

Mayor – Sandy Sanders

City Administrator – Ray Gosack

City Clerk – Sherri Gard

Board of Directors

Ward 1 – Keith Lau

Ward 2 – Andre’ Good

Ward 3 – Mike Lorenz

Ward 4 – George Catsavis

At Large Position 5 – Pam Weber

At Large Position 6 – Kevin Settle

At Large Position 7 – Philip H. Merry Jr.

AGENDA
Fort Smith Board of Directors
Regular Meeting
July 16, 2013 ~ 6:00 P.M.
Fort Smith Public Schools Service Center
3205 Jenny Lind Road

5:30 p.m. – Reception for Belle Grove Historic District (*Item 1A*)

THIS MEETING IS BEING TELECAST LIVE ON THE GOVERNMENT ACCESS CHANNEL 6

INVOCATION & PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENTATION BY MEMBERS OF THE BOARD OF DIRECTORS OF ANY ITEMS OF BUSINESS NOT ALREADY ON THE AGENDA FOR THIS MEETING

(Section 2-37 of Ordinance No. 24-10)

APPROVE MINUTES OF THE JULY 9, 2013 REGULAR MEETING

ITEMS OF BUSINESS:

1. Presentations:
 - A. Recognition of 40th Anniversary of the Belle Grove Historic District
 - B. Fort Smith Riverfront Blues Society recognition to the City of Fort Smith for its support of the 23rd Annual Riverfront Blues Festival (*June 21 – 22, 2013*)

2. Ordinance amending Chapter 25, Article VII, of the Fort Smith Municipal Code to amend Section 25-261 regarding the definitions pertaining to solid waste services
~ *Settle/Good placed on agenda at the June 11, 2013 study session* ~
** Second Reading **
3. Consent Agenda
 - A. Ordinance to abandon water and sanitary sewer easements located in Lot 3, Corrected Plat of Braums Shelby Addition, an addition to the City of Fort Smith, Sebastian County, Arkansas (*1400 Zero Street*)
 - B. Resolution accepting the bid and authorizing the Mayor to execute a contract for repairs to the city parking facility at 700 Rogers Avenue
(*\$ / Planning Department / Budgeted – Parking Authority Fund*)
 - C. Resolution accepting the bid and authorizing a contract with LJB Construction Inc. for the construction of Ben Geren Softball Addition
(*\$1,231,845.00 / Parks Department / Budgeted – 1/8 % Sales and Use Tax*)
 - D. Resolution accepting the bid for the purchase of lighting fixtures from Musco Sports Lighting LLC for the Ben Geren Softball Field Addition
(*\$126,212.50 / Parks Department / Budgeted – 1/8 % Sales and Use Tax*)
 - E. Resolution authorizing execution of agreements with Oklahoma Gas and Electric company and agreement with Fort Chaffee Redevelopment Authority regarding underground electrical service for Fire Station No. 11

OFFICIALS FORUM ~ presentation of information requiring no official action
(*Section 2-36 of Ordinance No. 24-10*)

- Mayor
- Directors
- City Administrator

EXECUTIVE SESSION

- Performance evaluation - City Administrator ~ *Announced at the July 17, 2012 regular meeting* ~
- Appointment: Parks and Recreation Commission (1), Planning Commission (1) and Property Owners Appeal Board (1)

ADJOURN

Memo

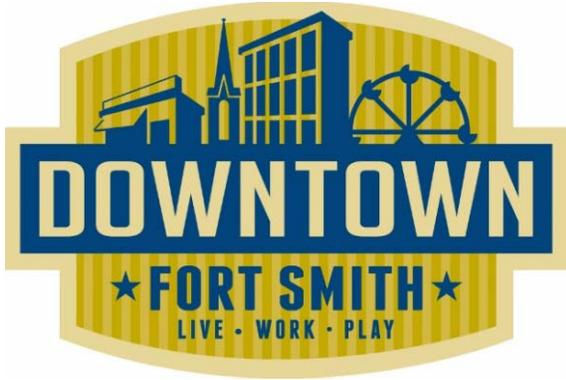
To: Ray Gosack, City Administrator
From: Brenda Andrews, Senior Planner
Date: 7/12/2013
Re: Recognition of the Belle Grove Historic District's 40's anniversary on the National Register of Historic Places and Recognition of Rick and Linda Wells' contributions to the Belle Grove Historic District

In honor of the Belle Grove Historic District's 40th anniversary on the National Register of Historic Places, a reception is planned at 5:30 pm., prior to the Board's meeting on July 16th. Listed on the National Register on July 16th, 1973, the Belle Grove Historic District is the oldest residential neighborhood in Fort Smith. The neighborhood consists of 22 square blocks and is bounded by North 5th Street, North 8th Street, mid-block between North "B" Street and North "C" Street, and North "H" Street. The neighborhood represents a variety of excellent examples of late nineteenth century and early twentieth century Victorian architecture. Following the reception, Mayor Sanders will read a proclamation honoring the anniversary.

Mayor Sanders will also present a proclamation to historic district property owners Rick and Linda Wells of 623 North 6th Street acknowledging their contributions to the historic district. The Wells' have lived in the historic district for over 10 years and have renovated and preserved numerous homes. Their commitment and interest in historic preservation has contributed to the longevity and success of the Belle Grove Historic District.

Please contact me if you have any questions regarding this item.

Enc.



1B

MEMORANDUM

July 11, 2013

To: Ray Gosack, City Administrator

From: Jayne Hughes, Downtown Development Coordinator

RE: Presentation from the Fort Smith Riverfront Blues Society

The Fort Smith Riverfront Blues Society produced the 23rd annual Riverfront Blues Festival June 21st and 22nd. The weather this year and of course the talent which was booked by their own board of directors created the right mix for a successful year at the Blues Fest. Harry E. Kelly and Riverfront Park was once again a beautiful venue for an estimated 5000 festival goers. The Blues Fest patrons are known to dine in our local restaurants, stay in our Downtown hotels and enjoy day visits to our local museums. All within walking distance from the Festival's venue.

The Festival Committee has changed the way they work the line up each night. By using local entertainers like Mark Albertson and Wanda Wasson they discovered they can have a good crowd and keep their costs down by not paying high travel. They also reserve the head liner for their Saturday night entertainment. The head liner this year was Johnny Winter with another local band, Oreo Blue, for a great night of entertainment for music lovers.

On Saturday evening, the Blues Society's Endowment Fund board of Directors presented two lucky music students with a \$1000 college scholarship each, to further their music education. Applicants may apply on line and the only requirement is that they must be majoring in music to qualify.

Other beneficiaries of this event included “The Rock Church” who volunteered to operate the courtesy carts to pick up and deliver event goers to the Park and then back to where they parked. All donations collected from this service went to the Church. The Society Board, from funds created by the two day event, also makes donations to Bikers Against Child Abuse or B.A.C.A. The members of this organization are true advocates for preventing child abuse and assisting the children who have been violated. Without this event this organization would not be able to provide their services to children who desperately need their assistance.

Throughout the year, with the help of the Blues Society Sponsors they provide free, educational and interactive concerts performed at local schools including pre K to 12. These performances include local, regional and national talent who introduce the students to the American style of music known as the Blues.

The City of Fort Smith through Downtown Development has generously supported this event. Without the City’s support in infrastructure and sponsorship to the Blues Society the Society’s beneficiaries, educational programs and scholarships would not take place. The Fort Smith Riverfront Blues Society wishes to thank the City of Fort Smith and the Board of Directors for the continued support they have given this organization.

If you have any further questions please give me a call.

Office: 784-1001

Cell: 650-7001

Ordinance No. _____

AN ORDINANCE AMENDING CHAPTER 25, ARTICLE VII, OF THE FORT SMITH MUNICIPAL CODE TO AMEND SECTION 25-261 REGARDING THE DEFINITIONS PERTAINING TO SOLID WASTE SERVICES

BE IT ORDAINED AND ENACTED BY THE BOARD OF DIRECTORS OF THE CITY OF FORT SMITH, ARKANSAS, THAT:

Section 1: Chapter 25, Article VII, Section 25-261 of the Fort Smith Municipal Code is hereby amended to read as follows:

Sec. 25-261. Definitions.

For the purposes of this article, the following words or phrases shall have the meanings respectively ascribed to them:

Commercial customer shall mean any customer whose use of a premises owned, leased, occupied, or managed by such customer is for a purpose other than residential use or is a residential use consisting of more than four (4) residential living units per building structure for which solid waste is collected. Each owner or agent of a multi-family building structure of over four (4) living units shall have the option of being charged under residential or commercial collection rates, provided that a suitable container, as provided for in the definition above, is available.

Residential customer shall mean any customer whose use of premises owned, leased, occupied, or managed is for a residential purpose in a single-family building structure or multi-family building complexes with no more than four (4) living units per building structure.

Residential use shall mean any structure used principally as a place of habitation with facilities for living, sleeping, eating, cooking, and parking, whether owned, rented, or otherwise occupied by the occupants thereof, and shall include any single-family house as one (1) living unit, any duplex as two (2) living units, and triplex as three (3) living units, and any quadplex as four (4) living units. Any individual family unit within a multiplex shall be included as one (1) living unit.

This Ordinance adopted this 9th day of July, 2013.

APPROVED:

Mayor

ATTEST:

City Clerk

Approved as to Form



Publish One Time



MEMORANDUM

July 12, 2013

To: Ray Gosack, City Administrator

From: T. Baridi Nkokheli, Director

Subject: Residential Sanitation Services at Multiplexes

During the June 11, 2013 Board of Directors' Study Session, we discussed issues pertaining to residential solid waste collection services provided at residential structures with 2, 3, or 4 living units. We specifically discussed compliance issues relating to Fort Smith municipal code section 25-261.

Following an October 2012 review of our residential solid waste collection routes, we revealed that a number of multiplex properties were allowed to utilize commercial containers (dumpsters), provided by the Department of Sanitation or a third party, for residential purposes. Per municipal code, they should have been provided curbside residential collections and should have never been allowed to utilize commercial containers or third-party haulers.

As previously discussed, commercial containers (dumpsters) utilized in residential areas pose a number of concerns for citizens living in the immediate vicinity. The primary purpose of the municipal code relating to commercial containers is to keep commercial containers out of residential areas as much as possible due to a number of factors:

- Commercial containers are prone to litter due to overfilling and/or lids being left open. Users tend to place items on the ground around the containers when they are at capacity resulting in blowing debris.
- Certain "residential" solid waste items are prohibited from being placed in commercial containers. Items such as tree debris, grass clippings, Freon bearing appliances, paint, tires, and batteries require special handling.
- Use of the commercial containers by persons not authorized to use them.
- Commercial containers are often not secured or maintained in a sanitary manner by their users resulting in odorous and/or rank smells.

- The presence of commercial containers in residential areas can be unsightly.
- The collection process of commercial containers is loud and often results in noise complaints from residents living in the vicinity. Commercial collections typically begin as early as 4:00 a.m. to avoid traffic on major thoroughfares resulting in collections of commercial containers in residential areas being made prior to the 7:00 a.m. start time as prescribed in the residential municipal code.
- A commercial container utilized in a residential area requires an additional solid waste collection vehicle to enter the neighborhood multiple times each week impacting road surfaces and traffic conditions.

The majority of the solid waste definitions listed in Section 25-261 of the municipal code were established in 1976. The definitions require updating to accommodate contemporary multifamily structure designs and current solid waste collection services. Department staff recommends amending the language of the definitions, by the attached ordinance, as follows:

- **Commercial customer** shall mean any customer whose use of a premises owned, leased, occupied or managed by such customer is for a purpose other than residential use or is a residential use consisting of more than four (4) residential living units per building structure for which solid waste is collected ~~and billed to a single customer~~. Each owner or agent of a multi-family building structure of over four (4) units shall have the option of being charged under residential or commercial collection rates, provided that a suitable container as provided for in the definition above is available.
- **Residential customer** shall mean any customer whose use of premises owned, leased, occupied or managed is for a residential purpose in a single-family building structure ~~or duplex structure~~ or multi-family building complexes with no more than four (4) living units per building structure.
- **Residential use** shall mean any structure used principally as a place of habitation with facilities for living, sleeping, eating, cooking, and parking, whether owned, rented, or otherwise occupied by the occupants thereof, and shall include any single-family house as one (1) living unit, any duplex as two (2) living units, any triplex as three (3) living units, and any quadplex as four (4) living units. Any individual family unit within a multiplex shall be included as one (1) living unit.

Residential trash carts are the default method for solid waste collections at multiplexes provided the property meets the following criteria:

- The property design should allow proper space to allow fluid ingress and egress of fully-automated solid waste collection vehicles.
- The property should be clear of substantial obstacles, which may hinder curbside collections by fully-automated solid waste collection vehicles.

- The property should have enough space to accommodate multiple carts at the curb.
- The property should have ample storage space for the carts.
- Placing the carts curbside should not impede pedestrian walkways or motorists' line of sight view of oncoming traffic when entering or exiting the property.

Consideration will also be given to concerns posed by the property owners with regards to the type of collection method selected. Exceptions will be considered for unique circumstances; however, commercial containers will be a rare exception.

In summary, the staff recommends that all multiplexes receive residential solid waste collection services provided by the Department of Sanitation with automated carts unless that service delivery method is determined not practical by the Department based on the criteria outlined above.

The benefits of these recommendations include:

- Standardized solid waste collections in lower density residential areas.
- Fewer solid waste collection vehicles in neighborhoods.
- More opportunity for recycling.
- Fewer problems with uncollected bulky items.

Please contact me should you have any questions regarding this report or would like additional information.

A handwritten signature in black ink, appearing to be the initials 'NK'.

3A.

ORDINANCE NO. _____

**AN ORDINANCE TO ABANDON
WATER AND SANITARY SEWER EASEMENTS
LOCATED IN LOT 3, CORRECTED PLAT OF BRAUMS SHELBY ADDITION,
AN ADDITION
TO THE CITY OF FORT SMITH, SEBASTIAN COUNTY, ARKANSAS**

**BE IT ORDAINED AND ENACTED BY THE BOARD OF DIRECTORS OF THE
CITY OF FORT SMITH, THAT:**

SECTION 1: The City of Fort Smith, Arkansas hereby releases, vacates and abandons all its rights together with the rights of the public generally to the following easements for water and sanitary sewer located in the hereinafter described real property:

Water Line Easement Abandonment Description:

A part of a 15' Water Line Easement described in Book 536 Page 1946, crossing part of Lot 3 of the corrected plat of Braums Shelby Addition to the City of Fort Smith (filed for record May 25, 1989), Sebastian County, Arkansas, said easement being 7.5' wide one each side of the centerline, more particularly described as follows:

Commencing at the NW corner of said Lot 3, on the south right of way line of Zero Street; thence S89°32'E along the north line of said Lot 3, 7.5'; thence South parallel to the West line of said Lot 3, 75.00' to the Point of Beginning; thence continuing South 173.00; to a point 7.5' north of the south line of said Lot 3; thence S89°32'E parallel to said south line of Lot 3, 31.00' to the Point of Termination, said point being 113.50' east of the SW corner of said Lot 3.

Sanitary Sewer Easement Abandonment Description:

A part of a 15' Sanitary Sewer Easement described in Book 366 Page 1379, crossing part of Lot 3 of the corrected plat of Braums Shelby Addition to the City of Fort Smith (filed for record May 25, 1989), Sebastian County, Arkansas, more particularly described as follows:

Commencing at the NW corner of said Lot 3 on the south right of way line of Zero Street; thence S89°32'E along the north line of said Lot 3, 85.00 to the Point of Beginning; thence continuing S89°32'E 10.00'; thence South 245.40' to a point 10.00' north of the south line of said Lot 3; thence S89°32'E paralleling said south line 48.95' to the east line of said of said Lot 3; thence S00°28'W along said east line of Lot 3, 10.00' to the SE corner of said Lot 3; thence N89°32'W along said south line of Lot 3, 63.87'; thence North 255.40' to the Point of Beginning.

