



Mayor – Sandy Sanders

Acting City Administrator – Jeff Dingman

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

October 6, 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 SEPTEMBER 15, 2015 REGULAR MEETING

ITEMS OF BUSINESS:

1. Ordinance amending the Master Land Use Plan map and rezoning identified property and amending the zoning map (*Master Land Use Plan: from Public/Institutional and Residential Detached to Commercial Neighborhood / Rezoning: from Transitional (T) to Commercial Light (C-2) by extension located at 5200 South 32nd Street*)
2. Ordinance amending the 2009 Unified Development Ordinance of the City of Fort Smith (*text amendments*)
3. Ordinance ordering the owners of certain dilapidated and substandard structures to demolish same, authorizing the City Administrator to cause the demolition of such structures to occur, and for other purposes (*9800 Mayo Drive*)
4. Ordinance to amend Chapter 25, Article II, of the Fort Smith Municipal Code to amend billing utilities procedures ~ *Pennartz/Lau placed on agenda at the September 8, 2015 study session ~*

5. Resolution of the Board of Directors of the City of Fort Smith certifying local government endorsement of business to participate in the Tax Back Program (as authorized by Section 15-4-2706(d) of the consolidated incentive act of 2003) (*General Pallets, Inc.*)
6. Resolution of the Board of Directors of the City of Fort Smith certifying local government endorsement of business to participate in the Tax Back Program (as authorized by Section 15-4-2706(d) of the consolidated incentive act of 2003) (*Arkansas Colleges of Health Education*)
7. Millage Ordinances
 - A. Ordinance fixing the rate of and levying five (5.0) mills upon all taxable real and personal property in the city of Fort Smith, Arkansas for the year 2015 for general purposes
 - B. Ordinance to levy one (1) mill tax upon each dollar of assessed value of taxable real and personal property to be used for maintenance of a public-city library pursuant to the provisions of Amendment No. 30 of the Constitution of the State of Arkansas of 1874 adopted November 5, 1940, and for other related purposes
 - C. Ordinance to levy one (1) mill tax upon each dollar of assessed value of taxable real and personal property for Police Retirement and Pension Fund, pursuant to the provisions of Amendment No. 31 of the Constitution of the State of Arkansas of 1874 adopted November 5, 1940, and for other related purposes
 - D. Ordinance to levy one (1) mill tax upon each dollar of assessed value of taxable real and personal property for Fire Retirement and Pension Fund, pursuant to the provisions of Amendment No. 31 of the Constitution of the State of Arkansas of 1874 adopted November 5, 1940, and for other related purposes
8. Resolution authorizing the Mayor to execute an agreement with Hawkins Weir Engineers, Inc. for providing engineering services for the Wastewater Pump Station/Force Main Evaluations (*\$1,888,060.00 / Utility Department / Budgeted – 2014 Sales and Use Tax Bonds & upcoming 2015 Water and Sewer Revenue Bonds*) ♦
9. Consent Agenda
 - A. Resolution to accept the bid and authorize a contract for construction of Street Overlays / Reconstruction, Project No. 15-03-B (*\$2,533,565.34 / Engineering Department / Budgeted – Sales Tax Program Fund*) ♦

- B. Resolution to accept the bid and authorize a contract for construction of Traffic Signal Improvements, Project No. 13-09-B (\$151,206.25 / Engineering Department / Budgeted – Sales Tax Program Fund) ♦
- C. Resolution accepting Change Order No. 2 with Dixon Contracting Inc. for the construction of the River Park Pavilion Addition (\$887.00 / Parks Department / Budgeted – 1/8% Sales and Use Tax)
- D. Resolution accepting completion of and authorizing final payment to Dixon Contracting Inc. for the River Park Pavilion Addition (\$29,741.06 / Parks Department / Budgeted - 1/8% Sales and Use Tax)
- E. Resolution accepting Change Order No. 1 with Dixon Contracting Inc. for the construction of the Greg Smith Riverwalk (West River Front Trail) (91 Days)
- F. Resolution accepting bid for the purchase of rear loader (\$210,723.35 / Sanitation Department / Budgeted – Sanitation Sinking Fund)
- G. Resolution accepting the project as complete and authorizing final payment to Nebo Residuals Services, Inc. for Lake Fort Smith and Lee Creek Water Treatment Plant Residuals Lagoon Cleaning (\$39,392.50 / Utility Department / Budgeted –Water and Wastewater General Account)
- H. Resolution authorizing the Mayor to execute Amendment No. 2 to the Agreement with Mickle Wagner Coleman, Inc. for engineering services associated with Lake Fort Smith Water Transmission Line – Phase I (\$839,472.00 / Utility Department / Budgeted – 2012 Sales and Use Tax Water Funds) ♦
- I. Resolution accepting the bid of and authorizing the Mayor to execute a contract with S. J. Louis Construction of Texas, Ltd. for the Lake Fort Smith Water Transmission Line – Phase I (\$11,120,753.00 / Utility Department / Budgeted – 2012 Sales and Use Tax Water Funds) ♦
- J. Resolution accepting the project as complete and authorizing final payment to Dale Crampton Company for the 3900 Kelley Highway Roof Renovation (\$14,636.80 / Utility Department / Budgeted - Operating Budget)
- K. Resolution authorizing the Mayor to execute Authorization No. 2 to the agreement with Hawkins-Weir Engineers, Inc. for the Mill Creek Interceptor Improvements – Phase I (\$253,600.00 / Utility Department / Budgeted - 2014 Sales and Use Tax Bonds & upcoming 2015 Water and Sewer Revenue Bonds) ♦

- L. Resolution accepting the bid of and authorizing the Mayor to execute a contract with Kraus Construction Company, LLC for the Mill Creek Interceptor Improvements – Phase I (\$3,529,499.00 / Utility Department / Budgeted – 2012 Sales and Use Tax Bonds & upcoming 2015 Water and Sewer Revenue Bonds) ♦
- M. Resolution authorizing Change Order No. 1 with Goodwin & Goodwin, Inc. for the South 46th Street and Rogers Avenue Sewer Replacement (\$31,541.00 / Utility Department / Budgeted – 2014 Sales and Use Tax Bonds)
- N. Resolution accepting the project as complete and authorizing final payment to Goodwin & Goodwin, Inc. for construction of the South 46th Street and Rogers Avenue Sewer Replacement (\$42,977.75 / 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

ADJOURN

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE MASTER LAND USE PLAN MAP AND
REZONING IDENTIFIED PROPERTY AND AMENDING THE ZONING MAP**

WHEREAS, the City Planning Commission has held a public hearing to consider a request to amend the Master Land Use Plan Map relative to property described in Section 1 of this ordinance, and, having considered the request, recommended on September 8, 2015, that said change be made; and,

WHEREAS, the Planning Commission determined the change to the Master Land Use Plan Map does conform to the goals and objectives of the Comprehensive Plan.

WHEREAS, the City Planning Commission has heretofore held a public hearing to consider request No. 14-9-15 to rezone certain properties hereinafter described, and, having considered said request, recommended on September 8, 2015, that said change be made;

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

SECTION 1: The hereinafter described property is hereby reclassified on the Master Land Use Plan Map from Public/Institutional and Residential Detached to Commercial Neighborhood and the Master Land Use Plan Map is hereby amended to reflect said amendment to-wit:

Lots 12-15, Block 3, Falconer's Addition to South Fort Smith.
more commonly known as 5200 South 32nd Street.

SECTION 2: The hereinafter described property is hereby rezoned from Transitional (T) to Commercial Light (C-2) by Extension and the rezoning map is hereby amended to reflect said amendment to-wit:

Lots 14 and 15, Block 3, Falconer's Addition to South Fort Smith.
more commonly known as 5200 South 32nd Street.

The zoning map of the City of Fort Smith is hereby amended to reflect said rezoning.

PASSED AND APPROVED THIS _____ DAY OF _____, 2015.

ATTEST:

APPROVED:

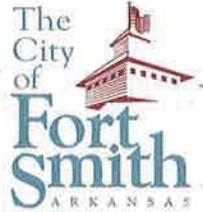
City Clerk

Mayor

Approved as to form:



Publish One Time



September 29, 2015

Honorable Mayor and Board of Directors
City of Fort Smith, Arkansas

Re: A request by Al Prieur, agent for Charles Farnam, for an amendment to the Master Land Use Plan from Public/Institutional and Residential Detached to Commercial Neighborhood and a zone change from Transitional (T) to Commercial Light (C-2) by Extension located at 5200 South 32nd Street.

On September 8, 2015, the City Planning Commission held a public hearing to consider the above requests.

Mr. Wally Bailey read the staff reports indicating that the purpose of these requests is to allow for an existing vacant building (former U.S. Post Office building) to be remodeled and converted to an automobile detailing service. The facility will be a private service for a local auto dealer and not for the public.

In addition to the rezoning and master land use plan amendment, the Planning Commission reviewed and approved a conditional use permit and the Board of Zoning Adjustment approved a variance to allow the zoning classification on a street classified as local.

The applicant requested the Master Land Use Plan amendment for Lots 12,13,14 and 15, Block 3, Falconer's Addition. The rezoning application is for Lots 14 and 15, Block 3, Falconer's Addition.

Mr. Al Prieur was present to speak on behalf of these requests.

No one was present to speak in opposition to these requests.

Chairman Sharpe then called for the vote on the Master Land Use Plan amendment. The vote was 8 in favor, 0 opposed and 1 abstention (Redd).

Chairman Sharpe then called for the vote on the rezoning request. The vote was 8 in favor, 0 opposed and 1 abstention (Redd).

Respectfully Submitted,

A handwritten signature in black ink that reads "Marshall S. Sharpe".

Marshall Sharpe, Chairman

MS/lp

cc: File
City Administrator

623 Garrison Avenue
P.O.Box 1908
Fort Smith, Arkansas 72902
(479) 784-2216
FAX (479) 784-2462

Master Land Use Plan Amendment

Memo

To: City Planning Commission

From: Planning Staff

Date: August 31, 2015

Re: Proposed Master Land Use Plan Amendment by Al Prieur, agent for Charles Farnum, at 5200 South 32nd Street from Public/Institutional & Residential Detached to Commercial Neighborhood (Companion to items #2, #3 & #4)

The Planning Department is in receipt of an application from Al Prieur, agent, to amend the Master Land use Map from Public/Institutional & Residential Detached to Commercial Neighborhood to accommodate a proposed Commercial Light (C-2) zoning request. The subject property is on the southwest corner of the intersection of Vicksburg Street and South 32nd Street. The tract contains an area of 0.61 acres with approximately 140 feet of street frontage along Vicksburg Street and approximately 200 feet of street frontage along South 32nd Street.

The property is currently zoned Transitional (T). A companion zoning application requests a Commercial Light (C-2) zoning district. The Master Land use Plan is a guide to zoning and development and must be considered with the companion application.

ADJACENT LAND USE CLASSIFICATIONS AND USES

Land Use classification and use contiguous to the subject lot are as follows:

The area to the north is classified as Residential Detached and is developed as single family residences.

The area to the east is classified as Residential Attached and Residential Detached and is developed as an apartment building and a vacant single family residence.

The area to the south is classified as Public/Institutional and is developed as plumbing business.

The area to the west is classified as Commercial Neighborhood and is developed as vacant heavy equipment repair facility.

The proposed Land Use classification of Commercial Neighborhood is described as follows:

1A

to provide convenience goods and services in a residentially compatible design, for surrounding neighborhoods, and to provide appropriate uses for sites on arterials and collectors unsuitable for residential development due to lot configuration, safety and noise.

Characteristics and Use:

Criteria for Designation:

Compliance Noted

- | | |
|--|-----|
| • Compatible with and complimentary to surrounding uses. | Yes |
| • Located on high volume arterials and collectors | No |
| • Located as a cluster of like services | Yes |
| • Accessible by most modes of transportation | Yes |
| • Appropriately located for minimum impact of adjacent uses, and, by volume of activity and trips generated by use | Yes |

MASTER LAND USE PLAN COMPLIANCE

The Master Land Use Plan classifies the site as Public/Institutional & Residential Detached. This classification is to provide for needed community services of both a public and quasi-public nature & to create and maintain stable neighborhoods, provide safe, attractive family environments, and protect property values.

MASTER STREET PLAN CLASSIFICATION

The Master Street Plan classifies Vicksburg Street and South 32nd Street as Local Roads.

STAFF COMMENTS AND RECOMMENDATIONS

A neighborhood meeting was held Friday, August 28, 2015 at 5200 South 32nd Street. There were two neighboring property owners in attendance with no objections to the proposed project expressed. A copy of the attendance record and meeting summary are enclosed.

Staff recommends approval of the application.

1B

Application Type

Minor Amendment
 Standard Amendment
 Major Amendment
 (See Section 27-328-5 C. (Criteria))

Request to Amend Map
 Request to Amend Text

Applicant Name: <i>Charles Farnam Rev. Living Trust</i>	
Firm Name: <i>Alvin L. Prieur, Jr Consulting Engineer</i>	
Address: <i>3823 Dallas Street Fort Smith, AR 72903</i>	
Phone # (day): <i>479-651-7920</i> Phone # (cell): <i>479-651-7920</i> Fax #: <i>479-434-2303</i>	
Owner Name: <i>Same</i>	
Owner Address: <i>Same</i>	
Phone # (day): <i>479-452-0000</i> Phone # (cell): <i>479-414-8390</i> Fax #: <i>479-452-0029</i>	
Property Address (subject property): <i>5200 South 32nd</i>	
Subject Property	
Current Land Use: <i>old Post Office Building and Vacant Lots</i>	
Existing MLUP Classification: <i>Public / Residential Detached</i>	
Proposed MLUP Classification: <i>Commercial Neighborhood</i>	
Existing Zoning Classification: <i>T</i>	
Proposed Zoning Classification: <i>C-2</i>	
Surrounding Property	
Current Land Use: north- <i>Residence</i>	
south- <i>Plumbing Business</i>	
east- <i>Residence and Business</i>	
west- <i>Business</i>	
Existing MLUP Classification: north: <i>Residential Detached</i>	
south: <i>Office, Research and Light Industrial</i>	
east: <i>Residential Detached: Attached</i>	
west: <i>Commercial Neighborhood</i>	
Existing Zoning Classification: north: <i>T</i>	
south: <i>T</i>	
east: <i>RM-3</i>	
west: <i>I-1</i>	
Pre-Application Meeting Date: <i>8-13-15</i>	

Residential Detached

For a Minor, Standard or Major Master Land Use Plan Amendment, please attach the following information and answer the questions below. You may provide answers on a separate sheet and attach it to this application:

10

1. A legal description of the subject property that is to be amended (reclassified), *Cots 12, 13, 14 & 15 Block 3 Falconers' Addition to South Fort Smith*
2. A map of the property which includes the scaled distance, legal description, and general vicinity map inset showing the property's location.
3. The area dimensions of the property in square feet or acres. *28,000 SF*
4. Describe existing road conditions and new roads to be included in the development and the effect of the proposed development on existing roads and traffic conditions:
All roads are existing and in good to fair condition. No new roads are required.
5. Describe the existing public utility services and infrastructure (such as water, sewer, fire/police) which are available to the property and the source/method of providing additional utilities and infrastructure to the property if necessary:
No new utilities are required. Water, Sewer, fire/police are available to the property.
6. Provide a statement of the proposed build-out density and maximum potential build-out density (units per acre) permitted by the proposed land use classification:
Existing building will remain. One office may be added to the vacant lots.
7. Identify any known or anticipated environmental concerns:
No environmental concerns.

For a Standard or Major Master Land Use Plan Amendment only, please attach the following additional information and answer the questions below. You may provide answers on a separate sheet and attach it to this application:

8. An analysis of the impact of the amendment on surrounding properties and plans in terms of:
The impact on adjacent property will be very little.

10

a. Describe potential changes to development patterns in terms of local and regional impacts:

No impact.

b. Describe the consistency in zoning between existing and planned uses:

This is an old residential area with much commercial and industrial activity.

c. Provide explanation of the need for and demand in the proposed uses:

This is to make the use more in conformance to the actual use of the property.

9. Provide an analysis of the long term development plan for the area (10-20 years) which incorporates a review of the land use, transportation, and infrastructure impact to both the City of Fort Smith and the property owner:

This area will become more commercial over the years due to the lack of residential use of the property.

For a Comprehensive Plan-Text Amendment only, please attach the following information. Provide answers on a separate sheet and attach it to this application:

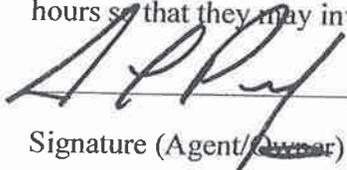
1. A typewritten copy of the proposed changes to the text in underline/strikeout (also known as "track changes") format.
2. A description of the reasons supporting the amendment and the special circumstances requiring the change:

1E

Certification

Once an application has been deemed complete, the applicant shall not modify it unless requested or agreed upon by the Planning Department. Should the applicant request a modification to the application after it has been advertised for public hearing, it shall be at the discretion of the Planning Commission to review or continue the application. A re-advertising fee may be required.

I, the undersigned applicant, hereby certify that the information contained in this application is true and correct to the best of my knowledge and belief. I grant the appropriate City personnel permission to enter the subject property during reasonable hours so that they may investigate and review this application.



Signature (Agent/~~Owner~~)

8-19-2015

Date

The City of Fort Smith requires complete applications. If your application does not include all of the information required for submission, it will not be processed.

IF

Master Land Use: From Institutional & Residential Detached to Commercial Neighborhood 5200 South 32nd Street

6

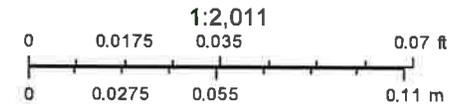


September 2, 2015

Fort Smith City Limits

Subdivisions

Commercial



City of Fort Smith GIS
 Copyright 2013, City of Fort Smith

ALVIN L. PRIEUR, JR., PE
CONSULTING ENGINEER
P. O. BOX 1689
VAN BUREN, ARKANSAS 72957
479-651-7920
aprieur@cox.net

August 31, 2015

City of Fort Smith
Planning Department
P O Box 1908
Fort Smith, Arkansas 72902

Attn: Tyler Miller

RE: Rezoning
5200 South 32nd Street

Dear Tyler:

The neighborhood meeting was held on Friday August 28, 2015. There 6 people in attendance (see attached sign in list). There was also a call in from Westark Plumbing (Michelle was sorry she missed purchasing this property) which is on lots south of this property. There were no negative comments and one lady ask about getting her car detailed. She was told that this would be private.

Call me if you have any questions.

Respectfully submitted,



Alvin L. Prieur, Jr., PE
Consulting Engineer

14

ATTENDANCE LIST FOR NEIGHBORHOOD MEETING

List the names, addresses & telephone numbers of all residents/property owners who attended the meeting.

Meeting Location 5200 South 32nd

Meeting Time & Date 10:00 a.m. Friday Aug. 28, 2015

Meeting Purpose To discuss rezoning, etc.

	<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE#</u>
1.	Al Prier	P.O. Box 1689 VB	479-651-7920
2.	Michael Justice	3510 South 24th	479-648-3510
3.	Winfred	8401 Rosewood Dr.	479-648-1111
4.	Tom Moraga	CITY	784-2218
5.	Claude - Dean Nichols		459-2358
6.	Gatty Ellins		646-5866
7.			
8.			
9.			
10.			
11.			

II

Memo

To: City Planning Commission

From: Planning Staff

Date: August 31, 2015

Re: Rezoning #14-9-15 - A request by Al Prieur, agent for Charles Farnum, for Planning Commission consideration of a rezoning request from Transitional (T) to Commercial Light (C-2) by extension at 5200 South 32nd Street (Companion to items #1, #3 & #4)

PROPOSED ZONING

If approved, this rezoning will allow for the existing vacant building (former post office) to be remodeled for an auto detailing service. The facility will be a private service for a local auto dealer and not for the public.

LOT LOCATION AND SIZE

The subject property is on the southwest corner of the intersection of Vicksburg Street and South 32nd Street. The tract contains an area of 0.61 acres with approximately 140 feet of street frontage along Vicksburg Street and approximately 200 feet of street frontage along South 32nd Street.

EXISTING ZONING

The existing zoning on this tract is Transitional (T). Characteristics of this zone are as follows:

Purpose:

To provide small scale areas for limited office, professional service, and medical services designed in scale with surrounding residential uses. The transitional zoning district applies to the Residential Attached, Institutional, Neighborhood Commercial and General Commercial categories of the Master Land Use Plan.

Permitted Uses:

Single family detached, duplexes, family group home, retirement housing, bridal shop, banking establishments and offices are examples of permitted uses.

2A

Conditional Uses:

Assisted living, bed & breakfast inn, utility substation, country club, park or playground, college, library, primary and secondary school, business professional schools, fire and rescue station, emergency response station, police substation, diagnostic laboratory testing facility, hospital, daycare homes, substance abuse treatment facility, senior citizen center and churches are examples of uses permitted as conditional uses.

Area and Bulk Regulations:

- Minimum Lot Size – 5,000 square feet
- Maximum Lot Size – 40,000 square feet
- Minimum Lot Width at Building Line – 50 feet
- Minimum Street Frontage – 50 feet
- Front Yard Setback - 20 feet
- Side Yard on Street Side of Corner Lot - 20 feet
- Side Yard Setback – 5 feet
- Rear Yard Setback - 10 feet
- Minimum building separation – 10 feet (residential), non residential to be determined by current City building and fire code.
- Maximum Height - 35 feet (1+1)
- Maximum Lot Coverage - 65%

REQUESTED ZONING

The proposed zoning on this tract is Commercial Light (C-2). Characteristics of this zone are as follows:

Purpose:

To provide office, service, and retail activities that are located within buffer areas near the edge of residential areas but which serve an area larger than adjacent neighborhoods. The C-2 zoning district is intended to accommodate well designed development sites and shall provide excellent transportation access, make the most efficient use of existing infrastructure, and provide for orderly buffers and transitions between Commercial and Residential land uses. C-2 zoning is appropriate in the Commercial Neighborhood, General Commercial, Mixed Use Residential, and Mixed Use Employment classification of the Master Land Use Plan.

