

A G E N D A

FORT SMITH PORT AUTHORITY

MEETING – Thursday, November 2, 2017

Bank of the Ozarks building

5401 Rogers Avenue

Fort Smith, Arkansas

TIME: 11:30 a.m.

1. Call to order – Larry Combs, Chair
2. Roll Call
3. Approve minutes of:
 - a. August 3, 2017 regular meeting
4. Treasurer’s Report – Dustin Collyge, Treasurer
 - a. Port Authority Bank Statements
 - b. Ratification of bills paid to date
5. Operations Reports – Marty Shell, Five Rivers Distribution
 - a. Tonnage Report
 - b. Operations Report (projects, operations, customers, issues, requests, etc.)
 - i. Status report on Arkansas Waterways Grant & building project
6. Unfinished Business:
 - a. Consider recommendation for accounting services provider
7. New Business:
 - a. none
8. Other discussion items.
9. Next meeting: ~ January, 2018
10. Adjourn

City of Fort Smith
Port Authority Meeting
11:00 a.m. Thursday, August 3, 2017
Bank of the Ozarks building
5401 Rogers Avenue
Fort Smith, Arkansas

MINUTES

The Fort Smith Port Authority scheduled its regular quarterly meeting at 11:00 a.m. on Thursday, August 3, 2017 at the Bank of the Ozarks building, 5401 Rogers Avenue, Fort Smith, Arkansas.

The meeting was called to order by Larry Combs, chairperson, at 11:31 a.m. and a quorum was noted present. Other Port Authority members present were Eddie Norman, Dustin Collyge, Philip Doss, and Chad Lane. Mr. Lane was introduced as newly appointed to the Port Authority on July 18, 2017. Others present were Marty Shell and Wesley Dennis of Five Rivers Distribution, and Jeff Dingman of the City of Fort Smith.

The minutes of the April 20, 2017 quarterly meeting were presented, and Mr. Norman moved approval. Mr. Collyge seconded, and the motion carried unanimously. The minutes of the June 14, 2017 special meeting were presented, and Mr. Norman moved approval. Mr. Doss seconded, and the motion carried by unanimous vote.

Mr. Collyge delivered the financial report for the Second Quarter, 2017. The Port Authority operating account contains \$44,881.83 after all proceeds and disbursements. The Port Authority grant project account was depleted to a zero balance upon completion of the dirtwork and other project related expenses totaling \$139,947.16. The Port Authority agreed to leave the grant account intact with a zero balance, as it will hopefully be used again to facilitate any monies received from the next round of grants. Mr. Doss moved ratification of all bills paid to date and approval of the financial report. Mr. Lane seconded, and the motion carried by unanimous vote.

Mr. Collyge asked about securing a Post Office box on behalf of the Port Authority. As it stands, postal mail is delivered to the City's post office box, and then forwarded internally to Mr. Dingman. A post office box would carry a rental fee of \$12 to \$18 per month. After discussion, the consensus was to leave postal mail delivery as is for the time being.

Mr. Shell delivered the tonnage report, reflecting 63,344 net tons at the ports of Van Buren and Fort Smith. Mr. Norman moved acceptance of the tonnage report, Mr. Collyge seconded, and the motion was approved unanimously.

Mr. Shell delivered the operators report, noting that 17 of 90 days in the quarter were highwater events. He did note that there were 60 barges in 60 days during June & July, so it has been a busy summer. Dirt work is complete on the bulk storage building site, although there is still some drainage and concrete work left to do. There is a new scrap metal customer at the Port of Fort Smith with 2-4 barges per month. At the Port of Van Buren, Five Rivers has added another 30,000 square-foot canvas building and a new 20,000 square-foot steel building, as well as a new materials handler/excavator. All are online. Mr. Norman moved approval of the operator's report, Mr. Doss seconded, and the motion carried unanimously.

Mr. Dingman noted that for the city's purposes, the separation of the Port Authority's finances from the city would require the Port Authority to provide a financial report, financial statements, and a

trial balance report for the city to include in its annual audit report. These items need to be provided by an independent auditor or Certified Public Accountant contracted by the Port Authority. For complete separation, important for tracking grants, the Port Authority should also secure its own tax identification number. After some discussion, Mr. Collyge moved that Mr. Doss and/or Mr. Dingman be designated to seek options for CPA services and bring a recommendation to the next meeting. Mr. Lane seconded, the motion carried unanimously.

For purposes of property insurance for Port Authority property, Mr. Dingman noted that the facilities were currently covered as part of the City of Fort Smith's coverage with the Arkansas Municipal League. AML has updated its valuation schedules, reflecting that premiums for 2018 will amount to \$8,941.05, which the city will bill to the Port Authority for payment.

Mr. Shell noted that the next round of grant funding from the Arkansas Waterways Commission is approaching, and requested permission from the Port Authority to prepare and submit a grant proposal to facilitate the completion of the bulk storage building project at the Port of Fort Smith on behalf of the Port Authority. Mr. Lane moved approval, Mr. Norman seconded, and the vote was unanimous to approve.

Mr. Doss noted receipt of a letter/email from the Western Arkansas Intermodal Authority providing notice of a meeting on August 23 where Vickermann & Associates will be presenting a status report on its project to solicit expressions of interest from port builders relating to the potential for a project on the Arkansas River. The meeting will be 4pm at the UAFS Windgate building, all are invited to attend.

