

Mayor – Sandy Sanders

City Administrator – Ray Gosack

City Clerk – Sherri Gard

**Board of Directors**

Ward 1 – Keith Lau

Ward 2 – Andre’ Good

Ward 3 – Mike Lorenz

Ward 4 – George Catsavis

At Large Position 5 – Pam Weber

At Large Position 6 – Kevin Settle

At Large Position 7 – Philip H. Merry Jr.

# **AGENDA**

## **Fort Smith Board of Directors**

### **REGULAR MEETING**

**March 18, 2014 ~ 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***

#### **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 MARCH 4, 2014 REGULAR MEETING**

#### **ITEMS OF BUSINESS:**

1. Public hearing and resolution approving the Year 40 Community Development Block Grant Budget, the Year 21 HOME Investment Partnership Act Program Budget, authorizing the submission of the Program Year 2014 Action Plan and for other purposes ~ *Settle/Merry placed on the agenda at the March 11, 2014 study session ~*
2. Consent Agenda
  - A. Resolution amending Resolution No. R-13-14 regarding priorities for the 2015 session of the Arkansas General Assembly ~ *Weber/Catsavis placed on agenda at the March 4, 2014 regular meeting ~*
  - B. Resolution granting a temporary revocable license for the placement of a storage building within a public utility easement and authorizing the Mayor to execute agreement

- C. Resolution authorizing the acquisition of real property interests for Jenny Lind Road and Ingersoll Avenue Widening, Project No. 07-01-A (\$59,643.63 / Engineering Department / Budgeted – Sales Tax Program Fund)
- D. Resolution authorizing the acquisition of real property interests for the Jenny Lind Road and Ingersoll Avenue Widening, Project No. 07-01-A (\$14,200.00 / Engineering Department / Budgeted – Sales Tax Program Fund)
- E. Resolution accepting completion of and authorizing final payment for the construction of 2013 Traffic Signal Improvements, Project No. 13-09-A (\$65,891.78 / Engineering Department / Budgeted – Sales Tax Program Fund)
- F. Resolution accepting the bid of and authorizing the Mayor to execute a contract with Preload, Inc. for the Chaffee Crossing Water Supply Improvements (\$2,034,000.00 / Utility Department / Budgeted – 2012 Sales and Use Tax Bonds)
- G. Resolution authorizing acquisition of easements in connection with the Massard 48-Inch Interceptor Sewer Easement Clearing and Access Road Construction (\$31,008.00 / Utility Department / Budgeted – 2008 Revenue Bonds)
- H. Resolution authorizing the Mayor to execute Authorization No. 2 to the agreement with RJN Group, Inc. for the Basin 17 Collection System Improvements (\$168,175.00 / Utility Department / Budgeted – 2012 Sales and Use Tax Bonds)

**OFFICIALS FORUM ~ presentation of information requiring no official action**

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

- Mayor
- Directors
- City Administrator

**EXECUTIVE SESSION**

- Appointments: Animal Services Advisory Board (3), Arkansas Fair and Exhibition Facilities Board (1), Fort Smith Housing Authority (1), Housing Assistance Board (1) and Outside Agency Review Panel (1)

**ADJOURN**

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION APPROVING THE YEAR 40 COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET, THE YEAR 21 HOME INVESTMENT PARTNERSHIP ACT PROGRAM BUDGET, AUTHORIZING THE SUBMISSION OF THE PROGRAM YEAR 2014 ACTION PLAN AND FOR OTHER PURPOSES**

**WHEREAS,** it is the intention of the Board of Directors of the City of Fort Smith to allocate Community Development Block Grant (CDBG) funds in such a manner that the maximum feasible priority is given to activities which will benefit low to moderate income families or persons and eliminate slum and blight.

**WHEREAS,** it is the intention of the Board of Directors of the City of Fort Smith to allocate HOME Investment Partnership Act (HOME) funds in such a manner as to provide affordable housing opportunities to low and moderate income persons or families.

**WHEREAS,** there is a total of \$772,819 estimated for Year 40 funds allocated to the CDBG Program for budgetary purposes; and

**WHEREAS,** there is a total of \$326,802 estimated in Year 21 funds allocated to the HOME Program for budgetary purposes; and

**WHEREAS,** there are project changes to the Homeless Campus Project from the Year 38 CDBG program and Year 39 CDBG to be amended;

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

**SECTION 1:** The Year Forty CDBG budget totaling seven hundred, seventy-two thousand, eight hundred and nineteen dollars (\$772,819) for budgeting purposes is adopted by reference to the attached budget sheet.

**SECTION 2:** The Year Twenty-one HOME Program budget totaling three hundred, twenty-six thousand, eight hundred and two dollars (\$326,802) for budgeting purposes is adopted by reference to the attached budget sheet.

**SECTION 3:** The in-house Affirmative Action Policy which prescribes equal opportunity policies for the recruitment, hiring, training, promoting, demotions and termination of employees, with personnel goals revised annually, as stated in Resolution No. R-7-81 is reaffirmed.

- SECTION 4:** A Year Forty CDBG Affirmative Action Plan is adopted to provide contractual procedures with regard to equal opportunity personnel policies on the part of CDBG project contractors.
- SECTION 5:** The Fair Housing Program/Policy of the City of Fort Smith as stated in Resolution No. 2214, is reaffirmed to affirmatively further Fair Housing practices in the sale, lease or rental of housing and to prevent discrimination on the basis of race, color, religion, national origin, sex, disability or familial status and to provide a procedure and Fair Housing Officer to assist and educate the public on their rights and procedures available to have complaints reviewed, investigated and resolved.
- SECTION 6:** The Director of Community Development is authorized to prepare and submit the Program Year (P. Y.) 2014 Action Plan to carry out the activities/projects identified in the 2011-2015 Five-Year Consolidated Plan and the amendment to the P. Y. 2012 and 2013 Plans to the U. S. Department of Housing and Urban Development (HUD) for review and approval. Once the approvals by HUD have occurred, the Mayor is authorized to execute agreements, his signature being attested by the City Clerk, with the agencies identified in the Community Development Department Budget as application numbers 2014-A through 2014-Q to undertake the activities/projects in the 2014 Annual Action Plan.
- SECTION 7:** The request to allocate the CDBG funds from Program Year 2012 – CDBG Year 38 in the amount of \$92,721 and Program Year 2013 – CDBG Year 39 in the amount of \$115,923 from the Next Step Day Room (now known as Next Step Homeless Services) to the Old Fort Homeless Coalition for the purposes of acquiring the property located at 301 South “E” Street for the homeless campus is approved. The Director of Community Development is authorized to amend the P.Y. 2012 and P.Y. 2013 annual action plans to reflect these changes. The Old Fort Homeless Coalition must provide financial commitments to the Director of Community Development to complete Phase 1 of the Homeless Campus project by September 30, 2014. If the deadline is not met, the funds from Program Year 2012 will transfer to the Fort Smith Housing Assistance Program #8722.
- SECTION 8:** All approved agencies of CDBG and HOME funds will use, at a minimum, the city’s procurement procedures for any services or contracts.
- SECTION 9:** Any P. Y. 2014 CDBG project not commenced by June 30, 2015 will be canceled and the project funding will transfer to the Fort Smith Housing Assistance Program #8722. All CDBG program income from prior projects will transfer to the Fort Smith Housing Assistance Program #8722 and the allowed 20% for program administration will be deducted prior to the transfer.
- SECTION 10:** Any P. Y. 2014 HOME project not commenced by December 31, 2015 will be canceled and the funding will transfer to the Downpayment Assistance Program #8503 with the exception of CHDO Reserve funds. All HOME program income received by the City will transfer to the Downpayment Assistance Program # 8503 with the allowed 10% for program administration deducted prior to the transfer. HOME recaptured funds will be used according to federal regulations.

- SECTION 11:** Any funding sequestration or rescission from the U. S. Dept. of HUD which reduces the budgeted amounts in this resolution and attached budget will cause each project/activity to take a reduction by the same percentage amount that the funds were reduced.
- SECTION 12:** Any funding increase will first be reduced by the allowed program administration and the balance placed in the programs noted in Sections 9 or 10, depending on whether it is the CDBG or HOME program.
- SECTION 13:** Subject to approval of form by the City Attorney, the City Administrator or his authorized agent is authorized to execute any documents related to real property transactions that are funded with the CDBG and / or HOME funds; this includes but is not limited to deeds, mortgage releases, subordination agreements and participation in HUD's FHA Good Neighbor Program.
- SECTION 14:** The City Administrator is authorized to execute all grant documents and certifications required by the U. S. Department of Housing and Urban Development. The City Administrator or his authorized agent will be designated as the Environmental Certifying Officer.
- SECTION 15:** Any activity that is proposed to be altered in terms of its purpose, scope, location, or beneficiaries to such an extent that it can no longer reasonably be construed as the activity reviewed by the public and approved by the Fort Smith Board of Directors will be canceled.

**THIS RESOLUTION APPROVED THIS 18<sup>th</sup> DAY OF MARCH 2014.**

**APPROVED:**

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**MAYOR**

**ATTEST:**

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**CITY CLERK**

Approved as to form:



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No Publication Required

### CDBG Program Year 2014 COMMUNITY DEVELOPMENT BUDGET

Application Identifier	Agency	CDBG Year 40
2014-A	Crisis Intervention Center – Storage	\$1,843
PS-2014-B	Children’s Emergency Shelter	\$41,180
PS-2014-C	Old Fort Homeless Coalition – Campus	\$72,877
PS-2014-D	Good Samaritan Clinic - Medical Services	\$16,705
PS-2014-E	Crisis Intervention Center - Case Management	\$16,966
PS-2014-F	Heart to Heart PSC - Baby Items	\$10,407
PS-2014-G	Bost, Inc. - Range	\$6,833
PS-2014-H	Community Dental Clinic - Patient Fees	\$16,705
PS-2014-I	Fountain of Youth - Client Fees	\$9,501
PS-2014-J	Girls, Inc. - Membership & Summer Fees	\$5,563
PS-2014-K	WestArk RSVP - VITA Tax Assistance	\$9,788
2014-L	WestArk RSVP - Medicare Counseling	\$6,682
2014-M	Next Step Homeless Services – Case Management	\$16,749
2014-N	Bost, Inc. – Kitchen Improvements	\$17,780
2014-O	Old Fort Homeless Coalition – Campus	\$55,220
	Fort Smith Housing Assistance	\$233,671
	FS Housing Rehab. Administration	\$60,000
	Fort Smith - Administration	\$154,563
	Unprogrammed	\$19,786
	<b>Totals</b>	<b>\$772,819</b>

Application Identifier	Agency	HOME Year 21
2014-P	CSCDC - Acq/Rehab/Resale – CHDO Funds	\$151,740
2014-Q	Housing Authority of FS – New Const. EN Funds	\$138,260
	Fort Smith - HOME Administration	\$32,680
	Unprogrammed	\$4,122
	<b>Totals</b>	<b>\$326,802</b>

CHDO – Community Housing Development Organization

EN – Entitlement



# Memo

**To:** Ray Gosack, City Administrator  
**From:** Matt Jennings, Director of Community Development  
**CC:** Jeff Dingman, Assistant City Administrator and Wally Bailey, Director of Development Services  
**Date:** 3/13/2014  
**Re:** *Recommendations by the Community Development Advisory Committee for Year 40 CDBG and HOME Year 21 Program Funding - Program Year 2014 (July 1, 2014 - June 30, 2015)*

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Attached is the memo from Genia Smith, Chairperson of the Community Development Advisory Committee (CDAC). As you know, her memo sets forth the recommendations of the CDAC which were reviewed with the Board of Directors in the study session on March 11.

A resolution is attached detailing the budget of both programs as set forth by the CDAC recommendations and other items prescribed in the 2011 – 2015 Five Year Consolidated Plan. The resolution also contains the re-programming of Year 38 CDBG and Year 39 CDBG HOME funds for the homeless campus.

Should you have any questions or comments, please let me know.

# Memo

**To:** Ray Gosack, City Administrator

**From:** Genia Smith, Chairperson of the Community Development Advisory Committee

**CC:** Jeff Dingman, Assistant City Administrator, Wally Bailey, Director of Development Services and Matt Jennings, Director of Community Development

**Date:** 3/6/2014

**Re:** Recommendations for Year 40 CDBG and Year 21 HOME Investment Partnership Programs  
*(Community Development Department Budget for Program Year 2014: July 1, 2014 - June 30, 2015)*

The Community Development Advisory Committee (CDAC) held three public hearings on February 27, 2014, to review funding requests for Community Development Block Grant (CDBG) and HOME Investment Partnership Act Program funds from the agencies and citizens. At the close of the final public hearing, the CDAC members met to consider funding recommendations to the Fort Smith Board of Directors. As you recall, on November 16, 2010, the City Board of Directors approved the Five Year Consolidated Plan which established priorities for funding allocations to both the CDBG and HOME programs. The following table reflects those priorities as they relate to the Program Year 2014 allocations:

CDBG AND HOME FUNDS - ESTIMATED			
CATEGORY	YEAR 40 CDBG	YEAR 21 HOME	TOTALS
Homelessness	\$115,923		\$115,923
Public Service	\$115,922		\$115,922
Community Development	\$367,089		\$367,089
HOME/CHDO		\$294,122	\$294,122
Administration	\$154,563	\$32,680	\$187,243
Unprogrammed	\$19,322	\$0	\$19,322
<b>Totals</b>	<b>\$772,819*</b>	<b>\$326,802*</b>	<b>\$1,099,621*</b>

Note: *\*Amounts are estimated*, HUD has not indicated final program allocation amounts; for planning purposes, last year’s funding allocations were used.

Additionally, the CDAC members heard a request from the Old Fort Homeless Coalition and Next Step Day Room d/b/a Next Step Homeless Services for project changes. The request was to allocate the funds from Program Year 2012 – CDBG Year 38 in the amount of \$92,721 and Program Year 2013 – CDBG Year 39 in the amount of \$115,923 from the Next Step Day Room to the Old Fort Homeless Coalition for the purposes of acquiring the property located at 301 South “E” Street for the homeless campus. The CDAC members present voted affirmatively to approve the request on the condition that the project be fully funded and implemented by the deadline of September 30, 2014. The conditional recommendation is due to CDBG timeliness issues that could occur as a result of not spending the older funds according to our discussions with city staff members.

The estimated CDBG and HOME funding breakdown by category follows this memo. Next is the rating criteria summary, the worksheets by category with the final CDAC recommendations of funding. Any program income on hand by each entity (HOME program) is noted in the application itself.

The task of making recommendations to the Board of Directors was more streamlined due to the ratings and policy changes made in the previous funding cycle. This year 17 applications were filed, which is the same amount in last year's funding cycle. The committee and city staff listened to application proposals during the three public hearings held that day. Upon closing the public hearing at 5:30 p.m., the committee deliberated until past 7:00 p.m. to reach a consensus on the submitted funding requests and formulate recommendations to the Fort Smith Board of Directors.

### **Homeless Category**

This category received three applications—which is two more than last year. The Crisis Intervention Center was recommended for full funding since it was a small project with the balance of funding allocated to the Fort Smith Children's Emergency Shelter and Old Fort Homeless Coalition in an equitable manner.

### **Public Service Category**

The public service category received ten applications, which is the same as last year's funding cycle. The total amount requested this year was \$141,685.00 compared to 2013 in the amount of \$142,383.10. We believe the similar funding requests are due to agencies becoming realistic about the funding availability in this program due to the decline in the federal funding of CDBG. Federal regulations require the City to use no more than 15% of the entire CDBG allocation for the public service category which is estimated to be \$115,922. Although it was the desire of the committee members to recommend full funding to the agencies, it was not possible. The City staff has rounded numbers for each applicant.

### **Community Development Category**

The community development category received two applications this year compared to three last year. The Old Fort Homeless Coalition project rated the highest in the category and was recommended for most of the funding. The Bost, Inc. project was next and recommended for the funding but not at the full request.

### **HOME Investment Partnership Act / Community Development Housing Organization (CHDO)**

Currently, there are only two agencies that apply in this category that have the development capacity to carry out affordable housing activities. Crawford-Sebastian Community Development Council, Inc., as a Community Development Housing Organization was the highest rated project and appropriately recommended for the majority of the available funds and the Fort Smith Housing Authority ranked second.

## **CDAC Recommendations**

The table on page four lists all funding *recommendations* by the CDAC and the City's Housing Assistance Program, administrative costs and un-programmed funds. We are pleased to report that all agencies submitting applications for funding were on time and complete, and we extend our thanks for their hard work. However, as stated previously, the committee could not recommend all requests be funded to their full amounts except for three.

Program income continues to be generated by the city's housing assistance program, the nonprofit partners, and the FSHA which continues to be reused for affordable housing and housing assistance projects. The expenditure of program income to the City is reported annually in the Consolidated Annual Performance and Evaluation Report (CAPER) which is online at the city's website and updated annually and provided to the Board of Directors once the report is accepted by the Department of HUD.

I will be in attendance at the March 11 study session and subject to Board placement, at the Board of Directors voting session on March 18.

### CDAC Members

Genia Smith - Chairperson	Cinda Rusin - Vice Chairperson
Kerri Norman	Fran Hall
George Willis	Nichelle Christian
Joshua Carson (absent at 2pm and 5:30 pm hearings due to work commitments)	

Attachment 1 – PY 2014 CDBG Funds by Category  
Attachment 2 –PY 2014 HOME Funds by Category  
Attachment 3 – CDBG & HOME Summary of Funding Requests  
Attachment 4 – Rating Summary of Funding Requests  
Attachment 5 A-D – Funding Recommendations Worksheets by Category  
Applications – A to Q



**CDBG Program Year 2014 COMMUNITY DEVELOPMENT BUDGET**

<b>Application Identifier</b>	<b>Agency</b>	<b>CDBG Year 40</b>
14-A	Crisis Intervention Center – Storage	\$1,843
14-B	Children’s Emergency Shelter	\$41,180
14-C	Old Fort Homeless Coalition – Campus	\$72,877
PS-14-D	Good Samaritan Clinic - Medical Services	\$16,705
PS-14-E	Crisis Intervention Center - Case Management	\$16,966
PS-14-F	Heart to Heart PSC - Baby Items	\$10,407
PS-14-G	Bost, Inc. - Range	\$6,833
PS-14-H	Community Dental Clinic - Patient Fees	\$16,705
PS-14-I	Fountain of Youth - Client Fees	\$9,501
PS-14-J	Girls, Inc. - Membership & Summer Fees	\$5,563
PS-14-K	WestArk RSVP - VITA Tax Assistance	\$9,788
PS-14-L	WestArk RSVP - Medicare Counseling	\$6,682
PS-14-M	Next Step Homeless Services – Case Management	\$16,749
14-N	Bost, Inc. – Kitchen Improvements	\$17,780
14-O	Old Fort Homeless Coalition – Campus	\$55,220
	Fort Smith Housing Assistance	\$233,671
	FS Housing Rehab. Administration	\$60,000
	Fort Smith - Administration	\$154,563
	Unprogrammed	\$19,786
	<b>Totals</b>	<b>\$772,819</b>

<b>Application Identifier</b>	<b>Agency</b>	<b>HOME Year 21</b>
14-P	CSCDC - Acq/Rehab/Resale – CHDO Funds	\$151,740
14-Q	Housing Authority of FS - New Const.	\$138,260
	Fort Smith - HOME Administration	\$32,680
	Unprogrammed	\$2
	<b>Totals</b>	<b>\$322,682</b>

**CITY OF FORT SMITH  
PY 2014 - YEAR 40  
CDBG ENTITLEMENT**

			<b>2013 Budgeted</b>	<b>2014 Est.</b>	<b>FINAL</b>
<b>Category 1</b>	<b>Homelessness</b>	15% per Consolidated Plan	\$123,565	\$115,923	
<b>Category 2</b>	<b>Public Service</b>	15% Max. per Fed. Regulation	\$123,565	\$115,922	
<b>Category 3</b>	<b>Community Development</b>	47.5% per Consolidated Plan	\$391,290	\$367,089	
	<b>FS Housing Assistance</b>	80% of 47.5% - Con Plan		\$293,671	
	<b>Other CD Activities</b>	20% of 47.5% - Con Plan		\$73,418	
	<b>Administration</b>	20% Max. per Fed. Regulation	\$164,753	\$154,563	
	<b>Unprogrammed</b>	2.5%	\$20,595	\$19,322	
<b>TOTAL</b>			<b>\$823,768</b>	<b>\$772,819</b>	

\$823,768

December 26, 2013

Attachment 1

**CITY OF FORT SMITH  
PY 2014 - YR 21  
HOME ENTITLEMENT**

		<b>2013 Budgeted</b>	<b>2014 Est.</b>	<b>FINAL</b>
Category 4	<b>CHDO Operating</b> 5% Max. by Federal Regulation <i>City's Option to Fund</i>	\$0	\$0	
Category 4	<b>CHDO Reserve</b> 15 % Min. by Federal Regulation <b>Mandatory</b>	\$49,021	\$49,021	
Category 4	<b>Housing</b>	\$245,101	\$245,101	
	<b>Administration</b> 10% Max. by Federal Regulation	\$32,680	\$32,680	
	<b>Unprogrammed</b> <i>City's Option to Fund</i>	\$0	\$0	
<b>TOTAL</b>		<b>\$326,802</b>	<b>\$326,802</b>	

December 26, 2013

Attachment 2

**Program Year 2014 Funding Requests for CDBG and HOME Programs  
February 11, 2014**

**Category 1 - Homelessness - CDBG Year 40**

A	<i>Crisis Intervention Center</i>	Improvements to Pantry	150 Individuals	\$1,843.00
B	<i>FS Children's Emergency Shelter</i>	Gymnasium Expansion	254 Individuals	\$64,774.00
C	<i>Old Fort Homeless Coalition</i>	Acquisition of Existing Building	1,800 Individuals	\$115,900.00
			<b>Total Requested</b>	<b>\$182,517.00</b>
			<b>Total Estimated</b>	<b>\$115,900.00</b>

**Category 2 - Public Service - CDBG Year 40**

D	<i>Good Samaritan Clinic</i>	Lab Testing, Medical Supplies, Prescribed Phamaceuticals	5,500 Individuals	\$20,000.00
E	<i>Crisis Intervention Center</i>	Case Management Fees	106 Individuals	\$20,000.00
F	<i>Heart to Heart Pregnancy SC</i>	Baby Items	2,714 Individuals	\$12,460.00
G	<i>Bost, Inc.</i>	Range	145 Individuals	\$9,350.00
H	<i>Community Dental Clinic</i>	Patient Fees	266 Individuals	\$20,000.00
I	<i>Fountain of Youth Adult Day Care</i>	Client Fees & Transportation	15 Individuals	\$13,000.00
J	<i>Girls, Inc.</i>	Participant Fees & Transportation	65 Individuals	\$6,875.00
K	<i>WestArk RSVP</i>	Tax Preparation	1,000 Individuals	\$12,000.00
L	<i>WestArk RSVP</i>	Medicare Application Filing Fees	320 Individuals	\$8,000.00
M	<i>Next Step Homeless Services</i>	Case Management	320 Individuals	\$20,000.00
			<b>Total Requested</b>	<b>\$141,685.00</b>
			<b>Total Estimated</b>	<b>\$115,900.00</b>

**Category 3 - Community Development - CDBG Year 40**

N	<i>Bost, Inc.</i>	Kitchen Improvements -7701 Zero St.	145 Individuals	\$23,515.00
O	<i>Old Fort Homeless Coalition</i>	Acquisition of Campus Facility	1,800 Individuals	\$73,000.00
			<b>Total Requested</b>	<b>\$96,515.00</b>
			<b>Total Estimated</b>	<b>\$73,000.00</b>

**Category 4 - HOME / CHDO / Subrecipient - Year 21**

P	<i>CSCDC, Inc. - CHDO</i>	Acq/Rehab/Resale of 1 SF Homes and Construction of 2 SF Hom	3 Households	\$230,000.00
Q	<i>Fort Smith Housing Authority</i>	Construction of 3 SF Homes	3 Households	\$242,000.00
			<b>Total Requested</b>	<b>\$472,000.00</b>
			<b>Estimated CHDO Reserve</b>	<b>HOME Year 21 \$48,000.00</b>
			<b>Estimated Unrestricted HOME Funds</b>	<b>HOME Year 21 \$242,000.00</b>

