



# City of Jonesboro

300 S. Church Street  
Jonesboro, AR 72401

## Meeting Minutes Finance & Administration Council Committee

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Tuesday, April 22, 2014

4:00 PM

Municipal Center

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### 1. Call To Order

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*Mayor Perrin was also in attendance.*

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

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**Present** 3 - John Street; Darrel Dover and Charles Coleman

**Absent** 1 - Ann Williams

### 3. Approval of minutes

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**MIN-14:031**

Minutes for the Finance Committee meeting on March 25, 2014

[play video](#)

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

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

**Aye:** 3 - John Street; Darrel Dover and Charles Coleman

**Absent:** 1 - Ann Williams

### 4. New Business

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*Ordinances To Be Introduced*

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**ORD-14:022**

AN ORDINANCE AMENDING ORDINANCE 3221 AND CALLING A SPECIAL

ELECTION IN THE CITY OF JONESBORO, ARKANSAS, ON THE QUESTION OF REMOVING THE RESTRICTION ON SPENDING ONE HALF (1/2) OF THE CURRENT SALES AND USE TAX, FROM CAPITAL IMPROVEMENT OF A PUBLIC NATURE AND DIRECTING IT FOR GENERAL OPERATING PURPOSES, PRESCRIBING OTHER MATTERS PERTAINING THERETO; AND DECLARING AN EMERGENCY

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**Sponsors:** Mayor's Office

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

*Councilman Coleman inquired if this will be on the election ballot. Chief Financial Officer Ben Barylske answered yes. He discussed a PowerPoint Presentation. He added the City's current tax rate is 1.5% and the Public Safety tax expires on December 31, 2014.*

*Further discussion was held concerning the tax rate.*

*Mr. Barylske stated the City can go forward without the Public Safety tax. He added the City is proposing removing the restrictions on the permanent .5% tax and put it in the General Fund. He further added the City still has \$4 million to \$4.5 million in the Capital Improvement Fund. He explained within the next 2 years the City will still have fairly large obligations, but will have enough money to make it through 2016.*

*Councilman Coleman asked if there would be a certain place to put the funds for the General Fund and the Capital Improvement Fund. Mr. Barylske answered no, but the city will still meet with the Engineering and Street Departments to allocate funds in the Capital Improvement Funds.*

*Councilman Dover inquired what the Capital Improvement Funds balance is. Mr. Barylske answered currently the balance is \$7.5 million.*

*Councilman Dover then asked how much of the Capital Improvement Fund has been allocated for obligations for this year. Mr. Barylske answered \$7.1 million. He added the balance of \$7.5 million is as of today, but does not include the rest of the year. He noted the changes would not go into effect until January 1, 2015.*

*Mr. Barylske noted the ordinance will be done in 3 separate readings.*

*Discussion was held concerning the city's reserves. Mr. Barylske stated the city has 6 to 8 months worth of funds to operate the city on without any other income.*

*Councilman Street asked if this would affect the city's emergency reserves. Mr. Barylske answered salaries account for 20% of the funds, but they have a plan to fill the holes.*

*Discussion was held concerning how to allocate the funds next year.*

*Councilman Street inquired when the city's debts would be paid off. Mr. Barylske answered the landfill will be paid off in 2015 and 1st Integrity will be paid off in 2016.*

*Mayor Perrin explained he will hold public hearings to let the citizens know about the changes that will take place. He added after reviewing the budget he feels like the city can give the tax back to the citizens. He said the budget will be tighter in 2015 and 2016, but thinks it is a good plan. He noted the city couldn't put the sales tax*

question on the ballot with the school board election. Assistant City Attorney Duncan explained the County Election Commission recommended not putting the sales tax question on the ballot with the school board election because they don't know if they will open the polls.

Mayor Perrin stated the city is just asking to put all of the funds in the General Fund, but will still take care of the Capital Improvement Fund.

Councilman Dover inquired how the City will handle funding big projects. Mayor Perrin answered anything the city does in the future should be project specific. He added the city will fund the projects by having a sales tax specific to each particular project. He further explained you can't run a city on a temporary sales tax.