The next regular meeting of the Port Authority will be either the last week of October or first week of November, to be determined at a later date. There being no further business before the body, the meeting adjourned at 12:33 pm upon motion of Mr. Norman, second by Mr. Doss, and unanimous approval.

Respectfully submitted,



Jeff Dingman
Deputy City Administrator
City of Fort Smith, Arkansas



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CITY OF FORT SMITH PORT AUTHORITY

DUSTIN MATTHEW COLLYGE

LARRY JOE COMBS

P O BOX 1908

FORT SMITH AR 72902-1908

Statement Date: 07/31/2017

Account Number: [REDACTED]

The Bank may revoke your card and account at any time. All cards are the property of Bank of the Ozarks and must be surrendered to the Bank upon demand. For fraud prevention, cards will be revoked after 12 months of card inactivity.

FREE SMALL BUSINESS CHECKING ACCOUNT [REDACTED] (OPERATING - ACCOUNT)

PREVIOUS STATEMENT BALANCE AS OF 06/30/17:	44,881.83
PLUS 1 DEPOSITS AND OTHER CREDITS:	1,500.00
LESS 0 CHECKS AND OTHER DEBITS:	0.00
CURRENT STATEMENT BALANCE AS OF 07/31/17:	46,381.83

OTHER TRANSACTIONS

DATE	DESCRIPTION	DEBITS	CREDITS
07/03	FIVE RIVERS DIST PAYMENT		1,500.00

	TOTAL FOR THIS PERIOD	TOTAL YEAR TO DATE
TOTAL OVERDRAFT FEES	0.00	0.00
TOTAL RETURNED ITEM FEES	0.00	0.00

BALANCE BY DATE

DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
07/03	46,381.83						





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72770 0.5190 AB 0.403 230 2 5



CITY OF FORT SMITH PORT AUTHORITY

623 GARRISON AVE

FORT SMITH AR 72901-2508

Statement Date: 07/31/2017

Account Number: [REDACTED]

The Bank may revoke your card and account at any time. All cards are the property of Bank of the Ozarks and must be surrendered to the Bank upon demand. For fraud prevention, cards will be revoked after 12 months of card inactivity.

FREE SMALL BUSINESS CHECKING ACCOUNT [REDACTED] (GRANT - ACCOUNT)

PREVIOUS STATEMENT BALANCE AS OF 06/30/17:	0.00
PLUS 0 DEPOSITS AND OTHER CREDITS:	0.00
LESS 0 CHECKS AND OTHER DEBITS:	0.00
CURRENT STATEMENT BALANCE AS OF 07/31/17:	0.00

	TOTAL FOR THIS PERIOD	TOTAL YEAR TO DATE
TOTAL OVERDRAFT FEES	0.00	0.00
TOTAL RETURNED ITEM FEES	0.00	0.00





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CITY OF FORT SMITH PORT AUTHORITY

DUSTIN MATTHEW COLLYGE

LARRY JOE COMBS

P O BOX 1908

FORT SMITH AR 72902-1908

Statement Date: 08/31/2017

Account Number: [REDACTED]

**GO GREEN WITH ESTATEMENTS! SIGN-UP FOR ESTATEMENTS
IN ONLINE BANKING AT BANKOZARKS.COM & DOWNLOAD OUR
MOBILE APP TO ENJOY THE CONVENIENCE OF MOBILE BANKING!**

FREE SMALL BUSINESS CHECKING ACCOUNT [REDACTED] (OPERATING - ACCOUNT)

PREVIOUS STATEMENT BALANCE AS OF 07/31/17:	46,381.83
PLUS 2 DEPOSITS AND OTHER CREDITS:	1,548.03
LESS 1 CHECKS AND OTHER DEBITS:	77.94
CURRENT STATEMENT BALANCE AS OF 08/31/17:	47,851.92

CHECK TRANSACTIONS

SERIAL	DATE	AMOUNT
107	08/04	77.94

OTHER TRANSACTIONS

DATE	DESCRIPTION	DEBITS	CREDITS
08/01	FIVE RIVERS DIST PAYMENT		1,500.00
08/03	DEPOSIT		48.03

	TOTAL FOR THIS PERIOD	TOTAL YEAR TO DATE
TOTAL OVERDRAFT FEES	0.00	0.00
TOTAL RETURNED ITEM FEES	0.00	0.00

BALANCE BY DATE

DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
08/01	47,881.83	08/03	47,929.86	08/04	47,851.92		



BANK of the OZARKS CHECKING DEPOSIT TEL 800 855 8011

PREPARED BY: Thudis APPROVED BY: _____ DATE 8 3 17

DEPOSIT TO ACCOUNT NUMBER 2101204945

CASH 48.03

NET DEPOSIT \$ 48.03

NAME _____

⑆5023⑆072⑆ [REDACTED] 009

\$48.03 08/03/2017

CITY OF FORT SMITH PORT AUTHORITY 107
 P O BOX 1600 470-754-2201 81-721829
 FORT SMITH, AR 72202

DATE 8/3/17

pay to the order of Dustin Callage \$ 77.94

Seventy seven dollars & 94/100 Dollars

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For Food for Community Meeting

⑆082907273⑆00107⑆ [REDACTED]

107 \$77.94 08/04/2017





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CITY OF FORT SMITH PORT AUTHORITY

DUSTIN MATTHEW COLLYGE

LARRY JOE COMBS

P O BOX 1908

FORT SMITH AR 72902-1908

Statement Date: 09/29/2017

Account Number: [REDACTED]

Beginning 11/13/2017, your My Change Keeper option will also be applied to preauthorized and recurring transactions made with your debit card.

