

**MAYOR**

George B. McGill

**CITY ADMINISTRATOR**

Carl Geffken

**CITY CLERK**

Sherri Gard

**BOARD OF DIRECTORS**

Ward 1 – Jarred Rego

Ward 2 – Andre' Good

Ward 3 – Lavon Morton

Ward 4 – George Catsavis

At-Large Position 5 – Robyn Dawson

At-Large Position 6 – Kevin Settle

At-Large Position 7 – Neal Martin

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## **AGENDA ~ Revised**

**Fort Smith Board of Directors**

**STUDY SESSION**

**September 14, 2021 ~ 6:00 p.m.**

**Kelley Highway Maintenance Facility**

**3900 Kelley Highway**

**~ REVISION: DUE TO THE LOCATION, THIS MEETING WILL NOT BE TELECAST LIVE ~**


### **CALL TO ORDER**

1. Tour of facility to include the water meter test bench; demonstrations of water meter installation and meter reads; and, Board discussion
2. Discuss alleged utility billing issues ~ *Good/Settle placed on future study session agenda at the June 15, 2021 regular meeting ~ (Utility)*
3. Update regarding water leak mitigation plan ~ *Director Martin requested at the June 15, 2021 regular meeting ~ (Utility)*
4. Review preliminary agenda for the September 21, 2021 regular meeting

### **ADJOURN**



UTILITY DEPARTMENT  
INTEROFFICE MEMORANDUM

**TO:** Carl E. Geffken, City Administrator  
**FROM:** Lance A. McAvoy, Utility Director   
**SUBJECT:** Study Session: Water Meter Test Bench, Utility Billing Issues & Water Leak Mitigation Plan Update  
**DATE:** September 9, 2021  
**CC:** Jeff Dingman, Deputy City Administrator

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At the June 15, 2021 Board of Directors' Meeting a study session was requested to address Utility billing issues and receive and update on the water leak mitigation plan.

On September 12, 2021, the Utility Department will host the Board of Directors' Study Session at 3900 Kelley Hwy facility. At that time, the Department will conduct a brief tour of the water meter maintenance facility including the new water meter test bench and demonstrations of water meter installations. The meeting will also walk the Board of Directors through the billing and collections process and provide an update on the water leak mitigation plan.

Please contact me should you or any of the Board have any questions.