

**MAYOR**

George B McGill

**ACTING CITY  
ADMINISTRATOR**

Jeff Dingman

**CITY CLERK**

Sherri Gard

**BOARD OF DIRECTORS**

Ward 1 - Jarred Rego

Ward 2 - Andre' Good

Ward 3 - Lee Kemp

Ward 4 - George Catsavis

At-Large Position 5 - Christina Catsavis

At-Large Position 6 - Kevin Settle

At-Large Position 7 - Neal Martin

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# **AGENDA**

## **Fort Smith Board of Directors**

### **STUDY SESSION & SPECIAL MEETING**

**August 12, 2025 ~ 6:00 p.m.**  
**Blue Lion**  
**101 North 2nd Street, Back Room**  
**Fort Smith, Arkansas**

***THIS MEETING IS BEING TELECAST LIVE AT THE FOLLOWING LINK:***

[https://fortsmithar.granicus.com/ViewPublisher.php?view\\_id=1](https://fortsmithar.granicus.com/ViewPublisher.php?view_id=1)

#### **STUDY SESSION**

#### **CALL TO ORDER**

#### **ITEMS OF BUSINESS - STUDY SESSION**

1. Review City-owned properties for potential sale ~ *Kemp/G. Catsavis placed on June 10, 2025 study session agenda at the June 3, 2025 regular meeting; Reviewed at the June 10, 2025 study session ~ (City Administrator)*
2. Discuss the concept of a 360 Review of all City of Fort Smith departments ~ *Kemp/Martin placed on future study session agenda at the June 17, 2025 regular meeting ~ (City Administrator)*
3. Presentation and discussion of a fleet leasing program for the Fort Smith Police Department (*Police*)
4. Review preliminary agenda for the August 19, 2025 regular meeting (*City Clerk*)

#### **CITIZENS FORUM**

#### **ADJOURN**

## **SPECIAL MEETING**

*Called by Directors Lee Kemp, Andre' Good, Christina Catsavis, and Neal Martin at the August 7, 2025 special meeting*

## **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 the Fort Smith Municipal Code*)

## **ITEM OF BUSINESS - SPECIAL MEETING**

## **EXECUTIVE SESSION**

- Appointment: Director of Internal Audit

## **ADJOURN**



## MEMORANDUM

**TO:** Honorable Mayor & Members of the Board of Directors  
**CC:** Sherri Gard, City Clerk  
**FROM:** Jeff Dingman, Acting City Administrator  
**DATE:** August 7, 2025  
**SUBJECT:** City-owned properties considered for sale

### **SUMMARY**

Earlier in the year, the Board asked for a comprehensive list of all properties in the city that are owned by the City of Fort Smith. The City Clerk worked up the list and circulated it through staff for feedback on the various properties, and that list was sent to the Board on May 15. The Board reviewed the list at the June 10 study session.

The Board asked that staff work up summaries of properties that could be subject to sale. Staff has identified eighteen such properties for discussion at the August 12, 2025 study session. Of these eighteen:

- 5 properties designated most likely to sell. One of these is the former Bost building at 1801 S 74th Street, which I propose the City consider conveying to Methodist Village at nominal cost. Methodist Village donated it to the city in 1966, and it was then conveyed to Bost a week later for use as a school. Methodist Village has expressed interest in using it to operate a daycare, which fits the current zoning.
- 4 properties that have been identified as most valuable to an adjacent property owner.
- 9 properties that were acquired through the flooded residence buyout program, which could be offered for sale with deed restrictions prohibiting new structures.

There will be a handout with details of each of these properties distributed at the study session.

Please let me know if you have questions regarding this agenda item.

### **ATTACHMENTS**

1. [City Properties For Sale - Summary Sheet.pdf](#)

# Summary

The City of Fort Smith has identified **18 properties/parcels** as candidates for sale. Each is categorized by sale potential and includes staff recommendations:

## ■ Most Likely to Sell (Green Pages):

- 1801 S 74th Street
  - 1 acre, zoned RM-3. Recommended for sale.
- 7700 Texas Road
  - 2.74 acres, former Bost building. Recommend deeding to adjacent landowner.
- 4401 Massard Road
  - 18 acres, part of Massard Business Park. Recommended for sale.
- Harriet Ave & Meyers St
  - 1.53 acres. Recommended for sale; donor interested in reusing for affordable housing.
- Riverfront Drive
  - 14.16 acres, vacant land with utility easements. Recommended for sale.

## ■ Conditional Sale or Adjacent Owner Use (Yellow Pages):

- 4200 N. O Street
  - Remnant land. Recommend sale to adjacent landowner.
- 2124 N 12th Street
  - Zoned C-5. Potential partial sale only.
- Division & N T Streets
  - Zoned RM-3. Recommend sale to adjacent landowner with easement reserved for bus stop.
- 800 N 9th Street
  - Less than 1 acre, zoned C-5. Recommended for sale.

