Mayor – Sandy Sanders

City Administrator – Carl Geffken

City Clerk – Sherri Gard

Board of Directors

Ward 1 – Keith Lau
Ward 2 – Andre' Good
Ward 3 – Mike Lorenz
Ward 4 – George Catsavis
At Large Position 5 – Tracy Pennartz
At Large Position 6 – Kevin Settle
At Large Position 7 – Don Hutchings

AGENDA

Fort Smith Board of Directors
REGULAR MEETING
October 18, 2016 ~ 6:00 p.m.
Fort Smith Public Schools Service Center
3205 Jenny Lind Road

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

INVOCATION & PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENTATION BY MEMBERS OF THE BOARD OF DIRECTORS OF ANY ITEMS OF BUSINESS NOT ALREADY ON THE AGENDA FOR THIS MEETING
(Section 2-37 of Ordinance No. 24-10)

APPROVE MINUTES OF THE OCTOBER 4, 2016 REGULAR MEETING

ITEMS OF BUSINESS:

1. Public hearing and ordinance to close, vacate and abandon portions of Kinkead Avenue, North 51st Street and North 53rd Street located in the City of Fort Smith, Arkansas *(applicant: University of Arkansas Fort Smith)*

2. Consent Agenda

   A. Ordinance amending the 2016 Budget *(Police Department)*

   B. Resolution setting public hearing date on petition to vacate a portion of South 12th Street located in Sulphur Spring Town, an addition to the City of Fort Smith, Arkansas *(applicant: Evangel Temple)*

   C. Ordinance to abandon a public utility easement located in Fitzgerald Addition, Block 56, an addition to the City of Fort Smith, Sebastian County, Arkansas *(applicant: Evangel Temple)*

D. Resolution authorizing partial payment to Forsgren, Inc. for the construction of Jenny Lind Road and Ingersoll Avenue Widening Project, AHTD Job 040471, City of Fort Smith Project No. 07-01-A *($1,332,103.11 / Engineering Department / Budgeted – Sales Tax Program)* ♦

E. Resolution accepting completion of and authorizing final payment for the construction of 2015 Traffic Signal Improvements, Project No. 15-09-A *($47,559.22 / Engineering Department / Budgeted – Sales Tax Program)* ♦

F. Resolution authorizing the City Administrator and Director of Human Resources to negotiate third party administrator services for employee insurance coverage *~ Hutchings/Lorenz placed on agenda at the October 10, 2016 special study session ~*

G. Resolution accepting bids for the purchase of fleet trucks and vehicles *($744,267.10 / Street Department / Budgeted – Various Programs)*

H. Resolution to accept the bid and authorize a contract for construction of the Rice Carden Walking Trial, AHTD Job No. 040698 *($717,120.00 / Parks Department / Budgeted – 1/8 Cent Sales Tax)* ♦

I. Resolution authorizing partial payment to S.J. Louis Construction of Texas, LTD for the construction of the Lake Fort Smith Water Transmission Line – Phase I *($829,069.93 / Utility Department / Budgeted – 2012 Sales and Use Tax Bonds - Water)*

OFFICIALS FORUM ~ presentation of information requiring no official action

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

- Mayor
- Directors
- City Administrator

EXECUTIVE SESSION

Appointments: Audit Committee (4), Oak Cemetery Commission (3), Parks & Recreation Commission (1) and National League of Cities City Summit voting delegates *(November 16 – 19, 2016 / Pittsburg, PA)*

ADJOURN

#1

ORDINANCE NO. _____

AN ORDINANCE ENTITLED, AN ORDINANCE TO CLOSE AND VACATE AND ABANDON PORTIONS OF KINKEAD AVENUE, NORTH 51ST STREET AND NORTH 53RD STREET LOCATED IN THE CITY OF FORT SMITH, ARKANSAS

WHEREAS, a petition was duly filed with the Board of Directors of the City of Fort Smith, Arkansas, on the 30th day of September, 2016, asking the Board of Directors to vacate and abandon portions of street rights-of-way more particularly described as follows:

> That part of Kinkead Avenue which runs from the Eastern intersection with North 49th Street to the Western intersection of North Waldron Road;
>
> AND
>
> That part of North 51st Street which lies South of Kinkead Avenue through Lots 8 – 13, County park Addition, an addition to the City of Fort Smith, Sebastian County, Arkansas, according to the plat filed May 18, 1911;
>
> AND
>
> That part of North 53rd Street which lies South of Kinkead Avenue between Lots 1-2 and 15-16, Shelby Addition, an addition to the City of Fort Smith, Sebastian County, Arkansas, according to the plat filed September 3, 1952.

WHEREAS, the Board of Directors has, at the time and place mentioned in published notice, heard all persons desiring to be heard on the questions, and has ascertained that the said street right-of-way as described above has heretofore been dedicated to the public use as street right-of-way and at this time is no longer

required for the corporate purposes; and that said portion of the street right-of-way is of no practical purpose or general purpose to the citizens of Fort Smith and it is in the best interest of the citizens of Fort Smith that the street right-of-way be closed; and that the public interest and welfare will not be adversely affected by the abandonment of the said street right-of-way.

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

SECTION 1: The City of Fort Smith hereby releases, vacates and abandons all of its rights, title and interest, together with the right of the public generally, in and to the street right-of-way designated as follows:

That part of Kinkead Avenue which runs from the Eastern intersection with North 49th Street to the Western intersection of North Waldron Road;

AND

That part of North 51st Street which lies South of Kinkead Avenue through Lots 8 – 13, County park Addition, an addition to the City of Fort Smith, Sebastian County, Arkansas, according to the plat filed May 18, 1911;

AND

That part of North 53rd Street which lies South of Kinkead Avenue between Lots 1-2 and 15-16, Shelby Addition, an addition to the City of Fort Smith, Sebastian County, Arkansas, according to the plat filed September 3, 1952.

.

SECTION 2: A copy of this Ordinance duly certified by the City Clerk shall be filed in the Office of the County for the Fort Smith District of Sebastian County, Arkansas, and recorded in the deed records of said county.

SECTION 3: This Ordinance shall take effect and be in effect from and after its passage.

PASSED AND APPROVED THIS _____ DAY OF OCTOBER 2016.

APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

Approved as to form:

_____
Publish 1 Time

Memo

To: Carl Geffken, City Administrator

From: Wally Bailey, Director of Development Services

cc: Jeff Dingman, Deputy City Administrator

Date: 10/14/2016

Re: Request for Abandon portions of Kinkead Avenue, North 51st Street and North 53rd Street – University of Arkansas – Fort Smith

We have received a request from the University of Arkansas - Fort Smith to vacate Kinead Avenue right-of-way between North 49th Street and Waldron Road, and portions of North 51st Street, and North 53rd Street. All properties adjacent to the proposed street closures are owned by UAFS. The application and a map showing the location of the proposed street closures are enclosed and labeled as Exhibit A. The UAFS is requesting the abandonment of the rights-of-way to increase the safety for students.

In order to evaluate what traffic impacts closing Kinkead Avenue may have, the Engineering Department retained the services of Traffic Engineering Consultants, Inc. TEC conducted extensive traffic counts including turning movements along this area of Kinkead Avenue to determine the amount of thru traffic that will be displaced to other streets. Enclosed is a memorandum from Stan Snodgrass, Director of Engineering, summarizing the traffic study and the conclusions (Exhibit B).

Staff mailed letters on September 6th and October 6th notifying property owners within 500 feet of the proposed street closures and public hearing date and requested their input. Staff received phone calls from two residents on North 53rd Street, who were not opposed to the closures but had complaints about speeding motorists. Staff also received a phone call from a resident on Kinkead Avenue, who is opposed to the section of Kinkead Avenue proposed for abandonment.

In response to the petition to abandon the street right-of-way, staff contacted all franchise utility companies and appropriate city departments relative to any ongoing or future interests that they may have within the street right-of-way. The University of Arkansas – Fort Smith has agreed to sign the enclosed utility and storm drainage easement to allow maintenance of existing infrastructure in the rights-of-way proposed for abandonment (Exhibit C).

Additionally, in keeping with the Board's policy, all applicants requesting right-of-way abandonments are required to sign a Memorandum of Understanding (MOU). An MOU stipulates the applicant or their assigns will not make any claims for compensation in the event the city exercises the power of eminent domain to reclaim the abandoned right-of-way. UAFS has also agreed to sign the enclosed MOU. (See Exhibit D)

Enclosed for the board's consideration is an ordinance authorizing the abandonment of the rights-of-way.

If you have any questions regarding this matter, please do not hesitate to contact me.

Enc.

EXHIBIT A

CITY OF FORT SMITH, ARKANSAS
REQUEST FOR ABANDONMENT OF PUBLIC RIGHT-OF-WAY OR ALLEY

OFFICE OF THE CITY CLERK
FILED
9-30-16 MI
CITY OF FORT SMITH, ARKANSAS

APPLICATION:

Indicate one contact person for application: X Applicant _____Representative

Applicant (owner)

Name: University of Arkansas-Fort Smith

Address: 5210 Grand Avenue, Fort Smith AR 72913

Representative (engineer, attorney, realtor, etc)

Name: _____

Address: _____

Telephone Number:479-788-7005

E-Mail: paul.beran@uafs.edu

Site Address/Location: Kinkead Avenue from 49th Street to Waldron Road.

Legal Description of area to be vacated: Kinkead Avenue between 49th Street and Waldron Road including the intersections of 51st and 53rd Streets and Kinkead Avenue located adjacent to Grand Avenue Addition, Lot 12, Block 6, Sherwood Forest, Lot 1, Country Park Addition, Lots 10-11, Shelby Addition, Lots 8-9, College Heights Addition, Lots 4-6, and NW, NE Quarter of Section 14, Township 8, Range 32, city of Fort Smith, Sebastian County, Arkansas.

Assessor's Parcel Number for Subject Property:

17043-0001-00000-00, 11701-0011-00000-00, 117-01-0008-00000-00, 17026-0016-00000-00, 17026-0001-00000-00, 11573-0001-00000-00,18883-0000-00488-00, and 13222-0007-00005-00.

Reason for Request:

Due to increased pedestrian traffic on the campus of the University of Arkansas-Fort Smith and student safety at the forefront of the campus community's interest, the University is seeking the vacating and abandonment of the above described real estate. The University has built and opened two new buildings since August of 2015 in the area described, namely, Windgate Art and Design and the Recreation and Wellness Center. The pedestrian traffic in this area has increased significantly since a previous study conducted by the Student Government Association in 2014 where more than 5,019 student crossings of Kinkead occurred over a two day span.

Current Status of Right-of-Way/Easement: Yes.

APPLICANT/REPRESENTATIVE: I certify under penalty of perjury that the foregoing statements and answers herein made, all data, information, and evidence herewith submitted are in all respects, to the best of my knowledge and belief, true and correct. I understand that submittal of incorrect or false information is grounds for invalidation of application completeness,

determination, or approval.

I understand that if it is determined following review of the application by city staff that ongoing utility interests must be protected through easement dedications, the applicant or his authorized agent shall be required to develop and submit a fully executed easement.
Additionally, I understand that the applicant or agent will be required to execute a Memorandum of Understanding regarding any right-of-way abandonments and understand that no action will be taken by the Board of Directors on an abandonment request until said utility easement, if determined by staff is necessary, and Memorandum of Understanding are on file with the city.

I understand that I shall bear the expense of publication of notice given by the City in addition to the expense of publication of the ordinance after adoption by the Board of Directors.

Name: (printed) Paul. B. Beran

Signature: _____ Date: 9/29/16

Property Owner(s)/Authorized Agent: *I/we certify under penalty of perjury that I am/we are the owner(s) of the property that is subject of this application and that I/we have read this application and consent to its filing.*

Note: If application is signed by authorized agent, all owners must sign and submit "Authorization of Agent" form.

Application Checklist:

- ☐ A list from the Sebastian County Assessor's Office showing all property owners within 300 feet of all perimeter points of the tract being considered for abandonment. ***(County Assessor is located in Room 107 of the Sebastian County Courthouse).***
- ☐ Abstractor's Certificate of Ownership stating names of all owners of property abutting the property to be vacated
- ☐ Petition with signatures of all abutting property owners
- ☐ Metes and Bounds legal description of the area to be vacated (Provide hard copy and CD containing legal description in MS Word)
- ☐ Hard copy and PDF of survey of the site depicting the perimeter property lines and area within the property to be vacated
- ☐ Application Fee of $150.00. This fee is non-refundable.

The Planning Department will post a sign like the one shown below at area proposed for vacation. Once the sign is posted, it must be left in place until the vacation is approved by the Board of Directors. The planning staff will remove the sign the following day after by the Board of Directors meeting.

PETITION TO VACATE

PETITION TO VACATE KINKEAD AVENUE BETWEEN 49TH STREET AND WALDRON ROAD INCLUDING THE INTERSECTIONS OF 51ST AND 53RD STREEETS AND KINKEAD AVENUE LOCATED ADJACENT TO GRAND AVENUE ADDITION, LOT 12, BLOCK 6, SHERWOOD FOREST, LOT 1, COUNTRY PARK ADDITION, LOTS 10-11, SHELBY ADDITION, LOTS 8-9, COLLEGE HEIGHTS ADDITION, LOTS 4-6, AND NW, NE QUARTER OF SECTION 14, TOWNSHIP 8, RANGE 32, CITY OF FORT SMITH, SEBASTIAN COUNTY, ARKANSAS.

TO: Fort Smith City Directors

We, the undersigned, being the owners of real estate abutting street herin sought to be abandoned and vacated, lying in GRAND AVENUE ADDITION, LOT 12, BLOCK 6, SHERWOOD FOREST, LOT 1, COUNTRY PARK ADDITION, LOTS 10-11, SHELBY ADDITION, LOTS 8-9, COLLEGE HEIGHTS ADDITION, LOTS 4-6, AND NW, NE QUARTER OF SECTION 14, TOWNSHIP 8, RANGE 32, CITY OF FORT SMITH, SEBASTIAN COUNTY ARKANSAS. WHICH IS DESCRIBED AS FOLLOWS:

KINKEAD AVENUE BETWEEN 49TH STREET AND WALDRON ROAD INCLUDING THE INTERSECTIONS OF 51ST AND 53RD STREEETS AND KINKEAD AVENUE LOCATED ADJACENT TO GRAND AVENUE ADDITION, LOT 12, BLOCK 6, SHERWOOD FOREST, LOT 1, COUNTRY PARK ADDITION, LOTS 10-11, SHELBY ADDITION, LOTS 8-9, COLLEGE HEIGHTS ADDITION, LOTS 4-6, AND NW, NE QUARTER OF SECTION 14, TOWNSHIP 8, RANGE 32, CITY OF FORT SMITH, SEBASTIAN COUNTY, ARKANSAS.

That the abutting real estate will not be adversely effected by the vacating of said roadway. The vacating of said roadway will increase safety aspects as it relates to the expanding presence of the University of Arkansas-Fort Smith and the students, staff and faculty of the University of Arkansas-Fort Smith.

The petitioners pray that the City of Fort Smith, Arkansas, abandon and vacate the above described real estate, subject to existing public utility easements, water line easements, sewer easements, or drainage easements as required, and the above described real estate be used for the respective benefit and purpose as now approved by law.

The petitioners further pray that the above described real estate be vested in the abutting property owners as provided by law.

WHERAS, the undersigned petitioners respectfully pray that the governing body of the city of Fort Smith, Arkansas, abandon and vacate the above described real estate, subject to existing public utility easements, water line easements, sewer easements, or drainage easements as required, and that title to said real estate sought to be abandoned be vested in the abutting owners as provided by law.

