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 – Tracy Pennartz
At Large Position 6 – Kevin Settle
At Large Position 7 – Don Hutchings

AGENDA

Fort Smith Board of Directors
REGULAR MEETING
April 21, 2015 ~ 6:00 p.m.
Fort Smith Public Schools Service Center
3205 Jenny Lind Road

THIS MEETING IS BEING TELECAST LIVE ON THE GOVERNMENT ACCESS CHANNEL 214 AND ONLINE AT http://www.ustream.tv/channel/city-of-fort-smith-board-of-directors-meetings

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 APRIL 7, 2015 REGULAR MEETING

ITEMS OF BUSINESS:

1. Ordinance specifying personnel authority of the City Administrator
   ~ Settle/Catsavis placed on the agenda at the April 14, 2015 study session ~

2. Ordinance amending the 2015 Budget *(safety/risk manager) ~ Pennartz/Good placed on agenda at the April 14, 2015 study session ~*

3. Consent Agenda

A. Resolution authorizing a time extension for the construction of Drainage Improvements, Project No. 13-06-B1 *(20 days)* ♦

B. Resolution accepting completion of and authorizing final payment for the construction of Drainage Improvements, Project No. 13-06-B1 *($7,672.72 / Engineering Department / Budgeted – Sales Tax Program)* ♦

C. Resolution endorsing modification of the Tilles Foundation Trust From 1926 in favor of one-time disbursement of $15,000 from the Tilles Foundation to the City in support of the Lewis Tilles Children's Park in Fort Smith; and authorizing the Mayor to execute any documents required to effect such change

D. Resolution accepting the bid and authorizing a contract with Dixon Contracting, Inc. for the River Park Pavilion Addition *($86,400.00 / Parks Department / Budgeted – 1/8% Sales and Use Tax)* ♦

E. Ordinance waiving the requirement of competitive bidding relative to stained concrete and approving and authorizing the Mayor to execute a trade contract for materials and services related to the construction of an aquatics facility at Ben Geren Regional Park *(Parrot Island Water Park) ($17,000.00 / Parks Department / Budgeted –2012 Sales Tax Bonds)*

F. Resolution authorizing the execution of a memorandum of understanding between the City of Fort Smith, Arkansas, through its Police Department, and the Drug Enforcement Administration regarding communication between the agencies via wireless radio transmissions on encrypted radio frequencies

G. Resolution authorizing the execution of an inter-municipal fire protection services agreement between the City of Fort Smith and the Town of Roland, Oklahoma concerning mutual fire protection and emergency services

H. Resolution accepting the bid of and authorizing the Mayor to execute a contract with Forsgren, Inc. for the 3571 Gary Street Sewer Repair *($129,540.50 / Utility Department / Budgeted - 2014 Sales and Use Tax Bonds)*

I. Resolution authorizing Change Order No. 1 with Archer Western Construction, LLC for the Zero Street Pump Station Weather Improvements – Pump Station and EQ Storage *($43,009.20 / Utility Department / Budgeted – 2014 Sales and Use Tax Bonds)*

J. Resolution authorizing acquisition of real property interests in connection with the Basin 17 Collection System Improvements *($5,972.90 / Utility Department / Budgeted – 2012 and 2014 Sales and Use Tax Bonds)*

K. Resolution authorizing the Mayor to execute an agreement with RJN Group, Inc. for providing engineering services associated with Chaffee Crossing Wastewater Collection System Flow Monitoring *($85,781.00 / Utility Department / Budgeted – 2014 Sales and Use Tax Bonds)*

L. Ordinance declaring an exceptional situation waiving the requirements of competitive bidding and authorizing a contract with Goodwin & Goodwin, Inc. for 2200-2321 Rogers Avenue Sanitary Sewer Extension *($317,970.00 / Utility Department / Budgeted – 2014 Sales and Use Tax Bonds)*

OFFICIALS FORUM ~ presentation of information requiring no official action

(Section 2-36 of Ordinance No. 24-10)

- Mayor
- Directors
- City Administrator

EXECUTIVE SESSION

Appointments: Arkansas Fair and Exhibition Facilities Board (1), Community Development Advisory Committee (3), Comprehensive Plan Implementation Committee (9), Historic District Commission (1) and Housing Assistance Board (1)

ADJOURN

1

ORDINANCE NO. _____

AN ORDINANCE SPECIFYING THE PERSONNEL AUTHORITY OF THE CITY ADMINISTRATOR

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

Section 1: Section 2-96 of the Fort Smith Municipal Code ("Code") is hereby repealed; and, the following provision is hereby adopted to be codified as Section 2-43 of the Code:

Sec. 2-43. - Personnel authority of the City Administrator.

(a) Except as otherwise provided in this article, the City Administrator shall obtain the approval of the Board of Directors prior to the employment or discharge of exempt personnel of the city who are heads of departments, city clerk, and the qualified and licensed attorneys at law contracted to provide legal services pursuant to sections 2-111 – 2-113 of this Code as follows:

(1) The City Administrator shall notify all members of the Board of Directors either orally or in writing of the proposed action, the reasons therefor, and all relevant and pertinent facts bearing upon the decision of either employment or discharge. After notification from the City Administrator, there shall be scheduled an executive session at the next regular or special meeting of the Board of Directors to discuss approval, denial or modification of the City Administrator's proposed action.

(2) Following the board's action, the City Administrator shall then notify in person or by telephone the individual subject to the approved action and may confirm the action in writing to the individual.

(3) Where reasonable and feasible, employees of the city shall be first given an opportunity to resign at the request of the City Administrator and the Board of Directors prior to notice of discharge.

(4) No director nor the mayor shall communicate the exempt personnel action proposed by the City Administrator, except through the City Administrator as herein provided.

(b) The Board of Directors shall have sole authority regarding the appointment and discharge of the internal auditor. If it chooses to do so, the Board of Directors may seek the advice and assistance of the City Administrator in that appointment and/or discharge process.

(c) The City Administrator, or his or her designee, shall have full authority regarding the appointment and discharge of all non-uniformed employees (non-exempt employees) and of all exempt positions not specifically identified in subsection (a) above, without the necessity of approval of the Board of Directors.

(d) The Board of Directors acknowledges the authority of the judges of the Sebastian County District Court, Fort Smith Division, with reference to the district court clerk.

Section 2: The Human Resources Policy for Non-Uniformed Employees (2011), adopted by Ordinance No. 85-11, is amended to replace the current language in Section II. B. with the following:

B. The City Administrator will nominate, to the Board of Directors, individuals for appointment and will make recommendations to the Board of Directors for termination of individuals in the following Exempt positions: Deputy City Administrator, City Clerk, Director of Sanitation, Director of Engineering, Director of Finance, Director of Human Resources, Director of Street & Traffic Control, Director of Utilities, Fire Chief, Police Chief, Director of Parks & Recreation, Director of Information Technology Systems, Director of Transit, Director of the Convention Center, and the Director of Development Services. The appointment and removal of persons in all other Exempt positions, as well as all non-exempt positions, will be determined by the City Administrator, or his or her designee, without the necessity of approval of the Board of Directors. Pursuant to A.C.A. § 16-17-108, the Sebastian County District Court -Fort Smith District Court Judges shall appoint a qualified elector of the state to serve as District Court Clerk. The Board of Directors shall have sole authority regarding the appointment and discharge of the Internal Auditor; however, if it chooses to do so, the Board of Directors may seek the advice and assistance of the City Administrator in that appointment and/or discharge process.

In all other respects, the Human Resources Policy approved by Ordinance No. 85-11, as amended, shall remain in effect.

PASSED AND APPROVED THIS _____ DAY OF _____, 2015.

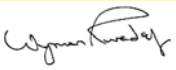
APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

Approved as to form:



_____
City Attorney
Publish 1 time

MEMORANDUM

April 17, 2015

TO: Mayor and Board of Directors

FROM : Ray Gosack, City Administrator

SUBJECT: Appointment and Removal of Department Heads

Attached is the department head employment ordinance which was discussed and requested during the April 14th study session. The ordinance has been modified as follows:

1) Section 2-43(a) of the municipal code amendment has been modified to remove the internal auditor from the list of positions which the city administrator recommends for appointment or removal. The board member's concern was that the board shouldn't need a recommendation from the city administrator regarding the internal auditor since the position reports directly to the board. To address this concern, it is necessary to remove the internal auditor from the process described in section 2-43(a).

2) Paragraph 2-43(b) has been added to make it clear that the board has sole authority to appoint and remove the internal auditor. The board may request assistance from the city administrator if it desires.

3) The personnel policy amendment in section 2 of the ordinance reflects these two changes.

4) The provision in the current code regarding the district court clerk has been added to the new ordinance as paragraph 2-43(d) of the municipal code amendment. This paragraph acknowledges the authority

of the judges regarding the appointment and removal of the district court clerk. Also, the elector requirement for the district court clerk has been amended in the personnel policy to make it consistent with a newly-enacted state law. The previous language required to clerk to be an elector. The new language requires the clerk to be an elector of the state.

The staff continues to recommend against the conceptual change in the department head employment policy for the reasons enumerated in the study session memo. Please contact me if there's any questions or a need for more information.

Attachments

1

MEMORANDUM

April 10, 2015

TO: Mayor and Board of Directors

FROM : Ray Gosack, City Administrator

SUBJECT: Appointment and Removal of Department Heads

The board has asked to reconsider the city's policy regarding the appointment and removal of department heads. The current ordinance, the ordinance amendment requested for the February 3rd board meeting, and the pertinent sections of the state statute are attached. The ordinance from the February 3rd meeting has been modified by the city attorney (modifications are highlighted).

The current policy provides that the city administrator has authority to appoint and remove all department heads except the internal auditor and the district court clerk. The internal auditor is under the board's authority, and the district court clerk is appointed by the judges as provided in state law. The current policy was adopted in 2013. Before 2013, the appointment and removal of all department heads (except the district court clerk) required the approval of the board of directors.

PUBLIC SAFETY CHIEFS AND THE CIVIL SERVICE COMMISSION

The removal of the police and fire chiefs could be appealed by the chief to the civil service commission. This appeal right has existed for many, many years. When the department head employment policy was changed in 2013, the commission determined to not change its rules for the current chiefs. The commission was agreeable to removing an appeal right to the commission for

the removal of any future chiefs by the city administrator. If the board decides to reinstate its approval for the removal of department heads, the role of the civil service commission will need to be revisited with that body. If the commission doesn't change its rules, then a chief whose removal is affirmed by the board of directors would have a right to appeal the termination to the civil service commission.

CONSIDERATIONS

As the board discusses this topic, the following considerations are offered for thought.

- Board involvement in hiring and removal decisions may demonstrate more accountability to the public. The board is the voice of the people and should be able to demonstrate responsiveness to issues and complaints raised by citizens.

- Some level of direct authority from the board may result in more responsiveness from department heads to board members.

- Approval from the board provides a check and balance on the city administrator's authority.

- Department head actions may be influenced by politics rather than merit. This could affect a department head's willingness to deal with or to make unpopular/ difficult decisions.

- Department heads may have to deal with competing or conflicting agendas from board members. Routine administrative matters could become political.

- The clarity of the chain of command may be affected. Do department heads report to the city administrator, the board of directors, or both? Will there be opportunity for department heads to "politic" board members, possibly leading to a divisive board?

- Decisions about removal should be based on a department head's entire performance, not just limited or anecdotal feedback, information, and perceptions.

- The city strives to recruit talented department heads. How does bifurcated oversight affect this?

ALTERNATIVE

An alternative the board may wish to consider is placing appointment authority with the city administrator, and giving department heads removed by the city administrator a right of appeal to the board of directors (or to the civil service commission for the police and fire chiefs). This would allow a department head who disagrees with the city administrator's removal action to have the decision reviewed by the board of directors. Terminations wouldn't automatically proceed to the board; a termination would come to the board only if the department head wanted to appeal the city administrator's decision.

RECOMMENDATION

The staff discussed the department head employment policy at a staff meeting last month. The department heads and the city administrator recommend that the current policy remain in place. The staff believes that the current policy is operating without problem, allows for streamlined decision-making of administrative matters, and supports continuity of operations.

Attachments

CURRENT CITY CODE

Sec. 2-96. - Personnel authority of city administrator.

2. (a)Except as otherwise provided by law, except as provided otherwise in this article, and except for his or her own job position, the city administrator shall have full power and responsibility concerning the employment, disciplining, and termination of employment of all officials and non-uniformed employees of the city, including, but not limited to, heads of city departments, the fire chief, and the police chief, according to the budgeting of positions and levels of compensation established from time to time by the board of directors.

(b)The board of directors reserves to itself power and responsibility of employment, discipline and termination with reference to the city's internal auditor, and the board acknowledges the authority of the judges of the Sebastian County District Court with reference to the district court clerk.

(Ord. No. 35-13, § 1, 8-20-13)

PROPOSED ORDINANCE AT FEBRUARY 3, 2015 BOARD MEETING
as Modified (Modifications are Highlighted)

ORDINANCE NO. _____

AN ORDINANCE SPECIFYING THE PERSONNEL AUTHORITY OF THE CITY ADMINISTRATOR

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

Section 1: Section 2-96 of the Fort Smith Municipal Code ("Code") is hereby repealed; and, the following provision is hereby adopted to be codified as Section 2-43 of the Code:

Sec. 2-43. - Personnel authority of the City Administrator.

(a) Except as otherwise provided in this article, the city administrator shall obtain the approval of the board of directors prior to the employment or discharge of exempt personnel of the city who are heads of departments, city clerk, internal auditor, and the qualified and licensed attorneys at law contracted to provide legal services pursuant to sections 2-111 – 2-113 of this Code as follows:

(1) The city administrator shall notify all members of the board of directors either orally or in writing of the proposed action, the reasons therefor, and all relevant and pertinent facts bearing upon the decision of either employment or discharge. After notification from the city administrator, there shall be scheduled an executive session at the next regular or special meeting of the board of directors to discuss approval, denial or modification of the city administrator's proposed action.

(2) Following the board's action, the city administrator shall then notify in person or by telephone the individual subject to the approved action and may confirm the action in writing to the individual.

(3) Where reasonable and feasible, employees of the city shall be first given an opportunity to resign at the request of the city administrator and the board of directors prior to notice of discharge.

(4) No director nor the mayor shall communicate the exempt personnel action proposed by the city administrator, except through the city administrator as herein provided.

(b) The City Administrator, or his or her designee, shall have full authority regarding the appointment and discharge of all non-uniformed employees (non-exempt employees) and of all exempt positions not specifically identified in subsection (a) above, without the necessity of approval of the Board of Directors.

Section 2: The Human Resources Policy for Non-Uniformed Employees (2011), adopted by Ordinance No. 85-11, is amended to replace the current language in Section II. B. with the following:

> B. The City Administrator will nominate, to the Board of Directors, individuals for appointment and will make recommendations to the Board of Directors for termination of individuals in the following Exempt positions: Deputy City Administrator, City Clerk, Director of Sanitation, Director of Engineering, Director of Finance, Director of Human Resources, Director of Street & Traffic Control, Director of Utilities, Fire Chief, Police Chief, Director of Parks & Recreation, Director of Information Technology Systems, Director of Transit, Director of the Convention Center, Director of Development Services, Internal Auditor. The appointment and removal of persons in all other Exempt positions, as well as all non-exempt positions, will be determined by the City Administrator, or his or her designee, without the necessity of approval of the Board of Directors. Pursuant to A.C.A. § 16-17-108, the Sebastian County District Court -Fort Smith District Court Judges shall appoint a qualified elector to serve as District Court Clerk.

In all other respects, the Human Resources Policy approved by Ordinance No. 85-11, as amended, shall remain in effect.

PASSED AND APPROVED THIS _____ DAY OF _____, 2015.

APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

Approved as to form:

_____
City Attorney
Publish 1 time

STATE LAW

14-48-117. Powers and duties of city administrator.

The city administrator shall have the following powers and duties:

(1) To the extent that such authority is vested in him or her through ordinance enacted by the board of directors, he or she may supervise and control all administrative departments, agencies, offices, and employees;

(2) He or she shall represent the board in the enforcement of all obligations in favor of the city or its inhabitants which are imposed by law or under the terms of any public utility franchise upon any public utility;

(3) He or she may inquire into the conduct of any municipal office, department, or agency which is subject to the control of the board. In this connection, he or she shall be given unrestricted access to the records and files of any office, department, or agency and may require written reports, statements, audits, and other information from the executive head of the office, department, or agency;

(4) He or she shall nominate, subject to confirmation by the board, persons to fill all vacancies at any time occurring in any office, employment, board, authority, or commission to which the board's appointive power extends. He or she may remove from office all officials and employees, including, but not limited to, members of any board, authority, or commission who, under existing or future laws, whether applicable to cities under the aldermanic, manager, or commission form of government, may be removed by the city's legislative body. Removal by the city administrator shall be approved by the board. Where, under the statute applicable to any specific employment or office, the incumbent may be removed only upon the vote of a specified majority of the city's legislative body, the removal of the person by the city administrator may be confirmed only upon the vote of the specified majority of the board members. However, the provisions of this subdivision (4) shall have no application to offices and employments controlled by any civil service or merit plan lawfully in effect in the city;

2

ORDINANCE NO. _____
AN ORDINANCE AMENDING THE 2015 BUDGET

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

SECTION1: There is hereby authorized an amendment to the 2015 Budget for the addition of a Safety & Risk Manager position within the Human Resources Department. Funding for the position will be provided by the 2015 Budget appropriations for the purchase of property and casualty coverage which were $100,000 less than anticipated.

Passed and approved this _____ day of _____, 2015.

APPROVED:

_____
MAYOR

ATTEST:

_____
CITY CLERK

Approved as to Form:

_____
City Attorney

MEMORANDUM

TO: **Ray Gosack, City Administrator**

FROM: Richard B. Jones, Director of Human Resources

DATE: April 16, 2015

SUBJECT: **Safety & Risk Manager Position**

As requested by the Board of Directors, I have prepared a position description and an estimate of the cost for this position. Assuming this position is filled for half the year beginning July 1, 2015 the cost for this year would be $70,100 and $102,250 for 2016.

	2015	2016
Salary & Benefits	**$44,000**	**$92,000**
Operating Expenses	**$6,100**	**$10,250**
Capital Outlay	**$20,000**	**$0**
Total	**$70,100**	**$102,250**

This year's insurance renewal with Travelers for property and casualty coverage was approximately $100,000 less than what was included in the 2015 budget. The savings will cover the cost of this position.

I recommend the addition of this position.

Please Post on Bulletin Boards at Designated Location

Job Title: **Safety & Risk Manager**

Vacancy is in: **Human Resources/Administration**

Salary: **$2,128.00/bw Min to $3,347.20/bw Max**

Grade: **17**

APPLICATION PROCEDURE:
Any employee who desires to be considered an applicant on the above job vacancy must submit their resume, along with a transfer request, to:

Human Resources by no later than _____

Position will remain posted until filled, however, consideration cannot be guaranteed after the closing date.

Job Description:
The incumbent, under the guidance of the Director of Human Resources, manages the City's safety and prevention programs to minimize the city's risk and to ensure compliance with federal, state, and local laws and regulations, and City policies and procedures.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.
Note: All City of Fort Smith positions require the employee to provide good customer service to both internal and external customers, maintain positive and effective working relationships with other City employees, and have regular and reliable attendance that is non-disruptive. Must show cooperation and respect to fellow employees and supervisors at all times.

1. Must possess unique communication skills in dealing with all levels of employees, insurance brokers, representatives of regulatory agencies and public.

2. Work with department heads, supervisors and employees throughout the City (recognizing formal and informal organizational and functioning structures) in establishing, improving and implementing safety insurance programs and training with respect to Federal, State and City workplace regulations.

3. Responsible for maintaining interactive communication about safety with department heads and supervisors and designing programs which reinforce safety.

4. Create systems which provide for compliance with Federal and State regulations with respect to hazardous materials, electrical, lockout/tagout, hearing protection, eye protection, confined space and other workplace hazards or safety items and maintain training records.

5. Provide written programs and training for the end-users of chemicals as to safe handling and storage, including the disposal of hazardous materials.

6. Review accident reports for employees' injuries in the workplace, formulate statistics regarding injuries, place of occurrence and number of injuries and make recommendations for preventative measures.

7. Prepare materials required by the Board of Directors to approve new or renewed agreements for Workers' Compensation, property and casualty, risk management, and related programs.

8. Prepare proposal specifications for Workers' Compensation and property and casualty services; analyze proposals to determine award based on cost, coverage levels, compliance with specifications, and the

quality of service provided.

9. Supervise the development of safety procedures for use by City employees; review reports regarding methods of reducing the costs and number of accidents and ensuring compliance with State law regarding Hazard Communication; review reports of work site inspections for safety violations, including recommended corrective measures.

10. Review and authorize settlement of Workers' Compensation and property and casualty claims when proposed settlements exceed the authorization limit set for the Workers' Compensation and property and casualty service company; review of questionable Workers' Compensation and property and casualty claims including notification to department directors of unsafe conditions and acts.

11. Compile annual budget figures for Workers' Compensation, and property and casualty programs; review property schedules and approve the payment of invoices which relate to these programs.

12. Prepare special reports regarding Workers' Compensation, property and casualty and loss control programs for use by Director of Human Resources and the City Administrator; present Workers' Compensation, property and casualty and loss control information to covered City agencies and commissions as required.

13. Advise City department managers regarding insurance/risk management programs.

14. Develop and draft special programs/plans in response to risk management issues; recommend new or required policies or procedures as required to address risk management issues.

15. Regular attendance and timeliness is required.

Supervisory Responsibilities:
Carry out supervisory level responsibilities through the continual coordination, assessment, interviewing and training with the City's department heads, supervisors and employees to determine function and effectiveness of employee safety programs. Must be able to organize, direct and coordinate activities of employees to assure compliance with safety programs. Responsibilities include addressing complaints, performing independent reviews, providing reports and resolving problems relating to accidents and safety needs within the workplace.

Qualification Requirements:
To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience:
Must have a Bachelor's Degree or the equivalent education, training and experience in a related field. Excellent communication and interpersonal skills are also required. Requires broad knowledge and training in planning, organizing and implementing routine tasks and special projects. Previous experience in municipal government or similar environment is necessary and experience in industrial hygiene is desired. The incumbent should have knowledge of modern office practices, procedures and equipment.

Other Skills and Abilities:
The incumbent should possess knowledge of the use of tools and equipment in the department. The incumbent must have good verbal and written communications skills as well as good organizational skills. Problem solving, and analytical ability are required to perform the duties of this position. Excellent communication and interpersonal skills are also required. The incumbent should have knowledge of modern office practices, procedures, and equipment.

Physical Demands:
The physical demands described here are representative of those that must be met by an employee to successfully

perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee must occasionally, stand, walk, talk and hear. Frequently sit and use hands to finger, handle or feel. The incumbent must also stoop, kneel, crouch, climb, balance, or crawl. The sense of smell is also necessary. Specific vision abilities required by this job include close, color, distance and peripheral vision. Depth perception and the ability to adjust focus are also necessary.

The employee is occasionally required to lift up to 25 pounds.

Work Environment:
The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this position the incumbent is exposed to outdoor weather conditions, works near moving mechanical parts and is exposed to fumes or airborne particles, toxic or caustic chemicals. The incumbent works in precarious places and is at risk of electrical shock or vibration. The incumbent is also exposed to non-weather related wet, humid conditions.

The noise level in the work environment is usually moderate.

RESOLUTION _____

A RESOLUTION AUTHORIZING A TIME EXTENSION FOR THE CONSTRUCTION OF DRAINAGE IMPROVEMENTS
PROJECT NO. 13-06-B1

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

SECTION 1: A time extension with Forsgren, Inc., for the Drainage Improvements, Project 13-06-B1, which increases the contract time by 20 days, is hereby approved.

This resolution adopted this _____ day of April, 2015.

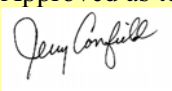
APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

Approved as to Form



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☐ No Publication Required

RESOLUTION _____

A RESOLUTION ACCEPTING COMPLETION OF AND AUTHORIZING FINAL PAYMENT FOR THE CONSTRUCTION OF DRAINAGE IMPROVEMENTS
PROJECT NO. 13-06-B1

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

SECTION 1: The City of Fort Smith hereby accepts the construction of the Drainage Improvements, Project 13-06-B1, as complete.

SECTION 2: Final Payment is hereby authorized in the amount of $7,672.72 to the contractor, Forsgren, Inc., for the Drainage Improvements, Project No. 13-06-B1.

This resolution adopted this _____ day of April, 2015.

