



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Agenda Finance & Administration Council Committee

Tuesday, August 29, 2017

4:00 PM

Municipal Center

1. Call To Order

2. Roll Call by City Clerk Donna Jackson

3. Approval of minutes

MIN-17:091 Minutes for the Finance Committee meeting on August 8, 2017

Attachments: [Minutes](#)

4. New Business

ORDINANCES TO BE INTRODUCED

ORD-17:070 AN ORDINANCE AUTHORIZING RAISES FOR ELECTED OFFICIALS

Sponsors: Finance

RESOLUTIONS TO BE INTRODUCED

RES-17:128 A RESOLUTION TO SUBMIT AN APPLICATION TO THE U.S. DEPARTMENT OF JUSTICE FOR THE 2017 JUSTICE ASSISTANCE GRANT (JAG) PROGRAM FOR THE CITY OF JONESBORO

Sponsors: Grants and Police Department

Attachments: [Jonesboro E-Citation and E-Crash Program - Project Narrative](#)

[Project Abstract](#)

[Program Attachments for JAG Application](#)

[FY 2017 Budget](#)

[Budget Narrative](#)

[MOU for the City of Jonesboro and Craighead County 05252017](#)

RES-17:129 A RESOLUTION TO AMEND THE CITY OF JONESBORO AGREEMENT WITH THE BOARD OF TRUSTEES OF THE UNIVERSITY OF ARKANSAS ACTING ON BEHALF OF THE UNIVERSITY OF ARKANSAS COOPERATIVE EXTENSION SERVICE (UACES) FOR THE PURCHASE OF BIKE RACKS THROUGHOUT THE CITY

Sponsors: Grants, Planning and Parks & Recreation

Attachments: [CDC MOA with City of Jonesboro Revised](#)

5. Pending Items

6. Other Business

7. Public Comments

8. Adjournment



Legislation Details (With Text)

File #: MIN-17:091 **Version:** 1 **Name:** Minutes for the Finance Committee meeting on August 8, 2017
Type: Minutes **Status:** To Be Introduced
File created: 8/9/2017 **In control:** Finance & Administration Council Committee
On agenda: **Final action:**
Title: Minutes for the Finance Committee meeting on August 8, 2017
Sponsors:
Indexes:
Code sections:
Attachments: [Minutes](#)

Date	Ver.	Action By	Action	Result
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Minutes for the Finance Committee meeting on August 8, 2017



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, August 8, 2017

4:00 PM

Municipal Center

1. Call To Order

2. Roll Call by City Clerk Donna Jackson

Present 4 - Ann Williams; John Street; Joe Hafner and LJ Bryant

Absent 2 - Charles Coleman and David McClain

3. Approval of minutes

[MIN-17:087](#)

Minutes for Finance and Administration Committee Meeting on July 25, 2017

Attachments: [Minutes](#)

A motion was made by Councilman John Street, seconded by Councilwoman Ann Williams, that this matter be Passed . The motion PASSED with the following vote.

Aye: 3 - Ann Williams; John Street and LJ Bryant

Absent: 2 - Charles Coleman and David McClain

4. New Business

ORDINANCES TO BE INTRODUCED

[ORD-17:067](#)

AN ORDINANCE AUTHORIZING THE CITY OF JONESBORO TO AMEND THE 2017 GENERAL FUND BUDGET IN ORDER TO REPLACE THREE CONCESSION STAND ROOFS AND ONE RESTROOM FACILITY AT JOE MACK CAMPBELL PARK

Sponsors: Finance and Parks & Recreation

Attachments: [Joe Mack Campbell Park Concessions & Restroom Bldgs-City of Jonesboro](#)

Building Maintenance Director Ronnie Shaver explained the buildings at Joe Mack have shingle roofs and they are in a wind tunnel. Every time there's a bad storm, he's having to pay to repair the roofs. They are also starting to leak. In order to get the work done he went with TIPS TAPS to get it finished. The repairs will be \$125,000. Mayor Perrin added when you look at them and not just at the wind damage, you can tell it's time to replace them. Mr. Shaver stated the roofs are 19 years old. The life

expectancy of shingles is about 20 years at the most. The problems he's having are the water leaks and having to make repairs whenever a good wind comes through.

Chairman Hafner questioned whether there may be more coming up that may need to be worked into the 2018 budget. Mr. Shaver answered they are looking into it before next year gets here. He doesn't want to get caught like he did this time. They had discussed the replacements in the past, but he just kept repairing shingles. But now it's gotten to the point they need to replace the roofs.

