



City of Jonesboro

900 West Monroe
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, August 14, 2012

4:00 PM

Huntington Building

1. Call To Order

Mayor Perrin was also in attendance.

Present 5 - Ann Williams; John Street; Darrel Dover; Mikel Fears and Charles Coleman

2. Approval of minutes

MIN-12:052 Minutes for the Finance Committee meeting on June 26, 2012.

Attachments: [Minutes](#)

A motion was made by Councilman John Street, 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

MIN-12:055 Minutes for the special called Finance Committee meeting on July 2, 2012

Attachments: [Minutes](#)

A motion was made by Councilman John Street, 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

MIN-12:057 Minutes for the special called Finance Committee meeting on July 17, 2012

Attachments: [Minutes](#)

A motion was made by Councilman John Street, 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

3. New Business

Resolutions To Be Introduced

RES-12:129

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO AMEND A CONTRACT WITH MICHAEL BURROUGHS FOR ACCOUNTANT SERVICES FOR THE FINANCE DEPARTMENT

Sponsors: Finance

Chief Financial Officer Ben Barylske explained Mr. Burroughs was contracted out to be an accountant for the Finance Department, saving the department over \$16,000. Mr. Burroughs was not given a cost of living increase when everyone else was, so this will give him an increase of \$1 per hour bringing him up to a pay rate of \$31 per hour. Councilman Dover questioned how many hours Mr. Burroughs works. Mr. Barylske stated it varies, with Mr. Burroughs taking more time off in the summer. Mayor Perrin noted there is a cap on the amount of time Mr. Burroughs can work. Mr. Barylske added the cap is 1,700 hours per year, as stated in the contract, and the contract is renewable as long as it is needed.

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 - John Street;Darrel Dover;Mikel Fears and Charles Coleman

RES-12:135

A RESOLUTION APPROVING THE IMPLEMENTATION OF 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) HOMELESSNESS CONTRACT

Sponsors: Community Development

Attachments: [Women's Crisis Center 2012 Agreement.docx](#)

Grants Administrator Heather Clements explained this contract, along with the one with RES-12:136, come from the homelessness prevention line item in the previously approved action plan. The funding for Habitat for Humanity will be used to purchase land at 410 Belt and 502 Belt, which are currently on the City's condemnation list and are located near two other recently built Habitat homes. Councilman Coleman asked if the funding can be used to improve the safety at those locations. He discussed an incident where an air conditioner was stolen from one of the Habitat homes in that area. Ms. Clements explained the grant is for land acquisition, but they can ask for security measures to be heightened on their properties. She noted the Board is already discussing a plan for better security.

A motion was made by Councilman Mikel Fears, seconded by Councilman John Street, 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

RES-12:136

A RESOLUTION APPROVING THE IMPLEMENTATION OF 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) HOMELESSNESS CONTRACT

Sponsors: Community Development

Attachments: [Habitat for Humanity 2012 Homeless Agreement.docx](#)

A motion was made by Councilman Mikel Fears, seconded by Councilman John Street, 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

4. Pending Items

5. Other Business

Non-uniform pension plan update

Councilman Dover questioned how things are going with the non-uniform pension plan. Mayor Perrin stated he has not heard anything negative about the plan from the employees. Mr. Barylske explained the employees like being able to see how much the City has given the employees, which is about \$58,000 so far this year.

2013 budget timeline

Councilman Dover then asked about the timeline for the 2013 budget. Mayor Perrin explained they will start putting together the budget at the end of next month. The City has a lot of carryover, so the budget will really have to be looked at concerning revenue and expenses. City sales tax is up about 5%, but the new construction projects for the NEA hospital and fairgrounds could ask for rebates in the future which will cause the City to budget conservatively. They hope to have the budget to the Council the week of Thanksgiving and then bring it to Finance for approval.

City sewer for recently annexed properties

Chairwoman Williams explained she spoke with someone from Dacus RV, who was concerned that they were not going to benefit from city sewer as they had expected. Mayor Perrin stated there are two individuals who have not given the City an easement, but they are still working on it. He noted the City did not commit to anything; rather, the fairgrounds committed to getting city sewer services for the properties in the area of the new fairgrounds. But, in order to hook up the new services they will need the right-of-way and the City is still in the process of working with them to get those rights-of-way. He added there has been some confusion that the City committed to the city services, when in reality it was the fairgrounds that committed to the expense of the services. Mayor Perrin further explained there are one or two properties that would rather sell the easement as opposed to just giving it in order for services to be hooked up. He stated that if needed they will have to consider the options, such as a lawsuit for the easement. Councilman Street, who serves on the City Water & Light Board, noted the City can condemn the easement for imminent domain if needed. Mayor Perrin added he is hoping the property owners will work with them.

Legislative and federal audits

Mr. Barylske stated Legislative Audit will be here August 20th - August 23rd to wrap up the audit. Mayor Perrin added they will try to set up the exit interview in the afternoon.

Freeman & Company will start the federal audit on Monday, August 20th.

6. Public Comments

7. Adjournment

A motion was made by Councilman Charles Coleman, seconded by Councilman John Street, that this meeting be Adjourned . The motion PASSED by a unanimous vote

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