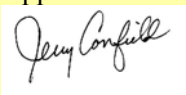
APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

Approved as to Form



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☐ No Publication Required

Memorandum

TO: Ray Gosack, City Administrator

FROM: Stan Snodgrass, P.E., Director of Engineering

DATE: April 15, 2015

SUBJECT: Drainage Improvements
Project No. 13-06-B1

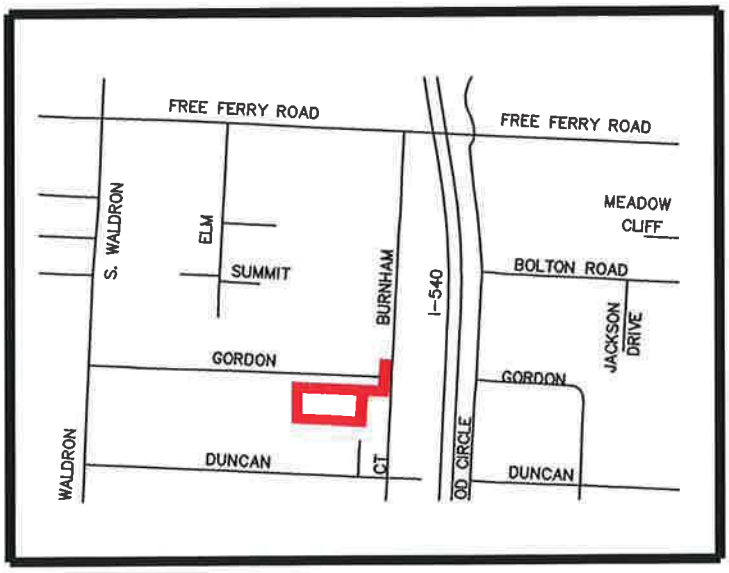
This project consisted of drainage improvements to alleviate neighborhood flooding concerns. The project included improvements in the following three areas: 5800 & 5900 Blocks of Gordon Lane, 3100 Block of South 100th Street and the 3100 Block of South 106th Street. The locations of the improvements are shown on the attached exhibit. A project summary sheet is also attached.

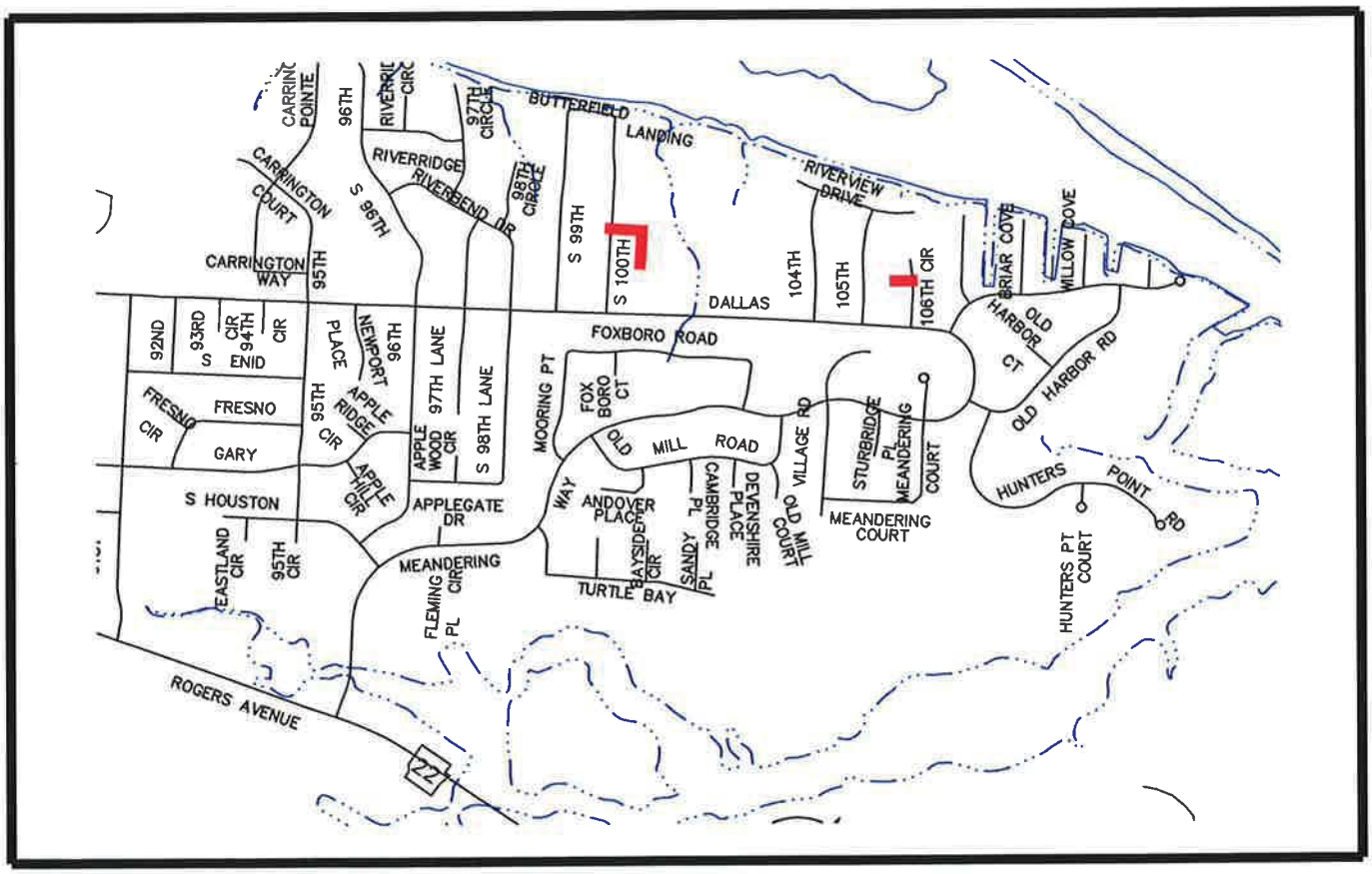
The project was substantially complete on January 29, 2015 which is 20 days beyond the January 9, 2015 contract completion date. The additional time beyond the contract completion date is due to weather delays.

This project was in alignment with the comprehensive plan policies FLU-1.4 (Ensure adequate, well-maintained infrastructure, public safety, and public facilities for all development and prevent development ahead of infrastructure and service provision), TI-5.1 (Continue to ensure that customers within Fort Smith have access to reliable water, sewer, drainage, solid waste services by reducing or eliminating deficiencies and gaps in infrastructure systems), TI-5.2 (Ensure that utility and infrastructure systems can meet the city's long-term needs) and NCR-2.6 (Reduce stormwater runoff and flooding).

Attached are Resolutions to approve the time extension and to accept the project as complete and authorize final payment to the contractor. I recommend that these Resolutions be accepted by the Board at the next regular meeting.

Enclosures





2013 CAPITAL IMPROVEMENTS PROGRAM

DRAINAGE IMPROVEMENTS

The City of Fort Smith Arkansas

Project:	13-06-B1
Date:	MAY 2014
Scale:	NONE
Drawn By:	RBR

G:\DRAWINGS\CIP\00-00 CIPALL\2013\ DRAINAGE EXHIBIT.DWG 05/28/14-08:40 RBR 13-06-B1

SUMMARY SHEET

City of Fort Smith

Project Status	Complete	Project Name:	2013 Drainage Improvements
Today's Date:	4/7/2015	Project Number:	13-06-B1
Staff contact name:	Stan Snodgrass	Consultant Engineer:	Morrison Shipley Engineering
Staff contact phone:	784-2225	Project Contractor:	Forsgren, Inc.
Contract time (no of days):	180		
Notice to proceed issued:	7/14/2014		

	Dollar Amount	Bid Date	Contract Completion Date
Original bid award	$510,909.00	5/27/2014	1/9/2015
Contract Revisions:			
1			
2			
3			
Adjusted contract amount	$510,909.00		
Payments to date (as negative):	$480,815.08		
Amount of this payment	$7,672.72		
Contract balance remaining	$22,421.20		
Retainage held	0%		
Final payment	$7,672.72		
Amount under original as a percentage	4.4%		

Final Comments:

The project was substantially complete on January 29, 2015 which is 20 days beyond the January 9, 2015 contract completion date. The additional time beyond the contract completion date is due to weather delays.

3C

RESOLUTION NO. _____

A RESOLUTION ENDORSING MODIFICATION OF THE TILLES FOUNDATION TRUST FROM 1926 IN FAVOR OF A ONE-TIME DISBURSEMENT OF $15,000 FROM THE TILLES FOUNDATION TO THE CITY IN SUPPORT OF THE LEWIS TILLES CHILDREN'S PARK IN FORT SMITH; AND AUTHORIZING THE MAYOR TO EXECUTE ANY DOCUMENTS REQUIRED TO EFFECT SUCH CHANGE

WHEREAS, the City of Fort Smith owns and operates the Lewis Tilles Children's Park in Fort Smith as part of the city's parks system; and

WHEREAS, in 1926 there was established The Tilles Foundation Trust by C. Andrew Tilles, which contained a provision for an annual payment to the Lewis Tilles Children's Park of Fort Smith, Arkansas in the static sum of $400; and

WHEREAS, the corporate trustee of The Tilles Foundation Trust is preparing to petition the court to modernize the provisions of said Trust, including the conversion of the $400 annual payment to the Lewis Tilles Children's Park to a one-time lump sum payment of $15,000; and

WHEREAS, the Parks & Recreation Commission of the City of Fort Smith discussed the request at its April 8, 2015 regular meeting and recommend that the Board of Directors endorse such petition to modify the trust.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City of Fort Smith, Arkansas that the City of Fort Smith supports and endorses the petition to modify The Tilles Foundation Trust, resulting in eliminating the required $400 annual payment in exchange for a one-time payment of $15,000 which will be used by the City for the benefit of Tilles Park.

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to execute on behalf of the city any documents that may be required in order to effect such change.

This Resolution adopted this _____ day of April, 2015.

_____
Mayor

ATTEST:

APPROVED AS TO FORM:

_____
City Clerk

_____
City Attorney, npr

Memo

To: Ray Gosack, City Administrator

From: Jeff Dingman, Deputy City Administrator

Date: 4/17/2015

Re: Board Resolution in support of Amending the Tilles Foundation Trust

---

Included on the Board's agenda for the April 21 regular meeting is a Resolution endorsing modification of the C. Andrew Tilles Trust and the Tilles Foundation in favor of a $15,000 payment to benefit Tilles Park.

US Bank serves as corporate trustee of the Tilles Foundation, which was established by C. Andrew Tilles in 1926 (trust documents attached). Since the creation of the foundation, an annual payment of $400 (pg. 3 of the document) has been issued for the support and upkeep of the Lewis Tilles Children's Park in Fort Smith. This static amount has remained unchanged since 1926. The city generally receives the $400 check each January, and earmarks it in a line item specific to improvements at Tilles Park. Currently there is $11,122.19 in this account.

The practices and administration of modern trust documents is very different from documents drafted in 1926. The trustees of The Tilles Foundation will be petitioning the court to modify multiple aspects of the original document in the interest of convenience in administering the trust. One of the modifications being sought is to eliminate the required annual payment of $400 for the Lewis Tilles Park in Fort Smith in exchange for a one-time payment of $15,000. This number was computed based on the Present Value of an Annuity calculation (also attached). The present value of $15,000 equates to receiving the $400 each year for the next 70 years.

The Parks Commission considered the request at its April 8 meeting and recommended that the Board approve a resolution endorsing such a modification to the trust. The Board's resolution of endorsement would be forwarded to the trustees for them to present to the court as part of their trust modification request package.

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

EXHIBIT "A"

WHEREAS, C. A. TILLES is desirous of creating a trust fund for charity, to be known as the

ROSALIE TILLES NONSECTARIAN CHARITY FUND

IN WITNESS WHEREOF, he has entered into the following agreement with the Trustees therein named, to-wit:

THIS AGREEMENT, made this the 20th day of December, 1926, between C. A. TILLES, residing in the City of St. Louis, Missouri (herein called the "Settlor"), and Most Rev. JOHN J. GLENNON, Rev. LEON HARRISON, LOUIS P. ALOE and HENRY S. PRIEST, all of the City of St. Louis, Missouri, and the MISSISSIPPI VALLEY TRUST COMPANY, a corporation of the State of Missouri, and their respective successors (herein called "Trustee");

W I T N E S S E T H: That,

WHEREAS, the Settlor is desirous of establishing a fund for the charitable uses and purposes hereinafter set forth;

NOW, THEREFORE, it is hereby mutually agreed as follows:

First: The Settlor hereby grants, transfers, assigns and sets over unto the said Trustees, and their respective successors, the following securities:

600 Shares of Common Stock of Chicago, Rock Island & Pacific Railway Company, in the name of CAP. A. TILLES, and endorsed in blank, being Certificates Nos. A-15755-56 A-14178/81, both inclusive, for 100 shares each.

$5,000 par value Income Mortgage 6%, Series "A", Gold Bonds of St. Louis & San Francisco Railway Company, dated July 1, 1916, due July 1, 1960, having interest warrants No. 12 to 45, inclusive, attached, being represented by Bonds Nos. M-218-19, M-1769, M-22408 and M-24888, at $1,000 each.

$110,000 par value Adjustment Mortgage 6%, Series "A", Gold Bonds of St. Louis & San Francisco Railway Company, dated July 1, 1916, due July 1, 1955, interest 6%, semi-annually, April 1st and October 1st, having April 1, 1927, and subse-

quent semi-annual interest coupons attached, being represented by Bonds Nos. M-11564, M-16097, M-16487, M-17258, M-2399/400, M-25069, M-27381, M-27810, M-34817, M14909/18, both inclusive, M-12451/62, both inclusive, M-7660/81, both inclusive, M-25503, M-5926/32, both inclusive, M-15323/29, both inclusive, M-34424, M-30066/67, both inclusive, M-25885, M-25468/502, both inclusive, and M-25504, at $1,000 each, and D-278 for $500, and Y-1801/2 at $250 each.

5300 Shares of common stock of St. Louis Public Service Co. represented by Subscription Receipt of the First National Bank in St. Louis, having July 1, 1926, payment endorsed thereon, for St. Louis Public Service Company common stock, issued in the name of C. A. Tilles and by him endorsed in blank.

$855,000 par value Certificates of Deposit for 5% 20-year Gold Bonds of St. Louis Transit Company, viz:

No.	BT-79	issued by	Bankers'	Trust	Company	for $	3,000.00
"	BT-150	"	"	"	"	"	15,000.00
"	BT-1259/69	"	"	"	"	"	11,000.00
"	48	"	"	Empire Trust	Company	"	543,000.00
"	38	"	"	"	"	"	20,000.00
"	131	"	"	"	"	"	4,000.00
"	MT-13	"	"	"	"	"	36,000.00
"	241	"	"	"	"	"	42,000.00
"	235	"	"	"	"	"	136,000.00
"	2	"	"	"	"	"	34,000.00
"	MT-884	"	"	"	"	"	1,000.00
"	MT-1126	"	"	"	"	"	10,000.00

issued in the name of C. A. Tilles and endorsed in blank.

TO HAVE AND TO HOLD, manage and control, in trust nevertheless for the following uses and subject to the following conditions:

1. To hold, manage and control, and with the advice of Settlor so long as he may live and advise, to invest, reinvest and from time to time change the securities and/or investments as may be deemed best by the Trustees, provided that in the absence of the Settlor or of his advice as to investment, reinvestment, or change of securities, the Trustees shall exercise their best discretion, and provided further that the Trustees are not to be limited to investments of such nature as from time to time are legally authorized for investment of trust funds, but are authorized to use their best discretion as to the nature of investments, and also to retain as investments of the trust estate such of the property hereinabove assigned to them and for such time as the Trustees shall deem best.

2. To receive the income derived from the trust estate and to pay from such income all necessary and proper charges and expenses incident to the performance of the trust hereby created, and to pay the net balance of such income to or in aid of helpless and/or deserving girl or girls, and boy or boys, residing in the City and County of St. Louis, State of Missouri, as in their judgment are in need of physical or educational help, without discrimination as to religious creed or race, or to such charitable organization or association as may be engaged in like charitable undertakings; provided always, however, the Trustees shall pay, during each fiscal year out of the net income of the trust estate to Rosalie Tilles Children's Home, of Fort Smith, Arkansas, the sum of six hundred dollars ($600.00) and to the Lewis Tilles Children's Park of Fort Smith, Arkansas, the sum of four hundred dollars ($400.00).

If during any fiscal year (which shall be from January 1st to the ensuing January 1st, the total net income from the trust estate hereby created shall not have been expended, the Trustees may allow the same to accumulate and become either a part of the principal or may, after the same has accumulated, expend the accumulated sum as a whole, or any part of it, for the benevolent and charitable purposes aforesaid.

Second: (1) In the event of the death of Most Rev. John J. Glennon, Archbishop of the St. Louis Diocese, his successor in that ecclesiastical office shall succeed him as trustee herein and shall possess all the powers originally vested in the said Most Rev. John J. Glennon, and such succession shall follow in the person holding that ecclesiastical office.

(2) In the event of the death of Rev. Leon Harrison, Rabbi of Temple Israel, his successor in that ecclesiastical office shall succeed him as trustee herein and shall possess all the powers originally vested in the

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said Rev. Leon Harrison, and such succession shall follow in the person holding that ecclesiastical office.

(3) In the event of the death or resignation of Louis P. Aloe or Henry S. Pfiest during the life of Settlor, Settlor may name his successor, and in the event of the death of Settlor, the successor to each of them shall be named by the surviving majority of the Trustees.

Third: (1) The Trustees shall constitute themselves as a Board, of which the Settlor shall be an advisory member, and of which there shall be a Chairman and a Vice-Chairman. The majority of the Board shall constitute a quorum, and a majority of a quorum may determine and control all matters pertaining to the trust. The Board shall assemble at least once each month, and any member of the Board may, by written proxy, represent any other member or members at any meeting of the Board. The transactions of the Board shall be recorded in a book kept for that purpose. The Chairman shall preside at all meetings of the Board unless absent, when the Vice-Chairman shall preside, or in his absence a temporary Chairman may be chosen to preside, and shall submit to the Board for its action such matters and things as may come before it, and shall sign all minutes of the meetings. The Chairman or Secretary of the Board may call a meeting of the Board at any time by reasonable notice of such meeting, and as to what is reasonable notice may be provided from time to time by resolution of the Board.

(2) A Secretary shall be appointed by the Board and shall keep a record of all transactions of the Board and an account of all income and disbursements of the trust fund, and shall be paid such salary as the Board may determine.

(3) The Mississippi Valley Trust Company shall be Treasurer and shall receive and safely keep all the securities belonging to the trust estate, collect the income therefrom and deposit it to the credit of this trust, bearing the title of ROSALIE TILLES NONSECTARIAN

596 CHARITY FUND, and pay out the same on the checks of said Fund, signed by the Chairman and countersigned by the Secretary, or signed and countersigned as may be provided from time to time by the Board.

No trustee shall receive or be paid any compensation for any service he may render in the administration of this trust.

No trustee shall be liable for any loan not attributable to his own dishonesty or to the willful commission by him of an act known by him to be a breach of trust. 597

The Board may from time to time, as necessity or convenience may demand, make such other regulations and orders for executing this trust as may seem to them to be desirable.

IN WITNESS WHEREOF, the said C. A. Tilles has hereunto set his hand and seal this 20th day of December, 1926, and the said Trustees hereinabove named have also hereunto set their hands and seals on the same day and accept the trust as created and declared herein.

(Signed) C. A. Tilles (SEAL)

(Signed) Leon Harrison (SEAL)

(Signed) John J. Glennon, Archbishop of St. Louis (SEAL)

" Henry S. Priest (SEAL)

" Louis P. Aloe (SEAL)

MISSISSIPPI VALLEY TRUST COMPANY,

By (Signed) Breckinridge Jones
Chairman of the Board

ATTEST:

(Signed) C. H. Turner
Secretary

(SEAL)

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STATE OF MISSOURI)
) SS
CITY OF ST. LOUIS)

On this 16th day of January, 1928, before me appeared BRECKINRIDGE JONES, to me personally known, who, being by me duly sworn, did say that he is the Chairman of the Board of the MISSISSIPPI VALLEY TRUST COMPANY, a corporation under the laws of Missouri, co-trustees under Agreement of C. A. TILLES, and that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation, as co-trustee, by authority of its Board of Directors; and the said BRECKINRIDGE JONES acknowledged said instrument to be the free act and deed of said corporation, as co-trustee aforesaid.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal at my office in St. Louis, Missouri, the day and year first above written.

(NOTARY PUBLIC SEAL) My term expires July 4, 1928

(Signed) Fred W. Trogden
Notary Public

STATE OF MISSOURI)
) SS
CITY OF ST. LOUIS)

On this 15th day of October, 1936, before me personally appeared C. A. TILLES, to me known to be the person described in and who executed the foregoing instrument, and acknowledged that he executed the same as his free act and deed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal in the City and State aforesaid, the day and year first above written.

(NOTARY PUBLIC SEAL)

(Signed) Jas. J. Connell
Notary Public

My term expires: April 27, 1938

Filed & Recorder Oct. 16, 1936 at 9:49'20"A.M. John P. English, Recorder

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ROSALIE TILLES NONSECTARIAN CHARITY FUND

SUPPLEMENTAL AGREEMENT

This supplemental agreement entered into this 16th day of November, 1949, by and between C. A. Tilles of St. Louis, Missouri, (herein called the "Settlor") and Most Reverend Joseph E. Ritter, Rabbi Ferdinand M. Isserman, William L. Igoe, George Tilles, Jr., and Mississippi Valley Trust Company, a corporation of the State of Missouri, and their respective successors, (hereinafter called Trustees);

WITNESSETH:

FIRST: That on the 20th day of December 1926, the Settlor established a trust fund for charity to be known as the

ROSALIE TILLES NONSECTARIAN CHARITY FUND

and on that day entered into a written agreement between himself as Settlor and Most Reverend John J. Glennon, Reverend Leon Harrison, Louis P. Aloe, and Henry S. Priest all of the City of St. Louis, Missouri, and Mississippi Valley Trust Company, a corporation of the State of Missouri, and their respective successors (therein called "Trustees"), a copy of which is hereto attached, marked Exhibit "A" and made a part hereof as fully as if written herein.

SECOND: That the parties hereto called herein "Trustees" are the properly chosen successors of the parties named in said Exhibit "A" and are now the acting "Trustees" of the Rosalie Tilles Nonsectarian Charity Fund as established by the agreement dated 20th day of December 1926, which is attached hereto as Exhibit "A".

THIRD: That since the execution of said agreement of the 20th day of December 1926, the Settlor, from time to time, has added securities and other property to the funds set out in said agreement to be administered by the said Trustees and their successors, in all respects as if transferred and assigned to said Trustees when the agreement of the 20th day of December 1926, was executed and to be

managed and controlled, in trust, under the terms of said agreement.

FOURTH: The Settlor does hereby declare, that at the time of the execution of the agreement of the 20th of December 1926, it was his intention, and it has ever since been and it is now his intention, that, additional securities, property and funds could be added by the Settlor to the securities mentioned and described in the said agreement and to be administered, managed and controlled in all respects as if a part of the securities so mentioned and described and that persons other than the Settlor and also corporations, could at any time by deed, gift, will or otherwise, give, grant, convey, bequeath or devise securities or other property to the then Trustees of the Rosalie Tilles Nonsectarian Charity Fund to be administered, managed and controlled by the said Trustees and their successors under and in accordance with the terms and conditions of said agreement of the 20th of December, 1926, and in all respects as if a part of the securities mentioned and described in said agreement.

FIFTH: In view of the foregoing recitals, it is hereby agreed between the parties hereto as follows:

A. All gifts heretofore made by the Settlor, and any future gifts by the Settlor, to the Rosalie Tilles Nonsectarian Charity Fund, whether by gift, deed, will or otherwise, shall be held by the Trustees and their successors and administered by them, in accordance with provisions of the Agreement of the 20th day of December, 1926.

B. The Settlor authorizes the Trustees and their successors to receive and accept any gifts that may be made by any other person or corporations whether by gift, deed, will or otherwise, of money, securities or other property real or personal, to be administered by the Trustees and their successors in accordance with the Agreement of the 20th of December 1926, in all respects and for the same purposes as the securities

mentioned in said Agreement. And the Trustees hereby agree for themselves and their successors, that upon the acceptance and receipt of such money, securities or other property, that they will administer the same in accordance with the provisions of said Agreement of the 20th of December 1926, in all respects and for the same purposes as the securities mentioned in said Agreement.

IN WITNESS WHEREOF, the said C. A. Tilles has hereunto set his hand and seal this 16th day of November, 1949, and the said Trustees hereinabove named have also hereunto set their hands and seals on the same day and accept the trust as created and declared herein.

C. A. Tilles (SEAL)

(Mrs Rev) Joseph E Ritter (SEAL)

Ferdinand M. Isserman (SEAL)

William L. Igoe (SEAL)

Eva Tilles Jr. (SEAL)

MISSISSIPPI VALLEY TRUST COMPANY

By Sidney Maestre
President

ATTEST:

Secretary

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STATE OF MISSOURI)
) SS
CITY OF ST. LOUIS)

On this 16th day of November, 1949, before me personally appeared C. A. TILLES, to me known to be the person described in and who executed the foregoing instrument, and acknowledged that he executed the same as his free act and deed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal in the City and State aforesaid, the day and year first above written.

My term expires Aug. 28, 1953

Nell Rossfeld
Notary Public

STATE OF MISSOURI)
) SS
CITY OF ST. LOUIS)

On this 22nd day of November, 1949, before me appeared Sidney Maestre, to me personally known, who, being by me duly sworn, did say that he is the President of the MISSISSIPPI VALLEY TRUST COMPANY, a corporation under the laws of Missouri, co-trustee under Agreement of C. A. Tilles, and that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation, as co-trustee, by authority of its Board of Directors; and the said Sidney Maestre acknowledged said instrument to be the free act and deed of said corporation, as co-trustee aforesaid.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal at my office in St. Louis, Missouri, the day and year first above written.

