



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**  
**June 17, 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 JUNE 3, 2014 REGULAR MEETING AND JUNE 10, 2014 SPECIAL MEETING**

**ITEMS OF BUSINESS:**

1. Presentation of 2013 Audit
2. Consent Agenda
  - A. Resolution authorizing an engineering services agreement for the design of a project in the 2014 Sales Tax Program (\$183,842.00 / Engineering Department / Budgeted – Street Sales Tax Program Fund)
  - B. Resolution to accept a donation of property for a wetlands mitigation area in association with the Mill Creek Rechannelization; Project No. 05-06-C (Little Vache Grasse Creek)

- C. Resolution accepting bid and authorizing a contract for construction of a fire training center (*\$1,176,000.00 / Fire Department / Budgeted – Capital Outlay 4803-301 and Act 833 Funds*)
- D. Resolution approving Change Order No. 1 to the City's contract with Beshears Construction, Inc. for the construction of the fire training center (*\$10,453.00 / Fire Department / Budgeted – Capital Outlay 4803-301 and Act 833 Funds*)
- E. Resolution accepting donation of real property (*Fianna Way and Highway 253*)
- F. Resolution accepting bid for the purchase of a box truck with lift gate (*\$78,820.00 / Sanitation Department / Budgeted – Capital Outlay 6302-302*)
- G. Resolution accepting bid for the purchase of a fuel truck (*\$124,749.77 / Sanitation Department / Budgeted – Sinking Fund*)
- H. Resolution approving a tolling agreement with the United States Department of Justice relating to wet weather sanitary sewer work
- I. Resolution authorizing the Mayor to execute Authorization No. 3 to the agreement with RJN Group, Inc. for engineering services for Basin 17 Capacity Improvements (*\$106,921.00 / Utility Department / Budgeted – 2012 Sales and Use Tax Bonds*)
- J. Resolution authorizing Change Order No. 3 with Crawford Construction Company for the Chaffee Crossing Water Supply Improvements – Pump Station (*\$8,745.26 / Utility Department / Budgeted – 2012 Sales and Use Tax Bonds*)

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

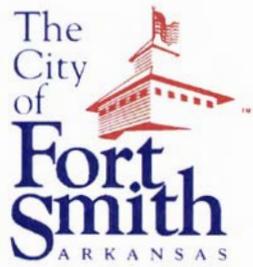
*(Section 2-36 of Ordinance No. 24-10)*

- Mayor
- Directors
- City Administrator

## **EXECUTIVE SESSION**

Appointments: Fort Smith Municipal Employees Benevolent Fund Board of Advisors (1), Historic District Commission (2), Outside Agency Review Panel (1), Planning Commission (1) and Property Owners Appeal Board (1)

## **ADJOURN**



## MEMORANDUM

June 13, 2014

**TO:** Mayor, Board of Directors, City Administrator,

**FROM :** Kara Bushkuhl, Director of Finance 

**SUBJECT:** Presentation of 2013 Comprehensive Annual Financial Report

The formal presentation for the comprehensive annual financial report (CAFR) is scheduled for the June 17, 2014 Board of Directors meeting. Mr. Lavon Morton of the audit advisory committee (AAC), will make the presentation. Electronic copies of the CAFR will be distributed to Administration and the Board of Directors on Monday, June 23rd via email.

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

**A RESOLUTION AUTHORIZING AN ENGINEERING SERVICES AGREEMENT FOR THE DESIGN OF A PROJECT IN THE 2014 SALES TAX PROGRAM**

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

SECTION 1: The Mayor is authorized to execute the engineering services agreement for the design of the following project in the 2014 Sales Tax Program utilizing the one cent sales tax proceeds.

Project No.	Description	Engineering Firm	Maximum Fee
14-00-A	McClure Drive Extension/Public Street Extension	Mickle Wagner Coleman	\$183,842.00

SECTION 2: Payment for engineering services authorized by Section 1 is hereby authorized from the Sales Tax Fund (1105).

This Resolution adopted this \_\_\_\_\_ day of June, 2014.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

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

Approved as to Form



\_\_\_\_\_  
NPR

## INTER-OFFICE MEMORANDUM

To: Ray Gosack, City Administrator

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

Subject: McClure Drive Extension/Public Street Extension  
Project 14-00-A

Date: June 11, 2014

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This project is for the design of two new streets to serve the new ArcBest corporate headquarters. The ArcBest development will be located east of the McClure Amphitheater as shown on the attached Exhibit "A". The combined length of the two streets is approximately 3,800 feet with an estimated total cost of \$3,800,000. The cost will be split equally between the Fort Chaffee Redevelopment Authority (FCRA) and the City.

The professional services qualifications on file were reviewed and the firm of Mickle Wagner Coleman Engineers, Inc. was selected for the design contract. A copy of the consultant selection form is attached. The Engineering Department has negotiated an engineering services fee with Mickle Wagner Coleman, Inc. for a maximum not to exceed fee of \$183,842.00. Payment for the engineering services will be based on hourly rates for the actual hours worked on the project plus direct costs. The design work should take approximately 5 months with construction following. The completion of construction is scheduled for late summer of 2015.

Attached hereto is a Resolution to authorize the Mayor to execute the engineering services contract. I recommend that the Resolution be adopted by the Board of Directors at the next regular meeting.

Enclosures

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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

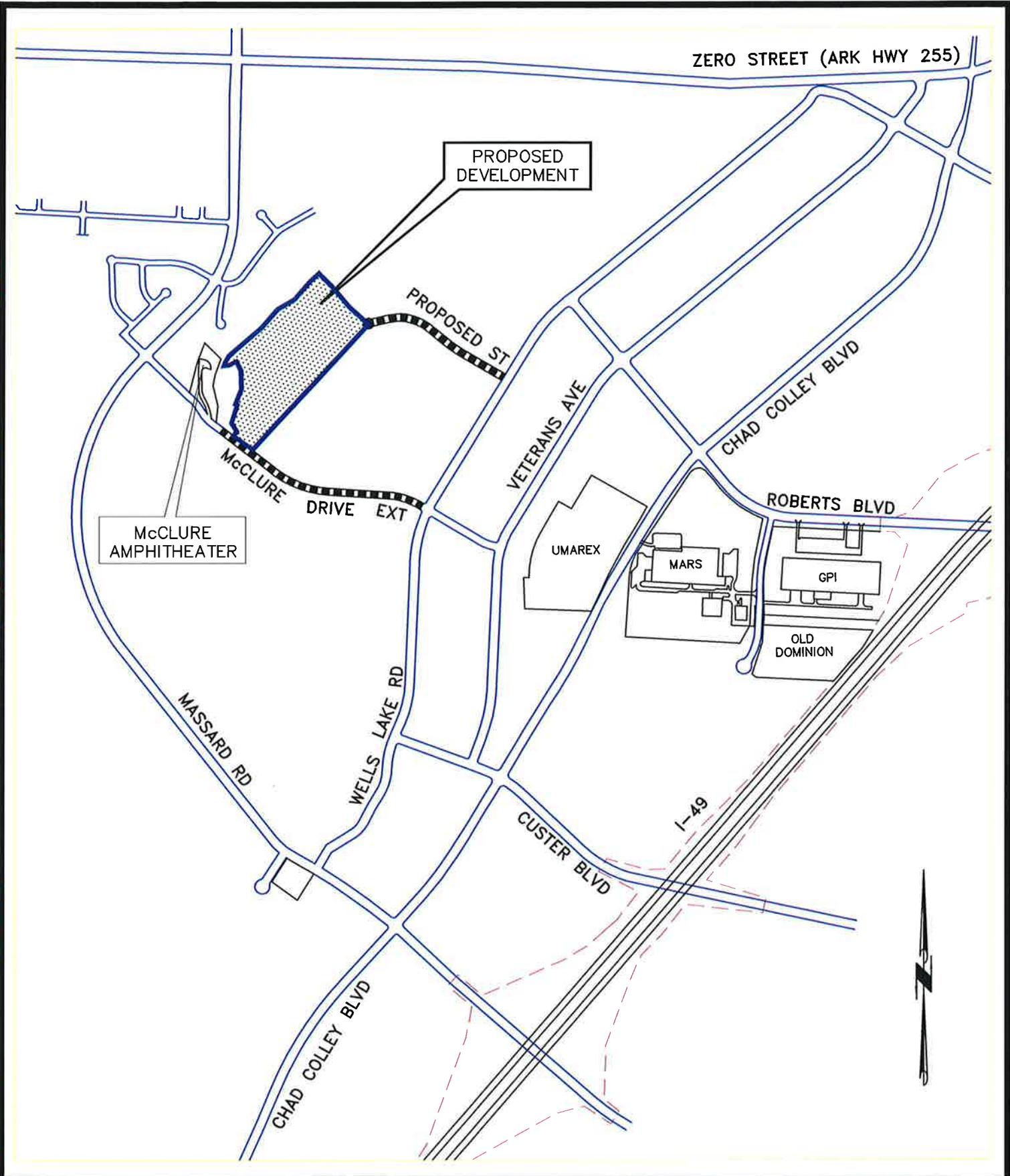


EXHIBIT "A"  
 CITY/FCRA PUBLIC STREET CONSTRUCTION  
 FORT SMITH, ARKANSAS



Project:	
Date:	MAY 2014
Scale:	NONE
Drawn By:	RBR

**ENGINEERING CONSULTANT SELECTION - 2014 CAPITAL IMPROVEMENTS PROGRAM**

<b>Project No.</b>	<b>Description</b>	<b>Selected Firm</b>	<b>Qualified Firm</b>	<b>Qualified Firm</b>
14-00-A	McClure Drive Extension/Public Street Extension	Mickle Wagner Coleman	Hawkins Weir	Morrison Shipley

Determination of the selected firm based upon review of consultant qualifications statements on file in the City Clerk's office, considering experience with respect to the type of services required, capacity and capability to perform the work, past record of performance and familiarity with the area in which the project is located.

  
 \_\_\_\_\_  
 Name

  
 \_\_\_\_\_  
 Name

  
 \_\_\_\_\_  
 Name

RESOLUTION \_\_\_\_\_

**A RESOLUTION TO ACCEPT A DONATION OF PROPERTY  
FOR A WETLANDS MITIGATION AREA IN ASSOCIATION WITH  
THE MILL CREEK RECHANNELIZATION PROJECT  
PROJECT NO. 05-06-C**

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

**Whereas**, the Fort Chafee Redevelopment Authority has agreed to donate 10.47 acres of  
land for a wetlands mitigation area to the City of Fort Smith, and;

**Whereas**, the City of Fort Smith wishes to accept ownership of the property in association  
with the Mill Creek Rechannelization, Project No. 05-06-C.

**Now Therefore Be It Resolved**, that the Board of City Directors authorizes the Mayor to  
accept this property donation and execute the special warranty deed.