<b>Program Year 2014</b>	
<b>CDBG and HOME Funds Requested:</b>	<b>\$892,717</b>
<b>CDBG and HOME Funds Estimated for Outside Allocation</b>	<b>\$594,800</b>

**Attachment 3**

									Total	
Category 1 - CDBG Year 40									Points	Average
Homelessness		Hall	Christian	Norman	Rusin	Smith	Carson	Willis		
A	Crisis Intervention Center	80	80	80	80	80	A	80	480	80.00
B	FS Children's Emergency Shelter	100	100	100	100	100	A	100	600	100.00
C	Old Fort Homless Coalition	100	R	100	100	100	A	100	500	100.00
Category 2 - CDBG Year 40									Total	
Public Service		Hall	Christian	Norman	Rusin	Smith	Carson	Willis	Points	Average
D	Good Samaritan Clinic - Medical Services	90	90	90	90	90	100	90	640	91.43
E	Crisis Intervention Center - Case Mngmnt.	90	100	90	90	90	100	90	650	92.86
F	Heart to Heart Pregnancy Support Center	90	90	90	90	90	100	90	640	91.43
G	Bost, Inc. - Range	80	80	80	80	80	80	80	560	80.00
H	Community Dental Clinic - CSCDC	90	90	90	90	90	100	90	640	91.43
I	Fountain of Youth Adult Day Care	80	80	80	80	80	80	80	560	80.00
J	Girls, Inc. - Fees	90	90	90	90	90	80	90	620	88.57
K	WestArk RSVP - Tax preparation	90	75	90	90	90	100	90	625	89.29
L	WestArk RSVP - Medicare Application Assist.	90	90	90	90	90	100	90	640	91.43
M	Next Step Homeless Services	90	R	90	90	90	100	90	550	91.67
Category 3 - CDBG Year 40									Total	
Community Development		Hall	Christian	Norman	Rusin	Smith	Carson	Willis	Points	Average
N	Bost, Inc. - Kitchen Improvements	80	100	80	80	80	A	80	500	83.33
O	Old Fort Homeless Coalition - Campus Acq.	100	R	100	100	100	A	100	500	100.00
Category 4 - HOME Year 21									Total	
HOME Investement Partnership Funds		Hall	Christian	Norman	Rusin	Smith	Carson	Willis	Points	Average
P	CSCDC - CHDO - Acq/Rehab/Resale	65	60	65	65	65	A	65	385	64.16
Q	Fort Smith Housing Authority - New Const	60	60	60	60	60	A	60	360	60.00

R = Recuse      A = Absent

**Funding Worksheet for CDBG HOMELESSNESS - Category 1 - Year 40**  
**27-Feb-14**

	<i>Applicant</i>	<i>Score</i>	<i>Funding Recommended</i>
<b>A</b>	<b>Crisis Intervention Center</b>	<b>80.00</b>	<b>\$ 1,843.00</b>
<b>B</b>	<b>FS Children's Emergency Shelter</b>	<b>100.00</b>	<b>\$ 41,180.00</b>
<b>C</b>	<b>Old Fort Homless Coalition</b>	<b>100.00</b>	<b>\$ 72,877.00</b>
			<b>Amount Available</b>
			<b>\$115,900.00</b>
			<b>\$0.00</b>

**Attachment 5 - A**



**Funding Worksheet for CDBG Community Development - Category 3 - Year 40  
27-Feb-14**

	<i>Applicant</i>	<i>Score</i>	<i>Funding Recommended</i>
N	Bost, Inc. - Kitchen Improvements	83.33	\$ 17,780.00
O	Old Fort Homeless Coalition - Campus Acq.	100.00	\$ 55,220.00
			<b>Amount Available</b>
			\$ 73,000.00
			\$ -

Attachment 5 - C



Print Form



For Staff Use Only  
**A**

Application Category: 1 - Homelessness



### Community Development Block Grant CDBG Year 40 - Request for Funding - Program Year 2014

Agency / Organization: Crisis Intervention Center, Inc.

Address: 5603 So 14th Street Fort Smith, AR Zip Code: 72901

Contact Person: Susan Steffens Phone Number: (479) 782-1821

e-Mail Address: susan@fscic.org Fax Number: (479) 782-9035

**Please enter the total amount of CDBG funds being requested and all other funding sources to complete the proposed project. The project leverage will be calculated by city staff.**

CDBG Amount Requested	\$1,843.00
Other Funding Sources (10% Req.)	\$325.00
Proposed Project Total	\$2,168.00

Project Address: 5603 So 14th Street

Project Zip Code: 72901

Does this project require full CDBG funding requested?

Yes

Leverage: 18%  
(City Staff will calculate)

Please provide a description of the proposed project:

Funds are respectfully requested through the City of Fort Smith Community Development Block Grant application to purchase shelving to expand the emergency shelter food pantry to allow us to better serve homeless families residing in the Crisis Intervention Center's Emergency Safe Shelter, residing in CIC's Transitional Housing, as well as the families who graduated from CIC's program and now successfully reside in the community.

Consolidated Plan Goal Homelessness (HMLS): Expand housing and services offered to homeless families and individuals.

Objective HMLS-2 Expand emergency shelter facilities serving homeless families and individuals.

Strategy HMLS - 1.3 Provide technical support to homeless providers as needed. CITY STAFF



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02-03-2014 P02:35 **A-1**

Form Expires February 8, 2014

Page 1 of 2

Please list proposed project elements by priority in the event that CDAC is unable to recommend the total funding request:

Project Element Description		Estimated Cost
1.	Purchase shelving to expand the emergency shelter food pantry to better serve homeless families	\$1,843.00
2.		
3.		
4.		
<b>Other Funding Sources</b>		\$325.00
<b>Proposed Project Total</b>		<b>\$2,168.00</b>

**Estimate** the number of *clients* or *households* served through the facility for this proposed service or the proposed project only:

LMI Clients Served	LMI Households Served
150	

Please provide the names of any CDAC or City Board Member currently serving or within the past five years on the agency's Board:

N/A

By my signature below I am verifying that the agency understands that if the project applied for is changed substantially, the project will no longer be considered and will cancel. The agency could then apply in the next funding cycle. Additionally, if funds are approved and the agency does not enter into an agreement with the City before December 31, 2014, the project will cancel and the agency will not be able to apply in the following funding cycle.

**Any recommended funding amount(s) is subject to final federal budget amounts. All projects will be reduced by the percentage amount of the reduction, if applicable.**

I understand that a presentation must be given at the 9:00 a.m. public hearing for Public Service Projects and 2:00 p.m. for all other CDBG projects on Thursday, February 27, 2014 and I understand that an agency representative must be present at the February 27, 2014, 5:30 p.m. funding deliberations in the event that a CDAC member has a question or for potential funding negotiations.

  
Executive Director

Federal Tax ID Number (required)

Signature Date

DUNS Number (required)

**WARNING: 18 U.S.C. 1001 provides, among other things, that whoever knowingly and willingly makes or uses a document or writing containing false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of the United States, shall be fined not more than \$10,000 or imprisoned for not more than five years, or both.**



A-2

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For Staff Use Only  
**B**

Application Category: 1 - Homelessness



### Community Development Block Grant CDBG Year 40 - Request for Funding - Program Year 2014

Agency / Organization: Fort Smith Childrens Emergency Shelter

Address: 3015 South 14th Street Fort Smith, AR Zip Code: 72901

Contact Person: Jack Moffett Phone Number: (479) 783-0018

e-Mail Address: jack@fscs.org Fax Number: (479) 783-1873

**Please enter the total amount of CDBG funds being requested and all other funding sources to complete the proposed project. The project leverage will be calculated by city staff.**

CDBG Amount Requested	\$64,774.00
Other Funding Sources (10% Req.)	\$74,159.00
Proposed Project Total	\$138,933.00

Project Address: 3015 South 14th Street

Project Zip Code: 72901

Does this project require full CDBG funding requested?

No

Leverage: 100 %  
(City Staff will calculate)

Please provide a description of the proposed project:

This project is a three phase construction project that will provide much needed additional space at the shelter. The three phases are: an addition to the gymnasium; a conversion of the garage structure to office and meeting space; and an addition to the main shelter structure to increase the size of the pantry. The addition to the gymnasium will add much needed space for an equipment storage room, a recreational room, and a clothing storage room. The garage conversion will add office and meeting space that will greatly enhance the organization's ability to provide counseling and tutoring services to the children we serve. The pantry addition will allow the staff to retrieve items from the pantry without having to go outside, and better enable the organization to keep pantry at temperatures required by the ADH and USDA.

Consolidated Plan Goal: Homelessness (HMLS): Expand housing and services offered to homeless families and individuals.

Objective: HMLS-2 Expand emergency shelter facilities serving homeless families and individuals.

Strategy: HMLS - 2.1 Provide technical assistance to support non-profit efforts in seeking private funding sources. CITY STAFF

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02-06-2014 A08:14 JB B-1



Please list proposed project elements by priority in the event that CDAC is unable to recommend the total funding request:

Project Element Description		Estimated Cost
1.	Storage and recreational space addition to gymnasium	\$64,774.00
2.	Conversion of garage structure to foundation and counseling offices and tutoring classroom	\$39,646.00
3.	Pantry addition to main building	\$34,513.00
4.		
Other Funding Sources		
<b>Proposed Project Total</b>		<b>\$138,933.00</b>

**Estimate** the number of clients or households served through the facility for this proposed service or the proposed project only:

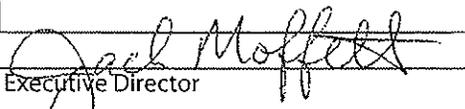
LMI Clients Served	LMI Households Served
254	

Please provide the names of any CDAC or City Board Member currently serving or within the past five years on the agency's Board:

By my signature below I am verifying that the agency understands that if the project applied for is changed substantially, the project will no longer be considered and will cancel. The agency could then apply in the next funding cycle. Additionally, if funds are approved and the agency does not enter into an agreement with the City before December 31, 2014, the project will cancel and the agency will not be able to apply in the following funding cycle.

**Any recommended funding amount(s) is subject to final federal budget amounts. All projects will be reduced by the percentage amount of the reduction, if applicable.**

I understand that a presentation must be given at the 9:00 a.m. public hearing for Public Service Projects and 2:00 p.m. for all other CDBG projects on Thursday, February 27, 2014 and I understand that an agency representative must be present at the February 27, 2014, 5:30 p.m. funding deliberations in the event that a CDAC member has a question or for potential funding negotiations.

  
 Executive Director  
 Signature Date

Federal Tax ID Number (required)   
 DUNS Number (required)

**WARNING: 18 U.S.C. 1001 provides, among other things, that whoever knowingly and willingly makes or uses a document or writing containing false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of the United States, shall be fined not more than \$10,000 or imprisoned for not more than five years, or both.**



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Application Category: 1 - Homelessness

C



Community Development Block Grant
CDBG Year 40 - Request for Funding - Program Year 2014

Agency / Organization: Old Fort Homeless Coalition, Inc.

Address: 2100 N. 31st Street Fort Smith, AR Zip Code: 72904

Contact Person: Debbie Everly Phone Number: (479) 782-4991

e-Mail Address: debeverly@riverviewhopecampus.org Fax Number: (479) 782-0120

Please enter the total amount of CDBG funds being requested and all other funding sources to complete the proposed project. The project leverage will be calculated by city staff.

Table with 2 columns: Funding Source, Amount. Rows: CDBG Amount Requested (\$115,900.00), Other Funding Sources (10% Req.) (\$504,100.00), Proposed Project Total (\$620,000.00)

Project Address: 301 S. E Street, Fort Smith, AR

Project Zip Code: 72904

Does this project require full CDBG funding requested? Yes

Leverage: \_\_\_\_\_% (City Staff will calculate)

Please provide a description of the proposed project:

The "project" is the acquisition of 301 S. E Street building as a location for the Riverview Hope Campus (RHC). The 2012 and 2013 "Point in Time" count revealed that between 65-82 persons were unsheltered in our area on any given night. The term "unsheltered" means that they are not staying in one of our existing emergency shelters, nor with friends or family in a home. They are literally homeless sleeping in tents, in their cars, behind stores or other places not meant for human habitation. The total unduplicated homeless count, for the past two years has been between 211 and 232 people. The Riverview Hope Campus (RHC) is a place where homeless service providers, including emergency shelters, social services agencies, churches and others, will meet to engage rather than enable homeless persons through comprehensive, one-stop services. The main goal of the RHC is to eliminate street homelessness by offering a low demand shelter for those who are currently unsheltered. Other RHC goals are to improve outcomes for persons experiencing homelessness, reduce duplication of services, improve efficiency in delivery and access to services and to relocate current day room activities. The RHC is a joint effort of the Old Fort Homeless Coalition, Salvation Army, Next Step Homeless Services, Fort Smith Housing Authority, and the City of Fort Smith. The RHC is scheduled to be built at 301 S. E Street in Fort Smith, Arkansas (the old Riverside Furniture Building). This 127,000 sq.ft. building sits on 7 acres of land. Phase one will include a 75 bed low demand shelter called First Step. This will house the chronically homeless with a mat on the floor, meals and showers. We will encourage those staying at First Step to participate in the day program provided by the Next Step Homeless Services who will be moving their services to the RHC. The campus will also offer showers, classrooms, clinical services, counseling rooms, barber shop, kennels, bulk storage, clothes closet, worship center and a commercial kitchen for providing meals. Phase Two will have 12 Single Room Occupancy apartments for those transitioning from the emergency shelter and Phase Three will be the addition of "Safe Haven", a 25 bed facility to treat the chronically homeless with mental health issues.

Consolidated Plan Goal Homelessness (HMLS): Expand housing and services offered to homeless families and individuals.

Objective HMLS-2 Expand emergency shelter facilities serving homeless families and individuals.

Strategy NHCD - 2.1 Deliver service to low-income citizens of Fort Smith.



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Page 1 of 2

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02-07-2014 A11:12 JBC-1

Please list proposed project elements by priority in the event that CDAC is unable to recommend the total funding request:

Project Element Description		Estimated Cost
1.	Acquisition of 301 S. E Street former Riverside Furniture plant (total: \$620,000)	\$115,900.00
2.	Remainder of Acquisition funding (other sources)	\$504,100.00
3.		
4.		
Other Funding Sources		
<b>Proposed Project Total</b>		<b>\$620,000.00</b>

**Estimate** the number of clients or households served through the facility for this proposed service or the proposed project only:

LMI Clients Served	LMI Households Served
1,800	

Please provide the names of any CDAC or City Board Member currently serving or within the past five years on the agency's Board:

NONE

By my signature below I am verifying that the agency understands that if the project applied for is changed substantially, the project will no longer be considered and will cancel. The agency could then apply in the next funding cycle. Additionally, if funds are approved and the agency does not enter into an agreement with the City before December 31, 2014, the project will cancel and the agency will not be able to apply in the following funding cycle.

**Any recommended funding amount(s) is subject to final federal budget amounts. All projects will be reduced by the percentage amount of the reduction, if applicable.**

I understand that a presentation must be given at the 9:00 a.m. public hearing for Public Service Projects and 2:00 p.m. for all other CDBG projects on Thursday, February 27, 2014 and I understand that an agency representative must be present at the February 27, 2014, 5:30 p.m. funding deliberations in the event that a CDAC member has a question or for potential funding negotiations.

*Keshia Eberly*  
 Executive Director

Federal Tax ID Number (required) 03-0142947

Signature Date February 6, 2014

DUNS Number (required) 96-565-9431

**WARNING: 18 U.S.C. 1001 provides, among other things, that whoever knowingly and willingly makes or uses a document or writing containing false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of the United States, shall be fined not more than \$10,000 or imprisoned for not more than five years, or both.**



C-2

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Application Category: 2 - Public Service

D



### Community Development Block Grant CDBG Year 40 - Request for Funding - Program Year 2014

Agency / Organization: The Good Samaritan Clinic, Inc.

Address: 615 North B Street Fort Smith, AR Zip Code: 72901

Contact Person: Evan Breedlove Phone Number: (479) 783-0233

e-Mail Address: evan@goodsamaritanclinic.net Fax Number: (479) 494-7248

**Please enter the total amount of CDBG funds being requested and all other funding sources to complete the proposed project. The project leverage will be calculated by city staff.**

CDBG Amount Requested \$20,000.00

Other Funding Sources (10% Req.) \$110,000.00

Proposed Project Total \$130,000.00

Project Address: 615 North B Street

Project Zip Code: 72901

Does this project require full CDBG funding requested?

No

Leverage: 100%  
(City Staff will calculate)

Please provide a description of the proposed project:

The Good Samaritan Clinic is requesting funds to provide complete and comprehensive medical services to the under-served group of non-working and working poor in the Fort Smith Community. Over 90% of the patients who come into the Clinic have incomes below the poverty level. The Good Samaritan Clinic provides basic laboratory testing, pharmaceuticals, and medical supplies, to individuals who cannot access quality medical care because they have no health insurance.

The Good Samaritan Clinic requests funds from the city of Fort Smith Community Development Block Grant for the purpose of providing laboratory testing, prescribed pharmaceuticals, and medical supplies. These are an ever-increasing expenditure. It is estimated that during the upcoming funding year, the Clinic will have over 7,000 patient visits. Nearly 98% of all patients seen require at least one prescription along with lab tests. The Clinic has arrangements to receive patient prescriptions at or near pharmacy costs, along with lab work that is provided at great discounts. Prescription drugs, lab costs, and medical supplies are still an enormous expense. In 2013, these items alone averaged over \$10,000 per month in cost to the Clinic.

The Board of Directors and the staff of the Good Samaritan Clinic believe that offering on-going primary and preventive medical care to the under-served population of the unemployed and the working uninsured provides a viable alternative to local emergency rooms, eliminating an individuals need to choose between seeking medical attention for themselves or family members and paying for their rent and utilities. We are seeing the need growing as more and more businesses in this area are laying-off workers or shutting down. People are not only losing their jobs, but they are losing their insurance. With the high expense of health insurance, more and more businesses are canceling their insurance coverage for their workers. With the new health law, many people are having their insurance canceled. Many people are unable to afford the new insurance or have not signed up for coverage. We are averaging over 50 new applications at the Clinic per month.

Consolidated Plan Goal: Special Needs (SN): Evaluate upcoming needs related to non-homeless special needs population.

Objective: NHCD - 2 Address community needs through community-based public service programs.

Strategy: NHCD - 2.1 Deliver service to low-income citizens of Fort Smith.

Form Expires February 8, 2014



Page 1 of 2

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D-1

Please list proposed project elements by priority in the event that CDAC is unable to recommend the total funding request:

Project Element Description		Estimated Cost
1.	Laboratory Testing	\$7,600.00
2.	Medical Supplies	\$10,000.00
3.	Prescribed Pharmaceuticals	\$2,400.00
4.		
<b>Other Funding Sources</b>		\$110,000.00
<b>Proposed Project Total</b>		<b>\$130,000.00</b>

**Estimate** the number of clients or households served through the facility for this proposed service or the proposed project only:

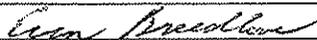
LMI Clients Served	LMI Households Served
5,500	1,600

Please provide the names of any CDAC or City Board Member currently serving or within the past five years on the agency's Board:

By my signature below I am verifying that the agency understands that if the project applied for is changed substantially, the project will no longer be considered and will cancel. The agency could then apply in the next funding cycle. Additionally, if funds are approved and the agency does not enter into an agreement with the City before December 31, 2014, the project will cancel and the agency will not be able to apply in the following funding cycle.

**Any recommended funding amount(s) is subject to final federal budget amounts. All projects will be reduced by the percentage amount of the reduction, if applicable.**

I understand that a presentation must be given at the 9:00 a.m. public hearing for Public Service Projects and 2:00 p.m. for all other CDBG projects on Thursday, February 27, 2014 and I understand that an agency representative must be present at the February 27, 2014, 5:30 p.m. funding deliberations in the event that a CDAC member has a question or for potential funding negotiations.

  
Executive Director

Federal Tax ID Number (required) 71-0863639

Signature Date Jan 29, 2014

DUNS Number (required) 13-595-8861

**WARNING: 18 U.S.C. 1001 provides, among other things, that whoever knowingly and willingly makes or uses a document or writing containing false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of the United States, shall be fined not more than \$10,000 or imprisoned for not more than five years, or both.**



D-2

Print Form



For Staff Use Only  
**E**

Application Category: 2 - Public Service



### Community Development Block Grant CDBG Year 40 - Request for Funding - Program Year 2014

Agency / Organization: Crisis Intervention Center, Inc.

Address: 5603 So 14th Street Fort Smith, AR Zip Code: 72901

Contact Person: Susan Steffens Phone Number: (479) 782-1821

e-Mail Address: susan@fscic.org Fax Number: (479) 782-9035

*Please enter the total amount of CDBG funds being requested and all other funding sources to complete the proposed project. The project leverage will be calculated by city staff.*

CDBG Amount Requested	\$20,000.00
Other Funding Sources (10% Req.)	\$278,541.00
Proposed Project Total	\$298,541.00

Project Address: 5603 So 14th Street

Project Zip Code: 72901

Does this project require full CDBG funding requested?  Yes

Leverage: 100%  
(City Staff will calculate)

Please provide a description of the proposed project:

Funds are respectfully requested through the City of Fort Smith Community Development Block Grant application to provide Case Management Services to Fort Smith residents who are survivors of domestic violence. These case management services will assist the survivors in securing safe affordable housing, legal assistance, job skills training, employment, education, child care and other supportive services. This is proposed project benefits the special needs population (domestic violence victims) through community-based service programs (the Crisis Intervention Center) as detailed in the Five Year consolidated Plan.

The estimated cost/benefit ratio for the requested funding is \$300 per Fort Smith victim per month.

Case Management Services will:

- Empower clients with effective communication techniques for conflict resolution
- Encourage the development of positive attitudes
- Assist with substance abuse recovery and lay a foundation for long-lasting sobriety
- Teach clients how to discern between functional and dysfunctional relationships
- Provide clients with self-management techniques enabling them to be self-reliant
- Deliver support services for a minimum of one year after a victim exits the program to help ensure success and fight recidivism.

Consolidated Plan Goal: Special Needs (SN): Evaluate upcoming needs related to non-homeless special needs population.

Objective: NHCD - 2 Address community needs through community-based public service programs.

Strategy: SN - 1 Provide funding for orgs. that deliver services for victims of domestic violence...



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02-03-2014 P02:35  
E-1

Please list proposed project elements by priority in the event that CDAC is unable to recommend the total funding request:

Project Element Description		Estimated Cost
1.	Case Management Services provided at a cost of \$300 / Ft Smith client/month until grant is expended	\$20,000.00
2.		
3.		
4.		
<b>Other Funding Sources</b>		\$278,541.00
<b>Proposed Project Total</b>		<b>\$298,541.00</b>

**Estimate** the number of *clients* or *households* served through the facility for this proposed service or the proposed project only:

LMI Clients Served	LMI Households Served
	106

Please provide the names of any CDAC or City Board Member currently serving or within the past five years on the agency's Board:

N/A

By my signature below I am verifying that the agency understands that if the project applied for is changed substantially, the project will no longer be considered and will cancel. The agency could then apply in the next funding cycle. Additionally, if funds are approved and the agency does not enter into an agreement with the City before December 31, 2014, the project will cancel and the agency will not be able to apply in the following funding cycle.

**Any recommended funding amount(s) is subject to final federal budget amounts. All projects will be reduced by the percentage amount of the reduction, if applicable.**

I understand that a presentation must be given at the 9:00 a.m. public hearing for Public Service Projects and 2:00 p.m. for all other CDBG projects on Thursday, February 27, 2014 and I understand that an agency representative must be present at the February 27, 2014, 5:30 p.m. funding deliberations in the event that a CDAC member has a question or for potential funding negotiations.

  
Executive Director

Federal Tax ID Number (required)

Signature Date

DUNS Number (required)

**WARNING: 18 U.S.C. 1001 provides, among other things, that whoever knowingly and willingly makes or uses a document or writing containing false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of the United States, shall be fined not more than \$10,000 or imprisoned for not more than five years, or both.**



*E-2*

Print Form



For Staff Use Only  
**F**

Application Category: 2 - Public Service



### Community Development Block Grant CDBG Year 40 - Request for Funding - Program Year 2014

Agency / Organization: Heart to Heart Pregnancy Support Center, Inc.