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 LJ Bryant

Absent: 2 - Charles Coleman and David McClain

ORD-17:068

AN ORDINANCE TO WAIVE COMPETITIVE BIDDING AND AUTHORIZE THE INFORMATION TECHNOLOGY DEPARTMENT TO PURCHASE SOLE SOURCE FROM RITTER COMMUNICATIONS FOR CLOUD STORAGE, VEEAM BACKUP AND DISASTER RECOVERY SERVICES

Sponsors: Finance and Information Systems

Information Systems Director Jason Ratliff stated Ritter is the city's internet service provider. All of the traffic will leave the city's internet connection and go right through Ritter's internet infrastructure without hitting the internet. This will allow it to be more secure than other cloud services. Chairman Hafner noted this is a \$3,600 per month savings. Mr. Ratliff agreed. Chairman Hafner then questioned whether there were any security concerns since the information will be stored externally. Mr. Ratliff answered no.

Chairman Hafner then asked for clarification regarding why the ordinance states this is an exceptional situation that deems waiving competitive bidding. Mr. Ratliff explained the city's phone server is going out. Those physical servers are no longer made. They need to be virtualized. One of the ways of accomplishing that is using the cloud service with Ritter. It has reached a pretty critical stage and requires them to restart the server almost every day. Mayor Perrin further explained they are having real problems with the phones, which are a major tool coming into city hall particularly for people for services. The server was bought under Brodell's administration, so it's time to upgrade it.

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 LJ Bryant

Absent: 2 - Charles Coleman and David McClain

RESOLUTIONS TO BE INTRODUCED

RES-17:114

A RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO AN AGREEMENT WITH RITTER COMMUNICATIONS TO PROVIDE CLOUD HOSTING SERVICES

Sponsors: Information Systems

Attachments: [City of Jonesboro RHS MSA](#)
[COJ Proposal Quote with 90 day ramp 07182017](#)
[Ritter Communications Agreement Savings](#)
[Ritter Agreement - Final_08012017.pdf](#)
[Ritter Agreement - Final_08032017.docx](#)
[City of Jonesboro RHS MSA_07202017_new_08032017.pdf](#)

Chairman Hafner noted this is related to ORD-17:068.

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

Aye: 3 - Ann Williams; John Street and LJ Bryant

Absent: 2 - Charles Coleman and David McClain

RES-17:115

A RESOLUTION FOR THE CITY OF JONESBORO TO APPROVE THE 2017-2021 CONSOLIDATED PLAN AND THE 2017 ACTION PLAN THAT INCLUDES THE 2017 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECTS AND BUDGET.

Sponsors: CDBG Citizen Advisory Committee, Community Development and Grants

Attachments: [Jonesboro 2017-2021 Consolidated Plan and 2017 Action Plan](#)
[SF424 2 1-V2.1](#)
[SF424B-V1.1](#)
[SFLLL 1 2-V1.2](#)
[The jonesboro Sun HUD Five Year Plan and Action Plan](#)
[Approved AFH Plan](#)

Grants Administrator Kimberly Marshall explained the city is required every five years to put in a new 5-year plan detailing how the city will use the CDBG funds. This is the first year they've had to use an electronic system, so there's a lot more to it. When the city had to do the Assessment of Fair Housing, they had to put those goals in the consolidation plan which is why there's a lot of goals the city has never had before. The action plan covers homelessness, street improvements (sidewalks for Brazos and Fairview), rehab, first time homebuyers and planning.

Chairman Hafner expressed concern that the city held three public hearings regarding CDBG funding and only had 18 participants. Over 1,300 surveys were sent out with only 251 returned. He asked if there were any ideas about how to increase participation. Ms. Marshall explained the surveys came from the Housing Authority. They used the surveys for their participants in the Housing Section 8 and home choice vouchers. That was for the Assessment of Fair Housing. When the city does public hearings, they are required by law to publish notices in the paper, but they also publicize it on websites and email it to do everything they can to get people to attend. They usually do two meetings, but they decided to add three so they could visit targeted neighborhoods. That was not successful. During the first meeting, only three people showed up.

Chairman Hafner stated he knows a lot of organizations participated in the process, but when there's \$584,000 available for people to use you would hope they show up and state their cases. Ms. Marshall noted they do their due diligence and make sure everyone has a voice since it's a community driven program. Councilman Street

noted this is also a problem with the MPO and just about any other program that requires community input. It's hard to get people to attend. The MPO director has implemented different ways to get people to voice their opinion, but it's a hard job.