Mr. Barylske explained certain projects are too large for the city to fund, so a sales would be required to fund the project.

Harold Carter, 902 Tony Drive, stated the city needs to start acquiring new property for future parks. He added he is not sure if there will be enough money in the Capital Improvement Fund to do that. Mr. Barylske explained the city will be able to use the General Fund money for those projects too.

Mr. Carter noted he is concerned that there will not be enough funds for the parks. Mayor Perrin stated the Parks Department will have to look at the budget each year to determine where the parks are needed. He added he has spoke with NEA Baptist about giving the City some land for parks near the new hospital. He further explained the city is trying to sell property they don't need and that money could go to fund parks.

**A motion was made by Councilman John Street, seconded by Councilman Charles Coleman, that this matter be Recommended to Council . The motion PASSED with the following vote.**

**Aye:** 3 - John Street;Darrel Dover and Charles Coleman

**Absent:** 1 - Ann Williams

**[ORD-14:023](#)**

AN ORDINANCE TO AMEND THE 2014 BUDGET FOR THE CITY OF JONESBORO TO APPROPRIATE MONEY FOR THE POLICE DEPARTMENT BUDGET

[play video](#)

**Sponsors:** Finance

Mr. Barylske explained a police officer is retiring and his retirement was not budgeted for. He added the funds are for the retirement of the police officer and to train someone to take his position.

**A motion was made by Councilman John Street, seconded by Councilman Charles Coleman, that this matter be Recommended to Council . The motion PASSED with the following vote.**

**Aye:** 3 - John Street;Darrel Dover and Charles Coleman

**Absent:** 1 - Ann Williams

**[ORD-14:024](#)**

AN ORDINANCE TO AMEND THE 2014 BUDGET FOR THE CITY OF JONESBORO TO APPROPRIATE MONEY FOR THE ENGINEERING

DEPARTMENT'S BUDGET

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**Sponsors:** Finance

*Mr. Barylske stated this is for promotion of an employee in the Engineering Department. He added the promotion cost is approximately \$2,400 a year.*

**A motion was made by Councilman John Street, seconded by Councilman Charles Coleman, that this matter be Recommended to Council . The motion PASSED with the following vote.**

**Aye:** 3 - John Street;Darrel Dover and Charles Coleman

**Absent:** 1 - Ann Williams

*Resolutions To Be Introduced*

[play video](#)

**RES-14:037**

A RESOLUTION GRANTING AN EASEMENT TO CITY WATER & LIGHT

[play video](#)

**Sponsors:** Mayor's Office

**Attachments:** [Exhibit A](#)  
[Exhibit B](#)  
[Property Damage - Easement Agreement](#)

*Councilman Street asked if this is for the sewer project by Hytrol. Mayor Perrin answered yes.*

**A motion was made by Councilman John Street, seconded by Councilman Charles Coleman, that this matter be Recommended to Council . The motion PASSED with the following vote.**

**Aye:** 3 - John Street;Darrel Dover and Charles Coleman

**Absent:** 1 - Ann Williams

**RES-14:039**

RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AGREEMENT WITH HANDS ON NETWORK FOR THE FY 2014 ALTRIA "DAY OF SHARING" GRANT PROGRAM

[play video](#)

**Sponsors:** Grants

**Attachments:** [Agreement Completed\\_2014 Altria NGO Agreement \(Part 1 of 3\)- City of Jonesboro.doc](#)

*Grants Administrator Heather Clements explained that Altria is a private company that partners with the non-profit Hands on Network. She added the City applied for a project at Parker Park and was awarded \$10,500 in supplies and 45 volunteers for one day to do the project.*

*Councilman Dover asked what the cost is to the City. Ms. Clements answered the City will pay the cost upfront, but will be reimbursed for it.*

**A motion was made by Councilman Charles Coleman, seconded by Councilman John Street, that this matter be Recommended to Council . The motion PASSED with the following vote.**