Permitted Uses:

A wide variety of retail uses including clothing stores, specialty shops and restaurants. Commercial-2 zones also allow professional offices and multi-family apartments, community residential facility and neighborhood group homes are examples of permitted uses.

Conditional Uses:

Orphanage, dormitory, sorority, fraternity, auto detailing, lawn and garden supplies, bicycle sales and service, beer, wine and liquor store, convenience store, restaurants with outdoor dining, pet cemetery, pet shop, mail services, commercial communication towers, utility substations, event

2B

center, community recreation center, golf course, parks, educational facilities, police station, nursing home and churches are examples of uses permitted as conditional uses.

Area and Bulk Regulations:

- Minimum Lot Size – 7,000 square feet
- Maximum Building Size – 30,000 square feet
- Minimum Parcel/Lot Size – New District (By Classification) – 42,000 square feet
- Minimum Parcel/Lot Size – Existing District (By Extension) – 7,000 square feet (one lot)
- Minimum Lot Width – 50 feet
- Minimum Street Frontage – 20 feet
- Front Yard Setback - 25 feet
- Side Yard on Street Side of Corner Lot - 10 feet
- Side Yard Setback – 10 feet
- Rear Yard Setback - 10 feet
- Minimum building separation – to be determined by current City building and fire code.
- Required street access – Major Collector or higher
- Maximum Height - 35 feet (1+1)
- Maximum Lot Coverage - 60%

SURROUNDING ZONING AND LAND USE

The area to the north is zoned Transitional (T) and developed as single family residences.

The area to the east is zoned Residential Multifamily Medium Density (RM-3) and developed as apartments and a vacant single family residence.

The area to the south is zoned Transitional (T) and developed as a plumbing business.

The area to the west is zoned Industrial Light (I-1) and developed as vacant heavy equipment repair facility.

MASTER LAND USE PLAN COMPLIANCE

The Master Land Use Plan currently classifies the site as Public/Institutional & Residential Detached. This classification is to provide for needed community services of both a public and quasi-public nature & to create and maintain stable neighborhoods, provide safe, attractive family environments, and protect property values.

STAFF COMMENTS AND RECOMMENDATIONS

A neighborhood meeting was held Friday, August 28, 2015 at 5200 South 32nd Street. There were two neighboring property owners in attendance with no objections to the proposed project expressed. A copy of the attendance record and meeting summary are enclosed.

Staff recommends approval of the application.

PETITION FOR CHANGE IN ZONING MAP

Before the Planning Commission of the City of Fort Smith, Arkansas

The undersigned, as owner(s) or agent for the owner(s) of the herein described property, makes application for a change in the zoning map of the City of Fort Smith, Arkansas, pursuant to Ordinance No. 3391 and Arkansas Statutes (1974) 19-2830, representing to the Planning Commission as follows:

- 1. The applicant is the owner or the agent for the owner(s) of real estate situated in the City of Fort Smith, Sebastian County, Arkansas, described as follows: (Insert legal description)

lots 14 and 15, Block 3, Falconer's Addition to South Fort Smith

- 2. Address of property: 5200 South 32nd

- 3. The above described property is now zoned: T

- 4. Application is hereby made to change the zoning classification of the above described property to C-2 by Extension.
(Extension or classification)

- 5. Why is the zoning change requested?

The property is being sold and the new owner (potential) wants to use the existing building for an auto detailing.

- 6. Submit any proposed development plans that might help explain the reason for the request.

Signed:

Alvin L. Prieur, Jr.
Owner or Agent Name
(please print)

Owner

P. O. Box 1689
Van Buren, AR 72957
Owner or Agent Mailing Address

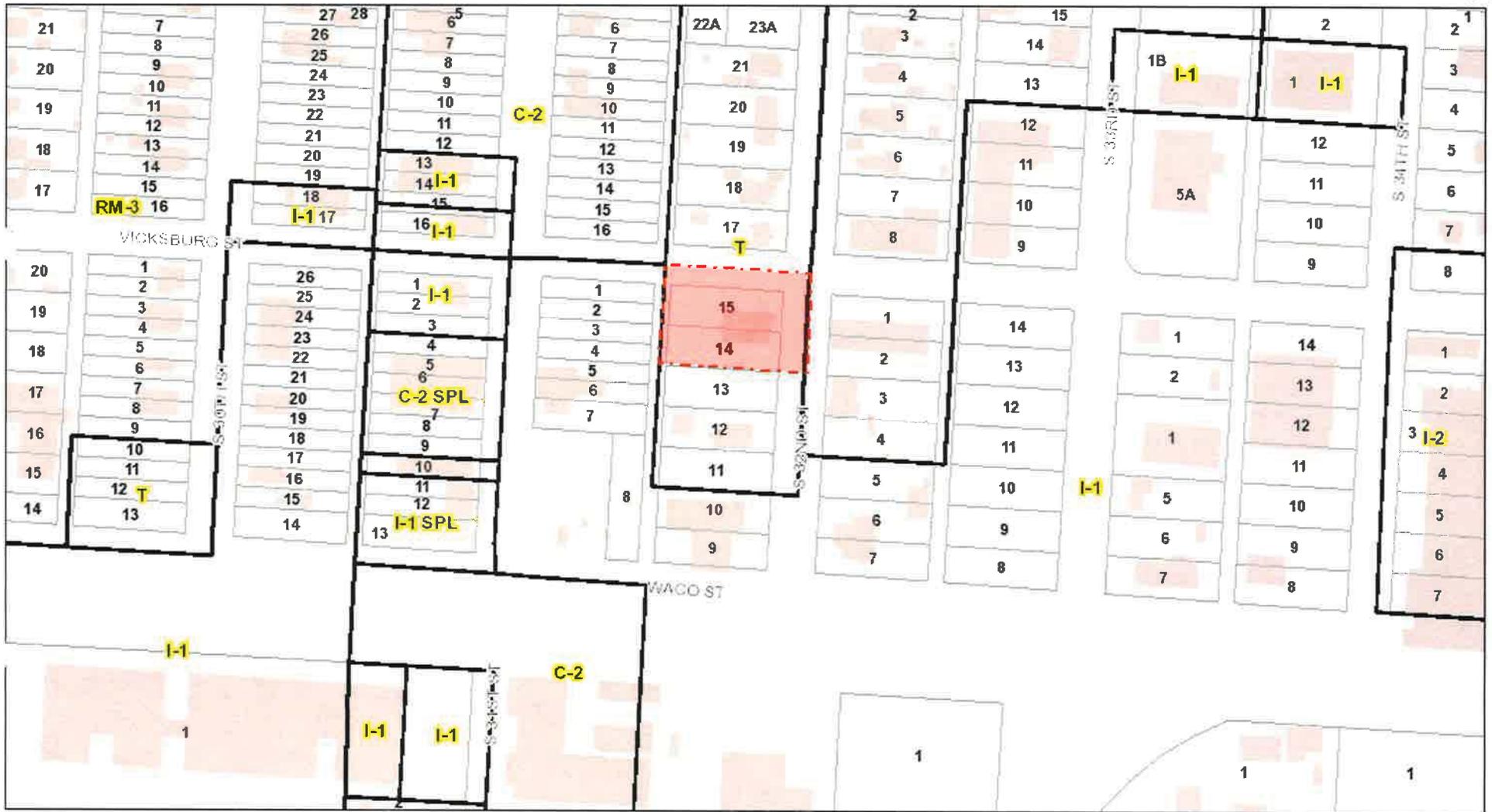


Agent

479-651-7900
Owner or Agent Phone Number

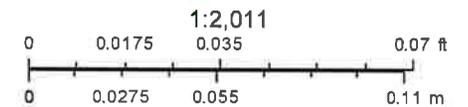
Rezoning #14-9-15: From Transitional (T) to Commercial Light (C-2) 5200 South 32nd Street

2E



September 2, 2015

- Fort Smith City Limits
- Building Footprints
- Zoning
- Subdivisions



**ALVIN L. PRIEUR, JR., PE
CONSULTING ENGINEER
P. O. BOX 1689
VAN BUREN, ARKANSAS 72957
479-651-7920
aprieur@cox.net**

August 31, 2015

City of Fort Smith
Planning Department
P O Box 1908
Fort Smith, Arkansas 72902

Attn: Tyler Miller

RE: Rezoning
5200 South 32nd Street

Dear Tyler:

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Call me if you have any questions.

Respectfully submitted,



Alvin L. Prieur, Jr., PE
Consulting Engineer

2F

ATTENDANCE LIST FOR NEIGHBORHOOD MEETING

List the names, addresses & telephone numbers of all residents/property owners who attended the meeting.

Meeting Location 5200 South 32nd

Meeting Time & Date 10:00 a.m. Friday Aug. 28, 2015

Meeting Purpose To discuss rezoning, etc.

	<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE #</u>
1.	Al Prier	P.O. Box 1689 NB	479-651-7920
2.	Michael Justice	3510 South 24th	479-648-3510
3.	Winfred	8401 Rosewood Dr.	479-648-1111
4.	Tom Monaco	CITY	784-2218
5.	Claude - Dean Nichols		459-2358
6.	Gatty Ellins		646-5866
7.			
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10.			
11.			

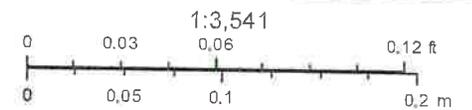
26

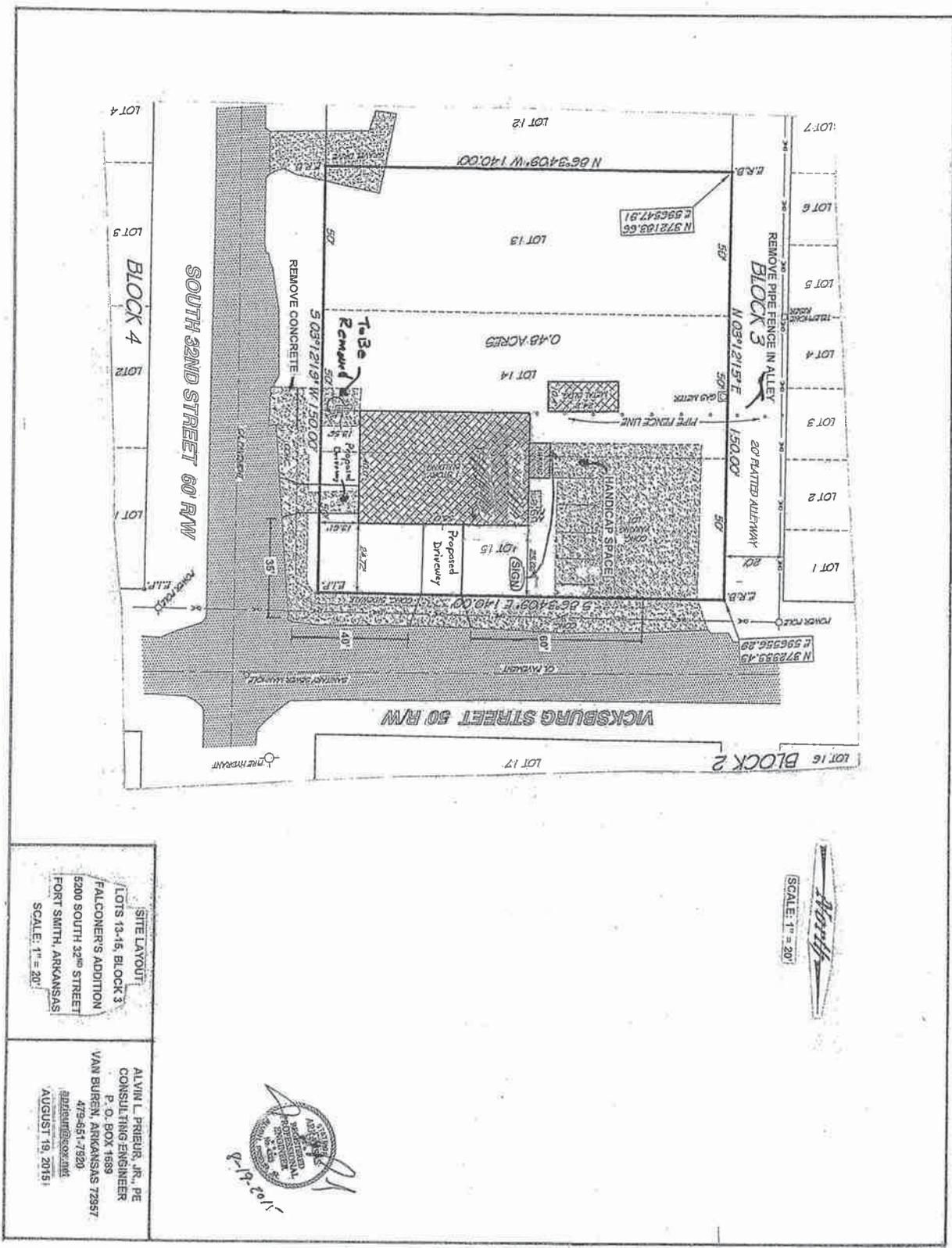
Vicinity of 5200 South 32nd Street



September 1, 2015

 Fort Smith City Limits





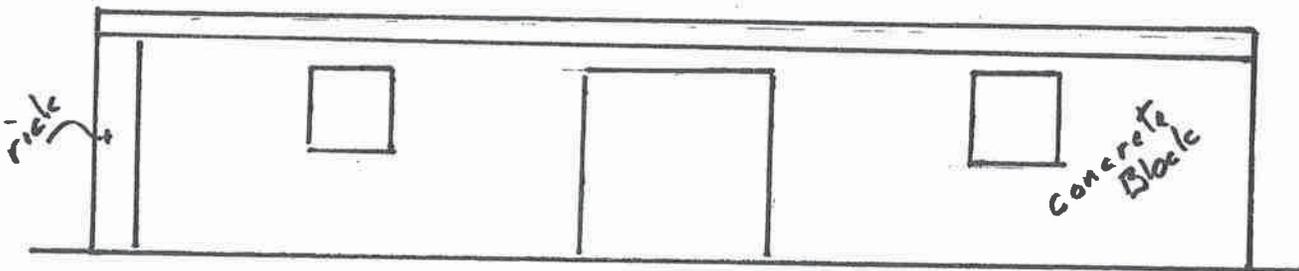
SITE LAYOUT
 LOTS 13-16, BLOCK 3
 FALCONER'S ADDITION
 5200 SOUTH 32ND STREET
 FORT SMITH, ARKANSAS
 SCALE: 1" = 20'



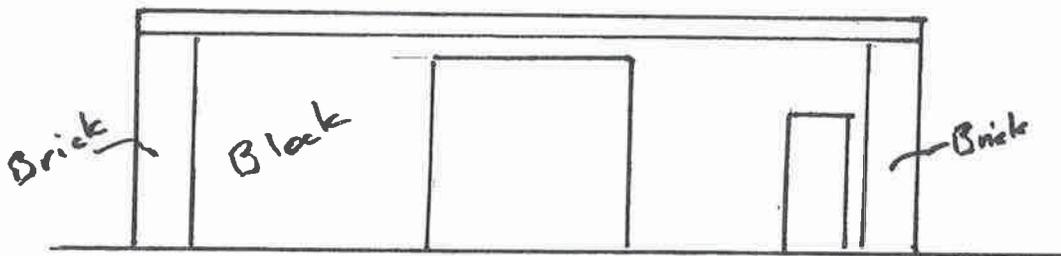
ALVIN L. PRIEUR, JR., PE
 CONSULTING ENGINEER
 P. O. BOX 1889
 VAN BUREN, ARKANSAS 72957
 479-651-7920
 alprieur@cox.net
 AUGUST 19, 2015

ALVIN L. PRIEUR, JR., PE
CONSULTING ENGINEER
P. O. BOX 1689
VAN BUREN, ARKANSAS 72957
479-651-7920
aprieur@cox.net

5200 South 32nd



North Side (1"=10')



East Side (1"=10')

Patty Elkins Trustee
P. O. Box 6698
Fort Smith, AR 72906

Glen & Alice Porter
7019 Stateline Road #A
Fort Smith, AR 72916

Brad Alverson
P. O. Box 6302
Fort Smith, AR 72906

Mark & Sherry Whitmer
Route 2, Box 705
Muldrow, OK 74948

Jimmy Bridges
8509 Dawson Road
Greenwood, AR 72936

Daniel Hall
2504 Rannoch Lane
Fort Smith, AR 72908

Temple Baptist Church
5100 South 31st Street
Fort Smith, AR 72901

Claude Nichols
5122 South 32nd Street
Fort Smith, AR 72903

Danny Wayne Thomas
5116 South 32nd Street
Fort Smith, AR 72903

Linda France Revocable Trust
1602 Gregory Avenue
Pocola, OK 74902

Mary Katherine Hartley
5114 South 32nd Street
Fort Smith, AR 72903

Shirley Romans ByPass Trust
4201 Greenwood Road
Van Buren, AR 72956

Irma Cole
5213 South 31st Street
Fort Smith, AR 72906

JOMEG, LLC
8537 County Lind Road
Mulberry, AR 72947

Charles Farnam Revocable Trust
3823 Dallas
Fort Smith, AR 72903

FFH Construction, LLC
3203 South Waco
Fort Smith, AR 72903

William & Maxine Brown Living Trust
#2 Haven Drive
Fort Smith, AR 72901

Chaffey Rental Properties LLC
8710 Royal Ridge Drive
Fort Smith, AR 72903

Wade Hopkins
4921 South 33rd Street
Fort Smith, AR 72903

Williams
5115 South 32nd Street
Fort Smith, AR 72903

Southside Full Gospel Church
5117 South 32nd Street
Fort Smith, AR 72903

Trustees of S S Christian Church
5123 South 32nd Street
Fort Smith, AR 72903

Donald & Jacquelyn Phillips
5114 South 33rd Street
Fort Smith, AR 72901

DRAFT

**PLANNING COMMISSION & BOARD OF ZONING ADJUSTMENT
AGENDA
ROSE ROOM
CREEKMORE PARK COMMUNITY CENTER
5:30 P.M.
SEPTEMBER 8, 2015**

On roll call, the following Commissioners were present: Don Keesee, Talicia Richardson, Michael Redd, Vicki Newton, Rett Howard, Marshall Sharpe, Josh Carson, Bob Cooper, Jr. and Sarah Howe.

Chairman Sharpe noted two (2) corrections to the minutes. He stated that his records reflect the vote on the consent agenda was 9 in favor and 0 opposed on all items except for Item #1D which was a conditional use for a restaurant (with outdoor dining) located at 8801 Wells Lake Road. This item received a vote of 8 in favor 0 opposed and 1 abstention (Cooper).

Mr. Sharpe also noted that on page 4 under item #7, paragraph #2, it should read as follows:

Mr. David Reynolds were present to speak on behalf of this request.

With no other corrections being noted, Chairman Sharpe called for the vote on the Planning Commission minutes from the August 11, 2015, meeting. Motion was made by Commissioner Keesee, seconded by Commissioner Newton and carried unanimously to approve the minutes as corrected.

Mr. Wally Bailey spoke on the procedures.

- 1. A request by Al Prieur, agent for Charles Farnum, for a Master Land Use Plan Amendment from Public/Institutional and Residential Detached to Commercial Neighborhood located at 5200 South 32nd Street. (companion item to items #2, #3 & #4)**
- 2. Rezoning #14-9-15; A request by Al Prieur, agent for Charles Farnum, for a zone change from Transitional (T) to Commercial Light (C-2) by Extension located at 5200 South 32nd Street. (companion item to items #1, #3 & #4)**
- 3. Conditional Use #16-9-15; A request by Al Prieur, agent for Charles Farnum, for a conditional use for an auto detailing service located at 5200 South 32nd Street. (companion item to items #1, #2 & #4)**

**RECESS PLANNING COMMISSION
CONVENE BOARD OF ZONING ADJUSTMENT**

- 4. Variance #29-9-15; A request by Al Prieur, agent for Charles Farnum, for a variance from Section 27-423 (D) 4 – Street Access located at 5200 South 32nd Street. (companion item to items #1, #2 & #3)**

Mr. Wally Bailey read the staff reports indicating that the purpose of these requests is to allow for the existing vacant building (former post office) to be remodeled for an auto detailing service. Mr. Bailey stated that the facility will be a private service for a local auto dealer and not for the public.

Mr. Al Prieur was present to speak on behalf of these requests.

No one was present to speak in opposition to the requests.

Following a discussion by the Commission, Chairman Sharpe called for the vote on these items.

- 1. A request by Al Prieur, agent for Charles Farnum, for a Master Land Use Plan Amendment from Public/Institutional and Residential Detached to Commercial Neighborhood located at 5200 South 32nd Street. (companion item to items #2, #3 & #4)**

Chairman Sharpe called for the vote on the Master Land Use Plan Amendment. The vote was 8 in favor, 0 opposed and 1 abstention (Redd).

- 2. Rezoning #14-9-15; A request by Al Prieur, agent for Charles Farnum, for a zone change from Transitional (T) to Commercial Light (C-2) by Extension located at 5200 South 32nd Street. (companion item to items #1, #3 & #4)**

Chairman Sharpe called for the vote on the rezoning request. The vote was 8 in favor, 0 opposed and 1 abstention (Redd).