## ■ Flood Buyout Properties (Sold with Restrictions):

These parcels are all less than 1 acre and were acquired through the flooded residence buyout program. **Recommended for sale with deed restrictions prohibiting new structures.**

- 1317, 1321, 1323 S Gary Street
- 816, 820, 824 Hillside Drive
- 3408, 3414, 3420 Edinburgh Drive



## MEMORANDUM

**TO:** Honorable Mayor & Members of the Board of Directors  
**FROM:** Jeff Dingman, Acting City Administrator  
**DATE:** August 7, 2025  
**SUBJECT:** 360-degree review of city departments

### **SUMMARY**

At the June 17 regular meeting, the Board asked for discussion of "the concept of a 360 Review of all City of Fort Smith departments" at a future study session. That discussion is scheduled for the August 12, 2025 study session.

In support of this concept, I have done cursory search for evaluation tools that can be used to evaluate an entire department in this way, which has proven difficult to find. What I am familiar with is the concept of a multi-rater, 360-degree review of an individual such as a manager or department head. In that vein, the information presented here is related to identifying a tool that we could use for the comprehensive evaluation of each of the city's department heads. The multi-rater concept asks for a combination of superiors, elected officials, subordinates, peers, colleagues within the organization, and people outside of the organization to go through a series of questions to rate the strengths, weaknesses, effectiveness and performance of each individual being evaluated.

The International City/County Management Association (ICMA) requires that a multi-rater, 360-degree assessment be done for each individual wishing to maintain a Credentialed Manager certification, so ICMA maintains a list of entities that offer such programs. These feedback assessments collect anonymous input and provide personalized feedback to the subjects so that is reliable, unbiased, and constructive. They allow the subject to rate themselves, and then see how their self-evaluation compares to the rating of them that is submitted by others that have different perspectives of interacting with them. These programs typically cost \$250-\$400 each. One such program is linked [here](#).

This type of individual multi-rater assessment could be a valuable professional development tool for our department heads, as it will highlight their strengths and weaknesses, identifying specific areas for skills improvement as they seek further training opportunities.

That said, if the Board's desire is to find a way to evaluate each of the city's departments as a whole, then this is a different discussion and staff will need some clarity from the Board as to what it expects to see as a result of that process.

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



## MEMORANDUM

**TO:** Jeff Dingman, Acting City Administrator  
**CC:** Andy Richards, CFO  
**FROM:** Danny Baker, Chief of Police  
**DATE:** August 6, 2025  
**SUBJECT:** Enterprise Fleet Leasing

### **SUMMARY**

The Police Department respectfully requests an opportunity to discuss with the Board of Directors the adoption of a fleet leasing program for police vehicles through Enterprise Fleet Management. Because we are currently preparing our 2026 budget, we need to know the Board's position as soon as possible.

As outlined in the attached presentation, the current police fleet has an average age of seven point six (7.6) years per vehicle, with thirty three (33) vehicles being over ten (10) years old. The aging fleet contributes to increased maintenance costs, increased fuel costs, reduced reliability, operational inefficiencies, and negative officer morale. Enterprise's open-end lease program offers several advantages, including flexible financing, fixed maintenance options, fuel management, and vehicle resale services. The City retains equity at the end of the lease term and avoids mileage penalties or wear-and-tear clauses.

This program would allow the Fort Smith Police Department to modernize and maintain its vehicle fleet with a predictable, cost-effective approach. It will also improve officer morale and retention by providing officers with reliable vehicles. A representative from Enterprise will be present to answer questions and participate in the discussion.

### **ATTACHMENTS**

1. [08-01-2025 - City of Fort Smith Presentation Info 2.0.pdf](#)



# City of Fort Smith

CONFIDENTIAL AND PROPRIETARY



© 2025 Enterprise Fleet Management, Inc.

# REFERENCES







Sourcewell 

**E&I** Cooperative  
Services  
Sourcing. Strategy. Savings.®

## Key Points

*Sourcewell has been the leading choice for government partners in Oklahoma to utilize for their due diligence process*

