

BE IT REMEMBERED that a Special Meeting of the City Council of Jackson, Mississippi, was called by a majority of the City Council Members and notices having been placed by the Clerk of Council at 1:18 p.m. on Tuesday, September 29, 2020, in the Clerk of Council's Office, electronic notifications to all Council Members, on the City's website and on the public bulletin board in the City Hall, relative to: (1) Order revising municipal budget, Fiscal Year 2019-2020; and (2) Order authorizing a professional services agreement with the Preo Group, LLC for program management, project management, and project-specific vendor management relating to utility billing, meter data management (MDM), automated meter communication infrastructure (AMI), and physical meter infrastructure. The meeting was convened at City Hall located at 219 S. President Street, Jackson, Mississippi 39201 at 1:30 p.m. on Wednesday, September 30, 2020, being the fifth Wednesday of said month, when and where the following things were had and done to wit:

Present: Council Members: Aaron Banks, Council President, Ward 6; Charles Tillman, Vice President, Ward 5; Ashby Foote, Ward 1; Melvin Priester, Ward 2; and Virgi Lindsay, Ward 7. Directors: Chokwe Antar Lumumba, Mayor; Shanekia Mosley, Clerk of Council; John W. Carroll, Sr., Chief Deputy Clerk of Council; and Terry Williamson, Legal Counsel.

Absent: De'Keither Stamps, Ward 4 and Kenneth Stokes, Ward 3.

The meeting was called to order by **President Aaron Banks**.

ORDER REVISING MUNICIPAL BUDGET, FISCAL YEAR 2019-2020.

WHEREAS, the Fiscal Year 2019-2020 Budget must be revised to make category changes for needed adjustments for the final closeout.

IT IS THEREFORE, ORDERED, that the Fiscal Year 2019-2020 budget be revised by categories for the following entries:

<u>Fund Account</u>	<u>Debit</u>	<u>Credit</u>
033.520.30.6736	4,900,000	
033-5912		4,900,000
031.522.30.6491	1,965,678	
031.522.35.6491	108,915	
031.522.40.6491	314,018	
031.522.70.6491	23,865	
031.522.20.6299	40,000	
031.522.20.6336	40,000	
031.520.30.6736	2,407,524	
031-5912		4,900,000

Contingency funding was moved to help cover expenses to keep Water/Sewer from closing in the negative.

376.581.00.6736	1,000,000	
376.581.00.6761		1,000,000
009.455.10.6492	900,000	
009.455.10.6111	30,000	
009.455.10.6215	70,000	
009-5912		1,000,000

SPECIAL MEETING OF THE CITY COUNCIL
WEDNESDAY, SEPTEMBER 30, 2020 1:30 P.M.

728

Transfer in from Siemens Settlement to help Sanitation from closing in the negative.

081-5899	150,000	
081.598.51.6299		75,000
081.598.72.6317		75,000

Increase Fund Balance to cover end of year short fall.

001.401.70.6231	600	
001.401.55.6443		600

End of year closeout. Department needed funds in expense line to bring the account out of the negative.

001.401.98.6454	1100	
001.401.98.6443	100	
001.401.98.6299		600
001.401.98.6218		600

End of year closeout. Department needed funds to pay for telephone bill and to bring another expense line out of the negative

001.401.80.6455	1,300	
001.401.80.6221		1,300

End of year closeout. Department needed funds to cover the remaining cellular phone bills for the fiscal year.

001.401.80.6112	12,000	
001.401.80.6131	1,150	
001.401.80.6133	3,650	
001.401.80.6136	300	
001.401.80.6419		15,000

End of year closeout. Department needed funds to cover their salary and fringes. The first pay period in FY'21 will be accrued back to FY'20 budget.

001.407.00.6318	1,080	
001.407.00.6474		1,080

End of year closeout. Funds had to be moved to pay outstanding invoices for Thomson Reuters.