- 3. Conditional Use #16-9-15; A request by Al Prieur, agent for Charles Farnum, for a conditional use for an auto detailing service located at 5200 South 32nd Street. (companion item to items #1, #2 & #4)**

Chairman Sharpe called for the vote on the conditional use request. Motion was made by Commissioner Howard, seconded by Commissioner Newton and carried unanimously to amend this request to make approval subject to the following:

- Construction must comply with the submitted development plan. Changes or amendments to the submitted development plan are permitted but limited to those described in Section 27-329-8 of the UDO. Any changes greater than those described in this section will require Planning Commission approval.
- If a trash receptacle is proposed, it shall be completely screened in accordance with the UDO.

- All exterior building or site lighting shall comply with the UDO Commercial and Outdoor Lighting requirements.
- Perimeter landscaping shall be installed on the building site adjacent to South 32nd Street Vicksburg Street. The owner shall work with the City Planning Department for appropriate landscaping for this site.
- All new signage requires a separate application and building permit.

Chairman Sharpe then called for the vote on the conditional use request as amended. The vote was 8 in favor, 0 opposed and 1 abstention (Redd).

**RECESS PLANNING COMMISSION
CONVENE BOARD OF ZONING ADJUSTMENT**

- 4. Variance #29-9-15; A request by Al Prieur, agent for Charles Farnum, for a variance from Section 27-423 (D)(4) – Street Access located at 5200 South 32nd Street (companion item to items #1, #2 & #3)**

Chairman Sharpe called for the vote on the variance request. The vote was 8 in favor, 0 opposed and 1 abstention (Redd)

**RECESS BOARD OF ZONING ADJUSTMENT
RECONVENE PLANNING COMMISSION**

- 5. Conditional Use #17-9-15; A request by Todd Butler, agent for Araceli & Martin Garcia, Sherry Moody Shumate and Gerald & Karen Gee, for a conditional use for an auto parts and accessory store located at 2808 Grand Avenue. (companion item to item #6)**
- 6. Variance #30-9-15; A request by Todd Butler, agent for Araceli & Martin Garcia, Sherry Moody Shumate and Gerald & Karen Gee, for a variance from 30 feet to 5 feet rear yard setback and from Section 27-602-3(B)(1) – Perimeter Landscaping (from 10 feet to 3.5 feet) located at 2808 Grand Avenue. (companion item to item #5)**

Ms. Brenda Andrews read the staff reports indicating that the purpose of these requests is to allow for a 7,131 square foot auto parts and accessory store with 28 parking spaces. Ms. Andrews noted that the original variance request was from 10 feet to 3.5 feet; however, following the discussion at the study session, the applicant was able to make some revisions to the plans and revised the landscape variance from 10 feet to 5.87 feet. Ms. Andrews noted that the revised plan has been reviewed by the City Engineering and Operations Departments.

Mr. Todd Butler was present to speak on behalf of these requests.

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE 2009 UNIFIED DEVELOPMENT
ORDINANCE OF THE CITY OF FORT SMITH**

WHEREAS, the Board of Directors passed and approved Ordinance No. 36-09 which adopted the Unified Development Ordinance on May 19, 2009; and,

WHEREAS, it is necessary to amend certain sections of the Unified Development Ordinance to provide clarity and remove conflicts with other provisions of the municipal code; and,

WHEREAS, the Planning Commission held a public hearing regarding these amendments and recommended on September 8, 2015, that said changes be made; and,

WHEREAS, three (3) copies of October 2015 Amendments to the Unified Development Ordinance have been on file in the Office of the City Clerk of the City of Fort Smith for inspection and review by the public prior to the passage of this Ordinance; and,

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

SECTION 1: The October 2015 Amendments to the Unified Development Ordinance is hereby adopted.

SECTION 2: The codifier shall amend the existing sections of the Unified Development Ordinance.

SECTION 3: It is hereby found and determined that the adoption of these amendments to the Unified Development Ordinance is necessary to alleviate an emergency created by the lack

of regulation of uses of property within the City of Fort Smith so that the protection of the health, safety and welfare of the inhabitants of the City requires that the amendments be effective, and the amendment is hereby made effective, as of the date of approval of this Ordinance.

PASSED AND APPROVED THIS _____ DAY OF _____, 2015.

APPROVED:

Mayor

ATTEST:

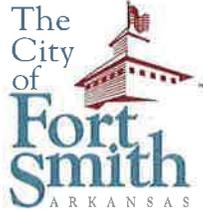
City Clerk

Approved as to form:



Publish One Time

September 29, 2015



Honorable Mayor and Board of Directors
City of Fort Smith, Arkansas

Re: Unified Development Ordinance Amendments

On September 8, 2015, the City Planning Commission held a public hearing to consider text amendments to the Unified Development Ordinance.

Mr. Wally Bailey noted that the Planning staff is proposing five (5) amendments to the Unified Development Ordinance (UDO). The attached amendments are prepared in legislative format with the new language underlined and a strike through for deleted language. The changes are also highlighted.

A brief description of the five amendments is as follows:

Amendment 1 corrects or completes the reference located in section 27-341. This clarification will help the user identify the intent and direction of the section.

Amendment 2 adds a clarification to the section concerning minimum requirements for a conditional use application. The ordinance currently makes reference to Section 27-331 which includes more information than what is needed for this reference. The proposed amendment clarifies that the reference is only to include the items listed in Section 27-331-4 not to the entire section of 27-331.

Amendment 3 provides clarity concerning a major and a minor plat. Currently the code states that all plats that involve an extension of a utility must be processed as a major plat. Some developments/plats may only require a minor utility extension such as for a fire hydrant. Minor utility work should not add the additional time and expense necessary to process the plat as a major plat.

Amendment 4 adds clarification concerning the height exception that allows a structure to be increased in height for each foot of additional setback from property lines. Currently the code allows the height exception if the structure is setback only from the minimum side setback lines. The effect of a structure that is taller than the maximum allowed could affect properties on the front and rear just as much as on the sides of a property.

Amendment 5 provides clarification for the perimeter landscaping requirement of residential (single family) subdivisions. The intent of this section is to require landscaping on the perimeter streets that surround a subdivision. However, some infill developments and other situations there is no option but for the single family lots to front an existing street. The present language would

623 Garrison Avenue
P.O.Box 1908
Fort Smith, Arkansas 72902
(479) 784-2216
FAX (479) 784-2462

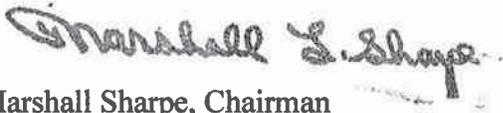
require the installation of perimeter landscaping in the front yards of single family homes or seek a variance to the requirement.

No one was present to speak in opposition to the proposed UDO amendments.

Following a discussion by the Commission, Chairman Sharpe called for the vote on the proposed Unified Development Ordinance amendments. The vote was 9 in favor and 0 opposed.

Respectfully Submitted,

CITY PLANNING COMMISSION

A handwritten signature in cursive script that reads "Marshall S. Sharpe". The signature is written in dark ink and is positioned above the printed name of the signatory.

Marshall Sharpe, Chairman

MS/lp

cc: File
City Administrator

OCTOBER 2015
AMENDMENTS TO THE UNIFIED DEVELOPMENT
ORDINANCE

Amendment 1.

Planned Zoning Districts 27-341

27-341-4 Amendments to the planned zoning district plans.

Once a PZD has been approved, significant changes may be made only after approval of a revised PZD. This requires resubmittal of the application through the same procedural requirements of the original application. Changes that are not considered significant pursuant to section 27-341-4-5(a) ~~these regulations~~ may be approved at the director's discretion. Disapproval of the changes may be appealed to the planning commission.

Reason: *To clarify the correction section reference of the UDO.*

Amendment 2.

Conditional Use Permit

27-332-4 Submission Requirements

- A. A preliminary development plan ~~(Section 27-331)~~ must be submitted and include the information as specified in Section 27-331-4. The conditional use permit satisfies the requirement for a development plan review.

Reason: *To clarify that the requirement is to submit plans with the information described in section 27-331-4 and that it is not necessary to comply with all the requirements of 27-331.*

Amendment 3.

Subdivision Major

27-333-1 Applicability

- E. Any plat that involves an extension of streets or utilities. A plat with minor utility extensions may be processed as a minor plat.

Subdivision Minor

27-334-1 Applicability

- B. **Major Subdivision.** The following require major subdivision plat review even if they fall within the thresholds established in subsection A, above:
1. Any proposed development that will generate at least 51 trips per day, as determined the Trip Generation Manual (see references); or
 2. Any plat that involves an extension of streets or ~~utilities~~ significant utility extensions.

Reason: *To clarify that minor utility extensions will not require a proposed subdivision to be processed as a major plat. A major plat is going to require a preliminary plat to be followed by a final plat. The current language requires this two – three month process for minor utility extensions. The staff does not see the value to this requirement and suggest this requirement to be removed for a minor utility extension.*

Amendment 4.

Lot Dimension Standards

Height

Section 27-404(D)(2)

A structure may not be more than the maximum allowable feet high at the minimum side setback lines, but for each additional foot of horizontal setback in excess of the minimum from all setbacks, the height may be increased by one-foot. The height of a gabled end of a building shall be measured at the midpoint of the gable instead of the peak of the gable.

Reason: *Historically the height exception is permitted when a building or structure is moved further in on a site. The current language only requires the structure to be moved inward from the side setback lines. An excessively tall structure could still be placed at the minimum rear yard (10 feet) setback line.*

Amendment 5.

Subdivision Design and Improvement Standards

27-503-11 Landscaping

A. Applicability

Residential subdivisions shall include ~~perimeter frontage~~ landscaping on the perimeter streets and subdivision entry landscaping as provided below. Replats of existing residential lots and residential subdivisions with no more than five (5) lots are exempt from perimeter frontage landscaping and subdivision entry landscaping. Lots platted with frontage only on the perimeter street are exempt from the perimeter landscaping requirement. Landscaping for multifamily developments must comply with the requirements of section 27-602-3 and can be deferred until the building permit is issued for the multifamily development. ~~This requirement does not include residential for multifamily development.~~

Reason: *To clarify the intent of this section is to require landscaping on the perimeter streets of a residential subdivision and that individual residential (single family or duplex) lots that have no frontage except for the perimeter streets are exempt from this requirement.*

City Planning Commission Meeting Minutes
September 8, 2015

7. UDO Amendments

Mr. Wally Bailey noted that Planning staff is proposing the following five (5) amendments to the Unified Development Ordinance (UDO) for the Planning Commission to consider:

- 1) An editorial correction to Section 27-341-4 – amendments to a PZD.

It was noted that this Section should read as follows:

27-341-4 Amendments to the planned zoning district plans.

Once a PZD has been approved, significant changes may be made only after approval of a revised PZD. This requires resubmittal of the application through the same procedural requirements of the original application. Changes that are not considered significant pursuant to section 27-341-4(a) may be approved at the director's discretion. Disapproval of the changes may be appealed to the planning commission.

- 2) A clarification to section 27-332-4(A) – conditional use submittal requirements.

It was noted that this Section should read as follows:

27-332-4(A) Submission Requirements

A preliminary development plan must be submitted and include the information as specified in Section 27-331-4. The conditional use permit satisfies the requirement for a development plan review.

- 3) A clarification to section 27-331 and 27-334 concerning major and minor subdivision plats.

It was noted that this Section should read as follows:

Subdivision Major

27-331 Applicability

E. Any plat that involves an extension of streets or utilities. A plat with minor utility extensions may be processed as a minor plat.

Subdivision Minor

27-334-1

- (B)(2) Any plat that involves an extension of streets or significant utility extensions.
4) A change and clarification to section 427-404(D)(2) concerning an exception to the allowable height of structures.

It was noted that this Section should read as follows:

Lot Dimension Standards

Height

Section 27-404(D)(2)

A structure may not be more than the maximum allowable feet high at the minimum Setback lines, but for each additional foot of horizontal setback in excess of the minimum from all setbacks, the height may be increased by one foot. The height of a gabled end of a building shall be measured at the midpoint of the gable instead of the peak of the gable.

- 5) A proposal to section 27-503-11 subdivision landscaping. After the recent variance request concerning subdivision landscaping the proposal is to clarify the situation to avoid future variance requests.

Subdivision Design and Improvement Standards

27-503-11 Landscaping

A. Applicability

Residential subdivisions shall include landscaping on the perimeter streets and subdivision entry landscaping as provided below. Replats of existing residential lots and residential subdivisions with no more than five (5) lots are exempt from perimeter frontage landscaping and subdivision entry landscaping. Lots platted with frontage only on the perimeter street are exempt from the perimeter landscaping requirement. Landscaping for multifamily developments must comply with the requirements of section 27-602-3 and can be deferred until the building permit is issued for the multifamily development.

Following a discussion by the Commission, Chairman Sharpe called for the vote on the proposed Unified Development Ordinance amendments. The vote was 9 in favor and 0 opposed.

Meeting Adjourned!

3

ORDINANCE NO. _____

AN ORDINANCE ORDERING THE OWNERS OF CERTAIN DILAPIDATED AND SUBSTANDARD STRUCTURES TO DEMOLISH SAME, AUTHORIZING THE CITY ADMINISTRATOR TO CAUSE THE DEMOLITION OF SUCH STRUCTURES TO OCCUR, AND FOR OTHER PURPOSES.

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

SECTION 1: It is hereby determined by the Board of Directors that the hereinafter described tract of real property, and the improvements located there, are dilapidated, unsafe and otherwise detrimental to the public health and constitute structural, fire and health hazards:

Street Address: **9800 MAYO DRIVE - SECTION 29-08-31, PT SW SE; ACREAGE .60**

SECTION 2: The owners of the tract of real property described in Section 1 are hereby ordered to remove or raze the improvements located on the said tract of property and to remedy the unsightly and unsanitary conditions otherwise located on said tract of real property within thirty (30) days from the date of this ordinance.

SECTION 3: With reference to any tract identified in Section 1 as to which compliance with the direction of Section 2 has not occurred within thirty (30) calendar days from the date of passage of this ordinance, the City Administrator is hereby authorized to execute a contract, based on the bid(s) accepted on the date of this action or at a later date, for the removal or razing of the described improvements on the tract of real property.

SECTION 4: The provisions of this ordinance are hereby declared to be severable to the extent that a decision by any court of competent jurisdiction determining that any portion of this ordinance or any application thereof is unconstitutional, invalid or otherwise illegal shall not affect the constitutionality, validity or legality of the other provisions and/or applications of the ordinance.

SECTION 5: Emergency Clause. It is hereby found and declared by the Board of Directors that the dilapidated, unsanitary condition of the tracts of real property and improvements described herein constitute an immediate menace to the health, welfare and safety of the citizens of the City so that an emergency is hereby

declared and that this ordinance shall be effective from and after the date of its passage.

This Ordinance adopted this _____ day of _____ 2015.

APPROVED:

Mayor _____

ATTEST:

City Clerk

Approved as to form:



Publish One Time



To: Jeff Dingman, Acting City Administrator
From: Jimmie Deer, Building Official
Date: September 25, 2015
Subject: Unsafe Structures

The following structures have been damaged and/or deteriorated to a condition that has caused the Building Safety Division to post them as unsafe structures. The property and the improvements, thereon are now, and for several months prior hereto, have been dilapidated, unsafe, unsightly, unsanitary, obnoxious and detrimental to the public welfare and are found to be in violation of the Ordinances of the City of Fort Smith.

The property descriptions and owner are:

9800 Mayo Drive – Section 29-08-31, Pt SW SE Acreage .60

Owners: Thomas & Karen Miller
9800 Mayo Drive
Barling, AR 72923

The owners of these properties have been notified according to the procedures outlined in Section 16-88 of the Fort Smith Municipal Code. The property owners were notified by certified mail and posting the same letters on the buildings. The letter or notice contains information concerning the appeal procedure outlined in Section 16-91 of the Fort Smith Municipal Code. The Code specifies that they must file any appeals within fifteen (15) days from the date of service. The owner(s) of the subject properties did not file an appeal within the fifteen (15) day period nor have they requested an appeal hearing since that dead line has passed.

9800 Mayo Drive – The structure has been without water and abandoned since May 2013. Staff has been working a property maintenance file on the property. Due to the condition of the structure unsafe notices were posted and letters sent out on August 13, 2015 and the letters came back unable to forward. The city has clean-up liens on the property in the amount of \$1391.92. As of today the owners have taken no action to obtain permits or demolish the structure.

Therefore, I am recommending this matter be referred to the Board of Directors for their review. An Ordinance will be prepared that will order the property owners to demolish or repair the buildings within thirty (30) calendar days and if such work has not occurred, the staff will be authorized to have the structures removed.

Please contact me if you have any questions or if we need to discuss this matter in more detail.



Public GIS Viewer

City of Fort Smith GIS







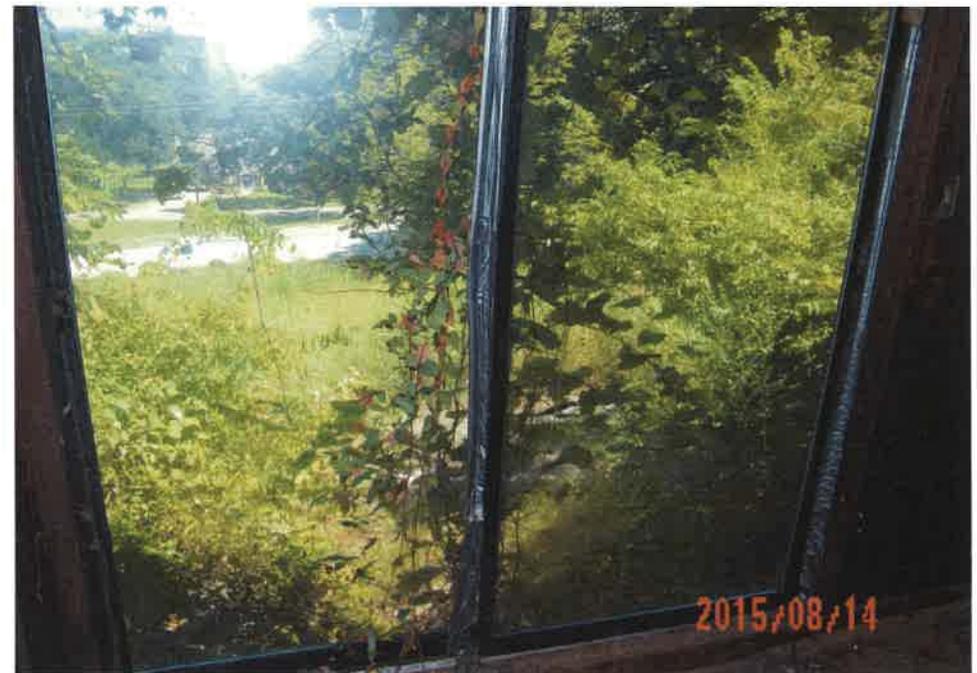




















ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 25, ARTICLE II, OF THE FORT SMITH MUNICIPAL CODE TO AMEND BILLING UTILITIES PROCEDURES

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

Section 1: Sections 25-43 and 25-45 of the Fort Smith Municipal Code are amended to read as follows:

Section 25-43. When payment due.

All bills for utility services furnished by the city shall be due and payable prior to midnight of the twentieth (20th) day following the date of such bill; provided, however, that, if such due date shall fall on a Sunday or a legal holiday observed by the city, then such bill shall be due and payable by midnight of the following business day.

Sec. 25-45. - Disconnection for nonpayment.

In the event bills for utility services shall not be paid when the same become due, the city shall have the right to disconnect and discontinue all utility services furnished by the city to the consumer so in arrears. Disconnection shall occur on the thirtieth (30th) day following the date of the bill; provided, however, that, if such due date shall fall on a Sunday or a legal holiday observed by the city, then such disconnection shall occur on the following business day.

PASSED AND APPROVED THIS _____ DAY OF _____, 2015.

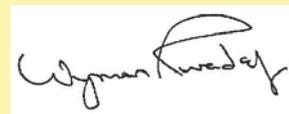
APPROVED:

Mayor

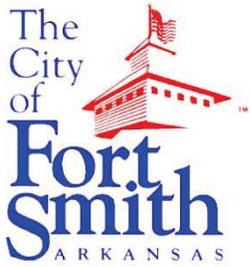
ATTEST:

City Clerk

Approved as to form:



City Attorney
Publish 1 time



MEMORANDUM

October 1, 2015

TO: Jeff Dingman, Acting City Administrator

FROM: Jennifer Walker, Deputy Finance Director

SUBJECT: Ordinance Amending Utility Billing Procedures

An ordinance amending utility billing procedures is enclosed for the Board’s consideration. This amendment will adjust billing action dates and follow-up procedures in the event of non-payment for residential services. A schedule of current cycle dates and proposed dates is included in Attachment #1. An example using Cycle 1 dates is included below for reference. Note, this example reduces the collection process from 63 days to 35 days (slightly more than 30 days due to weekends). Most collection days under the proposed rule will range from 30-34 days, depending on the cycle.

Cycle 1 Example:	Current Rule	Proposed Rule
Billing statement date	Monday, October 12, 2015	Monday, October 12, 2015
Penalty Date	Friday, November 06, 2015	Monday, November 02, 2015
Statement Turnoff Date	Monday, December 07, 2015	Thursday, November 12, 2015
Actual Turnoff Date	Monday, December 14, 2015	Monday, November 16, 2015
Total Days outstanding	63	35

Finance Department expects an initial increase in cutoff events due to the change in rules, but we expect the cutoff events will level off after a few months. Due to implementation just before the holiday season, I recommend a soft implementation schedule. If we implement in the first cycle of November, I recommend we allow for payment plans and extensions, when requested, throughout the November and December billing cycles. A hard implementation could begin with the January 2016 billing cycle. This would slow the increased turnoff activity for customer service reps and would assist utilities customers in adjusting to the new schedule. An alternative would be to wait to implement until January 2016. I also recommend a public notice campaign including social media and colored mailing inserts for at least two billing cycles.