# Competitive Advantages

## 2 Biggest Competitive Advantages



Financial Value for our Clients

### The Enterprise Infrastructure

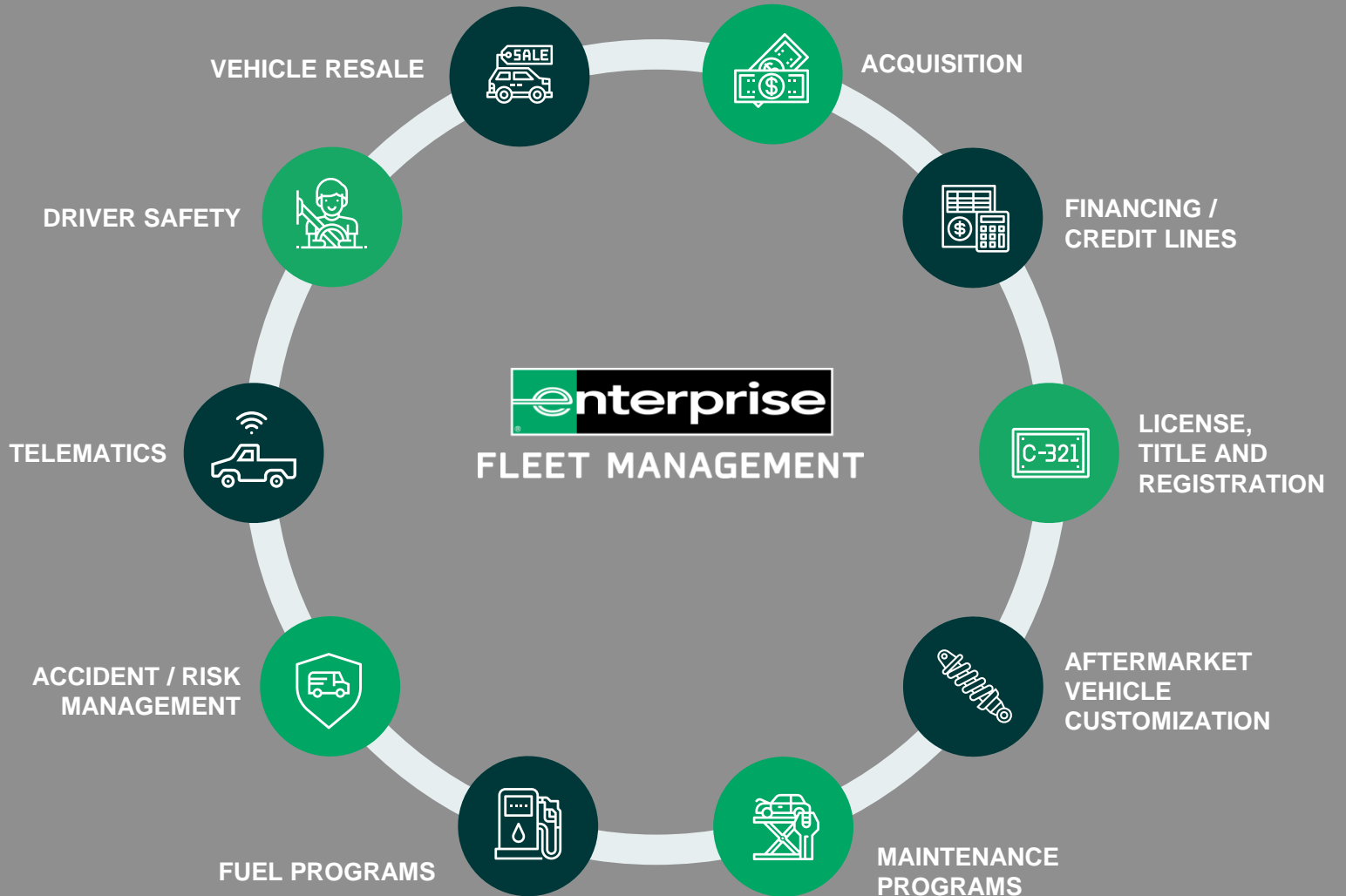
Enterprise expertly manages its own fleet of 2.2+ million vehicles. We take our experience and infrastructure to help small, medium and large businesses manage their own fleets.