Address: 417 South 16th St Fort Smith, AR Zip Code: 72901

Contact Person: Daphne Dahlem Phone Number: (479) 452-2260

e-Mail Address: hearttoheartpsc@mynewroads.com Fax Number: (479) 573-0700

**Please enter the total amount of CDBG funds being requested and all other funding sources to complete the proposed project. The project leverage will be calculated by city staff.**

CDBG Amount Requested	\$12,460.00
Other Funding Sources (10% Req.)	\$32,867.68
Proposed Project Total	\$45,327.68

Project Address: 417 South 16th St, Fort Smith, AR

Project Zip Code: 72901

Does this project require full CDBG funding requested?  No

Leverage: *10%* %  
(City Staff will calculate)

Please provide a description of the proposed project:

This project provides single, married, very low - low income mothers, fathers, and families with necessary items addressing the care, nutrition, and safety of their babies and children. These items include cribs, diapers, and formula. This will be the eleventh year for our program. Our program began with 30 clients and now presently serves over 2700 women and their families in Fort Smith. This project is essential in meeting the needs of the Fort Smith Community. It provides assistance for emergency needs and the chance to earn items based on attendance in the program. This in turn provides and establishes the beginning of hope, encouragement, confidence, responsibility, and dignity before, during, and after pregnancy. As the economy continues to shift each and every year, we are asking for and seeking funding to continue to meet the needs of the residents and the needs of the community.

Consolidated Plan Goal: Non-Housing Community Development (NHCD): Improve living conditions by addressing CD needs.

Objective: NHCD - 2 Address community needs through community-based public service programs.

Strategy: NHCD - 2.1 Deliver service to low-income citizens of Fort Smith.



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Please list proposed project elements by priority in the event that CDAC is unable to recommend the total funding request:

Project Element Description		Estimated Cost
1.	Cribs & Mattresses \$150 X 37 = \$5550.00	\$5,550.00
2.	Diapers \$13 each X 510 Packages = \$6630.00	\$6,630.00
3.	Formula \$14 X 20 cans = \$280.00	\$280.00
4.		
<b>Other Funding Sources</b>		\$32,867.68
<b>Proposed Project Total</b>		<b>\$45,327.68</b>

**Estimate** the number of *clients* or *households* served through the facility for this proposed service or the proposed project only:

LMI Clients Served	LMI Households Served
2,714	

Please provide the names of any CDAC or City Board Member currently serving or within the past five years on the agency's Board:

By my signature below I am verifying that the agency understands that if the project applied for is changed substantially, the project will no longer be considered and will cancel. The agency could then apply in the next funding cycle. Additionally, if funds are approved and the agency does not enter into an agreement with the City before December 31, 2014, the project will cancel and the agency will not be able to apply in the following funding cycle.

**Any recommended funding amount(s) is subject to final federal budget amounts. All projects will be reduced by the percentage amount of the reduction, if applicable.**

I understand that a presentation must be given at the 9:00 a.m. public hearing for Public Service Projects and 2:00 p.m. for all other CDBG projects on Thursday, February 27, 2014 and I understand that an agency representative must be present at the February 27, 2014, 5:30 p.m. funding deliberations in the event that a CDAC member has a question or for potential funding negotiations.

*Ornella F. Rivera*  
Executive Director

Federal Tax ID Number (required) 71-0696728

Signature Date Feb 5, 2014

DUNS Number (required) 55-734-8133

**WARNING: 18 U.S.C. 1001 provides, among other things, that whoever knowingly and willingly makes or uses a document or writing containing false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of the United States, shall be fined not more than \$10,000 or imprisoned for not more than five years, or both.**



*F-2*

Print Form

For Staff Use Only



G

Application Category: 2 - Public Service



Community Development Block Grant
CDBG Year 40 - Request for Funding - Program Year 2014

Agency / Organization: Bost, Inc.

Address: P.O. Box 11495 (5812 Remington Circle) Fort Smith, AR Zip Code: 72917-1495

Contact Person: Jim Zoesch Phone Number: (479) 478-5470

e-Mail Address: jpzoesch@bost.org Fax Number: (479) 478-5471

Please enter the total amount of CDBG funds being requested and all other funding sources to complete the proposed project. The project leverage will be calculated by city staff.

Table with 2 columns: Funding Source, Amount. Rows: CDBG Amount Requested (\$9,350.00), Other Funding Sources (10% Req.) (\$1,650.00), Proposed Project Total (\$11,000.00)

Project Address: 7701 Zero Street, FSM, AR 72903

Project Zip Code: 72903

Does this project require full CDBG funding requested?

No

Leverage: 18% (City Staff will calculate)

Please provide a description of the proposed project:

Bost, Inc. proposes to add a restaurant range with burners, griddle and oven(s) to replace the 40+ year old oven. An exhaust hood with required fire suppression, remodeling the kitchen by moving a wall, dishwasher, cabinets, electrical, plumbing, storage closet and microwave stand are not included in this Category 2 request, but are integral to providing improved meal preparation facilities to the 145 low income citizens with disabilities we serve daily. Breakfast and lunch is provided daily to the individuals served resulting in 2,949 meals being served each month. We receive funding for meals from the SNP (Special Nutritional Program) a federal and state funded program. All individuals served qualify for Medicaid and Transit Assistance and most are in HUD housing programs. Bost, Inc. has over 15 years experience in Federal Program funding. The Low Income citizens we serve have enjoyed upgraded facilities over the past several years through the CDBG Program without findings or concerns during previous monitoring. Our funding at the Federal and State levels continues to be cut, while compliance and operating costs continue to rise. Our agency funding contribution is lower than we would like, but our cost benefit ratio is very high (\$64 per LMI Client Served). The return to our citizens served with approval of this project in the form of more nutritious and varied meals will be immense. The social and communications skills learned during meal times contribute to the development of our citizenry and help them function at the highest level possible.

Consolidated Plan Goal: Special Needs (SN): Evaluate upcoming needs related to non-homeless special needs population.

Objective: SPECIAL NEEDS

Strategy: SN - 3 Provide funding for orgs. that deliver assistance to persons with disabilities...



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02-05-2014 P03:23
G-1

Form Expires February 8, 2014

Page 1 of 2

Please list proposed project elements by priority in the event that CDAC is unable to recommend the total funding request:

Project Element Description		Estimated Cost
1.	Purchase oven/range for Bostaurant	\$9,350.00
2.		
3.		
4.		
Other Funding Sources		\$1,650.00
<b>Proposed Project Total</b>		<b>\$11,000.00</b>

**Estimate** the number of *clients* or *households* served through the facility for this proposed service or the proposed project only:

LMI Clients Served	LMI Households Served
145	

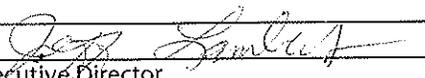
Please provide the names of any CDAC or City Board Member currently serving or within the past five years on the agency's Board:

Andre Good

By my signature below I am verifying that the agency understands that if the project applied for is changed substantially, the project will no longer be considered and will cancel. The agency could then apply in the next funding cycle. Additionally, if funds are approved and the agency does not enter into an agreement with the City before December 31, 2014, the project will cancel and the agency will not be able to apply in the following funding cycle.

**Any recommended funding amount(s) is subject to final federal budget amounts. All projects will be reduced by the percentage amount of the reduction, if applicable.**

I understand that a presentation must be given at the 9:00 a.m. public hearing for Public Service Projects and 2:00 p.m. for all other CDBG projects on Thursday, February 27, 2014 and I understand that an agency representative must be present at the February 27, 2014, 5:30 p.m. funding deliberations in the event that a CDAC member has a question or for potential funding negotiations.

  
Executive Director

Federal Tax ID Number (required)

Signature Date

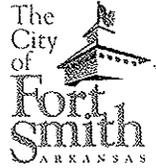
DUNS Number (required)

**WARNING: 18 U.S.C. 1001 provides, among other things, that whoever knowingly and willingly makes or uses a document or writing containing false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of the United States, shall be fined not more than \$10,000 or imprisoned for not more than five years, or both.**



G-2

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For Staff Use Only

H

Application Category: 2 - Public Service



Community Development Block Grant
CDBG Year 40 - Request for Funding - Program Year 2014

Agency / Organization: Community Dental Clinic, A Program of CSCDC, Inc.

Address: P. O. Box 4069 Fort Smith, AR Zip Code: 72914

Contact Person: Nanya Perry Phone Number: 782-6021

e-Mail Address: nperry@cscdcca.org Fax Number: 709-0161

Please enter the total amount of CDBG funds being requested and all other funding sources to complete the proposed project. The project leverage will be calculated by city staff.

CDBG Amount Requested \$29,000.00 CW

Other Funding Sources (10% Req.) \$20,000.00 CW

Proposed Project Total \$49,000.00 CW

Project Address: 3428 Armour st

Project Zip Code: 72901

Does this project require full CDBG funding requested?

No

Leverage: 100% (City Staff will calculate)

Please provide a description of the proposed project:

During the last 12 month period, 1,293 very low-income residents of Crawford and Sebastian counties received dental treatment at the Community Dental Clinic. Of 1,293 patients, 801 or 62% are residents of Fort Smith. The Clinic provides oral cancer screenings, examinations, full-mouth x-rays, extractions, cleaning and dentures. The requested \$25,000 would provide just \$75.00 per appointment for 333 Fort Smith patients, no matter what dental services were needed.

Consolidated Plan Goal Non-Housing Community Development (NHCD): Improve living conditions by addressing CD needs.

Objective NHCD - 2 Address community needs through community-based public service programs.

Strategy NHCD - 2.1 Deliver service to low-income citizens of Fort Smith.



Form Expires February 8, 2014

Page 1 of 2

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Please list proposed project elements by priority in the event that CDAC is unable to recommend the total funding request:

Project Element Description		Estimated Cost
1.	Delivery of dental services to <sup>207</sup> low-income Fort Smith residents.	\$ 20,000.00 <i>gr</i>
2.		
3.		
4.		
Other Funding Sources		
<b>Proposed Project Total</b>		<b>\$ 20,000.00</b> <i>CW</i>

**Estimate** the number of clients or households served through the facility for this proposed service or the proposed project only:

LMI Clients Served	LMI Households Served
266	266 <i>CW</i>

Please provide the names of any CDAC or City Board Member currently serving or within the past five years on the agency's Board:

none

By my signature below I am verifying that the agency understands that if the project applied for is changed substantially, the project will no longer be considered and will cancel. The agency could then apply in the next funding cycle. Additionally, if funds are approved and the agency does not enter into an agreement with the City before December 31, 2014, the project will cancel and the agency will not be able to apply in the following funding cycle.

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*Mark Whitman*  
 Executive Director Federal Tax ID Number (required) 71-0388927  
 Signature Date February 5, 2014 DUNS Number (required) 17-414-8247

**WARNING: 18 U.S.C. 1001 provides, among other things, that whoever knowingly and willingly makes or uses a document or writing containing false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of the United States, shall be fined not more than \$10,000 or imprisoned for not more than five years, or both.**



*H-2*

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Application Category: 2 - Public Service



### Community Development Block Grant CDBG Year 40 - Request for Funding - Program Year 2014

Agency / Organization: Fountain of Youth Adult Day Care, Inc.

Address: 2409 South 56th Street, #121 Fort Smith, AR Zip Code: 72903

Contact Person: Kristi Graham Phone Number: (479) 484-7782

e-Mail Address: executivedirector@foyadc.org Fax Number: (479) 484-7951

**Please enter the total amount of CDBG funds being requested and all other funding sources to complete the proposed project. The project leverage will be calculated by city staff.**

CDBG Amount Requested	\$13,000.00
Other Funding Sources (10% Req.)	\$59,100.00
Proposed Project Total	\$72,100.00

Project Address: 2409 South 56th Street, #121 Fort Smith, AR

Project Zip Code: 72903

Does this project require full CDBG funding requested? No

Leverage: 100%  
(City Staff will calculate)

Please provide a description of the proposed project:

CDBG funding is used to enable Fort Smith residents, who meet the low income requirements, the opportunity to participate as Fountain of Youth Clients by helping to provide transportation to the facility and respite time. In addition, when a dependent Adult is spending time at FOY, receiving adult daycare services, family caregivers are afforded a much needed time of respite from around the clock caregiving. This allows these caregivers, also Fort Smith residents the opportunity to work, go to school, volunteer, or have time for rest or personal care. Our CDBG funding is used to cover the cost of care for these families who cannot afford to pay and do not qualify for other types of assistance. Our services allow for healthier family relationships and allow families to stay together longer by postponing nursing home placement and allowing caregivers to be productive citizens in the Fort Smith community.

Consolidated Plan Goal Special Needs (SN): Evaluate upcoming needs related to non-homeless special needs population.

Objective NHCD - 2 Address community needs through community-based public service programs.

Strategy SN - 3 Provide funding for orgs. that deliver assistance to persons with disabilities...

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Page 1 of 2

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Please list proposed project elements by priority in the event that CDAC is unable to recommend the total funding request:

Project Element Description		Estimated Cost
1.	Adult daycare fees for clients, with majority being 62 and older in the low income category	\$10,000.00
2.	Transportation fees for clients, with majority being 62 and older in the low income category	\$3,000.00
3.		
4.		
Other Funding Sources		\$59,100.00
<b>Proposed Project Total</b>		<b>\$72,100.00</b>

**Estimate** the number of clients or households served through the facility for this proposed service or the proposed project only:

LMI Clients Served	LMI Households Served
15	

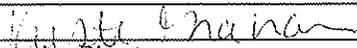
Please provide the names of any CDAC or City Board Member currently serving or within the past five years on the agency's Board:

None

By my signature below I am verifying that the agency understands that if the project applied for is changed substantially, the project will no longer be considered and will cancel. The agency could then apply in the next funding cycle. Additionally, if funds are approved and the agency does not enter into an agreement with the City before December 31, 2014, the project will cancel and the agency will not be able to apply in the following funding cycle.

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Executive Director

Federal Tax ID Number (required)

Signature Date

DUNS Number (required)

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I-2

A.

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Application Category: 2 - Public Service

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**J**



### Community Development Block Grant CDBG Year 40 - Request for Funding - Program Year 2014

Agency / Organization: Girls, Incorporated of Fort Smith

Address: 1415 Old Greenwood Road Fort Smith, AR Zip Code: 72901

Contact Person: Amanda Daniels Phone Number: (479) 782-0375

e-Mail Address: adaniels@girlsincfortsmith.org Fax Number: (479) 782-1726

**Please enter the total amount of CDBG funds being requested and all other funding sources to complete the proposed project. The project leverage will be calculated by city staff.**

CDBG Amount Requested	\$6,875.00
Other Funding Sources (10% Req.)	\$229,325.00
Proposed Project Total	\$236,200.00

Project Address: 1415 Old Greenwood Road

Project Zip Code: 72901 Does this project require full CDBG funding requested? No Leverage: 100% (City Staff will calculate)

Please provide a description of the proposed project:

Our mission is to inspire all girls to be strong, smart, and bold. We believe deeply in the fundamental rights and abilities of all girls. We enact these beliefs through our direct services, hands on programs and horizon-expanding experiences that are delivered by professionals in a supportive, all-girl setting. We seek to equip girls to set goals, take on new challenges, and achieve their dreams. Our girls discover how to expand their abilities through new interests, make personal adjustments needed to complete each grade on time and with excellence and model healthy decision making with peers. Quality mentoring relationships and peers provide supportive positive reinforcement in the face of personal pressures. Our girls overcome academic stereotypes as they engage in science, technology, engineering and math (STEM) oriented, curriculum, while learning that women are capable of being successful in higher paying fields. Our girls build practical money management skills and confidence with concepts from savings accounts to entrepreneurship. On the flip side, girls are also given time for fun physical activity and learn strategies around positive body image, nutrition, avoiding violence, teen pregnancy and substance abuse.

The lasting difference we make for and with girls sets us apart. There is no other state organization that does what we do for girls with the same level of intensity, consistency, and accountability. We served nearly 400 more girls in 2013 compared to 2012 and with your help, we can continue to increase the number of girls who have the opportunities to develop their special strengths, break past barriers and achieve their full potential and help others as they were helped along the way.

This project will help provide services to our qualified members and their families; which may otherwise not be able to afford them and choose other options that may be free such as having them stay at home unsupervised where they would not receive our quality-programming. Imagine a world in which many more girls grow up Strong, Smart, and Bold. These young women will have positive influence and be good role models for their sisters, brothers, parents, other family members and friends, and the next generation. They will become leaders, positive contributors to their communities, institutions, and the larger society.

Consolidated Plan Goal Non-Housing Community Development (NHCD): Improve living conditions by addressing CD needs.

Objective NHCD - 2 Address community needs through community-based public service programs.

Strategy NHCD - 1.1 Assist non-profits that traditionally work with low-income citizens.



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Page 1 of 2

Please list proposed project elements by priority in the event that CDAC is unable to recommend the total funding request:

Project Element Description		Estimated Cost
1.	After School Transportation	\$1,500.00
2.	Memberships	\$4,500.00
3.	Activities	\$500.00
4.	Camp	\$375.00
Other Funding Sources		\$229,325.00
<b>Proposed Project Total</b>		<b>\$236,200.00</b>

**Estimate** the number of *clients* or *households* served through the facility for this proposed service or the proposed project only:

LMI Clients Served	LMI Households Served
	65

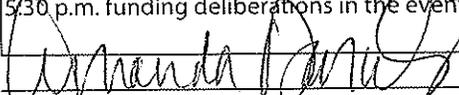
Please provide the names of any CDAC or City Board Member currently serving or within the past five years on the agency's Board:

n/a

By my signature below I am verifying that the agency understands that if the project applied for is changed substantially, the project will no longer be considered and will cancel. The agency could then apply in the next funding cycle. Additionally, if funds are approved and the agency does not enter into an agreement with the City before December 31, 2014, the project will cancel and the agency will not be able to apply in the following funding cycle.

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Executive Director

Federal Tax ID Number (required) 71-0236893

Signature Date 02-06-2014

DUNS Number (required) 96-476-1519

**WARNING: 18 U.S.C. 1001 provides, among other things, that whoever knowingly and willingly makes or uses a document or writing containing false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of the United States, shall be fined not more than \$10,000 or imprisoned for not more than five years, or both.**



J-2

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Application Category: 2 - Public Service



### Community Development Block Grant CDBG Year 40 - Request for Funding - Program Year 2014

Agency / Organization: WestArk RSVP, A Program of WACGC, Inc. *Tax Assistance*

Address: 401 North 13th Street Fort Smith, AR Zip Code: 72901

Contact Person: Susan Reehl Phone Number: (479) 783-4155

e-Mail Address: susie.reehl@westarkrsvp.org Fax Number: (479) 782-2269

**Please enter the total amount of CDBG funds being requested and all other funding sources to complete the proposed project. The project leverage will be calculated by city staff.**

CDBG Amount Requested	\$12,000.00
Other Funding Sources (10% Req.)	\$15,000.00
Proposed Project Total	\$27,000.00

Project Address: 401 North 13th Street, Fort Smith, AR 72901

Project Zip Code: 72901

Does this project require full CDBG funding requested?

No

Leverage: *100* %  
(City Staff will calculate)

Please provide a description of the proposed project:

WestArk Retired and Senior Volunteer Program (RSVP) is requesting \$12,000 for a Public Service project of the RSVP Community Outreach Program to assist the elderly, disabled, unemployed, active duty military and families with incomes under \$52,000 in preparing and electronically filing their federal and state income tax returns. This is an endeavor to increase the disposable income of low income wage earners and their families by offering free competent tax services enabling them to maximise their refunds and save the preparation fee which is at a minimum \$125.

RSVP members will receive extensive training and after competency testing will serve as certified IRS volunteers. The volunteers using the resources of the RSVP Computer Lab will prepare and electronically file free federal and state income tax returns. Special emphasis will be placed on reaching families who are eligible for the Earned Income Tax Credit, the disabled and the homeless. Tax services will be also be made available to the home bound.

This project should return over to \$1,000,000 in Earned Income Tax Credit to low income families in Fort Smith while saving them over \$187,500 in preparation fees.

Consolidated Plan Goal: Special Needs (SN): Evaluate upcoming needs related to non-homeless special needs population.

Objective: NHCD - 2 Address community needs through community-based public service programs.

Strategy: NHCD - 2.1 Deliver service to low-income citizens of Fort Smith.



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Please list proposed project elements by priority in the event that CDAC is unable to recommend the total funding request:

Project Element Description		Estimated Cost
1.	Preparation of electronic applications for federal Extra Help and Arkansas Medicare Savings Programs	\$12,000.00
2.		
3.		
4.		
<b>Other Funding Sources</b>		\$15,000.00
<b>Proposed Project Total</b>		<b>\$27,000.00</b>

**Estimate** the number of *clients* or *households* served through the facility for this proposed service or the proposed project only:

LMI Clients Served	LMI Households Served
	1,000

Please provide the names of any CDAC or City Board Member currently serving or within the past five years on the agency's Board:

None.

By my signature below I am verifying that the agency understands that if the project applied for is changed substantially, the project will no longer be considered and will cancel. The agency could then apply in the next funding cycle. Additionally, if funds are approved and the agency does not enter into an agreement with the City before December 31, 2014, the project will cancel and the agency will not be able to apply in the following funding cycle.

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*Susan B. Beekle*  
Program Director

Federal Tax ID Number 23-7015826

Signature Date Feb 3, 2014

DUNS Number (required) 07-126-0202

**WARNING: 18 U.S.C. 1001 provides, among other things, that whoever knowingly and willingly makes or uses a document or writing containing false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of the United States, shall be fined not more than \$10,000 or imprisoned for not more than five years, or both.**



K-2

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Application Category: 2 - Public Service



### Community Development Block Grant CDBG Year 40 - Request for Funding - Program Year 2014

Agency / Organization: WestArk RSVP, A Program of WACGC, Inc. *Medicare*

Address: 401 North 13th Street Fort Smith, AR Zip Code: 72901

Contact Person: Susan Reehl Phone Number: (479) 783-4155

e-Mail Address: susie.reehl@westarkrsvp.org Fax Number: (479) 782-2269

**Please enter the total amount of CDBG funds being requested and all other funding sources to complete the proposed project. The project leverage will be calculated by city staff.**

CDBG Amount Requested	\$8,000.00
Other Funding Sources (10% Req.)	\$10,000.00
Proposed Project Total	\$18,000.00

Project Address: 401 North 13th Street, Fort Smith, AR 72901

Project Zip Code: 72901

Does this project require full CDBG funding requested?

No

Leverage: *100* %  
(City Staff will calculate)

Please provide a description of the proposed project:

WestArk Retired and Senior Volunteer Program (RSVP) is requesting \$8,000 for a Public Service project of the RSVP Community Outreach Program to aid Medicare beneficiaries. Using trained senior volunteers serving as SHIIP\* advocates and the resources of the RSVP Computer Lab aid will be provided to Medicare recipients (both aged and disabled) to assist those:

1. Needing financial assistance to afford Medicare premiums (income less than \$1,293 a month for singles, \$1,745 a month for couples). Assistance will be provided to complete electronic applications for Arkansas Medicare Savings Programs. This assistance will allow Medicare recipients with modest incomes to recoup their \$104.90 monthly Medicare Part B premium and for those with the lowest incomes (income less than \$958 a month for singles or \$1,292 a month for couples) to have their Medicare Part A and Part B deductible and co-payments met.
2. Needing financial assistance to afford their prescription medication (income less than \$1,436 a month for singles, \$1,939 a month for couples). Assistance will be provided to complete electronic applications for federal Extra Help. This assistance will pay Medicare Part D premiums, reduce the co-pays and do away with the "donut hole".
3. Who have questions about Medicare Part D prescription drug plans or Medicare Part C advantage plans. Throughout the year but most intensely during Medicare Open Enrollment (October 15th through December 7th) counseling will be offered to Medicare beneficiaries who choose to use the Medicare.gov plan finder.

\*SHIIP is the Senior Health Insurance Information Program operated by the Arkansas Insurance Department.

Consolidated Plan Goal: Special Needs (SN): Evaluate upcoming needs related to non-homeless special needs population.

Objective: NHCD - 2 Address community needs through community-based public service programs.