Ms. Marshall noted they have to put out a public comment period. Typically it is 30 days, but since it was so late with their allocation they were only required to do a 14 day period. In all the years Jonesboro has been receiving CDBG funding, only once or twice has the city received a comment. People don't typically comment.

Councilman Street asked who wrote the document. Ms. Marshall answered her and Community Services Manager Emma Agnew wrote it. Councilman Street stated he has questions that he will address with her later regarding some of the responses he really took objection to. He thinks they need to be changed if they can be, but he will discuss it with her.

Mayor Perrin stated he thinks the committee did a good job with the plan. On the front page you can see every dollar of the total. Jonesboro is receiving only \$5,000 less than last year. They thought it would be more because of the presidential administration. When you look at how many people are going to be touched by the services, you can see they spread the money out instead of just picking four or five places to put the money. He is very pleased with that. Chairman Hafner agreed. Further discussion was held concerning the funding recipients.

A motion was made by Councilman John Street, seconded by Councilwoman Ann Williams, that this matter be Recommended Under New Business . The motion PASSED with the following vote.

Aye: 3 - Ann Williams; John Street and LJ Bryant

Absent: 2 - Charles Coleman and David McClain

RES-17:119

A RESOLUTION FOR THE CITY OF JONESBORO, ARKANSAS TO ISSUE A PURCHASE ORDER TO CIVIL ENGINEERING ASSOCIATES, LLC TO PERFORM PROFESSIONAL ENGINEERING SERVICES

Sponsors: Finance

Attachments: [Jonesboro Bike Pedestrian Plan Jonesboro062317](#)

Parks Director Wixson Huffstetler explained this is for the bicycle and pedestrian master plan. This plan will get them everything they need to connect the main parts of Jonesboro to downtown. It will have an in depth look at the areas along the paths of the trails. Chairman Hafner noted the response indicates it will be pretty involved and will have 270 days for completion. Mr. Huffstetler added they will have several hearings for the public as well. Chairman Hafner stated this plan is necessary if the city wants any funding through federal grants or the Highway Department. Mayor Perrin agreed. This was sent to the Highway Department. AHTD has just adopted their new guidelines and this does go along with that. The Highway Department signed off on it. It includes the things the Highway Department will require, which will also basically include the federal highway administration. If they call on the federal government or Highway Department for funding for the project, the city won't get it without this plan.

Mayor Perrin added he had previously thought the MPO could help pay for some of the cost, but after further consideration and research it's best if the city pays for it itself since federal funds are used to fund the MPO and the city has more in it. Councilman Street agreed, adding the city will be ahead of the curve by getting this in

place. This will put the city at the fore front for grant funding. It is cheaper than they originally thought it would be.

Mayor Perrin stated the city has different groups of bicyclists and he wants to be sure to get input from all those groups on the plan. Mr. Huffstetler explained they expect a big turnout since the plan is for bike and pedestrian. They chose Civil Engineering because ever since he's been parks director that's who has done the design work for what they have had. They do an outstanding job and do great at the public hearings. They also work well with the contractors. One of the partners who helped design it is the same person who helped design a plan for all of northwest Arkansas' with the Waltons. Chairman Hafner noted the person overseeing the project is named Jason McDonald. That's eerie considering the bicyclist who was killed last year was named Jason McDonald. Hopefully this plan will prevent other similar incidents from happening the future.

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 LJ Bryant

Absent: 2 - Charles Coleman and David McClain

RES-17:120

A RESOLUTION AUTHORIZING CITY OF JONESBORO TO SUBMIT FOR THE FY 2018 OUTDOOR RECREATION MATCHING GRANT

Sponsors: Grants and Parks & Recreation

Attachments: [SF424 - Jonesboro Parks and Recreation Assurances - 424D](#)
[Certifications Regarding Debarment DI 2010](#)
[2016CivilRightsAssurance](#)
[2016EnviormentalAssessment](#)
[2016FloodHazardCertification02](#)
[2016RecreationPriorities](#)
[2016ProjectBudget](#)
[2016ProjectFundSourceAssurance](#)
[CFP Pumptrack - Site Design](#)
[Site map for Pump Track](#)
[June 21, 2017 Meeting minutes 06222017 rev1](#)
[17 Project Narrative](#)
[Bike ramp designs](#)

Mr. Huffstetler explained a bike track/skills track is a new things to parks and rec, as it only came out about two years ago. In their public hearings, this was asked for. It's for all ages of kids for bicycle, skateboards and scooters. The skills track is for bicyclists to be able to do skills. He sees it as a big attraction. His ultimate goal is to light it up in a few years so people can come out after school and work. It'll be the first one in this part of the country. He's already spoken with the company and they are hopeful Jonesboro gets the great because they haven't come this far east and south yet. Chairman Hafner stated he thinks this improvement, along with the others, will make Craighead Forest more attractive to a lot of people from across the state and country. He's seen several states represented at the campground. The city has a great thing at Craighead, but accessibility needs to be worked on and improvements like this one need to be made.

