



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, September 11, 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 - John Street; David McClain; LJ Bryant and Joe Hafner

Absent 2 - Charles Coleman and Ann Williams

3. Approval of minutes

[MIN-18:088](#)

Minutes for the Finance and Administration Committee Meeting on August 28, 2018

Attachments: [Finance Minutes 08282018.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 - John Street; David McClain and LJ Bryant

Absent: 2 - Charles Coleman and Ann Williams

4. New Business

RESOLUTIONS TO BE INTRODUCED

[RES-18:142](#)

RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AN AGREEMENT WITH THE DEPARTMENT OF HOMELAND SECURITY AND ACCEPT THE FY2017 STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE GRANT (SAFER)

Attachments: [Award Package - SAFER Grant](#)

Councilmember David McClain said he was trying to figure out the matching portion of \$181,255 that we have to match. Did we anticipate that this year? Mayor Perrin stated that in 2019, I believe this is a grant funded for two years at 75% with a 25% local match, then it drops down to 35% with a 65% local match for one year and requires an additional two years with no additional funding. The total grant is \$291,587. We will match \$181,255 for a total of \$472,842. We will do the 75/25 match for two years. That

is what it will be in 2019, in 2020, and then in 2021, we will put in 65%. Chairman Hafner said there are no expenses for 2018. This starts in 2019. Mayor Perrin said this does not start until January 1, 2019. We will put this in the 2019 budget.

Councilmember McClain said ok, that is what I was wondering. Then, after three years, we pick up the tab. Fire Chief Kevin Miller said yes, 100%. Councilmember McClain said ok, that is all I had. Chief Miller said thank you.

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

Aye: 3 - John Street;David McClain and LJ Bryant

Absent: 2 - Charles Coleman and Ann Williams

[RES-18:144](#)

A RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AN AGREEMENT WITH THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) FOR THE EXECUTION OF THE FY2018 CDBG ACTION PLAN

Attachments: [Funding Approval 8.2018](#)

Councilmember David McClain asked, is this different? I know it is the same thing, but how does it differ? Is it just an agreement? Mayor Perrin said yes sir. Each year, we apply, and of course, we are an entitlement city, so each year, they tell us how much they are going to give us. We were very fortunate. Starting in 2019, that our total amount will be \$622,310 and that is up. Community Development Director Tiffny Calloway said it is up 7% more than last year's allocation. This is us actually accepting the funds. You all approved the actual action plan which talks about exactly what we are spending it on. We got our award letter and before the mayor can sign the award letter, you all have to approve, that yes, we want to accept the \$622,310.

Councilmember McClain said I was just trying to make sure I wasn't missing something. Ms. Calloway said this is the final step. Councilmember McClain said ok, thank you. Mayor Perrin said that you will see the line item in how they allocate it based on the action plan. Councilmember McClain said, I knew it was in the action plan, but I was just trying to make sure how this was different or what step it was. Mayor Perrin said that it is just the award. Councilmember McClain said ok, thank you.

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

Aye: 3 - John Street;David McClain and LJ Bryant

Absent: 2 - Charles Coleman and Ann Williams

[RES-18:145](#)

A RESOLUTION TO THE CITY OF JONESBORO, ARKANSAS TO ACCEPT THE LOW BID AND ENTER INTO A CONTRACT WITH ASPHALT PRODUCERS, LLC FOR THE CROWLEY'S RIDGE PARKWAY: CRAIGHEAD FOREST PARK TRAIL - PHASE III (ARDOT NO. 100919) (2018:31)

Attachments: [Letter of Concurrence - ArDOT](#)

Councilmember John Street said, Mayor, this says you can start when this is signed or accepted. Is it going to start soon? Mayor Perrin said this was for the finance and you are passing a resolution now and we have already got everything ready to go. Once you all approve the resolution and forward it onto the council, then Tuesday night, it will be

on the consent agenda. Correct me if I am wrong, April. Once that is done and you approve the consent agenda, we can start and we are ready to start. This is the back side of Craighead Forest. Let me just say this, we have been very blessed in this town to get grants from the Highway Department, but this will be the last year because they will not be having any more. It started off with Safe Routes to School which started off of TAP, the Transportation Alternative Plan. Unless they get funded through the legislature with the Federal Match, then Deputy Director of ArDot, Ms. Lorie Tudor told me don't plan on filing for anything in 2019 on any grants. If you all will remember, we have been picking up all of Craighead Forest with funds paid by TAP over a three-year period. We have been blessed by it. Let's just hope that the Highway Department gets funded.