Dated this day of 2016

Paul B. Beran

Printed Name

Signature

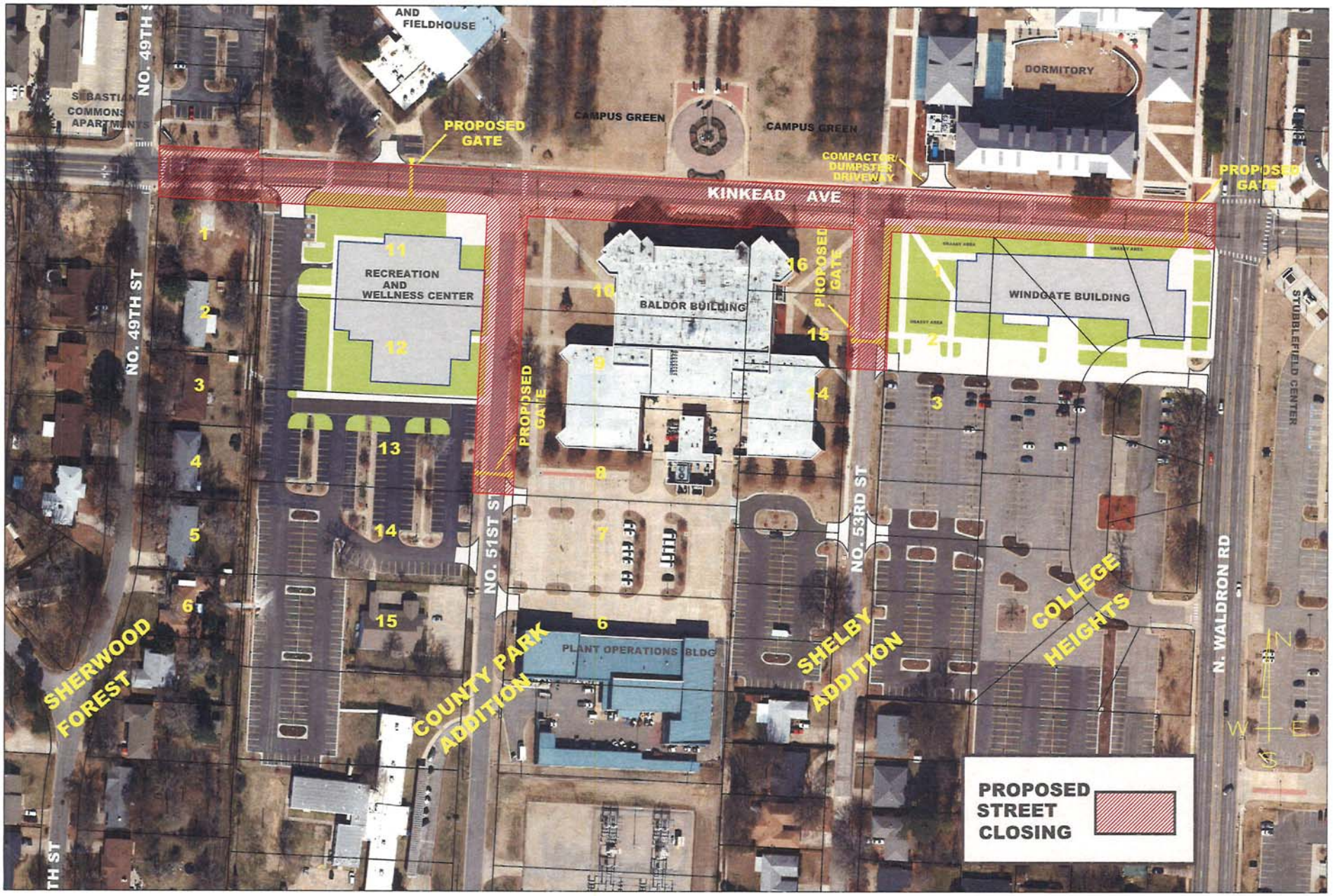

AND FIELDHOUSE
SEBASTIAN COMMONS APARTMENTS
NO. 49TH ST
PROPOSED GATE
CAMPUS GREEN
CAMPUS GREEN
DORMITORY
COMPACTOR/ DUMPSTER DRIVEWAY
PROPOSED GATE
KINKEAD AVE
RECREATION AND WELLNESS CENTER
BALDOR BUILDING
PROPOSED GATE
WINDGATE BUILDING
STUBBLEFIELD CENTER
PROPOSED GATE
NO. 51ST ST
NO. 53RD ST
N. WALDRON RD
PLANT OPERATIONS BLDG
SHERWOOD FOREST
COUNTY PARK ADDITION
SHELBY ADDITION
COLLEGE HEIGHTS
PROPOSED STREET CLOSING
N
W
E
S

EXHIBIT B

INTER-OFFICE MEMO

TO: Brenda Andrews, Senior Planner

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

DATE: October 12, 2016

SUBJECT: Closing of Kinkead Avenue
Between North 49th Street and Waldron Road

Traffic Engineering Consultants, Inc. (TEC) was retained by the City to evaluate the request by UAFS to close the above referenced section of Kinkead Avenue. Extensive traffic counts were taken along this area of Kinkead Avenue including turning movement counts for each of the six intersections/driveways. The location of these traffic counts are shown on the attached drawing. These counts were conducted on Wednesday, September 14, 2016. The purpose of the traffic study was to evaluate the amount of thru traffic on Kinkead Avenue that is thru traffic that will be displaced to other streets and to evaluate the traffic impacts of the closure on Park Avenue and Grand Avenue.

The Conclusions from TEC's traffic report state the following:

> The closure of Kinkead Avenue is being requested by UAFS for safety reasons. UAFS continues to expand south of Kinkead Avenue which increases the number of students crossing Kinkead Avenue. The closing is being requested to make it safer for the students.
>
> Kinkead Avenue currently carries approximately 4,500 vpd on a weekday when school is in session. It is estimated that 45% of the traffic on Kinkead Avenue is thru traffic. The other 55% is University related traffic. When the roadway is closed, it is estimated that 4,100 vpd will be diverted between Grand Avenue to the north and Park Avenue to the south. It is estimated that 70% of the 4,100 vpd will be diverted to Park Avenue and 30 % to Grand Avenue. The total projected traffic on Park Avenue will increase from 2,800 vpd to 5,700 vpd between N. 49th Street and Waldron Road. The traffic will drop off both east and west as 55% of the new traffic is University traffic.
>
> Adjustments will need to be made to the signal timing at Park Avenue and Waldron Road and possibly at Park Avenue and N. 42nd Street (Albert Pike Avenue). There should not

be capacity issues and Park Avenue should accommodate the increase in traffic. However, the eastbound left turn lane on Park Avenue at Waldron Road is short. It measures 75 feet in length. It is about the same length as the current left turn lane at Kinkead Avenue and Waldron Road. It may be necessary to widen Park Avenue in the future to increase the length of the eastbound left turn lane.

The total projected traffic on Grand Avenue will increase from 15,000 vpd to 16,200 vpd. Adjustments to the signal timing may be required at Grand Avenue and Waldron Road. The increase in traffic on Grand Avenue should not create any capacity issues.

We concur with the conclusions of TEC's traffic study for the proposed closing of this section of Kinkead Avenue.

Attachment

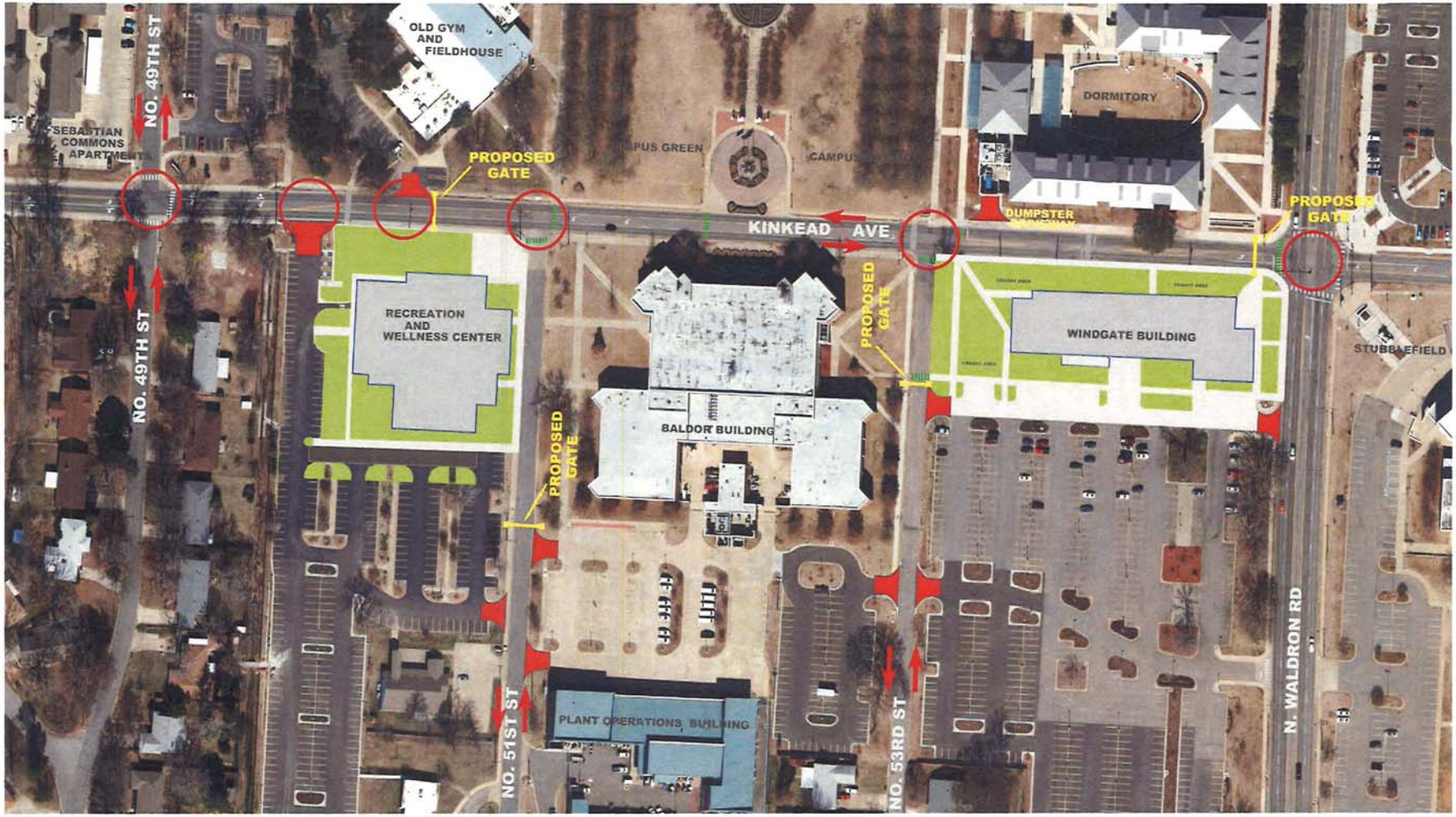


FIGURE 2. Traffic Count Locations
Kinkead Ave. closure
TM's 7am-6pm
24-hour tubes counts

EXHIBIT C

UTILITY AND STORM DRAINAGE EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That, the University of Arkansas – Fort Smith, GRANTOR, for and in consideration of the sum of $1.00 and other good and valuable consideration, to them in hand paid by the CITY OF FORT SMITH, ARKANSAS, a municipal corporation, hereinafter called GRANTEE, the receipt of which is hereby acknowledged, does hereby grant, bargain, sell and convey, unto the said GRANTEE and its successors and assigns a permanent easement for the construction, operation and maintenance of public and/or franchised utilities, and storm drainage, together with the right to remove trees, brushes, undergrowth, or other obstructions interfering with the construction of new lines, operation and maintenance of said public utilities and storm drainage, both above ground and underground, over, across, under and upon the following described lands lying in the City of Fort Smith, Sebastian County, Arkansas, to-wit:

That part of Kinkead Avenue which runs from the Eastern intersection with North 49th Street to the Western intersection of North Waldron Road;

AND

That part of North 51st Street which lies South of Kinkead Avenue through Lots 8 – 13, County park Addition, an addition to the City of Fort Smith, Sebastian County, Arkansas, according to the plat filed May 18, 1911;

AND

That part of North 53rd Street which lies South of Kinkead Avenue between Lots 1-2 and 15-16, Shelby Addition, an addition to the City of Fort Smith, Sebastian County, Arkansas, according to the plat filed September 3, 1952.

With right of ingress and egress to and from the same.

TO HAVE AND TO HOLD said easement unto said GRANTEE, and its successors and assigns forever.

GRANTOR and their heirs, successors and assigns shall have the right to use the surface of the property within the permanent utility easement above described, PROVIDED, that they shall not interfere with the use thereof by the GRANTEE and its successors and assigns. Further GRANTOR and their heirs, successors and assigns shall not erect a building, structure or sign and shall not construct earthen berm, walls, alter grade or terrain, or plant trees at locations over or under existing utilities which would require their removal or extraordinary measures in order to perform maintenance or repairs of public/franchised facilities within said permanent utility easement. GRANTOR, AT THEIR OWN RISK, and after submission of construction plans and receiving approval of same by the City of Fort Smith, may place in said permanent utility and drainage easement, landscape and hardscape improvements which are determined not to conflict with the provisions stated immediately above. GRANTEE shall not be liable for any replacement or damages to such landscape and hardscape resulting from its operation, construction, maintenance or repair of public/franchised utilities/drainage within said permanent easement.

In the event of the pavement removal of the former Kinkead Avenue, North 51st Street, and 53rd Street by GRANTOR an alternate access drive of width and design to support the weight of heavy equipment used in the operation, maintenance or construction of public/franchised utilities and fire trucks shall be provided by GRANTOR in accordance with the street design standards of the City of Fort Smith. If GRANTOR desires that areas of the permanent easement to be unpaved the alternate access drive shall be provided utilizing a CSI02795 Traffic Bearing Porous Paving in a manner acceptable to the GRANTEE and its successors and assigns. All water valve boxes, manhole frames and covers or other public/franchised utility appurtenances shall be adjusted to grade by GRANTOR. Any gates, fencing or restrictions constructed in the closure area are subject to removal with maintenance or construction activities by GRANTEE.

The consideration paid by the GRANTEE is received and accepted by the GRANTOR in full satisfaction of every right hereby conveyed.

IN WITNESS WHEREOF, the GRANTOR(S) herein have hereunto caused these presents to be executed on this _____ day of _____, 2016.

GRANTOR(S):

UNIVERSITY OF ARKANSAS – FORT SMITH

BY_____

ACKNOWLEDGMENT

STATE OF ARKANSAS)
)SS
COUNTY OF SEBASTIAN)

On this _____ day of _____, 2016, before me, the undersigned notary public, personally appeared, _____ to me or satisfactorily proven to be the person whose name is subscribed to the within instrument and acknowledged the execution of the same for the purposes therein contained.

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

_____
Notary Public

My Commission Expires:

_____

EXHIBIT D

MEMORANDUM OF UNDERSTANDING

On October 18, 2016, the Board of Directors of the City of Fort Smith passed Ordinance No._____ closing, vacating and abandoning portions of street rights-of-way more particularly described as follows:

> That part of Kinkead Avenue which runs from the Eastern intersection with North 49th Street to the Western intersection of North Waldron Road;
>
> AND
>
> That part of North 51st Street which lies South of Kinkead Avenue through Lots 8 – 13, County park Addition, an addition to the City of Fort Smith, Sebastian County, Arkansas, according to the plat filed May 18, 1911;
>
> AND
>
> That part of North 53rd Street which lies South of Kinkead Avenue between Lots 1-2 and 15-16, Shelby Addition, an addition to the City of Fort Smith, Sebastian County, Arkansas, according to the plat filed September 3, 1952.

.

For good and valuable consideration, the receipt of which is hereby acknowledged, the University of Arkansas – Fort Smith agrees that in the event the City of Fort Smith, condemns all or a portion of the lands and buildings contiguous to said street rights-of-way and owned by the University of Arkansas – Fort Smith, its successors or assigns, under the power of eminent domain, that the property owners, their successors or assigns, will make no claim to compensation for the value of the abandoned street rights-of-way described above. Nothing contained herein shall preclude the University of Arkansas – Fort Smith, its successors or assigns from claiming compensation for improvements situated on the abandoned street rights-of-way in the event of condemnation. By way of example, and example only, if the City condemns the University of Arkansas – Fort Smith property and the total land condemned is 100,000 square feet and the abandoned

street right-of-way constitutes 10,000 square feet of that total, then the value of the land shall be reduced by 10% for condemnation compensation purposes.

This Memorandum of Understanding shall be binding on the University of Arkansas – Fort Smith, its successors or assigns.

In witness whereof, this document is executed this _____ day of _____, 2016.

UNIVERSITY OF ARKANSAS – FORT SMITH

BY:_____

ACKNOWLEDGMENT

STATE OF ARKANSAS)
)SS
COUNTY OF SEBASTIAN)

On this _____ day of _____, 2016, before me, the undersigned notary public, personally appeared, _____ known to me or satisfactorily proven to be the person whose name is subscribed to the within instrument and acknowledged the execution of the same for the purposes therein contained.

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

_____
Notary Public

My Commission Expires:

_____

2A

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE 2016 BUDGET

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

WHEREAS, the Board of Directors approved the 2016 budget on December 1, 2015 by Ordinance No. 88-15; and

WHEREAS, the City of Fort Smith Police Department finds it necessary to purchase a LiveScan Fingerprinting machine, and to amend the 2016 budget as follows:

Account:		From:	To:	Variance:
Small Equipment	4702-202-0101	$125,350.00	$115,450.00	($9,900.00)
Capital Outlay	4702-301-0101	$ 0.00	$ 9,900.00	$ 9,900.00

NOW, THEREFORE, the 2016 budget is hereby amended as detailed above.

PASSED AND APPROVED THIS _____ DAY OF OCTOBER, 2016.

APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

Approved as to form:

_____
No publication required

Fort Smith Police Department

Dean Pitts, Chief of Police (Interim)

INTERDEPARTMENTAL MEMORANDUM

To: **Mr. Carl Geffken, City Administrator**

From: **Dean Pitts, Chief of Police (Interim)**

Subject: **An Ordinance Amending the 2016 Budget**

Date: **October 11, 2016**

Among the day to day functions of the Police Department, one of the major services we provide is fingerprinting. Many persons within our community need to have fingerprints taken for various licensing requirements. From time to time, the Police Department also finds it necessary to fingerprint criminal suspects, and of course we fingerprint our own applicants.

In the past, we used printer's ink rolled out on a glass surface. This traditional process, though still functional, is slow, cumbersome and quite messy. The print cards would then have to be mailed to the State Police Identification Office for classification. If there were any prints that could not be classified, the card would be sent back and the prints would have to be taken again.

The Police Department has long since made the transition to live scan fingerprint systems, which take a digital scan of the fingerprints. These prints are immediately verified and classified and are transmitted directly to the State ID Office. Not only is this system more efficient and more effective, it is also much cleaner. The device we have been using for several years, a model LS1100, has gone beyond warranty and is actually beyond its expected life span. It is currently undergoing a repair, but is very likely to fail completely in the near future.

The Police Department would like to purchase a newer version of this product from the original provider, Secure Outcomes. This device, the LS-Lite, is based on a laptop format and is portable. This device would serve immediately as a back-up, and as a replacement when the old machine becomes inoperable.

The cost of the new device is $7995 with a one-year warranty. An additional two-year warranty, for a total of three years, may be added at the time of purchase for a discount rate of $1630. To facilitate this purchase, the Police Department requests a budget

adjustment of $9,900 from Small Equipment 4702-202-101 to Capital Outlay 4702-301-101. This will allow payment for the initial purchase, extended warranty, and the sales & use tax that will follow.