The easements being released, vacated and abandoned are no longer required for municipal corporate purposes.

SECTION 2: A copy of the Ordinance duly certified by the City Clerk shall be filed with the Office of the Recorder of the County and recorded in the deed records of the County.

PASSED AND APPROVED THIS _____ DAY OF JULY 2013.

APPROVED:

Mayor

ATTEST:

City Clerk

Approved as to form:



Publish One Time

Memo

To: Ray Gosack, City Administrator
From: Wally Bailey, Director of Development Services
Date: 7/11/2013
Re: Request for Abandonment of Water & Sanitary Sewer Easements
1400 Zero Street – Mercy Medical Clinic

We received a request from Mercy Health Fort Smith Communities Corporation to abandon a 15' sanitary sewer easement and a portion of a 15' waterline easement located on Lot 3 of the corrected plat of Braums Shelby Addition. A copy of the application and map showing the proposed easement abandonments are enclosed. (Please see Exhibits A & B). The abandonments will facilitate the remodeling of the existing building at 1400 Zero Street for use as a Mercy Medical Clinic.

The portion of the waterline and the easement proposed for abandonment is no longer necessary as part of the site improvements.

The existing sewer line easement proposed for abandonment is incorrectly placed due to an incorrect legal description. To correct this issue, Mercy is dedicating a new 15' sewer easement that will cover the existing sewer line. (Please see Exhibit C).

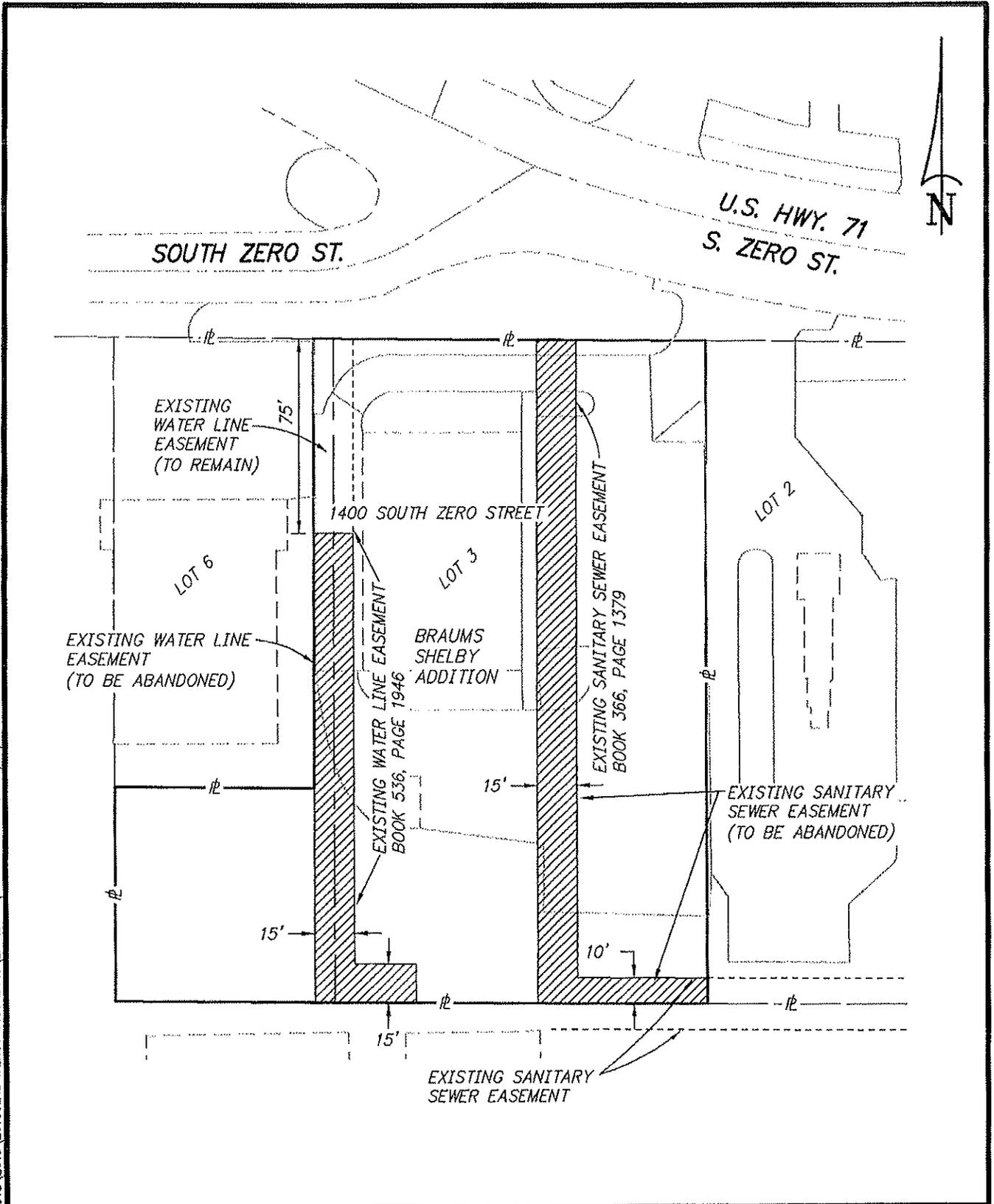
Additionally, Mercy is dedicating a second sewer line easement to allow the city to relocate the sewer line in the future, should such relocation become necessary. (Please see Exhibit D).

The city utility department has reviewed the proposed easement abandonments as well as the easement dedications and has no objections.

Enclosed for the Board's consideration is an ordinance authorizing the abandonment of the easements.

Please contact me if you have any questions regarding this item.

Enc.



U:\DRAWINGS\PROJECTS\2013\20130248 MERCY 1400 ZERO EXHIBITS\ESMT ABAN.DWG. 6/13/2013 3:21 PM. STEVE HENDRIX. PLOT

HW HAWKINS & WEIR
ENGINEERS, INC.
 110 South 7th Street • Van Buren, Arkansas 72956 • (479) 474-1227
 211 Natural Resources Drive • Little Rock, Arkansas 72205 • (501) 374-4846
 www.hawkins-weir.com

EASEMENT ABANDONMENT
LOT 3, BRAUMS SHELBY ADDITION – EXHIBIT "B"
MERCY HEALTH FORT SMITH COMMUNITIES
(FORMERLY KNOWN AS ST. EDWARD MERCY MEDICAL CENTER)
FOR: CITY OF FORT SMITH

DATE: 6/13/2013	SCALE: 1" = 50'	JOB NO. 2013024B
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Exhibit "A"
Water Line Easement
Abandonment Description

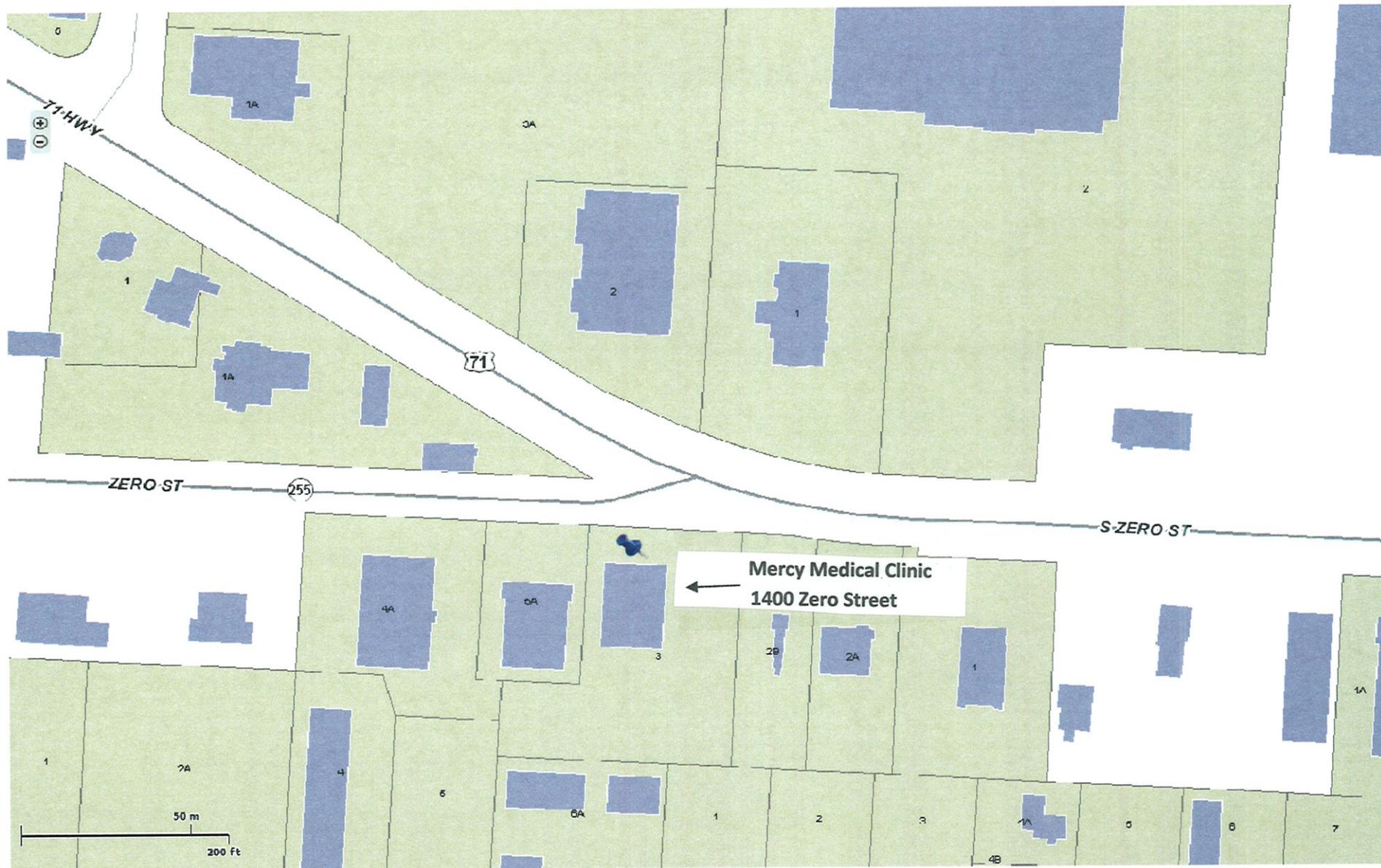
A part of a 15' Water Line Easement described in Book 536 Page 1946, crossing part of Lot 3 of the corrected plat of Braums Shelby Addition to the City of Fort Smith (filed for record May 25, 1989), Sebastian County, Arkansas, said easement being 7.5' wide one each side of the centerline, more particularly described as follows:

Commencing at the NW corner of said Lot 3, on the south right of way line of Zero Street; thence S89°32'E along the north line of said Lot 3, 7.5'; thence South parallel to the West line of said Lot 3, 75.00' to the Point of Beginning; thence continuing South 173.00; to a point 7.5' north of the south line of said Lot 3; thence S89°32'E parallel to said south line of Lot 3, 31.00' to the Point of Termination, said point being 113.50' east of the SW corner of said Lot 3.

Sanitary Sewer Easement
Abandonment Description

A part of a 15' Sanitary Sewer Easement described in Book 366 Page 1379, crossing part of Lot 3 of the corrected plat of Braums Shelby Addition to the City of Fort Smith (filed for record May 25, 1989), Sebastian County, Arkansas, more particularly described as follows:

Commencing at the NW corner of said Lot 3 on the south right of way line of Zero Street; thence S89°32'E along the north line of said Lot 3, 85.00 to the Point of Beginning; thence continuing S89°32'E 10.00'; thence South 245.40' to a point 10.00' north of the south line of said Lot 3; thence S89°32'E paralleling said south line 48.95' to the east line of said of said Lot 3; thence S00°28'W along said east line of Lot 3, 10.00' to the SE corner of said Lot 3; thence N89°32'W along said south line of Lot 3, 63.87'; thence North 255.40' to the Point of Beginning.



Location Map

Mercy Medical Clinic - 1400 Zero Street

Project Name: Mercy Zero Street Clinic
 Project #:HWEI-2013024B
 Tract #:1

SEWER UTILITY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That Mercy Health Fort Smith Communities Corporation their heirs, successors, and assigns, GRANTORS, for and in consideration of the sum of one dollar (\$1.00) and other good and valuable considerations, receipt of which is hereby acknowledged, does hereby grant, bargain, sell and convey to the City of Fort Smith, Arkansas, a municipal corporation, its agents, successors, and assigns, GRANTEES, a 15 foot wide permanent easement for the construction, operation, and maintenance of public (GRANTEES owned) sewer utilities with all appurtenances thereto, together with the right to remove trees, brushes, undergrowth or other obstructions interfering with construction, operation and maintenance of said sewer utilities over, under and upon the following lands situated in Fort Smith, Sebastian County, Arkansas, to wit:

Part of Lot 3 of Corrected plat of Braums Shelby Addition to the City of Fort Smith (filed for record May 25, 1989), Sebastian County, Arkansas, being more particularly described as follows:

Commencing at the NW corner of said Lot 3 on the south right of way line of Zero Street; thence S89°32'00"E along the north line of said Lot 3, 93.66' to the Point of Beginning; thence continuing S89°32'00" E 15.00'; thence S00°31'53"W 245.39' to a point 10.00' north of the south line of said Lot 3; thence S89°32'00"E 42.45' to the east line of said Lot 3; thence S00°01'00"E along said east line of Lot 3, 10.00' to the SE corner of said Lot 3; thence N89°32'00"W along the south line of said Lot 3, 57.55'; thence N00°31'53"E 255.39' to the Point of Beginning, containing 4,256 square feet or 0.10 acre more or less.

See Exhibit A attached hereto and hereby made a part of this instrument,

with rights of ingress and egress to and from the same.

To have and to hold said easement unto GRANTEES forever.

RETURN ORIGINAL FILED DOCUMENT TO: Larry Guthrie, City of Fort Smith

3900 Kelley Hwy., Fort Smith, AR 72904

GRANTORS shall have the right to use the surface of the property above described as long as GRANTORS wish, provided, that GRANTORS shall not interfere with the use thereof by GRANTEEES, and further, GRANTORS shall not erect a permanent building or other structure within said easement, and further, GRANTORS shall provide gates acceptable to GRANTEEES if said easement is fenced.

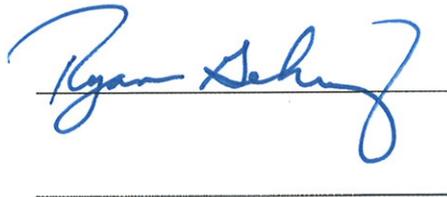
After completion of construction, Grantees shall restore the land in this permanent/ temporary easement (whichever the case, or both) to as near its original condition as possible, subject to both parties acting in a reasonable manner.

The consideration paid by GRANTEEES is received and accepted by GRANTORS in full satisfaction of every right hereby conveyed.

GRANTORS do hereby covenant with GRANTEEES that GRANTORS are lawfully seized and possessed of the real estate above described and that GRANTORS have a good and lawful right to convey the same or any part thereof.

It is hereby understood that party securing this grant in behalf of GRANTEEES is without authority to make any covenant or agreement not herein expressed.

Witness our hands and seals on this 14th day of June, 2013.



A handwritten signature in blue ink, appearing to read "Ryan Dehning", is written over a horizontal line. Below this line is another horizontal line, likely a placeholder for a seal or additional text.

ACKNOWLEDGMENT

STATE OF ARKANSAS)
) SS
County of Sebastian

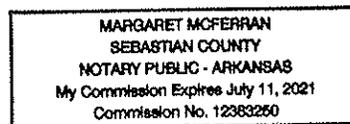
On this 14th day of June, 2013, before me, a Notary Public, duly commissioned, qualified and acting, within and for the County of Sebastian, Arkansas, appeared in person the within named Ryan Behing, _____ to me personally well known or proven to be the persons whose names appear upon the within and foregoing instrument, and stated and acknowledged that they had executed the same for the consideration, uses and purposes therein mentioned and set forth, and I do hereby so certify.

