



City Council Work Session Meeting Agenda

January 21, 2025 at 5:00 PM

Jefferson City Municipal Building

1. Call to Order

Opening Prayer

Pledge of Allegiance

2. Citizen Comments (Citizens should state their name, address, and limit comments to five minutes.)

3. Communications from the Mayor

4. Reports/Presentations

- a. Presentation of FY 2023-2024 Annual Comprehensive Financial Report - **Jim Booher, Brown Jake & McDaniel, PC**

5. Items for Discussion

- a. Request approval for fence replacement at Morgan Wallen Field - **Kevin Bolden**
- b. Review bids for Fire Substation project - **Lee Turner**
- c. Request approval to purchase Property Tax and Fixed Asset Software upgrade - **Bettina Chandler**
- d. Request change in Agent of Record for Employee Group Health Benefits Plan - **Holly Cox**
- e. Letter of Intent for potential FEMA Hazard Mitigation Grant Application - **Lee Turner**
- f. Discussion of annual City Manager performance review per contract - **James Gallup**

6. Appointments

- a. Jefferson City Housing Authority – Current board member/resident representative Linda Argyle has resigned, and her term was expiring in March of 2025. Mayor appoints members for a five-year term. An application is expected from a resident within the next several weeks.
- b. Jefferson Memorial Hospital City/County Oversight Board – One vacancy in March 2025. Mayor appoints members for a three-year term. The current board member is not interested in being reappointed.

7. Calendar/Upcoming Events

- a. HZC/Regional Planning Commission/BZA will meet on January 27, 2024.
- b. February City Council Meeting will be on Monday, February 3, 2025.
- c. February Work Session will be on Tuesday, February 18, 2025.
- d. Strategic Planning Summit will be Friday, February 21, 2025, at 5:00pm and Saturday, February 22, 2025, at 9:00am at City Hall

8. Announcements

- a. City Offices will be closed Monday, February 17th in observance of President's Day.

9. Adjourn



PARKS AND RECREATION AGENDA ITEM REPORT

TO: City Council
FROM: Kevin Bolden, Parks and Recreation Director
DATE: January 15, 2025
SUBJECT: Roy Harmon Park Fence Installation

BACKGROUND:

- As part of the program to upgrade the Morgan Wallen Little League Field at Roy Harmon Park, the fence surrounding the field needs replacement.
- Jefferson County Little League is planning to return to Morgan Wallen Field for league games this year.
- Staff have fielded quotes from multiple vendors for scope of work and timeline.

FISCAL IMPACT:

- The lowest quote submitted is \$32,000 from E&M Fencing.
- Funding will come from the Morgan Wallen Foundation donation.

REQUEST/RECOMMENDATION:

Parks and Recreation requests waiving the formal bid process and approving the purchase of this service from E&M Fencing for \$32,000. E&M Fencing’s timeline to provide fence removal and replacement aligns with the beginning of the little league season.

ATTACHMENTS:

Bid Tabulation – Little League Fence

CITY OF JEFFERSON CITY

Telephone Bid Tubulation

Section 6-507 - City Manager approval required before issuance of Purchase Order for all purchases (supplies, equipment, services and contracts) between \$500.00 and \$9,999.99

DATE: 12-4-25
 DEPARTMENT: Recreation
 REQUESTED BY: Ken Bolden
 DEPT HEAD: Ken Bolden
 PURPOSE OF REQUEST: Replace old fence

Item #	Description	Name of Bidder		Name of Bidder		Name of Bidder	
		Vendor:	Phone #	Quoted By:	Unit Price	Total Price	Unit Price
1	Little League Fence	E. In. Fencing	865-850-0798	Fred	\$33,000	\$32,000	
2			865-290-8245	Bratt	\$46,000	\$46,000	
3							
4							
5							
6							
		Freight:					
		Discount Terms:					
		Delivery time from receipt of Purchase Order:					
		TOTAL BID		\$33,000	\$46,000	\$47,000	\$47,000

City Manager/Purchasing Agent: _____
 Department Head: [Signature]



FIRE DEPARTMENT AGENDA ITEM REPORT

TO: City Council
FROM: Lee Turner, Fire Chief
DATE: January 16, 2025
SUBJECT: Bids for Fire Station 2

BACKGROUND:

- On Friday, January 10th, bids were opened for our new Fire Station #2.
- The construction cost was estimated to be \$4,000,000.