031.522.15.6516	500	
031.522.20.6419	11,000	
031.522.80.6614	3,000	
031.522.15.6213		500
031.522.20.6332		11,000
031.522.20.6316		3,000

End of year closeout. Expense line needed funding to make payments.

055.551.01.6760	8,407	
055-4114		6,819
055-4227		716
055-4518		872

End of year closeout. The revenue lines were not budgeted but accumulated YTD amount.

001.405.00.6215	200	
001.405.00.6316	200	
001.405.00.6464		400

End of year closeout. Department needs funds in both lines for upcoming, vehicle-related bills.

001.406.10.6316	1,000	
001.406.10.6452		1,000

End of year closeout. Department needs funds for cell phone bill and vehicle repairs.

001.411.30.6316	500	
001.411.30.6443		500

End of year closeout. Department needs funds in expense line for upcoming, vehicle-related repairs.

001.415.10.6454	200	
001.415.10.6218		200

End of year closeout. Department needs funds to keep telephone expense line out of the negative.

001.419.10.6317	1,716	
001.435.10.6419		1,716

End of year closeout. Department needs funds to get repair and maintenance line out of the negative.

001.419.10.6451	2,000	
001.419.10.6317		2,000

End of year closeout. Department needs funds for payment of electric bill.

076.433.11.6455	1,000	
076.433.11.6299		1,000

End of year closeout. Department needs funds to keep cellphone expense line out of the negative.

081.598.10.6455	900	
081.598.10.6240		900

End of year closeout. Department needs funds to keep cellphone expense line out of the negative.

001.442.40.6112	2,000	
001.442.22.6451		2,000

End of year closeout. Department needed funds in expense line to pay utility bills.

001.442.21.6133	5,000	
001.442.25.6419	8,544	
001.442.35.6464	900	
001.442.24.6514	10,000	
001.442.25.6212		4,500
001.442.24.6213		3,200
001.442.24.6218		7,554
001.442.27.6224		7,450
001.442.26.6299		340
001.442.28.6299		1,400

End of year closeout. Department needed funds to cover upcoming expenses.

001.442.21.6131	1,400	
001.442.21.6136	400	
001.442.23.6419	500	

**SPECIAL MEETING OF THE CITY COUNCIL
WEDNESDAY, SEPTEMBER 30, 2020 1:30 P.M.**

730

001.442.23.6492	1,000	
001.442.23.6212		3,300

End of year closeout. Department needed funds to prevent accounts from being in the negative.

001.442.23.6113	250	
001.442.20.6215		250

End of year closeout. Department needed funds to bring account out of the negative.

001.442.22.6227	922	
001.442.23.6516		922

End of year closeout. Department needed funds to bring account out of the negative

001.442.44.6451	1,150	
001.442.40.6112		1,150

End of year closeout. Department needed funds in expense line to pay utility bills.

002.907.00.6419	13,150	
002.907.00.6212		13,150

End of year closeout. Department needed funds to cover auctioneer invoices

001.444.20.6133	2,850	
001.444.70.6443		2,000
001.444.70.6473		850

End of year closeout. Department needed funds to cover payroll expenses.

001.444.10.6132	650	
001.426.50.6132	2,000	
001.444.20.6133	1,150	
001.444.70.6218		1,500
001.444.70.6215		2,000
001.444.70.6299		300

End of year closeout. Department needed funds to cover payroll expenses.

001.444.50.6111	500	
001.444.60.6131	200	
001.444.60.6316	60	
001.444.60.6111	740	
001.444.70.6473		1,500

End of year closeout. Department needed funds to cover payroll expenses.

001.444.60.6419	50	
001.444.70.6111		50

End of year closeout. Department needed funds to bring account out of the negative

001.444.10.6111	1,500	
001.444.10.6443		1,000
001.444.10.6516		500

End of year closeout. Department needed funds to cover payroll expenses.

