



City of Farmington
354 W. Main Street
P.O. Box 150
Farmington, AR 72730
479-267-3865
479-267-3805 (fax)

**CITY COUNCIL AGENDA -
April 13, 2026**

A regular meeting of the Farmington City Council will be held on
Monday, April 13, 2026, at 6:00 p.m.
City Hall
354 W. Main Street, Farmington, Arkansas.

1. Call to Order –Mayor Ernie Penn
2. Roll Call – City Clerk Kelly Penn
3. Pledge of Allegiance
4. Comments from Citizens – the Council will hear brief comments at this time from citizens. No action will be taken. All comments will be taken under advisement.
5. Approval of the minutes –March 9, 2026, City Council Meeting.
6. Financial Reports
7. Entertain a motion to read all ordinances and resolutions by title only.
8. Proclamations, special announcements, committee/commission appointments.
 - a. Appoint Ken Goff to Planning Commission
9. Committee Reports
10. Items to be removed from City of Farmington Inventory – SEE MEMO

NEW BUSINESS

11. Request approval of the School Resource Officer contract with Farmington School District.
12. Request approval to accept bid for Creekside Trail.
13. Request approval for contract for impact study fee.
14. Resolution No. 2026-07 a resolution authorizing the Mayor of the City of Farmington, Arkansas to execute a real estate contract for the purchase of 2.37 acres of land from the Farmington School District.

MINUTES



Mayor Ernie Penn

City Attorney Jay Moore

City Clerk Kelly Penn

City Council Member Sherry Mathews
Ward 1 Position 1

Council Member Keith Lipford
Ward 2 Position 1

Council Member Brenda Cunningham
Ward 3 Position 1

Council Member Diane Bryant
Ward 4 Position 1

Council Member Hunter Carnahan
Ward 1 Position 2

Council Member Bobby Morgan
Ward 2 Position 2

Council Member Linda Bell
Ward 3 Position 2

Council Member Kara Gardenhire
Ward 4 Position 2

A meeting of the Farmington City Council was held on March 9, 2026, at 6:00 p.m. in the Council Chambers at Farmington City Hall, located at 354 West Main Street, Farmington Arkansas. Mayor Penn called the meeting to order.

PRESENT: Council Members Diane Bryant, Keith Lipford, Brenda Cunningham, Sherry Mathews, Hunter Carnahan, Linda Bell, Bobby Morgan, Kara Gardenhire, Mayor Ernie Penn, City Attorney Jay Moore, Clerk Kelly Penn, City Business Manager Melissa McCarville, Press and Audience Members.

Pledge of Allegiance

Comments from Citizens – Alex Russo, 331 Tacoma Street – expressed his concern regarding surveillance camera, such as Amazon Ring Cameras and the Flock safety cameras in use at Creekside Park. Why do we need them ? Why is the men’s restroom door not fixed yet at Creekside Park?

Approval of the February 9th^h, 2026, City Council Meeting Minutes

On the motion of Council Member Cunningham and a second by Council Member Bryant and by the consent of all Council Members present after a roll call vote, the minutes were approved as presented by a vote of 8-0.

Financial Reports

Mayor Penn presented the financial reports to the City Council. Monthly city sales tax increased by .078% compared to 2025. Monthly state/county sales tax increased 1.38% compared to 2025.

Entertain a motion to read all Ordinances and Resolutions by title only.

On the motion of Council Member Carnahan and a second by Council Member Lipford and by the consent of all Council Members present after a roll call vote, the motion to read all Ordinances and Resolutions by title only was approved 8-0.

Proclamations, Special Announcements, Committee/Commission Appointments - Mayor Penn announced there will be a joint City Council and Planning Commission work session April 20th at City Hall at 6:00pm.

Committee Reports – Street Committee report was included in the agenda.

Items to be removed from the City of Farmington – Fire Department

On the motion of Council Member Carnahan and a second by Council Member Morgan and by the consent of all Council Members present after a roll call vote, the motion to remove a Frigidaire refrigerator, serial number LA34020657, city tag number 0037 from inventory was approved 8-0.

Old Business – None

New Business

Resolution 2026-05 A Resolution approving an agreement for participation in the Arkansas Municipal League's Trauma Assistance Program.

On the motion of Council Member Bryant and a second by Council Member Carnahan and by the consent of all Council Members present after a roll call vote, the motion to approve Resolution 2026-05 was approved 8-0.

Resolution 2026-06 A Resolution expressing the willingness of the City of Farmington, Arkansas to utilize federal-aid funds for the following project: Traffic Signal upgrades and coordination on HWY 62.

On the motion of Council Member Carnahan and a second by Council Member Bryant and by the consent of all Council Members present after a roll call vote, the motion to approve Resolution 2026-06 was approved 8-0.

Ordinance No. 2026-02 An Ordinance to adopt a revised personnel policy for the City of Farmington.

A motion was made by Council Member Bell and seconded by Council Member Gardenhire to pass Ordinance 2026-02. After a roll call vote, the motion was approved 8-0. City Attorney Moore read Ordinance No. 2026-02. There was no public comment. Mayor Penn asked shall the ordinance pass ? After a roll call vote , the motion passed 8-0. A motion was made to pass Ordinance 2026-02 with an emergency clause by Council Member Carnahan and seconded by Council Member Morgan, after a roll call vote, the motion was approved 8-0.

Ordinance No. 2026-03 An Ordinance to add design standards for non-residential structures, to the Farmington Code of Ordinances; providing for an emergency and other purposes.

A motion was made by Council Member Bell and seconded by Council Member Carnahan to pass Ordinance 2026-03. After a roll call vote, the motion was approved 8-0. City Attorney Moore read Ordinance No. 2026-03. There was no public comment. Mayor Penn asked shall the ordinance pass ? After a roll call vote , the motion passed 8-0. A motion was made to pass Ordinance 2026-03 with an emergency clause by Council Member Carnahan and seconded by Council Member Morgan, after a roll call vote, the motion was approved 8-0.

Ordinance No. 2026-04 An Ordinance amending section 14.04.05 of the City of Farmington Municipal Code to include two new commercial zoning districts; declaring an emergency and for other purposes.

A motion was made by Council Member Bell and seconded by Council Member Carnahan to pass Ordinance 2026-04. After a roll call vote, the motion was approved 8-0. City Attorney Moore read Ordinance No. 2026-04. Mayor Penn asked shall the ordinance pass ? After a roll call vote , the motion passed 8-0. A motion was made to pass Ordinance 2026-04 with an emergency clause by Council Member Carnahan and seconded by Council Member Bryant, after a roll call vote, the motion was approved 8-0.

Ordinance No. 2026-05 An Ordinance adding language to the Farmington Municipal Code Section 14.04.08, requiring all developments that demand a commercial building permit to proceed through large scale development process, providing for an emergency and other purposes.

Council Member Lipford asked if the previous ordinances had been passed to suspend the rules. City Clerk Penn said no they have not, the motions have to be made correctly to do that. Council Member Carnahan made a motion to amend Ordinances 2026-02, 2026-03 and Ordinance 2026-04 to reflect suspending the rules requiring the motion to be read in full on three separate dates be suspended and that Ordinance 2026-03 and 2026-04 be read one time by title only, and to pass Ordinance 2026-05 by suspending the rules requiring the motion to be read in full on three separate dates be suspended and that Ordinance 2026-05 be read one time by title only. The motions were seconded by Council Member Cunningham. After a roll call vote, the motions were approved 8-0. City Attorney Moore read Ordinance No. 2026-05. There was no public comment. Mayor Penn asked shall the ordinance pass? After a roll call vote, the motion passed 8-0. A motion was made to pass Ordinance 2026-05 with an emergency clause by Council Member Carnahan and seconded by Council Member Mathews, after a roll call vote, the motion was approved 8-0.

Ordinance No. 2026-06 Ordinance No. 2026-05 An Ordinance to amend and correct setback distances in residential and multifamily zoning codes of Farmington, Arkansas and to correct outdated zoning language, providing for an emergency, and other purposes

A motion was made by Council Member Bell and seconded by Council Member Morgan to suspend the rules requiring the motion to be read in full on three separate dates to be suspended and that Ordinance 2026-06 be read one time by title only. After a roll call vote, the motion was approved 8-0. City Attorney Moore read Ordinance No. 2026-06. Mayor Penn asked shall the ordinance pass? After a roll call vote, the motion passed 8-0. A motion was made to pass Ordinance 2026-06 with an emergency clause by Council Member Carnahan and seconded by Council Member Mathews, after a roll call vote, the motion was approved 8-0.

Ordinance No. 2026-07 An Ordinance adding specific language to the Farmington Municipal Code section 14.04.08 and 15.04.03, requiring one half street improvements on development projects, providing for an emergency, and other purposes.

A motion was made by Council Member Bell and seconded by Council Member Carnahan to suspend the rules requiring the motion to be read in full on three separate dates be suspended and that Ordinance 2026-07 be read one time by title only. After a roll call vote, the motion was approved 8-0. City Attorney Moore read Ordinance No. 2026-07. There was no public comment. Mayor Penn asked shall the ordinance pass? After a roll call vote, the motion passed 8-0. A motion was made to pass Ordinance 2026-07 with an emergency clause by Council Member Carnahan and seconded by Council Member Mathews, after a roll call vote, the motion was approved 8-0.

Ordinance No. 2026-08 An Ordinance amending the Farmington Municipal Code Section 14.04.02, adding new definitions to the zoning code; providing for an emergency, and other purposes.

A motion was made by Council Member Bell and seconded by Council Member Carnahan to suspend the rules requiring the motion to be read in full on three separate dates be suspended and that Ordinance 2026-08 be read one time by title only. After a roll call vote, the motion was approved 8-0. City Attorney Moore read Ordinance No. 2026-08. There was no public comment. Mayor Penn asked shall the ordinance pass? After a roll call vote, the motion passed 8-0. A motion was made to pass Ordinance 2026-08 with an emergency clause by Council Member Carnahan and seconded by Council Member Mathews after a roll call vote, the motion was approved 8-0.

Ordinance No. 2026-09 An Ordinance amending language to the Farmington Municipal Code Section 8.28, adding language to address parking in multi-family zones amending the requirement of parking spaces required for churches and assemblies; providing for an emergency, and other purposes.

A motion was made by Council Member Bell and seconded by Council Member Carnahan to suspend the rules requiring the motion to be read in full on three separate dates be suspended and that Ordinance 2026-09 be read one time by title only. After a roll call vote, the motion was approved 8-0. City Attorney Moore read Ordinance No. 2026-09. There was no public comment. Mayor Penn asked shall the ordinance pass? After a roll call vote, the motion passed 8-0. A motion was made to pass Ordinance 2026-09 with an

emergency clause by Council Member Carnahan and seconded by Council Member Bryant, after a roll call vote, the motion was approved 8-0.

Motion to Adjourn

There being no further business coming before the council, the meeting adjourned at 7:04 pm by a motion from Council Member Carnahan and a second by Council Member Mathews until the next regularly scheduled meeting to be held Monday, April 13th, 2026, in the City Council Chambers at City Hall, located at 354 West Main Street, Farmington, Arkansas.

Approved: Ernie Penn, Mayor _____

Attest: Kelly Penn, City Clerk _____

Financial



354 W. Main Street
P.O. Box 150
Farmington, AR 72730
479-267-3865

TO: Farmington City Council
Kelly Penn, City Clerk

FROM: Mayor Ernie Penn

RE: Summary of City Financial Report March 2026

- 2026 City Sales Tax – **Increased by 19.43% in March**, compared to March of 2025.
- 2026 State/County Sales Tax – **Increased by 2.10% in March**, compared to March 2025.
- 2026 City Sales Tax - **Year to date has increased by 7.28%**, compared to 2025.
- 2026 State/County Sales Tax—**Year to date has increased by .0037%** compared to 2025.
- 2007 Sewer Bond (\$4,500,000), Loan Balance \$984,784, Bond Payoff Date 10/15/2029.
- 2017 Sales and Use Bonds (5,090,000), Loan Balance \$3,670,000, Bond payoff date 10/1/2037.
- **Deposits:** We have deposits on file totaling \$14,734,802 based on statement balances as of 03/31/2026.

MONTH	CITY SALES TAX			STATE SALES TAX	
	2025	2026		2025	2026
JANUARY	\$ 276,136.00	\$ 289,178.84		\$ 181,694.58	\$ 177,587.65
FEBRUARY	\$ 331,826.36	\$ 334,407.27		\$ 197,766.35	\$ 200,496.57
MARCH	\$ 235,802.15	\$ 281,612.63		\$ 159,540.12	\$ 162,894.19
APRIL	\$ 246,672.24			\$ 160,925.89	
MAY	\$ 289,298.42			\$ 185,588.64	
JUNE	\$ 278,455.84			\$ 177,107.39	
JULY	\$ 292,689.84			\$ 178,708.20	
AUGUST	\$ 294,858.77			\$ 183,563.88	
SEPTEMBER	\$ 299,221.18			\$ 182,963.04	
OCTOBER	\$ 305,045.26			\$ 187,271.81	
NOVEMBER	\$ 319,190.89			\$ 179,302.35	
DECEMBER	\$ 280,381.95			\$ 181,362.88	
		City Sales Tax		State Sales Tax	
Monthly Comparison -January 2025/January 2026		\$ 45,810.48		\$ 3,354.07	
YTD comparison	Increase/Decrease for 2026 over 2025 YTD - City Sales Tax	\$ 61,434.23		Increase for 2025 over 2024 YTD - State Sales Tax	\$ 1,977.36
Total Actual 2026 Income vs 2026 Budgeted Income	County Wide Sales Tax	City Sales Tax		Total Sales Tax Increase/(Decrease) YTD 2025	\$ 63,411.59
Total Budget 2026	\$ 2,000,000.00	\$ 3,100,000.00			
Actual 2026 (thru January)	\$ 540,978.41	\$ 905,198.74			

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GENERAL FUND
Statement of Revenue and Expenditures

	Year-To-Date Jan 2026 Mar 2026 Actual	Annual Budget Jan 2026 Dec 2026	Jan 2026 Dec 2026 Percent of Budget
Revenue & Expenditures			
GENERAL REVENUES			
Revenue			
ACCIDENT REPORT REVENUES	490.30	1,500.00	32.69%
ACT 833	0.00	30,000.00	0.00%
ALCOHOL SALES TAX	1,717.12	8,000.00	21.46%
ANIMAL CONTROL REVENUES	300.00	2,000.00	15.00%
BUILDING INSPECTION FEES	112,872.27	300,000.00	37.62%
BUSINESS LICENSES	5,243.00	6,000.00	87.38%
CITY COURT FINES	40,088.00	120,000.00	33.41%
CITY SALES TAX REVENUES	905,198.74	3,100,000.00	29.20%
COUNTY TURNBACK	217,328.69	800,000.00	27.17%
DEVELOPMENT FEES	12,120.00	30,000.00	40.40%
FRANCHISE FEES	139,482.48	500,000.00	27.90%
GARAGE SALE PERMITS	240.00	1,500.00	16.00%
INTEREST REVENUES	72,082.72	260,000.00	27.72%
MISCELLANEOUS REVENUES	200,934.04	0.00	0.00%
Off Duty Police Reimbursement	23,427.48	25,000.00	93.71%
PARK RENTAL	1,667.25	7,000.00	23.82%
PAYMENT IN LIEU OF IMPROVEMENT	0.00	10,000.00	0.00%
SALES TAX - OTHER	540,978.41	2,000,000.00	27.05%
SPORTS COMPLEX FEES	33,169.14	50,000.00	66.34%
SRO REIMBURSEMENT REVENUES	0.00	100,000.00	0.00%
STATE TURNBACK	30,834.55	105,000.00	29.37%
TRANS FROM GENERAL FUND	0.00	346,608.86	0.00%
Revenue	\$2,338,174.19	\$7,802,608.86	

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GENERAL FUND
Statement of Revenue and Expenditures

	Year-To-Date Jan 2026 Mar 2026 Actual	Annual Budget Jan 2026 Dec 2026	Jan 2026 Dec 2026 Percent of Budget
ADMINISTRATIVE DEPT			
Expenses			
ADDITIONAL SERVICES EXPENSE	78,530.55	190,000.00	41.33%
ADVERTISING EXPENSE	4,737.72	7,200.00	65.80%
Bank Charges	2,884.23	8,000.00	36.05%
BUILDING MAINT & CLEANING	20,906.87	60,000.00	34.84%
ELECTION EXPENSES	0.00	5,000.00	0.00%
ENGINEERING FEES	29,653.71	140,000.00	21.18%
INSURANCES EXPENSE	1,994.46	130,000.00	1.53%
LEGAL FEES	0.00	10,000.00	0.00%
MATERIALS & SUPPLIES EXPENSE	5,653.20	30,000.00	18.84%
MISCELLANEOUS EXPENSE	0.00	2,000.00	0.00%
NEW EQUIPMENT PURCHASE	0.00	10,000.00	0.00%
PAYROLL EXP - CITY ATTRNY	21,240.41	87,019.00	24.41%
PAYROLL EXP - ELECTED OFFICIAL	37,330.20	132,000.00	28.28%
PAYROLL EXP - REGULAR	98,765.16	342,077.68	28.87%
PLANNING COMMISSION	4,568.30	22,000.00	20.77%
POSTAGE EXPENSE	500.00	2,200.00	22.73%
PROFESSIONAL SERVICES	23,072.17	50,000.00	46.14%
REPAIR & MAINT - EQUIPMENT	2,142.71	2,000.00	107.14%
REPAIR & MAINT - OFFICE EQUIP	1,573.86	6,500.00	24.21%
TECHNICAL SUPPORT	36,287.31	100,000.00	36.29%
TELECOMMUNICATION EXPENSES	0.00	2,000.00	0.00%
TRAVEL, TRAINING & MEETINGS	8,757.05	20,000.00	43.79%
UTILITIES EXPENSES	34,843.36	100,000.00	34.84%
Expenses	\$413,441.27	\$1,457,996.68	

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GENERAL FUND
Statement of Revenue and Expenditures

	Year-To-Date Jan 2026 Mar 2026 Actual	Annual Budget Jan 2026 Dec 2026	Jan 2026 Dec 2026 Percent of Budget
ANIMAL CONTROL DEPT			
Expenses			
FUEL EXPENSES	409.40	2,000.00	20.47%
MATERIALS & SUPPLIES EXPENSE	115.30	500.00	23.06%
PAYROLL EXP - REGULAR	24,061.61	91,277.79	26.36%
PROFESSIONAL SERVICES	900.00	12,000.00	7.50%
REPAIR & MAINT - AUTOMOBILES	40.36	1,500.00	2.69%
REPAIR & MAINT - EQUIPMENT	0.00	500.00	0.00%
TRAVEL, TRAINING & MEETINGS	0.00	500.00	0.00%
UNIFORMS/GEAR EXPENSE	0.00	500.00	0.00%
Expenses	\$25,526.67	\$108,777.79	

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GENERAL FUND
Statement of Revenue and Expenditures

	Year-To-Date Jan 2026 Mar 2026 Actual	Annual Budget Jan 2026 Dec 2026	Jan 2026 Dec 2026 Percent of Budget
BUILDING PERMIT DEPT			
Expenses			
FUEL EXPENSES	961.37	5,000.00	19.23%
PAYROLL EXP - REGULAR	53,113.05	212,202.50	25.03%
REPAIR & MAINT - AUTOMOBILES	13.16	2,000.00	0.66%
TRAVEL, TRAINING & MEETINGS	1,574.78	5,000.00	31.50%
UNIFORMS/GEAR EXPENSE	0.00	1,000.00	0.00%
Expenses	\$55,662.36	\$225,202.50	

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GENERAL FUND
Statement of Revenue and Expenditures

	Year-To-Date Jan 2026 Mar 2026 Actual	Annual Budget Jan 2026 Dec 2026	Jan 2026 Dec 2026 Percent of Budget
FIRE DEPT			
Expenses			
ADVERTISING EXPENSE	0.00	2,000.00	0.00%
FUEL EXPENSES	5,175.30	25,000.00	20.70%
HAZMAT EXPENSES	2,881.92	4,000.00	72.05%
MATERIALS & SUPPLIES EXPENSE	11,239.17	50,000.00	22.48%
MISCELLANEOUS EXPENSE	0.00	500.00	0.00%
NEW EQUIPMENT PURCHASE	3,459.85	73,600.00	4.70%
PAYROLL EXP - REGULAR	461,809.06	1,626,180.11	28.40%
PROFESSIONAL SERVICES	0.00	10,000.00	0.00%
REPAIR & MAINT - BUILDING	4,593.86	50,000.00	9.19%
REPAIR & MAINT - EQUIPMENT	4,533.96	12,150.00	37.32%
REPAIR & MAINT - TRUCK	2,884.75	30,000.00	9.62%
TRAVEL, TRAINING & MEETINGS	7,579.91	25,000.00	30.32%
UNIFORMS/GEAR EXPENSE	3,896.62	35,000.00	11.13%
Expenses	\$508,054.40	\$1,943,430.11	

