



AGENDA

MONDAY, JULY 8, 2024 ~ 11:00 A.M.
BLUE LION
101 NORTH 2ND STREET
ROOM B

CALL TO ORDER

ROLL CALL

- Megan Raynor (Chair) Bobbie Woodard-Andrews Jack Swink
 Justin Sparrow Karen Lewis

STATEMENT OF QUALIFICATIONS AND INTRODUCTION OF CITY STAFF

APPROVE MINUTES OF THE DECEMBER 11, 2023 MEETING

ITEMS OF BUSINESS

1. Select chairperson for July 2024 – July 2025
2. Schedule appeal hearings for two (2) evenings in September
3. Review delinquent liens/properties included in 2024 appeal process
4. Inspections report from Neighborhood Services regarding cleanup (yards) and property maintenance code (structures)

OTHER BUSINESS

ADJOURN

City of Fort Smith Property Owners Appeal Board Meeting - Monday, July 8, 2024

Fort Smith, Arkansas sent this bulletin at 07/03/2024 02:48 PM CDT



Property Owners Appeal Board Meeting - July 8, 2024

MEDIA NOTIFICATION July 3, 2024

The City of Fort Smith Property Owners Appeal Board will meet at 11:00 a.m., Monday, July 8, 2024 at the structure known as the Blue Lion, 101 North 2nd Street, Room B.

The purpose of the meeting is to schedule the 2024 appeal hearings for delinquent property cleanup liens; review property inspection activities; and, other matters relating to property maintenance.

Once finalized, the agenda for the subject meeting will be posted on the calendar of the City of Fort Smith website, www.fortsmithar.gov.

For questions or additional information, please contact the City Clerk's Office at 479-784-2208 or cityclerk@fortsmithar.gov.

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

POWERED BY



MEMORANDUM

To: Property Owners Appeal Board

From: Sherri Gard, City Clerk

Date: July 5, 2024

Re: Selection of Chairperson

As you know, a chairperson must be selected annually. The chairperson serves a one (1) year term, i.e. July 15 to July 14.

Megan Raynor was reappointed as chairperson on July 10, 2023, and below is a historical list of those serving as chair of the Property Owners Appeal Board:

| | | | |
|------------------------|--------------|-----------------------|------------------|
| July 2023 – July 2024 | Megan Raynor | July 2009 - July 2010 | Karen Lewis |
| July 2022 – July 2023 | Megan Raynor | July 2008 - July 2009 | Karen Lewis |
| July 2021 – July 2022 | Megan Raynor | July 2007 - July 2008 | Karen Lewis |
| Sept. 2020 – July 2021 | Megan Raynor | July 2006 - July 2007 | Karen Lewis |
| July 2020 - July 2020 | Karen Lewis | July 2005 - July 2006 | Randy Hall |
| July 2019 - July 2020 | Karen Lewis | July 2004 - July 2005 | Dolores Chitwood |
| July 2018 - July 2019 | Karen Lewis | July 2003 - July 2004 | Dolores Chitwood |
| July 2017 - July 2018 | Karen Lewis | July 2002 - July 2003 | Dolores Chitwood |
| July 2016 - July 2017 | Karen Lewis | July 2001 - July 2002 | Dolores Chitwood |
| July 2015 - July 2016 | Karen Lewis | July 2000 - July 2001 | Dolores Chitwood |
| July 2014 - July 2015 | Karen Lewis | July 1999 - July 2000 | Chuck Bettis |
| July 2013 - July 2014 | Karen Lewis | July 1998 - July 1999 | Ken Pevehouse |
| July 2012 - July 2015 | Karen Lewis | July 1997 - July 1998 | Ken Pevehouse |
| July 2011 - July 2012 | Karen Lewis | | |
| July 2010 - July 2011 | Karen Lewis | | |

BLUE LION

Staff and/or Venue Availability as of 7/5/2024

| ~ September 2024 ~ | | | | | | |
|--------------------|--|---|--|--|--|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| 1 | 2 CITY OFFICES CLOSED "LABOR DAY" | 3 City of Fort Smith Board of Directors Regular Meeting | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 City of Fort Smith Board of Directors Study Session | 11 | 12 | 13 REQUIRED STAFF NOT AVAILABLE | 14 |
| 15 | 16 | 17 City of Fort Smith Board of Directors Regular Meeting | 18 | 19 | 20 | 21 |
| 22 | 23 REQUIRED STAFF NOT AVAILABLE | 24 City of Fort Smith Board of Directors Study Session | 25 REQUIRED STAFF NOT AVAILABLE | 26 REQUIRED STAFF NOT AVAILABLE | 27 REQUIRED STAFF NOT AVAILABLE | 28 |
| 29 | 30 REQUIRED STAFF NOT AVAILABLE | | | | | |

MEMORANDUM

To: Property Owners Appeal Board

From: Sherri Gard, City Clerk

Date: July 5, 2024

Re: Delinquent Liens / Properties for 2024 Appeal Process

The list of delinquent liens as of June 30, 2024 is currently being reviewed by City Clerk staff. The preliminary list of liens to be included in the 2024 appeal process will be distributed at the annual planning meeting on Monday, July 8, 2024.