An emergency clause is not included in the ordinance as it will take at least two weeks to implement the change in procedures.

Utility Billing System Processing Dates - Proposed Changes

Process Date	Current Rule	Proposed New Rule
Trial Balance Date	Billing Statement Date minus 2 business days	(no change)
Billing Run Date	Billing Statement Date minus 1 business day	(no change)
Billing Statement Date	11th, 17th, 23rd, last day, and 4th	14th, 18th, 24th, last day, and 4th (cycles 1,2,3,4,5)
Penalty Date	Billing Statement Date plus 25 calendar days	Billing Statement Date plus 20 calendar days
Draft Effective Date	Penalty Date minus 5 calendar days *	Penalty Date minus 3 business days
Cutoff Run Date	2nd Penalty Date minus 6 business days	Penalty Date plus 4 calendar days
Cutoff Statement Date	2nd Penalty Date minus 5 business days	Penalty Date plus 5 calendar days
Statement Turnoff Date	Same as 2nd Penalty Date	Cutoff Statement Date plus 4 business days **
Turnoff Date	2nd Penalty Date plus 6 calendar days	Cutoff Statement Date plus 6 business days ***

All date calculations adjust to the nearest non-City-holiday business day as needed unless otherwise noted.

* Draft Effective Date will not fall on a bank holiday. All other business days will only exclude City holidays.

** Statement Turnoff Date - need to add business days that exclude City and bank (postal) holidays.

*** If the computed Turnoff Date falls on a Friday or Monday, it should be moved forward to Tuesday (or the next business day if Tuesday is a City holiday).

Tax Back Resolution



RESOLUTION No. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF FORT SMITH CERTIFYING LOCAL GOVERNMENT ENDORSEMENT OF BUSINESS TO PARTICIPATE IN THE TAX BACK PROGRAM (AS AUTHORIZED BY SECTION 15-4-2706(d) OF THE CONSOLIDATED INCENTIVE ACT OF 2003).

WHEREAS, in order to be considered for participation in the Tax Back Program, the local government must endorse a business to participate in the Tax Back Program; and

WHEREAS, the local government must authorize the refund of local sales and use taxes as provided in the Consolidated Incentive Act of 2003; and

WHEREAS, said endorsement must be made on specific form available from the Arkansas Economic Development Commission; and

WHEREAS, General Pallets, Inc., located at 611 South 4th Street, Fort Smith, Arkansas has sought to participate in the program and more specifically has requested benefits accruing from construction and/or expansion of the specific facility; and

WHEREAS, General Pallets, Inc. has agreed to furnish the local government all necessary information for compliance.

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

1. General Pallets, Inc. be endorsed by the Board of Directors of the City of Fort Smith for benefits from the sales & use tax refunds as provided by Section 15-4-2706(d) of the Consolidated Incentive Act of 2003.
2. **The Department of Finance and Administration is authorized to refund local sales and use taxes to General Pallets, Inc.**
3. This resolution shall take effect immediately.

Mayor

Date Passed: _____

Attest: _____
City Clerk

City Attorney
Approved as to Form NPR



Memo

To: Honorable Mayor and Members of the Board of Directors
 From: Jeff Dingman, Acting City Administrator
 Date: 10/2/2015
 Re: Tax Back Endorsement: **General Pallets, Inc.**

The City has received a request from the Arkansas Economic Development Commission and the Fort Smith Regional Chamber of Commerce for participation in the state "Tax Back" program authorized by the Consolidated Incentive Act of 2003 on behalf of **General Pallets, Inc.** This program allows for new or expanding businesses to request refunds of sales taxes paid on building materials, new equipment and other eligible expenses incurred due to construction and/or expansion.

The current request is on behalf of **General Pallets, Inc.**, who plans to expand its current pallet manufacturing facility located in Fort Smith at 611 South 4th Street by investing \$1,500,000 in new equipment and renovations to existing buildings. This expansion will allow for a new environmentally friendly product line, add 20 new jobs to the region with an average wage of \$13/hour, increasing General Pallets' local employment by 40%.

The Tax Back program is a state and local sales tax refund incentive to attract business growth or expansion to Arkansas. The incentive applies to capital purchases associated with construction of new facilities or expansion of existing facilities (such as equipment or building materials) and does not apply to ongoing purchases. The majority of the incentive will be derived from the state sales tax rate. However, in order to participate in the program, the local governments must also agree to the sales tax refund.

Attached is a resolution supporting the participation of **General Pallets, Inc.** in the "Tax Back" program, and the staff recommends approval. The resolution requires approval of an emergency clause as it declares that it is effective immediately upon approval. This action will support the board's stated goal of pursuing economic development and job creation. By helping to grow the employment base in the city and retain one of our significant employment anchors, this action supports Goal ED-3 of the Future Fort Smith Comprehensive Plan.

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

 This item supports the following goal(s) or policies of the Future Fort Smith Comprehensive Plan: ED-3

Tax Back Resolution



RESOLUTION No. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF FORT SMITH CERTIFYING LOCAL GOVERNMENT ENDORSEMENT OF BUSINESS TO PARTICIPATE IN THE TAX BACK PROGRAM (AS AUTHORIZED BY SECTION 15-4-2706(d) OF THE CONSOLIDATED INCENTIVE ACT OF 2003).

WHEREAS, in order to be considered for participation in the Tax Back Program, the local government must endorse a business to participate in the Tax Back Program; and

WHEREAS, the local government must authorize the refund of local sales and use taxes as provided in the Consolidated Incentive Act of 2003; and

WHEREAS, said endorsement must be made on specific form available from the Arkansas Economic Development Commission; and

WHEREAS, Arkansas Colleges of Health Education, located at 7000 Chad Colley Boulevard, Fort Smith, Arkansas has sought to participate in the program and more specifically has requested benefits accruing from construction and/or expansion of the specific facility; and

WHEREAS, Arkansas Colleges of Health Education has agreed to furnish the local government all necessary information for compliance.

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

1. Arkansas Colleges of Health Education be endorsed by the Board of Directors of the City of Fort Smith for benefits from the sales & use tax refunds as provided by Section 15-4-2706(d) of the Consolidated Incentive Act of 2003.
2. **The Department of Finance and Administration is authorized to refund local sales and use taxes to Arkansas Colleges of Health Education.**
3. This resolution shall take effect immediately.

Mayor

Date Passed: _____

Attest: _____
City Clerk

City Attorney
Approved as to Form NPR



Memo

To: Honorable Mayor and Members of the Board of Directors
 From: Jeff Dingman, Acting City Administrator
 Date: 10/2/2015
 Re: Tax Back Endorsement: **Arkansas Colleges of Health Education**

The City has received a request from the Arkansas Economic Development Commission and the Fort Smith Regional Chamber of Commerce for participation in the state "Tax Back" program authorized by the Consolidated Incentive Act of 2003 on behalf of **Arkansas Colleges of Health Education**. This program allows for new or expanding businesses to request refunds of sales taxes paid on building materials, new equipment and other eligible expenses incurred due to construction and/or expansion.

The current request is on behalf of **Arkansas Colleges of Health Education**, who plans to build and staff its corporate offices in Fort Smith at 7000 Chad Colley Boulevard by investing \$30,450,000 in new buildings and equipment. This project will add 80 new jobs to the region with an average wage of \$43.43/hour.

The Tax Back program is a state and local sales tax refund incentive to attract business growth or expansion to Arkansas. The incentive applies to capital purchases associated with construction of new facilities or expansion of existing facilities (such as equipment or building materials) and does not apply to ongoing purchases. The majority of the incentive will be derived from the state sales tax rate. However, in order to participate in the program, the local governments must also agree to the sales tax refund.

Attached is a resolution supporting the participation of **Arkansas Colleges of Health Education** in the "Tax Back" program, and the staff recommends approval. The resolution requires approval of an emergency clause as it declares that it is effective immediately upon approval. This action will support the board's stated goal of pursuing economic development and job creation. By helping to grow the employment base in the city and retain one of our significant employment anchors, this action supports Goal ED-3 of the Future Fort Smith Comprehensive Plan.

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

 This item supports the following goal(s) or policies of the Future Fort Smith Comprehensive Plan: ED-3

ORDINANCE NO. _____

AN ORDINANCE FIXING THE RATE OF AND LEVYING FIVE (5.0) MILLS UPON ALL TAXABLE REAL AND PERSONAL PROPERTY IN THE CITY OF FORT SMITH, ARKANSAS FOR THE YEAR 2015 FOR GENERAL PURPOSES

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

SECTION 1: The rate of taxation of all real and personal property in the City of Fort Smith, Arkansas, for the year 2015 for general purposes under the authority of Section 4, Article 12 of the Constitution of 1874 of the State of Arkansas is hereby fixed at five (5.0) mills on the dollar of assessed valuation of all taxable real and personal property subject to taxation in the City of Fort Smith, Arkansas.

SECTION 2: The City Clerk is hereby directed to transmit a certified copy of this ordinance to the County Clerk of Sebastian County, Arkansas, for the Fort Smith District, to the end that said taxes may be extended upon the books of said County and collected as required by law.

PASSED AND APPROVED this 6th day of October, 2015.

APPROVED:

Mayor

ATTEST:

City Clerk

Approved as to form:



Publish one time

ORDINANCE NO. _____

AN ORDINANCE TO LEVY ONE (1) MILL TAX UPON EACH DOLLAR OF ASSESSED VALUE OF TAXABLE REAL AND PERSONAL PROPERTY TO BE USED FOR MAINTENANCE OF A PUBLIC-CITY LIBRARY PURSUANT TO THE PROVISIONS OF AMENDMENT NO. 30 OF THE CONSTITUTION OF THE STATE OF ARKANSAS OF 1874 ADOPTED NOVEMBER 5, 1940, AND FOR OTHER RELATED PURPOSES

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

SECTION 1: There is hereby levied for the year 2015 a one (1) mill tax on the assessed value of taxable real and personal property located within the City, the proceeds from the collection of which shall be paid into a fund to be used for the maintenance of the Fort Smith Public-City Library.

SECTION 2: The said tax shall be levied, collected and paid over to said fund to be used for said purpose at the time and in the manner as the law now provides for the levy, collection and payment over of other general taxes of the City of Fort Smith as are now levied and collected and that the proceeds of such tax shall be segregated by the City Directors and used only for the purpose of maintenance of a Public-City Library.

SECTION 3: The City Clerk of the City of Fort Smith is hereby directed to submit a certified copy of this ordinance to the County Clerk of Sebastian County, Arkansas, for the Fort Smith District, to the end that said taxes may be extended upon the books of said County and collected together with other taxes.

PASSED AND APPROVED this 6th day of October, 2015.

APPROVED:

Mayor

ATTEST:

Approved as to form:



Publish one time

City Clerk

ORDINANCE NO. _____

AN ORDINANCE TO LEVY ONE (1) MILL TAX UPON EACH DOLLAR OF ASSESSED VALUE OF TAXABLE REAL AND PERSONAL PROPERTY FOR POLICE RETIREMENT AND PENSION FUND, PURSUANT TO THE PROVISIONS OF AMENDMENT NO. 31 OF THE CONSTITUTION OF THE STATE OF ARKANSAS OF 1874 ADOPTED NOVEMBER 5, 1940, AND FOR OTHER RELATED PURPOSES

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

SECTION 1: There is hereby levied for the year 2015 a one (1) mill tax on the assessed value of taxable real and personal property located within the City, the proceeds from the collection of which shall be paid into the Police Retirement and Pension Fund for the purpose of such fund as provided by law.

SECTION 2: The said tax shall be levied, collected and paid over to said fund to be used for said purpose at the time and in the manner as the law now provides for the levy, collection and payment over of other general taxes of the City of Fort Smith; provided, the person who thereby collects said tax shall pay the same directly to said fund, or the trustee or custodians, thereof.

SECTION 3: The City Clerk of the City of Fort Smith is hereby directed to submit a certified copy of this ordinance to the County Clerk of Sebastian County for the Fort Smith District to the end that said taxes may be extended on the tax books of said District of said County and collected together with other taxes.

PASSED AND APPROVED this 6th day of October, 2015.

APPROVED:

Mayor

ATTEST:

Approved as to form:



 Publish one time

City Clerk

ORDINANCE NO. _____

AN ORDINANCE TO LEVY ONE (1) MILL TAX UPON EACH DOLLAR OF ASSESSED VALUE OF TAXABLE REAL AND PERSONAL PROPERTY FOR FIRE RETIREMENT AND PENSION FUND, PURSUANT TO THE PROVISIONS OF AMENDMENT NO. 31 OF THE CONSTITUTION OF THE STATE OF ARKANSAS OF 1874 ADOPTED NOVEMBER 5, 1940, AND FOR OTHER RELATED PURPOSES

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

SECTION 1: There is hereby levied for the year 2015 a one (1) mill tax on the assessed value of taxable real and personal property located within the City, the proceeds from the collection of which shall be paid into the Fire Retirement and Pension Fund for the purpose of such fund as provided by law.

SECTION 2: The said tax shall be levied, collected and paid over to said fund to be used for said purpose at the time and in the manner as the law now provides for the levy, collection and payment over of other general taxes of the City of Fort Smith; provided, the person who thereby collects said tax shall pay the same directly to said fund, or the trustee or custodians, thereof.

SECTION 3: The City Clerk of the City of Fort Smith is hereby directed to submit a certified copy of this ordinance to the County Clerk of Sebastian County for the Fort Smith District to the end that said taxes may be extended on the tax books of said District of said County and collected together with other taxes.

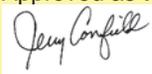
PASSED AND APPROVED this 6th day of October, 2015.

APPROVED:

Mayor

ATTEST:

Approved as to form:



Publish one time

City Clerk

MEMORANDUM
October 2, 2015

TO: Jeff Dingman, Acting City Administrator
FROM: Sherri Gard, City Clerk
RE: Millage Ordinances

The attached ordinances represent the City's annual levy of eight (8) mills from all taxable real and personal property in Fort Smith for the year 2015 (to be collected in 2016) and described as follows:

<u>Category</u>	<u>Millage</u>	<u>Estimated 2016 Revenue</u>	<u>Same Rate Since</u>
City General	5	\$ 7.0 million	1987
Public Library	1	\$ 1.4 million	1986
Fire Retirement & Pension	1	\$ 1.4 million	1989
Police Retirement & Pension	1	<u>\$ 1.4 million</u>	1989
		\$11.2 million	

There are no changes to the current millage rates. The above rates are the maximum allowable per state law, with the exception of the public library. The five (5) general mills are estimated to generate \$7 million for the General Fund in 2016, which is 15% of all General Fund revenue. Property tax revenue is the second highest source of revenue in the General Fund.

Upon approval, the ordinances will be submitted to the Sebastian County Clerk for presenting to the Quorum Court at their November meeting (when millage for all cities in Sebastian County is considered).

Just to provide a bit of history. With the exception of 1985 & 1986 (when millage for all cities in Arkansas was reduced due to Amendment No. 59), the millage for general purposes has been five (5) mills since 1892.

If there are any questions, please let me know.

c: Kara Bushkuhl, Director of Finance
Jennifer Walker, Deputy Director of Finance

RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH HAWKINS WEIR ENGINEERS, INC., FOR PROVIDING ENGINEERING SERVICES FOR THE WASTEWATER PUMP STATION/FORCE MAIN EVALUATIONS

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

SECTION 1: An Agreement with Hawkins Weir Engineers, Inc., for providing engineering services associated with the Wastewater Pump Station/Force Main Evaluations, Project Number 15-19-ED1, is hereby approved.

SECTION 2: The Mayor is hereby authorized to execute an Agreement for professional engineering services in the amount of \$1,888,060.00.

This Resolution adopted this _____ day of October 2015.

APPROVED:

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:



npr



INTER-OFFICE MEMO

TO: Jeff Dingman, Acting City Administrator

DATE: September 29, 2015

FROM: Steve Parke, Director of Utilities

SUBJECT: Wastewater Pump Station/Force Main Evaluations
Project Number 15-19

Following the September 15 Board of Director's meeting and Board's rejection of the contract with Hawkins Weir Engineers to provide the engineering services required by the Consent Decree to conduct a complete evaluation of all wastewater pump stations and force mains, staff met with Hawkins Weir to discuss ways to further reduce engineering fees. To that end, Hawkins Weir revised their scope to remove the reimbursable expenses associated with outside printing, utility contractor assistance, abstract company, ARKUPS utility locating, and soil testing sub-consultant services. These services, estimated at \$172,000, are still required but will be billed to, and paid directly by, the City of Fort Smith. Under the revised proposal Hawkins Weir continues to provide RJN Group, Broadband Electromagnetic force main inspection, CUES Solid FX Lidar force main inspection and McBrayer Engineering sub-consultant services, as originally estimated at \$408,000, but at a reduced markup of 3-percent to offset costs associated with directing and coordinating their sub-consultants work and the error and omissions insurance requirements for the sub-consultants. The net result of these revisions reduces Hawkins Weir's not-to-exceed fee from \$2,088,420 to \$1,888,060. I have attached the revised fee schedule for your information.

During the September 15 meeting, some Board members posed questions about the distribution of costs between the various pump station evaluations. The attached summary table prepared by Hawkins Weir identifies the tasks and level of service to be performed for each of the pump stations. As shown, the costs associated with the actual pump station evaluations and remedial measures (Tasks 1, 2 and 4) for the four major pump stations recently constructed or under construction (Stations Numbers 1 through 4) are substantially less than the \$85,000 per station average cost distribution originally assumed by the Board. The evaluation of these pump stations benefits from the design and construction records available.

A Resolution authorizing an agreement with Hawkins Weir Engineers for an amount not-to-exceed \$1,888,060 is attached. Funding for the initial portion of this multi year evaluation effort is available from the 2014 sales and use tax bonds issued for sewer system improvements. However, supplemental funding will be required from the bonds to be issued in 2015 for the continuation of Consent Decree related sewer system improvements.

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

attachment

**Scope of Services and Fee Proposal Summary
Wastewater Pump Station/Force Main Evaluations
City of Fort Smith, Arkansas
Project No. 15-19-ED1
September 21, 2015**

Pump Station	Task 1 Pump Station/ Force Main Technical Data	Task 2 Pump Station Evaluation	Task 3 Force Main Evaluation	Task 4 Remedial Measures	Sub-Total	Task 5 Report and Remedial Measures Plan	Hawkins-Weir Total
Group 1, PS #1, "P" Street	\$8,100	\$4,680	\$0	\$5,580	\$18,360		
Group 1, PS #2, Mill Creek	\$8,220	\$4,680	\$0	\$5,580	\$18,480		
Group 1, PS #3, Massard	\$13,000	\$9,340	\$0	\$14,360	\$36,700		
Group 1, PS #4, Sunnymede	\$9,780	\$4,680	\$56,060	\$5,580	\$76,100		
Group 1, PS #5, Walnut	\$16,420	\$13,570	\$50,360	\$22,160	\$102,510		
Group 1, PS #6, Riverfront	\$16,420	\$13,570	\$50,460	\$22,160	\$102,610		
Group 1, PS #8, Riverlyn	\$11,320	\$9,010	\$48,840	\$14,740	\$83,910		
Group 1, PS #10, Plum	\$10,390	\$9,010	\$0	\$11,620	\$31,020		
Group 1, PS #13, Zero St.	\$9,660	\$5,130	\$46,560	\$5,580	\$66,930		
Group 1, PS #15, Hunters Point	\$11,080	\$9,130	\$30,140	\$14,740	\$65,090		
Group 1, PS #17, Edgewater	\$8,730	\$6,930	\$14,480	\$6,260	\$36,400		
Group 1, PS #19, Candlestick	\$10,450	\$9,610	\$0	\$14,740	\$34,800		
Group 1, PS #23, 104th Street	\$12,010	\$10,810	\$27,920	\$14,740	\$65,480		
Group 1, PS #26, South Field	\$10,450	\$9,610	\$0	\$14,740	\$34,800		
Group 1, PS #27, North Pointe	\$10,450	\$8,650	\$0	\$14,740	\$33,840		
Group 2, PS #9, South "I" & 4th	\$8,340	\$7,530	\$14,760	\$6,680	\$37,310		
Group 2, PS #18, Ball Road	\$11,890	\$13,570	\$33,340	\$14,740	\$73,540		
Group 2, PS #20, Fort Smith Park	\$11,890	\$13,570	\$31,220	\$14,740	\$71,420		
Group 2, PS #21, Riverbend	\$11,890	\$13,570	\$33,580	\$14,740	\$73,780		
Group 2, PS #22, Riley Farms	\$11,890	\$13,750	\$47,960	\$14,740	\$88,340		
Group 2, PS #24, Canterbury	\$11,890	\$13,570	\$33,040	\$14,740	\$73,240		
Group 2, PS #25, Lakeview Point	\$11,890	\$13,570	\$31,480	\$14,740	\$71,680		
Hawkins-Weir Totals	\$246,160	\$217,540	\$550,200	\$282,440	\$1,296,340	\$171,480	\$1,467,820
Reimbursable Expenses							
RJN Group							\$149,000
Broadband Electromagnetic (BEM) Force Main Inspection							\$76,400
CUES Solid FX Lidar Force Main Inspection							\$42,600
McBrayer Engineering							\$140,000
Sub-Total							\$408,000
Reimbursable Markup 3% (Per Contract)							\$12,240
Total Estimated Reimbursable Expenses							\$420,240
TOTAL ENGINEERING FEE & REIMBURSABLE EXPENSES							\$1,888,060