Councilmember David McClain asked, this is phase three, is it in the backside? Mayor Perrin said yes. You know where you come out of the backside of Craighead Forest where the cemetery is, so it will come out there. Councilmember Street said on Lincoln. Mayor Perrin said it will hit and go down the road there down to Highway 1. Councilmember McClain said ok. Councilmember LJ Bryant asked if it would be on the north or the south side of Craighead Forest Road. Mayor Perrin said it will be the south side or is it the north. I'm trying to think. Community Development Director Tiffany Calloway said it would be across the street from the apartments. Chairman Joe Hafner said it would be across the street from the apartments. Parks Director Danny Kapales said that it would be on both sides at some point. It is going to come out at Lincoln Drive that is right along the cemetery and as it gets to Craighead Forest Road, it is going to cross Lincoln and continue down Craighead Forest Road until it gets to the top of the hill. We are going to do the road crossing at the top of the hill so you can see traffic coming from both directions. Once it crosses, it will be on the north side of the road and at that point and go all the way down in front of the apartments. Councilmember McClain said ok. Mayor Perrin said very good.

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

Aye: 3 - John Street; David McClain and LJ Bryant

Absent: 2 - Charles Coleman and Ann Williams

[RES-18:146](#)

A RESOLUTION TO ENTER INTO A MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF JONESBORO AND THE BOARD OF TRUSTEES OF THE UNIVERSITY OF ARKANSAS ACTING FOR AND ON BEHALF OF THE UNIVERSITY OF ARKANSAS COOPERATIVE EXTENSION SERVICE FOR WATER FOUNTAINS AT CRAIGHEAD FOREST PARK

Attachments: [City of Jonesboro water fountains MOA](#)

Mayor Perrin said Mr. Chairman, let me make a comment on this one if I may. The grant is for \$2,950 for five of these water fountains and I think, we discussed this late yesterday afternoon, Parks Director Danny Kapales, and I, and Chief Financial Officer Bill Reznicek, and Maintenance Director Ronnie Shaver. It appears that the low bid meeting specs to mount these is going to cost \$900 for each one of those. So, that is \$4,500 to install them and you are only talking about \$2,950 for the water deals. I don't know if we are going to get a lower bid than that or not. But, if not, I don't see the desire to go ahead and spend \$4,500 to put these here on there. We do have some now, I think, out at the park.

Chairman Joe Hafner asked if it was going to cost about \$1,000. Mayor Perrin said no,

it is going to cost you \$4,500. Chairman Hafner said, minus the \$2,950 because we got the grant. Mayor Perrin said \$2,950 is what the grant is worth which you are not paying for. We would, in turn, once we get the water fountains in here, then you are going to have to have them installed and the lowest bid that we got is \$900 each. So, that is \$4,500 you are going to spend to put up these. I think we can wait a year to see how these grants come a little bit better or something on these things. There are all types of these. We are running into the same thing with what I call hydration stations. Those hydration stations are \$2,500 a piece up to \$5,000 a piece. We are just being very cautious on this and this body could go ahead and forward this to the council and it would be put on the consent agenda. But, again, if I got a lower price, I could share it with you at that time. It would be my suggestion or my recommendation that we don't apply for this. It is just too much money for installation. This is something we are going to start having spreadsheets on that we talked to Community Development Director Tiffny Calloway about. That is, on these grants, I want a cover sheet for anything I can read. I can read on the computer, but I want to make sure how much we are applying for, what are we getting with the money, and any other, and this is the key, any other expenses tied to that grant. The pump track out at Craighead Forest Park was \$98,000. Wrong, because if you read into that grant, you have to put in more plumbing, you have to put in water fountains out there with this grant if I am not mistaken Danny. So, when you get done adding that up, this city council is not out \$98,000, it is going to be out probably, I want to say, another \$25,000-\$30,000 worth of plumbing and all of this stuff. That is ok if you know it on the front end and if, in fact, you think it is worth putting in. Now, we have already passed the deal on the pump track and it is in. So, we have got to put the water fountains out there and we have got to do all of this other stuff that was in the backside of that grant. All I am saying to you here on this one is that things are tight and I don't think we need to apply for it.

