



MAYOR

George B McGill

**INTERIM 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

AGENDA ~ Revised

Fort Smith Board of Directors

STUDY SESSION

February 25, 2025 ~ 6:00 p.m.

Blue Lion

101 North 2nd Street

Fort Smith, Arkansas

THIS MEETING IS BEING TELECAST LIVE AT THE FOLLOWING LINK:

https://fortsmithar.granicus.com/ViewPublisher.php?view_id=1

CALL TO ORDER

ITEMS OF BUSINESS

1. City of Fort Smith sports tourism presentation (*Convention & Visitors Bureau*) ♦
2. Discuss vacancies of Director of Internal Audit and City Administrator positions ~ *Rego/Martin placed on February 25, 2025 study session agenda at the February 4, 2025 regular meeting ~ (City Administrator)*
3. Review 2024 Carryover requests ~ *Added to agenda by Acting City Administrator Dingman on February 24, 2025 / Ordinance amending the 2025 Operating Budget and appropriating 2024 Encumbrances and Carryovers amended at the February 21, 2025 regular meeting to remove Carryovers with provision to review such at a future study session ~ (Finance)*
4. Review preliminary agenda for the March 4, 2025 regular meeting (*City Clerk*)

ADJOURN



MEMORANDUM



TO: Jeff Dingman, Interim City Administrator
CC: Maggie Rice, Deputy City Administrator
FROM: Ashleigh Bachert, Executive Director
DATE: February 20, 2025
SUBJECT: Sports tourism strategic plan and proposed indoor sports facility

SUMMARY

The A&P Commission engaged with Huddle Up Group and Synergy Sports to complete a sports tourism strategic plan and further review/expand upon the CSL Study on the indoor sports facility that was completed in 2022, if the strategic plan noted a need for facility development.

Huddle Up Group will present its high-level strategy for developing sports tourism in the city, and Synergy Sports will present its findings and potential funding pathway for an indoor sports facility to be built with private funds through a public-private partnership.

After the presentation, the A&P Commission respectfully requests the City Directors place Indoor Sports Facility Development on a future regular meeting agenda. A motion to allow City Administration to enter into negotiations regarding a MOU or MOA to partner with a private funding organization to build the facility would be greatly appreciated.



MEMORANDUM

TO: Honorable Mayor & Members of the Board of Directors
FROM: Jeff Dingman, Interim City Administrator
DATE: February 20, 2025
SUBJECT: Discussion of vacant positions

SUMMARY

At the February 4 regular meeting, the Board directed that a discussion of the vacancies of Director of Internal Audit and City Administrator positions be included on the agenda for the February 25 study session. Such discussion is included on the agenda.

If you have specific questions in advance of this discussion, please contact me.



MEMORANDUM

TO: Jeff Dingman, Interim City Administrator
CC: Maggie Rice, Deputy City Administrator
FROM: Andrew Richards, Chief Financial Officer
DATE: February 25, 2025
SUBJECT: Review 2024 Carryover requests

SUMMARY

In accordance with the City's Fiscal Policies adopted via Ordinance No. 79-19, all appropriations lapse at year-end. Any encumbrances at year-end may be reappropriated by the Board of Directors in the subsequent year. In December 2024, all departments were required to collect and submit their Carryforward and Carryover requests along with explanations of the circumstances necessitating the need to roll these requests into the 2025 Budget. Carryforwards (Encumbrances) are legal obligations that the department entered into in 2024, but the service/item was not delivered by December 31, 2024. The Board re-appropriated these encumbrances for spending in 2025 via ordinance on February 21, 2025.

Carryovers are requested when objectives are not finished due to various reasons/circumstances or if another need can be met with remaining budget balances. Carryovers are a request to use available budgets from the prior fiscal year that were not obligated via contract or purchase order. The Board requested to table appropriating funds for these carryover requests at the February 21, 2025 meeting and requested staff to bring these carryover requests to a study session for discussion by the Board. The total amount of carryovers is \$3,466,052 as outlined in Attachment A. The list has been modified to eliminate some items on the original list presented at the February 21, 2025 Board meeting. In some cases, carryover requests are also committed by a signed contract or agreement. The list notes which items also include these commitments.