### Local Team of Fleet Experts - Strategy and Execution



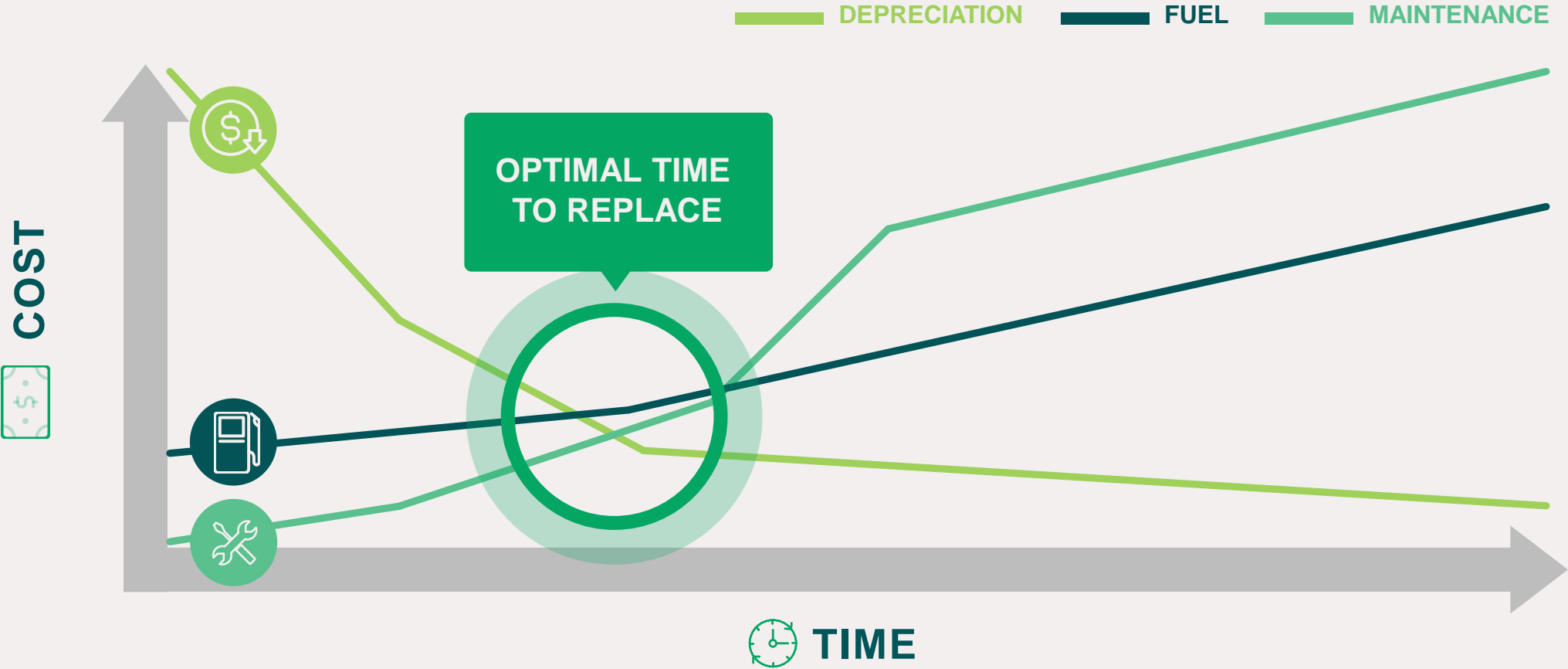
- Gain an entire team of experts to develop and benchmark your fleet strategy.
- AFC (industry exclusive) to execute and coordinate your fleet plan.
- Multi-channel vehicle resale network.
- Consolidated reporting with state-of-the-art technology.
- Ongoing industry expertise and annual financial review.

COMPREHENSIVE  
OFFERING, SO  
YOU CAN FOCUS  
ON YOUR  
OBJECTIVES



# EFFECTIVE VEHICLE LIFECYCLE

Determining the right time to replace vehicles



## Open-End Lease Benefits

- Separate line of credit for vehicles
- Optimize cash flow with flexible funding options
- **Unlimited mileage, no mileage penalties**
- **No abnormal wear & tear clauses**
- Greater flexibility if requirements change
- Flexibility of term
- **City Retains Equity at End of Term**



# Operating Expenses

## Maintenance

### Full Maintenance

- Fixed Monthly Rate
- Includes: 24/7 Roadside, Preventative Maintenance, and All Major and Minor Repairs
- Simple Process For All Parties

### Maintenance Management

- “Bridge” Program For Currently Owned Fleet Vehicles
- Pass-through Cost
- No Out of Network Fees

**\$17.7M**  
NEGOTIATED RATES

**\$14.2M**  
SERVICE NOT  
REQUIRED

**\$4.6M**  
TECH ADVICE

**\$4.3M**  
UNDER WARRANTY

**\$2.9M**  
GOODWILL

LAST YEAR ALONE, WE SAVED CLIENTS  
**\$43.9M**

#### 29 MAINTENANCE AND REPAIR LOCATIONS NEAR "72901"

Not what you're looking for? [Search again](#)

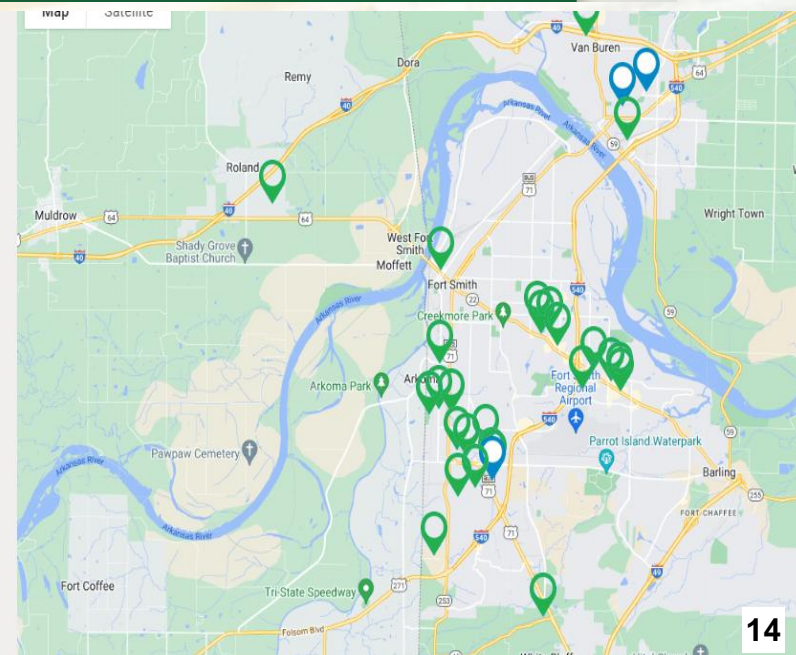
SHOWING: ☒ Preferred Partner (26) ☒ Partner (3)