Strategy: SN - 2 Provide funding for orgs. that deliver health services to persons with mental health and other chronic illnesses...

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Form Expires February 8, 2014



Page 1 of 2

Please list proposed project elements by priority in the event that CDAC is unable to recommend the total funding request:

Project Element Description		Estimated Cost
1.	Preparation of electronic applications for federal Extra Help and Arkansas Medicare Savings Programs	\$8,000.00
2.		
3.		
4.		
<b>Other Funding Sources:</b> Arkansas Insurance Department, Senior Health Insurance Information Program (SHIIP)		\$10,000.00
<b>Proposed Project Total</b>		<b>\$18,000.00</b>

**Estimate** the number of *clients* or *households* served through the facility for this proposed service or the proposed project only:

LMI Clients Served	LMI Households Served
320	

Please provide the names of any CDAC or City Board Member currently serving or within the past five years on the agency's Board:

None.

By my signature below I am verifying that the agency understands that if the project applied for is changed substantially, the project will no longer be considered and will cancel. The agency could then apply in the next funding cycle. Additionally, if funds are approved and the agency does not enter into an agreement with the City before December 31, 2014, the project will cancel and the agency will not be able to apply in the following funding cycle.

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 Susan D. Beck  
 Program Director

Federal Tax ID Number

23-7015826

Signature Date Feb 3, 2014

DUNS Number (required)

07-126-0202

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L-2

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**M**



Application Category: 2 - Public Service



### Community Development Block Grant CDBG Year 40 - Request for Funding - Program Year 2014

Agency / Organization: Next Step Homeless Services, Inc.

Address: 123 North 6th Street, Suite 200 Fort Smith, AR Zip Code: 72901

Contact Person: Executive Director Amy Sherrill Phone Number: (479) 242-5100

e-Mail Address: amy@thenextstepfs.org Fax Number: (479) 242-5432

**Please enter the total amount of CDBG funds being requested and all other funding sources to complete the proposed project. The project leverage will be calculated by city staff.**

CDBG Amount Requested	\$20,000.00
Other Funding Sources (10% Req.)	\$171,699.00
Proposed Project Total	\$191,699.00

Project Address: 123 North 6th Street, Suite 200

Project Zip Code: 72901

Does this project require full CDBG funding requested?

Yes

Leverage: 100%  
(City Staff will calculate)

Please provide a description of the proposed project:

**320CW**

In 2013, The Next Step Homeless Services served ~~1,607~~ clients. Our case management staff of four sees an average of 80 to 120 clients a day, total, which is a bit challenging in our 1,700 square foot facility.

The agency addresses the specific needs of Fort Smith residents to effectively prevent and end homelessness. Individual case management is extended to explore options for self-reliance and independence. These avenues are innovative and tailored to the particular abilities of each client. Case managers are sensitive to the emotional complexities accompanying homelessness in their interaction with each client, while encouraging progression in their life.

Consolidated Plan Goal: Non-Housing Community Development (NHCD); Improve living conditions by addressing CD needs.

Objective: NHCD - 2 Address community needs through community-based public service programs.

Strategy: NHCD - 2.1 Deliver service to low-income citizens of Fort Smith.



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Please list proposed project elements by priority in the event that CDAC is unable to recommend the total funding request:

Project Element Description		Estimated Cost
1.	Case Management	\$20,000.00
2.		
3.		
4.		
<b>Other Funding Sources</b>		\$171,699.00
<b>Proposed Project Total</b>		<b>\$191,699.00</b>

**Estimate** the number of clients or households served through the facility for this proposed service or the proposed project only:

LMI Clients Served	LMI Households Served
<del>1,607</del> 32,000	

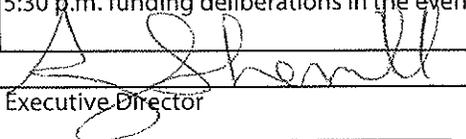
Please provide the names of any CDAC or City Board Member currently serving or within the past five years on the agency's Board:

n/a

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Executive Director

Federal Tax ID Number (required)

Signature Date

DUNS Number (required)

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M-2

Print Form

Application Category: 3 - Community Development



For Staff Use Only  
**N**



### Community Development Block Grant CDBG Year 40 - Request for Funding - Program Year 2014

Agency / Organization: Bost, Inc.

Address: P.O. Box 11495 (5812 Remington Circle) Fort Smith, AR Zip Code: 72917-1495

Contact Person: Jim Zoesch Phone Number: (479) 478-5470

e-Mail Address: jpzoesch@bost.org Fax Number: (479) 478-5471

*Please enter the total amount of CDBG funds being requested and all other funding sources to complete the proposed project. The project leverage will be calculated by city staff.*

CDBG Amount Requested \$23,515.00

Other Funding Sources (10% Req.) \$4,150.00

Project Address: 7701 Zero Street, FSM, AR 72903

Proposed Project Total \$27,665.00

Project Zip Code: 72903

Does this project require full CDBG funding requested?  No

Leverage: \_\_\_\_\_%  
(City Staff will calculate)

Please provide a description of the proposed project:

Bost, Inc. proposes to add a restaurant range with exhaust hood and fire suppression system as is required by regulation. The range would include burners, griddle and oven(s). A current wall would be moved as well as a dishwasher. A storage closet would be added and a stackable microwave cabinet would be added as one microwave currently is located where the oven/range would be located. Counter and under counter storage would be modified to accommodate the new range. The total amount of this project is estimated to not exceed \$27,665. From the detailed estimate provided by a licensed contractor the cost of the restaurant range of \$11,000 and 10% mark up of \$1,100 has been deducted. The restaurant range will be requested under Application Category 2.

The Adult Development/Work Development Center currently serves on average 145 Low Income individuals with disabilities daily. Breakfast and lunch is provided daily to the individuals served resulting in 2,949 meals being served each month. We receive funding for meals from the SNP (Special Nutritional Program) a federal and state funded program. All individuals served qualify for Medicaid and Transit Assistance and most are in HUD housing programs.

Bost, Inc. has over 15 years experience in Federal Program funding. The Low Income citizens we serve have enjoyed upgraded facilities over the past several years through the CDBG Program without findings or concerns during previous monitoring. Our funding at the Federal and State levels continues to be cut, while compliance and operating costs continue to rise. Our agency funding contribution is lower than we would like, but our cost benefit ratio is very high (\$191 per LMI Client Served). The return to our citizens served with approval of this project in the form of more nutritious and varied meals will be immense. The social and communications skills learned during meal times contribute to the development of our citizenry and help them function at the highest level possible.

Consolidated Plan Goal Special Needs (SN): Evaluate upcoming needs related to non-homeless special needs population.

Objective SPECIAL NEEDS

Strategy SN - 3 Provide funding for orgs. that deliver assistance to persons with disabilities...



Form Expires February 8, 2014

Page 1 of 2

Date & Time Stamp Received - For Staff Use Only  
02-05-2014 P03:23 *WON-1*

Please list proposed project elements by priority in the event that CDAC is unable to recommend the total funding request:

Project Element Description		Estimated Cost
1.	Purchase hood exhaust, fire suppression, electrical, plumbing and install	\$19,000.00
2.	Labor to move dishwasher, modify cabinets for hood and range	\$3,200.00
3.	Walls, ceiling repair, painting, cabinet	\$1,315.00
4.		
<b>Other Funding Sources</b>		\$4,150.00
<b>Proposed Project Total</b>		<b>\$27,665.00</b>

**Estimate** the number of *clients* or *households* served through the facility for this proposed service or the proposed project only:

LMI Clients Served	LMI Households Served
145	

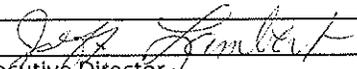
Please provide the names of any CDAC or City Board Member currently serving or within the past five years on the agency's Board:

Andre Good

By my signature below I am verifying that the agency understands that if the project applied for is changed substantially, the project will no longer be considered and will cancel. The agency could then apply in the next funding cycle. Additionally, if funds are approved and the agency does not enter into an agreement with the City before December 31, 2014, the project will cancel and the agency will not be able to apply in the following funding cycle.

**Any recommended funding amount(s) is subject to final federal budget amounts. All projects will be reduced by the percentage amount of the reduction, if applicable.**

I understand that a presentation must be given at the 9:00 a.m. public hearing for Public Service Projects and 2:00 p.m. for all other CDBG projects on Thursday, February 27, 2014 and I understand that an agency representative must be present at the February 27, 2014, 5:30 p.m. funding deliberations in the event that a CDAC member has a question or for potential funding negotiations.

  
Executive Director

Federal Tax ID Number (required)

Signature Date

DUNS Number (required)

**WARNING: 18 U.S.C. 1001 provides, among other things, that whoever knowingly and willingly makes or uses a document or writing containing false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of the United States, shall be fined not more than \$10,000 or imprisoned for not more than five years, or both.**



**N-2**

Print Form



For Staff Use Only

Application Category: 3 - Community Development

O



### Community Development Block Grant CDBG Year 40 - Request for Funding - Program Year 2014

Agency / Organization: Old Fort Homeless Coalition, Inc.

Address: 2100 N. 31st Street

Fort Smith, AR

Zip Code: 72904

Contact Person: Debbie Everly

Phone Number: (479) 782-4991

e-Mail Address: debeverly@riverviewhopecampus.org

Fax Number: (479) 782-0120

**Please enter the total amount of CDBG funds being requested and all other funding sources to complete the proposed project. The project leverage will be calculated by city staff.**

CDBG Amount Requested \$73,000.00

Other Funding Sources (10% Req.) \$547,000.00

Project Address: 301 S. E Street, Fort Smith, AR

Proposed Project Total \$620,000.00

Project Zip Code: 72904

Does this project require full CDBG funding requested?

Yes

Leverage: \_\_\_\_\_%  
(City Staff will calculate)

Please provide a description of the proposed project:

The "project" is the acquisition of 301 S. E Street building as a location for the Riverview Hope Campus (RHC).  
 The 2012 and 2013 "Point in Time" count revealed that between 65-82 persons were unsheltered in our area on any given night. The term "unsheltered" means that they are not staying in one of our existing emergency shelters, nor with friends or family in a home. They are literally homeless sleeping in tents, in their cars, behind stores or other places not meant for human habitation. The total unduplicated homeless count, for the past two years has been between 211 and 232 people.  
 The Riverview Hope Campus (RHC) is a place where homeless service providers, including emergency shelters, social services agencies, churches and others, will meet to engage rather than enable homeless persons through comprehensive, one-stop services. The main goal of the RHC is to eliminate street homelessness by offering a low demand shelter for those who are currently unsheltered. Other RHC goals are to improve outcomes for persons experiencing homelessness, reduce duplication of services, improve efficiency in delivery and access to services and to relocate current day room activities. The RHC is a joint effort of the Old Fort Homeless Coalition, Salvation Army, Next Step Homeless Services, Fort Smith Housing Authority, and the City of Fort Smith.  
 The RHC is scheduled to be built at 301 S. E Street in Fort Smith, Arkansas (the old Riverside Furniture Building). This 127,000 sq.ft. building sits on 7 acres of land. Phase one will include a 75 bed low demand shelter called First Step. This will house the chronically homeless with a mat on the floor, meals and showers. We will encourage those staying at First Step to participate in the day program provided by the Next Step Homeless Services who will be moving their services to the RHC. The campus will also offer showers, classrooms, clinical services, counseling rooms, barber shop, kennels, bulk storage, clothes closet, worship center and a commercial kitchen for providing meals.  
 Phase Two will have 12 Single Room Occupancy apartments for those transitioning from the emergency shelter and Phase Three will be the addition of "Safe Haven", a 25 bed facility to treat the chronically homeless with mental health issues.

Consolidated Plan Goal Homelessness (HMLS): Expand housing and services offered to homeless families and individuals.

Objective HMLS-1 Support consolidation of homeless providers and services into a unified campus setting.

Strategy NHCD - 1.1 Assist non-profits that traditionally work with low-income citizens.



Form Expires February 8, 2014

Page 1 of 2

Date & Time Stamp Received - For Staff Use Only  
02-07-2014 A11:13

JB 0-1

Please list proposed project elements by priority in the event that CDAC is unable to recommend the total funding request:

Project Element Description	Estimated Cost
1. Acquisition of 301 S. E Street former Riverside Furniture plant (total: \$620,000)	\$73,000.00
2. Remainder of Acquisition funding (other sources)	\$547,000.00
3.	
4.	
<b>Other Funding Sources</b>	
<b>Proposed Project Total</b>	\$620,000.00

**Estimate** the number of *clients or households* served through the facility for this proposed service or the proposed project only:

LMI Clients Served	LMI Households Served
1,800	

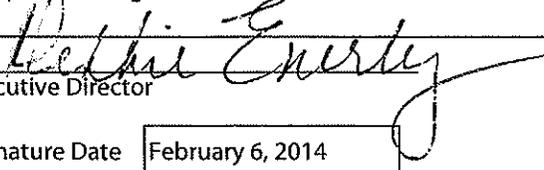
Please provide the names of any CDAC or City Board Member currently serving or within the past five years on the agency's Board:

NONE

By my signature below I am verifying that the agency understands that if the project applied for is changed substantially, the project will no longer be considered and will cancel. The agency could then apply in the next funding cycle. Additionally, if funds are approved and the agency does not enter into an agreement with the City before December 31, 2014, the project will cancel and the agency will not be able to apply in the following funding cycle.

**Any recommended funding amount(s) is subject to final federal budget amounts. All projects will be reduced by the percentage amount of the reduction, if applicable.**

I understand that a presentation must be given at the 9:00 a.m. public hearing for Public Service Projects and 2:00 p.m. for all other CDBG projects on Thursday, February 27, 2014 and I understand that an agency representative must be present at the February 27, 2014, 5:30 p.m. funding deliberations in the event that a CDAC member has a question or for potential funding negotiations.

  
 Executive Director

Federal Tax ID Number (required)

Signature Date

DUNS Number (required)

**WARNING: 18 U.S.C. 1001 provides, among other things, that whoever knowingly and willingly makes or uses a document or writing containing false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of the United States, shall be fined not more than \$10,000 or imprisoned for not more than five years, or both.**



0-2

Print Form

For Staff Use Only

Application Type: CHDO Comm. Housing Dev. Org.



P



# HOME Investment Partnership Act Program

## HOME Year 21 - Request for Funding - Program Year 2014

Agency / Organization: Crawford-Sebastian Community Development Council, Inc.

Address: PO Box 4069 Fort Smith, AR Zip Code: 72914

Contact Person: Karen Phillips Phone Number: (479) 785-2303

e-Mail Address: kphillips@cscdcca.org Fax Number: (479) 784-9029

**Please enter the total amount of HOME funds being requested and all other funding sources to complete the proposed project. The project leverage will be calculated by city staff.**

HOME Amount Requested \$230,000.00

Other Funding Sources (15% Min.) ~~(\$73,000)~~ \$153,000.00

Project Address: Various, Fort Smith, Arkansas Proposed Project Total \$383,000.00

Project Zip Code: varies Does this project require full HOME funding requested? No Leverage: 32% (City Staff will calculate)

Please provide a description of the proposed project:

This program has funded itself over and over again. We purchase homes that are in substandard condition in the City of Fort Smith, completely bring them up to code addressing all major systems, and then sale the homes to a low income family. Typically, this program has been able to provide good, decent housing in good repair to very low income families who typically only have options of substandard housing available in their price range with an average loan amount for these families in the low \$60,000 range. The potential homebuyers are counseled individually and in a classroom setting about the responsibilities of homeownership, budgeting and maintaining their home. While it costs about \$80,000 to acquire and rehabilitate one home, we are able to do two homes with this money due to us receiving most of the funds back as proceeds when the home sales.

This program has been administered successfully by CSCDC for the past 16 years improving existing neighborhoods one home at a time while offering a quality place to call home to those with limited incomes.

As a secondary request, we are seeking funding to build new homes on two lots owned by CSCDC free and clear. CSCDC has built over 70 homes and has experience in subdivision and housing development. The homes built by CSCDC will be built to be affordable to even very low income families (those under 50% of median income). These homes will then be sold and funds will return to build more homes on the additional lots CSCDC owns.

Consolidated Plan Goal Affordable Housing (AH): Improve condition & availability of affordable housing over a 5 year period.

Objective AH - 2 Increase the viability for potential homeownership opportunities.

Strategy AH - 4.2 Provide funding for homeownership activities from which CHDO's can make affordable houses...(Apply in HOME)



Form Expires February 8, 2014

Page 1 of 3

Date & Time Stamp Received - For Staff Use Only  
02-06-2014 A10:23

JB P-1

Please list proposed project elements by priority in the event that CDAC is unable to recommend the total funding request:

Project Element Description		Estimated Cost
1.	Acquisition and rehabilitation of homes	\$80,000.00
2.	New Construction	\$150,000.00
3.	Project Proceeds for rehabilitation	\$80,000.00
4.		
Other Funding Sources		\$73,000.00
<b>Proposed Project Total</b>		<b>\$383,000.00</b>

How many Single Family Homes does the agency propose to undertake with the requested funding?  3 *1/2*

If the agency is a CHDO, provide organizational role to develop the project:

**For New Construction or Rehabilitation projects, answer the following questions:**

1. On December 31, 2013, how much HOME program income / project proceeds did the agency have according to the bank statement?

2. On December 31, 2013, how many Single Family Homes were under construction with previous HOME funding?  
(including proceeds/PI)

3a. On December 31, 2013, how many Fort Smith funded Single Family Homes does the agency have in inventory that are vacant?

3b. Of these homes, how many are under contract for purchase?

Prior to applying under the CHDO/CDC designation, the agency must be certified as a CHDO. The checklist for CHDO's is available from CD Staff or in the Policies & Procedures Manual. Your signature on the next page indicates your understanding of this requirement. All HOME funds are subject to the City of Fort Smith Procurement Policies unless specifically overridden by Federal Regulations.

Please provide the names of any CDAC or City Board Member currently serving or within the past five years on the agency's Board:



Print Form



For Staff Use Only  
**Q**

Application Type: Subrecipient



### HOME Investment Partnership Act Program

HOME Year 21 - Request for Funding - Program Year 2014

Agency / Organization: Housing Authority of the City of Fort Smith

Address: 2100 North 31st Street Fort Smith, AR Zip Code: 72904

Contact Person: Ken Pyle Phone Number: (479) 782-4991

e-Mail Address: KPyle@FortSmithHa.com Fax Number: (479) 782-0120

*Please enter the total amount of HOME funds being requested and all other funding sources to complete the proposed project. The project leverage will be calculated by city staff.*

HOME Amount Requested \$242,000.00

Other Funding Sources (15% Min.) ~~149,500.00~~ \$88,000.00

Project Address: North 26th Street Proposed Project Total \$330,000.00

Project Zip Code: 72904 Does this project require full HOME funding requested? No Leverage: 20%  
(City Staff will calculate)

Please provide a description of the proposed project:

The Housing Authority of the City of Fort Smith proposes construction of three (3) new affordable homes. The Housing Authority proposes to build three (3) new homes on current inventory lots. Funding this request will allow us to continue our successful revitalization of neighborhoods by providing quality affordable housing for the low income residents of Fort Smith.

Consolidated Plan Goal Affordable Housing (AH): Improve condition & availability of affordable housing over a 5 year period.

Objective AH - 3 Increase the number of newly constructed homes available on the affordable housing market.

Strategy AH - 3.2 Utilize vacant lots to increase housing availability in low-income communities.



Date & Time Stamp Received - For Staff Use Only  
02-06-2014 A 11:14  
JB Q-1

Form Expires February 8, 2014

Page 1 of 3

Please list proposed project elements by priority in the event that CDAC is unable to recommend the total funding request:

Project Element Description		Estimated Cost
1.	Construction of Single Family Home	\$110,000.00
2.	Construction of Single Family Home	\$110,000.00
3.	Construction of Single Family Home	\$110,000.00
4.		
Other Funding Sources		
<b>Proposed Project Total</b>		<b>\$330,000.00</b>

How many Single Family Homes does the agency propose to undertake with the requested funding?

If the agency is a CHDO, provide organizational role to develop the project:

**For New Construction or Rehabilitation projects, answer the following questions:**

1. On December 31, 2013, how much HOME program income / project proceeds did the agency have according to the bank statement?

2. On December 31, 2013, how many Single Family Homes were under construction with previous HOME funding?  
(including proceeds/PI)

3a. On December 31, 2013, how many Fort Smith funded Single Family Homes does the agency have in inventory that are vacant?

3b. Of these homes, how many are under contract for purchase?

Prior to applying under the CHDO/CDC designation, the agency must be certified as a CHDO. The checklist for CHDO's is available from CD Staff or in the Policies & Procedures Manual. Your signature on the next page indicates your understanding of this requirement. All HOME funds are subject to the City of Fort Smith Procurement Policies unless specifically overridden by Federal Regulations.

Please provide the names of any CDAC or City Board Member currently serving or within the past five years on the agency's Board:



Q-2

By my signature below I am verifying that the agency understands that if the project applied for is changed substantially, the project will no longer be considered and will cancel. The agency could then apply in the next funding cycle. Additionally, if funds are approved and the agency does not enter into an agreement with the City before December 31, 2014, the project will cancel and the agency will not be able to apply in the following funding cycle, unless it is due to no fault of the agency. NOTE: Any recommended and subsequently approved HOME funding amount will be reduced by 10% for city staff project delivery costs.

**Any recommended funding amount(s) is subject to the Fort Smith Final HOME budget amount. All projects will be reduced by the percentage amount of the reduction, if applicable.**

I understand that a presentation must be given at the 2:00 p.m. public hearing on Thursday, February 27, 2014 and I understand that I or an agency representative must be present at the February 27, 2014, 5:30 p.m. funding deliberations meeting in the event that a CDAC member has a question and/or for potential negotiations.

  
\_\_\_\_\_  
Executive Director

Signature Date  Federal Tax ID Number (required)   
DUNS Number (required)

**WARNING: 18 U.S.C. 1001 provides, among other things, that whoever knowingly and willingly makes or uses a document or writing containing false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of the United States, shall be fined not more than \$10,000 or imprisoned for not more than five years, or both.**



Q-3

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION AMENDING RESOLUTION NO. R-13-14  
REGARDING PRIORITIES FOR THE 2015 SESSION OF THE  
ARKANSAS GENERAL ASSEMBLY

---

WHEREAS, by the passage of Resolution No. R-13-14, the Fort Smith Board of Directors adopted priorities for the 2015 session of the Arkansas General Assembly; and

WHEREAS, the Board of Directors now desires to add an additional priority for the 2015 session of the Arkansas General Assembly;

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

The City of Fort Smith’s legislative priorities for the 2015 session of the Arkansas General Assembly adopted by Resolution No. R-13-14 are hereby amended to include the following:

***Preference in Bidding***

State law currently provides a 5% bidding preference for in-state bidders for public works projects. Municipalities should have the option of adopting an ordinance that would provide a preference of up to 5% (exact amount to be determined by the municipality) for bidders with a place of business located within the corporate limits of the municipality. The preference should apply to public works projects and to bids for commodities, materials, equipment, and services. It may be desirable to place a dollar cap on the amount of the preference, such as \$100,000 (e.g., the 5% preference would be capped at \$100,000 regardless of the bid amount, and the cap could be lower by local ordinance). An exception would need to be made for the expenditure of federal or state funds where such a bidding preference isn’t permitted. This preference would increase the likelihood of local public funds remaining within the local economy and benefitting the citizens who pay the local taxes and fees.

The City Administrator shall forward this resolution to the Arkansas Municipal League.

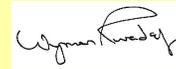
This Resolution passed this \_\_\_\_\_ day of March, 2014.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM



\_\_\_\_\_  
No Publication Required



## *MEMORANDUM*

March 14, 2014

**TO:** Mayor and Board of Directors

**FROM:** Ray Gosack, City Administrator

**SUBJECT:** Legislative Priorities

Attached is a resolution amending the city's 2015 legislative priorities as requested at the March 4<sup>th</sup> board meeting. The new priority encourages legislation that would enable cities to provide a local preference in bidding for city purchases and contracts. This policy would help to keep public funds in the local economy.

The legislative priority has been drafted so that cities would have flexibility in adopting the policy. Specifically, the priority as drafted would:

- Give cities the option of adopting a local preference of up to 5% for bidders with a place of business in the city.
- Apply the local preference to public works projects and to bids for commodities, materials, equipment, and services as determined by the city.
- Establish a maximum preference of \$100,000. This amount could be lower if a city chooses.