Summary

Wastewater Pump Station/Force Main Evaluations, FSUD 15-19-ED1

Task 1 - Pump Station/Force Main Technical Data		Engr VII \$180	Engr V \$150	Engr III \$120	Dsqnr II \$100	Tech II \$70	Field Tech II \$75	GPS Survey \$175	Admin. Asst. II \$55	Total Hours	Total Cost
Billing Rate (Effective thru 07/30/16)											
1.1	Review the following information from the City of Fort Smith (City):										
	a. Record drawings for each pump station/force main	41	21.5	38	0	0	0	0	0	100.5	\$15,165
	b. Pump curves and other pump, motor, and standby generator data/secondary sources of power (transfer switches)	37	19.5	35	0	0	0	0	0	91.5	\$13,785
	c. Pump station operation and maintenance manuals	10	18.5	35	0	0	0	0	0	63.5	\$8,775
	d. Operation and maintenance data including pump run (hours) data	10	18.5	35	0	0	0	0	0	63.5	\$8,775
	e. Maintenance records and work order histories	10	21	40	0	0	0	0	0	71	\$9,750
	f. Sanitary Sewer Overflow (SSO) records of pump station related spills	36	21	40	0	0	0	0	0	97	\$14,430
1.2	Interview City personnel to gain additional detail regarding the following:										
	a. Wastewater pump system	22	11	22	0	0	0	0	0	55	\$8,250
	b. Pump station maintenance capabilities	22	11	22	0	0	0	0	0	55	\$8,250
	c. Spare parts inventory and equipment	20	11	22	0	0	0	0	0	53	\$7,890
	d. Routine/emergency practices and procedures	20	11	22	0	0	0	0	0	53	\$7,890
1.3	Field investigation of each pump station to verify historical data and photograph its key components	6	41	44	0	0	0	0	0	91	\$12,510
1.4	Develop a detailed description of each pump station, including the following:										
	a. Pump station structure	50	0	0	0	76	0	0	88	214	\$19,160
	b. Pumping equipment	38	40	74	0	76	0	0	88	316	\$31,880
	c. Controls	34	40	74	0	0	0	0	0	148	\$21,000
	d. Supervisory Control and Data Acquisition (SCADA) system	4	22.5	31	0	0	0	0	0	57.5	\$7,815
	e. Primary and alternate power supplies	4	22.5	31	0	0	0	0	0	57.5	\$7,815
1.5	Determine the peak, incoming dry-weather flow rate and peak wet-weather flow rates in the gravity sewer line tributary to each pump station as generated by the following rainfall events:										
	a. 2-year/6-hour ⁽¹⁾⁽²⁾	0	22	22	0	0	0	0	0	44	\$5,940
	b. 5-year/6-hour ⁽¹⁾⁽²⁾	0	22	22	0	0	0	0	0	44	\$5,940
	c. 10-year/6-hour ⁽¹⁾⁽²⁾	0	22	22	0	0	0	0	0	44	\$5,940
1.6	Develop an inventory listing of each force main, including the following:										
	a. Construction material	0	8	20	0	0	0	0	0	28	\$3,600
	b. Age or installation date	0	8	18	0	0	0	0	0	26	\$3,360
	c. Diameter and length	0	8	18	0	0	0	0	0	26	\$3,360
	d. Special corrosion protection measures, as applicable	0	8	16	0	0	0	0	0	24	\$3,120
	e. Typical flow rates/velocities	0	8	16	0	0	0	0	0	24	\$3,120
	f. Maintenance history	0	15.5	26	0	0	0	0	0	41.5	\$5,445
	g. Identification of any redundant or stand-by force main(s) and its capacity as a percentage of the pump station's discharge and its typical operating mode (i.e. emergency standby, wet-weather standby, or other mode)	0	8.5	16	0	0	0	0	0	24.5	\$3,195
Total Hours		354	460	761	0	152	0	0	176	1913	
Total Cost - Task 1		\$65,520	\$69,000	\$91,320	\$0	\$10,640	\$0	\$0	\$9,680		\$246,160

(1) Coordinate with CDM Smith, who is determining these peak flow rates for the eight (8) pump stations identified in the attached Exhibit A under a separate contract with the City.

(2) For the remaining fourteen (14) pump stations, coordinate with our Subconsultant (R/JN Group) to conduct flow monitoring of the upstream, tributary gravity sewer line serving each pump station, and utilizing the appropriate methodology for analysis, determine the resulting peak dry-weather and wet-weather flow rates.

Summary

Wastewater Pump Station/Force Main Evaluations, FSUD 15-19-ED1

Task 2 - Pump Station Evaluation ⁽³⁾		Engr VII \$180	Engr V \$150	Engr III \$120	Dsgnr II \$100	Tech II \$70	Field Tech II \$75	GPS Survey \$175	Admin. Asst. II \$55	Total Hours	Total Cost
Billing Rate (Effective thru 07/30/16)											
2.1	Perform a condition assessment of each pump station. Pump station condition assessment shall include:										
	a. Pump station structure	53	0	0	0	0	0	0	0	53	\$9,540
	b. Pumps	20	12.5	20.5	0	0	0	0	0	53	\$7,935
	c. Motors	2	11.5	19.5	0	0	0	0	0	33	\$4,425
	d. Valves	20	11	18	0	0	0	0	0	49	\$7,410
	e. Piping and support structures	20	11	18	0	0	0	0	0	49	\$7,410
	f. Electrical, instrumentation, and SCADA components	0	11	18	0	0	0	0	0	29	\$3,810
	g. Bar screens and associated components	3	2.5	3	0	0	0	0	0	8.5	\$1,275
	h. Odor control equipment	18	11	18	0	0	0	0	0	47	\$7,050
	i. Security systems, including fencing	0	8.5	15	0	0	0	0	0	23.5	\$3,075
	j. Access drives and parking areas	15	9	16	0	0	0	0	0	40	\$5,970
	k. Equalization basins and auxiliary components	2	2	2	0	0	0	0	0	6	\$900
	l. Floodplain/floodway issues	0	9	16	0	0	0	0	0	25	\$3,270
	m. Surrounding neighborhood issues	17	9	16	0	0	0	0	0	42	\$6,330
2.2	Determine, by field measurement, the actual firm capacity of each pump station with the largest pump out of service. For those pump stations that include wet-weather equalization storage, the firm capacity of the pump station shall be based upon operation of those components	56	68	136	0	0	0	64	0	324	\$47,800
2.3	Comparison evaluation of the firm pump capacity of each pump station to the peak wet-weather flow rate(s) in the gravity sewer line(s) tributary to the pump station for the three (3) rainfall events described in Task 1.5	56	62	136	0	0	0	0	0	254	\$35,700
2.4	Determine the critical response time under both dry-weather and wet-weather conditions for each pump station	56	62	112	0	0	0	0	0	230	\$32,820
2.5	Determine the ability of City maintenance personnel to take corrective actions within the critical response time as calculated for each pump station	56	62	112	0	0	0	0	0	230	\$32,820
Total Hours		394	362	676	0	0	0	64	0	1496	
Total Cost - Task 2		\$70,920	\$54,300	\$81,120	\$0	\$0	\$0	\$11,200	\$0		\$217,540

(3) For the fifteen (15) Group One pump stations identified in Appendix B of the Consent Decree that have been reconstructed, undergoing major reconstruction, scheduled for construction, or constructed since 2001, Engineer may utilize information and documentation from engineering reports, contract documents, specifications, submittals, operation and maintenance manuals, and other such existing information as the basis for the pump station evaluation.

Summary

Wastewater Pump Station/Force Main Evaluations, FSUD 15-19-ED1

Task 3 - Force Main Evaluation		Engr VII \$180	Engr V \$150	Engr III \$120	Dsgnr II \$100	Tech II \$70	Field Tech II \$75	GPS Survey \$175	Admin. Asst. II \$55	Total Hours	Total Cost
Billing Rate (Effective thru 07/30/16)											
3.1	Perform a condition assessment of each force main ⁽⁴⁾ , including the following:										
	a. Prepare private property rights-of-entry, as necessary, for acquisition by the City	0	0	0	84	0	0	0	0	84	\$8,400
	b. Field survey to determine its location	0	0	0	64	0	80	712	0	856	\$137,000
	c. Evaluate all air release valves and valve vaults. Also develop GPS coordinates for all air release valves	26	28	80	0	0	0	26	0	160	\$23,030
	d. Evaluate all blow down valves and valve vaults. Also develop GPS coordinates for all blow down valves	26	28	80	0	0	0	26	0	160	\$23,030
	e. Evaluate accessibility of the force main	0	46	0	0	0	0	0	0	46	\$6,900
	f. Perform property research and develop ownership map of the force main route	0	30	0	96	192	0	0	60	378	\$30,840
	g. Develop a plan and natural grade profile of the force main	0	0	0	0	252	0	0	0	252	\$17,640
	h. Develop a hydraulic grade line (HGL) of the force main based upon pump station capacities and superimpose this information onto the natural grade profile	40	42	200	0	0	0	0	0	282	\$37,500
	i. Identify areas of gravity flow within the force main	40	42	200	0	0	0	0	0	282	\$37,500
	j. Evaluate soil conditions inherent to any existing metallic pipe force main route	0	44	0	0	0	72	0	0	116	\$12,000
	k. Perform a direct inspection of the force main. This may be accomplished by coupon testing or other non-destructive testing methods	60	84	304	0	0	0	0	0	448	\$59,880
3.2	Comparison evaluation of the capacity of each force main to the peak wet-weather flow rate(s) in the gravity sewer line(s) tributary to the force main for the three (3) rainfall events described in Task 1.5	64	66	160	0	0	0	0	0	290	\$40,620
3.3	Perform an operational assessment of each force main including the following:										
	a. Normal operating pressure	0	28	42	0	0	0	0	0	70	\$9,240
	b. Maximum anticipated pressures resulting from:										
	(1) Pump shut-down or failure	14	26	52	0	0	0	0	0	92	\$12,660
	(2) Valve failure	14	26	42	0	0	0	0	0	82	\$11,460
	c. Past maintenance records	14	28	84	0	0	0	0	0	126	\$16,800
	d. Visual inspection of the ground surface over the entire length of the force main	14	30	52	0	0	0	0	0	96	\$13,260
3.4	Develop a detailed summary of the condition of each force main, the method(s) used to determine that condition, and the relative risks and consequences of a force main failure	78	84	160	0	0	0	0	120	442	\$52,440
	Total Hours	390	632	1456	244	444	152	764	180	4262	
	Total Cost - Task 3	\$70,200	\$94,800	\$174,720	\$24,400	\$31,080	\$11,400	\$133,700	\$9,900		\$550,200

(4) This condition assessment will exclude seven (7) force mains that either have been recently assessed or replaced. The assessment of these seven (7) force mains will be conducted with the City's continuing maintenance program (CMOM) as identified in Appendix B of the Consent Decree.

Summary

Wastewater Pump Station/Force Main Evaluations, FSUD 15-19-ED1

Task 4 - Remedial Measures ⁽⁵⁾		Engr VII \$180	Engr V \$150	Engr III \$120	Dsgnr II \$100	Tech II \$70	Field Tech II \$75	GPS Survey \$175	Admin. Asst. II \$55	Total Hours	Total Cost
Billing Rate (Effective thru 07/30/16)											
4.1	Prepare a detailed description of all capacity remedial measures, condition remedial measures, and operational improvements required at each pump station. Such remedial measures shall include:										
	a. Increased pumping capacity	78	70	164	0	0	0	0	48	360	\$46,890
	b. Altering pump station configuration	77	69	154	0	332	0	0	48	680	\$68,570
	c. Maintaining adequate supplies of critical equipment or parts	80	74	150	0	0	0	0	44	348	\$45,920
	d. Improvements in maintenance practices	82	74	150	0	0	0	0	44	350	\$46,280
	e. Providing additional alternative power and lightning strike protection	0	75	138	0	0	0	0	34	247	\$29,680
4.2	In coordination with City staff, develop a schedule and narrative for completing the remedial measures or in implementing any identified operational improvements taking into consideration the City's funding availability based on timing of Bond issuances	81	76	144	0	0	0	0	34	335	\$45,130
Total Hours		398	438	900	0	332	0	0	252	2320	
Total Cost - Task 4		\$71,640	\$65,700	\$108,000	\$0	\$23,240	\$0	\$0	\$13,860		\$282,440

(5) All remedial measures necessary to ensure compliance with the Consent Decree must comply with the Water Environment Federation (WEF) Manual of Practice FD-4 (1993), "Design of Wastewater and Storm Water Pumping Stations".

Summary

Wastewater Pump Station/Force Main Evaluations, FSUD 15-19-ED1

Task 5 - Pump Station and Force Main Evaluation Report and Remedial Measures Plan		Engr VII \$160	Engr V \$150	Engr III \$120	Dsgnr II \$100	Tech II \$70	Field Tech II \$75	GPS Survey \$175	Admin. Asst. II \$55	Total Hours	Total Cost
Billing Rate (Effective thru 07/30/16)											
5.1	Prepare monthly reports, documenting progress to date and planned activities for the coming month, and deliver to the City	40	40	120		48			80	328	\$35,360
5.2	Prepare interim report detailing progress toward completing the evaluations, and deliver to the City by mid-December 2015	24	40	80		24			24	192	\$22,920
5.3	Prepare interim report detailing progress toward completing the evaluations, and deliver to the City by mid-December 2016	24	40	80		24			24	192	\$22,920
5.4	Prepare final pump station and force main evaluation report and remedial measures plan for submission by the City to the EPA and the ADEQ by November 1, 2017. The report shall provide the following to document the various pump station/force main evaluations, maintenance activities, and remedial measures undertaken and/or planned by the City and as detailed in Article Three of the Consent Decree: a. Narrative b. Analysis c. Calculations d. Exhibits e. Other supporting information	160	40	160		40			80	480	\$61,200
5.5	If the pump station and force main evaluation report and/or remedial measures plan is disapproved in whole or in part by the EPA, coordinate with the City to correct all identified deficiencies and resubmit to the EPA and the ADEQ for approval	80	40	40		24			40	224	\$29,080
Total Hours		328	200	480	0	160	0	0	248	1416	
Total Cost - Task 5		\$59,040	\$30,000	\$57,600	\$0	\$11,200	\$0	\$0	\$13,640		\$171,480

Summary

ENGINEERING SERVICES SUMMARY										Wastewater Pump Station/Force Main Evaluations, FSUD 15-19-ED1	
	Engr VII	Engr V	Engr III	Dsgnr II	Tech II	Field Tech II	GPS Survey	Admin. Asst. II	Total Hours	Total Cost	
Billing Rate (Effective thru 07/30/16)	\$180	\$150	\$120	\$100	\$70	\$75	\$175	\$55			
Total Hours	364	460	761	0	152	0	0	176	1913		
Total Cost - Task 1, Pump Station/Force Main Technical Data	\$65,520	\$69,000	\$91,320	\$0	\$10,640	\$0	\$0	\$9,680		\$246,160	
Total Hours	394	362	676	0	0	0	64	0	1496		
Total Cost - Task 2, Pump Station Evaluation	\$70,920	\$54,300	\$81,120	\$0	\$0	\$0	\$11,200	\$0		\$217,540	
Total Hours	390	632	1456	244	444	152	764	180	4262		
Total Cost - Task 3, Force Main Evaluation	\$70,200	\$94,800	\$174,720	\$24,400	\$31,080	\$11,400	\$133,700	\$9,900		\$550,200	
Total Hours	398	438	900	0	332	0	0	252	2320		
Total Cost - Task 4, Remedial Measures	\$71,640	\$65,700	\$108,000	\$0	\$23,240	\$0	\$0	\$13,660		\$282,440	
Total Hours	328	200	480	0	160	0	0	248	1416		
Total Cost - Task 5, Pump Station and Force Main Evaluation Report and Remedial Measures Plan	\$59,040	\$30,000	\$57,600	\$0	\$11,200	\$0	\$0	\$13,640		\$171,480	
Total Hours	1874	2092	4273	244	1088	152	828	856	11407		
Total Cost - Tasks 1-5	\$337,320	\$313,800	\$512,760	\$24,400	\$76,160	\$11,400	\$144,900	\$47,080		\$1,467,820	
REIMBURSABLE EXPENSES										Wastewater Pump Station/Force Main Evaluations, FSUD 15-19-ED1	
Item	Description									Total	
1.	Subconsultants									\$149,000	
	R/JN Group, Inc.									\$76,400	
	Broadband Electromagnetic (BEM) Force Main Inspection									\$42,800	
	CUES Solid FX Lidar Force Main Inspection									\$140,000	
	McBrayer Engineering, Inc.									\$408,000	
	Sub-Total									\$12,240	
	Reimbursement Markup at										
	3% (Per Contract)									\$420,240	
	Total Estimated Reimbursables										
TOTAL ENGINEERING FEE & REIMBURSABLE EXPENSES										\$1,888,060	

Comprehensive Plan Goal Supported By Wastewater Projects

- Ensure adequate, well-maintained infrastructure, public safety, and public facilities for all development and prevent development ahead of infrastructure and service provision. (FLU-1.4)
- 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-5.1)
- Implement an infrastructure Asset Management Program as a tool for management of the utility department's water and sewer systems and to track, manage, and schedule necessary facility upgrades and improvements. (TI-5.1.1)
- Ensure that utility and infrastructure systems can meet the city's long-term needs. (TI-5.2)
- Coordinate land use planning and capital programming to ensure infrastructure improvements and extensions are phased to support the future land use pattern. (TI-5.2.1)
- Adopt criteria for prioritizing funding to infrastructure-related capital improvement projects. (TI-5.2.4)
- Provide new facilities in a manner that protects investments in existing facilities and promotes orderly growth. (PFS-4.2)

RESOLUTION _____

**A RESOLUTION TO ACCEPT THE BID AND AUTHORIZE A
CONTRACT FOR THE CONSTRUCTION OF
STREET OVERLAYS/RECONSTRUCTION
PROJECT NO. 15-03-B**

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

SECTION 1: The bid of Goodwin and Goodwin, Inc. received September 29, 2015 for the construction of Street Overlays/Reconstruction, Project No. 15-03-B, in the amount of \$2,533,565.34 be accepted.

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

SECTION 3: Payment for construction authorized by Section 1 is hereby authorized from the Sales Tax Fund (1105).

This resolution adopted this _____ day of October, 2015.

APPROVED:

Mayor

ATTEST:

City Clerk

Approved as to Form



 No Publication Required



Memorandum

TO: Jeff Dingman, Acting City Administrator

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

DATE: September 30, 2015

SUBJECT: Street Overlays/Reconstruction
Project No. 15-03-B

The above subject project consists of asphalt street overlays, reconstruction and minor drainage improvements for the streets shown on the attached exhibit. The total length of streets to be improved is approximately 2.6 miles.