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GENERAL FUND
Statement of Revenue and Expenditures

	Year-To-Date Jan 2026 Mar 2026 Actual	Annual Budget Jan 2026 Dec 2026	Jan 2026 Dec 2026 Percent of Budget
LAW ENFORCE - COURT			
Expenses			
MATERIALS & SUPPLIES EXPENSE	1,090.35	3,000.00	36.35%
MISCELLANEOUS EXPENSE	0.00	400.00	0.00%
NEW EQUIPMENT PURCHASE	0.00	9,600.00	0.00%
PAYROLL EXP - REGULAR	43,031.32	195,671.05	21.99%
POSTAGE EXPENSE	10.48	500.00	2.10%
SPECIAL COURT COSTS	0.00	11,000.00	0.00%
TRAVEL, TRAINING & MEETINGS	150.00	5,000.00	3.00%
Expenses	\$44,282.15	\$225,171.05	

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GENERAL FUND
Statement of Revenue and Expenditures

	Year-To-Date	Annual Budget	Jan 2026
	Jan 2026	Jan 2026	Dec 2026
	Mar 2026	Dec 2026	Percent of
	Actual		Budget
LAW ENFORCE - POLICE			
Expenses			
ADVERTISING EXPENSE	0.00	100.00	0.00%
DRUG TASK FORCE	1,500.00	2,000.00	75.00%
FUEL EXPENSES	14,082.03	81,000.00	17.39%
MATERIALS & SUPPLIES EXPENSE	52,827.17	150,000.00	35.22%
MISCELLANEOUS EXPENSE	0.00	500.00	0.00%
NEW EQUIPMENT PURCHASE	107,334.00	240,000.00	44.72%
Off Duty Police Pay	7,127.08	20,000.00	35.64%
PAYROLL EXP - REGULAR	587,867.56	2,175,113.42	27.03%
PAYROLL EXP - SRO	64,391.43	219,606.77	29.32%
REPAIR & MAINT - AUTOMOBILES	15,215.79	35,000.00	43.47%
REPAIR & MAINT - EQUIPMENT	393.50	3,000.00	13.12%
TRAVEL, TRAINING & MEETINGS	4,152.40	15,000.00	27.68%
UNIFORMS/GEAR EXPENSE	9,714.54	25,000.00	38.86%
Expenses	\$864,605.50	\$2,966,320.19	

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GENERAL FUND
Statement of Revenue and Expenditures

	Year-To-Date Jan 2026 Mar 2026 Actual	Annual Budget Jan 2026 Dec 2026	Jan 2026 Dec 2026 Percent of Budget
PARKS DEPT			
Expenses			
CAPITAL IMPROVEMENT	0.00	250,000.00	0.00%
ENGINEERING FEES	0.00	30,000.00	0.00%
MATERIALS & SUPPLIES EXPENSE	2,017.35	15,000.00	13.45%
NEW EQUIPMENT PURCHASE	0.00	15,000.00	0.00%
PAYROLL EXP - REGULAR	90,077.17	340,310.54	26.47%
PAYROLL EXP - SPORTS COMPLEX	1,180.91	0.00	0.00%
PROFESSIONAL SERVICES	6,000.00	30,000.00	20.00%
REPAIR & MAINT - BUILDING	149.00	0.00	0.00%
REPAIR & MAINT - EQUIPMENT	4,513.53	10,000.00	45.14%
SPORTS PARK MATERIALS	11,666.68	25,000.00	46.67%
SPORTS PARK NEW EQUIP	0.00	10,000.00	0.00%
SPORTS PARK PROF SERV	24,497.54	45,000.00	54.44%
SPORTS PARK REPAIR/MAINT	616.85	5,000.00	12.34%
SPORTS PARK UTILITIES	4,417.92	20,000.00	22.09%
TRAVEL, TRAINING & MEETINGS	330.00	1,000.00	33.00%
UNIFORMS/GEAR EXPENSE	0.00	1,400.00	0.00%
UTILITIES EXPENSES	5,253.38	8,000.00	65.67%
Expenses	\$150,720.33	\$805,710.54	

LIBRARY FUND
Statement of Revenue and Expenditures

	Current Period Jan 2026 Mar 2026 Actual	Annual Budget Jan 2026 Dec 2026	Jan 2026 Dec 2026 Percent of Budget
Revenue & Expenditures			
Revenue			
Donations		4,000.00	0.00%
FINES/LOST ITEMS	1,103.10	4,000.00	27.58%
INTEREST REVENUES	753.95	0.00	0.00%
MISCELLANEOUS REVENUES	10,603.86	0.00	0.00%
TRANS FROM GENERAL FUND		70,000.00	0.00%
WASHINGTON CO LIBRARY REVENUES	79,868.00	316,879.00	25.20%
Revenue	\$92,328.91	\$394,879.00	
Expenses			
ADVERTISING EXPENSE	762.30	1,500.00	50.82%
BOOKS AND MEDIA	16,317.57	40,500.00	40.29%
BUILDING MAINT & CLEANING	561.88	6,375.00	8.81%
GRANT EXPENSE	15,342.05	0.00	0.00%
MATERIALS & SUPPLIES EXPENSE	4,156.86	16,370.00	25.39%
MISCELLANEOUS EXPENSE		500.00	0.00%
NEW EQUIPMENT PURCHASE		2,000.00	0.00%
PAYROLL EXP - REGULAR	66,522.49	296,992.00	22.40%
POSTAGE EXPENSE	78.00	300.00	26.00%
PROGRAMS EXPENSE	890.00	6,000.00	14.83%
TECHNICAL SUPPORT	5,727.91	13,842.00	41.38%
TRAVEL, TRAINING & MEETINGS	349.00	1,500.00	23.27%
UTILITIES EXPENSES	1,334.25	5,000.00	26.69%
Expenses	\$112,042.31	\$390,879.00	

STREET FUND
Statement of Revenue and Expenditures

	Year-To-Date Jan 2026 Mar 2026 Actual	Annual Budget Jan 2026 Dec 2026	Jan 2026 Dec 2026 Percent of Budget
Revenue & Expenditures			
Revenue			
COUNTY TURNBACK	24,116.11	75,000.00	32.15%
INTEREST REVENUES	959.51	5,500.00	17.45%
MISCELLANEOUS REVENUES	19,962.64	0.00	0.00%
STREET STATE TURNBACK	143,887.80	550,000.00	26.16%
TRANS FROM GENERAL FUND	0.00	461,348.41	0.00%
Revenue	\$188,926.06	\$1,091,848.41	
Expenses			
ADDITIONAL SERVICES EXPENSE	5,700.00	0.00	0.00%
ADVERTISING EXPENSE	0.00	1,000.00	0.00%
BUILDING MAINT & CLEANING	2,128.62	0.00	0.00%
ENGINEERING FEES	56,602.23	30,000.00	188.67%
FUEL EXPENSES	1,868.28	12,500.00	14.95%
MATERIALS & SUPPLIES EXPENSE	4,473.48	20,000.00	22.37%
MISCELLANEOUS EXPENSE	0.00	500.00	0.00%
NEW EQUIPMENT PURCHASE	0.00	100,000.00	0.00%
PAYROLL EXP - REGULAR	63,763.79	223,148.41	28.57%
PROFESSIONAL SERVICES	8,257.03	20,000.00	41.29%
REPAIR & MAINT - BUILDING	0.00	2,000.00	0.00%
REPAIR & MAINT - EQUIPMENT	1,851.51	10,000.00	18.52%
STREET LIGHTS	46,541.01	150,000.00	31.03%
STREET/ROAD REPAIRS	12,749.60	500,000.00	2.55%
TRAVEL, TRAINING & MEETINGS	0.00	500.00	0.00%
UNIFORMS/GEAR EXPENSE	0.00	2,200.00	0.00%
UTILITIES EXPENSES	6,059.31	20,000.00	30.30%
Expenses	\$209,994.86	\$1,091,848.41	

Agenda Item 10

(remove from inventory)



City of Farmington
354 W. Main Street
P.O. Box 150
Farmington, AR 72730
479-267-3865
479-267-3805 (fax)

To: Farmington City Council
Ernie Penn, Mayor
Kelly Penn, City Clerk

From: Jimmy Brotherton
Re: Removal from Inventory
Date: April 13, 2026

Recommendation

Requesting the removal of a Genesis III, Serial# G3-03131, City Tag 1139 radar from inventory.

Background

This radar was in a vehicle that has been reassigned in our fleet and is no longer needed.

Discussion

This radar does not function as well as the other units we have purchased recently. Since it has been removed from a vehicle, the police department no longer has a need for this radar.

Budget Impact

\$0

Agenda Item 11



School Resource Officer (SRO) Memorandum of Understanding

This Memorandum of Understanding (MOU) between Farmington Public Schools and the City of Farmington is executed on *July 1, 2026*.

This MOU provides a written agreement between Farmington Public Schools and the City of Farmington. It establishes the needed, continuous commitment and support from both institutions. It provides guidelines and policies relevant to the performance of the School Resource Officer (SRO). An SRO is a sworn law enforcement professional assigned to a public school campus during the instructional day. This MOU will serve as a document that SROs, Farmington Public Schools administration, the Farmington Police Department, the City of Farmington, students, and staff may refer to for structure and accountability. This MOU shall be reviewed, updated, and signed annually by the administrations of Farmington Public Schools, Farmington Police Department and the City of Farmington. The school administration welcomes recommendations from all community stakeholders, including parents/caregivers, students, teachers, the assigned SRO, other law enforcement personnel, and members of the community. Nothing in this MOU should be construed as limiting or impeding the basic spirit of cooperation that exists between Farmington Public Schools, the Farmington Police Department, the City of Farmington, and the local community.

I. Purpose

The purpose of the MOU is to establish the mission of the School Resource Officer program (SRO program), and provide for an understanding between Farmington Public Schools and the Farmington Police Department that the success of the SRO program is a cooperative effort. Additionally, the MOU clarifies roles and expectations of the SRO and formalizes the relationship between Farmington Public Schools and the Farmington Police Department. Following the guidelines as established within the MOU will help in building a positive relationship between law enforcement officers, school staff, and students; support a safe and positive learning environment; and potentially decrease the number of youth formally referred to the juvenile justice system.

II. Mission

The mission of the School Resource Officer program is to promote school safety by establishing a safe, supportive, and orderly environment that maximizes collaboration for the enhancement of student learning and success.

III. Goals of the SRO Program

The SRO, SRO supervisor(s), and school officials will collaborate to reduce school violence by:

- a) Ensuring a safe learning environment for students, teachers, and staff.
- b) Fostering a positive school climate based on respect for all students, staff, and families in the school district.
- c) Creating partnerships with community stakeholders and other care providers in the community for the benefit of students, staff, and families.
- d) Reducing crime committed by and against youth on campus or in the community.
- e) Establishing a trusted channel of communication with students, parents, and staff through observation and engagement.
- f) Ensuring SROs serve as a positive role model to instill in students:
 1. Good moral standards,
 2. Respect for others, and
 3. Sincere concern for the school and community.

IV. Chain of Command

- a) A SRO shall be assigned to Farmington Public Schools during the instructional day. During the hours that school is in regular session, the SRO may also be assigned additional responsibilities by the Farmington Police Department, especially in emergency or critical incident situations. This may require the SRO to leave campus in these situations. The Farmington Police Department recognizes that removing an SRO from the school campus could cause difficulty during the school day and will only do so when absolutely needed.
- b) The SRO operates under the supervision of the Farmington Police Department. When a situation arises within the school that is determined to be criminal in nature, the SRO will notify his/her supervisor and school administration.
- c) Minor offenses committed on school property can and often should be handled internally within the school without filing criminal charges. Each situation will have unique factors to consider. The SRO shall consult with a member of school administration (superintendent or principal) concerning these types of offenses. Offenses, such as fighting or using vulgar language, that do not involve serious physical injury shall be considered school discipline issues and handled internally by school officials rather than law enforcement.

V. Roles and Responsibilities

The SRO program is intended to be unique to the community, based on input from the school district administration, faculty, students, families and community members.

a) **SRO Roles** – The SRO Program is designed for the SRO to fulfill three overall roles: 1) Law Enforcement Officer; 2) Mentor/ Informal Counselor; 3) Educational Resource.

1. Law Enforcement Officer Role

In this role, the SRO provides public safety within Farmington Public Schools through motorized and foot patrol. The SRO collaborates with the Farmington Public Schools district administration in developing or updating emergency crisis/critical incident response plans as well as plans for the training of students and staff on various issues. The SRO should establish himself/herself as a resource for students, teachers, parents, and other school staff, while maintaining his/her status as a law enforcement officer.

As a law enforcement professional, the SRO is certified to carry a firearm. SROs will follow their law enforcement agency protocol and policies for the use of force.

2. Mentor/Informal Counselor Role

One of the primary roles the SRO will fulfill is fostering a positive school climate through relationship building and crime prevention. The SRO will engage in various activities, in consultation with school administration, teachers, and students. He or she should strive to build a school culture of open communication and trust between students and school staff. The SRO should focus on getting to know students at the school, serving as a role model, and working with teachers and administrators to identify students who may be facing challenges at school, at home, or both, and need additional resources or attention to be successful in school.

3. Educational Resource

In this role, the SRO should participate in the school community by becoming a member of the educational team. This will provide the SRO a method to build positive relationships with students, their families, and school staff. Whether talking to students in the hallway, in the lunchroom, or delivering a presentation in the classroom, the SRO should become embedded in the education fabric within the school. Note that any and all presentation materials to be used in the classroom must first be approved in accordance with the districts selection of instructional materials policy.

4. Clarifications of the SRO's role in:

- Responding to Criminal Activity

A role of the SRO, as a law enforcement professional, is to enforce criminal and traffic laws. The SRO will have the authority under Arkansas law to issue warnings and use alternatives to arrest at their discretion.

- School Policy Violations

School faculty and staff, **not the SRO**, should always handle violations of the school student code of conduct or rules that are not criminal matters. **SROs are not school disciplinarians**, but rather licensed peace officers charged with

enforcement of all applicable local, state and federal laws within their jurisdiction. The SRO **should not** directly intervene in disciplinary incidents unless the situation directly affects an imminent threat to the health, safety, and security of the student or another person in the school. When intervening, the SRO will employ de-escalation techniques as appropriate. All school staff should receive training on the roles and responsibility of the SRO so there is a clear understanding that school discipline is the responsibility of the appropriate school staff. The SRO will report school policy violations through the proper channels to be handled by school administration. In this regard, it is the responsibility of the SRO to become familiar with the Student Handbook, but it is not the responsibility of the SRO to enforce the rules in these documents.

- **Locker, Vehicle, Personal, and Other Searches**

The SRO may conduct a search of a student's person, possessions, locker, or vehicle only where there is **probable cause** to believe the search will result in evidence that the student has committed or is committing a criminal offense. The SRO **shall not** ask a school employee to conduct a search for law enforcement purposes. The SRO may perform searches independent of the school administration only during emergency situations and where criminal activity is suspected.

b) Primary Responsibilities

The primary responsibilities of the SRO in the SRO Program include, but are not limited to:

1. Patrolling the campus by vehicle if necessary but primarily on foot to reduce/prevent crime and help to provide a safe and secure learning environment.
2. Serving as an educational resource, and as a liaison between Farmington Public Schools and the Farmington Police Department.
3. Developing and maintaining mutually respectful relationships with students and staff to support a positive school climate.
4. Preparing for and providing classroom instruction on a variety of relevant topics.
5. Being proactive in creating and taking advantage of educational situations. (Note: school administrators are encouraged to leverage this resource.)
6. Preparing initial police reports of crimes committed on campus.
7. Taking enforcement action on criminal matters involving students, when appropriate.
8. Attending school special events as needed.
9. Collecting and maintaining data on SRO activities (arrests, citations, educational programs, etc.)
10. Assisting school administration and the school safety coordinator in developing emergency response plans as well as strategies (such as training students and staff) to prevent and/or minimize dangerous events, such as an armed person(s) or active shooter on campus, hostage situations, student disturbances, and natural/man-made disasters.

11. Taking appropriate law enforcement action against individuals or unwanted guests who are at the school or a school function in accordance with the SRO's law enforcement authority.

VI. Physical Restraint or use of Chemical Aerosol Sprays

Except in the case of a clearly unavoidable emergency in which a trained member of school personnel is not immediately available due to the unforeseeable nature of the situation, the physical restraint of a student **shall only** be used by a member of school personnel who is appropriately trained to administer physical restraint.

- a) The SRO **should not** be involved in the physical restraint of a student unless:
 1. There is imminent danger of serious physical harm to the student or others; or
 2. The SRO has received the appropriate training on the use of physical restraint in accordance with Ark. Code Ann. § 6-18-2401 et seq. As a sworn law enforcement officer, the SRO may intervene to de-escalate situations.
- b) Physical intervention, including use of aerosol sprays, by the SRO will be undertaken in accordance with the Farmington Police Department protocol and policies for the use of force. An SRO acting in the role of a school's behavioral intervention team member will respond in accordance with Ark. Code Ann. § 6-18-2401 et seq.
- c) Any use of force shall be reported to the school administration and the SRO supervisor. The reason for the action must be fully documented by use of established reporting procedures, such as use of physical force to affect an arrest, or control a combative person.

VII. Limits on Interrogations and Arrests

- a) An SRO may participate in the questioning of a student about conduct that could result in criminal charges. In accordance with established law enforcement procedure, a student must be informed of their Miranda rights in age-appropriate language before being questioned; this must be done in the presence of a parent or guardian if the student is under the age of 18. The student's parent(s) or guardian(s) should be allowed sufficient time to arrive at the school to be present for this process.
- b) The Superintendent or other member of the school administration shall be notified if possible prior to an arrest of a student. The student's parent(s) or guardian(s) shall be notified of their student's arrest as soon as practical but always in a timely manner in accordance with Arkansas Law, including Ark. Code Ann. § 6-18-513.

VIII. Role in Truancy Issues

The SRO will not take an active role in truancy matters or in the tracking of truant students. The SRO will act as a liaison between Farmington Public Schools and the Farmington Police Department should law enforcement involvement become necessary due to safety concerns and may assist in performing a safety or well-being check.

IX. Student Educational Records and FERPA

Farmington Public Schools and the Farmington Police Department acknowledge the benefit of appropriate information sharing for improving the health and safety of students but also the importance of limits on the sharing of certain types of student information by school personnel. Farmington Public Schools and the Farmington Police Department also acknowledge that there is a distinction between student information shared for law enforcement purposes and student information shared to support students and connect them with necessary mental health, community-based, and related services.

- a) In order to facilitate prompt and clear communications, Farmington Public Schools and the Farmington Police Department acknowledge that the principal (or their designee) and the SRO are the primary points of contact for sharing student information in accordance with this MOU.
- b) In accordance with the school district policy on privacy of student records and directory information, SRO's are generally considered "School Officials with a legitimate educational interest" **IF** the school designates the SRO as such in their FERPA policy.
- c) In addition to FERPA, the Parties agree to comply with all other state and federal laws and regulations regarding confidentiality, including the Health Insurance Portability and Accountability Act of 1996 (HIPAA) if applicable.

X. Program Structure

The SRO Program will consist of a law enforcement officer certified within the state of Arkansas who is an employee of the Farmington Police Department. The SRO will be assigned by the Chief of Police to work within Farmington Public Schools, and will meet all requirements as set forth by Farmington Public Schools and the Farmington Police Department.

XI. Selection and Financial Consideration

- a) Farmington Public Schools administration and Farmington Police Department administration may establish specific procedures governing the selection of the SRO.
- b) Farmington Public Schools administration and the Farmington Police Department administration shall collaboratively establish the financial agreement necessary for the SRO program, including but not limited to salary, fringe benefits, training costs, and other foreseeable expenses. The specific financial agreements for each SRO shall be identified in Appendix A. The assigned campus(es), hours on campus, day-to-day duties, extracurricular requirements, and activities during the summer should also be specified in Appendix A.

XII. Supplies/Equipment

In order to implement an effective SRO program and create a safe learning environment for students, Farmington Public Schools and the Farmington Police Department will work in partnership to provide necessary supplies and equipment specified in Appendix A, including but

not limited to:

- a) A designated private office for each SRO assigned to Farmington Public Schools;
- b) Standard office equipment (i.e. computer, phone, internet connection, etc.);
- c) Standard law enforcement equipment (i.e. radio, transportation, lethal/non-lethal weapon, etc.);
and
- d) Additional supplies, resources, and equipment as needed (i.e. vehicles, uniforms, safety/first aid supplies, instructional resources, etc.).

