



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Agenda Finance & Administration Council Committee

Tuesday, June 28, 2016

4:00 PM

Municipal Center

1. Call To Order

2. Roll Call by City Clerk Donna Jackson

3. Approval of minutes

MIN-16:077 Minutes for Finance Committee Meeting on June 14, 2016

Attachments: [Minutes](#)

4. New Business

Resolutions To Be Introduced

RES-16:081 A RESOLUTION TO THE CITY OF JONESBORO, ARKANSAS TO APPROVE SUPPLEMENTAL AGREEMENT 1 FOR THE BNSF RAILROAD OVERPASS (HWY. 18) (JONESBORO)(P.E.) - JOB NO. 100824

Sponsors: Engineering

Attachments: [Supplemental Agreement 1](#)

5. Pending Items

6. Other Business

7. Public Comments

8. Adjournment



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Legislation Details (With Text)

File #: MIN-16:077 **Version:** 1 **Name:**
Type: Minutes **Status:** To Be Introduced
File created: 6/15/2016 **In control:** Finance & Administration Council Committee
On agenda: **Final action:**
Title: Minutes for Finance Committee Meeting on June 14, 2016
Sponsors:
Indexes:
Code sections:
Attachments: [Minutes](#)

Date	Ver.	Action By	Action	Result
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Minutes for Finance Committee Meeting on June 14, 2016



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, June 14, 2016

4:00 PM

Municipal Center

1. Call To Order

2. Roll Call by City Clerk Donna Jackson

Present 4 - Ann Williams; John Street; Darrel Dover and Todd Burton

Absent 2 - Charles Coleman and Rennell Woods

3. Approval of minutes

MIN-16:060

Finance and Administration Committee Meeting on May 31, 2016

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: 3 - Ann Williams; John Street and Todd Burton

Absent: 2 - Charles Coleman and Rennell Woods

4. New Business

Resolutions To Be Introduced

RES-16:076

A RESOLUTION TO SUBMIT AN APPLICATION FOR COPS (COMMUNITY ORIENTED POLICING SERVICES) HIRING PROGRAM THROUGH THE U.S. DEPARTMENT OF JUSTICE FOR THE CITY OF JONESBORO.

Mayor Perrin stated this is our COPS program that we applied for. He said this is for five new police officers for a period of three years under their program. He said the city pays 25% and they pay 75% for salaries and benefits. Chairman Dover asked how many officers that this would allow us to hire. Mayor Perrin said it was for five new officers. Councilman Street asked what time period this was to be paid. Mayor Perrin said you pay it over a time period when you hire them and get them certified.

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: 3 - Ann Williams; John Street and Todd Burton

Absent: 2 - Charles Coleman and Rennell Woods

RES-16:077

A RESOLUTION TO SUBMIT AN APPLICATION TO THE U.S. DEPARTMENT OF JUSTICE FOR THE 2016 JUSTICE ASSISTANCE GRANT (JAG) PROGRAM FOR THE CITY OF JONESBORO.

Councilman Burton asked if this grant was for \$31,000 federal funding for e-tickets. Mayor Perrin replied yes and that it is 100% federal funding.

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: 3 - Ann Williams;John Street and Todd Burton

Absent: 2 - Charles Coleman and Rennell Woods

RES-16:079

A RESOLUTION TO CONTRACT WITH SAGA COMMUNICATIONS OF ARKANSAS LLC D/B/A JONESBORO RADIO GROUP FOR RENTAL OF SOUTHSIDE SOFTBALL COMPLEX

Mayor Perrin stated this is an annual deal for the Jonesboro Radio Group to rent the softball complex. He said they fix it up and clean it up. He said it was for \$1,000 for that day.

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

Aye: 3 - Ann Williams;John Street and Todd Burton

Absent: 2 - Charles Coleman and Rennell Woods

RES-16:080

A RESOLUTION APPROVING THE NO-COST EXTENSION AGREEMENT OF THE 2015 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE PROGRAM WITH THE NORTH JONESBORO NEIGHBORHOOD INITIATIVE

Councilman Street stated that this extends the time we have to spend the money we have left in the grant from June 30, 2016 to December 31, 2016. Mayor Perrin said this gives us the time to expense the money we are going to use.

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: 3 - Ann Williams;John Street and Todd Burton

Absent: 2 - Charles Coleman and Rennell Woods

5. Pending Items

COM-16:044

Incentive Plan Proposal

Chairman Dover proposed changes to the salary plan to include an educational benefit. He said the committee has come back with recommendation for an educational benefit to the salary plan. He said it includes \$1,500 for an Associates degree, \$2,000 for a Bachelor's degree, and \$2,500 for a Master's degree. Chairman Dover stated that the Mayor has agreed to this recommendation to allow us to pay our employees with the idea that people who have attained these degrees make better employees and will help our city with the services we provide. He said is asking for a motion to write the resolution to be presented at the next council meeting.

