



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, October 9, 2018

4:00 PM

Municipal Center

1. Call To Order

2. Roll Call by City Clerk Donna Jackson

Present 4 - Charles Coleman; Ann Williams; David McClain and LJ Bryant

Absent 2 - John Street and Joe Hafner

3. Approval of minutes

[MIN-18:094](#)

MINUTES FOR THE FINANCE AND ADMINISTRATION COMMITTEE MEETING ON SEPTEMBER 25, 2018

Attachments: [Finance Minutes 09252018.pdf](#)

A motion was made by Councilperson Ann Williams, seconded by Councilperson Charles Coleman, that this matter be Passed . The motion PASSED with the following vote.

Aye: 4 - Charles Coleman; Ann Williams; David McClain and LJ Bryant

Absent: 2 - John Street and Joe Hafner

4. New Business

ORDINANCES TO BE INTRODUCED

[ORD-18:065](#)

AN ORDINANCE TO AMEND THE RITTER COMMUNICATIONS, INC. FRANCHISE AGREEMENT AND TO ENTER INTO A MEMORANDUM OF AGREEMENT BETWEEN RITTER COMMUNICATIONS, INC. AND THE CITY OF JONESBORO

Sponsors: Finance

Councilmember David McClain asked if the amount was going to change a lot. Is it not changing from when we first adopted this? It looks like it's not, but maybe I'm a little bit confused. Chief Operations Officer Bill Reznicek said I'll be happy to explain that. When we entered into the franchise agreement with Ritter Communications, initially, there was a section that called for the equivalent value of the PEG channel that we received from Suddenlink and the compensation was to be provided by Ritter in lieu of Ritter providing us with a PEG channel. So, we went back and looked at the agreement and tried to figure out how to calculate an equivalent value. That was a difficult part and it took us some time to do that. Essentially, what it calls for in the

franchise agreement is that that is based on subscribership with Suddenlink and the value per subscriber applied to the number of video subscribers that Ritter has. So, one piece of that was relatively easy to determine. Ritter could readily give us their subscribership count for video services, but for Suddenlink we had to essentially estimate that with the best data we had, and then take a pro-rated or an equivalent ratio of subscriberships between the two. We also had to come up with a valuation for the PEG channel per subscriber. We went through a number of iterations with that. We had a low side and a high side calculation that we presented to Ritter. We settled on the low side calculation. Everybody felt like in lieu of being able to come up with exact numbers that it was only fair to err on the low side of the estimate. That brought us to a number, over the period of years that the franchise agreement had been in effect, of \$29,000 and some change that Ritter effectively owed us under this franchise agreement.

Mr. Reznicek said the next step in that process was to sit down with Ritter and try to come up with a resolution to the \$29,000. Ritter wasn't anxious to write us a check for \$29,000, so we looked at things they had done or things they could potentially do in the future that had economic value. What Ritter came up with ultimately was a list of philanthropic things that they had done. For example, they had donated money for one of the drug dogs in 2016. It was \$9,000. They had also contributed quite a bit of money to the Miracle League project. The scoreboard at Miracle League was branded by Ritter. The expense on the scoreboard alone was \$50,000. So, we gave them credit in essence for all those projects they had done for the city over a number of years. We came to a final agreement where they would write us a check for \$10,000, and they would also buy an additional sponsorship at Joe Mack Campbell Park at \$1,000 per year for five years. So, that's essentially \$15,000 in cash, and for the balance of the \$29,000, we considered the philanthropic work that they have done in lieu of that difference. That settled one piece of the puzzle. The next piece was how we managed this franchise agreement going forward given the difficult nature of coming up with the exact calculation. So, we all went back and agreed to approximately \$3,000 per year. Going forward, Ritter will either write us a check annually for \$3,000 or they would provide the equivalent of video production service at a rate of 40 hours of service per year, which we believe is going to be valuable to our communications department. Communications Director Bill Campbell and his staff said it would be a tremendous asset to their department to get 40 hours of quality digital video production per year from Ritter with their assistance. So, that is what we settled on and that's the agreement going forward for the remainder of the original term, which runs through 2028.