FREE SMALL BUSINESS CHECKING ACCOUNT [REDACTED] OPERATING - ACCOUNT)

PREVIOUS STATEMENT BALANCE AS OF 08/31/17:	47,851.92
PLUS 1 DEPOSITS AND OTHER CREDITS:	1,500.00
LESS 0 CHECKS AND OTHER DEBITS:	0.00
CURRENT STATEMENT BALANCE AS OF 09/29/17:	49,351.92

OTHER TRANSACTIONS

DATE	DESCRIPTION	DEBITS	CREDITS
09/01	FIVE RIVERS DIST PAYMENT		1,500.00

	TOTAL FOR THIS PERIOD	TOTAL YEAR TO DATE
TOTAL OVERDRAFT FEES	0.00	0.00
TOTAL RETURNED ITEM FEES	0.00	0.00

BALANCE BY DATE

DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
09/01	49,351.92						



**FIVE RIVERS DISTRIBUTION - PORT OF FORT SMITH
TONNAGE REPORT**

Date: July 2017

Pay to: City of Fort Smith

PORT	DATE RECD.	COMMODITY	RECD. VIA	LOAD WT	TONS
RECEIVED VIA TRUCKS					
FSPT	07/01-31/17	Steel	Truck	1,945,096	972.5480
			TOTALS	0	972.5480
RECEIVED VIA TRUCKS					
FSPT	07/01-31/17	Potash/Trio	Truck	50,020	25.0100
			TOTALS	50,020	25.0100
RECEIVED VIA RAIL					
FSPT	07/01-31/17	Steel	Rail Cars	739,770	369.8850
			TOTALS	739,770	369.8850
RECEIVED VIA RAIL					
FSPT	07/01-31/17	Lumber	Rail Cars	230,000	115.0000
			TOTALS	230,000	115.0000
RECEIVED VIA RAIL					
FSPT	07/01-31/17	Phosphate	Rail Cars	0	0.0000
			TOTALS	0	0.0000
RECEIVED VIA TRUCKS					
FSPT	07/01-31/17	Soy Hull Pellets	Truck	0	0.0000
			TOTALS	0	0.0000
RECEIVED VIA RAIL/TRUCK					
FSPT	07/01-31/17	Scrap Iron	Trucks	499,820	249.9100
			TOTALS	499,820	249.9100
RECEIVED VIA RAIL					
FSPT	07/01-31/17	Potash	Rail Cars	0	0.0000
			TOTALS	0	0.0000
SHIPPED/RECEIVED VIA BARGE					
FSPT	07/01-31/17	Scrap Iron	Barge	15,217,360	7,608.6800
			TOTALS	15,217,360	7,608.6800
SHIPPED VIA TRUCK					
FSPT	07/01-31/17	Alloys	Truck	0	0.0000
			TOTALS	0	0.0000
RECEIVED VIA BARGE/RAIL					
FSPT	07/01-31/17	Alloys	Rail/Barge	3,140,240	1,570.1200
			TOTALS	3,140,240	1,570.1200
RECEIVED/SHIPPED VIA RAIL/BARGE/TRUCK					
FSPT	07/01-31/17	Urea/Trio/Potash	Barge	3,276,950	1,638.4750
FSPT	07/01-31/17	Mag. Oxide	Barge	0	0.0000
FSPT	07/01-31/17	Magnachem Ore	Barge	0	0.0000
FSPT	07/01-31/17	DDG	Barge	6,023,880	3,011.9400
FSPT	07/01-31/17	Corn	Barge	0	0.0000
			TOTALS	9,300,830	4,650.4150
SHIPPED VIA BARGE					
FSPT	07/01-31/17	Coal	Barge	0	0.0000
			TOTALS	0	0.0000

