*

*Chairman Dover asked Ms. Allen if there was anything that she would like to add. Ms. Allen asked if it needed to be the same night as the Public Safety Meeting. Chairman Dover said that it did not. Before it comes to the Finance Committee, he wants everyone to have a good understanding of what we want to do before we make a recommendation to full council. Mayor Perrin stated they need to know what they are legislating before they start their legislation. He said if you approve it in the committee meeting, the perception is that you are endorsing it. Chairman Dover said that this is very complicated and important that we get this right. He said he prefers that they get a consensus of the whole council to send something to Finance. Mayor Perrin said he thinks they can work with them.*

*Suzanne Allen, CFO, said that we have gotten together to discuss getting the council together to talk about what kind of reserves you feel like you really want to keep so that may need to go hand-in-hand with the salary night. She said it may need to be more than a night. Councilman Woods agreed that was a good point. Chairman Dover asked what thoughts the other committee members had on this issue. Councilman Burton said he agrees with Chairman Dover that it needs to be looked at very closely. He said he thinks he hears the Mayor say is whether we do the full council meeting before the committee meeting or not. Ms. Allen stated and whether to tackle reserves. Mayor Perrin stated it is going to be a working meeting of the council. Councilman Street questioned why the whole council would look at it to send it back to the committee and then right back to council. Chairman Dover said that was a legal question as to whether they could go to council and send it back to committee and then send it back to council or could you do it all in one night. Councilwoman Williams stated whether that could be considered a committee of the whole.*

*Chairman Dover stated he wants to the whole council to understand it and not just*

some of us. Ms. Allen said she thinks he wants the council to take their time and really study it. She said that just having a piece of the puzzle makes it really hard to understand the whole. Chairman Dover said we have two or three pieces of the puzzle, and we have one that we have already passed, and we have one that the Police Committee is recommending, we still have on the table, the educational and incentive part of the package that we haven't passed. His recommendation is to have all of the council study all of the pieces of this particular puzzle before we go forward. Councilwoman Williams stated there is still an issue of the reserves. Chairman Dover stated it has a direct impact on what we might pass. Ms. Allen said we have talked about the history of passing incentive plans and things have kind of snowballed on you without giving a whole lot of study and thought to which she thinks is your cautiousness. Chairman Dover stated we have an opportunity to do it right and not revisiting this issue every two to three years. He said once you get the plan right, then you can work the plan various ways down the road. His biggest issue is to be given a tool to be able to estimate what the costs are going to be down the road. He said it all goes hand-in-hand. He said they need a working session on a budget. Mayor Perrin said if they come back with a plan, then we don't need to do it Tuesday night. He thinks they need to have a meeting next week after the council meeting, maybe on Thursday, to set down and look at everything together. He said you can always call another meeting at another time if needed.

Mayor Perrin stated that once you increase salary, it is always going to be there. He said this is one department out of 585 employees and you are not going to be able to pass that without another department coming in right behind that. He said that we need to be extremely careful, cautious, and slow before we do this. He said for every dollar you spend, it's going to cost you a \$1.38 and it will cost you more after you add FICA, your pension, and all of that. Mayor Perrin stated that the city has already taken \$1.2 million out of reserves for raises and you want to pull out another \$1.2 million so that tells you next year that you already have an extra \$2.5-\$3 million and your sales tax doesn't even offset that for next year.

Chairman Dover stated that it would be a wise decision to make sure everyone understands it. He said he has worked on it every day for the last seven months and every day something comes up that I didn't realize. He would like the opportunity for all council members to look at it and have their input before we get to far down the road and changes things and have to come back and backtrack on it later. Mayor Perrin said he doesn't want to run into adopting one thing and then running three to four years down the road to see that is not the way it worked. He wants us to be honest with ourselves going into this. To pass that for retention where 80% of the money goes to a very few and it didn't help retention whatsoever. Chairman Dover again stated he wanted everyone to have input, listen to it, and have Suzanne present a PowerPoint to explain to us where we have been, what we are asking, and then we can get input from everyone before we finalize it. He said he still has hopes of coming up with a plan that serves everybody. Mayor Perrin stated that Johansen did that the last time and stated that your entire city is 6% below the market. He said we took 3% and gave it to everyone across the board. If you nothing in 2017 and then add the 3%, in reality, you are back up to what he recommended.

Suzanne Allen, CFO, stated that the Police don't feel like the Johansen Survey is adequate or the structure of the pay is adequate for what they do. Mayor Perrin said he understood that, but what he has seen is guaranteeing a percentage every year or every other year down to 20 years and he has never guaranteed any department an x percent salary raise. He said we have brought up base salary and corrected compression. He stated now, where are we and where do we want to go.

Chairman Dover stated that we have consensus of the committee that we have a

*meeting of the whole. He asked the Mayor to set up a meeting next week that is convenient for all. Mayor Perrin said he would get that set up.*

*Councilwoman Williams asked about the Patrick Street Overpass and if there would be an effort to reapply for grant funding for that. Mayor Perrin stated that it was put back on the project list during the Department meetings. He stated that we are going to widen the road because it has to be done. Councilwoman Williams asked if they would provide direction on how to reapply. Mayor Perrin said they usually do. He said he will get the Master Street Plan Committee back together.*

## **7. Public Comments**

## **8. Adjournment**

**A motion was made by Councilwoman Ann Williams, seconded by Councilman Rennell Woods, that this meeting be Adjourned . The motion PASSED with the following vote.**

**Aye:** 5 - Ann Williams;John Street;Darrel Dover;Todd Burton and Rennell Woods

**Absent:** 1 - Charles Coleman