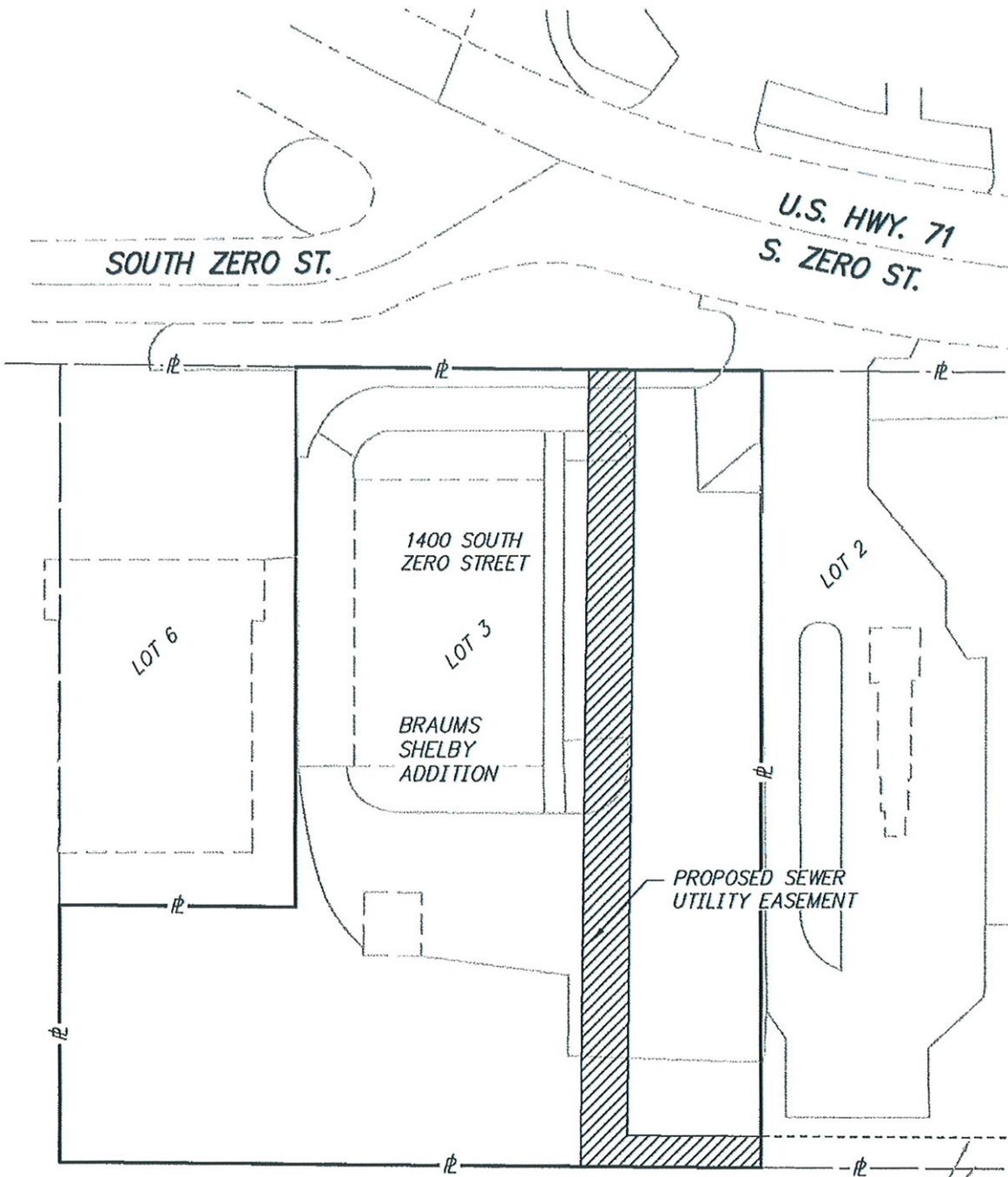
IN TESTIMONY WHEREOF, I have hereunto set my hand and official seal this 14th day of June, 2013.

Margaret McFerran
Notary Public

My Commission Expires:

7-11-2021





U:\DRAWINGS\PROJECTS\2013\2013024B MERCY 1400 ZERO\EXHIBITS\ESMT ACC.DWG. 6/13/2013 3:26 PM. STEVE HENDRIX. PLOT

HW HAWKINS & WEIR ENGINEERS, INC.
 110 South 7th Street • Van Buren, Arkansas 72956 • (479) 474-1227
 211 Natural Resources Drive • Little Rock, Arkansas 72205 • (501) 374-4846
 www.hawkins-weir.com

EASEMENT ACQUISITION
LOT 3, BRAUMS SHELBY ADDITION – EXHIBIT "A"
MERCY HEALTH FORT SMITH COMMUNITIES
(FORMERLY KNOWN AS ST. EDWARD MERCY MEDICAL CENTER)
FOR: CITY OF FORT SMITH

DATE: 6/13/2013	SCALE: 1" = 50'	JOB NO. 2013024B
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Project Name: Mercy Zero Street Clinic
Project #:HWEI-2013024
Tract #:1

SEWER UTILITY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That Mercy Health Fort Smith Communities Corporation their heirs, successors, and assigns, GRANTORS, for and in consideration of the sum of one dollar (\$1.00) and other good and valuable considerations, receipt of which is hereby acknowledged, does hereby grant, bargain, sell and convey to the City of Fort Smith, Arkansas, a municipal corporation, its agents, successors, and assigns, GRANTEES, a 15 foot wide permanent easement for the construction, operation, and maintenance of public (GRANTEES owned) sewer utilities with all appurtenances thereto, together with the right to remove trees, brushes, undergrowth or other obstructions interfering with construction, operation and maintenance of said sewer utilities over, under and upon the following lands situated in Fort Smith, Sebastian County, Arkansas, to wit:

A 15' SANITARY SEWER EASEMENT, DESCRIBED AS BEING THE EAST 15.0' AND THE NORTH 15.0' OF THE EAST 58.80' OF LOT 3, BRAUMS SHELBY ADDITION, TO THE CITY OF FORT SMITH, SEBASTIAN COUNTY, ARKANSAS, CONTAINING 4,491 SQUARE FEET MORE OR LESS.

See Exhibit A attached hereto and hereby made a part of this instrument,
with rights of ingress and egress to and from the same.

To have and to hold said easement unto GRANTEES forever.

GRANTORS shall have the right to use the surface of the property above described as long as GRANTORS wish, provided, that GRANTORS shall not interfere with the use thereof by GRANTEES, and further, GRANTORS shall not erect a permanent building or other structure within said easement, and further, GRANTORS shall provide gates acceptable to GRANTEES if said easement is fenced.

RETURN ORIGINAL FILED DOCUMENT TO: *Larry Guthrie, City of Fort Smith*
3900 Kelley Hwy., Fort Smith, AR 72904

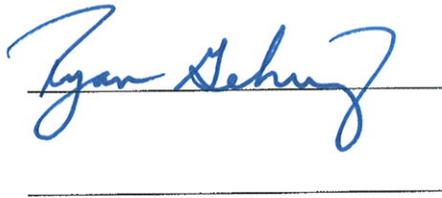
After completion of construction, Grantees shall restore the land in this permanent/ temporary easement (whichever the case, or both) to as near its original condition as possible, subject to both parties acting in a reasonable manner.

The consideration paid by GRANTEES is received and accepted by GRANTORS in full satisfaction of every right hereby conveyed.

GRANTORS do hereby covenant with GRANTEES that GRANTORS are lawfully seized and possessed of the real estate above described and that GRANTORS have a good and lawful right to convey the same or any part thereof.

It is hereby understood that party securing this grant in behalf of GRANTEES is without authority to make any covenant or agreement not herein expressed.

Witness our hands and seals on this 14th day of June, 2013.



RETURN ORIGINAL FILED DOCUMENT TO: Larry Guthrie, City of Fort Smith
3900 Kelley Hwy., Fort Smith, AR 72904

ACKNOWLEDGMENT

STATE OF ARKANSAS)
)
County of SEBASTIAN SS

On this 14th day of June, 2013, before me, a Notary Public, duly commissioned, qualified and acting, within and for the County of Sebastian, Arkansas, appeared in person the within named Ryan Gehrig, _____ to me personally well known or proven to be _____ the persons whose names appear upon the within and foregoing instrument, and stated and acknowledged that they had executed the same for the consideration, uses and purposes therein mentioned and set forth, and I do hereby so certify.

IN TESTIMONY WHEREOF, I have hereunto set my hand and official seal this 14th day of June, 2013.

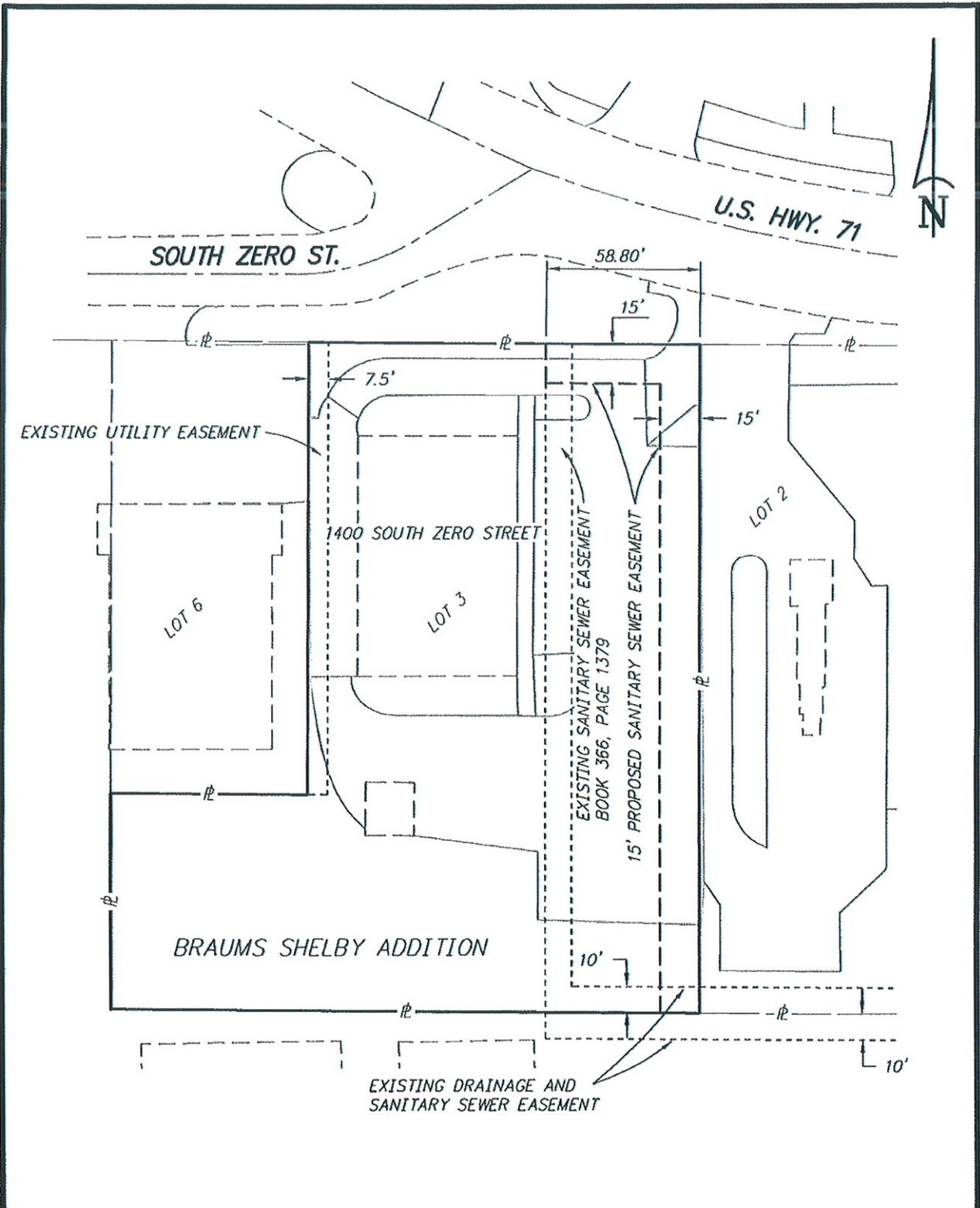
Margaret M. Ferran
Notary Public



My Commission Expires:
7-11-2021

RETURN ORIGINAL FILED DOCUMENT TO: Larry Guthrie, City of Fort Smith
3900 Kelley Hwy., Fort Smith, AR 72904

U:\DRAWINGS\PROJECTS\2013\2013024\MERCY-ZERO STREET\2013024-2.DWG. 5/13/2013 4:20 PM. RONNIE SCHILDAUER. PLOT



HW HAWKINS & WEIR ENGINEERS, INC.
 110 South 7th Street • Van Buren, Arkansas 72956 • (479) 474-1227
 211 Natural Resources Drive • Little Rock, Arkansas 72205 • (501) 374-4846
 www.hawkins-weir.com

EASEMENT DEDICATION
LOT 3, BRAUMS SHELBY ADDITION - EXHIBIT "A"
MERCY HEALTH FORT SMITH COMMUNITIES
(FORMERLY KNOWN AS ST. EDWARD MERCY MEDICAL CENTER)
FOR: CITY OF FORT SMITH

DATE: 5/8/2013	SCALE: 1" = 50'	JOB NO. 2013024
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3B.

RESOLUTION NO. _____

**RESOLUTION ACCEPTING BID AND AUTHORIZING THE MAYOR
TO EXECUTE A CONTRACT FOR REPAIRS TO THE CITY PARKING FACILITY AT
700 ROGERS AVENUE**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CITY OF FORT
SMITH, ARKANSAS, THAT:**

SECTION 1: The bid of _____ received July 16, 2013, for repairs to the
City Parking Facility at 700 Rogers Avenue in the amount of _____ be accepted.

SECTION 2: The Mayor is authorized to execute a contract with _____
subject to the terms set forth in Section 1 above.

THIS RESOLUTION ADOPTED THIS _____ DAY OF JULY, 2013.

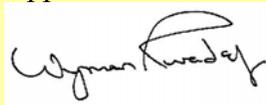
APPROVED:

Mayor

ATTEST:

City Clerk

Approved as to form:



No Publication Required

MEMORANDUM

To: Ray Gosack, City Administrator
From: Wally Bailey, Director of Development Services
Date: July 12, 2013
Subject: Parking Garage Repairs at 700 Rogers Avenue

The Parking Garage at 700 Rogers Avenue is in need of structural repairs and waterproofing. The repairs are summarized as repairing of cracking in the precast concrete double-tee members, repairs of cracks and spalling in the concrete topping slab, repairs of damaged double-tee flange connectors, replacement of deteriorated sealant at double -tee flange joints, replacement of bearing pad and tee connectors at the southwest stairs and related work.

An invitation to bids was advertised with several bidders responding. Eight contractors were represented at the mandatory pre-bid walk through on July 8, 2013. The bid opening will occur on July 16, 2013.

The next regularly scheduled board meeting after July 16th is August 6th, which is three weeks following the board meeting. In an attempt to expedite the project, a draft resolution is provided in the event a responsible and responsive bid that is within budget and from a qualified contractor is received. If so, we will present a revised resolution and memorandum with all bid information for the Board's review at the July 16th regular meeting. If an acceptable bid is not received at the bid opening, the proposed resolution will be withdrawn from consideration.

Please let me know if you have any questions.

RESOLUTION NO. _____

A RESOLUTION ACCEPTING THE BID AND AUTHORIZING
A CONTRACT WITH LJB CONSTRUCTION INC. FOR THE
CONSTRUCTION OF THE BEN GEREN SOFTBALL FIELD ADDITION

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CITY OF FORT SMITH,
ARKANSAS, that:

SECTION 1: The bid of LJB Construction, Inc. for the construction of the
Ben Geren Softball Field Addition is hereby accepted.