XIII. Training Requirements

a) The SRO **shall** complete:

- 1) The forty (40) hour Basic School Resource Officer course within eighteen (18) months of being assigned to Farmington Public Schools. This course must be developed and provided, or approved, by the Arkansas Center for School Safety.
- 2) Within five (5) years of receiving the initial Basic School Resource Officer training, a sixteen (16) hour School Resource Officer Refresher training developed and provided, or approved, by the Arkansas Center for School Safety.
- 3) Certification in Youth Mental Health First Aid, which must be maintained and renewed every four (4) years if the SRO remains assigned to a school district/open enrollment charter school.
- 4) Twelve (12) hours annually of public school-specific continuing education developed and provided, or approved, by the Arkansas Center for School Safety. Other training required shall include, without limitation:
 - the roles and responsibilities of school resource officers in school districts/open enrollment charter schools;
 - laws that are specific to school districts/open enrollment charter schools; and
 - adolescent behavior and development.
- 5) A SRO who fails to complete any required training shall be unable to serve as a SRO until the training is completed.

b) School District Staff

- 1) A superintendent and principal who accept a SRO shall complete a one (1) hour School Resource Officer Roles and Responsibilities training developed and provided, or approved, by the Arkansas Center for School Safety, within nine (9) months of accepting the SRO.
- 2) Personnel directly responsible for supervising a SRO shall complete a one (1) hour School Resource Officer Roles and Responsibilities training developed and provided, or approved, by the Arkansas Center for School Safety within one (1) year of accepting the SRO and every two (2) years thereafter.
- 3) A SRO shall not be assigned to a school district where the superintendent and/or principal have not completed the required training.

XIV. Program Review

The SRO, Farmington Public Schools, and the Farmington Police Department SRO supervisor will meet at least annually to determine the goals and objectives of the SRO program for the respective school. A written review of the SRO program should be conducted at least annually.

XV. SRO Evaluation

The SRO and his/her effectiveness shall be evaluated at the end of each school year. The evaluation shall include input from the school administration.

XVI. Termination of Agreement

Either party may terminate this agreement upon sixty (60) days written notice to the other party.

XVII. Modification

No modification of this MOU shall be valid or binding unless the modification is in writing, duly dated, and signed by both parties.

<p style="text-align: center;">FARMINGTON PUBLIC SCHOOLS</p> <p>_____</p> <p>JON LAFFOON / SUPERINTENDENT DATE</p>	<p style="text-align: center;">FARMINGTON POLICE DEPARTMENT</p> <p>_____</p> <p>MIKE WILBANKS / CHIEF OF POLICE DATE</p>
<p style="text-align: center;">CITY OF FARMINGTON</p> <p>_____</p> <p>ERNIE PENN / MAYOR DATE</p>	<p style="text-align: center;">CITY OF FARMINGTON</p> <p>_____</p> <p>KELLY PENN / CITY CLERK DATE</p>

Appendix A

School Resource Officer (SRO) Financial Agreements, Duties, Assignments, and Other Staffing Details.

1. **Financial Agreement Details** (To include salary, fringe benefits, training costs – mandated and additional, equipment and supplies cost, and other foreseeable expenses)
 - 1.1 The Farmington Police Department shall employ two (2) certified police officers assigned as an SRO for Farmington Public Schools.
 - 1.2 Farmington Public Schools shall reimburse the City of Farmington for seventy five percent (75%) of the total payroll costs for two (2) SRO's provided by the City of Farmington. This includes payroll and withholding deductions as required by law and such other payroll deductions, as may be determined by the City of Farmington.
 - 1.3 The Farmington Police Department shall supply two (2) patrol vehicles for the SRO's use.
 - 1.4 The SRO's shall use their vacation and their earned compensated time during Spring Break, Summer Break, Christmas Break, etc. unless approved by the Chief of Police.
 - 1.5 The SRO's shall dress in uniforms that are provided and required by the Farmington Police Department.
 - 1.6 The Farmington Police Department will provide the SRO's necessary equipment and gear for a police officer.
 - 1.7 The Farmington Police Department shall pay for costs related to mandated in-service training or related to state certifications. Both the Farmington Public Schools and the Farmington Police Department shall assist with costs related to the SRO's required annual school-specific continuing education training and school related training.

2. Campus(es) Assigned

Two (2) SRO's will be assigned for the Farmington Public Schools; one SRO at the High School and one at the Junior High School. However, SRO's are also responsible for patrols and any criminal activity that occurs at Farmington Middle School, Williams Elementary, Folsom Elementary, and Farmington Pre-K. It is also necessary for the SRO's to be visible at these other campuses for special events such as school parties and events where parents, grandparents, etc. are in the buildings. Furthermore, it is important for the SRO's to be at these other campuses to build relationships with students, staff, and the community.

SRO's will not be required to be on a campus during in-service or flex days unless there is a specific training they need to participate or assist with. In these situations, the SRO supervisor will be notified by Farmington Public Schools or the SRO.

3. Extra-Curricular Activity Requirements

One SRO shall attend home varsity and junior high football games, varsity basketball, prom, dances, and senior graduation. The SRO will be assigned by the SRO supervisor to these events and shall receive compensatory time for these events. Once the SRO reaches the maximum allotted compensatory time (eighty (80) hours) for the year, they shall be paid their off duty (overtime) rate, which will be billed from the City of Farmington to Farmington Public Schools.

An additional SRO or police officer(s) for additional coverage at the events listed above or special events may be filled. The SRO supervisor shall be notified of these needs and ensure they are met. Farmington Public Schools will be billed the off duty rate (overtime rate) by the City of Farmington for these officer(s).

Agenda Item 12



April 1, 2026

Honorable Mayor Ernie Penn
City of Farmington
354 W. Main Street
Farmington, AR 72730

Re: Farmington Creekside Park Trail (S) - Recommendation of Award

Dear Honorable Mayor Penn:

Bids were received Monday, March 30, 2026 for the Farmington Creekside Trail (S) project. A total of six bids were received from: Crossland Heavy Contractors; Legacy Construction Management, Inc.; Diamond C Construction; First Star Construction, LLC.; Milestone Construction Company, LLC.; and Rowan Construction Services, LLC. The apparent low bidder at the time of bid opening was Legacy Construction Management, Inc. During our review of the bids we discovered that Legacy Construction Management, Inc. could not comply with Section 00200 – Instructions to Bidders' statement that *"No Bid shall be based upon aggregate of Subcontractors performing more than sixty percent (60%) of the total Work."* Therefore, after consultation with the City of Farmington, Legacy Construction Management Inc.'s bid has been rejected. First Star Construction, LLC. is the next lowest bidder with their bid of \$1,297,556.00.

A copy of the certified bid tabulation showing the completed bids is included for your reference. The engineer's opinion of probable construction cost for the project, prior to receipt of bids, was \$1,593,606.60.

We have reviewed the Bidders Qualifications Statement submitted by First Star Construction, LLC. and based upon the information provided, we believe them to be qualified to successfully complete this project. Therefore, we recommend that the City award this contract to First Star Construction, LLC. in the bid amount of \$1,297,556.00.

The contract documents require the furnishing of 100 percent performance and payment bonds prior to authorization of the Notice to Proceed. Completion of the project is to be within 210 days from the date of the issuance of the Notice to Proceed.

If you have any questions, please do not hesitate to contact us.

Sincerely,
BURNS & McDONNELL

Aaron Boehmler, PE
Engineer of Record

enclosures

cc: Mrs. Melissa McCarville – City of Farmington Business Manager
Mr. William Pattengill, PE – Burns & McDonnell Senior Civil Engineer
Mr. Garrett Wallace, EI – Burns & McDonnell Resident Project Representative

Project Name: FARMINGTON CREEKSIDE TRAIL (S)
 BMD Project Number: 141636
 Client Job Number:
 Client Job Name: FARMINGTON CREEKSIDE TRAIL (S)
 First Advertisement for Bid: March 8, 2026
 Second Advertisement for Bid: March 15, 2026
 Prebid Conference: None
 Bid Opening: March 20, 2026 1:00pm



BID TABULATION

SCHEDULE A				CROSSLAND HEAVY CONTRACTORS		DIAMOND C CONSTRUCTION		FIRST STAR CONSTRUCTION, LLC.		LEGACY CONSTRUCTION MANAGEMENT, INC.		MILESTONE CONSTRUCTION COMPANY, LLC.		ROWAN CONSTRUCTION SERVICES, LLC.		
ITEM NO.	SPEC SECTION	ITEM DESCRIPTION	QTY.	UNIT	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL
A1	110	EROSION CONTROL	1	LN	\$ 34,600.00	\$ 34,600.00	\$ 24,725.00	\$ 24,725.00	\$ 26,000.00	\$ 26,000.00	\$ 31,704.83	\$ 31,704.83	\$ 34,487.81	\$ 34,487.81	\$ 38,078.33	\$ 38,078.33
A2	200-202	VEGETATING GRUBBERS AND FRATERBERS	1	LN	\$ 51,750.00	\$ 51,750.00	\$ 148,177.50	\$ 148,177.50	\$ 28,000.00	\$ 28,000.00	\$ 59,589.61	\$ 59,589.61	\$ 64,820.26	\$ 64,820.26	\$ 141,900.00	\$ 141,900.00
A3	210	ENCLOSURE DRAINAGE (PLAN QUANTITY)	1999	LF	\$ 23.00	\$ 45,793.00	\$ 46.21	\$ 92,004.11	\$ 18.00	\$ 35,838.00	\$ 22.05	\$ 43,894.38	\$ 23.98	\$ 47,744.18	\$ 48.34	\$ 96,241.94
A5	230	EMBANKMENT (PLAN QUANTITY)	553	LF	\$ 35.00	\$ 19,355.00	\$ 58.23	\$ 32,261.19	\$ 23.00	\$ 12,719.00	\$ 23.41	\$ 12,948.11	\$ 25.47	\$ 14,084.91	\$ 41.44	\$ 22,916.32
A5	300	AGGREGATE BASE COURSE (6" DEPTH)	9984	SY	\$ 16.00	\$ 62,400.00	\$ 17.11	\$ 65,719.80	\$ 13.00	\$ 50,700.00	\$ 18.19	\$ 43,626.98	\$ 23.56	\$ 91,884.00	\$ 20.13	\$ 78,507.04
A6	300	AGGREGATE BASE COURSE (6" DEPTH)	2946	SY	\$ 21.50	\$ 62,996.00	\$ 19.63	\$ 57,515.90	\$ 17.50	\$ 51,275.00	\$ 25.42	\$ 45,200.56	\$ 19.60	\$ 57,428.00	\$ 26.25	\$ 76,917.50
A7	400-300	ASPHALT CONCRETE (10" MIN)	400	FOR	\$ 158.00	\$ 69,520.00	\$ 159.44	\$ 70,154.40	\$ 160.00	\$ 70,400.00	\$ 144.77	\$ 53,659.77	\$ 149.03	\$ 65,564.40	\$ 218.79	\$ 96,267.60
A8	500	CONCRETE DRIVEWAY APRONS	40	SY	\$ 104.00	\$ 4,160.00	\$ 103.50	\$ 4,140.00	\$ 78.00	\$ 3,120.00	\$ 122.71	\$ 4,908.58	\$ 79.98	\$ 3,199.20	\$ 73.84	\$ 2,912.20
A9	600	MODULAR CURB	1	LN	\$ 34,600.00	\$ 34,600.00	\$ 46,000.00	\$ 46,000.00	\$ 60,000.00	\$ 60,000.00	\$ 9,531.03	\$ 9,531.03	\$ 13,498.64	\$ 13,498.64	\$ 39,780.00	\$ 39,780.00
A10	600-604	TRAFFIC CONTROL AND MAINTENANCE	1	LN	\$ 3,260.00	\$ 3,260.00	\$ 40,250.00	\$ 40,250.00	\$ 9,250.00	\$ 9,250.00	\$ 14,808.04	\$ 14,107.04	\$ 16,000.00	\$ 16,000.00	\$ 9,945.00	\$ 9,945.00
A11	604	PAVEMENT MARKING REMOVAL	644	LF	\$ 2.25	\$ 1,440.00	\$ 4.11	\$ 2,661.60	\$ 2.00	\$ 1,120.00	\$ 2.05	\$ 1,148.06	\$ 2.23	\$ 1,248.80	\$ 2.49	\$ 1,604.40
A12	606	18" REINFORCED CONCRETE PIPE	38	LF	\$ 83.00	\$ 3,154.00	\$ 100.00	\$ 3,800.00	\$ 75.00	\$ 2,850.00	\$ 844.17	\$ 5,478.38	\$ 1,568.14	\$ 5,959.32	\$ 176.80	\$ 6,718.40
A13	606	18" REINFORCED CONCRETE PIPE	44	LF	\$ 182.00	\$ 7,968.00	\$ 230.00	\$ 9,420.00	\$ 161.00	\$ 6,604.00	\$ 263.67	\$ 10,810.38	\$ 286.61	\$ 11,759.21	\$ 288.68	\$ 11,835.88
A14	606	36" HORIZONTAL REINFORCED CONCRETE PIPE	50	LF	\$ 308.00	\$ 15,400.00	\$ 345.00	\$ 17,250.00	\$ 220.00	\$ 11,000.00	\$ 372.70	\$ 18,635.15	\$ 405.42	\$ 20,271.00	\$ 504.16	\$ 25,209.00
A15	606	18" CONCRETE FLARED END SECTION	1	EA	\$ 990.00	\$ 990.00	\$ 1,150.00	\$ 1,150.00	\$ 1,100.00	\$ 1,100.00	\$ 1,179.84	\$ 1,179.84	\$ 1,283.40	\$ 1,283.40	\$ 2,486.25	\$ 2,486.25
A16	606	36" CONCRETE FLARED END SECTION	2	EA	\$ 2,200.00	\$ 4,400.00	\$ 2,760.00	\$ 5,520.00	\$ 1,700.00	\$ 3,400.00	\$ 2,031.04	\$ 4,062.08	\$ 2,210.30	\$ 4,420.60	\$ 3,591.25	\$ 7,182.50
A17	609	24" TYPE B REINFORCED	1	EA	\$ 6,950.00	\$ 6,950.00	\$ 5,750.00	\$ 5,750.00	\$ 6,800.00	\$ 6,800.00	\$ 10,994.77	\$ 10,994.77	\$ 11,959.86	\$ 11,959.86	\$ 6,768.13	\$ 6,768.13
A18	610	FENCING	1399	LF	\$ 200.00	\$ 91,800.00	\$ 70.16	\$ 32,703.44	\$ 68.00	\$ 31,212.00	\$ 31.70	\$ 14,551.08	\$ 34.48	\$ 15,826.32	\$ 38.41	\$ 17,610.19
A19	620	SEWER AND MILE MARK	40	AC	\$ 6,085.71	\$ 4,260.00	\$ 8,707.15	\$ 6,095.01	\$ 5,200.00	\$ 3,640.00	\$ 5,595.01	\$ 4,195.50	\$ 5,201.60	\$ 3,641.12	\$ 3,643.13	\$ 2,417.19
A20	624	MEASUREMENT	285	SY	\$ 5.00	\$ 1,425.00	\$ 10.90	\$ 3,106.50	\$ 5.00	\$ 1,425.00	\$ 4.23	\$ 2,105.37	\$ 5.31	\$ 1,513.35	\$ 9.67	\$ 2,755.95
A21	626	1" TOPSIDE PLACEMENT (CONSTRUCTION)	3000	SY	\$ 5.00	\$ 15,025.00	\$ 11.00	\$ 41,855.00	\$ 7.00	\$ 26,635.00	\$ 4.56	\$ 17,150.04	\$ 6.88	\$ 26,178.40	\$ 7.60	\$ 28,918.00
A22	630	HANDRAILING	25	LF	\$ 118.00	\$ 2,714.00	\$ 100.00	\$ 2,500.00	\$ 125.00	\$ 3,125.00	\$ 79.80	\$ 1,995.30	\$ 86.80	\$ 2,170.00	\$ 172.66	\$ 4,307.18
A23	630	12" THICK CONCRETE SIDEWALK	1720	SY	\$ 85.25	\$ 146,620.00	\$ 104.00	\$ 178,880.00	\$ 66.00	\$ 112,500.00	\$ 92.64	\$ 159,600.96	\$ 80.60	\$ 138,632.00	\$ 67.04	\$ 115,347.60
A24	634	CONCRETE COMBINATION CURB AND GUTTER (16" EXPOSED)	600	LF	\$ 30.00	\$ 18,000.00	\$ 51.75	\$ 31,037.50	\$ 28.00	\$ 16,800.00	\$ 26.50	\$ 15,930.00	\$ 32.24	\$ 19,344.00	\$ 49.73	\$ 29,820.00
A25	634	CONCRETE CURB (7" EXPOSED)	202	LF	\$ 31.50	\$ 6,363.00	\$ 51.75	\$ 10,461.75	\$ 36.00	\$ 7,272.00	\$ 27.36	\$ 5,515.92	\$ 21.08	\$ 4,256.64	\$ 34.53	\$ 6,992.16
A26	635	ROADWAY CONSTRUCTION CONCRETE	1	LN	\$ 11,890.00	\$ 11,890.00	\$ 57,500.00	\$ 57,500.00	\$ 9,300.00	\$ 9,300.00	\$ 8,492.54	\$ 8,492.54	\$ 124,000.00	\$ 124,000.00	\$ 10,850.00	\$ 10,850.00
A27	638	ADA RAMP AND LANDING	100	SY	\$ 132.25	\$ 13,225.00	\$ 155.25	\$ 15,525.00	\$ 211.00	\$ 21,100.00	\$ 98.07	\$ 9,807.00	\$ 17,652.40	\$ 17,652.40	\$ 23,101.20	\$ 23,101.20
A28	710	1" YELLOW PAVEMENT MARKING (THERMOPLASTIC)	1130	LF	\$ 3.00	\$ 3,390.00	\$ 9.20	\$ 10,396.00	\$ 5.00	\$ 5,650.00	\$ 2.51	\$ 2,866.95	\$ 2.73	\$ 3,084.90	\$ 3.64	\$ 4,096.00
A29	710	10" WHITE PAVEMENT MARKING (THERMOPLASTIC)	1130	LF	\$ 3.00	\$ 3,390.00	\$ 9.20	\$ 10,396.00	\$ 5.00	\$ 5,650.00	\$ 2.51	\$ 2,866.95	\$ 2.73	\$ 3,084.90	\$ 3.64	\$ 4,096.00
A30	710	12" YELLOW PAVEMENT MARKING (THERMOPLASTIC)	1130	LF	\$ 7.50	\$ 8,475.00	\$ 23.10	\$ 26,103.00	\$ 12.00	\$ 13,560.00	\$ 6.84	\$ 7,709.16	\$ 7.44	\$ 8,400.00	\$ 10.59	\$ 11,954.40
A31	710	24" WHITE PAVEMENT MARKING (THERMOPLASTIC)	96	LF	\$ 15.00	\$ 1,440.00	\$ 11.98	\$ 1,150.08	\$ 25.00	\$ 2,400.00	\$ 13.68	\$ 1,311.21	\$ 14.88	\$ 1,428.48	\$ 16.58	\$ 1,591.68
A32	710	PAVEMENT SYMBOLS (THERMOPLASTIC)	4	EA	\$ 250.00	\$ 1,000.00	\$ 862.50	\$ 3,450.00	\$ 500.00	\$ 2,000.00	\$ 227.95	\$ 911.95	\$ 248.00	\$ 992.00	\$ 276.25	\$ 1,105.00
A33	730	VIOLATION SIGN INSTALLATION	25	SE	\$ 22.00	\$ 550.00	\$ 180.00	\$ 4,500.00	\$ 25.00	\$ 625.00	\$ 19.38	\$ 484.50	\$ 21.08	\$ 527.00	\$ 23.48	\$ 587.00

