

FINANCE COMMITTEE REPORT

July 1, 2014

A Finance Committee meeting was held Tuesday, July 1, 2014, at 6:00 p.m. in the County Administration Building, Quorum Court Meeting Room, 215 East Central, Bentonville, Arkansas.

Committee Members Present: Allen, J. Harrison, Jones, Chiocco, Curry, Moore, Moehring

Others Present: JPs Hernandez, K. Harrison, Sandlin, Anglin, Assessor Glenn "Bear" Chaney, Collector Gloria Peterson, Administrator of General Services John Sudduth, Administrator of Public Services Jeff Clark, Human Resources Manager Barbara Ludwig, Accounting Manager Mike Crandall

Media: Tom Sissom

Chair JP Allen called the meeting to order.

Public Comment

None

1. Grants Administrator Report

Accounting Manager Mike Crandall reported that: 1) the Courthouse Restoration Grant for \$188,112 to replace the old roofing material on the Courthouse with a Thermoplastic Polyolefin (TOP) Membrane system was not awarded. He stated that the Arkansas Historic Preservation Program received 32 applications totaling \$7.5 million for a budget of \$1,143,750, which amounted to approximately 15.25% of the requests.

2. Appropriation Ordinance Request – Dept 0130, Environmental Services, Fund 1000

Administrator of General Services John Sudduth stated this appropriation request for \$25,000 may not cover all of the costs for the Fall 2014 clean-up. He reported that the Spring cleanup had a huge turnout; the cost for the disposal of hazardous waste has reached \$40,349.40, and is still being documented. He stated the Fall cleanup has tentatively been scheduled for October 11, 2014. He said that they were having problems with keeping the cleanups running due to a lack of volunteers. He added that they have looked at hiring 120 temp workers for about \$13,920, with a total estimated cost of \$48,000 for the cleanup.

JP Jones stated that for the money this is one of the best services that the county provides to its residents, and with the popularity of the Spring cleanup they should move ahead with the Fall cleanup.

JP Allen stated that the county should continue the program as a volunteer event. He stated that the spring cleanup experienced some problems, but other events were being held at the same time that used potential volunteers or kept people otherwise occupied.

Lengthy discussion was held by the committee members expressing their support for the program, but asked that John Sudduth look for savings in his budget during the new few months to offset the costs.

JP Allen stated that he would like the cost of the county cleanups to be included in the Environmental Department's 2015 budget.

John Sudduth stated that the county needs to increase public awareness of the availability of the convenience center located at the Benton County Solid Waste District site near Centerton. He said it is easier and more efficient to provide organized disposal sites and events than it is to clean up illegal dump sites, and that he would rather get it in trailers than find it in a ditch somewhere.

JP Jones made motion that the committee approves allowing John Sudduth to proceed with planning the 2014 Fall Cleanup.

Motion passed by unanimous show of hands vote.

3. Appropriation Ordinance Request – Dept 0105, Assessor, Fund 1802

Assessor Glenn “Bear” Chaney stated this appropriation ordinance request is for the cost of IT services needed for the Assessor's office move to the State Revenue Office on “D” Street in Bentonville.

JP Jones made motion to approve and forward the appropriation ordinance request to the July 08, 2014 Committee of the Whole agenda, seconded by JP J. Harrison.

Motion passed by unanimous show of hands vote.

4. Appropriation Ordinance Request - Items forwarded from Personnel to Finance Dept. 0104, Collector, Fund 1801

Delete one (1) Satellite Office Administrator - Grade 11

Delete one (1) Deputy Collector V - Business/Bankruptcy and Specialty Collections - Grade 10

Add two (2) Deputy Collector Supervisor – Grade 10

Add one (1) Deputy Collector I – Grade 5

Collector Gloria Peterson stated that her request is to delete two (2) positions and add three (3) positions.

Human Resources Manager Barbara Ludwig stated that the impact on the 2014 budget will be \$1,387 and the total impact for 2015 is \$3,279.60.

Discussion was held on the need to add additional staff and the costs for the new Collector's Office satellite that will be located at 2401 South “D” Street in Bentonville.

JP Allen stated that each of the personnel requests will be voted on individually.

