



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Wednesday, May 11, 2016

4:00 PM

Municipal Center

1. Call To Order

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2. Roll Call

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Present 6 - Ann Williams; John Street; Darrel Dover; Charles Coleman; Todd Burton and Rennell Woods

3. Approval of minutes

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MIN-16:044

Minutes for the special called Finance Committee meeting on April 19, 2016

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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; Charles Coleman; Todd Burton and Rennell Woods

MIN-16:048

Minutes for the Finance Committee Meeting on April 26, 2016

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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; Charles Coleman; Todd Burton and Rennell Woods

4. New Business

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Ordinances To Be Introduced

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[ORD-16:026](#)

AN ORDINANCE AMENDING THE 2015 BUDGET ORDINANCE FOR THE CITY OF JONESBORO

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Councilman John Street wanted to know what the difference was in this one and the one we did at the last meeting. He asked if it was that a line amendment last month. Finance Director Suzanne Allen said the line item amendments were to the fire pension plan, building maintenance, 2nd floor utilities and a chiller. She said the city was \$15,000 over budget for cleanup. Chairman Dover asked if this was a cleanup ordinance. Ms. Allen said yes. Councilman Street asked about the Parks Department. She said a big part of the Parks Department overage was due to the loss of part-time labor which inmates did and therefore, the parks labor expenditures went up. She stated that the revenue was way up on some extra tournaments and the city had not budgeted for those expenses. She said there is revenue in that to offset the overage. Councilman Street asked if that was for the World Series. Ms. Allen stated yes.

Councilman Street asked about cemetery care. Mayor Harold Perrin stated that all of the cemeteries have been surveyed. Mayor Perrin stated that \$11,500 was for cemetery care. Ms. Allen said that nearly \$5,000 of that was in equipment maintenance and part-time labor extra over our budget expense.

Councilman Street asked what the General Administrative Department was. Ms. Allen said it was in professional services. She said the city hired out for the IT audit. Councilman Street asked what the other cemetery fund expense was for \$3,900. Ms. Allen asked Mike Burrows what that was for. Mr. Burrows stated it was for equipment. Mayor Perrin said it was for a mower. Ms. Allen said it was a little over budget for that piece of equipment.

Councilman Street asked about the Miracle League and the money spent. Mayor Perrin said that the city got some of the money back on that. He said we paid it out until we were refunded. He stated that we have some revenue on the line items to offset the expense. Mayor Perrin stated that these expenses exceeded the line items so we had to clean that up with one ordinance. He said at the end of the year 2015, the city had a little over \$700,000 and \$500,000 of that was for gas and diesel. Mayor Perrin said we will clarify the budget more at the next Council meeting on Tuesday. He said we will show the Council exactly what is needed and what is wanted for 2016, 2017, and 2018. He said the fund balances were not reserves and would go way down. Mayor Perrin said that he has asked Ms. Allen to have a complete bill so everything is very clear where the money will be spent.

Mayor Perrin said if they can get it worked out with the highway department that the city might need \$2.5 million for Highland and Southwest Drive improvements. He said we will get paid, but it will be several years down the road. He said it was swapping money for different years on road improvements from 2019 to 2017.

Ms. Allen said the city was \$60,000 over budget in revenue in concessions. Councilman Street asked if this was the final cleanup ordinance for the 2015 budget. Ms. Allen said yes. Mayor Perrin said 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: 5 - Ann Williams;John Street;Charles Coleman;Todd Burton and Rennell Woods

Resolutions To Be Introduced

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RES-16:054

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO PROVIDE FOR THE EXECUTION AND MAINTENANCE OF A LETTER OF CREDIT TO BE ISSUED TO THE ARKANSAS DEPARTMENT OF ENVIRONMENTAL QUALITY (ADEQ)

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Mayor Perrin said this is a letter of credit we do every year on our landfill post closure. He said he spoke with the City Engineer Craig Light on this and that the city will probably do this for another 10 years or so. He stated that it is for water quality. He said the city is working on the water cap for the methane gas. He said it costs the city around \$200 on closing costs but we never drawn on it. He said it was better than having to put up a \$500,000 bond on the landfill post closure.

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;Charles Coleman;Todd Burton and Rennell Woods

RES-16:055

A RESOLUTION TO SUBMIT TO THE ARKANSAS STATE HIGHWAY AND TRANSPORTATION DEPARTMENT FOR FEDERAL-AID THROUGH THE TRANSPORTATION ALTERNATIVES PROGRAM FOR SAFE ROUTES TO SCHOOLS FOR THE THORN STREET SIDEWALKS PROJECT.