My term expires June 23rd 1952

E. F. Herald
Notary Public

Annual Amount Received:	$400
Effective Interest Rate:	2.000%
Number of Years:	70
Present Value of Receipts:	$14,999
Actual Amount Received:	$28,000

3D

RESOLUTION NO. _____

A RESOLUTION ACCEPTING THE BID AND AUTHORIZING A CONTRACT WITH DIXON CONTRACTING INC. FOR THE RIVER PARK PAVILION ADDITION

_____

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

SECTION 1: The bid of Dixon Contracting, Inc. for the construction of the River Park Pavilion Addition is hereby accepted.

SECTION 2: The Mayor is hereby authorized to execute a contract with Dixon Contracting, Inc. for an amount not to exceed $86,400.00, for performing said construction.

This Resolution adopted this _____ day of April, 2015.

APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

APPROVED AS TO FORM

_____npr

Memo:

April 15, 2015

To: Ray Gosack, City Administrator
From: Doug Reinert, Director of Parks & Recreation DSR
Re: River Park Pavilion Addition

The River Park Pavilion is a facility that is heavily booked for wedding receptions, catered parties and large events. It has been noted for some time that it would benefit if a warming kitchen was added along with a storage area that could house the table and chair dollies while these events are being held.

We contracted with Guest Reddick Architects on the design of the addition and opened bids on April 2. Four contractors bid the project with Dixon Contracting, Inc. coming in as the low bid at $86,400 and within the estimated budget. The funds have been allocated through the 1/8 sales and use tax and the project is expected to take approximately three months for construction.

We anticipate that bookings for this facility will increase because of these added features. This is in alignment with the goals of the comprehensive plan action FLU-2.1.4. I recommend approval of the attached resolution. If you have any questions concerning this project please feel free to contact me.

attachment

Additions To:
Riverfront Pavilion Fort Smith, Arkansas
Plan No. 3596

TABULATION OF BIDS
April 02, 2015
2:00 P.M.

Guest+Reddick Architects
Fort Smith, Arkansas

CONTRACTOR	Beshears Construction	Crawford Construction	Dixon Contracting	Circle M Construction		
Bid Security Certified Check Cashier's Check Bidder's Bond	5% Bid Bond Westfield Insurance	5% Bid Bond Employers Mutual	5% Bid Bond SureTec Insurance	5% Bid Bond U.S. Specialty Ins.		
Base Bid Proposal	$97,825	$100,900	$86,400	$91,582		
Alternate Proposal No. 1 DEDUCT Omit Storage 02 Addition, complete	($21,427)	($22,300)	($19,500)	($24,076)		
Unit Prices Add/Deduct - Per cubic yard (to Add or Credit undercut and select fill)	$50	$20	$34	$25		
Calendar Days	100	90	90	90		
Addendum Receipt						
Sub-Contractors	None	None	None	Plumbing - Jody Gregory Electrical - OKelly Electric HVAC - Blaylock Electric Roofing - Dale Crampton		

Bid Validity - 60 Days

I hereby certify this is a true and correct Tabulation of Bids for this project.

Guest+Reddick Architects By: _____

Date: 4/2/15

3E

ORDINANCE NO. _____

AN ORDINANCE WAIVING THE REQUIREMENT OF COMPETITIVE BIDDING RELATIVE TO STAINED CONCRETE AND APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE A TRADE CONTRACT FOR MATERIALS AND SERVICES RELATED TO THE CONSTRUCTION OF AN AQUATICS FACILITY AT BEN GEREN REGIONAL PARK

_____

WHEREAS, Sebastian County and the City of Fort Smith, as owners, jointly are constructing a recreational aquatics park at Ben Geren Regional Park; and

WHEREAS, Sebastian County and the City of Fort Smith have contracted with Flintco, LLC ("Flintco") to serve as Construction Manager for the construction of the recreational aquatics park; and

WHEREAS, sealed bids were solicited for the various trade contracts for materials and services related to the construction of the recreational aquatics park, and the bids were opened and read aloud in public on December 30 at 2:00 p.m. in the Sebastian County Courthouse located in Fort Smith; and

WHEREAS, Flintco has vetted all bids opened at the public bid openings and has recommended to Sebastian County and the City of Fort Smith a lowest responsible bidder for each of the trade contracts with the exception of stained concrete, which trade contract received no bids at bid opening; and,

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Board of Directors of the City of Fort Smith, Arkansas that:

Section 1: Because of the exceptional situation of the receipt of no bids at advertised bid opening for the stained concrete trade contract, the requirement of competitive bidding for the stained concrete trade contract is waived and the trade contract negotiated with EFS Crete'Ations in the amount of $17,000.00 is hereby approved.

Section 2: The City of Fort Smith, acting jointly with Sebastian County, hereby assigns for management, implementation and enforcement purposes the trade contract approved by Section 1 above to Flintco pursuant to the provisions of Section 2.3.2.1 of the contract of Sebastian County and the City of Fort Smith with Flintco.

This Ordinance enacted this _____ day of April, 2015.

APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

APPROVED AS TO FORM

_____npr

PARKS RECREATION
FORT SMITH

Memo:

April 16, 2015

To: Ray Gosack, City Administrator
From: Doug Reinert, Director of Parks and Recreation DSR
Re: Trade contracts for the construction of Ben Geren Aquatic Park

The attached ordinance addresses approval of a trade contract for the stained concrete for Parrot Island Waterpark. Bids were opened on December 30, 2014, however when these bids were received there were no bids submitted for stained concrete.

Flintco has negotiated with EFS Crete'Ations of Fayetteville in the amount of $17,000.00 for these materials and services and has recommended to the city and county that this contract be approved. The attached ordinance addresses the fact that no bids were received on the above mentioned bid opening date and waives the requirement of competitive bids.

Construction of Parrot Island Waterpark is nearing completion and is scheduled to be open to the public May 23. Their website www.parrotislandwaterpark.com is live and you can now book parties and buy your season pass. This will be an amazing destination for people of all ages to enjoy. I recommend approval of the attached ordinance. Please contact me if you have any questions.

attachment

RESOLUTION NO._____

A RESOLUTION AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF FORT SMITH, ARKANSAS, THROUGH ITS POLICE DEPARTMENT, AND THE DRUG ENFORCEMENT ADMINISTRATION, REGARDING COMMUNICATION BETWEEN THE AGENCIES VIA WIRELESS RADIO TRANSMISSIONS ON ENCRYPTED RADIO FREQUENCIES

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

Section 1. The Memorandum of Understanding between the City of Fort Smith, Arkansas, and the Drug Enforcement Administration which shall be substantially in the form attached hereto, is hereby approved and provides for the terms, conditions, and mutual understandings concerning the establishment of communications between the agencies via wireless radio transmissions on encrypted radio frequencies designated exclusively to the Fort Smith Police Department by the Drug Enforcement Administration. The radios belong to Drug Enforcement Administration with Fort Smith Police Department technicians responsible only for programming.

Section 2. The Mayor, his signature being attested by the City Clerk, is hereby authorized to execute this Memorandum of Understanding to which the City of Fort Smith is a party.

THIS RESOLUTION ADOPTED THIS _____DAY OF APRIL, 2015.

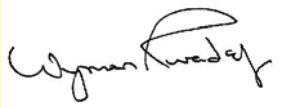
APPROVED:

_____
MAYOR

ATTEST:

_____
CITY CLERK

Approved as to form:



_____npr
City Attorney

MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF FORT SMITH, ARKANSAS, THROUGH ITS POLICE DEPARTMENT, AND THE DRUG ENFORCEMENT ADMINISTRATION, REGARDING COMMUNICATION BETWEEN THE AGENCIES VIA WIRELESS RADIO TRANSMISSIONS ON ENCRYPTED RADIO FREQUENCIES

This Agreement is entered into by and between the Drug Enforcement Administration ("DEA"), United States Department of Justice, acting through the Group Supervisor of Fort Smith Post of Duty ("FSPOD"), and the City of Fort Smith, Arkansas, acting through the Fort Smith Police Department ("FSPD").

BACKGROUND

The FSPD and DEA have reaped the benefits of a longstanding, valuable working relationship wherein many cases have been brought to a successful conclusion thanks to the collaboration between the two agencies.

PURPOSE

In order to continue the successfulness of joint investigations between the two agencies, it is imperative that both agencies be able to communicate with each other via wireless radio transmissions on encrypted radio frequencies designated exclusively to FSPD. Due to the sensitive designation of encrypted frequencies, only FSPD technicians are authorized access to upload and service radios that are equipped with the FSPD encrypted frequencies.

AUTHORITY

Due to the programming requirements of encrypted radio channels, representatives from FSPD shall be responsible for programming portable radios belonging to DEA and assigned to FSPOD. The radios will remain in full control of DEA except for times when it's necessary they be updated by FSPD technicians.

FUNDING

Any costs associated with retrofitting any DEA portable radios will be the responsibility of DEA, after DEA has requested and received funding for any financial liability prior to any work being conducted. The responsibility for any lost/damaged DEA radios will be with the DEA.

SIGNATURES

For the Drug Enforcement Administration:		For the City of Fort Smith:	
Signature:		Signature:	
Name:	Keith Brown	Name:	
Title:	Special Agent in Charge	Title:	
Date:	4-9-15	Date:	

Fort Smith Police Department

Kevin Lindsey, Chief of Police

INTERDEPARTMENTAL MEMORANDUM

To: **Ray Gosack, City Administrator**

From: **Kevin Lindsey, Chief of Police**

Subject: **Memorandum of Understanding with Drug Enforcement Administration regarding communication via wireless radio transmissions on encrypted frequencies designated exclusively for FSPD.**

Date: **March 23, 2015**

In keeping with the Fort Smith Police Department's tradition of maintaining an excellent working relationship with Federal agencies, the Department would like to execute a memorandum of understanding (MOU) with the Drug Enforcement Administration, United States Department of the Interior, acting through the Group Supervisor of Fort Smith Post of Duty (FSPOD). This agreement would specify that the Fort Smith Police Department is authorized to communicate with the DEA via wireless radio transmissions on encrypted frequencies designated exclusively to FSPD.

Furthermore, the Agreement would authorize the Fort Smith Police Department technicians to access, upload and service radios belonging to DEA and assigned to FSPOD. Any costs associated with retrofitting any DEA portable radios would be responsibility of DEA.

This agreement serves to provide communication between the two agencies further increasing officer safety and continued collaboration between the two agencies. I recommend approval and execution of the Agreement.

Please contact me if you have questions or need additional information.

RESOLUTION _____ **3G**

A RESOLUTION AUTHORIZING THE EXECUTION OF AN INTER-MUNICIPAL FIRE PROTECTION SERVICES AGREEMENT BETWEEN THE CITY OF FORT SMITH AND THE TOWN OF ROLAND, OKLAHOMA CONCERNING MUTUAL FIRE PROTECTION AND EMERGENCY SERVICES

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

Section 1: The Inter-Municipal Fire Protection Services Agreement between the City of Fort Smith and the Town of Roland, Oklahoma, which shall be substantially in the form attached hereto, is hereby approved and provides for the terms, conditions, and mutual understandings for the mutual fire protection and emergency services between the two parties.

Section 2: The Mayor, his signature being attested by the City Clerk, is hereby authorized to execute this Inter-Municipal Fire Protection Services Agreement to which the City of Fort Smith is a party.

THIS RESOLUTION ADOPTED this _____ day of _____, 2015.

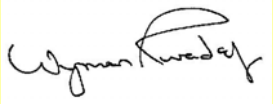
APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

Approved as to Form



_____
No Publication Required

The City of Fort Smith ARKANSAS

FORT SMITH FIRE DEPARTMENT

200 NORTH FIFTH STREET
FORT SMITH, ARKANSAS 72901
479-783-4052 • FAX: 479-783-5338

Mike Richards
Fire Chief

Memo

To: Ray Gosack, City Administrator
From: Mike Richards, Fire Chief MR
Date: April 15, 2015
Re: Mutual Aid Agreement with Roland, Oklahoma

The Fort Smith Fire Department (FSFD) was approached by the Town of Roland, Oklahoma Fire Department (RFD) in late 2014 about the possibility of entering a Mutual Aid Agreement between our two political subdivisions. A Mutual Aid Agreement was developed and reviewed by both Fort Smith Fire Department and Roland Fire Department staff as well as legal counsel for both cities. The agreement would provide for specialized fire protection services on a secondary responder basis for major fires and emergencies only and would not be a part of normal day-to-day emergency response. Specialized fire protection services in the agreement will be defined as Fort Smith providing a ladder truck and/or other equipment and personnel to protect lives and property when needed and Roland providing water tanker trucks to Fort Smith as needed. We believe that the need for such a contract exists for the reasons below.

The Cherokee Nation is constructing a seven (7) story hotel to be located in Roland in the near future. A building of this height is beyond the reach capabilities of the RFD if a fire broke out above the third floor. A Mutual Aid Agreement between the City of Fort Smith and the Town of Roland would provide the framework for providing assistance in the event a large fire broke out in the hotel or similar facility and could not be suppressed by local resources. We estimate that fires or other significant incidents that would be beyond the response capabilities of the RFD would number less than three (3) per year.

The fact that the City of Fort Smith borders Sequoyah County, Oklahoma, and is connected by the Garrison Avenue Bridge is also an important reason that a mutual aid contract be developed between our agencies. In the last five (5) years, the FSFD has responded to at least 71 emergency incidents that were on the Garrison Avenue Bridge or on the Arkansas River in the vicinity of downtown Fort Smith. In these types of emergencies it is almost impossible to determine immediately if the incident is actually within the corporate city limits of Fort Smith or across the Arkansas/Oklahoma state line in Sequoyah County. Having a mutual aid contract with the appropriate agencies will remove any questions about jurisdiction and allow the responding authority to take quick action when needed.

In return of the specialized fire protection service we would provide to Roland, the RFD would be able to provide to the FSFD equipment and resources to any large scale emergency or disaster that we may encounter. For example, Roland has a 2,500 gallon tanker truck, which the FSFD

does not have, that could support us in large brush fires, transportation accidents, etc., where a fire hydrant is not within a reasonable distance from the incident. The Town of Roland will also provide monetary compensation to offset the difference in the type of resources provided. The amount will be $15,000.00 per year to be paid on a monthly basis ($1,250 per month) if approved by both jurisdictions. The agreement does have provisions for the fee to be adjusted on a yearly basis according to the Consumer Price Index (CPI). The monetary compensation would likely be provided to Roland from the Cherokee Nation.

The benefits to the City of Fort Smith are primarily assurance that the personnel and resources that we provide are covered by applicable jurisdictional laws and guidelines. We are not aware of any request for emergency assistance by any local political subdivision in the past that the FSFD didn't respond to – with or without an existing agreement. And we only assume that the leadership and citizens of Fort Smith would expect and willingly support emergency response to anyone where a reasonable possibility to save lives and property exist. Some of the benefits of a mutual aid agreement are, but not limited to:

- Life safety
- Property and environmental protection and conservation
- Liability protection
- Indemnification

It is also important to note that the agreement will have provisions for the responding agency to withhold resources necessary to provide reasonable protection and services for its own jurisdiction. Emergency response personnel and equipment will continue to operate under the command and control of their responding jurisdiction and protocols as outlined under the National Incident Management System (NIMS).

Finally, the Department of Homeland Security (DHS) has endorsed and even encouraged mutual aid between local political subdivisions. It is commonly recognized that emergencies transcend political jurisdictional boundaries and that intergovernmental coordination is essential for the protection of lives and property.

Fort Smith Fire Department Staff recommends approval of the Mutual Aid Agreement with Roland, Oklahoma. Please contact me if you have any questions.

INTER-MUNICIPAL FIRE PROTECTION SERVICES AGREEMENT

This Agreement is entered into this 1st day of July, 2015, between the City of Fort Smith, Arkansas and the Town of Roland, Oklahoma.

RECITALS

WHEREAS, the Town of Roland, Oklahoma, is a municipal government needing fire protection services on a secondary responder basis, and desires to purchase specialized fire protection services on a secondary responder basis from the City of Fort Smith, Arkansas. Specialized fire protection services shall be defined for this Agreement to provide a ladder truck and/or other equipment and personnel to protect lives and property when needed.

WHEREAS, when needed, the City Fort Smith, Arkansas is willing to provide fire protection services and emergency services to the Town of Roland, Oklahoma, by providing a ladder truck and/or other equipment and personnel on a secondary responder basis for municipal purposes according to certain terms and conditions.

WHEREAS, the Town of Roland, Oklahoma is willing to provide fire protection and emergency services on a secondary basis to the City of Fort Smith, Arkansas, for municipal purposes according to certain terms and conditions.

WHEREAS, both the City of Fort Smith and the Town of Roland agree to provide mutual aid for the protection of life and property within their respective jurisdictions,

NOW THEREFORE, in mutual consideration of the terms and obligations set forth herein, the City of Fort Smith, Arkansas and the Town of Roland, Oklahoma, agree as follows:

STANDARD TERMS AND CONDITIONS

1. **Fire Protection Services**
    a. **Scope**
        i. On request to an authorized representative of the Fort Smith Fire Department by an authorized representative of the Roland Fire Department, firefighting equipment and personnel of the Fort Smith Fire Department will be dispatched to any area for which the Roland Fire Department normally provides fire protection.
        ii. On request to an authorized representative of the Roland Fire Department by an authorized representative of the Fort Smith Fire Department, firefighting equipment and personnel of the Roland Fire Department will be dispatched to any area for which the Fort Smith Fire Department normally provides fire protection.

b. **Terms**

i. Any request for aid hereunder shall include a statement of the amount and type of equipment and personnel requested, and shall specify the location to which the equipment and personnel are to be dispatched, but the amount of equipment and number of personnel to be furnished shall be determined at the sole discretion of the responding organization.

ii. The responding organization shall report to the officer in charge of the requesting organization at the location to which the equipment is dispatched, and shall be subject to the National Incident Management System (NIMS) as far as command.

iii. A responding organization shall be released by the requesting organization when the services of the responding organization are no longer required or when the responding organization is needed within the area for which it normally provides fire protection, as determined at the sole discretion of the responding organization.

iv. All equipment used by the Fort Smith Fire Department and the Roland Fire Department in carrying out this Agreement will, at the time of action hereunder, be owned by or under the jurisdiction of the Fort Smith Fire Department and the Roland Fire Department, respectively; and all personnel acting for the Fort Smith Fire Department and Roland Fire Department under this Agreement will, at the time of such action be, for all purposes (e.g. salaries, benefits, workers compensation, etc.), an employee or volunteer member of their respective Fire Department.

2. **Payment**

a. **Price Rates**

i. The Town of Roland agrees to pay the following to the City of Fort Smith until expiration or termination, as herein provided:

1. For specialized fire protection services on a secondary responder basis, the Town of Roland agrees to pay to the City of Fort Smith $15,000 per year for each 12 month period that this Agreement remains in effect.
2. The above rates shall be adjusted annually based upon the Consumer Price Index average for the 12 months ending on December 31st of each year. The first adjustment shall be made on July 1, 2016 and shall occur every July 1 for each subsequent year that this Contract remains in effect.

b. **Delivery of Payment; Final Due Date**

During the first week of each calendar month, the City of Fort Smith, Arkansas, shall by 1st class mail provide to the Town of Roland, Oklahoma, a bill for specialized fire protection services during the preceding calendar month. The Town of Roland, Oklahoma, agrees to deliver payment in full by the 25th day of the same month (the "Final Due Date").

c. **Late Payments**

i. The Town of Roland, Oklahoma, agrees that a 15% fee shall be added to payments not made by the Final Due Date, and that the total amount past-

due shall accrue interest at 10% per annum or the highest rate allowed by Arkansas law, whichever is lower, until paid.

ii. The Town of Roland, Oklahoma, agrees that its failure to pay any monthly bill in full within 30 days of its Final Due Date shall constitute a material breach of this Agreement.

3. **Terms of Contract**
   a. **Basic Term**
      Subject to "Automatic Renewal" and the other provisions hereof, this Agreement shall be for a term of one (1) year, the effective date being July 1, 2015; and shall expire at midnight on June 30, 2016 (day and month are the end of the physical year).
   b. **Automatic Renewal**
      i. At midnight on the end of the physical year date in 2016, and at midnight on the end of the physical year date of each year thereafter, this Agreement shall be renewed automatically for one year.
      ii. Notwithstanding the above provision, this Agreement will not be renewed if either party delivers, by certified 1st-class mail, written notice to the other that it declines renewal of the Agreement, in which case the Agreement shall expire in accordance with its then-current term. To be effective, the notice shall be addressed as provided below, and shall be postmarked a number of calendar days prior to the anniversary date of the then-current Agreement year, which number shall be at least 60 days, if notice of election of non-renewal is given by the City of Fort Smith or Town of Roland.
   c. **Expiration**
      Automatic Renewals notwithstanding, the parties agree that this Agreement shall finally expire at midnight on the end of physical year date in 2025, unless extended by a writing signed by both parties and approved by specific reference in resolutions of the City of Fort Smith, Arkansas' Board of Directors and the Town of Roland, Oklahoma's Board of Trustees.
4. **Termination**
   a. **Substantial Breach**
      The Town of Roland agrees that its failure to abide by the terms and conditions of this Agreement shall constitute a substantial and material breach.
   b. **Right of Termination**
      Without limitation of rights of termination provided in Section 3 above, either party may terminate this Contract upon substantial and material breach by the other party.
   c. **Notice of Termination; Cure**
      i. Written notice of termination shall be delivered by 1st class mail to the party in breach. Notice shall be delivered 45 days prior to termination.
      ii. Any party in breach shall have a reasonable time after written notice of breach, not exceeding 45 days, in which to fully perform its obligations. If full performance is so rendered, the Agreement shall not be terminated under this section unless the breach has been knowing and preventable, and has recurred following past notices of similar breach.

5. **City of Fort Smith Not Liable**
   a. **Failure to Provide Services**
      The Town of Roland, Oklahoma, acknowledges that acts of God, equipment failure, human errors and omissions, and other mishaps, can affect or interrupt the City's ability to provide fire protection services, and the Town agrees that it is the intention of the parties that the City of Fort Smith, Arkansas, shall not expose itself or its citizen-taxpayers to potential liability by agreeing to provide fire protection services to the Town.
   b. **Price Rate Based on Non-Liability**
      The Town of Roland agrees that the Price Rate charged as here provided is available to the Town only because the City of Fort Smith, Arkansas' liability is limited as herein provided, and that the City of Fort Smith, Arkansas' agreement to provide fire protection services at the Price Rate is conditioned upon the Town of Roland, Oklahoma's agreement to the terms of this Agreement including all limitations on the City of Fort Smith, Arkansas' liability for the failure to provide fire protection services to the Town of Roland, Oklahoma.
   c. **Non- Liability**
      The City of Fort Smith, Arkansas, shall not be liable for damages to the Town of Roland, Oklahoma, or its citizens or customers due to City's failure to provide fire protection services, whether due to maintenance, reduced supplies, act of God, human error, other mishap, or any other act or omission. The City shall not be responsible for any loss which may result from the failure to respond promptly or the failure to respond to any call for fire protection services.
   d. **Indemnification**
      The Town of Roland agrees to indemnify the City of Fort Smith for any judgment rendered against it or sums paid out by it in payment of any claims related to City of Fort Smith, Arkansas' performance, or lack of performance, under this Agreement.
6. **Notice**
   a. Notice pertaining to this Agreement shall be made by 1st-class mail addressed as shown below, unless otherwise specified herein:

City of Fort Smith:	Town of Roland:
City Administrator	Town Clerk
City of Fort Smith	Town of Roland
P.O. Box 1908	P.O. Box 49
Fort Smith, AR 72901	Roland, OK 74954

7. **Non-Waiver**
   a. The City of Fort Smith, Arkansas' failure to exercise any or all remedies at the time of any breach of this Agreement by the Town of Roland shall not operate as a waiver of any remedy for that breach or any other breach.

8. **Choice of Law; Time Essential**
   a. This Agreement shall be construed according to the laws of the State of Arkansas, and all matters of litigation relating to it shall be conducted in the courts of Sebastian County, Arkansas.
   b. Time is of the essence in all matters pertaining to this Agreement.
   c. This Agreement does not and is not intended to confer any rights or remedies upon any person or entity other than the parties to this Agreement.
9. **Authorization**
   a. Each party warrants that it is authorized to enter into this Agreement, and each shall deliver to the other a duly-adopted document evidencing such authority.

CITY OF FORT SMITH, ARKANSAS

By: _____
Mayor

ATTEST:

_____
City Clerk

THE MUNICIPAL AUTHORITY OF THE TOWN OF ROLAND, OKLAHOMA

By: Monty Lutz
Mayor

ATTEST: Cindy Baker
Town Clerk

RESOLUTION NO._____ 3 H

RESOLUTION ACCEPTING THE BID OF AND AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH FORSGREN, INC., FOR THE 3571 GARY STREET SEWER REPAIR

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

SECTION 1: The bid of Forsgren, Inc., for the construction of the 3571 Gary Street Sewer Repair, Project Number 15-09-C1, is hereby accepted.

SECTION 2: The Mayor is hereby authorized to execute a contract with Forsgren, Inc., for an amount of $129,540.50, for performing said construction.

This Resolution adopted this _____ day of April 2015.

APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

APPROVED AS TO FORM:

_____npr

INTER-OFFICE MEMO

TO: Ray Gosack, City Administrator **DATE:** April 13, 2015

FROM: Steve Parke, Director of Utilities

SUBJECT: 3571 Gary Street Sewer Repair
Project Number 15-09

When responding to a sanitary sewer overflow, the sewer maintenance crews discovered it was caused by a partially collapsed pipe. In order to prevent subsequent overflows at this location, the maintenance crews have been maintaining bypass pumping.

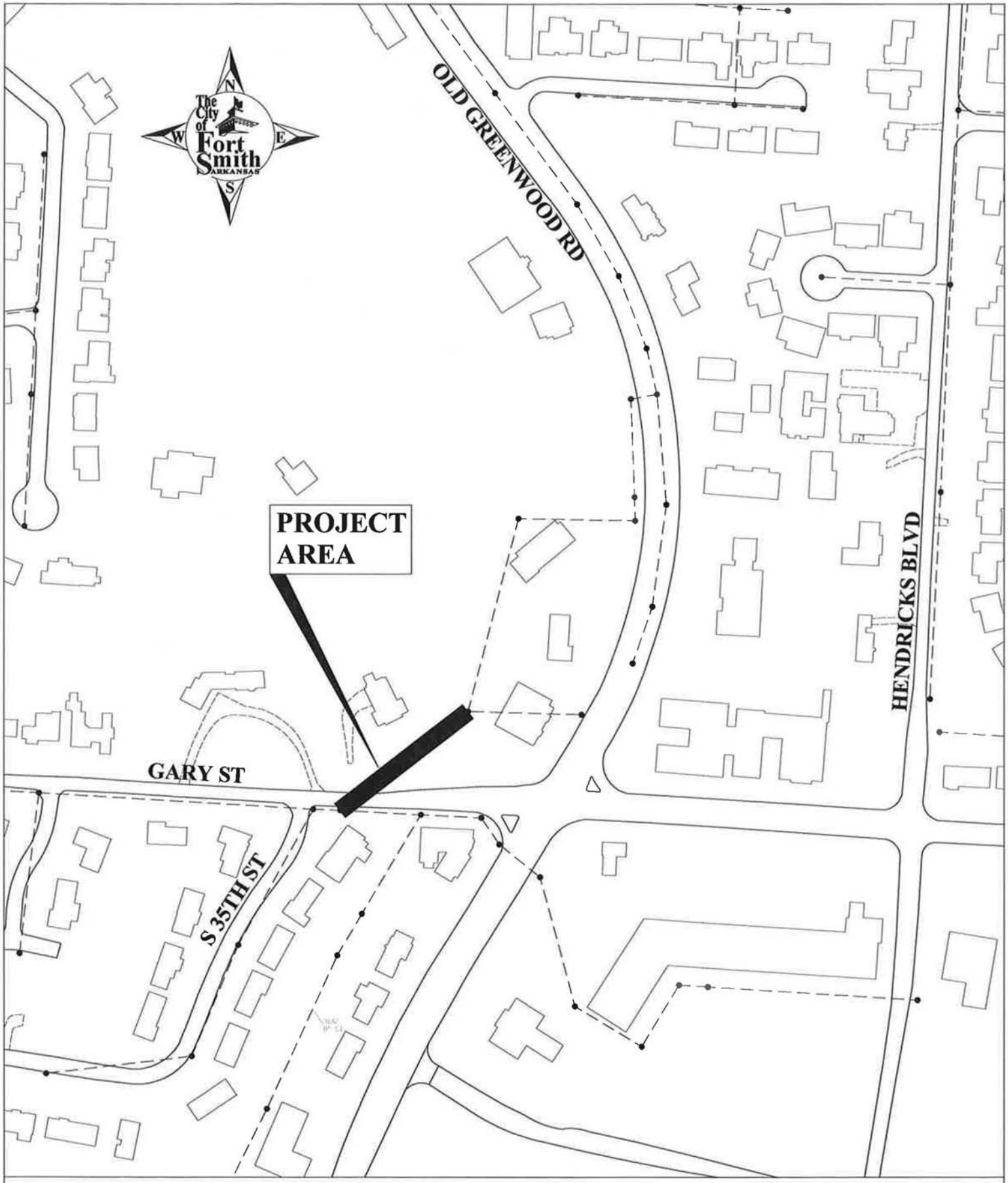
This project replaces approximately 268 linear feet of 8-inch sanitary sewer main which passes under Gary Street with a 10-inch main. The project includes the installation of one manhole, pipe bursting 108 linear feet passing under Gary Street and open cutting an additional 160 linear feet. The attached exhibit shows the locations of the improvements.

The low bid for the project was submitted by Forsgren, Inc., in the amount of $129,540.50. A bid tabulation showing the bidders and their bid amounts is attached. A Resolution accepting the bid of and authorizing a contract with Forsgren, Inc., is attached. Funds are available for this project from the 2014 sales and use tax bonds issued for wastewater improvements.

Should you or members of the Board have any questions or desire additional information, please let me know.

attachment

pc: Jeff Dingman



3571 GARY STREET
SEWER REPAIR
PROJECT 15-09

Bid Tabulation Sheet

Project Name
3571 Gary Street Sewer Repair
Project Number 15-09-C1

Bid Opening
April 14 2015
2:00 P.M.

Bids Received

Forsgren, Inc. Fort Smith, Arkansas	$ 129,540.50
Goodwin & Goodwin Fort Smith, Arkansas	$ 136,390.00

RESOLUTION NO._____ 3 I

RESOLUTION AUTHORIZING CHANGE ORDER NUMBER ONE WITH ARCHER WESTERN CONSTRUCTION, LLC FOR THE ZERO STREET PUMP STATION WEATHER IMPROVEMENTS – PUMP STATION AND EQ STORAGE

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

Change Order Number One in the amount of $43,009.20 to the contract with Archer Western Construction, LLC for the construction of Zero Street Pump Station Wet Weather Improvements – Pump Station and EQ Storage, Project Number 09-17-C2, adjusting the contract amount to $12,236,009.20, and adding 51 days to the contract time is hereby approved.

This Resolution adopted this _____ day of April 2015.

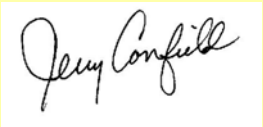
APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

APPROVED AS TO FORM:



_____npr

INTER-OFFICE MEMO

TO: Ray Gosack, City Administrator **DATE:** April 14, 2015

FROM: Steve Parke, Director of Utilities

SUBJECT: Zero Street Pump Station Wet Weather Improvements - Project Number 09-17

The Zero Street Pump Station and Wet Weather Wastewater Improvement Project is constructing the new pump station and equalization storage tanks located along Jenny Lind Road near its intersection with Zero Street. Archer Western Construction won the bid for the work in the amount of $12,193,000. The notice-to-proceed was issued on May 13, 2013, for a 720 calendar day period setting the completion date for June 1, 2015. All major components of the project are now complete and the start up activities to adjust and troubleshoot the facility's pumps and control systems began last week. Over the course of the previous 23 months of construction there have been adjustments to the work resulting in credits and additions to the contract amount. No further adjustments to the work are anticipated and the current balance between deductions and additions should not change. The net result of the changes to date adds $43,009.20, or about 0.35-percent, adjusting the contract amount to $12,236,009.20. Archer Western has also submitted a request for the addition of 51 days to the contract time due to rain and snow events. Evaluation of the recorded weather events supports this request and would adjust the contract completion date to July 22, 2015.

The more significant changes to the work are related to the architectural arch appearance to be added to the equalization tanks, site drainage changes and the adjustments to grading of the driveway around the screenings building. Staff requested a substitution of a paint finish for the architectural arch effect on the equalization tanks for the originally specified external insulation finish system (EIFS). The architect feels the paint system will provide an equal visual appearance. The request was made due to the expected ongoing and potentially high maintenance costs following adverse weather events (hail) to maintain the EFIS treatment. The net result was a cost reduction of $27,710. During construction Hawkins-Weir, the project designer, recognized and believed that the ramp from the screenings building to the drive was too steep for operations staff to safely move the rolling screenings dumpsters to the intended sanitation service pick up location. They pointed this out to staff and expressed that they felt the needed grade adjustment should have been recognized during their design. The cost for this grade adjustment was determined to be $8,000 and have agreed to offset this cost increase by providing a reduction of that amount in their construction observation fees. Staff requested additional site drainage grading changes for improved site maintenance which added $23,744 to the contract amount. Other changes making up the remaining added costs of $11,265.20 are spread over 14 other items and were minor amounts.

The attached Resolution authorizes Change Order Number One in the amount of $43,009.20, adjusting the contract to $12,236,009.20, and provides for the addition of 51 days to the contract time. It is my recommendation that Change Order Number One be approved.

Funding for the additional work is available from the 2014 sales and use tax bonds issued for wastewater improvements.

Should you or members of the Board have any questions or need additional information, please let me know.

attachment

pc: Jeff Dingman

Project Summary

Project status: Under construction

Project name: Zero Street Pump Station Wet Weather Improvements

Today's date: April 7, 2015

Project number: 09-17-C2

Staff contact name: Steve Parke

Project engineer: Hawkins-Weir Engineers, Inc

Staff contact phone: 784-2231

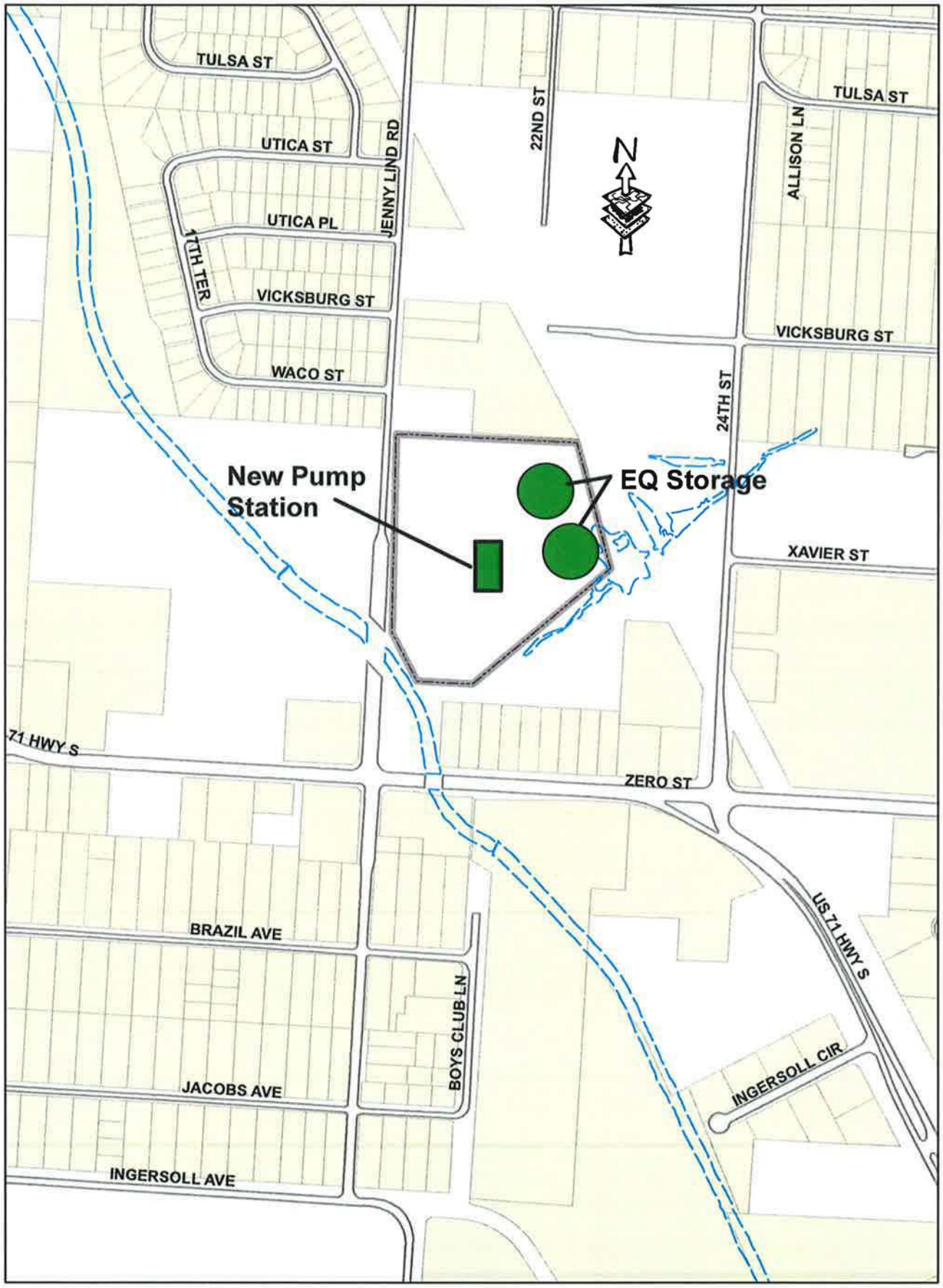
Project contractor: Archer Western Construction, LLC

Notice to proceed issued: May 13, 2013

Contract completion date: June 1, 2015

	Dollar Amount	Contract Time (Days)
Original contract	$12,193,000.00	720
Change orders:		
Change Order #1 (pending)	$43,009.20	51
Total change orders	$43,009.20	
Adjusted contract (pending approval of CO #1)	$12,236,009.20	771
Payments to date (as negative):	$11,269,853.12	
(as percentage)	92%	
Amount of this payment (as a negative)	NA	
Retainage held	$591,535.48	
Contract balance remaining	$966,156.08	
(as percentage)	7.9%	
Amount over original (as a percentage)	0.35%	

Final comments: Work added by pending Change Order #1 will result in a overrun of 0.35%



Zero Street Pump Station Wet Weather Improvements
Pump Station & EQ Storage
Project No. 09-17-C2

RESOLUTION NO. _____ 3 J

RESOLUTION AUTHORIZING ACQUISITION OF REAL PROPERTY INTERESTS IN CONNECTION WITH THE BASIN 17 COLLECTION SYSTEM IMPROVEMENTS

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

The City Administrator and the City Attorney are hereby authorized to acquire by the exercise of the City's power of eminent domain, if necessary, a sewer utility easement on the following properties designated as 12-14-P in connection with the Basin 17 Collection System Improvements, Project Number 12-14-ED2:

Tract No.	Owner	Appraised Value
2	Viet Nguyen & Christian Nguyen	$ 21.67
4	Timothy English & Lynn English	$ 431.85
13	James Aaron Britt & Jennifer Britt	$ 800.00
17	Teresa Catsavis	$ 1,616.82
18	Hilton Beaty & Doris Beaty	$ 1,570.63
19	Michael D. Collins & Deann G. Collins	$ 1,531.93

Until acquisition by the City, authorization set forth in Property Acquisition Policy Resolution R-40-05 of May 17, 2005, is continued in effect in the event the property owner desires to agree to acquisition at the appraised value set forth in the Resolution.

This Resolution adopted this _____ day of April 2015.

APPROVED:

_____

ATTEST:

_____
City Clerk, Sherri Gard

APPROVED AS TO FORM:

_____npr

INTER-OFFICE MEMO

TO: Ray Gosack, City Administrator **DATE:** April 15, 2015

FROM: Steve Parker, Director of Utilities

SUBJECT: Basin 17 Collection System Improvements
Project Number 12-14

As part of the Basin 17 Wastewater Collection System Improvements, the city is planning to rehabilitate several manholes and construct a new 8-inch sanitary sewer line to replace the older 6-inch line. This new line will be part of the collection system upgrades which will reduce inflow and infiltration into the sewer during wet weather which overloads the capacity of the sewer conveyance and treatment systems. A copy of the project area is attached for your review.

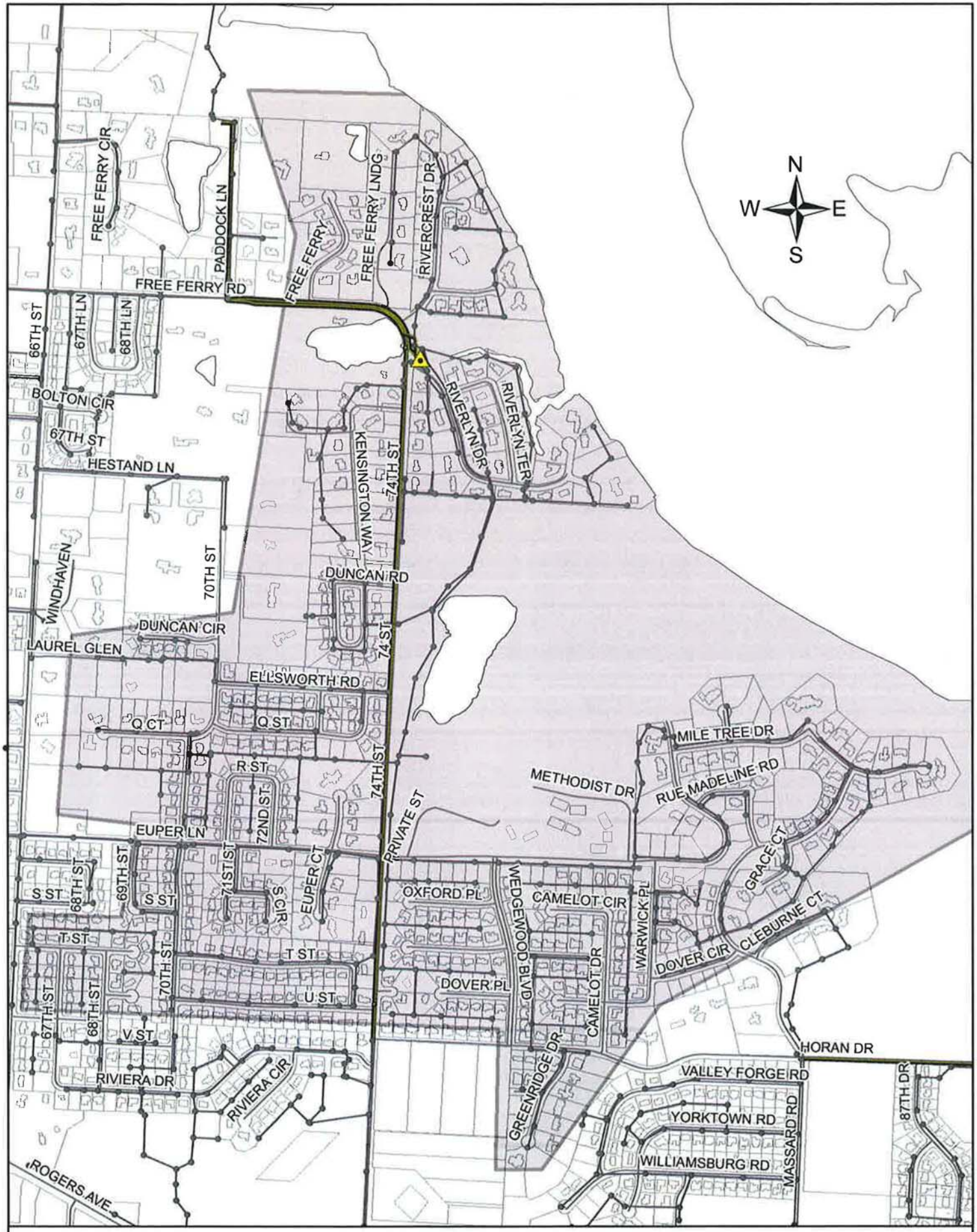
The project requires the acquisition of permanent and temporary sewer construction easements from 20 landowners, 14 of which have been acquired by donation or for their appraised value. To date, six property owners listed on the Resolution have not responded or otherwise agreed to the city's offer to purchase the needed easements. The city's property representative has contacted each of the six owners on several occasions to explain the easement needs and acquire the easements. A copy of the easement area and contact report for each property owner is attached for your review.

Because of the project's scheduling, staff recommends that this Resolution, which includes authorizing the city administrator and city attorney to proceed with eminent domain actions to acquire the needed easements, be submitted to the Board for their approval at its next scheduled meeting. As always, representatives of the city will continue to negotiate with the property owners in an effort to reach a mutually agreeable settlement. Funding for this project is established as part of the 2012 and 2014 sales tax bonds issued for the continuation of wet weather sewer improvements.

If you or members of the Board have any questions or desire additional information, please let me know.

attachment

pc: Jeff Dingman



BASIN 17 COLLECTION SYSTEM IMPROVEMENTS
PROJECT NO. 12-14

SURVEY DESCRIPTION:
PERMANENT SANITARY SEWER EASEMENT

A PERMANENT SANITARY SEWER EASEMENT LOCATED IN PART OF LOT 9, RIVERLYN ADDITION, AN ADDITION TO THE CITY OF FORT SMITH, SEBASTIAN COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 9; THENCE N78°03'10"E, ALONG THE NORTH LINE OF SAID LOT 9, 5.02 FEET TO THE EAST LINE OF AN EXISTING 10.00 FOOT WIDE UTILITY EASEMENT FOR A POINT OF BEGINNING; THENCE N78°03'10"E, CONTINUING ALONG SAID NORTH LINE OF LOT 9, 7.53 FEET; THENCE S06°09'07"E, LEAVING SAID NORTH LINE OF LOT 9, 3.12 FEET; THENCE S83°18'37"W 7.46 FEET TO SAID EAST LINE OF EXISTING UTILITY EASEMENT; THENCE N06°41'23"W, ALONG SAID EAST LINE OF EXISTING UTILITY EASEMENT, 2.43 FEET TO THE POINT OF BEGINNING, CONTAINING 20.77 SQUARE FEET, MORE OR LESS.

SURVEY DESCRIPTION:
TEMPORARY CONSTRUCTION EASEMENT

A TEMPORARY CONSTRUCTION EASEMENT LOCATED IN PART OF LOT 9, RIVERLYN ADDITION, AN ADDITION TO THE CITY OF FORT SMITH, SEBASTIAN COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 9; THENCE N78°03'10"E, ALONG THE NORTH LINE OF SAID LOT 9, 5.02 FEET TO THE EAST LINE OF AN EXISTING 10.00 FOOT WIDE UTILITY EASEMENT; THENCE N78°03'10"E, CONTINUING ALONG SAID NORTH LINE OF LOT 9, 7.53 FEET TO THE POINT OF BEGINNING; THENCE N78°03'10"E, CONTINUING ALONG SAID NORTH LINE OF LOT 9, 10.05 FEET; THENCE S06°09'07"E, LEAVING SAID NORTH LINE OF LOT 9, 4.04 FEET; THENCE S83°18'37"W 10.00 FEET; THENCE N06°09'07"W 3.12 FEET TO THE POINT OF BEGINNING, CONTAINING 35.84 SQUARE FEET, MORE OR LESS.