Should you have any questions or require more information, please let me know.

ATTACHMENTS

1. [Copy of 2024 Carryforward and Carry Over Request_Final_NEW allocations_SB.pdf](#)

ATTACHMENT A
2024 Carry Over Requests

Object Code where \$ exists	Object Code where you want the \$ to go	Org	Objec	Amount available in Object Code	Amount Requested	Explanation	Department	Fund	Contract?
62060101 - 560000	62060101 - 560000	62060101	560000	25,000	25,000	Repair of irrigation along Garrison. A local company has agreed to donate labor and materials to replant the landscape beds, provided the irrigation is functional to ensure the plants have adequate water supply for survival.	Parks - Riverfront/Downtown Maintenance	General	No
62020101-531700	62020101-531700	62020101	531700	150,000	150,000	Repair of retaining wall at Oak Cemetery. A mechanical engineer was used to evaluate the wall. Final construction plans have been finalized and bids will be solicited in January.	Parks - Oak Cemetery	General	No - "have to" project due to safety issue
62050101-527100	62050101-527100	62050101	527100	12,118	10,000	Repair of structural beam in Creekmore pumphouse. This beam has previously been patched. A structural engineer was consulted and has provided drawings to correct the issue until replacement of the pumphouse takes place. The replacement of the pumphouse will need to occur within the coming years.	Parks - Aquatics	General	No - "have to" project due to safety issue
62060101-520100	62020101-527100	62020101	527100	33,328	10,000	The HVAC unit at Oak Cemetery went out in mid-December and needs to be replaced. Adequate funds are not available in the FY25 Budget for this need.	Parks - Riverfront/Downtown Maintenance	General	No
47010101 - 545000	47010101 - 545000	47010101	545000	1,879	1,879	Community Relations Grant	Police Administration	General	Agreement
47020101 - 531600	47020101 - 531600	47020101	531600	757,429	207,986	CAD/RMS system installation / training not complete	Police Support Services	General	No
41050101 - 545000	41050101 - 545000	41050101	545000	19,275	10,000	Ordinances for codification into the Fort Smith Municipal Code and Unified Development Ordinance (Supplement No. 4) were submitted in 2024; however, such will not be received until 2025. NOTE: I was advised to create a requisition to encumber the funds; however, it was then recommended the funds be included as a carryover since Supplement 4 will not be received until 2025. Requisition/PO's will be canceled.	City Clerk	General	N/A
01016550 - 531750	01016550 - 531750	01016550	531750	750,000	750,000	Compressed Natural Gas Fueling Station - Slow Fuel Expansion. Transit currently has fast fuel, however, it is not sufficient to handle the capacity of the large buses within a short time period. Slow fuel will allow the fueling of all vehicles throughout the night without the need for staff. There has been a delay in the design due to available qualified sources.	Transit	General	Yes
01016550 - 531750	01016550 - 531750	01016550	531750	2,202,830	2,202,830	South 28th Street Alternative Right-of-Way Access/Entrance. Delay due to A&M Railroad reluctance to enter into joint use agreement (shared access easement).	Transit	General	Yes
	01016550 - 422002	01016550	422002		(675,000)	90% Reimbursed (CNG)	Transit	General	
	01016550 - 422002	01016550	422002		(1,762,264)	80% Reimbursed (28th Street)	Transit	General	
44080101 - Multiple	44080101 - 521300	44080101	521300	16,347	16,347	This project expense is for videography services for a road safety video series to be shared with the public. The expense will be reimbursed through the National Science Foundation Grant (Ride 4 Smilies). This project was planned to be completed in FY 2024 but did not happen. The projected will be started and completed in 2025. The 2024 funds planned for this project needs to be carried over to FY 2025.	Community Mobility	General	Yes
	44080101-422000	44080101	422000		(16,347)	Reimbursed from Ride 4 Smiles	Community Mobility	General	
45010101 - 531950	45010101 - 531950	45010101	531950	1,452,057	1,452,057	The Farmers Market Solar Canopy project has not started yet and will be initiated in 2025. These funds were approved by the Board of Directors to fund this project.	Sustainability	General	Yes
44010101 - 531700	44010101 - 531700	44010101	531700		90,000	Carnall Basement Flooring Replacement (ORD 26-24 JE 2024/04/995) Project delayed due to higher priority projects. Expected to be completed Q1 2025.	ITS	General	No but has been negotiated
44010101 - 531700	44010101 - 531700	44010101	531700		80,000	Carnall Water Intrusion Remediation (ORD 26-24 JE 2024/04/995)	ITS	General	No