2A

Capt. Matthew Holloway
Fort Smith Police Department
Fort Smith, Arkansas 72901

20 July 2016

Quote #: 16072003
Terms: Net 30

FORMAL QUOTATION LS-LITE

[X] FBI/Arkansas Certified *LS-Lite* digital livescan fingerprinting system w/card printer; integrated database; touchscreen laptop, all software; one-year full hardware/software warranty plus updates; access to 24/7/365 telephone support line (forever); and instructional DVD/video – *Everything you need to collect, archive, transmit, and print full-rolled fingerprints.* $7995

[X] FEDEX Shipping: $150

Please select any desired *optional* items below:

[ ] Optional Mugshot system – Carl-Zeiss glass optics; cables; software: $995

[ ] Optional Carrying Case: $450

[ ] Optional On-Site Delivery, Training, and Installation (subtract shipping): $1500

[ ] Optional One-Year Extended Warranty package *(Two years total)*: (Discounted 10% when purchased now) $863

[ ] Optional Two-Year Extended Warranty package *(Three years total)*: (Discounted 15% when purchased now) $1630

Total: _____

To order, please select desired configuration above; accept below; and scan/e-mail to harper@secureoutcomes.net or fax to 303.670.3750.

Quotation by: _____ (Valid for 30-days).

Accepted by: _____
Fort Smith Police Department

2B

RESOLUTION NO. _____

RESOLUTION SETTING PUBLIC HEARING DATE ON PETITION TO VACATE A PORTION OF SOUTH 12th STREET LOCATED IN SULPHUR SPRING TOWN, AN ADDITION TO THE CITY OF FORT SMITH, ARKANSAS

WHEREAS, a petition to vacate a portion of street right-of-way located in Sulphur Spring Town, an Addition to the City of Fort Smith, Arkansas has been filed with the Office of the City Clerk in the manner and form as provided by law.

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

Said petition is hereby set for hearing on the 1st day of November 2016, at 6:00 p.m. at the regular meeting of the Board of Directors of the City of Fort Smith, and the city clerk is hereby directed to give notice of said meeting by publication once a week for two (2) consecutive weeks in a newspaper of general circulation in the City of Fort Smith, Arkansas.

THIS RESOLUTION ADOPTED THIS _____ DAY OF OCTOBER 2016.

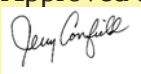
APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

Approved as to form:



_____
No Publication Required

Memo

To: Carl Geffken, City Administrator

From: Wally Bailey, Director of Development Services

cc: Jeff Dingman, Deputy City Administrator

Date: October 14, 2016

Re: Resolution setting a public hearing date for a petition to vacate a portion of South 12th Street in Sulphur Spring Town

The City is in receipt of the enclosed request to abandon five (5) feet of right-of-way on the south side of South 12th Street in the Sulphur Spring Town subdivision. The request is from Shannon Reith with Studio 6 Architects, as agent for Evangel Temple.

The abandonment of the easement will facilitate the construction of a new parking lot associated with the church's proposed new worship center to be located at the southeast corner of the intersection of Towson Avenue and Dodson Avenue. Exhibit A shows the location of the requested right-of-way abandonment.

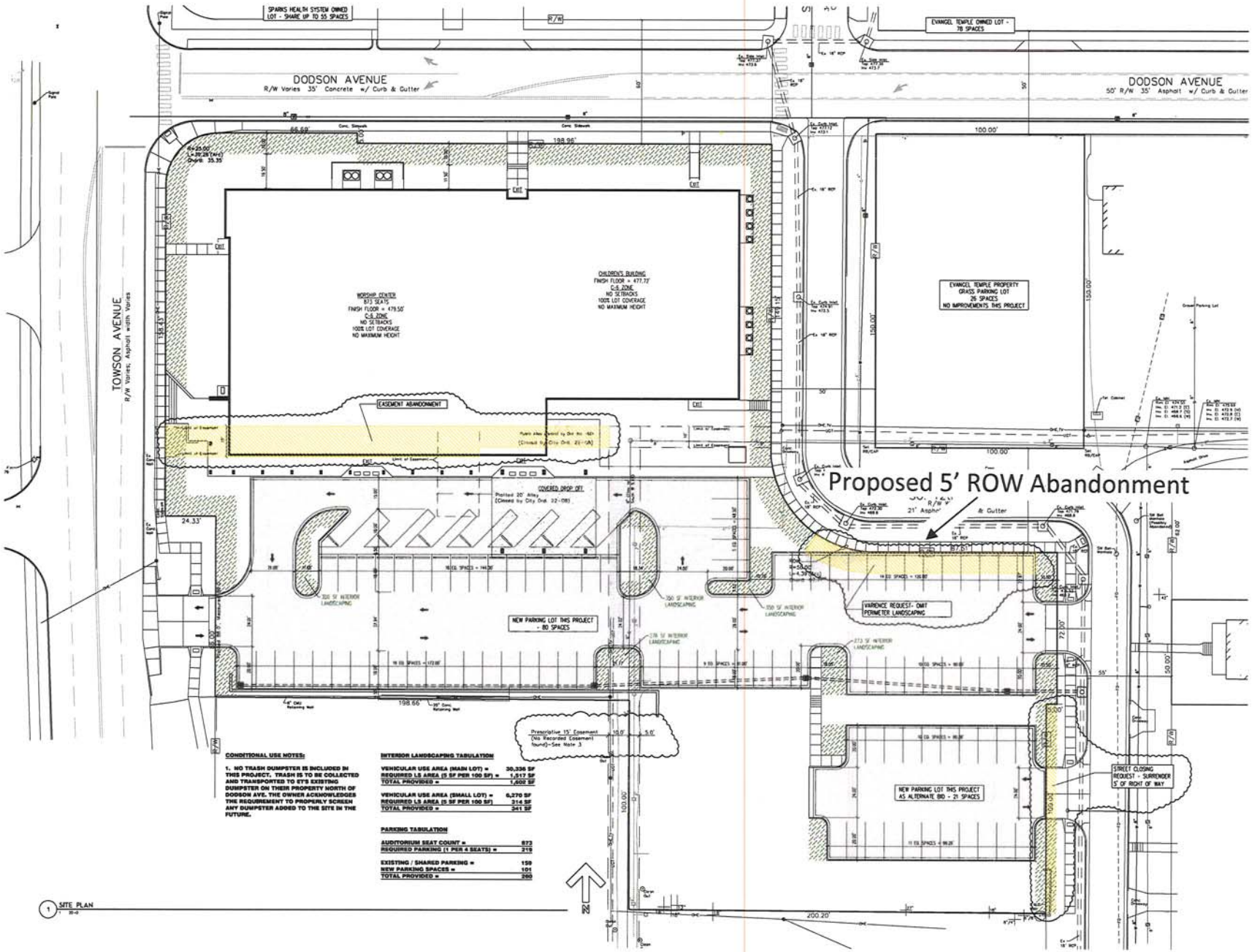
In response to the petition to abandon the street right-of-way, staff has contacted all franchise utility companies and appropriate city departments relative to any ongoing or future interests they may have within the street right-of-way. The request will not alter the width of the existing pavement of South 12th Street. We will also notify all property owners within 300 feet of the requested street closure to let them know of the public hearing date.

In accordance with Arkansas law, the Board of Directors is required to set a public hearing on the proposed abandonment. We recommend the Board of Directors set a public hearing date for November 1, 2016, for the purpose of reviewing this matter. Enclosed is a resolution for the Board's consideration that will set the public hearing date.

If you have any questions regarding this matter, please do not hesitate to contact me.

Enc.

EXHIBIT A



STUDIO 6 ARCHITECTS

1120 Garrison Avenue
Suite 1A
Fort Smith, AR 72901
479.782.4085
www.GoStudio6.com

CONSULTANTS

OWNER EVANGEL TEMPLE

PROJECT WORSHIP CENTER

LOCATION FORT SMITH, ARKANSAS

REVISIONS

MARK	DATE	DESCRIPTION

PROJECT NO 3390

DATE 08/19/16

ISSUED

CONDITIONAL USE / VARIENCE APPLICATION

SHEET TITLE

CONDITIONAL USE SITE PLAN

DISCIPLINE - SHEET NUMBER

G1.2

OFFICE OF THE CITY CLERK
FILED
10-10-16 MI
CITY OF FORT SMITH, ARKANSAS

CITY OF FORT SMITH, ARKANSAS
REQUEST FOR ABANDONMENT OF PUBLIC RIGHT-OF-WAY OR ALLEY

APPLICATION:

Indicate one contact person for application: _____ Applicant X Representative

Applicant (owner)
Name: MATT STEVENSON EVANGEL TEMPLE
Address: DODSON & TOWSON AVES. FORT SMITH, AR 72901

Telephone Number: 479-782-9121
E-Mail: matt.stevenson1981@gmail.com

Representative (engineer, attorney, realtor, etc)
Name: SHANNON REITH, AIA STUDIO 6 ARCHITECTS
Address: 1120 GARRISON AVE, STE 1A FORT SMITH, AR 72901

Telephone Number: 479-782-4085
E-Mail: shannon@go studio6.com

Site Address/Location: 1222 & 1226 S. 12TH STREET

Legal Description of area to be vacated (attach separate sheet if necessary): SEE ATTACHED.

Assessor's Parcel Number for Subject Property: 17621-0021-00001-00 17621-0020-00001-00

Reason for Request: REQUEST CLOSURE OF 5' OF ROW TO ALIGN PROPERTY LINE W/ LOT 22 TO THE NORTH, AND TO ALLOW ADDITIONAL SPACE FOR PERIMETER / PARKING LOT SCREENING LANDSCAPING.

Current Status of Right-of-Way/Easement: OPEN

APPLICANT/REPRESENTATIVE: I certify under penalty of perjury that the foregoing statements and answers herein made, all data, information, and evidence herewith submitted are in all respects, to the best of my knowledge and belief, true and correct. I understand that submittal of incorrect or false information is grounds for invalidation of application completeness, determination, or approval.

I understand that if it is determined following review of the application by city staff that ongoing utility interests must be protected through easement dedications, the applicant or his authorized agent shall be required to develop and submit a fully executed easement. Additionally, I understand that the applicant or agent will be required to execute a Memorandum of Understanding regarding any right-of-way abandonments and understand that no action will be taken by the Board of Directors on an abandonment request until said utility easement, if determined by staff is necessary, and Memorandum of Understanding are on file with the city.

I understand that I shall bear the expense of publication of notice given by the City in addition to the expense of publication of the ordinance after adoption by the Board of Directors.

Name: (printed) SHANNON REITH, AIA

Signature: Shannon Reith Date: 8/17/16

Property Owner(s)/Authorized Agent: *I/we certify under penalty of perjury that I am/we are the owner(s) of the property that is subject of this application and that I/we have read this application and consent to its filing.*

Note: If application is signed by authorized agent, all owners must sign and submit "Authorization of Agent" form.

Application Checklist:

- ☑ A list from the Sebastian County Assessor's Office showing all property owners within 300 feet of all perimeter points of the tract being considered for abandonment. ***(County Assessor is located in Room 107 of the Sebastian County Courthouse).***
- ☑ Abstractor's Certificate of Ownership stating names of all owners of property abutting the property to be vacated
- ☑ Petition with signatures of all abutting property owners
- ☑ Metes and Bounds legal description of the area to be vacated (Provide hard copy and CD containing legal description in MS Word)
- ☑ Hard copy and PDF of survey of the site depicting the perimeter property lines and area within the property to be vacated
- ☑ Application Fee of $150.00. This fee is non-refundable.

The Planning Department will post a sign like the one shown below at area proposed for vacation. Once the sign is posted, it must be left in place until the vacation is approved by the Board of Directors. The planning staff will remove the sign the following day after by the Board of Directors meeting.

2C

ORDINANCE NO. _____

AN ORDINANCE TO ABANDON
A PUBLIC UTILITY EASEMENT
LOCATED IN FITZGERALD ADDITION, BLOCK 56,
AN ADDITION TO THE CITY OF FORT SMITH, SEBASTIAN COUNTY, ARKANSAS

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

SECTION 1: The City of Fort Smith, Arkansas hereby releases, vacates and abandons all its rights together with the rights of the public generally to a public utility easement located in the hereinafter described real property:

Part of Lot 3, Block 56, Fitzgerald Addition, Fort Smith, Sebastian County, Arkansas, more particularly described as follows: Beginning at the Southwest Corner of said Lot 3, also being the Northwest Corner of Lot 4, Block 56, Fitzgerald Addition, on the East Right of Way line of Towson Avenue; thence N00°01'18"E, along said East Right of Way line, 10.00 feet; thence N90°00'00"E, 130.77 feet to the east line of said Lot 3; thence S00°23'40"W, along said east line, 10.00 feet to the Southeast Corner of said Lot 3, also being the Northeast Corner of said Lot 4; thence S90°00'00"W, along the common lot line of said Lots 3 and 4, 130.71 feet to the Point of Beginning, and;

Part of Lot 4, Block 56, Fitzgerald Addition, Fort Smith, Sebastian County, Arkansas, more particularly described as follows: Beginning at the Northwest Corner of said Lot 4 also being the Southwest Corner of Lot 3, Block 56, Fitzgerald Addition, on the East Right of Way line of Towson Avenue; thence S00°01'18"W, along said East Right of Way line, 5.00 feet; thence N90°00'00"E, 130.68 feet to the east line of said Lot 4; thence N00°23'40"E, along said east line, 5.00 feet to the Northeast Corner of said Lot 4 also being the Southeast Corner of said Lot 3; thence S90°00'00"W, along the common lot line of said Lots 3 and 4, 130.71 feet to the Point of Beginning, containing a total of 1,961 square feet, more or less.

Part of the platted 20 feet wide alley, created into a utility easement per Document 7244242, between Lots 3 and 1 and between parts of Lots 4 and 9, all in Block 56, Fitzgerald Addition, Fort Smith, Sebastian County, Arkansas, more particularly described as follows: Beginning at the Southeast Corner of said Lot 4, thence N00°23'40"E, along the east line of said Lots 4 and 3, 43.43 feet; thence N90°00'00"E, 20.00 feet to the west line of said Lot 10; thence S00°23'40"W, along the west line of said Lots 10 and 9, 43.43 feet to the Southwest Corner of said Lot 9; thence S90°00'00"W, 20.00 feet to the Point of Beginning, containing 869 square feet, more or less.

Part of Lot 10, Block 56, Fitzgerald Addition, Fort Smith, Sebastian County, Arkansas, more particularly described as follows: Beginning at the Southwest Corner of said Lot 10; thence N00°23'40"E, along the west line of said Lot 10, 10.00 feet to the Southwest Corner of Lot 10A, Block 56, Fitzgerald Addition; thence N90°00'00"E, along the south line of said Lot 10A, 62.07 feet; thence S00°02'18"W, 10.00 feet to the south line of said Lot 10; thence S90°00'00"W, along said south line of Lot 10, 62.14 feet to the Point of Beginning, containing 621 square feet, more or less.

The public utility easement being released, vacated and abandoned is no longer required for municipal corporate purposes.

SECTION 2: A copy of the Ordinance duly certified by the City Clerk shall be filed with the Office of the Recorder of the County and recorded in the deed records of the County.

PASSED AND APPROVED THIS _____ DAY OF OCTOBER 2016.

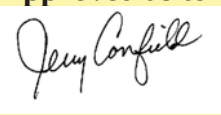
APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

Approved as to form:



_____
No Publication Required

Memo

To: Carl Geffken, City Administrator

cc: Jeff Dingman, Deputy City Administrator

From: Wally Bailey, Director of Development Services

Date: October 14, 2016

Re: Request to Abandon a Public Utility Easement
Block 56, Fitzgerald Addition

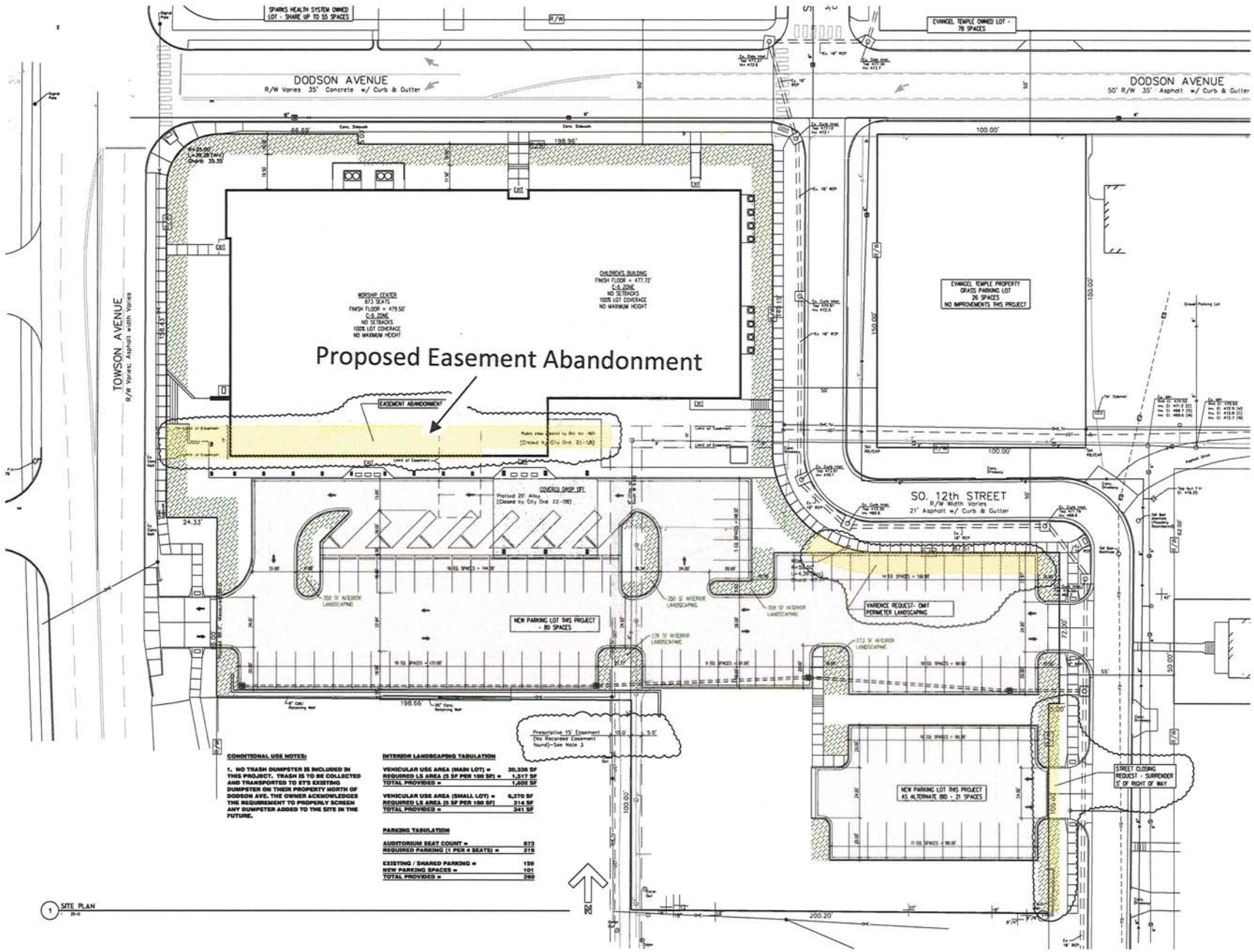
The City is in receipt of the enclosed request to abandon a public utility easement in Block 56 of the Fitzgerald Addition. The request is from Shannon Reith with Studio 6 Architects, as agent for Evangel Temple. The abandonment of the easement will facilitate the construction of a new worship center for the church to be located at the southeast corner of Towson Avenue and Dodson Avenue. Exhibit A shows the location of the requested easement abandonment.