001.444.10.6215	350	
001.444.10.6473		350

End of year closeout. Department needed funds to cover fuel charges.

001.444.20.6114	300	
001.444.20.6133	500	
001.444.20.6419	75	
001.444.20.6218		875

End of year closeout. Department needed funds to cover upcoming charges.

001.444.30.6111	1,200	
001.444.30.6419	5	
001.444.30.6215		1,205

End of year closeout. Department needed funds to get account out of the negative.

001.444.50.6419	20	
001.444.50.6215		20

End of year closeout. Department needed funds to cover upcoming charges.

001.444.60.6111	1,000	
001.444.60.6419	60	
001.444.60.6219		1,060

End of year closeout. Department needed funds to cover payroll and employee cafeteria plan expenses.

001.426.30.6133	1,000	
001.426.10.6316	200	
001.426.10.6473		1,200

End of year closeout. Department needed funds to get account out of the negative.

001.426.30.6131	250	
001.426.30.6136	60	
001.426.30.6444		140
001.426.30.6473		170

End of year closeout. Department needed funds to cover payroll expenses.

085.855.10.6111	3,500	
085.855.10.6474		2,500
085.855.10.6847		1,000

End of year closeout. Department needed funds to cover payroll expenses.

187.565.30.6884	240,000	
187.565.30.6485		240,000

End of year closeout. Department needed funds to cover expense. We have an agreement with Ecolane USA, Inc. to provide equipment and web-based software solutions for management of J-Tran systems.

187.565.20.6454	7,000	
187.565.20.6317		7,000

End of year closeout. Department needed funds in expense line to pay utility bills.

005.504.51.6215	1,100	
005.501.40.6452	4,600	
005.501.80.6112		5,700

End of year closeout. Department needed funds to cover fuel and utility bills.

005.501.10.6419	2,000	
005.501.25.6419	2,000	
005.504.10.6419	900	
005.501.60.6112		4,900

End of year closeout. Department needed funds to cover cafeteria plan expenses.

005.504.10.6612	2,000	
005.501.10.6473		2,000

End of year closeout. Department needed funds to get account out of the negative.

005.504.10.6111	19,766	
005.504.10.6211		1,538
005.504.80.6211		1,584
005.504.10.6215		8,092
005.504.30.6215		588
005.504.53.6215		533
005.504.80.6215		500
005.504.10.6218		508
005.501.80.6311		953
005.504.60.6311		313
005.504.80.6311		1,120
005.501.80.6314		601
005.501.25.6315		549
005.501.26.6315		629
005.501.80.6315		800
005.504.60.6315		729
005.501.25.6316		529
005.504.10.6333		230

End of year closeout. Department needed funds to cover payroll expenses.

005.504.30.6453	200	
005.504.60.6451	1,550	
005.501.80.6213		250
005.501.80.6221		500
005.501.80.6240		1,000

End of year closeout. Department needed funds to cover utility expenses.

005.501.25.6453	443	
005.501.25.6453	523	
005.504.53.6452	10	
005.501.25.6299		976

End of year closeout. Department needed funds to cover utility expenses.

005.504.60.6453	1,000	
005.504.10.6112		1,000

End of year closeout. Department needed funds to cover utility expenses.

005.504.51.6215	3,000	
005.501.40.6111		3,000

End of year closeout. Department needed funds to cover fuel expenses.