The staff recommends adoption of the attached resolution. Upon its adoption, I'll forward the additional legislative priority to the Arkansas Municipal League with a request that it be included in the AML's legislative priorities. Once the AML's priorities are determined in June, we'll also seek support for

all of Fort Smith's legislative priorities from our local legislators. Please let me know if there's any questions or a need for more information.

A handwritten signature in black ink on a white rectangular background. The signature consists of a short horizontal line followed by the word "Ray" in a cursive script.

Attachment

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION GRANTING A TEMPORARY REVOCABLE LICENSE FOR THE PLACEMENT OF A STORAGE BUILDING WITHIN A PUBLIC UTILITY EASEMENT AND AUTHORIZING THE MAYOR TO EXECUTE AGREEMENT**

---

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

**SECTION 1:** A Temporary Revocable License is hereby granted to Amanda Anderson, her successors or assigns for the placement and maintenance of a storage building within a public utility easement as shown on Exhibit "A" and adjacent to the following described property:

South Meadows Estates, Lot 92, an addition to the City of Fort Smith, Sebastian County, Arkansas

**SECTION 2:** The Mayor is authorized to execute the agreement for the above-captioned Temporary Revocable License.

**THIS RESOLUTION ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2014.**

**APPROVED:**

\_\_\_\_\_  
**Mayor**

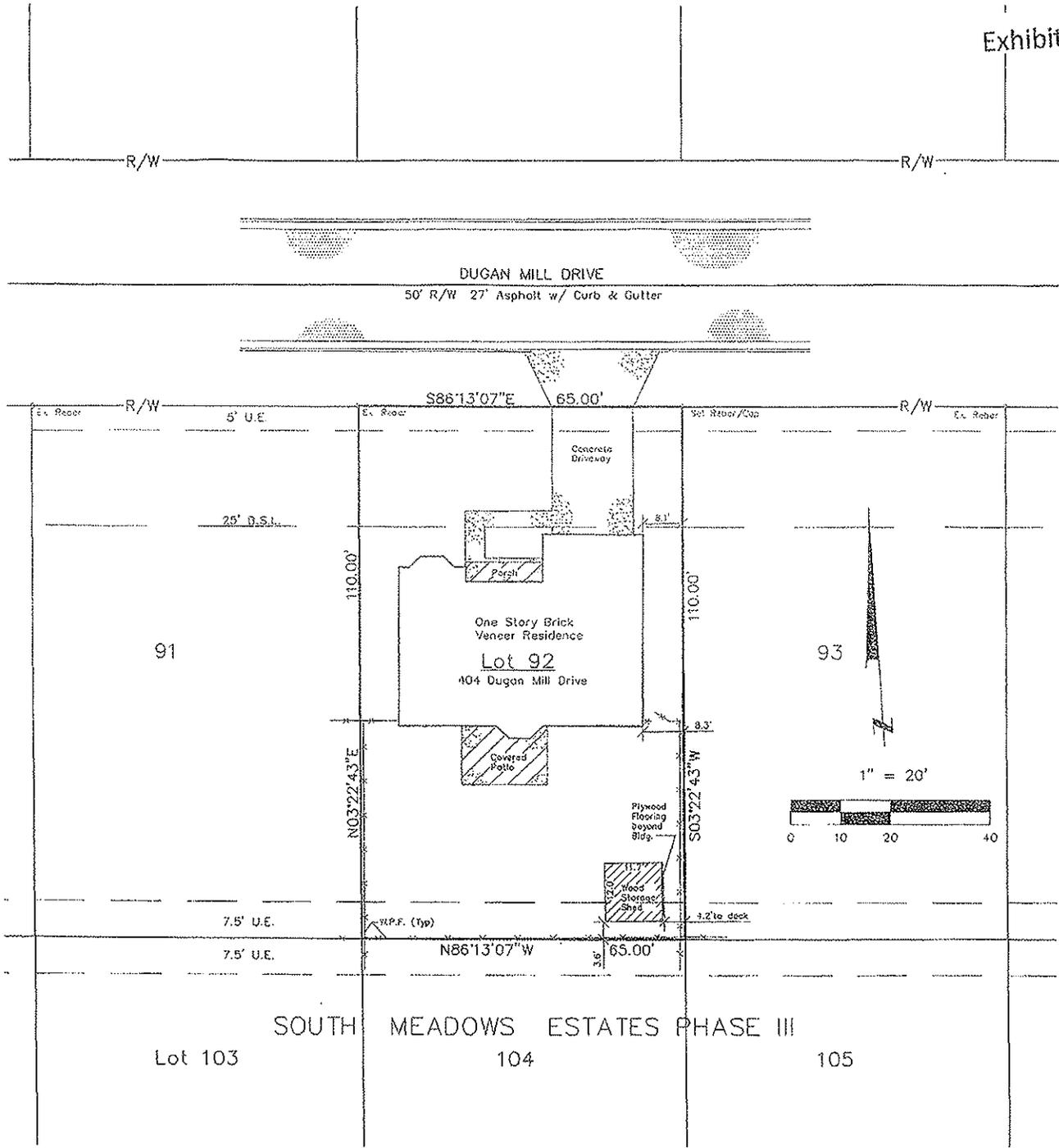
**ATTEST:**

\_\_\_\_\_  
**City Clerk**

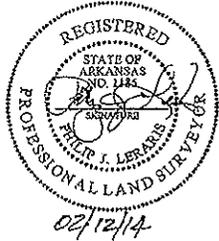
**Approved as to form:**



\_\_\_\_\_  
No Publication Required



FINAL SURVEY--LOT 92  
 SOUTH MEADOW ESTATES  
 (Phase II, Lots 49-95)  
 Fort Smith, Sebastian County, Arkansas



For: Jeremy Anderson  
 Date: 02/09/14

Philip J. Leraris, P.E., L.S.  
 consulting engineer  
 land surveyor  
 (479) 452-5822 p.o. box 11123 fort smith, ar 72917

10452

# Memo

**To:** Ray Gosack, City Administrator  
**From:** Wally Bailey, Director of Development Services  
**Date:** March 12, 2014  
**Subject:** Temporary Revocable License for the Placement of a Storage Building within a Public Utility Easement at 404 Dugan Mill Drive

Amanda Anderson of 404 Dugan Mill Drive has requested a Temporary Revocable License to allow an existing storage building to remain in a public utility easement. Attached is a map showing the location of the property and a drawing showing the location of the storage building and utility easement. (See Exhibits A and B.)

A side and rear-yard setback variance for the storage building was also necessary and was approved by the Board of Zoning Adjustment on March 11, 2014.

The request was reviewed by the appropriate city departments and the franchise utility companies. There were no objections to the request. Ms. Anderson has agreed to the terms of the Temporary Revocable License and has signed the enclosed agreement. (See Exhibit C.)

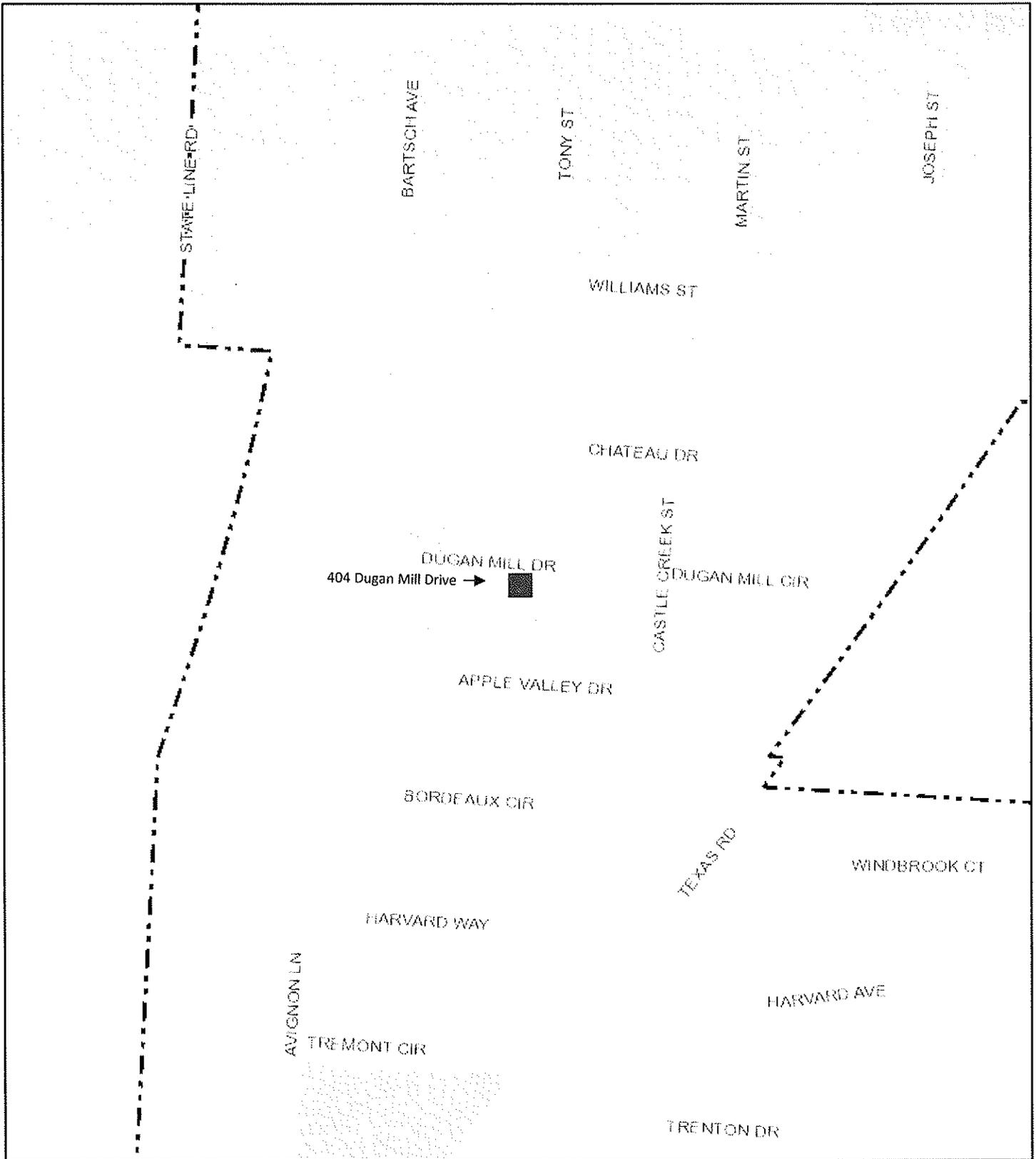
Attached for the Board's consideration is a Resolution granting the Temporary Revocable License and authorizing Mayor Sanders to sign the agreement.

If you have any questions regarding this matter, please contact me.

Enc.

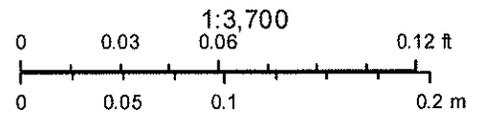
# 404 Dugan Mill Drive

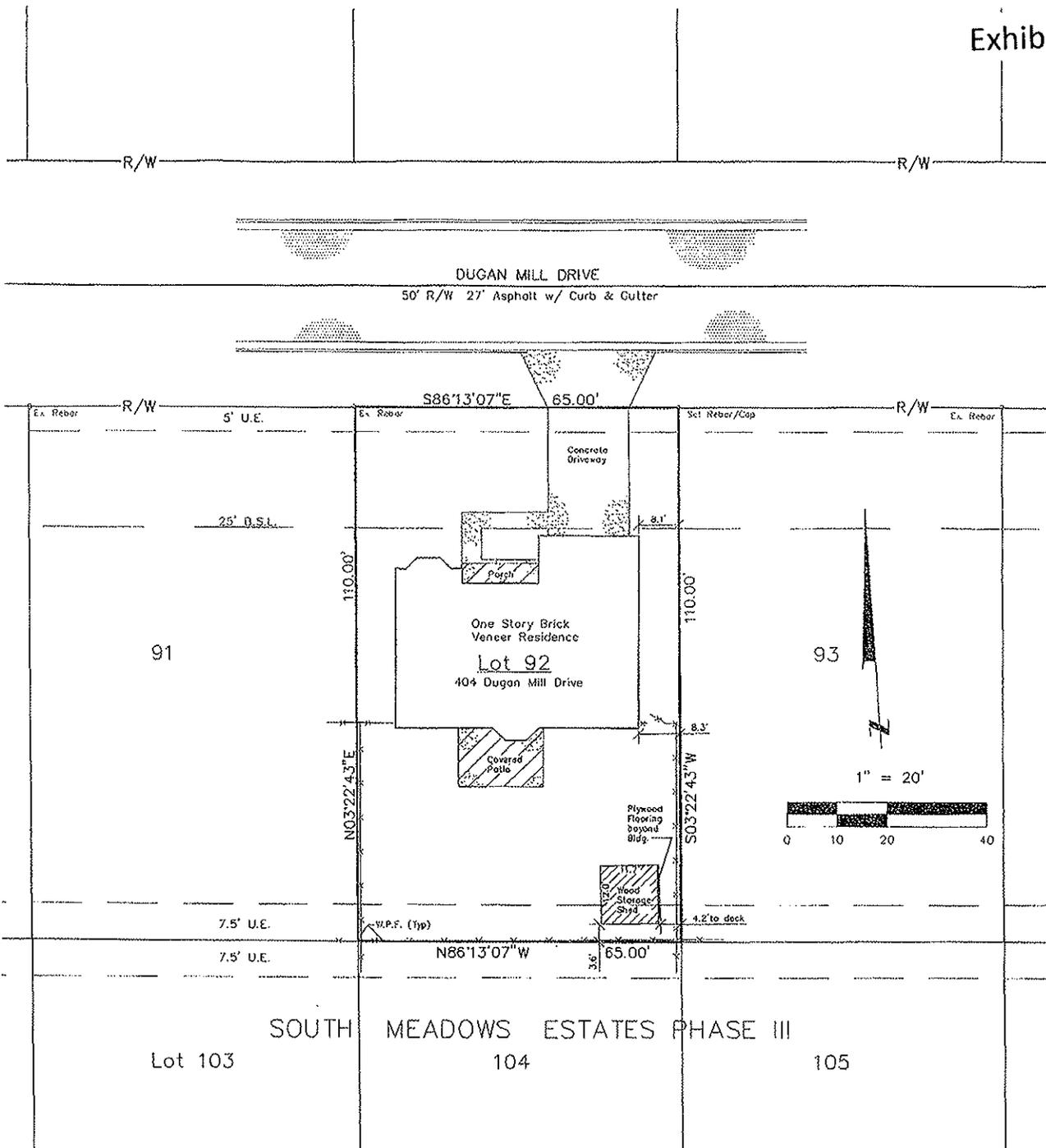
Exhibit A



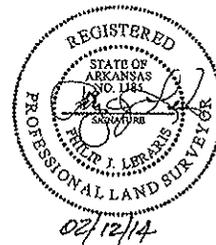
March 12, 2014

Fort Smith City Limits





FINAL SURVEY—LOT 92  
 SOUTH MEADOW ESTATES  
 (Phase II, Lots 49–95)  
 Fort Smith, Sebastian County, Arkansas



For: Jeremy Anderson  
 Date: 02/09/14

Philip J. Leraris, P.E., L.S.  
 consulting engineer  
 land surveyor

(478) 452-5822 p.o. box 11123 fort smith, ar 72917

10452

## TEMPORARY REVOCABLE LICENSE AGREEMENT

SECTION 1: On \_\_\_\_\_ the Board of Directors passed Resolution No. \_\_\_\_\_ granting a temporary revocable license to Amanda Anderson, her successors or assigns, which, subject to the terms and conditions expressed in this Agreement, temporarily allows the placement and maintenance of 12' x 11-7' storage building within a public utility easement as shown on Exhibit "A" and adjacent to South Meadows Estates, Lot 92.

**Section 2:** It is agreed that the City shall have no responsibility for the maintenance of the storage building. If the storage building is damaged in any manner, same shall be removed by the licensee, or any successor or assignee, at the licensee's sole cost and expense (or at the sole cost of any successor or assignee) in a manner meeting the approval of the City Administrator. Additionally, at the sole discretion of the City Administrator, upon thirty (30) days notice from the City Administrator, the licensee or any successor or assignee shall remove the storage building from the public utility easement at the licensee's sole cost and expense (or at the sole cost of any successor or assignee) and in a manner meeting the approval of the City Administrator. The licensee, their successor or assignees, shall hold the City harmless from and indemnify the city for all expenses, losses, cost, causes of action and judgments, including legal expense, arising from the placement and maintenance of said improvements. Should any City department require access to the easement, said City department shall have no duty to give prior notice to the licensee in emergency situations. For routine or scheduled maintenance, reasonable notice shall be given if the work may affect any improvement by the licensee. Under any circumstance, the City shall have no responsibility to protect or replace any improvements of the licensee that are across and within the public utility easement.

SECTION 3: The terms of this temporary license are deemed accepted by the licensee by the licensee's signature below and by any successor or assignee of the licensee by the acquisition of or reliance on the rights to the temporary license granted by the City.

In witness whereof, this document is executed this \_\_\_\_ day of \_\_\_\_\_, 2014.

CITY OF FORT SMITH, ARKANSAS

BY: \_\_\_\_\_  
Sandy Sanders, Mayor of Fort Smith

Attest:

\_\_\_\_\_  
City Clerk

PROPERTY OWNER:

BY:  \_\_\_\_\_  
Amanda Anderson

ACKNOWLEDGEMENT

STATE OF ARKANSAS     )  
  )SS  
COUNTY OF SEBASTIAN    )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_, before me, the undersigned notary public, personally appeared, Sandy Sanders, known to me or satisfactorily proven to be the person whose name is subscribed to the within instrument and acknowledged the execution of the same for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

\_\_\_\_\_  
Notary Public

My Commission Expires:

\_\_\_\_\_

ACKNOWLEDGEMENT

STATE OF ARKANSAS        )  
  )SS  
                  CRAWFORD  
COUNTY OF ~~SEBASTIAN~~ )

On this 11<sup>th</sup> day of March, 2014, before me, the undersigned notary public, personally appeared, Amanda Anderson, whose identify is personally known to me known to me or satisfactorily proven to be the person whose name is subscribed to the within instrument and acknowledged the execution of the same for the purposes therein contained.

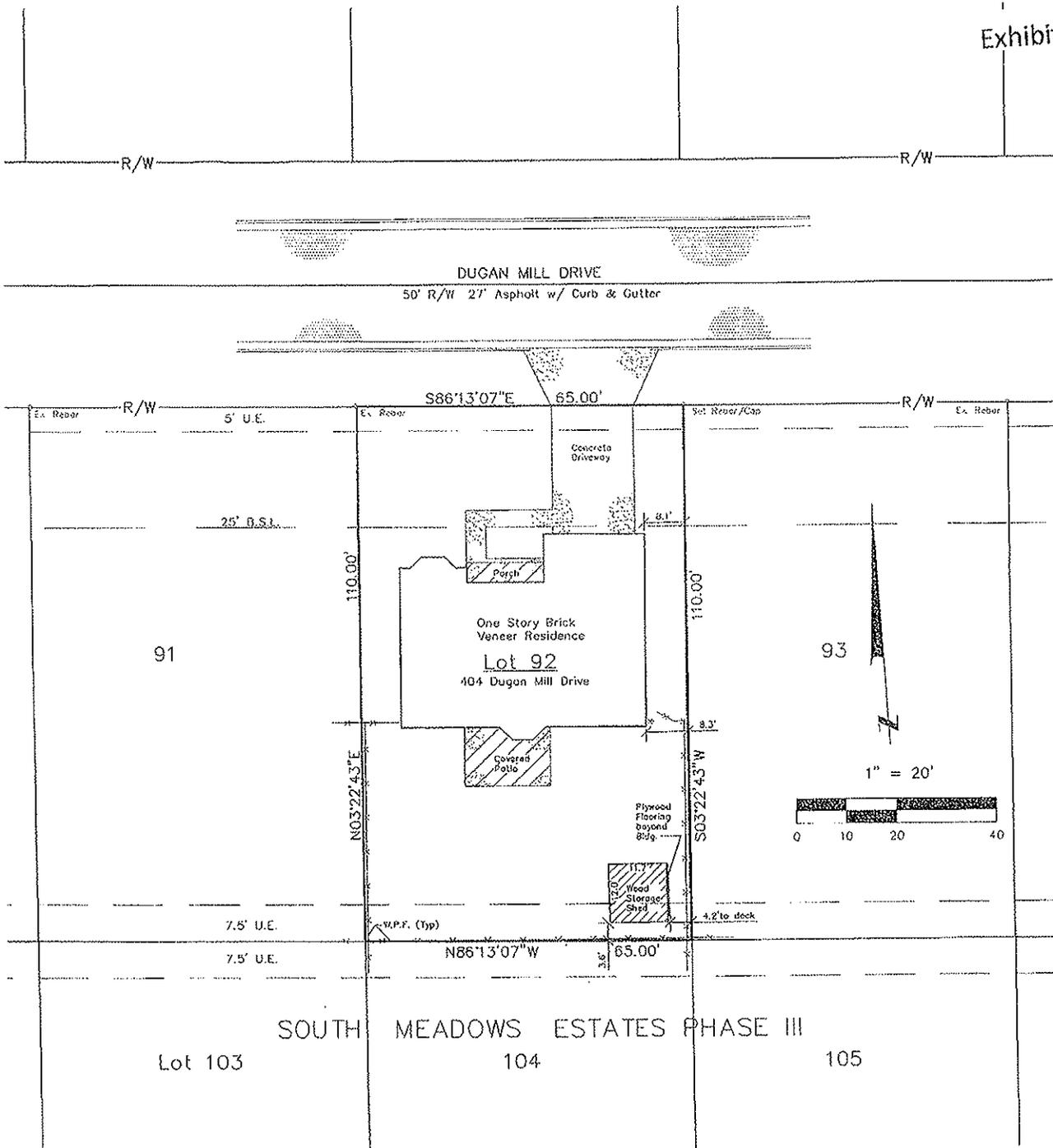
IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

CINDY L. MCKINNEY  
NOTARY PUBLIC-ARKANSAS  
CRAWFORD COUNTY  
COMMISSION NO. 12396190  
COMMISSION EXP. 10-27-2023

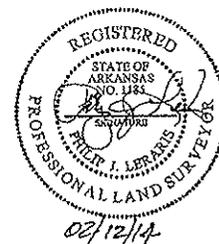
Cindy L. McKinney  
Notary Public

My Commission Expires:

October 27, 2023



FINAL SURVEY—LOT 92  
 SOUTH MEADOW ESTATES  
 (Phase II, Lots 49–95)  
 Fort Smith, Sebastian County, Arkansas



For: Jeremy Anderson  
 Date: 02/09/14

Philip J. Leraris, P.E., L.S.  
 consulting engineer  
 land surveyor  
 (479) 452-5822 p.o. box 11123 fort smith, ar 72917

10-4-52

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING THE ACQUISITION OF  
REAL PROPERTY INTERESTS FOR THE  
JENNY LIND ROAD AND INGERSOLL AVENUE WIDENING  
PROJECT NO. 07-01-A, AHTD JOB NO. 040471**

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

The City Administrator is hereby authorized to acquire from Riverside Furniture Corporation in fee the right-of-way acquisition area of Tract 37 and to acquire the temporary construction easements from Tract 37, as shown on the attached Property Acquisition Map of Tract 37, for a total cash consideration of \$59,643.63 in full satisfaction of all acquired interests and associated rights of the owners of Tract 37.