Chairman Hafner said, the only thing I want to say is that I understand your point. I know we had the gentleman, I think it was Jason Rufkar at the council meeting that one night talking about the water fountains at the different parks in the city. I know as much as Craighead Forest is used, year around, especially during the summer time and the warmer months of the year, when we can put water out there and do it, there needs to be water out there. A lot of people remember to bring their water bottles and stuff, but there are a lot of kids and stuff out there that don't. Mayor Perrin said I understand. There is water out there.

Parks Director Danny Kapales said part of what we are doing with the water fill and bottle stations, we are actually going to have three out there. So, that is going to provide stations around the park. Chairman Hafner said ok. Mr. Kapales said if we don't do these fountains, we are still installing stations for people to fill water bottles. Plus, there was one put in at the trailhead. So, there is a water station there. At the campground, there are water fountains. We are still putting fountains in. So, we are going to possibly avoid doing these and taking on costs that we don't need to take on. Councilmember David McClain asked, with adding the three, how many do we have out there currently? Mr. Kapales said, currently, there is actually four located at the restrooms on the campground and other than that there are water spigots around the park. Where we are going to locate these, they are going to be along the walking trail. Fortunately, talking about the pump track, the one that we are getting with it, I got approval that I am going to be able to move that down to the bathroom facility which will reduce our water line that we have to put in. So, that will actually fall in between the pump track and the playground. So, we will be putting a water station right there close to the playground that is accessible by everybody. Then, the other two that are coming into play are going to be close to the walking trail on Access 3 and then over on Access 6 we are doing another one. So, we are placing these water bottle fill stations

around the park so that they are within a mile of each other as you are walking around the trail.

Councilmember McClain asked, do you feel like those on top of what we have now will be plenty to serve the park? Mr. Kapales said that right now, I think that would be plenty to take care of us until we are in a better situation. Then, we can take advantage of a grant that we can put more water fountains in later on. Councilmember LJ Bryant asked, what parks don't have water fountains? Mr. Kapales said that it would be any park that doesn't have a restroom facility in it, does not have a water fountain. So, we have quite a few pocket parks that don't have water fountains. But, the problem you run into when you start working on water fountains, is that you have to have water access. And, running water lines is a lot more expensive than putting in a water fountain. We have to be cautious as we move forward on what we are spending just to get a water fountain put in place. But, we are without water fountains at quite a few pocket parks.

Councilmember Bryant asked, so Mayor, is it your recommendation that we vote it down here or go ahead and take it to council? Chairman Hafner said you don't even have to vote on it without a motion and a second. Mayor Perrin said, I am just saying, I don't think we need to do this because I agree with Mr. Kapales. These things go up and down. So, the next time, the grants may be for a lot more money that we can do. And, again, all I am saying to you is to add \$4,500 on top of that \$2,950. If we didn't have anything out there, it would be a whole different picture. But, now that we have got those out there and we have got the water stations that you can fill your water bottles with, I just don't see spending \$4,500 for installing these. I'll be honest with you. Now, in the future, as you go through this and particularly all of your restrooms and stuff like he said, you've got water fountains on those, I think or you can plumb those very easily and do a mount. But, to spend \$900 for each one of these, I just don't see it. I'll just be honest with you. You are not taking anything away from the citizens, let me just say that. Ok. That is what I am saying.

A motion was made by Councilperson John Street, seconded by Councilperson LJ Bryant, that this matter be Postponed Indefinitely . The motion PASSED with the following vote.

Aye: 3 - John Street; David McClain and LJ Bryant

Absent: 2 - Charles Coleman and Ann Williams

5. Pending Items

6. Other Business

Chairman Joe Hafner said he sent a text to Chief Financial Officer Bill Reznicek this afternoon to give us a quick update on the budget. I think he is in a meeting. So, Trever, did he ask you to give an update? Finance Manager Trever Harvey said he did not. Chairman Hafner said I know from reading the Chief Operations Officer's report, I know that budget meetings are ongoing and everyone is aware of how tight the budget is. Our cleanup budget is up. As Chairman of the Finance Committee, and I know they are doing this, but from the Mayor to the Department Heads to the Finance Department or whomever, just look at everything very critically and make good, smart decisions with the taxpayer's money. I know there are probably be a lot of questions about the budget this year, about what is in there and what is not in there. But you know what, when things are lean, we have got to make tough decisions.