Search Service Locations

 **HARRY ROBINSON BUICK GMC INC**  
P.O. Box 10123  
Fort Smith, Arkansas 72917  
Telephone: 479-646-8600

 **JODY'S MUFFLER & BRAKE**  
3015 Towson Avenue  
Fort Smith, Arkansas 72901  
Telephone: 479-785-5639

 **FORT SMITH FIRESTONE**  
4901 Rogers Ave  
Fort Smith, Arkansas 72903





Reduce Your Biggest Fleet  
Expense – **Fuel.**

- Fuel card accepted at 90% of US retail fuel locations
- Control abuse/unauthorized purchases
- Flexible fuel card suspension & re-issue of cards
- Dynamic reporting
- Access to all level III data
- Real-time purchase alerts
- Flexible billing cycles with fuel transactions on a single invoice

### Level III Data

Level III data goes a level deeper, and provides transaction level information on who purchased what, when and how.

*Examples of Level III data:*

- Driver/vehicle ID number
- Odometer reading
- Product category and description
- Cost per mile



### Telematics

By integrating telematics and fuel, you will have full visibility into all transactions. Discover which purchases might be fraudulent based on vehicle location and time of the event.

# Enterprise Remarketing Advantage

700 DEDICATED  
REMARKETING EMPLOYEES



AUCTION 15%  
 DIRECT TO DEALER 85%

IN 2023, ENTERPRISE  
**SOLD OVER**  
**1,100,000**  
VEHICLES.

COMMERCIAL SALES  
EXCEEDED AT AN  
AVERAGE OF  
**115.4%**  
**OVER**  
**BLACK BOOK (CVI).**

Average \$ vs. Black Book Commercial Index	Average \$ vs. Black Book Commercial Index
115.9%	\$1,589
Sales Matched to Black Book	2,142
Average Enterprise Sales Price	\$12,850
Average Black Book CVI Price	\$11,661
Average Mileage	95,043



# Technology - Real Time Website and Mobile App

## Asset Management Software

- Visibility and tracking of vehicle data
- Customized dashboards with easy reporting
- Real-time alerts
- Simplify accounting processes with vehicle descriptors
- Self-service features including *driver changes, vehicle descriptors, mileage information and more*
- Assign unlimited unique identifiers to each vehicle to simplify routine tasks and vehicle categorization





