



MAYOR
George B McGill

**ACTING CITY
ADMINISTRATOR**
Jeff Dingman

CITY CLERK
Sherri Gard

BOARD OF DIRECTORS
Ward 1 - Jarred Rego
Ward 2 - Andre' Good
Ward 3 - Lee Kemp
Ward 4 - George Catsavis
At-Large Position 5 - Christina Catsavis
At-Large Position 6 - Kevin Settle
At-Large Position 7 - Neal Martin

AGENDA

Fort Smith Board of Directors

SPECIAL MEETING & STUDY SESSION

June 24, 2025 ~ 6:00 p.m.
Blue Lion
101 North 2nd Street
Fort Smith, Arkansas

THIS MEETING IS BEING TELECAST LIVE AT THE FOLLOWING LINK:
https://fortsmithar.granicus.com/ViewPublisher.php?view_id=1

SPECIAL MEETING

(Called by Directors Neal Martin, Kevin Settle, Lee Kemp, and Andre' Good at the June 17, 2025 regular meeting)

CALL TO ORDER

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 the Fort Smith Municipal Code)*

ITEM OF BUSINESS - SPECIAL MEETING

1. Resolution accepting and filing the external auditor's report on the City's financial statements, Uniform Guidance Audit, and report on the City's compliance with certain State Acts for the year ended December 31, 2024 *(Finance)*

ADJOURN

STUDY SESSION

CALL TO ORDER

ITEMS OF BUSINESS - STUDY SESSION

1. Review Consent Decree 2024 Annual Report ~ *Martin/Settle placed on future study session agenda at the May 6, 2025 regular meeting ~ (Water Utilities)* ●
2. Presentation of proposed Advanced Metering Infrastructure (AMI) for the Water Utilities Department (*Water Utilities*)
3. Review preliminary agenda for the July 8, 2025 regular meeting (*City Clerk*)

ADJOURN



Board of Directors Special Meeting - June 24, 2025

MEDIA NOTIFICATION
June 18, 2025

At the June 17, 2025 regular meeting, Directors Neal Martin, Kevin Settle, Lee Kemp, and Andre' Good called for a special meeting to be held at 6:00 p.m., Tuesday, June 24, 2025, at the Blue Lion, 101 North 2nd Street (Back Room), to accommodate the following:

- Resolution accepting and filing the external auditor's report on the City's financial statements, Uniform Guidance Audit, and report on the City's compliance with certain State Acts for the year ended December 31, 2024

The regularly scheduled study session set for the same date, time, and location will convene immediately following adjournment of the special meeting.

City of Fort Smith Offices will be closed on Thursday, June 19, 2025 in observance of Juneteenth; therefore, the Agenda Board Packet for the special meeting and study session will be uploaded to the City of Fort Smith website on Friday, June 20, 2025. Once accomplished, Notice of same will be provided in like-manner.

Sherri Gard, MMC
City Clerk
479-784-2207
sgard@fortsmithar.gov

Powered by





MEMORANDUM

TO: Jeff Dingman, Acting City Administrator
CC: Maggie Rice, Deputy City Administrator
FROM: Andrew Richards, Chief Financial Officer
DATE: June 18, 2025
SUBJECT: Resolution to Accept the Final 2024 Annual Audit Report

SUMMARY

The proposed resolution for the Board to accept the 2024 Annual Comprehensive Financial Report (ACFR). The Audit Advisory Committee met June 12, 2025, to review the draft of the report and discuss the audit with the City's external audit firm. The audit firm is currently finalizing its engagement quality review of the audit. A final version will be distributed to the Board once available.

One of the reporting requirements which the ACFR fulfills is the City' annual financial disclosure requirements due June 30, 2025 via electronic submission through the Municipal Securities Rulemaking Boards' EMMA website. The final ACFR will be submitted to the EMMA website and to other required agencies once the Board of Directors accepts the final 2024 audit.

Deana Infield, Audit & Advisory Committee Chairman, will present the results of the 2024 Audit to the Board of Directors at the meeting.

Please call with any questions.

ATTACHMENTS

1. [6-24-2025_Item_ID_1941_Finance.pdf](#)

RESOLUTION NO. _____

RESOLUTION ACCEPTING AND FILING THE EXTERNAL AUDITOR'S REPORT ON THE CITY'S FINANCIAL STATEMENTS, UNIFORM GUIDANCE AUDIT, AND REPORT ON THE CITY'S COMPLIANCE WITH CERTAIN STATE ACTS FOR THE YEAR ENDED DECEMBER 31, 2024

WHEREAS, the City of Fort Smith, Arkansas ("City") is a public corporation created in 1842, operating since 1967 under the City Administrator Form of Municipal Government, as authorized in Title 14, Chapter 48 of the Arkansas Code of 1987 Annotated; and

WHEREAS, § 14-48-123 of the Arkansas Code of 1987 Annotated, states, "The board of directors shall have the financial affairs of the city audited annually by the Division of Legislative Audit of the State of Arkansas or by an independent certified public accountant who is not otherwise in the service of the city"; and

WHEREAS, the City's External Auditor, Forvis Mazars, is finalizing the audit and is prepared to issue its Audit Report on the City's Financial Statements for the year ended December 31, 2024 ("Audit Report"), its report on the City's compliance with requirements for each of the City's major federal programs ("Uniform Guidance Audit"), and its report on the City's compliance with certain state acts for the year ended December 31, 2024 ("State Compliance Report"); and

WHEREAS, on June 12, 2025, the Audit Advisory Committee ("Committee") met, reviewed, accepted, and recommended that the Board accept and file the External Auditor's Audit Report either in draft or final; and

WHEREAS, staff recommends the Board accept and file the External Auditor's Audit Report, the Uniform Guidance Audit, and the State Compliance Report.