MEMORANDUM

Neighborhood Code Enforcement June 2024 Report

To: Jimmie Deer, Director of Building Services
 From: Shawn Gard, Property Maintenance Supervisor
 Date: July 1, 2024
 Subject: Neighborhood Services Division

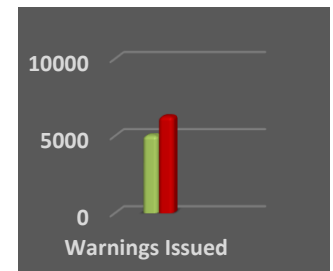
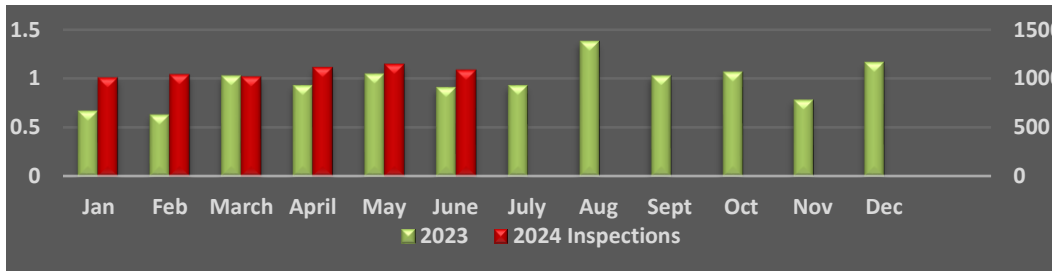
The charts below represent the progress of Neighborhood Services Division for the previous year 2023 and yearend to date for comparison purposes.

Environmental Code Violations

| | 2023 | | | | 2024 | | | |
|--------|--------------------------|-----------------|-----------------------|----------------------|--------------------------|-----------------|-----------------------|----------------------|
| | Property Inspections | Warnings Issued | Follow-Up Inspections | Contractor Abatement | Property Inspections | Warnings Issued | Follow-Up Inspections | Contractor Abatement |
| Jan | 669 | 652 | 379 | 7 | 1004 | 986 | 459 | 6 |
| Feb | 629 | 638 | 611 | 17 | 1038 | 1025 | 1020 | 20 |
| March | 1027 | 1007 | 962 | 41 | 1016 | 1005 | 972 | 31 |
| April | 930 | 893 | 855 | 14 | 1110 | 1096 | 1113 | 61 |
| May | 1048 | 1006 | 1170 | 88 | 1142 | 1107 | 1337 | 105 |
| June | 909 | 849 | 1141 | 69 | 1083 | 1054 | 1128 | 73 |
| July | 928 | 858 | 923 | 86 | | | | |
| Aug | 1379 | 1314 | 1496 | 111 | | | | |
| Sept | 1017 | 991 | 1313 | 69 | | | | |
| Oct | 1068 | 1004 | 1371 | 94 | | | | |
| Nov | 783 | 768 | 1015 | 33 | | | | |
| Dec | 525 | 523 | 642 | 6 | | | | |
| Totals | 10,912 | 10,503 | 11,878 | 635 | 6,393 | 6,273 | 6,029 | 296 |
| | Total Inspections | | | | Total Inspections | | | |
| | 22,790 | | | | 12,422 | | | |

The chart above is representative of the following violations: inoperable vehicles, graffiti, overgrowth, trash/debris, blind corners, indoor furniture, appliances, and dead limbs.

