

## FINANCE COMMITTEE REPORT

August 07, 2012

A Finance Committee meeting was held Tuesday, August 07, 2012 at 5:30 p.m. in the County Administration Building, Quorum Court Meeting Room, 215 East Central, Bentonville, Arkansas.

Committee Members Present: Allen, J. Harrison, Moore, Jones, Douglas, Winscott, Curry

Others Present: County Judge Bob Clinard, JP Steve Curry, Comptroller Sarah Daniels, Administrator of General Services Elizabeth Bowen, Director of Road Department Scott Stober, Director of Construction, Facilities, and Maintenance John Sudduth, County Grants Administrator Kati Rose, Information Systems Director Sidney Reynolds,

Tom Sissom – Benton County Daily Record

Chair JP Allen called the meeting to order.

### **1. Grants Administrator Report**

Grants Administrator Kati Rose stated that she was requesting approval to apply for the Arkansas Department of Rural Services – Rural Community Grant for the NEBCO Volunteer Fire Department to purchase rescue stabilization equipment with a 50% match of \$4,140 that NEBCO will pay.

Approval was given to allow Katie to apply for the Arkansas Department of Rural Services – Rural Community Development Grant for the NEBCO Volunteer Fire Department.

Katie reported that; 1) the AEDC – Disaster Relief funds program for Springtown, has been completed; 2) Department of Energy – Energy Efficiency & Conservation Block Grant has been completed; 3) the Department of Health and Human Services SAMHSA Grant had been applied for with a no cost extension which would extend the grant from October 1, 2012 to September 30, 2013 for \$232,576.00.

Katie reported that the Arkansas Department of Parks & Tourism's Outdoor Recreation General Improvement Fund Grant for baseball equipment & field construction for the Sheriff's Department's Juvenile Crime Prevention program was not awarded.

### **2. Discussion – Planning Assistant (Part-time to Full-time)**

JP Allen stated that as all of us are aware that the county has gone through some highly publicized appeal processes for the Planning Board recently. He stated that the Planning Assistant request came to his attention during that process and was not included on the ranking sheet as a higher priority. He added that he was not aware of how important the position was and their responsibilities, and that there was not enough time allotted for this person to do the job as it needs to be done. He stated that he was bringing this request back up for further consideration.

JP Jones made motion to forward to change the Planning Assistant from Part-time to Full-time to the August 14, 2012, Committee of Thirteen agenda, seconded by JP Moore.

Discussion was held on the time involved in doing the job responsibilities of the Planning Assistant position.

Motion passed by unanimous show of hands vote.

**3. Appropriation Ordinance Request – Benton County Cleanup**

Comptroller Sarah Daniels stated this appropriation ordinance request is for an additional \$7,000 for the Spring Clean-up and \$53,000 for the Fall Clean-up.

Administrator of General Services Elizabeth Bowen stated that \$7,000 is needed to finish paying for the Spring Clean-up and that the \$60,000 for the Fall Clean-up includes money for temporary staffing, just in case we don't get to use inmate labor.

JP Jones made motion to approve and forward the appropriation ordinance request to the August 14, 2012 Committee of Thirteen agenda, seconded by JP J. Harrison

Motion passed by unanimous show of hands vote.

**4. Appropriation Ordinance Request – Juvenile Probation**

Sarah Daniels stated this appropriation ordinance request is to appropriate \$9,000 for additional medical expenses for drug testing for the Juvenile Probation Department.

JP Jones made motion to approve and forward the appropriation ordinance request to the August 14, 2012 Committee of Thirteen agenda, seconded by JP J. Harrison.

Motion passed by unanimous show of hands vote.

**5. Appropriation Ordinance Request – Road Department**

Director of Road Department Scott Stober stated that this appropriation ordinance request is part of the reorganization of the Road Department, and that these are the items that he would like to purchase from the remaining Machinery and Equipment/ Trucks budget:

- 1 New - Jersey Spreader
- 1 Used - End Dump Trailer
- 1 Used - 84" Sheepsfoot Roller
- 1 New – Broom Bucket for Skidsteer
- 1 New – Drag Box
- 1 Used – Bucket Truck
- 1 Used – Truck Mounted Weed Sprayer
- 1 Bucket Truck

Sarah Daniels stated that the Road Department's 2012 Machinery and Equipment/Trucks original budget was \$817,000.00 and is now showing a balance of \$407,907.50 and that the items that he intends to purchase would leave a remaining balance of \$2,407.50.

Stober reported other items to be purchased:

Pavement, Maintenance Software	\$ 55,000.00
Small Equipment	\$ 30,000.00
Service Contracts (Air Compressor Components for West Shop)	\$ 20,000.00
Machinery & Equipment Repair	\$ 70,000.00
Tires and Tubes	\$ 30,000.00

Stober reported that the Pavement, Maintenance Software will:

- Create Asset and Equipment Inventories
- Customize Departments Views and Access
- Track Job Costs and Work History
- Manages Materials/Parts Inventory
- Track Projected Costs

Information Systems Director Sidney Reynolds stated there is space on the county server for this software and that it is compatible with the data base.

Discussion was held on the maintenance for the additional Software program and the need to add positions to the Information System budget.