Councilman Burton asked about the Fire Department. Chairman Dover said the educational benefit is for uniformed and non-uniformed employees. He said the Police and Fire already have this and we are adding the non-uniformed. Councilman Burton asked if there was a change with the Firefighter's incentive plan. Chairman Dover stated that this did change the Firefighter's incentive plan from a percentage based to a flat fee. He said that their plan could technically have been higher over time. Mayor Perrin asked if this was a one-time incentive or added to the base salary. Chairman Dover said this would be added to the base salary. Councilman Burton asked if anyone from the Fire Department wanted to come up to speak. Assistant Fire Chief Alan Dunn spoke on behalf of the Fire Department and stated they were ok with the educational benefit and incentive plan. Chairman Dover asked the Finance Committee to give permission to draft a resolution for the next City Council meeting regarding the educational benefit. Councilman Burton asked if this was so they could discuss it at council. Chairman Dover said yes.

Chairman Dover said the Fire Department Incentive Plan was initially a percentage based plan, but going through the process, it has been changed to a flat fee. He said on the handout you can see the potential firefighters could make. He said they have agreed to this new plan. He said it caps at \$4,000 whereas before the percentage could keep going up. Chairman Dover said it is basically the same incentive plan as in the past with the exception of the dollar amount being capped. Councilman Burton asked if they were asking for permission to draft a resolution. Chairman Dover said yes for permission to draft a resolution to be presented to council for discussion. Councilman Burton asked if there were some issues with the Fire Department on this incentive plan. Assistant Fire Chief Alan Dunn said the incentive was presented to the firefighters and that they were ok with incentive and education parts of the plan. He said they were still working on some other issues and he said they hope to resolve those within the next week or so.

Dover said he would like to express his appreciation to the Fire Department for working with the committee. He said they have been very professional and very good to work with.

Councilman Street motioned, Seconded by Councilman Burton, to draft a resolution regarding the educational plan to presented at the next city council meeting. All voted aye.

Councilman Street motioned, Seconded by Councilwoman Williams, to draft a resolution regarding the Fire Department Incentive Plan to be presented at the next city council meeting. All voted aye.

6. Other Business

Councilman Street asked about the other radio group changing from Craighead Forrest to Joe Mack Campbell Park. Mayor Perrin said they had moved. Councilman Street wanted to make sure he heard the correct information.

Councilman Burton stated he is glad to hear that the Fire Department was ok with the plan presented. Chairman Dover said we have worked well together and we are still working on their plan for moving up in ranks.

Councilman Burton asked about losing Police Officers. Mayor Perrin stated there is 5-7% attrition rate in any one year in the Police Department. Councilman Street asked if we had gotten the grant from the COPS program before. Mayor Perrin stated that we have gotten the grant in the past. He said the city will be up to full staff

by July. The city is getting one police officer from Blytheville and one from Pocahontas.

7. Public Comments

Wayne Rogers, a city employee with Inspections, wanted to express his thanks to the Mayor for supporting the non uniformed employees and educational benefit.

8. 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: 3 - Ann Williams; John Street and Todd Burton

Absent: 2 - Charles Coleman and Rennell Woods



Legislation Details (With Text)

File #:	RES-16:081	Version:	1	Name:	Supplemental agreement for Highway 18 overpass project
Type:	Resolution	Status:			To Be Introduced
File created:	6/9/2016	In control:			Finance & Administration Council Committee
On agenda:		Final action:			
Title:	A RESOLUTION TO THE CITY OF JONESBORO, ARKANSAS TO APPROVE SUPPLEMENTAL AGREEMENT 1 FOR THE BNSF RAILROAD OVERPASS (HWY. 18) (JONESBORO)(P.E.) - JOB NO. 100824				
Sponsors:	Engineering				
Indexes:	Contract				
Code sections:					
Attachments:	Supplemental Agreement 1				

Date	Ver.	Action By	Action	Result
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A RESOLUTION TO THE CITY OF JONESBORO, ARKANSAS TO APPROVE SUPPLEMENTAL AGREEMENT 1 FOR THE BNSF RAILROAD OVERPASS (HWY. 18) (JONESBORO)(P.E.) - JOB NO. 100824

WHEREAS, on February 11, 2015, the City of Jonesboro (hereinafter call the “City”) entered into an Agreement of Understanding with the Arkansas State Highway and Transportation Department (hereinafter call the “Department”) to use Transportation Investment Generating Economic Recovery (TIGER) VI Discretionary Grant funds for preliminary engineering related to the Project; and