**Aye:** 3 - John Street;Darrel Dover and Charles Coleman

**Absent:** 1 - Ann Williams

## **5. Pending Items**

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## **6. Other Business**

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### **RES-14:048**

RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AGREEMENT WITH THE HISPANIC COMMUNITY SERVICES, INC FOR THE PURPOSES OF EXPENDING APPROVED CDBG FUNDS

**Sponsors:** Grants

**Attachments:** [Hispanic Service Center Agreement Revised 4 18 2014.pdf](#)

*Councilman Street motioned, seconded by Councilman Coleman, that this resolution be placed on tonight's Finance agenda. All voted aye.*

*Ms. Clements explained part of the previously approved 2013 CDBG Action Plan included \$130,000 for Hispanic Community Services, Inc. for land acquisition to build a new facility. She further explained for various reasons they were unable to purchase the property they wanted, but purchased property on Cate Street for \$95,000. She added the City received approval from HUD to revise the funds and this agreement acknowledges that the City agrees to the revision. She stated the agreement also protects the City in case Hispanic Community Services, Inc. does not fulfill the agreement by June 30, 2018, and in that case they will have to return the funds. If they don't return the funds the City will be responsible for returning the funds. She noted Assistant City Attorney Carol Duncan wrote the agreement.*

*Councilman Street asked how the City will make sure they get the money back. Ms. Clements answered due to the agreement Hispanic Community Services, Inc. would have to make notes to the City or the City could sell the land to recover the funds. Assistant City Attorney Duncan stated there the agreement does not state the City gets the land, but if it came down to it the court system would decide.*

*Councilman Dover questioned if the City could disburse the funds depending on if the item is okayed or not. Ms. Clements answered Hispanic Community Services, Inc. will not get the money until it has been spent. Assistant City Attorney Duncan stated this agreement is assurance that they will complete the project.*

*Councilman Dover then asked if the City didn't approve of an item would Hispanic Community Services would not be reimbursed. Ms. Clements answered yes.*

*Councilman Street asked if the Mayor was ok with the agreement. Mayor Perrin answered yes. He added Hispanic Community Services, Inc. are working with some foundations that will help fund the project. He added this project will hopefully allow for a Mexican Consulate to be located in Jonesboro.*

**A motion was made by Councilman John Street, seconded by Councilman Charles Coleman, that this matter be Recommended to Council . The motion PASSED with the following vote:**

**Aye:** 3 - John Street;Darrel Dover and Charles Coleman

**Absent:** 1 - Ann Williams

**RES-14:046**

RESOLUTION FOR CITY OF JONESBORO TO ENTER INTO AGREEMENT WITH THE ARKANSAS HIGHWAY AND TRANSPORTATION DEPARTMENT (AHTD) FOR PURPOSES OF A NATIONAL SCENIC BYWAYS GRANT PROJECT AT CRAIGHEAD FOREST PARK

**Sponsors:** Grants

**Attachments:** [Agreement.pdf](#)

*Councilman Street motioned, seconded by Councilman Coleman, that this resolution be placed on tonight's agenda. All voted aye.*

*Ms. Clements explained this resolution will allow the City to enter into agreement with AHTD to use the remaining funds from the Scenic Byways grant. She noted the greenway project came in under budget, which will leave between \$600,000 to \$700,000. She further explained the money will be used for a path at Craighead Forest Park for walkers and bike riders due to safety concerns. She added the City received the award letter today.*

**A motion was made by Councilman John Street, seconded by Councilman Charles Coleman, that this matter be Recommended to Council . The motion PASSED with the following vote:**

**Aye:** 3 - John Street;Darrel Dover and Charles Coleman

**Absent:** 1 - Ann Williams

**7. Public Comments**

[play video](#)

**8. Adjournment**

[play video](#)

**A motion was made by Councilman Charles Coleman, seconded by Councilman John Street, that this meeting be Adjourned. The motion CARRIED with the following vote:**

**Aye:** 3 - John Street;Darrel Dover and Charles Coleman

**Absent:** 1 - Ann Williams