Environmental Comparison Charts



Parking Ordinances

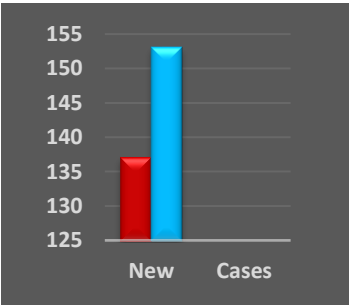
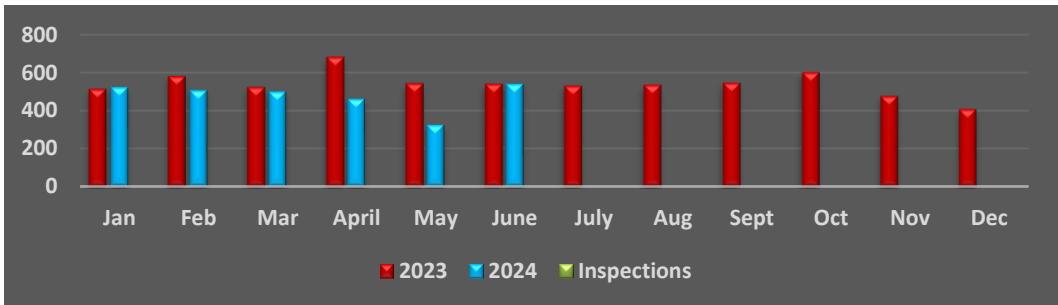
| Year | Commercial Vehicles | | RV/Utility | | Inoperable Vehicle | | General Parking | |
|--------------|---------------------|------|------------|------|--------------------|------|-----------------|------|
| | 2023 | 2024 | 2023 | 2024 | 2023 | 2024 | 2023 | 2024 |
| June | 8 | 3 | 19 | 13 | 45 | 55 | 27 | 12 |
| Year To Date | 50 | 30 | 150 | 158 | 297 | 342 | 115 | 138 |

Property Maintenance Code Enforcement

| | 2023 | | | | | 2024 | | | | |
|---------------------|------------|------------|--------------|------------|------------|------------|------------|--------------|-----------|------------|
| | New | Active | Inspections | Cleared | Court | New | Active | Inspections | Cleared | Court |
| January | 12 | 418 | 513 | 9 | 25 | 20 | 268 | 524 | 10 | 24 |
| February | 27 | 427 | 580 | 18 | 29 | 39 | 296 | 508 | 11 | 30 |
| March | 26 | 432 | 522 | 21 | 25 | 20 | 300 | 500 | 16 | 20 |
| April | 21 | 276 | 681 | 239 | 18 | 11 | 298 | 462 | 13 | 26 |
| May | 25 | 284 | 542 | 17 | 17 | 31 | 318 | 326 | 11 | 21 |
| June | 23 | 292 | 540 | 15 | 23 | 32 | 316 | 541 | 34 | 20 |
| July | 23 | 297 | 530 | 18 | 18 | | | | | |
| August | 30 | 309 | 534 | 18 | 26 | | | | | |
| September | 22 | 316 | 544 | 15 | 31 | | | | | |
| October | 32 | 317 | 600 | 31 | 32 | | | | | |
| November | 18 | 249 | 475 | 21 | 22 | | | | | |
| December | 14 | 258 | 406 | 5 | 37 | | | | | |
| Year To Date | 273 | 258 | 7,560 | 427 | 303 | 153 | 318 | 2,861 | 95 | 141 |

The chart above is representative of the following violations but not limited to: Exterior: Roof damage, siding, windows, painting, accessory structures, fences, doors, porches, and unsecured structures. Interior: Mold, sanitary conditions, plumbing, electrical, mechanical and infestation of insects and rodents.

Property Maintenance Comparison Charts



Environmental District Court Hearings

| Month | 2023 | | | 2024 | | |
|-------------------|-------------|------------------|------------|-------------|------------------|------------|
| | Court Cases | Court Fines | Compliance | Court Cases | Court Fines | Compliance |
| January | 30 | 4,695.00 | 4 | 34 | 4,500.00 | 2 |
| February | 30 | 3,750.00 | 1 | 43 | 1,880.00 | 10 |
| March | 36 | 4,835.00 | 5 | 38 | 3,355.00 | 6 |
| April | 21 | 2,165.00 | 1 | 36 | 2,185.00 | 8 |
| May | 39 | 4,135.00 | 7 | 26 | 2,515.00 | 3 |
| June | 43 | 4,190.00 | 8 | 27 | 2,495.00 | 5 |
| July | 36 | 2,535.00 | 9 | | | |
| August | 33 | 3,175.00 | 5 | | | |
| September | 49 | 5,935.00 | 13 | | | |
| October | 39 | 3,195.00 | 10 | | | |
| November | 31 | 3,385.00 | 7 | | | |
| December | 46 | 6,615.00 | 5 | | | |
| Year Total | 433 | 48,610.00 | 75 | 204 | 16,930.00 | 34 |