



# City of Jonesboro

900 West Monroe  
Jonesboro, AR 72401

## Meeting Minutes Finance & Administration Council Committee

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Tuesday, April 24, 2012

4:00 PM

Huntington Building

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### 1. Call To Order

*Mayor Perrin was also in attendance.*

*Councilman Street presided over the meeting in the absence of Chairwoman Williams.*

**Present** 4 - John Street; Darrel Dover; Mikel Fears and Charles Coleman

**Absent** 1 - Ann Williams

### 2. Approval of minutes

**MIN-12:027** Minutes for the Finance Committee meeting on March 27, 2012

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

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

**Aye:** 4 - John Street; Darrel Dover; Mikel Fears and Charles Coleman

**Absent:** 1 - Ann Williams

### 3. New Business

#### *Ordinances To Be Introduced*

**ORD-12:019** AN ORDINANCE TO AMEND THE CITY OF JONESBORO 2012 ANNUAL BUDGET BY INCREASING THE SALARY FOR THE CRIME ANALYST

**Sponsors:** Finance and Grants

*Councilman Street stated it is his understanding the increase will be funded through a grant, not through the General Fund. Chief Financial Officer Ben Barylske agreed, adding she recently received certification in crime analysis.*

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

**Aye:** 4 - John Street; Darrel Dover; Mikel Fears and Charles Coleman

**Absent:** 1 - Ann Williams

**ORD-12:021** AN ORDINANCE AMENDING THE 2011 BUDGET ORDINANCE FOR THE CITY OF JONESBORO

Sponsors: Finance

*Mr. Barylske explained the Library Fund was budgeted at \$1.8 million, but actually came in at \$1.82 million. The Sanitation Department increase is due to overtime from cleaning up the landfill and fuel. The Fire Act 833 spent more of the reserves than they had anticipated. The Softball Fund increase is for the departmental functions for all of last year since the budget was not amended during 2011 to allot funding for Softball. They underestimated the cost of the courtroom, which explains the increase in the Outside Maintenance Department. General Administration increase was basically to cover the King's Ranch lawsuit settlement. Improvements at the new public works facility on Dan Avenue and the new fire station on Harrisburg were not included in last year's budget, so they had to increase the Capital Improvement Fund for last year.*

*A&P spent more money than the City budgeted for them, but they talked with the commission and it won't be happening again. Councilman Coleman asked how A&P spent more money than they had. Mr. Barylske explained it was just the commission spending more than what they were supposed to. He added he has already spoken with the Ms. Cari White and settled on an amount of what they can spend this year to ensure they won't overspend again. Mayor Perrin further explained the A&P Commission started paying the Chamber of Commerce so Ms. White can take minutes of the commission meetings and keep up with reporting. During the transition, Ms. White was not following the budgeted amount the A&P had for 2011; rather, she was going on what the A&P had in bank which was higher than what the A&P was budgeted to spend in 2011.*

*Councilman Dover referred back to the money for the Capital Improvement Fund and asked if it had anything to do with the loan the City took out last year. Mr. Barylske explained the City took out \$2.9 million from the bank loan, but the increase was a separate matter. Councilman Dover then questioned the interest the City is paying for the loan. Mr. Barylske stated he budgeted \$200,000 for loan interest for the year, but they have only had to pay \$18,000 so far. Further discussion was held concerning the bank loan.*

*Councilman Fears discussed the issue with the A&P Commission and suggested speaking with the two aldermen that are on the commission to ensure this error doesn't happen again. Mayor Perrin stated they have already met with the two aldermen. Mr. Barylske added they believe they have corrected the problem. He noted their budget for 2012 is \$539,000, which is higher than it's ever been.*

*The General Fund Police and Fire Department credits are due to state insurance turnback.*

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

**Aye:** 4 - John Street;Darrel Dover;Mikel Fears and Charles Coleman

**Absent:** 1 - Ann Williams

*Resolutions To Be Introduced*

**RES-12:043** RESOLUTION AUTHORIZING AN INTERLOCAL CONTRACT WITH THE HOUSTON-GALVESTON AREA COUNCIL (HGACBUY) AND THE CITY OF JONESBORO