JP J. Harrison made motion to approve and forward to the July 08, 2014 Committee of the Whole agenda, seconded by JP Jones.

Motion passed by unanimous show of hands vote.

Dept. 0105, Assessor, Fund 1802

- Delete four (4) Appraiser Level IV Positions - Grade 12
- Add one (1) Appraiser – Level IV, Lead Appraiser – Grade 13
- Add one (1) Appraiser – Level IV, Market Valuation Specialist – Grade 13
- Add one (1) Appraiser – Level IV, Reappraisal Auditor – Grade 12
- Add one (1) Appraiser – Level IV, Support Specialist – Grade 12

Bear Chaney stated that this reorganization request is to delete positions and add different job descriptions so that the appraisers will know to whom they are accountable, and that it will be in place for the 2016 reappraisal.

JP Moore made motion to approve and forward to the July 08, 2014 Committee of the Whole agenda, seconded by JP Curry.

Motion passed by unanimous show of hands vote.

Dept. 0200, Road Department, Fund 2000

- Delete one (1) Director of Road/Bridge Construction and Maintenance – Grade 22
- Delete one (1) Asset Control Coordinator – Grade 14
- Delete one (1) Assistant Road Superintendent – Grade 15
- Delete one (1) Road Coordinator – Grade 8
- Add one (1) Construction Superintendent II – Grade 20
- Add one (1) Administration Coordinator – Grade 15
- Add one (1) Senior Asset Control Coordinator – Grade 15
- Add one (1) Staff Assistant – Grade 6

Administrator of Public Services Jeff Clark stated that this reorganization request is for reconstruction of the management system. He stated that the changes will provide more administrative support as he strives to be a “hands-on” manager. He added that this will be a savings to the 2015 budget of \$21,806.44.

JP Moehring made motion to approve and forward to the July 08, 2014 Committee of the Whole agenda, seconded by JP Jones.

Motion passed by unanimous show of hands vote.

Dept. 0115. INFORMATION TECHNOLOGY DEPARTMENT, Fund 1000

- Delete two (2) PC Support Specialist – Grade 15
- Delete one (1) Assistant Systems Administrator – Grade 18
- Delete one (1) Webmaster – Grade 18
- Delete one (1) IT-Project Manager – Grade 20
- Add one (1) Connectivity Analyst – Grade 18
- Add one (1) System Analyst – Grade 15
- Add one (1) Network Administrator – Grade 18
- Add one (1) Information Coordinator – Grade 18
- Add one (1) Database Administrator and Project Coordinator – Grade 20

Network Administrator James Turner stated that this reorganization request is to change job descriptions and titles. He stated that the 2014 budget will be offset by reductions in various funds within the department.

JP Jones made motion to approve and forward to the July 08, 2014 Committee of the Whole agenda, seconded by JP Moehring.

Motion passed by show of hands vote.

JP Jones stated that all reorganization requests would be listed on one appropriation ordinance to amend Schedule 4-Variou Funds and Departments, and will be placed on the July 08, 2014 Committee of the Whole agenda.

5. Sales Tax Numbers

Mike Crandall reported that May sales tax receipts were down 10.28%, for a year-to-date decrease of minus 0.22%. He added that they are behind \$7,995 for the same period last year.

6. Jail Collections

Mike Crandall reported that Jail Collections were \$323,588 for June and \$949,604 for the year. He stated that \$1.5 million was budgeted for 2014.

7. Fuel Analysis

Mike Crandall reported that the Road Department is at 41% of their fuel budget, while the Sheriff's Department is at 55% of their 2014 budget. He stated that average unleaded fuel costs have decreased 6% to \$3.43 per gallon, and that diesel has decreased 7.2% to \$3.16 per gallon. He stated that year-to-date, \$53,113 has been transferred back to the Road Department.

8. Fund Summary

Mike Crandall reported on the Monthly Fund Summary, stating that 50% is the target and that the General Fund is at 50.68% and the overall budget is at 46.81%.

Overtime Analysis

Mike Crandall reported that through thirteen pay periods out of twenty-six, overtime usage is at 48.70%,

Personnel Services Available

Mike Crandall reported that the county has saved approximately \$228,355 in personnel costs this year.

Other Business

Public Comments

None

Meeting adjourned at 7:38 p.m.