This resolution adopted this \_\_\_\_\_ day of June, 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:** June 12, 2014

**SUBJECT:** Donation of Property for Wetlands Mitigation Area  
Mill Creek Rechannelization, Project No. 05-06-C

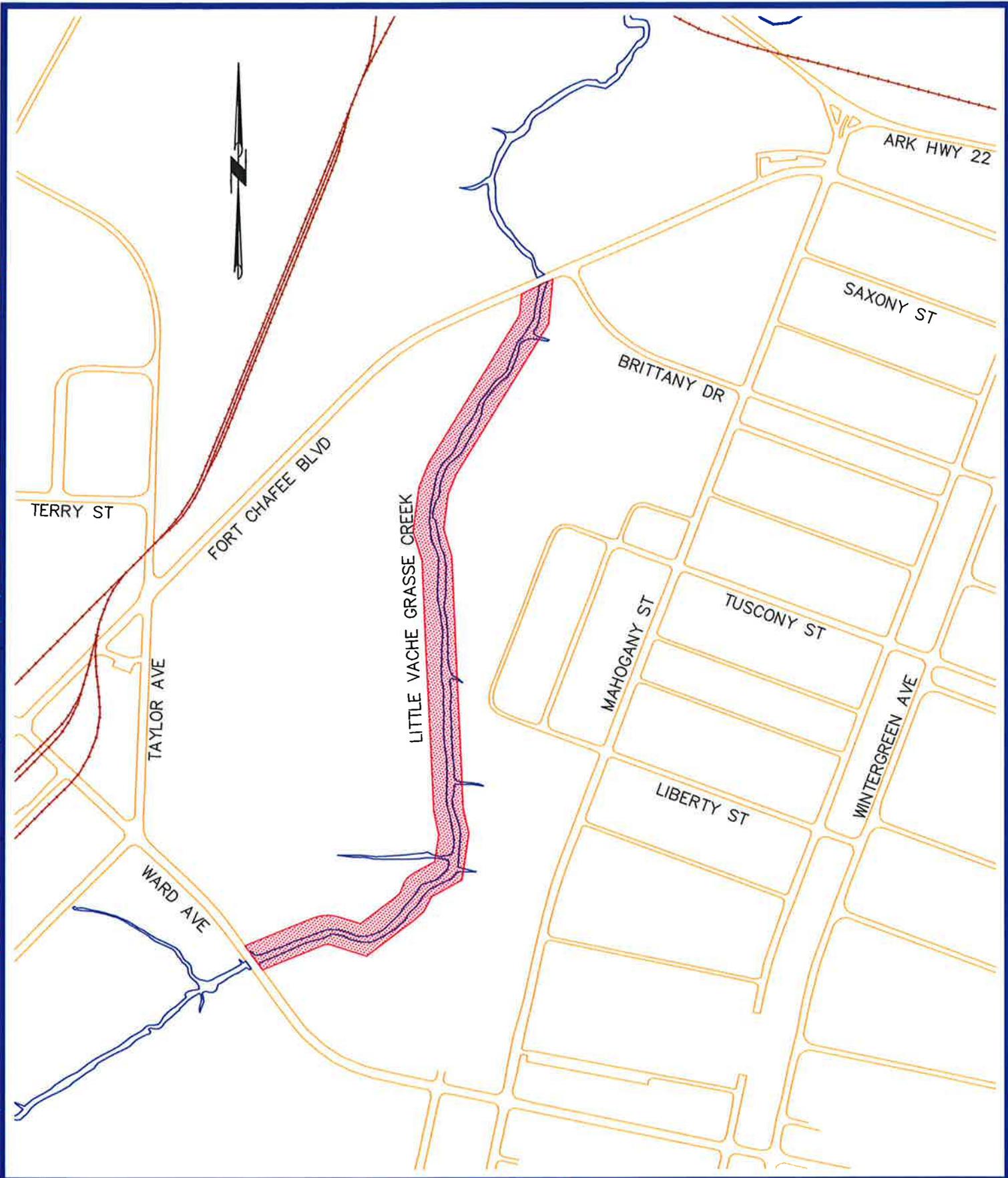
The Mill Creek drainage improvement project between Cavanaugh Road and 28<sup>th</sup> Street impacted wetlands due to the rechannelization and excavation work. As part of the project, the Corps of Engineers permit required a wetlands mitigation area offsite due to these wetland impacts. A mitigation area along Little Vache Grasse Creek between Ward Avenue and Fort Chaffee Boulevard has been created. The mitigation work included the planting of trees along a 0.7 mile stretch of the watercourse and the placement of boulders and rock filled gabion baskets throughout the channel. The mitigation area which is shown on the attached location map is approximately 10.47 acres.

We requested donation of this property from the Fort Chaffee Redevelopment Authority (FCRA) as it is located in the natural drainage way and would be difficult to develop. The FCRA Board has approved the donation of this property to the City.

Attached hereto is a Resolution which accepts the donation of the property by the City. I recommend that the Resolution be adopted by the Board of Directors at the next regular meeting.

Enclosure

C:\DRAWINGS\MISC\DWG\ CHAFFEE MITIGATION AREA.dwg 06/11/14-08:32 RBR EXHIBIT



PROPERTY LOCATION MAP  
 MITIGATION AREA  
 FORT SMITH, ARKANSAS



Project:	
Date:	JUNE 2014
Scale:	NONE
Drawn By:	RBR

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

**RESOLUTION ACCEPTING BID AND AUTHORIZING CONTRACT FOR  
CONSTRUCTION OF FIRE TRAINING CENTER**

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

SECTION 1: The bid of Beshears Construction, Inc. for the construction of the Fire  
Training Tower Facility in the amount of \$1,176,000 is hereby accepted.

SECTION 2: The Mayor and the City Clerk are hereby authorized to execute the  
contract documents for the construction of the Fire Training Tower pursuant to the bid accepted  
in Section 1 above.

This Resolution adopted this \_\_\_\_\_ day of June, 2014.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

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

Approved as to form:



\_\_\_\_\_  
City Attorney

NPR

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

**RESOLUTION APPROVING CHANGE ORDER #1 TO THE CITY'S CONTRACT WITH BESHEARS CONSTRUCTION, INC. FOR THE CONSTRUCTION OF THE FIRE TRAINING TOWER**

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

Change Order #1 to the City's contract with Beshears Construction, Inc. for the construction of the Fire Training Tower is hereby approved, increasing the contract amount by \$10,453.00 for additional work including installation of a fire hydrant and back flow preventer, and the City Administrator is authorized to take any and all necessary action to effectuate the change order.

This Resolution adopted this \_\_\_\_\_ day of June, 2014.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

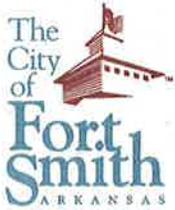
\_\_\_\_\_  
City Clerk

Approved as to form:



\_\_\_\_\_  
City Attorney

NPR



# FORT SMITH FIRE DEPARTMENT

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



**Mike Richards**  
Fire Chief

**To:** Ray Gosack, City Administrator  
**From:** Mike Richards, Fire Chief *MR*  
**Date:** June 10, 2014  
**Re:** Fire Training Tower Bid Approval

The fire department is ready to begin Phase 1 construction of the fire training tower and burn building. The fire training tower will be constructed on property at the Fort Smith Department of Sanitation. Baridi Nkokheli and his staff have been extremely helpful in allowing us to use a portion of DOS property for a public safety training facility. We have established a master site plan for the long term development of the facility. The fire training tower will be the first phase of the project and will be utilized by both the fire and police departments for training. Additional phases being added as funding becomes available.

The fire training tower will be a four (4) story facility with two (2) of the levels designed for enhanced live fire training, rescue training, law enforcement SWAT training, as well as many other types of emergency response training. The benefits of this training will result in improved firefighter, law enforcement, and public safety as well as improved customer service for our citizens. We currently have to travel to Lincoln, Arkansas or Camden, Arkansas to do this type of high level of training as there is no facility like this in west central Arkansas.

Guest Reddick Architects of Fort Smith is the architect for the project. The bid packages were advertised and sealed bids were opened on June 5, 2014. Six contractors requested plans and specifications and five bids were submitted for the project. Beshears Construction, Inc. of Fort Smith, Arkansas submitted the low bid of \$1,176,000.00. The certified bid tab is attached for your review. A Resolution is being presented to accept the lowest bid and award the contract to Beshears Construction, Inc.

A second Resolution is also being presented for Change Order #1 to the project. Just prior to the bid opening deadline, and too late for an addendum, the architect became aware about the need of an additional fire hydrant and a backflow preventer. Beshears Construction, Inc. has submitted a price of \$10,453.00 for the additional work. The architect has reviewed the proposal and agreed that the cost of the work is reasonable.

Funding for the project will come from ACT 833 funds and a one-time early portion of the fire department's share of the ¼% sales tax reallocated by the citizens of Fort Smith in March, 2012. ACT 833 of 1991 provides fire departments in the State of Arkansas additional funding through insurance premium taxes to be used for certain functions, such as firefighter training. The \$1,176,000.00 is below our budget estimate of \$1.3 million.

Staff recommends the lowest bid be accepted and the contract be awarded to Beshears Construction, Inc. and approval of Change Order #1. The contract time to completion will be 225 days from the notice to proceed date.

cc: Baridi Nkokheli  
Kevin Lindsey

Attachments: 3

City of Fort Smith  
 Fire Training Center  
 Plan No. 3560.01

TABULATION OF BIDS  
 June 05, 2014  
 2:00 P.M.

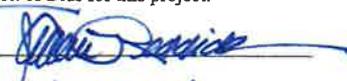
Guest+Reddick Architects  
 Fort Smith, Arkansas  
 Page 1 of 1

<b>CONTRACTOR</b>	Beshears Construction, Inc.	SSi Design-Build Construction	Steve Beam Construction, Inc.	Turn Key Construction Mgt., Inc.	LJB Construction, Inc.	Southern Building Services, Inc.
<b>Bid Security</b>	5%	5%	5%	5%	5%	5%
Certified Check						
Cashier's Check				No Bid		
Bidder's Bond	BHC/Westfield Ins. Co.	BHC/Travelers Casualty	Employers Mutual Casualty		MNH Tullis/U.S. Specialty	Employers Mutual Casualty
<b>Base Bid Proposal</b>						
	\$1,176,000	\$1,598,471	\$1,310,000		\$1,267,413	\$1,537,700
<b>Alternate Proposals</b>						
No. 1 - Omit Concrete paving at intersection DEDUCT	(\$13,650)	(\$12,375)	(\$21,640)		(\$12,000)	(\$9,000)
No. 2 - Omit outer perimeter of concrete paving around the Tower - DEDUCT	(\$46,000)	(\$42,750)	(\$67,780)		(\$42,000)	(\$35,000)
No. 3 - Omit middle area of concrete paving around the Tower DEDUCT	(\$27,700)	(\$26,539)	(\$43,480)		(\$28,000)	(\$25,000)
<b>Unit Prices</b>						
Add/Deduct - Per cubic yard (to Add or Credit undercut and select fill)	\$16.00	\$14.50	\$14.00		\$14.00	\$12.50
<b>Calendar Days</b>						
	225	Did Not Indicate	Did Not Indicate		300	365
<b>Addendum Receipt</b>						
#1	Yes	Yes	Yes		Yes	Yes
#2	Yes	Yes	Yes		Yes	Yes

Bid Validity - 60 Days

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

Guest+Reddick Architects

By:   
 Date: June 5, 2014





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

RESOLUTION ACCEPTING DONATION OF REAL PROPERTY

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

SECTION 1: The City of Fort Smith hereby concurs in and accepts the stated intention of Brent McGruder to donate to the City of Fort Smith an approximate 3 acre tract of real property (currently unplatted) located along Fianna Way in a part of the Northwest Quarter of the Northwest Quarter of Section 21, Township 7 North, Range 32 West. The donation is accepted subject to the sole condition that the City commence construction of park facilities on the real property within two years from the date of delivery to the City of the Donation Deed.

SECTION 2: The City Administrator, in conjunction with the Director of Parks and the City Attorney, is authorized to approve the Donation Deed by which the real property will be donated to the City, to make appropriate reporting to the Sebastian County tax authorities indicating the public use of the property, to schedule commencement of construction of park facilities within two years of the date of recording the Donation Deed and perform or cause to be performed other acts necessary to effectuate the donation.

This Resolution adopted this \_\_\_\_\_ day of June, 2014.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

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

Approved as to form:



\_\_\_\_\_  
City Attorney NPR



## Memo:

June 12, 2014

To: Ray Gosack, City Administrator

From: Mike Alsup, Director of Parks and Recreation

Re: Donation of property at the corner of Fianna Way and Highway 253

Brent McGruder proposes to donate a 2.6 acre lot at the corner of Fianna Way and Highway 253 to the City to be used as a neighborhood park. This generous donation will help the City attain its Comprehensive Plan goal of providing a park within a half mile of all residents. The property is mostly flat, has a lot of potential for development, and is in an area identified as in high need of a park. The property is adjacent to an established single family residential neighborhood with public road access and is near a major thoroughfare. A stipulation of the donation is that development of the property must begin within two years. The neighborhood's property owners association has indicated that they will assist in raising funds for the project. The Capital Improvement Program will be adjusted to meet this time frame. The budget for neighborhood parks is usually \$150,000.

