



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, September 25, 2018

4:00 PM

Municipal Center

1. Call To Order

2. Roll Call by City Clerk Donna Jackson

Mayor Harold Perrin was in attendance.

Present 4 - Ann Williams; John Street; David McClain and Joe Hafner

Absent 2 - Charles Coleman and LJ Bryant

3. Approval of minutes

[MIN-18:092](#)

Minutes for the Finance and Administration Committee Meeting on September 11, 2018

Attachments: [Finance Minutes 09112018.pdf](#)

A motion was made by Councilperson John Street, seconded by Councilperson David McClain, that this matter be Passed . The motion PASSED with the following vote.

Aye: 3 - Ann Williams; John Street and David McClain

Absent: 2 - Charles Coleman and LJ Bryant

4. New Business

RESOLUTIONS TO BE INTRODUCED

Chairman Joe Hafner said if it is ok with the committee on these signs, I am just going to read them by title only. If you have any specific questions about any of them, just ask when we get to them.

[RES-18:148](#)

A RESOLUTION TO CONTRACT WITH UNILEVER FOR SPONSORSHIP OF ONE ATHLETIC FIELD SIGN AT THE JOE MACK CAMPBELL SPORTS COMPLEX

Attachments: [unilever jmcp contract](#)

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

Aye: 3 - Ann Williams; John Street and David McClain

Absent: 2 - Charles Coleman and LJ Bryant

[RES-18:149](#) A RESOLUTION TO CONTRACT WITH FRITO LAY FOR SPONSORSHIP OF ONE ATHLETIC FIELD SIGN AT THE JOE MACK CAMPBELL SPORTS COMPLEX

Attachments: [frito lay jmcp contrat](#)

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

Aye: 3 - Ann Williams;John Street and David McClain

Absent: 2 - Charles Coleman and LJ Bryant

[RES-18:150](#) A RESOLUTION TO CONTRACT WITH FRITO LAY FOR SPONSORSHIP OF ONE BASEBALL FIELD SIGN AT THE JOE MACK CAMPBELL SPORTS COMPLEX

Attachments: [frito lay jmcp contract 2](#)

A motion was made by Councilperson John Street, seconded by Councilperson David McClain, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 3 - Ann Williams;John Street and David McClain

Absent: 2 - Charles Coleman and LJ Bryant

[RES-18:151](#) A RESOLUTION TO CONTRACT WITH OLDHAM LAW FIRM FOR SPONSORSHIP OF ONE ATHLETIC FIELD SIGN AT THE JOE MACK CAMPBELL SPORTS COMPLEX

Attachments: [oldham law firm](#)

A motion was made by Councilperson John Street, seconded by Councilperson David McClain, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 3 - Ann Williams;John Street and David McClain

Absent: 2 - Charles Coleman and LJ Bryant

[RES-18:152](#) A RESOLUTION TO CONTRACT WITH PLAY IT AGAIN SPORTS FOR SPONSORSHIP OF ONE BASEBALL FIELD SIGN AND ONE ATHLETIC FIELD SIGN AT THE JOE MACK CAMPBELL SPORTS COMPLEX

Attachments: [play it again sports jmcp contract](#)

A motion was made by Councilperson John Street, seconded by Councilperson David McClain, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 3 - Ann Williams;John Street and David McClain

Absent: 2 - Charles Coleman and LJ Bryant

[RES-18:153](#) A RESOLUTION OF THE CITY OF JONESBORO, ARKANSAS APPROVING A

RADIO TOWER SPACE LEASE AND INDEMNIFICATION AGREEMENT WITH MEDIC ONE AMBULANCE SERVICE, LLC

Attachments: [medic one tower space rental agreement](#)
 [Strawfloor Radio Site 1618_RES-18-153.jpg](#)

Councilmember David McClain asked if this is our radio tower that we allow them to use. Mayor Perrin stated that is correct. This is our tower and they put their unit on there so they can keep up with their AVL's and stuff. Councilmember McClain said thank you.

