



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, January 29, 2019

4:00 PM

Municipal Center

ELECTION OF A CHAIR

Councilmember Dr. Charles Coleman motioned, seconded by Councilmember John Street, to appoint Councilmember Joe Hafner as Chair of the Finance & Administration Committee. All voted aye.

1. Call To Order

2. Roll Call by City Clerk Donna Jackson

Present 5 - Charles Coleman; Ann Williams; John Street; David McClain and Joe Hafner

Absent 1 - LJ Bryant

3. Approval of minutes

[MIN-18:121](#)

Minutes for the Finance Committee Meeting on December 11, 2018

Attachments: [Minutes](#)

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

Aye: 4 - Charles Coleman; Ann Williams; John Street and David McClain

Absent: 1 - LJ Bryant

[MIN-18:123](#)

Minutes for the Special Called Finance Committee meeting on December 17, 2018

Attachments: [Minutes](#)

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: 4 - Charles Coleman; Ann Williams; John Street and David McClain

Absent: 1 - LJ Bryant

4. New Business

ORDINANCES TO BE INTRODUCED

[ORD-19:003](#)

AN ORDINANCE TO REPEAL AND REPLACE ORDINANCE 1639 WHICH ESTABLISHED THE AUDITORIUM COMMISSION AND PROVIDED FOR THE RESPONSIBILITIES AND DUTIES OF COMMISSIONERS

Sponsors: Mayor's Office

Attachments: [MOU Auditorium Commission](#)

Councilmember John Street asked, who is going to make that quarterly report? Are they going to have a Chairman of that or do you know? Chairman Joe Hafner said, I am not sure. Does anyone in the audience know the answer to that? Finance Director Trever Harvey said, I believe the Executive Director Kristi Pulliam will be making that report. Councilmember Street said, ok. It will be good to hear from her just for general information. I think she will probably appreciate the opportunity to make things public as well. They are good about sending out emails and stuff, but that will give them a great chance to put it out. Chairman Hafner asked Mr. Harvey, I guess they are agreeable to reporting in full on all operations including accounting, receipts, and disbursements. They are comfortable in what format and you all are comfortable in what format they will be presenting to us and everything. Mr. Harvey said, right. I haven't seen anything from them yet. But, we will look at what they give us. I believe Chief of Staff Bill Reznicek has been attending those meetings and he will let them know if we have any requests or changes. Chairman Hafner said, just for informational purposes, Mr. Reznicek is still out sick. He has been out this week sick so that is why he is not here. Obviously, we will have a chance to ask him questions at the City Council meeting also. Councilmember Street asked, will they present it like the Airport Commission? Will we be getting those figures? Will we be getting stuff like that? Mr. Harvey said, we will put it as a communication to the council.

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

Aye: 4 - Charles Coleman;Ann Williams;John Street and David McClain

Absent: 1 - LJ Bryant

RESOLUTIONS TO BE INTRODUCED

[RES-19:002](#)

A RESOLUTION FOR THE ACCEPTANCE OF THE 2019 SELECTIVE TRAFFIC ENFORCEMENT PROGRAM CHANGE ORDER WITH THE ARKANSAS STATE POLICE

Sponsors: Grants and Police Department

Attachments: [Change Order for STEP](#)

Councilmember John Street said, I wish there was more money allocated for distracted driving because I think that is a bigger infraction than DWI's, I really do and there are a lot more people doing it. Councilmember Dr. Charles Coleman asked, do we need to do this before they shut the government down again? Councilmember Street said, this is the State Police. We are good.

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

Aye: 4 - Charles Coleman;Ann Williams;John Street and David McClain

Absent: 1 - LJ Bryant

[RES-19:003](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS REQUESTING CITY WATER & LIGHT (CWL) PAY FOR THE REMAINDER OF THE NEW JONESBORO FIRE DEPARTMENT PUMPER TRUCK

Sponsors: Fire Department

Councilmember John Street asked to let the record reflect that he would like to recuse himself due to the fact that he serves on the Board of City, Water & Light. He abstained from voting on RES-19:003.

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

Aye: 3 - Charles Coleman;Ann Williams and David McClain

Absent: 1 - LJ Bryant

Abstain: 1 - John Street

[RES-19:007](#)

RESOLUTION AUTHORIZING THE CITY OF JONESBORO GRANTS AND COMMUNITY DEVELOPMENT DEPARTMENT TO APPLY FOR THE DEPARTMENT OF HOMELAND SECURITY FY 2018 STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE GRANT (SAFER)

Sponsors: Grants and Fire Department

Councilmember John Street asked that this be postponed indefinitely. The government shutdown did mess with this. It will be 2020 before it is considered again as per Community Development Director Tiffny Calloway.

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

Aye: 4 - Charles Coleman;Ann Williams;John Street and David McClain

Absent: 1 - LJ Bryant

[RES-19:008](#)

A RESOLUTION FOR THE CITY OF JONESBORO TO ENTER INTO AGREEMENT WITH THE MICRO-ENTERPRISE BUSINESS ACCELERATOR (MBA) PROGRAM SUB-RECIPIENTS OF THE 2018 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

Sponsors: Community Development

Attachments: [Agreement_Candy Apples BBQ.docx](#)
[Agreement_Granite Works, LLC.docx](#)
[Agreement_RJW Plumbing.docx](#)
[Agreement_The Fainting Goat.docx](#)

Councilmember David McClain said he had a couple of questions for Community Development Director Tiffny Calloway. Are there metrics that they have to hit? Ms. Calloway said, in the contracts, it talks about what those requirements are and those are on Legistar. In order to qualify, a business has to be located within the city limits of Jonesboro. That is the first qualification. They must be for-profit, so they are in the business to make money. The second qualification is that they have to provide a good or a service to someone who is low to moderate income in the city limits of Jonesboro. If they don't provide a good or a service, they can employ someone who is low to moderate income. Those are the thresholds set forth by HUD. Those are the qualifiers. Councilmember McClain asked, once they receive the money, are there things that they have to keep up with? Ms. Calloway said, there is monthly reporting and that is in the contracts that are attached. They have to do monthly reporting. There is good news and bad news. The good news is that we got the program launched. The bad news is that we didn't launch it until November. So, our program year ends June 1, 2019 so they have six months to expend the funds. In the future, if this is something we do decide to continue, there will be a longer period and we will be able to get more results and metrics back from the program. These funds are authorized from January 1st to June 30th.