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

That the Board of Directors of the City of Fort Smith, Arkansas, hereby accepts and approves the filing of the External Auditor's Audit Report, the Uniform Guidance Audit, and the State Compliance Report, copies of which are on file with the Office of the City Clerk.

THIS RESOLUTION ADOPTED THIS ____ DAY OF JUNE 2025.

APPROVED:

Mayor

ATTEST: _____
City Clerk

APPROVED AS TO FORM:



City Attorney



MEMORANDUM



TO: Jeff Dingman, Acting City Administrator
CC: Maggie Rice, Deputy City Administrator
FROM: Lance A. McAvoy, Director of Water Utilities
DATE: June 18, 2025
SUBJECT: Review Consent Decree 2024 Annual Report

SUMMARY

During the May 6, 2025, Board of Directors Regular Meeting, Directors Martin and Settle requested a review of the Consent Decree 2024 Annual Report.

At the June 24, 2025, Study Session there will be a presentation on the Consent Decree, discussing the milestones achieved and included in the 2024 Annual Consent Decree Report, on overall status of the work completed and to be finished, and a review of a communications plan.

A brief overview of what the City is required to do for compliance with the Consent Decree will be given so there is a clearer understanding of the work to be done.

The Annual Report will provide a brief review of the work completed in 2024 and the specific milestones achieved in 2024.

An overall status including some infographics will be used to show the progress towards completing the Consent Decree that will include the overall construction completed, under contract, designed and ready to be bid, and what is left for design and construction. Water Utilities will also provide an update on the work underway in 2025 to work towards the compliance and continued modification of the Consent Decree.

Lastly, a brief discussion on projects under development for better communicating the work being performed and completed, as well as the status of how the City is progressing towards completing the required work will be held.

Please contact me if you or any Board Member has any questions or desires any additional information.



MEMORANDUM

TO: Jeff Dingman, Acting City Administrator
CC: Maggie Rice, Deputy City Administrator
FROM: Lance A. McAvoy, Director of Water Utilities
DATE: June 17, 2025
SUBJECT: Presentation of Proposed Advanced Metering Infrastructure (AMI) project for the Water Utilities Department

SUMMARY

The Utilities Department issued a Request for Qualifications (RFQ) for an Energy Savings Performance Contract (ESPC) for an Advanced Metering Infrastructure (AMI) System and Water Loss Optimization Project for the City of Fort Smith. The RFQ was advertised on March 30th and April 6th, 2025. Five requests for the RFQ were received and of those five, three proposals were submitted.

The project is to investigate the use of an ESPC which would look at where nonrevenue water loss is occurring, the current accuracy and functionality of the water meters, billing accuracy and processes, AMI, and cost reduction/revenue enhancement solutions for the City. An additional goal is to identify funding opportunities to minimize the impact of the project on the rate payers.

Currently Fort Smith estimates the nonrevenue water loss of around 35%. The project will look at both loss from inaccurate meters, billing inaccuracies, and other related nonrevenue water loss factors. These findings will be used to determine the next steps forward such as billing corrections, meter replacement and implementation of AMI.

The entire project is to select the best value equipment & technology, determine revenue loss from inaccurate meters and billing, create a citizen engagement strategy, and provide a turn-key firm fixed project price with true return on investment (ROI).

Once proposals were verified to be complete, a committee made up of the City Administrator, Deputy City Administrator, Chief Financial Officer, Director of Water Utilities, Deputy Director of Utility Engineering, Deputy Director of Systems, and the Water System Program Manager evaluated and scored each proposal. Based on initial evaluations, two firms were chosen to come for in-person interviews which were conducted June 9th. Scoring was completed after each interview, and AMERESCO was selected for the ESPC should the Board vote to move forward with the project.

Chad Nobles, AMI/Meter Senior Account Executive, Angela Hedgecock, PE, CEM, CDSM, CPQ, GBE, who would be the Engineering Lead on the project and Garrett Luther, Senior Project Manager will attend in person to make a presentation to the Board.

The Board of Directors after hearing the presentation and having open discussion will determine if the City should proceed with Phase 1 of the project. If the City does move forward with Phase 1 of the project, a resolution will be presented to the Board for approval.

Once Phase 1 is complete, a presentation of the findings will be brought to the Board for discussion to determine if the Board desires to move forward with Phase 2 of the project.