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Mayor Perrin said this was the TAP Program or the Transportation Alternative Program through the Arkansas Highway and Transportation Department. He said it was for the Thorn Street sideway project by the alternative school. Mayor Perrin stated the cost would be \$71,000 and the city is responsible for 20% or \$14,200. He said the city has to move utilities and put up a retaining wall.

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;Charles Coleman;Todd Burton and Rennell Woods

RES-16:056

A RESOLUTION TO SUBMIT TO THE ARKANSAS STATE HIGHWAY AND TRANSPORTATION DEPARTMENT FOR FEDERAL-AID THROUGH THE TRANSPORTATION ALTERNATIVES PROGRAM FOR SAFE ROUTES TO SCHOOLS FOR THE RAINS STREET PEDESTRIAN ROUTE.

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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: 5 - Ann Williams;John Street;Charles Coleman;Todd Burton and Rennell Woods

[RES-16:057](#)

A RESOLUTION TO SUBMIT TO THE ARKANSAS STATE HIGHWAY AND TRANSPORTATION DEPARTMENT FOR FEDERAL-AID THROUGH THE RECREATIONAL TRAILS PROGRAM FOR CRAIGHEAD FOREST PARK TRAIL PHASE 3 PROJECT.

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Mayor Perrin stated that this was the final phase of the Craighead Forest recreational trails phase 3 project. He said that the city will have to redo the road. The estimated cost is \$450,000 and our part of the cost is 20%. He said it will have to be bid out.

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;Charles Coleman;Todd Burton and Rennell Woods

[RES-16:059](#)

A RESOLUTION TO SUBMIT TO THE ARKANSAS STATE HIGHWAY AND TRANSPORTATION DEPARTMENT FOR FEDERAL-AID THROUGH THE RECREATIONAL MOTORIZED TRAILS PROGRAM FOR THE ATV PARK TRAIL PROJECT

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Mayor Perrin said this is for the ATV park project. He said this will take fencing all the way around the area and provide paved parking where they unload their ATV's. He said the cost is estimated to be \$137,500 and the city's cost is 20% or \$27,500.

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

Aye: 5 - Ann Williams;John Street;Charles Coleman;Todd Burton and Rennell Woods

[RES-16:060](#)

A RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO APPLY FOR THE 2016 GENERAL IMPROVEMENT FUNDS (GIF) FOR THE MIRACLE LEAGUE PARK THROUGH EAST ARKANSAS PLANNING AND DEVELOPMENT DISTRICT (EAPPD)

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Mayor Perrin said this project is for \$7,310 for Pavilions to be placed at Miracle League Park. He said we have to pay East Arkansas Planning and Development District 4% of the project cost which is \$292 our cost. He said this is the city's GIF money. Councilman Woods asked if this was an infrastructure project through the East Arkansas Planning and Development District. Mayor Perrin said the state legislature used to take the GIF money and go through the Rural Services. He said you could apply for it. He said they used to do it for free, but their board went back and passed a 4% fee to cover costs to handle the money. Mayor Perrin stated we have to write the grant and submit it to the East Arkansas Planning and Development District.

A motion was made by Councilman Rennell Woods, 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;Charles Coleman;Todd Burton and Rennell Woods

[RES-16:061](#)

A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR 2016 ADVANCED TRANSPORTATION AND CONGESTION MANAGEMENT TECHNOLOGY DEPLOYMENT INITIATIVE (ATCMTD) GRANT IN REQUESTING FUNDS FOR THE JONESBORO URBANIZED AREA INTELLIGENT TECHNOLOGY TRAFFIC SYSTEM PROJECT

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Chairman Dover asked if this was the grant to be able to stop traffic lights. Mayor Perrin said this is for the grant to place opticons as well as battery backups for all intersections that we don't have them at yet. He said that the city has to come up with 50% of the cost. Mayor Perrin stated that the city needs to get the City of Brookland into this because it would help get a regionalization deal and defray some costs. He said that our half of that cost can be in-kind as opposed to cash. He said CWL has an interest in doing this because of the fiber optic lines. Mayor Perrin said this would make us a model city. Mayor Perrin said it is a safety grant. Councilman Woods asked if there was a timeline. Mayor Perrin said we should know before the year end, probably September.

A motion was made by Councilman Todd Burton, seconded by Councilman Rennell Woods, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 5 - Ann Williams;John Street;Charles Coleman;Todd Burton and Rennell Woods

5. Pending Items

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6. Other Business

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7. Public Comments

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8. Adjournment

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A motion was made by Councilman Todd Burton, seconded by Councilman Rennell Woods, that this meeting be Adjourned . The motion PASSED with the following vote.

Aye: 5 - Ann Williams;John Street;Charles Coleman;Todd Burton and Rennell Woods