Neighborhood parks are important in the overall park plan as they provide park amenities near residents. These parks typically have a playground, picnic tables, benches, and shade trees; some have play courts and walking trails. Studies show that residents are more likely to use park facilities if they are conveniently located to where they live. The benefits of neighborhood parks include improved physical fitness and wellness, the promotion of community image and sense of place, and increased property values. Children at play on a playground typically burn more calories than most other activities they are involved in, and the benefits of creative play include mental and social development of children. Parks that are planned and maintained well increase property values.

The Parks Commission voted to recommend acceptance of the property, and I recommend that the property be accepted with the two year stipulation. Please call me if there are any questions.



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

RESOLUTION ACCEPTING BID FOR THE PURCHASE OF A  
BOX TRUCK WITH LIFT GATE

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

The bids, as indicated by enclosure for the purchase of a box truck from  
Shipley Motors for \$78,820, is accepted.

This Resolution adopted this \_\_\_\_\_ day of June, 2014.

APPROVED:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

Approved as to form:



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

2F

**Inter office Memorandum**

TO: Ray Gosack, City Administrator  
COPY TO: Baridi Nkokheli, Director of Sanitation  
FROM: Alie Bahsoon, Purchasing Manager *AB*  
SUBJECT: Box Truck Bid Tabulation  
DATE: June 13, 2014  
BID TAB: 6302-SF-BA

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Attached you will find the bid tabulation for the purchase of a box truck for use by the Department of Sanitation, Residential Collections Division.

As indicated in the enclosed memorandum from Mr. Nkokheli, this truck is an addition to the City's fleet and will supplement the existing fleet for cart distribution and maintenance.

The 2014 Budget reflects a budgeted amount of \$90,000 for this truck (6302-302).

I am recommending that the bids noted by enclosure on the attached bid tabulation, be accepted and approved by the Board.

Please let me know if you should have any questions.

# 2F

<b>Tabulation of Bids - City of Fort Smith</b>					
<b>BOX TRUCK WITH LIFT GATE</b>					
<b>Bid Tab #6302-SF-BA</b>					
<b><u>Description</u></b> <b><u>VENDOR</u></b>	<b>Year</b>	<b>Make</b>	<b>Model</b>	<b>Delivery Terms</b>	<b>Purchase Price</b>
Shiplely Motors Fort Smith, AR	2015	HINO	268A	60-130	\$78,820.00 ✓
Carco Intl. Fort Smith, AR	2015	International	Durastar 4300	90 days	\$81,427.60
Truck Centers of AR Van Buren, AR	2015	Freightliner	MZ106	90-120	\$79,723.00

Bids advertised: April 20, 2014

✓ Recommended bid award



## MEMORANDUM

June 13, 2014

To: Ray Gosack, City Administrator

From: T. Baridi Nkokheli, Director

Subject: Cart Maintenance and Delivery Vehicle Purchase for Program 6302

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The residential automated refuse collection program was first introduced in 2006 to approximately 3,000 households. We now provide automated collections to over 29,000 households citywide. Additionally, we began our first phase of the residential automated recyclables collection program in 2013, which is available to approximately 8,233 households. We anticipate expanding that program to an additional 8,425 households this year.

There are currently 41,569 trash and recycling carts currently assigned to Fort Smith residents. As the carts age, especially those purchased at the beginning of the program, we have recognized a greater demand for cart maintenance and delivery. Beyond our 8,000+ annual expansions, we are currently averaging approximately 295 additional cart deliveries and around 80 cart repairs per month. Cart maintenance and delivery services are currently provided by the division supervisor and foreman utilizing full size pickups which are limited to a maximum 6 carts per trip, sometimes fewer depending on the required cart sizes being delivered. Obviously, this requires numerous trips to and from the field, and results in inefficient use of personnel and other resources.

In order to deal with the increasing demand, we are requesting to purchase a cart maintenance and delivery vehicle (box truck) to distribute, repair, and/or replace automated trash and recycle carts throughout the city. Since 2006, we have averaged approximately \$12,500 per year to rent box trucks for cart delivery. The new truck will have a 75 cart capacity along with additional space to carry tools and spare wheels/parts for cart maintenance. Furthermore, all future cart deliveries resulting from expansions to the automated program(s) would be covered without the need for additional rental expenditures.

Funding for this purchase was appropriated for in the 2014 Budget under the Residential Collections Program (program 6302) in the amount of \$90,000. Bids were recently solicited by the Purchasing Department with Shipley Motor Equipment submitting the low bid of \$78,820. Staff recommends awarding the bid to Shipley Motor Equipment.

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

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

RESOLUTION ACCEPTING BID FOR THE PURCHASE OF A  
FUEL TRUCK

---

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

The bids, as indicated by enclosure for the purchase of a fuel truck from Carco  
International for \$124,749.77, is accepted.

This Resolution adopted this \_\_\_\_\_ day of June, 2014.

APPROVED:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

Approved as to form:



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

# 2G

## Inter office Memorandum

TO: Ray Gosack, City Administrator

COPY TO: Baridi Nkokheli, Director of Sanitation

FROM: Alie Bahsoon, Purchasing Manager *AB*

SUBJECT: Fuel Truck Bid Tabulation

DATE: June 13, 2014

BID TAB: 6305-SF-BA

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Attached you will find the bid tabulation for the purchase of a fuel truck for use by the Department of Sanitation, Sanitary Landfill Division. As indicated in the enclosed memorandum from Mr. Nkokheli, this truck will be a replacement of Asset #9 which is slated to be sold at the annual city auction on September 11, 2014.

Funding for this truck has been appropriated for in the 2014 Budget in the "Reserve for Sanitation Equipment-Sinking Fund Account" in the amount of \$170,000.

I am recommending that the Board accept and approve the bid submitted by Carco International as noted by enclosure on the attached bid tabulation. Their bid meets our specifications and although they are the second lowest bidder, we are making this recommendation due to past poor performance issues and concerns as outlined in the attached memorandum from Mr. Nkokheli.

Please let me know if you should have any questions.

<b>Tabulation of Bids - City of Fort Smith</b> <b>BOX TRUCK WITH LIFT GATE</b> <b>Bid Tab #6302-SF-BA</b>					
<u>Description</u>	Year	Make	Model	Delivery Terms	Purchase Price
<u>VENDOR</u>					
Shiplely Motors Fort Smith, AR	2015	HINO	338	90-120 days	\$127,106.00
Carco International Fort Smith, AR	2015	International	Durastar 4300	90 days	\$124,749.77 ✓
Truck Centers of AR Van Buren, AR	2015	Freightliner	MZ106	120 days	\$123,527.00 *

Bids advertised: April 20, 2014

✓ Recommended bid award

\*Bid not awarded due to past vendor performance and delivery delays



## MEMORANDUM

June 13, 2014

To: Ray Gosack, City Administrator

From: T. Baridi Nkokheli, Director 

Subject: Fuel Truck Purchase for Program 6305

The landfill division (program 6305) is currently utilizing a 1989 International Fuel Truck (asset #9). The truck is used several times daily to transport diesel fuel to the landfill working face for refueling of equipment and has currently been driven 216,981 miles. Contaminates, such as water and rust, are a common occurrence in the 25 year old, metal fuel body (tank). These contaminants are then inadvertently introduced into our heavy landfill equipment resulting in reduced fuel lubricity, and over worn, and on frequent occasions, clogged fuel injectors. The contamination problems cause filter issues, fuel system break downs, and speeds the degradation of the equipment fueling systems. The rusting and leaking fuel tank body also creates a perfect environment for microbes which form filter-plugging slime and corrosive acids.

The 2014 Budget earmarks funding for a new fuel truck in our sanitary landfill division (program 6305) in the amount of \$170,000. Bids were recently solicited by the Purchasing Department with Truck Centers of Arkansas providing the lowest bid (\$123,527.00) and Carco International, Inc. coming in second lowest (\$124,749.77). Even though they were slightly higher (\$1,222.77), we recommend the bid be awarded to Carco International as we have experienced poor performance from Truck Centers of Arkansas since purchasing a truck from them in 2011. Some of the issues we have encountered are as follows:

- In September of 2010, the Board authorized the purchase of a mechanic/lube service truck (Res. 173-10) from Truck Centers of Arkansas. They agreed to a delivery date of 120-150 days from the date of order and agreed to pay the City liquidated damages of \$100 per day for each day over the agreed delivery date. The truck was ordered on October 1, 2010. It was not delivered until July 2011. Liquidated damages exceeded \$12,000. Truck Centers of Arkansas refused to pay the liquidated damages as agreed. In an attempt to minimize further impact on department services, we negotiated with Truck Centers of Arkansas to deliver the truck and reduced the liquidated damages to \$6,400.
- The truck body Truck Centers of Arkansas had installed on the chassis of the truck had major defects (e.g. leaking tanks, crane and jump-starting system defects). We found it very difficult, almost impossible, to communicate with Truck Centers of Arkansas' sales representatives. Voicemail messages were left by our staff often with delayed response and no action to remedy issues brought to their attention. Shipley Motors was ultimately contacted and corrected the defects.

- On March, 22, 2014, the truck body of the previously mentioned service truck failed and buckled while one of the mechanics was lifting a loader bucket with the crane installed by Truck Centers of Arkansas.

This piece of equipment is vital to the overall operations of the landfill and is used several times each day. Keeping clean fuel in the equipment is one of the most vital issues in ensuring we recognize the longest life possible with our landfill equipment.

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

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

2 H

RESOLUTION APPROVING A TOLLING AGREEMENT  
WITH THE UNITED STATES DEPARTMENT OF JUSTICE  
RELATING TO WET WEATHER SANITARY SEWER WORK

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

The tolling agreement with the United States Department of Justice for claims under the  
Clean Water Act relating to wet weather sanitary sewer work attached hereto as Exhibit "A" and  
ending on December 31, 2014 is hereby approved. The Mayor is hereby authorized to execute  
said agreement on behalf of the City.

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

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

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

APPROVED AS TO FORM:



\_\_\_\_\_  
npr

**INTER-OFFICE MEMO**

**TO:** Ray Gosack, City Administrator

**DATE:** June 12, 2014

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

**SUBJECT:** Tolling Agreement Extension

With our continuing consent decree negotiations with the Department of Justice they have requested a time extension for the current tolling agreement. As you are aware, the purpose of the tolling agreement is to prevent the city from raising a statute of limitations argument while discussions between the DOJ and Fort Smith are underway. In the absence of a tolling agreement, the DOJ would likely choose to file a suit against the city. The city has agreed to previous requests to extend the tolling agreement, and this extension request is for a time period through December 31, 2014.

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

attachment

pc: Jeff Dingman

**TOLLING AGREEMENT FOR CLAIMS UNDER THE CLEAN WATER ACT  
RELATING TO THE CITY OF FORT SMITH, ARKANSAS**

The United States, on behalf of the United States Environmental Protection Agency, contends that it has a cause of action pursuant to Sections 301, 309 and 402 of the Clean Water Act (“CWA” or “the Act”), 33 U.S.C. §§ 1311, 1319, 1342., against the Defendant City of Fort Smith (“City”) for, inter alia, civil penalties and injunctive relief relating to the bypasses and discharges of pollutants from the City’s two publicly owned wastewater treatment works and sanitary sewer collection systems in violation of CWA National Pollutant Discharge Elimination System (“NPDES”) permits (the “Tolled Claims”).

The United States and the City (“Parties”) enter into this Tolling Agreement to facilitate settlement negotiations within the time period provided by this Agreement, without thereby altering the claims or defenses available to any Party hereto, except as specifically provided herein.