WHEREAS, the original agreement did not specify responsibilities related to right of way acquisition, utility relocation, advertising, awarding a construction contract and construction inspection related to the Project; and

WHEREAS, both parties are prepared to move forward with these phases of the Project; and

WHEREAS, funding for these additional phases has been identified to be a combination of Federal, State, and Local funds; and

WHEREAS, it is now determined that the original Agreement of Understanding must be modified to include these phases.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF JONESBORO, ARKANSAS THAT:

Section 1: That the City of Jonesboro and the Arkansas State Highway and Transportation Department will accept and carry out the responsibilities and assigned duties specified in the attached Supplemental Agreement 1 in addition to those presented in the original Agreement.

Section 2. The Mayor and the City Clerk are hereby authorized by the City of Jonesboro to execute all documents necessary to effectuate this Supplemental Agreement.

SUPPLEMENTAL AGREEMENT 1

BETWEEN

THE CITY OF JONESBORO

AND

THE ARKANSAS STATE HIGHWAY AND TRANSPORTATION DEPARTMENT

RELATIVE TO

Right of way acquisition and construction of **Job 100824, BNSF Railroad Overpass (Hwy. 18) (Jonesboro) (P.E.)** in Craighead County, (hereinafter called the "Project").

WHEREAS, on February 11, 2015, the City of Jonesboro (hereinafter called the "City") entered into an Agreement of Understanding with the Arkansas State Highway and Transportation Department (hereinafter called the "Department") to use Transportation Investment Generating Economic Recovery (TIGER) VI Discretionary Grant funds for preliminary engineering related to the Project; and

WHEREAS, the original agreement did not specify responsibilities related to right of way acquisition, utility relocation, advertising, awarding a construction contract and construction inspection related to the Project; and

WHEREAS, both parties are prepared to move forward with these phases of the Project; and

WHEREAS, funding for these additional phases has been identified to be a combination of Federal, State, and Local funds; and

WHEREAS, it is now determined that the original Agreement of Understanding must be modified to include these phases.

IT IS HEREBY AGREED that Jonesboro and the Department will accept and carry out the following responsibilities and assigned duties in addition to those presented in the original Agreement.

THE CITY WILL:

1. Coordinate with the Department with regards to utility relocation for the Project.
2. When requested, provide the Department with funding for right of way acquisition, utility relocation, construction and construction inspection for the Project; excluding improvements completed along Highways 18 and 63B.

THE DEPARTMENT WILL:

1. Be responsible for issuing a task order to a right of way consultant currently contracted with the Department for On-Call Right of Way Services to perform right of way acquisition for the Project.

2. Be responsible for managing the right of way acquisition for the Project.
3. Coordinate with the City with regards to utility relocation for the Project.
4. Request funds from the City prior to awarding a construction contract for the Project.
5. Advertise, award, and perform construction inspection for the Project.

IT IS FURTHER AGREED that should the City fail to fulfill its responsibilities and assigned duties as related in this Agreement, such failure may disqualify the City from receiving future Federal-aid highway funds.

IT IS FURTHER AGREED, that should the City fail to pay to the Department any required funds due for project implementation or fail to complete the Project as specified in this Agreement, the Department may cause such funds as may be required to be withheld from the City's Motor Fuel Tax allotment.

IN WITNESS WHEREOF, the parties thereto have executed this Agreement this _____ day of _____, 2016.

ARKANSAS STATE HIGHWAY
AND TRANSPORTATION DEPARTMENT

CITY OF JONESBORO

Scott E. Bennett, P.E.
Director of Highways and Transportation

Harold Perrin
Mayor

Carol Duncan
City Attorney

Donna Jackson
City Clerk

**ARKANSAS STATE HIGHWAY
AND TRANSPORTATION DEPARTMENT**

NOTICE OF NONDISCRIMINATION

The Arkansas State Highway and Transportation Department (Department) complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, the Department does not discriminate on the basis of race, sex, color, age, national origin, religion (not applicable as a protected group under the Federal Motor Carrier Safety Administration Title VI Program), disability, Limited English Proficiency (LEP), or low-income status in the admission, access to and treatment in the Department's programs and activities, as well as the Department's hiring or employment practices. Complaints of alleged discrimination and inquiries regarding the Department's nondiscrimination policies may be directed to Joanna P. McFadden Section Head - EEO/DBE (ADA/504/Title VI Coordinator), P. O. Box 2261, Little Rock, AR 72203, (501) 569-2298, (Voice/TTY 711), or the following email address: joanna.mcfadden@ahtd.ar.gov

Free language assistance for Limited English Proficient individuals is available upon request.

This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape and in Braille.