Councilwoman Williams stated she hears comments about accessibility. She asked what the city is doing to make those improvements to better accommodate accessibility by bike and otherwise. Mr. Huffstetler answered they are working on the plans for Phase 3, which will come out at the back side of the park and go to Harrisburg Road. In the master plan, it will show connectivity from there to downtown Jonesboro which is his goal. Chairman Hafner noted he thought one of the grants the city applied for showed a bike or pedestrian trail from the fire station on Harrisburg to Craighead Forest. Mr. Huffstetler answered yes, it will come to Harrisburg Road. In the widening project on Harrisburg Road, there's a little bit of trail that will be built in front of Central Baptist Church and go towards the fire station with the next phase. The city got the funding for the part of the trail going from the back of the park to Harrisburg Road.

Mayor Perrin noted the road work being done at Craighead Forest should be finished at the end of September. The other grant the city received will allow them to do some work for the ATV riders at the park. It should be completed this year.

A motion was made by Councilman LJ Bryant, 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 LJ Bryant

Absent: 2 - Charles Coleman and David McClain

5. Pending Items

[ORD-17:059](#)

AN ORDINANCE DECLARING AN EXCEPTIONAL SITUATION AND WAIVING THE REQUIREMENTS OF COMPETITIVE BIDDING FOR OVERHEAD DOOR REPLACEMENT FOR THE PUBLIC WORKS BUILDING AT 2603 DAN AVENUE.

Sponsors: Finance

Attachments: [Overhead Door estimates](#)
[Updated overhead door information](#)

Chairman Hafner stated this is the situation where the city experienced some wind damage to a city shop. Three bids were received, but the city wasn't able to publish it in the paper due to the timing of when the repairs needed to be done. He was confused as to the purpose of the ordinance, if it was just for audit purposes. Purchasing Agent Steve Kent stated in 32 years this is the second or third one that's had to be done because of the emergency of taking care of the buildings. He explained they did not have time to formally bid, so they got their estimates and ordered because it would be a three or four week lead time just to get the doors in. This is basically just a cleanup ordinance and has to be done in the fiscal year of the disaster. Mayor Perrin noted it goes back to the audit and will be a trail showing what the city did.

Councilman Street added the city did end up taking the lowest bid, but there was confusion because the low bid wasn't included in the previous information given to the committee. Mayor Perrin agreed the city went with the low bid meeting specs. Mr. Kent clarified that he accidentally omitted the low bid when he put together the information.

Chairman Hafner explained part of his confusion was due to it being an event from four months ago. He stated he wasn't sure if in the future the city should do this

closer to the event taking place. Mr. Kent stated he thought he had done the ordinance already when, in fact, he hadn't.

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 LJ Bryant

Absent: 2 - Charles Coleman and David McClain

6. Other Business

COM-17:055

Discussion concerning elected officials salaries

Sponsors: Finance

Attachments: [Elected Salaries Information](#)

Chairman Hafner read from an email he received from Chief Financial Officer Suzanne Allen yesterday requesting the elected official's salaries be reviewed. The email contained an attachment showing the elected official's salary history. The last time all four elected positions received a raise was January, 2015. He had made previous statements that, based on the salary survey that was done, he thought the positions were being paid fairly. But, after reviewing this information and being on the Council, they want to do the fair thing concerning yearly increases if warranted. He asked, with the committee's support, if Ms. Allen and Human Resources Director Dewayne Douglas could come up with a recommendation for the next Finance meeting. They will recommend what they think the adjustment should be. It's his understanding the city employees have a 2% increase built into their plan right now. He has his own ideas that he can share.

Councilman Street asked if they would be contacting Johanson to see what they have done. Ms. Allen answered their recommendations were included in her email to Chairman Hafner. Chairman Hafner noted he did not print those out for the committee members. But, the salary survey was handed out in March. Ms. Allen noted that's the only time they stated a recommendation. When they were here, they were not looking at elected officials. Councilman Bryant clarified then the survey doesn't include a comparison between elected officials in Jonesboro and other places such as Fayetteville. Ms. Allen stated she does have that information and will forward it to the committee members.

