



City of Jonesboro

900 West Monroe
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, July 5, 2011

6:15 PM

Huntington Building

Special Called Meeting

1. Call To Order

Mayor Perrin was also in attendance.

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

2. New Business

Ordinances To Be Introduced

ORD-11:052

AN ORDINANCE TO AMEND THE 2011 ANNUAL BUDGET AND THE CITY SALARY & ADMINISTRATION PLAN FOR THE CITY OF JONESBORO TO ADD A CDBG PROJECT COORDINATOR TO THE CDBG DEPARTMENT

Sponsors: Finance, Human Resources and Community Development

Attachments: [CDBG Project Coor - 30809](#)

Mayor Perrin explained after the recent passing of Ms. Gayle Vickers they reviewed and decided to reorganize the structure of the CDBG and Grants Departments. Grants Coordinator Heather Clements will be promoted to Grants Administrator so all grants will go through Ms. Clements. Ms. Emma Agnew has been hired to be the Grants Coordinator. Ms. Jennifer Wooley, who is currently employed in the CDBG Department, will be made the CDBG Project Coordinator. He further explained the restructuring will save the City \$20,400 annually and streamline the organization. Councilman Dover questioned whether the ordinance needs to go to Council tonight. Mayor Perrin answered yes.

A motion was made by Councilman Darrel Dover, seconded by Councilman Charles Coleman, 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

ORD-11:054

AN ORDINANCE TO AMEND THE JONESBORO CODE OF ORDINANCES, § 2-576, KNOWN AS PROCUREMENT OF PROFESSIONAL SERVICES, BY ADDING THE SERVICE OF A HOUSING NEEDS MARKET ANALYST

Sponsors: Grants and Planning

Attachments: [Jonesboro Arkansas Assessment Proposal JQUAD](#)

Mayor Perrin stated housing studies are not currently in the list of professional services, so they went back to amend the Code to add housing studies. He explained the Residential Housing and Health Care Facilities Board, which issues bonds for low and moderate income housing, had accumulated over \$200,000 in funds. He discussed the funds with the board and asked if the funds could be used for a housing study for the City of Jonesboro. He further explained this ordinance will allow the City to receive funding from the Facilities Board to pay for the housing study. Councilman Street questioned whether the ordinance needed to be walked on to the Council agenda tonight. Mayor Perrin answered yes, due to the Facilities Board meeting this week with their attorneys.

A motion was made by Councilman John Street, seconded by Councilman Charles Coleman, 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

Non-uniform pension plan update

Councilman Dover asked for an update concerning the non-uniform pension plan. Mayor Perrin stated he, Chairwoman Williams, Chief Financial Officer Ben Barylske and Chief Operating Officer LM Duncan will be meeting tomorrow to fill out a timeline for the next few months. They will send out the information after it's completed.

3. Adjournment

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

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