There are no objections from city departments or franchise utilities. Enclosed for the Board's consideration is an ordinance authorizing the abandonment of the easement.

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

Enc.

EXHIBIT A



STUDIO 6 ARCHITECTS

1120 Garrison Avenue
Suite 1A
Fort Smith, AR 72901
479.782.4085
www.GoStudio6.com

CONSULTANTS

OWNER: EVANGEL TEMPLE

PROJECT: WORSHIP CENTER

LOCATION: FORT SMITH, ARKANSAS

REVISIONS

MARK	DATE	DESCRIPTION

PROJECT NO. 3390

DATE 08/19/16

ISSUED

CONDITIONAL USE / VARIENCE APPLICATION

SHEET TITLE

CONDITIONAL USE SITE PLAN

DISCIPLINE - SHEET NUMBER

G1.2

P:\-RELOCKS\Evangel Temple 2016\Sheets\G1.2 Conditional Use Site Plan.dwg 8/15/2016 4:38:38 PM

CITY OF FORT SMITH, ARKANSAS
REQUEST FOR ABANDONMENT OF PUBLIC UTILITY EASEMENT

APPLICATION:

Indicate one contact person for application: _____Applicant X Representative

Applicant (owner)
Name: MATT STEVENSON EVANGEL TEMPLE
Address: DODSON & TOWSON AVES FORT SMITH, AR 72901
Telephone Number: 479-782-9121
E-Mail: matt.stevenson1981@gmail.com

Representative (engineer, attorney, realtor, etc)
Name: SHANNON REITH, AIA STUDIO 6 ARCHITECTS
Address: 1120 GARRISON AVE STE 1A FORT SMITH, AR 72901
Telephone Number: 479-782-4085
E-Mail: shannon@gostudio6.com

Site Address/Location: _____

Legal Description of easement(s) to be vacated: (attach separate sheet if necessary):

Reason for Request: BUILDINGS / SITES SERVED BY EASEMENT WILL BE DEMOLISHED FOR CONSTRUCTION OF NEW WORSHIP CENTER. PART OF NEW BUILDING FOOTPRINT COVERS THE EASEMENT.

Current Status of Easement(s): 4" GAS & 8" SEWER THAT DEADEND IN EASEMENT. SOME OVERHEAD ELECTRIC SERVICE LINES TO BE DEMOLISHED.

APPLICANT/REPRESENTATIVE: I certify under penalty of perjury that the foregoing statements and answers herein made, all data, information, and evidence herewith submitted are in all respects, to the best of my knowledge and belief, true and correct. I understand that submittal of incorrect or false information is grounds for invalidation of application completeness, determination, or approval.

Name: (printed) SHANNON REITH

Signature: _____ Date: 8/17/16

Property Owner(s)/Authorized Agent: *I/we certify under penalty of perjury that I am/we are the owner(s) of the property that is subject of this application and that I/we have read this application and consent to its filing.* **Note: If application is signed by authorized agent, all owners must sign and submit "Authorization of Agent" form.**

RESOLUTION _____

A RESOLUTION AUTHORIZING PARTIAL PAYMENT TO FORSGREN, INC., FOR THE CONSTRUCTION OF JENNY LIND ROAD AND INGERSOLL AVENUE WIDENING PROJECT AHTD JOB 040471, CITY OF FORT SMITH PROJECT NO. 07-01-A

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

Payment in the amount of $1,332,103.11 for Periodic Pay Estimate No. 7 to Forsgren, Inc., is hereby approved for the construction of Jenny Lind Road and Ingersoll Avenue Widening Project, AHTD Job 040471, City of Fort Smith Project No. 07-01-A.

This resolution adopted this _____ day of October, 2016.

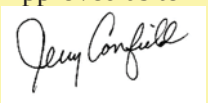
APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

Approved as to Form



_____

☐ No Publication Required

Memorandum

TO: Carl Geffken, City Administrator

CC: Jeff Dingman, Deputy City Administrator

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

DATE: October 12, 2016

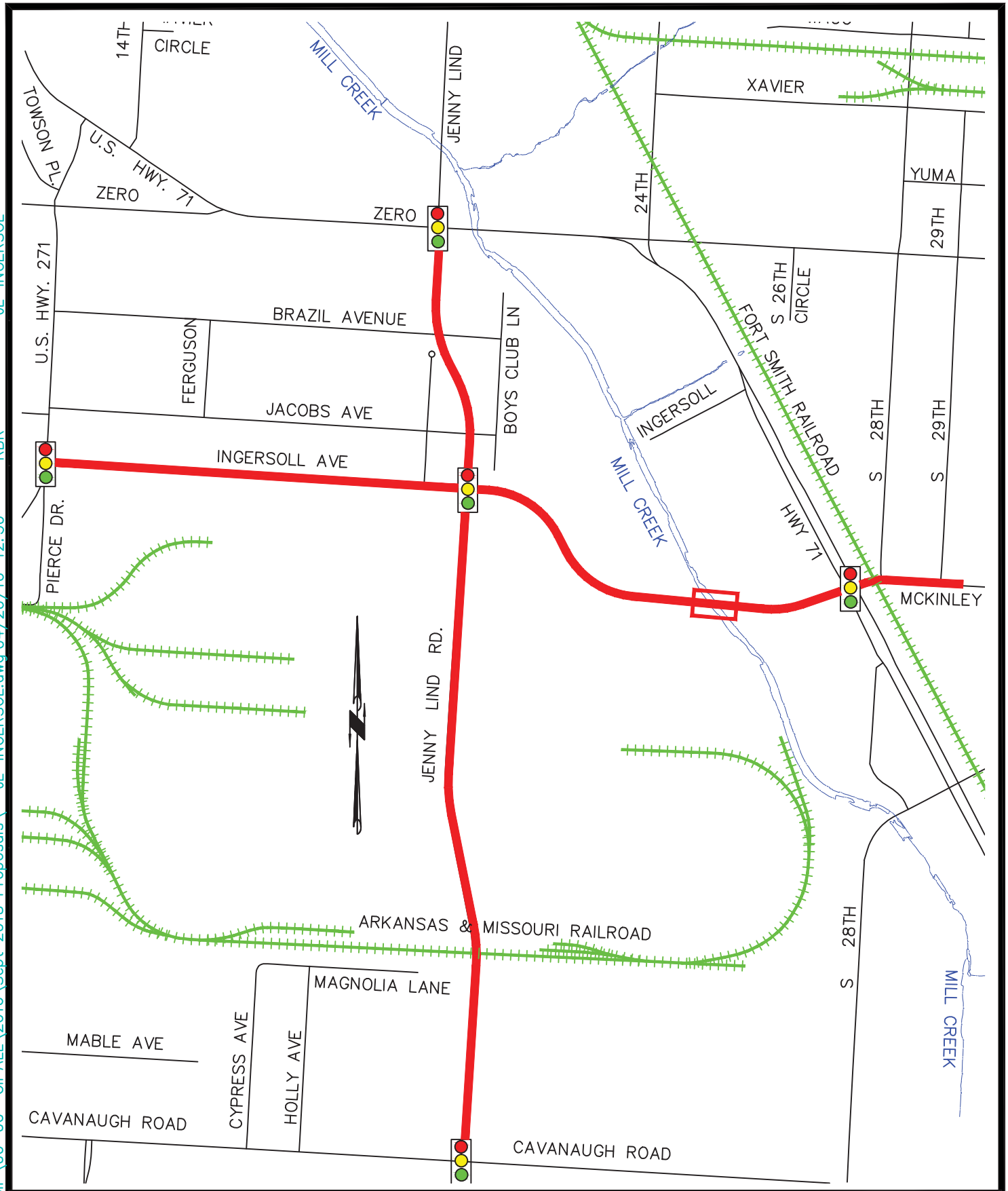
SUBJECT: Jenny Lind Road and Ingersoll Avenue Widening Project
AHTD Job 040471, City Project No. 07-01-A

This project includes widening and improvements to Jenny Lind Road between Zero and Cavanaugh Road, and Ingersoll Avenue from Hwy 271 to Jenny Lind Road. It also includes the extension of Ingersoll Avenue from Jenny Lind Road to Highway 71B. A location map showing the area of the proposed improvements is attached. A project summary sheet which provides more information is also attached.

Periodic pay estimate number 7 is in the amount of $1,332,103.11. A City Ordinance requires that all payments in excess of $750,000.00 be approved by the Board of Directors. A Resolution authorizing this payment is attached. I recommend that this payment be approved.

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

Attachments



2016 CAPITAL IMPROVEMENTS PROGRAM

JENNY LIND – INGERSOLL

ZERO STREET TO CAVANAUGH ROAD

The City of Fort Smith ARKANSAS

Project:	
Date:	APR. 2016
Scale:	NONE
Drawn By:	RBR

G:\DRAWINGS\CIP\00-00 CIPALL\2016\Sept 2015 Proposals\ JL-INGERSOL.dwg 04/26/16-12:50 RBR JL-INGERSOL

PROJECT SUMMARY

City of Fort Smith			
Project Status:	22% Complete	Project Name:	Jenny Lind Road. & Ingersoll Avenue Widening
Today's Date:	10/12/2016		
Staff Contact Name:	Stan Snodgrass	Project Number:	07-01-A
Staff Contact Phone:	784-2225	Project Engineer:	Crafton Tull & Associates, Inc.
Contract Time (no of days):	720	Project Contractor:	Forsgren, Inc.
Notice to Proceed Issued:	4/4/2016		

	Dollar Amount	Bid Date	Contract Completion Date
Original bid award	$28,830,649.66	2/9/2016	3/24/2018
Contract Revision:	$0.00		
Adjusted contract amount	$28,830,649.66		
Payments to date (as negative):	$5,058,404.88		
Amount of this payment	$1,332,103.11		
Contract balance remaining	$22,440,141.67		
Retainage held	$0.00		
Final payment	N/A		
Amount over original contract as a percentage	N/A		

Final Comments:

A City Ordinance requires that all payments in excess of $750,000.00 be approved by the Board of Directors.

RESOLUTION _____

A RESOLUTION ACCEPTING COMPLETION OF AND AUTHORIZING FINAL PAYMENT FOR THE CONSTRUCTION OF 2015 TRAFFIC SIGNAL IMPROVEMENTS
PROJECT NO. 15-09-A

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

SECTION 1: The City of Fort Smith hereby accepts the construction of the 2015 Traffic Signal Improvements, Project No. 15-09-A as complete.

SECTION 2: Final payment is hereby authorized in the amount of $47,559.22 to the contractor, Traffic Signals, Inc., for the 2015 Traffic Signal Improvements, Project No. 15-09-A.

This Resolution adopted this _____ day of October, 2016.

APPROVED:

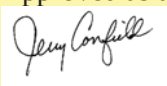
_____

Mayor

ATTEST:

_____
City Clerk

Approved as to Form



_____

☐ No Publication Required

Memorandum

TO: Carl Geffken, City Administrator

CC: Jeff Dingman, Deputy City Administrator

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

DATE: October 13, 2016

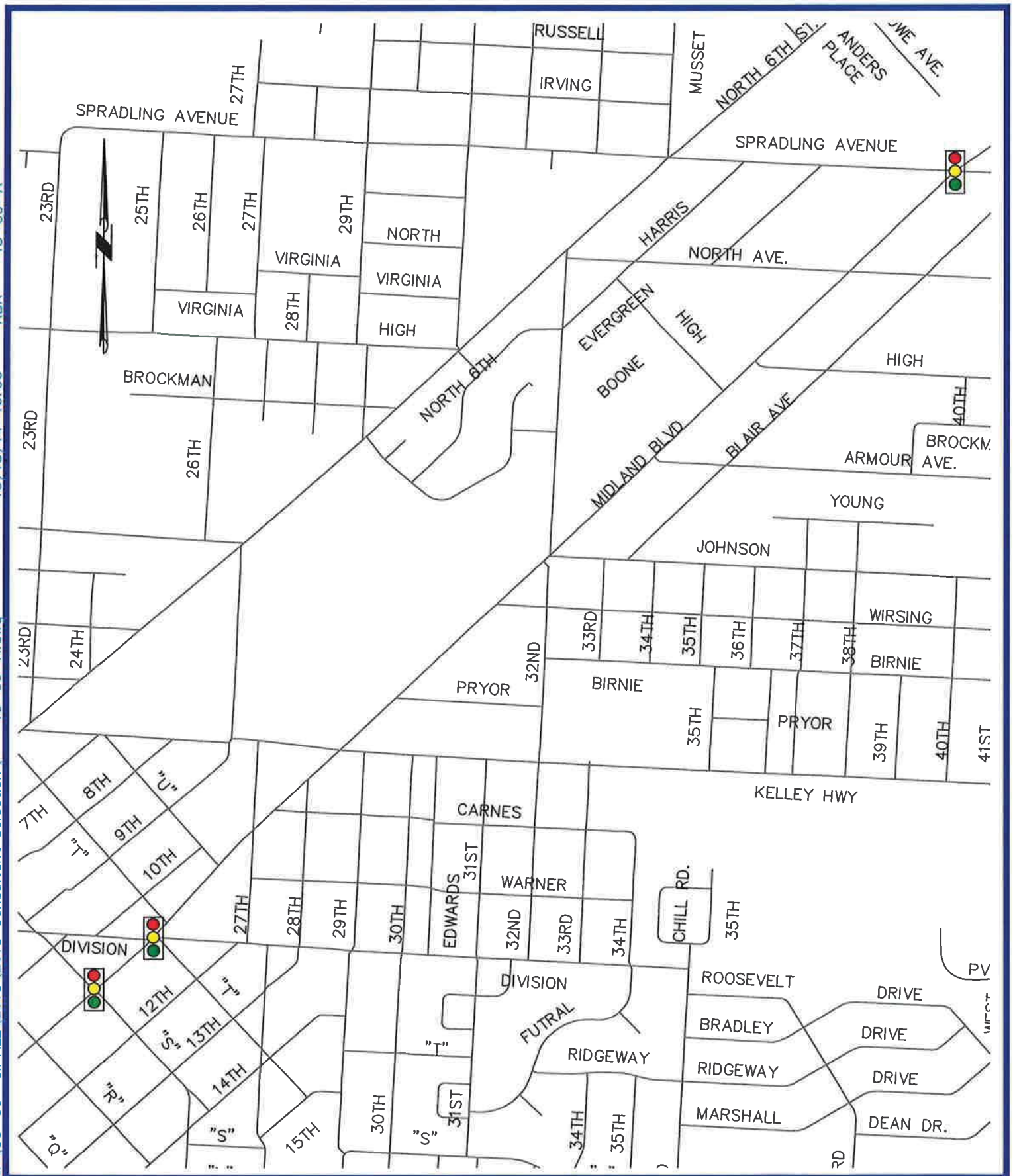
SUBJECT: Traffic Signal Improvements
Project No. 15-09-A

The above subject project included the complete replacement of all outdated traffic signal equipment and poles at the street intersections of Midland Boulevard and North "S" Street, Division Street, and Spradling Avenue as shown on the attached exhibit. A project summary sheet is also attached.

This project was in alignment with the comprehensive plan policies FLU-1.4 (Ensure adequate, well-maintained infrastructure, public safety, and public facilities for all development and prevent development ahead of infrastructure and service provision) and TI-5.2 (Ensure that utility and infrastructure systems can meet the city's long-term needs).