Sidney Reynolds stated that a decision can be made by the court at the time of purchase, whether it is better to get a maintenance policy, or to do in house maintenance and add staff over time. He stated at this time there is no plan to add additional staff, but in the future, if they continue to grow the county's technology, then additional staff may be needed.

Further discussion was held on purchasing the Pavement, Maintenance Software for the Road Department and the advantages of how the software program would enhance the Road Departments operations.

JP Winscott asked if there was incurred savings anticipation with using this program.

Scott Stober stated that this program will help save time and that the department will be more efficient.

JP Winscott made motion to forward the appropriation ordinance request to the August 14, 2012 Committee of Thirteen agenda, seconded by JP J. Harrison.

Motion passed by unanimous show of hands vote.

## **6. Appropriation Ordinance Request – Quorum Court Room**

Sarah stated that appropriation ordinance request is for \$6,500 for the remodeling of the Quorum Court room for the additional Justice of the Peace that will be added next year. She stated this will include two computers, the mill work and sound upgrades.

JP Winscott made motion to approve and forward the appropriation ordinance request to the August 14, 2012 Committee of Thirteen agenda, seconded by JP Jones.

Motion passed by unanimous show of hands vote.

## **7. Sales Tax Numbers**

Sarah Daniels reported that July sales tax receipts were up 11.17% for the month and 10.62% for the year and reported a net gain of \$336,608 for the year.

JP Allen stated if we have the numbers on annexations, how are they going to affect the county next year?

County Judge Bob Clinard stated that the lawsuit stopped the Bella Vista annexation, and until that lawsuit is resolved it is still in the county.

JP Allen asked how much the county will enjoy the benefits of a big new retailer, such as Cabelas, or Fresh Market.

Sarah stated that the county tax rate of 1% is split by population by the county and the cities.

## **8. Jail Collections**

Sarah Daniels stated that they had adjusted the budget down \$750,000 and that next month that they may see a larger adjustment and she predicts to be down around \$850,000.

## **9. Fuel Analysis**

Sarah Daniels reported that the Sheriff was at 56% of their budget, and the Road Department at 82% of their budget. She reported that the Road Department spent \$113,357 in July. She added that average unleaded fuel costs have declined 7.5% to \$3.10 per gallon and that diesel has decreased 5% to \$3.17 per gallon. Sarah stated that year to date \$50,916 has been transferred back to the Road Department.

## **10. Fund Summary**

Sarah Daniels reported that the Monthly Fund Summary report should be at 58% and that the General Fund is at 55.67% and the overall budget is at 52.63%.

JP Winscott stated that the jail fund is short about \$1 million, fuel use is up and then there's the Emergency Medical Services (EMS) program and that he doesn't know what the Public Safety Committee is going to recommend to the Finance Committee but it's going to be something and it's going to be costly. He added that his general feeling is that the court is not going to want to go back before the voters for an additional millage increase for a EMS program, and that we are going to have to find that money somewhere in the budget.

JP Moore stated that there are those that are financing NEBCO and VAS that are paying tax money to support their ambulance service and then the rest of the people in the unincorporated

areas expect that the rest of the public are going to pay for theirs that is unfair to the people of NEBCO and VAS.

JP Winscott stated that the Emergency Medical Services (EMS) program carries a high priority, and will go before the Public Safety Committee, that they don't want to rush a decision.

JP Allen stated that he was getting really nervous about the fact we are starting the budget process and that there's no way to calculate the potential cost for next year. He added this is a big, dark shadow hanging over them, and how you go through a budget process with the unknown. Allen stated we are not required by law to provide ambulance service, and that he hasn't seen any evidence that the rural population is demanding the service or is willing to pay for it.

JP Sandlin stated we have to hear from the public, because we have to have their input before we start making a final decision.

JP Winscott stated that he wanted the public involved, but one of the surprising things to him, was when they had the review of the consulting firms study, that there wasn't a dozen people from the general public that attended and that he was disappointed. He stated where is the public, is there a concern out there or isn't there. He stated this is a naughty problem, and that he wants the best solution for the county.

JP Curry stated that people expect the service.

JP Jones stated he thought that JP Winscott needed to get the Public Safety meetings going, that there has to be some sort of direction and narrowing down options, and then have Town Hall meetings for the public to voice their opinions.

## **11. Other Business**

Sarah Daniels stated we are requesting an additional appropriation of \$45,000 for the Courthouse Tower East.

County Judge Bob Clinard stated there were some unexpected things come up, \$12,000 to bring the fire alarm system up to code; and approximately \$8,000 to redo the plumbing, that was not installed correctly.

JP Jones made motion to approve the appropriation ordinance request and forward to the August 14, 2012 Committee of Thirteen agenda, seconded by JP J. Harrison.

Motion passed by unanimous show of hands vote.

County Judge Bob Clinard reported that an Emergency Medical Services (EMS) meeting will be held Friday, August 10, 2012, to review information from the current providers on their willingness to continue service and what their costs would be. He added this is complicated, we are either going to have to go to some type of combination working with the providers we have now, a private service, or that the county provides a service. He stated that they would come up with a number to appropriate for next year.

## **12. Announcements**

JP Moore announced that the next Committee of Thirteen meeting will be held August 14, 2012 at 5:30 p.m.

Upon motion and second the meeting adjourned at 7:12 p.m.