Chairman Joe Hafner asked, how many people turned in an application for this program? Ms. Calloway said, eleven applications were turned in. Some were ineligible. A lot of people don't know what sam.gov is. In order to get any federal funding, you do have to register on sam.gov. That was a barrier for some of the businesses. We recommended that each business work with the Small Business Technology Development Center at Arkansas State University. Moving forward next year, I would like to incorporate that into the program as well because they have a wealth of knowledge for small businesses.

Councilmember John Street said, this is good because it provides some assistance to start-up businesses or small businesses and it provides a low to moderate income person a job. Two of those are full-time jobs. Ms. Calloway said that is correct. One thing that we do a really good job of as a state is incentivizing factories and industries and that is great, but our bread and butter are our small businesses. We need to figure out a way to help them and keep them in our community.

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

Aye: 4 - Charles Coleman; Ann Williams; John Street and David McClain

Absent: 1 - LJ Bryant

[RES-19:009](#)

A RESOLUTION OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR TO ENTER INTO A CHANGE ORDER WITH RITTER COMMUNICATIONS, INC. TO INCREASE STORAGE CAPACITY

Sponsors: Information Systems

Attachments: [Copy of Upgrade Quote 1152019.pdf](#)

Information Technology Director Jason Ratliff said, this is a small part of a bigger plan that we have. We would like to create what we would call a virtualized public safety environment. We are going to move twelve servers, non-critical servers into that cloud. That frees up some resources to virtualize the public safety servers that are actual physical servers. So, that should reduce the cost, the total ownership, and overhead on

that part too. Chairman Joe Hafner said, the way I understand this is right now we pay a little short of \$4,000 per month for this service, but with this increased capacity and kind of off-site storage, we won't have future capital requirements for new servers and stuff like that. Like Jason said, it helps with the bigger plan of where IT is trying to move. Councilmember David McClain asked, would you care to explain that one more time, the virtualized public safety? Mr. Ratliff said virtualization is where you can take, say you have twelve servers, that is twelve physical servers that you have to buy, the procurement process, the overhead of keeping twelve servers up. You could buy two servers and make those really beefy and you could share those resources between those two servers to create virtual servers. That way if a server does go down, you actually have two servers, so if one goes down, you have got even more redundancy. So, that helps. That is kind of what virtualization is for. Councilmember McClain said, ok.

Councilmember Dr. Charles Coleman asked, is the basement the best place to be for this, with all of the servers and stuff? Mr. Ratliff said, actually, those servers, that storage array, we are moving those servers to Ritter's cloud and we are taking that and putting that in Dispatch to be right there. The building space in the basement is nice, but the Dispatch building is rated for an F-4 tornado. It is rated a certain seismic level of earthquake. I forgot the level, but it is earthquake proof. Councilmember Coleman said, the reason why I asked that question about the servers is that for some reason, it has always bothered me that it was there and it should have been on the cloud or it should have been somewhere else. Mr. Ratliff said, Dispatch has the most-rated, best building for it per say. The downstairs, the basement, is pretty safe too.

A motion was made by Councilperson John Street, 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;John Street and David McClain

Absent: 1 - LJ Bryant

5. Pending Items

6. Other Business

Chairman Joe Hafner said, I had mentioned at one of the last Finance meetings about maybe adding some other financial information under the finance tab on the website. Finance Director Trever Harvey said, our plan right now is to incorporate that into the new, redesigned City of Jonesboro website. We are currently upgrading it. It is going to have more functionality. We plan on having a page there for financial transparency. We are going to upload our monthly reports, maybe any kind of report for payments to vendors, that kind of thing. People can view those at any point. Chairman Hafner said, just to be clear, Legistar will still be the official record or book of record, whatever you want to call it. But, sometimes, on Legistar, stuff is hard to find so I just wanted to make it easier for people who want to go out and look at the budget or look at the monthly financials or see who we are paying or look at audit reports, you know, stuff like that. You just go to the city website, the finance tab, and select what you want to see. Mr. Harvey said, this will give us a way to present, maybe a little bit easier way to navigate for somebody who is just looking for that information. Chairman Hafner said, right. I think this will be a pretty cost effective way of doing it. Like I said, Conway spent probably \$250,000-\$300,000 on their system. I think we will be able to do it pretty cost effective with pdf's and stuff like that. It will be a good first step I think.

Councilmember Ann Williams asked, do we need to have a reminder about the Nominating & Rules Committee meeting on Thursday? Chairman Hafner said, we have a working meeting at 5:00 p.m. in the fourth floor conference room. It is open to the public. Councilmember David McClain asked, is it about the rule changes again? Chairman Hafner said, yes. Councilmember McClain asked, can we make sure the door is unlocked this time? The last time I got here and the door was locked. Chairman Hafner said, if someone could get with Maintenance Director Ronnie Shaver or with somebody else who has a key to make sure that the door is open.

7. Public Comments

8. Adjournment

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

Aye: 4 - Charles Coleman;Ann Williams;John Street and David McClain

Absent: 1 - LJ Bryant