SCHEDULE A					GROSSLAND HEAVY CONTRACTORS		DIAMOND C CONSTRUCTION		FIRST STAR CONSTRUCTION, LLC.		LEGACY CONSTRUCTION MANAGEMENT, INC.		MILESTONE CONSTRUCTION COMPANY, LLC.		ROWAN CONSTRUCTION SERVICES, LLC.	
ITEM NO.	SPEC SECTION	ITEM DESCRIPTION	QTY.	UNIT	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL
A38	SP6	IMP RAP	100	SY	\$ 100.00	\$ 7,000.00	\$ 287.50	\$ 20,125.00	\$ 48.00	\$ 3,360.00	\$ 52.15	\$ 3,650.65	\$ 56.73	\$ 3,971.10	\$ 96.03	\$ 6,768.20
A35	SP7	REINFORCING W/ WING WALLS	1	EA	\$ 18,710.00	\$ 18,710.00	\$ 17,250.00	\$ 17,250.00	\$ 11,400.00	\$ 11,400.00	\$ 7,801.59	\$ 7,801.59	\$ 9,021.00	\$ 9,021.00	\$ 7,596.88	\$ 7,596.88
A36	SP2	SHOULDER DRAINAGE CHANNEL	4	EA	\$ 1,734.00	\$ 6,936.00	\$ 4,025.00	\$ 16,100.00	\$ 2,050.00	\$ 8,200.00	\$ 569.57	\$ 2,278.88	\$ 1,674.00	\$ 6,696.00	\$ 932.34	\$ 3,729.36
A37	SP5	CONCRETE CURB (1' PAVEMENT)	100	SY	\$ 185.00	\$ 18,500.00	\$ 318.50	\$ 31,850.00	\$ 300.00	\$ 30,000.00	\$ 223.85	\$ 22,385.00	\$ 179.60	\$ 17,960.00	\$ 75.97	\$ 7,597.00
A36	SP4	BRICK CURB (WITH UNDERCUTS)	243	SY	\$ 175.00	\$ 42,525.00	\$ 117.33	\$ 28,511.19	\$ 180.00	\$ 44,100.00	\$ 208.57	\$ 51,100.78	\$ 210.06	\$ 51,464.70	\$ 186.43	\$ 45,685.15
A39	SP5	CONCRETE CURB	1	EA	\$ 2,575.00	\$ 2,575.00	\$ 4,025.00	\$ 4,025.00	\$ 3,200.00	\$ 3,200.00	\$ 8,283.76	\$ 8,283.76	\$ 9,010.89	\$ 9,010.89	\$ 17,265.63	\$ 17,265.63
A40	SP6	WALKWAYS	23	EA	\$ 125.00	\$ 2,875.00	\$ 100.00	\$ 2,300.00	\$ 135.00	\$ 3,105.00	\$ 113.99	\$ 2,621.86	\$ 124.00	\$ 2,852.00	\$ 118.11	\$ 3,176.99
A41	SP7	REINFORCING W/ WING WALL ASSEMBLY	2	EA	\$ 22,910.00	\$ 45,820.00	\$ 17,825.00	\$ 35,650.00	\$ 18,100.00	\$ 36,200.00	\$ 20,746.88	\$ 41,493.77	\$ 13,950.00	\$ 27,900.00	\$ 25,138.75	\$ 50,277.50
A42	SP9	REINFORCING	104	EA	\$ 5.50	\$ 572.00	\$ 11.50	\$ 1,196.00	\$ 6.00	\$ 624.00	\$ 14.89	\$ 1,548.56	\$ 6.20	\$ 645.20	\$ 13.81	\$ 1,436.24
Schedule A Total					\$	\$ 1,083,738.00	\$	\$ 1,421,699.18	\$	\$ 928,360.00	\$	\$ 957,140.88	\$	\$ 1,182,474.59	\$	\$ 1,189,380.87

SCHEDULE B					GROSSLAND HEAVY CONTRACTORS		DIAMOND C CONSTRUCTION		FIRST STAR CONSTRUCTION, LLC.		LEGACY CONSTRUCTION MANAGEMENT, INC.		MILESTONE CONSTRUCTION COMPANY, LLC.		ROWAN CONSTRUCTION SERVICES, LLC.	
ITEM NO.	SPEC SECTION	ITEM DESCRIPTION	QTY.	UNIT	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL
B1	SP9	MINOR ASSEMBLY WITH FOUNDATION	26	EA	\$ 4,946.00	\$ 128,596.00	\$ 5,750.00	\$ 149,500.00	\$ 6,175.00	\$ 160,550.00	\$ 3,401.71	\$ 88,444.46	\$ 3,844.21	\$ 100,350.00	\$ 3,607.67	\$ 93,799.42
B2	SP9	ELECTRICAL CONDUITORS & CONDUIT FOR MINOR	2750	LF	\$ 34.00	\$ 93,500.00	\$ 47.26	\$ 129,965.00	\$ 50.00	\$ 137,500.00	\$ 30.54	\$ 83,973.00	\$ 32.79	\$ 90,172.50	\$ 49.73	\$ 136,757.50
B3	SP9	PIPE BOND	8	EA	\$ 462.00	\$ 3,696.00	\$ 1,221.84	\$ 9,774.72	\$ 1,780.00	\$ 14,240.00	\$ 413.66	\$ 3,309.28	\$ 448.88	\$ 3,591.04	\$ 897.81	\$ 7,182.48
B4	SP9	SERVER POINT ASSEMBLY (CIRCUITS)	1	EA	\$ 2,000.00	\$ 2,000.00	\$ 7,666.67	\$ 7,666.67	\$ 3,100.00	\$ 3,100.00	\$ 1,787.42	\$ 1,787.42	\$ 1,944.32	\$ 1,944.32	\$ 1,726.56	\$ 1,726.56
B5	SP12	BRICK CURB (INSTALLATION ONLY)	4	EA	\$ 3,150.00	\$ 12,600.00	\$ 4,025.00	\$ 16,100.00	\$ 4,270.00	\$ 17,080.00	\$ 284.88	\$ 1,139.52	\$ 284.88	\$ 1,139.52	\$ 124.00	\$ 496.00
B6	SP10	ONRYA VIRGINIANA (AMERICAN HOPBORNED AMERICAN WOOD)	1	EA	\$ 315.00	\$ 315.00	\$ 460.00	\$ 460.00	\$ 530.00	\$ 530.00	\$ 380.03	\$ 380.03	\$ 286.03	\$ 286.03	\$ 1,592.16	\$ 1,592.16
B7	SP10	NYSSA SYLVATRA (AMERICAN)	1	EA	\$ 415.00	\$ 415.00	\$ 460.00	\$ 460.00	\$ 600.00	\$ 600.00	\$ 176.36	\$ 176.36	\$ 376.36	\$ 376.36	\$ 1,791.18	\$ 1,791.18
B8	SP10	FLORIDA FLORIDA (YELLOWWOOD)	1	EA	\$ 216.00	\$ 216.00	\$ 460.00	\$ 460.00	\$ 530.00	\$ 530.00	\$ 380.03	\$ 380.03	\$ 286.03	\$ 286.03	\$ 1,592.16	\$ 1,592.16
B9	SP10	FLORIDA FLORIDA (YELLOWWOOD)	1	EA	\$ 216.00	\$ 216.00	\$ 460.00	\$ 460.00	\$ 530.00	\$ 530.00	\$ 380.03	\$ 380.03	\$ 286.03	\$ 286.03	\$ 1,592.16	\$ 1,592.16
B10	SP10	FLORIDA FLORIDA (YELLOWWOOD)	24	EA	\$ 50.00	\$ 1,200.00	\$ 230.00	\$ 5,520.00	\$ 53.00	\$ 1,272.00	\$ 45.16	\$ 1,083.84	\$ 50.71	\$ 1,217.04	\$ 98.07	\$ 2,353.68
B11	SP10	VIBURNUM DENTATUM (ARROWWOOD VIBURNUM)	18	EA	\$ 50.00	\$ 900.00	\$ 210.00	\$ 3,780.00	\$ 53.00	\$ 954.00	\$ 45.16	\$ 812.88	\$ 53.07	\$ 955.26	\$ 98.07	\$ 1,765.26
B12	SP10	HAMAMIS VIRGINIANA (AMERICAN WITCH HAZEL)	20	EA	\$ 53.00	\$ 1,060.00	\$ 230.00	\$ 4,600.00	\$ 53.00	\$ 1,060.00	\$ 48.17	\$ 963.48	\$ 53.07	\$ 1,061.40	\$ 98.07	\$ 1,961.40
B13	SP10	HAMAMIS VIRGINIANA (AMERICAN WITCH HAZEL)	24	EA	\$ 26.50	\$ 636.00	\$ 230.00	\$ 5,520.00	\$ 53.00	\$ 1,272.00	\$ 24.09	\$ 578.16	\$ 53.07	\$ 1,273.68	\$ 98.07	\$ 2,353.68
B14	SP10	NYSSA SYLVATRA (AMERICAN)	26	EA	\$ 26.00	\$ 676.00	\$ 230.00	\$ 5,980.00	\$ 53.00	\$ 1,378.00	\$ 24.09	\$ 626.34	\$ 53.07	\$ 1,380.84	\$ 98.07	\$ 2,353.68
B15	SP10	NYSSA SYLVATRA (AMERICAN)	30	EA	\$ 13.00	\$ 390.00	\$ 230.00	\$ 6,900.00	\$ 27.00	\$ 810.00	\$ 12.05	\$ 361.50	\$ 26.54	\$ 796.20	\$ 98.07	\$ 2,353.68
B16	SP10	NYSSA SYLVATRA (AMERICAN)	31	EA	\$ 38.00	\$ 1,178.00	\$ 136.91	\$ 4,244.11	\$ 110.00	\$ 3,410.00	\$ 34.61	\$ 1,072.71	\$ 112.78	\$ 3,506.38	\$ 163.89	\$ 4,444.40
Schedule B Total					\$	\$ 245,269.00	\$	\$ 373,420.16	\$	\$ 369,196.00	\$	\$ 197,960.86	\$	\$ 225,366.21	\$	\$ 258,064.80
BID TOTALS					\$	\$ 1,333,027.00	\$	\$ 1,795,119.34	\$	\$ 1,297,556.00	\$	\$ 1,155,101.75	\$	\$ 1,407,840.80	\$	\$ 1,447,445.77

Denotes Adjustment

Estimate: William P. King

Date: 04-01-26

Agenda Item 13



354 W. Main Street
P.O. Box 150
Farmington, AR 72730
479-267-3865
479-267-3805 (fax)

Memo

To: Farmington City Council
Ernie Penn, Mayor
Kelly Penn, City Clerk
From: Melissa McCarville
Re: Recommendation for Impact Fee Study
Date: April 6, 2026

Recommendation

City staff recommends hiring Freese & Nichols to conduct the Impact Fee Study for the City of Farmington.

Background

The City advertised for proposals to complete a study to establish impact fees for the City of Farmington. A review committee consisting of Chris Brackett, PE; Jim Ulmer, PE; Mayor Ernie Penn; and City Attorney Jay Moore evaluated the five proposals received. The committee carefully reviewed and scored each proposal and held a thorough discussion regarding the strengths and weaknesses of each submission.

Discussion

Based on the evaluation process, staff recommends Freese & Nichols to perform the study. Their proposal is attached for your review.

Budget Impact

The cost of the study is \$85,000 and will be funded from the professional services budget.



PROPOSAL RESPONSE

City of Farmington

Impact Fee Study for Sanitary Sewer and Other Municipal Services

March 16, 2026



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479-434-1160 | freese.com
903 North 47th Street, Suite 250 | Rogers, AR 72756

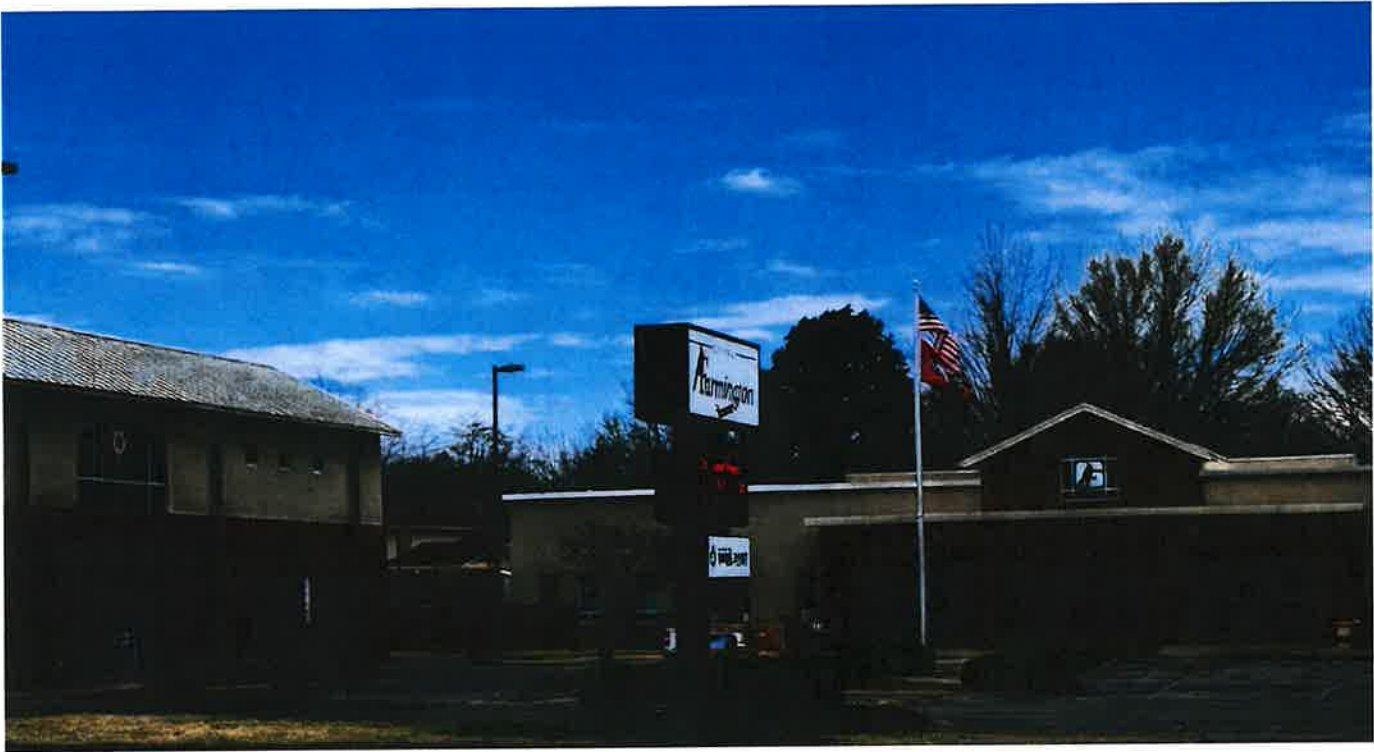


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01

Cover Letter



March 16, 2026

Melissa McCarville
Business Manager
City of Farmington
Submitted via email: melissamccarville@cityoffarmington-ar.gov

RE: Impact Fee Study for Sanitary Sewer and Other Municipal Services



479-434-1160 | freese.com
903 North 47th Street,
Suite 250
Rogers, AR 72756

Dear Ms. McCarville and Selection Committee:

Freese and Nichols, Inc. (FNI) is pleased to submit this statement of qualifications to the City of Farmington (City) for the preparation of a comprehensive sanitary sewer impact fee study. Our team is only submitting to complete the impact fee study for sanitary sewer, as this aligns with our services and where we believe we can bring the most value to the City. FNI also has significant expertise in the development of both transportation and stormwater impact fees, but this proposal is focused on the City's primary expressed need.

Within the following pages, we outline the many reasons why the FNI team is exceptionally well qualified for this project:

EXPERIENCED AND QUALIFIED TEAM – Our team brings extensive experience, both broad and highly specialized, to this type of initiative. Sam Mills, our Project Manager, is based in Rogers and brings decades of specialized experience conducting impact fee studies. He will lead the team to prepare recommended sanitary sewer impact fees and implementation strategies that align with the City's long-term infrastructure planning. Senior Advisor Jessica Brown is one of FNI's most experienced strategic planners, with more than 29 years of experience assisting clients with impact fee studies and collaborating with planning commissions and city leadership. They are supported by numerous other employees firm-wide, with extensive experience helping communities establish sanitary sewer impact fees.

FAMILIARITY WITH ARKANSAS WASTEWATER UTILITIES – Through our planning and design work over the past two years for Rogers Water Utilities (RWU), the City of Bentonville and the Little Rock Water Reclamation Authority (LRWRA), we have become thoroughly familiar with the major factors, current and emerging, impacting Arkansas utility providers. Whether navigating recent and proposed state legislation, responding to Arkansas's community growth trends, applying the latest strategies for sustaining long-term water and sanitary sewer services, or developing informed projections in an evolving and uncertain grant-funding environment, we understand the challenges the City faces and how to position it for the future.

UNPARALLELED IMPACT FEE EXPERIENCE – As demonstrated in our proposal, our firm brings extensive experience completing impact fee studies for communities of all sizes, including rapidly growing communities like Farmington. We are skilled at advising City staff through the guidelines and requirements in Arkansas Code Annotated (ACA) 14-56-103. This expertise results in clear impact fee programs tailored to local conditions.

OPTIONAL SERVICES TO STRENGTHEN OUTCOMES – We also understand that municipalities must fund Capital Improvement Plans (CIPs) to address both aging infrastructure and infrastructure needed for growth. Our experience with ordinance development helps streamline the implementation of impact fee studies, particularly where revenue credit programs intersect with rate structures and long-term capital planning. Our team includes Task Leads Cullen Carlson and Kara Shuror to confirm that the impact fee study aligns with state legislation and utility provider oversight requirements.

Thank you for the opportunity to share our interest and qualifications. Please do not hesitate to contact us if you have any questions regarding our firm or our submittal.

Sincerely,

A handwritten signature in blue ink that reads 'Jason Cocklin'.

Jason Cocklin, PE, BCEE
Vice President/Principal-in-Charge
479-434-1191 | jason.cocklin@freese.com



02

Firm

**Qualifications
and Experience**

2. Firm Qualifications and Experience

FNI is a client-focused, regionally based firm with national expertise. We meet client needs with responsiveness and flexibility. Dating back to our firm's founding in 1894, we put relationships first – clients, teaming partners and staff – and seek long-term relationships, many of which are counted in decades, not years.

FNI provides a broad range of services to plan, design and manage public infrastructure projects. We have the expertise to help our clients through every stage of the project life cycle: planning, design, program management, funding procurement, regulatory compliance, construction management and operations and maintenance (O&M). We are known for exceeding client expectations through innovative concepts and high-performing designs.

FNI's 1,300+ multidiscipline professionals serve as trusted advisors to local government clients. Because we are a regional firm, we make decisions locally, making us responsive, flexible and adaptable to the City's needs. Additionally, FNI does not work for developers, and we turn away work that will conflict with the long-standing and positive relationships with our municipal clients.

We are fully committed to helping the City deliver infrastructure that strengthens service reliability, protects public safety and enhances overall quality of life. **Our Principal-in-Charge, Jason Cocklin, and Project Manager, Sam Mills, work out of our Rogers office, which is located just 30 minutes from the City.** We are well-positioned to maintain frequent communication and provide hands-on support throughout the project. This local presence allows us to respond quickly and keep the project on track.

COMMITMENT TO QUALITY

Our commitment to quality and continuous improvement has been recognized nationally, with **FNI twice receiving the Malcolm Baldrige National Quality Award**, most recently in 2024. We're the first engineering/architecture firm so honored. The Baldrige program is a public-private partnership through the U.S. Department of Commerce that recognizes organizations for national leadership in performance excellence.

Receiving the Baldrige Award signifies that we are a national role model for business resilience and long-term success. Embracing our past and shaping our future, FNI's LEADS Values, shown on the right, embody our culture and guide how we work every day.

- ★ **You can rely on us:** Following the Baldrige framework reinforces our commitment to resilience, sustainability and client service, even as our company grows.
- ★ **We go beyond expectations:** We are setting industry benchmarks for operational excellence, which means we can be your trusted advisor for the long haul.
- ★ **We consider you our partner in this recognition:** Our deep relationships with our clients, and our shared dedication to our communities, are integral to our long-term success.

Our Values

Embracing our past and shaping our future, our **LEADS Values** embody our culture and guide how we work every day.

Learn Continuously: We create an environment where employees can thrive. We are always seeking ways to be better. We know even great things improve if we ask questions and search for answers. We push ourselves and others to learn and develop, and we work hard to be the best at what we do.

Engage as Family: We work together to achieve results because we know that collaboration leads to success. We hold each other in the highest regard and appreciate others' opinions. We are responsible for our actions and are kind and supportive of our colleagues. We are inclusive and we value the worth and dignity of all people. We have fun and enjoy our work environment.

Act with Integrity: We respect the values of our founding fathers and always do the right thing. We honor our word and take ownership of our mistakes. We take pride in our character and our company. We trust each other.

Deliver Quality: We are disciplined professionals who focus on technical excellence, project delivery and sustainability. We are responsive to our clients and to our colleagues, and we add value to our work. We excel in everything we do.

Serve Always: We serve with respect and dedication. We are passionate about finding creative, practical solutions. We make safety a priority for our employees and clients. We strive to make the world a better place. We serve because it's at the core of what we do and who we are.