FISCAL IMPACT:

- The submitted bids were approximately \$5.2 million dollars.
- The bids were as follows:

McSpadden, Inc.	\$5,202,800
Horner Building Company	\$5,209,472
Citadel Construction	\$5,260.000

REQUEST/RECOMMENDATION:

Proposed modifications to be presented by Allen & Hoshall.

ATTACHMENTS:

- Bid Tabulation
- Bid Opening – McSpadden Inc., Dandridge, TN
- Bid Opening – Horner Building Company, Sevierville, TN
- Bid Opening – Citadel Construction, Sevierville, TN

B I D T A B		Page 1 Of 2	Pursuant to the Invitations to Bid extended for Jefferson City Fire Station Number 2			E = Sealed envelope with completed bid envelope form
		Addenda Issued 4	Bids and bid Modifications must have been received here by...			A = Addenda acknowledged
		Contract Time 360	I, thus declare the bidding closed and will now proceed to open and read bids and modifications which have been received.			B = 5% Bid Bond Included
Bidders of Record name, city, and license number	E	A	B			Subcontractors
Horner Building Company, LLC 1810 Jack DeLozier Dr Sevierville, TN BC 0078184	✓	✓	✓	BASE BID: \$5,209,472.00 UNDERCUT EXCAVATION (CY): \$38,606		Pimbb INTERSTATE MECHANICAL CONTR HVAC Elec CarnFax Systems USA Masonry GEN' FOOD MASONRY
McSPADEN, INC. DANDRIDGE, TN BC, MPA MU-A, C	✓	✓	✓	BASE BID: \$5,202,800.06 UNDERCUT EXCAVATION (CY): \$26,000		Pimbb Chenokes Group HVAC Uredo Services, Inc Elec Adkins Electrical Masonry GEN' FOOD
CITADEL CONSTRUCTION SEVIERVILLE, TN BC 59642	✓	✓	✓	BASE BID: \$5,260,606 UNDERCUT EXCAVATION (CY): \$29,000		Pimbb Chenokes Group HVAC THE CHENOKES GROUP Elec GRACE GLASSIFIC Masonry GEN' FOOD MASONRY
				BASE BID: UNDERCUT EXCAVATION (CY):		Pimbb HVAC Elec Masonry



OFFICE OF CITY RECORDER AGENDA ITEM REPORT

TO: City Council
FROM: Bettina Chandler, City Recorder
DATE: January 16, 2025
SUBJECT: Request Approval for Purchase to Upgrade Property Tax and Fixed Asset Software

BACKGROUND:

- Local Government Corporation is the company the Finance Department uses for all financial software. They have been updating the original FlexGen software to NextGen.
- The City has updated the Financial Management, Purchasing, Business License and Utility software. The Property Tax and Fixed Asset software are the final two to be upgraded.
- The upgrade was going to be requested in the Operating Budget for FY 2025-26, however, many cities are waiting to do these upgrades next year.

FISCAL IMPACT:

- The cost for the upgrade will be \$6,772.80.

REQUEST/RECOMMENDATION:

Approval from the City Council to place the order for the upgrade prior to other cities/clients of LGC. There are two options listed in the attached memo.

ATTACHMENTS:

Memo from Bettina Chandler with supporting documents from Local Government Corporation

MEMORANDUM

To: City Council and James Gallup
From: Bettina Chandler
Date: January 16, 2025
Subject: Purchase of NextGen Property Tax and Fixed Asset Software

Local Government Corporation (LGC) is the company Jefferson City's Finance Department uses for all financial software. LGC has progressively been updating the original FlexGen software to NextGen. To date, the finance department has converted Financial Management, Purchasing, Business License, and Utility software from FlexGen to NextGen. Property Tax and Fixed Assets software are the final two that need to be converted.

I received the attached letter from LGC today. It states they received notification that IBM has acquired the licenses and source code for FlexGen software development tools that LGC uses to support and maintain FlexGen products and that any support for those tools will end soon. Therefore, LGC will no longer be able to safely support and maintain their existing FlexGen software. LGC will be forced to end all support for FlexGen software as of June 30, 2026.

Many cities in Tennessee and Alabama use LGC for their government financial software. I spoke with Ryan Winstead and Steve Montgomery from LGC, and they said that many of these local governments have not converted any of their software from FlexGen to NextGen. This means that there will be a long list of customers requesting conversions, and the conversions are processed in the order received.