# Fleet Profile and Analysis

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City of Fort Smith



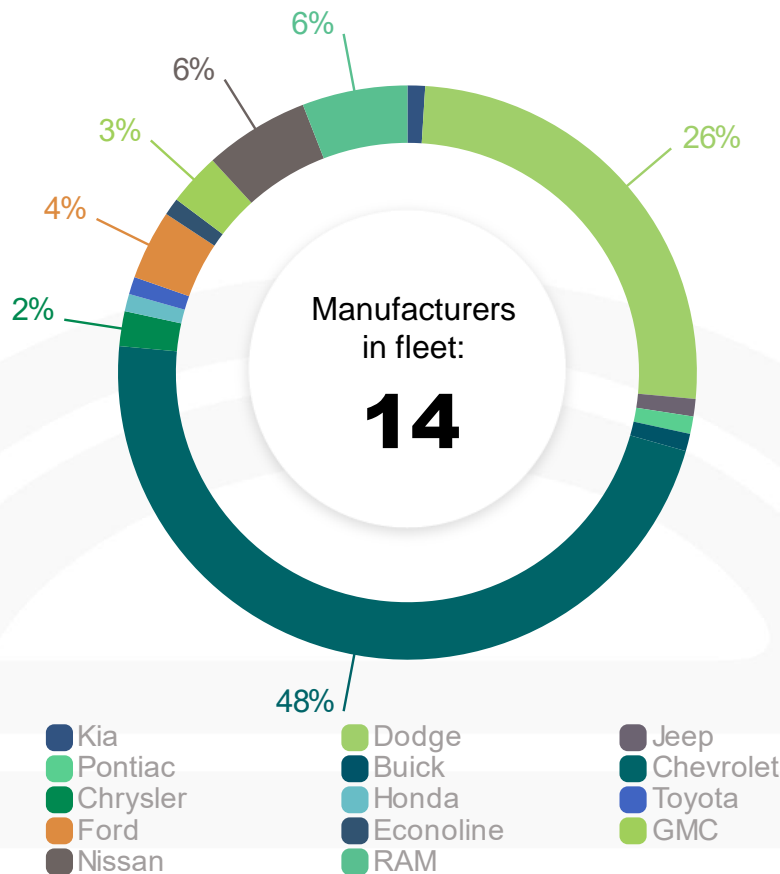
City of Fort Smith

# Fleet Profile

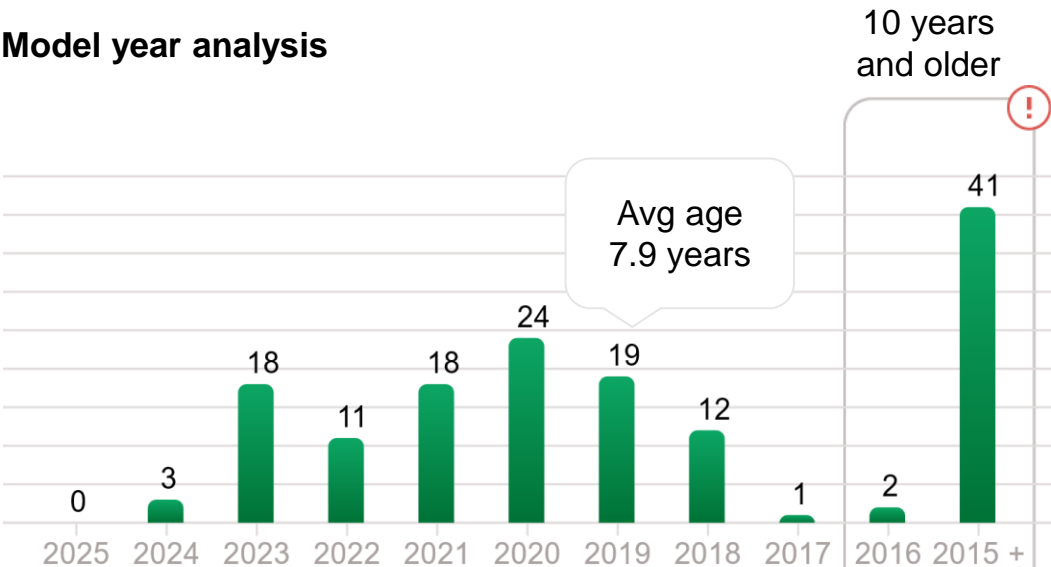
Total fleet size: Total fleet value:

**149** **\$1,965,988**

## Manufacturer breakdown



## Model year analysis



Avg holding Period (in years)