TOTAL TONNAGE 07/01-31/17 15,561.5680

**FIVE RIVERS DISTRIBUTION - PORT OF FORT SMITH
TONNAGE REPORT**

Date: August 2017

Pay to: City of Fort Smith

PORT	DATE RECD.	COMMODITY	RECD. VIA	LOAD WT	TONS
RECEIVED VIA TRUCKS					
FSPT	08/01-31/17	Steel	Truck	1,944,817	972.4085
			TOTALS	0	972.4085
RECEIVED VIA TRUCKS					
FSPT	08/01-31/17	Potash/Trio	Truck	49,360	24.6800
			TOTALS	49,360	24.6800
RECEIVED VIA RAIL					
FSPT	08/01-31/17	Steel	Rail Cars	525,380	262.6900
			TOTALS	525,380	262.6900
RECEIVED VIA RAIL					
FSPT	08/01-31/17	Lumber	Rail Cars	0	0.0000
			TOTALS	0	0.0000
RECEIVED VIA RAIL					
FSPT	08/01-31/17	Phosphate	Rail Cars	0	0.0000
			TOTALS	0	0.0000
RECEIVED VIA TRUCKS					
FSPT	08/01-31/17	Soy Hull Pellets	Truck	0	0.0000
			TOTALS	0	0.0000
RECEIVED VIA RAIL/TRUCK					
FSPT	08/01-31/17	Scrap Iron	Trucks	364,280	182.1400
			TOTALS	364,280	182.1400
RECEIVED VIA RAIL					
FSPT	08/01-31/17	Potash	Rail Cars	0	0.0000
			TOTALS	0	0.0000
SHIPPED/RECEIVED VIA BARGE					
FSPT	08/01-31/17	Scrap Iron	Barge	6,172,080	3,086.0400
			TOTALS	6,172,080	3,086.0400
RECEIVED VIA TRUCK					
FSPT	08/01-31/17	Alloys	Truck	138,600	69.3000
			TOTALS	138,600	69.3000
RECEIVED VIA BARGE/RAIL					
FSPT	08/01-31/17	Alloys	Rail/Barge	0	0.0000
			TOTALS	0	0.0000
RECEIVED/SHIPPED VIA RAIL/BARGE/TRUCK					
FSPT	08/01-31/17	Urea/Trio/Potash	Barge	5,730,464	2,865.2320
FSPT	08/01-31/17	Mag. Oxide	Barge	0	0.0000
FSPT	08/01-31/17	Magnachem Ore	Barge	9,401,416	4,700.7080
FSPT	08/01-31/17	DDG	Barge	0	0.0000
FSPT	08/01-31/17	Corn	Barge	0	0.0000
			TOTALS	15,131,880	7,565.9400
SHIPPED VIA BARGE					
FSPT	08/01-31/17	Coal	Barge	0	0.0000
			TOTALS	0	0.0000

TOTAL TONNAGE 08/01-31/17 12,163.1985

**FIVE RIVERS DISTRIBUTION - PORT OF FORT SMITH
TONNAGE REPORT**

Date: September 2017

Pay to: City of Fort Smith

PORT	DATE RECD.	COMMODITY	RECD. VIA	LOAD WT	TONS
RECEIVED VIA TRUCKS					
FSPT	9/01-30/17	Steel	Truck	1,205,355	602.6775
			TOTALS	0	602.6775
RECEIVED VIA TRUCKS					
FSPT	9/01-30/17	Potash/Trio	Truck	0	0.0000
			TOTALS	0	0.0000
RECEIVED VIA RAIL					
FSPT	9/01-30/17	Steel	Rail Cars	362,110	181.0550
			TOTALS	362,110	181.0550
RECEIVED VIA RAIL					
FSPT	9/01-30/17	Lumber	Rail Cars	115,000	57.5000
			TOTALS	115,000	57.5000
RECEIVED VIA RAIL					
FSPT	9/01-30/17	Phosphate	Rail Cars	399,400	199.7000
			TOTALS	399,400	199.7000
RECEIVED VIA TRUCKS					
FSPT	9/01-30/17	Soy Hull Pellets	Truck	0	0.0000
			TOTALS	0	0.0000
RECEIVED VIA RAIL/TRUCK					
FSPT	9/01-30/17	Scrap Iron	Trucks	341,380	170.6900
			TOTALS	341,380	170.6900
RECEIVED VIA RAIL					
FSPT	9/01-30/17	Potash	Rail Cars	0	0.0000
			TOTALS	0	0.0000
SHIPPED/RECEIVED VIA BARGE					
FSPT	9/01-30/17	Scrap Iron	Barge	6,554,100	3,277.0500
			TOTALS	6,554,100	3,277.0500
RECEIVED VIA TRUCK					
FSPT	9/01-30/17	Alloys	Truck	0	0.0000
			TOTALS	0	0.0000
RECEIVED VIA BARGE/RAIL					
FSPT	9/01-30/17	Alloys	Rail/Barge	0	0.0000
			TOTALS	0	0.0000
RECEIVED/SHIPPED VIA RAIL/BARGE/TRUCK					
FSPT	9/01-30/17	Urea/Trio/Potash	Barge	0	0.0000
FSPT	9/01-30/17	Mag. Oxide	Barge	0	0.0000
FSPT	9/01-30/17	Magnachem Ore	Barge	31,151,886	15,575.9430
FSPT	9/01-30/17	DDG/Soy Hull	Barge	3,202,840	1,601.4200
FSPT	9/01-30/17	Corn	Barge	0	0.0000
			TOTALS	34,354,726	17,177.3630
SHIPPED VIA BARGE					
FSPT	9/01-30/17	Coal	Barge	0	0.0000
			TOTALS	0	0.0000