The Parties, in consideration of the covenants set out herein, agree as follows:

1. Notwithstanding any other provision of this Tolling Agreement, the period commencing on August 26, 2009 and ending on December 31, 2014, inclusive (the “Tolling Period”), shall not be included in computing the running of any statute of limitations potentially applicable to any action brought by the United States on the Tolled Claims.

2. Any defenses of laches, estoppel, or waiver, or other similar equitable defenses based upon the running or expiration of any time period shall not include the Tolling Period for the Tolled Claims.

3. The City shall not assert, plead, or raise against the United States in any fashion, whether by answer, motion or otherwise, any defense of laches, estoppel, or waiver, or other similar equitable defense based on the running of any statute of limitations or the passage of time during the Tolling Period in any action brought on the Tolled Claims.

4. This Tolling Agreement does not constitute any admission or acknowledgment of any fact, conclusion of law, or liability by any Party to this Tolling Agreement. Nor does this Tolling Agreement constitute any admission or acknowledgment on the part of the United States that any statute of limitations, or similar defense concerning the timeliness of commencing a civil action, is applicable to the Tolled Claims. The United States reserves the right to assert that no statute of limitations applies to any of the Tolled Claims and that no other defense based upon the timeliness of commencing a civil action is applicable.

5. This Tolling Agreement may not be modified except in a writing signed by the Parties. The Parties acknowledge that this Tolling Agreement may be extended for such period of time as the Parties agree to in writing.

6. It is understood that the United States may terminate settlement negotiations and commence suit at any time, upon provision of written notice by mail to the City. Where the United States elects to terminate negotiations under this Paragraph, the Tolling Period shall continue for the duration set forth in Paragraph 1. Nothing herein shall preclude the commencement of any action by the United States to protect the public health, welfare, or the environment without provision of advance notice

7. This Tolling Agreement does not limit in any way the nature or scope of any claims that could be brought by the United States in a complaint against the City or the date on which the United States may file such a complaint, except as expressly stated herein.

8. This Agreement is not intended to affect any claims by or against third parties.

9. The City shall preserve and maintain, during the pendency of the Tolling Period, and for a minimum of 90 days after termination of the Tolling Period, at least one legible copy of all documents and other materials subject to discovery under the Federal Rules of Civil Procedure and relating to the Tolled Claims, regardless of any corporate or document retention policy to the contrary.

10. This Tolling Agreement is effective upon execution by the City, and without the requirement of filing with the Court, and may be signed in counterparts.

11. This Tolling Agreement contains the entire agreement between the Parties, and no statement, promise, or inducement made by any Party to this Tolling Agreement that is not set forth in this Tolling Agreement shall be valid or binding, nor shall it be used in construing the terms of this Tolling Agreement as set forth herein.

12. The undersigned representative of each of the Parties certifies that he or she is fully authorized to enter into the terms and conditions of this Tolling Agreement and to legally bind such party to all terms and conditions of this document. This Agreement shall be binding upon the United States, acting on behalf of the United States Environmental Protection Agency, and upon the City.

The United States of America, on behalf of the United States Environmental Protection Agency, consents to the terms and conditions of this Tolling Agreement by its duly authorized representatives on this \_\_\_\_day of June, 2014.

---

THOMAS P. CARROLL

Assistant Section Chief  
Environmental Enforcement Section  
Environment and Natural Resources Division  
United States Department of Justice

LISA A. CHERUP  
Trial Attorney  
Environmental Enforcement Section  
Environment and Natural Resources Division  
United States Department of Justice  
PO Box 7611  
Washington, D.C. 20044-7611  
Telephone: 202-514-2802  
Fax: 202-514-2802  
Email: [lisa.cherup@usdoj.gov](mailto:lisa.cherup@usdoj.gov)

The City consents to the terms and conditions of this Tolling Agreement by its duly authorized representative on this \_\_\_\_ day of June, 2014.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AUTHORIZATION NUMBER THREE TO THE AGREEMENT WITH RJN GROUP, INC., FOR ENGINEERING SERVICES FOR THE BASIN 17 CAPACITY IMPROVEMENTS

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

SECTION 1: Authorization Number Three with RJN Group, Inc., for engineering services associated with the construction design services for the Basin 17 Capacity Improvements, Project Number 12-14-ED4, is hereby approved.

SECTION 2: The Mayor is hereby authorized to execute Authorization Number Three in the amount of \$106,921.00, for performance of said services.

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

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

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

APPROVED AS TO FORM:



\_\_\_\_\_  
npr

**INTER-OFFICE MEMO**

**TO:** Ray Gosack, City Administrator

**DATE:** June 11, 2014

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

**SUBJECT:** Basin 17 Capacity Improvements  
Project Number 12-14-ED4

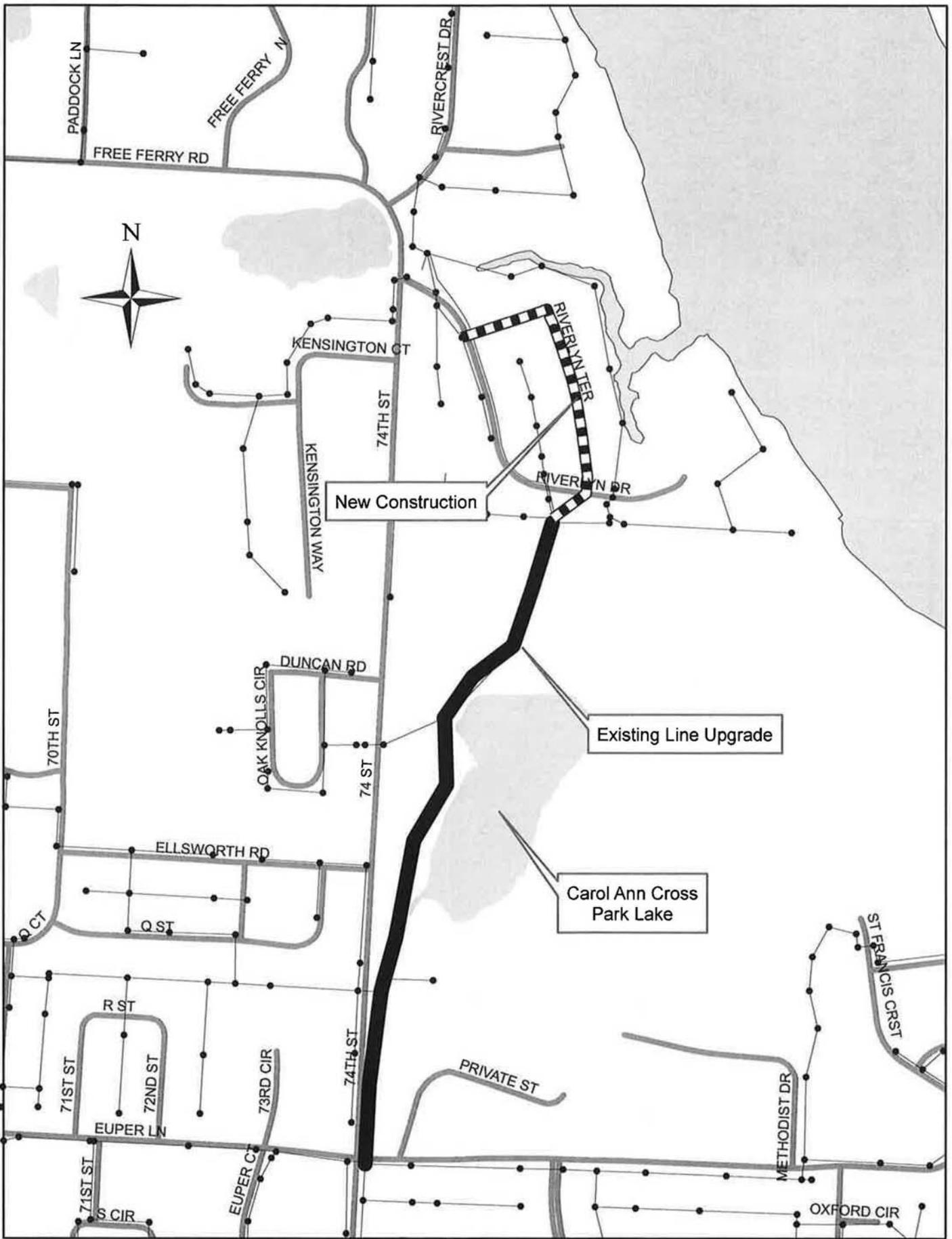
The Basin 17 interceptor sewer contains approximately 6,000 linear feet of sewer main and 20 manholes. During wet weather conditions the collection system sewers surcharge and overflows frequently occur due to insufficient interceptor conveyance capacity. The design of the capacity improvements was awaiting the results of computer modeling predicting the effectiveness of the collection system replacement and rehabilitation currently under design. The downstream sewer line from Euper Lane will be upgraded to 15-inches in diameter to the Riverlyn subdivision and then new line construction will be required. A project area exhibit is attached.

A Resolution approving the Mayor to execute Authorization Number Three to the Agreement for RJN Group Inc., to provide design services for the Basin 17 Capacity Improvements for an amount of \$106,921.00 is attached. Funding for this work is available from the 2012 sales and use tax bonds issued for continuation of wet weather sewer 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 Capacity Improvements

RESOLUTION AUTHORIZING CHANGE ORDER NUMBER THREE  
WITH CRAWFORD CONSTRUCTION COMPANY FOR THE CHAFFEE  
CROSSING WATER SUPPLY IMPROVEMENTS - PUMP STATION

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

Change Order Number Three in the amount of \$8,745.26 to the contract with Crawford  
Construction Company for construction of the Chaffee Crossing Water Supply Improvements -  
Pump Station, Project Number 12-04-C3, adjusting the contract amount to \$1,426,334.80, and  
adding six calendar days to the contract completion time, is hereby approved.

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

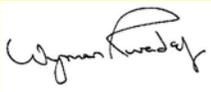
APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

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

APPROVED AS TO FORM:



\_\_\_\_\_  
npr

**INTER-OFFICE MEMO**

**TO:** Ray Gosack, City Administrator

**DATE:** June 10, 2014

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

**SUBJECT:** Chaffee Crossing Water Supply Improvements  
Pump Station - Project Number 12-04-C3

On May 21, 2013 the Board authorized a contract with Crawford Construction Company in the amount of \$1,404,600.00, for construction of the Chaffee Crossing Water Supply Improvements - Pump Station, Project Number 12-04-C3. The Board has authorized two change orders totaling \$12,989.54 (0.9% of original contract amount) plus an additional 21 contract days.

Change Order Number Three covering the following three items of additional work has been submitted:

- Elimination of a portion of the screening fence that extends along the south line of the pump station site. The western 12 foot segment of the fence will not be completed in order to provide improved drainage and to address concerns voiced by the developer of the adjacent western lot (zero lot setback line for developer's lot). This requires the removal and disposal of footing stem wall and a concrete block column, grading of a small earthen berm, and construction of a small extension of a concrete swale to direct drainage.(additional \$4,927.66).
- Add two galvanized pipe stand supports for pump station piping. (Additional \$3,250.57)
- Provide additional grating at pipe gallery ladder. (additional \$567.03)

A Resolution approving Change Order Number Three in the amount of \$8,745.26 plus six additional contract days and adjusting the contract amount to \$1,426,334.80 is attached. A project summary sheet is also attached for your review. Funds for this change order 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

## Project Summary

Project Status: Under construction

Project name: Chaffee Crossing Water Supply  
Improvements - Pump Station

Today's date: June 10, 2014

Project number: 12-04-C3

Staff contact name: Steve Parke

Project engineer: Mickle Wagner Coleman, Inc.