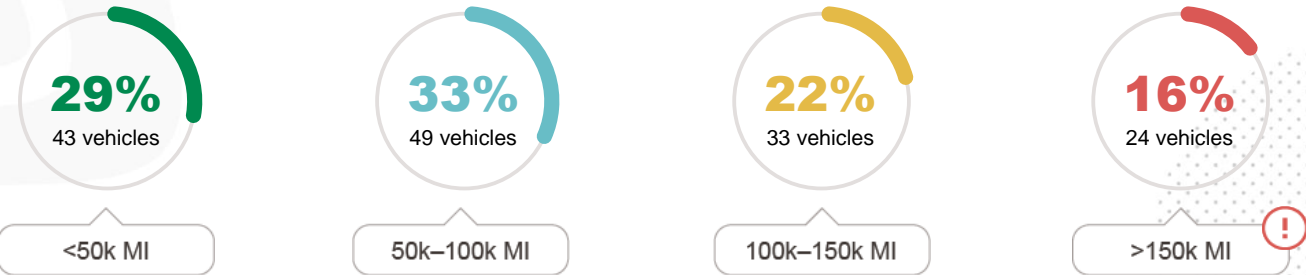
**14.9**

Avg annual acquisitions

**10**

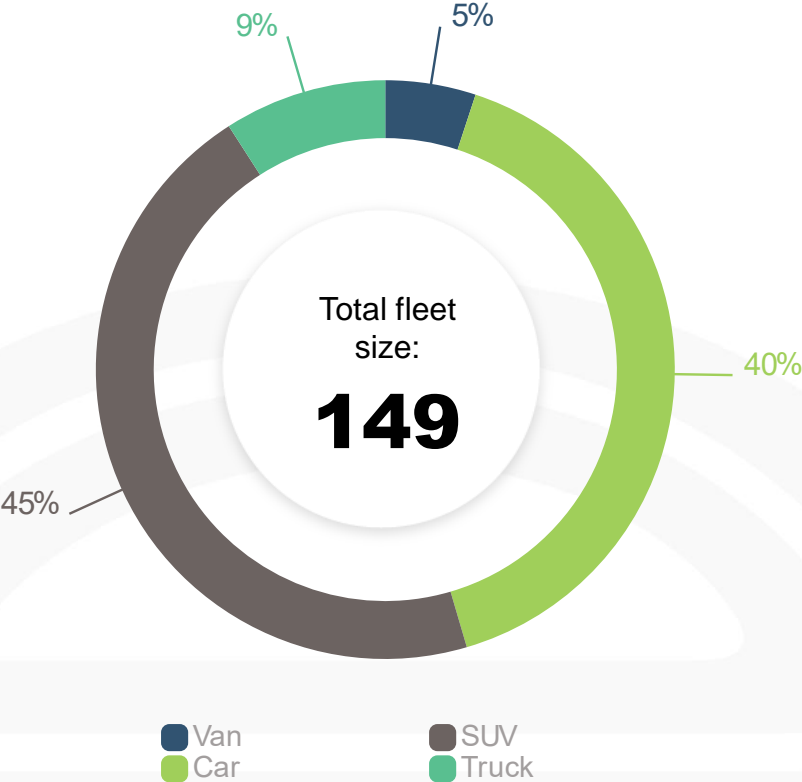
## Odometer distribution

Average Odometer: 94,154



# Vehicle Classes

Vehicle class overview



Vehicle Type	Quantity	Avg Age	Avg Annual Mileage
SUV	67	7.3	13,282
Car	60	7.7	11,353
Truck	14	10.2	10,245
Van	8	10.5	9,821
Totals/Averages:	149	7.9	11,918

Vehicle classes

4

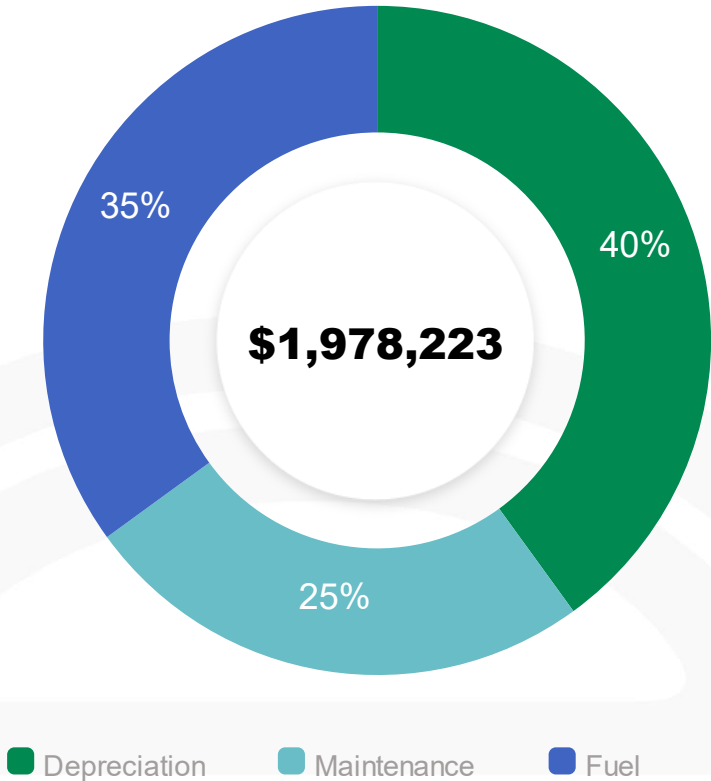
Avg Odometer

94,154

# Estimated Annual Expense

Total fleet size:

**149**



Assumes average new vehicle price is \$55,000 and average resale at 10 years is \$2,500.

Total Depreciation		\$782,250
Holding period (years)		10
Total cost fleet new		\$8,195,000
Total estimated value at holding period		\$372,500
Total Maintenance		\$500,640
Estimated monthly		\$280
Total Fuel		\$695,333
Avg MPG		12
Fuel cost per gallon		\$3.50
Miles driven		2,384,000

Cents  
per mile  
**\$0.83**

Private and confidential  
information. Data is  
based on client  
provided,  
estimated valuations.

# City of Fort Smith

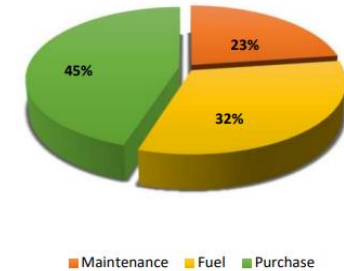
## Fleet Profile and Replacement Schedule

### Fort Smith Police Department

Current Fleet	149.00	Fleet Growth	0%	Proposed Fleet	149
Current Cycle	12.00	Annual Miles	13,500	Proposed Cycle	5
Current Maint	\$280.00	Insurance	\$0.00	Proposed Maint.	\$58.99
Fuel Info		MPG	10	Price/Gallon	\$3.50