SECTION 2: The Mayor is hereby authorized to execute a contract with
LJB Construction, Inc. for an amount not to exceed \$1,231,845.00, for performing
said construction.

This Resolution adopted this _____ day of July, 2013.

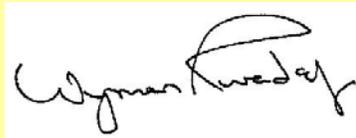
APPROVED:

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM



npr



Memo:

July 11, 2013

To: Ray Gosack, City Administrator
From: Mike Alsup, Director of Parks and Recreation
Re: Ben Geren Softball Field Project

The Ben Geren Girls Softball Field Project is one of the first projects planned for development from the Sales and Use Tax approved last year. This project will satisfy the City's obligation to the Sebastian County Girls Softball Association (SCGSA) to replace the Andrews Field location which was donated for expansion of the National Cemetery. SCGSA has played at Ben Geren Regional Park for a few years and desires to continue playing there. Two fields will provide the space the league needs to continue providing recreation services to the girls in our region.

Jacobs Engineering was selected to design and oversee construction of this project because of their experience with sports facilities and particularly their design of the Conway, Arkansas softball and baseball facilities which are considered by many to be the best municipal complexes in the state. Jacobs hired local architect MAHG Architecture to design the concession stand/restroom building because of their familiarity with this project and involvement in the aquatic park being planned at Ben Geren Park. The design team, along with City, County, and League representatives, has provided a very nice ball field complex for our children's use.

The project includes two (2) lighted and irrigated softball fields (see site plan) with outfield distance of 225'. Fields of this size may be used for all fast-pitch softball play through the collegiate level and youth baseball through age twelve (12). Bleachers and a concession stand and restroom building with storage will support the operation of the league and tournaments. The infield surface will provide a safe and consistent surface during all weather conditions. The existing parking lot will be expanded.

Three bids were received for the project (see bid tab) which ranged from \$1,642,437 to \$1,711,026. LJB Construction Inc. is the low bidder and is recommended for approval. The contract for construction amount in the diagram below is the negotiated price.

Contract for construction	\$1,231,845.00
Lighting Package	126,212.50
Professional Services	108,700.00
Total Costs	<u>\$1,466,757.50</u>
Estimated Cost	<u>\$1,250,000.00</u>
Amount over Estimate	\$ 216,757.50

I recommend approval of the low bid of \$1,231,845 for this project. The substantial completion date is now April 30, 2014. Please call me if you have any questions.

Attachments



Ben Geren Park - Softball Addition

April 2013

Fort Smith Parks & Recreation

Sebastian County, Arkansas

Site Plan

1" = 100'



JACOBS

Ben Geren Park Softball Addition

Bid Tabulation

6/4/2013

Company name	Base Bid	Deduct. Alt. #1	Deduct. Alt. #2	Deduct. Alt. #3	Bid Less Deducts	Bid Bond	Acknowledged Addenda 1 and 2
Legacy Links II LLC	\$1,711,026.00	\$51,975.00	\$8,639.00	\$89,916.00	\$1,560,496.00	x	x
LJB Construction	\$1,642,437.00	\$36,773.00	\$7,000.00	\$85,000.00	\$1,513,664.00	X	X
Nabholz Construction Co.	\$1,679,064.00	\$55,000.00	\$9,600.00	\$83,000.00	\$1,531,464.00	x	x

Sally Horsey 6-4-13

Bids certified by Sally Horsey ASLA

Project Manager

Jacobs Engineering Inc.

JACOBS

10816 Executive Center Drive
Suite 300
Little Rock, AR 72211-4383 U S A

RESOLUTION NO. _____

RESOLUTION ACCEPTING BID FOR THE PURCHASE OF
LIGHTING FIXTURES FROM MUSCO SPORTS LIGHTING LLC
FOR THE BEN GEREN SOFTBALL FIELD ADDITION

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CITY OF FORT SMITH,
ARKANSAS, that:

The bid of \$126,212.50 from Musco Sports Lighting, LLC for the lighting of
the Ben Geren Softball Field Addition is hereby accepted.

This Resolution adopted this _____ day of July, 2013.

APPROVED:

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM



npr



Memo:

July 11, 2013

To: Ray Gosack, City Administrator
From: Mike Alsup, Director of Parks and Recreation
Re: Ben Geren Softball Field Project, Sports Lighting Contract

The Ben Geren Girls Softball Field Project is the first project ready for construction using the Sales and Use Tax approved last year for park development. Sports lighting for the project will be provided with MUSCO lighting through the Tips and Taps cooperative purchasing system. MUSCO is a leader in the sport lighting industry. Sebastian County used MUSCO on all of the fields recently as part of their field improvement plan.

The total cost with tax and delivery for the materials is \$126,212.50. This includes all materials needed for lighting the two (2) fields such as the poles, pre-cast concrete bases, light fixtures, and wire harnesses. MUSCO's lighting system technology provides energy savings, has less spill and glare of light, and comes with a maintenance program that covers all maintenance including bulbs for 25 years. LJB Contracting's electrician sub-contractor will install the system.

I recommend approval of this contract. Please call if you have any questions.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING EXECUTION OF AGREEMENTS WITH OKLAHOMA GAS AND ELECTRIC COMPANY AND AGREEMENT WITH FORT CHAFFEE REDEVELOPMENT AUTHORITY REGARDING UNDERGROUND ELECTRICAL SERVICE FOR FIRE STATION NO. 11

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CITY OF FORT SMITH, ARKANSAS, that:

SECTION 1: The Mayor is hereby authorized to execute, his signature being attested by the City Clerk, the attached Agreement with Oklahoma Gas and Electric Company (OG&E) providing for the design and installation of underground electric service for the benefit of Fort Smith Fire Station No. 11 now under construction and adjacent properties owned by the Fort Chaffee Redevelopment Authority (FCRA).

SECTION 2: The Mayor also is authorized to execute, his signature being attested by the City Clerk, the attached Agreement with Fort Chaffee Redevelopment Authority (FCRA) providing for the City's sharing of costs with FCRA for the providing the underground electrical service authorized by Section 1 above.

SECTION 3: Following execution of the Agreement with OG&E and execution and delivery by the FCRA of the Agreement authorized by Section 2 above, the City Administrator is authorized to cause the prepayment to OG&E to be made, to receive and deposit the FCRA share of costs, and to otherwise cause the approved agreements to be effectuated.

This Resolution adopted this _____ day of July, 2013.

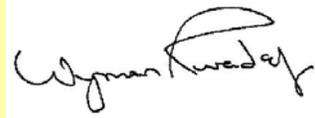
APPROVED:

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:



No publication required



Fort Smith Fire Department

200 North Fifth Street
Fort Smith, Arkansas 72901
479-783-4052



Mike Richards
Fire Chief

Memo

To: Ray Gosack, City Administrator
From: Terry Bigler, Assistant Chief
Date: July 10, 2013
Re: Agreement with OG&E for Electric Service at Fire Station Eleven

Negotiations began in early 2013 with Oklahoma Gas & Electric (OG&E) to install electric service for Fire Station Eleven. OG&E was willing to provide these services at no construction cost provided the service was above ground. Due to site access, safety, and aesthetics, the Fort Chaffee Redevelopment Authority (FCRA) and the City of Fort Smith both prefer the service be placed underground rather than overhead.

OG&E has agreed to supply the service underground provided the cost difference between above ground and below ground was recovered. The cost difference is estimated at \$80,000.00.

The City and FCRA will first enter into a cost sharing agreement with the following conditions. FCRA will reimburse the City \$65,000.00 of the total estimated service line cost for an underground installation.

The City and OG&E will then enter into an agreement where the City will pay OG&E \$80,000.00 for the utility infrastructure. The net cost to the City will be \$15,000.00.

Once the agreements are in place and payment has been made, OG&E will begin the easement work. The easement document will be brought to the Board for approval, likely next month.

Staff recommends passing of the resolution authorizing the mayor to enter into the agreement with FCRA and OG&E to provide underground electric service to Fire Station Eleven. Funding for the project will come from the contingency fund of the fire station construction budget which is supported by 2012 Revenue Bonds approved by the citizens of Fort Smith.

cc. Mike Richards, Fire Chief

AGREEMENT FOR ELECTRIC SERVICE

THIS AGREEMENT made and entered into in duplicate this _____ day of July 2013, by and between the OKLAHOMA GAS AND ELECTRIC COMPANY (hereinafter call the "Company") and the City of Fort Smith, Arkansas, (hereinafter called the "Consumer"),

WITNESSETH:

That for and in consideration of the mutual covenants and Agreements herein contained the parties hereto agree as follows: The Consumer agrees to buy and take from the Company, and the Company agrees to sell and deliver to the Consumer, the electrical service to be used for a new Fire Station in Ft. Smith , AR in and about the Consumer's premises located at Wells Lake Road and Massard Road.

The Consumer agrees to pay the Company for services rendered hereunder in accordance with the Company's applicable filed rate tariff. Should a change in the Company's standard tariffs or classification of service occur during the term of this Agreement, the Company shall, upon the effective date thereof, bill the Consumer in accordance with the revised tariff or classification and the Consumer agrees to pay such amount billed. The Company will provide the Consumer advance notice of such application.

The electric service delivered to the Consumer under this Agreement for an estimated maximum demand requirement of 116 KW will be of a character commonly known as 208/120 volts, 3 phase 4-wire wye of approximately 60 hertz (with reasonable variation in voltage and frequency in either direction allowed). The Consumer shall not require the delivery of electric power hereunder in excess of 180 KVA without securing the prior consent of the Company, not to be unreasonably withheld. Upon the Company's receipt of Consumer's request for delivery of electric power above the amount set forth in the immediately preceding sentence (the "Maximum Demand"), the Company shall use reasonable efforts to attempt to deliver such additional electric power under terms and conditions acceptable to both parties. Within sixty (60) days of the Company's receipt of such request, the Company shall advise Consumer in writing whether the additional electric power is or can be delivered and the terms on which it will be delivered. If the parties agree that the Company shall provide Consumer with electric power in excess of the Maximum Demand, the amount of additional electric power shall added to the Maximum Demand set forth herein and this total shall become the new Maximum Demand amending and superseding the Maximum Demand set forth herein.

The point of delivery under this Agreement shall be the point at which the electric facilities of the Company connect to the electric facilities of the Consumer.

Consumer shall be responsible for providing, owning, installing and maintaining their electrical System, equipment and process designed to operate and conform with all applicable standards and Codes including, but not limited to IEEE Standards 519-1992 and IEEE 141-1993 (borderline Visibility curve) and any successor IEEE Standards.

Special terms and conditions of this Agreement are as shown on Attachment A which is incorporated herein and made a part of this Agreement and consists of 2 paragraphs, specifically A & B.

Subject to the Company's Terms and Conditions of Service and rules and regulations of any regulatory authority having jurisdiction, this Agreement shall remain in full force and effect for an initial term of 5 years from and after the date service is first rendered hereunder and shall continue year to year thereafter unless and until canceled at the end of such initial term or at the end of any such subsequent anniversary period by either party giving to the other party written notice not less than 180 days prior to the end of such term or period.

Nothing contained herein shall be construed as affecting in any way the right of the Company to unilaterally make application to the Corporation Commission of Oklahoma or to any other regulatory agency having jurisdiction, for a change in rates, charges, classification, service, Term and Conditions of Service or any rule, regulation or contact relating thereto, occur during the term of this Agreement, Company shall, upon the effective date thereof, bill the Consumer on the basis of such change and Consumer agrees to pay such amount billed reflecting such change.

Agreed to this _____ day of July, 2013.

IN WITNESS WHEREOF, The parties hereto have caused this Agreement to be signed and executed in duplicate by their duly authorized officers the day and year first above written.

By _____

Title _____

ATTEST:

Corporate Secretary

Oklahoma Gas and Electric Company

By _____

Title _____

ATTEST:

Corporate Secretary

Attachment A

To Agreement for Electric Service

Dated July __, 2013

Between Oklahoma Gas and Electric Company and the City of Fort Smith, Arkansas

A. CONSTRUCTION PAYMENT

If the Consumer elects to terminate this Agreement during the construction phase of the project, the Consumer will reimburse The Company for all expenses associated with the construction and design of the electrical system required to serve the Consumer's facility located at the premises described in the attached Agreement. These expenses include but are not limited to the engineering costs, costs of obtaining easements, material costs, material cancellation costs, and construction labor.

B. PREPAYMENT

The Consumer agrees to prepay the amount of \$ 80,000 which is the difference between an overhead distribution system and an underground distribution system to provide underground electric service at the City of Fort Smith Fire Station located at Massard Road and Wells Lake Road. The payment will be used in the purchase of Right-of-way and the construction of facilities required to serve the Consumer's electrical load. This prepayment is made in addition to any monthly bill for electric service. The Company agrees to provide the Consumer an updated cost estimate after engineering job is complete and before construction begins. After completion of the construction of the Company's facilities, the Company will compare the actual costs to the estimated costs. If the actual costs are less than the prepayment amount, the Consumer will be refunded the difference. If the actual costs are greater than the prepayment amount, the Consumer will reimburse the Company the difference.

**AGREEMENT FOR SHARING COSTS OF INSTALLING
UNDERGROUND ELECTRICAL SERVICE PURSUANT TO
AGREEMENT WITH OKLAHOMA GAS AND ELECTRIC COMPANY**

This Agreement is made and entered into as of the ____ day of July, 2013, between the Fort Chaffee Redevelopment Authority, hereinafter identified as “FCRA,” and the City of Fort Smith, Arkansas, hereinafter identified as “Fort Smith.”

WHEREAS, FCRA and Fort Smith are desirous of obtaining underground electrical service from Oklahoma Gas and Electric Company “OG&E” to serve Fort Smith’s Fire Station #11 currently under construction in the vicinity of Massard Road and Wells Lake Road with designed and constructed capacity to provide future electrical service for the development of adjacent real properties owned by FCRA;

WHEREAS, Fort Smith contemplates entering into the attached Agreement for Electric Service with OG&E (attached Agreement); and,

WHEREAS, FCRA and Fort Smith desire to state their respective contributions to the cost to be paid to OG&E pursuant to the attached Agreement;

NOW, THEREFORE, in exchange of the mutual considerations expressed herein, which the parties acknowledge to be good, valuable and sufficient for the undertakings of this Agreement, it is agreed as follows:

1. Regarding the prepayment to OG&E of Eighty Thousand Dollars \$80,000.00 pursuant to Attachment A (paragraph B) of the attached Agreement, FCRA agrees to pay the sum of Sixty-Five Thousand Dollars (\$65,000.00) and Fort Smith agrees to pay the sum of Fifteen Thousand Dollars (\$15,000.00).

2. Both FCRA and Fort Smith have the right to provide reasonable diligence in reviewing and inspecting the work of OG&E pursuant to the attached Agreement as the work

relates to the real properties owned by each. Inasmuch as the attached Agreement with OG&E is entered into by Fort Smith, Fort Smith agrees to cooperate with and assist FCRA in communicating any reasonable concerns of FCRA with reference to the work of OG&E.

3. If the OG&E actual cost identified pursuant to the last three sentences of paragraph B of Attachment A to the attached Agreement exceeds the prepayment amount of \$80,000.00, then FCRA agrees to pay 81.25% of that excess sum and Fort Smith agrees to pay 18.75% of that excess sum. Similarly, if the actual cost is less than the prepayment amount, then FCRA and Fort Smith will each receive any refunded amount in the same percentages.

4. FCRA and Fort Smith acknowledge that the provisions hereof express the entirety of the agreement between the parties regarding the attached Agreement and that all of the negotiations and discussions of the parties leading to this agreement are fully incorporated herein.

5. FCRA and Fort Smith represent to the other that their representatives executing this Agreement are fully authorized and directed to so execute this Agreement.