Staff contact phone: 784-2231

Project contractor: Crawford Construction Company

Notice to proceed issued: June 21, 2013

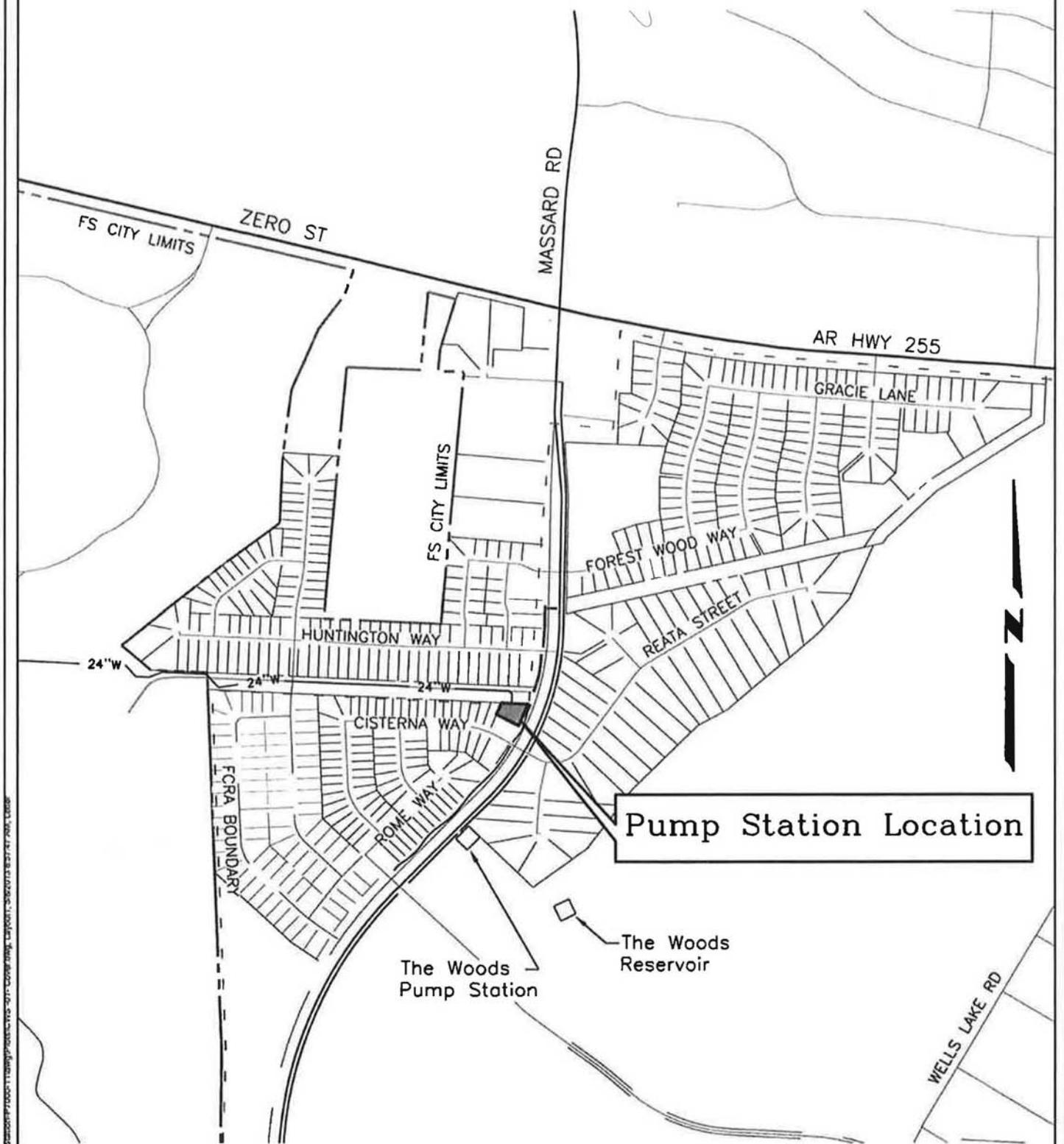
Contract substantial completion date: January 2, 2014

	Dollar Amount	Contract Time (Days)
Original contract	\$1,404,600.00	180
Change orders:		
Change Order #1	\$6,371.91	16
Change Order #2	\$6,617.63	5
Change Order #3 (Pending)	\$8,745.26	6
Total Change Orders	\$21,734.80	
Adjusted contract (pending approval of CO #3)	\$1,426,334.80	207
Payments to date (as negative) (as percentage)	\$-1,224,903.45 87%	
Amount of this payment (as negative)	N/A	
Retainage held	\$62,904.42	
Contract balance remaining (as percentage)	\$201,431.35 14%	
Amount Over (Under) (as percentage)	\$21,734.80 1.5%	

Final comments:

MICKLE-WAGNER-COLEMAN, INC.  
Engineers Consultants Surveyors

3434 Country Club Avenue  
P.O. Box 1507  
Fort Smith, Arkansas 72902



Pump Station Location

# AREA MAP

CHAFFEE WATER SUPPLY (CONTRACT 3) - PUMP STATION

Project Number 12-04



MEMORANDUM

TO: Mayor and Board of Directors

FROM: Wendy Beshears, Administrative Assistant

DATE: June 12, 2014

SUBJECT: Fort Smith Municipal Employees Benevolent Fund Board of Advisors

The term of Mary C. Moore (Citizen Representative) of the Fort Smith Municipal Employees Benevolent Fund Board of Advisors will expire June 30, 2014. Ms. Moore wishes to be reappointed to this board.

There are no other applicants available at this time.

Appointments are **by the Board of Directors**, one appointment is needed. The term will expire June 30, 2017.

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

FORT SMITH MUNICIPAL EMPLOYEES BENEVOLENT FUND BOARD OF ADVISORS

The Fort Smith Municipal Employee’s Benevolent Fund was established December 23, 1991. The fund provides for a trust fund to be used to provide emergency assistance to the employees of the City of Fort Smith and their immediate families, including immediate families of deceased employees of the various city departments whenever such employees or their immediate families sustain extraordinary expenses (including, but not limited to: housing, clothing, food, educational, medical and dental expenses). Distributions from the fund shall be at the discretion of the Board of Advisors of the fund.

The Board of Advisors consists of nine persons as follows: two members of the Police Department, two members of the Fire Department, two members of other city departments, and two other adults who are citizens of the City of Fort Smith. The Mayor serves as a member , ex-officio, and presides at meetings of the Board of Advisors. Members of the Board of Advisors are appointed by the Board of Directors. (Three year terms).

	<u>DATE APPOINTED</u>	<u>TERM EXPIRES</u>
<u>Police Department Representatives:</u>		
Barbara Williams 7113 South T Street (03) 414-3545 (h) 709-5155 (w) <a href="mailto:bwilliams@fortsmithpd.org">bwilliams@fortsmithpd.org</a>	05/15/12	06/30/15
Jamie Hammond 705 Lost Bridge (72956) 410-1204 (h) 709-5119 (w) <a href="mailto:jhammond@fortsmithpd.org">jhammond@fortsmithpd.org</a>	05/21/13	06/30/16

Fire Department Representatives:

Ronnie Rogers 1512 North 43 (04) 883-3131 (h) 783-4052 (w) <a href="mailto:rrogers@fortsmithar.gov">rrogers@fortsmithar.gov</a>	05/15/12	06/30/15
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Teddy Abbey 1505 Quebec Dr (08) 649-8574 (h) 783-4052 (w) <a href="mailto:tabbey@fortsmithar.gov">tabbey@fortsmithar.gov</a>	05/21/13	06/30/16
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Other City Department Representatives:

Sonya Elliott (expires) 604 Jessie Drive Lavaca, AR 72941 784-2225 (w) <a href="mailto:selliott@fortsmithar.gov">selliott@fortsmithar.gov</a>	05/17/11	06/30/14
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Patrick Geels (starts 6/30/14) 4420 Park Avenue (03) 783-0045 (h) 788-8938 (w) <a href="mailto:pgeels@fortsmithar.gov">pgeels@fortsmithar.gov</a>	05/20/14	06/30/17
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April Byrd P.O. Box 396 Hackett, AR 72937 709-5178 (w) 479-353-1889 (h)	11/19/13	06/30/16
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Citizen Representatives:

Mary C. Moore UAMS 3424 No. 27 Street (04) 424-3960 (w) 434-3658 (h) <a href="mailto:mcmoore@uams.edu">mcmoore@uams.edu</a>	06/21/11	06/30/14
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Larry Murry Esquire 3000 Blackburn (03) 783-8984 (w) 783-8858 (h) <a href="mailto:larrymurry@att.net">larrymurry@att.net</a>	08/20/02	06/30/14
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**CITY OF FORT SMITH**  
**Application for City Boards/Commissions/Committees**

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

Date: May 14, 2014  
 Name: Mary C. Moore Home Telephone: (479) 420-6866  
 Home Address: 3424 N 27th St. Work Telephone: (479)  
 Zip: 72904 Email: memoore@vams.edu  
 Occupation: Medical Point of Access Coordinator I  
 (If retired, please indicate former occupation or profession)

Education: College

Professional and/or Community Activities: Church choir - Reynolds Cancer Support House activities

Additional Pertinent Information/References: George Corbell FNBS  
Dr. E Spradlin VAMS James Baker LPN VAMS

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 automatically preclude you from consideration.

Drivers License AK Date of Birth [REDACTED]  
 information will be used for background check of all applicants.

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

- |   |  |
|---|--|
| <input type="checkbox"/> Audit Committee                          | <input type="checkbox"/> Library Bd of Trustees                      |
| <input type="checkbox"/> Advertising & Promoting Commission       | <input type="checkbox"/> Mechanical Bd of Adjustments and Appeals    |
| <input type="checkbox"/> Airport Commission                       | <input type="checkbox"/> Oak Cemetery Commission                     |
| <input type="checkbox"/> Arkansas Fair & Exhibition Facilities Bd | <input type="checkbox"/> Outside Agency Review Panel                 |
| <input checked="" type="checkbox"/> Benevolent Fund Board         | <input type="checkbox"/> Parking Authority                           |
| <input type="checkbox"/> Bldg. Bd. Of Adjustment and Appeals      | <input type="checkbox"/> Parks & Recreation Commission               |
| <input type="checkbox"/> Central Business Improvement District    | <input 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: June 13, 2014  
SUBJECT: Historic District Commission

The terms of Graham Sharum and Charles Lane of the Historic District Commission will expire July 31<sup>st</sup>, 2014. Mr. Sharum and Mr. Lane wishes to be reappointed to this commission.

There are no other applicants available at this time.

Appointments are **by the Mayor confirmed by the Board of Directors**, two appointments are needed. The terms will expire July 31<sup>st</sup>, 2017.

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

## Historic District Commission

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

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

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

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

	<u>Date Appointed</u>	<u>Term Expires</u>
Graham Sharum Architect 715 North 21 St (01) 478-9368 (h) 783-2480 (w) <a href="mailto:graham@childersarchitect.com">graham@childersarchitect.com</a>	08/20/02	07/31/14
Charles Lane Manager, USA Truck 1219 Elizabeth Lane (03) 430-0711(h) 471-6680 (w) <a href="mailto:chad.lane@use-truck.com">chad.lane@use-truck.com</a>	11/21/12	07/31/14
Dianne Morrison 901 South 26 Street (01) 501-318-4446 (h) 479-785-2651 (w) <a href="mailto:Dmorrison@wapdd.org">Dmorrison@wapdd.org</a>	04/15/14	07/31/15

Scott Martin  
Pricing Analyst  
6318 Ironwood (16)  
783-1522 (h)  
471-6589 (w)  
[scottmartin4@att.net](mailto:scottmartin4@att.net)

7/19/12

07/31/15

David Kerr  
Retired  
523 North 5 Street (01)  
783-6384 (h)  
[dhkerr720@yahoo.com](mailto:dhkerr720@yahoo.com)

06/18/13

07/31/16

**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: 5/29/14

Name: CHARLES LANE Home Telephone: 479 430 0711

Home Address: 142 ELIZABETH LANE Work Telephone: 479 471 6680

Zip: 72903 Email: Chad.lane@usa-truck.com

Occupation: FINANCE / ACCOUNTING  
(If retired, please indicate former occupation or profession)

Education: COLLEGE GRADUATE (BACHELOR OF SCIENCE, ACCOUNTING)

Professional and/or Community Activities: UNITED WAY ALLOCATION COMMITTEE,  
DIETITIAN - ABFCU (ARBEST FEDERAL CREDIT UNION)

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 information will be \_\_\_\_\_ Date of Birth \_\_\_\_\_  
(background check of all applicants).