Adopted on this \_\_\_\_\_ day of March, 2014.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

Approved as to Form



\_\_\_\_\_  
No Publication Required

RESOLUTION \_\_\_\_\_

**A RESOLUTION AUTHORIZING THE ACQUISITION OF REAL  
PROPERTY INTERESTS FOR THE JENNY LIND ROAD AND  
INGERSOLL AVENUE WIDENING  
PROJECT NO. 07-01-A, AHTD JOB NO. 040471**

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

The City Administrator, or his designated agents, and the City Attorney are hereby authorized to acquire, by eminent domain, if necessary, for the indicated appraised amount, the following described tract required for the Jenny Lind Road & Ingersoll Avenue Widening project:

<u>TRACT</u>	<u>OWNER</u>	<u>APPRAISED VALUE</u>
30	Charleston Investment Properties, Inc.	\$ 14,200.00

This resolution adopted this \_\_\_\_\_ day of March, 2014.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

Approved as to Form



\_\_\_\_\_  
No Publication Required

## INTER-OFFICE MEMO

**TO:** Ray Gosack, City Administrator

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

**DATE:** March 13, 2014

**SUBJECT:** Jenny Lind Road & Ingersoll Avenue Widening  
Project No. 07-01-A, AHTD Job No. 040471  
Acquisition on Tracts 30 & 37

---

---

The Jenny Lind Road & Ingersoll Avenue Widening Project includes the re-construction and widening of Jenny Lind Road from Cavanaugh Road to Zero Street, widening of Ingersoll Avenue from Highway 271 to Jenny Lind Road, and the extension of Ingersoll Avenue from Jenny Lind Road to Highway 71. Right of way acquisition is nearly complete, and over the next couple of weeks, we will be advertising a demolition contract to remove the 11 structures that have been acquired. The utility relocation work and roadway construction is scheduled to begin later this year.

On this project the City is benefitting from \$7.2 million in federal funds. As such, the acquisition of the right of way is subject to the Uniform Real Property Acquisition and Relocation Assistance Act. The firm of Universal Field Services is handling the acquisition of the right of way given the detail and complexities that are associated with these federal requirements. The appraisals for the tracts were prepared in accordance with Federal and State Appraisal specifications by Matthews Appraisal Service and have been reviewed by the Arkansas State Highway and Transportation Department (AHTD).

We obtained approval from the Board of Directors in November 2012 to acquire Tract 30 which is owned by Charleston Investment Properties. This tract was appraised at \$14,200. An exhibit showing this tract is attached. During the last 15 months, Universal Field Services has been attempting to acquire this tract, and numerous discussions with the property owner have taken place. In February 2014, the property owner countered with an offer of \$25,000 but did not provide any supporting appraisal.

To date, of the 53 tracts that we have to acquire, we have closed on or secured 40 tracts that total in excess of \$1.6 million. On none of those properties have we arbitrarily increased the amount of settlement. Given no appraisal to justify this increase, and to be fair and consistent with all the other property owners, it is our recommendation to proceed with the eminent domain process for Tract 30.

---

---

The City of Fort Smith Arkansas  
Engineering Department  
623 Garrison Avenue • P.O. Box 1908  
Fort Smith, Arkansas 72902  
Phone: 479-784-2225 • Fax: 479-784-2245

Ray Gosack  
March 13, 2014  
Page 2

We also obtained approval from the Board of Directors in March 2013 to acquire Tract 37 which is owned by Riverside Furniture Corporation. This tract was appraised at \$45,700. An exhibit showing this tract is attached. During discussions with the property owner, it was determined that the proposed street widening would require relocation of a very large automatic gate and associated fencing to allow for safe exit of trucks from Jenny Lind Road. Riverside Furniture has obtained two quotes for relocation of the fencing/gates, operators and appurtenances. One was from Modern Fence in the amount of \$13,943.63 and the other was from Ace Fence in the amount of \$17,116.94. Riverside Furniture is requesting compensation of \$13,943.63 to relocate the gating/fencing as described above as this amount was not included in the appraisal. We concur with their request and have added that amount to the appraisal for an adjusted total amount of \$59,643.63.

Attached are Resolutions to accomplish the above two recommendations. I recommend the Resolutions be adopted by the Board at the next regular meeting.

Attachments

---

The City of Fort Smith Arkansas  
Engineering Department  
623 Garrison Avenue • P.O. Box 1908  
Fort Smith, Arkansas 72902  
Phone: 479-784-2225 • Fax: 479-784-2245

ZERO ST

JENNY LIND RD

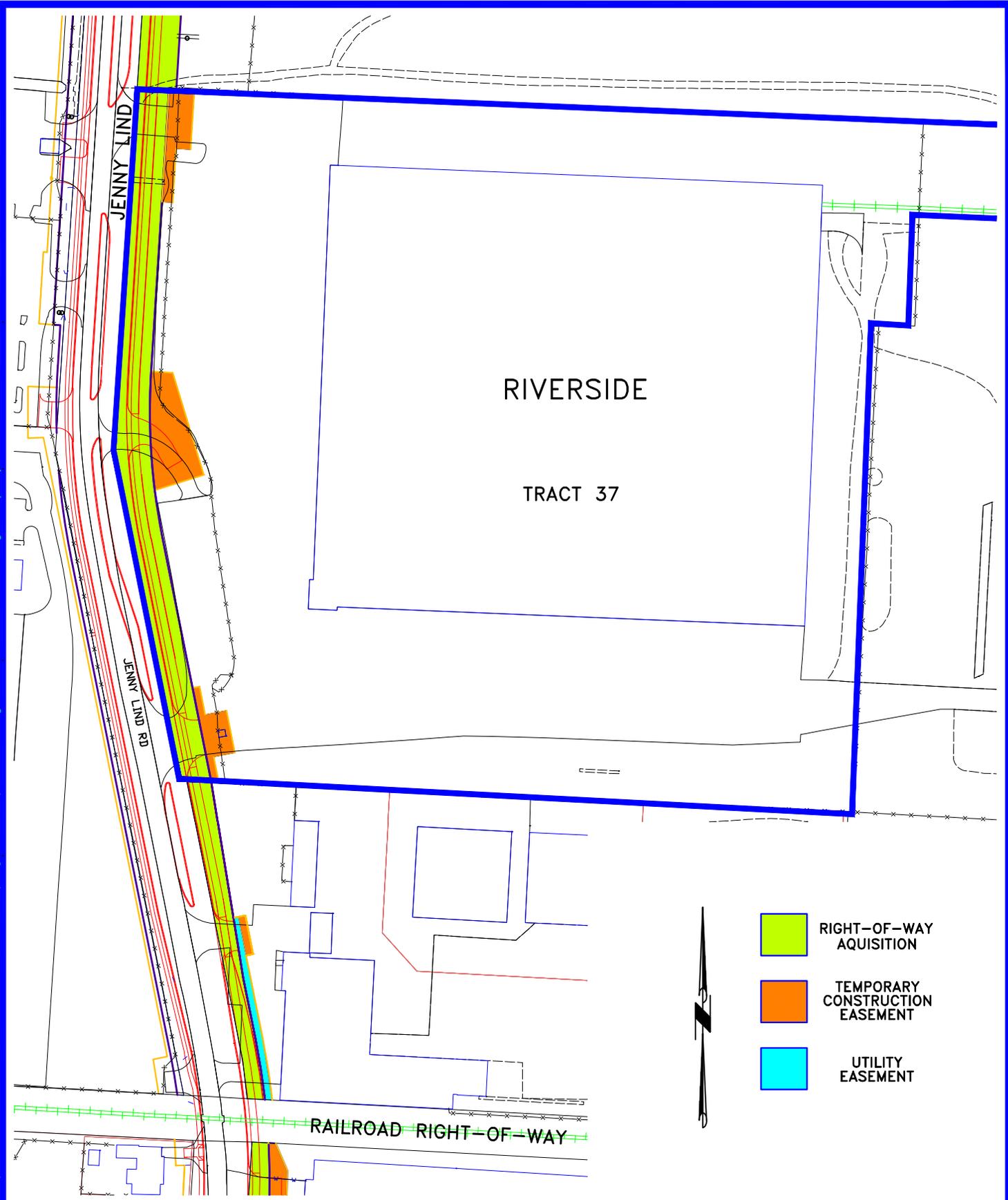


- RIGHT-OF-WAY AQUISITION
- TEMPORARY CONSTRUCTION EASEMENT
- UTILITY EASEMENT

PROPERTY AQUISITION MAP  
 JENNY LIND ROAD / INGERSOLL AVENUE  
 TRACT 30  
 FORT SMITH, ARKANSAS



Project:	07-01-A
Date:	MARCH 2014
Scale:	NONE
Drawn By:	RBR



PROPERTY ACQUISITION MAP  
 JENNY LIND ROAD / INGERSOLL AVENUE  
 TRACT 37  
 FORT SMITH, ARKANSAS



Project:	07-01-A
Date:	MARCH 2014
Scale:	NONE
Drawn By:	RBR

**A RESOLUTION ACCEPTING COMPLETION OF AND  
AUTHORIZING FINAL PAYMENT FOR THE CONSTRUCTION OF  
2013 TRAFFIC SIGNAL IMPROVEMENTS  
PROJECT NO. 13-09-A**

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

SECTION 1: The City of Fort Smith hereby accepts the construction of the 2013 Traffic Signal Improvements, Project No. 13-09-A, as complete.

SECTION 2: Final payment is hereby authorized in the amount of \$65,891.78 to the contractor, Traffic Signals, Inc., for the 2013 Traffic Signal Improvements, Project No. 13-09-A.

This resolution adopted this \_\_\_\_\_ day of March, 2014.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

Approved as to Form



\_\_\_\_\_  
No Publication Required

## **INTER-OFFICE MEMO**

**TO:** Ray Gosack, City Administrator

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

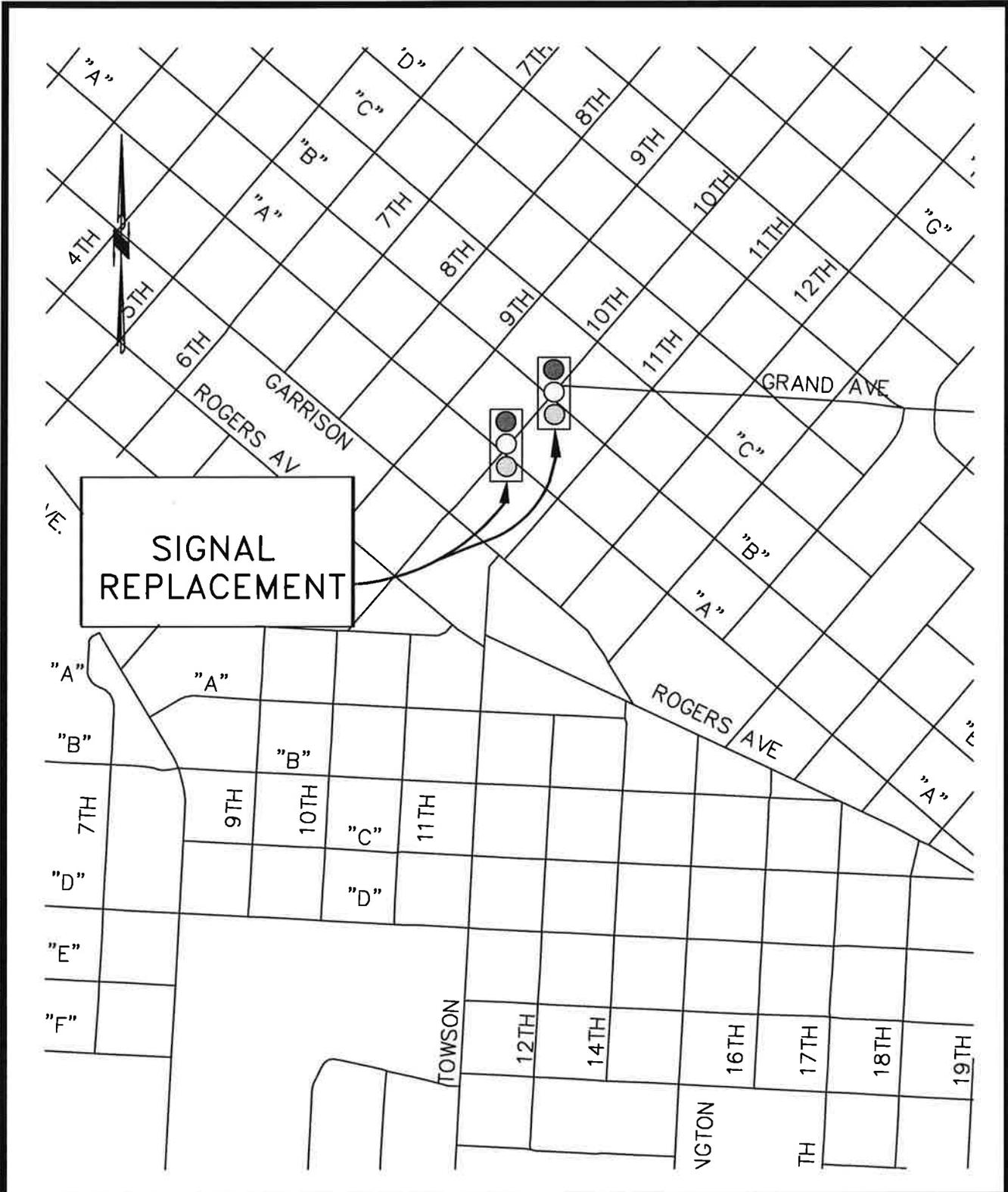
**DATE:** March 13, 2014

**SUBJECT:** 2013 Traffic Signal Improvements  
Project No. 13-09-A

The above subject project included the complete replacement of all outdated traffic signal equipment and poles at the North 10<sup>th</sup> Street intersections with North "A" Street and North "B" Street. A location map and a project summary sheet are attached.

Attached is a Resolution to authorize the project as complete and authorize final payment to the contractor. I recommend that this Resolution be accepted by the Board of Directors at the next regular meeting.

G:\DRAWINGS\CIP\00-00\_CIPALL\2013\CIPALL\_2012\_OVERALL.DWG 04/22/13-10:03 MJL ST EX3



<p>2013 CAPITAL IMPROVEMENTS PROGRAM</p> <p>SIGNAL IMPROVEMENTS</p>		Project: 13-09-A
		Date: SEPT. 2012
		Scale: NONE
		Drawn By: MJL

# SUMMARY SHEET

City of Fort Smith  
 Project Status: Complete  
 Today's Date: 3/10/2014  
 Staff contact name: Stan Snodgrass  
 Staff contact phone: 784-2225  
 Contract time (no of days): 150  
 Notice to proceed issued: 10/1/2013

Project name: 2013 Traffic Signal Improvement  
 Project number: 13-09-A  
 Consultant engineer: T.E.C.  
 Project contractor: Traffic Signals, Inc.

	Dollar Amount	Bid Date	Contract Completion Date
Original bid award	\$238,492.50	6/25/2013	2/27/2014
Contract Revisions:			
1			
2			
3			
Adjusted contract amount	<u>\$238,492.50</u>		
Payments to date (as negative):	\$159,837.07		
Amount of this payment	\$65,891.78		
Contract balance remaining	\$12,763.65		
Retainage held	0%		
Final payment	\$65,891.78		
Amount under original as a percentage	5.4%		

**Final Comments:**

The project was substantially complete on February 18, 2014.

RESOLUTION ACCEPTING THE BID OF AND AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH PRELOAD, INC., FOR THE CHAFFEE CROSSING WATER SUPPLY IMPROVEMENTS - 2.5 MG RESERVOIR

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

SECTION 1: The bid of Preload, Inc., for the construction of the Chaffee Crossing Water Supply Improvements - MG Reservoir, Project Number 12-04-C4, is hereby accepted.

SECTION 2: The Mayor is hereby authorized to execute a contract with Preload, Inc., for an amount of \$2,034,000.00, for performing said construction.

This Resolution adopted this \_\_\_\_\_ day of March 2014.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:



\_\_\_\_\_  
npr

**INTER-OFFICE MEMO**

**TO:** Ray Gosack, City Administrator

**DATE:** March 10, 2014

**FROM:** Steve Parke, Director of Utilities

**SUBJECT:** Chaffee Crossing Water Supply Improvements  
2.5 MG Reservoir, Project Number 12-04-C4

On March 6, 2014, the city received two bids for construction of the Chaffee Crossing Water Supply Improvements - 2.5 MG Reservoir. The low bid was submitted by Preload, Inc., in the amount of \$2,034,000.00. A bid tabulation sheet is attached for your information.

This project is the fourth and final project being designed by Mickle Wagner Coleman, Inc., for the purpose of providing water system improvements needed to support growth in the Chaffee Crossing and southeast Fort Smith area. Under this project a 2.5 million gallon storage reservoir will be constructed off of Massard Road. The reservoir will be served by the 30-inch line being constructed along Massard Road under contract two and the Chaffee Crossing pump station currently being constructed under contract three. Contract administration and construction observation services with Mickle Wagner Coleman were previously authorized by the Board in January 2012 under Authorization No. 4 to the engineering contract. An exhibit showing the project location is attached.

A Resolution authorizing contract award to Preload, Inc., in the amount of \$2,034,000.00 is attached. Funds for this project are available from the 2012 sales tax and use tax bonds issued for water transmission system improvements.

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

attachment

pc: Jeff Dingman

## **Bid Tabulation Sheet**

### **Project Name**

Chaffee Crossing Water Supply Improvements-2.5 MG Reservoir  
Project Number 12-04-C4

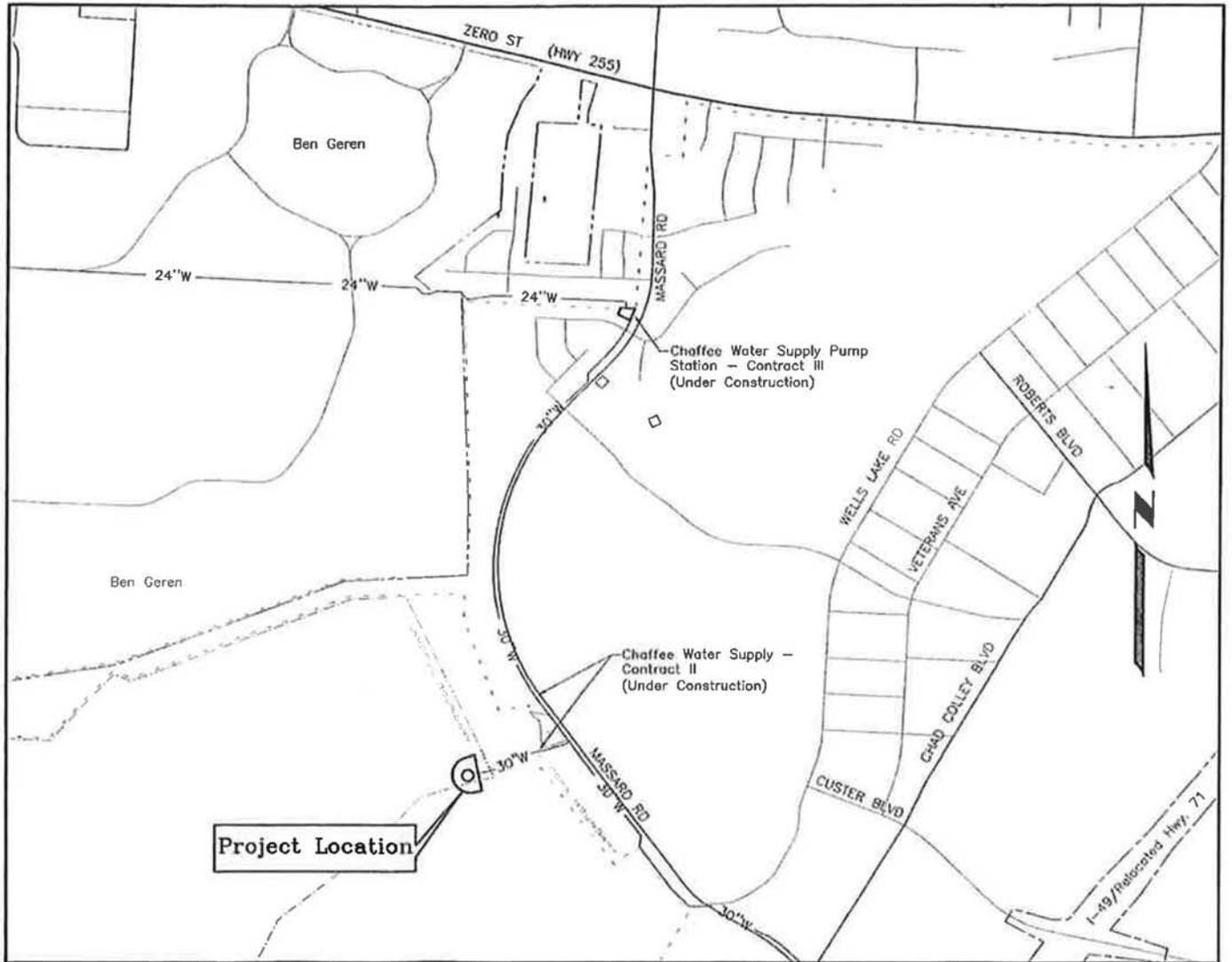
### **Bid Opening**

March 6, 2014  
10:00 A.M.

### **Bids Received**

Preload, Inc.  
Hauppauge, NY                      \$2,034,000.00

Natgun Corporation  
Wakefield, MA                      \$2,126,359.00



**Vicinity Map**

Project 12-04-C4

RESOLUTION AUTHORIZING ACQUISITION OF EASEMENTS IN CONNECTION WITH THE MASSARD 48-INCH INTERCEPTOR SEWER EASEMENT CLEARING AND ACCESS ROAD CONSTRUCTION

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

SECTION 1: The following value for the acquisition of sewer utility, access, and temporary construction easements designated as 13-03-P, Tract 1, for the Massard 48-Inch Interceptor Sewer Easement Clearing and Access Road Construction, Project 13-03, is approved and acquisition of the easements for the amount listed is hereby approved:

<u>Tract No.</u>	<u>Owner</u>	<u>Appraised Value</u>
1	Stan Enterprises, LLC	\$31,008.00

SECTION 2. The City Administrator, or his designated agent, and the City Attorney are hereby authorized to acquire the easements for the above listed appraisal amount. All such actions previously taken for this project are hereby confirmed.

This Resolution adopted this \_\_\_\_\_ day of March 2014.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:



\_\_\_\_\_  
npr

**INTER-OFFICE MEMO**

**TO:** Ray Gosack, City Administrator

**DATE:** March 10, 2014

**FROM:** Steve Parke,  Director of Utilities

**SUBJECT:** Massard 48-Inch Interceptor Sewer  
Easement Clearing and Access Road Construction  
Project 13-03

The city is currently under contract with CDM Smith to update the city's 1993 wastewater management plan. A part of the contract was to investigate the condition of the Massard 48-inch interceptor sewer line which serves as the only link to the Massard wastewater treatment plant. This line was installed in 1965 with construction of the plant and exceeds 30 feet in depth as it approaches the treatment plant. An exhibit showing the location of the pipeline and treatment plant is attached for your review.

CDM has determined the 48-inch interceptor was in fair shape with the exception of three line segments totaling 1,817 feet in length which were rated in poor condition and will require rehabilitation. Access to those segments of the sewer line closest to the plant is limited due to topography and backwater from the Arkansas River. In order to gain access with equipment needed for line rehabilitation work the city will need to construct an access road. This access road will also be beneficial for future maintenance and inspections of the line.

The city needs to acquire a new 40 foot wide sewer and access easement from the current property owner, Stan Enterprises, LLC. The easement consists of approximately 1.64 acres and will not affect any improvements. The city's appraiser has valued the easement at \$31,008.00, which takes into consideration the city's old 10 foot wide easement acquired in 1965. An exhibit showing the easement area is attached for your review.