TOTAL TONNAGE 09/01-30/17 21,666.0355

FIVE RIVERS DISTRIBUTION - VAN BUREN TONNAGE REPORT

Date: July 2017

Pay to: City of Fort Smith

PORT	DATE RECD.	COMMODITY	RECD. VIA	LOAD WT	TONS
RECEIVED VIA TRUCKS					
VB	07/01-31/17	Electrical Coils	Trucks	0	0.0000
VB	07/01-31/17	Steel Coils	Trucks	0	0.0000
VB	07/01-31/17	Tinplate Coils	Trucks	0	0.0000
VB	07/01-31/17	Wire Rods	Trucks	0	0.0000
VB	07/01-31/17	Proppants	Trucks	0	0.0000
TOTALS				0	0.0000
RECEIVED VIA RAIL					
VB	07/01-31/17	Lumber	Rail Cars	0	0.0000
VB	07/01-31/17	Ingots	Rail Cars	729,850	364.9250
VB	07/01-31/17	Tinplate Coils	Rail Cars	0	0.0000
VB	07/01-31/17	Wire Rods	Rail Cars	0	0.0000
TOTALS				729,850	364.9250
RECEIVED VIA RAIL					
VB	07/01-31/17	Feed Pellets	Rail Cars	219,100	109.5500
VB	07/01-31/17	Sand	Rail Cars	0	0.0000
TOTALS				219,100	109.5500
RECEIVED VIA BARGE					
VB	07/01-31/17	Wire Rods	Barges	34,578,309	17,289.1545
VB	07/01-31/17	Tinplate	Barges	9,787,787	4,893.8935
VB	07/01-31/17	Steel Coils	Barges	0	0.0000
TOTALS				44,366,096	22,183.0480
RECEIVED VIA BARGE					
VB	07/01-31/17	Urea/DFP/Potash/MCP	Barges	8,590,926	4,295.4630
VB	07/01-31/17	Feed Pellets	Barges	6,282,800	3,141.4000
VB	07/01-31/17	Phosphate	Barges	0	0.0000
VB	07/01-31/17	DDG	Barges	0	0.0000
VB	07/01-31/17	MagOx	Barges	0	0.0000
TOTALS				14,873,726	7,436.8630
RECEIVED VIA TRUCK					
VB	07/01-31/17	Potash/Magox	Trucks	0	0.0000
				0	0.0000
RECEIVED VIA BARGE					
VB	07/01-31/17	Scrap	Barges	0	0.0000
TOTALS				0	0.0000
SHIPPED VIA RAIL					
VB	07/01-31/17	Coal	Rail Cars	0	0.0000
TOTALS				0	0.0000

TOTAL TONNAGE 07/01-31/17

30,094.3860

FIVE RIVERS DISTRIBUTION - VAN BUREN TONNAGE REPORT

Date: August 2017

Pay to: City of Fort Smith

PORT	DATE RECD.	COMMODITY	RECD. VIA	LOAD WT	TONS
RECEIVED VIA TRUCKS					
VB	08/01-31/17	Electrical Coils	Trucks	0	0.0000
VB	08/01-31/17	Steel Coils	Trucks	0	0.0000
VB	08/01-31/17	Tinplate Coils	Trucks	0	0.0000
VB	08/01-31/17	Wire Rods	Trucks	0	0.0000
VB	08/01-31/17	Proppants	Trucks	0	0.0000
TOTALS				0	0.0000
RECEIVED VIA RAIL					
VB	08/01-31/17	Lumber	Rail Cars	0	0.0000
VB	08/01-31/17	Ingots	Rail Cars	730,522	365.2610
VB	08/01-31/17	Tinplate Coils	Rail Cars	0	0.0000
VB	08/01-31/17	Wire Rods	Rail Cars	0	0.0000
TOTALS				730,522	365.2610
RECEIVED VIA RAIL					
VB	08/01-31/17	Feed Pellets	Rail Cars	0	0.0000
VB	08/01-31/17	Sand	Rail Cars	0	0.0000
TOTALS				0	0.0000
RECEIVED VIA BARGE					
VB	08/01-31/17	Wire Rods	Barges	18,284,335	9,142.1675
VB	08/01-31/17	Tinplate	Barges	0	0.0000
VB	08/01-31/17	Steel Coils	Barges	0	0.0000
TOTALS				18,284,335	9,142.1675
RECEIVED VIA BARGE					
VB	08/01-31/17	Urea/DFP/Potash/MCP	Barges	2,807,444	1,403.7220
VB	08/01-31/17	Feed Pellets	Barges	0	0.0000
VB	08/01-31/17	Phosphate	Barges	0	0.0000
VB	08/01-31/17	DDG/Corn Gluten	Barges	3,107,150	1,553.5750
VB	08/01-31/17	MagOx	Barges	0	0.0000
TOTALS				5,914,594	2,957.2970
RECEIVED VIA TRUCK					
VB	08/01-31/17	Potash/Magox	Trucks	0	0.0000
TOTALS				0	0.0000
RECEIVED VIA BARGE					
VB	08/01-31/17	Scrap	Barges	0	0.0000
TOTALS				0	0.0000
SHIPPED VIA RAIL					
VB	08/01-31/17	Coal	Rail Cars	0	0.0000
TOTALS				0	0.0000