This software conversion is necessary for our financial operations. The software is in my department's five-year plan for FY 25-26. Therefore, I had already asked and received a quote from LGC on December 10, 2024, in preparation for the budget. The quote is as follows:

Table with 2 columns: Software/Support Item and Amount. Rows include NextGen Property Tax Software (\$2,937.60), NextGen Fixed Asset Software (\$3,835.20), Total Nextgen Software (\$6,772.80), Annual Use & Remote Support Fee Property Tax (\$ 6,936.00), Annual Use & Remote Support Fee Fixed Assets (\$ 4,216.00), and Total Annual Use & Remote Support Fee (\$11,152.00).

NOTE: Annual Use & Remote Support Fee is prorated from the date of installation through the end of the current fiscal year.

Because many cities have not converted any of their software from FlexGen to NextGen, and because this software is necessary for operations, I am respectfully requesting Council to consider one of the following so I can go ahead and order the software:

1. A budget amendment for the FY 24-25 in the amount of \$6,800.00 to purchase both Property Tax and Fixed Assets NextGen software. The annual total use and remote support fee of \$11,152.00 would be prorated from the date of installation to the end of the current fiscal year. If approved, I don't anticipate the conversion would be done until June so the estimated prorated cost would be \$1,000.00. **NOTE:** With this option the conversion is not guaranteed to be completed by June 30, 2025. There is always the contingency of an issue somewhere in the test conversion.
2. Council approve now for the FY 25-26 budget the purchase of both Property Tax and Fixed Assets NextGen software in the amount of \$7,500.00 and the annual total use and remote support fee of \$12,300.00. This would allow me to go ahead and place the order and put Jefferson City in line for the conversion. **NOTE:** These numbers include a 10% increase per the quote from December 10, 2024.



LOCAL GOVERNMENT CORPORATION

January 13, 2025

To all customers who use our FlexGen (FG) Software Products:

Earlier this year, we were very surprised to receive notice that IBM had acquired the licenses and source code for the FG software development tools we use to support and maintain our FG products. They also notified us that any support for those tools will be ending very soon. Therefore, LGC will no longer be able to safely support and maintain our existing FG software, especially in these days of cybercrime, and constantly changing operating systems and hardware. As a result, LGC will be forced to end all support for our FG products, as of June 30, 2026. IBM has given us permission to use the tools through this time to do legally mandated changes and what we call “only critical break/fix” work.

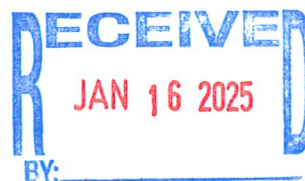
The good news is that our NextGen (NG) software, which I am sure you have heard about, is ready to upgrade your FG systems. Some of these systems have already been in the field for many years (some over 10), so they are well tested and polished. They perform beautifully and have many modern tools and features to help you administer your work.

Our experienced teams stand ready to help you with this transition to our NG versions in a way to minimize disruption to your office operations. We are committed to ensuring there is no interruption in your ability to serve the citizens of your community and members of your office(s).

Please contact our Marketing Department at (800) 381-4540 or marketing@localgovcorp.com for more information on how to start this process. We appreciate your understanding and cooperation during this transition and look forward to continuing to serve your office for many years to come.

Thank you

Bruce D. Collier





Sales Proposal
For
City of Jefferson City
Tuesday, December 10, 2024

Proposal Information

If you are receiving this proposal for budgetary purposes, please add 10% to the final proposal cost to cover any fiscal year increases.
*LGC's software is designed to run on the most current technology. Older operating systems and workstations may not provide the best possible user experience.
*NextGen runs in a Microsoft SQL database, which must be purchased in order to use NextGen.
*A Microsoft SQL CAL is required for any workstation needing access to NextGen.
*Microsoft SQL is server specific. You are not required to purchase it for each software package.
*The Nextgen software is developed to use the latest technology in laser printing. Older technologies such as dot matrix or line printers are not compatible.
*Jefferson City is responsible for making certain that the existing hardware meets the minimum specifications to run LGC's NextGen software. Please see the hardware specification sheet.

Software

Table with 2 columns: Software Description and Cost. Rows include Application Software Windows Multi-User, Nextgen-City Property Tax (2,937.60), Nextgen-Fixed Assets (3,835.20), Application Software Windows Multi-User (6,772.80), and Total Software Cost (6,772.80).

Total Proposal Cost: \$6,772.80

Prices are good for thirty (30) days. Contact the Marketing Department for price renewal.

Annual Use and Support Fee: \$11,152.00

* This **Annual Use and Support Fee** is not included in the proposal cost listed above and will be prorated from the date of installation through the end of the current fiscal year.