Chairman Hafner explained he did some homework as well and has his own recommendation. He took the salary survey he received at the Municipal League meeting and saw how Jonesboro compared to other cities. He still thinks they compare favorably, but thinks there still needs to be some sort of adjustment based upon the fact that there hasn't been anything since January, 2015. They'll have a recommendation at the next meeting and if the committee agrees then they can move it on to the City Council.

This item was Read.

7. Public Comments

8. Adjournment

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

Aye: 3 - Ann Williams; John Street and LJ Bryant

Absent: 2 - Charles Coleman and David McClain



Legislation Details (With Text)

File #: ORD-17:070 **Version:** 1 **Name:** Ordinance authorizing raises for elected officials
Type: Ordinance **Status:** To Be Introduced
File created: 8/24/2017 **In control:** Finance & Administration Council Committee
On agenda: **Final action:**
Title: AN ORDINANCE AUTHORIZING RAISES FOR ELECTED OFFICIALS
Sponsors: Finance
Indexes: Employee benefits
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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AN ORDINANCE AUTHORIZING RAISES FOR ELECTED OFFICIALS
WHEREAS, the City Council authorized raises for all employees in 2016; and

WHEREAS, elected officials were not included in those raises and have not received any increase since 2015, which was a cost of living raise given to all employees; and

WHEREAS, it is the desire of the City Council to give a pay raise to our elected officials; and

WHEREAS, monies needed for said increases shall come from savings from other budget line items that have leftover funds.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS THAT:

SECTION 1: The City of Jonesboro authorizes a pay raise in the amount of 6% for all elected officials.

SECTION 2: Said raises shall be retroactive to January 1, 2017.



Legislation Details (With Text)

File #:	RES-17:128	Version:	1	Name:	Application for 2017 JAG Grant
Type:	Resolution	Status:		Status:	To Be Introduced
File created:	8/10/2017	In control:		In control:	Finance & Administration Council Committee
On agenda:		Final action:		Final action:	
Title:	A RESOLUTION TO SUBMIT AN APPLICATION TO THE U.S. DEPARTMENT OF JUSTICE FOR THE 2017 JUSTICE ASSISTANCE GRANT (JAG) PROGRAM FOR THE CITY OF JONESBORO				
Sponsors:	Grants, Police Department				
Indexes:	Grant				
Code sections:					
Attachments:	Jonesboro E-Citation and E-Crash Program - Project Narrative Project Abstract Program Attachments for JAG Application FY 2017 Budget Budget Narrative MOU for the City of Jonesboro and Craighead County 05252017				

Date	Ver.	Action By	Action	Result
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A RESOLUTION TO SUBMIT AN APPLICATION TO THE U.S. DEPARTMENT OF JUSTICE FOR THE 2017 JUSTICE ASSISTANCE GRANT (JAG) PROGRAM FOR THE CITY OF JONESBORO

WHEREAS, the City of Jonesboro has been designated as a disparate jurisdiction with the Department of Justice and therefore has entered into a Memorandum of Understanding with Craighead County, and

WHEREAS, The City of Jonesboro will apply for \$32,217 to purchase citation equipment that will enhance the daily operations of the police department, and

WHEREAS, the JAG funding is a 100% federal assistance requiring no local match.

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

SECTION 1: The Jonesboro City Council supports the submission of this application to the 2017 JAG Program for the aforementioned equipment for the police department.

SECTION 2: The Mayor and the City Clerk are hereby authorized by the City Council for the City of Jonesboro to execute all necessary documents to complete this application process.

Jonesboro E-Citation and E-Crash Program

Program Narrative

The Department is requesting funds to obtain technology-related items for a program that would increase productivity and efficiency by expanding our patrol officers' capabilities to handle ever-increasing call volumes. The product is an e-citation and e-crash program that would require acquisition and installation of certain hardware. This request would increase officer productivity and safety, and reduce ticket errors. It would reduce routine traffic stops from 7-8 minutes to 4-5 minutes.

Computerized citation and crash records also would enhance recording of information vital to state-mandated investigations of bias-based profiling. Yet another advantage of this program would be real-time information sharing between law enforcement agencies, courts and other federal and state agencies.