**SPECIAL MEETING OF THE CITY COUNCIL
WEDNESDAY, SEPTEMBER 30, 2020 1:30 P.M.**

005.501.26.6113	4,527	
005.501.40.6311		1,827
005.501.40.6315		500
005.501.40.6317		1,200
005.501.40.6461		1,000
 End of year closeout. Department needed funds to cover payroll expenses.		
001.498.00.6451	3,000	
001.498.00.6214		3,000
 End of year closeout. Department needed funds to cover utility expenses.		
001.448.20.6841	130	
001.448.20.6215		130
 End of year closeout. Expense line charged, but did not have a budget.		
009.492.00.6218	1,728	
009-4911		168
009-5329		1,560
 End of year closeout. Interest was not budgeted.		
004.904.00.6419	19,244	
004-4911		19,244
 End of year closeout. Interest was not budgeted.		
010.509.00.6240	5,421	
010-4913		5,421
 End of year closeout. Interest was not budgeted.		
189.564.60.6498	63	
189-4913		63
 End of year closeout. Interest was not budgeted.		
300.443.40.6213	824	
300-4913		824
 End of year closeout. Interest was not budgeted.		
302-44360-6240	536	
302-4913		536
 End of year closeout. Interest was not budgeted.		
125.920.10.6218	8,317	
125-4913		8,317
 End of year closeout. Interest was not budgeted.		
168.451.90.6412	1,063	
168-4913		1,063
 End of year closeout. Interest was not budgeted.		
171.451.90.6413	13,223	
171-4913		13,223

End of year closeout. Interest was not budgeted.

173.451.35.6413	175,162	
173-4913		175,162

End of year closeout. Interest was not budgeted.

374.498.00.6461	118	
374-4913		118

End of year closeout. Interest was not budgeted.

047.411.90.6419	7,679	
047-4913		7,679

End of year closeout. Adjustment needed for interest earned.

141.451.90.6413	1,844	
141-4913		1,844

End of year closeout. Adjustment needed for interest earned.

217.401.98.6419	860	
217-4913		860

End of year closeout. Adjustment needed for interest earned.

215.504.10.6419	1,099	
215-4913		1,099

End of year closeout. Adjustment needed for interest earned.

213.345.10.6413	12,764	
213-4913		12,764

End of year closeout. Adjustment needed for interest earned.

214.451.90.6485	4,985	
214-4913		4,985

End of year closeout. Adjustment needed for interest earned.

223.453.10.6485	2,037	
223-4913		2,037

End of year closeout. Adjustment needed for interest earned.

315.511.92.6614	9,702	
315-4913		9,702

End of year closeout. Adjustments needed for interest earned.

020.511.01.6614	30,504	
020-4913		30,504

End of year closeout. Adjustment needed for interest earned.

030.520.20.6516	6,751	
030-4911		6,751

End of year closeout. Adjustment needed for interest earned.

030.520.20.6516	2,489	
030-4913		2,489
End of year closeout. Adjustment needed for interest earned.		
033.520.30.6736	26,233	
033-4913		26,233
End of year closeout. Adjustment needed for interest earned.		
220.577.85.6612	36	
220-4913		36
End of year closeout. Adjustment needed for interest earned.		
031.520.10.6846	897	
031-4911		897
End of year closeout. Adjustment needed for interest earned.		
211.577.10.6612	263	
211-4911		263

End of year closeout. Adjustment needed for interest earned.

Council Member Priester moved adoption; **Council Member Lindsay** seconded.

President Banks, recognized **Laa Wanda Horton**, Director of Administration, who provided a brief overview of final budget closeout.

After a thorough discussion, **President Banks** called for a vote on said item:

Yeas – Banks, Foote, Lindsay, Priester and Tillman.

Nays – None.

Absent – Stamps and Stokes.

ORDER AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH THE PREO GROUP, LLC FOR PROGRAM MANAGEMENT, PROJECT MANAGEMENT, AND PROJECT-SPECIFIC VENDOR MANAGEMENT RELATING TO UTILITY BILLING, METER DATA MANAGEMENT (MDM), AUTOMATED METER COMMUNICATION INFRASTRUCTURE (AMI), AND PHYSICAL METER INFRASTRUCTURE (CITY-WIDE)

WHEREAS, the City of Jackson continues to experience issues with the utility billing software, automated meter infrastructure, and the meters (collectively the “Utility Billing System”) installed under the Siemens Performance Contract; and