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

- |   |  |
|---|--|
| <input type="checkbox"/> Audit Committee                          | <input type="checkbox"/> Library Bd of Trustees                      |
| <input type="checkbox"/> Advertising & Promoting Commission       | <input type="checkbox"/> Mechanical Bd of Adjustments and Appeals    |
| <input type="checkbox"/> Airport Commission                       | <input type="checkbox"/> Oak Cemetery Commission                     |
| <input type="checkbox"/> Arkansas Fair & Exhibition Facilities Bd | <input type="checkbox"/> Outside Agency Review Panel                 |
| <input type="checkbox"/> Benevolent Fund Board                    | <input type="checkbox"/> Parking Authority                           |
| <input type="checkbox"/> Bldg. Bd. Of Adjustment and Appeals      | <input type="checkbox"/> Parks & Recreation Commission               |
| <input type="checkbox"/> Central Business Improvement District    | <input 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 checked="" 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                        |  |

**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: 06-06-14

Name: Graham Sharum

Home Telephone: 479-420-8280

Home Address: 715 North 21st Street

Work Telephone: 479-783-2480

Zip: 72901

Email: graham@childersarchitect.com

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

Education: Bachelor of Architecture (2000) - University of Arkansas (Fayetteville)

Professional and/or Community Activities: Chair - Fort Smith Historic District Commission (2003 - Present); Vice President - Fort Smith Section of the Arkansas Chapter of the AIA

Additional Pertinent Information/References: Maggie Rice, Brenda Andrews

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

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

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

Drivers License information will \_\_\_\_\_ Date of Birth \_\_\_\_\_ is \_\_\_\_\_  
ack ground check of all applican \_\_\_\_\_

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

- |   |  |
|---|--|
| <input type="checkbox"/> Audit Committee                          | <input type="checkbox"/> Library Bd of Trustees                      |
| <input type="checkbox"/> Advertising & Promoting Commission       | <input type="checkbox"/> Mechanical Bd of Adjustments and Appeals    |
| <input type="checkbox"/> Airport Commission                       | <input type="checkbox"/> Oak Cemetery Commission                     |
| <input type="checkbox"/> Arkansas Fair & Exhibition Facilities Bd | <input type="checkbox"/> Outside Agency Review Panel                 |
| <input type="checkbox"/> Benevolent Fund Board                    | <input type="checkbox"/> Parking Authority                           |
| <input type="checkbox"/> Bldg. Bd. Of Adjustment and Appeals      | <input type="checkbox"/> Parks & Recreation Commission               |
| <input type="checkbox"/> Central Business Improvement District    | <input 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 checked="" 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                        |  |



## 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.*

	<u>Date Appointed</u>	<u>Term Expires</u>
<b><u>Core:</u></b>		
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
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
Robert Morgan Sparks Hospital 2908 Marion Court (08) 649-8075 (h) 441-5426 (w) <a href="mailto:morganvw@cox.net">morganvw@cox.net</a>	03/18/14	03/31/17

**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)  
[cftidwel9793@att.net](mailto:cftidwel9793@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)

(social)

### 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: 6/2/14

Name: Daniel Maher

Home Telephone: 479 462 7872

Home Address: 504 N. 19th

Work Telephone: 479 788 7572

Zip: 72901

Email: Daniel.Maher@uaf.edu

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

Education: Ph.D. Anthro, M.S. & B.S. Sociology

Professional and/or Community Activities: Past member of Next Step

Homeless Services Board (last meeting as member 6/10/14), past member Fort Smith Multicultural Center; past member Friends of the Mulberry Public Library  
Additional Pertinent Information/References:

Billy Hissins 788 7588, Henry Rinne 788 7431

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 used for 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



MEMORANDUM

TO: Mayor and Board of Directors  
FROM: Wendy Beshears, Administrative Assistant  
DATE: June 12, 2014  
SUBJECT: Planning Commission

Ms. Michelle Hood of the Planning Commission will resign her position on June 30<sup>th</sup>, 2014. This vacancy will need to be filled, the term will expire April 30<sup>th</sup>, 2017.

The applicants available at this time are:

Gregory Davis	9908 Foxboro Road
Miles Crawford	18 Candlestick
Shane Irgens	2619 South 23 Street
Dennis Shaeffer	11115 Vista Ridge Court
John Reints	1713 Craftwood Circle
Michael Redd	2110 Euper Court
Ken O'Donnell	55 Hiland Drive
Dean Clow	4500 South R Circle
Rhonda Royal	4200 North 6 Street # 518
Philip Doss	2307 Camelot Drive
Scott McLain	1120 South Albert Pike
Ty Matlock	10101 Foxboro Road
Joshua Carson	5700 Thomas Road

Appointments are **by the Board of Directors**, one appointment is needed. The term will expire April 30<sup>th</sup>, 2017.

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

## PLANNING COMMISSION

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

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

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

	<u>DATE APPOINT</u>	<u>TERM EXPIRES</u>
Jennifer Parks Insurance Agent 3412 Coventry Ln (08) 649-8036 (h) 651-6503 (c) <a href="mailto:jenniferparks@healthpointinsuranceservices.com">jenniferparks@healthpointinsuranceservices.com</a>	04/18/06	04/30/15
Richard Spearman 10716 Hunters Point Road (03) 785-6204 (w) 452-0029 (h) <a href="mailto:rspearman@arkbest.com">rspearman@arkbest.com</a>	06/19/12	04/30/15
Brandon Cox 7305 Ellsworth Road (03) 649-8142 (h) 478-7864 (w) <a href="mailto:bcox@propak.com">bcox@propak.com</a>	03/20/12	04/30/15
Marshall L. Sharpe 2912 South 34 Street (03) 649-7459 (h) 494-6305 (w) <a href="mailto:Msharpe@okfoods.com">Msharpe@okfoods.com</a>	08/17/10	04/30/16

Robert Cooper Jr. Real Estate Broker 4800 Chestnut Way (03) 478-6161 (w) 629-2115 (h) <a href="mailto:Bob@rhghan.com">Bob@rhghan.com</a>	05/07/13	04/30/16
Don Keesee Banker 6607 Highland Drive (16) 719-8522 (h) 452-0709 (w) <a href="mailto:dkeesee@summitbankdirect.com">dkeesee@summitbankdirect.com</a>	03/27/13	04/30/16
Thomas E. Howard Jr. 3121 Jackson (03) 648-9226 (h) 452-2636 (w) <a href="mailto:rhoward@risley-associates.com">rhoward@risley-associates.com</a>	03/15/11	04/30/17
Vicki Newton 2725 Reeder Street (01) 709-9946 (h) 782-4001 (213) <a href="mailto:Vicki@dixiecupfcu.com">Vicki@dixiecupfcu.com</a>	03/15/11	04/30/17
Michelle Hood Nonprofit Management 10906 Edgewater Rd (03) 719-1297 (h) 314-1186 (w) <a href="mailto:mstockman08@gmail.com">mstockman08@gmail.com</a>	07/16/13	04/30/17



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

Gregory Davis  
Professional and/or Community Activities:

**Current:**

- Fort Smith Public Schools, Partners in Education Advisory Board - Chairperson
- Western Arkansas Workforce Investment – Board Member
- Fort Smith Regional Alliance – Board Member
- Fort Smith Rotary

**Past:**

- Interfaith Community Center – Board Member
- Central Presbyterian Daycare Center – Board Member
- Touchstone Energy Cooperative – Board Member

**References:**

Gary Campbell  
2711 Reeder St. Fort Smith, AR 72901  
479-459-7314

Galen Hunter  
10017 Foxboro Road, Fort Smith, AR 72903  
479-782-1051

Pastor Marcus Brown  
5101 Fresno St. Fort Smith, AR 72903  
479-484-4411

**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: 6/11/14  
 Name: Miles H. Crawford Home Telephone: 479-651-4150 (cell)  
 Home Address: 18 Candlestick, Ft. Smith Work Telephone: 479-782-4643  
 Zip: 72908 Email: Miles@goyear.com  
 Occupation: CEO / Go Ye Employment Services  
 (If retired, please indicate former occupation or profession)  
 Education: Fort Smith Christian / Union Christian (High School)  
 Professional and/or Community Activities: WorkFortSmith / 100 Jobs in 100 Days, Small Business Resource Expo, F.S. Regional Chamber: previous volunteer  
 Additional Pertinent Information/References: Paul Harvel, Whitney Yoder,

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

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

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

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

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

Name: Shane Irgens Date: 6/9/14  
 Home Address: 2619 S. 23rd St Home Telephone: (501) 269-1756 (cell)  
 Zip: 72901 Work Telephone: \_\_\_\_\_  
 Occupation: Physical Therapist Email: shaneirgens@gmail.com  
 (If retired, please indicate former occupation or profession)

Education: Bachelor of Science: Health Science; Doctor of Physical Therapy

Professional and/or Community Activities: Member of State and National PT professional organization  
Arkansas Physical Therapy Assn. Political Action Committee chair

Additional Pertinent Information/References: Resident of Ft Smith for 2 years. I'm  
interested in long-term growth and planning of the city

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

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

## 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: June 11, 2014

Name: Dennis M. Shaeffer Home Telephone: 479-646-0798; Cell: 489-414-0798

Home Address: 11115 Vista Ridge Court, Fort Smith; Work Telephone: 479-788-4775

Zip: 72916 Email: dmshaeffer@cox.net

Occupation: Adjunct Instructor at UAFS: 2006 – Current;

(If retired, please indicate former occupation or profession)

Retired from Goodyear Tire and Rubber Company after 32 years of service in Human Resources as Manager of Plant HR Systems (1988 – 1995), Corporate Organizational Effectiveness Consultant: (1996-2001) and HR Director for Wingfoot Commercial Tire Systems, Fort Smith, (2002-2005); Manager of Human Resources, Con-Agra Foods, Ozark, AR: 2006 – 2007; Manager of Human Resources, GNB, Fort Smith, 2007-2009.

Education: BA, University of Texas, Austin; Diploma of French Studies, University of Clermont, Clermont-Ferrand, France; Graduate Studies at Texas A&M, Commerce, TX; and Masters Degree Candidate at The University of Arkansas, Fayetteville.

Professional/Community Activities: President, Riley Farm Property Owners Association, 2009 – present. Co-Chair of the Architectural Control Committee of the Riley Farm Property Owners Association Board. President, River Valley Human Resource Association, 2006 – 2008; Member of Fort Smith Human Resource Managers Association, 2007 – 2009; SHRM Certified Senior Human Resource Professional: 1999 – 2009.

Other relevant information: Worked successfully with City Parks Director, Mike Alsup, in 2013 in a joint effort between the Riley Board and the City to upgrade the playground equipment in the Riley Farm Park. Regularly attend the Directors monthly meetings to keep abreast of events affecting Fort Smith Citizens. Participated in focus group interviews on a vision for Fort Smith. Volunteer tutor for the Fort Smith Literacy Council. Have lived in Fort Smith for 12 years.

Married 41 years to Lucy Shaeffer, mental health professional at Perspectives Behavioral Health Management and adjunct instructor of Psychology at UAFS.

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

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

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

Driver's Lic [redacted] f Bi [redacted]

(This information will be used to conduct a criminal back ground check of all applicants).