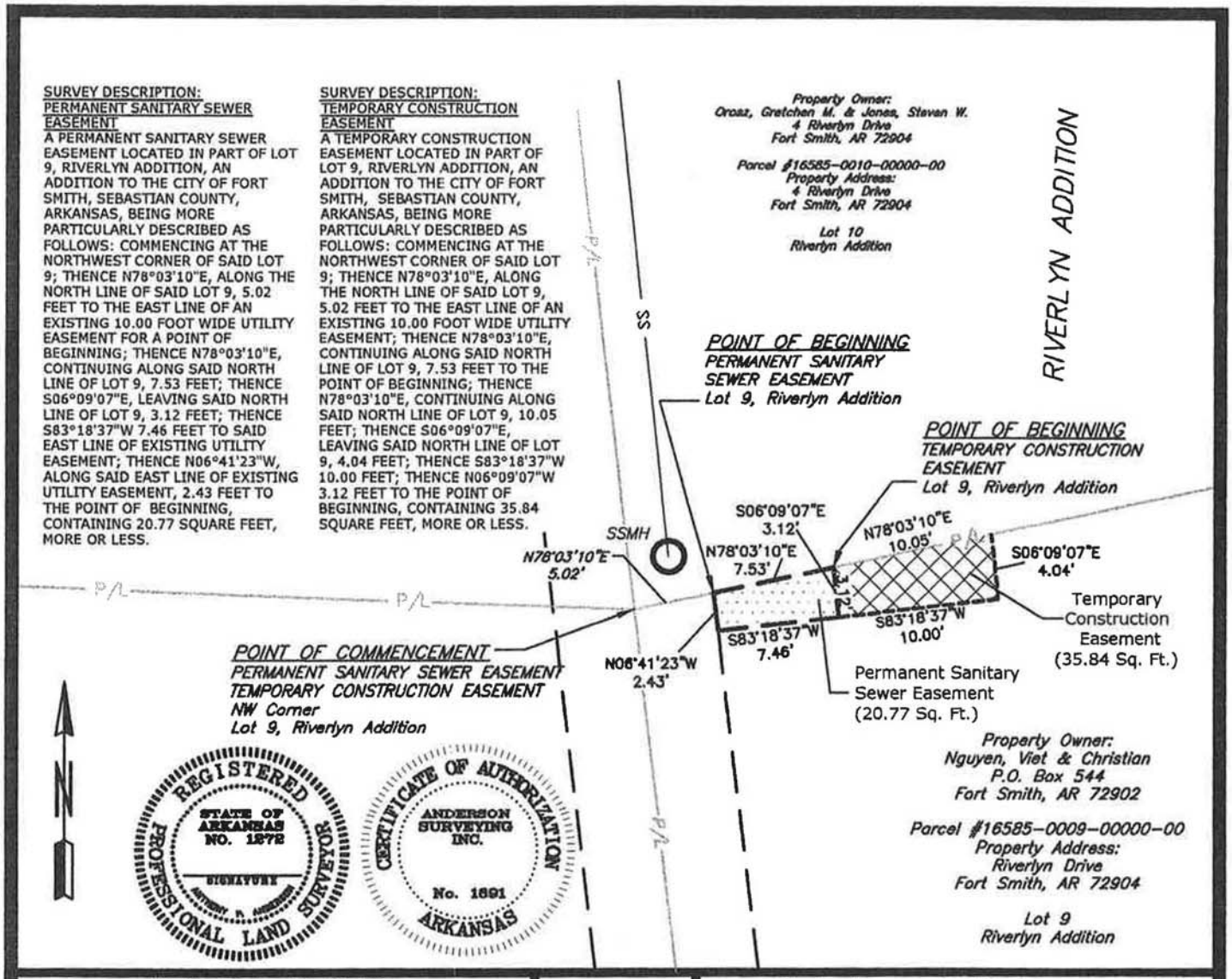
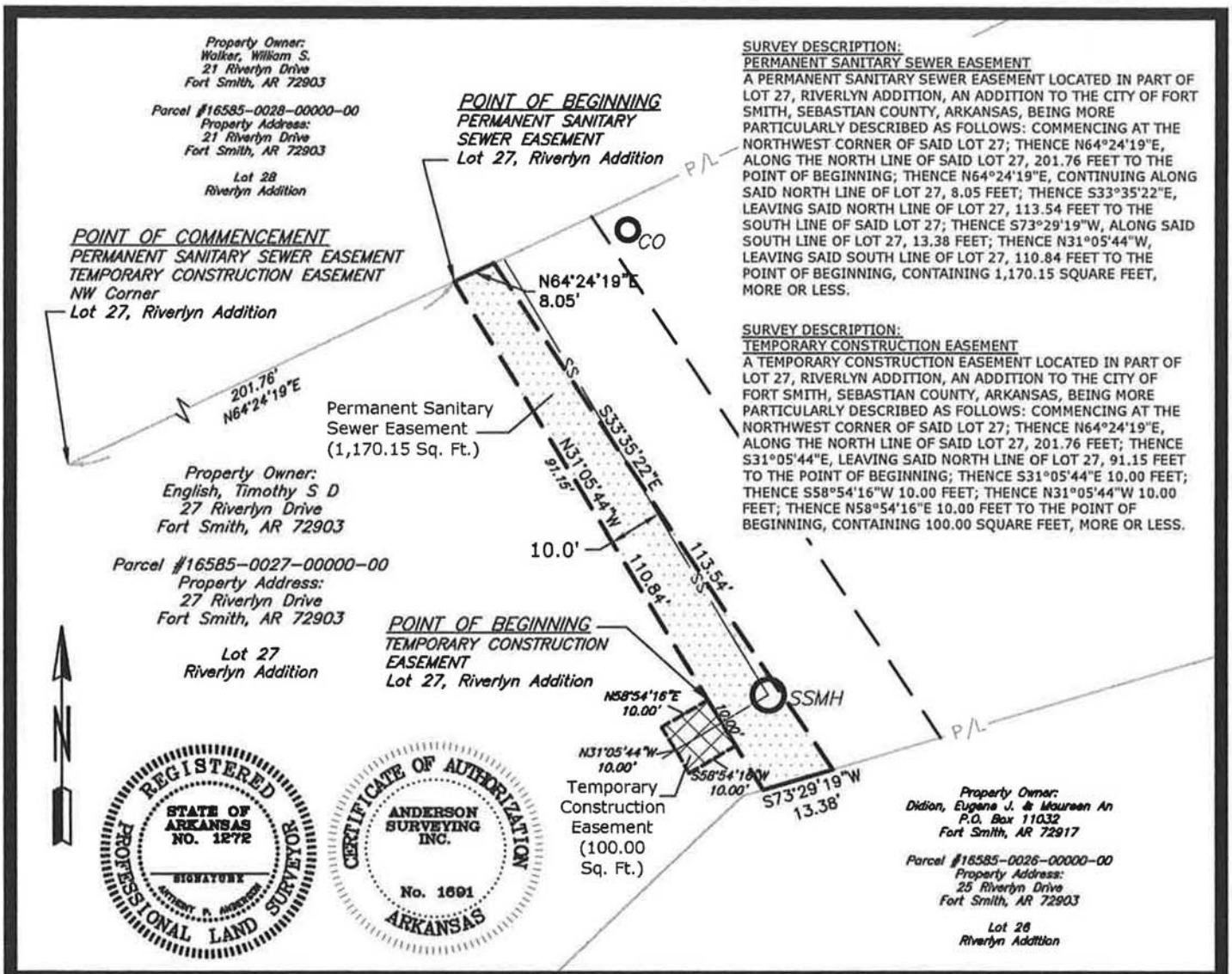


EXHIBIT A - TRACT 2 Permanent Sanitary Sewer Easement Acquisition Temporary Construction Easement Acquisition The City of Fort Smith Arkansas and VIET & CHRISTIAN NGUYEN Lot 9, Riverlyn Addition	The City of Fort Smith ARKANSAS	Project: 12-14-C1 Date: 12-11-2014 Scale: 1" = 10' Drawn By: JFN

Report of Contact with Owner and Owner's Representative

Viet and Christian Nguyen
Tract 2

January 6, 2015	mailed contact letter
March 16, 2015	mailed letter of offer to owner
April 8, 2015	reconsideration and notification letter mailed to owner
April 13, 2015	no response of any kind from owner



SURVEY DESCRIPTION:
PERMANENT SANITARY SEWER EASEMENT

A PERMANENT SANITARY SEWER EASEMENT LOCATED IN PART OF LOT 27, RIVERLYN ADDITION, AN ADDITION TO THE CITY OF FORT SMITH, SEBASTIAN COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 27; THENCE N64°24'19"E, ALONG THE NORTH LINE OF SAID LOT 27, 201.76 FEET TO THE POINT OF BEGINNING; THENCE N64°24'19"E, CONTINUING ALONG SAID NORTH LINE OF LOT 27, 8.05 FEET; THENCE S33°35'22"E, LEAVING SAID NORTH LINE OF LOT 27, 113.54 FEET TO THE SOUTH LINE OF SAID LOT 27; THENCE S73°29'19"W, ALONG SAID SOUTH LINE OF LOT 27, 13.38 FEET; THENCE N31°05'44"W, LEAVING SAID SOUTH LINE OF LOT 27, 110.84 FEET TO THE POINT OF BEGINNING, CONTAINING 1,170.15 SQUARE FEET, MORE OR LESS.

SURVEY DESCRIPTION:
TEMPORARY CONSTRUCTION EASEMENT

A TEMPORARY CONSTRUCTION EASEMENT LOCATED IN PART OF LOT 27, RIVERLYN ADDITION, AN ADDITION TO THE CITY OF FORT SMITH, SEBASTIAN COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 27; THENCE N64°24'19"E, ALONG THE NORTH LINE OF SAID LOT 27, 201.76 FEET; THENCE S31°05'44"E, LEAVING SAID NORTH LINE OF LOT 27, 91.15 FEET TO THE POINT OF BEGINNING; THENCE S31°05'44"E 10.00 FEET; THENCE S58°54'16"W 10.00 FEET; THENCE N31°05'44"W 10.00 FEET; THENCE N58°54'16"E 10.00 FEET TO THE POINT OF BEGINNING, CONTAINING 100.00 SQUARE FEET, MORE OR LESS.

EXHIBIT A - TRACT 4
Permanent Sanitary Sewer Easement Acquisition
Temporary Construction Easement Acquisition
The City of Fort Smith Arkansas and
TIMOTHY S.D. ENGLISH
Lot 27, Riverlyn Addition

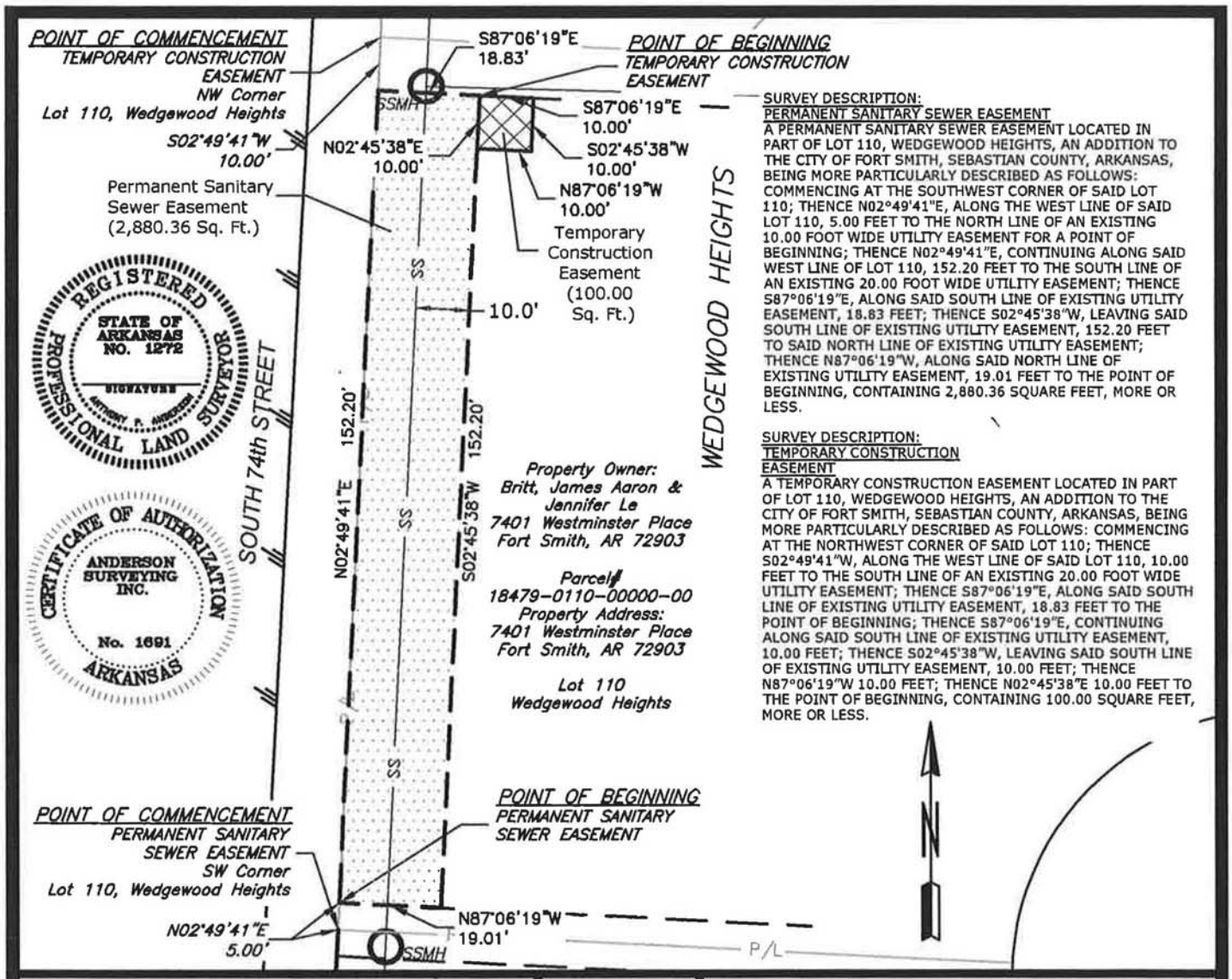
The City of Fort Smith ARKANSAS

Project:	12-14-C1
Date:	12-11-2014
Scale:	1" = 30'
Drawn By:	JFN

Report of Contact with Owner and Owner's Representative

Timothy English
Tract 4

January 6, 2015	initial contact by city's property representative
January 12, 2015	called and left message for owner to call
January 20, 2015	called left message for owner to call
January 21, 2015	called left message for owner to call
January 23, 2015	telephone call with owner regarding his concerns for not granting easement
February 2, 2015	called and left message for owner to call regarding update on owner's concerns with easement
February 10, 2015	telephone call with owner, update on issues with granting of easement
February 25, 2015	telephone call with owner, scheduled meeting on March 10, 2015, compensation to be presented
March 6, 2015	owner called to reschedule meeting for March 9, 2015
March 9, 2015	meeting with owner to discuss compensation and owner's issues
April 7, 2015	telephone call with owner to discuss compensation
April 8, 2015	called and left message for owner
April 9, 2015	owner agreed to accept compensation, but has not yet provided signed easement
April 13, 2015	reconsideration and notification letter mailed to owner



SURVEY DESCRIPTION:
PERMANENT SANITARY SEWER EASEMENT

A PERMANENT SANITARY SEWER EASEMENT LOCATED IN PART OF LOT 110, WEDGEWOOD HEIGHTS, AN ADDITION TO THE CITY OF FORT SMITH, SEBASTIAN COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 110; THENCE N02°49'41"E, ALONG THE WEST LINE OF SAID LOT 110, 5.00 FEET TO THE NORTH LINE OF AN EXISTING 10.00 FOOT WIDE UTILITY EASEMENT FOR A POINT OF BEGINNING; THENCE N02°49'41"E, CONTINUING ALONG SAID WEST LINE OF LOT 110, 152.20 FEET TO THE SOUTH LINE OF AN EXISTING 20.00 FOOT WIDE UTILITY EASEMENT; THENCE S87°06'19"E, ALONG SAID SOUTH LINE OF EXISTING UTILITY EASEMENT, 18.83 FEET; THENCE S02°45'38"W, LEAVING SAID SOUTH LINE OF EXISTING UTILITY EASEMENT, 152.20 FEET TO SAID NORTH LINE OF EXISTING UTILITY EASEMENT; THENCE N87°06'19"W, ALONG SAID NORTH LINE OF EXISTING UTILITY EASEMENT, 19.01 FEET TO THE POINT OF BEGINNING, CONTAINING 2,880.36 SQUARE FEET, MORE OR LESS.

SURVEY DESCRIPTION:
TEMPORARY CONSTRUCTION EASEMENT

A TEMPORARY CONSTRUCTION EASEMENT LOCATED IN PART OF LOT 110, WEDGEWOOD HEIGHTS, AN ADDITION TO THE CITY OF FORT SMITH, SEBASTIAN COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 110; THENCE S02°49'41"W, ALONG THE WEST LINE OF SAID LOT 110, 10.00 FEET TO THE SOUTH LINE OF AN EXISTING 20.00 FOOT WIDE UTILITY EASEMENT; THENCE S87°06'19"E, ALONG SAID SOUTH LINE OF EXISTING UTILITY EASEMENT, 18.83 FEET TO THE POINT OF BEGINNING; THENCE S87°06'19"E, CONTINUING ALONG SAID SOUTH LINE OF EXISTING UTILITY EASEMENT, 10.00 FEET; THENCE S02°45'38"W, LEAVING SAID SOUTH LINE OF EXISTING UTILITY EASEMENT, 10.00 FEET; THENCE N87°06'19"W 10.00 FEET; THENCE N02°45'38"E 10.00 FEET TO THE POINT OF BEGINNING, CONTAINING 100.00 SQUARE FEET, MORE OR LESS.

EXHIBIT A - TRACT 13
Permanent Sanitary Sewer Easement Acquisition
Temporary Construction Easement Acquisition
The City of Fort Smith Arkansas and
JAMES AARON & JENNIFER LE BRITT
Lot 110, Wedgewood Heights

The City of Fort Smith ARKANSAS

Project:	12-14-C1
Date:	12-11-2014
Scale:	1" = 30'
Drawn By:	JFN

Report of Contact with Owner and Owner's Representative

James Aaron and Jennifer Le Britt
Tract 13

January 13, 2015	initial contact by city's property representative
January 14, 2015	owner called to schedule meeting with city representative
January 15, 2015	city representative presented information and purpose of easement to owner
January 21, 2015	called left message for owner to call
January 22, 2015	called left message for owner to call
February 9, 2015	called owner, could not leave message
March 17, 2015	talked with owner, informed owner that the city had acquired an appraisal
March 18, 2015	called left message for owner to call
March 19, 2015	owner called to schedule meeting
March 20, 2015	meeting with owner to answer questions and explain condemnation
March 23. 2015	called left message for owner, sent email
April 7, 2015	called left message for owner requesting decision on easement
April 10, 2015	talked with owner and owner stated he would not donate easement, property representative reminded owner that compensation was being offered
April 11, 2015	sent email to follow up conversation discussed previous day
April 13, 2015	telephone call with owner to inform owner that engineering firm will be out to stake easement line
April 13, 2015	reconsideration and notification letter mailed to owner

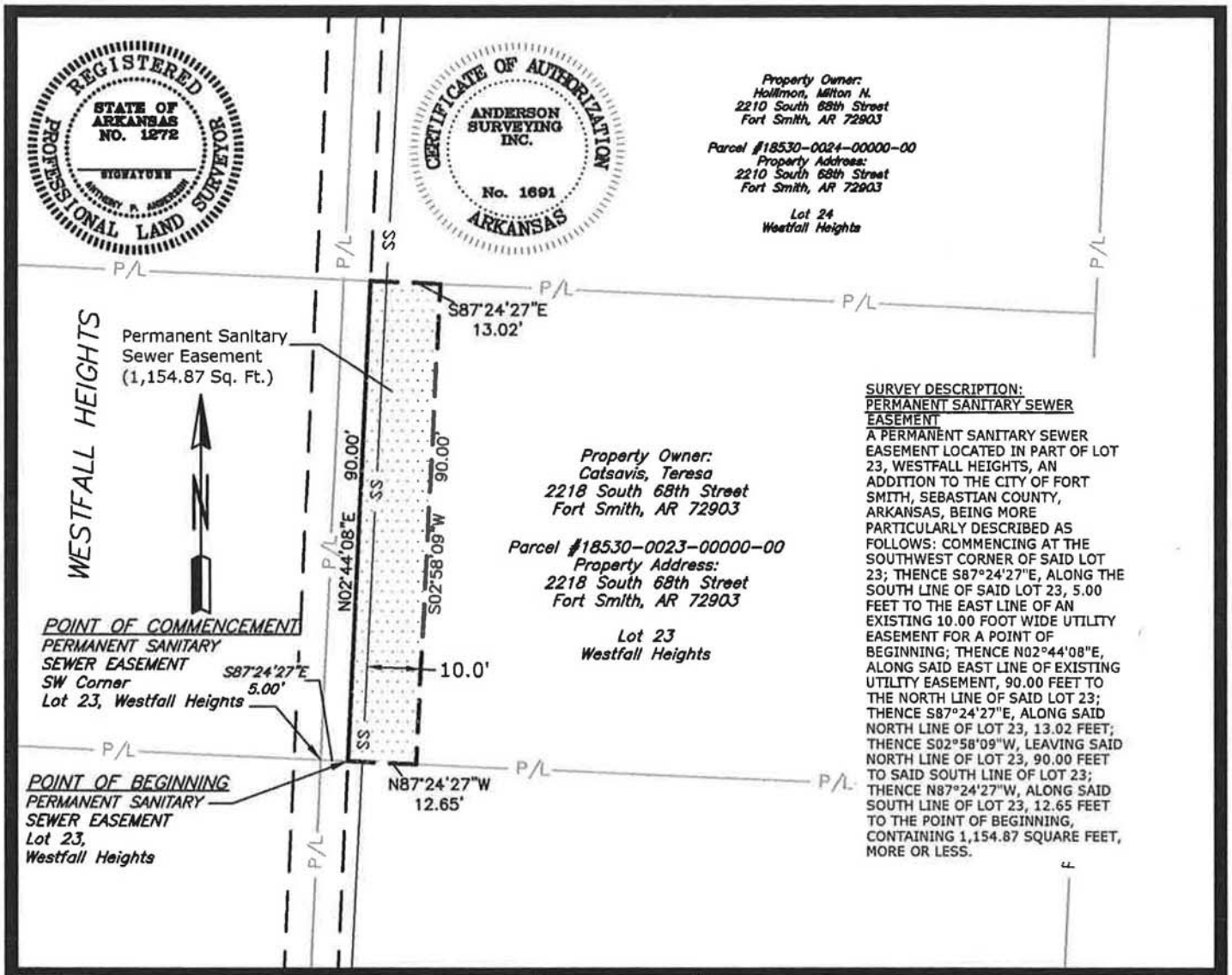


EXHIBIT A - TRACT 17
Permanent Sanitary Sewer Easement Acquisition
The City of Fort Smith Arkansas and
TERESA CATSAVIS
Lot 23, Westfall Heights

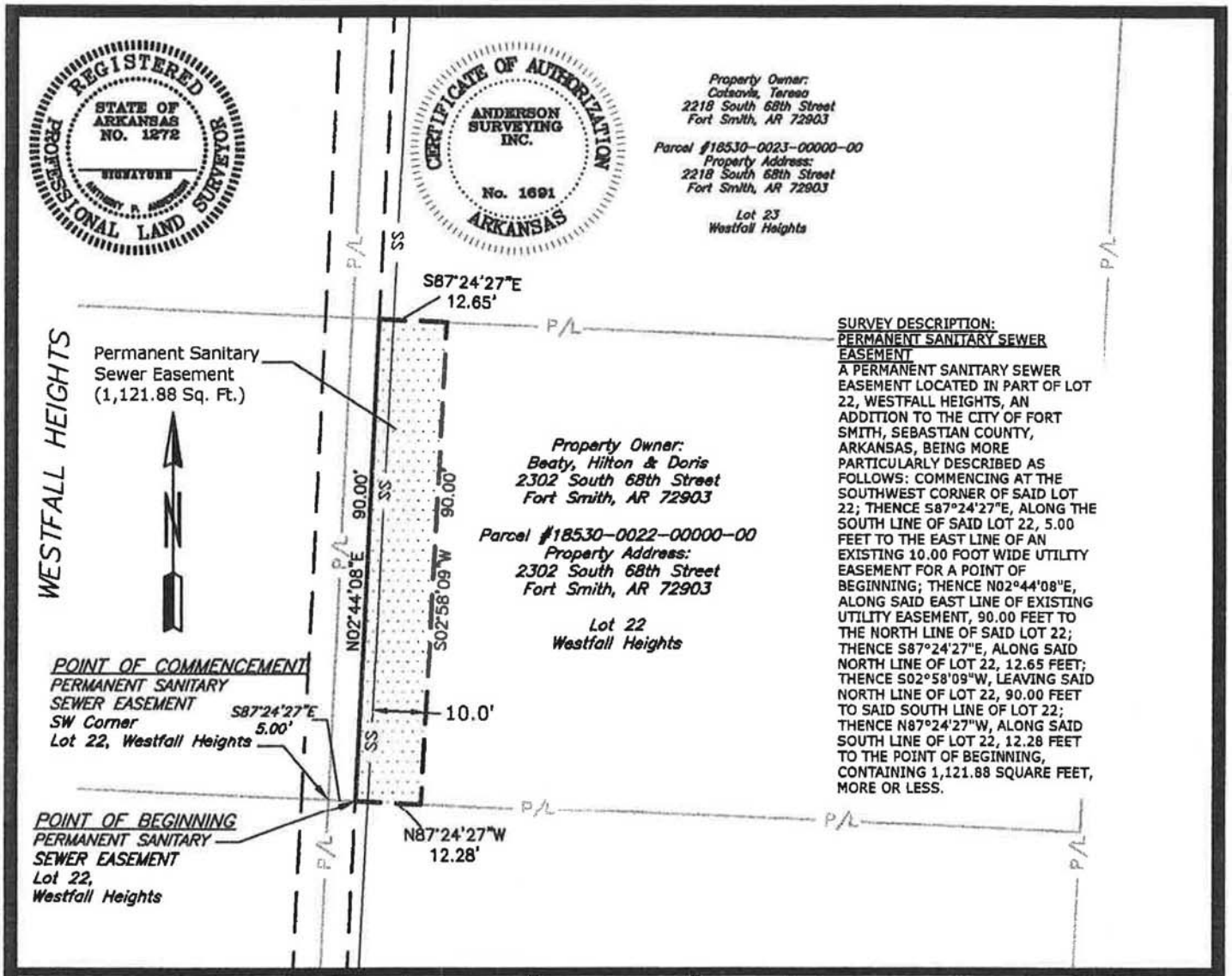
The City of Fort Smith ARKANSAS

Project:	12-14-C1
Date:	12-11-2014
Scale:	1" = 30'
Drawn By:	JFN

Report of Contact with Owner and Owner's Representative

Teresa Catsavis
Tract 17

January 12, 2015	initial contact attempt made by city's property representative with occupant of property, occupant is not the owner
January 13, 2015	numerous attempts to locate owner based upon various leads for possible living and work locations
January 21, 2015	visited property, no response at door
January 22, 2015	mailed contact letter
February 25, 2015	reviewed utility billing records, no service in owner's name
March 19, 2015	mailed Property Valuation Report offer to address at tax card address
April 8, 2015	attempt to locate owner
April 8, 2015	reconsideration and notification letter mailed to owner using tax card address



SURVEY DESCRIPTION:
PERMANENT SANITARY SEWER EASEMENT

A PERMANENT SANITARY SEWER EASEMENT LOCATED IN PART OF LOT 22, WESTFALL HEIGHTS, AN ADDITION TO THE CITY OF FORT SMITH, SEBASTIAN COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 22; THENCE S87°24'27"E, ALONG THE SOUTH LINE OF SAID LOT 22, 5.00 FEET TO THE EAST LINE OF AN EXISTING 10.00 FOOT WIDE UTILITY EASEMENT FOR A POINT OF BEGINNING; THENCE N02°44'08"E, ALONG SAID EAST LINE OF EXISTING UTILITY EASEMENT, 90.00 FEET TO THE NORTH LINE OF SAID LOT 22; THENCE S87°24'27"E, ALONG SAID NORTH LINE OF LOT 22, 12.65 FEET; THENCE S02°58'09"W, LEAVING SAID NORTH LINE OF LOT 22, 90.00 FEET TO SAID SOUTH LINE OF LOT 22; THENCE N87°24'27"W, ALONG SAID SOUTH LINE OF LOT 22, 12.28 FEET TO THE POINT OF BEGINNING, CONTAINING 1,121.88 SQUARE FEET, MORE OR LESS.