Executed as of the date first set forth above.

FORT CHAFFEE REDEVELOPMENT AUTHORITY

By: _____
Executive Director

Attest: _____

CITY OF FORT SMITH, ARKANSAS

By: _____
Mayor

Attest: _____
City Clerk



MEMORANDUM

TO: Mayor and Board of Directors
FROM: Wendy Beshears, Administrative Assistant
DATE: July 12, 2013
SUBJECT: Parks and Recreation Commission

The term of Mr. Derek Goodson of the Parks and Recreation Commission will expire August 31, 2013. Mr. Goodson does not wish to be reappointed.

The applicant available at this time is:

Sherry L. Toliver 3201 South 93rd Circle

Appointments are **by the Board of Directors**, one appointment is needed. The term will expire August 31, 2018.

623 Garrison Avenue
P.O. Box 1908
Fort Smith, Arkansas 72902
(479) 785-2801
Administrative Offices FAX (479) 784-2430

Parks and Recreation Commission

The Parks and Recreation Commission acts in an advisory capacity to the Board of Directors of the City of Fort Smith and Director of Parks & Recreation in the promotion, planning, maintenance, development and operation of all recreation areas and facilities owned, controlled or leased by the City. The members of the Parks and Recreations Commission shall be qualified electors of the City. Members are appointed by the Board of Directors for five year terms. The commission meets at 11:30 on the second Wednesday of each month at the Creekmore Community Center.

	<u>Date Appointed</u>	<u>Term Expires</u>
Derek Goodson Instructor 1212 North 52 nd Street (04) 420-4003 (h) 788-7337 (w) dgoodson@uaforSmith.edu	07/15/08	08/31/13
Bobby Aldridge 3004 Briar Cove (03) 478-9145 (h) 649-8484 (w) bobby.frontiereng@gmail.com	05/16/06	08/31/14
Chris Chaney 1306A Jacobs Avenue (08) 653-1792 (c) iamfortsmith@yahoo.com	08/18/09	08/31/14
Madeline Marquette 7818 Valley Forge Rd (03) 478-7021 (h) 414-6579 (w) madgs@sbcglobal.net	07/20/10	08/31/15
Billy Bob Williams Self Employed 9701 Painter Dr (03) 452-4133 (h)	07/22/03	08/31/16
Bryan Merry 2636 Enid Place (01) 926-0423 (h) 494-1724 (w) bryan_merry@ajg.com	07/19/11	08/31/16

Lorie Robertson
Marketing Executive
3301 South 96 Street (03)
452-6985 (h)
242-2167 (w)
lorie@rightmindads.com

07/17/12

08/31/17

PARKS

CITY OF FORT SMITH

Application for City Boards/Commissions/Committees

Note: As an applicant for a City Board, Commission or Committee, your name, address and phone number will be available to the press and the public. You will be contacted before any action is taken on your appointment.

Date: January 31, 2013

Name: Sherry L. Toliver Home Telephone: 479-434-4854

Home Address: 3201 South 93rd Circle Work Telephone: 479-420-1162

Zip: 72903 Email: stoliv44@gmail.com

Occupation: Executive Director of Fort Smith Area Community Foundation

(If retired, please indicate former occupation or profession)

Education: 27 Years in Civil Service - Social Security Administration

Professional and/or Community Activities: Executive Director at FSACF, President Lincoln Alumni Association, Board member FS Historical Society, Mentor with FS Christian Women's Job Corp, President of Women's Missionary Society at Ninth Street Baptist Church, Member Altrusa International, Member League of Women Voters, 1995 Leadership Fort Smith graduate, 1993 Co-founder of the Lincoln Echo Newspaper, 2013 Girl's of Promise Steering Committee - Women's Foundation of Arkansas.

Additional Pertinent Information/References: I love Fort Smith and desire to see it become the very best it can be for all it's citizens. References: Sandie Sanders, George McGill, Claude Legris, Ken Pyle, Yvonne Keaton Martin, Andre Good, A.J. Parish, Donald Carter, Rhonda Royal, Susan Krafft, and Zena Featherston Marshall.

Are you a registered voter in the City of Fort Smith? Yes No

Have you ever been convicted of a felony, misdemeanor, DWI/DUI or other serious traffic offense?

Yes NO

If yes, please identify the offense and the approximate date. A yes answer will not automatically preclude you from consideration. _____

Drivers License [redacted] Date of Birth [redacted] information will be used to conduct a criminal background check (applicants).

I am interested in serving on the (please check):

- Audit Committee
- Advertising & Promoting Commission
- Airport Commission
- Animal Services Advisory Board

- Arkansas Fair & Exhibition Facilities Bd
- Benevolent Fund Board
- Bldg. Bd. Of Adjustment and Appeals
- Central Business Improvement District
- Comprehensive Plan Steering Committee
- Convention Center Commission
- Civil Service Commission
- Community Development Advisory Com.
- County Equalization Board () Electric Code Board of Appeals & Appeals
- Fire Code Board of Appeals & Adjustments
- Historic District Commission
- Housing Assistance Board () Housing Authority
- Library Bd of Trustees
- Mechanical Bd of Adjustments and Appeals
- Oak Cemetery Commission
- Outside Agency Review Panel
- Parking Authority
- Parks & Recreation Commission
- Planning Commission
- Plumbing Advisory Board
- Port Authority
- Property Owners Appeals Board
- Sebastian County Reg. Solid Waste Mgmt. Bd.
- Sister Cities Committee
- Transit Advisory Commission
- Residential Housing Facilities Board

Please return this form to Wendy Beshears, P.O. Box 1908, FSM, AR 72902



MEMORANDUM

TO: Mayor and Board of Directors
FROM: Wendy Beshears, Administrative Assistant
DATE: July 12, 2013
SUBJECT: Planning Commission

Mr. John Huffman of the Planning Commission has resigned June 10th, 2013. This position needs to be appointed.

The applicants available at this time are:

Kyle Dejaeger	8513 Rosewood Drive
Robbie Davis	2901 Ionia
Matthew Garner	121000 Sapling Drive
Stuart Ghan	4700 South U Street
Allen Harris	3117 Heather Oaks Way
Barbara Hathcock	3833 South W Street
Michelle Stockman-Hood	10906 Edgewater Rd.
Mike Ichniowski	3205 Canongate Way
Valerie Lewis	2111 South T Street
Storm Nolan	2511 Greenridge Drive
Ken O'Donnell	55 Hiland Drive
Vannetta Posey	3801 Young Street
Jeff Riggs	910 South 25 Street
Randall Swaim	3213 South 41 Street
Caleb Yerton	Not listed

Appointments are **by the Board of Directors**, one appointment is needed. The term will expire April 30, 2014.

623 Garrison Avenue
P.O. Box 1908
Fort Smith, Arkansas 72902
(479) 785-2801
Administrative Offices FAX (479) 784-2430

PLANNING COMMISSION

The purpose of the Planning Commission is to prepare a development plan for the City, to receive and make recommendations on public and private proposals for the development and to prepare and administer planning regulations. The Planning Commission is authorized to prepare and adopt a land use plan, a community facilities plan, a master street plan, and such other plans affecting the general welfare of the City.

The Planning Commission, acting as Board of Zoning Adjustment, hears appeals from the decision of the administrative officers regarding enforcement and application of the zoning ordinances and hears requests for variances from the provisions of the zoning ordinance.

The Planning Commission consists of nine members, appointed by the Board of Directors for a three-year term. Members of the Planning Commission must be owners of or tenants in real property in the City of Fort Smith and be qualified electors of the City. The Planning Commission meets the second Tuesday of each month at 5:30 p.m. in the Rose Room of the Creekmore Community Center.

	<u>DATE APPOINT</u>	<u>TERM EXPIRES</u>
John Huffman Retired 8301 Clover Drive (08) 646-4271 (h) Jackethelhuf@sbcglobal.net	12/18/12	04/30/14
Vicki Newton 2725 Reeder Street (01) 709-9946 (h) 782-4001 (213) Vicki@dixiecupfcu.com	03/15/11	04/30/14
Thomas E. Howard Jr. 3121 Jackson (03) 648-9226 (h) 452-2636 (w) rhoward@risley-associates.com	03/15/11	04/30/14
Jennifer Parks Insurance Agent 3412 Coventry Ln (08) 649-8036 (h) 651-6503 (c) jenniferparks@healthpointinsurancesercices.com	04/18/06	04/30/15

Richard Spearman 10716 Hunters Point Road (03) 785-6204 (w) 452-0029 (h) rspearman@arkbest.com	06/19/12	04/30/15
Brandon Cox 7305 Ellsworth Road (03) 649-8142 (h) 478-7864 (w) bcox@propak.com	03/20/12	04/30/15
Marshall L. Sharpe 2912 South 34 Street (03) 649-7459 (h) 494-6305 (w) Msharpe@okfoods.com	08/17/10	04/30/16
Robert Cooper Jr. Real Estate Broker 4800 Chestnut Way (03) 478-6161 (w) 629-2115 (h) Bob@rhghan.com	05/07/13	04/30/16
Don Keese Banker 6607 Highland Drive (16) 719-8522 (h) 452-0709 (w)	03/27/13	04/30/16

Planning

CITY OF FORT SMITH Application for City Boards/Commissions/Committees

Note: As an applicant for a City Board, Commission or Committee, your name, address and phone number will be available to the press and the public. You will be contacted before any action is taken on your appointment.

Date: 1/25/13

Name: Kyle L. DEJAEGER Home Telephone: 479-452-1154

Home Address: 8513 ROSEWOOD DRIVE Work Telephone: 479 719 0549

Zip: 72903 Email: KXZ.DEJAEGER@HOTMAIL.COM

Occupation: RETIRED EXECUTIVE VICE PRESIDENT, JARDEN PLASTIC SOLUTIONS
(If retired, please indicate former occupation or profession)

Education: B.S. MECHANICAL ENGINEERING, UNIV. OF COLORADO

Professional and/or Community Activities: SEE ATTACHED

Additional Pertinent Information/References: MAYOR SANDY SANDERS

Are you a registered voter in the City of Fort Smith? Yes No

Have you ever been convicted of a felony, misdemeanor, DWI/DUI or other serious traffic offense?
Yes NO

If yes, please identify the offense and the approximate date. A "yes" answer will not automatically preclude you from consideration.

Drivers License [REDACTED] Date of Birth [REDACTED] his

information will be [REDACTED] (background check of all applicants).

I am interested in serving on the (please check):

- Audit Committee
- Advertising & Promoting Commission
- Airport Commission
- Arkansas Fair & Exhibition Facilities Bd
- Benevolent Fund Board
- Bldg. Bd. Of Adjustment and Appeals
- Central Business Improvement District
- Convention Center Commission
- Civil Service Commission
- Community Development Advisory Com.
- County Equalization Board
- Electric Code Board of Appeals & Appeals
- Fire Code Board of Appeals & Adjustments
- Historic District Commission
- Housing Assistance Board
- Housing Authority
- Library Bd of Trustees
- Mechanical Bd of Adjustments and Appeals
- Oak Cemetery Commission
- Outside Agency Review Panel
- Parking Authority
- Parks & Recreation Commission
- Planning Commission
- Plumbing Advisory Board
- Port Authority
- Property Owners Appeals Board
- Sebastian County Reg. Solid Waste Mgmt. Bd.
- Sister Cities Committee
- Transit Advisory Commission
- Residential Housing Facilities Board
- Comprehensive Plan Steering Committee

Kyle L. DeJaeger

8513 Rosewood Drive Fort Smith, Arkansas 72903 479.452.1154 home 479.719.0549 cell
kx2dejaeger@hotmail.com

Qualifications Summary

Accomplished executive with multiple years experience leading diverse professionals in exceeding objectives with complete overall operation responsibilities. Excellent interpersonal and mentoring skills. Proficient in Lean Manufacturing techniques (Six-sigma Champion) and Continuous Improvement programs. Achieved outstanding performance from line, staff, and executive positions. Experience spans companies of various sizes, multiple plant responsibilities, as well as different industries. Active in local, regional and national networking.

Selected Accomplishments

- Developed and coordinated Continuous Improvement programs (Six-Sigma lean manufacturing techniques) throughout the manufacturing segments of Jarden Corporation resulting in substantial savings in respective divisions (Average annual savings from formal programs \$3-\$5 million)
- Significantly increased business unit revenue and profitability through internal growth, acquisitions, and new product introductions; over a five year period division revenue grew from \$20-\$35 million while profit margins increased
- Negotiated and secured profitable long term agreements with major customers and suppliers
- Conducted in-depth market analysis for proposed new products and acquisitions
- Incorporated ISO quality systems and programs
- Established team operations in a 24/7 manufacturing environment
- Led staff in post-acquisition integration programs
- Established system of value drivers for use in measuring the business
- Successfully coordinated and integrated the efforts of staff professionals in manufacturing, finance and administration, marketing, sales, engineering and human resources to ensure continuing effective operations through operational and strategic planning
- Established effective cost analysis systems and competitive buying practices for raw material purchases
- Managed multiple locations and remote staff

Employer History

7/07 - Present Management Consultant and Financial Advisor / Semi-Retired

Responsible for consulting and advising entities in lean manufacturing, continuous improvement and other manufacturing and financial techniques in operations and administration.

1/05 - 7/07 Executive Vice President (Continuous Improvement), Jarden Plastic Solutions, Jarden Corporation*

Responsible for Continuous Improvement Programs with in Jarden Plastic Solutions and selected divisions of Jarden Corporation. Evaluate operations and facilitate Lean Manufacturing Techniques to improve performance and increase profitability. Evaluate all manufacturing operations within Jarden Corporation and developed plans for various stages of Continuous Improvements year to year. Targeted \$3-8 million in savings.

Resume: Kyle L. DeJaeger

1/02 – 12/04 President, Alltrista Industrial Plastics, Jarden Corporation
– Fort Smith, AR

Reinstated as President after corporate reorganization (Board President, CEO and CFO changes) and the divestiture of Alltrista Thermoformed Products Division operations. Industrial Plastics Company is a “World Class” industrial thermoformer and plastic sheet extruder primarily working with Acrylonitrile-butadiene-styrene (ABS) and High-Impact-polystyrene (HIPS) materials. Unit revenue is approximately \$35 million with approximately 80% appliance related. Primary appliance customers are Whirlpool Corporation and Diversified Refrigeration Incorporated. The remaining business are proprietary lines of plastic folding banquet tables serving the furniture, hospitality, education, church, recreational, rental and institutional markets while providing sheet products to the open market. Total responsibility of the division including financial, sales, marketing, administration, and engineering.

11/00 – 12/01 Senior Vice President Manufacturing, Alltrista Thermoformed Products Division

Responsible for manufacturing operations of multiple facilities (five) of Alltrista Thermoformed Products Division (TPD). TPD is the largest industrial thermoformer in North America, using twin sheet, single sheet, vacuum, and pressure forming techniques. Also responsible for sheet extrusion operations that vertically integrate sheet into our facilities. Responsible for operational performance in all areas, including customer service and new product prototyping. Responsible for initiating and completing process and product improvement programs, budgets, strategic and operational planning, training and succession planning for the manufacturing area.

1992 – 11/00 President, Alltrista Industrial Plastics Company, Fort Smith, AR
(Formerly Ball Plastics Company)

Responsibilities include growth of the extrusion and thermoforming business, identification and development of new business opportunities, and financial performance of the division. In 1997 sought, evaluated and integrated a new company with our existing business. Directed staff in achieving productivity improvements for all key resources and, with management team, established comprehensive performance measures and goals to enhance overall division performance. Continuously monitored and improved strategic and operating plans and objectives.

1986 – 1992 Plant Manager and General Manager, Ball Plastics Company, Fort Smith, AR

Directed the plant quality, production, manufacturing, engineering, and administrative functions. Prepared, justified and administered the plant operating budgets.