TOTAL TONNAGE 08/01-31/17

12,464.7255

FIVE RIVERS DISTRIBUTION - VAN BUREN TONNAGE REPORT

Date: September 2017

Pay to: City of Fort Smith

PORT	DATE RECD.	COMMODITY	RECD. VIA	LOAD WT	TONS
RECEIVED VIA TRUCKS					
VB	09/01-30/17	Electrical Coils	Trucks	0	0.0000
VB	09/01-30/17	Steel Coils	Trucks	0	0.0000
VB	09/01-30/17	Tinplate Coils	Trucks	690,240	345.1200
VB	09/01-30/17	Wire Rods	Trucks	0	0.0000
VB	09/01-30/17	Proppants	Trucks	0	0.0000
TOTALS				690,240	345.1200
RECEIVED VIA RAIL					
VB	09/01-30/17	Lumber	Rail Cars	0	0.0000
VB	09/01-30/17	Ingots	Rail Cars	365,220	182.6100
VB	09/01-30/17	Tinplate Coils	Rail Cars	1,883,550	941.7750
VB	09/01-30/17	Wire Rods	Rail Cars	0	0.0000
TOTALS				2,248,770	1,124.3850
RECEIVED VIA RAIL					
VB	09/01-30/17	Feed Pellets	Rail Cars	0	0.0000
VB	09/01-30/17	Sand	Rail Cars	0	0.0000
TOTALS				0	0.0000
RECEIVED VIA BARGE					
VB	09/01-30/17	Wire Rods	Barges	20,720,528	10,360.2640
VB	09/01-30/17	Tinplate	Barges	5,197,367	2,598.6835
VB	09/01-30/17	Steel Coils	Barges	0	0.0000
TOTALS				25,917,895	12,958.9475
RECEIVED VIA BARGE					
VB	09/01-30/17	Urea/DFP/Potash/MCP	Barges	5,677,700	2,838.8500
VB	09/01-30/17	Feed Pellets	Barges	0	0.0000
VB	09/01-30/17	Phosphate	Barges	0	0.0000
VB	09/01-30/17	DDG/Corn Gluten	Barges	2,923,330	1,461.6650
VB	09/01-30/17	MagOx	Barges	0	0.0000
TOTALS				8,601,030	4,300.5150
RECEIVED VIA TRUCK					
VB	09/01-30/17	Potash/Magox	Trucks	0	0.0000
TOTALS				0	0.0000
RECEIVED VIA BARGE					
VB	09/01-30/17	Scrap	Barges	0	0.0000
TOTALS				0	0.0000
SHIPPED VIA RAIL					
VB	09/01-30/17	Coal	Rail Cars	0	0.0000
TOTALS				0	0.0000

TOTAL TONNAGE 09/01-30/17

18,728.9675

Memo



To: Port Authority
From: Jeff Dingman, Deputy City Administrator
Date: 10/31/2017
Re: Meeting agenda items

For the November 2, 2017 meeting, the following items of business will be covered:

1. Arkansas Waterways Commission grant. Mr. Shell will report on the award of grant monies to the public Port of Fort Smith from the Arkansas Waterways Commission for the purpose of continuing the project to build a 30,000 square-foot bulk storage building on the port property.
2. Accounting Services. Attached is a statement of qualifications for Bealle Barclay & Company, PLC of Fort Smith submitted for the purpose of qualifying to provide financial accounting services to the Port Authority. Mr. Doss has been in contact with Beall Barclay and will lead this discussion.
3. There is no anticipated new business.

**Statement of Qualifications –
Proposal to Provide Professional Services for the
City of Fort Smith, Arkansas**



Presented By

**Beall Barclay & Company, PLC
3101 South 70th Street
Fort Smith, Arkansas 72903**

October 24, 2017

Sherri Gard
City Clerk – City of Fort Smith, Arkansas
P.O. Box 1908
Fort Smith, AR 72902

Thank you for the opportunity to propose professional services for the **City of Fort Smith, Arkansas (“the City”)**. Our entire team at Beall Barclay is excited about the possibility of working with the City’s team on your account. We are confident Beall Barclay is the right fit for your ongoing needs.

With over 50 years of experience serving governmental entities like yours, the Beall Barclay team understands the intricacies involved with providing professional services to a governmental entity. Further, the engagement team who will be responsible for your account has considerable experience in the governmental and regulatory environment, including experience with Federal and State award programs and the compliance requirements that go along with them.

Beall Barclay’s experience and unique service philosophy makes us stand out in the marketplace. We strive to build a working partnership with our clients – a partnership in which we provide the leading edge and pragmatic technical advice you require.

As a steadily growing CPA firm, our team has the capability to meet your needs – and the dedication to provide you with the highest level of personal service. As part of your engagement, we are committed to keeping pace with the trends affecting the City so we can provide helpful management advice throughout the year. We envision meeting with your management team on several occasions during the year – our investment in maintaining a strong and effective relationship with you.

At Beall Barclay, we understand trust is earned, not given, and we believe we have the requisite abilities to earn that trust. We combine breadth of experience with a talented professional team to provide the highest quality services at a reasonable cost.

J. Michael Carroll Christopher L. Cluck D. David Damron John D. Evans
Don F. Fitzpatrick Barbara H. Hambrick Deana A. Infield Katie J. Lejong
Josh J. Masters Robbie N. McDonald D. Michael Moser L. Sue Talkington

In summary, we believe that selecting Beall Barclay & Company, PLC will result in the following benefits:

- **Beall Barclay & Company, PLC** specializes in serving the needs of our clients with a strong commitment to audit quality for entities operating in the governmental environment. We are dedicated to delivering personalized quality accounting, auditing, tax and consulting services at reasonable rates.
- **Our mission is to help the City operate more efficiently and effectively.** We believe we can do this by questioning and evaluating procedures, initiating and providing management advice on all financial and compliance matters, and performing our services at the highest quality level. We want to be a partner in your success.
- **We are accessible.** We are easy to reach because we work in service teams. This team approach allows us to respond faster and more efficiently to your needs. We recognize the value of timely service.
- **Industry experience.** You can be assured that the key personnel assigned to your service team will be experienced in the unique issues facing the City as well as the compliance and reporting requirements of Federal and State award programs.
- **You will be an important client to us.** We value the opportunity to serve you. You will receive very close member attention and we will assign experienced personnel to your account. This attention assures you of high quality services and specialist advice. We pride ourselves in our relationship with our clients and on being competent, accessible, and responsive.