EXHIBIT A - TRACT 18
Permanent Sanitary Sewer Easement Acquisition
The City of Fort Smith Arkansas and
HILTON & DORIS BEATY
Lot 22, Westfall Heights

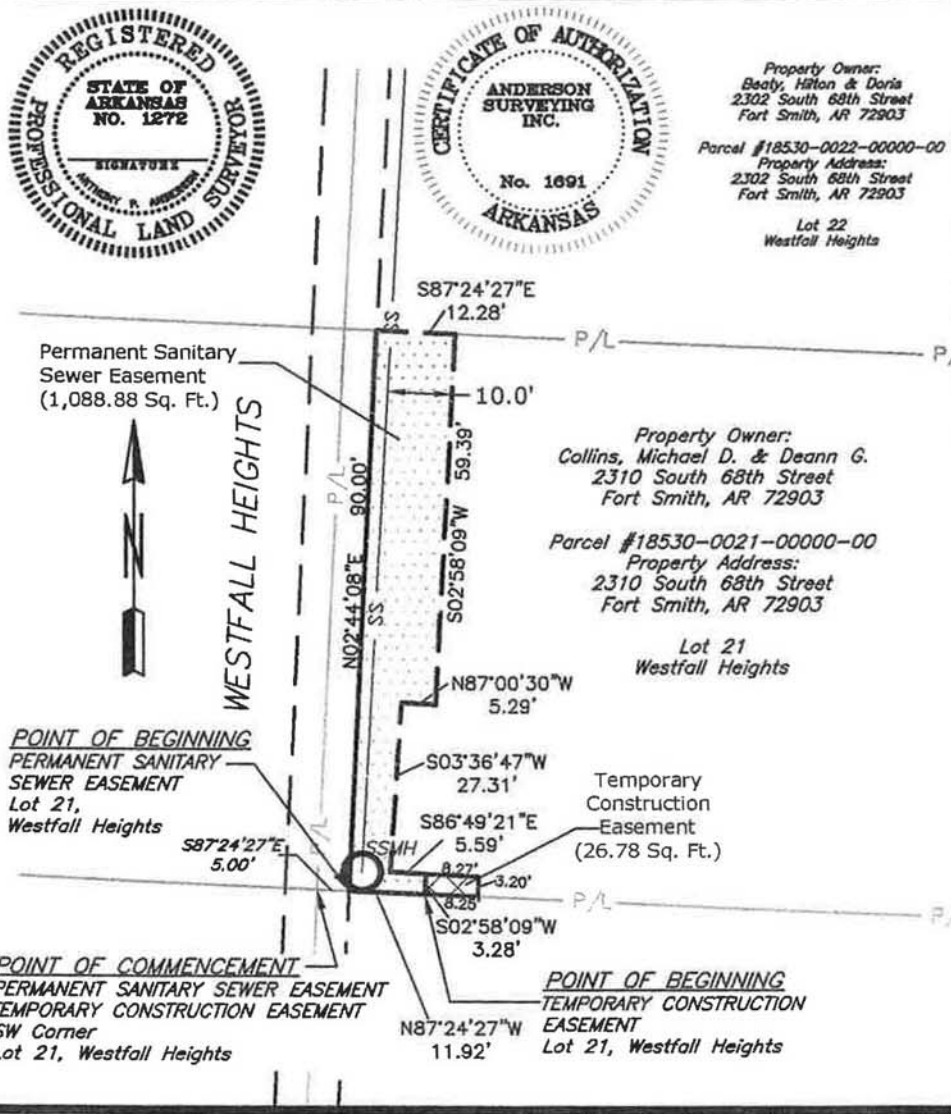
The City of Fort Smith ARKANSAS

Project:	12-14-C1
Date:	12-11-2014
Scale:	1" = 30'
Drawn By:	JFN

Report of Contact with Owner and Owner's Representative

Hilton and Doris Beaty
Tract 18

January 12, 2015	initial contact made by city's property representative
January 13, 2015	missed call from owner's son
January 14, 2015	Returned call to owner's son
February 11 2015	telephone conversation with owner's son
March 19, 2015	telephone conversation with owner's son
April 7, 2015	telephone conversation with owner
April 8, 2015	telephone conversation with owner to schedule meeting
April 10, 2015	viewed easement on property with owner
April 13, 2015	telephone conversation with owner and owner's son
April 13, 2015	reconsideration and notification letter mailed



SURVEY DESCRIPTION:
PERMANENT SANITARY SEWER EASEMENT

A PERMANENT SANITARY SEWER EASEMENT LOCATED IN PART OF LOT 21, WESTFALL HEIGHTS, AN ADDITION TO THE CITY OF FORT SMITH, SEBASTIAN COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 21; THENCE S87°24'27"E, ALONG THE SOUTH LINE OF SAID LOT 21, 5.00 FEET TO THE EAST LINE OF AN EXISTING 10.00 FOOT WIDE UTILITY EASEMENT FOR A POINT OF BEGINNING; THENCE N02°44'08"E, ALONG SAID EAST LINE OF EXISTING UTILITY EASEMENT, 90.00 FEET TO THE NORTH LINE OF SAID LOT 21; THENCE S87°24'27"E, ALONG SAID NORTH LINE OF LOT 21, 12.28 FEET; THENCE S02°58'09"W, LEAVING SAID NORTH LINE OF LOT 21, 59.39 FEET; THENCE N87°00'30"W 5.29 FEET; THENCE S03°36'47"W 27.31 FEET; THENCE S86°49'21"E 5.59 FEET; THENCE S02°58'09"W 3.28 FEET TO SAID SOUTH LINE OF LOT 21; THENCE N87°24'27"W, ALONG SAID SOUTH LINE OF LOT 21, 11.92 FEET TO THE POINT OF BEGINNING, CONTAINING 1,088.88 SQUARE FEET, MORE OR LESS.

SURVEY DESCRIPTION:
TEMPORARY CONSTRUCTION EASEMENT

A TEMPORARY CONSTRUCTION EASEMENT LOCATED IN PART OF LOT 21, WESTFALL HEIGHTS, AN ADDITION TO THE CITY OF FORT SMITH, SEBASTIAN COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 21; THENCE S87°24'27"E, ALONG THE SOUTH LINE OF SAID LOT 21, 16.92 FEET TO THE POINT OF BEGINNING; THENCE N02°58'09"E, LEAVING SAID SOUTH LINE OF LOT 21, 3.28 FEET; THENCE S86°49'21"E 8.27 FEET; THENCE S02°58'09"W 3.20 FEET TO SAID SOUTH LINE OF LOT 21; THENCE N87°24'27"W, ALONG SAID SOUTH LINE OF LOT 21, 8.25 FEET TO THE POINT OF BEGINNING, CONTAINING 26.78 SQUARE FEET, MORE OR LESS.

EXHIBIT A - TRACT 19
Permanent Sanitary Sewer Easement Acquisition
Temporary Construction Easement Acquisition
The City of Fort Smith Arkansas and
MICHAEL D. & DEANN G. COLLINS
Lot 21, Westfall Heights

The City of Fort Smith ARKANSAS

Project:	12-14-C1
Date:	12-11-2014
Scale:	1" = 30'
Drawn By:	JFN

Report of Contact with Owner and Owner's Representative

Michael D. and Deann G. Collins
Tract 19

January 12, 2015	Left message for owner to call
January 14, 2015	initial contact with owner by city's property representative
January 27, 2015	sent email to owner
February 9, 2015	emailed easement to owner
February 23, 2015	emailed owner
March 18, 2015	called and left message for owner to call
March 19, 2015	emailed owner, no response
March 23, 2015	mailed Property Valuation Report letter
April 7, 2015	called left message for owner to call
April 13, 2015	reconsideration and notification letter mailed

RESOLUTION NO. _____ 3 K

RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH RJN GROUP, INC., FOR PROVIDING ENGINEERING SERVICES ASSOCIATED WITH CHAFFEE CROSSING WASTEWATER COLLECTION SYSTEM FLOW MONITORING

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

Section 1: An Agreement with RJN Group, Inc., for providing engineering services associated with Chaffee Crossing Wastewater Collection System Flow Monitoring, Project Number 15-12-ED1, is hereby approved.

SECTION 2: The Mayor is hereby authorized to execute an Agreement for professional engineering services in the amount of $85,781.00.

This Resolution adopted this _____ day of April 2015.

APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

APPROVED AS TO FORM:

_____npr

INTER-OFFICE MEMO

TO: Ray Gosack, City Administrator **DATE:** April 9, 2015

FROM: Steve Parke, Director of Utilities

SUBJECT: Chaffee Crossing Wastewater Collection System Flow Monitoring
Project Number 15-12

In February 2001 the City of Fort Smith and the Fort Chaffee Redevelopment Authority (FCRA) entered into a Memorandum of Agreement (MOA) for the purpose of developing and implementing a reuse plan to insure the orderly conversion of portions of the Fort Chaffee Military Reservation to civilian use. Under terms of the MOA, the City Fort Smith agreed to serve as the operator of those portions of the FCRA wastewater collection system located within the Fort Smith city limits until such time that system improvements were completed. All wastewater from the FCRA collection system currently flows to the Barling wastewater system for treatment and discharge. The February 2010 master plan for water and sewer service for the Chaffee Crossing area identified the need for construction of a wastewater pump station and force main to convey these flows to the city's Massard wastewater treatment plant. In March 2013 the Board authorized an engineering contract to design these facilities. The design is currently approximately 90-percent complete.

In order to quantify both dry and wet weather flows throughout the Chaffee Crossing service area, staff has identified key points within the system for installation of eight wastewater flow monitors. Information obtained through this effort will determine if there are portions of the FCRA wastewater collection system that are in need of replacement or rehabilitation. This information will also be useful in quantifying both peak and diurnal flow patterns and verifying final pump selection. An exhibit showing the Chaffee Crossing service area and proposed flow monitor location is attached.

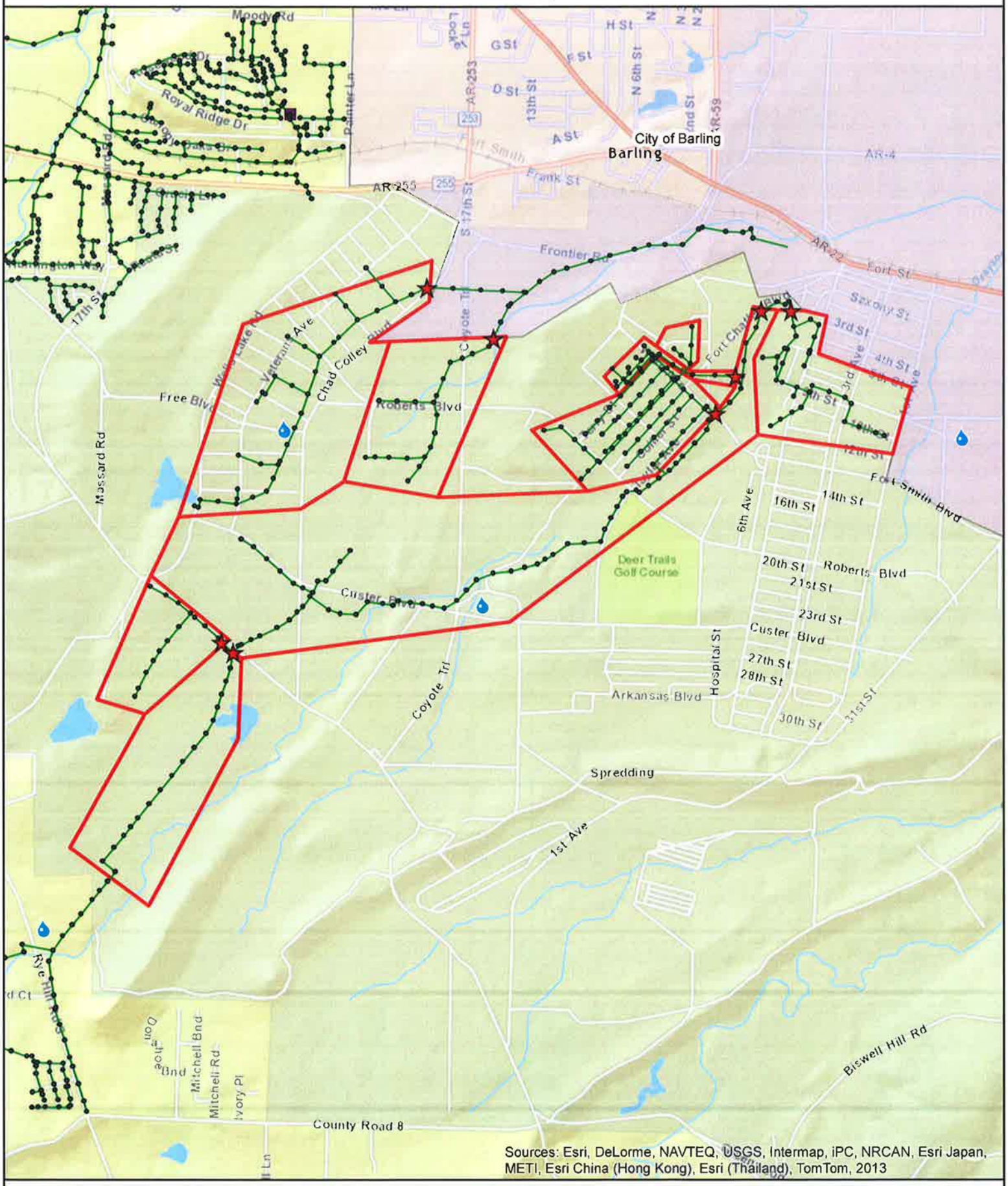
A Resolution authorizing an Agreement with RJN Group, Inc., in the amount of $85,781.00 for providing flow monitoring services is attached. Under this agreement RJN will provide, install and maintain the eight flow monitors and four rain gauges for a maximum 90 day period. The data gathered during the monitoring period will be analyzed and a final report of findings prepared. Funds for these services are available from 2014 sales and use tax issued for wastewater improvements.

Should you or members of the Board have questions or need additional information, please let me know.

attachment

pc: Jeff Dingman

Fort Smith, AR



rjngroup
The Choice for Collection System Solutions

Rain Gauge Location
Meter Location
Basin Boundaries
Barling City Limits

The City of Fort Smith Arkansas

Chaffee Crossing
Flow Meter Locations
Attachment D

ORDINANCE NO._____ 3 L

ORDINANCE DECLARING AN EXCEPTIONAL SITUATION WAIVING THE REQUIREMENTS OF COMPETITIVE BIDDING AND AUTHORIZING A CONTRACT WITH GOODWIN & GOODWIN, INC., FOR THE 2200-2321 ROGERS AVENUE SANITARY SEWER EXTENSION

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

WHEREAS, it is necessary to contract for the emergency construction of a sanitary sewer to serve 2200-2321 Rogers Avenue; and,

WHEREAS, the emergency sewer construction precludes the City from meeting the requirements of competitive bidding; and,

WHEREAS, the emergency sewer construction is required to prevent the possibility of health hazards to the residents of the City of Fort Smith:

NOW THEREFORE, in order to eliminate the possibility of health hazards to the residents of the City of Fort Smith and to begin the necessary construction as quickly as possible, an exceptional situation exists requiring the waiving of the conditions of competitive bidding, so that the competitive bidding requirements are hereby waived, and a contract with Goodwin & Goodwin, Inc., for the 2200-2321 Rogers Avenue Sanitary Sewer Extensions, Project Number 15-06-C1, in the amount of $317,970.00, is hereby approved.

PASSED AND APPROVED this _____ day of April 2015.

APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

APPROVED AS TO FORM:

_____npr

INTER-OFFICE MEMO

TO: Ray Gosack, City Administrator **DATE:** April 9, 2015

FROM: Steve Parke, Director of Utilities

SUBJECT: 2200-2321 Rogers Avenue Sewer Extension
Project Number 15-06-C1

On February 9, 2015, sewer line maintenance personnel determined that the sanitary sewer service line from 100 North 23rd Street was not connected to a sanitary sewer main. Instead, it was connected to the 36-inch diameter storm drain along the south side of Rogers Avenue. This building is currently being remodeled for use by Northside High School and the water and sewer services are not active at this time. Field investigations were conducted to determine how this sewer service could be redirected from the storm drain to a sanitary sewer. It was determined that there was not an existing sanitary sewer main available. Furthermore, the field investigations revealed that there are seven businesses located within the triangular area from the intersection of North "B" Street and Rogers Avenue to North 22nd Street (which includes 100 North 23rd), all of which discharge their sanitary sewer to the storm drain along the south side of Rogers Avenue. Each of these seven connections is a sanitary sewer overflow (SSO) as defined under the Consent Decree and required to be halted as soon as possible. This exposes the city to stipulated penalties of $500 per day for each of the six active sanitary sewer service connections to the storm drain (100 North 23rd is currently inactive) from the date of their discovery until the date their discharge is discontinued. An exhibit showing the locations of the seven businesses is attached.

Staff authorized an engineering agreement with Morrison-Shipley Engineers on February 12 to design the sanitary sewer main extension required to allow these seven sewer service lines to be redirected from the storm drain. As Rogers Avenue is part of the state highway system, the construction of the sanitary sewer main extension requires a permit from the highway department. The preliminary design was prepared and submitted for their approval of the sewer's placement within the AHTD right-of-way. AHTD issued their permit on March 13. The construction route will also create access problems for the affected businesses, disruption of traffic to Northside High School and require extended lane closure of the outside, westbound lane of Rogers Avenue. To minimize these disruptions, the contract documents limit the contractor's work to the hours between 6:00 P.M. and 6:00 A.M. and contain provisions requiring all driveways, streets and all lanes of Rogers Avenue to be fully available for traffic between the hours of 6:00 A.M. and 6:00 P.M. daily.

Because of the Consent Decree's requirement to halt the SSOs as soon as possible and exposure to stipulated penalties, it was decided that normal advertising and bidding procedures would not be in the city's best interest. In order to initiate construction as quickly as possible the final plans and specifications were provided to four general contractors on March 30 requesting their sealed bids to be submitted on April 6. Goodwin & Goodwin was the successful bidder for the amount of $317,970. A bid tabulation showing the invited contractors and the bid amounts

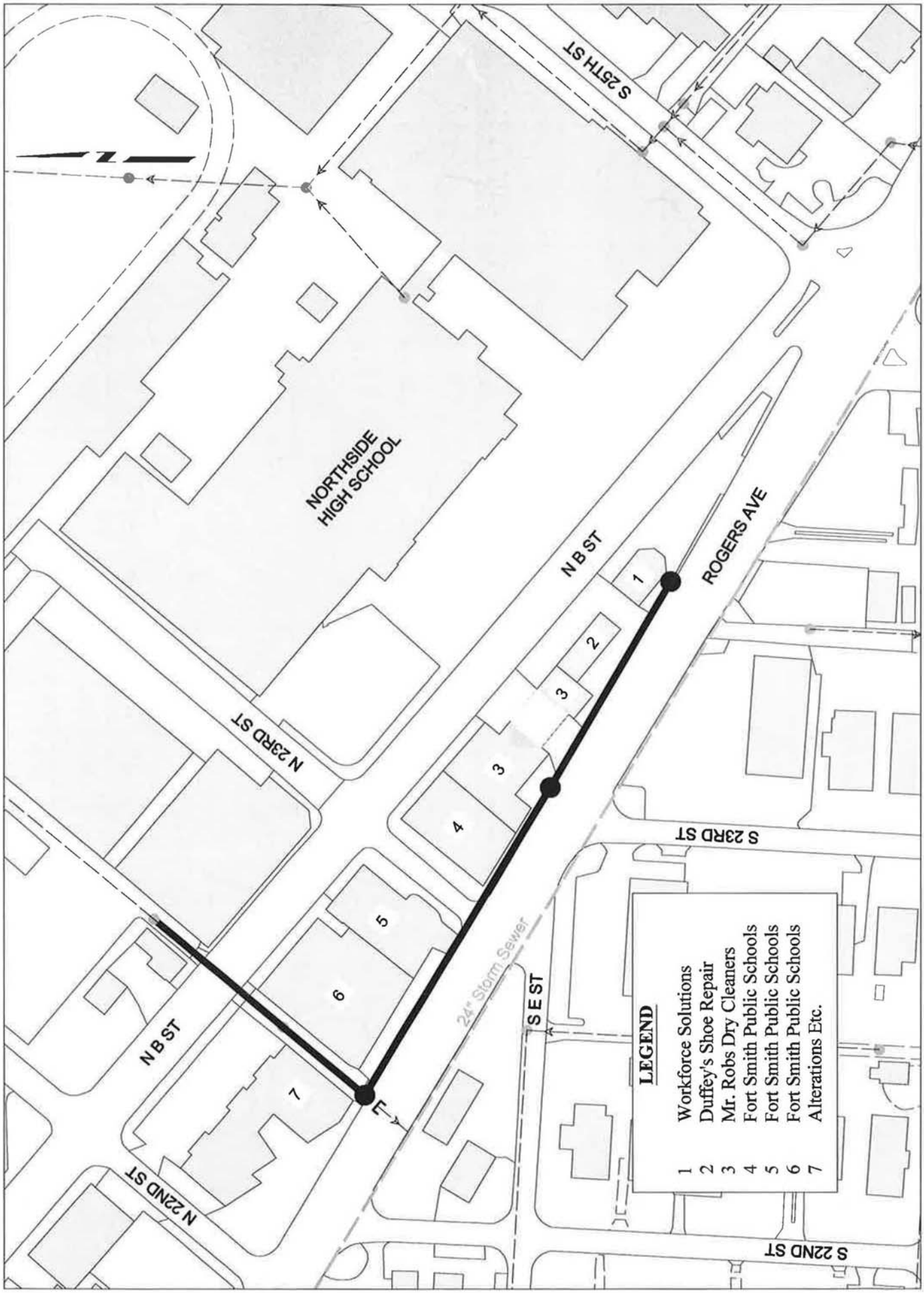
received is attached. The bid documents required the low bidder to provide the required insurance certificates along with the signed contracts by April 13 and to initiate construction for the project on April 15. The contract requires that the new sanitary sewer main must be ready for service and for all sewer service lines from the seven businesses to be disconnected from the storm drain and connected to the sanitary sewer main within 30 days from the notice-to-proceed. The overall contract time for all work to be completed is set at 60 days.

An Ordinance declaring an emergency situation and waiving the competitive bidding requirements for the Board's approval is attached. Funding for the project will be taken from the 2014 sales tax bonds issued for sewer system improvements.

Should you or members of the Board have any questions, please let me know.

attachment

pc: Jeff Dingman


S 25TH ST
NORTHSIDE HIGH SCHOOL
N B ST
ROGERS AVE
N 23RD ST
S 23RD ST
24" Storm Sewer
S E ST
N B ST
N 22ND ST
S 22ND ST
1
2
3
4
5
6
7
LEGEND
1 Workforce Solutions
2 Duffey's Shoe Repair
3 Mr. Robs Dry Cleaners
4 Fort Smith Public Schools
5 Fort Smith Public Schools
6 Fort Smith Public Schools
7 Alterations Etc.

Bid Tabulation

Project Name
2200-2321 Rogers Avenue Sewer Extension
Project Number 15-06-C1

Bid Opening
April 6, 2015
2:00 P.M.

Bids Received	Bid Amount
Goodwin & Goodwin Fort Smith, Arkansas	$317,970.00
Crawford Construction (1) Van Buren, Arkansas	$352,656.75
Forsgren, Inc. Fort Smith, Arkansas	$355,613.00
Kraus Construction Fort Smith, Arkansas	No Bid

(1) Crawford Construction withdrew bid due to irregularity in bid form.

MEMORANDUM

TO: Mayor and Board of Directors

FROM: Wendy Mathis, Administrative Assistant

DATE: April 13th, 2015

SUBJECT: Arkansas Fair and Exhibition Facilities Board

Mr. Andrew Smith of the Arkansas Fair and Exhibition Facilities Board has resigned his position on February 18th, 2015.

The applicant available at this time is:

David Hudson 5500 Short Lane

Appointments are **by the Mayor,** one appointment is needed. The term will expire March 7th, 2018.

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

Printed on 100% Recycled Paper

ARKANSAS FAIR AND EXHIBITION FACILITIES BOARD

The Arkansas Fair & Exhibition Facilities board authorizes the issuance of revenue bonds to finance fair and exhibition facilities; and prescribing other matters relating thereto.

