



MAYOR

George B. McGill

CITY ADMINISTRATOR

Carl Geffken

CITY CLERK

Sherri Gard

BOARD OF DIRECTORS

Ward 1 – Keith Lau

Ward 2 – Andre' Good

Ward 3 – Mike Lorenz

Ward 4 – George Catsavis

At-Large Position 5 – Robyn Dawson

At-Large Position 6 – Kevin Settle

At-Large Position 7 – Neal Martin

AGENDA

Fort Smith Board of Directors

STUDY SESSION

January 29, 2019 ~ 12:00 Noon

Fort Smith Public Library Community Room

3201 Rogers Avenue

THIS MEETING IS BEING TELECAST LIVE AT THE FOLLOWING LINK:

<http://www.ustream.tv/channel/XqbsvFPFApS>

CALL TO ORDER

1. Discuss Utility Department request for additional personnel ~ *Deferred from the November 2018 budget hearing* ~
2. Review preliminary agenda for the February 5, 2019 regular meeting

ADJOURN

INTER-OFFICE MEMO**TO:** Carl Geffken, City Administrator**DATE:** January 24, 2019**FROM:** Jerry Walters, Utility Director **SUBJECT:** Discuss Utility Department Request for Additional Personnel

Currently, the Utility Department has a backlog of approx. 700 leaks in need of repair. In addition, there are approx. 600 broken meter boxes that need replacement. The initial plan was to design and execute two projects to do this work. The cost of these projects would exceed \$3M. After careful study of the problem, it was determined that these repairs can be made more economically by in-house Utility personnel.

The Utilities Department proposed adding 10 people (approved/unfunded) to the staff. With the added manpower, the staff will be broken out into 10 3 man repair crews. Each crew will include one Fore Person and two Maintenance Persons. It's estimated that it will take the teams approx. 18 months to make all of the leak repairs. Once that work is completed, they teams will focus on replacing the broken meter boxes.

Once this repair work is completed, the teams will continue to repair leaks as they occur. Also, this staff will be utilized to implement an comprehensive annual unidirectional flushing program, valve maintenance program, water line easement maintenance, meter testing program, backflow prevention testing, water shut off, and water quality testing and data entry.

pc: Jeff Dingman