We look forward to hearing back from you and would be happy to provide additional information and answer any follow-up questions that you might have. Please call us at (479) 484-5740.

Sincerely,

BEALL BARCLAY & COMPANY, PLC
Certified Public Accountants

Firm Profile

Who We Are

Beall Barclay & Company, PLC began establishing a philosophy of excellence in 1963, and this commitment has continued to this day. We are a full-service public accounting and business consulting firm dedicated to providing quality and reliable services based on specific clients' needs. We are able to offer our clients the best of both worlds: the personalized attention and enthusiasm of a local accounting firm combined with the skills, knowledge and breadth of services expected from a national accounting organization.

- **Beall Barclay & Company, PLC** is one of the largest local CPA firms in the State of Arkansas, with offices in Fort Smith, Rogers, and Russellville. We serve clients throughout Arkansas and Oklahoma, with the majority of our clients located within a one hundred-mile radius of one of our offices. We celebrated our 50th anniversary in 2013 and we received the 2012 and 2015 Public Service for Firms Award from the Arkansas Society of Certified Public Accountants. In September of this year, we were awarded the Best Place to Work in Arkansas by the Arkansas Business and Best Companies Group.
- **Beall Barclay & Company, PLC's** team of eleven members (partners) and approximately sixty additional professional and support personnel, with varying degrees of experience, provide our clients assurance they will receive the necessary attention and expertise to obtain the best possible results for their unique situations. We are committed to helping our clients reach their objectives and pride ourselves on bringing more to the table than the traditional accounting services. Our professional advisors take a comprehensive view, focusing on the overall health of the City.
- **Beall Barclay & Company, PLC** is a member of the American Institute of Certified Public Accountants (AICPA) Governmental Audit Quality Center and Employee Benefit Plan Audit Quality Center as a demonstration of our firm's commitment to audit quality in the critical area of governmental and employee benefit plan audits, including those performed under *Government Auditing Standards* and *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*. As a member of the Centers, we are required to establish specific policies and procedures within our firm to assure adherence to standards and competence in the quality of our governmental and employee benefit plan audits. As part of those requirements, we have designated a member of our practice who is responsible for oversight of the quality of these governmental audits and who participates in specifically required training programs. The Centers also provide us with a valuable resource for current developments impacting entities utilizing governmental funds or involving employee benefit plans.

- **Beall Barclay & Company PLC** is a member of the private companies practice section of the AICPA Division for CPA Firms. As a result of our participation in the AICPA section, we abide by the various membership requirements imposed by this section, including documentation of our quality control procedures, continuing professional education, and periodic peer reviews.

Professional Staff

At our Fort Smith office, we have a dedicated audit staff of approximately 25 professionals available to ensure timely performance of our audit and attest engagements.

- Beall Barclay has offices in Rogers, Fort Smith, and Russellville, Arkansas that share resources including professional staff. Many of our partners serve clients from all locations. This allows us to have large firm capabilities while focusing on providing personal working relationships to our clients.
- Beall Barclay and its auditors are free from personal and external impairments to independence, are organizationally independent, and will maintain an independent attitude and appearance in providing services to the City.
- Beall Barclay fully adheres to the standards of our profession and hereby affirms our commitment to confidentiality and agrees to keep all information related to the City in strictest confidence. If a need for releasing reports or related data arises, prior written approval of the City will be obtained.
- Of our partner group of eleven, there are five women. Our managing partner, Barbara Hambrick is the first female managing partner in the firm's history.
- At Beall Barclay, we commit to keeping staff turnover to a minimal level. Our firm traditionally has a low level of staff turnover compared to the overall accounting profession – a testament to our dedication to making Beall Barclay a great place to build a career. On each engagement, some minor staffing changes are likely to occur over the years. However, we minimize the impact of this very small change by keeping key management team members consistent in serving each client.
- All of our members and CPAs are members of the AICPA, as well as members of State societies. They are serving both on and off the job by participating in many community affairs, and we encourage this type of activity. We are represented on various State committees and task forces. We participate in professional activities in many industry organizations, which provide us access to the most current information and allow us to respond more effectively to the needs of our clients.

Quality Control

We at Beall Barclay have a passion for the quality of our services. An extensive review process is utilized to assure that the highest standards are met. A member is involved with all services provided before they are considered complete. Additionally our quality standards require your service team to have the expertise, experience, and continuing professional education (CPE) to provide high quality audit services to the City.