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

- Audit Committee
- Advertising & Promoting Commission
- Airport Commission
- 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  Comprehensive Plan Steering Committee
- Housing Authority
- Library Bd of Trustees
- Mechanical Bd of Adjustments and Appeals
- Oak Cemetery Commission
- Outside Agency Review Panel
- Parking Authority
- Parks & Recreation Commission
- Planning Commission
- Plumbing Advisory Board
- Port Authority
- Property Owners Appeals Board
- Sebastian County Reg. Solid Waste Mgmt. Bd.
- Sister Cities Committee
- Transit Advisory Commission
- Residential Housing Facilities Board

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

**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: 6/1/2014  
 Name: John N Reints Home Telephone: 479-452-2510  
 Home Address: 1713 Craftwood Cir Work Telephone: 479-431-4631  
Ft Smith AR 72903 Email: Johnreints8@AOL.com  
 Zip: \_\_\_\_\_  
 Occupation: Associate Broker - Kralicek Realty Inc  
 (If retired, please indicate former occupation or profession)  
 Education: B.S. University of AR - Fayetteville AR  
 Professional and/or Community Activities: Active Volunteer;  
Real Estate MLS Member  
 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 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 checked="" type="checkbox"/> Planning Commission              |
| <input type="checkbox"/> Convention Center Commission             | <input type="checkbox"/> Plumbing Advisory Board                     |
| <input type="checkbox"/> Civil Service Commission                 | <input type="checkbox"/> Port Authority                              |
| <input type="checkbox"/> Community Development Advisory Com.      | <input type="checkbox"/> Property Owners Appeals Board               |
| <input type="checkbox"/> County Equalization Board                | <input type="checkbox"/> Sebastian County Reg. Solid Waste Mgmt. Bd. |
| <input type="checkbox"/> Electric Code Board of Appeals & Appeals | <input type="checkbox"/> Sister Cities Committee                     |
| <input type="checkbox"/> Fire Code Board of Appeals & Adjustments | <input type="checkbox"/> Transit Advisory Commission                 |
| <input type="checkbox"/> Historic District Commission             | <input type="checkbox"/> Residential Housing Facilities Board        |
| <input type="checkbox"/> Housing Assistance Board                 | <input type="checkbox"/> Comprehensive Plan Steering Committee       |
| <input type="checkbox"/> Housing Authority                        |  |

## John Reints

---

1713 Craftwood Circle  
Fort Smith, AR. 72903  
Home Phone (479) 452-2510  
Cell Phone (479) 431-4631  
Email: johnreints8@aol.com

### QUALIFICATIONS

Displays extensive experience and judgment at all times. Has a wide degree of creativity & strong analytical skills. Able to persuade and influence individuals. Is a fast learner, self directed, & able to organize time efficiency. Has excellent communication skills & believes that learning is a life long process, Able to relate well to public, willing to experiment and generate ideas, & has a good sense of humor. Is an expressive person but is also able to be a good listener.

### EDUCATION

University of Arkansas, Fayetteville AR  
Bachelor of Science, Accounting  
Minor in Mathematics  
Adult Education  
Computer Applications in Home & Business

### LICENSE

Arkansas Real Estate Broker's License--1968 to Present  
Oklahoma Real Estate Broker's License--1968 to Present

### COMPUTER SKILLS

MS Word, QuickBooks Accounting, Quicken, Windows 95/98/Me/XP, Scientific Calculators,  
Financial/Real Estate Calculators

### EMPLOYMENT

May 1996-Present                      Managed Member/Broker, DOLA Enterprises LLC  
Managed property and development by directing and overseeing the organization's real estate activities, including land and building acquisitions, leasing, and sit location. Develops an integrated revenue and expense analysis & analyzes all monthly, quarterly and annual projections. Responsible for the bookkeeping and record keeping of files in all of the tax preparations and filings.

Jan 1968-Present                      Associate Broker/Agent, Krалеcek Realty  
Oversees real estate operations, including leasing, purchasing, and sale of property as well as compliance with zoning regulations. Serves as a point of contact for the community. Leads and directs the work of others in office. Examines, evaluates, and investigates the quality of the construction along with the overall condition of the properties. Oversees the functional design of the properties to establish a fair market value for the loan collateral for clients (informally).



**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: 6/2/14  
 Name: Ken O'Sonnell Home Telephone: 782-6663  
 Home Address: 55 Highland Dr Work Telephone: \_\_\_\_\_  
 Zip: 72901 Email: kenod49@gmail.com  
 Occupation: 1978-2010 Planning Director, WAPDD  
 (If retired, please indicate former occupation or profession)  
 Education: Bachelor of Arts, Education, Masters Urban + Regional Planning  
 Professional and/or Community Activities: Member, Vice Chair of FS Transit Advisory Comm 2006-2012, Volunteer Miss Lane + Nat. Historic Site  
 Additional Pertinent Information/References: Resume attached

Are you a registered voter in the City of Fort Smith? Yes  No   
 Have you ever been convicted of a felony, misdemeanor, DWI/DUI or other serious traffic offense?  
 Yes  No   
 If yes, please identify the offense and the approximate date. A "yes" answer will not automatically preclude you from consideration.  
 Drivers License  \_\_\_\_\_ Date of Birth \_\_\_\_\_ (This information will be \_\_\_\_\_ ground check of all applicants.)

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

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

**Ken O'Donnell**  
**55 Hiland Drive**  
**Fort Smith, AR 72901**  
**Home: 479-782-6663 Cell: 479-461-7644**  
**E-mail: kenod49@gmail.com**

**Education:**

Masters in Urban and Regional Planning: University of Mississippi, Oxford, MS 1975

- Graduate Assistant 1973
- U.S. Department of Transportation Graduate Fellow 1973-1975
- GPA: 3.69

Bachelors of Arts in Education : University of Mississippi, Oxford, MS 1972

- Major in Secondary Education, Emphasis Areas: History, Sociology, and Psychology

**Professional Experience:**

**Director of Planning, Western Arkansas Planning & Development District: 1978-2010**  
**Director of the BI-State Metropolitan Planning Organization: 1978-2010**

**Accomplishments:**

- For 32 years, directed, developed, and administered agency transportation planning programs with annual budgets in excess of \$300,000.
- Initiated and developed the Western Arkansas Community Impact Program resulting from the mining and extraction of semi-anthracite coal in western Arkansas in the late 1970s and early 1980s. Program funded for \$110,000 for 2 years through the US Department of Agriculture's Farmers Home Administration.
- Principal author of proposed state legislation in the 1990s to raise the severance tax on natural gas in order to provide funds to repair, improve, and construct local roads impacted by natural gas exploration.
- Since 1978, provided assistance on a continuing basis to over twenty local governments in the development of plans, ordinances, policies, and strategies relative to land use, transportation, infrastructure project planning, development, and implementation.
- Initiated and developed the successful planning program to designate US 71 between Fayetteville and Alma Arkansas as a Scenic Byway and was principal author of the report required for designation.
- Prepared and presented on average over 5 presentations per year to local, regional, and statewide groups and organizations regarding urban planning, transportation planning, project development, and their impacts on and relationships to economic and community development.
- Assisted in the preparation of Arkansas state legislation to establish Regional Mobility Authorities in the State for the purposes of funding transportation improvements. Legislation passed and was enacted in 2005.
- Principal author of proposed state legislation in 2003 to establish a State Rail Authority for the purposes of providing state financial assistance to short line railroads.
- Principal developer and author of the Fort Smith urban area's first Transportation Safety Plan in 2006.
- Principal developer and author of seven Fort Smith regional transportation plans necessary for federal certification to permit the use of federal funds for the region's transportation improvements.
- In concert with the Fort Smith Transit Department, initiated and developed the Fort Smith region's Transit Mobility Managers Program. This program is currently being administered and supervised by the University of Arkansas-Fort Smith.
- By invitation, participated in 4 national transportation planning and administration best practices peer exchange events sponsored by the Federal Highway Administration. Invitees were limited to 7 – 14 individuals for each event.
- Initiated, developed, and authored the first regional freight management plan for the Fort Smith region and developed and hosted 3 regional freight summits as elements of the management plan.
- In 1991, initiated and developed the Van Buren Regional Intermodal Facility project that culminated in over \$500,000 in planning funds and \$200,000 in rail infrastructure funds. Advanced this project throughout the 1990s and into 2009 when the Arkansas General Assembly granted the Bi-State Metropolitan Planning Organization over \$200,000 in state funding to engage a full time director for the project.
- Initiated and developed the Fort Smith Taxi Subsidy Program that provided \$1.00 vouchers for the low to moderate income, elderly, and disabled residents of Fort Smith to use to off-set the costs of taxi fares. This initiative preceded the Fort Smith Transit service by 4 years and was instrumental in identifying transit need and generating public support for transit service in the City.

**Co-Director of the Technology Transfer Program/Urban & Regional Planner  
Arkansas Department of Local Services (State Planning Department):**

**1977 – 1978**

**Accomplishments:**

- Co-developed the technology transfer program and developed training materials relative to municipal operations and planning and assisted in conducting training events for local governments regarding these materials.

**Urban Planner**

**Arkansas Highway and Transportation Department:**

**1975 – 1977**

**Accomplishments:**

- Developed and initiated the prototype for a Department funded transportation planning program to provide funding assistance to the Arkansas Planning and Development Districts for transportation planning.

**Career Skills and Knowledge:**

Transportation and urban planning

Demographic projections for urban and transportation plans and programs

Freight management, transportation safety planning, and transit planning

Economic development planning and impacts on infrastructure planning

Federal, state, and local government operations and programming

Technical writing

Grant preparation

Public speaking

Training and facilitation

**Organizational Affiliations/Memberships and Volunteer Services:**

- Board member and Vice Chairman, Talimena Scenic Drive Association, 2007 - 2010
- Board member, Arkansas River Connection, 2008 - 2010
- Board member Arkansas Heritage Trails Partnership, 2007 - 2010
- Board member, National Association of Development Organization's Council of Peers, 2005 - 2010
- Board member, National Association of Regional Councils' Executive Directors Council, 2006 - 2010
- Chairman, National Association of Regional Councils' Transportation Safety Subcommittee, 2008 - 2010
- Vice Chairman, Arkansas Metropolitan Planning Organization's Association, 1996 - 2010
- Member, American Metropolitan Planning Organization's Policy Committee and Technical Committee, 2008 - 2010
- Member, Federal Highway Administration sponsored Transportation Safety Planning Working Group, 2008 - 2010
- Charter member and one of five Arkansas' representatives of the national organization GO-21, Growth Opportunities for the 21<sup>st</sup> Century, 2004 - 2010
- Member, Fort Smith Transit Advisory Commission, 2006 – 2012, Vice Chairman, 2010 - 2012
- Member/Tutor, Fort Smith Literacy Council, 1983 - 1984
- Marshal, Fort Smith Classic Professional Golf Tournament, 1998 – 2010
- Co-Chair, Fort Smith Blue Ribbon Committee, 1988 – 1990
- Volunteer, Special Projects, Fort Smith National Historic Site, 2010 – Present
- Volunteer, Fort Smith Visitors Center, 2012, Present
- Substitute Teaching, Fort Smith Arkansas School District, 7<sup>th</sup> – 12<sup>th</sup> Grades, 2013 - Present

**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: 6/10/14

Name: DEAN CLOW

Home Telephone: 479-926-7244

Home Address: 4500 So. R. Cir

Work Telephone: 479-452-0681

Zip: 72903

Email: dclow2@gmail.com

Occupation: Sales, Marketing, Public Relations  
 (If retired, please indicate former occupation or profession)

Education: High School Plus 2 1/2 yrs college

Professional and/or Community Activities: Seb. B. Sharp Sept Grand Ave Baptist Church. Hunting, Fishing, Travel

Additional Pertinent Information/References: Steve Moore Grand Ave Baptist, 783-5161

KAREN PEARSON. State of Ark 479-629-6214

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

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

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

Name: Rhonda Royal Date: 06-02-14  
 Home Address: 4208 N 6th St #578 Home Telephone: 479-461-4841  
 Zip: 72904 Work Telephone: 479-784-8600  
 Occupation: Claims Liaison - Sykes Enterprises Email: Royalrhonda@aol.com  
 (If retired, please indicate former occupation or profession)  
 Education: BBA Busn Admin, Minor in Acctg.  
 Professional and/or Community Activities: Former Board Member NAACP House, NAACP officer, SCDCE, Quorum Court, SEDW, ADBC  
 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 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 checked="" type="checkbox"/> Planning Commission              |
| <input type="checkbox"/> Convention Center Commission             | <input type="checkbox"/> Plumbing Advisory Board                     |
| <input type="checkbox"/> Civil Service Commission                 | <input type="checkbox"/> Port Authority                              |
| <input type="checkbox"/> Community Development Advisory Com.      | <input type="checkbox"/> Property Owners Appeals Board               |
| <input type="checkbox"/> County Equalization Board                | <input type="checkbox"/> Sebastian County Reg. Solid Waste Mgmt. Bd. |
| <input type="checkbox"/> Electric Code Board of Appeals & Appeals | <input type="checkbox"/> Sister Cities Committee                     |
| <input type="checkbox"/> Fire Code Board of Appeals & Adjustments | <input type="checkbox"/> Transit Advisory Commission                 |
| <input type="checkbox"/> Historic District Commission             | <input type="checkbox"/> Residential Housing Facilities Board        |
| <input type="checkbox"/> Housing Assistance Board                 | <input type="checkbox"/> Comprehensive Plan Steering Committee       |
| <input type="checkbox"/> Housing Authority                        |  |

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

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

Date: 4/25/2014

Name: Philip W. Doss

Home Telephone: (479) 739-8782

Home Address: 2307 Camelot DR.