Other Positions

Manager, Closure Engineering, Ball Metal Container Group, Broomfield, CO
Lead Production Engineer, Ball Metal Container Group, Broomfield, CO
Department Manager, Ball Metal Container Group, Fairfield, CA
Engineer and General Supervisor, Ball Metal Container Group, Lakewood, CO
Senior Project Engineer, Sunbeam Mile High Equipment Company, Denver, CO
United States Army National Guard, 140th Signal Battalion, in Denver, CO.

Selected Professional Activities and Organizations

- Manufacturing Executives Association, Board of Directors
- Society of Plastics Engineers, Senior Member
- Society of Manufacturing Engineers
- Westark College (University of Arkansas, Fort Smith) NSF Advisory Committee
- Sparks Regional Medical Center, Board of Advisory Trustees
- Fort Smith Public Schools, Strategic Plan Committee
- United Way, Captain / Chairman of the Manufacturing Division
- Leadership Fort Smith, Board of Advisors

Selected Professional Development

- Six Sigma Quality Workshop – Champion Status
- Principle Centered Leadership – Stephen Covey
- Seven Basic Habits of Highly Effective People - Stephen Covey
- Fundamentals of Finance and Accounting
- Lessons in Leadership

Education

Bachelor of Science, Mechanical Engineering, University of Colorado

* Jarden Corporation formerly known as Alltrista Corporation officially changed names in May 2002.
New York Stock Exchange: JAH

1-25-13

Planning

CITY OF FORT SMITH
Application for City Boards/Commissions/Committees

Note: As an applicant for a City Board, Commission or Committee, your name, address and phone number will be available to the press and the public. You will be contacted before any action is taken on your appointment.

Name: Robbie Dean Davis Date: 1/30/2013
Home Telephone: 479-646-7650
Home Address: 2901 Ionia Work Telephone: 479-648-9535
Zip: 72901 Email:

Occupation: Aries House of Beauty Tanning & Massage (OWNER)
(If retired, please indicate former occupation or profession)

Education: High School + 1 yr Beauty College 25 yr.

(None) Professional and/or Community Activities: I would like to see Ft Smith grow + prosper.

Additional Pertinent Information/References: I would like to help make Ft. Smith worthy of being the second largest town in Arkansas.

Are you a registered voter in the City of Fort Smith? Yes [checked] No
Have you ever been convicted of a felony, misdemeanor, DWI/DUI or other serious traffic offense? Yes [checked] NO
If yes, please identify the [redacted] A "yes" answer will not automatically preclude you from consideration.
Drivers License [redacted] Date of Birth [redacted] (This information will be use to conduct a criminal back ground check of all applicants).

I am interested in serving on the (please check):

- () Audit Committee () Housing Authority
() Advertising & Promoting Commission () Library Bd of Trustees
() Airport Commission () Mechanical Bd of Adjustments and Appeals
() Animal Services Advisory Board () Oak Cemetery Commission
() Arkansas Fair & Exhibition Facilities Bd () Outside Agency Review Panel
() Benevolent Fund Board () Parking Authority
() Bldg. Bd. Of Adjustment and Appeals () Parks & Recreation Commission
[X] Central Business Improvement District [X] Planning Commission
() Comprehensive Plan Steering Committee () Plumbing Advisory Board
() Convention Center Commission () Port Authority
() Civil Service Commission () Property Owners Appeals Board
() Community Development Advisory Com. () Sebastian County Reg. Solid Waste Mgmt. Bd.
() County Equalization Board () Sister Cities Committee
() Electric Code Board of Appeals & Appeals () Transit Advisory Commission
() Fire Code Board of Appeals & Adjustments () Residential Housing Facilities Board
() Historic District Commission
() Housing Assistance Board

Planning

CITY OF FORT SMITH
Application for City Boards/Commissions/Committees

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Name: Matthew Garner Date: 2/13/13
Home Telephone: (479) 431-8618
Home Address: 12100 Sapling Drive Work Telephone: 7 SAME
Zip: 72916 Email: Mgarner@baldor.com
Occupation: Auditor - Baldor Electric
(If retired, please indicate former occupation or profession)
Education: B.S. Accounting, B.S. Business Administration
Professional and/or Community Activities: United Way, Boy Scouts,
Water Commission

Additional Pertinent Information/References: _____

Are you a registered voter in the City of Fort Smith? Yes No _____
Have you ever been convicted of a felony, misdemeanor, DWI/DUI or other serious traffic offense?
Yes _____ NO
If yes, please identify the offense and the approximate date. A "yes" answer will not automatically preclude you from consideration.

Drivers License _____ Date of Birth _____ his
information will be _____ ground check of all applicants).

I am interested in serving on the (please check):

- Audit Committee
- Advertising & Promoting Commission
- Airport Commission
- Arkansas Fair & Exhibition Facilities Bd
- Benevolent Fund Board
- Bldg. Bd. Of Adjustment and Appeals
- Central Business Improvement District
- Convention Center Commission
- Civil Service Commission
- Community Development Advisory Com.
- County Equalization Board
- Electric Code Board of Appeals & Appeals
- Fire Code Board of Appeals & Adjustments
- Historic District Commission
- Housing Assistance Board
- Housing Authority
- Library Bd of Trustees
- Mechanical Bd of Adjustments and Appeals
- Oak Cemetery Commission
- Outside Agency Review Panel
- Parking Authority
- Parks & Recreation Commission
- Planning Commission
- Plumbing Advisory Board
- Port Authority
- Property Owners Appeals Board
- Sebastian County Reg. Solid Waste Mgmt. Bd.
- Sister Cities Committee
- Transit Advisory Commission
- Residential Housing Facilities Board
- Comprehensive Plan Steering Committee

CITY OF FORT SMITH
Application for City Boards/Commissions/Committees

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Name: Stuart Ghan Date: 6/13/13
 Home Address: 4700 So U St. Home Telephone: (479) 226-2626
 Zip: 72903 Work Telephone: (479) 478-6161
 Occupation: Real Estate Agent / Developer Email: stuart@rhghan.com
 (If retired, please indicate former occupation or profession)
 Education: Bachelor of Science in Business Admin
 Professional and/or Community Activities: Currently serve on the
Parking Authority, Develop commercial property in Ft. Smith
 Additional Pertinent Information/References: Bob Cooper (479) 629-2115
Don Keesee (479) 452-0709

Are you a registered voter in the City of Fort Smith? Yes No
 Have you ever been convicted of a felony, misdemeanor, DWI/DUI or other serious traffic offense?
 Yes NO

If yes, please identify the offense and the approximate date. A "yes" answer will not automatically preclude you from consideration.

Drivers License 93 [Redacted] Date of Birth [Redacted] This information will be use [Redacted] back ground check of all applicants).

I am interested in serving on the (please check):

- | | |
|---|--|
| <input type="checkbox"/> Audit Committee | <input type="checkbox"/> Library Bd of Trustees |
| <input type="checkbox"/> Advertising & Promoting Commission | <input type="checkbox"/> Mechanical Bd of Adjustments and Appeals |
| <input type="checkbox"/> Airport Commission | <input type="checkbox"/> Oak Cemetery Commission |
| <input type="checkbox"/> Arkansas Fair & Exhibition Facilities Bd | <input type="checkbox"/> Outside Agency Review Panel |
| <input type="checkbox"/> Benevolent Fund Board | <input type="checkbox"/> Parking Authority |
| <input type="checkbox"/> Bldg. Bd. Of Adjustment and Appeals | <input type="checkbox"/> Parks & Recreation Commission |
| <input type="checkbox"/> Central Business Improvement District | <input checked="" type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Convention Center Commission | <input type="checkbox"/> Plumbing Advisory Board |
| <input type="checkbox"/> Civil Service Commission | <input type="checkbox"/> Port Authority |
| <input type="checkbox"/> Community Development Advisory Com. | <input type="checkbox"/> Property Owners Appeals Board |
| <input type="checkbox"/> County Equalization Board | <input type="checkbox"/> Sebastian County Reg. Solid Waste Mgmt. Bd. |
| <input type="checkbox"/> Electric Code Board of Appeals & Appeals | <input type="checkbox"/> Sister Cities Committee |
| <input type="checkbox"/> Fire Code Board of Appeals & Adjustments | <input type="checkbox"/> Transit Advisory Commission |
| <input type="checkbox"/> Historic District Commission | <input type="checkbox"/> Residential Housing Facilities Board |
| <input type="checkbox"/> Housing Assistance Board | <input type="checkbox"/> Comprehensive Plan Steering Committee |
| <input type="checkbox"/> Housing Authority | |

Planning Com/

CITY OF FORT SMITH
Application for City Boards/Commissions/Committees

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Date: 02/05/13

Name: ALLEN HARRIS

Home Telephone: 479-883-0357

Home Address: 3117 HEATHER DALES WAY

Work Telephone: 479-649-7070

Zip: 72908

Email: allen.harris67@gmail.com

Occupation: President & Owner A. HARRIS MOVING & STORAGE, Inc
(If retired, please indicate former occupation or profession)

Education: SOUTH SIDE HIGH SCHOOL & WESTARK

Professional and/or Community Activities: MEMBER FIRST BAPTIST CHURCH

Additional Pertinent Information/References: DAVID GEAN ATTORNEY 479-414-0202
JOE EDWARDS (Benef + Bank) 479-806-7307

Are you a registered voter in the City of Fort Smith? Yes No

Have you ever been convicted of a felony, misdemeanor, DWI/DUI or other serious traffic offense?
Yes NO

If yes, please identify the offense and the approximate date. A "yes" answer will not automatically preclude you from consideration.

Drivers License information will be [redacted] Date of Birth [redacted] his [redacted] (under check of all applicants).

I am interested in serving on the (please check):

- Audit Committee
- Advertising & Promoting Commission
- Airport Commission
- Arkansas Fair & Exhibition Facilities Bd
- Benevolent Fund Board
- Bldg. Bd. Of Adjustment and Appeals
- Central Business Improvement District
- Convention Center Commission
- Civil Service Commission
- Community Development Advisory Com.
- County Equalization Board
- Electric Code Board of Appeals & Appeals
- Fire Code Board of Appeals & Adjustments
- Historic District Commission
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- Housing Authority
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- Planning Commission
- Plumbing Advisory Board
- Port Authority
- Property Owners Appeals Board
- Sebastian County Reg. Solid Waste Mgmt. Bd.
- Sister Cities Committee
- Transit Advisory Commission
- Residential Housing Facilities Board
- Comprehensive Plan Steering Committee

Planning

CITY OF FORT SMITH
Application for City Boards/Commissions/Committees

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Date: 1-26-13

Name: Barbara J. Hathcock

Home Telephone: 479 782 5440

Home Address: 3833 So'W'ST

Work Telephone:

Zip: 72903

Email: bhathcock@cox.net

Occupation: volunteer
(If retired, please indicate former occupation or profession)

Education: BA-BS, MA

Professional and/or Community Activities: Ft. Smith School Bd (14 yrs), Pres. 2x, Ft. Smith Symphony (Pres 2x), F.S. Public School Foundation Bd, Ft. Smith Museum of History, Girl Scout Bd., Boy Scout Bd., Sparks Guild (Pres)

Additional Pertinent Information/References: Mayors Comm. of the Arts, Leadership Ft. Smith (1996) - Pres of Bd. of Alumni Assoc

Are you a registered voter in the City of Fort Smith? Yes [checked] No
Have you ever been convicted of a felony, misdemeanor, DWI/DUI or other serious traffic offense? Yes NO [checked]

If yes, please identify the offense and the approximate date. A "yes" answer will not automatically preclude you from consideration.

Drivers License [redacted] Date of Birth [redacted] (This information will be made available to the public. Please check all applicable boxes.)

I am interested in serving on the (please check):

- () Audit Committee
() Advertising & Promoting Commission
() Airport Commission
() Arkansas Fair & Exhibition Facilities Bd
() Benevolent Fund Board
() Bldg. Bd. Of Adjustment and Appeals
() Central Business Improvement District
() Convention Center Commission
() Civil Service Commission
() Community Development Advisory Com.
() County Equalization Board
() Electric Code Board of Appeals & Appeals
() Fire Code Board of Appeals & Adjustments
() Historic District Commission
() Housing Assistance Board
() Housing Authority
() Library Bd of Trustees
() Mechanical Bd of Adjustments and Appeals
() Oak Cemetery Commission
() Outside Agency Review Panel
() Parking Authority
() Parks & Recreation Commission
[X] Planning Commission
() Plumbing Advisory Board
() Port Authority
() Property Owners Appeals Board
() Sebastian County Reg. Solid Waste Mgmt. Bd.
() Sister Cities Committee
() Transit Advisory Commission
() Residential Housing Facilities Board
[X] Comprehensive Plan Steering Committee

Planning

CITY OF FORT SMITH
Application for City Boards/Commissions/Committees

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Date: January 25, 2013

Name: Michelle Steckman - Hord

Home Telephone: 479-719-1297

Home Address: 10906 Edgewater Rd

Work Telephone: 479-344-1184

Zip: 72903

Email: mstockman08@gmail.com

Occupation: Non profit management
(If retired, please indicate former occupation or profession)

Education: Bachelors at Loyola Univ - Chicago, Masters in business at Western Carolina

Professional and/or Community Activities: Small business coach, entrepreneur, Rotary, volunteer fundraiser for a non-profit: The Arkansas Dream Center, volunteer for the CALL, women's ministry leader for New Life Church

Additional Pertinent Information/References: Previous Parks & Recreation Board member and planning commission in Garner, NC also former hospice and community volunteer in Chicago and North Carolina.

Are you a registered voter in the City of Fort Smith? Yes X No

Have you ever been convicted of a felony, misdemeanor, DWI/DUI or other serious traffic offense? Yes No X

If yes, please identify the offense and the approximate date. A "yes" answer will not automatically preclude you from consideration.

Drivers License [redacted] Date of Birth [redacted] (This information will be [redacted] round check of all applicants)

I am interested in serving on the (please check):

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() Bldg. Bd. Of Adjustment and Appeals
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() Civil Service Commission
() Community Development Advisory Com.
() County Equalization Board
() Electric Code Board of Appeals & Appeals
() Fire Code Board of Appeals & Adjustments
() Historic District Commission
() Housing Assistance Board
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() Oak Cemetery Commission
() Outside Agency Review Panel
() Parking Authority
X () Parks & Recreation Commission
X () Planning Commission
() Plumbing Advisory Board
() Port Authority
() Property Owners Appeals Board
() Sebastian County Reg. Solid Waste Mgmt. Bd.
() Sister Cities Committee
() Transit Advisory Commission
() Residential Housing Facilities Board
X () Comprehensive Plan Steering Committee

References: Matt Pitsch, Gary Campbell, Jim Spears, Sheri Neely, Dr. Paul Beran, John McIntosh

Planning

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Date: 2-18-13

Name: MIKE ICHNIOWSKI

Home Telephone: 434-6246

Home Address: 3205 CANONGATE WAY, FORT SMITH, ARK. Zip: 72908

X Work Telephone: 226-2020 CELL

Email: MICHNIOW@LIVE.COM

Occupation: A CCT. MANAGER FOR REXEL ELECTRICAL CORP. (If retired, please indicate former occupation or profession)

Education: B.B.A. DEGREE IN MARKETING FROM UCA IN CONWAY.

Professional and/or Community Activities: HAVE BEEN INVOLVED IN MANY ACTIVITIES SUCH AS YOUTH COACHING, RIVERFEST, UOFA FT. SMITH ALUMNI, 1ST METHODIST COMMITTEES ETC.

Additional Pertinent Information/References: WORKED IN MEDIA, MANUFACTURING & GOVT.

* FULL BACKGROUND, AND PERSONAL & PROFESSIONAL REFERENCES ATTACHED.

Are you a registered voter in the City of Fort Smith? Yes X No

Have you ever been convicted of a felony, misdemeanor, DWI/DUI or other serious traffic offense?

Yes NO X

If yes, please identify the offense and the approximate date. A "yes" answer will not automatically preclude you from consideration.