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

Attachments



2015 CAPITAL IMPROVEMENTS PROGRAM

SIGNAL IMPROVEMENTS

The City of Fort Smith ARKANSAS

Project:	15-09-A
Date:	OCT. 2014
Scale:	NONE
Drawn By:	RBR

G:\DRAWINGS\CIP\00-00 CIPALL\2015\2015 Consultant Selection\ 15-09-A.dwg 10/13/14-16:00 RBR 15-09-A

SUMMARY SHEET

City of Fort Smith

Project Status	Complete	Project Name:	2015 Traffic Signal Improvements
Today's Date:	10/13/2016	Project Number:	15-09-A
Staff contact name:	Stan Snodgrass	Consultant Engineer:	Traffic Engineering Consultants
Staff contact phone:	784-2225	Project Contractor:	Traffic Signals, Inc.
Contract time (no of days):	180		
Notice to proceed issued:	6/13/2016		

	Dollar Amount	Bid Date	Contract Completion Date
Original bid award	$424,152.00	10/13/2015	12/9/2016
Contract Revisions:			
Adjusted contract amount	$424,152.00		
Work Completed to Date	$414,453.50		
Payments to date (as negative):	$366,894.28		
Amount of this payment	$47,559.22		
Contract balance remaining	$9,698.50		
Retainage held	0%		
Final payment	$47,559.22		
Amount under original as a percentage	2.3%		

Final Comments:

The project was substantially complete on August 3, 2016 which is before the contract completion date.

2F

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR AND DIRECTOR OF HUMAN RESOURCES TO NEGOTIATE THIRD PARTY ADMINISTRATOR SERVICES FOR EMPLOYEE INSURANCE COVERAGE

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

Section 1: The City Administrator and Director of Human Resources are hereby authorized to conduct interviews and receive best and final offers for third party administrator services for employee insurance coverage.

Section 2: Upon completion of interviews and determination of the best and final offer for subject services, such will be presented to the Board of Directors for consideration.

This resolution adopted this 18th day of October, 2016.

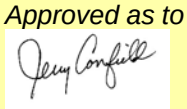
APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

Approved as to form:



_____
No publication required

M E M O R A N D U M

TO: **Carl Geffken, City Administrator**

FROM: Naomi E. Roundtree, Director of Human Resources

DATE: October 14, 2016

SUBJECT: **Authorization to Negotiate Third Party Administrator Services Resolution**

The City's renewal period for employee insurance benefits is currently taking place.

Section 1: The City Administrator and Director of Human Resources are hereby authorized to conduct interviews and receive best and final offers for third party administrator services for employee insurance coverage.

Section 2: Upon completion of interviews and determination of the best and final offer for subject services, such will be presented to the Board of Directors for consideration.

I recommend approval of this resolution.

2G

RESOLUTION NO. _____

RESOLUTION ACCEPTING BIDS FOR THE PURCHASE OF
FLEET TRUCKS AND VEHICLE

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

The bids, as indicated by enclosure on the attached Bid Tabulation **10-10-16BA** for the purchase of various vehicles for the City's fleet, are accepted.

This Resolution adopted this _____ day of October, 2016.

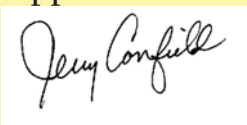
APPROVED:

_____
MAYOR

ATTEST:

_____
CITY CLERK

Approved as to form:



_____
No Publication Required

Inter office Memorandum

TO: Carl Geffken, City Administrator

FROM: Alie Bahsoon, Purchasing Manager AB

SUBJECT: Fleet Bid Tabulation

DATE: October 13, 2016

BID TAB: **10-10-16BA**

Bids were solicited for the purchase and replacement of various vehicles for the Engineering and Street departments.

You will find attached the bid tabulation and the recommendations for bid award for each respective bid. I am also providing a recap of the fleet being replaced. Said vehicles will be transferred to other departments and/or sold at the annual city auction or online on Govdeals.com.

- Bid 1-4103 Engineering-replace 2000 Chevrolet PU (Asset 124)
- Bid 2-4103 Engineering-replace 2004 Ford Explorer (Asset 127)
- Bid 3-5302 Street Construction-replace 1999 GMC (Asset 465)
- Bid 3-5303 Street Drainage-replace 2001 Chevrolet (Asset 152)
- Bid 3-5305 Sidewalk Construction-new addition
- Bid 5-5304 Street Maintenance-replace 1994 GMC dump truck (Asset 450)
- Bid 6-5302 Street Construction-replace 2003 Ford F650 (Asset 538)
- Bid 6-5303 Street Drainage-replace 1997 GMC dump truck (Asset 469)
- Bid 6-5305 Sidewalk Construction-new addition
- Bid 7-5302 Street Construction-replace 2005 GMC Sierra (Asset 716)
- Bid 8-5401 Traffic Control Operations-replace 2008 GMC (Asset 485)
- Bid 8-5401 Traffic Control Operations-replace 2002 Chevrolet (Asset 486)

Funds for these purchases are available and have been appropriated for from the 2016 Sinking Fund and Capital Outlay accounts.

I am recommending that the Board accept and approve the bids as noted by enclosure on the attached bid tabulation.

Please let me know if you should have any questions.

- Bid 1 ½ Ton, Regular Cab, 4x2 Wheel Drive, V6 P/U Truck (Qty. 1 – Engineering - $21,750 budgeted)
- Bid 2 FS 2WD 7 or 8 passenger V6 Sports Utility Vehicle (SUV) (Qty. 1 – Engineering - $31,330 budgeted)
- Bid 3 1Ton 4x2 Single Cab Truck, Long Chassis, Dual Rear Wheels, Flat Dump Bed (Qty. 3 – Street - $120,000 budgeted)
- Bid 5 2 Ton 16 Foot Flat Bed Truck (Qty. 1 – Street - $90,000 budgeted)
- Bid 6 Tri-Axle Dump Truck (Qty. 3 – Street - $420,000 budgeted)
- Bid 7 ½ Ton, Regular Cab, 4 Wheel Drive, V6 P/U Truck (Qty. 1 – Street - $22,000 budgeted)
- Bid 8 ¾ Ton 2WD Heavy Duty, Long Bed, with Utility Bed (Qty. 2 – Street - $64,000 budgeted)

Interoffice Memorandum

TO: Carl Geffken, City Administrator

FROM: Greg Riley, Director of Street/Traffic Control

SUBJECT: 2016 Vehicles

DATE: October 12, 2016

The City of Fort Smith ARKANSAS

The street department budget for 2016 included the purchase of several new vehicles. This memo summarizes the purchases to be made based on the bids received on October 19, 2016.

Program 5302 Construction
We are replacing a Triaxle Dump Truck bids were received and two bids met specs with Carco Intl. winning the bid with local preference. The bid amount is $136,543.70 the budgeted amount was $140,000.

A one ton flatbed truck replacement was bid with the low bid being Breeden Dodge at $41,776 the budgeted amount was $40,000.

A ½ ton 4x4 pickup was bid with the low bid being Orr Chevrolet at $24,356 the budgeted amount was $22,000.

Program 5303 Drainage
We are asking to make a change to the approved budget in this program as a new supervisor has taken over and some changes are being made to better utilize the crews in this program.

We had originally budgeted for a single axle dump truck at $100,000 and two one ton flat-bed trucks at $40,000 each. We are changing this to one tri-axle dump truck at $140,000 and one 1 ton flat-bed truck which results in the same total budget amount.

For the Triaxle Dump Truck bids were received and two bids met specs with Carco Intl. winning the bid with local preference. The bid amount is $136,543.70 the budgeted amount was $140,000.

The one ton flatbed truck was bid with the low bid being Breeden Dodge at $41,776 the budgeted amount was $40,000.

Program 5304 Maintenance
We are replacing a 16' 2 ton flatbed dump bed truck. Three bids met specifications and the lowest bid meeting the specifications was Shipley Motor with a bid of $76,177. The budget amount was $90,000.

Program 5305 Sidewalks
We are adding a Triaxle Dump Truck. Bids were received and two bids met specs with Carco Intl. winning the bid with local preference. The bid amount is $136,543.70 the budgeted amount was $140,000.

We are adding a one ton flatbed truck. Bids were received with the low bid being Breeden Dodge at $41,776 the budgeted amount was $40,000.

Program 5401
We are replacing two ¾ ton utility bed trucks and bids were received with Breeden Dodge being the low bidder at $32,657. The budget amount was $32,000 each.

Funds were budgeted and are available for the above purchases.

CITY OF FORT SMITH
2016 Operations Fleet Bid Tabulation (Bid #10-10-16BA)

Bid No.	Breeden Dodge Ft. Smith, AR	Dunn Ford Stigler, OK	Randall Ford Ft. Smith, AR	Orr Chevrolet Fort Smith, AR	Sallisaw Ford Sallisaw, OK	Shipley Motor MACK Fort Smith, AR	Shipley Motor Volvo Fort Smith, AR	Carco Intl. Ft. Smith, AR	Truck Centers Van Buren, AR
1	Year: 2017 ✓ Make: RAM Model: 1500 **Cost: $19,985** Tow Pkg: included Cruise: included Del. 6-8 wks. Qty. 1	Year: 2017 Make: Ford Model: F150 XL Cost: $20,419.30 Tow Pkg: $436 Cruise: $198 Del. 6-8 wks.	Year: 2017 Make: Ford Model: F150 XL Cost: $21,493 Tow Pkg: $456 Cruise: $207 Del. 6-8 wks.	Year: 2017 Make: Chevrolet Model: Silverado Cost: $21,247 Tow Pkg: $350 Cruise: included Del. 75-90 days	No Bid	No Bid	No Bid	No Bid	No Bid
2	Year: 2017 Make: Dodge Model: Durango Cost: $25,523 Tow Pkg: $647 Del. 6-8 wks.	Year: 2017 Make: Ford Model: Explorer Cost: $25,180.99 Tow Pkg: $250 Del. 6-8 wks.	Year: 2017 Make: Ford Model: Explorer Cost: $27,415 Tow Pkg: N/A Del. 6-8 wks.	Year: 2017 ✓ Make: Chevrolet Model: Traverse **Cost: $23,476** Tow Pkg: N/A Del. 75-90 days Qty. 1	No Bid	No Bid	No Bid	No Bid	No Bid
3	Year: 2017 ✓ Make: RAM Model: 3500 **Cost: $41,776** Del. 10-12 wks. Tool box: $345 Strobe kit: $205 Body: Cadet-Phoenix Qty. 3	Year: 2017 Make: Ford Model: F350XL Cost: $42,822.50 Del. 8-10 wks. Tool box: N/C Strobe kit: $405 Body: Cadet-Western	Year: 2017 Make: Ford Model: F350XL Cost: $44,521 Del. 10-12 wks. Tool box: $345 Strobe kit: $205 Body: Cadet-Phoenix	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid

CITY OF FORT SMITH
2016 Operations Fleet Bid Tabulation (Bid #10-10-16BA)

Bid No.	Breeden Dodge Ft. Smith, AR	Dunn Ford Stigler, OK	Randall Ford Ft. Smith, AR	Orr Chevrolet Fort Smith, AR	Sallisaw Ford Sallisaw, OK	Shipley Motor MACK Fort Smith, AR	Shipley Motor Volvo Fort Smith, AR	Carco Intl. Ft. Smith, AR	Truck Centers Van Buren, AR
5	No Bid	Year: 2017 Make: Ford Model: F650 Cost: $71,953.08 * Del. 12-14 wks. Bed: Cadet-Western *Does not meet bid specifications	No Bid	No Bid	No Bid	Year: 2017 ✓ Make: Hino Model: 338 **Cost: $76,177** Del. 90-120 days Bed: Davis Qty. 1	No Bid	Year: 2017 Make: Navistar Model: 4300 Cost: $77,344 Del. 90 days Bed: Davis Cost: $81,525 Del. 100 days Bed: HilBilt Cost: $83,289 Del. 120 days Bed: Henderson	Year: 2017 Make: Freightliner Model: 108 SD Cost: $78,531 Del. 90-120 days. Bed: Davis
6	No Bid	No Bid	No Bid	No Bid	No Bid	Year: 2018 Make: Mack Model: GU713 Cost: $134,713 Del. 120-145 days Dump Bed: Hilbilt	Year: 2017 Make: Volvo Model: VHD84F200 Del. 90-120 days Dump Bed: Hilbilt Transmission: I-Shift Cost: $123,394.84 * Transmission: Allison Cost: $129,408.30 ** * & ** Does not meet bid specifications	Year: 2017 ✓ Make: Navistar Model: 7600 **Cost: $136,543.70** Del. 120 days Dump Bed: Hilbilt *** Cost: $137,090.70 Dump Bed: Davis Del. 100 days Qty. 3 *Local vendor preference	Year: 2017 Make: Freightliner Model: 114 SD Cost: $131,782 Del. 90-120 days. Dump Bed: Hilbilt

CITY OF FORT SMITH
2016 Operations Fleet Bid Tabulation (Bid #10-10-16BA)

Bid No.	Breeden Dodge Ft. Smith, AR	Dunn Ford Stigler, OK	Randall Ford Ft. Smith, AR	Orr Chevrolet Fort Smith, AR	Sallisaw Ford Sallisaw, OK	Shipley Motor MACK Fort Smith, AR	Shipley Motor Volvo Fort Smith, AR	Carco Intl. Ft. Smith, AR	Truck Centers Van Buren, AR
7	No Bid (1/2 ton not available in school bus yellow)	Year: 2017 Make: Ford Model: F150 XL Cost: $25,024.28 Tow Pkg: $436 Cruise: $198 Del. 6-8 wks.	Year: 2017 Make: Ford Model: F150 XL Cost: $25,250 Tow Pkg: $456 Cruise: $207 Del. 6-8 wks.	Year: 2017 ✓ Make: Chevrolet Model: Silverado **Cost: $24,356** Tow Pkg: $350 Cruise: included Del. 75-90 days Qty. 1	No Bid	No Bid	No Bid	No Bid	No Bid
8	Year: 2017 ✓ Make: RAM Model: 2500 **Cost: $32,657** Del. 10-12 wks. Body: Stahl Qty. 2	Year: 2017 Make: Ford Model: F250 XL Cost: $33,404.42 Del. 6-8 wks. Body: Knapheide	Year: 2017 Make: Ford Model: F250 XL Cost: $34,166 Del. 8-10 wks. Body: Stahl	Year: 2017 Make: Chevrolet Model: 2500HD Cost: $33,746 Del. 75-90 days Body: Stahl	No Bid	No Bid	No Bid	No Bid	No Bid

- Bid 1 1/2 Ton, Regular Cab, 4x2 Wheel Drive, V6 P/U Truck (Qty. 1 – Engineering - $21,750 budgeted)
- Bid 2 Full-Size 2WD 7 or 8 passenger V6 Sports Utility Vehicle (SUV) (Qty. 1 – Engineering - $31,330 budgeted)
- Bid 3 One (1) Ton 4x2 Single Cab Truck, Long Chassis, Dual Rear Wheels, Flat Dump Bed (Qty. 3 – Street - $120,000 budgeted)
- Bid 5 2 Ton 16 Foot Flat Bed Truck (Qty. 1 – Street - $90,000 budgeted)
- Bid 6 Tri-Axle Dump Truck (Qty. 3 – Street - $420,000 budgeted)
- Bid 7 1/2 Ton, Regular Cab, 4 Wheel Drive, V6 P/U Truck (Qty. 1 – Street - $22,000 budgeted)
- Bid 8 3/4 Ton 2WD Heavy Duty, Long Bed, with Utility Bed (Qty. 2 – Street - $64,000 budgeted)

* Does not meet bid specifications (transmission)
** Does not meet bid specifications (horse power, engine size, RPM, warranty)
*** Local vendor preference

✓ Recommend Bid Award

2H

RESOLUTION NO. _____

RESOLUTION TO ACCEPT THE BID AND AUTHORIZE A CONTRACT
FOR THE CONSTRUCTION OF THE RICE CARDEN WALKING TRAIL
AHTD JOB NO. 040698

_____

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

SECTON 1: Subject to concurrence by the Arkansas State Highway and Transportation Department, the bid of Forsgren, Inc. received October 11, 2016, for the construction of the Rice Carden Walking Trail AHTD Job No. 040698, in the amount of $717,120.00 is hereby accepted.

SECTION 2: The Mayor is hereby authorized to execute, his signature being attested by the City Clerk, the contract with Forsgren, Inc. for AHTD Job No. 040698, subject to the terms set forth in Section 1 above.

SECTION 3: Payment for construction contracted pursuant to Sections 1 and 2 is hereby authorized from the 1/8% Sales and Use Tax.

This Resolution passed this _____ day of October, 2016.

APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

APPROVED AS TO FORM

_____

Memo:

October 14, 2016

To: Carl Geffken, City Administrator
From: Doug Reinert, Director of Parks and Recreation DSR
Re: Rice-Carden Walking Trail

Sealed bids for the construction of the Rice-Carden Walking Trail were opened on October 11th and the low bidder was Forsgren, Inc. in the amount of $717,120.00. The City of Fort Smith has acquired a Recreational Trails Program (RTP) grant for $224,000.00 from the Arkansas Highway and Transportation Department. Park Partners has acquired two additional grants for the project: $150,000 from the Blue and You Foundation and a State of Arkansas General Improvement Fund grant for the amount of $40,884.00. This brings the total grant monies received to $414,884. The remaining professional services and construction costs will be funded by the 1/8% Sales and Use Tax.

This Trail connects with the north end of the Greg Smith River Trail adding an additional 2.5 miles along Riverfront Drive. Plans are being developed to add additional miles along Riverfront Drive to Fort Smith Park.

This project is in alignment with the goals of the Comprehensive Plan policy FLU-2.3, providing recreation activities and access to the Arkansas River while preserving the natural environment. It also aligns with policy ED-6.1.1, and TI-1.7 by beautifying the major transportation corridors and reducing traffic congestion and giving citizens other means of transportation such as walking and biking. I recommend approval of the resolution accepting the construction of the Rice Carden Walking Trail. If you have any questions regarding this project please feel free to contact me.