Annual Use and Support Fee

Annual Use and Support Fees for each software package will be billed after the first day of training. If LGC's software is installed on third party hardware, additional charges may apply. *Annual Use and Support Fees are due on July 1st of each year and are prorated from the first day of training through the end of June of the current fiscal year. Software use and support fees are based on the current year's support rate and are subject to change July 1st of each year. Full software use and support fees recur annually.*

Software, Installation, and Training

Software, installation, and training charges for each package will be billed after the first day of setup.

Third Party Hardware

If LGC's software is installed on third party hardware, additional charges may apply.



**FINANCE DEPARTMENT
AGENDA ITEM REPORT**

TO: City Council
FROM: Holly Cox, Sr. Accounting/Personnel
DATE: January 17, 2025
SUBJECT: Request change in Agent of Record for Employee Group Health Benefits Plan

BACKGROUND:

- Cate Insurance Company is currently the named agent of record that administers the City of Jefferson City’s employee group health benefits plan with Blue Cross Blue Shield of Tennessee.
- In reviewing how employee benefits are administered, Mark III Employee Benefits offers a higher level of service and at no additional cost to the city.

FISCAL IMPACT:

- There would be no direct expense to the City’s Operating Budget. Services rendered are built into our insurance premiums.

REQUEST/RECOMMENDATION:

Request City Council approval to change the Agent of Record from Cate Insurance Company to Mark III Employee Benefits for administering the City of Jefferson City’s employee group health benefits plan.

ATTACHMENTS:

Presentation by Mark III Employee Benefits

Your *Trusted* Benefits Partner



Current Information

- **Fact Finding**
 - Plan Year
 - Number of Employees
 - FSA
- **Core Benefits**
 - Carriers
 - Current Issues
 - Desired Changes
- **Voluntary Benefits**
 - Carriers
 - Current Issues
 - Desired Changes
- **Open Enrollment**
 - Methodology
 - Technology
- **Employee Communications**
 - Website
 - Benefit Booklet
 - Social Media
- **Benefits Administration System**

Why Mark III? Who We Are



- ✓ Family Owned & Operated since 1973.
- ✓ Serving over 150 clients in TN, NC, VA, GA, FL, SC.
- ✓ Mark III Employee Benefits is the largest independent public sector Broker/Consultant in the region.



Our Clients

We serve over 150 public sector clients and insure over 300,000 employees.

Alexander County Schools, NC
 Ashe County Schools, NC
 Asheboro City Schools, NC
 Atlanta Public Schools, GA
 Banks County Sheriff's Office, GA
 Barrow County Government, GA
 Bertie-Martin Regional Jail, NC
Bledsoe County Government, TN
 Botetourt County Schools, VA
 Brevard County Government, FL
 Bristol VA Utility Authority, VA
 Bristol Virginia Public Schools, VA
 Burke Catawba Confinement, NC
 Cabarrus County Schools, NC
 Caldwell County Government, NC
 Carolina Hurricanes, NC
 Caroline County Schools, VA
 Carroll County Government, VA
 Caswell County Government, NC
City of Brentwood, TN
 City of Brevard, NC
City of Bristol, TN
 City of Bristol, VA
 City of Dalton, GA
 City of Gastonia, NC
 City of Graham, NC
 City of Henderson, NC
 City of Hendersonville, NC
 City of High Point, NC
City of Johnson City, TN
City of Kingsport, TN
 City of Laurinburg, NC
 City of Lynchburg, VA
City of McMinnville, TN
 City of Monroe, NC
City of Morristown, TN
 City of Oxford, NC
 City of Raleigh, NC
 City of Rocky Mount, NC
 City of Salisbury, NC
 City of Sanford, NC
City of Sevierville, TN
 City of Shelby, NC

City of Washington, NC
 City of Winston Salem, NC
Chattanooga Housing Authority, TN
 Cleveland County Government, NC
 Cleveland County Schools, NC
 Cleveland County Water & Sewer, NC
 Columbus County Government, NC
 Culpeper County Schools, VA
 Culpeper County Government, VA
 Dare County Government, NC
 Davidson County Schools, NC
 Dinwiddie County Public Schools, VA
 Duke University, NC
 Durham County Government, NC
 Durham County Public Schools, NC
 Edgecombe County Government, NC
First TN Human Resources Agency, TN
 Floyd County Public Schools, VA
 Fluvanna County Schools, VA
 Forsyth County Government, NC
 Forsyth Tech Community College, NC
 Franklin County Schools, NC
 Fredericksburg City Schools, VA
 Gaston County Government, NC
 Gloucester County Public Schools, VA
 Gloucester County Government, VA
 Graham County Schools, NC
Grainger County Schools, TN
 Greenville County Public Schools, VA
 Guilford County Schools, NC
 Habersham EMC, GA
 Halifax County Government, NC
Hamblen County Government, TN
Hamilton County Schools, TN
 Harnett County Schools, NC
 Harnett County Government, NC
 Haywood County Government, NC
 Henderson County Government, NC
 Hertford County Government, NC
 Hoke County Government, NC
 Huntsville Utilities, AL
 Jackson County Schools, NC
Johnson County Government, TN