ATTACHMENT A
2024 Carry Over Requests

Object Code where \$ exists	Object Code where you want the \$ to go	Org	Objec	Amount available in Object Code	Amount Requested	Explanation	Department	Fund	Contract?
44010101 - 531700	44010101 - 531750	44010101	531750		47,000	Solid Waste Facility Fiber Installation Scalehouse to Truck Shop (ORD 26-24 JE 2024/04/995) Project was delayed - expected completion to be Q1 2025. Final project scope was increased over original budget estimate.	ITS	General	Yes
44010101 - 531700	44010101 - 531750	44010101	531750		38,000	Solid Waste Facility Fiber Upgrades remaining campus locations.	ITS	General	Yes
44010101 - 531750	44010101 - 531750	44010101	531750	25,000	25,000	Solid Waste Facility Fiber Installation (ORD 26-24 JE 2024/04/995) Project was delayed - expected completion to be Q1 2025. Final project scope was increased over original budget estimate.	ITS	General	Yes
01010170-560030	01010170-560300	01010170	560300	227,185	227,185	Need to move the 2024 MakeMyMove funds into FY 2025. These funds will be used to pay the 2025 movers. There was not fund added in this code for FY 2025. The intent is to use the remaining 2024 funds.	Non Departmental - GF	General	No - Case by case
01010170-560300	01010170-560300	01010170	560300	75,069	75,069	Remaining amount in 2024 needs to carry over to 2025 - these funds are for the waterslides at Parrot Island Water Park	Non Departmental - GF	General	No
01010170-560005	01010170-560005	01010170	560005	191,505	183,266	Insurance funds were appropriated but not spent for the Fort Smith Senior Activity Center (Cavanaugh)		General	No
Sub Total of General Fund				5,939,021	3,148,009			General	
63012104 - 521300	63012104 - 521300	63012104	521300	158,444	158,444	R-231-23 SVM Solid Waste Rate Study - we will continue to pay for these services into 2025	Solid Waste - Administration	Solid Waste	Yes
Sub Total of Solid Waste Fund				158,444	158,444			Solid Waste	
51011101 - 521300	51011101 - 521300	51011101	521300	56,906	56,906	For various projects	Streets & Traffic - Administration	Streets & Traffic	No
54011101 - 543200	54011101 - 543200	54011101	543200	89,118	89,118	For software license for TMC (Traffic Control Room)	Streets & Traffic - Traffic Control Operations	Streets & Traffic	No
Sub Total of Street Maintenance Fund				146,024	146,024			Streets & Traffic	
55222101 - 527200	55222101 - 527200	55222101	527200	13,575	13,575	Reference Ord 38-24 and 68-24: These funds were insurance proceeds for asset #878, totaled in an accident on 2/14/24. They should have been carried over instead of transferred out. We expect to replace the vehicle in 2025, and these funds will be used to support the purchase.	Water/Sewer - Communications & Training	Water/Sewer	No
Sub Total of Water & Sewer Fund				13,575	13,575			Water & Sewer	
Total					3,466,052				