The board is empowered, from time to time, to own, acquire, construct, reconstruct, extend, equip, improve, sell, lease, contract concerning or otherwise deal in or dispose of fair and exhibition facilities in the City, including the making of loans with respect thereto.

The Arkansas Fair & Exhibition Facilities Board shall consist of five persons to be appointed by the Mayor in accordance with the Act. The initial members shall serve for terms of one, two, three, four, and five-year terms.

	Date Appointed	Term Expires
Eugene Bruick 6817 Free Ferry Road (03) 484-0680 (h) 679-8818 (w) gbruick@aol.com	02/21/12	03/07/17
Ken Pevehouse 3010 Beverly Dr (01) 782-1975 (h) 785-6062 (w) kpevehouse@data-tronics.com	03/18/03	03/07/18
Andrew Smith 9225 Rosewood Drive Fort Smith, AR 72903 asmith@weatherbarr.com	02/19/13	03/07/18
Mathew Pitsch 11215 Vista Ridge Court (16) 452-4005 (h) 883-2072 (w) mathew.pitsche@cox.net	03/18/14	03/18/19

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: 3/17/15

Name: David Hudson

Home Telephone: 479-484-5115

Home Address: 5500 Short Lane Fort Smith AR

Work Telephone: 479-783-6139

Zip: 72904

Email: dhudson@co.sebastian.ar.us

Occupation: Sebastian County Judge
(If retired, please indicate former occupation or profession)

Education: MPA UA Fayetteville

Professional and/or Community Activities: Various Boards

Additional Pertinent Information/References: Current Board Member of Ark/Okla Regional Education & Promotion Assoc.

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 use to conduct a criminal back ground check of all applicants).

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

Ark Okla Regional Education & Promotion Assoc. Inc
Public Facilities Board

( ) 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 Imp. Committee
( ) Convention Center Commission
( ) Civil Service Commission
( ) Community Development Advisory Com.
( ) County Equalization Board
( ) Electric Code Board of Appeals
( ) Fire Code Board of Appeals & Adjustments
( ) Historic District Commission
( ) Housing Assistance Board
( ) 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

John Ayers (chairman) 4112 Logan Lane (03) 414-4101 (h) 646-7891 (w) jayers@weatherbarr.com	03/07/00	03/07/20

The City of Fort Smith ARKANSAS

MEMORANDUM

TO: Mayor and Board of Directors

FROM: Wendy Mathis, Administrative Assistant

DATE: April 15th, 2015

SUBJECT: Community Development Advisory Board

The terms of Ms. Cinda Rusin and Ms. Fran Hall will expire June 30, 2015. Ms. Rusin and Ms. Hall are interested in reappointment. Mr. Josh Carson has resigned his position on March 18th and his position will need to be appointed.

The applicants available at this time are:

Patricia Richardson	3420 North 55 Street
Gregg Bigham	3201 South O Street
Charlene Cates	1218 South 74 Street
Keley Simpson	2711 Dodson Avenue
Richard Morris	1117 North 6 Street

Appointments are **by the Board of Directors,** three appointments are needed. Two terms will expire June 30, 2018 and the other term will expire June 30, 2017.

623 Garrison Avenue
P.O. Box 1908
Fort Smith, Arkansas 72902
(479) 785-2801
www.fortsmithar.gov

Printed on 100% Recycled Paper

COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

The purpose of the Community Development Advisory Committee is to serve in an advisory role in the planning, implementing, and assessing of the Community Development Program, and to ensure continuity of the involvement of citizens throughout all stages of the Community Development Program. The Community Development Advisory Committee is authorized to review and recommend to the Board of Directors projects to be considered for Community Development Block Grant Funding; to review and assess Community Development Program performance; to prepare and recommend a Citizen Participation Plan; to hold meetings and workshops to disseminate information to citizens and to receive views and opinions and relate these to the setting of priorities for the City.

The Community Development Advisory Committee consists of seven members, appointed by the Board of Directors. The committee shall contain substantial representation of low and moderate income families, members of minority groups, the elderly, the handicapped, the business community and civic groups. Initially four members will serve two-year terms and three will serve three-year terms, thereafter all terms will be three years or until the expiration of the Community Development Program. The committee meets on call.

	DATE APPOINTED	TERM EXPIRES
Cinda Rusin Self-employed P.O. Box 10063 (17) 452-5636 (h) cindarusin1@hotmail.com	06/20/06	06/30/15
Fran Hall Sebastian Co. Juvenile Detention 2125 So. W Street (01) 785-2883 (h) 783-3532 (w) fhall@co.sebastian.ar.us	06/20/06	06/30/15
Nichelle Christian Fort Smith Public Schools P.O. Box 4503 (14) 782-1558 (h) 785-1232 (w) 462-2591 (c) nschristian03@gmail.com	06/18/13	06/30/16

Joshua Carson Attorney 109 No. 3rd #516 (01) 782-7203 (w) jcarson@jjmlaw.com	05/17/11	06/30/17
Genia Smith Credit Manager 2121 South W (01) 782-6810 (h) 646-4300 (w) GSmith822@aol.com	05/20/09	06/30/17
George W. Willis Banker 5112 Lovett Lane (04) 783-8963 (h) 494-1123 (w) clueless1001@yahoo.com	06/17/99	06/30/17
Kerri Norman T. Donoho Mgmt Co. 3415 South 29 Circle (01) 646-9602 (h) 783-1089 (w) kerri@midtown.arcoxmail.com	08/21/01	06/30/17

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: 4/13/15

Name: CINDY RUSIN

Home Telephone: 479-629-3105

Home Address: P.O. BOX 10063

Work Telephone: 479-424-2440

Zip: 72917

Email: cindarusin@gmail.com

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

Education: AA DEGREE

Professional and/or Community Activities: MANY

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 AR [redacted] Date of Birth [redacted] his information will be use to conduct a [illegible] ground check of all 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 Imp. Committee
( ) Convention Center Commission
( ) Civil Service Commission
(X) Community Development Advisory Com.
( ) County Equalization Board
( ) Electric Code Board of Appeals
( ) Fire Code Board of Appeals & Adjustments
( ) Historic District Commission
( ) Housing Assistance Board
( ) 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

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: 04/15/2015

Name: Fran Hall

Home Telephone: 479-785-2883

Home Address: 2125 So. W St.

Work Telephone: 479-783-3532

Zip: 72901

Email: fhall@co.sebastian.ar.us

Occupation: Captain Seb. Co. Sheriff
(If retired, please indicate former occupation or profession)

Education: 13 years

Professional and/or Community Activities: Rotary, Ft. Smith Library, Adult Ed Advisory Girl Scout Advisory, Leadership Fort Smith Alumni, many others

Additional Pertinent Information/References: ~~Sheriff Bill Hollenbeck~~ Bill Buergler,

Are you a registered voter in the City of Fort Smith? Yes xx 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 consideratic
Drivers License____ R Date of B. is
information will be use al back ground check of all applica

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

( ) Audit Committee
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( ) Plumbing Advisory Board
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( ) Sebastian County Reg. Solid Waste Mgmt. Bd.
( ) Sister Cities Committee
( ) Transit Advisory Commission
( ) Residential Housing Facilities Board

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: 4/9/2015

Name: Patricia A. Richardson Home Telephone: 479-782-3156

Home Address: 3420 No. 55th ST. Work Telephone: 479-788-7103

Zip: 72904 Email: Trish.Richardson@uafs.edu

Occupation: Director-Upward Bound Math/Science - UAFS
(If retired, please indicate former occupation or profession)

Education: Master of Education (M.Ed.)
Career Development Facilitator (CDF)

Professional and/or Community Activities: Delta Sigma Theta Sorority, Inc., NAACP, Zonta Club and Partners in Education

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 A Date of Birt
information will be u ground check of all applicants

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

( ) Audit Committee
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( ) Benevolent Fund Board
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( ) Central Business Improvement District
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( ) Civil Service Commission
✓ Community Development Advisory Com.
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( ) Fire Code Board of Appeals & Adjustments
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( ) 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 Mathis, P.O. Box 1908, FSM, AR 72902
wmathis@fortsmithar.gov

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: 3-12-15

Name: D. Gregg Bigham (am)

Home Telephone: 479-221-4121

Home Address: 3201 S O St. #1

Work Telephone: 918-775-1500

Zip: 72903

Email: gbigham@firstar-bank.com

Occupation: Firstar Bank - Area CEO
(If retired, please indicate former occupation or profession)

Education: BS. Agri Business - Univ. of Arkansas 1981

Professional and/or Community Activities: Mercy Foundation Board, Sallisaw Improvement Corp board
Eastern Oklahoma Workforce Investment board, 2003 Leadership FSM

Additional Pertinent Information/References:

former member - Sallisaw Planning Commission

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 AR [redacted] Date of [redacted]
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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
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( ) Civil Service Commission
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( ) Sebastian County Reg. Solid Waste Mgmt. Bd.
( ) Sister Cities Committee
( ) Transit Advisory Commission
( ) Residential Housing Facilities Board

Please return this form to Wendy Mathis, P.O. Box 1908, FSM, AR 72902
wmathis@fortsmithar.gov

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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: 3-11-15

Name: Charlene Coates

Home Telephone: 479 484 8053

Home Address: 1218 S. 74th FSM

Cell ~~Work~~ Telephone: 479 285 0040

Zip: 72903

Email: charlenecates02@gmail.com

Occupation: Administrator for Peachtree Village Assisted Living
(If retired, please indicate former occupation or profession)

Education: Bachelor's in Business Administration

Professional and/or Community Activities: American Heart Assoc. Board of Dir. Ozark Race for the Cure Publicity Chair, FSM United Way Board of Directors Citizen's Academy - City of Ft. Smith Alzheimers Assoc. Leadership Council, Crisis Intervention Center Board of Directors, Project Compression Board of Directors.

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 considerat

Drivers License A1 [illegible] Date of Birt [illegible] (This information will be u[illegible] ground check of all applicants

I am interested in serving on the (please check): any area needed.

( ) 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 Imp. Committee
( ) Convention Center Commission
( ) Civil Service Commission
(X) Community Development Advisory Com.
( ) County Equalization Board
( ) Electric Code Board of Appeals
( ) Fire Code Board of Appeals & Adjustments
( ) Historic District Commission
( ) Housing Assistance Board
( ) 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

Charlene Coates

Please return this form to Wendy Mathis, P.O. Box 1908, FSM, AR 72902
wmathis@fortsmithar.gov

CDAC

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: 4.1.15

Name: Keley Simpson

Home Telephone: 479.221.2784

Home Address: PO Box 11293 2711 Dodson A

Work Telephone: 783.8919

Zip: 72917

Email: Keley@1pres.org

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

Education: BA Psychology

Professional and/or Community Activities: Received Award for outstanding + dedicated service from MLK Planning Committee in 2009. Received Award in 2007 for outstanding Advocacy + community service from NSVRC.

Additional Pertinent Information/References: I am a native resident with 16 yrs experience helping victims of crime. I worked at the Attorney General office for 2 yrs.

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 9 [illegible] _____ Date of Bir [illegible] 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
( ) 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 Imp. Committee
( ) Convention Center Commission
( ) Civil Service Commission
(✓) Community Development Advisory Com.
( ) County Equalization Board
( ) Electric Code Board of Appeals
( ) Fire Code Board of Appeals & Adjustments
( ) Historic District Commission
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( ) 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 Mathis, P.O. Box 1908, FSM, AR 72902
wmathis@fortsmithar.gov

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: 3/22/2015

Name: RICHARD MORRIS

Home Telephone: 479-431-4311

Home Address: 1117 N. 64th St.

Work Telephone:

Zip: 72901

Email: rmfsar@gmail.com

Occupation: See Attachment

(If retired, please indicate former occupation or profession)

Education: Electronics, Business, Law

Professional and/or Community Activities: See attached.

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 consider

Drivers License ___ Date of Birth

information will be k ground check of all 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
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( ) Sister Cities Committee
( ) Transit Advisory Commission
( ) Residential Housing Facilities Board

Please return this form to Wendy Mathis, P.O. Box 1908, FSM, AR 72902
wmathis@fortsmithar.gov

3/22/15

RICHARD MORRIS(Retired), 1117 N 6th Street, (479)431-4311, rmfsar@gmail.com

OCCUPATIONS were as follows.

Residential construction, renovation and speculation for new, existing and historic properties.
Previously licensed electrician and high rise elevator technical engineer.
Real Estate investment property management

EDUCATION:
Electronics Degree, also attended Business and Law Schools.

PROFESSIONAL /COMMUNITY ACTIVITIES:
Executive Board member for Homeowners Association and Labor Organization.

FORT SMITH COMMUNITY ACTIVITIES:
Neighborhood liaison to Arkansas&Missouri Railroad.(Collaborated with Railroad Yard Trainmaster to reduce neighborhood Locomotive Diesel emissions which resulted in successfully reducing impact on elderly residents and preschool children downwind. I coordinated rescue efforts among FSPD Animal Control and local dog rescue volunteers to trap and rehome stray and feral dogs roaming the railroad yards and adjacent neighborhoods.

I am actively involved assisting enforcement of Municipal codes by assisting various Fort Smith municipal departments, such as the following:

Neighborhood Services for safety and maintenance issues.

FSPD I participate in ongoing surveillance which has resulted in arrests of drug dealers and protection for abused children.

FSPD Animal Control: I have helped catch over 18 stray dogs in 4 years.

FSFD I have identified and reported hazards for fire and air pollution resulting in fire prevention and shutdown of an illegal incinerator emitting toxic fumes on the North side of town.

REFERENCES:

Chief Kevin Lindsay, Sgt. Brandon Bird (FSPD), Pam Weber and Phil Merry (former Directors), Roger McAlester and Arthur West (Animal Control Officers),
Neighborhood Services: Jimmie Deer, Rick Ruth, Dean Polk, Larry Neuman (Inspectors)

The City of Fort Smith ARKANSAS

MEMORANDUM

TO: Mayor and Board of Directors

FROM: Wendy Mathis, Administrative Assistant

DATE: April 14th, 2015

SUBJECT: Comprehensive Plan Implementation Committee

The applicants available at this time for appointment to the Comprehensive Plan Implementation Committee are:

Sheri L. Neely	1809 Wellington
Richard Spearman	11212 Maple Park Drive
Alex Sanchez	9811 East Pointe Drive
Keley Simpson	2711 Dodson Avenue
Richard Morris	1117 North 6 Street
Tara Muck	2230 South S Street
Tim Hearn	8901 Moody Road
Shael McDonald	614 South 23 Street
John Cooley	26 Haven Drive
Pete Hanham	7819 Valley Forge Road
Galen Hunter	10017 Foxboro Road
Bruce King	1712 Houston
Rocky Walker	6808 Hunter Crossing
Mitch Minnick	10409 Jenny Lind
Ken Pevehouse	3010 Beverley Drive
Kelsey Kelton	1507 Wheaton Trail
Daneil Maher	504 North 19 Street
Paula Toliver Linder	7100 Riviera Drive
Robert Mark Horn	2400 Rannoch Lane
Keith Loris	411 Belle Avenue

623 Garrison Avenue
P.O. Box 1908
Fort Smith, Arkansas 72902
(479) 785-2801
www.fortsmithar.gov

Printed on 100% Recycled Paper

Appointments are **by the Board of Directors,** nine appointments are needed. The terms will expire April 21, 2020.

Comprehensive Plan Implementation Committee

The responsibilities of the committee include periodic progress meeting with City staff, a review of the annual, biennial and quinquennial reports on the progress of the comprehensive plan; provide feedback before the reports are finalized, and assist with preparation of a scorecard to show how the plan is implemented. The committee may also assist by working with neighborhood and other community groups providing them with progress reports and helping them get involved.

The committee shall consist of nine (9) at large appointments, to be made by the board of directors, one (1) member of the Planning Commission and one (1) member of the Parks Commission. The Planning Commission and Parks Commission shall each select their representatives for the committee. All terms shall be for five (5) years, after which time the board of director shall determine future terms. The representatives of the Planning Commission and Parks Commission must continue to be a member of their respective commission while serving on the committee. If such committee member ceases to be a member of his/her respective commission, the commission shall designate another of its members to fill the remainder of the term on the committee. The committee meets *on call.*

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: 3-23-15

Name: Sheri L. Neely Home Telephone: 479-650-5781

Home Address: 1809 Wellington Work Telephone:

Zip: 72908 Email: NEELYSL@gmail.com

Occupation: Retired, District Manager, Kelly Services
(If retired, please indicate former occupation or profession)

Education: W.M.U. (Western Michigan University)

Professional and/or Community Activities:
Current - Board member, Treasurer Christmas Honors, Nobel Cause Award, and Fianna Hills P.O.A.
Past - Board of Directors, Chamber of Commerce, Ft. Smith Rotary Club, WAHRA Western AR Human Resource Assoc.

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.

[redacted] Date of [redacted]n will be use to conduct a criminal [redacted] pplicants).

( ) Audit Committee
( ) Advertising & Promoting Commission
( ) Airport Commission
() Animal Services Advisory Board
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( ) Sister Cities Committee
( ) Transit Advisory Commission
( ) Residential Housing Facilities Board

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

wmathis@fortsmithar.gov

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: 3/9/2015

Name: Richard L. Spearman Home Telephone: 479 452-2560

Home Address: 11212 Maple Park Dr Work Telephone: 479 785 6204

Zip: 72916 Email: rspearman@arcb.com

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

Education: JD Degree, University of Arkansas

Professional and/or Community Activities: Member Fort Smith Planning Commission
Member Board of Directors, Mercy Guest Housing, Inc

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 AR [redacted] Date of Bi[redacted]
information will be use to conduct a criminal back ground check of all applican[redacted]

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 Imp. Committee
( ) Convention Center Commission
( ) Civil Service Commission
( ) Community Development Advisory Com.
( ) County Equalization Board
( ) Electric Code Board of Appeals
( ) Fire Code Board of Appeals & Adjustments
( ) Historic District Commission
( ) Housing Assistance Board
( ) 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 Mathis, P.O. Box 1908, FSM, AR 72902

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: 4/6/2015

Name: Alex J. Sanchez

Home Telephone: 479.221.0327

Home Address: 9811 East Pointe Dr.

Work Telephone: 479.709.8813

Zip: 72903

Email: asanchez@arvest.com

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

Education: BSBA U of A Fayetteville

Professional and/or Community Activities: Member - Comp. Plan Steering Committee - BOD: Crisis Intervention Center

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 Birt
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Comp. Plan Imp.

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

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Date: 4.1.15

Name: Keley Simpson

Home Telephone: 479.221.2784

Home Address: PO Box 11293 2711 Dodson A

Work Telephone: 783.8919

Zip: 72917

Email: keley@1pres.org

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

Education: BA Psychology

Professional and/or Community Activities: Received Award for outstanding + dedicated service from MLK Planning Committee in 2009. Received Award in 2007 for outstanding Advocacy + Community Service from ASVRC. I am a native resident with 16 yrs experience helping victims of crime I worked at the Attorney General office for 2 yrs.

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 consi[illegible]

Drivers License [illegible] Date of [illegible] This information will [illegible] ack ground check of all appli[illegible]

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

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Date: 3/22/2015

Name: RICHARD MORRIS

Home Telephone: 479-431-4311

Home Address: 1117 N. 6th St.

Work Telephone: _____

Zip: 72901

Email: rmfsar@gmail.com

Occupation: See Attachment X

(If retired, please indicate former occupation or profession)

Education: Electronics, Business, Law

Professional and/or Community Activities: See attached.

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 consider

Drivers License_ [redacted] Date of Birth [redacted]

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

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wmathis@fortsmithar.gov

[signature] 3/22/15

RICHARD MORRIS(Retired), 1117 N 6th Street, (479)431-4311, rmfsar@gmail.com

OCCUPATIONS were as follows.

Residential construction, renovation and speculation for new, existing and historic properties.
Previously licensed electrician and high rise elevator technical engineer.
Real Estate investment property management

EDUCATION:
Electronics Degree, also attended Business and Law Schools.

PROFESSIONAL /COMMUNITY ACTIVITIES:
Executive Board member for Homeowners Association and Labor Organization.

FORT SMITH COMMUNITY ACTIVITIES:
Neighborhood liaison to Arkansas&Missouri Railroad.(Collaborated with Railroad Yard Trainmaster to reduce neighborhood Locomotive Diesel emissions which resulted in successfully reducing impact on elderly residents and preschool children downwind. I coordinated rescue efforts among FSPD Animal Control and local dog rescue volunteers to trap and rehome stray and feral dogs roaming the railroad yards and adjacent neighborhoods.

I am actively involved assisting enforcement of Municipal codes by assisting various Fort Smith municipal departments, such as the following:

Neighborhood Services for safety and maintenance issues.

FSPD I participate in ongoing surveillance which has resulted in arrests of drug dealers and protection for abused children.

FSPD Animal Control: I have helped catch over 18 stray dogs in 4 years.

FSFD I have identified and reported hazards for fire and air pollution resulting in fire prevention and shutdown of an illegal incinerator emitting toxic fumes on the North side of town.

REFERENCES:

Chief Kevin Lindsay, Sgt. Brandon Bird (FSPD), Pam Weber and Phil Merry (former Directors), Roger McAlester and Arthur West (Animal Control Officers),
Neighborhood Services: Jimmie Deer, Rick Ruth, Dean Polk, Larry Neuman (Inspectors)

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

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Date: 3/11/2015

Name: Tara Muck

Home Telephone: 479-420-8989

Home Address: 2230 S. S St.

Work Telephone: 479-785-8631

Zip: 72901

Email: taramuck@gmail.com

Occupation: Manager, Marketing & Corporate Communications - ArcBest Corp
(If retired, please indicate former occupation or profession)

Education: Bachelor's Degree in Journalism - University of Arkansas

Professional and/or Community Activities: None since moving back in September 2014. Hoping this will be a first of many now that I'm no longer with the media, which previously prevented me from serving.

Additional Pertinent Information/References: Former business reporter for Times Record; city gov't reporter for Springfield, Mo. paper; born & raised in Ft. Smith; former member of Lutheran-DuVal Neighborhood Association.

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 o[redacted] This information will [redacted]k ground check of all appl[redacted]

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CITY OF FORT SMITH
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Date: 3-11-2015

Name: Tim Hearn

Home Telephone: 479 650 8080

Home Address: 8901 Moody Rd

Work Telephone: 479 783 1078

Zip: 72903

Email: Tim@FSEMS.ORG

Occupation: Exec Director - Fort Smith EMS
(If retired, please indicate former occupation or profession)

Education: A.D. UAFS - Paramedic, FS Southside

Professional and/or Community Activities: LFS Graduate 2011, LFS Alumni President. Partners in Education Advisory Counsil - Chair, Ark Valley Trauma Counsil Exec. Board Transit Comm. -

Additional Pertinent Information/References: Dan Shue - Prose Attorney
Ben Shipley - Attorney; Jeff Benchamp - Bedford Camera President.

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
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CITY OF FORT SMITH
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Date: March 10, 2015

Name: Shael P. McDonald

Home Telephone: 479-769-5309

Home Address: 614 S. 23rd Street

Work Telephone: 479-788-7160

Zip: 72901

Email: shael_mcdonald@yahoo.com

Occupation: Assistant to Vice Chancellor for Enrollment Management
(If retired, please indicate former occupation or profession)

Education: BA in Rhetoric and currently working on Masters of Jurisprudence in Energy Law

Professional and/or Community Activities: Treasurer of Beautify Fort Smith

Trustee of Park Partners of Fort Smith, Inc.

Additional Pertinent Information/References: _____

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

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Date: 2/20/15

Name: John Cooley

Home Telephone: 783-4247

Home Address: 26 Haven Drive

Work Telephone: 478-7800

Zip: 72901

Email: jcooley@propak.com

Occupation: Propak Logistics CFO
(If retired, please indicate former occupation or profession)

Education: U of A Bachelor of Science Business - Accounting

Professional and/or Community Activities: Comprehensive Plan Steering Comm. Hex, Mercy Hospital Board, JC School Foundation Board

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____ [redacted] Date of Birth [redacted] is information will be us[redacted]ack ground check of all applicants).

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Date: 2/20/2015

Name: Pete Hanham

Home Telephone: 479-221-1991

Home Address: 7819 Valley Forge Rd

Work Telephone: 479-494-8148

Zip: 72903

Email: phanham@gmail.com

Occupation: Sr. Account Analyst, ArcBest Technologies
(If retired, please indicate former occupation or profession)

Education: BS-Mgmt Of Info Systems, Oklahoma State University

Professional and/or Community Activities: Fort Smith Comprehensive Plan Steering Committee, Fort Smith Jaycees (past VP), YEL

Additional Pertinent Information/References: _____

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
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Date: 2-24-2015

Name: GALEN HUNTER

Home Telephone: 479-650-5150

Home Address: 10017 FOXBORO RD.