Work Telephone: (479) 452-0709

Zip: 72903

Email: pdoss@summitbankdirect.com

Occupation: EVP/ Commercial Lending @ Summit Bank  
(If retired, please indicate former occupation or profession)

Education: BSBA, MBA University of Arkansas Fayetteville

Professional and/or Community Activities: Served on boards for United Way, Red Cross, Heart Assoc, Church and school

Additional Pertinent Information/References: Leadership Fort Smith - 2007

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 information v Criminal back ground check of all applic

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

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

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

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Date: 4-3-14  
 Name: SCOTT MCLAIN Home Telephone: 501 779 7302  
 Home Address: 1120 S. ALBERT PIKE Work Telephone: 501 779 7302  
 Zip: 72903 Email: SCOTT@MCLAIN-GROUP.COM  
 Occupation: ENTREPRENEUR - REAL ESTATE DEVELOPER  
 (If retired, please indicate former occupation or profession)  
 Education: MASTER OF BUSINESS ADMINISTRATION  
BACHELOR OF SCIENCE ENGINEERING  
 Professional and/or Community Activities:

SEE ATTACHED RESUME'

Additional Pertinent Information/References: DEVELOPED PROPERTIES IN MORE THAN 100 COMMUNITIES ACROSS UNITED STATES

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  round check of all applicar: 

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

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

**E. L. Scott McLain**  
**1120 S. Albert Pike Avenue, Fort Smith, AR 72903**  
**(501) 779-7302; [scott@mclain-group.com](mailto:scott@mclain-group.com)**

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Real estate development professional with thirty years of innovative experience in both publicly held and private organizations. Effective at leading teams to plan and implement organizational change, or execute large, complex, capital improvement programs. Proven leader with experience in many industries, and a professional mission to rid teams and organizations of inefficiencies that inhibit their growth and success.

### **PROFESSIONAL EXPERIENCE**

**THE MCLAIN GROUP** (2004 – Present): President, Managing Member, Founder

TMG's mission is to help clients overcome the primary inefficiencies in the capital improvement cycle through cutting-edge technology, servant leadership, effective communication & risk mitigation. TMG provides a wide range of real estate and business growth services and has led or participated in more than \$1.3 billion of developments and projects. Some highlights:

- Led the acquisition, development and disposition of the Boomerang Express Tunnel Carwash chain in one of the largest carwash transactions ever completed
- Performed more than 100 Site Evaluations for acquisition and development
- \$642mm NexGen Biofuels Development Program (financing)
- 189 Unit Residential Development for Little Rock Homes, LLC (financing; dm)
- \$89mm Southern Ethanol Co. LLC Facility (financing)
- \$6mm EJ Ball Office Building Renovation, Fayetteville, AR (dm)

**FOXCOR** (1995-2004): President, Partner, Chief Financial Officer, Chief Operating Officer, Chief Administrative Officer, Vice President, Project Executive

FCI's mission was to provide management services to the stakeholders of capital improvement projects including designers, contractors, financial institutions, owners and developers. As President, I was accountable to the Chairman and Executive Committee for all facets of the organization including profit & loss, strategic planning & implementation, marketing, legal compliance, finance, sales, operating systems, and improving shareholder value. Some highlights:

- Achieved AGR of 74% from 1995 through 2003
- Grew from \$0 in 1995 to more than \$2.4 billion in projects under management by 2004
- Personally sold services on \$1.7 billion of projects in 12 months
- Ranked as 2<sup>nd</sup> or 3<sup>rd</sup> Fastest Growing Company by Arkansas Business in 1997-1999
- Employee of the Year for 2001
- Finalist for 2001 Arkansas Business of the Year – Category II
- Personal leadership or hands-on involvement in more than \$2.7 billion of projects
- \$792mm Westin Diplomat Resort, Country Club and Spa ([www.diplomatresort.com](http://www.diplomatresort.com)) (pm)
- \$350mm Gaylord Texan Resort & Convention Center ([www.gaylordhotels.com](http://www.gaylordhotels.com)) (pm)
- \$265mm Sandals Emerald Bay (<http://www.sandals.com/main/emerald/em-home.cfm>) (pm)
- \$200mm Harrah's Jazz Casino, New Orleans (pre/post-bankruptcy) ([www.harrah.com](http://www.harrah.com)) (pm)
- 278 Wilson Leather Retail Outlets in four years ([www.wilsonleather.com](http://www.wilsonleather.com)) (pm)
- Harrah's Project Cost Modeling Standardization
- Candlewood Hotel Site-Adapt, Design-Build Program development and implementation
- Developed, implemented and administered the New Orleans Open Access Program for Minority & Women Owned Business Enterprises and Minority & Women Individuals

**UNITED PARCEL SERVICE** (1983-1995): Region Project & Environmental Manager, Shareholder, Industrial & Plant Engineering Supervisor, Package Car Driver & Supervisor, Hub Supervisor, Preload Supervisor

UPS entrusted me with many assignments but most notably as Region Project & Environmental Manager for their South Central Region. While serving on the Region Real Estate Committee, I oversaw the Approval for Development process for hundreds of commercial projects and expansions. As Region Project Manager, I completed 12 new building or renovation projects. As Region Environmental Manager, my responsibilities included complete regulatory compliance for all facilities and fleet in the region while managing a staff of six Project Engineers who performed 132 projects on various environmental issues. Some highlights:

- Served on the Corporate Environmental Committee and personally developed the corporate-wide UST Program involving more than 1,400 facilities and \$100M capital expenditure including feasibility analysis, strategic planning, implementation, legal compliance, training and project controls methodology.
- Supervisor of the Year for 1994 (Arkansas, Customer Service)
- Project of the Year nomination for 1991
- Completion of \$7M-132 project UST Program for SC US in three years – 1<sup>st</sup> in UPS
- Highest ranking at Supervisor’s Basic Training School
- Achieved highest UPS Work Measurement Audit score attainable

**EDUCATION**

- Masters of Business Administration, University of Arkansas Little Rock
- Bachelor of Science in Engineering, Arkansas Tech University

**AREAS OF EXPERTISE**

Entrepreneurship	Real Estate Development	Business Strategy
Servant Leadership	Project Management	Contract Administration
Program Management	Construction Management	Sales & Marketing
Hotel & Hospitality Dev.	Multi-Family Op. & Develop.	Casino Development
Retail Op. & Development	Automotive Services	Accounting & Finance
Project Finance	Asset Management	Acquisition & Due Diligence
Real Estate Brokerage	Convention Ctr. Development	Cost Estimating
Project Entitlement	Property Management	Real Estate Site Selection
Design Management	Asset Disposition	Cost Benefit & Feasibility
Risk Assessment & Mitigation	Healthcare Development	ERISA Compliance
High Rise Development	Business Development	MBE & WBE Programming
Transportation & Logistics	Mergers & Acquisitions	Expert Witness

**REFERENCES**

- Mark Ferguson - EVP First Security Bancorp; (501) 978-6325 or (501) 327-7272
- Charles Rateliff - Former Wal-Mart Treasurer; (479) 586-2420

Note: A more extensive list of references, projects, developments, accomplishments, activities, honors, speeches, and published articles is available upon request.

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

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

Name: Ty MATLOCK Date: 5-31-14  
 Home Address: 10101 Foxboro Rd Home Telephone: 479-709-9508  
 Zip: 72903 Work Telephone: 479-709-9508  
 Email: ty@mathdcmmediagroup.com  
 Occupation: MATLOCK MEDIA - OWNER  
 (If retired, please indicate former occupation or profession)  
 Education: UAFS - Business Administration  
 Professional and/or Community Activities: Leadership Fort Smith Alumni,  
Crisis Intervention Center Board Member, UAFS Athletic Advisory Council

Additional Pertinent Information/References: \_\_\_\_\_  
Recommended by Rep. George McGill

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

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

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Date: April 30, 2014

Name: Joshua Carson

Home Telephone:

Address: 5700 Thomas Rd.

Work Telephone: 479-782-7203

Zip: 72916

Email: jcarson@jjmlaw.com

Occupation: Attorney - Jones, Jackson & Moll PLC
(If retired, please indicate former occupation or profession)

Education: Univ. of Tulsa, B.A. Psychology / J.D. Law

Professional and/or Community Activities: Sebastian County Bar Association
Board Member - Bonneville House Association

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 License AR Date of Birth
information will be used for background check of all applicants

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

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



MEMORANDUM

TO: Mayor and Board of Directors  
FROM: Wendy Beshears, Administrative Assistant  
DATE: June 13, 2014  
SUBJECT: Property Owners Appeal Board

The terms of Dolores Chitwood and Scott D. Monroe of the Property Owners Appeal Board will expire July 14<sup>th</sup>, 2014. Ms. Chitwood does not wish to be reappointed; Mr. Monroe wishes to be reappointed to this board.

There are no other applicants available at this time,

Appointments are **by the Board of Directors**, one appointment is needed. The term will expire July 14<sup>th</sup>, 2019.

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

## Property Owners Appeals Board

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

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

	<u>Date Appointed</u>	<u>Term Expires</u>
Dolores Chitwood 1815 North E Street (01) 783-0211	6/17/97	7/14/14
Scott D. Monroe 2723 Dallas Drive (01) 784-8477 <a href="mailto:rsmonroe@cox.net">rsmonroe@cox.net</a>	7/22/09	7/14/14
Karen Lewis 5620 Free Ferry Road (03) 452-0647 (h)	6/17/97	7/14/15
Megan Raynor 504 Lecta (01) 420-1910 (h) 782-8808 <a href="mailto:mraynor@hannaoilandgas.com">mraynor@hannaoilandgas.com</a>	06/15/10	7/14/15
Joel Culberson 2421 South O Street (01) 783-7207 (h) 494-6885 (w) <a href="mailto:ujculbe@gmail.com">ujculbe@gmail.com</a>	2/19/13	7/14/18

**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: 6-9-2014  
 Name: Scott D. Monroe Home Telephone: 479-646-8859  
 Home Address: 2723 Dallas Drive Work Telephone: 479-784-8477  
 Zip: 72901 Email: rsmonroe10att.net  
 Occupation: computer systems analyst/programmer  
 (If retired, please indicate former occupation or profession)  
 Education: BS Truman State, MS Oklahoma State  
 Professional and/or Community Activities: Noon Exchange Club,  
Riverblenders Chorus  
 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 \_\_\_\_\_ is  
 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 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 checked="" type="checkbox"/> Port Authority                   |
| <input type="checkbox"/> Civil Service Commission                 | <input checked="" 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                 |  |