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

Aye: 4 - Charles Coleman;Ann Williams;David McClain and LJ Bryant

Absent: 2 - John Street and Joe Hafner

[ORD-18:066](#)

AN ORDINANCE TO WAIVE COMPETITIVE BIDDING AND AUTHORIZE A CONTRACT WITH DELTA DENTAL TO PROVIDE INSURANCE COVERAGE FOR CITY EMPLOYEES FOR 2019

Sponsors: Human Resources

Attachments: [9448-City of Jonesboro Renewal Pkg2018-Updated](#)

Councilmember David McClain said it says there is no net change, but do you feel this

is the best to leave it as is and stay with Delta Dental. Chief Operations Officer Bill Reznicek said if you recall, last year, we had a slight reduction with Delta Dental in our overall rates. We did anticipate a slight increase this year that will essentially offset what we saw last year. The overall increase this year was 6%. The original request that came in was closer to 9%. We've had an excellent experience with Delta Dental. We haven't really had any issues from the employees. They are very good about paying claims. Our other alternative was to get a quote from Blue Cross, but we chose not to do that. We are working with Blue Cross on renewal on the health insurance and we just felt like it would be to our benefit to renew with Delta Dental, at this time.

Councilmember Dr. Charles Coleman asked if this was going to be an ongoing change or if it was going to be permanent. Mr. Reznicek said what they do is rate it every year. They look at your loss ratio. As I said, last year, we actually saw a reduction that was about the equivalent of this increase. So, it's going to fluctuate year to year depending on our loss experience. It can vary. That's what we are going through right now with the health insurance. We are reviewing that, as well. So, probably at the next meeting or the meeting after that we will be coming to the committee with a recommendation on renewing our health coverage for next year.

Councilmember Dr. Coleman asked are there any other insurance companies that you all have talked to or is that the only one at this time. Mr. Reznicek said it's the only one. I could get into it today, but I would rather explain it when we come in with the request for renew on Blue Cross. There's some logic to our approach on it, but it probably would go beyond the scope of what I'm prepared to talk about today and the time that we would have to devote to it today. Councilmember McClain asked do you all have similar thinking as far as the reason. Mr. Reznicek said yes.

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

Aye: 4 - Charles Coleman;Ann Williams;David McClain and LJ Bryant

Absent: 2 - John Street and Joe Hafner

[ORD-18:067](#)

AN ORDINANCE TO AMEND THE 2018 BUDGET FOR THE FY2018 JUSTICE ASSISTANCE GRANT (JAG) PROGRAM

Sponsors: Finance, Grants and Police Department

Attachments: [Budget Narrative](#)

Councilmember David McClain said this is going to pay for the same police officer pay. Correct? Community Development Director Tiffny Calloway said no. That was the last meeting. That was for STEP. This is for the Justice Assistance Grant, JAG. It's a grant straight from the Department of Justice. It is for 10 Toughbooks and 40 power adapters. Councilmember McClain said so that's computers and all. Ms. Calloway said yes, which is a small dent in what they actually need, but we're chipping away at that. Councilmember McClain said I was just curious.

Councilmember Dr. Charles Coleman asked if RES-18:164, RES-18:166 and RES-18:167 covered this same issue. Ms. Calloway said RES-18:166 is the actual resolution for us to accept the award, but this ordinance amends the budget. We pass our budget by ordinance, so we have to amend the budget by ordinance and we accept it by resolution. So, next Tuesday, if this is forwarded to full council, we will be able to go ahead and get City Clerk Donna Jackson and Mayor Harold Perrin to sign the award

documents. Councilmember Dr. Coleman said I just wanted to make sure. Ms. Calloway said thank you.