The e-citation and e-crash program's scanner, printer and vehicle mount equipment would allow the department to expand program capabilities through software already in use. This program was provided by Arkansas State Police. Another benefit to this system would be data collection and result tracking, as per the recent implementation by the Department of the Data Driven Approaches to Crime and Traffic Safety (DDACTS) law enforcement operational model. This model, implemented by our agency by the International Association of Directors of Law Enforcement (IADLEST) and in collaboration with the National Highway Traffic Safety Administration (NHTSA), provides a dynamic, evidence-based problem-solving approach to crashes and other serious traffic violations. By identifying areas through temporal and spatial analysis that have high incidences of crashes and other offenses, DDACTS employs highly visible, targeted traffic enforcement. This model reduces both traffic crashes and other criminal offenses. Computerized data collection of both citation and traffic crash information would enable better and more efficient analysis of our DDACTS results.

Jonesboro Police Department already has computer-reporting capabilities in Patrol, Traffic and Warrant units within the department, so adding the e-citation and e-crash program would only enhance our capabilities. E-citation and e-crash equipment would reduce traffic-stop time, increase officer safety and allow the department to extrapolate and analyze all crime and traffic data for our crime reports.

Project Abstract

The Jonesboro E-Citation and E-Crash project will provide technology required to further the City of Jonesboro Police Department in performing efficient operations for the community and the county.

1. These tools will allow the community to perform effectively routine operations, which will provide solid evidence in **community prosecutions**. Upgrading from paper to electronic citations provides clarity and directs entering of tickets through the local justice systems will increase the productivity of a patrol officer in the field.
2. E-Crash and e-Citations program has the capability to share data by linking with other agencies and the courts in the development of cases. e-Citation and e-Crash program is a **data-sharing linkage** that will share data with other law enforcement agencies and local and state prosecuting attorneys once the individuals are charged for various offenses.
3. These efforts will foster and continue to address the rising traffic offenses occurring due to the increase volume of vehicles traveling throughout the city and county. We have identified **traffic enforcement** a priority to meet the needs of the police department as it relates in seat belt, speeding, DWI and other traffic offenses that we regularly deal with over a 24-hour period.
4. Finally, these programs will provide the **computer software and hardware** needed to assist the police department with the proper tools. These tools required to make accurate determinations in patrol operations and to streamline the issuance of tickets by reducing the paperwork burden for officers but also provides clear and concise evidence required in order to prosecute for various offenses.

The project narrative will detail the program through statistical and other law enforcement agencies testimonies of the reliability of these programs and their performances as it relates to similar cases and traffic offenses.

Organization Background

High Risk Status:

The City of Jonesboro and Craighead County are not considered high-risk grantees with any Federal or State agencies from which they are direct or indirect recipients of grant funding.

Disclosure of Pending Applications:

There are no other pending applications with the U.S. Department of Justice or any other federal agency for the projects specified in the JAG application.

Public Review and Comments for the 2017 JAG Application:

The application was submitted on August 14, 2017 for review for the public and the City Council prior to council approval via the city website, newspaper, and local television media for city and county residents to provide comments. No comments were provided or received regarding the grant application.

Jonesboro E-Citation and E-Crash Program FY 2017

Description	Unit Number	Base Cost	Shipping	Taxes and Fees	Project Cost
<i>Personnel</i>					
					\$ -
<i>Benefits</i>					
					\$ -
<i>Supplies & Services</i>					
Scanners	35	\$ 330.00	\$ 200.00	\$ -	\$ 11,750.00
Printers	35	\$ 360.00	\$ -	\$ 1,071.00	\$ 13,671.00
Vehicle Mounts	35	\$ 92.00	\$ -	\$ 273.70	\$ 3,494.00
Printer Paper	10	\$ 189.00	\$ 200.00	\$ 177.65	\$ 2,268.00
<i>Travel - Domestic</i>					
<i>Sub-Total</i>					\$ 31,183.00
<i>Administration Fees</i>	1	3.32%			\$ 1,034.00
Total Project Cost					\$ 32,217.00
JAG Requested Funds					\$ 32,217.00

Jonesboro E-Citation and E-Crash Program for FY 2017

Budget Narrative

1. Supplies and Services
 - a. (35) Scanners for e-citation and e-crash program for vehicles \$11,750
 - i. $\$330.00 \times 35 \text{ vehicles} = \$11,750$
 - ii. The scanners will be used to read driver licenses of those individuals receiving citations or involved in an accident.
 - b. (35) Printers for e-citation and e-crash program for vehicles \$13,671
 - i. $\$390.60 \times 35 \text{ vehicles} = \$13,671$
 - ii. The printers will be utilized to print the citations and accident reports.
 - c. (35) Vehicle mounts for the printers in the vehicles \$ 3,494
 - i. $\$99.83 \times 35 \text{ vehicles} = \3494.05
 - ii. The printers will need vehicle mounts for storage and stabilization during use,
 - d. (10) Boxes of printer paper for the vehicles \$ 2,268
 - i. $\$226.80 \times 10 \text{ units} = \$2,268$
 - ii. Paper rolls for printer citation and reports.
2. Administration fees
 - Award administrative work (procurement and reporting) \$1,034.00

Memorandum of Understanding Between the
Craighead County and the City of Jonesboro

The purpose of this Memorandum of Understanding (MOU) is to establish the basic guidelines and expectations between the City of Jonesboro and Craighead County regarding the administration of the Edward Byrne Memorial Justice (JAG) award from the Bureau of Justice Assistance.