Firm Proximity to and Familiarity With the Area

In February 2022, FNI opened our first Arkansas office in Rogers. Our local team, which has grown quickly and currently has 18 members (with office expansion to accommodate 40+ recently completed), is comprised of both those who have deep roots in and affection for Northwest Arkansas, and those who visited the area, fell in love with it, and relocated to make it their home. The FNI staff who make Northwest Arkansas their home are engaged, invested and committed to playing their part, both as community members and technical professionals, to cultivate and extend the factors that make this area one of the most vibrant and attractive in the country.

Building and enhancing communities is at the heart of the FNI culture. Given the unique and abundant natural resources, diverse and world-class recreational opportunities, rich arts and cultural expressions seemingly around every corner, and positive and forward-looking characteristics of Northwest Arkansas communities, FNI considers it an exciting and distinct privilege to help meet the needs and achieve the goals of the citizens and leaders of the region.

Since opening our office in Northwest Arkansas, we have worked on projects for the cities of Rogers, Siloam Springs, Bella Vista, Bentonville, Fayetteville, Harrison, Fort Smith, Rogers Water Utilities, Benton County and the Little Rock Water Reclamation Authority. These projects, along with our experiences as community members, have given us a thorough appreciation for what makes Northwest Arkansas so special and **a passion for helping local governments** steward that specialness.

FNI would be pleased to bring our knowledge of and appreciation for the region, along with our deep technical and regulatory experience, to bear on any project for a highly successful outcome that is a perfect fit for the needs of the City and reflective of our mission.

INNOVATIVE APPROACHES, PRACTICAL RESULTS AND OUTSTANDING SERVICE.



① Rogers office team at Rogers Food Bank, ② Rogers office team participating in the Illinois River Watershed Partnership Siloam Springs Clean-up, ③ Rogers office team participating in the cleaning of Razorback Greenway, Fayetteville

Our Arkansas Connection



03

Experience With Impact Fee Studies

3. Experience With Impact Fee Studies

The chart below highlights our wastewater impact fee experience across more than 20 communities, demonstrating our ability to deliver right-sized fee programs that reflect local conditions and protect communities with populations ranging from 4,000 to 36,000 from over- or under-charging development.

Small to Mid-size Municipality Experience and Project Highlights

CLIENT	POPULATION	WW IMPACT FEE
City of Richwood, TX	4,052	●
City of Crandall, TX	4,507	●
City of Krum, TX	5,078	●
City of Wilmer, TX	5,300	●
Town of Sunnyvale, TX	6,841	●
City of Mont Belvieu, TX	8,300	●
City of Dayton, TX	8,805	●
City of Lago Vista, TX	8,900	●
City of Kennedale, TX	9,021	●
City of Fair Oaks Ranch, TX	10,042	●
City of Webster, TX	11,000	●
City of Tomball, TX	12,300	●
City of Harrison, AR	14,000	●
City of Buda, TX	15,108	●
City of Manvel, TX	15,111	●
City of Glenn Heights, TX	17,100	●
City of Portland, TX	17,350	●
City of Terrell, TX	18,150	●
City of Midlothian, TX	27,000	●
City of Sanford, NC	30,593	●
City of Seguin, TX	30,712	●
City of Cibolo, TX	32,300	●
City of Cleburne, TX	36,209	●

04

Understanding of State and Local Regulatory Requirements

4. Understanding of State and Local Regulatory Requirements

Regulatory Compliance

The FNI team has extensive experience helping municipalities comply with all applicable federal, state and local rules and regulations. The FNI team has implemented impact fee programs across multiple states and is fully knowledgeable about the regulatory requirements of ACA 14-56-103. This statute requires municipalities to adopt an ordinance that defines a CIP, including both existing and future improvements, with capacity reasonably attributable to growth. The ordinance must also specify service units (typically water meters), the impact fee formula, procedures for fee collection and the process for issuing refunds.

Consideration of nexus and proportionality requirements is a key legal requirement of impact fee development under U.S. Supreme Court precedent, particularly *Nollan v. California Coastal Commission* and *Dolan v. City of Tigard*. The FNI team will develop an impact fee program based on a reasonable connection between the fee and the legitimate public purpose of funding sanitary sewer infrastructure needed to support growth, with analyses intended to demonstrate that the fee is proportionate to the development's anticipated impact on the community.

Costs Not Eligible for Impact Fee Funding



- ❌ Projects not included in the Impact Fee CIP
- ❌ Repair, operation or maintenance of existing or new facilities
- ❌ Upgrades to serve existing development
- ❌ Administrative and operating costs of the impact fee program
- ❌ Debt service for projects that are not included in the Impact Fee CIP

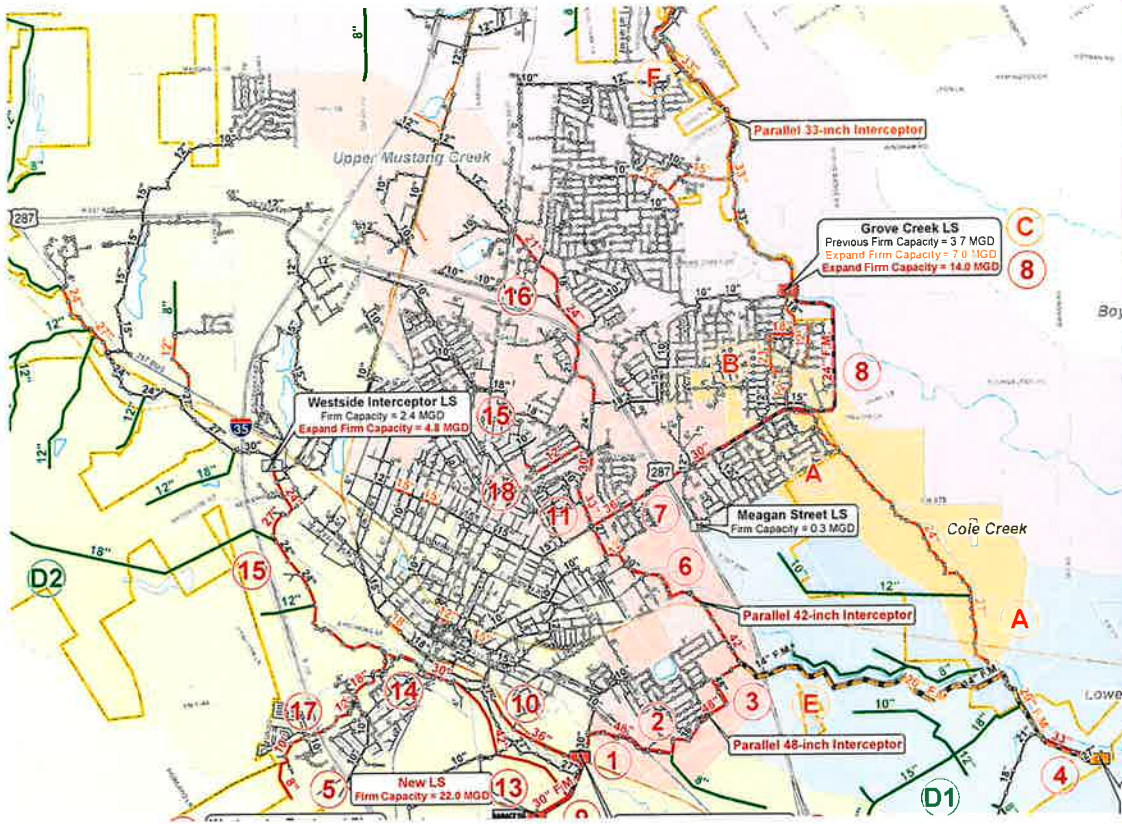
A.C.A. 14-56-103 development impact fees specifically do not include any:

- ❌ Ad valorem real property taxes
- ❌ Special assessments for improvement districts
- ❌ Fees for physical connection for service line and line to which connection is made
- ❌ Platting and permit fees
- ❌ Fees paid per developer agreement for specific improvements

05

**Similar
Completed
Projects and
References**

5. Similar Completed Projects and References



Through workshops with staff, the CIAC and Council, FNI provided a clear path to adopt fees that reflected local priorities and met local government code requirements.

Impact Fee Program Update City of Waxahachie

FNI incorporated updated growth projections, a revised 10-year CIP and targeted analysis of system improvements tied to development.

The City of Waxahachie retained FNI to update its W/WW and Roadway impact fees in response to continued population growth and rising infrastructure demands. The update incorporated new growth forecasts and land use assumptions, an updated 10-year CIP and a review of recently completed and planned capital projects. The FNI team performed capacity and demand analyses to identify system improvements attributable to new development, and determined the maximum assessable fee levels allowed under Texas Local Government Code Chapter 395 (Chapter 395), which is the state statute governing impact fees.

A priority for the City was maintaining strong communication throughout the process. FNI facilitated regular workshops with City staff and the Capital Improvements Advisory Committee (CIAC), and provided clear briefings to elected officials to evaluate alternatives. The final report provided Waxahachie a foundation for updating its impact fee ordinance and planning for growth-related utility investments.

LOCATION
Waxahachie, Texas

COMPLETION DATE
Planning completed in 2025

REFERENCE
Trenton Robertson
Senior Director of Planning
469-309-4291
trenton.robertson@waxahachie.com

TEAM MEMBERS
● Cullen Carlson

RELEVANT SERVICES PROVIDED
● Impact fee study



“ Everything is going well, as expected. (The FNI team is) extremely responsive and they follow up on all items in a timely manner.”

Bart VanAmburgh, PE
Former Director of Public Works | City of Mansfield

W/WW Master Plan and Impact Fee Update City of Mansfield

FNI assisted the City with developing a W/WW Master Plan Report and updating the City’s W/WW Impact Fee program.

FNI has conducted master plan and impact fee studies for the fast-growing city of Mansfield since 2001 and prepared a W/WW Master Plan Update and Impact Fee Analysis, integrating the City’s GIS into the system models to provide a single-source database for the City’s collection and distribution systems. The program outlined CIPs for the existing-system and five- and 10-year planning horizons, with improvements sized for build-out projections. Project information developed in the CIPs, as well as new service area maps and updated Land Use Assumption Plans (LUAP), formed the basis for the W/WW Impact Fee Study.

FNI worked closely with City staff to develop an accurate distribution of the existing population, using aerials and GIS land-use data. FNI developed projections through a workshop with the City’s Planning and Public Works staff, using the future land-use plan and information on pending developments. Water demands

and WW loads were distributed in the model using GIS.

FNI performed pressure testing throughout the water system to evaluate system performance. FNI conducted Extended Period Simulation modeling of the water system over a 24-hour period to measure pressure variations, better determine pumping needs and evaluate cycling in storage tanks.

FNI used the 10-year data and CIP from the Master Plan as the basis for the impact fee calculations. The public engagement process included presentations to the CIAC and City Council.

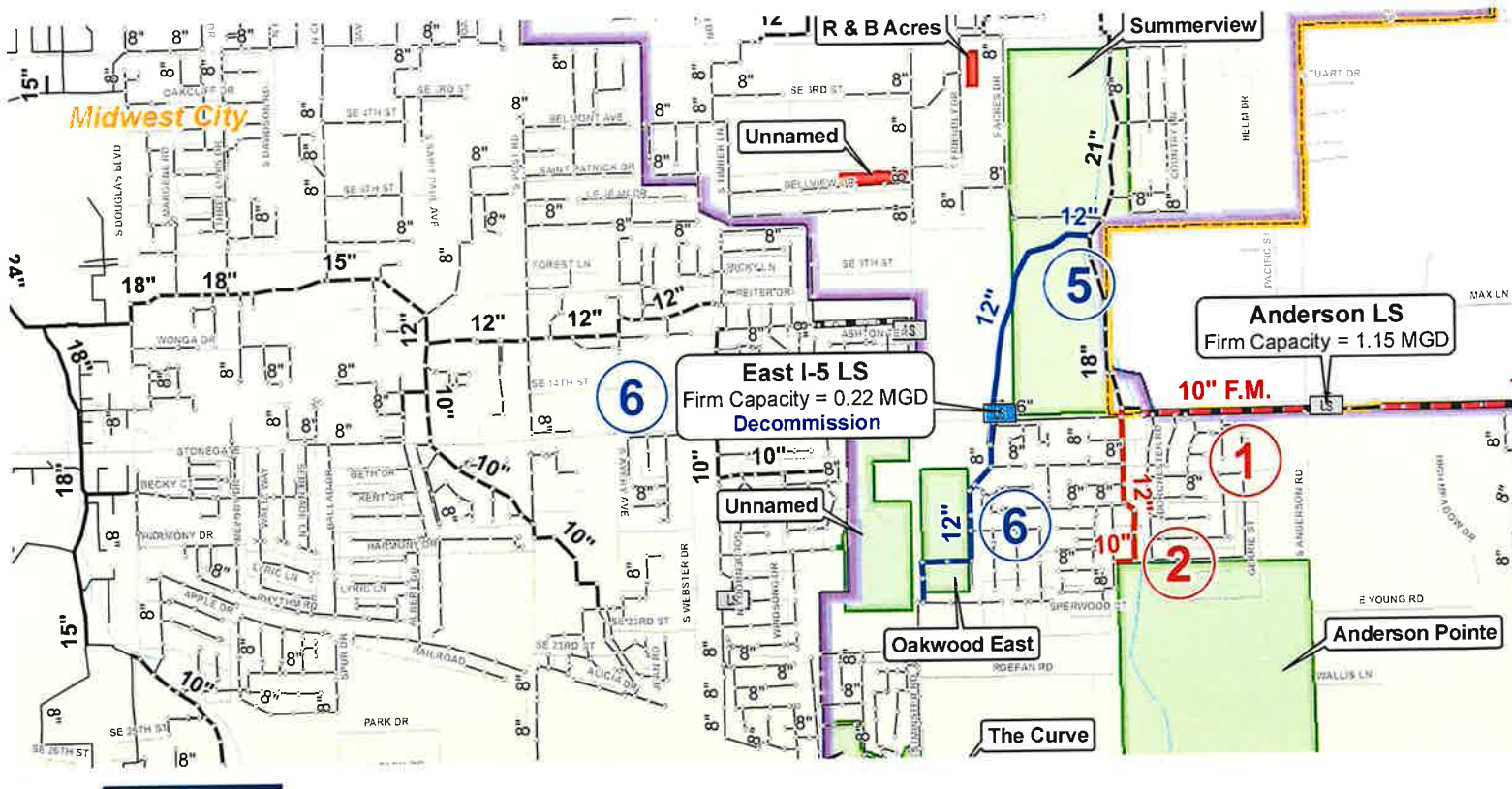
LOCATION
Mansfield, Texas

COMPLETION DATE
Update completed in 2024

REFERENCE
Luke Goralski
Project Engineer (Utility Capital Improvements)
817-276-4234
luke.goralski@mansfieldtexas.gov

TEAM MEMBERS
• Jessica Brown

RELEVANT SERVICES PROVIDED
• Impact fee study



WW Capacity Assessment, Utility Fee Development and Infrastructure Evaluation

City of Midwest City

FNI provided Midwest City with a comprehensive, data-driven wastewater and stormwater planning, capacity and financial strategy to support growth and prioritize system renewal.

FNI supported Midwest City with wastewater master planning, system capacity evaluation, and financial analysis to guide growth, impact fee development and long-term infrastructure investment.

Beginning in 2023, FNI developed 5-, 10- and 25-year population and flow projections for rapidly developing areas, conducted flow monitoring and field inspections, and built a calibrated InfoWorks ICM hydraulic model to assess existing and future capacity needs under wet-weather conditions. Results were integrated into a phased Capital Improvements Plan with cost estimates and business case documentation.

FNI expanded the analysis citywide by developing land-use assumptions, flow projections, and a risk-based assessment to prioritize pipeline renewal in established areas. In parallel, FNI conducted a comprehensive fiscal analysis of the City's wastewater system, evaluating funding options, benchmarking peer utilities, and recommending revenue strategies to support both renewal and growth-related expansion. FNI also assisted the City with updating its stormwater utility fee providing Midwest City with a clear, data-driven path forward for sustainable infrastructure investment.

LOCATION

Midwest City, Oklahoma

COMPLETION DATE

Comprehensive work completed in 2025
Fee study completed in 2024

REFERENCE

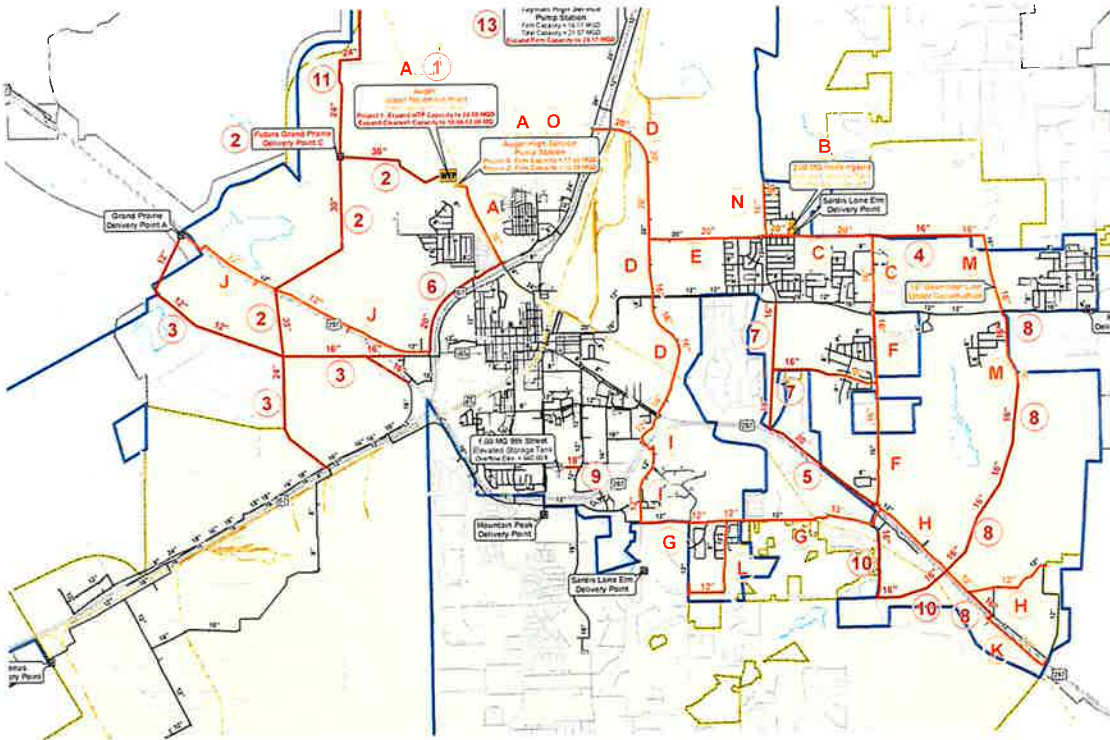
Carrie Evenson, PhD, PE
Asst. Public Works Director/
Construction and Engineering
Interim Director
405-739-1062
cevenson@
midwestcityok.org

TEAM MEMBERS

- Cullen Carlson
- Andrea Meier

RELEVANT SERVICES PROVIDED

- CIP planning, prioritization and management
- Utility fee development



Stakeholder engagement was central to the process: FNI collaborated with City staff, the CIAC and elected officials, presenting clear comparisons of fee alternatives and their financial implications.

W/WW and Roadway Impact Fee Update City of Midlothian

The study included revised land use assumptions, a 10-year CIP and allocation of capital costs across utility and roadway systems.

FNI has assisted the City of Midlothian with updating the Impact Fee Analysis every five years since 2005. In 2022, FNI completed a comprehensive update to keep critical infrastructure aligned with rapid growth. The study involved development of land use assumptions, updates to the 10-year CIP and detailed capacity and cost allocation analyses across all three systems.

For W/WW, system modeling, demand projections and capital planning were used to calculate the maximum allowable impact fees under Chapter 395. The roadway analysis assessed projected traffic growth and capacity needs, allocating eligible project costs to new development in a transparent and proportionate manner.

The final report provided the City Council with a transparent framework for adopting updated W/WW and roadway impact fees that align with statutory requirements while supporting long-term infrastructure and community growth.

LOCATION

Midlothian, Texas

COMPLETION DATE

Update completed in 2022

REFERENCE

Mike Adams, PE
Director of Engineering and Utilities
972-775-7105
mike.adams@midlothian.tx.us

TEAM MEMBERS

- Cullen Carlson
- Andrea Meier

RELEVANT SERVICES PROVIDED

- Impact fee study

Water Utility Overarching Capital Improvement Plan City of Bentonville - Bentonville Water Utilities (BWU)

To help BWU strategically plan their program to meet the needs of a rapidly growing community, FNI developed and prioritized a citywide comprehensive W/WW CIP to guide future infrastructure investments.