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

Aye: 3 - Ann Williams;John Street and David McClain

Absent: 2 - Charles Coleman and LJ Bryant

[RES-18:154](#)

A RESOLUTION OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR TO ENTER INTO A LEASE AGREEMENT WITH GOSHEN MEMBERSHIP SERVICES, INC TO UTILIZE OFFICE SPACE IN THE MUNICIPAL CENTER

Attachments: [Goshen Membership Services Lease Agreement](#)

Mayor Perrin said he needed to make a comment to notify the council. I think that Chief Financial Officer Bill Reznicek had told you that we had moved them to the third floor. We are now converting that into a conference room. The table is there and the chairs are ordered. That is where Legislative Audit will work and others as well as Roy Ockert when he is here doing research work and things of that nature. Goshen Membership Services went to the basement and had no problem. Mr. Reznicek increased the lease amount. This is the second lease we have had since I have been Mayor and it went up a little bit. Now, they are paying about \$14,040 a year. They were paying a little bit less than that. They had no problem going up on the lease. They said they would rather be in the basement.

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

Aye: 3 - Ann Williams;John Street and David McClain

Absent: 2 - Charles Coleman and LJ Bryant

[RES-18:155](#)

A RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AGREEMENT WITH THE ARKANSAS STATE POLICE AND ACCEPT THE 2019 STEP SUBGRANT AWARD

Attachments: [2019 Highway Safety Subgrant Agreement](#)
 [2019 Highway Safety Subgrant Terms](#)

Mayor Perrin said again, I have not been on the committee, but I want to make sure that what this is in this grant is that we will purchase two laser speed measure devices which I am assuming that is control for speed and things of that nature. Also, we are going to buy child safety seats. I know we give out a lot of child safety seats so I don't know how this is broken down. You may know. Then, on personnel costs, the way I read it on this other page and maybe this is just the cost categories, it has got

personnel services at \$77,100 of \$82,100.

Community Development Director Tiffny Calloway said this is for seat belt enforcement, speed enforcement, DWI enforcement, and DUI enforcement which includes personnel cost for salary reimbursement. The child safety seat is \$2,000. That is not a high number. It used to be a higher allocation for that. They are looking for other funds to help offset that cost. Northeast Arkansas is one of the most prosperous in the state as far as how many child seats we give out. George and Chief do know that we need more funding for child seats. But, for this particular grant, we are only allocated \$2,000. The \$5,000 is for the two lidar radar units which are for the speed enforcement. Councilmember David McClain asked if those are the ones that stand alone, the ones that you see that start flashing. Ms. Calloway said that is a good question. I don't have that answer. Councilmember John Street, do you know that answer? Councilmember Street said I don't think so. Mayor Perrin said I think these lidar's are radar guns. Councilmember Street said they are radar guns. Mayor Perrin said, in fact, we work with the State Police on that and even set up on the overpass at certain times and work with them on that. Ms. Calloway said it is a pass through grant to work with us. Mayor Perrin said this is a very good grant.

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

Aye: 3 - Ann Williams;John Street and David McClain

Absent: 2 - Charles Coleman and LJ Bryant

[RES-18:156](#)

A RESOLUTION FOR THE CITY OF JONESBORO TO ENTER INTO AN AGREEMENT WITH HABITAT FOR HUMANITY OF GREATER JONESBORO FOR THE CDBG PUBLIC SERVICES PROGRAM

Attachments: [Habitat Agreement](#)

Community Development Director Tiffny Calloway said that this item and the next three that are on the agenda are all related to the action plan that you all approved back this summer. We received our allocation from HUD yesterday. So, once this is approved by full council, we will be able to fund these programs that you all had already previously approved. It is an agreement to enter into with these nonprofits.

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

Aye: 3 - Ann Williams;John Street and David McClain

Absent: 2 - Charles Coleman and LJ Bryant

[RES-18:157](#)

A RESOLUTION FOR THE CITY OF JONESBORO TO ENTER INTO AN AGREEMENT WITH EL CENTRO HISPANO FOR THE CDBG PUBLIC SERVICES PROGRAM

Attachments: [HCSI Agreement](#)

A motion was made by Councilperson John Street, seconded by Councilperson David McClain, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 3 - Ann Williams; John Street and David McClain

Absent: 2 - Charles Coleman and LJ Bryant

[RES-18:158](#)