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

Aye: 4 - Charles Coleman;Ann Williams;David McClain and LJ Bryant

Absent: 2 - John Street and Joe Hafner

RESOLUTIONS TO BE INTRODUCED

[RES-18:162](#)

A RESOLUTION TO THE CITY OF JONESBORO, ARKANSAS TO APPROVE A SUPPLEMENTAL AGREEMENT WITH FISHER & ARNOLD, INC. FOR PROFESSIONAL ENGINEERING SERVICES TO THE HIGHWAY 18 AND MAIN STREET INTERSECTION

Sponsors: Engineering

Attachments: [Supplemental Request](#)

Councilmember David McClain asked if it would be possible to remove this from the consent agenda just in case others have questions. The only reason I am saying this is because we are not going out and asking for bids on this one. Councilmember McClain asked Engineering Director Craig Light if he would discuss why bids are not being accepted. Mr. Light said it's a professional services agreement so you do not take bids on it. It's against the law. There are two parts to the supplemental agreement. One is for shortening a turn lane. They designed it one way. We met with the Arkansas Highway and Transportation Department and property owners that were going to be impacted and the decision was made that we needed to shorten that turn lane. So, this is to pay the consultants to redesign something that was already complete and make it shorter, so we don't impact the property owners as much. The second part of the change order is for some engineering and design work with the drainage system that was not included in the scope of work originally, but it was something that needed to be done because of drainage issues at that intersection. During heavy rain, that intersection does flood. They had to do some additional work to make sure that that wouldn't happen after this construction project happens. They actually cut their fee in half. So, we think it was a fairly good proposal from them to cut the cost on that portion of the change order.

Councilmember Ann Williams said since this is a STIP project, this is in part state highway funds. Is that right? Mr. Light said yes. Councilmember Williams asked how much of that is coming from the state. Mr. Light said actually, on this particular project, our cap on the project is \$1 million, and that goes towards design and construction. Truthfully, what we are going to spend on the project is not going to change. It was capped. It always has been capped. An additional portion would be going towards design rather than construction. Ultimately, our outlay on it is going to be exactly the same as it always has been. Councilmember McClain said I was just curious. City Clerk Donna Jackson said it can still be put on the regular agenda and not the consent agenda, if you want. Councilmember McClain said I would just in case somebody has a question about it.

A motion was made by Councilperson Charles Coleman, seconded by Councilperson Ann Williams, that this matter be Recommended to Council .

The motion PASSED with the following vote.

Aye: 4 - Charles Coleman; Ann Williams; David McClain and LJ Bryant

Absent: 2 - John Street and Joe Hafner

[RES-18:163](#)

A RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AN AGREEMENT WITH THE DEPARTMENT OF JUSTICE AND ACCEPT THE FY 2018 BODY-WORN CAMERA POLICY AND IMPLEMENTATION PROGRAM (BWC PIP) GRANT

Sponsors: Grants and Police Department

Attachments: [Award Letter 2018-BX-0045](#)

Councilmember David McClain said we have to match \$300,000 and we haven't set our budget yet for next year. Correct? Chief Operations Officer Bill Reznicek said right. So, if you remember Axon Corporation gave us the body cameras we are currently using. That was on a one-year trial period that they have extended through December 31st because they knew we were looking at either renewing with them or renewing an agreement to have body-worn cameras. In the meantime, Community Development Director Tiffny Calloway had gone out and procured this grant, which was a significant pick up for the city. It gives us the ability, with a match, to fund \$100,000 of the body-worn cameras over a period of three years per year. We will have to match that. It's a \$300,000, three-year grant that has an equivalent match. So, what we're looking at today in the budget is an expenditure to roughly double that amount on an annual basis for our portion of it for the body camera system. In essence, this will subsidize that. One thing this grant does call for, that we weren't anticipating, is the need for competitive bidding because we had been on the Axon product for the last year and they had renewed the trial period through December 31st. We were looking potentially at a sole source situation with them because of the nature of the technology that they have, but we will go out into the marketplace and get three bids for body-worn cameras for the police department. To answer your question, it is in the budget and it is part of the budget process for 2019. We had already addressed this, although we had addressed it in a slightly different fashion because the knowledge of the award of the grant had not come to us until approximately a week ago. We had made arrangements to have an amount in the budget for body-worn cameras anticipating renewing that and continuing deploying them to the police department. This will simply subsidize a portion of that expenditure for us for the next three years.