FNI provided services associated with generating, compiling, prioritizing, coordinating, and managing an Overarching Comprehensive W/WW Utilities Capital Improvement Plan (Comprehensive CIP). This included water distribution and storage systems, sanitary sewer collection systems and treatment plant improvements. BWU had recently completed a Water Master Plan update and was pursuing multiple studies on BWU's sanitary sewer collection system.

FNI consolidated and prioritized improvements from recent studies and upcoming projects into a single Comprehensive CIP and developed annual programs to address aging infrastructure and other BWU priorities. FNI presented the Overarching CIP to the City of Bentonville City Council and will be performing future updates to keep the Comprehensive CIP current and aligned with BWU's ongoing needs.



FNI will be performing Annual Updates (2026 and 2027) of the costs, incorporate new CIP projects and update the prioritization.

LOCATION

Bentonville, Arkansas

COMPLETION DATE

Overarching Comprehensive CIP completed
January 2026
Updates planned: 2027 and 2028

REFERENCE

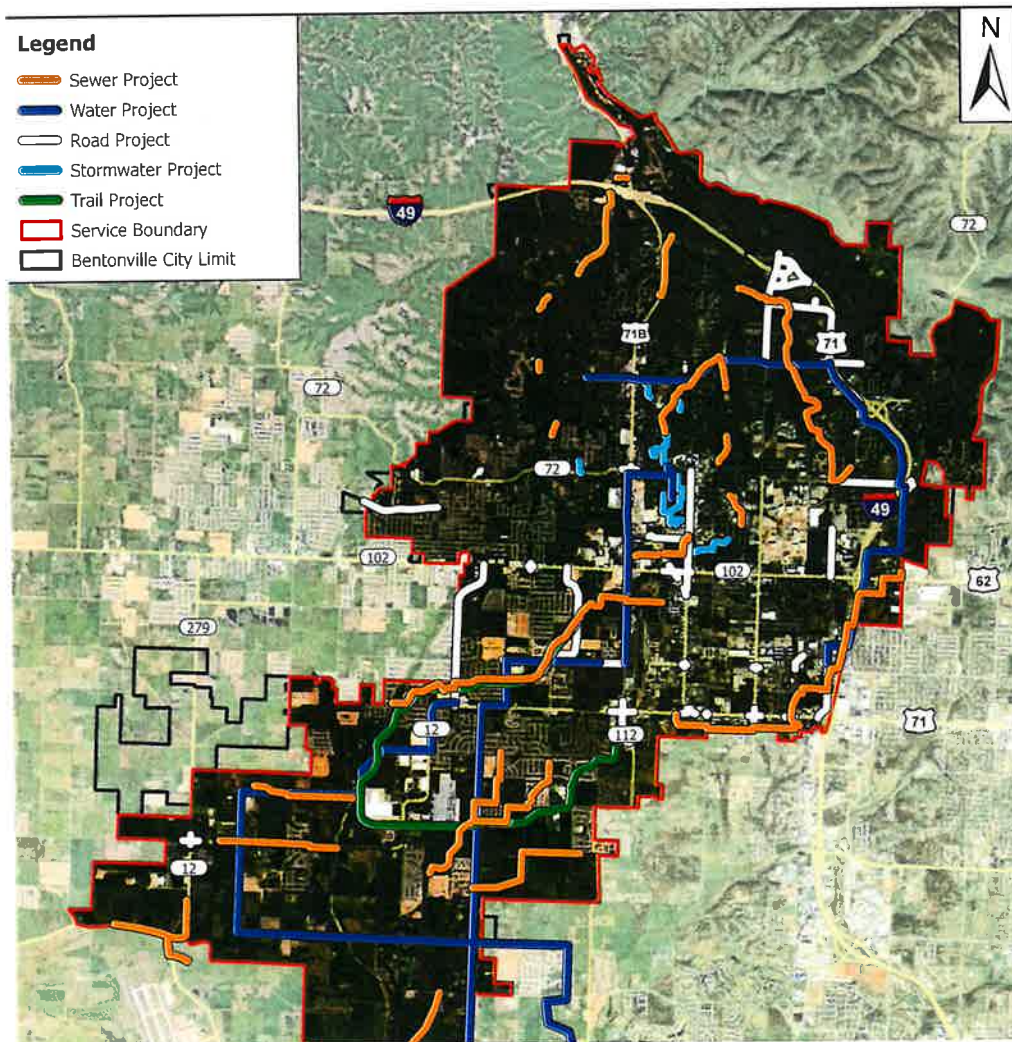
Preston Newbill
Deputy Director Water Utility
479-271-3140
pnewbill@bentonvillear.com

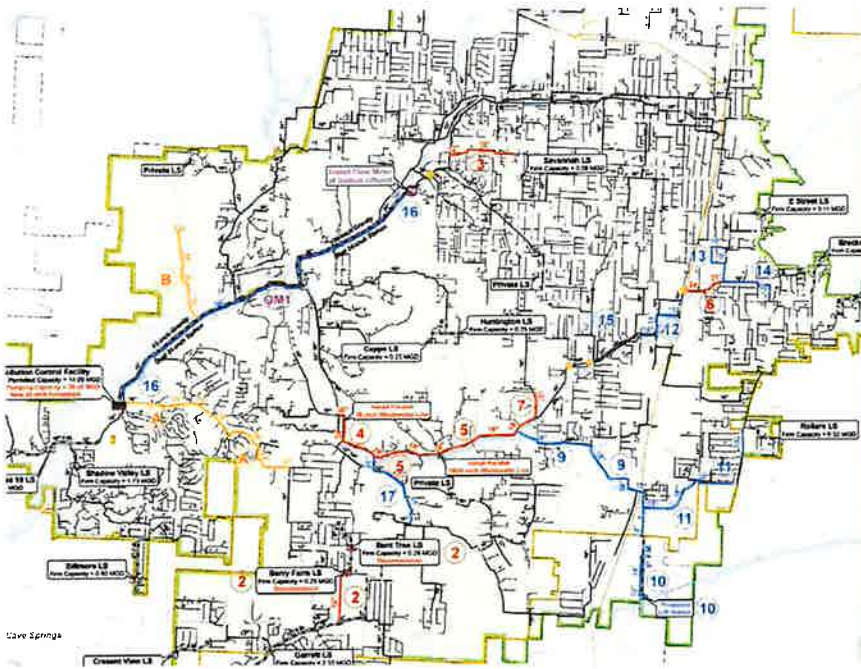
TEAM MEMBERS

- Sam Mills
- Jason Cocklin
- Jessica Brown
- Cullen Carlson
- Andrea Meier

RELEVANT SERVICES PROVIDED

- CIP planning, prioritization and management





Creating a long-range master plan for the City’s wastewater collection system and treatment plant from scratch seemed like a daunting challenge, but the team at FNI performed very diligently while breaking down this ambitious task into manageable portions. Their attention to detail was evident during the discovery and data collection process. Not only were field data and utility records considered, but also observations and concerns of our experienced wastewater operators, who were also heavily involved in the decisions informing the planning process. The end product is a comprehensive plan that will provide a foundation of guidance for years to come.”

Brian Sartain, PE
Utility Engineer | Rogers Water Utilities

WW Collection System Master Plan

Rogers Water Utilities

To help RWU strategically plan their program to meet the needs of a rapidly growing community, FNI developed a WW Collection System Master Plan and Water PCF Master Plan for RWU.

RWU’s wastewater master plan took place in the late 1990s and early 2000s, preceding current infrastructure and significant population growth challenges.

The community has a 14-MGD treatment plant that uses a five-stage Bardenpho activated sludge process for nutrient removal. RWU’s plant-related concerns included aging equipment, prioritized infrastructure renewal, plant performance optimization, hydraulic bottleneck identification, improvements recommendations and process optimization recommendations that will allow the Water Pollution Control Facility (PCF) to maintain consistent permit compliance and avoid emergent infrastructure problems.

FNI’s master planning effort and system renewal included evaluating rehabilitation and replacement options using a quantitative method based on each asset’s condition and criticality. This approach enabled FNI to develop a prioritized CIP for system renewal.

FNI identified the following major tasks as part of the evaluation:

- Condition and capacity evaluation of all existing treatment processes
- Historical data analysis, flow and load projections for future needs
- Identification of anticipated regulatory changes and future permit limits
- Development of a whole-plant hydraulic model to identify existing bottlenecks
- Development of a calibrated BioWin process model to optimize process performance and evaluate future changes
- Completion of a future needs assessment and recommended CIP for optimization of current process performance, rehabilitation of existing facilities, maintenance of facilities into the future, removal of hydraulic bottlenecks and alternatives for future expansion

LOCATION

Rogers, Arkansas

COMPLETION DATE

Phase/Study completed in 2022

REFERENCE

Brian Sartain, PE
Utility Engineer
479-936-5426
briansartain@rwu.org

TEAM MEMBERS

- Cullen Carlson
- Jason Cocklin
- Andrea Meier

RELEVANT SERVICES PROVIDED

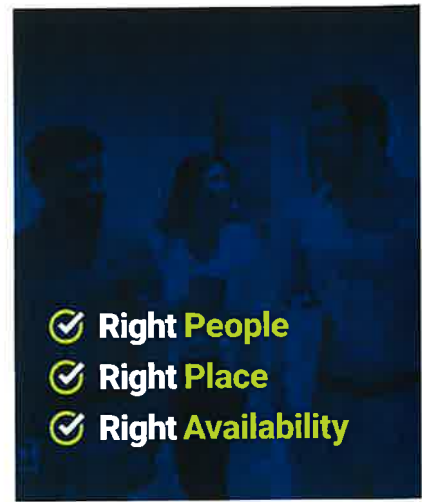
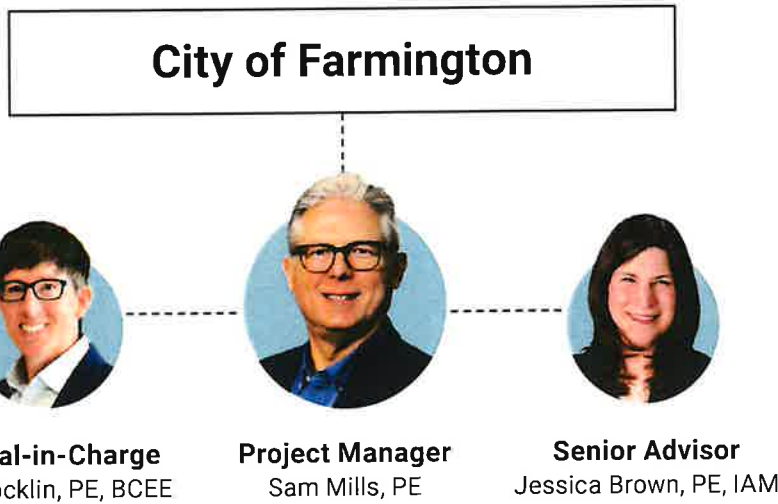
- CIP planning, prioritization and management

06

Project Team



6. Project Team



Choosing a Project Team

We have put forth the advance-planning effort to verify we have the **right team members**, in the **right place**, with the **right availability** to meet client goals. Several factors influenced this choice, including individual experience and history of working together on common projects.

Our chosen team combines decades of experience in a wide range of disciplines. This complementary blend of team member expertise in their various areas of specialization results in a solid, well-rounded team, which ultimately benefits the client.

Beyond the proposed team, FNI has access to 1,300+ employees firm-wide to assist, as necessary. As a firm focused on client service, we will commit the resources required to get the job done.

MAJOR WORK AREAS

<p>Impact Fee Assessment</p> <p>★ Sam Mills, PE Andrea Meier</p>	<p>Revenue Credit Analysis</p> <p>★ Kara Shuror</p>	<p>CIP Planning</p> <p>★ Cullen Carlson, PE Andrea Meier</p>
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LEGEND

★ Task Leader

TEAM MEMBER HIGHLIGHT

Sam Mills, PE | PROJECT MANAGER

Sam joined our team in Rogers in September 2024, as a Senior water/wastewater (W/WW) Planning Engineer. Sam's 37 years of experience includes 20 years with the San Antonio Water System (SAWS), where he retired as Engineering Director.

Sam's extensive background includes strategic and tactical management of water systems' growth, including the engineering of sanitary sewer systems. Sam has also directed the development and implementation of Land Use Assumption Plans (LUAP), Master Plans, Impact Fees Programs and CIPs and the integration of acquired water systems.

Sam presented "Support Growth and Affordable Housing through Impact Fees" at the 2025 Arkansas AWWA conference, demonstrating how "City Water" is the backbone for affordable communities.

07

Key Personnel, Roles and Resumes

7. Key Personnel, Roles and Resumes



Jason Cocklin PE, BCEE

Principal-in-Charge

Jason specializes in meeting clients' water and sanitary sewer needs. His experience across multiple FNI divisions and roles has established a foundation of successful project delivery on conventional and innovative approaches.

Jason's experience with infrastructure projects includes planning, feasibility studies, desalination studies, process design, capacity analysis, hydraulic modeling, disinfection, disinfection byproducts removal and on-site construction oversight.

EXPERIENCE

17 years

EDUCATION

MEng, Civil/Environmental Engineering, Texas A&M University

BS, Civil Engineering, Texas A&M University

REGISTRATIONS

Professional Engineer, AR #21239

Board Certified Environmental Engineer, American Academy of Environmental Engineers and Scientists, #19-10008

PROFESSIONAL AFFILIATIONS

American Water Works Association (AWWA), Member

Water Environment Federation, Member

American Academy of Environmental Engineers and Scientists, Member

RELEVANT PROJECT EXPERIENCE

Overarching Comprehensive Water Utilities CIP | Bentonville Water Utilities (BWU) | Principal-in-Charge | FNI is providing services associated with generating, compiling, prioritizing, coordinating and managing an Overarching Comprehensive Water Utilities Capital Improvement Plan (Comprehensive CIP) that includes water distribution and storage systems, sanitary sewer collection systems and treatment plant improvements.

Comprehensive Water, WW and Impact Fee Rates Study | City of Harrison | Senior Advisor | FNI is performing a comprehensive W/WW, sanitary sewer and impact fee rate study that includes cost and revenue analysis, rate adjustment recommendations, the development of an impact fee program to support infrastructure needs and compliance with state requirements.

WW Master Plan | RWU | Client Representative | FNI developed comprehensive WW collection system and pollution control facility master plans that identified hydraulic capacity and process capacity restriction and included evaluating rehabilitation and replacement options to develop a prioritized CIP. The master planning effort included

collection system hydraulic modeling, flow monitoring and capacity assessments of the pollution control facility. Jason conducted the technical review and quality control (QC) of the facility master plan.

Collection System Improvements | Springdale Water Utilities | Project Manager | FNI is conducting an evaluation and designing collection system improvements based on SWU's WW Master Plan.

Chickasha WTP Improvements | City of Chickasha, OK | Senior Technical Advisor | FNI is completing the final design for a new greenfield 6-MGD water treatment facility that will accommodate future growth and allow the city to bring in additional water sources as needed. FNI's design repurposed several existing plant components to reduce project costs and streamline the schedule. Jason provided client outreach and communication, as well as City Council presentations and updates.



Sam Mills PE

Project Manager and Impact Fee Assessment Lead

Sam has a diverse career in engineering, project management and supervisory roles across the W/WW environmental and energy sectors.

He has managed the growth of SAWS, including W/WW, and recycled water systems, using engineering analysis, GIS, hydraulic modeling and special studies. Sam directed new infrastructure projects to comply with SAWS standards and industry best practices. His duties included negotiating service requirements for new developments, supporting O&M, and developing, updating and implementing LUAPs, Master Plans, CIPs and Impact Fee Rate Programs.

EXPERIENCE

37 years

EDUCATION

BS, Petroleum Engineering, Texas A&M University

REGISTRATIONS

Professional Engineer, AR #22742

PROFESSIONAL AFFILIATIONS

AWWA, Member

RELEVANT PROJECT EXPERIENCE

Overarching Comprehensive Water Utilities CIP | BWU | Project Manager | FNI is providing services associated with generating, compiling, prioritizing, coordinating and managing an Overarching Comprehensive CIP that includes water distribution and storage systems, sanitary sewer collection systems and WW treatment plant improvements. Sam is managing the project and providing engineering support to compile and prioritize approximately \$900 million of capital improvements identified in those studies, along with upcoming projects, into one comprehensive CIP.

Comprehensive W/WW and Impact Fee Rates Study | City of Harrison | Project Manager | FNI is performing a comprehensive W/WW and impact fee rate study that includes cost and revenue analysis, rate adjustment recommendations, the development of an impact fee program to support infrastructure needs and compliance with state requirements.

Water and Sewer Rate Study | City of Grove, OK | Project Manager | FNI is conducting a water and sewer rate study for the Grove Municipal Services Authority, which is owned and operated by the City. The study is needed to maintain cost-based rates to recover the full costs to provide water and sewer services to the City's customers. Sam is managing the project to follow the standards set forth in AWWA Principles of Water Rates, Fees and Charges (M1, 7th Edition) and AWWA Developing Rates for Small Systems (M54, 2nd Edition) in performing services.

***LUAP, Impact Fee CIP and Maximum Impact Fee Rate Updates | SAWS | Engineering Director |** Sam was in charge of implementing the impact fee program, averaging more than \$65 million a year to recoup and fund CIP for growth, including presenting the results to the CIAC, SAWS Board of Trustees and San Antonio City Council. He also managed cost recovery based on the capacity of \$2 billion in existing infrastructure and allocations from a projected \$2 billion CIP for current and future customers over the next 10+ years.

*Non-FNI Experience



Jessica Brown PE, IAM

Senior Advisor

Jessica has led water, sanitary sewer and reclaimed water master plans and impact fee studies for larger, complex systems and smaller service providers across the Southeastern United States.

This experience allows her to deliver prioritized CIPs built on industry best practices and each client's specific growth and rehabilitation needs. She also regularly conducts workshops for utility staff, city councils and boards of directors. Jessica is an FNI Vice President/Principal and the firm's W/WW Planning Practice Leader.

EXPERIENCE

29 years

EDUCATION

BS, Civil Engineering, Texas A&M University

REGISTRATIONS

Professional Engineer, AR #23868

Certificate in Asset Management, Institute of Asset Management, #5001914

PROFESSIONAL AFFILIATIONS

AWWA, Member

Water Environment Association of Texas, Member

Texas A&M University Civil and Environmental Engineering Advisory Council, Emeritus Member

Texas A&M Engineering Advisory Council, Member

RELEVANT PROJECT EXPERIENCE

W/WW Master Plan and Impact Fee Update | City of Mansfield, TX | Senior Advisor | FNI assisted the City with developing a W/WW Master Plan Report and updating the City's W/WW Impact Fee program. This project involved capacity planning to address population growth, regulatory compliance and system optimization. Scope elements included the development of population projections for 5-year, 10-year and buildout conditions; short-term water CIP analyses; hydraulic model updates and analyses; and updating the W/WW system CIPs. Jessica has been involved with master planning and impact fees for the City for more than 20 years and provided oversight and guidance to the project team throughout the project as well as historical perspective. She also performed a QC of all deliverables and assisted in public meeting presentations.

2026 W/WW Master Plan and Impact Fee Update | Benbrook Water Authority (BWA) | Senior Advisor | FNI is evaluating several specific items, including future system reliability and resiliency near the Montdel and Cougar elevated storage tanks. FNI has updated previous master plan and impact fee studies for developing W/WW CIPs. Jessica leveraged her 20 years of experience with BWA's systems and impact fee background to provide guidance to the team and QC.

W/WW and Roadway Impact Fee Study | City of Lubbock, TX | Senior Advisor | As a subconsultant, FNI assisted the City with the establishment of a CIAC to evaluate the development and implementation of a W/WW and roadway impact fee to match the goals planning and engineering goals outlined by Plan Lubbock 2040. FNI conducted a land-use assumptions analysis and created the W/WW and roadway impact fee CIP. FNI also assisted the City with the development of an Impact Fee Ordinance, public hearings and other infrastructure policy recommendations. Jessica assisted with the CIAC meetings, provided guidance to the team, conducted QC of all deliverables for the impact fee study and was a senior advisor on the impact fee process for the team.

W/WW Impact Fee Update | City of Grand Prairie, TX | Senior Advisor | FNI developed a comprehensive W/WW impact fee study, which involved using both the W/WW hydraulic models to evaluate impact fee Capital Improvement Plans based on land-use assessments developed for 5-, 10- and 20-year conditions. Jessica conducted quality control of the projections, impact fee calculations and deliverables.



Andrea Meier

Impact Fee Assessment and CIP Planning

Andrea is an integral part of FNI's W/WW and sanitary sewer modeling team, providing model development update support to risk-based assessments, hydraulic modeling, master planning and capacity/renewal CIP development.