City of Jonesboro agrees:

- A. To receive 100% of the funds awarded and to be responsible for any required matching funds;
- B. To serve as the fiscal and reporting agent for both jurisdictions;
- C. That the funds in question will be provided for specified projects within the agreement and will only be used for those projects;
- D. That Craighead County will be provided access to JAG projects by use of the equipment purchased under this award;
- E. That the funding provided herein will provide a direct local benefit to both the City and the County and is in the best interests of both entities.

Craighead County agrees:

- A. That they will receive no funds under this award;
- B. That the funds in question will be provided for specified projects within the agreement and will only be used for those projects;
- C. That they will be provided access to JAG projects by use of the equipment purchased under this award;
- D. That the funding provided herein will provide a direct local benefit to both the City and the County and is in the best interests of both entities.

Terms of Agreement

- A. The term of this agreement is shall be for the duration of the program being funded by this award.

- B. Should either party desire to make changes to the agreement, they should provide 30 days notice to the other party of the proposed changes. Notice should be sent to the party and address below.

Date 5-23-17




Craighead County Judge Ed Hill
511 Union, Room 119
Jonesboro, AR 72401

Date 5-25-17



Mayor Harold Perrin City of Jonesboro
300 S. Church Street
Jonesboro, AR 72401

Attested by:


~~Donna Jackson, City Clerk~~
Nikki Nottingham, Deputy
City Clerk



Legislation Details (With Text)

File #:	RES-17:129	Version:	1	Name:	Amend agreement with UACES regarding bike racks
Type:	Resolution	Status:		Status:	To Be Introduced
File created:	8/16/2017	In control:		In control:	Finance & Administration Council Committee
On agenda:		Final action:			
Title:	A RESOLUTION TO AMEND THE CITY OF JONESBORO AGREEMENT WITH THE BOARD OF TRUSTEES OF THE UNIVERSITY OF ARKANSAS ACTING ON BEHALF OF THE UNIVERSITY OF ARKANSAS COOPERATIVE EXTENSION SERVICE (UACES) FOR THE PURCHASE OF BIKE RACKS THROUGHOUT THE CITY				
Sponsors:	Grants, Planning, Parks & Recreation				
Indexes:	Contract				
Code sections:					
Attachments:	CDC MOA with City of Jonesboro Revised				

Date	Ver.	Action By	Action	Result
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A RESOLUTION TO AMEND THE CITY OF JONESBORO AGREEMENT WITH THE BOARD OF TRUSTEES OF THE UNIVERSITY OF ARKANSAS ACTING ON BEHALF OF THE UNIVERSITY OF ARKANSAS COOPERATIVE EXTENSION SERVICE (UACES) FOR THE PURCHASE OF BIKE RACKS THROUGHOUT THE CITY

WHEREAS, Resolution 17:101 fully executed the agreement on July 18, 2017 for the purchase of thirty-four (34) bike racks throughout the City; and

WHEREAS, UACES has requested a revision of the agreement to include the transfer of ownership of the bike racks to the City.

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

SECTION 1: The City of Jonesboro will accept the revised agreement with the Board of Trustees of the University of Arkansas for the 2014-2016 U.S. Department of Health and Human Services Center for Disease Control and Prevention for the purchase and ownership of thirty-four (34) bike racks.

SECTION 2: The Mayor and the City Clerk are hereby authorized by the City Council for the City of Jonesboro to execute all documents necessary to effectuate this agreement.

MEMORANDUM OF AGREEMENT

between

The Board of Trustees of the University of Arkansas

acting for and on behalf of

The University of Arkansas, Cooperative Extension Service

and

the City of Jonesboro

This Agreement, entered into this 11 day of August, 2017, by and between the Board of Trustees of the University of Arkansas acting for and on behalf of the University of Arkansas Cooperative Extension Service (UACES) and the City of Jonesboro (Cooperator), is intended to provide materials, supplies, and other approved expenses as noted in Exhibit A, *Scope of Work*, for the purpose of implementing policies, systems, and environmental changes to support healthy behaviors and increased physical activity in the Cooperator service area.