WHEREAS, the City borrowed money on an emergency basis to begin the work necessary to identify and address the issues with the Utility Billing System; and

WHEREAS, the City has received additional funding to address the issues with the Utility Billing System as a result of the settlement of its lawsuit against Siemens Industry, Inc. and various subcontractors for the Siemens Performance Contract; and

WHEREAS, the Water Sewer Business Administration has identified The Preo Group, LLC, headquartered in the Dallas, Texas area, as a consultant who is capable of providing program management, project management, and project-specific vendor management for a program designed to finally rectify the City’s continuing issues with its Utility Billing System; and

WHEREAS, The Preo Group, LLC will work with the Water Sewer Business Administration and the Information Systems Division of the Department of Administration and Finance to develop a final program scope to address all of the known, outstanding issues with the Utility Billing System; and

WHEREAS, The Preo Group, LLC will develop and review options for the replacement of the current billing system software and the meter data management system; will develop and review options relating to the automated meter infrastructure; develop options for the replacement of failing commercial meters; and develop options for residential meter upgrades and replacement; and

WHEREAS, The Preo Group, LLC will assist the City in the development of the necessary project scope documents required to work with needed vendors to accomplish the work identified in the initial development of the program; and

WHEREAS, The Preo Group, LLC will assist the City in the procurement of the vendors necessary to complete the identified scopes of work under the program, including coordination of the procurement process, the development of the contracts for the scopes of work, and the development of each project plan; and

WHEREAS, The Preo Group, LLC will provide continuing program and vendor management throughout the initiation of the work identified under the program, including schedule management, issue resolution, project coordination, and integrated program communication among the City and vendors throughout the implementation of the work; and

WHEREAS, The Preo Group, LLC currently estimates that the timeline for their professional services will be twelve (12) months beginning immediately upon the execution of the professional services agreement, subject to termination at the beginning of the next term of office of the governing authorities of the City of Jackson; and

WHEREAS, The Preo Group, LLC proposes two levels of compensation for the employees involved with the work: Senior Program Manager at \$205.00 per hour; and Project Manager at \$186.50 per hour; and, in addition to hourly compensation, reimbursement for travel, expenses necessary for the project, and other incidental expenses; and

WHEREAS, The Preo Group, LLC proposes a not-to-exceed contract amount for the twelve (12)-month professional services agreement of \$350,000.00, inclusive of all fees and expenses to be documented with contemporaneous timesheets submitted on a weekly basis for review by the City with monthly invoices due and payable forty-five (45) days following receipt by the City; and

WHEREAS, the Water Sewer Business Administration recommends that the governing authorities authorize a professional services agreement with The Preo Group, LLC on the terms as set forth in this order.

IT IS, THEREFORE, ORDERED that an agreement with The Preo Group for program management, project management, and project-specific vendor management relating to utility billing, meter data management (MDM), automated meter communication infrastructure (AMI), and physical meter infrastructure in an amount not to exceed \$350, 00.00 is authorized.

IT IS FURTHER ORDERED that the Mayor is authorized to execute an agreement with The Preo Group, LLC including therein the terms set forth in this order and all other documents necessary for the purposes of the agreement.

Council Member Lindsay moved adoption; **President Banks** seconded.

President Banks, recognized **Mike Secor**, representative of Preo Group, LLC, who provided a brief overview of said item.

After a thorough discussion, **President Banks** called for a vote on said item:

Yeas – Banks, Lindsay, Priester and Tillman.

Nays – Foote.

Absent – Stamps and Stokes.

There being no further business to come before the City Council, it was unanimously voted to adjourn until the Regular Council Meeting at 10:00 a.m. on October 13, 2020. At 2:12 p.m., the Council stood adjourned.

PREPARED BY:

Shanika Mosley
CLERK OF COUNCIL

APPROVED:

Chris Smith, 12/3/2020
MAYOR ^{MSB} DATE

ATTEST:

Angela Harris
CITY CLERK