Mayor Perrin said, Mr. Chairman, you will have a powerpoint presentation by Mr. Reznicek for the full council. In fact, I will probably want to call a special council meeting to do that because that is all that we will talk about. There are going to be a lot of questions on the budget. So, therefore, each powerpoint will have every department, of what they requested, and again, from that, what we actually come down to for you all to discuss. We allow the department heads to, if we have to take things out of the budget, we let them go back and prioritize what they feel like they really need to have. So, we work with the department heads pretty closely on that. Ok. The only other thing I can say is that Police Chief Rick Elliott and I and Bill Reznicek and I can't remember who all was in the room, but there are two big items that we are going to be coming up with and that is body cameras and cameras for the cars. So, I just want to make a note of record here so it will help the Chief on this because we have been using these body cameras, for about I don't know how many months, for free through the company. They have been through I don't know how many companies looking at the best ones. So, I just want to let the record note that we are going to be looking at that and budgeting those items in there and it will be a pretty good amount. But, I think they have done a large due diligence on this thing to get it down to where it is now on that. And, Chief, you are welcome to get up and speak on it if you want to. But, it is going to be a big amount. It is going to come out of the budget, but again, it is something that we have known we were going to be facing. It was just a matter of time. It is time to pay the piper.

Police Chief Rick Elliott said you are absolutely correct Mayor. When I took over as Chief four years ago, this was one of the first projects, trying to implement a body camera program. We have spent four years going through multiple vendors doing our due diligence to find a camera and software system and storage solution that would suit the department's needs. We have since found such a camera. The company is called Axon. Also, with this company, we have put together a package of not only body cameras, but tasers as well. Our current stock of tasers is at the end of life. They are starting to die out and they cannot be fixed because they no longer service this particular model that we originally bought. So, that is typical with a lot of products, especially in our industry that there is an end of life. It is unfortunate that we have several big ticket items that are at the end of life. Tasers is one of them. We generally spend \$15,000-\$20,000 a year just buying and replacing tasers. But, on this program that we are fixing to buy into or we are wanting to buy into, it is 170 cameras and 170 tasers. It includes cloud storage. Under their contract, every 2 ½ years, they will replace our cameras free as part of the contract. If we have any damages or loss of cameras in between, they replace them for free, no cost. On the tasers, they will replace them every five years at no cost.

So, the contract with Axon will be a yearly on-going contract. It starts out, without giving a lot of details, but it will start out as a five-year contract. We will pay x amount of dollars every year and at the end of five-years, we will renew the contract and keep on-going and everything still applies. So, therefore, with this being said, we will never have cameras that are outdated and have to repurchase because you are getting refreshed on your cameras and you are getting refreshed on your tasers every so often under contract. Plus, we have cloud storage.

On the third part of this contract that we worked out with Axon, we are also at the end of life on our car camera system. We currently deal with a company called L3. That camera system, with the model that we have, they are no longer repairing those cameras when they go down. So, now we have a few cars without car cameras because we are having to take from the supervisors and having to put them in the

patrol officers cars so they will have a car video camera. This system is at the end of life also. Our solution is that Axon has a package deal that we not only get the body camera, but we also get the tasers. They have a fleet program that they just started. So, we buy into Axon Fleet. The good thing about Axon Fleet cameras is the body cameras mirror or tie into the car camera system. So, it is one backup system that accommodates both cameras. When the officer's camera is activated, it activates both and both are sent to the same file for storage purposes which is a huge asset for us because we are not managing two different video systems. We will get away from the L3 system and just go to one system.

We will be coming before finance at the next finance meeting with a contract for this. But, just heads up that it is pricey. I will be glad to sit down and visit with you over it and go over it. I think, if need be, before council, I can address why we need cameras. I think everybody understands that. I don't believe I need to argue that. I can send you my thoughts on it that I have typed up if need be. But, this is kind of where we are.

Now, once before, before this finance committee, several months ago, you had talked about you didn't like surprises about things coming up. And, I stood up then and mentioned that this will be one of the programs that is coming up and also mentioned that our laptop computers are at the end of life, a lot of them. Chairman Joe Hafner said that somebody didn't plan very good. Chief Elliott said if you look back years ago, you got grant money and you got a chance to buy a lot of things and we did. But, what we didn't do is set up a plan to replace or get a replacement program. These things were done before I took over. These are just the problems I inherited. So, trying to come out of this, we now have plans for replacement for about everything. But, guess what, it is expensive. We are looking at getting on a laptop replacement program. Then, our next big ticket item that is coming up at end of life is our radio system. On our Motorola radio system, we have the portables. The biggest percentage of the portables in the mobile radios that we are using today are at the end of life. They are no longer making parts or they are no longer servicing. Therefore, when a radio dies, at this point, if we can't cannibalize another radio and put it back together, then that radio is done. The cost of a radio for Motorola is about \$3,500 a radio. I have 365 radios times \$3,500. Now, that is not counting the Fire Department radios. So, we start looking at our radio system for emergency services in the next few years. There is going to be a huge expense that we have to look at. Also, in this expense, you have got to look at upgrading your tower sites and probably adding more tower sites. So, your infrastructure is going to have to be upgraded also.