Kannapolis City Schools, NC
 King William County Public Schools, VA
 Kennesaw County Schools, SC
 Lancaster County Schools, VA
 Laurens County Schools, GA
 Lee County Government, NC
 Lee County Schools, NC
 Lee County Government, VA
 Lee County Schools, VA
 Lynchburg City Schools, VA
 Martin County Government, NC
Maury County Government, TN
 Montgomery County Government, VA
 Montgomery County Schools, VA
 Nash County Government, NC
 NCRGEA, NC
 New Hanover County Schools, NC
 Northampton County Government, NC
 Northumberland County Schools, VA
 Nottoway County Schools, VA
 Onslow County Schools, NC
 Onslow Water & Sewer Authority, NC
 Person County Government, NC
 Pitt County Government, NC
 Pitt County Schools, NC
 Pittsylvania County Government, VA
 Polk County Government, NC
 Prince George County Government, VA
 Rabun County Government, GA
 Race City Steel, NC
 Randolph County Government, NC
 Randolph County Schools, NC
 Robeson Community College, NC
 Robeson County, NC
 Robeson County Schools, NC
 Rowan County Government, NC
 Rowan-Salisbury Schools, NC
 Salem City Schools, VA
 Scotland County Government, NC
 Scott County Government, VA
 SEANC, NC
 Smyth County Schools, VA
 Spotsylvania County Government, VA

Spotsylvania County Schools, VA
 Stafford County Government, VA
 Stafford County Schools, VA
 Stanly County Government, NC
Sullivan County Government, TN
Sullivan County Schools, TN
 Surry County Schools, NC
 Surry County Schools, VA
 Swain County Government, NC
 Tazewell County Schools, VA
 Town of Boone, NC
Town of Greeneville, TN
 Town of Hillsville, VA
 Town of Holly Springs, NC
Town of Mountain City, TN
 Town of Nags Head, NC
 Town of Smithfield, NC
 Transylvania County Government, NC
 Trion City Schools, GA
Unicoi County Government, TN
 United Teachers of Dade, FL
 Vance County Government, NC
 Vaya Health
 Washington County Government, VA
 Washington County Public Schools, VA
 Watauga County, NC
 Watauga County Schools, NC
 Wayne County Government, NC
 Western VA Water Authority, VA
 Wilkes County Government, NC
 W-Salem/Forsyth County Schools, NC
 Wise County Government, VA
 Wise County Schools, VA
 Yancey County Government, NC

Meet Our Team

Mark III provides a professional and committed service staff to support our customers.

Tracy McCarty
Plan Review &
Compliance

Jon Manfull
New Business
Development

Cindy Hayden
Account Manager

Matthew Chapman
Enrollment Manager



Tom Cheswick
Senior Benefits Consultant

Michael Smith
Web Design &
Marketing

Mark III
Employee Benefits

Mark Browder
Health & Wellness

David Huff
Video Production

Brad Easterling
Senior Account
Executive

Eddie Sexton
Account Executive

Makenzie Correll
Wellness Coordinator

Independent Consultant

Mark III provides a professional and committed service staff to support our customers.

We're independent and represent YOU and not the insurance companies.



Mark III
Employee Benefits

+



- ✓ No contractual obligations to ANY carrier
- ✓ Our responsibility is to the Client and only the Client!
- ✓ Comprehensive Reporting
- ✓ Product Development & Design Flexibility

Leverage & Administrative Assistance

Our competitive advantage is our volume of business

- ✓ Mark III manages over \$300 million in medical plans
- ✓ Strong Bargaining & Negotiating Power
- ✓ Client Advocacy
- ✓ ACA Compliance & Legislative Updates - Zywave
- ✓ Dedicated Account Manager as day to day contact
- ✓ Junior Account Manager for claims, billing, and eligibility issues
- ✓ Bill Reconciliation Assistance

Our Consulting Approach

Centered on partnership, commitment, and quality service for you and your employees.