Construction plans and specifications were prepared by Brixey Engineering and Land Surveying, Inc., of Fort Smith. An advertisement was published and bids were received on September 29, 2015. Four contractors requested plans and specifications, and three bids were received which are summarized as follows:

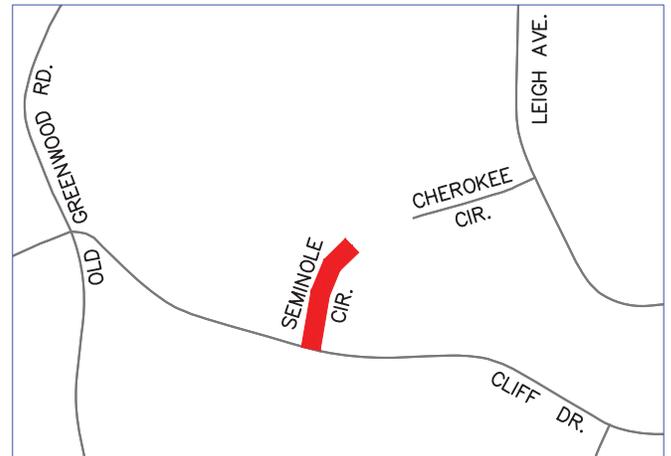
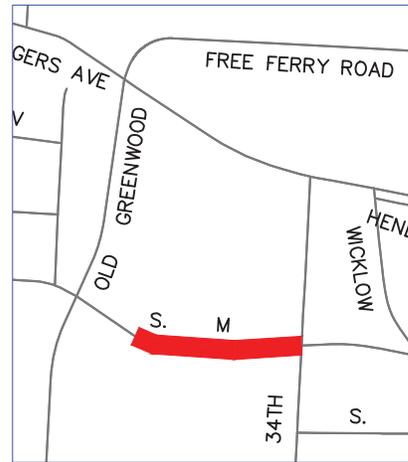
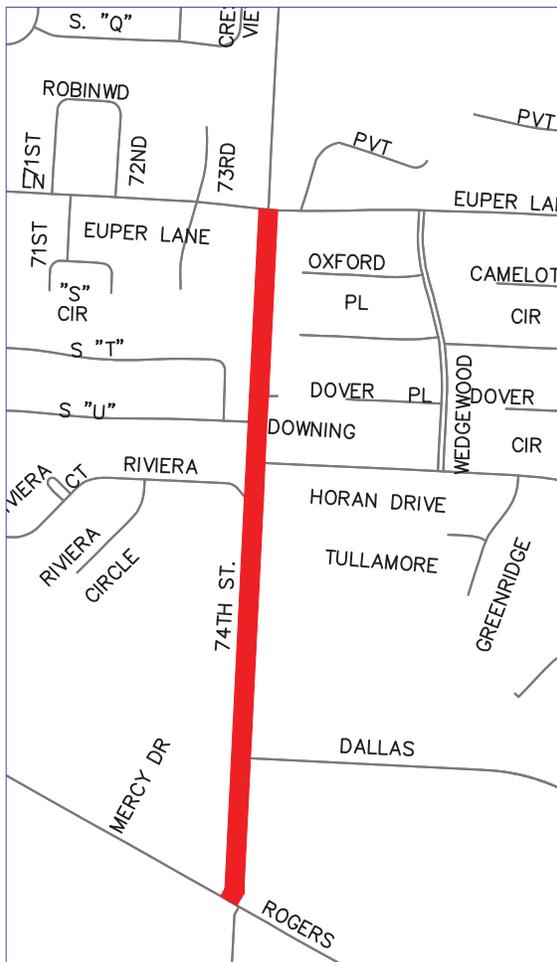
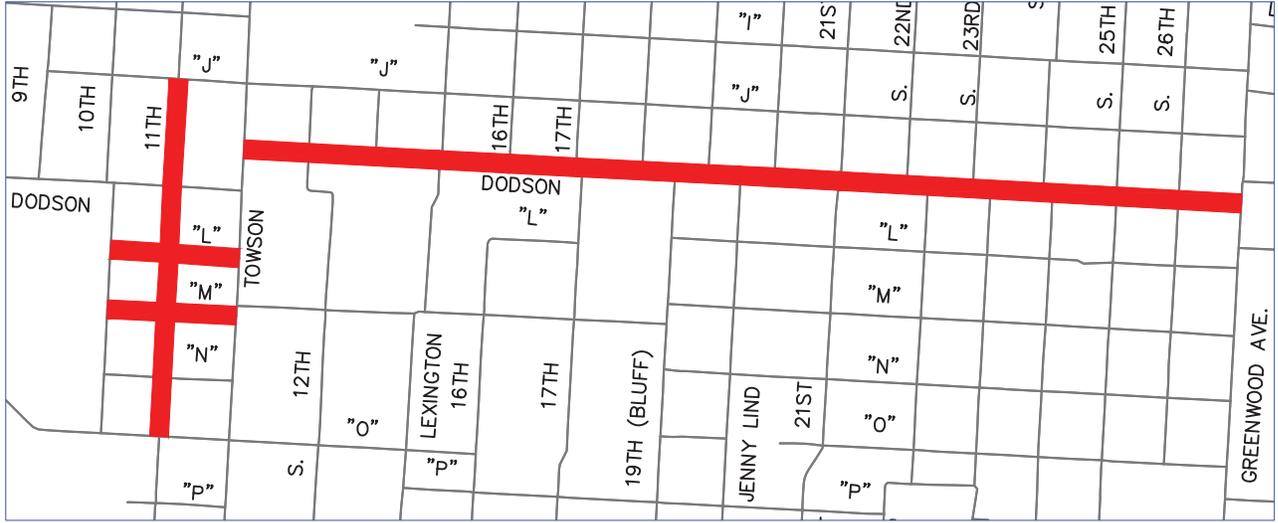
CONTRACTOR	AMOUNT	CONTRACTOR	AMOUNT
1. Goodwin & Goodwin, Inc. Fort Smith, AR	\$2,533,565.34	3. Township Builders, Inc. Little Rock, AR	\$2,817,980.00
2. Forsgren, Inc. Fort Smith, AR	\$2,595,889.14	<i>Engineer's Estimate</i>	<i>\$2,600,000.00</i>

I recommend that the lowest bid be accepted and that the construction contract be awarded to Goodwin and Goodwin, Inc. The estimated notice to proceed date for this contract is October 19, 2015. Based on the contract duration of 270 days, the estimated completion date would be July 14, 2016.

This project is 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 is a Resolution to accomplish the above recommendation. Funds are available in the Sales Tax Program (1105).

Attachments



2015 CAPITAL IMPROVEMENTS PROGRAM
STREET OVERLAYS/RECONSTRUCTION



Project:	15-03-B
Date:	OCT. 2014
Scale:	NONE
Drawn By:	RBR

RESOLUTION _____

**A RESOLUTION TO ACCEPT THE BID AND AUTHORIZE A
CONTRACT FOR THE CONSTRUCTION OF
TRAFFIC SIGNAL IMPROVEMENTS
PROJECT NO. 13-09-B**

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

SECTION 1: The bid of All Service Electric, Inc., received September 22, 2015, for the construction of Traffic Signal Improvements, Project No. 13-09-B, in the amount of \$151,206.25 be accepted.

SECTION 2: The Mayor is authorized to execute a contract with All Service Electric, Inc., subject to the terms set forth in Section 1 above.

SECTION 3: Payment for construction authorized by Section 1 is hereby authorized from the Sales Tax Fund (1105).

This resolution adopted this _____ day of October, 2015.

APPROVED:

Mayor

ATTEST:

City Clerk

Approved as to Form



 No Publication Required



Memorandum

TO: Jeff Dingman, Acting City Administrator

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

DATE: September 30, 2015

SUBJECT: Traffic Signal Improvements
Project No. 13-09-B

The above subject project includes the installation of a new traffic signal on Zero Street (Hwy 255) and Ben Geren Park adjacent to Parrot Island Waterpark. A location map is attached.

Construction plans and specifications were prepared by Traffic Engineering Consultants, Inc., of Oklahoma City, Oklahoma. An advertisement was published and bids were received on September 22, 2015. Six contractors requested plans and specifications and four bids were received which are summarized as follows:

CONTRACTOR	AMOUNT	CONTRACTOR	AMOUNT
1. All Service Electric, Inc. Hot Springs, AR	\$151,206.25	3. Traffic & Lighting Systems, LLC. Oklahoma City, OK	\$180,901.00
2. Traffic Signals, Inc. Edmond, OK	\$169,941.00	4. Midstate Traffic Control, Inc. Oklahoma City, OK	\$245,422.50
<i>Engineers Estimate</i>	<i>\$180,000.00</i>		

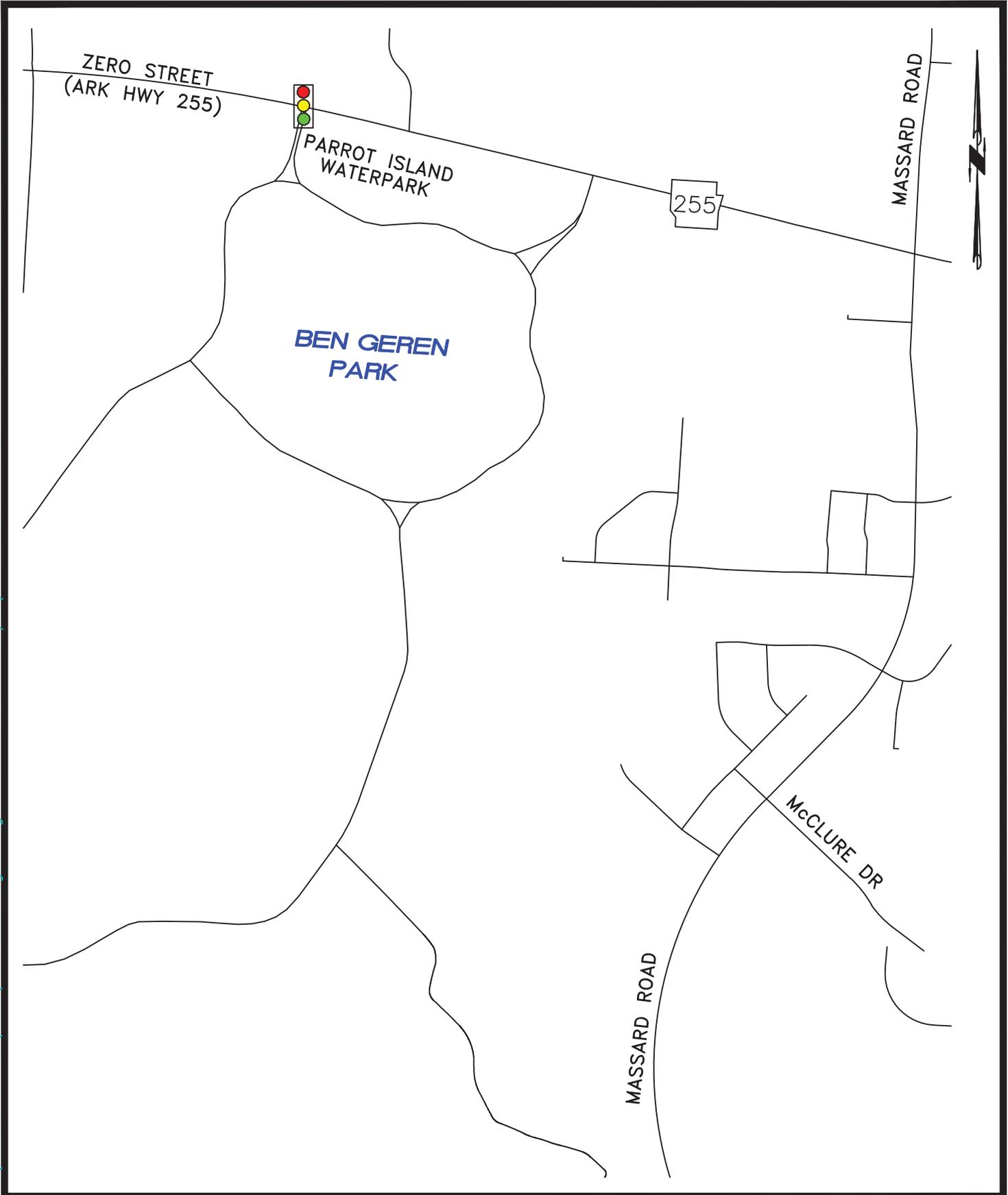
I recommend that the lowest bid be accepted and that the construction contract be awarded to All Service Electric, Inc. The estimated notice to proceed date for this contract is October 19, 2015. Based on the contract duration of 180 days, the estimated completion date would be April 15, 2016.

This project is also 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) and TI-5.2 (Ensure that utility and infrastructure systems can meet the city's long-term needs).

Attached is a Resolution to accomplish the above recommendation. Funds are available in the Sales Tax Program (1105).

Attachments

G:\DRAWINGS\CIP\00-00 CIPALL\2016\13-09-B Signal.dwg 09/29/15-11:03 RBR 13-09-B



TRAFFIC SIGNAL IMPROVEMENTS
 ZERO STREET (HWY 255)
 AT BEN GEREN PARK



Project:	13-09-B
Date:	SEPT. 2015
Scale:	NONE
Drawn By:	RBR

RESOLUTION NO. _____

A RESOLUTION ACCEPTING CHANGE ORDER NUMBER TWO
WITH DIXON CONTRACTING INC. FOR THE
CONSTRUCTION OF THE RIVER PARK PAVILION ADDITION

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

The mayor is hereby authorized to execute Change Order No. 2 with Dixon
Contracting Inc. increasing the contract amount \$887.00.

This Resolution adopted this _____ day of October, 2015.

APPROVED:

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM



_____.npr

RESOLUTION NO. _____

RESOLUTION ACCEPTING COMPLETION OF AND
AUTHORIZING FINAL PAYMENT TO 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 City of Fort Smith hereby accepts construction of the above
captioned project as complete.

SECTION 2: Final payment is hereby authorized in the amount of \$29,741.06 to
the contractor, Dixon Contracting, Inc. for the above captioned project.

This Resolution adopted this _____ day of October, 2015.

APPROVED:

Mayor

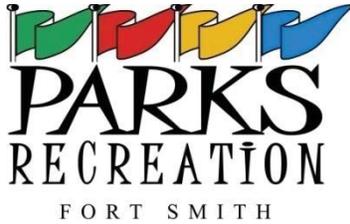
ATTEST:

City Clerk

APPROVED AS TO FORM



_____npr



Memo:

October 2, 2015

To: Jeff Dingman, City Administrator
From: Doug Reinert, Director of Parks & Recreation *DSR*
Re: River Park Pavilion Addition Change Order #2 and Final Pay

The warming kitchen and storage area addition for the River Park Pavilion has been completed. The new amenities will allow more open floor space moving tables and chairs that originally occupied the North West corner away from the event space.

The warming kitchen provides a refrigerator, ice machine and counter space with outlets for slow cookers, enabling patrons to move food and drinks adjacent to events providing efficient serving capabilities and providing safety by eliminating extension cords, tables and warming equipment away from activities.

During the installation of the final amenities it was realized that additional circuits and plumbing was needed for the tankless hot water heater. The change order amount is \$887.00 for the materials and installation. This systems saves space, energy and maintenance costs. The final pay for this project is 29,741.06.

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 resolutions. If you have any questions concerning this project please feel free to contact me.

attachment

Project Summary

Project Status:	Complete	Project name:	River Park Pavilion Addition
Today's Date:	October 2, 2015	Project contractor:	Dixon Contracting, Inc.
Staff contact name:	Doug Reinert		
Staff contact phone:	(479) 784-1006		
Notice to proceed issued:	April 27, 2015		

	Dollar Amount	Contract Time (Days)
Original bid award	86,400.00	90
Change Order No. 1	24,714.06	17
Change Order No. 2	887.00	
Total change orders	25,601.06	17
Adjusted contract amount	112,001.06	107
Payments to date (as negative):	-82,260.00	
Amount of this payment (as negative)	-29,741.06	
Retainage held	0.00	
Contract balance remaining	0.00	
Amount over (under) as a percentage	29.65%	
Final Comments:		



AIA[®]

Document G701[™] – 2001

Change Order

PROJECT (Name and address): Additions To: Riverfront Pavilion 100 North B Street Fort Smith, Arkansas	CHANGE ORDER NUMBER: 002 DATE: September 14, 2015	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Dixon Contracting, Inc. P.O. Box 10917 Fort Smith, AR 72917	ARCHITECT'S PROJECT NUMBER: 3596 CONTRACT DATE: April 8, 2015 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

Add circuit for instant hot water heater per attached Change Order #2 from O'Kelley Electric Services dated 8/11/15 for a total cost of \$887.00.

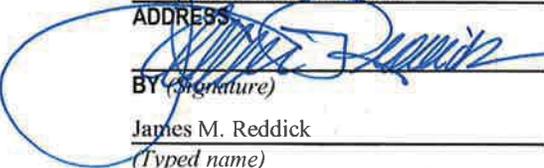
The original Contract Sum was	\$ 86,400.00
The net change by previously authorized Change Orders	\$ 24,714.06
The Contract Sum prior to this Change Order was	\$ 111,114.06
The Contract Sum will be increased by this Change Order in the amount of	\$ 887.00
The new Contract Sum including this Change Order will be	\$ 112,001.06

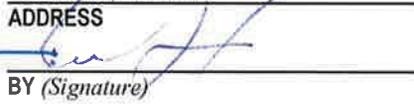
The Contract Time will be unchanged by Zero (0) days.

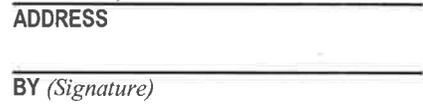
The date of Substantial Completion as of the date of this Change Order therefore is August 12, 2015

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Guest Reddick Architects, Inc.
ARCHITECT (Firm name)
 602 Garrison Ave - Suite 800
 Fort Smith, Arkansas 72901
ADDRESS

BY (Signature)
 James M. Reddick
 (Typed name)
 Sept. 14, 2015
DATE

Dixon Contracting, Inc.
CONTRACTOR (Firm name)
 P.O. Box 10917
 Fort Smith, Arkansas 72917
ADDRESS

BY (Signature)
 Morlin Dixon
 (Typed name)
 9/14/15
DATE

The City of Fort Smith, Arkansas
OWNER (Firm name)
 P.O. Box 1908
 Fort Smith, Arkansas 72902
ADDRESS

BY (Signature)
 Doug Reinert
 (Typed name)
DATE



O'KELLEY ELECTRIC SERVICES INC.
 635 ANGELA CIRCLE
 BARLING, AR. 72923
 PHONE: 479-452-0193
 FAX: 479-478-0337
 EMAIL: okelleyelectric@yahoo.com
 ARKANSAS MASTER LICENSE #9254
 ARKANSAS CONTRACTOR LICENSE # 0086190416
 DATE: 08/11/2015

CHANGE ORDER #2
FOR
RIVERFRONT PAVILION
100 N. "B" STREET
FT. SMITH, AR.

Mr. DIXION:

UPON YOUR REQUEST I HAVE BROKE OUT COST FOR THIS CHANGE OF ADDING A 240 VOLT 50 AMP CIRCUIT FOR A INSTANT HOT WATER HEATER. SO AS NOT TO CAUSE ANY INTERRUPTIONS TO THE PROGRESS OF THIS JOB UPON YOUR DIRECTIONS WE HAVE COMPLETED THIS WORK IN GOOD FAITH OF APPROVAL.

MATERIAL:

- 2 POLE 50 AMP SQUARE D QO CIRCUIT BREAKER
- 50' OF ¾ INCH E.M.T.
- COUPLINGS, CONNECTORS, STRAPS, SCREWS, BOXES, MUD RINGS
- 120' #8 THHN COPPER
- 60' #10 THHN COPPER
- TOTAL OF MATERIAL-----\$402.00

LABOR:

- INSTALL OF MATERIAL AS NOTED-----\$485.00

TOTAL FOR CHANGE ORDER #2-----\$887.00-----

PLEASE SIGN ONE COPY AND RETURN WHEN APPROVED

_____ DATE: _____

Sean O'Kelley President

RESOLUTION NO. _____

RESOLUTION ACCEPTING CHANGE ORDER NUMBER ONE
WITH DIXON CONTRACTING INC. FOR THE CONSTRUCTION
OF THE GREG SMITH RIVERWALK (WEST RIVER FRONT TRAIL)

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

The Mayor is hereby authorized to execute Change Order No. 1 with Dixon
Contracting, Inc., extending the contract time by 91 calendar days.

This Resolution adopted this _____ day of October, 2015.

APPROVED:

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM



_____npr



Memo:

October 1, 2015

To: Jeff Dingman, City Administrator
From: Doug Reinert, Director of Parks and Recreation *DSR*
Re: Change order number one for the Greg Smith River Walk

During the construction of the Greg Smith River Walk crews encountered significant delays due to frequent and unusually large amounts of rainfall. This unusual weather delayed the progress of the project.

The project was awarded in December 2014, but because of difficulties obtaining the permanent easements the notice to proceed was not issued until the end of March. This caused delays with many of the subcontractors for this project, causing them to be short-handed with their work crews.

The contract documents state that the contractor was to have anticipated 51 weather days for the extent of the contract. The attached change order will extend the contract by 91 days allowing for a total of 142 weather days. With the approval of the attached change order the revised completion date will be December 19, 2015. Because of these delays being out of the contractor's control I recommend approval of this change order. If you have any further questions feel free to contact me.

attachment

Project Summary

Project Status: In Progress Project name: West River Front Trail / Greg Smith Riverwalk
 Today's Date: October 2, 2015 Project contractor: Dixon Contracting, Inc.
 Staff contact name: Doug Reinert
 Staff contact phone: (479) 784-1006
 Notice to proceed issued: March 24, 2015

	Dollar Amount	Contract Time (Days)
Original bid award	1,893,210.00	180
Change Order No. 1	0.00	91
Total change orders	0.00	91
Adjusted contract amount	1,893,210.00	271
Payments to date (as negative):	-949,516.60	
Amount of this payment (as negative)	0.00	
Retainage held	0.10	
Contract balance remaining	943,693.40	
Amount over (under) as a percentage	0.00%	

Final Comments:

**WEST RIVER FRONT TRAIL
CHANGE ORDER NO. 1**

October 2, 2015

OWNER:
City of Fort Smith
Parks and Recreation Department
Fort Smith, Arkansas

PROJECT: West River Front Trail
Greg Smith River Walk
Fort Smith, Arkansas
CFS Project No. R-172-14

ENGINEER:
Frontier Engineering Inc.
P.O. Box 11988
Fort Smith, AR 72917

CONTRACTOR:
Dixon Contracting, Inc.
P.O. Box 10917
Fort Smith, AR 72917

WEST RIVER FRONT TRAIL

Notice to Proceed: March 24, 2015
Scheduled Completion Date: September 19, 2015
Original Contract Amount: \$ 1, 893,210.00

Description of Change Order:

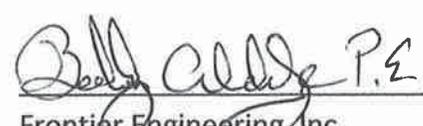
Contractor requests additional time due to abnormal weather, flooding, theft, work directive at Node No. 7 due to flooding, and delays in issuance of the Notice to Proceed.

~~Additional/Deductive~~ Costs of Change Order: \$ 0.00

~~Additional/Deductive~~ Calendar Days: 91 Days

Revised Completion Date: December 19, 2015

CONTRACTOR  October 2, 2015
Dixon Contracting, Inc. Date

ENGINEER  October 2, 2015
Frontier Engineering, Inc. Date

OWNER _____
City of Fort Smith Date

RESOLUTION NO. _____

RESOLUTION ACCEPTING BID FOR THE PURCHASE OF REAR LOADER

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

The bid, as indicated by enclosure on the attached Bid Tabulation **6303-307-TBBA** for the purchase of a 32 yard rear loader refuse truck from Shipley Motor Equipment for \$210,723.35, is accepted.

This Resolution adopted this _____ day of October, 2015.

APPROVED:

MAYOR

ATTEST:

CITY CLERK

Approved as to form:



No Publication Required

Inter office Memorandum

TO: Jeff Dingman, Acting City Administrator

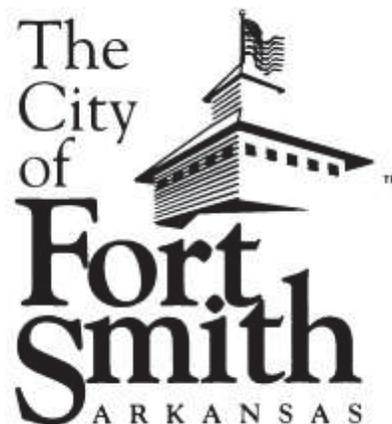
COPY TO: Baridi Nkokheli, Director of Sanitation

FROM: Alie Bahsoon, Purchasing Manager *AB*

SUBJECT: Purchase of Rear Loader Refuse Truck

DATE: October 2, 2015

BID TAB: 6303-307-TBBA



Attached you will find the bid tabulation for the purchase of a 32 yard rear loader refuse truck for use by the Department of Sanitation, Commercial Collection Division.