Drivers License information will be [redacted] Date of Birth [redacted] (This [redacted] round check of all applican

I am interested in serving on the (please check):

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() Advertising & Promoting Commission
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() Arkansas Fair & Exhibition Facilities Bd
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() Bldg. Bd. Of Adjustment and Appeals
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() Civil Service Commission
() Community Development Advisory Com.
() County Equalization Board
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() Fire Code Board of Appeals & Adjustments
() Historic District Commission
() Housing Assistance Board
() Housing Authority
() Library Bd of Trustees
() Mechanical Bd of Adjustments and Appeals
() Oak Cemetery Commission
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() Parking Authority
() Parks & Recreation Commission
X () Planning Commission
() Plumbing Advisory Board
() Port Authority
() Property Owners Appeals Board
() Sebastian County Reg. Solid Waste Mgmt. Bd.
() Sister Cities Committee
() Transit Advisory Commission
() Residential Housing Facilities Board
X () Comprehensive Plan Steering Committee

2-18-2013

I would be very interested in being part of Fort Smith's Comprehensive Plan Steering Committee.

As a 35 year resident of Ft. Smith, I have a love for the city, the people, and the culture, and I feel that Fort Smith has great potential for future growth and prosperity. I would like to 'give back' to the community that helped raise me by contributing my ideas and experience to a team of thoughtful people who have the future well-being of Ft. Smith in mind.

My diverse work background includes many successful years in sales, management and strategic planning in both the Media and the Manufacturing fields.

EDUCATION:

My academic background includes 2 years at the University of Arkansas Ft. Smith (in the Westark days) as well as several years at UCA in Conway, where I earned a BBA Degree in Marketing. I am a member of the UAFS Alumni Association.

I have also received extensive professional training of various kinds from Rockwell Corp – Milwaukee Campus, and 3-M Corp-Minneapolis Campus.

I worked for the United States Census Bureau during the 2010 Census , covering the Ft. Smith area, and going through 32 hours of training, and passing extensive US Govt. tests and background checks.

RELEVANT PROFESSIONAL EXPERIENCE:

Positions of leadership and planning that I have held include 3 + years as General Sales Manager for KWHN News-talk Radio from 1997 to 1999 where I supervised sales and creation of new programming, as well as taking part in many, many Ft. Smith community events, political activities, civic events, et.

Since I had grown up around Manufacturing, (my father was the Plant Manager at Rheem Mfg.) , I went into the Industrial Products Distribution and Manufacturing area. I served from 2000 to 2007 as the District Sales & Business Manager for Briggs Weaver-Hagemeyer Industrial, supervising 25 direct reports in Arkansas & Oklahoma and taking part in Long-term strategic planning for the integrated needs of major corporations like Falcon Jet, Cloyes Gear, Baldor, Kimberly Clark and many others.

I am currently an Account Manager for Rexel Electrical, the industry's largest electrical products and services company. I serve the Western Arkansas / Eastern Oklahoma area.

My current position allows me to set my own schedule, which makes it easy for me to attend any meetings, events, etc. related to being on this committee, and allows me to perform any additional duties that may arise.

2.

CONTACT INFORMATION :

I can be contacted by cell phone at 226-2020 or Ft. Smith phone at 434-6246 and can also be contacted by e-mail at michniow@live.com

REFERENCES:

These relevant personal and professional references can attest to my character, abilities, work ethic, and successful background working in a team environment:

Julie Moncrief, Executive Director, Clayton House, Ft. Smith 479-783-3000

Mike & Donna Stec, Chairman and President, Alpha Packaging Corp. 479-651-3134

Larry Robertson, former HR Director, Planters Peanuts, Ft. Smith, 479-646-8534

Fred Goebel , Area Supervisor, US Census Bureau, 479-783-1615

Don Foster, former Division President, Rheem Mfg. Co. 479-452-4427

James Graham, Lairmoor Broom, and Ft. Smith Rodeo Committee, 479-719-3833

*Additional personal and professional references available upon request.

Thanks for your time and consideration

Mike Ichniowski, Ft. Smith 479-226-2020

Planning

CITY OF FORT SMITH Application for City Boards/Commissions/Committees

Note: As an applicant for a City Board, Commission or Committee, your name, address and phone number will be available to the press and the public. You will be contacted before any action is taken on your appointment.

Date: 1-25-13

Name: Valerie Lewis

Home Telephone: (479) 783-0687

Home Address: 2111 S. T ST. F.S.

Work Telephone: "

Zip: 72901

Email: VAL1@CFT.COM

Occupation: OWNER: HOMES OFFERED BY OWNERS
(If retired, please indicate former occupation or profession)

Education: B.A. Hendrix

Professional and/or Community Activities: _____

Additional Pertinent Information/References: _____

Are you a registered voter in the City of Fort Smith? Yes No _____
Have you ever been convicted of a felony, misdemeanor, DWI/DUI or other serious traffic offense?
Yes _____ NO

If yes, please identify the offense and the approximate date. A "yes" answer will not automatically preclude you from consideration.

Drivers Licen: _____ Date of _____ (This information will _____ round check of all appl _____)

I am interested in serving on the (please check):

- Audit Committee
- Advertising & Promoting Commission
- Airport Commission
- Arkansas Fair & Exhibition Facilities Bd
- Benevolent Fund Board
- Bldg. Bd. Of Adjustment and Appeals
- Central Business Improvement District
- Convention Center Commission
- Civil Service Commission
- Community Development Advisory Com.
- County Equalization Board
- Electric Code Board of Appeals & Appeals
- Fire Code Board of Appeals & Adjustments
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- Library Bd of Trustees
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- Oak Cemetery Commission
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- Parking Authority
- Parks & Recreation Commission
- Planning Commission
- Plumbing Advisory Board
- Port Authority
- Property Owners Appeals Board
- Sebastian County Reg. Solid Waste Mgmt. Bd.
- Sister Cities Committee
- Transit Advisory Commission
- Residential Housing Facilities Board
- Comprehensive Plan Steering Committee

CITY OF FORT SMITH
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Date: 2013-03-10

Name: Storm Nolan

Home Telephone: 479-414-2825

Home Address: 2511 Greenridge Drive

Work Telephone: 479-649-6909

Zip: 72903

Email: snolan@CSKhotels.com

Occupation: Hotel Developer/Owner/Operator
 (If retired, please indicate former occupation or profession)

Education: Southside High School, B.S. from Cornell University, M.B.A. from Columbia University

Professional and/or Community Activities: Serve on the Leadership Fort Smith Alumni Association

Board of Directors. Served on the Fort Smith Planning Commission.

Additional Pertinent Information/References: My step-father, Chris Whitt, has been a significant contributor to UAFS. Our family is a member and active participant of the Family Enterprise Center at UAFS.

Are you a registered voter in the City of Fort Smith? Yes No

Have you ever been convicted of a felony, misdemeanor, DWI/DUI or other serious traffic offense? Yes NO

If yes, please identify the offense and the approximate date. A "yes" answer will not automatically preclude you from consideration.

Drivers License [REDACTED] Date of [REDACTED] (This information will be used for a background check of all applicants).

I am interested in serving on the (please check):

- | | |
|---|--|
| <input type="checkbox"/> Audit Committee | <input type="checkbox"/> Library Bd of Trustees |
| <input type="checkbox"/> Advertising & Promoting Commission | <input type="checkbox"/> Mechanical Bd of Adjustments and Appeals |
| <input type="checkbox"/> Airport Commission | <input type="checkbox"/> Oak Cemetery Commission |
| <input type="checkbox"/> Arkansas Fair & Exhibition Facilities Bd | <input type="checkbox"/> Outside Agency Review Panel |
| <input type="checkbox"/> Benevolent Fund Board | <input type="checkbox"/> Parking Authority |
| <input type="checkbox"/> Bldg. Bd. Of Adjustment and Appeals | <input type="checkbox"/> Parks & Recreation Commission |
| <input type="checkbox"/> Central Business Improvement District | <input checked="" type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Convention Center Commission | <input type="checkbox"/> Plumbing Advisory Board |
| <input type="checkbox"/> Civil Service Commission | <input type="checkbox"/> Port Authority |
| <input type="checkbox"/> Community Development Advisory Com. | <input type="checkbox"/> Property Owners Appeals Board |
| <input type="checkbox"/> County Equalization Board | <input type="checkbox"/> Sebastian County Reg. Solid Waste Mgmt. Bd. |
| <input type="checkbox"/> Electric Code Board of Appeals & Appeals | <input type="checkbox"/> Sister Cities Committee |
| <input type="checkbox"/> Fire Code Board of Appeals & Adjustments | <input type="checkbox"/> Transit Advisory Commission |
| <input type="checkbox"/> Historic District Commission | <input type="checkbox"/> Residential Housing Facilities Board |
| <input type="checkbox"/> Housing Assistance Board | <input type="checkbox"/> Comprehensive Plan Steering Committee |
| <input type="checkbox"/> Housing Authority | |

Education

Columbia University, Columbia Business School, New York, NY
MBA, 2008 Concentration: **Real Estate**

Cornell University, School of Hotel Administration, Ithaca, NY
BS, 2002 Concentration: **Real Estate Finance and Development**
Cumulative GPA: 3.85, Dean's List (Graduated with Distinction), Ranked 5 of 201

Experience

2002 - Present **CSK hotels**, Fort Smith, AR

Partner/Co-Founder

- Responsible for development of fifteen hotels (200+ employees in our company)
 - One-third partner with step-father and brother
 - Most hotels outperform their competitive set
 - Our hotels have won many awards including Inn of the Year and Platinum Awards
 - Guest satisfaction scores among the best in their respective states
- Responsible for management and operations at all of the hotels
- Implemented scorecard approach for revenue, labor, guest satisfaction, and profit targets
- Responsible for myCSK.com development - our internal operations and accounting portal
- Transitioned hotel-level sales staff from salary to incentive compensation system
- Assembled ten financing packages for bank approval; hotels and self storages
- Personally manage 72,000 sf retail shopping center; half-owner with brother

2010 - Present **CanvasHQ.com - Create canvas art with your photos.**, Fort Smith, AR

Founder

- Hotel spinoff company, created a company that ships custom canvases all over the U.S.
- Designed and executed the creation of our custom e-commerce fulfillment platform
- Continue to rapidly grow the company - 2012 revenues increased by 120% over 2011

1999 - 2000 **PromotionShop.com, Inc.**, Fort Smith, AR

Founder

- Created a company to allow for online design and ordering of promotional business products
- Supervised, hired, and trained a group of seven technical workers
- Created a comprehensive investor prospectus for the company
- Coordinated our efforts with a hired programming group
- Generated pro-formas, feasibility studies, and financial statements for prospective investors

Activities

- Past Chairman, Value Place Hotels Franchisee Advisory Council
- Executive Committee, **Libertarian Party** of Arkansas
- Past Board of Directors, Arkansas Self Storage Association
- Board of Directors, **Leadership** Fort Smith Alumni Association
- Participant in Inaugural Class, **Leadership** Arkansas
- Past Executive Board Member, **Cornell Entrepreneur Organization** (CEO) - 2000
- Licensed Instrument **Pilot**
- Certified Rescue Diver

CITY OF FORT SMITH
Application for City Boards/Commissions/Committees

Note: As an applicant for a City Board, Commission or Committee, your name, address and phone number will be available to the press and the public. You will be contacted before any action is taken on your appointment.

Name: Ken O'Donnell Date: 1/29/13

Home Address: 55 Highland Dr Home Telephone: 782-6663

Zip: 72901 Work Telephone: Same

Occupation: Retired; Director of Planning; Bi-State MPO Director WAPDO

Education: Bachelor of Arts Education, Masters Urban & Regional

Professional and/or Community Activities: Volunteer, Miss Louisa + Planning, Old Miss National Historic Site/Special Projects

Additional Pertinent Information/References: Director of the Regional Transportation Planning Agency for 32 years re Regional Goals

Are you a registered voter in the City of Fort Smith? Yes [checked] No

Have you ever been convicted of a felony, misdemeanor, DWI/DUI or other serious traffic offense?

Yes No [checked]

If yes, please identify the offense and the approximate date. A "yes" answer will not automatically preclude you from consider

Drivers License [redacted] Date of Birth [redacted] (This information will be [redacted] ground check of all applicants).

I am interested in serving on the (please check):

- () Audit Committee () Housing Authority
() Advertising & Promoting Commission () Library Bd of Trustees
() Airport Commission () Mechanical Bd of Adjustments and Appeals
() Animal Services Advisory Board () Oak Cemetery Commission
() Arkansas Fair & Exhibition Facilities Bd () Outside Agency Review Panel
() Benevolent Fund Board () Parking Authority
() Bldg. Bd. Of Adjustment and Appeals () Parks & Recreation Commission
() Central Business Improvement District () Planning Commission
[X] Comprehensive Plan Steering Committee () Plumbing Advisory Board
() Convention Center Commission () Port Authority
() Civil Service Commission () Property Owners Appeals Board
() Community Development Advisory Com. () Sebastian County Reg. Solid Waste Mgmt. Bd.
() County Equalization Board () Sister Cities Committee
() Electric Code Board of Appeals & Appeals () Transit Advisory Commission
() Fire Code Board of Appeals & Adjustments () Residential Housing Facilities Board
() Historic District Commission
() Housing Assistance Board

Planning

CITY OF FORT SMITH
Application for City Boards/Commissions/Committees

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Date: Feb 8 2013

Name: Vannetta Posey Home Telephone: 479-651-7303

Home Address: 3801 Young St Work Telephone: 479-651-7303

Zip: 72904 Email: _____

Occupation: Self
(If retired, please indicate former occupation or profession)

Education: 12th grade

Professional and/or Community Activities: _____
Mentoring Program Girls & Boys Club

Additional Pertinent Information/References: _____

Are you a registered voter in the City of Fort Smith? Yes No _____

Have you ever been convicted of a felony, misdemeanor, DWI/DUI or other serious traffic offense?
Yes _____ NO

If yes, please identify the offense and the approximate date. A "yes" answer will not automatically preclude you from consid _____

Drivers License _____ Date of Birth _____ (This information will _____ background check of all applican _____)

I am interested in serving on the (please check):

- | | |
|---|--|
| <input type="checkbox"/> Audit Committee | <input type="checkbox"/> Housing Authority |
| <input type="checkbox"/> Advertising & Promoting Commission | <input checked="" type="checkbox"/> Library Bd of Trustees |
| <input type="checkbox"/> Airport Commission | <input type="checkbox"/> Mechanical Bd of Adjustments and Appeals |
| <input type="checkbox"/> Animal Services Advisory Board | <input type="checkbox"/> Oak Cemetery Commission |
| <input type="checkbox"/> Arkansas Fair & Exhibition Facilities Bd | <input type="checkbox"/> Outside Agency Review Panel |
| <input checked="" type="checkbox"/> Benevolent Fund Board | <input type="checkbox"/> Parking Authority |
| <input type="checkbox"/> Bldg. Bd. Of Adjustment and Appeals | <input type="checkbox"/> Parks & Recreation Commission |
| <input type="checkbox"/> Central Business Improvement District | <input checked="" type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Comprehensive Plan Steering Committee | <input type="checkbox"/> Plumbing Advisory Board |
| <input checked="" type="checkbox"/> Convention Center Commission | <input type="checkbox"/> Port Authority |
| <input checked="" type="checkbox"/> Civil Service Commission | <input type="checkbox"/> Property Owners Appeals Board |
| <input type="checkbox"/> Community Development Advisory Com. | <input type="checkbox"/> Sebastian County Reg. Solid Waste Mgmt. Bd. |
| <input type="checkbox"/> County Equalization Board | <input type="checkbox"/> Sister Cities Committee |
| <input type="checkbox"/> Electric Code Board of Appeals & Appeals | <input type="checkbox"/> Transit Advisory Commission |
| <input type="checkbox"/> Fire Code Board of Appeals & Adjustments | <input checked="" type="checkbox"/> Residential Housing Facilities Board |
| <input type="checkbox"/> Historic District Commission | |
| <input type="checkbox"/> Housing Assistance Board | |

CITY OF FORT SMITH
Application for City Boards/Commissions/Committees

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Date: 2-27-13
 Name: JEFF RIGGS Home Telephone: (479)-883-0157
 Home Address: 910 S 25th ST. Work Telephone: (479) 242-4581
 Zip: 72901 Email: JRIGGS@LSBCONSTRUCTIONINC.COM
 Occupation: VICED PRESIDENT - LSB CONSTRUCTION INC - GC.
 (If retired, please indicate former occupation or profession)
 Education: BS of ENGINEERING TECH.
 Professional and/or Community Activities: PRESIDENT of Union
CHAMBER OF COMMERCE
 Additional Pertinent Information/References: _____

Are you a registered voter in the City of Fort Smith? Yes No _____
 Have you ever been convicted of a felony, misdemeanor, DWI/DUI or other serious traffic offense?
 Yes _____ NO
 If yes, please identify the offense and the approximate date. A "yes" answer will not automatically preclude you from consideration.