- ✓ Meet with the customer to determine goals & objectives
- ✓ Analyze strengths, weaknesses, opportunities and threats to the current plan
- ✓ Prepare, Market, Evaluate and Implement the plan
- ✓ Monitor plan performance and communicate with the group
- ✓ Provide recommendations based on proven results
- ✓ Deliver guidance on compliance and legislative issues



Claims Review

BCBST Health Plan Renewal 2025 - Prepared By Mark III August 2024							
Date	Employees	Premium	Paid Medical Claims	Pharmacy	Total Claims	Loss Ratio	Clm/ee/mth
June-23	146	\$194,083.14	\$75,731.07	\$97,926.88	\$173,657.95	89.48%	\$1,189.44
July-23	148	\$188,223.04	\$70,434.56	\$67,322.07	\$137,756.63	73.19%	\$930.79
Aug-23	145	\$187,457.20	\$106,025.39	\$74,594.01	\$180,619.40	96.35%	\$1,245.65
Sep-23	143	\$180,831.26	\$41,301.41	\$98,715.51	\$140,016.92	77.43%	\$979.14
Oct-23	146	\$185,922.58	\$57,486.32	\$88,783.44	\$146,269.76	78.67%	\$1,001.85
Nov-23	148	\$195,178.87	\$89,358.04	\$59,846.59	\$149,204.63	76.45%	\$1,008.14
Dec-23	147	\$188,935.85	\$110,358.10	\$113,567.50	\$223,925.60	118.52%	\$1,523.30
Jan-24	148	\$202,571.30	\$136,126.00	\$98,312.37	\$234,438.37	115.73%	\$1,584.04
Feb-24	147	\$194,934.28	\$285,626.54	\$55,361.02	\$340,987.56	174.92%	\$2,319.64
Mar-24	147	\$207,993.63	\$54,931.19	\$69,320.62	\$124,251.81	59.74%	\$845.25
Apr-24	145	\$194,872.46	\$86,316.66	\$63,642.70	\$149,959.36	76.95%	\$1,034.20
May-24	148	\$192,603.10	\$60,682.92	\$98,795.01	\$159,477.93	82.80%	\$1,077.55
Rolling 12 Months	1758	\$2,313,607	\$1,174,378	\$986,188	\$2,160,566	93.39%	\$1,228.99

Standard Renewal Calculation - 2025	
Claims 6/23 thru 5/24	\$2,160,566
BCBST - Annual Trend - 7.5% 19 Months of trend - (11.88%)	\$2,417,133
Required Premium (85.0% Target Loss Ratio)	\$2,843,686
Current Annual Premium	\$2,313,607
Rate Action	22.9%
Difference	\$530,079

Enrollment Services

On-site, online, year round, and just a phone call away!

- ✓ Salaried Staff (*non-commission*)
- ✓ Educational Format
- ✓ Internet-Based Solutions (*Self-Enroll Option with 24 hour access*)
- ✓ Group Presentations
- ✓ Call-Center
- ✓ One-on-One Counseling



Enrollment Solutions

A comprehensive benefits enrollment solution.

Online

- ✓ Custom Designed
- ✓ Internet-based
- ✓ Secure System
- ✓ 24/7 Access
- ✓ User-friendly
- ✓ Benefit/Deduction Summary
- ✓ GI Benefits = Easy Admin
- ✓ New Hire Self-Enrollment