Work Telephone: 479-782-1051

Zip: 72903

Email: ghunter@mahgarch.com

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

Education: BACHELOR OF ARCHITECTURE - UNIV. OF ARKANSAS

Professional and/or Community Activities: FCRA BOARD, Fort Smith EMS Board, AIA Arkansas Board

Additional Pertinent Information/References: Past member City of F.S. CDAC, Past member City of F.S. Comp. Plan Update Committee

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

X COMPREHENSIVE PLAN IMPLEMENTATION COMMITTEE

( ) Audit Committee
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Date: 2-22-2015

Name: Bruce D. King

Home Telephone: 479-806-5386

Home Address: 1712 Hausman, FSM

Work Telephone: 479-573-2809

Zip: 72901

Email: BDKing@WACOT.tv.com

Occupation: Title Agent / Business Development
(If retired, please indicate former occupation or profession)

Education: Masters Degree in Political Science (ASU)

Professional and/or Community Activities: Vice Chairman Sebastian County Regional Solid Waste Management District, Member Comprehensive Plan Steering Committee

Additional Pertinent Information/References: Sandy Sanders, Kevin Settles, Keith Lau, Pam Weber

Past Pres. Fort Smith Kiwanis Club

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 cons
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CITY OF FORT SMITH
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Date: 2-20-15

Name: Rocky Walker

Home Telephone: (479)651-6118

Home Address: 6808 Hunter Cross

Work Telephone: Same

Zip: 72916

Email: Rocky@cobblestonehomes.net

Occupation: Builder, Realtor, Developer, Trouble maker
(If retired, please indicate former occupation or profession)

Education: BS Business Administration

Professional and/or Community Activities: Served the comprehensive Plan Steering committee most recently

Additional Pertinent Information/References: Believe in Ftsmith and willing to serve my Fellow citizens, but concerned For our area's Future and direction. thanks

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 consi...

Drivers License _____ Date of Bi...

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Date: 03/12/2015

Name: Mitch Minnick

Home Telephone: 479-650-6704

Home Address: 10409 Jenny Lind

Work Telephone: 479-782-4991 x 28

Zip: 72908

Email: mminnick@fortsmithha.com

Occupation: Community & Economic Development (Assistant ED & Development Officer - Fort Smith Housing Authority)
(If retired, please indicate former occupation or profession)

Education: B.S. in Marketing from UAFS - May 2008, M.S. in Community & Economic Development from UCA - Dec. 2013

Professional and/or Community Activities: Fort Smith Comp Plan Steering Committee, Community Development Institute - Central, WAPDD, involved with the trails and greenways initiative

Additional Pertinent Information/References: resume 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 cc
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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
(X) Comprehensive Plan Imp. Committee
( ) Convention Center Commission
( ) Civil Service Commission
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( ) 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 Mathis, P.O. Box 1908, FSM, AR 72902
wmathis@fortsmithar.gov

Mitchell Minnick

10409 Jenny Lind Rd, Fort Smith, AR 72908
***Cell:** 479.650.6704 **Office:** 479.782.4991 ext. 28*
mitch.minnick@gmail.com or mminnick@fortsmithha.com

Professional Experience

Fort Smith Housing Authority, Fort Smith, Arkansas

December 2014 – Present
Assistant Executive Director and Development Officer

- Continue to perform all functions of the Development Officer
- Work with Executive Director to guide the organization's development and service priorities
- Assist Executive Director with special projects as needed
- Perform certain job duties in the Executive Director's absence

Fort Smith Housing Authority, Fort Smith, Arkansas

July 2009 – December 2014
Development Officer

- Research and prepare applications for tax-credit programs and grant opportunities
- Oversee the development of community and economic development projects
- Provide IT support for the Authority on an as-needed basis
- Supervised the development of the Authority's new website

University of Arkansas - Fort Smith Sebastian Commons Apartments, Fort Smith, Arkansas

June 2007 – June 2009
On-site Property Manager

- Managed a 480-bed student apartment complex
- Planned and processed student room assignments
- Supervised six (6) employees
- Utilized the Banner database to enter and maintain student accounts
- Created, maintained, and oversaw a $2 million budget

University of Arkansas - Fort Smith Sebastian Commons Apartments, Fort Smith, Arkansas

October 2005 – May 2007
Lead Housing Assistant/On-site Staff

- Created and maintained Excel spreadsheets for office and resident needs
- Utilized the Banner database to enter and maintain student accounts
- Maintained a positive and professional office environment
- Interacted with residents on a daily basis

Madison Communities, Sebastian Commons Apartments, Fort Smith, Arkansas

February 2005 – September 2005
Leasing Agent/Housing Assistant

- Assisted applicants in completing rental applications
- Handled and deposited monthly rent from residents
- Guided new residents through the move-in process
- Interacted with residents on a daily basis

Community and Professional Membership

- Member: Western Arkansas Planning & Development District Board of Directors
- Member: Fort Smith Comprehensive Plan Steering Committee
- Member: Arkansas Coalition of Housing & Neighborhood Growth for Empowerment (ACHANGE)
- Member: Fort Smith Downtown Rotary Club
- Member: Sigma Beta Delta (International Honor Society in Business, Management, and Administration)

Mitchell Minnick

10409 Jenny Lind Rd, Fort Smith, AR 72908
***Cell:** 479.650.6704 **Office:** 479.782.4991 ext. 28*
mitch.minnick@gmail.com or mminnick@fortsmithha.com

Achievements

- Prepared and submitted an application requesting a combined $695,000 from the Arkansas Housing Trust Fund and other available state funding sources through the Arkansas Development Finance Authority (ADFA) to complete the 1st phase of the Riverview Hope Campus development, a $2.9 million comprehensive social services campus. ***Outcome: Development was awarded the full $695,000 request as a no-payment, no-interest 20-year loan – the award served as a catalyst to begin construction.***
- Oversaw construction completion and occupancy/stabilized operations of a $9.6 million Low-Income Housing Tax Credit (LIHTC) development (Clayton Heights) containing fifty-seven (57) single-family homes. ***Outcome: Brought the total number of new, LIHTC-funded units in the Fort Smith Housing Authority's portfolio to 172 units.***
- Prepared an application for LIHTCs through the Arkansas Development Finance Authority (ADFA) for a $9.6 million, 57-unit affordable housing development (Clayton Heights). ***Outcome: Development was awarded an allocation of LIHTCs to assist with the funding of the development.***
- Prepared applications to the U.S. Treasury Department for New Markets Tax Credits (NMTCs) for economic development of the low income census tracts in the city, region, and state. ***Outcome: Did not receive an initial allocation, but gained valuable insight for a second application that was submitted on behalf of the United States Marshals Museum. Allocation announcements have not yet been made.***
- Prepared an application for a Community Development Block Grant – Disaster (CDBG-D) grant of $820,000 through the Arkansas Community and Economic Development Program (ACEDP) to acquire and demolish at least twenty (20) vacant, blighted structures and prepare the lots for the future construction of new single-family affordable homes for sale. ***Outcome: The grant was awarded in full and twenty-two structures were acquired, demolished, and the vacant sites were prepared for future house construction.***
- Completed construction and occupancy/stabilized operations of a $10.6 million LIHTC development (North Pointe II) containing sixty-five (65) single-family and duplex homes on the site of a former family public housing complex that was demolished. ***Outcome: Brought the total number of new, LIHTC-funded units in the Fort Smith Housing Authority's portfolio to 115 units.***
- Prepared an application for a Neighborhood Stabilization Program – 1 (NSP-1) grant of $1.3 million through the Arkansas Development Finance Authority (ADFA) to acquire and demolish twelve (12) vacant, blighted structures and build back new single-family affordable homes for sale. ***Outcome: The grant was awarded to acquire and demolish seven (7) structures. Nine (9) single-family affordable homes were completed and sold to income-eligible homebuyers.***

Certifications

- Professional Community and Economic Developer (PCED)
- Arkansas Development Finance Authority (ADFA) Certified HOME Program Administrator

Education

University of Arkansas - Fort Smith
Bachelor's of Science Marketing (May 2008)

University of Central Arkansas
Master's of Science Community & Economic Development (December 2013)

Community Development Council's Community Development Institute – Central
@ the University of Central Arkansas' Center for Community and Economic Development
Completed a three-year training program, with one week of training per year, designed to build the capacity of individuals and communities to positively impact economic and social development (2011-2013)

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: 3/19/15

Name: Ken Pevehouse

Home Telephone: (479) 782-1975

Home Address: 3010 Beverley Drive

Work Telephone: (479) 784-8470

Zip: 72901

Email: kenpevehouse@gmail.com

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

Education: BSBA

Professional and/or Community Activities: _____

Additional Pertinent Information/References: Former City Director

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 preclud you from consideration

Drivers Lice [signature] _____ Date of B [signature]
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I am interested in serving on the (please check):

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( ) Residential Housing Facilities Board

Please return this form to Wendy Mathis, P.O. Box 1908, FSM, AR 72902
wmathis@fortsmithar.gov

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Date: 3/19/15

Name: Kelsey Kelton

Home Telephone: 479-462-9910

Home Address: 1507 Wheaton Tr.

Work Telephone: n/a

Zip: 72908

Email: kkel54@gmail.com

Occupation: Sales Rep - Medical
(If retired, please indicate former occupation or profession)

Education: BA in political science from UA Fayetteville

Professional and/or Community Activities: Special Olympics Area 4 Committee member, Alumnae Kappa Delta Zeta Gamma

Additional Pertinent Information/References: Lifelong Fort Smith resident
reference: Kevin Kelton, VP Forsgren Inc.

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 conside[illegible] n/a

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Date: 3/19/15

Name: Daniel Maker

Home Telephone: 479-462-7872

Home Address: 504 North 19th

Work Telephone: 479 788 7572

Zip: 72901

Email: Daniel.Maker@uafs.edu

Occupation: Assistant Professor of Anthropology and Sociology
(If retired, please indicate former occupation or profession)

Education: PhD Anthropology, MS Sociology, B.S. Sociology

Professional and/or Community Activities: Currently on Outside Agency Panel, Next Step Homeless Board 2008-2014, Fort Smith Multicultural Center 1998-2002

Additional Pertinent Information/References:

Billy D. Higgins, Associate Professor of History 788-7588

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 conside

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Date: 3-23-15

Name: PAULA TOLER LINDER

Home Telephone: 479-452-3785 or 479-650-0119

Home Address: 7100 RIVIERA DRIVE

Work Telephone: _____

Zip: 72903

Email: ptlinder@swbell.net

Occupation: TRAINING COORDINATOR - UALR SMALL BUSINESS DEVELOPMENT CENTER 1984-1994
(If retired, please indicate former occupation or profession)

Education: BSE UNIVERSITY OF ARKANSAS - FAYETTEVILLE

Professional and/or Community Activities: CURRENTLY: SECRETARY OF BEAUTIFY FORT SMITH, STEPS, RIVER VALLEY ADOPTION COALITION & PARK PARTNERS, AND V-PRES. OF FORT SMITH HERITAGE FOUNDATION (CLAYTON HOUSE) VOLUNTEERING AT DHS ABOUT 8 HRS. A WEEK

Additional Pertinent Information/References: SERVED ON ORIGINAL TRAILS & GREENWAYS COMMITTEE & THE FORMATION OF PARK PARTNERS

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 c

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Date: 3/26/15

Name: Robert Mark Horn

Home Telephone: 479/649-8923

Home Address: 2400 Rannoch Ln.

Work Telephone: 479/788-7810

Zip: 72908

Email: mhorn48@live.com

Occupation: Vice Chancellor at UAFS (Retired June 2014)
(If retired, please indicate former occupation or profession)

Education: MBA

Professional and/or Community Activities: Airport Commission, Audit Committee, Boy Scout Executive Board,

Additional Pertinent Information/References: Serving one year as Director of The Leadership Fort Smith program / Dr. Paul Beran

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 con
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( ) Bldg. Bd. Of Adjustment and Appeals
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CITY OF FORT SMITH
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Date 3-23-2015

Name KEITH LORIS

Home Telephone 479-784-9944

Home Address 411 BELLE AVE

Work Telephone: SAME-RETIRED

Zip 72901

Email DUCK1@MYNEWROADS.COM

Occupation: AUTO BUS.
(If retired, please indicate former occupation or profession)

Education: 2 1/2 years Auto 90 Tech - LOCAL

Professional and or Community Activities 1981 MAN OF THE YEAR AWARD WINNER FT. SMITH JR. Chamber of Comm.

Additional Pertinent Information References See story of my talk a. UoA
Member FT. SMITH TROLLEY ASS.
FT. SMITH ARK. ON BACK. - REFERENCE - IVY OWNES
CHAFFE CROSSING
BRADLEY MARTIN
FT. SMITH TROLLEY

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

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

- ( ) Air Committee
- ( ) Advertising & Promotion Commission
- ( ) Airport Commission
- ✓ Animal Services Advisory Board
- ( ) Arkansas Fair & Exposition Facilities Bo
- ( ) Beautification Board
- ( ) Bldg. Bd. Of Adjustment and Appeals
- ( ) Central Business Improvement District
- ✓ Comprehensive Plan Imp. Committee
- ( ) Convention Center Commission
- ( ) Civil Service Commission
- ( ) Community Development Advisory Com
- ( ) County Equalization Board
- ( ) Electrical Code Board of Appeal
- ( ) Fire Code Board of Appeals & Adjustments
- ✓ Historic District Commission
- ✓ Housing Assistance Board
- ( ) Library Board of Trustees
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- ✓ Transit Advisory Commission
- ✓ Residential Housing Facilities Board

Keith Loris

Please return this form to Wendy Martin, P.O. Box 1908, FSM, AR 72902
wmartin@fortsmithar.gov

Posted

Auto Industry Pro Hopes To Encourage New Generation In UAFS Talk

Times Record Staff

A "car crazy" retiree who enjoyed a successful career in the automotive industry after graduating from then-Westark Junior College hopes to inspire a new crop of students to follow in his tracks.

Keith Loris, who graduated in 1972 from what would eventually become the University of Arkansas at Fort Smith, is scheduled to speak to automotive students on campus at 12:30 p.m. Thursday.

"I'm going to tell those boys I hope you're just as sick as I am because I'm car crazy," Loris said. "I just love it. I eat it up. I enjoyed the job so much, I didn't even know I was working."

Upon his campus return, the Fort Smith native hopes to encourage the students to stay the course.

"I went through that program 43 years ago, and I've had a great career," he said. "I want to tell them they've made the right choice and to stick with it. People look down on mechanics, but they're really needed. America runs on its wheels."

I gave this talk on March 19th., 2015

Keith Loris

MEMORANDUM

TO: Mayor and Board of Directors

FROM: Wendy Mathis, Administrative Assistant

DATE: March 14th, 2015

SUBJECT: Historic District Commission

Mr. Graham Sharum of the Historic District Commission has resigned his position on March 6th, 2015, due to circumstances at that time. Mr. Graham Sharum now wishes to be reappointed to the commission.

The applicant available at this time is:

Keith Loris 411 Belle Avenue

Appointments are **by the Mayor confirmed by the Board of Directors,** one appointment is needed. The term will expire July 31st, 2017 .

623 Garrison Avenue
P.O. Box 1908
Fort Smith, Arkansas 72902
(479) 785-2801
www.fortsmithar.gov

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Historic District Commission

The commission is authorized to make an investigation and report on the historic significance of the buildings, structures, features, sites or surroundings included in any proposed historic district. The commission is also authorized to recommend an area or areas to be included in a historic district or districts and from time to time recommend amendments to established districts or additional districts.

Fort Smith has been designated a Certified Local Government (CLG) by the United States Department of Interior. One of the benefits of being a CLG is to be eligible for various grant funds each year. CLG's are required to attempt to appoint preservation related professionals to their Historic District Commissions, to the extent available in the community.

The commission has five members, who are electors of the city, **appointed by the Mayor** subject to confirmation by the Board of Directors and each serves alternate three-year terms.

Members shall be electors of the City and hold no salaried or municipal office. Regular meetings are the first Thursday of each month at 6:00 p.m. at the Darby Community Center. The study sessions are held the last Thursday of each month at 5:30 p.m., at the Darby Community Center, 220 North 7 Street.

	Date Appointed	Term Expires
Dianne Morrison 901 South 26 Street (01) 501-318-4446 (h) 479-785-2651 (w) Dmorrison@wapdd.org	04/15/14	07/31/15
Scott Martin Pricing Analyst 6318 Ironwood (16) 783-1522 (h) 471-6589 (w) scottmartin4@att.net	7/19/12	07/31/15
David Kerr Retired 523 North 5 Street (01) 783-6384 (h) dhkerr720@yahoo.com	06/18/13	07/31/16

Graham Sharum Architect 715 North 21 St (01) 478-9368 (h) 783-2480 (w) graham@childersarchitect.com	08/20/02	07/31/17
Charles Lane Manager, USA Truck 1219 Elizabeth Lane (03) 430-0711(h) 471-6680 (w) chad.lane@use-truck.com	11/21/12	07/31/17

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: 03-03-15

Name: Graham Sharum

Home Telephone: (479) 461-1877

Home Address: 715 North 21st Street

Work Telephone: (479) 783-2480

Zip: 72901

Email: graham@childersarchitect.com

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

Education: Bachelor of Architecture (U of A - Fay Jones School of Architecture)

Professional and/or Community Activities: Fort Smith Historic District Commission (2003 - present) and Currently serving as Chair; Fort Smith Section (FSS) Chair - American Institute of Architects Arkansas (AIAAR) Chapter (2015-2016); FSS - AIAAR Program Chair (2011-2014).

Additional Pertinent Information/References: Maggie Rice - Senior Planner (Fort Smith), Brenda Andrews - Senior Planner (Fort Smith), Jimmie Deer - Building Official (Fort Smith), Wally Bailey - Planning & Zoning Department Director (Fort Smith)

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
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wmathis@fortsmithar.gov

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Date 3-23-2015

Name KEITH LORIS

Home Telephone 479-784-9944

Home Address 411 BELLE AVE

Work Telephone SAME-RETIRED

Zip 72901

Email DUCK1@MYNEWROADS.COM

Occupation AUTO BUS.
(If retired, please indicate former occupation or profession)

Education 2 1/2 years Auto 90 Tech - LOCAL

Professional and or Community Activities 1981 MAN OF THE YEAR AWARD WINNER FT. SMITH JR. Chamber of Comm.

Additional Pertinent Information References See story of my talk a HOA
Member FT. SMITH TROLLEY ASS.
FT. SMITH ARK. ON BACK. - REFERENCE - IVY OWNES
CHAFFE CROSSING
BRADLEY MARTIN
FT. SMITH TROLLEY

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

Have you ever been convicted of a felony, misdemeanor, DWI DU 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 consider

Drivers License [redacted] ARK. Date of Birt [redacted]

information will be [redacted] ack ground check of all applicant [redacted]

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- ( ) Advertising & Promotion 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 Imp. Committee
- ( ) Convention Center Commission
- ( ) Civil Service Commission
- ( ) Community Development Advisory Com.
- ( ) County Equalization Board
- ( ) Electrical Code Board of Appeal
- ( ) Fire Code Board of Appeals & Adjustments
- ✓ Historic District Commission
- ✓ Housing Assistance Board
- ( ) Library Bd. of Trustees
- ( ) Mediation 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

Keith
Loris

Please return this form to Wendy Martin, P.O. Box 1908, FSM, AR 72902
wmartin@fortsmithar.com

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Auto Industry Pro Hopes To Encourage New Generation In UAFS Talk

Times Record Staff

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I gave this talk on March 19th., 2015

Keith Loris

The City of Fort Smith ARKANSAS

MEMORANDUM

TO: Mayor and Board of Directors

FROM: Wendy Mathis, Administrative Assistant

DATE: April 15th, 2015

SUBJECT: Housing Assistance Board

The term of Hazel Brown on the Housing Assistance Board will expire April 30, 2015. Ms. Brown is not interested in reappointment.

The applicants available at this time are:

Keley Simpson	2711 Dodson Avenue
Tara Muck	2230 South S Street
Keith Loris	411 Belle Avenue

Appointments are **by the Board of Directors,** one appointment is needed. The term will expire April 23, 2017.

623 Garrison Avenue
P.O. Box 1908
Fort Smith, Arkansas 72902
(479) 785-2801
www.fortsmithar.gov

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Housing Assistance Board

The Housing Assistance Board was established by the Board of Directors April 6, 1976 to review applications and approve grants to owners of housing units in the City to repair and rehabilitate private residential structures. Grants are available through the Community Development Program.

The Board consists of seven persons serving two-year terms. The Board of Directors make the appointments from names submitted to them by various citizens, community groups, etc. The Board meets on call monthly.

	DATE APPOINTED	TERM EXPIRE
Hazel Brown Realtor 26 Hiland Drive (01) 461-4165 (h) 648-8000 (w) hbrown1409@aol.com	03/27/13	04/30/15
Karen V. Wuthrich Vice-President 2124 Warwick Place (03) 452-1952 (h) 478-4425 (w) karen.wuthrich@bxs.com	05/18/10	04/30/16
Jim Harris Retired 525 North 39 Street (03) 783-4530 (h) jharris39@sbcglobal.net	05/18/10	04/30/16
Sara Edmiston Retired 8404 Hannah Court (03) 452-3334 wedmiston@sbcglobal.net	03/20/12	04/30/16

Mike Jacimore Banker 8627 Reata Street (16) 479-755-6893 (h) 479-573-1424 mjacimore@arvest.com	03/18/14	04/30/17
John P. Ross Real Estate Agent 10109 Seven Oaks Road (08) 646-7272 (h) (479) 973-2759 (w) jprn62vw@sbcglobal.net	04/17/12	04/30/17
Jim Rose Retired 2204 Carleton Place (08) 648-9120 jands5@cox.net	05/20/03	04/30/17

Housing Asst.

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: 4.1.15

Name: Keley Simpson

Home Telephone: 479.221.2784

Home Address: PO Box 11293 2711 Dodson A

Work Telephone: 783.8919

Zip: 72917

Email: Keley@lpcs.org

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

Education: BA Psychology

Professional and/or Community Activities: Received Award for outstanding + dedicated service from MLK Planning Committee in 2009. Received Award in 2007 for outstanding Advocacy + Community

Additional Pertinent Information/References: ~~Service from NSVRC.~~ I am a native resident with 16 yrs experience helping victims of crime. I worked at the Attorney General office for 2 yrs.

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[redacted]

Drivers License [redacted] Date of Bi[redacted] (This information will b[redacted] back ground check of all applican[redacted]

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 Imp. Committee
( ) Convention Center Commission
( ) Civil Service Commission
(✓) Community Development Advisory Com.
( ) County Equalization Board
( ) Electric Code Board of Appeals
( ) Fire Code Board of Appeals & Adjustments
( ) Historic District Commission
(✓) Housing Assistance Board
( ) 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 Mathis, P.O. Box 1908, FSM, AR 72902
wmathis@fortsmithar.gov

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Date: 3/11/2015

Name: Tara Muck

Home Telephone: 479-420-8989

Home Address: 2230 S. S St.

Work Telephone: 479-785-8631

Zip: 72901

Email: taramuck@gmail.com

Occupation: Manager, Marketing & Corporate Communications - ArcBest Corp
(If retired, please indicate former occupation or profession)

Education: Bachelor's Degree in Journalism - University of Arkansas

Professional and/or Community Activities: None since moving back in September 2014. Hoping this will be a first of many now that I'm no longer with the media, which previously prevented me from serving.

Additional Pertinent Information/References: Former business reporter for Times Record; city gov't reporter for Springfield, Mo. paper; born & raised in Ft. Smith; former member of Lutheran-DuVal Neighborhood Association.

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 _____ Date _____ his information will [illegible] k ground check of all applicants).

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

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( ) Convention Center Commission
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( ) County Equalization Board
( ) Electric Code Board of Appeals
( ) Fire Code Board of Appeals & Adjustments
( ) Historic District Commission
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( ) Library Bd of Trustees
( ) Mechanical Bd of Adjustments and Appeals
( ) Oak Cemetery Commission
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( ) Parking Authority
( ) Parks & Recreation Commission
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wmathis@fortsmithar.gov

Housing asst. Bd

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Application for City Boards/Commissions/Committees

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Date 3-23-2015

Name KEITH LORIS

Home Telephone 479-784-9944

Home Address 411 BELLE AVE

Work Telephone: SAME-RETIRED

Zip 72901

Email DUCK1@MYNEWROADS.COM

Occupation: AUTO BUS.
(If retired, please indicate former occupation or profession)

Education: 2 1/2 years Auto 90 Tech - LOCAL

Professional and or Community Activities 1981 MAN OF THE YEAR AWARD WINNER FT. SMITH JR. Chamber of Comm.

Additional Pertinent Information References See story of my talk a HOA Member FT. SMITH TROLLEY ASS. FT. SMITH ARK. ON BACK. - REFERENCE - IVY OWNES CHATTE CROSSING BRADLEY MARTIN FT. SMITH TROLLEY

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] This information will be use to conduct a criminal back ground check of all applicants.

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

- ☐ Airport Committee
- ☐ Advertising & Promotion Commission
- ☐ Airport Commission
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- ☐ Arkansas Fair & Exhibition Facilities Bd
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I gave this talk on March 19th., 2015

Keith Loris

The City of Fort Smith ARKANSAS

April 8, 2015

TO: Members of the Board of Directors
Members of the Transit Advisory Commission

RE: Appointments:

The terms of Mr. Dustin Perceful and Ms. Treopia Jordan of the Transit Advisory Commission will expire June 15th, 2015. In accordance with Ordinance No. 2926 applications for these prospective vacancies are now being received. Applicants must be residents and registered voters in the City of Fort Smith.

Please submit applications to the city administrator's office no later than the close of business on May 12th, 2015. A list will be compiled for review by the Board of Directors. Applications are available on the City of Fort Smith website. Go to www.fortsmithar.gov and click on boards and commissions.

Sincerely,

Ray Gosack

Ray Gosack
City Administrator

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

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