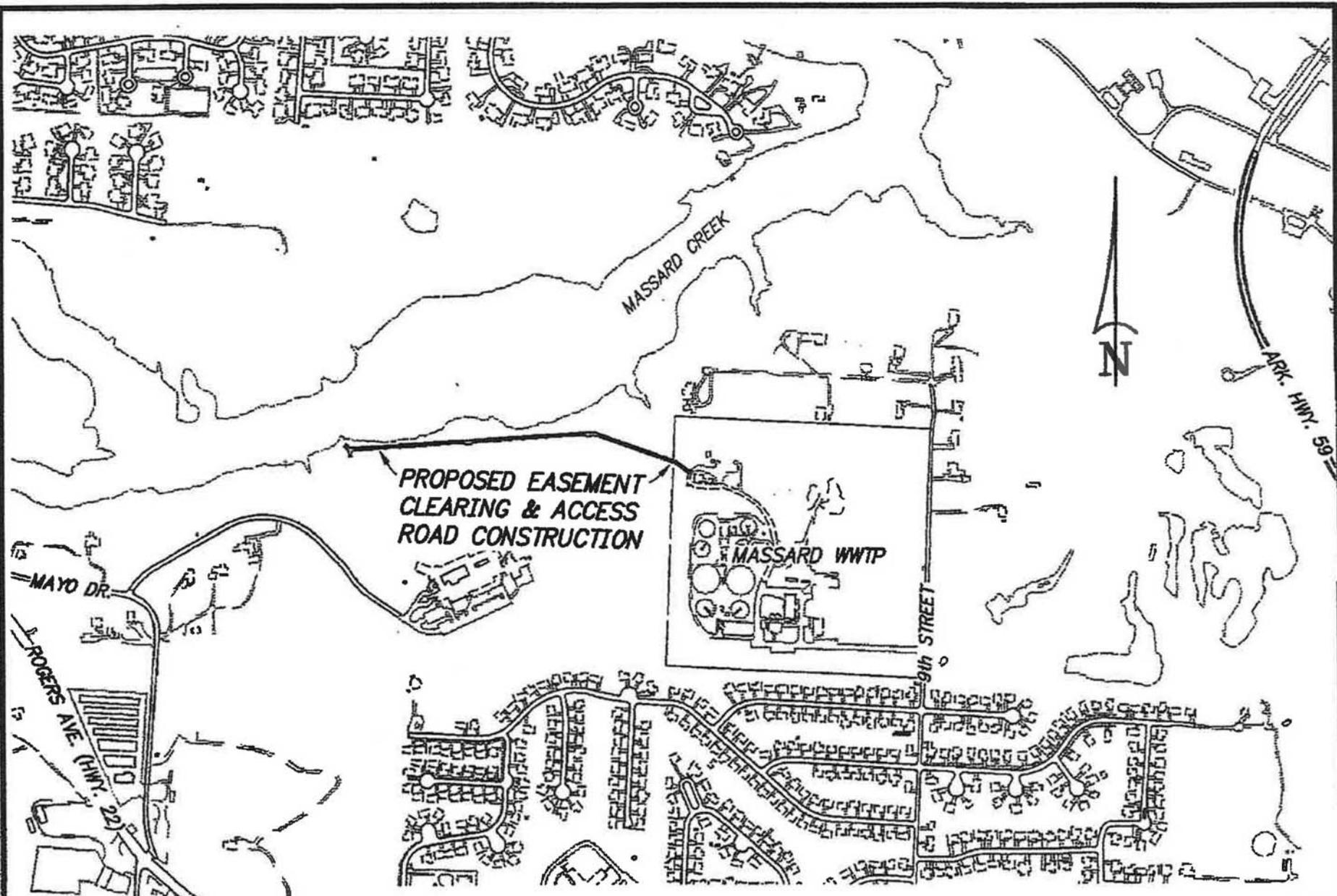
Staff recommends that the Board approve this Resolution authorizing the City Administrator to acquire the easement for the appraisal value of \$31,008.00. Funding for this project is available from the 2008 Revenue Bonds.

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

attachment

pc: Jeff Dingman

U:\DRAWINGS\PROJECTS\2013\13-03-ED1 MASSARD INTERCEPTOR VICINITY MAP.DWG, 3/10/2014 11:29 AM, STEVE HENDRIX, LAYOUT



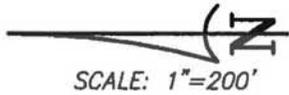
**VICINITY MAP**  
**MASSARD 48" INTERCEPTOR SEWER EASEMENT CLEARING**  
**AND ACCESS ROAD CONSTRUCTION**  
 FOR: THE CITY OF FORT SMITH - 13-03-ED1

DATE: 03/10/14	SCALE: N.T.S.	JOB NO. 13-03-ED1
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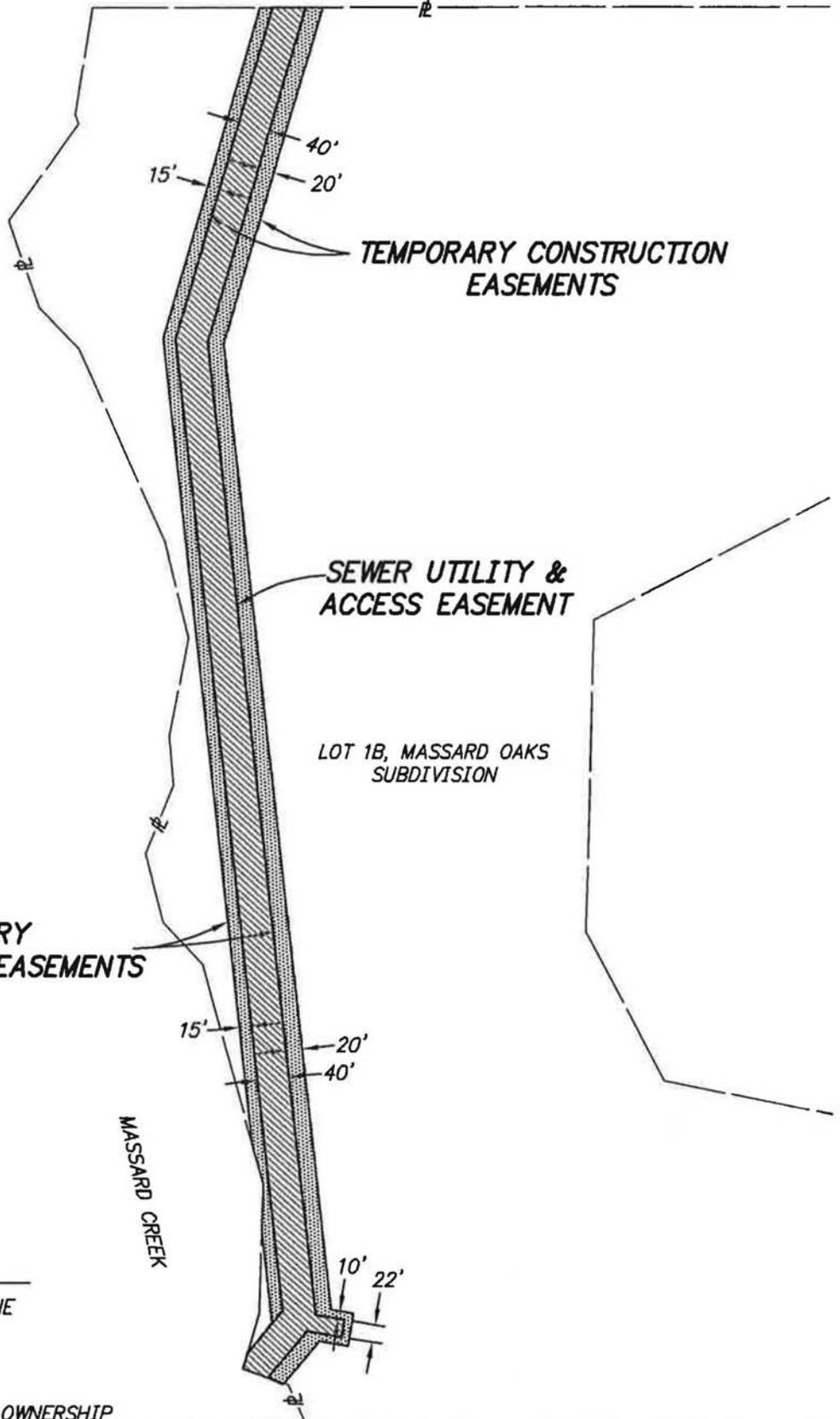
**HW HAWKINS & WEIR**  
 ENGINEERS, INC.

119 South 7th Street • Van Buren, Arkansas 72956 • (479) 474-1227  
 211 Natural Resources Drive • Little Rock, Arkansas 72205 • (501) 374-4846  
[www.hawkins-weir.com](http://www.hawkins-weir.com)

MASSARD WASTEWATER TREATMENT FACILITY



SCALE: 1"=200'



TEMPORARY CONSTRUCTION EASEMENTS

SEWER UTILITY & ACCESS EASEMENT

LOT 1B, MASSARD OAKS SUBDIVISION

**LEGEND:**

—ϕ— PROPERTY LINE

REVISED 03/10/14 PROPERTY OWNERSHIP

**HW HAWKINS & WEIR ENGINEERS, INC.**

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

**EXHIBIT A - SEWER UTILITY & ACCESS EASEMENT  
MASSARD INTERCEPTOR  
TRACT 1, STAN ENTERPRISES, LLC  
FOR: CITY OF FORT SMITH**

DATE: 11/27/13

SCALE: 1"= 200'

JOB NO. 13-03-ED1

U:\DRAWINGS\PROJECTS\2013\13-03-ED1 MASSARD INTERCEPTOR\ESMT EXHIBIT.DWG, 3/10/2014 1:55 PM, STEVE HENDRIX, LAYOUT

RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AUTHORIZATION  
NUMBER TWO TO THE AGREEMENT WITH RJN GROUP, INC., FOR  
THE BASIN 17 COLLECTION SYSTEM IMPROVEMENTS

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

SECTION 1: Authorization Number Two with RJN Group, Inc., for providing design  
services associated with the Basin 17 Collection System Improvements, Project Number  
12-14-ED2, is hereby approved.

SECTION 2: The Mayor is hereby authorized to execute Authorization Number Two in the  
amount of \$168,175.00, for performance of said services.

This Resolution adopted this \_\_\_\_\_ day of March 2014.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:



\_\_\_\_\_  
npr

**INTER-OFFICE MEMO**

**TO:** Ray Gosack, City Administrator

**DATE:** March 10, 2014

**FROM:** Steve Parke, Director of Utilities

**SUBJECT:** Basin 17 Collection System Improvements  
Project Number 12-14-ED2

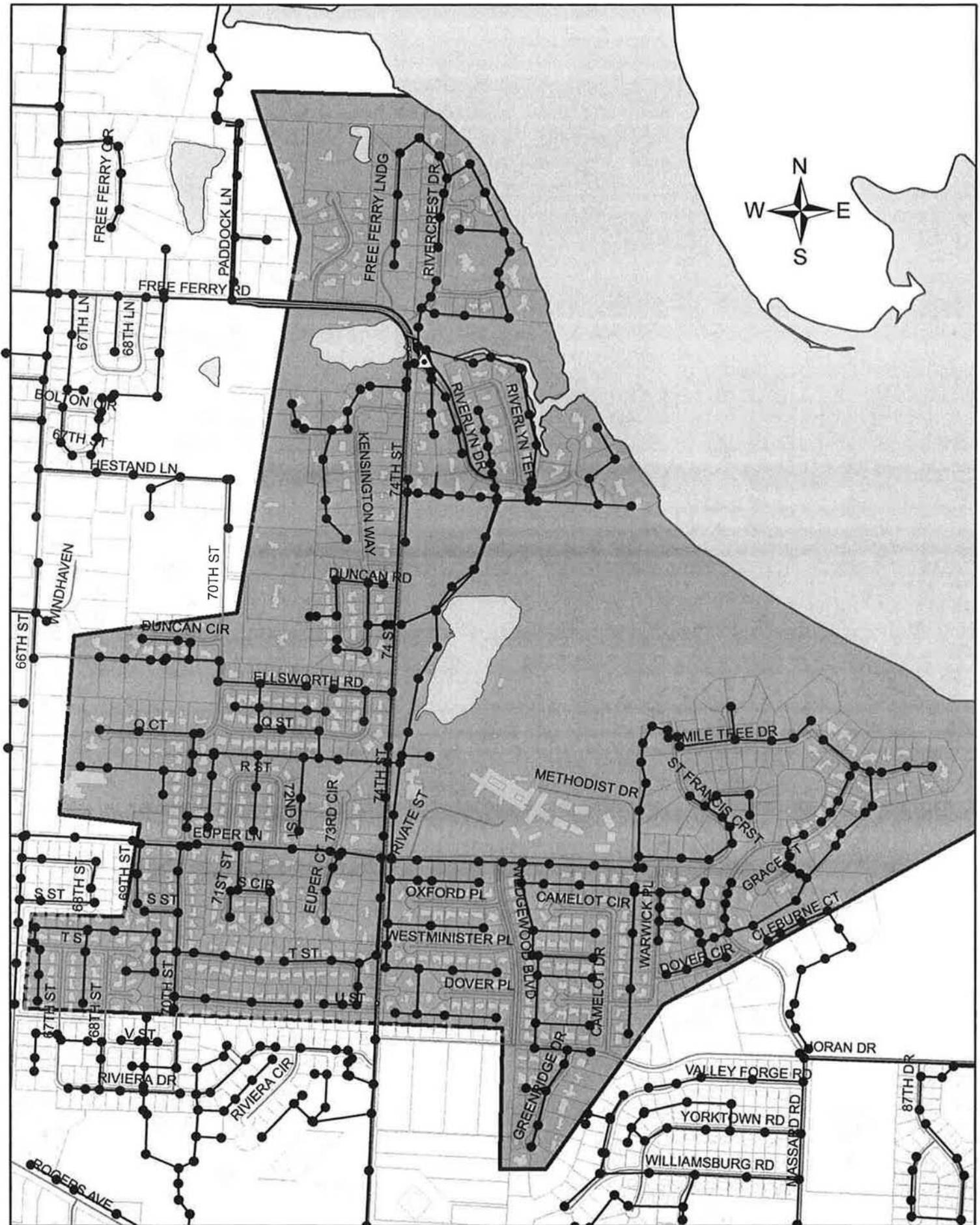
The Basin 17 sewer collection system contains approximately 61,700 linear feet of sewer main and 331 manholes. During wet weather conditions the sanitary sewers backup and overflows frequently occur. Authorization One for the Basin 17 evaluation study by RJN Group, Inc., was approved by the Board, on June 19, 2012. That work identified sewer system defects which allow the infiltration and inflow of ground water to occur. Under Authorization Number Two, RJN will conduct design replacement and rehabilitation of this collection system. A project area exhibit is attached.

Attached is a Resolution approving Authorization Number Two with RJN Group, Inc., for the design of Basin 17 Collection System Improvements in the amount of \$168,175.00. Funding for this work is available from the 2012 sales and use tax bonds issued for continuation of wet weather sewer system improvements.

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

attachment

pc: Jeff Dingman



**BASIN 17 COLLECTION SYSTEM IMPROVEMENTS  
PROJECT NO. 12-14**



MEMORANDUM

TO: Mayor and Board of Directors

FROM: Wendy Beshears, Administrative Assistant

DATE: March 13, 2014

SUBJECT: Animal Services Advisory Board

The terms of Mike Thames, Jon Remer, Amanda Heim, Joan Bryant, Tammy Trouillon and Sherilyn Walton of the Animal Services Advisory Board will expire April 3, 2014. Mr. Remer, Ms. Walton and Ms. Trouillon wish to be reappointed to this board. Ms. Heim, Ms. Bryant and Mr. Thames do not wish to be reappointed at this time.

The applicant available at this time is:

Robert Lever

3319 Larkspur Lane

Appointments are **by the Board of Directors**, three appointments are needed. The term will expire April 3, 2015 and April 3, 2016.

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

**ANIMAL SERVICES ADVISORY BOARD**

The animal services advisory board shall work in an advisory capacity to the Mayor and the Board of Directors in regards to topics that concern the care and safety of animals within the corporate limits of the city, and shall endeavor to stimulate and encourage communication with all members of the community to ensure that the programs, goals and objectives of the city relative to the care and safety of animals are consistent with community needs and desires. However, the animal services advisory board will not be responsible for the day to day operations of the Animal Control Division of the Fort Smith Police Department.

The animal services advisory board shall be composed of nine (9) members appointed by the Board of Directors.

	<b><u>Date Appointed</u></b>	<b><u>Term Expired</u></b>
<b><u>Veterinarian:</u></b>		
Mike Thames Veterinarian 4100 Kelley Hwy (04) 883-1243 (h) 782-1234 (w) <a href="mailto:petdocmdt@labahnvet.com">petdocmdt@labahnvet.com</a>	04/03/12	04/03/14
Jon Remer Veterinarian 2715 Independence (01) 646-6023 (h) 785-1792 (w) <a href="mailto:drremer@swbell.net">drremer@swbell.net</a>	04/03/12	04/03/14
<b><u>One owner, operator or employee of a business related to the production, sale distribution or care of animals of livestock:</u></b>		
Amanda Heim 4901 E. Valley Road (03) 785-4456 (h) 479-629-6068 (w) <a href="mailto:buffaloblue@aol.com">buffaloblue@aol.com</a>	04/03/12	04/03/14

**Two board members of separate non-profit animal interest groups whose membership is for a comprised primarily of residents of the city, and whose primary interest is the health and welfare of animals, shall be appointed for a term.**

Joan Bryant 04/03/12 04/03/14  
1005 South 46 Street (03)  
479-926-1266 (h)  
434-4740 (w)  
No email

Tonya Rogers 01/21/14 01/21/15  
Branch Manager  
10908 Brant Court (08)  
649-9439 (h)  
646-0114 Ext. 5750  
[tonyarogers@yahoo.com](mailto:tonyarogers@yahoo.com)

**Two citizens shall be appointed for a term of two years:**

Tammy Trouillon 04/03/12 04/03/14  
Community Outreach Director  
8000 Holly Avenue (08)  
226-3374 (h)  
242-3609 (W)  
[bookturner3@att.net](mailto:bookturner3@att.net)

Sherilyn Walton 04/03/12 04/03/14  
8818 Meandering Way (03)  
452-0146  
[kittylitter04@yahoo.com](mailto:kittylitter04@yahoo.com)

**Two citizens shall be appointed for a term of three years:**

Nicole Morgan 04/03/12 04/03/15  
2908 Marion Court (8)  
831-7033  
[dutchpk@gmail.com](mailto:dutchpk@gmail.com)

Carole Hutton 04/03/12 04/03/15  
P.O. Box 10018 (17)  
462-4965  
[carolehhutton@aol.com](mailto:carolehhutton@aol.com)

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

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

Date: 12-28-2013  
 Name: ROBERT LEVER Home Telephone: 479-434-6014  
 Home Address: 3319 LARKSPUR LN Work Telephone: RETIRED  
FORT SMITH  
 Zip: 72916 Email: bob@GRANDFAMILY.NET  
 Occupation: RETIRED MINISTER - (PART TIME @ GRAND AVE BAPTIST)  
 (If retired, please indicate former occupation or profession)  
 Education: College - Business Degree  
 Professional and/or Community Activities: Treasurer Humane Society -  
VOLUNTEER CHAPLAIN FOR FSPD.  
 Additional Pertinent Information/References: REV. DALE THOMPSON  
DON HUTCHINGS, JUDGE DAVID HUDSON  
LIVED IN FT-SMITH FOR OVER 30 YEARS - GEORGE BARKHAM -  
OTHERS AS REQUESTED

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

Drivers License 00000000 Date of Birth 00000000  
 information will be available to the public (background check of all applicants).

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

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

*I have a great love for animals and their protection.*  
*Robert Lever*

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

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

Date: 1-30-14

Name: JOHN C REIMER DVM Home Telephone: 785-1792

Home Address: 2715 S INDEPENDENCE Work Telephone: 785-1008

Zip: 72901 Email: \_\_\_\_\_

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

Education: BS in AGRICULTURE OSU, DVM OSU

Professional and/or Community Activities: member Temp Task force  
member Animal Service Board

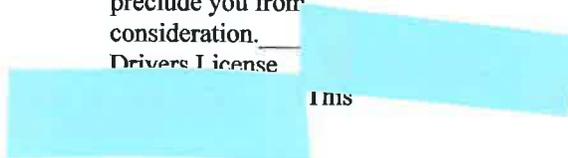
Additional Pertinent Information/References: \_\_\_\_\_

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

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

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

Drivers License \_\_\_\_\_ Date of \_\_\_\_\_



This information will be used to conduct a criminal background check of

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

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

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

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

Date: 1-27-14

Name: Sherilyn Walton Home Telephone: 452-0146

Home Address: 8818 Meandering Way Work Telephone: \_\_\_\_\_

Zip: 72903 Email: Kittylitter04@yahoo

Occupation: retired middle school teacher  
 (If retired, please indicate former occupation or profession)

Education: BSE UARK

Professional and/or Community Activities: Literacy Council board

Additional Pertinent Information/References: \_\_\_\_\_

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

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

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

Drivers License \_\_\_\_\_ Date of Birth \_\_\_\_\_  
 information will be use to conduct a criminal back ground check of all applicants.

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

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

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

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

Date: 1-16-14

Name: Tammy Trowlton

Home Telephone: 479-763-1125

Home Address: 2000 Holly Ave

Work Telephone: 479-242-3609

Zip: 72908

Email: bookturner3@att.net  
 or bookturner4@att.net

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

Education: MS in Special Education

Professional and/or Community Activities: \_\_\_\_\_

task force and

Additional Pertinent Information/References: I served on the Animal task force and currently serve on the Animal Services Adv. Board and wish to

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

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

Yes \_\_\_\_\_ NO

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

Drivers Lic \_\_\_\_\_ Date of Bi \_\_\_\_\_ This information \_\_\_\_\_ back ground check of all applican \_\_\_\_\_

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

Animal Services advisory Board.

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



MEMORANDUM

TO: Mayor and Board of Directors  
FROM: Wendy Beshears, Administrative Assistant  
DATE: March 12, 2014  
SUBJECT: Arkansas Fair and Exhibition Facilities Board

The term of John Taylor of the Arkansas Fair and Exhibition Facilities Board has expired March 7, 2014. Mr. Taylor does not wish to be reappointed to this board.

The applicant available at this time is:

Mathew W. Pitsch

11215 Vista Ridge Court

Appointments are **by the Mayor**, one appointment is needed. The term will expire March 18, 2019.

## ARKANSAS FAIR AND EXHIBITION FACILITIES BOARD

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

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

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

	<u>Date Appointed</u>	<u>Term Expires</u>
John R. Taylor Sterne, Agee & Leach, Inc. 2401 Crosshill Rd (03) 782-2527 (w) 646-8573 (h) <a href="mailto:JohnTaylor@sterneagee.com">JohnTaylor@sterneagee.com</a>	03/07/00	03/07/14
John Ayers (chairman) 4112 Logan Lane (03) 414-4101 (h) 646-7891 (w) <a href="mailto:jayers@weatherbarr.com">jayers@weatherbarr.com</a>	03/07/00	03/07/15
Eugene Bruick 6817 Free Ferry Road (03) 484-0680 (h) 679-8818 (w) <a href="mailto:gbruick@aol.com">gbruick@aol.com</a>	02/21/12	03/07/17
Ken Pevehouse 3010 Beverly Dr (01) 782-1975 (h) 785-6062 (w) <a href="mailto:kpevehouse@data-tronics.com">kpevehouse@data-tronics.com</a>	03/18/03	03/07/18

Andrew Smith  
9225 Rosewood Drive  
Fort Smith, AR 72903  
[asmith@weatherbarr.com](mailto:asmith@weatherbarr.com)

02/19/13

03/07/18





MEMORANDUM

TO: Mayor and Board of Directors  
FROM: Wendy Beshears, Administrative Assistant  
DATE: March 12, 2014  
SUBJECT: Fort Smith Housing Authority

Fort Smith Housing Authority commissioners has reappointed commissioner Barbara Meadows to the Fort Smith Housing Authority.

Appointments are **by the Fort Smith Housing Authority confirmed by the Board of Directors**, one appointment is needed. The term will expire March 3, 2019.

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

***Fort Smith Housing Authority***

2100 North 31<sup>st</sup> Street  
Fort Smith, Arkansas 72904  
(479) 782-4991 FAX (479) 782-0120  
www.fortsmithhousing.org

February 28, 2014

Ms. Sherri Gard  
Office of the City Clerk  
623 Garrison Avenue, Suite 303  
Fort Smith, AR 72901

Re: Reappointment of FSHA Commissioner Barbara Meadows

Dear Ms. Gard:

Enclosed is FSHA Resolution 1078, which reappoints Barbara Meadows as a Fort Smith Housing Authority commissioner for a five-year term. Please add this to the agenda for the March 18 board meeting.

Thank you for your assistance. Feel free to let me know if you need anything further.