Fleet Mix			Fleet Cost							Annual			
Model Year	Fleet Size	Annual Needs	Owned	Leased	Purchase	Lease*	AME DP	Total Capital Outlay	Maintenance	Fuel	Resale	Fleet Budget	Net Cash
Average	149.00	18.00	149.00	0.00	\$990,000.0	0			\$500,640	\$704,025	-\$45,000	\$2,149,665	\$0
2025	149.00	60.00	89.00	60.00	0	\$751,796	\$225,000	\$976,796	\$341,515	\$647,325	-\$390,000	\$1,575,636	\$574,029
2026	149.00	24.00	65.00	84.00	0	\$1,052,514	\$97,500	\$1,150,014	\$277,865	\$624,645	-\$312,000	\$1,740,524	\$409,141
2027	149.00	23.00	42.00	107.00	0	\$1,340,702	\$90,000	\$1,430,702	\$216,867	\$602,910	-\$276,000	\$1,974,480	\$175,185
2028	149.00	22.00	20.00	129.00	0	\$1,616,361	\$45,000	\$1,661,361	\$158,522	\$582,120	-\$231,000	\$2,171,002	-\$21,337
2029	149.00	20.00	0.00	149.00	0	\$1,866,959	\$105,000	\$1,971,959	\$105,480	\$563,220	-\$1,024,400	\$1,616,259	\$533,406
2030	149.00	60.00	0.00	149.00	0	\$1,866,959	\$67,500	\$1,934,459	\$105,480	\$563,220	-\$340,150	\$2,263,009	-\$113,344
2031	149.00	24.00	0.00	149.00	0	\$1,866,959	\$29,250	\$1,896,209	\$105,480	\$563,220	-\$365,050	\$2,199,859	-\$50,194
2032	149.00	23.00	0.00	149.00	0	\$1,866,959	\$27,000	\$1,893,959	\$105,480	\$563,220	-\$357,000	\$2,205,659	-\$55,994
2033	149.00	22.00	0.00	149.00	0	\$1,866,959	\$13,500	\$1,880,459	\$105,480	\$563,220	-\$316,900	\$2,232,259	-\$82,594
2034	149.00	20.00	0.00	149.00	0	\$1,866,959	\$31,500	\$1,898,459	\$105,480	\$563,220	-\$844,400	\$1,722,759	\$426,906
10 Year Savings												\$1,795,204.32	
Avg. Sustainable Savings												\$24,955.96	

### Fleet Cost Analysis



### Current Fleet Equity Analysis

Year	2025	2026	2027	2028	2029
QTY	60	24	23	22	20
RESALE	\$6,500	\$13,000	\$12,000	\$10,500	\$9,000
TOTAL	\$390,000	\$312,000	\$276,000	\$231,000	\$180,000
Estimated Current Fleet Equity**				\$1,389,000.00	

### KEY OBJECTIVES

#### • Lower average age of the fleet

- 10% of the light duty fleet is over 10 years old
- ~Resale of the aging fleet is significantly reduced

#### • Safety considerations

- ~24 of 153 vehicles predate Electronic Stability Control standardization (2012), the most significant safety innovation since the seatbelt
- ~46 of 153 vehicles predate Forward Collision Warning, Blind Spot warning and off-set crash test (2017)
- ~47 of 153 vehicles predate Rear View Camera standardization (2018)

#### • Reduce operating costs

- ~Newer vehicles have a significantly lower maintenance expense
- ~Newer vehicles have increased fuel efficiency with new technology implementations. Fuel Savings Calculated- 20%
- ~Significantly reduced administrative burden

#### • Maintain a manageable vehicle budget

\*Lease rates are conservative estimates

\*\*Estimated Current Fleet Equity is based on the fleet "sight unseen" and can be adjusted after physical inspection

\*\*\*Net Cash is the Sum of the 10 year savings from the Fleet Planning Analysis and the Estimated Current Fleet Equity





## **FLEET MANAGEMENT**

John Holland

405-839-5131

[John.r.holland@efleets.com](mailto:John.r.holland@efleets.com)



**City of Fort Smith Board of Directors - Special Meeting Called for Tuesday, August 12, 2025**

*Fort Smith, Arkansas sent this bulletin at 08/07/2025 06:16 PM CDT*

**Board of Directors - Special Meeting Called for August 12, 2025****MEDIA NOTIFICATION  
August 7, 2025**

At the Board of Directors special meeting on August 7, 2025, Directors Lee Kemp, Andre' Good, Christina Catsavis, and Neal Martin called for a special meeting to occur immediately following adjournment of the regularly scheduled study session set for 6:00 p.m., Tuesday, August 12, 2025 at the Blue Lion, 101 North 2nd Street, in the Back Room, to accommodate the following:

**EXECUTIVE SESSION**

- Appointment - Director of Internal Audit

The Agenda Board Packet for the study session and special meeting scheduled for Tuesday, August 12, 2025 will be uploaded to the City's website as soon as possible. Once accomplished, notice of same will be distributed in like-manner.

Sherri Gard, MMC  
City Clerk  
479-784-2207  
[sgard@fortsmithar.gov](mailto:sgard@fortsmithar.gov)

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