Councilmember Dr. Coleman said even though you send it out and get three bids, does that bid include warranty for a certain period-of-time? Mr. Reznicek said yes. I think the ones they looked at in the past generally had some type of agreement, and what we find typically with these is that you do have some type of agreement if you're going to use them over a multi-year period. Because of the nature of the technology, they will upgrade and warrant the product. So, we will be looking at that and incorporating that into our bid requests. Councilmember Dr. Coleman said the other reason I asked that is because with some technology for cameras sometime the upgrade is more or less a software thing rather than a physical thing. Hopefully, this is more of a software thing that wouldn't cost us a large amount of money if we have any issues or not. Mr. Reznicek said absolutely. You are absolutely correct. It is a camera, but what makes it what it is today is the technology behind the camera. Anyone can build a camera today. You can look at your cell phone and it's a camera and a video camera, but it's the technology and the capability of capturing the data, storing the data, and being able to do redactions easily that really makes the product

worth the value that we pay for it. Councilmember Dr. Coleman said thank you.

Councilmember McClain asked how much have you all included in this \$300,000 or \$600,000 for the cost of cameras to go up. Have we calculated for that in this amount or is it just planning to put a \$100,000 per year for three years? Is my math correct? Mr. Reznicek said I can give you the cost for Axon if we were to renew with the Axon product. The cost of 139 cameras, plus I think we had a provision in there for about 12 spares on the shelf, priced over a five-year lease period that does include warranty and upgrades is about \$275,000 per year. You can put it into perspective that if we were to renew with Axon and that does indeed become the vendor of choice, even after we go through the three-bid selection, then of our cost of \$275,000 per year, \$100,000 of that would be born for at least three years by the provisions of this grant. Councilmember McClain said this is just three years, then, after that, we're on our own. Mr. Reznicek said then we're on our own if we don't get an additional grant, but I think Ms. Calloway would be working towards some overlap or renewals of the grants.

Councilmember Dr. Coleman said I do have another question. Is there any way with this grant that there could be money added to the 2019 budget so we wouldn't have this issue, mainly because of the crime elements that we have in Jonesboro and the things that we have going where we wouldn't have to go through this cycle again. Mr. Reznicek asked where we wouldn't go through the grant request cycle. Councilmember Dr. Coleman said right. The money would actually be put into the budget. Mr. Reznicek said the product we go with, the way the technology works, and the way these types of agreements work, it's going to be a multi-year product. So, the commitment would be a multi-year commitment, although in the budget, it's going to be written annually for the procurement or the appropriation for that amount for the ensuing year. When we come into the process, we will know on the front end and council will know that we are indeed signing a five-year contractual commitment for that product. Although the appropriation would be for one year, it would be the \$275,000 and parallel to that we would also be asking to sign an agreement that would be a multi-year agreement for the provision of the body-worn cameras.

Councilmember L.J. Bryant asked what the savings were on Tasers. Particularly with the vendors we've been using, the new agreement might include replacing the car cameras, so how much would we be saving on those two things. Mr. Reznicek said if we go with the Axon product, for the complete package with the Tasers and car camera, with what we're spending on replacement of Tasers, cartridges, etc., it's probably about \$50,000 to \$60,000 per year potentially that we could save. There are requirements that the officers have to discharge so many cartridges a year in training and they obviously do more than the minimum for training, so there's savings, as you point out, in the Taser acquisition in the ongoing replenishment of the supplies for that.

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

Aye: 4 - Charles Coleman;Ann Williams;David McClain and LJ Bryant

Absent: 2 - John Street and Joe Hafner

[RES-18:164](#)

A RESOLUTION AUTHORIZING THE CITY OF JONESBORO GRANTS AND COMMUNITY DEVELOPMENT TO APPLY FOR THE FY 2018 ASSISTANCE TO FIREFIGHTERS GRANT (AFG) PROGRAM FROM THE DEPARTMENT OF HOMELAND SECURITY

Sponsors: Grants and Fire Department

Attachments: [FY 2018 AFG Fact Sheet_Final Sept 24 2018](#)

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

Aye: 4 - Charles Coleman;Ann Williams;David McClain and LJ Bryant

Absent: 2 - John Street and Joe Hafner

[RES-18:166](#)

A RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AGREEMENT WITH THE U.S. DEPARTMENT OF JUSTICE AND ACCEPT THE 2018 JUSTICE ASSISTANCE GRANT (JAG)