As indicated in the enclosed memorandum from Mr. Nkokheli, this loader will be a replacement of Asset #92, a 2002 International rear loader which will be kept for spare parts and eventually sold in the city's annual auction.

Funding for this loader has been appropriated for in the 2015 Budget in the "Reserve for Sanitation Equipment-Sinking Fund Account" in the amount of \$221,000.

This purchase fulfils all of the purchasing obligations as mandated by both state and local purchasing requirements and I am therefore recommending that the bid noted by enclosure on the attached bid tabulation is accepted and approved by the Board.

Please let me know if you should have any questions.





MEMORANDUM

October 2, 2015

To: Jeff Dingman, Acting City Administrator

From:  T. Baridi Nkokheli, Director

Subject: Truck Purchase – Commercial Rear Loader

The 2015 Budget for the Department of Sanitation's Commercial Collections Division (Program 6303) includes replacement of a 2002 Navistar International rear loader asset #92. The mileage for Asset #92 is currently 145,529 miles. Continuous vehicle operational issues occur, such as failed engine ignitions, warning lights malfunctions, and fuel sensors. Engine compression and instrument cluster relays failure due to a worn wiring harness, compaction components are failing (hydraulic cylinders/hose) and require frequent repair and/or replacement.

Asset #92 has 25 cubic yards of capacity. The replacement truck will be outfitted with a 32 cubic yard, high compaction, packer body which will allow collection crews to remain on the routes for longer periods and require fewer trips to the landfill thus reducing time fuel costs.

Our application for the replacement vehicle requires a low entry cab with seating configuration for a three-person crew. The proposed price for the replacement unit is \$210,723.35, of which \$10,276.65 is below the budget allocation of \$221,000.

The 2015 budget reflects an appropriation out of the "Reserve for Sanitation Equipment, Sinking Fund Account" (6845-364-1118) in the amount of \$221,000 (Program 6303).

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

Tabulation of Bids - City of Fort Smith 32 YARD REAR LOADER - Bid Tab #6305-307-TBBA						
	Shipleigh Motor Equip. Fort Smith, AR	Frontier Intl. Trucks Tulsa, OK	TCS Truck Comp. Srvc Stafford, MO			
Year	2016	2016	2016	2016	2016	2016
Make & Model	Mack LR613	Crane Carrier LET2-46	Mack LR613	Peterbilt 320	Mack LR613	Peterbilt 320
Body 1 Cost	New Way-King Cobra \$210,115.90		Load Master Excel \$204,917	Load Master Excel \$187,969	Wayne Phoenix \$220,982	Wayne Phoenix \$204,034
Body 2 Cost	McNeillus XC \$212,159.35					
Body 3 Cost	Heil Durapack 5000 \$219,723.35 ^A	Heil Durapack 5000 \$228,451.00				
Body 4 Cost	Labrie/Leach 2RIII \$208,423.35 ^B					
Total price	\$210,723.35 ✓*	\$228,451	\$204,917 ^C	\$187,969 ^D	\$220,982	\$204,034 ^E
Delivery terms	145 days	160 days	190 days	190 days	190 days	190 days

Bids Advertised: 08-30-2015 & 09-06-2015

Bids Opened: 09-15-2015

✓ Recommended bid award (vendor requests 5% local vendor preference)

Exceptions:

- A: Meets specifications and is within budgeted amount
 - B: Does not meet specifications: rollers on hopper slide panel instead of the slide shoes; some of the metal that makes up the body panels does not meet specifications-it is either too thin or too soft of a grade.
 - C: Does not meet specifications: body is 31 yds.; slide panel cylinder is too short
 - D: Does not meet specifications: chassis is not low entry on both sides of the cab; cab floor board should not exceed 18"; body is 31 yds.; slide panel cylinder is short
 - E: Does not meet specifications: chassis is not low entry on both sides of the cab; body does not meet specifications due to some hydraulic cylinders being smaller than specified and some of the metal that makes up the body is not within specs.
- * Vendor requests 5% local vendor preference: Vendor Preference Impact: Bid difference of \$5,806.35 (\$210,723.35-\$204,917) 5% Bid Preference Differential: \$10,536.17 (\$210,723.35*5%)
 Bid qualifies due to 5% differential \$215,453.17 (\$204,917+\$10,536.17)

RESOLUTION ACCEPTING THE PROJECT AS COMPLETE AND AUTHORIZING FINAL PAYMENT TO NEBO RESIDUALS SERVICES, INC., FOR LAKE FORT SMITH AND LEE CREEK WATER TREATMENT PLANT RESIDUALS LAGOON CLEANING

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

SECTION 1: The construction of the Lake Fort Smith and Lee Creek Water Treatment Plant Residuals Lagoon Cleaning, Project Number 14-08-C1, is accepted as complete.

SECTION 2: Final payment to Nebo Residuals Services, Inc., in the amount of \$39,392.50, is hereby approved.

This Resolution adopted this _____ day of October 2015.

APPROVED:

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:



npr

INTER-OFFICE MEMO

TO: Jeff Dingman, City Administrator

DATE: September 28, 2015

FROM: Steve Parke, Director of Utilities

SUBJECT: Lake Fort Smith and Lee Creek Water Treatment Plant
Residuals Lagoon Cleaning, Project Number 14-08

This project consisted of removing and disposing of water treatment plant residuals from lagoon 1 at the Lake Fort Smith Water Treatment Plant and lagoons 3 and 4 at the Lee Creek Water Treatment Plant. A notice to proceed was issued to the contractor on December 1, 2014. By early March the contractor had completed approximately 86 percent of the work but encountered wet conditions which greatly impacted his ability to perform removal and disposal operations. At the contractor's request, a stop work order was issued. Unfavorable conditions persisted through April and during the month of May the area received approximately 20 inches of rainfall further delaying project completion. Work was able to resume in July and the contractor completed the project in August. A project summary sheet is attached for your information.

A Resolution accepting the project as complete and authorizing final payment to Nebo Residuals Services, Inc., in the amount of \$39,392.50 is attached. It is my recommendation that the project be accepted as complete and the final payment be approved.

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

attachment

Project Summary

Today's date: September 28, 2015

Project name: Lake Fort Smith and Lee Creek
Water Treatment Plant Residuals
Lagoon Cleaning

Staff contact name: Steve Parke

Project number: 14-08-C1

Staff contact phone: 784-2231

Project engineer: Jimmie B. Johnson, P.E.

Notice to proceed issued: 12/01/2014

Project contractor: Nebo Residuals Services, Inc.

Completion date: 8/31/2015

	Dollar Amount	Contract Time (Days)
Original contract	\$500,000.00	70
Change orders:		
Total change orders:	\$ <u>0</u>	<u>0</u>
Adjusted contract	\$500,000.00	70
Payments to date (as negative):	(\$460,607.50)	92.0%
Amount of this payment (as a negative)	(39,392.50)	7.0%
Retainage held	\$0.00	
Contract balance remaining as a percentage	\$39,392.50	0.0%

Final comments: Delay in contract time was due to a stop work order issued for wet weather conditions.

RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AMENDMENT NUMBER TWO TO THE AGREEMENT WITH MICKLE WAGNER COLEMAN, INC., FOR ENGINEERING SERVICES ASSOCIATED WITH LAKE FORT SMITH WATER TRANSMISSION LINE – PHASE I

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

SECTION 1: Amendment Number Two with Mickle Wagner Coleman, Inc., for engineering construction phase services associated with the Lake Fort Smith Water Transmission Line – Phase I, Project Number 08-07-EC1, is hereby approved.

SECTION 2: The Mayor is hereby authorized to execute Amendment Number Two in the amount of \$839,472.00, for performance of said services.

This Resolution adopted this _____ day of October 2015.

APPROVED:

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:



npr

RESOLUTION ACCEPTING THE BID OF AND AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH S. J. LOUIS CONSTRUCTION OF TEXAS, LTD., FOR THE LAKE FORT SMITH WATER TRANSMISSION LINE – PHASE I

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

SECTION 1: The bid of S. J. Louis Construction of Texas, Ltd., for the construction of the Lake Fort Smith Water Transmission Line – Phase I, Project Number 08-07-C1, is hereby accepted.

SECTION 2: The Mayor is hereby authorized to execute a contract with S. J. Louis Construction of Texas, Ltd., for an amount of \$11,120,753.00, for performing said construction.

This Resolution adopted this _____ day of October 2015.

APPROVED:

Mayor

ATTEST:

City Clerk

APPR

OVED AS TO FORM:



npr



INTER-OFFICE MEMO

TO: Jeff Dingman, Acting City Administrator

DATE: September 29, 2015

FROM: Steve Parke, Director of Utilities

SUBJECT: Lake Fort Smith Water Transmission Line - Phase I
Project Number 08-07

On September 3 the city received eight bids for the construction of the Lake Fort Smith Water Transmission Line - Phase I project. The project consists of furnishing and installing 6 miles of 48-inch water transmission line and appurtenances. An exhibit which shows the project route is attached. The low bid was submitted by S. J. Louis Construction of Texas, Ltd., in the amount of \$11,120,753.00. A bid tabulation showing the bidders and their bid amounts is attached for your information. Mickle Wagner Coleman, Inc., the project designers, requested additional information from S. J. Lewis Construction regarding their experience with past projects of similar nature, their proposed staffing and equipment. Mickle Wagner Coleman's office also confirmed that S. J. Lewis Construction fully understood the contract requirements for site restoration and project safety. Upon review of the information provided, both the project designer and city staff recommend the award of the contract to S. J. Louis Construction of Texas. Funding for this project is established within the 2012 and 2014 sales and use tax bonds issued for water system improvements. A Resolution accepting the bid of S. J. Louis Construction of Texas, Ltd., and authorizing the Mayor to execute a contract is attached.

A Resolution authorizing Amendment Number Two to the Agreement with Mickle Wagner Coleman, Inc., to provide construction phase inspection and management services in the amount of \$839,472 is also attached. Services to be provided under this amendment include the following:

- Project administration and management
- Shop drawing, submittal, and contractor laying schedule review
- Full time construction inspection
- Permit required archaeological monitoring
- Welding inspection and certification
- Concrete and soil compaction testing
- Preparation of record drawings

Direct services provided by Mickle Wagner Coleman total \$648,172 while services provided by sub-consultants managed by Mickle Wagner Coleman total \$191,300. The total not-to-exceed cost of \$839,472 equates to 7.5 percent of the construction cost. Administrative costs for management of sub-consultant services as well as direct overhead and administrative costs

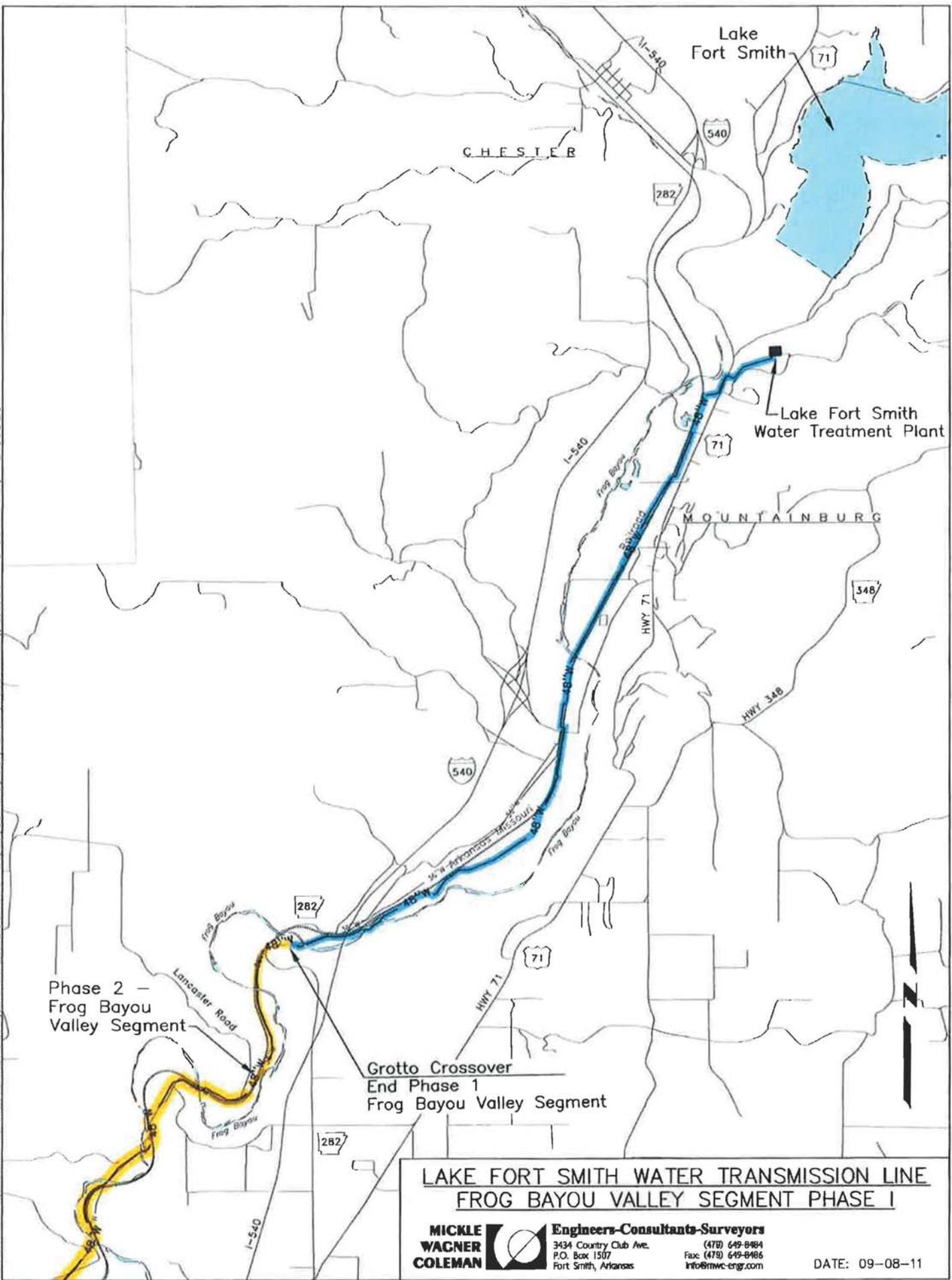
are included in Mickle Wagner Coleman's hourly professional services billing rates. A summary of costs is attached for your information.

Please note that this project requires the contractor to provide separate crews for excavation/pipe installation and for pipe backfill/site restoration, necessitating more than one inspector for much of the project duration. Estimated inspection hours are based upon a 45-hour work week. The project crosses multiple farms and hay fields requiring timely backfilling operations and thorough backfill compaction to prevent trench line settlement and rutting that would interfere with farming operations. This issue was of great concern and importance to property owners during the easement acquisition process.

Funding for the construction phase inspection and management services is also established within the 2012 and 2014 sales and use tax bonds issued for water system improvements. Should you or members of the Board have questions or need any additional information, please let me know.

attachment

K:\Fort Smith\CF5 TRANSMISSION LINE\EXHIBITS\MISC\Exhibit-frog bayou valley segment - phase 1.dwg, 9/8/2011 5:33:14 PM, 1:2.60323



Phase 2 -
Frog Bayou
Valley Segment

Grotto Crossover
End Phase 1
Frog Bayou Valley Segment

**LAKE FORT SMITH WATER TRANSMISSION LINE
FROG BAYOU VALLEY SEGMENT PHASE I**

**MICKLE
WAGNER
COLEMAN**



Engineers-Consultants-Surveyors
3434 Country Club Ave.
P.O. Box 1507
Fort Smith, Arkansas
(479) 649-9484
Fax: (479) 649-9486
info@mwce-engr.com

DATE: 09-08-11

Bid Tabulation Sheet

Project Name

Lake Fort Smith Water Transmission Line - Phase I
Project Number 08-07-C1

Bid Opening

September 3, 2015
10:00 A.M.

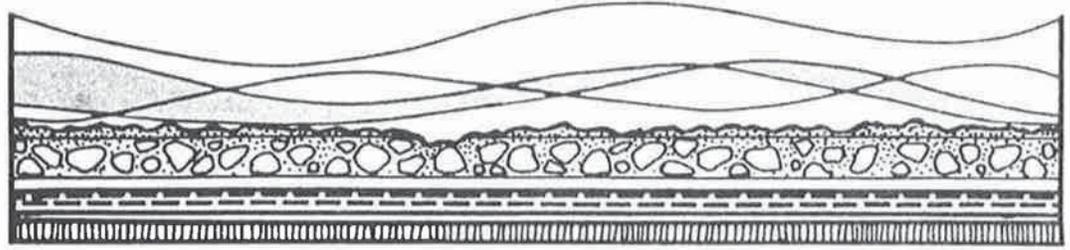
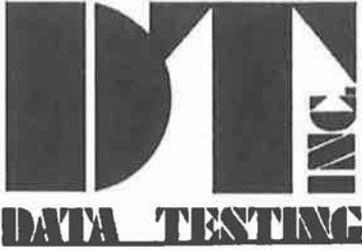
Bids Received

S.J. Louis Construction of Texas, Ltd. Mansfield, Texas	\$ 11,120,753.00
KAJACS Contractors, Inc. Popular Bluff, Missouri	\$ 11,649,625.00
Garney Companies, Inc. Kansas City, Missouri	\$ 11,746,149.00
Kraus Construction, Inc. Fort Smith, Arkansas	\$ 13,700,376.00
Carstensen Contracting, Inc. Pinestone, Minnesota	\$14,722,871.00
Oscar Renda Contracting, Inc. Roanoke, Texas	\$15,302,499.00
BRB Contractors, Inc. Topeka, Kansas	\$18,200,968.00
S & J Construction Co., Inc. Jacksonville, Arkansas	\$18,324,227.81

City of Fort Smith Water Transmission Line
 Project No. 08-07-C1
 23-Sep-15

SUMMARY OF COSTS

	Principal Engineer	Engineer III	Engineering Technician III	Engineering Technician II	Survey Crew	Registered Surveyor	Reimbursable/ Subconsultant	
Hourly Rate	144	122	95	85	155	118		
<i>CONSTRUCTION PHASE:</i>								
PRECONSTRUCTION CONFERENCE	4	8	2	2				\$1,912
SHOP DRAWING / LAY SCHEDULE REVIEW	20	80	40					\$16,440
PIPELINE CONSTRUCTION OBSERVATION	96	232	1,692					\$202,868
PUMP STATION CONSTRUCTION OBSERVATION	24	80	370					\$48,366
PIPE BACKFILL & RESTORATION OBSERVATION		80		1,726				\$156,470
PROGRESS MEETINGS	30	60	60	48				\$21,420
PAY APPLICATION REVIEW	60	120	120	48				\$38,760
SURVEY CONTROL					60	16		\$11,188
ARCHAEOLOGICAL MONITORING		80	40				90,000	\$103,560
WELDING INSPECTION		80	40				22,000	\$35,560
QUALITY ASSURANCE - TRENCH COMPACTION		30	96				69,900	\$82,680
QUALITY ASSURANCE - CONCRETE		30		96			9,400	\$21,220
RECORD DRAWINGS	20	80	240		192	96		\$76,528
MILEAGE							22,500	\$22,500
TOTAL HOURS	254	960	2,700	1,920	252	112		
COST	\$ 36,576	\$ 117,120	\$ 256,500	\$ 163,200	\$ 39,060	\$ 13,216	213,800	\$839,472



September 23, 2015

Proposal for Quality Control Testing

**48" Water Transmission Line
Fort Smith, Arkansas**

Soils

Standard Proctor	25 Each @ \$85.00	\$ 2,125.00
Field Densities:		
Travel (1.5 hrs, 240 trips)	360 Hrs. @ \$55.00	19,800.00
Mileage (60 Miles, 240 trips)	14,400 Each @ \$0.58	8,352.00
Field Tech (3 hrs/trip, 240 trips)	720 Hrs. @ \$55.00	39,600.00

Concrete

Field Tech-making cylinders, checking Slump and air, 50 pours	125 Hrs. @ \$55.00	6,875.00
Compression Tests-cylinders	250 Each @ \$10.00	2,500.00

Total \$79,252.00

1915 North Shiloh Drive, Suite 1
Fayetteville, Arkansas 72704
Office: (479) 521-7645

Licensed in:
Arkansas • Oklahoma • Missouri • Texas
Kansas • Louisiana • New Mexico
Mississippi • Colorado • Tennessee



www.gtsinc.cc

September 22, 2015

City of Fort Smith
c/o Mickle Wagner Coleman Engineers
3434 Country Club Ave
Fort Smith, Arkansas 72903

Attn: Mr. Nicholas Griffin, P.E.

RE: Special Inspections Services Proposal
Lake Fort Smith Transmission Line
Mountainburg, Arkansas
Proposal No. 15-CMTP-311

Dear Mr. Griffin:

GTS, Inc. appreciates the opportunity to submit this proposal to perform Special Inspection services on the above referenced project. This proposal provides the scope of work we anticipate will be required to perform these services efficiently, including an estimate of the number of trips that we anticipate will be needed for each type of testing. Trips required for retesting of failed tests are necessarily not accounted for in this proposal.