Drivers License _____ Date of Birth _____ his
 information will be _____ and check of all applican

I am interested in serving on the (please check):

- | | |
|---|--|
| <input type="checkbox"/> Audit Committee | <input type="checkbox"/> Library Bd of Trustees |
| <input type="checkbox"/> Advertising & Promoting Commission | <input type="checkbox"/> Mechanical Bd of Adjustments and Appeals |
| <input type="checkbox"/> Airport Commission | <input type="checkbox"/> Oak Cemetery Commission |
| <input type="checkbox"/> Arkansas Fair & Exhibition Facilities Bd | <input type="checkbox"/> Outside Agency Review Panel |
| <input type="checkbox"/> Benevolent Fund Board | <input type="checkbox"/> Parking Authority |
| <input type="checkbox"/> Bldg. Bd Of Adjustment and Appeals | <input type="checkbox"/> Parks & Recreation Commission |
| <input type="checkbox"/> Central Business Improvement District | <input checked="" type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Convention Center Commission | <input type="checkbox"/> Plumbing Advisory Board |
| <input type="checkbox"/> Civil Service Commission | <input type="checkbox"/> Port Authority |
| <input type="checkbox"/> Community Development Advisory Com. | <input type="checkbox"/> Property Owners Appeals Board |
| <input type="checkbox"/> County Equalization Board | <input type="checkbox"/> Sebastian County Reg. Solid Waste Mgmt. Bd. |
| <input type="checkbox"/> Electric Code Board of Appeals & Appeals | <input type="checkbox"/> Sister Cities Committee |
| <input type="checkbox"/> Fire Code Board of Appeals & Adjustments | <input type="checkbox"/> Transit Advisory Commission |
| <input type="checkbox"/> Historic District Commission | <input type="checkbox"/> Residential Housing Facilities Board |
| <input type="checkbox"/> Housing Assistance Board | <input type="checkbox"/> Comprehensive Plan Steering Committee |
| <input type="checkbox"/> Housing Authority | |

Randall D. Swaim

3213 South 41st
Fort Smith, AR 72903

(479) 883-2349
RandallSwaim@yahoo.com

Accounts Receivable Manager

IN BRIEF

- Offering over 19 years of progressive roles in receivables & management for the transportation industry, government housing, nursing home industry & poultry along with acquiring the revenue accounting, private & commercial collections, management, supervision, training, people skills, relationship building, technological skills, auditing and analysis expertise necessary to be highly successful as the Accounts Receivable Manager:
 - Field Supervision
 - Operations
 - Bad Debt
 - Revenue Accounting
 - Process Improvement
 - Training
 - Strategic Planning
 - Quality Assurance/Control
 - Team Development
 - Relationship Building
 - Credit & Collections
 - Account Auditing
 - Project Management
 - Executive Presentations
 - Performance Evaluation
 - Regulatory Compliance
 - Budget Preparation
 - Internal & External Customer Service
- Skilled in implementing process improvement strategies to streamline operations and improve efficiency in a fast-paced, collaborative environment:
- Expertise in **managing collection teams, evaluating performance and coordinating projects**
- Proven experience boosting productivity, efficiency and profitability
- Solid **problem solving, customer service and employee relations skills for identifying existing or potential collection issues, devising solutions** and ensuring satisfaction and retention
- Computer Proficiencies: Advanced (MOUS Certification) Microsoft Office Specialist
 - Word, Excel, PowerPoint, Outlook; customized applications

EDUCATION & TRAINING

Bachelor of Science Degree, Business Administration,
Arkansas State University, Fort Smith, AR 1996 to 2000

OK Industries, Inc., Fort Smith, AR 2013 to Present
Accounts Payable Manager – Supervise day to day operations of the department for company & 3 subsidiaries.

- Auditing of all invoices processed daily
- Daily reconciliation of Accounts Payable system to the General Ledger
- Month end close & monthly reconciliation
- Initiate & process daily wires
- Provide daily cash forecast for company

Randall D. Swaim

PROFESSIONAL EXPERIENCE

Golden Living, Fort Smith, AR

2012 to 2013

Private Collection Specialist – Perform Account Auditing & Collections for facilities in 4 states dealing with Private Insurance Policies, Medicaid & Medicare.

- Work with facility personnel to resolve delinquent accounts
- Work with fellow team members to meet team collection goals
- Ensure accuracy of payments applied by field personnel to delinquent accounts
- Ensure accuracy of billing & proper application of insurance policies
- Achieved collection goal within first 6 months of employment
- Answer & resolve customer service complaints daily

Belmont Management, Fort Smith, AR

2010 to 2012

Financial Manager – Accounts Payables for 115 properties, in Arkansas, Oklahoma, Texas, Kansas and Missouri, with each complex consisting of 15 to 100 multi-family apartments, government subsidized for seniors and low-income families. Respond to customer complaints, worker's comp claims; and process insurance claims

- Collaborate with property manager to prepare and distribute Quarterly Income Statements & Balance sheets
- Budget Preparation
- File tax documents with secretary of state
- Bank account reconciliation
- Developed automated processes to increase productivity

ABF Freight System, Inc., Fort Smith, AR

1992 to 2009

Field Supervisor, Revenue Accounting (2001 to 2009) - Managed a \$26M receivables file and 100+ indirect reports with accountability for analyzing and identifying unusual trends, patterns and discrepancies in payments

- Conducted terminal site visits nationwide & internationally; led collection training sessions and evaluated field office performance
- Developed and implemented strategic plans to obtain new accounts, boost collection revenues, as well as analyze new customer financial information in order to establish and control credit to enhance profitability
- Worked with existing customers and team members to establish payment plans on delinquent accounts
- Credit Report analysis
- Private collection and bad debt
- Auditing of accounts to look for warning signs of accounts leading to possible Bad Debt
- Developed and implemented a new online collection system with personnel from the field and corporate office from a windows based system to a .net system.
- Negotiated pricing contracts and extended credit terms, with accountability for ensuring optimal corporate security and ensure profit objectives
- Communicated with customers regarding collection/credit issues, and resolved problems by establishing successful payment schedules; increased cash flow
- Motivate employees to do their job right the first time & buy into ownership of their position
- Collaborated with IT and developed and modified customized reports for the collections system, resulting in increased productivity and reduced discrepancies

Randall D. Swaim

COMMUNITY AFFILIATIONS & VOLUNTEERISM

Law Enforcement

- Chairman & Founder, FSP Officer Daniel C. Martinez Memorial Endowment Scholarship Committee
- *Raised over \$31,000.00 in 6 years for the FSP Officer Martinez Memorial Endowment Scholarship*
- Current Member of the Sebastian County Sheriff's Dept Reserve Officer Program
- Shop with a Cop Christmas Volunteer

ABF Freight System, Inc

- Loaned Executive to Fort Smith United Way, 2002 to 2009
- Selected to represent ABF for fundraising efforts and non-profit projects
- ABF Freight System, Inc., Partners in Education Committee
- Mentored students, participated in school events and assisted with fundraising efforts
- ABF Freight System, Inc., Corporate Family Day Planning Committee

- Toys 4 Tots Volunteer

icensed Minister

- Hospital Visitation Volunteer

CITY OF FORT SMITH
Application for City Boards/Commissions/Committees

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Date: 3/4/13

Name: Caleb Yerton Home Telephone: _____

Home Address: _____ Work Telephone: 788-4293

Zip: _____ Email: Calebyerton@FNBFS.com

Occupation: Commercial Banker/First National Bank of Fort Smith
 (If retired, please indicate former occupation or profession)

Education: UofA Fayetteville BSBA - Finance

Professional and/or Community Activities: United Way Allocation Panel,
Fort Smith Regional Chamber of Commerce Diamond Club

Additional Pertinent Information/References: Reference - Sam T. Sicard

Are you a registered voter in the City of Fort Smith? Yes No _____

Have you ever been convicted of a felony, misdemeanor, DWI/DUI or other serious traffic offense?
 Yes _____ NO

If yes, please identify the offense and the approximate date. A "yes" answer will not automatically preclude you from consideration.

Drivers License _____ Date of Birth _____ (This information will be subject to background check of all applicants)

I am interested in serving on the (please check):

- | | |
|---|--|
| <input type="checkbox"/> Audit Committee | <input type="checkbox"/> Library Bd of Trustees |
| <input type="checkbox"/> Advertising & Promoting Commission | <input type="checkbox"/> Mechanical Bd of Adjustments and Appeals |
| <input type="checkbox"/> Airport Commission | <input type="checkbox"/> Oak Cemetery Commission |
| <input type="checkbox"/> Arkansas Fair & Exhibition Facilities Bd | <input type="checkbox"/> Outside Agency Review Panel |
| <input type="checkbox"/> Benevolent Fund Board | <input type="checkbox"/> Parking Authority |
| <input type="checkbox"/> Bldg. Bd. Of Adjustment and Appeals | <input type="checkbox"/> Parks & Recreation Commission |
| <input type="checkbox"/> Central Business Improvement District | <input checked="" type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Convention Center Commission | <input type="checkbox"/> Plumbing Advisory Board |
| <input type="checkbox"/> Civil Service Commission | <input type="checkbox"/> Port Authority |
| <input type="checkbox"/> Community Development Advisory Com. | <input type="checkbox"/> Property Owners Appeals Board |
| <input type="checkbox"/> County Equalization Board | <input type="checkbox"/> Sebastian County Reg. Solid Waste Mgmt. Bd. |
| <input type="checkbox"/> Electric Code Board of Appeals & Appeals | <input type="checkbox"/> Sister Cities Committee |
| <input type="checkbox"/> Fire Code Board of Appeals & Adjustments | <input type="checkbox"/> Transit Advisory Commission |
| <input type="checkbox"/> Historic District Commission | <input type="checkbox"/> Residential Housing Facilities Board |
| <input type="checkbox"/> Housing Assistance Board | <input type="checkbox"/> Comprehensive Plan Steering Committee |
| <input type="checkbox"/> Housing Authority | |



MEMORANDUM

TO: Mayor and Board of Directors
FROM: Wendy Beshears, Administrative Assistant
DATE: July 12, 2013
SUBJECT: Property Owners Appeals Board

The term of Mr. Joel Culberson of the Property Owners Appeals Board will expire July 14, 2013. Mr. Culberson wishes to be reappointed.

There are no other applicants available at this time.

Appointments are **by the Board of Directors**, one appointment is needed. The term will expire July 14, 2018.

623 Garrison Avenue
P.O. Box 1908
Fort Smith, Arkansas 72902
(479) 785-2801
Administrative Offices FAX (479) 784-2430

Property Owners Appeals Board

The Property Owners Appeals Board was established by the Board of Directors April 15, 1997 to review City ordinances relative to clean up of lands for the purpose of making recommendations to the Board of Directors concerning amendments thereto, and to hear appeals of delinquent property owners charged by the City for abatement costs who feel themselves aggrieved by action of the City.

The Board consisted of five persons appointed by the Board of Directors who, following initial staggered terms, will serve five-year terms of office. The Board shall meet to hear appeals twice annually during the month of September, and may meet for other purposes as well. Meetings are scheduled for the second Monday of each month at 11:00 a.m. in the Planning conference room at 623 Garrison Avenue, room 326.

	<u>Date Appointed</u>	<u>Term Expires</u>
Joel Culberson 2421 South O Street (01) 783-7207 (h) 494-6885 (w) ujculbe@gmail.com	2/19/13	7/14/13
Dolores Chitwood 1815 North E Street (01) 783-0211	6/17/97	7/14/14
Scott D. Monroe 2723 Dallas Drive (01) 784-8477 rsmonroe@cox.net	7/22/09	7/14/14
Karen Lewis 5620 Free Ferry Road (03) 452-0647 (h)	6/17/97	7/14/15
Megan Raynor 504 Lecta (01) 420-1910 (h) 782-8808 mraynor@hannaoilandgas.com	06/15/10	7/14/15

CITY OF FORT SMITH
Application for City Boards/Commissions/Committees

Note: As an applicant for a City Board, Commission or Committee, your name, address and phone number will be available to the press and the public. You will be contacted before any action is taken on your appointment.

Date: 07/08/2013

Name: Joel Culberson Home Telephone: 479.783.7207

Home Address: 2421 South O St. FSM Work Telephone: 479.494.6885

Zip: 72901 Email: ujculbe@gmail.com

Occupation: Information Technology Analyst
 (If retired, please indicate former occupation or profession)

Education: BSBA, Univ. of Southern MS; MBA, Univ. of Arkansas

Professional and/or Community Activities: Citizens Academy Alumni Assoc.,
Leadership Fort Smith class of 2013, Comprehensive Planning Steering Cmte.

Additional Pertinent Information/References: _____

Are you a registered voter in the City of Fort Smith? Yes No _____

Have you ever been convicted of a felony, misdemeanor, DWI/DUI or other serious traffic offense?
 Yes _____ NO

If yes, please identify the offense and the approximate date. A "yes" answer will not automatically preclude you from consideration.

Drivers License AF _____ Date of Birth _____
 information will be use to _____ and check of all applicants

I am interested in serving on the (please check):

- | | |
|---|--|
| <input type="checkbox"/> Audit Committee | <input type="checkbox"/> Library Bd of Trustees |
| <input type="checkbox"/> Advertising & Promoting Commission | <input type="checkbox"/> Mechanical Bd of Adjustments and Appeals |
| <input type="checkbox"/> Airport Commission | <input type="checkbox"/> Oak Cemetery Commission |
| <input type="checkbox"/> Arkansas Fair & Exhibition Facilities Bd | <input type="checkbox"/> Outside Agency Review Panel |
| <input type="checkbox"/> Benevolent Fund Board | <input type="checkbox"/> Parking Authority |
| <input type="checkbox"/> Bldg. Bd. Of Adjustment and Appeals | <input type="checkbox"/> Parks & Recreation Commission |
| <input type="checkbox"/> Central Business Improvement District | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Convention Center Commission | <input type="checkbox"/> Plumbing Advisory Board |
| <input type="checkbox"/> Civil Service Commission | <input type="checkbox"/> Port Authority |
| <input type="checkbox"/> Community Development Advisory Com. | <input checked="" type="checkbox"/> Property Owners Appeals Board |
| <input type="checkbox"/> County Equalization Board | <input type="checkbox"/> Sebastian County Reg. Solid Waste Mgmt. Bd. |
| <input type="checkbox"/> Electric Code Board of Appeals & Appeals | <input type="checkbox"/> Sister Cities Committee |
| <input type="checkbox"/> Fire Code Board of Appeals & Adjustments | <input type="checkbox"/> Transit Advisory Commission |
| <input type="checkbox"/> Historic District Commission | <input type="checkbox"/> Residential Housing Facilities Board |
| <input type="checkbox"/> Housing Assistance Board | |
| <input type="checkbox"/> Housing Authority | |