Cc: Jeff Dingman, Deputy City Administrator
Sara Deuster, Deputy Director of Parks and Recreation

Rice Carden Walking Trail
Fort Smith Parks Recreatin Department
Tabulation of Bids Received on October 11, 2016, 2:00pm
AHTD Job #040698

				Forsgren, Inc.		AJ Greenwood Plumbing & Excavation		Crawford Construction Company	
Item #	Description	Quantity	Unit	Unit Cost	Bid	Unit Cost	Bid	Unit Cost	Bid
1.	Performance and Payment Bond	1	LS	$8,600.00	$8,600.00	$18,237.00	$18,237.00	$31,423.00	$31,423.00
2.	Maintenance of Traffic & Traffic Control	1	LS	$20,000.00	$20,000.00	$56,381.00	$56,381.00	$13,500.00	$13,500.00
3.	Solid Sodding	19,500	SY	$4.45	$86,775.00	$6.00	$117,000.00	$4.20	$81,900.00
4.	Aggregate Base Course-Class 7 Material	7,932	TN	$28.75	$228,045.00	$46.00	$364,872.00	$67.00	$531,444.00
5.	Tack Oil	3,200	GAL	$4.75	$15,200.00	$3.45	$11,040.00	$3.50	$11,200.00
6.	Asphalt Concrete Surface Course (Type 3)	3,300	TON	$108.00	$356,400.00	$140.00	$462,000.00	$126.00	$415,800.00
7.	Traffic Paint Pavement Markings, 4" White	1,200	LF	$1.75	$2,100.00	$1.90	$2,280.00	$3.00	$3.600.00
	Total Bid				$717,120.00		$1,031,810.00		$1,088,867.00

I hereby certify that this tabulation is a true and accurate representation of all bids received.

John R. Aldridge
Frontier Engineering, Inc.
Arkansas License No. 11040

RESOLUTION NO._____ 2 I

RESOLUTION AUTHORIZING PARTIAL PAYMENT TO S.J. LOUIS CONSTRUCTION OF TEXAS, LTD FOR THE CONSTRUCTION OF THE LAKE FORT SMITH WATER TRANSMISSION LINE – PHASE I

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

Partial payment number eleven to S.J. Louis Construction of Texas, LTD. in the amount of $829,069.93 for the construction of the Lake Fort Smith Water Transmission Line – Phase I, Project Number 08-07-C1, is hereby approved.

This Resolution adopted this _____ day of October 2016.

APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

APPROVED AS TO FORM:

_____npr

INTER-OFFICE MEMO

TO: Carl Geffken, City Administrator **DATE:** October 11, 2016

FROM: Robert Roddy, Interim Director of Utilities

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

S.J. Louis Construction of Texas, Ltd., has submitted partial pay request number eleven in the amount of $829,069.93 for work completed on the Lake Fort Smith Water Transmission Line – Phase I, Project Number 08-07-C1. The project consists of furnishing and installing 6 miles of 48-inch water transmission line and appurtenances. An exhibit, which shows the project route, is attached.

The attached Resolution authorizes the partial payment to S.J. Louis Construction of Texas, Ltd. Should you or the members of the Board have any questions or need additional information, please let me know.

attachment

pc: Jeff Dingman

Project Summary

Project Name:
Lake Fort Smith Water Transmission Line - Phase I

Project Status:
In Progress

Project Number:
08-07-C1

Today's Date:
10/12/2016

Project Engineer:
Ben Marts

Staff Contact Name:
Robert Roddy

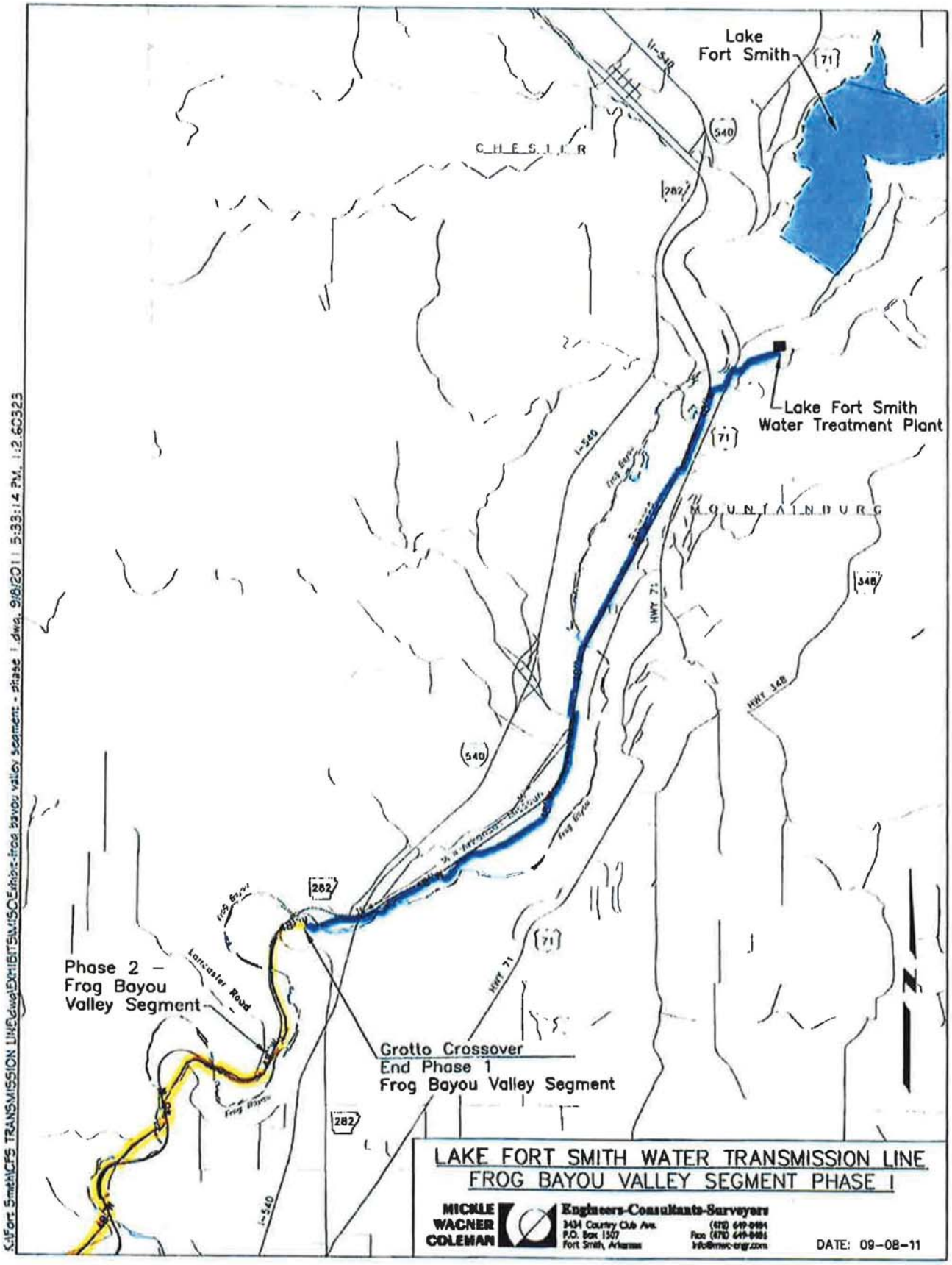
Project Contractor:
S.J. Louis Construction of Texas LTD

Staff Contact Phone:
784-2401

Notice to Proceed Issued:
11/12/2015

	Dollar Amount	Contract Time (Days)
Original Contract Amount:	$11,120,753.00	360
Change Order(s):	$0.00	0
Total Change Orders:	$0.00	0
Adjusted Contract:	$11,120,753.00	360
Payments to date (as negative):	-$5,171,786.01	46.51% of Contract
Amount of this Payment (as negative):	-$829,069.93	7.46% of Contract
Retainage Held	$241,609.50	
Contract Balance Remaining	$5,119,897.06	
Amount Under as a Percentage	0%	

Final Comments:


Lake Fort Smith
71
I-540
540
CHESTER
282
Lake Fort Smith Water Treatment Plant
71
I-540
Frog Bayou
MOUNTAINBURG
348
HWY 71
HWY 348
540
Frog Bayou
282
Frog Bayou
Lancaster Road
Phase 2 – Frog Bayou Valley Segment
HWY 71
71
Grotto Crossover
End Phase 1
Frog Bayou Valley Segment
282
I-540
N
LAKE FORT SMITH WATER TRANSMISSION LINE
FROG BAYOU VALLEY SEGMENT PHASE I
MICKLE WAGNER COLEMAN
Engineers-Consultants-Surveyors
3434 Country Club Ave.
P.O. Box 1507
Fort Smith, Arkansas
(479) 649-0191
Fax (479) 649-0186
info@mwc-engr.com
DATE: 09-08-11
K:\Fort Smith\CFS TRANSMISSION LINE\dwg\EXHIBITS\MISC\phase-frog bayou valley segment - phase 1.dwg, 9/8/2011 5:33:14 PM, 1:2.60323

Comprehensive Plan Goal Supported
By Water Projects

- Ensure adequate, well-maintained infrastructure, public safety, and public facilities for all development and prevent development ahead of infrastructure and service provision. (FLU-1.4)

- Continue to ensure that customers within Fort Smith have access to reliable water, sewer, drainage, solid waste services by reducing or eliminating deficiencies and gaps in infrastructure systems (TI-5.1)

- Implement an infrastructure Asset Management Program as a tool for management of the utility department's water and sewer systems and to track, manage, and schedule necessary facility upgrades and improvements. (TI-5.1.1)

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

- Coordinate land use planning and capital programming to ensure infrastructure improvements and extensions are phased to support the future land use pattern. (TI-5.2.1)

- Adopt criteria for prioritizing funding to infrastructure-related capital improvement projects. (TI-5.2.4)

- Provide new facilities in a manner that protects investments in existing facilities and promotes orderly growth. (PFS-4.2)

MEMORANDUM

TO: Mayor and Board of Directors

FROM: Wendy Mathis, Administrative Assistant

DATE: October 12th, 2016

SUBJECT: Audit Committee

The terms of Mr. Mike Lorenz, Mr. Kevin Settle, Mr. Lavon Morton, and Mr. Kip Jarvis of the Audit Committee will expire November 30th, 2016. Mr. Lorenz, Mr. Morton and Mr. Jarvis are interested in being reappointed. Mr. Settle does not wish to be reappointed.

There are no other applicants available at this time.

Appointments are **by the Board of Directors,** four appointments are needed. The terms will expire November 30th, 2019.

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

Printed on 100% Recycled Paper

AUDIT COMMITTEE

The Audit Committee serves in an advisory capacity to the board of directors to advise the board of directors on all matters relating to the annual financial audit and on matters related to the city's internal control structure.

The committee includes four private citizens of Fort Smith and three members of the board of directors. At least one member of the committee shall be a certified public accountant.

Members shall be nominated by the city administrator and appointed by the **Board of Directors.** Following initial terms of one, two and three year, member's shall serve three year terms. The committee meets on call.

	DATE APPOINTED	TERM EXPIRES
DIRECTORS		
Mike Lorenz 2813 Rannoch Circle 651-7001 DirectorLorenz@hotmail.com	01/03/13	11/30/16
Kevin Settle 10904 Cork Court (08) 806-0280 (w) KevinSettle6@aol.com	04/20/10	11/30/16
Keith Lau P.O. Box 2650 (02) 806-7700 Keithlauward1@gmail.com	01/06/15	11/30/18
CITIZENS		
Lavon Morton, CPA 10408 Innsbruck Court (08) 461-2643 © 494-6823 (w) lmorton@arcb.com	10/19/99	11/30/16

Kip Jarvis, CPIM Materials Manager 9700 Broadwell Road (08) 259-8357 © 648-4285 (w) kipjarvis@sbcglobal.net	12/17/13	11/30/16
Deana Infield CPA 2819 Enid (01) 484-5740 (w) 763-1416 (h) Deana.infield@beallbarclay.com	10/17/12	11/30/18
George Moschner Chief Financial Officer at Baldor 5711 R. S. Boreham Jr. Street (01) 651-5612 © 648-5957 (w) George.moschner@baldor.ab.com	07/21/09	11/30/18

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: 10-10-16

Name: Mike Lorenz

Home Telephone: 479-651-7001

Home Address: 2813 Rannoch Circle

Work Telephone: 479-494-4040

Zip: 72908

Email: mike.lorenz@RFGP.com

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

Education: Bachelor of Science Business / Finance

Professional and/or Community Activities: Fort Smith B.O.D., Audit committee. Planning Commission (Past), Fianna POA past Pres.

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 _____ Date of Birth_ his information will ind check of all applicants).

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

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

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

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: 9-22-16

Name: LAVON MORTON

Home Telephone: 479-461-2643

Home Address: 10408 Innsbruck Ct FORT SMITH

Work Telephone: _____

Zip: 72908

Email: JAGLMORTON@GMAIL.COM

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

Education: B.B.A. University of Central Ark.; Masters in TAXATION Tulsa

Professional and/or Community Activities: AICPA, Fort Smith Symphony University Board, Donald W. Reynolds Cancer Support House Board United Way Endowment Committee

Additional Pertinent Information/References:

Former Ernst + Young Partner

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

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

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

Drivers License__ ___ Date of B

information will be ... check of all applica

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

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

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

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: 9/20/2016

Name: Kip J. Jarvis

Home Telephone: 479-646-5699

Home Address: 9700 Broddwell Rd

Work Telephone: 479-648-4285

Zip: 72908

Email: kipjarvis@sbcglobal.net

Occupation: Material Manager - Ingersoll Rand - Trane Co.
(If retired, please indicate former occupation or profession)

Education: A.S. Business - CPIM Certification - Master CPIM instructor

Professional and/or Community Activities: NW ARK APICS - VP. Programs
APICS Supply Chain Instructor, Fort Smith Audit Committee Current

Additional Pertinent Information/References: See Attached Resumé

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 ide[illegible] offenses and the approximate date. A "yes" answer will not automatically preclude you from conside[illegible]
Drivers License [illegible] Date of Birt[illegible]
information will b[illegible] of all applicant [illegible]

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

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

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

Kip J. Jarvis, CPIM

9700 Broadwell Road, Fort Smith, Arkansas 72908 Home: 479-646-5699 - Cell: 479-650-9820:
kipjarvis@sbcglobal.net

Objective: A management development position requiring strong technical, organizational and problem solving skills focused on achieving results, building teams and continuous improvements.

Core Qualifications

- Sales and Operations Planning
- Forecasting
- Master Scheduling
- Inventory Planning
- Capacity Planning
- ERP / MRP Systems Super User
- Distribution Management
- APICS CPIM Certified
- APICS CPIM Master Instructor
- International Multi-plant Planning and Scheduling.
- KPI and Process Development
- Logistics Management

Professional Experience

Materials Manager - The Trane Company

Ingersoll Rand
November 2013 - Present (20 months)
Fort Smith, Arkansas

Direct materials, production planning, stores, kits and in controlling inventory, increasing on-time delivery and supporting the fulfillment of other divisional objectives

PRINCIPAL RESPONSIBILITIES:
1. Direct the materials planning, stores, kit and production planning function to minimize inventory and maximize parts availability and customer service.
2. Coordinate those functions necessary for proper planning, packaging, assembling, storage and disposition of the plants inventory
3. Develop weekly, monthly and annual inventory forecasts and segmentation's to meet inventory objectives
4. Direct the annual plant physical inventory as well as the class "A" audit to insure plant compliances.
5. Implement programs for the development of the department's personnel.
6. Coordinate the necessary planning to enable the plant purchasing departments to procure material.
7. Interface with marketing and participate in forecast meetings on a regular basis to enhance the exchange of information regarding customer needs

Leadership
Elucidates vision and business changes with ability to implement process changes. Works with group to identify areas for development and collaboratively establishes associated plans. Sets high performance standards for self and others while supporting their attainment. Maintains the highest moral and ethical standards. Creates a learning environment.

Accomplishments

- Site Lead Oracle Phase 2 – Shipping / MPS Planning – First to ship TL in RS
- Site Champion for Employee Engagement – Improved participation in survey by 15% from previous year.
- Site Lead Windchill Prime RS Fort Smith – Implemented on time Feb 2014.
- Site Lead Oracle Phase 3B currently in FIT testing and Train the Trainer.
- Successfully managed the product change from 13 SEER to 14 SEER product specifications.
- Effectively managed RIP (Raw and Work in process inventory levels) with goals.
- Consistently maintained FG inventory availability to support SIOP process and customer availability.
- Developed effective process to ship package models to multiple DC and DSO sites while not have WHS implemented in Oracle R12.

Sales and Operations Manager

April 2012 to November 2013

Nilfisk-Advance, Inc. – Springdale, Arkansas

Responsible for the development of sales forecast for a multi-site global provider of Commercial and Industrial floor cleaning and care equipment. Includes management of Master Schedulers and Material / Production Planners to achieve corporate KPI's for inventory performance, customer order fulfillment, forecast accuracy and new product planning and launch.

- Developed standard procedures for effective sales forecast from independent and internal sales companies spanning North and South America.
- Conduct monthly S&OP meetings with eight sales channels to validate unit forecast.
- Developed forecast / business plan reconciliation process. Accurately ties unit forecast to monthly revenue forecast.
- Managed forecast demand for manufacturing plants in Hungary (2), Italy, China (2), Mexico, and US (4), and US Distribution Centers (2), one European Distribution Center (Denmark)
- Super User and functional expert with ERP planning systems, Specifically (Infor ERP LN with Planner, Scheduler, Promiser functionality, Baan, SAP, JD Edwards)
- Managed forecasting systems with Infor ERP LN, SAP, and Forecast Pro.

Supply Chain Development Manager

October 2010 to April 2012

Nilfisk-Advance, Inc. – Springdale, Arkansas

Responsible for the development of value supply chains to support business plan KPI's for customer service levels safety stock levels, and inventory levels in support of USDC operations.