Sponsors: Grants and Police Department

Attachments: [JAG Award 2018-DJ-BX-0775](#)

Mr. Harold Carter, 902 Tony Drive, said I was reading this one and decided I wanted to look at the letter. I was a bit surprised to find that the letter was as big as what it was. Who reads this stuff? You're talking about special requirements and many other requirements. I didn't even have time to read it all so I can't speak to the details, but there's no telling what's in there. Who actually reads these? Does the committee or the council read them? I'm assuming somebody does. I can read them, but it would take some time and some re-reading of all that's in there to come to any sensible conclusion. Councilmember L.J. Bryant said I did read it, but I'll let Community Development Director Tiffany Calloway address the compliance angle of it.

Ms. Calloway said I don't know specifically which one you are referring to Mr. Carter, but there is a special condition on each of the federal grant applications that has to be signed by Mayor Harold Perrin and attested by City Clerk Donna Jackson and by Mayor Perrin. So, each of these documents is read by Mayor Perrin. Our Community Development Grants Department has been managing grant funding at about \$20 million for the past 10 years. So, our staff reads every single word in every single document that we receive. Mr. Carter said well, that's what I wanted to hear. I knew somebody did it. As long as it's being checked and everybody knows what's going on, that's fine with me. Whether it's only \$33,000 or a much larger amount, depending on what's in there and may be hidden in there, or apparently not hidden, there could be any kind of results come out of this, and I'm talking about nasty results, not good results. I may read it to see what the thing says now that I have a copy, but it's rather a shock to see that much paperwork and then think about how much there is with all these other U.S. grants that may be bigger or smaller. Councilmember Dr. Charles Coleman said I want to make sure people understand that it's our job as councilmembers to go into Legistar and read that information so we can have an adequate vote when we are voting.

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

Aye: 4 - Charles Coleman;Ann Williams;David McClain and LJ Bryant

Absent: 2 - John Street and Joe Hafner

[RES-18:167](#)

A RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AGREEMENT WITH THE DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE (BJA) AND ACCEPT THE FY 2018 BULLETPROOF VEST PARTNERSHIP GRANT

Sponsors: Grants and Police Department

Attachments: [Application Summary](#)
[Award Email](#)

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

Aye: 4 - Charles Coleman;Ann Williams;David McClain and LJ Bryant

Absent: 2 - John Street and Joe Hafner

5. Pending Items

6. Other Business

Community Development Director Tiffny Calloway said I wanted to thank a few councilmembers who came last week to the Jonesboro Neighborhood Leadership session, including Councilmember L.J. Bryant, Councilmember David McClain, and Councilmember Dr. Charles Coleman. There were a couple of others, but the class thoroughly enjoyed your insight and what you had to say. They have e-mailed me several questions for you, and I'm sure they have probably already reached out to you. So, thank you, because you didn't have to do that and that was time outside of your duties. Councilmember Dr. Coleman said we appreciate you very much.

Councilmember David McClain said I have another question for Chief Operations Officer Bill Reznicek. Are we going to start to see an influx of grants that will have to have a match and that we'll have to look at the budget for next year? Are we going to start to see more of that? I feel like we did, but at the same time I just want to make sure to anticipate it. Mr. Reznicek said some of the grants are perspective and we don't know if we will get them or not. We are planning on having something that is extraneous of the budget itself, such as a document showing what we think potential grants are next year, what the economic implication would be, and what the potential match of those could be. It's been our policy to not incorporate grants into the budget on a perspective basis, but rather when they're actually awarded. We recognize that to give council a heads-up we could create a document that gives an anticipated economic impact of the grants for the following year. So, we are working on doing that. Councilmember McClain said I think that would be good. Councilmember Bryant said I think going forward it would be good if we could see the projected costs for some of the big-ticket items where grants roll off. Sometimes we have matching grants for firefighters and police, and sometimes we might get more grants, but if not, it would be good to look into the future and be able to see those projected costs. Mr. Reznicek said that's a good point. We can do that, as well, in the same exercise.

7. Public Comments

8. Adjournment

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

Aye: 4 - Charles Coleman;Ann Williams;David McClain and LJ Bryant

Absent: 2 - John Street and Joe Hafner