

City of Fort Smith
Port Authority Meeting
11:30 a.m. Thursday, October 31, 2019
Bank OZK Building
5401 Rogers Avenue
Fort Smith, Arkansas

MINUTES

The Fort Smith Port Authority scheduled its regular quarterly meeting at 11:30 a.m. on Thursday, October 31, 2019 at the Bank OZK building, 5401 Rogers Avenue, Fort Smith, Arkansas.

The meeting was called to order by Larry Combs, chairperson, at 11:43 a.m. and a quorum was noted present. Other Port Authority members present were Philip Doss, Eddie Norman and Dustin Collyge. Chad Lane was absent and excused by unanimous vote. Others present were Marty Shell of Five Rivers Distribution and Jeff Dingman of the City of Fort Smith.

The minutes of the July 25, 2019 regular meeting and the special meetings held on August 6, 2019, August 7, 2019, and October 11, 2019 were presented, and Mr. Norman moved approval of both. Mr. Doss seconded, and the motion carried unanimously.

Mr. Collyge reviewed the Port Authority's bank account statements for the months comprising the third quarter of 2019. The balance of the operating account as of September 30, 2019 was \$32,890.81. Mr. Collyge noted there were no deposits or expenditures.

Mr. Shell delivered the Operator's Report and the Tonnage Report. Tonnage at the Port of Fort Smith totaled 6,151.88 net tons for the quarter, most of it actually received at the Port of Van Buren but attributed to customers that use the Port of Fort Smith. Tonnage attributed to the Port of Van Buren totaled 34,858.63 net tons for the quarter. The 2019 flood significantly impacted traffic at both ports during this third quarter period, and the Port of Fort Smith remains closed aside from some minor activity brought in by truck.

Mr. Shell reported that he, Mr. Dingman, and Mr. Doss attended the Arkansas Waterways Commission meeting for presentations related to the AWC's public port improvement grant program the day prior. Although Fort Smith applied for grant funding up to \$1.3 million, the AWC commission approved funding of \$295,393. The Port Authority is required to add 10% match to that amount, so the grant projects will total \$324,932. Of this amount, \$50,000 is for railroad spur repair; \$85,000 is for scale replacement/scale approach; \$160,000 is for replacing the office/scale house; and \$29,932 is for site pavement/gravel/slag. These funds must be spent before June 30, 2020.

Mr. Doss moved approval of the Operator Report and Tonnage Report. Mr. Collyge seconded and the motion carried by unanimous vote.

Mr. Combs introduced the first order of business, to consider a proposal and design services agreement from Studio 6 Architects for design services related to the reconstruction of the Port of Fort Smith. Studio 6 Architects proposes to provide pre-design services on an hourly basis not to exceed \$5,000; and construction document & construction administration services for a fixed fee of \$124,000. Mr. David Conyers of Studio 6 noted that site geological inspection & survey work would be done through Studio 6 by third-party contractors for additional fees. Studio 6's draft of the proposed project layout was reviewed and discussed, along with design concepts, elevation considerations, and other pertinent items. Mr. Doss moved approval of the agreement with Studio 6 Architects for design services related to the reconstruction of the Port of Fort Smith for up to \$129,000 plus potential third-party fees of \$11,000 for a total not to exceed \$140,000. Mr. Norman seconded, and the motion passed unanimously.

Mr. Combs asked the commission to consider approval of the Construction Manager as Constructor delivery method related to the reconstruction of the Port of Fort Smith. Mr. Doss moved to approve the Construction Manager as Constructor delivery method. Mr. Norman seconded, and the motion carried by unanimous vote.

Related to the AWC grant noted above, the Port Authority discussed purchase of the truck scales according to a bid by System Scales and award of a contract for rail spur repairs to Track Works. Mr. Collyge moved approval of the purchase of the scales from System Scales for up to \$54,000. Mr. Norman seconded, the motion carried unanimously.

Mr. Norman moved approval of the railroad spur repair contract with Track Works for up to \$50,000. Mr. Collyge seconded, the motion carried by unanimous vote.

The next meeting of the Port Authority will be a special meeting called to consider an agreement with at construction manager, date and time to be determined. There being no further business before the body, the meeting adjourned at 12:51 pm.

Respectfully submitted,



Jeff Dingman
Deputy City Administrator
City of Fort Smith, Arkansas