**Sponsors:** Finance

**Attachments:** [HGACBUY Interlocal Contract](#)

*Mr. Barylske explained they first found out about HGACBUY from Street Superintendent Steve Tippett when he purchased a piece of equipment from them. In order to do business with HGACBUY, this resolution must be passed. It's a local governmental agency in which council members from the Houston-Galveston area joined together to form this co-op. Several other counties and cities in Arkansas use them as well. He noted it will help them get goods cheaper.*

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

**Aye:** 4 - John Street;Darrel Dover;Mikel Fears and Charles Coleman

**Absent:** 1 - Ann Williams

**COM-12:030** Presentation by Grants Administrator Heather Clements as given to the Finance Committee on April 24, 2012

**Sponsors:** Grants

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

*Councilman Street questioned whether the federal government is okay with the City combining the 2012 grant funds with the surpluses from previous years. Ms. Clements answered yes, they want the City to do it. If the City doesn't combine the money, then the City will lose the funding.*

*Discussion was held concerning the 2012 projects as listed on the presentation.*

*When discussing the 2010 funds, Councilman Dover questioned the \$60,000 spent on code enforcement. Ms. Clements explained that funding is used to employ a code enforcement officer for the CDBG areas, but that person works for Chief Building Inspector Terry Adams. Councilman Fears then questioned the \$12,000 for Youth Center Rehab. Ms. Clements stated the money is for City Youth Ministries. They were given \$35,000 to do rehab on their structure and the \$12,000 is what is leftover. Work is still being done on the structure.*

*Mayor Perrin explained the North Jonesboro Initiative will be funded by the Rockefeller Foundation. The funding will allow the Watson Center to be opened up and employees will be hired to assist the North Jonesboro Initiative. He added they are also looking into whether it is possible for the City to use grant funding to purchase lots that have mowing liens on them in order to build homes in conjunction with organizations, such as Habitat for Humanity, for first time home buyers.*

*Councilman Coleman referred to the North Jonesboro Initiative and added the initiative will not stop with just the northside. He noted the initiative is just starting on the northside, but will expand to the east, south and west sides of town in the future.*

This item was Read.

**RES-12:055** A RESOLUTION APPROVING THE YEAR 15 2012 COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET AND AUTHORIZING THE SUBMISSION OF THE FY 2012 ACTION PLAN

**Sponsors:** Grants

**Attachments:** [2012 Action Plan](#)  
[Related information](#)

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

**Aye:** 4 - John Street;Darrel Dover;Mikel Fears and Charles Coleman

**Absent:** 1 - Ann Williams

**RES-12:060** RESOLUTION AUTHORIZING THE CITY OF JONESBORO GRANTS DEPARTMENT TO SUBMIT AN APPLICATION FOR THE 2012 JAG GRANT

**Sponsors:** Grants

*Ms. Clements stated this is the Justice Assistance Grant that is applied for every year . They expect to get \$27, 440 and will use the funding to upgrade police vehicle equipment.*

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

**Aye:** 4 - John Street;Darrel Dover;Mikel Fears and Charles Coleman

**Absent:** 1 - Ann Williams

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

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

**COM-12:022** City of Jonesboro, Arkansas Policemen's Relief and Pension Fund Accountants' Compilation Report and Financial Statements December 31, 2011

**Sponsors:** Finance

**Attachments:** [police pension 2011](#)

*Mr. Barylske explained they have to send in the report at the end of March every year. This is a summary of the account.*

This item was Read.

#### **6. Public Comments**

**7. Adjournment**

**A motion was made by Councilman Mikel Fears, seconded by Councilman Darrel Dover, that this meeting be Adjourned . The motion PASSED by a unanimous vote**

**Aye:** 4 - John Street;Darrel Dover;Mikel Fears and Charles Coleman

**Absent:** 1 - Ann Williams