Sincerely,



Jill A. Hatley  
Administrative Assistant

Enclosure

**RESOLUTION 1078**

**RESOLUTION TO REAPPOINT BARBARA MEADOWS  
TO THE BOARD OF COMMISSIONERS  
OF THE FORT SMITH HOUSING AUTHORITY**

**WHEREAS**, the term of Barbara Meadows as a member of the Board of Commissioners of the Fort Smith Housing Authority, expires on March 3, 2014; and

**WHEREAS**, Act No. 77 of the Acts of Arkansas of 1943, approved on February 19, 1943, provided that the commissioners of the municipal housing authority shall designate a successor to fill any vacancy occurring on the board of a municipal housing authority subject to approval and confirmation by the municipal governing body of said city; and

**WHEREAS**, the Board of Commissioners of the Fort Smith Housing Authority wishes to reappoint Barbara Meadows for a period of five (5) years in accordance with Act No. 77 of the Acts of Arkansas of 1943;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Fort Smith Housing Authority that Barbara Meadows is hereby reappointed to the Board of Commissioners of the Fort Smith Housing Authority, subject to approval and confirmation by the Board of Directors of the City of Fort Smith, Arkansas, to hold office for a period of five (5) years or until a successor has been designated by the Board of Commissioners of the Fort Smith Housing Authority. The Chairman and Secretary-Treasurer of said Housing Authority are hereby directed to execute and file with the City Clerk of Fort Smith, Arkansas, a certificate showing the reappointment of Barbara Meadows as a member of the Board of Commissioners of the Fort Smith Housing Authority.

  
Richard B. Griffin, Chairman

  
Kenneth L. Pyle, Secretary-Treasurer

  
Date



HOUSING AUTHORITY

The Housing Authority is authorized to provide low-income housing assistance to residents of the City and the County. Vacancies on the Housing Authority shall be filled by the remaining members of the Housing Authority subject to confirmation by the Board of Directors serving a 5 year term. The Housing Authority meets at 11:30 a.m. on the last Thursday of each month at the Beckman Center.

	<u>DATE APPOINTED</u>	<u>TERM EXPIRES</u>
Barbara Webster Meadows 1801 North 13 Street (04) 452-6976	01/07/97	03/03/14
Rex Terry 2714 Yorktown Circle (03) 452-2200	02/16/10	03/03/15
Linda Edwards Resident Commissioner 30 Nelson Hall Homes (04)	11/21/06	03/03/16
Richard B. Griffin, Chairman P.O. Box 2207 (02) 783-5191 (w)	10/20/92	03/03/17
Rick Foti 7810 Dover Circle (03) 452-3028	12/16/97	03/03/18



MEMORANDUM

TO: Mayor and Board of Directors  
FROM: Wendy Beshears, Administrative Assistant  
DATE: March 13, 2014  
SUBJECT: Housing Assistance Board

Pat Gooch of the Housing Assistance Board has resigned on January 16, 2014. This vacancy will need to be appointed.

The applicants available at this time is:

Mike Jacimore

8627 Reata Street

Appointments are **by the Board of Directors**, one appointment is needed. The term will expire April 30, 2015.

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

## Housing Assistance Board

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

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

	<u>DATE APPOINTED</u>	<u>TERM EXPIRE</u>
Karen V. Wuthrich Vice-President 4115 Gascony Way (03) 452-1952 (h) 478-4425 (w) <a href="mailto:karen.wuthrich@bxs.com">karen.wuthrich@bxs.com</a>	05/18/10	04/30/14
Jim Harris Retired 525 North 39 Street (03) 783-4530 (h) <a href="mailto:jharris39@sbcglobal.net">jharris39@sbcglobal.net</a>	05/18/10	04/30/14
Sara Edmiston Retired 8404 Hannah Court (03) 452-3334 <a href="mailto:wedmiston@sbcglobal.net">wedmiston@sbcglobal.net</a>	03/20/12	04/30/14
Jim Rose Retired 2204 Carleton Place (08) 648-9120 <a href="mailto:jands5@cox.net">jands5@cox.net</a>	05/20/03	04/30/15

John P. Ross  
Real Estate Agent  
10109 Seven Oaks Road (08)  
646-7272 (h)  
(479) 973-2759 (w)  
[jprn62vw@sbcglobal.net](mailto:jprn62vw@sbcglobal.net)

04/17/12

04/30/15

Hazel Brown  
Realtor  
6711 Riviera Drive (03)  
461-4165 (h)  
648-8000 (w)  
[hbrown1409@aol.com](mailto:hbrown1409@aol.com)

03/27/13

04/30/15

Pat Gooch  
Retired  
1516 South 17 #2  
459-9941 (h)  
[patgooch@att.net](mailto:patgooch@att.net)

03/27/13

04/30/15

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

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

Date: 1-23-14

Name: Mike Jacimore

Home Telephone: 479-755-6893

Home Address: 8627 Reata St

Work Telephone: 479-573-1424

Zip: 72916

Email: mjacimore@arvest.com

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

Education: B.S.B.A University of Arkansas

Professional and/or Community Activities: Fort Smith Public School Foundation Board Treasurer,  
First United Methodist Church Finance Committee Vice Chairman, United Way Allocations Committee

Additional Pertinent Information/References: References: Craig Rivaldo, Steve Griffin

Are you a registered voter in the City of Fort Smith? Yes  No   
 Have you ever been convicted of a felony, misdemeanor, DWI/DUI or other serious traffic offense?  
 Yes  NO   
 If yes, please identify the offense and the approximate date. A "yes" answer will not automatically preclude you from consideration \_\_\_\_\_  
 Drivers Licen \_\_\_\_\_ Date of Bir \_\_\_\_\_  
 information wi \_\_\_\_\_ nal back ground check of all applicant \_\_\_\_\_

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

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



**Outside Agency Review Panel**

**This review panel will review applications for outside agency services and recommending award amounts for approval by the Board of Directors. Members of this panel will be appointed by the Board of Directors.**

**Core Committee shall be comprised of three citizens who are knowledgeable of the city's nonprofit organizations and services they provide, and are not directly related to any agencies that are applying for funds available through this program, nor board of directors of the City of Fort Smith. (3 year terms)**

**Arts & Humanities comprised of two citizens who are knowledgeable of arts and humanities and are not directly related to any agencies that are applying for funds under this line item nor the Board of Directors of the City of Fort Smith. ( 1 year term and 1 two-year term initially, and two year terms thereafter).**

**Recreation Panel comprised of two citizens who are knowledgeable of recreation and are not directly related to any agencies that are applying for funds under this line item nor the Board of Directors of the City of Fort Smith. (1 one year term and 1 two-year term initially and two-year terms thereafter). The panel meets on call.**

*Note: at the first full meeting of the 9-member panel, each appointee will draw a number, which will determine the length of service. Terms will expire on March 31<sup>st</sup> of each year.*

	<b><u>Date Appointed</u></b>	<b><u>Term Expires</u></b>
<b><u>Core:</u></b>		
Kathy Davis Western Arkansas Counseling 3700 Heather Ridge Court (03) 650-6039 (h) 452-6650 (w) <a href="mailto:Davis6418@sbcglobal.net">Davis6418@sbcglobal.net</a>	04/19/11	03/31/14
William Tyler Lamon First National Bank 1123 North 14 Street (01) 739-7142 (h) <a href="mailto:tylerlamon@gmail.com">tylerlamon@gmail.com</a>	07/17/12	03/31/16
Sharon Barr Clinical Laboratory Director 1426 North 52 Street (04) 782-1185 (h) 441-5218 (w) <a href="mailto:sbarr@sparks.org">sbarr@sparks.org</a>	07/17/12	07/17/15

**Arts and Humanities:**

Amy Manley 05/17/11 03/31/14  
Kimmons Band Director  
114 North 25 Street (01)  
785-2626 (w)  
478-6196 (h)  
[amanley@fortsmithschools.org](mailto:amanley@fortsmithschools.org)

Jeannie Cole 03/27/13 03/31/16  
7410 Oxford Place (03)  
452-4478 (h)  
[jeannie@thecolefamily.com](mailto:jeannie@thecolefamily.com)

**Recreation:**

Charolette Tidwell 03/27/13 07/17/14  
Retired - Healthcare  
1728 North 46 Circle (04)  
459-0669 (h)  
[cftidwell9793@att.net](mailto:cftidwell9793@att.net)

Scott McLain 08/20/13 08/20/14  
1120 S. Albert Pike Avenue (03)  
(501) 779-7302 (w)  
[smclain@mclain-group.com](mailto:smclain@mclain-group.com)

**Social/Community Services:**

Janice Sudbrink 06/19/13 08/23/14  
Nurse  
3712 Pebble Court (03)  
452-3516 (h)  
459-8604 (c)  
[Jdsudbrin1@aol.com](mailto:Jdsudbrin1@aol.com)

Susan Krafft 04/19/11 03/31/14  
Director of Finance/Special Events  
8700 Harvard Drive (08)  
459-6819 (h)  
[susan.krafft@gmail.com](mailto:susan.krafft@gmail.com)

Core

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

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

Date: 2-6-14

Name: Robert Morgan

Home Telephone: 649-8075

Home Address: 2908 Marion ct

Work Telephone: 441-5426

Zip: 72908

Email: Morganrw@cox.net

Occupation: Sparks Hospital - IS Dept  
(If retired, please indicate former occupation or profession)

Education: \_\_\_\_\_

Professional and/or Community Activities: Intensive Non profit work  
over past 20 years

Additional Pertinent Information/References: \_\_\_\_\_

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

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

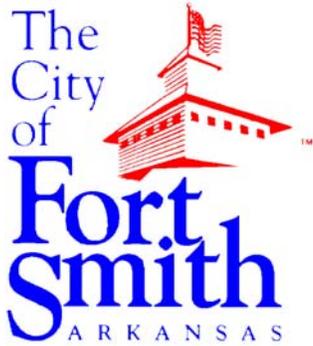
Yes \_\_\_\_\_ NO X

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

Drivers Licen \_\_\_\_\_ Date of Birth \_\_\_\_\_  
information wi \_\_\_\_\_ back ground check of all applicants

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

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



Mayor – Sandy Sanders

City Administrator – Ray Gosack

City Clerk – Sherri Gard

**Board of Directors**

Ward 1 – Keith Lau

Ward 2 – Andre’ Good

Ward 3 – Mike Lorenz

Ward 4 – George Catsavis

At Large Position 5 – Pam Weber

At Large Position 6 – Kevin Settle

At Large Position 7 – Philip H. Merry Jr.

## **AGENDA ~ Summary**

**Fort Smith Board of Directors**

**REGULAR MEETING**

**March 18, 2014 ~ 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***

### **INVOCATION & PLEDGE OF ALLEGIANCE**

Reverend Joshua Willadsen, Bethel Lutheran Church

### **ROLL CALL**

All present, except Good ~ Mayor Sandy Sanders presiding ~

*NOTE: Director Good arrived prior to consideration of the Consent Agenda.*

### **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)*

Information available by viewing rebroadcast of the meeting on the City Access Channel 214 or City website

### **APPROVE MINUTES OF THE MARCH 4, 2014 REGULAR MEETING**

Unanimously approved as written

### **ITEMS OF BUSINESS:**

1. Public hearing and resolution approving the Year 40 Community Development Block Grant Budget, the Year 21 HOME Investment Partnership Act Program Budget, authorizing the submission of the Program Year 2014 Action Plan and for other purposes ~ *Settle/Merry placed on the agenda at the March 11, 2014 study session ~*  
*Approved 6 in favor, 0 opposed / Resolution No. R-24-14*  
*(Note: Director Good was not present to vote on this item.)*
2. Consent Agenda

- A. Resolution amending Resolution No. R-13-14 regarding priorities for the 2015 session of the Arkansas General Assembly ~ *Weber/Catsavis placed on agenda at the March 4, 2014 regular meeting ~*  
**Approved 7 in favor, 0 opposed / Resolution No. R-25-14**
- B. Resolution granting a temporary revocable license for the placement of a storage building within a public utility easement and authorizing the Mayor to execute agreement  
**Approved 7 in favor, 0 opposed / Resolution No. R-26-14**
- C. Resolution authorizing the acquisition of real property interests for Jenny Lind Road and Ingersoll Avenue Widening, Project No. 07-01-A (\$59,643.63 / *Engineering Department / Budgeted – Sales Tax Program Fund*)  
**Approved 7 in favor, 0 opposed / Resolution No. R-27-14**
- D. Resolution authorizing the acquisition of real property interests for the Jenny Lind Road and Ingersoll Avenue Widening, Project No. 07-01-A (\$14,200.00 / *Engineering Department / Budgeted – Sales Tax Program Fund*)  
**Approved 6 in favor, 0 opposed, 1 abstention (Lorenz) / Resolution No. R-28-14**
- E. Resolution accepting completion of and authorizing final payment for the construction of 2013 Traffic Signal Improvements, Project No. 13-09-A (\$65,891.78 / *Engineering Department / Budgeted – Sales Tax Program Fund*)  
**Approved 7 in favor, 0 opposed / Resolution No. R-29-14**
- F. Resolution accepting the bid of and authorizing the Mayor to execute a contract with Preload, Inc. for the Chaffee Crossing Water Supply Improvements (\$2,034,000.00 / *Utility Department / Budgeted – 2012 Sales and Use Tax Bonds*)  
**Approved 7 in favor, 0 opposed / Resolution No. R-30-14**
- G. Resolution authorizing acquisition of easements in connection with the Massard 48-Inch Interceptor Sewer Easement Clearing and Access Road Construction (\$31,008.00 / *Utility Department / Budgeted – 2008 Revenue Bonds*)  
**Approved 7 in favor, 0 opposed / Resolution No. R-31-14**
- H. Resolution authorizing the Mayor to execute Authorization No. 2 to the agreement with RJN Group, Inc. for the Basin 17 Collection System Improvements (\$168,175.00 / *Utility Department / Budgeted – 2012 Sales and Use Tax Bonds*)  
**Approved 7 in favor, 0 opposed / Resolution No. R-32-14**

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

- Mayor
- Directors
- City Administrator

Information available by viewing rebroadcast of the meeting on the City Access Channel 214 or City website

**EXECUTIVE SESSION** (Approximately 6:15 p.m.)

- Appointments:
  - ANIMAL SERVICES ADVISORY BOARD (3)**  
Deferred to the April 15, 2013 Regular Meeting
  
  - ARKANSAS FAIR AND EXHIBITION FACILITIES BOARD**  
Mathew Pitsch  
Term expires March 18, 2019
  
  - FORT SMITH HOUSING AUTHORITY**  
Barbara Meadows *(reappointment)*  
Term expires March 3, 2019
  
  - HOUSING ASSISTANCE BOARD**  
Mike Jacimore *(to fill the unexpired term of Pat Gooch, who resigned)*  
Term expires April 30, 2015
  
  - OUTSIDE AGENCY REVIEW PANEL**  
Robert Morgan  
Term expires March 31, 2017

**ADJOURN**  
6:28 p.m.

## **MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING**

**TUESDAY ~ MARCH 18, 2014 ~ 6:00 P.M.**

### **FORT SMITH PUBLIC SCHOOLS SERVICE CENTER**

The meeting was called to order by Mayor Sandy Sanders, presiding. Invocation was given by Reverend Joshua Willadsen of Bethel Lutheran Church, followed by the Pledge of Allegiance. On roll call the following members of the Board were present: Directors Keith Lau, Mike Lorenz, George Catsavis, Pam Weber, Kevin Settle and Philip H. Merry, Jr. The Mayor declared a quorum present. Director Andre' Good arrived prior to consideration of the Consent Agenda (Item No. 2).

The Mayor recognized David Heinrich from Boy Scout Troop 380, who was in attendance to earn his Communications Merit Badge.

The Mayor inquired if any Board member had any item of business to present that was not already on the agenda. There was none presented.

The minutes of the March 4, 2014 regular meeting were presented for approval. Weber, seconded by Lorenz, moved approval of the minutes as written. The members present all voting aye, the Mayor declared the motion carried.

Mayor Sanders announced this was the time and place set for a public hearing regarding the Year 40 Community Development Block Grant Budget (CDBG), the Year 21 HOME Investment Partnership Act Program Budget and authorizing the submission of the Program Year 2014 Action Plan. Notice of public hearing was duly published as required by law. Following the public hearing, consideration of a resolution authorizing same would be given (Item No. 1).

Director of Community Development Matt Jennings briefed the Board on the item as discussed at the March 11, 2014 study session. The proposed resolution authorizes

**March 18, 2014 Regular Meeting**

funding to various organizations as reviewed and recommended by the Community Development Advisory Committee (CDAC).

There being no individual present to address the Board, Mayor Sanders closed the public hearing.

Director Weber expressed gratitude to Community Development staff and the CDAC for their time and effort to review all funding applications.

Merry, seconded by Settle, moved adoption of the resolution. The members present all voting affirmatively, the Mayor declared the motion carried and the resolution was adopted and given No. R-24-14.

The Consent Agenda (Item No. 2) was introduced for consideration, the items being as follows:

- A. Resolution amending Resolution No. R-13-14 regarding priorities for the 2015 session of the Arkansas General Assembly ~ *Weber/Catsavis placed on agenda at the March 4, 2014 regular meeting ~*
- B. Resolution granting a temporary revocable license for the placement of a storage building within a public utility easement and authorizing the Mayor to execute agreement
- C. Resolution authorizing the acquisition of real property interests for Jenny Lind Road and Ingersoll Avenue Widening, Project No. 07-01-A (\$59,643.63 / *Engineering Department / Budgeted – Sales Tax Program Fund*)
- D. Resolution authorizing the acquisition of real property interests for the Jenny Lind Road and Ingersoll Avenue Widening, Project No. 07-01-A (\$14,200.00 / *Engineering Department / Budgeted – Sales Tax Program Fund*)
- E. Resolution accepting completion of and authorizing final payment for the construction of 2013 Traffic Signal Improvements, Project No. 13-09-A (\$65,891.78 / *Engineering Department / Budgeted – Sales Tax Program Fund*)
- F. Resolution accepting the bid of and authorizing the Mayor to execute a contract with Preload, Inc. for the Chaffee Crossing

**March 18, 2014 Regular Meeting**

Water Supply Improvements (\$2,034,000.00 / Utility Department / Budgeted – 2012 Sales and Use Tax Bonds)

- G. Resolution authorizing acquisition of easements in connection with the Massard 48-Inch Interceptor Sewer Easement Clearing and Access Road Construction (\$31,008.00 / Utility Department / Budgeted – 2008 Revenue Bonds)
- H. Resolution authorizing the Mayor to execute Authorization No. 2 to the agreement with RJN Group, Inc. for the Basin 17 Collection System Improvements (\$168,175.00 / Utility Department / Budgeted – 2012 Sales and Use Tax Bonds)

Regarding Item No. 2D, Director Lorenz advised of his intent to abstain from voting on the item due to a conflict of interest.

With regard to Item No. 2F, Director Weber requested City Administrator Gosack to provide a brief explanation.

Administrator Gosack advised this is the fourth and final project being designed by Mickle Wager Coleman Inc. for the purpose of providing water system improvements needed to support growth in the Chaffee Crossing and southeast Fort Smith area. He provided detail of each project and conveyed funding is derived from the voter approved 2012 sales tax and use tax bonds issued for water transmission system improvements.

Settle, seconded by Lau, moved adoption of all consent agenda items. The members voted affirmatively on all items, with the exception of Item No. 2D whereby Director Lorenz abstained. The Mayor declared the motion carried and the resolutions were adopted and numbered R-25-14 through R-32-14 respectively.

Mayor Sanders opened the Officials Forum with the following comments offered:

➤ Mayor Sanders

- Re: 1. Announced the open house/dedication of Fire Station No. 11 occurred on Thursday, March 6th; therefore, he expressed much gratitude to all who attended the event and commended Fire Department staff for getting the new station operational.

## **March 18, 2014 Regular Meeting**

2. Announced the groundbreaking for the aquatic center at Ben Geren Regional Park was held on Friday, March 7<sup>th</sup> and conveyed much appreciation for all who attended the event.
3. Extended congratulations to Dr. Sam Landrum, who recently received the 2014 Gloria White Community Angel Award by Project Compassion, Inc.
4. Commended Mars Petcare, Inc. for its second consecutive year of being named one of Fortune 500 magazine's 100 best companies to work for.
5. Acknowledged the Fort Smith Convention & Visitors Bureau upon receiving the Community Tourism Development Award at the 40<sup>th</sup> Annual Governor's Conference on Tourism.
6. Recognized the City of Fayetteville for advancing the green initiative by being the first city to adopt more stringent building codes requiring home energy requirements for new structures.
7. Congratulated Northside High School girl's basketball team for a great season and again making it to the state championship.

### ➤ Director Settle

- Re:
1. Extended congratulations to the University of Arkansas Fort Smith men's basketball team for advancing to the Heartland Conference and making it to the NCAA Division II South Central Region Tournament.
  2. Recognized Jake Toupal upon being named First Team All-Conference and Player of the Year.
  3. Recognized Seth Youngblood, freshman, upon being named the Second Team-All Conference and Freshman of the Year.
  4. Recognized Coach Josh Newman upon being named Coach of the Year.

### ➤ Director Merry

- Re:
1. Announced the Noble Cause Award ceremony was recently held whereby Charlotte Tidwell with Antioch Youth & Family and Tom Jakobs with Be

## March 18, 2014 Regular Meeting

Extraordinary were honored. He also conveyed much appreciation to the Mayor and Administration for their attendance.

2. Announced that May is Western Heritage Month; therefore, he encourage encouraged citizens, Mayor and Board to get involved.

### ➤ Administrator Gosack

- Re:
1. Advised the March 5, 2014 edition of the Times Record included an article regarding a defamation lawsuit filed by two (2) Fort Smith Police Officers whereby he was quoted as saying "*In essence what she did is file a sexual-harassment complaint against her supervisors.*" He clarified the sexual-harassment complaint was made against only one (1) of the supervisors, not both. The purpose of this statement is merely to set the record straight and further clarify that any reference to multiple supervisors was inadvertent and unintentional.
  2. Expressed much gratitude to an estimated 150 citizens who participated in the Future Fort Smith open house held on Monday, March 17, 2014. Resident input is vital to the success of the project and encouraged citizens to participate in decision making that will help define the future of Fort Smith. Input can be submitted at [www.futurefortsmith.com](http://www.futurefortsmith.com).
  3. Provided an update regarding the aquatic center at Ben Geren Regional Park, citing the groundbreaking was held on March 7, 2014. The architect and construction manager have been in the process of finalizing the plans for the project, which are expected to be complete the week ending March 21, 2014. Upon completion, the drawing of the final plans will be submitted to the City of Fort Smith Board of Directors and the Sebastian County Quorum Court. The bidding process for the construction contract will then be initiated, with approval of said contract anticipated by late April 2014. Construction is anticipated to begin in mid to late May, 2014.

The Board entered into executive session at approximately 6:15 p.m. and after reconvening, Mayor Sanders announced appointments to the Animal Services Advisory

**March 18, 2014 Regular Meeting**

Board has been deferred to April 2014, and further announced the following appointment nominations:

**ARKANSAS FAIR AND EXHIBITION FACILITIES BOARD**

Mathew Pitsch

Term expires March 18, 2019

**FORT SMITH HOUSING AUTHORITY**

Barbara Meadows (*reappointment*)

Term expires March 3, 2019

**HOUSING ASSISTANCE BOARD**

Mike Jacimore

(*to fill the unexpired term of Pat Gooch, who resigned*)

Term expires April 30, 2015

**OUTSIDE AGENCY REVIEW PANEL**

Robert Morgan (Core Committee)

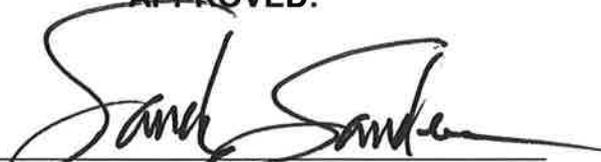
Term expires March 31, 2017

Lorenz, seconded by Good, moved acceptance of the appointment nominations.

The members all voting aye, the Mayor declared the motion carried.

There being no further business to come before the Board, Merry moved that the meeting adjourn. The motion was seconded by Catsavis, and the members all voting aye, the Mayor declared the motion carried and the meeting stood adjourned at 6:28 p.m.

**APPROVED:**

  
\_\_\_\_\_  
Mayor

**ATTEST:**

  
\_\_\_\_\_  
City Clerk