Her involvement supports a more accurate understanding of existing and future systems, enabling clients to make fully informed investment decisions. Andrea is a proficient user of numerous modeling software, including InfoAsset Planner, InfoSewer, InfoWater and InfoWorks ICM.

EXPERIENCE

6 years

EDUCATION

BS, Civil Engineering, Texas A&M University

REGISTRATIONS

Professional Engineer, TX #157677

**AR license in progress*

PROFESSIONAL AFFILIATIONS

Water Environment Association of Texas, Member

Water Environment Association of Texas, Hydraulic Modeling Committee

RELEVANT PROJECT EXPERIENCE

Bentonville Water Utility Overarching Capital Improvement Plan | City of Bentonville | Engineering Support | FNI is providing services associated with generating, compiling, prioritizing, coordinating and managing an Overarching Comprehensive Water Utilities Capital Improvement Plan (Comprehensive CIP) that includes water distribution and storage systems, sanitary sewer collection systems and WW treatment plant improvements.

Impact Fee Update | City of Wylie, TX | Project Manager | FNI is providing an update to the roadway, W/WW impact fee program, including the development of land use assumptions, analysis of existing and future system capacity, preparation of updated capital improvement plans and calculation of maximum allowable impact fees for a ten-year planning period.

W/WW and Roadway Impact Fee Update | Town of Prosper, TX | Project Engineer | FNI is assisting the Town update the W/WW and roadway CIPs and impact fees. Andrea assisted in developing LUAPs, calculating W/WW impact fees and preparing the impact fee reports and public presentations.

W/WW Master Plan and Impact Fee Update | City of McKinney, TX | Assistant Project Manager | FNI is updating the City's W/WW Master Plan and Impact Fee. Andrea was responsible for maintaining the project schedule, confirming that QCs were performed, and conducting peer review of models and calculations.

W/WW Master Plan and Impact Fee Update | City of Celina, TX | Engineering Support | FNI assisted the City with master planning and the impact fee update. This project will provide updated water demand and WW flow projections for existing, 5-year, 10-year and buildout conditions. Andrea assisted in developing LUAPs, calculating W/WW impact fees and preparing the impact fee reports and public presentations.

WW Collection System Master Plan | RWU | Hydraulic Modeler | FNI developed a comprehensive WW and sanitary sewer collection system and pollution control facility master plan that identified hydraulic capacity and process capacity restriction and included evaluating rehabilitation and replacement options to develop a prioritized CIP.



Kara Shuror

Revenue Credit Analysis Lead

Kara brings the financial mechanics and implementation discipline that turn fee studies into systems cities can actually run. Where others frame policy and process, Kara verifies the numbers are accurate, administrable and sustainable over time.

For nearly 30 years, Kara was the Deputy Director, Interim Director and Assistant Water Director with the City of Fort Worth, where she provided executive leadership for the strategic and tactical operations of the utility's business services. Kara developed policies to maintain the operational and financial integrity of the W/WW systems.

EXPERIENCE

33 years

EDUCATION

MA, Urban Affairs, The University of Texas at Arlington

BA, Sociology, The University of Texas at Arlington

PROFESSIONAL AFFILIATIONS

AWWA, Member

Strategic Management Practices Committee; AWWA - Texas Section - Workforce Committee

Association of Metropolitan Water Agencies, Member

RELEVANT PROJECT EXPERIENCE

WW Master Plan Update | City of San Marcos, TX | Financial Consultant |

Kara provided detailed credit analysis for the City's WW impact fees in accordance with Chapter 395 of the Texas Local Government Code, using land use assumptions and capital improvements from the WW Master Plan and coordinating with the Capital Improvements Advisory Committee and City Council.

W/WW Impact Fee Update | City of Manvel, TX | Financial Consultant | FNI is updating the water and WW impact fee study and will address the requirements as required by Chapter 395 of the Texas Local Government Code. Key impact fee study elements include calculating the maximum allowable impact fee per service unit and providing a credit analysis.

W/WW Master Plan, Impact Fee and Rate Study | City of Krum, TX | Financial Consultant | FNI provided an update to the City's W/WW Master Plan and Impact Fee Program as well as a review and evaluation of the sufficiency and appropriateness of existing user rates and charges associated with the City's W/WW systems.

W/WW and Roadway Impact Fee | City of Conroe, TX | Financial Consultant |

FNI is conducting an impact fee study to address the requirements, as per Chapter 395 of the Texas Local Government Code, for the development of a W/WW and roadway impact fee program. This study will develop land use assumptions for the impact fees calculation and identify impact fee eligible CIP projects from the City's recently completed/ongoing 2022 Water Master Plan Update, 2025 WW Master Plan Update and the City's Roadway Capital Improvements Program and Thoroughfare Plans.

W/WW Impact Fee Update | Fort Worth Water | Financial Consultant | FNI is providing engineering services in connection with developing the impact fee update, including land-use assumption preparation, capital improvement plans and associated cost development, credit analysis, the associated cost-per-service-unit calculation, and the service-unit equivalency table update. As the financial consultant, Kara led the credit analysis and worked closely with the City to identify its policies.



Cullen Carlson PE

CIP Planning Lead

Cullen specializes in impact fee studies, water, WW, sanitary sewer and hydraulic modeling and GIS integration for master planning, CIP development and water quality analysis.

Cullen has led and supported numerous W/WW master plans, asset management initiatives and regulatory compliance programs across Arkansas, Oklahoma and Texas, giving him a strong working knowledge of utility operations and funding challenges in the region. He brings technical capabilities and financial insight to support rate studies and impact fee programs that are transparent and aligned with long-term community needs.

EXPERIENCE

19 years

EDUCATION

BS, Civil Engineering,
University of Texas at
Austin

REGISTRATIONS

Professional Engineer, AR
#19274

PROFESSIONAL AFFILIATIONS

AWWA, Member

Water Environment
Federation, Asset
Management Technical
Practice and Publication
Advisory Panel

Water Environment
Federation, Flow Monitoring
Technical Practice and
Publication Advisory Panel

RELEVANT PROJECT EXPERIENCE

Impact Fee Program Update | City of Waxahachie, TX | Assistant Project Manager | FNI is supporting the City's legislatively required 5-year update of its Impact Fee Program—covering roadway and W/WW fees—by updating technical elements and coordinating with the Capital Improvements Advisory Committee (CIAC), culminating in City Council-led public hearings. Cullen led the development of the City's W/WW impact fees, creating a transparent and growth-aligned methodology. He presented findings to staff, officials and stakeholders to build consensus and support adoption.

W/WW and Roadway Impact Fee Update | City of Midlothian, TX | Project Manager | FNI updated the City's W/WW and Roadway Impact Fee calculations, incorporating 10-year growth estimates and CIP projects to determine the new maximum allowable fee. Cullen reviewed impact fee-eligible projects. He performed impact fee calculations to determine the maximum allowable impact fee for W/WW. He walked the City engineering staff, CIAC and City Council through the impact fee process and assisted with updating the impact fee ordinance.

WW Collection System Master Plan | Rogers Water Utilities | Project Manager | FNI developed a comprehensive WW collection system and pollution control facility master plan that identified hydraulic capacity and process capacity restriction and included evaluating rehabilitation and replacement options to develop a prioritized CIP. Cullen led stakeholder meetings to align utility priorities with master planning and served as technical lead for WW model development to support CIP planning.

Impact Fee Program | City of Irving, TX | Technical Lead | FNI developed first-time impact fees for W/WW, roadway and drainage, guiding the City through the process of establishing and educating a CIAC, as well as the process of developing and adopting impact fees for the utilities. Cullen led the technical analysis of W/WW impact fees and presented findings to staff, council and stakeholders to build alignment and support.

08

Approach and Methodology



8. Approach and Methodology

How the City Benefits from FNI's Approach



A trusted guide through the Impact Fee Study process

We can build a program that recovers all costs for providing sanitary sewer services for the City's customers and recoups a share of the cost for available capacity in the City's existing system and fund the cost for a new CIP.



Cost- and time-efficient access to data

FNI will work with the City's existing infrastructure information to jump-start access to data required for the study.



Long history of creating impact fees for cities

FNI has a history of helping growing cities develop or update their impact fees. Since 2012, FNI has completed more than 95 W/WW impact fees for municipalities.



Fully informed, collaborative stakeholders

FNI has the hands-on experience working with advisory committees, City staff, City Councils and others to keep all stakeholders engaged and fully informed throughout the process.



Balancing costs for replacing aging infrastructure and funding new infrastructure for growth

FNI has the expertise to provide insight into impact fees.

Sanitary Sewer Impact Fee Support to City Staff

FNI strives to make rate programs as easy as possible for City staff by providing sample documents for newspaper noticing and ordinance recommendations to the City Council, as well as providing a detailed schedule and reminders to confirm compliance with ACA 14-56-103 requirements. The FNI team will work with City staff to:

- Provide requested data
- Assist with scheduling and provide input at meetings as outlined in the project schedule
- Send materials to City Council ahead of meetings
- Publish notice for public hearings
- Have reports available to the public ahead of public hearings
- File written recommendation with the City Clerk ahead of the public hearing

PROJECT SPOTLIGHT

Project Spotlight Comprehensive W/WW and Impact Fee Rate Study | City of Harrison

FNI is providing the City with a comprehensive water, wastewater and impact fee rate study (study). The water and wastewater rate study is needed to maintain cost-based rates to recover the full costs to provide W/WW services to the City's customers. FNI is following the standards set forth in American Water Works Association (AWWA) Principles of Water Rates, Fees and Charges (M1, 7th Edition) and AWWA Developing Rates for Small Systems (M54, 2nd Edition) in performing services. The objective of the impact fee study is to enable the City to recoup the capital cost for existing projects and fund the cost for new projects required for serve new customers. The study will comply with Arkansas Act 605 and ACA 14-56-103 requirements.



Keys to a Successful Sanitary Sewer Impact Study

Project Management

FNI believes that strong project management and consistent communication are key to a successful project. The “D” in FNI’s LEADS values stands for “Deliver Quality.” This value is foundational to our company culture and informs our comprehensive approach to Quality Management (QM), detailed on the next page. FNI’s QM process involves multiple overlapping focus areas that work together to foster a culture of excellence and elevate our overall quality of service.

Stakeholder Engagement

Another key component of the Study involves evaluating and improving public perception of the City’s water and sanitary sewer services—particularly the need for rate structures that provides long-term sustainability.

Impact Fee Assessment – focuses on engaging both the existing customer base and the development community to design a program that funds infrastructure needed to support growth, while also promoting affordability for housing and industry. FNI has extensive experience using a variety of public engagement strategies and tools. Early in the project, a public involvement plan will be developed to define roles and responsibilities, outreach goals and target audiences.

The work program detailed on the following pages highlights the key elements for the update of the Sanitary Sewer Impact Fee Study. Our practical experience with both technical and administrative efforts enables our team to streamline concurrent and overlapping efforts within the study to help keep it on track and within established timelines.

FNI’s impact fee professionals are well-versed in the requirements of ACA 14-56-103 for first-time implementation of impact fees.

Our impact fee lifecycle and approach is to work with City staff, walking through each step from land use assumptions to the creation of the Impact Fee Ordinance. FNI will begin with a schedule identifying tasks and dates and finish the project by producing a report that documents an easy-to-administer impact fee program that enables the City to recoup the capital cost for existing projects and fund the costs for new projects required for new customers.

The City of Farmington owns and operates its sanitary sewer system, and conveys WW to Fayetteville for final conveyance and treatment. All rate billings and impact fee collections are performed by the city of Fayetteville. Fayetteville will collect both Fayetteville and Farmington impact fees from new customers in Farmington. FNI will review Farmington requirements as well as applicable Fayetteville requirements for implementation of this impact fee program.



Our Comprehensive Approach to QUALITY MANAGEMENT

Key Components in Delivering Quality



Engaged Leadership

Successful quality management requires a fully engaged team, starting at the top.

C-Suite leadership and firm owners lead internal review committees, where they are actively engaged in the outlay of services and oversee the appropriate allocation of company resources. Collaboration and attention to detail from the top down increase adherence to performance standards and overall job quality.



Technical Excellence

FNI’s Technical Excellence Program promotes continual staff training and adherence to technical quality and standards. Program leadership includes Lead Technical Professionals (LTPs), who oversee the technical advancement of practice areas, and Senior Advisors, who provide input based on years of experience at critical points of a project. Both roles heighten project quality and efficiency by guiding junior staff in meeting quality standards and avoiding potential pitfalls.



QA/QC Processes

A robust and detailed quality assurance/quality control (QA/QC) program at the project level

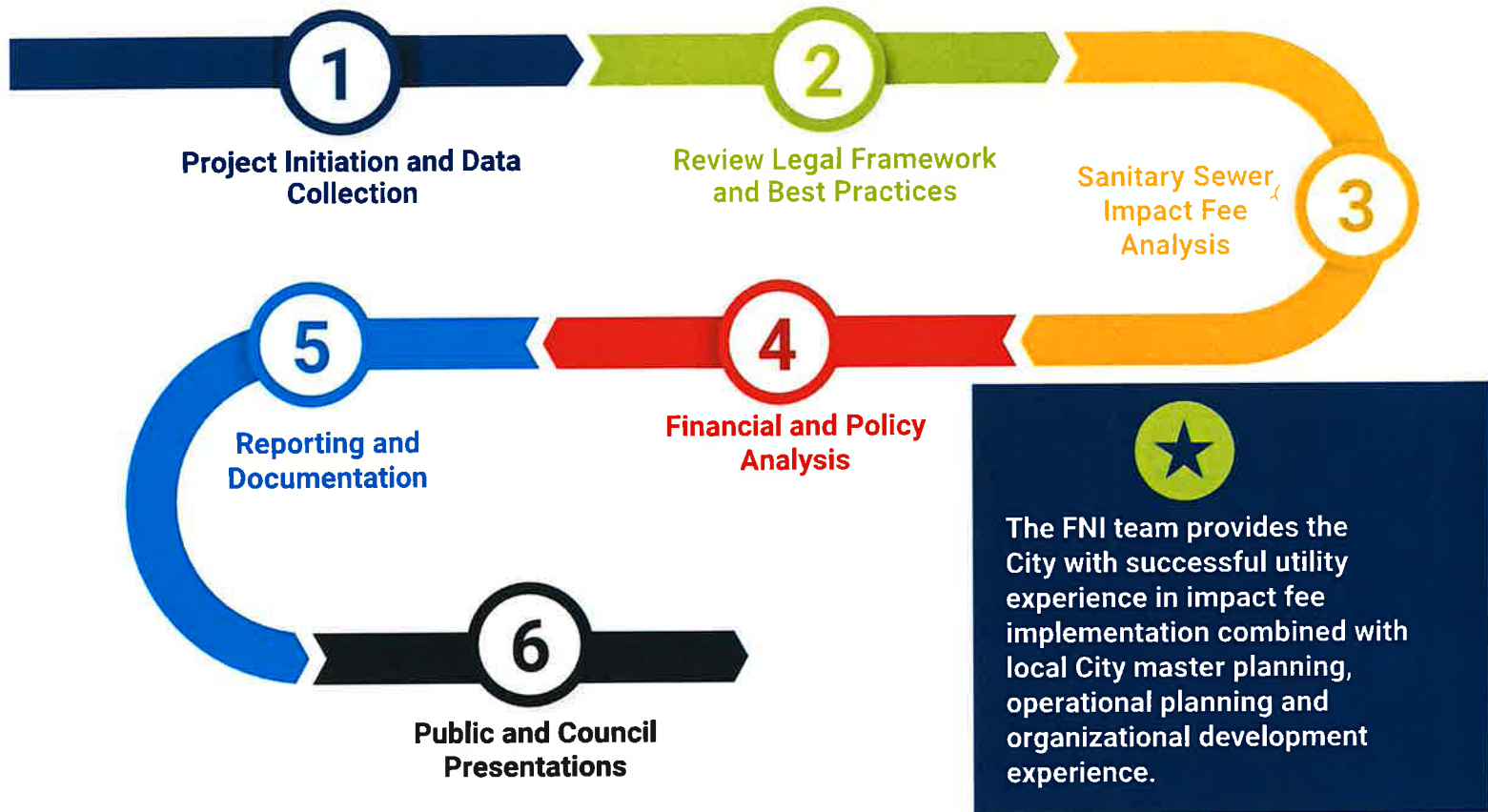
verifies quality standards are consistently met for each contract assignment, resulting in quality deliverables for our clients. FNI’s assigned Project Manager prepares a formal QC Plan for each project, detailing the documents to be checked or reviewed, creating QC schedules and identifying responsible personnel. Our systematic QA process confirms an effective QC approach is followed and project objectives are carried out. QC reviews confirm the technical accuracy of project components.

09

Description of Anticipated Approach to Major Tasks

9. Description of Anticipated Approach to Major Tasks

Step-by-Step Approach



1 PROJECT INITIATION & DATA COLLECTION

The project begins with a kickoff meeting between the City and FNI team to establish expectations, review the scope of work and outline the structure of the final report. FNI's standard approach emphasizes early data collection, including historical and current financials, operating and capital budgets and supplemental data requests. The FNI team will specifically gather information on debt service, revenues and expenses, usage and loss, billing and collection and planned capital improvements.

This task will involve collecting and reviewing basic data to be provided by the utilities, including reports by others, historical and current financial information, and operating and capital budgets. FNI will collect data in electronic form to avoid duplication of effort with regard to data entry and to maintain data accuracy.

FNI will develop a data request memorandum and work with City staff to gather and discuss appropriate information, including:

- Planning and development projections
- Most recent GIS and/or maps of existing sanitary sewer infrastructure
- Existing water meter information
- Existing WW master plans and capacity studies such as the capacity study recently performed by RJN Group, Inc.
- Latest WW and sanitary sewer flow data
- Information on recently constructed and planned WW capacity projects
- Developer cost-share agreements

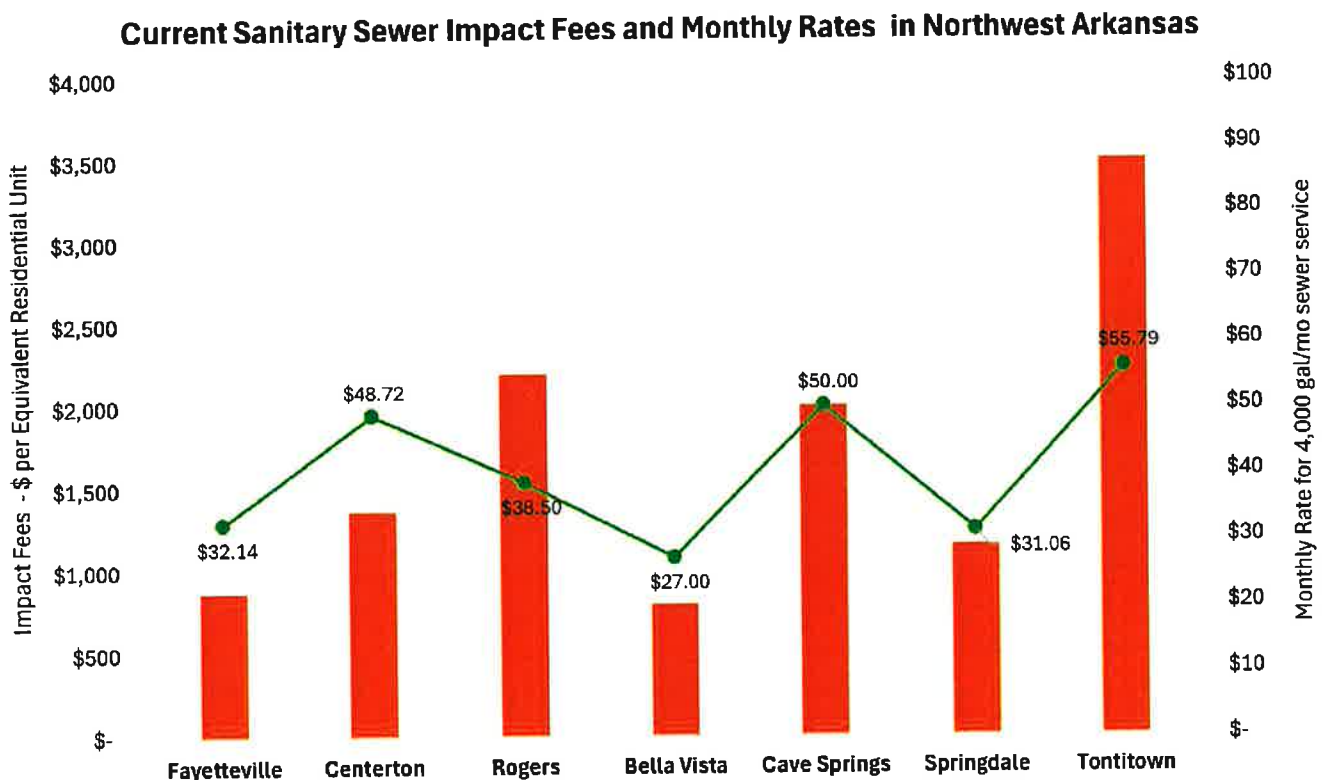
2 REVIEW LEGAL FRAMEWORK AND BEST PRACTICES

The FNI team has extensive experience helping municipalities comply with all applicable federal, state and local rules and regulations. The requirements for impact fee studies in Arkansas are defined by ACA 14-56-103.