A. Authority: This project is authorized by an award between UACES and the U.S. Department of Health and Human Services Center for Disease Control and Prevention (CDC).

B. Personnel and Contact Information:

UACES:

Obesity Reduction Project Coordinator:

Lauren Morris

2301 South University Avenue

Little Rock AR 72204-4940

Telephone: 501-671-2022

Email: lmorris@uaex.edu

Designated UACES Extension Agent:

Debbie DeRossitte

611 E Washington Ave

Jonesboro, AR 72401

Telephone: 870-933-4565

Email: dderossitte@uaex.edu

COOPERATOR

Harold Perrin

Mayor – Bono

300 S Church Street

Jonesboro, AR 72401

870-932-1052

C. Responsibilities and Agreements

1. UACES

Under the terms of this agreement UACES will provide the following assistance and services to the Cooperator:

- a. Establish a project budget based on review of the Cooperator's Scope of Work. Budgets are subject to modification based on the project review team recommendations, project priority, availability of funds, etc.
- b. Serve as purchasing agent for all goods/services approved as necessary to fulfill the project goals and work plan (Exhibit A, *Scope of Work*).
- c. Establish contracts, purchase orders, etc. with vendors selected to provide goods/services

- through UACES purchasing procedures.
- d. Provide training and/or technical assistance meetings to all Cooperators receiving support under this program at mutually agreed upon dates and times as needed.
 - e. Monitor Cooperator's progress of the project approved under this Agreement through correspondence and on-site meetings/inspections to be scheduled between personnel as noted in Section B or their designees.
 - f. Inspect and approve project upon notification of completion and submission of final report as outlined in C.2.g.
 - g. Upon inspection and final approval by UACES, the project(s) completed under this Agreement shall be fully owned by Cooperator.

2. Cooperator

Under the terms of this agreement, the Cooperator shall perform and adhere to the following:

- a. Upon receipt of this fully-executed Agreement, Cooperator shall provide UACES personnel as designated a complete list of goods/services necessary to carry out the awarded project. At minimum, Cooperator will provide information including:
 - i. Complete description of materials requested including dimensions, sizes, colors, etc., if applicable.
 - ii. Quantity of each item (units, hours, etc.)
 - iii. Delivery address or addresses.
- b. Cooperator agrees that funds appropriated for this project cannot be used for wages, labor, equipment (equipment is defined as any one item costing over \$5,000), or indirect costs, with the exception of the service costs of vendor-owned equipment that include provision of an operator of the equipment as an independent contractor.
- c. Attend training and/or technical assistance meetings as scheduled by UACES prior to receipt of any goods/services to be provided.
- d. Comply with best practices in terms of goods/services received and document use of such goods/services upon request of UACES personnel.
- e. Notify UACES Extension Agent in writing if there is any change in circumstances that may impact your ability to complete the project within the period covered by this Agreement.
- f. Cooperate with UACES personnel in scheduling meetings to review progress of project and complete a final inspection.
- g. Provide a final report to include a minimum of five (5) digital photographs by September 1, 2018.
- h. Commit to maintaining/sustaining project for a period of 3 years following the termination date of this agreement.
- i. Upon inspection and final approval by UACES, the project(s) completed under this Agreement shall be fully owned by Cooperator.

D. Term of Agreement:

This Agreement is effective upon signature of both parties and terminates on September 30, 2018, unless a request for extension is granted. Any request for extension must be submitted to UACES no later than August 1, 2018.

E. Breach

Failure of the Cooperator to abide by the terms of this agreement, including Exhibits, within the timeframe as outlines (or amended, if approved), will be considered a breach of this Agreement. Breaches of the Agreement shall be addressed on a case-by-case basis in consultation with the program coordinator.

F. Termination of Agreement

This agreement may be terminated by either party with thirty (30) days written notice. In the event termination is at the request of the Cooperator, UACES reserves the right to request reimbursement for expenses for goods/services purchased on behalf of Cooperator at the time of approval of the request for termination.

G. Approvals:

**Board of Trustees of the University of Arkansas
acting for and on behalf of the
Division of Agriculture,
Cooperative Extension Service**

Cooperator

Sam Boyster
Interim Associate Director-Operations and
Director of Information Technology
University of Arkansas System,
Division of Agriculture,
Cooperative Extension Service

Harold Perrin
Mayor
City of Jonesboro