- Developed costed MRP process (IRP-Inventory Requirements Planning – Input / Output Control Process) to plot inventory levels for three manufacturing and two distribution sites.
- Implemented ERP LN Multi-site system including MPS, MRP and DRP supply relationship between two DC's and three manufacturing plants.
- Facilitated the movement of manufacturing operations from three US facilities into new manufacturing operation in Queretaro, Mexico.
- Managed process to convert planning systems from $90 million manufacturing operation to a $300 million distribution and value added operation
- Managed production plans for two US production facilities and one Mexican manufacturing facility.
- Developed process to measure sales lines within ABC classification and supported with systems to report KPI, adjust stock levels and report financial impact of changes.

Production and Inventory Control Manager

July 2007 to October 2010

Nilfisk-Advance, Inc. – Springdale, Arkansas

Responsible for the daily planning operations to control production of assembly operations including inventory control settings and overall inventory level responsibilities.

- Developed daily production planning reports to evaluate capacity and demand levels resources
- Reduced MOQ's from Asian Supply Chain to reduce overall inventory levels to meet inventory objectives.
- Developed production schedule process that includes demand and stock requirements daily.
- Converted Springdale Production facility from JD Edwards to INFOR ERP LN software.

Director, Materials Management February 2006 to July 2007

Federal Coach, Inc. – Fort Smith, Arkansas

Responsible for the purchasing, receiving, warehousing, cycle counting, supply line replenishment, lean set up, sequencing of all materials supplied by outside partners. Responsible for the daily planning and production of all activities for the custom wood production department and the steel fabricating department including the use of laser cutting, MIG, TIG welding fabrication and mechanical metal forming and cutting.

- Implemented planning and control processes to initiate purchasing activity. Reduced stock outs by 80% for purchased items.
- Developed priority planning sequencing process for fabricated steel items produced in house. Depart was historically past due has become a current in house supplier in six weeks.
- Developed and instituted a cycle counting program to improve record accuracy by 40 %
- Developed outsourcing partners to reduce operating expenses and provide consistent quality and supply chains. Generated cost savings of $500,000 during first six months in position.

Director, Materials Operations

January 1995 to February 2006

IC Corp. Navistar - International Truck and Engine – Conway, Arkansas

Responsible for directing the activities for warehousing, material handling, line sequencing, receiving, shipping, cycle counting, inventory control, and service part replenishment functions for this Bus and Class 7 Chassis Manufacturer on 140 acre site with 1300 in employment.

- Managed stamping, assembly, and conveyor/ primer departments consisting of direct staff of 250+ UAW and Salary employees. Achieved lowest recorded labor hours per unit, increased through put by 40% during a production ramp. Using capacity planning tools and system lead time factors, reduced past due back log from 300 orders weekly to current status in six weeks.
- Using cycling counting measures, increased warehouse inventory accuracy from 50% to 96% and eliminated physical inventory in three main cycle count controlled warehouses housing approximately 4 million dollars of inventory.
- Functional representative for Baan ERP Implementation Core Team. Developed Materials processes for Purchasing, Warehousing, Receiving, and Material Handling Operations for two functional implementations including training and process documentation.
- Reduced Inventory by $28 million in 18 months without taking an impact to the P&L. Increased inventory turns from 8 to 22 over 20 months.
- Identified fraudulent charges from transportation partners resulting in prosecution for responsible parties for theft of over $70,000, including surveillance of personnel suspected of illegal activity.

Materials Manager

April 1993 to January 1995

Circuit Test, Inc. – Memphis, Tennessee

Assistant Distribution Center Facility Manager

May 1993 to March 1994

Square D Company – Memphis, Tennessee

Materials Manager

September 1991 to May 1993

VVP America / Glasscraft – Memphis, Tennessee

Production /Inventory Control Manager

December 1986 to August 1991

Bostrom Seating Inc. – Piedmont, Alabama

Production Planning Manager

July 1981 to December 1986

SunarHauserman – Marked Tree, Arkansas

Inventory Analyst

October 1977 to May 1981

Dover Corp / Holmes Div. – Newbern, Tennessee

Education

Dyersburg State Community College

Dyersburg, Tennessee, USA

Business

APICS

CPIM Certified Production and Inventory Management

CPIM

Affiliations

American Production and Inventory Control Society
Jonesboro, AR.: Jacksonville Al.: Memphis TN.: Little Rock, AR; Fort Smith, AR; Fayetteville, AR.

- CERTIFIED – CPIM
- CPIM MASTER INSTRUCTOR – APICS
  Basics OF Supply Chain Management
  Master Planning of Resources
  Detailed Scheduling and Planning
  Execution and Control of Operations
  Strategic Management of Resources

City of Fort Smith, Arkansas 2013-2016

- Audit Committee - Citizen Appointee

The City of Fort Smith ARKANSAS

MEMORANDUM

TO: Mayor and Board of Directors

FROM: Wendy Mathis, Administrative Assistant

DATE: October 12th, 2016

SUBJECT: Oak Cemetery Commission

The terms of Mr. Scott Stubblefield, Mr. Joseph Irwin, and Ms. Pam Weiler of the Oak Cemetery Commission will expire November 30th, 2016. Mr. Stubblefield and Mr. Irwin are interested in being reappointed to the Oak Cemetery Commission. Ms. Weiler does not wish to be reappointed to this commission.

There are no other applicants available at this time.

Appointments are **by the Board of Directors,** three appointments are needed. The terms will expire November 30th, 2019.

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

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Oak Cemetery Commission

The Oak Cemetery Commission acts in an advisory capacity to the Board of Directors and the City Administrator in the planning, maintenance, development and operation of the cemetery.

The Commission consists of seven members who shall initially serve one, two and three-year terms. Thereafter, members shall serve three-year terms. The Oak Cemetery Commission is appointed by the Board of Directors. The Commission meets on call.

	Date Appointed	Term Expires
Scott Stubblefield 812 South 24 Street (01) 918-816-0128 (w) castle.camps@yahoo.com	11/20/07	11/30/16
Joseph S. Irwin 2024 South 69 Street (03) 452-2768 (h) joeirwin@juno.com	08/17/04	11/30/16
Pam Weiler 2207 South 73 Street (3) 452-4952 (h) 788-6494 (w) pweiler@goodyear.com	11/21/01	11/30/16
Carole Barger 5205 Fern (03) 646-9140 carlann34@cox.net	12/16/14	11/30/17
Michael Richardson 623 North 6th Street (01) 719-4080 (h) Sonsign@att.net	08/20/14	11/30/18

Charles Girard First National Bank 7510 Westminister Place (03) 484-1500 (h) 788-4211 (w) Chuck.Girard@sbcglobal.net	06/21/11	11/30/18
Reginald Moore Deputy Circuit Clerk 2405 N 53 Street (04) 561-6519 (h) 441-1310 (2956) rmoore@co.sebastian.ar.us	11/20/12	11/30/18

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: 10/01/2016

Name: STUBBLEFIELD, JOEL "SCOTT"

Home Telephone: 479 431 8514

Home Address: 6107 WHITE OAK CIRCLE

Work Telephone: 479 783 6139

Zip: 72916

Email: SStubblefield@CO.SEBASTIAN.AR.US

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

Education: BA.

Professional and/or Community Activities: PAST - CONVENTION CENTER COMMISSION, CURRENT - WAPDD BOARD MEMBER, FORT SMITH MUSEUM OF HISTORY BOARD, CHAIR - OAK CEM. COMMISS.

Additional Pertinent Information/References: JEFF DINGMAN, MAYOR SANDERS

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 N/A

Driver's License _____ Date of Birth_____

(This informatior ... al back ground check of all applic

I am inte ... serving on the (please check):

( ) Audit Committee
( ) Advertising & Promoting Commission
( ) Airport Commission
( ) Animal Services Advisory Board
( ) Arkansas Fair & Exhibition Facilities Board
( ) Benevolent Fund Board
( ) Building Board of Adjustment and Appeals
( ) Central Business Improvement District
( ) Comprehensive Plan Improvement Committee
( ) Convention Center Commission
( ) Civil Service Commission
( ) CIP Committee (Streets, Bridges, & Drainage)
( ) Community Development Advisory Comm.
( ) County Equalization Board
( ) Electric Code Board of Appeals
( ) Fire Code Board of Appeals & Adjustments
( ) Historic District Commission
( ) Housing Assistance Board
( ) Library Board d of Trustees
( ) Mechanical Board 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. Board
( ) Sister Cities Committee
( ) Transit Advisory Commission
( ) Residential Housing Facilities Board

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

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

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

Date: _____7 SEPTEMBER 2016_____

Name: ____JOSEPH S IRWIN_____ Home Telephone: _479-653-3425_____

Home Address: _2024 SOUTH 69th STREET_____ _____
Work Telephone: ____N/A_____

Zip: __72903-4033_____ Email: __joeirwin@juno.com_____

Occupation: _____RETIRED TEXAS HIGHWAY DEPARTMENT _____
(If retired, please indicate former occupation or profession)

Education: _____4 YEARS UNIVERSITY OF ARKANSAS NO DEGREE CIVIL ENGINEERING _____

Professional and/or Community Activities: _____CLAYTON HOUSE BOARD, VOLUNTEER TROLLEY DRIVER(11 YEARS), VOLUNTEER AT SPARKS, VOLUNTEER FOR AARP FOUNDATION TAX-AIDE PROGRAMG (19 YEARS), VOLUNTEER FOR FIND-A-GRAVE , CRAWFORD COUNTY VOLUNTEERS FOR LITERACY ,
_____
_____
_____

Additional Pertinent Information/References: ____IRWIN & MacLeod FAMILY BURIED AT OAK
_____
_____
_____

Are you a registered voter in the City of Fort Smith? YesX _ No ____
Have you ever been convicted of a felony, misdemeanor, XDWI/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.

___ _____
Dri _____
MA _____
(Th[illegible] luct a criminal back ground check of all applicants).

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

( ) Audit Committee
( ) Advertising & Promoting Commission ( ) Airport Commission

1/2

( ) Animal Services Advisory Board
( ) Arkansas Fair & Exhibition Facilities Board
( ) Benevolent Fund Board
( ) Building Board of Adjustment and Appeals
( ) Central Business Improvement District
( ) Comprehensive Plan Improvement Committee
( ) Convention Center Commission
( ) Civil Service Commission
( ) CIP Committee (Streets, Bridges, & Drainage)
( ) Community Development Advisory Comm.
( ) County Equalization Board
( ) Fire Code Board of Appeals & Adjustments
( ) Historic District Commission
( ) Electric Code Board of Appeals
( ) Housing Assistance Board
( ) Library Board d of Trustees
( ) Mechanical Board of Adjustments and Appeals
(X) 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. Board
( ) Sister Cities Committee
( ) Transit Advisory Commission
( ) Residential Housing Facilities Board

Joseph S. Irwin 15 Sept 2016

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

2/2

The City of Fort Smith ARKANSAS

MEMORANDUM

TO: Mayor and Board of Directors

FROM: Wendy Mathis, Administrative Assistant

DATE: October 12th, 2016

SUBJECT: Parks and Recreation Commission

Ms. Lorie Roberson of the Parks and Recreation Commission has resigned her position effective September 14th, 2016.

The applicants available at this time are:

Lacey M. Jennen	1531 Fianna Place Terrace
Gary J. Blan	11111 Maple Park Drive
Robert M. Naumoff	5100 South Zero Street

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

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

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PARKS AND RECREATION COMMISSION

The Parks and Recreation Commission acts in an advisory capacity to the Board of Directors of the city of Fort Smith and Director of Parks and Recreation in the promotion, planning, maintenance, development and operation of all recreation areas and facilities owned, controlled or leased by the city. The members of the Parks and Recreations Commissions shall be qualified electors of the city. Members are appointed by the ***Board of Directors*** for five year terms. The commission meets at 11:30 on the second Wednesday of each month at the Creekmore Community Center.

	DATE APPOINTED	TERM EXPIRES
Lorie Robertson Marketing Executive 3301 South 96 Street (03) 452-6985 (h) 242-2167 (w) lorie@chaffeecrossing.com	07/17/12	08/31/17
Sherry Toliver Executive Director 3201 South 93 Circle (03) 434-4854 (h) 420-1162 (w) Stoliv44@gmail.com	07/16/13	08/31/18
Casey Millspaugh 408 Apple Valley Road (08) 817-676-4104 (h) 459-4017 (w) cmillspaugh@ups.com	10/15/13	08/31/19
Chris Raible Arvest Business Resource Cntr. Manager 5206 Twin Hills Drive (16) 649-9937 (h) 709-8830 (w) c_raible@hotmail.com	10/21/14	08/31/19
Madeline Marquette 7818 Valley Forge Road 478-7021 (h) madgs@sbcglobal.net	07/20/10	08/31/20

Nancy Raney Retired 8108 Adam Drive (03) 452-5170 (h) 221-2643 © nancyr729@gmail.com	07/19/16	08/31/21
Jim Rowland Retired 6511 Meadow Cliff (03) 452-0659 (h) 651-0548 © normarowland@sbcglobal.net	07/19/16	08/31/21

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 23, 2016

Name: Lacey M. Jennen

Home Telephone: 479-769-4679

Home Address: 1531 Fianna Place Terrace

Work Telephone: 479-646-1177

Zip: 72908

Email: laceyjennen@gmail.com

Occupation: Assistant Director of Creative Ministries at Grace Community Church
(If retired, please indicate former occupation or profession)

Education: Bachelor of Science in Horticulture from the U of A Fayetteville, 2002

Professional and/or Community Activities: PTA Secretary for Beard Elementary, DAR member, Member at Grace Community Church, Kids Church Committee at GCC, Steep Hill Cemetery consultant

Additional Pertinent Information/References: please see attached letter

Kyle Parker - President & CEO of Arkansas Colleges of Health Education 479-459-8800 Jeff Jones - Grace Community Church 479-739-1360

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 offe[illegible] e approximate date. A "yes" answer will not automatically preclude you from
Drivers Li[illegible] Date of Birth [illegible]
informatio[illegible] inal back ground check of all applicants)

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

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

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

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

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Date: June 23, 2016

Name: Gary J. BLAN

Home Telephone: 214 9609620

Home Address: 11111 Maple Park Dr.

Work Telephone: 2149609620

Zip: 72916

Email: gblan@cox.net

Occupation: Hospital & Health System CEO, International Health Consulting (Semi Retired)
(If retired, please indicate former occupation or profession)

Education: B.S., M.H.A, F.A.C.H.E

Professional and/or Community Activities: See Attached

Additional Pertinent Information/References: Sam T. Sicard, Steve Clark, Sandy Sanders, John Clayton

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 ... ximate date. A "yes" answer will not automatically preclude you from considerati... ___ Date of Birt... ___(This

Drivers License AR ...

information will be us... ck ground check of all applicants

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

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

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wmathis@fortsmithar.gov

An effective fund-raiser over the years both personally and through establishing development activities and/or fund-raising foundation; personally responsible for over $50M in individual and foundation gifts; similar experience in various markets.

- Involved in development and ongoing operation in two statewide PPO's, a leader in Managed Care.
- In-depth experience in planning, developing and carrying out multi-million dollar marketing programs that have significantly improved the hospital market share and image among the consumer, physician and employees.
- Effective team builder; surrounds self with all employees in small groups at least quarterly; meets with groups of physicians at least weekly; makes rounds of institution several hours per day, develop programs to involve employees at all levels, to recognize them and reward them.
- Knows how to organize, plan, develop, delegate, follow up and consistently evaluate.
- Is an excellent public speaker in the management arena, university setting and large corporations; main areas of concentration are motivation, consumer relations, ethics, quality management and fund raising.
- Is a turnaround manager, has taken difficult assignments and made them profitable; increased their market share, public image, employee and physician relations.

Actively involved in community activities:

a. Served on two bank boards.
b. Served on five hospital boards.
c. Executive Officer for Regional Boy Scouts Board.
d. Served in various Chamber of Commerce leadership capacities in various cities
e. President of Board of Children's long-term hospital.
f. President of a University Alumni with 16,000 members.
g. Served on Board of Trustees of a University.
h. Served on Boards and in Service Groups of Catholic Charities.
i. President of area arts council.
j. Served on Board of Youth for Christ.
k. Served on Boards of local churches.

Was youngest and first non-Catholic CEO appointed by Sisters of Mercy.

- Wrote grant and developed pilot for nation's first rural ambulance service network; served as model for the nation.
- Developed a rural network of ambulance services that served as a feeder to hospital emergency facilities.
- Built a network of primary care physicians that fed into hospital staff specialist and hospital services.

- Build Ambulatory Care Center on campus for outpatient services that now sees over 60% of patient base.
- Developed and implemented one of the nation's first true Birthing Centers — all private rooms for labor, delivery and recovery, in a hotel atmosphere where total family participation is allowed.
- Developed a women's health care unit with a general acute hospital that provided extra services, programs and amenities for women.
- Developed a physician practice enhancement program that provided staff to assist physicians in their dealings with managed care, overhead, staffing, legal and consultative services, office evaluations and/or office management.
- Strong point in physician relations, through honest, open frequent communications; recruited over 200 new physicians to campus, in one assignment, and in another recruited 100 new physicians to change median age from 55 years old to 45 years old in six years.
- Directed design and implemented a $20M nationally recognized hospital information system that linked physician offices directly with hospital departments and with patient rooms.
- Extensive experience in design and construction of over $600M in new or remodeled facilities.
- Received Outstanding Alumni Award from undergraduate university. Voted one of the Outstanding 83 Leaders of New Orleans, Louisiana.
- National Finalist for White House Fellowship.
- Has had 30 years of positive performance evaluations.

Recent Awards and recognitions:

- Maimonides Award of Servant of Humanity
- American College of Healthcare - Executive Regent's Award
- College of St. Elizabeth - Champion of Excellence award
- American Health Executive - Distinguished Service Award
- Sunrise House Foundation Award
- St. Clare Foundation - Leadership Award

Reference upon request.