- **Beall Barclay & Company, PLC** operates under a quality control system that meets or exceeds standards set by the AICPA. All our work papers go through a detailed review process. In addition, all drafted financial statements receive an objective second level of review by a qualified individual (manager or member level).
- No disciplinary actions have been imposed by the AICPA, State Boards of Public Accountancy, or the State Societies of CPAs. No field reviews or State desk reviews have been conducted of our audits in the last three years. Reports have been submitted to the Department of Transportation, Department of Health and Human Services, Department of Agriculture, Department of Housing and Urban Development, and other Federal and State agencies and were reviewed by those agencies. All reports were accepted as meeting the requirements of those oversight agencies.
- Our first peer review was performed in 1989 and has been updated as required and all reports issued have resulted in unmodified, “clean” opinions. Our most recent peer review was completed in September 2016. This review included audits performed in accordance with *Government Auditing Standards*, *the Consolidated Audit Guide for Audits of HUD Programs*, *the Audit Guide for Employee Benefit Plans*, and the *OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations*.
- All staff who work on audits in accordance with *Government Auditing Standards*, issued by the Comptroller General of the United States, including planning, directing, performing field work or reporting, must obtain at least 80 hours of CPE every two years that directly enhances the auditor’s professional proficiency to perform audits. At least 20 of the 80 hours must be obtained annually and at least 24 of the 80 hours of CPE must be in subjects directly related to government auditing, the government environment, or the specific or unique environment in which the audited entity operates.
- In 2013, we became a member of the PKF North America network and its affiliate PKF International (PKF). The network’s name changed to Allinial Global in early 2016. The accounting firms included in the Allinial Global network range in size from those ranking in the top 20 firms in the country to very small local firms. Allinial Global has very robust communities of practice (including one specifically for the non-profit industry) which allow access to best practice resources, training opportunities both for our staff and for our clients, and specialists in various industries to help resolve issues, strategize and find out first-hand what your peers are doing.

Experience in the Industry

Our approach to service is customer and management oriented. You can expect us to understand your point of view and to be accessible to you and your staff at all times. We will take the time to understand the challenges presented to you and we will help you formulate appropriate responses to these situations.

At Beall Barclay, we provide integrated solutions for organizations to maximize their potential and uncover operating inefficiencies. We also seek to fully utilize resources, capitalize on opportunities and ultimately strengthen operations.

Since 1963, Beall Barclay has provided accounting and attestation services to a variety of governmental entities that have similar operations and funding sources as the City. Many of these governmental entities operate in multiple programs from a variety of Federal and State funding sources. As such, our experience matches closely with the City's needs.

We perform work for many other government entities with the same types of Federal Award programs listed above, as well as a variety of others including State Funded programs. We perform audits for large groups of low-income housing projects located throughout Oklahoma and Arkansas that fall under Rural Development and HUD requirements.

Engagement Team

The most critical element in the successful completion of any engagement is the personnel assigned to carry out the responsibilities. We prefer to take a "team" approach with our client service effort to provide you with the most qualified individuals to respond to each of your operating needs in the most effective and efficient way possible. Although all team efforts will generally be coordinated through one person, this team approach also allows us to be more accessible to you when you need us. We have various members, managers and accounting staff that have experience we believe would be of benefit to the City.

Beall Barclay currently performs approximately three hundred attest engagements annually. We utilize a comprehensive scheduling process and personnel plan that is forward looking and incorporates a growth forecast. We continually recruit, train and maintain our staff to have the capability to accept new engagements. We have reviewed our fall schedule to ensure this team will be available. We strive to have the same team several years in a row to ensure maximum efficiency. Our low staff turnover levels typically allow for this.

Proposed Investment

The philosophy of Beall Barclay is to provide the highest quality service for a fair and competitive fee. We firmly believe that in order to ensure your satisfaction, we must bring value in excess of our fees.

Your investment is generally determined according to the amount of time spent on the engagement multiplied by applicable hourly rates of the various personnel involved in the performance of the services. The cost is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If unexpected circumstances are encountered that will require significant additional time, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. If actual time to complete the engagement is less than estimated, **you will be billed the lower amount.**

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation.

Please note that the above proposed investment is based upon the present accounting requirements and the present structure of your accounting department. It is also based on the understanding that you will have already adjusted your books and records as needed prior to the commencement of our engagement. Such accounting services are not included in our above proposed fee. Subsequent changes could necessitate additional charges. All fee estimates are inclusive of out-of-pocket and travel costs.

If, during the course of the year, you request accounting or consulting services beyond the scope of this engagement, such time will be billed at our standard hourly rates. We will discuss the proposed services with you before beginning any additional work in order to develop a plan for the work to be performed and an estimate of the time required.

Billing

Our standard billing policy is that **we do not charge for short telephone calls.** We want you to call us without the fear of getting billed for the call. In addition to maintaining open and free lines of communication, we benefit because we generally will possess a deeper understanding of the City. If we are asked to perform research or respond in writing to a request, we will discuss with you the estimated time we will incur to respond. When billing events present themselves during the year, unless we otherwise predetermine billing arrangements, our current hourly rates will apply. Our current rates range from approximately \$110 to \$275 per hour. We attempt to utilize individuals with the lowest billing rates who are qualified to perform the services to maximize efficiency and keep your overall fees as reasonable as possible.

Conclusion

Engagements performed by Beall Barclay are valuable management tools for your City. Because of our commitment to quality, you can count on our experience and knowledge to provide effective and concise financial reporting services. The engagements performed by Beall Barclay are conducted in accordance with the highest of professional standards. Our professional objectives are to provide the highest quality services on a timely basis. We extend our client relationships to include ongoing contact and services to achieve our service objectives.

Our mission is to help our clients become more successful and meet their goals. We believe we can do this by offering suggestions and ideas, initiating and providing management advice on all financial matters and performing our services at the highest quality level. We want to be a partner in your success.

We are accessible. We are easy to reach because we work in service teams. This team approach allows us to respond faster and more efficiently to the client's needs. We recognize the value of timely service, and we commit to provide quality service to you in a timely manner.

Thank you for the opportunity to present a proposal to provide professional services for the City. Our entire team at Beall Barclay is excited about the possibility of working with the City's team on your account. We are confident Beall Barclay is the right fit for your ongoing needs.