With all of this being said, we understand that the budget is lean. Trust me, we get that. But, what I am throwing out there is, we are talking public service, emergency services, and we are at the point of being critical in the next few years. So, there are ways of looking for grant funding opportunities to offset some of this. We do have a grant submitted from Body One Cameras which will take a huge chunk out of this if we are awarded this grant. But, we still have to budget for it and then get compensated down the road for the grant once it comes through. I think there are some funding opportunities for the radio systems down the road. We are starting to explore those opportunities. Of course, Motorola, obviously, offers lease and financing solutions also. So, that can be spread out over a contract over years. Chairman Hafner said good update. Chief Elliott said that is kind of where we are at. Our first priority right now is getting Body One cameras and the Fleet Camera system through the program. In the next few years, we need to be thinking about some other things that are coming up on the radar. You have been duly advised. Chairman Hafner said we appreciate it.

Mayor Perrin said that Mr. Reznicek has picked up on that on what he is talking about.

Councilmember LJ Bryant said, and I think too Mayor on Mr. Reznicek's presentation for Chief Miller and Chief Elliott and the 911 center and whoever, I think on the public safety stuff, we really need to have a good grasp on the cost of the long term solutions because public safety has to be number one. So, I appreciate you being honest with us. Chief Elliott said I try to do, just like the city, we try to do long range planning. We do a 20 year or a 15 year plan or a 10 year plan. I am trying to manage my fleet of vehicles. I have 180 vehicles in fleet. I am trying to manage what needs to go at a certain period of time and usually I have got a year or two wiggle room. And, then, we can't get vehicles and that puts everything off track. Then, somewhere down the road, we are going to pay for it. I will play with the cards I am dealt with, but we are just trying to be or I am just trying to base my plan upon what I have to work with. With all of that being said, I think with bringing the mechanics on board that we have now, we have greatly extended the life of our fleet. So, that is going to help me extend the life of the units. I think we have had a huge savings on that already. If you have any other questions, let me know. I will be happy to sit down and talk with any of you. Chairman Hafner said he appreciates that.

Mayor Perrin said that in your comment Councilmember Bryant, he is doing that now on the capital improvements and he is going out probably 3-5 years at least. When you get past five years, you are in infinity, you actually don't know. Yes, I can give you those and put a percentage and you are a CPA and you know what I am talking about. What we are saying is that we are looking at actual or what we think is really going to happen. Just the same thing as Chief Miller over there. We know we are growing in the Valley View area. We know that CWL is putting in a substation. We know a lot of things are happening. So, we also know that somewhere down the line in the next, I don't know, that would be his call with the ISO Rating, to hold that rating, probably in the next two to three years or four, we will either start or have finished another complete fire station. Well, that fire station, this is the big one. He has been telling us that because that is not only buying the land, and putting the building up, but you have got to put the men in there, which is sixteen. Then, you have to put all of the equipment inside of there. So, now, you are looking at \$12-\$14-\$15 million. You are not looking at \$2.5-\$3 million at all. Let's just say I'm rounding off, even at 16 at \$100,000 and it won't be that much, but that is 1/6th, you take the land, you start putting two or three trucks in there with a cost of \$300,000-\$600,000-\$700,000 a piece. Then, you have to have all of the apparatus. Then, you have to have all of the clothing for those firemen. So, it doesn't take long. I signed a purchase order the other day. I didn't know the shirts and the coats on some of these fire resistant items cost thousands of dollars for one outfit. You have to have it. Our town is growing. The good news is that your town is growing. We just need to get that sales tax and get that law changed and some other stuff and we may have to go to some other options. I'll just put it that way. And, then we will be in good shape. I didn't want to leave you that bad today. Chairman Hafner said that is what we need to hear. We need to hear that kind of stuff. Mayor Perrin said we wanted to hear that and that is why we have been talking a year on this thing. I mean really talking a year.

7. Public Comments

8. Adjournment

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

Aye: 3 - John Street; David McClain and LJ Bryant

Absent: 2 - Charles Coleman and Ann Williams