A RESOLUTION FOR THE CITY OF JONESBORO TO ENTER INTO AN AGREEMENT WITH WEST END NEIGHBORHOOD ASSOCIATION FOR THE CDBG PUBLIC SERVICES PROGRAM

Attachments: [WENA Agreement](#)

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

Aye: 3 - Ann Williams; John Street and David McClain

Absent: 2 - Charles Coleman and LJ Bryant

[RES-18:159](#)

A RESOLUTION TO ENTER INTO A MEMORANDUM OF UNDERSTANDING AGREEMENT WITH MID-SOUTH HEALTH SYSTEMS TO COLLABORATE IN THE REHABILITATION ACTIVITIES FOR TRANSITIONAL GROUP HOME PROJECT ACCORDING TO THE 2018 CDBG ANNUAL ACTION PLAN

Attachments: [MOU for MidSouth.pdf](#)

Chairman Joe Hafner said for clarification, I believe the amount that was in the CDBG Action Plan for this year is \$25,209. It wasn't mentioned in this resolution, but that is how much that is allocated to this project. Mayor Perrin said that is correct.

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

Aye: 3 - Ann Williams; John Street and David McClain

Absent: 2 - Charles Coleman and LJ Bryant

5. Pending Items

6. Other Business

Chairman Joe Hafner said I would like to make a general comment. I mentioned this to Chief Financial Officer Bill Reznicek before the meeting. It seems like a lot of these contracts that we are getting on the agenda, the effective dates were late August or early September. May I just ask if this is a contract that your department is dealing with, try to get it on the agenda before the contract actually becomes effective. We are kind of doing retro-active approval of something that is already in effect. Let's just try to be more time sensitive, not only to get items like this on the agenda, but any other items so we can avoid walk-ons and all of that. I know that sometimes there are extenuating circumstances, but not all of the time.

Mayor Perrin said I agree. On the CDBG, again, you had to approve the plan first before we got those, but I understand some of those. You are adopting a whole plan and now you are adopting individual contracts. Chairman Hafner said I wasn't referring to CDBG stuff. I was referring to the contracts for signs and stuff like that. Mayor

Perrin said that will happen, but now we have all of our signs on a spreadsheet that will pop up probably 60-90 days prior so we can go out and find out if they are going to renew or not. If not, we will go and sell it to someone else and get it on here before then. We let some of these slip through the cracks. That is money that we need in our budget so I agree with you on that. I was just looking at this list here that I think Chief Financial Officer Bill Reznicek sent me on those. Some of them expired back in 2015, 2016, 2017, and stuff of this nature. Am I correct on that? Mr. Reznicek said you are correct. Mayor Perrin said that this does not need to happen. That is why we have put all of this stuff on a spreadsheet. Just like a bank, we will pop it up before and get it to you. Chairman Hafner said somehow the banks don't let you get behind. They must have really good spreadsheets. Mayor Perrin said well, they also have a deal there too to where you can go back to the contract on that loan and I can go back and get that money. These are contracts which expire which means if you just leave it out there for a year, you just lost that year. So, if you are selling something for \$25,000 for five years, 1/5th of that is gone. It is just that simple. I am trying to count every dime we can.

Mayor Perrin said he had one other item. I think that Mr. Reznicek will be sending that out to you either today or tomorrow. I know he has been busy today, but the good news is that sales tax was up. But, then, when you compare that to last year, there is nothing to compare it to. With July's figures, that includes sales for back to school and things of that nature. We are still down. I think the total for year-to-date compared this year to last year is about 1.7%. So, if it is 1.7%, it is good. We should be in the 2%-3% range like I have talked about before. We will just wait and see. But, again, the good news is that it is trending up. Hopefully, we will end up in December and the end of the year, and I know we will, with a good budget. We will have to make an amendment on some things that we expensed on that you all have approved, but then we do a wrap up like that. Also, we will probably be passing the budget this next year by resolution rather than by ordinance. We have been talking about that for years. That will stop us from having to come back every time.

Chairman Hafner said congratulations to Bill Reznicek on his new position of Chief Operations Officer/Chief of Staff and Finance Manager Trever Harvey on his new responsibilities.

7. Public Comments

8. Adjournment

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

Aye: 3 - Ann Williams; John Street and David McClain

Absent: 2 - Charles Coleman and LJ Bryant