The FNI team has implemented impact fee programs across multiple states and is fully knowledgeable about the regulatory requirements of ACA 14-56-103. This statute requires municipalities to adopt an ordinance that defines a CIP, including both existing and future improvements, with capacity reasonably attributable to growth. The ordinance must also specify service units (typically water meters), the impact fee formula, procedures for fee collection and the process for issuing refunds.

Consideration of nexus and proportionality requirements is a key legal requirement of impact fee development under U.S. Supreme Court precedent, particularly *Nollan v. California Coastal Commission* and *Dolan v. City of Tigard*. The FNI team will develop an impact fee program based on a reasonable connection between the fee and the legitimate public purpose of funding sanitary sewer infrastructure needed to support growth, with analyses intended to demonstrate that the fee is proportionate to the development’s anticipated impact on the community.

The study will include a benchmark evaluation of the proposed fee in comparison to nearby cities and municipalities. An example of the impact fee and rate comparison for seven cities in northwest Arkansas is shown below.



3 SANITARY SEWER IMPACT FEE ANALYSIS

A. LAND USE ASSUMPTIONS PLAN (LUAP)

The impact fee CIP is based on an adopted LUAP, which includes a description of the service area(s) and projections of changes in land use, densities, intensities and population in the service area over at least a 10-year planning period. FNI will prepare 20-year development assumptions to facilitate identification of full system needs, as well as 10-year needs.

The FNI team will evaluate available census data, traffic analysis zones, building permits, developer agreements and other sources to determine growth patterns.

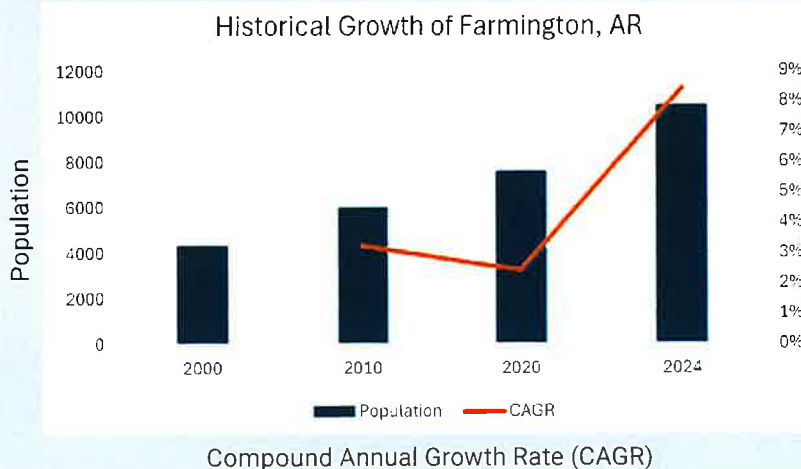
Two examples of population growth projections are shown below:



Farmington is growing. City population sign displaying the most recent census population.

Cities	Population Estimate July 1, 2024	2030	2040	2050	Average Annual Growth Rate	Overall Growth Rate
Avoca	501	566	693	849	2.05%	69%
Bella Vista	33,274	35,552	39,701	44,335	1.11%	33%
Bentonville	61,791	74,989	103,543	142,969	3.28%	131%
Cave Springs	6,304	7,821	11,205	16,052	3.66%	155%
Centerton	25,745	29,905	38,386	49,272	2.53%	91%
Decatur	1,723	2,072	2,819	3,835	3.13%	123%
Elkins	4,025	4,581	5,684	7,052	2.18%	75%
Elm Springs	2,872	3,348	4,322	5,581	2.59%	94%
Farmington	10,473	11,931	14,825	18,421	2.20%	76%
Fayetteville	103,134	113,022	131,654	153,358	1.54%	49%
Garfield	622	666	747	837	1.15%	35%
Gateway	452	561	805	1,155	3.67%	156%
Gentry	4,672	5,595	7,557	10,208	3.05%	118%
Goshen	2,383	2,726	3,411	4,269	2.27%	79%
Gravette	3,826	5,093	8,204	13,215	4.88%	245%
Greenland	1,240	1,713	2,935	5,028	5.53%	306%
Highfill	2,793	3,970	7,132	12,813	6.03%	359%
Johnson	3,705	4,244	5,321	6,672	2.29%	80%
Lincoln	2,371	2,854	3,888	5,295	3.14%	123%
Little Flock	3,040	3,492	4,399	5,542	2.34%	82%
Lowell	11,568	14,209	20,018	28,201	3.49%	144%
Pea Ridge	10,190	11,907	15,437	20,013	2.63%	96%
Prairie Grove	8,589	9,862	12,415	15,631	2.33%	82%
Rogers	75,639	85,807	105,880	130,650	2.12%	73%
Siloam Springs	20,075	22,410	26,921	32,341	1.85%	61%
Springdale	89,368	101,859	126,678	157,543	2.20%	76%
Springtown	89	110	155	220	3.54%	147%
Sulphur Springs	475	589	841	1,202	3.64%	153%
Tontitown	7,941	8,972	10,996	13,476	2.05%	70%
West Fork	2,356	2,902	4,106	5,810	3.53%	147%
Winslow	364	390	436	488	1.14%	34%
Total	501,600	573,718	721,116	912,332	2.33%	82%

Source:
Northwest
Arkansas
Regional Planning
Commission



The populations from the U.S. Census shows that Farmington's population is currently growing at 8% annually, while the Northwest Arkansas Regional Planning Commission anticipates a conservative 2.2% annual growth rate. FNI will review available resources and determine WW flow projections for the 10 and 20 year planning periods based expected growth projections.

FNI will conduct a workshop with City staff to discuss the LUAP, review the current and projected growth rates and service area structures for each component of the impact fee program.

The final LUAP will be documented in a report that will include methodology, existing population and land use, future growth projections and service area delineation.

B. SERVICE UNIT EQUIVALENTS

A service unit is defined as service equivalent to a water connection for a single-family residence. Public, commercial and industrial connections are converted into service units based upon the capacity of each meter used to provide service. The number of service units required to represent each meter size is based on the same maximum operating capacity of the appropriate meter type. FNI will document the definition of the City's service unit and calculate existing and 10-year service unit equivalents based on the LUAP.

FNI will review existing water meter data, including meter size, and develop an equivalency table for each water meter size based on the AWWA Manual 6, Water Meters – Selection, Installation, Testing and Maintenance, 5th edition, 2018. This equivalency table will be a guide to factor impact fees for meters larger than the standard meter size.

C. IMPACT FEE ELIGIBLE CIP DEVELOPMENT

Cost recovery through impact fees is limited to those projects, or portions of projects, that directly serve the service area's growth. FNI will develop an impact fee CIP built around eligible projects defined from existing capacity studies, master plans, and/or plans provided by Farmington. If requested, as additional services, FNI can also provide hydraulic modeling and master planning services.

We will also evaluate existing projects that are possibly eligible for cost recovery through impact fees. Project eligibility will be based on ACA 14-56-103. The impact fee CIP will include two categories of projects:

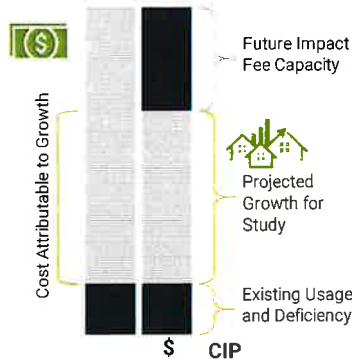
- Existing projects already in-service that can be demonstrated, through engineering judgment, to still have excess capacity to serve growth during the next 10-year planning period.
- New projects that will be needed to serve future growth during the next 10-year planning period, such as the eligible portion of Farmington's \$1.35 million share of the estimated \$2.74 million cost to construct 2,820 linear feet of 18-inch main to serve future growth along Highway 170 and the south and southeast portions of Farmington.



D. IMPACT FEE ELIGIBLE CIP DEVELOPMENT

FNI will examine the existing debt structure for all eligible components to calculate the credit. FNI will calculate and compare outstanding future principal and debt payments to the existing capacity requirements as a percentage of overall capacity to calculate the future debt for each existing customer. Ultimately, FNI will recommend a justifiable credit for impact fee calculations that will avoid future customers paying double for improvements through impact fees and utility rates. The maximum allowable impact fee will be determined based on ACA 14-56-103.

Cost per Service Unit Calculation



E. COLLECTION PROCEDURE AND REFUND PROCESS

FNI will collaborate with City staff to define the collection procedure, normally at the time of meter set, and refund process, if needed. FNI will build an impact fee program that mitigates the need for refunds.

Farmington sanitary sewer customers will pay Farmington impact fees as well as the respective Fayetteville impact fees. Since Farmington's impact fees will be collected by Fayetteville, FNI will also coordinate with staff from the Fayetteville Utility Department to define collection procedures.

Water Service Units Example

Meter Size	Maximum Operating Capacity (gpm) ⁽¹⁾	Service Unit Equivalent
5/8-3/4"	25	1
1"	40	2
1 1/2"	50	5
2"	160	14
3"	320	30
4"	500	50
6"	1,400	105
8"	2,400	135

(1) Based on AWWA Standards



4 FINANCIAL AND POLICY ANALYSIS

FNI will provide an evaluation of the impact of implementing an impact fee on development feasibility. The evaluation will include a discussion of the benefits of a municipal sanitary sewer system allowing for higher density subdivisions versus lower density developments on septic systems. The analysis will include a discussion on phase-in of impact fees and overview of the financial effects of a phased program. The discussion will also include a discussion of credits for developer funding of eligible impact fee CIP. Based on input from city staff, FNI will also include a list of potential exemptions for consideration by City Council.



5 SANITARY SEWER IMPACT FEE STUDY REPORT AND DOCUMENTATION

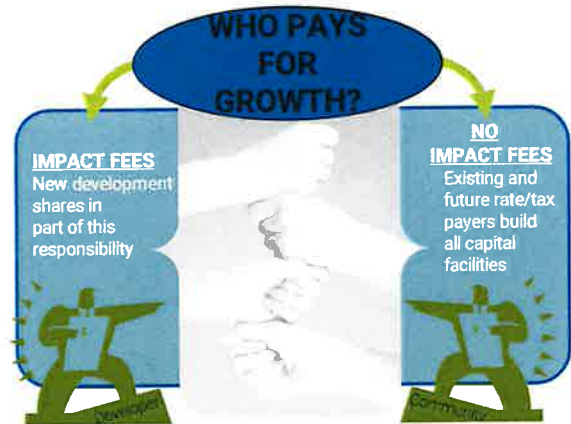
The results of the study will be presented in a report that describes the legal framework, processes and results of the LUAP, service units, impact fee eligible CIP, maximum allowable impact fee calculation, collection procedure refund process, financial and policy analysis, and benchmark comparison with other cities in northwest Arkansas.

The draft report will be submitted to City staff for edit and comment. Based on these comments, the FNI team will revise the draft report and provide the final draft for submittal to Farmington’s Planning Commission and City Council, including up to 10 printed copies and an electronic PDF copy of the report.

6 PUBLIC AND COUNCIL PRESENTATIONS

The FNI team will present the Sanitary Sewer Impact Fee Study to the City’s Planning Commission and/or City Council. FNI will prepare summary materials for the public. The materials will summarize the overall impact fee process and the benefits and concerns of an impact fee program, with an emphasis on “Growth Pays for Growth”.

Examples of the information regarding impact fees to be provided is shown below:



ADVANTAGES

- ✔ Allowable by state law; alleviates burden of new facilities on existing rate/tax-payers.
- ✔ Allows for implementation of key system improvements over piece-meal approach.
- ✔ Allows recoupment of projects already constructed which contains oversized or excess capacity.
- ✔ Fairly charges based on system impacts.
- ✔ Provides up front knowledge of the exact fee to be imposed.
- ✔ Allows for pooling of funds.
- ✔ Allows for developer credits.
- ✔ Establishes rough proportionality.

DISADVANTAGES

- ✘ City may likely have to front the cost of improvements and collect fees as development occurs.
- ✘ Slower economic times means cost recovery may be slow and is dependent on new development.
- ✘ Fees can only be applied to projects on the Impact Fee CIP.
- ✘ Administrative requirements may be burdensome to some cities.

Based on feedback and final approval of the impact fee ordinance by the City Council, FNI will revise the final report. The final report will document the maximum impact fee calculation and the fee approved by the City Council. FNI will provide up to 10 printed copies and an electronic PDF copy of the final report.

10

**Project
Schedule: Major
Milestones
and Estimated
Timeline**

10. Project Schedule: Major Milestones and Estimated Timeline

Task	Task Description	2026							
		APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV
1	Project Initiation and Data Collection Milestone: Project start 4/27/2026								
2	Review Legal Framework and Best Practices								
3	Sanitary Sewer Impact Fee Analysis								
4	Financial and Policy Analysis								
5	Reporting and Documentation Milestone: Draft final report to Planning Commission by 9/22/2026 submittal deadline								
6	Public and Council Presentations								

Potential presentations at public and council meetings:

- Planning Commission 10/26/2026
- City Council 11/9/2026

11

**Cost Proposal
with Itemized
Costs by Task
and Staff Role**

11. Cost Proposal

FNI proposes to complete the sanitary sewer impact fee study described in Section 9 for a lump sum fee of \$85,000.

The proposed fee is based on FNI utilizing existing financial, GIS, sanitary sewer master plans, flow metering and hydraulic modeling data available from the City. If requested, FNI can perform financial modeling, GIS development, master planning, flow monitoring and/or hydraulic modeling as additional services.

Itemized Costs by Task and Staff Role

Task	Task Description	Hours per Professional (Prof.) Staff Level				Approximate Staff Hours	Budgeted Cost
		Professional Level 1	Professional Level 3	Professional Level 5	Professional Level 6		
	Rate Range*	\$97–\$183	\$121–\$279	\$211–\$348	\$221–\$410		
1	Project Initiation and Data Collection	22	30	7	41	100	\$22,000
2	Review Legal Framework and Best Practices	2	8		8	18	\$4,000
3	Sanitary Sewer Impact Fee Analysis	24	38	4	43	109	\$25,000
4	Financial and Policy Analysis		4	8	10	22	\$6,000
5	Reporting and Documentation	20	28	7	18	73	\$15,000
6	Public and Council Presentations	4	5	1	43	53	\$13,000
	Totals	72	113	27	163	375	\$85,000**

Notes

- No expense items are anticipated to be billed on this project.
- The rate ranges are marked with an asterisk (*) to reflect the potential use of additional qualified staff to address project-specific needs not fully defined at the time of proposal.
- The budgeted cost, marked with a double asterisk (**), is to denote FNI reserves the right to negotiate a fee different than is shown here if the scope of work items do not align with the agreed approach in Section 9, or if sufficient information is not available from the City to make a reasonable evaluation of system capacity.



Mission

Innovative approaches

Practical results

Outstanding service

Vision

Be the firm of choice for
clients and employees

LEADS Values

Learn continuously

Engage as family

Act with integrity

Deliver quality

Serve always



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479-434-1160 | freese.com
903 North 47th Street, Suite 250 | Rogers, AR 72756

Agenda Item 14

RESOLUTION NO. 2026-07

A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF FARMINGTON, ARKANSAS TO EXECUTE A REAL ESTATE CONTRACT FOR THE PURCHASE OF 2.37 ACRES OF LAND FROM THE FARMINGTON SCHOOL DISTRICT.

WHEREAS, the City of Farmington (“Buyer”) desires to acquire certain real property for public purposes; and

WHEREAS, the Farmington School District (“Seller”) is the owner of approximately 2.37 acres of real property located on Broyles Avenue, Washington County, Arkansas, more particularly described in the Real Estate Contract; and

WHEREAS, the City and the School District have negotiated a purchase price of One Hundred Thirty-Five Thousand Dollars (\$135,000.00) for said property; and

WHEREAS, it is in the best interest of the City of Farmington to enter into this agreement to facilitate the acquisition of said land.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FARMINGTON, ARKANSAS:

SECTION 1. That the City Council hereby authorizes the purchase of approximately 2.37 acres of land located on Broyles Avenue from the Farmington School District for the total purchase price of \$135,000.00.

SECTION 2. That the Mayor of Farmington, Ernie Penn, is hereby authorized and directed to execute the Real Estate Contract and any other documents reasonably necessary to complete the transfer of title and closing of this transaction.

SECTION 3. This resolution shall be in full force and effect from and after the date of its passage and approval.

PASSED AND APPROVED this 13th day of April 2026.

APPROVED:

BY: _____
Ernie Penn, Mayor

ATTEST:

BY: _____
Kelly Penn, City Clerk



WARRANTY DEED

KNOW ALL MEN BY THESE PRESENTS:

That **Farmington School District No. 6**, also known as and who took title to the Property hereinafter described as **The Board of Education of Farmington School District No. 6**, hereinafter called "Grantor", for good and valuable consideration, in hand paid by **City of Farmington**, hereinafter called Grantee(s), the receipt of which is hereby acknowledged, does hereby grant, bargain, sell and convey unto **City of Farmington, Arkansas, an Arkansas Municipal Corporation**, and Grantee(s) heirs, successors and/or assigns, all of my right, title and interest in and to the following described land situated in **Washington County, State of Arkansas**, to-wit:

A PART OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 23, TOWNSHIP 16 NORTH, RANGE 31 WEST, WASHINGTON COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS, TO-WIT: BEGINNING AT AN EXISTING REBAR WHICH IS N87°31'26"W 508.75' AND S01°51'24"W 375.00 FROM AN EXISTING STONE MARKING THE NORTHEAST CORNER OF SAID FORTY ACRE TRACT AND RUNNING THENCE S76°06'25"W 213.28' TO THE CENTERLINE OF AN EXISTING DITCH, THENCE ALONG SAID CENTERLINE THE FOLLOWING: S77°31'33"W 70.70', S79°19'12"W 115.71', S83°39'21"W 109.39', S59°20'42"W 96.08', S63°55'26"W 90.01', S51°53'58"W 84.76', THENCE LEAVING SAID CENTERLINE S71°20'21"W 65.78' TO AN EXISTING REBAR, THENCE N87°52'56"W 29.84', THENCE N01°51'24"E 296.04', THENCE S87°31'26"E 812.00 TO THE POINT OF BEGINNING, CONTAINING 2.37 ACRES, MORE OR LESS. SUBJECT TO THAT PORTION IN NORTH BROYLES STREET MASTER STREET PLAN RIGHT-OF-WAY ON THE WEST SIDE OF HEREIN DESCRIBED TRACT AND ALSO SUBJECT TO ALL OTHER EASEMENTS AND RIGHTS-OF-WAY OF RECORD.

Subject to easements, rights-of-way, and protective covenants of record, if any. Subject to all prior mineral reservations and oil and gas leases, if any.

TO HAVE AND TO HOLD the said lands and appurtenances thereunto belonging unto the said Grantee(s) and Grantee(s) heirs, successors and/or assigns, forever. And said Grantor, hereby covenants that it is lawfully seized of said land and premises, that the same is unencumbered, and that the said Grantor will forever warrant and defend the title to the said lands against all claims whatever.

AG Title File #: 26-1047
Prepared under the supervision of:
Langdon Davis Law Firm
625 Sam Houston St
New Boston, TX 75570

WITNESS my hand and seal on this ___ day of March, 2026.

Grantor: **Farmington School District No. 6**

By: _____
Jon Laffoon, Superintendent

ACKNOWLEDGMENT

STATE OF ARKANSAS
COUNTY OF WASHINGTON

On this the _____ day of March, 2026, before me, _____, the undersigned notary, personally appeared **Jon Laffoon** known to me (or satisfactorily proven) to be the person whose name(s) is/are subscribed to the within instrument and acknowledged that he/she/they executed the same as the superintendent of **Farmington School District No. 6**, for the consideration uses and purposes therein mentioned and set forth.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

Notary Public
My Commission expires:

After recording, please return to:
AG Title
249 W. Main St.
Farmington, AR 72730

AG Title File #: **26-1047**
Prepared under the supervision of:
Langdon Davis Law Firm
625 Sam Houston St
New Boston, TX 75570