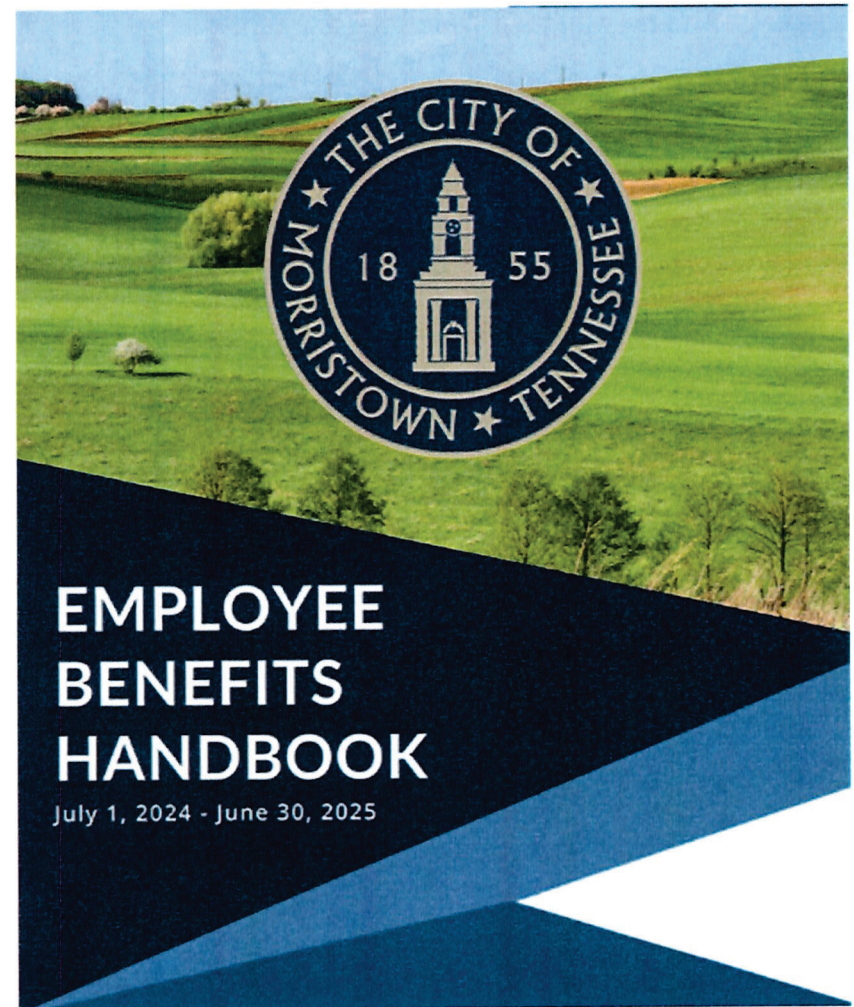
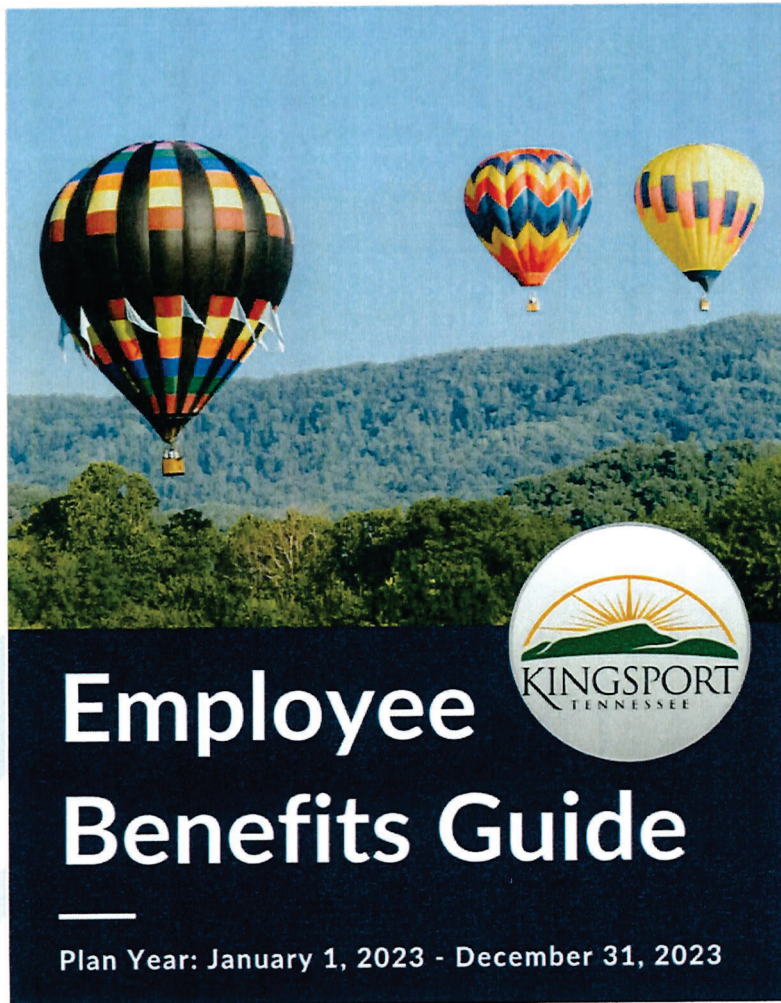
Call Center & Face to Face

- ✓ One-on-One Counseling
- ✓ Salaried Staff (non-commission)
- ✓ Educational Format
- ✓ Group Presentations



Employee Materials

Customized Benefit Plan Booklets & Enrollment Posters



Employee Communication

Customized benefit materials to educate employees.