ANTICIPATED SCOPE OF SERVICES

Based on project specifications and the overview provided by Mr. Nicholas Griffin P.E. via email on September 9, 2015, GTS, Inc. anticipates that the following testing scope of service will be required:

Steel Pipe Welding Inspections

- 100% visual inspection of field welded joints in accordance with AWS D 1.1 by a Certified Welding Inspector (CWI);
- 25% of field welded joints randomly tested by a Level II MT technician / CWI in accordance with AWS D1.

We understand that approximately 4,440 linear feet of pipe will be installed for this project. The maximum pipe length for this project is 40' therefore at a minimum there will be 111 welded joint connections. Based on the provided information of 29 separate restrained joint sections we would assume that these sections will have two additional welded connections located at each end. This will increase the total number of welded connections to 227.



Estimated Trips

- Based on our previous experience on similar projects we would assume that 5 – 8 joints will be tested per trip. Each joint can be tested in about 10 – 15 minutes;
- We assume that each trip will take 1.5 hours of travel time, 2 hours of on-site time and 70 miles of travel;
- Using the estimated 227 total joints, we assume this project will require 28-45 trips.

Total estimated steel pipe welding inspections - \$13,300.00 – \$21,375.00

FEE ESTIMATE BASIS

We have estimated the cost of materials testing for this project based on the number of trips anticipated to be required and an estimate of the number of hours we will be on-site. We have also used our previous experience in performing these tests on projects of similar size and scope. All billing for this project will be based on actual time and mileage attributed to the project using our current rate sheets.

PREVIOUS EXPERIENCE

GTS has performed the above referenced scope of services for the Broken Arrow WTP project. The piping for this project included 24", 30", 36", 42" and 60" diameters. GTS inspected and used magnetic particle testing on approximately 200 joints for this project both on the inside and outside of the referenced pipes.



CLOSING

We appreciate the opportunity to provide this estimate to you. Please contact us if you have any questions regarding the information provided in this proposal.

Please sign and return the signature page of this proposal to us to authorize GTS, Inc. to begin work at this site.

Sincerely,



A handwritten signature in black ink, appearing to read "D. Berry".

Zack McDonald
CMT Manager

David A. Berry, P.E.
Principle Engineer

Copies to:

Addressee

(email)

Comprehensive Plan Goal Supported By Water Projects

- Ensure adequate, well-maintained infrastructure, public safety, and public facilities for all development and prevent development ahead of infrastructure and service provision. (FLU-1.4)
- 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-5.1)
- Implement an infrastructure Asset Management Program as a tool for management of the utility department's water and sewer systems and to track, manage, and schedule necessary facility upgrades and improvements. (TI-5.1.1)
- Ensure that utility and infrastructure systems can meet the city's long-term needs. (TI-5.2)
- Coordinate land use planning and capital programming to ensure infrastructure improvements and extensions are phased to support the future land use pattern. (TI-5.2.1)
- Adopt criteria for prioritizing funding to infrastructure-related capital improvement projects. (TI-5.2.4)
- Provide new facilities in a manner that protects investments in existing facilities and promotes orderly growth. (PFS-4.2)

RESOLUTION ACCEPTING THE PROJECT AS COMPLETE, AND
AUTHORIZING FINAL PAYMENT TO DALE CRAMPTON COMPANY
FOR THE 3900 KELLEY HIGHWAY ROOF RENOVATION

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

SECTION 1: The roof renovations for 3900 Kelley Highway, Project Number 14-05-C1,
is hereby accepted.

SECTION 2: Final payment to Dale Crampton Company in the amount of \$14,636.80, is
hereby approved.

This Resolution adopted this _____ day of October 2015.

APPROVED:

Mayor

ATTEST:

APPROVED AS TO FORM:



npr

INTER-OFFICE MEMO

TO: Jeff Dingman, Acting City Administrator

DATE: September 28, 2015

FROM: Steve Parke, Director of Utilities

SUBJECT: 3900 Kelley Maintenance Facility
Roof Renovations – Project 14-05

The 3900 Kelley Highway maintenance facility was completed in 1987. The roofing system on the administration building was experiencing multiple leaks during rain events and nearing the end of its useful life. A contract for the renovation of the roof system in the amount of \$297,983.00 was awarded to Dale Crampton Company in April and is now complete.

Dale Crampton Company has submitted final pay request in the amount of \$14,636.80, representing a cost underrun of \$5,247.00. A project summary is attached for your information. The attached Resolution authorizes the final payment to Dale Crampton Company in the amount of \$14,636.80.

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

attachment

Project Summary

Today's date: September 28, 2015

Project name: 3900 Kelley Highway
Roof Renovation

Staff contact name: Steve Parke

Project number: 14-05-C1

Staff contact phone: 784-2231

Project engineer: Steve Parke

Notice to proceed issued: 04/09/2015

Project contractor: Dale Crampton Company, Inc.

Completion date: 07/31/2015

	Dollar Amount		Contract Time (Days)
Original contract	\$297,983.00		125
Change orders:			
Total change orders:	\$ <u>0</u>		<u>0</u>
Adjusted contract	\$297,983.00		125
Payments to date (as negative):	(\$272,852.20)	92.0%	
Amount of this payment (as a negative)	(\$14,636.80)	4.9%	
Retainage held	\$0.00		
Contract balance remaining (underrun) as a percentage	\$5,247.00	0.02%	

Final comments: Cost underrun in the amount of \$5,247.00.

RESOLUTION AUTHORIZING THE MAYOR TO EXECUE AUTHORIZATION NUMBER TWO TO THE AGREEMENT WITH HAWKINS-WEIR ENGINEERS, INC., FOR THE MILL CREEK INTERCEPTOR IMPROVEMENTS - PHASE 1

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

SECTION 1: Authorization Number Two with Hawkins-Weir Engineers, Inc., to provide engineering construction phase services associated with the Mill Creek Interceptor Improvements -Phase 1, Project Number 12-09-EC1, is hereby approved.

SECTION 2: The Mayor is hereby authorized to execute the Authorization Number Two in the amount of \$253,600.00, for performance of said services.

This Resolution adopted this _____ day of October 2015.

APPROVED:

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:



npr

RESOLUTION ACCEPTING THE BID OF AND AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH KRAUS CONSTRUCTION COMPANY, LLC FOR THE MILL CREEK INTERCEPTOR IMPROVEMENTS - PHASE I

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

SECTION 1: The bid of Kraus Construction Company, LLC for the construction of Mill Creek Interceptor Improvements - Phase I, Project Number 12-09-C1, is hereby accepted.

SECTION 2: The Mayor is hereby authorized to execute a contract with Kraus Construction Company, LLC for an amount of \$3,529,499.00, for performing said construction.

This Resolution adopted this _____ day of October 2015.

APPROVED:

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:



npr



INTER-OFFICE MEMO

TO: Jeff Dingman, Acting City Administrator

DATE: September 28, 2015

FROM: Steve Parke, Director of Utilities

SUBJECT: Mill Creek Interceptor Improvements - Phase I
Project Number 12-09

The city's wastewater management plan identified the need to upgrade the Mill Creek pump station together with the interceptor sewers in its upstream collection system. Completion of these improvements will allow the transfer of greater flow volumes to the "P" Street wastewater treatment plant and eliminate sewer overflows occurring within the Mill Creek sewer basin.

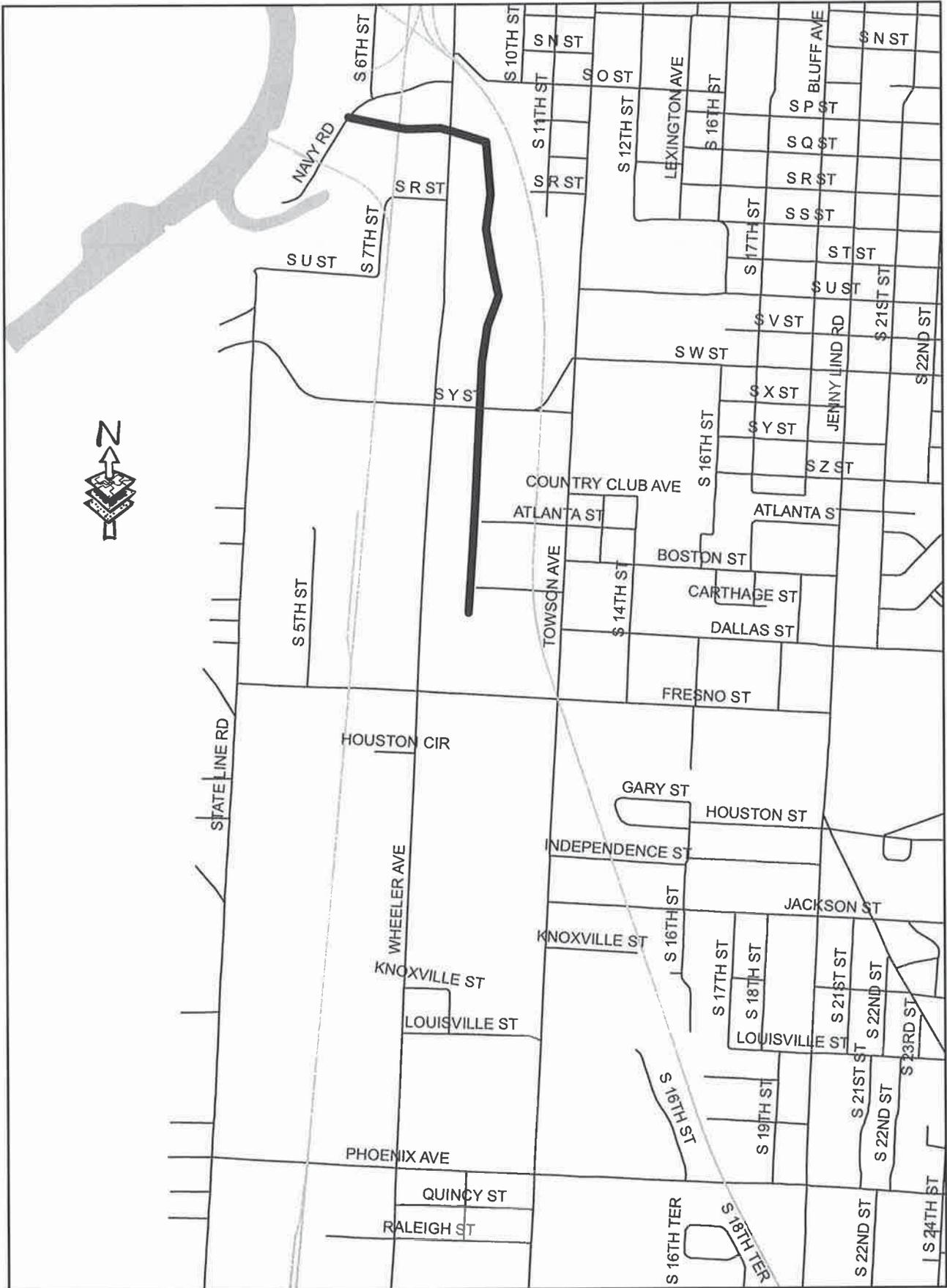
The Mill Creek Interceptor Improvements - Phase 1 project is to construct approximately 7,000 linear feet of 36-inch diameter interceptor sanitary sewer main to deliver greater flow volume to the new Mill Creek pump station and flow equalization storage facility now under construction. The project will also replace approximately 1,300 linear feet of 8-inch diameter collection system sewer mains in close proximity and connecting to the interceptor sewer which are in poor condition and causing sewer overflows to occur. An exhibit showing the project location is attached.

The low bid for the project was submitted by Kraus Construction Company, LLC in the amount of \$3,529,499.00. A bid tabulation showing the bidders and their bid amounts is attached. A Resolution accepting the bid of and authorizing a contract with Kraus Construction Company is attached.

Also attached is a Resolution authorizing the Mayor to execute Authorization Number Two to the Agreement for engineering services with Hawkins-Weir Engineers, Inc., for construction phase services in the amount of \$253,600.00. Funding for the initial portion of the construction is available from the 2014 sales and use tax bonds issued for sewer system improvements, however, supplemental funding will be required from the construction bonds to be issued in 2015 for the completion of the project. The Consent Decree requires the completion of this project on or before December 31, 2016.

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

attachment



**MILL CREEK INTERCEPTOR
IMPROVEMENTS PHASE I
PROJECT NO. 12-09**

Bid Tabulation Sheet

Project Name

Mill Creek Interceptor Improvements – Phase I
Project Number 12-09-C1

Bid Opening

September 10, 2015
2:00 P.M.

Bids Received

Kraus Construction Fort Smith, Arkansas	<u>\$3,529,499.00</u>
T-G Excavation Catoosa, Oklahoma	<u>\$3,933,333.00</u>
Forsgren, Inc. Fort Smith, Arkansas	<u>\$4,042,380.00</u>
Goodwin & Goodwin Fort Smith, Arkansas	No bid
Diamond Construction North Little Rock, Arkansas	No bid
Redford Construction, Inc. Raymore, Missouri	No bid
S. J. Lewis Construction Mansfield, Texas	No bid
BC Main Construction Van Buren, Arkansas	No bid

Comprehensive Plan Goal Supported By Wastewater Projects

- Ensure adequate, well-maintained infrastructure, public safety, and public facilities for all development and prevent development ahead of infrastructure and service provision. (FLU-1.4)
- 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-5.1)
- Implement an infrastructure Asset Management Program as a tool for management of the utility department's water and sewer systems and to track, manage, and schedule necessary facility upgrades and improvements. (TI-5.1.1)
- Ensure that utility and infrastructure systems can meet the city's long-term needs. (TI-5.2)
- Coordinate land use planning and capital programming to ensure infrastructure improvements and extensions are phased to support the future land use pattern. (TI-5.2.1)
- Adopt criteria for prioritizing funding to infrastructure-related capital improvement projects. (TI-5.2.4)
- Provide new facilities in a manner that protects investments in existing facilities and promotes orderly growth. (PFS-4.2)

RESOLUTION AUTHORIZING CHANGE ORDER NUMBER ONE
WITH GOODWIN & GOODWIN, INC., FOR THE SOUTH 46TH
STREET AND ROGERS AVENUE SEWER REPLACEMENT

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

Change Order Number One in the amount of \$31,541.00 to the contract with Goodwin &
Goodwin, Inc., for the construction of the South 46th Street and Rogers Avenue Sewer
Replacement, Project Number 15-20-C1, adjusting the contract amount to \$254,620.00, and
adding 8.5 days to the contract time is hereby approved.

This Resolution adopted this _____ day of October 2015.

APPROVED:

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:



npr

RESOLUTION ACCEPTING THE PROJECT AS COMPLETE AND AUTHORIZING FINAL PAYMENT TO GOODWIN & GOODWIN, INC., FOR CONSTRUCTION OF THE SOUTH 46TH STREET AND ROGERS AVENUE SEWER REPLACEMENT

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

SECTION 1: The construction of the South 46th Street and Rogers Avenue Sewer Replacement, Project Number 15-20-C1, is hereby accepted as complete.

SECTION 2: Final payment to Goodwin & Goodwin, Inc., in the amount of \$42,977.75, is hereby approved.

This Resolution adopted this _____ day of October 2015.

APPROVED:

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:



npr

INTER-OFFICE MEMO

TO: Jeff Dingman, Acting City Administrator

DATE: September 30, 2015

FROM: Steve Parke, Director of Utilities

SUBJECT: South 46th Street and Rogers Avenue
Sewer Replacement - Project 15-20

Goodwin & Goodwin, Inc., has submitted final pay request in the amount of \$42,997.75 for work completed on the South 46th Street and Rogers Avenue Sewer Replacement, Project 15-20-C1. This project replaced and realigned approximately 700 linear feet of 10-inch sewer main that had collapsed and creating sewer overflow conditions. During construction, a manhole which was not shown on the sewer atlas drawings was discovered beneath the asphalt paved driveway requiring additional work. The contractor also encountered loose, unstable fill material under the asphalt driveway and parking areas which resulted in a wider trench conditions, greater backfill quantities and additional asphalt restoration. Change Order Number One adds \$31,541.00 due to the additional quantities, adjusting the total contract amount to \$254,620.00. Rain and construction delays beyond the contractor's control add 8.5 days to the contract time. With the added contract time, Goodwin & Goodwin will have exceeded the adjusted contract completion date by two days resulting in the assessment of \$600.00 in liquidated damages. A project summary sheet is attached for your information.

Two Resolutions are attached for the Board's consideration. The first approves Change Order Number One adding \$31,541.00 to the contract amount and 8.5 days to the contract time and the second accepts the project as complete and authorizes final payment in the amount of \$42,997.75 to Goodwin & Goodwin. Funding for the additional costs are available from the 2014 sales and use tax bonds issued for sanitary sewer system improvements.

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

attachment

Project Summary

Project status: Complete

Project name: South 46th Street and Rogers Avenue Sewer Replacement

Today's date: September 30, 2015

Project number: 15-20-C1

Staff contact name: Steve Parke

Project engineer: Mickle Wagner Coleman Engineers, Inc.

Staff contact phone: 784-2231

Project contractor: Goodwin & Goodwin, Inc

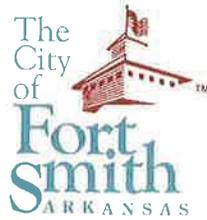
Notice to proceed issued: July 17, 2015

Completion date: August 26, 2015

	Dollar Amount	Contract Time (Days)
Original contract	\$223,079.00	30
Change orders:		
1 (pending)	\$31,541.00	8.5
 Total change orders	<u>\$31,541.00</u>	 38.5
Adjusted contract	\$254,620.00	
 Payments to date (as negative):	 -\$208,045.25	 81.7%
Amount of final request	-\$43,597.75	17.1%
Liquidated damages	\$600.00	
Amount of this payment	-\$42,997.75	16.9%
Retainage held	\$0.00	
Contract balance remaining		
Amount over original as a percentage	14.1%	

Final comments:

The contractor exceeded the contract time by 2 days resulting in liquidated damages in the amount of \$600.



September 24, 2015

TO: Members of the Board of Directors
Members of the Audit Committee

RE: Appointments:

The terms of Mr. Keith Lau, Ms. Deana Infield, and Mr. George Moschner of the Audit Committee will expire November 30th, 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 October 13th, 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,

A handwritten signature in blue ink that reads "Jeff Dingman".

Jeff Dingman
Acting City Administrator

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

Printed on 100% Recycled Paper



September 24, 2015

TO: Members of the Board of Directors
Members of the Building Board of Adjustment and Appeals

RE: Appointments:

The term of Mr. Chip Johnson of the Building Board of Adjustment and Appeals will expire November 30th, 2015. In accordance with Ordinance No. 2926 applications for this prospective vacancy 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 October 13th, 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,

A handwritten signature in blue ink that reads "Jeff Dingman". The signature is fluid and cursive, with a long horizontal stroke at the end.

Jeff Dingman
Acting City Administrator

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

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Building Board of Adjustment and Appeals

The Building Board of Adjustments and Appeals was established by the 1979 Standard Building Code which the City has adopted. The Board has the authority to hear appeals from any aggrieved person or the head of any agency of the City which takes an appeal from any decision of the building official authorized to enforce the Standard Building Code. The Board of Adjustments and Appeals may vary the application of any provision of the code to any particular case when, in its opinion, the interpretation of the building official should be modified or reversed.

Members of the Building Board of Adjustments and Appeals are appointed by the Board of Directors for four-year terms. The Board shall consist of one architect, one general contractor or engineer, and three members at large from the building industry. The Board meets on call.

	<u>Date Appointed</u>	<u>Term Expires</u>
Chip Johnson Architect 602 Garrison Avenue, No. 800 (02) 782-4085 (w) 484-7280 (h)	12/05/95	11/30/15
Mark Koch Engineer 10512 Inverness (08) 649-0699 (h) 782-0474 (w) mkoch@edmconsultants.com	12/17/13	11/30/17
Brett Abbott Architect 3019 Independence (01) 459-2838 (h) 452-2636 (w)	12/17/13	11/30/17
David Edwards 5414 South 31 Street (01) 646-2600 (h) 646-2221 (w)	11/19/02	11/30/18

Evan Fleming
Design Builders
6900 Hestand Lane (03)
651-7391 (w)
452-9067 (h)

01/03/94

11/30/18



September 24, 2015

TO: Members of the Board of Directors
Members of the Oak Cemetery Commission

RE: Appointments:

The terms of Mr. Michael Richardson, Mr. Charles Girard, and Mr. Reginald Moore of the Oak Cemetery Commission will expire November 30th, 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 October 13th, 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,

A handwritten signature in blue ink that reads "Jeff Dingman".

Jeff Dingman
Acting City Administrator

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

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October 2015

October 2015							November 2015						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30					

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Sep 27	28	29	30	Oct 1 12:00pm Housing Assistance Bd. (Main Library) 6:00pm Historic District Com. (220 North 7 Street)	2	3
4	5	6 11:30am Planning Com. Study Ses. (Creekmore) 6:00pm Bd. of Directors (FSM Public Schools Serv. Cntr.)	7	8 12:15pm Oak Cemetery Com. (Creekmore)	9	10
11	12 11:00am Property Owners Appeal Board (Planning Conf. Rm. (TENTATIVE))	13 12:00pm Bd. Study Session (Library) 5:30pm Planning Commission (Creekmore)	14 12:00pm Parks Commission (Creekmore)	15	16	17
18	19	20 9:30am CBID (Area Agency) 4:30pm Library Bd. of Trustees (Main Library) 6:00pm Bd. of Directors (FSM Public Schools Serv. Cntr.)	21	22	23	24
25	26 6:00pm Brainstorming Mtg. (Location TBD)	27 12:00pm Bd. Study Session (Library) 4:00pm A & P Commission (Miss Laura's) 5:30pm Airport Commission (Adm. Office Conf. Rm.)	28	29 5:30pm Historic District S.S. (220 North 7 Street)	30	31