



# City of Jonesboro

Municipal Center  
300 S. Church Street  
Jonesboro, AR 72401

## Meeting Minutes - Draft Finance & Administration Council Committee

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Tuesday, November 18, 2014

5:00 PM

Municipal Center

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### Special Called Meeting

#### 1. Call To Order

*Mayor Perrin was unable to attend.*

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

**Present** 5 - Ann Williams; John Street; Darrel Dover; Charles Coleman and Todd Burton

#### 3. New Business

##### *Resolutions To Be Introduced*

##### RES-14:195

RESOLUTION AUTHORIZING THE CITY OF JONESBORO, ARKANSAS TO JOIN THE CITIES OF SERVICE ORGANIZATION

**Sponsors:** Grants

**Attachments:** [Declaration of Service to Join form](#)

*Grants Administrator Heather Clements explained there is no cost to the city to join the Cities of Service Organization. The only requirement is the city promotes community involvement. She added the North Jonesboro Neighborhood Initiative was a pilot project and they have always wanted to go city wide with the project. This will allow the city to receive additional grant funds and vista members and the grant amount is \$30,000 for technical assistance to promote community service. She added the city will be allowed to unjoin the organization at anytime.*

*Chairman Dover asked if this is time sensitive. Ms. Clements answered yes because the grant is due November 21 and they just found the grant last week.*

*Councilman Moore asked if there are any requirements for this grant. Chairman Dover answered it will allow the city to join the organization and it is a letter of recommendation to them. Councilman Street explained he spoke with this organization and the city does not have to hire anyone, but the city does have to be a part of this organization to be able to receive the grant money.*

*Councilman Moore asked if the City of Jonesboro's name will be used to promote a particular agenda. Ms. Clements answered the Cities of Services Organization has a particular declaration of service to promote community service and any agenda that Michael Bloomberg is associated with outside of the Cities of Service Organization*

*the City of Jonesboro will have nothing to do with.*

*Councilman Street noted he has no problem with this as long as it doesn't cost the city anything and the city can get out of it if they want and they don't have to adhere to any philosophy.*

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

**Aye:** 4 - Ann Williams;John Street;Charles Coleman and Todd Burton

**RES-14:197**

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO AMEND THE CITY SALARY & ADMINISTRATION PLAN FOR THE CITY OF JONESBORO TO ADD A PLANNER I & II POSITION TO THE PLANNING DEPARTMENT

**Sponsors:** Finance and Planning

**Attachments:** [Planner I](#)

[Planner II](#)

*City Planner Otis Spriggs explained since the Senior Planner left in August it has been difficult to find someone who has the qualifications for that position. So he wants to restructure the department to downgrade the position to include two Planner one positions. He added they will be able to provide more coverage and be more efficient when it comes to land use planning. He noted it will allow the city to utilize the skills at ASU in the Public Administration and Geography Departments.*

*Chairman Dover asked if these positions are included in the City's salary plan. Mr. Spiggs answered they are attached and the change will not exceed \$1,000 in the budget. Councilman Street noted Chief Financial Officer Ben Barylske supports this and it will be only an additional \$400.*

**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:** 4 - Ann Williams;John Street;Charles Coleman and Todd Burton

**RES-14:198**

A RESOLUTION TO AMEND THE CITY OF JONESBORO EMPLOYEE HANDBOOK TO ADD A SOCIAL MEDIA POLICY AND AMEND THE DRUG FREE WORKPLACE POLICY

**Sponsors:** Finance and Human Resources

**Attachments:** [Drug Free Workplace Policy](#)

[Social Media Policy 2014](#)

*Human Resources Director Gloria Roark stated this will add two changes to the handbook. She noted the first change is the drug free workplace policy which is because of the JETS triannual review and will affect all employees. She noted the second change is for the social media policy and they have done training for all employees*

*Chairman Dover asked if this needs to be placed on tonight's Council agenda. Ms. Roark answered yes.*

**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:** 4 - Ann Williams;John Street;Charles Coleman and Todd Burton

*Ordinances To Be Introduced*

**ORD-14:072**

AN ORDINANCE TO WAIVE COMPETITIVE BIDDING AND AUTHORIZE CITY OF JONESBORO TO CONTRACT WITH ROUTE MATCH TO INSTALL THE MOBILE DATA SYSTEM TO THE CURRENT PARATRANSIT VEHICLES

**Sponsors:** JETS

*JETS Director Steve Ewart explained they have been working on replacing the current AVLs for the last two years and the best way to replace them is by using the current mapping system. He added there are currently two buses that have AVLs that don't work. He further explained the City will be able to work with ASU so the student's can have a link on their iPhone so they will know the location and time of buses and ASU will give the technology to the city.*

*He stated the purpose of the sole source is that it extends the investment into Route Match that the city currently has a major software investment with.*

*Councilman Street asked if this is time sensitive. Mr. Ewart answered yes. He noted this will allow the city to see where a bus is and to be used as driver evaluation.*

**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:** 4 - Ann Williams;John Street;Charles Coleman and Todd Burton

**4. Public Comments**

**5. Adjournment**

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

**Aye:** 4 - Ann Williams;John Street;Charles Coleman and Todd Burton