Parks + Rec.

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: 9/30/16

Name: Robert M. Naumoff Home Telephone: 479-799-5282

Home Address: 5100 S. Zero St. Apt# 3102 Work Telephone: 479-471-2577

Zip: 72903 Email: rob.naumoff@gmail.com

Occupation: Attorney - USA Truck, Inc.
(If retired, please indicate former occupation or profession)

Education: B.S. in Biology - Univ. of Arkansas; J.D. - Univ. of Arkansas School of Law

Professional and/or Community Activities:

Sebastian County Bar Association

Additional Pertinent Information/References: Jurena Storm (510) 372-4237

Chad Lane (479) 471-6680

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 Licens ___ D
information will ground check of all

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

( ) Audit Committee
( ) Advertising & Promoting Commission
( ) Airport Commission
(X) Animal Services Advisory Board
( ) Arkansas Fair & Exhibition Facilities Bd
( ) Benevolent Fund Board
( ) Bldg. Bd. Of Adjustment and Appeals
( ) Central Business Improvement District
( ) Comprehensive Plan Imp. Committee
( ) Convention Center Commission
( ) Civil Service Commission
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( ) Community Development Advisory Com.
( ) County Equalization Board
( ) Electric Code Board of Appeals
( ) Fire Code Board of Appeals & Adjustments
(X) Historic District Commission
( ) Housing Assistance Bd.
(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
( ) Transit Advisory Commission
( ) Residential Housing Facilities Board

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

MEMORANDUM

To: City Administrator Carl Geffken

From: Sherri Gard, City Clerk

Date: October 14, 2016

Re: Voting Delegates to National League of Cities (NLC) City Summit
November 16 - 19, 2016 / Pittsburg, PA

Once the delegate(s) is/are determined, I will complete the required online form on the NLC website. Based on the city's population, Fort Smith has two (2) votes; therefore, up to two (2) delegates may be selected.

Mayor – Sandy Sanders

City Administrator – Carl Geffken

City Clerk – Sherri Gard

Board of Directors
Ward 1 – Keith Lau
Ward 2 – Andre' Good
Ward 3 – Mike Lorenz
Ward 4 – George Catsavis
At Large Position 5 – Tracy Pennartz
At Large Position 6 – Kevin Settle
At Large Position 7 – Don Hutchings

AGENDA ~ Summary

Fort Smith Board of Directors
REGULAR MEETING
October 18, 2016 ~ 6:00 p.m.
Fort Smith Public Schools Service Center
3205 Jenny Lind Road

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

INVOCATION & PLEDGE OF ALLEGIANCE
Director Don Hutchings

ROLL CALL
- All present
- Mayor Sandy Sanders presiding

PRESENTATION BY MEMBERS OF THE BOARD OF DIRECTORS OF ANY ITEMS OF BUSINESS NOT ALREADY ON THE AGENDA FOR THIS MEETING
(Section 2-37 of Ordinance No. 24-10)
Information available by viewing rebroadcast of the meeting on the City Access Channel 214, the City website or http://www.ustream.tv/channel/city-of-fort-smith-board-ofdirectors-meetings

APPROVE MINUTES OF THE OCTOBER 4, 2016 REGULAR MEETING
APPROVED as written

ITEMS OF BUSINESS:

1. Public hearing and ordinance to close, vacate and abandon portions of Kinkead Avenue, North 51st Street and North 53rd Street located in the City of Fort Smith, Arkansas *(applicant: University of Arkansas Fort Smith)*
   APPROVED 6 in favor, 0 opposed, 1 abstention (Pennartz) as amended to make approval contingent upon approval by the University of Arkansas Fort Smith Board of Trustees / Ordinance No. 68-16

2. Consent Agenda

A. Ordinance amending the 2016 Budget *(Police Department)*
APPROVED 7 in favor, 0 opposed / Ordinance No. 69-16

B. Resolution setting public hearing date on petition to vacate a portion of South 12th Street located in Sulphur Spring Town, an addition to the City of Fort Smith, Arkansas *(applicant: Evangel Temple)*
APPROVED 6 in favor, 0 opposed, 1 abstention (Hutchings) / Resolution No. R-153-16

C. Ordinance to abandon a public utility easement located in Fitzgerald Addition, Block 56, an addition to the City of Fort Smith, Sebastian County, Arkansas *(applicant: Evangel Temple)*
APPROVED 6 in favor, 0 opposed, 1 abstention (Hutchings) / Ordinance No. 70-16

D. Resolution authorizing partial payment to Forsgren, Inc. for the construction of Jenny Lind Road and Ingersoll Avenue Widening Project, AHTD Job 040471, City of Fort Smith Project No. 07-01-A *($1,332,103.11 / Engineering Department / Budgeted – Sales Tax Program)* ♦
APPROVED 7 in favor, 0 opposed / Resolution No. R-154-16

E. Resolution accepting completion of and authorizing final payment for the construction of 2015 Traffic Signal Improvements, Project No. 15-09-A *($47,559.22 / Engineering Department / Budgeted – Sales Tax Program)* ♦
APPROVED 7 in favor, 0 opposed / Resolution No. R-155-16

F. Resolution authorizing the City Administrator and Director of Human Resources to negotiate third party administrator services for employee insurance coverage *~ Hutchings/Lorenz placed on agenda at the October 10, 2016 special study session ~*
APPROVED 5 in favor, 2 opposed (Pennartz & Settle) / Resolution No. R-156-16

G. Resolution accepting bids for the purchase of fleet trucks and vehicles *($744,267.10 / Street Department / Budgeted – Various Programs)*
APPROVED 6 in favor, 1 opposed (Pennartz) / Resolution No. R-157-16

H. Resolution to accept the bid and authorize a contract for construction of the Rice Carden Walking Trial, AHTD Job No. 040698 *($717,120.00 / Parks Department / Budgeted – 1/8 Cent Sales Tax)* ♦
APPROVED 7 in favor, 0 opposed / Resolution No. R-158-16

I. Resolution authorizing partial payment to S.J. Louis Construction of Texas, LTD for the construction of the Lake Fort Smith Water Transmission Line – Phase I *($829,069.93 / Utility Department / Budgeted – 2012 Sales and Use Tax Bonds - Water)*
APPROVED 7 in favor, 0 opposed / Resolution No. R-159-16

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

- Mayor
- Directors
- City Administrator

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EXECUTIVE SESSION *(Approximately 6:27 p.m.)*

Appointments:

AUDIT ADVISORY COMMITTEE
DIRECTOR Positions
Director Mike Lorenz (reappointment)
Director Tracy Pennartz

CITIZEN Positions
Lavon Morton (reappointment)
Kip Jarvas (reappointment)

Terms expire November 30, 2019

OAK CEMETERY COMMISSION
Scott Stubblefield (reappointment)
Joseph Irwin (reappointment)
Terms expire November 30, 2019

PARKS & RECREATION COMMISSION
Lacey M. Jennen *~ to fill the unexpired term of Lorie Robertson who resigned ~*
Term expires August 31, 2017

NATIONAL LEAGUE OF CITIES (NLC) CITY SUMMIT
VOTING DELEGATES *(November 16 – 19, 2016 / Pittsburg, PA)*
City Administrator Carl Geffken

ADJOURN
6:36 p.m.

MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING

TUESDAY ~ OCTOBER 18, 2016 ~ 6:00 P.M.

FORT SMITH PUBLIC SCHOOLS SERVICE CENTER

The meeting was called to order by Mayor Sandy Sanders, presiding. Invocation was given by Director Don Hutchings, followed by the Pledge of Allegiance. On roll call, the following members of the Board were present: Directors Keith Lau, Andre' Good, Mike Lorenz, George Catsavis, Kevin Settle, Tracy Pennartz and Don Hutchings. The Mayor declared a quorum present.

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

The minutes of the October 4, 2016 regular meeting were presented for approval. Settle, seconded by Hutchings, moved approval of the minutes as written. The members all voting aye, the Mayor declared the motion carried.

Mayor Sanders announced this was the time and place set for a public hearing to close and vacate portions of Kinkead Avenue, North 51st Street and North 53rd Street located in the City of Fort Smith, Arkansas. Notice of the public hearing was duly published as required by law. Following the public hearing, consideration of an ordinance authorizing same was given (Item No. 1).

Deputy City Administrator Jeff Dingman briefed the Board on the item advising such is per the request of the University of Arkansas Fort Smith (UAFS). The proposed ordinance authorizes the abandonment of a portion of Kinkead Avenue, North 51st Street and North 53rd Street. All properties adjacent to the proposed street closures are owned by UAFS. The purpose of the abandonment is to increase the safety for UAFS students. A traffic study was

conducted to determine the amount of thru traffic that would be displaced to other streets. On September 6th and October 6th, staff mailed letters to property owners within five-hundred (500) feet of proposed street closures to advise of the proposed street closures and public hearing. Two (2) residents on North 53rd Street phoned staff and indicated they were not opposed to the closure, but conveyed concern regarding the speed of motorist. One (1) resident on Kinkead Avenue phoned staff expressing opposition to the Kinkead Avenue closure. All franchise utility companies and appropriate City departments were contacted regarding any ongoing or future interests that they may have within the subject areas and UAFS agreed to sign a utility and storm drainage easement to allow maintenance of existing infrastructure in the proposed area for abandonment. UAFS also agreed to sign a memorandum of understanding (MOU) stipulating the applicant or their assigns will not make any claims for compensation in the event the city exercises the power of eminent domain to reclaim the abandoned right-of-way.

The following individuals were present to address the Board:

- Paul Beran
  UAFS Chancellor

  Re: Spoke in favor of the item citing such is requested merely for the safety of UAFS students.

- Bryan Shepard
  Fort Smith, AR

  Re: Conveyed opposition to the proposed closure on Kinkead Avenue alleging such could present other traffic issues as motorists cut through parking lots and across multiple lanes of traffic without a stop light.

- Joe Atkinson, III
  Fort Smith, AR

  Re: Spoke in opposition to the item citing traffic regulations relative to crosswalks.

- Dixie E. Geren
  Fort Smith, AR

  Re: Advised she resides on North 53rd Street and is speaking on behalf of all North 53rd Street residents, who are concerned with the gate location. Due to such, she requested the proposed location of the gate on North 53rd Street be moved to ensure there is no through traffic on said street.

- Lisa Robey
  Fort Smith, AR

  Re: Advised she lives on North 48th Street and expressed concern that upon approval of the proposed, such will deter traffic to the North 48th Street area; therefore, requested the Board consider such.

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

Settle, seconded by Lau, moved adoption of the item. The motion included suspending the rule to allow the three (3) full readings of the ordinance to be by caption and for the readings to occur on the same date. The City Clerk read the ordinance for its readings.

Prior to the vote and regarding Ms. Geren's request, Director Catsavis inquired UAFS is willing to consider an alternate location for the gate.

Mayor Sanders advised that upon approval, Mr. Beran has indicated an alternate gate location will be considered as requested.

Director Settle noted UAFS is a foundation for the community and urged all to embrace the growth of UAFS citing the safety of the students should be first priority.

Director Pennartz urged the Board to consider the traffic concerns conveyed by Mr. Shepard, i.e. a blind spot at North 46th and Grand Avenue. She further requested UAFS to consider adding sidewalks to address the anticipated increase in pedestrian traffic.

Director Lau spoke in support of the proposed closures conceding that such will increase traffic on surrounding roadways; therefore, he conveyed assurance the matter could result in a future necessity to widen Park Avenue. If so, he further requested sidewalks be included.

Mayor Sanders concurred with the comments of Director Lau, but reminded the Board there a multiple areas of the city in need of sidewalks.

Settle, seconded by Hutchings, moved to amend the ordinance making approval contingent upon approval of the Board of Trustees of the University of Arkansas System. The members all voted affirmatively, with the exception of Director Pennartz, who abstained citing she serves as an adjunct instructor for UAFS. The Mayor declared the motion carried and the ordinance stood amended.

Hutchings, seconded by Settle, moved adoption of the ordinance as amended. The members all voted affirmatively, with the exception of Director Pennartz, who abstained. The Mayor declared the motion carried. Settle, seconded by Lorenz, moved adoption of Section 3 the emergency clause and the members all voted affirmatively, with the exception of Director Pennartz, who abstained. The Mayor declared the motion carried and the ordinance and emergency clause were adopted and the ordinance was given Ordinance No. 68-16.

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

A. Ordinance amending the 2016 Budget *(Police Department)*

B. Resolution setting public hearing date on petition to vacate a portion of South 12th Street located in Sulphur Spring Town, an addition to the City of Fort Smith, Arkansas *(applicant: Evangel Temple)*

C. Ordinance to abandon a public utility easement located in Fitzgerald Addition, Block 56, an addition to the City of Fort Smith, Sebastian County, Arkansas *(applicant: Evangel Temple)*

D. Resolution authorizing partial payment to Forsgren, Inc. for the construction of Jenny Lind Road and Ingersoll Avenue Widening Project, AHTD Job 040471, City of Fort Smith Project No. 07-01-A *($1,332,103.11 / Engineering Department / Budgeted – Sales Tax Program)* ♦

E. Resolution accepting completion of and authorizing final payment for the construction of 2015 Traffic Signal Improvements, Project No. 15-09-A *($47,559.22 / Engineering Department / Budgeted – Sales Tax Program)* ♦

F. Resolution authorizing the City Administrator and Director of Human Resources to negotiate third party administrator services for employee insurance coverage *~ Hutchings/Lorenz placed on agenda at the October 10, 2016 special study session ~*

G. Resolution accepting bids for the purchase of fleet trucks and vehicles *($744,267.10 / Street Department / Budgeted – Various Programs)*

H. Resolution to accept the bid and authorize a contract for construction of the Rice Carden Walking Trial, AHTD Job No. 040698 *($717,120.00 / Parks Department / Budgeted – 1/8 Cent Sales Tax)* ♦

I. Resolution authorizing partial payment to S.J. Louis Construction of Texas, LTD for the construction of the Lake Fort Smith Water Transmission Line – Phase I *($829,069.93 / Utility Department / Budgeted – 2012 Sales and Use Tax Bonds - Water)*

Regarding Item No. 2F, Director Pennartz conveyed uncertainty of the final offers for subject services; therefore, expressed desire for the Board to evaluate such during the upcoming budget review hearings.

Regarding Item No. 2G, Director Catsavis inquired of the number of vehicles being purchased and if any utilize alternative fuel such as compressed natural gas (CNG).

Purchasing Manager Alie Bahsoon advised the item authorizes the purchase of twelve (12) vehicles and none utilize an alternative fuel source. A study was conducted in 2015 regarding the cost effectiveness of CNG vehicles and at that time, it was determined such was

simply not a cost effective option for the City because the cost of the conversion kits are extremely expensive. Research was performed earlier this year to determine if costs have decreased; however, the rates had not changed. He further advised the State of Arkansas Assistance Program will provide grants to help supplement the cost of CNG conversion; however, such is not available to municipalities.

Directors Settle and Lorenz spoke in favor of the City moving toward purchasing only CNG vehicles. Since the cost of a conversion kit is the issue, it was recommended that a cost analysis for such be conducted annually. Also, due to rapidly changing technology, such analysis should include information from manufactures to determine if alternative fuel vehicles are being manufactured, which may be more cost effective than the purchase of a conversion kit.

Director Settle also encouraged City staff to inquire if a vehicle in need of replacement can be utilized by another City department prior to including said vehicle in the public auction.

Settle, seconded by Catsavis, moved adoption of all consent agenda items. The members all voted affirmatively on all items with the exception of Item No. 2F whereby Directors Pennartz and Settle voted *"no";* Item No 2G whereby Director Pennartz voted *"no"* ; and, Items No. 2B and 2C whereby Director Hutchings abstained. Mayor Sanders declared the motion carried and the ordinances and resolutions were adopted with the ordinances given Ordinance No. 69-16 and 70-16 and the resolutions numbered R-153-16 through R-159-16, respectively.

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

- Mayor Sanders

  Re: Announced early voting starts Monday, October 24th and encouraged all to get out and vote.

- Director Settle

  Re: Noted the Greg Smith River Trail Ribbon Cutting is set for 11:00 a.m., Wednesday, October 26, 2016 and encouraged all to attend.

- Deputy City Administrator Dingman

  Re:
  1. Introduced the new Director of Human Resources Naomi Roundtree.

  2. Reminded of the Special Study Session, to be held jointly with the Sebastian County Quorum Court to review 2016 operations and 2017 Budget for Parrot Island Waterpark, is set for 6:00 p.m., Thursday, October 27, 2016 at the Ben Geren Safe Shelter.

The Board entered into executive session at approximately 6:27 p.m. and after reconvening, the Mayor announced the following appointment nominations:

AUDIT COMMITTEE
Mike Lorenz (Director) (reappointment)
Tracy Pennartz (Director) (reappointment)
Lavon Morton (reappointment)

Kip Jarvas (reappointment)
Terms expire November 30, 2019

OAK CEMETERY COMMISSION
Scott Stubblefield (reappointment)
Joseph Irwin (reappointment)
Terms expires November 30, 2019

PARKS & RECREATION COMMISSION
Lacey M. Jennen
Term expires August 31, 2017

NATIONAL LEAGUE OF CITIES CITY SUMMIT VOTING DELEGATES
(November 16-19, 2016 / Pittsburg, PA)
Carl Geffken, City Administrator

Hutchings, seconded by Pennartz, moved acceptance of the above named nominations. The members all voting aye, the Mayor declared the motion carried.

There being no further business to come before the Board, Settle moved that the meeting adjourn. The motion was seconded by Lorenz and the members all voting aye, the Mayor declared the motion carried and the meeting stood adjourned at 6:36 p.m.

APPROVED

MAYOR

ATTEST

CITY CLERK