Benefits Booklet



Posters & Flyers

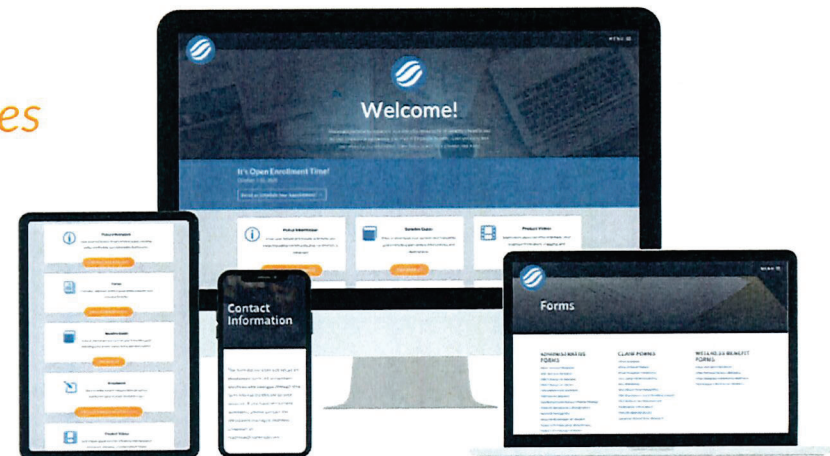


New Hire Flyers

Benefits Websites

Customized benefits portal to guide your employees

- ✓ Benefits Guide
- ✓ Product Videos
- ✓ Custom HR Videos
- ✓ Policy Certificates
- ✓ Plan Forms
- ✓ Contact Info
- ✓ Enrollment Info



Why Mark III?

Mobile App

Access to Your Benefits & Enrollment Information in the Palm of Your Hand



- ✓ File a Claim
- ✓ Benefits Learning Center
- ✓ Health & Wellness Center
- ✓ Schedule an Appointment
- ✓ Contact Info
- ✓ Enrollment Info

Why Mark III?

Custom HR/Promotion Videos

Our media department makes custom-made videos available to our clients



- ✓ New Hire
- ✓ Employee Benefits
- ✓ Instructions
- ✓ Wellness
- ✓ Promotional
- ✓ Safety

Learn more at watch at markiiimedia.com/our-work

Why Mark III?

- ✓ Experience
- ✓ Leverage
- ✓ Outstanding Service
- ✓ Proven Solutions
- ✓ Customized/
Specialized Plans
- ✓ Enrollment Capabilities
- ✓ Employee Communications
 - Website
 - Booklets
 - Videos
- ✓ Trusted Partner

Transition

- Timeline
- Open Enrollment Expectations
- Benefits Administration System
- Questions

References

City of Kingsport
Michael J Wessely, Benefits Administrator
(423)224-2606
michaelwessely@kingsporttn.gov

City of Morristown
Nicole Sizemore, Human Resources Coordinator
(423)585-4618
nsizemore@mymorristown.com

Hamblen County Government
Wendy Williams, Human Resource Manager
(423) 586-1931
wendy.williams@co.hamblen.tn.us

City of McMinnville
Libby Rutledge, Human Resources Director
(931)473-1200
lrutledge@mcminnvilletn.gov

Contact Us

300 W. Watauga Ave.
Johnson City, TN 37604
(800) 532-1044
markiiieb.com



**JON
MANFULL**
TN Senior
Consultant
jon@markiiieb.com
423-676-2545



**BRAD
EASTERLING**
Senior
Account Executive
brad@markiiieb.com
423-268-6103



Scan me with your smartphone to learn more:

OR visit us online at: markiiieb.com/virginia





FIRE DEPARTMENT AGENDA ITEM REPORT

TO: City Council
FROM: Lee Turner, Fire Chief
DATE: January 17, 2025
SUBJECT: Hazard Mitigation Grant Application

BACKGROUND:

- Due to the storm damage in East Tennessee, the City is eligible to apply for a Hazard Mitigation Grant from the Federal Emergency Management Agency.
- One area of need that has been identified in our area is the need for generators at high-need locations.
- The need has been identified at the Community Center and the Public Works Facility.
- In order to apply for this grant in the future, a Letter of Intent needs to be submitted.

FISCAL IMPACT:

- There is a matching percentage for the FEMA Grant.
- The impact to the City's budget is unknown at this time. The match will be determined when the grant application is prepared.

REQUEST/RECOMMENDATION:

Permission for a Letter of Intent to be submitted by the end of the month in case the City of Jefferson City decides to apply for the Hazard Mitigation Grant.

ATTACHMENTS: